

REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.

488

**BE IT REMEMBERED** that a Regular Meeting of the City Council of Jackson, Mississippi was convened in the Council Chambers in City Hall at 10:00 a.m. on February 23, 2016, being the fourth Tuesday of said month, when and where the following things were had and done to wit:

Present: Council Members: Melvin Priester, President, Ward 2; Tyrone Hendrix, Vice-President, Ward 6; Ashby Foote, Ward 1 and De'Keither Stamps, Ward 4. Directors: Tony Yarber, Mayor; Debra Jones, Assistant City Clerk; Angela Harris, Deputy City Clerk; Allice Lattimore, Deputy City Clerk and Monica Joiner, City Attorney.

Absent: Kenneth Stokes, Ward 3; Charles Tillman, Ward 5 and Margaret Barrett-Simon, Ward 7.

\*\*\*\*\*

The meeting was called to order by **President Melvin Priester, Jr.**

\*\*\*\*\*

The invocation was offered by **Associate Pastor Steven Miller** of Jackson Revival Center.

\*\*\*\*\*

The following individuals were recognized during the meeting:

- **Lanier High School Class of 1948**
- **Members of the Jackson Municipal Airport Authority**

\*\*\*\*\*

**President Priester** recognized the following individuals who provided public comments during the meeting:

- **Delores Walker** expressed concerns regarding an incident with security while attending an event within the City of Jackson.
- **Grace Britton Sweet** spoke in support of the naming of the Jatran bus facility to Elport Chess Building.

-----

**President Priester** requested that Agenda Item No. 19 be moved forward on the Agenda. Hearing no objections, the Clerk read the following:

**ORDINANCE OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI NAMING THE BUILDING THAT HOUSES THE JATRAN MAINTENANCE FACILITY THE ELPORT CHESS BUILDING.**

**WHEREAS**, JATRAN, is the bus transit system for the City of Jackson, Mississippi; and

**WHEREAS**, the JATRAN maintenance facility is housed within a City of Jackson building located at 1785 Highway 80 West, Jackson, Mississippi 39204; and

**WHEREAS**, the late Mr. Elport Chess, a lifelong resident of Jackson, Mississippi, was drafted out of high school to serve during World War II; and

**WHEREAS**, Mr. Elport Chess returned to Lanier High School to finish high school in September of 1947; and

**WHEREAS**, in September of 1947, Mr. Elport Chess was jailed and beaten because he refused to sit in the back on the bus, but instead sat in the front of the bus; and

**WHEREAS**, from September 1947 until January 1948, those students living in Washington Addition and attending Lanier High School boycotted the bus transit system for the City of Jackson in protest to the treatment of Mr. Elport Chess and in disapproval of segregation; and

**WHEREAS**, the Lanier Class of 1948 will meet on Friday, February 26, 2016 at 6: 00 p.m. to preserve this historical and courageous act as a documentary; and

**WHEREAS**, the City Council recommends naming the building that houses the JATRAN maintenance facility located at 1785 Highway 80 West, Jackson, Mississippi 39204 the Elport Chess Building to enhance the community with a historic landmark for the City of Jackson to remember such a courageous person as Mr. Elport Chess.

**THEREFORE, BE IT ORDAINED** that the City Council of Jackson, Mississippi hereby names the building that houses the JATRAN maintenance facility located at 1785 Highway 80 West, Jackson, Mississippi 39204 the Elport Chess Building.

**Council Member Priester** moved adoption; **Council Member Hendrix** seconded.

-----

**President Priester** recognized **Monica Joiner**, City Attorney, who stated that the Council could suspend the rules and adopt ordinance only if all the requirements involving a naming/renaming had been met.

-----

**President Priester** recognized **Tamara Jackson**, Policy Analyst, who stated that all requirements had not been met.

-----

Thereafter, **Council Members Priester** and **Hendrix** withdrew their motion and second.

-----

- **Shirley Perry**, a representative of Butterflies by Grace Defined by Faith, who encouraged the citizens of Jackson to help spread awareness of teen dating violence.
- **Vernon Hartley** spoke of accomplishments achieved during his tenure as a Jackson Municipal Airport Authority commissioner.
- **Willie Bell** expressed concerns regarding the possible State takeover of the Jackson airport.
- **David Archie** expressed concerns regarding major contractors not hiring minority sub-contractors on City awarded contracts within the City of Jackson.
- **Paul Willis**, Director of Jackson Public Schools Army Instruction, provided information regarding Jackson's 1<sup>st</sup> Inaugural West Point Military Academy Leadership and Ethics Workshop to be held on February 26, 2016 from 8:00 a.m. until 4:30 p.m. at Jackson State University Engineering building.
- **Ben Minnifield** provided information regarding the events that would to place during the West Point Military Academy Leadership and Ethics Workshop.
- **Reggie Fullwood** provided information regarding the West Point Military Academy.
- **Enoch Sanders** expressed concerns regarding high speed chases within the City of Jackson.

- **Sheila O’Flaherty** spoke in support of the naming of the Jatran building to Elport Chess Building.
- **Patty Patterson** spoke in support of the Neighbors First Lot Program.
- **Iya ‘Falola Omomobola** support in opposition of changing the Jackson Municipal Airport Authority board of commissioners.
- **Dorothy Davis** expressed concerns regarding development on Farish Street.

\*\*\*\*\*

Council Member Tillman left the meeting at 11:41 a.m.

\*\*\*\*\*

**RESOLUTION DECLARING CERTAIN PARCELS OF REAL PROPERTY IN THE CITY OF JACKSON TO BE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE PURSUANT TO SECTION 21-19-11 OF THE MISSISSIPPI CODE AND BASED ON ADMINISTRATIVE HEARINGS HELD SEPTEMBER 22, 2015 FOR THE FOLLOWING CASES:**

2015-2237	2015-2238	2015-2356	2015-2476
2015-2480	2015-2482	2015-2708	2015-2990

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended provides that a governing authority shall conduct a hearing to determine whether property or parcels of land located within a municipality is in such a state of uncleanliness as to be a menace to the public health, safety and welfare of the community; and

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended sets forth the procedure for mailing and posting notice of the hearing; and

**WHEREAS**, hearings in the above captioned cases were held before a hearing officer appointed by the Mayor on September 22, 2015; and

**WHEREAS**, the hearing officer determined that notice was provided in accordance with Section 21-19-11 prior to the hearings; and

**WHEREAS**, after hearing testimony and reviewing evidence, the hearing officer made findings and recommendations for adjudication concerning certain parcels as follows:

- 1) **Case #2015-2237: Parcel #640-105** located at *105 Elcrest Street*. No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work: Board-up and secure house, cut grass, weeds, shrubbery, fence line, bushes and saplings, remove trash, debris, toilet, tires, tree limbs and parts, clean curbside.*

- 2) **Case #2015-2238: Parcel #407-70** located at *Lot between 1517 and 1525 Pillars Street*: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work: Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, tires, tree limbs and parts, clean curbside.*

- 3) **Case #2015-2356: Parcel #854-200** located at 0 Cooper Road/Lot E of 941 Cooper Road: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work:* Board-up and secure house. Cut grass and weeds, shrubbery, fence-line, bushes, saplings and remove trash, debris and tree limbs.

- 4) **Case #2015-2476: Parcel #721-868** located at 6714 Lake Glen Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$1250.00.

*Scope of Work:* Cutting of grass, weeds, shrubbery, fence line, bushes and saplings, remove trash, debris and old furniture, clean curbside. Remove abandon vehicles and motorcycle.

- 5) **Case #2015-2480: Parcel #523-12** located at 0 Hillside Drive/Lot E of 4638 Hillside Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$750.00.

*Scope of Work:* Cutting of grass, weeds and fence line, remove trash, debris and bamboo trees, clean curbside.

- 6) **Case #2015-2482: Parcel #721-24** located at 0 Forest Avenue/Lot E of 1284 Forest Avenue: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$250.00.

*Scope of Work:* Cutting of grass, weeds and shrubbery, remove trash and debris, clean curbside.

- 7) **Case #2015-2708: Parcel #633-154** located at 1107 Barbara Ann Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work:* Board-up and secure house. Cut grass and weeds, shrubbery, fence-line, bushes, saplings and remove trash and debris.

- 8) **Case #2015-2990: Parcel #433-201** located at 0 North State Street/Lot @ Corner of Naples Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work:* Cutting of grass, weeds, shrubbery, fence line, bushes, saplings and removing of trash and debris, fallen tree, tree parts and tires.

**IT IS HEREBY ORDERED** that the above parcels be adjudicated a menace to public health as recommended by the hearing officer.

**IT IS HEREBY ORDERED** that a copy of the notices mailed and posted to owners and interested parties of the above parcels shall be included in the minutes along with this resolution pursuant to Section 21-19-11 of the Mississippi Code as amended.

**IT IS HEREBY ORDERED** that the Administration shall be authorized to remedy conditions on the parcels posing a threat to public health and safety using municipal resources or contract labor if the owners fail to do so.

**IT IS HEREBY ORDERED** that the adjudication of penalties, if any, shall be reserved until such time that a resolution is approved assessing actual costs.

Council Member Stokes moved adoption; Council Member Stamps seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

The Notices of Hearing pursuant to Section 21-19-11 of the Mississippi Code, as it relates to each parcel of property, is incorporated herein in their entirety, and located in Public Notices Docket Book 2014B, located in the City Clerk's Office of the City of Jackson, Mississippi.

\*\*\*\*\*

**RESOLUTION DECLARING CERTAIN PARCELS OF REAL PROPERTY IN THE CITY OF JACKSON TO BE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE PURSUANT TO SECTION 21-19-11 OF THE MISSISSIPPI CODE AND BASED ON ADMINISTRATIVE HEARINGS HELD OCTOBER 6, 2015 FOR THE FOLLOWING CASES:**

2015-2604	2015-2797	2015-2798	2015-2800
2015-2619	2015-2622	2015-2785	2015-2789

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended provides that a governing authority shall conduct a hearing to determine whether property or parcels of land located within a municipality is in such a state of uncleanliness as to be a menace to the public health, safety and welfare of the community; and

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended sets forth the procedure for mailing and posting notice of the hearing; and

**WHEREAS**, hearings in the above captioned cases were held before a hearing officer appointed by the Mayor on October 6, 2015; and

**WHEREAS**, the hearing officer determined that notice was provided in accordance with Section 21-19-11 prior to the hearings; and

**WHEREAS**, after hearing testimony and reviewing evidence, the hearing officer made findings and recommendations for adjudication concerning certain parcels as follows:

- 1) **Case #2015-2604 Parcel #425-577** located at *0 Mosley Avenue/Lot S of 3519 Mosley Avenue*: Dorothy Chatman appeared. After hearing testimony, hearing officer recommends that the property be adjudicated as a menace to public health and safety, however, interested party shall be afforded thirty (30) days to cure expiring November 5, 2015. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00.

*Scope of Work: Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, tires, tree limbs and parts, clean curbside.*

- 2) **Case #2015-2797 Parcel #819-355** located at 6255 Yarbrough Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, bushes, saplings, fence line, remove fallen tree, wooden boards, crates, and appliances, building materials, tree limbs, old bricks, tree parts, tires and clean curbside.*

- 3) **Case #2015-2798 Parcel #120-146** located at *0 W Capitol Street/Lot @ SW Corner of Alabama Street*: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, bushes, saplings, fence line, remove fallen tree, wooden boards, crates, and appliances, building materials, tree limbs, old bricks, tree parts, tires and clean curbside.*

- 4) **Case #2015-2800 Parcel #120-147** located at 0 W Capitol Street/Lot @ SE Corner of Alabama Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, bushes, saplings, fence line, remove fallen tree, wooden boards, crates, and appliances, building materials, tree limbs, old bricks, tree parts, tires and clean curbside.*

- 5) **Case #2015-2619 Parcel #429-399** located at 4135 Del Rosa Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work: Cutting of grass, weeds, shrubbery and fence line, remove trash, debris and tires, clean curbside.*

- 6) **Case #2015-2622 Parcel #722-329** located at 721 Nearing Trail: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work: Cutting of grass, weeds and fence line, remove all trash, debris, tires and tree limbs, clean curbside.*

- 7) **Case #2015-2785 Parcel #114-199** located at 323 Bon Air Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, cut fence line, bushes, saplings, remove tree limbs, tires and clean curbside.*

- 8) **Case #2015-2789 Parcel #153-57** located at 0 Pittsburg Street/Lot E of House @ SE Corner of Rhodes Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$750.00.

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut bushes, cut fence line, bushes, saplings, remove fallen tree, tree limbs, remove old furniture, tires, remove trailer with tires.*

**IT IS HEREBY ORDERED** that the above parcels be adjudicated a menace to public health as recommended by the hearing officer.

**IT IS HEREBY ORDERED** that a copy of the notices mailed and posted to owners and interested parties of the above parcels shall be included in the minutes along with this resolution pursuant to Section 21-19-11 of the Mississippi Code as amended.

**IT IS HEREBY ORDERED** that the Administration shall be authorized to remedy conditions on the parcels posing a threat to public health and safety using municipal resources or contract labor if the owners fail to do so.

**IT IS HEREBY ORDERED** that the adjudication of penalties, if any, shall be reserved until such time that a resolution is approved assessing actual costs.

Council Member Stokes moved adoption; Council Member Stamps seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

The Notices of Hearing pursuant to Section 21-19-11 of the Mississippi Code, as it relates to each parcel of property, is incorporated herein in their entirety, and located in Public Notices Docket Book 2014B, located in the City Clerk's Office of the City of Jackson, Mississippi.

\*\*\*\*\*

**RESOLUTION DECLARING CERTAIN PARCELS OF REAL PROPERTY IN THE CITY OF JACKSON TO BE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE PURSUANT TO SECTION 21-19-11 OF THE MISSISSIPPI CODE AND BASED ON ADMINISTRATIVE HEARINGS HELD OCTOBER 27, 2015 FOR THE FOLLOWING CASES:**

2013-2314	2014-2980	2015-2496	2015-2602	2015-2662	2015-2672
2015-2678	2015-2679	2015-2680	2015-3019	2015-3043	2015-3049
2015-3099	2015-3109	2015-3113	2015-3114	2015-3115	2015-3116
2015-3137					

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended provides that a governing authority shall conduct a hearing to determine whether property or parcels of land located within a municipality is in such a state of uncleanliness as to be a menace to the public health, safety and welfare of the community; and

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended sets forth the procedure for mailing and posting notice of the hearing; and

**WHEREAS**, hearings in the above captioned cases were held before a hearing officer appointed by the Mayor on October 27, 2015; and

**WHEREAS**, the hearing officer determined that notice was provided in accordance with Section 21-19-11 prior to the hearings; and

**WHEREAS**, after hearing testimony and reviewing evidence, the hearing officer made findings and recommendations for adjudication concerning certain parcels as follows:

- 1) **Case #2013-2314: Parcel #131-209 located at 1300 Grand Avenue:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 5*

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, fence line, bushes, saplings, remove tires, tree limbs and clean curbside.*

- 2) **Case #2014-2980: Parcel #131-27 located at 1300 Grand Avenue:** Sam Pollard appeared. After hearing testimony, hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested party shall be afforded two (2) weeks to cure expiring November 10, 2015. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00. *Ward 5*

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, fence line, bushes, saplings, remove tires, tree limbs and clean curbside.*

- 3) **Case #2015-2496: Parcel #101-148-1 located at 1009-11 Gentry Street/(1009 Gentry Street Apt. 11):** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 3*

*Scope of Work: Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, tires, tree limbs and parts, clean curbside.*

- 4) **Case #2015-2602: Parcel #101-149** located at 0 Bailey Avenue/Lot N of 2977 Bailey Avenue: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 3*

*Scope of Work: Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, tires, tree limbs and parts, clean curbside.*

- 5) **Case #2015-2662: Parcel #101-163** located at 1105 Gentry Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 3*

*Scope of Work: Cutting of grass, weeds, fence line, bushes and saplings, remove trash, old furniture, debris, tires, tree limbs and parts, clean curbside.*

- 6) **Case #2015-2672: Parcel #101-148** located at 0 Bailey Avenue/Lot @ SW Corner of Gentry Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 3*

*Scope of Work: Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, tires, tree limbs and parts, clean curbside.*

- 7) **Case #2015-2678: Parcel #91-42** located at 0 Palmyra Street/Lot W @ SW Corner of W Monument Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 3*

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, fence line, bushes, saplings, remove, wooden boards, crates, appliances, building materials, tree limbs, old furniture, tires, pallets, auto parts clean curbside, etc.*

- 8) **Case #2015-2679: Parcel #91-41** located at 841 Palmyra Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 3*

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, fence line, bushes, saplings, remove, wooden boards, crates, appliances, building materials, tree limbs, old furniture, tires, pallets, auto parts clean curbside, etc.*

- 9) **Case #2015-2680: Parcel #91-44** located at 817 Palmyra Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 3*

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, cut shrubbery, fence line, bushes, saplings, remove, wooden boards, crates, appliances, building materials, tree limbs, old furniture, tires, pallets, auto parts clean curbside, etc.*

- 10) **Case #2015-3019: Parcel #126-97** located at 0 Valley Street/Lot N of 354 Valley Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$250.00. *Ward 3*

*Scope of Work: Cutting of grass, weeds and removing of trash and debris, remove tree limbs, remove tree limbs, cut bushes, and clean curbside.*

- 11) **Case #2015-3043: Parcel #409-269** located at 1906 Oakland Drive: Barry Gunn with Gunns Construction appeared. Hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested parties shall be afforded thirty (30) days to execute a repair agreement with the City expiring November 26, 2015. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00. *Ward 3*

*Scope of Work: Demolish and remove remains of structure, trash, debris, foundation, steps, driveway and cut grass and weeds, remove all foundation, steps, driveway, and any other items to insure property is clear and free of any and all health hazards.*

- 12) **Case #2015-3049: Parcel #641-66** located at 130 Barbara Avenue: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 4*

*Scope of Work: Demolish and remove remains of structure, trash, debris, foundation, steps, driveway and cut grass and weeds. Remove all foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards.*

- 13) **Case #2015-3099: Parcel #54-204** located at 4087 Pine Hill Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 7*

*Scope of Work: Demolish and remove remains of structure, trash, debris, foundation, steps, driveway and cut grass and weeds.*

- 14) **Case #2015-3109: Parcel #450-160** located at 0 Roxbury Road/SW Corner of Simwood Place: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 1*

*Scope of Work: Cutting of grass, weeds, shrubbery, fence line, bushes, saplings and removing of trash and debris, tree limbs. Clean curbside.*

- 15) **Case #2015-3113: Parcel #451-4-1** located at 0 Wesley Walk/Corner of Old Canton Road: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 7*

*Scope of Work: Cutting of grass, weeds, shrubbery, fence line and removing of trash and debris. Clean curbside.*

- 16) **Case #2015-3114: Parcel #56-22-3** located at 0 Hartfield Street/Lot E of 208 Hartfield Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 7*

*Scope of Work: Cutting of grass, weeds, shrubbery, fence line, bushes, saplings and removing of trash and debris, fallen tree, tree limbs, tree parts, tires.*

- 17) **Case #2015-3115: Parcel #59-8** located at 0 Adelle Street/2<sup>nd</sup> Lot E of 148 Adelle Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 7*

*Scope of Work: Cutting of grass, weeds, shrubbery, fence line, bushes, saplings and removing of trash and debris, fallen tree, tree limbs and tree parts.*

18) **Case #2015-3116: Parcel #59-9 located at 0 Adelle Street/Lot E of 148 Adelle Street:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 7*

**Scope of Work:** Cutting of grass, weeds, shrubbery, fence line, bushes, saplings and removing of trash and debris, fallen tree, tree limbs, tree parts.

19) **Case #2015-3137: Parcel #552-148 located at 304 Colonial Circle:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 1*

**Scope of Work:** Cutting of grass, weeds, bushes and removing of trash and debris, tree limbs. Clean curbside.

**IT IS HEREBY ORDERED** that the above parcels be adjudicated a menace to public health as recommended by the hearing officer.

**IT IS HEREBY ORDERED** that a copy of the notices mailed and posted to owners and interested parties of the above parcels shall be included in the minutes along with this resolution pursuant to Section 21-19-11 of the Mississippi Code as amended.

**IT IS HEREBY ORDERED** that the Administration shall be authorized to remedy conditions on the parcels posing a threat to public health and safety using municipal resources or contract labor if the owners fail to do so.

**IT IS HEREBY ORDERED** that the adjudication of penalties, if any, shall be reserved until such time that a resolution is approved assessing actual costs.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- Absent.  
Absent- Barrett-Simon and Tillman.

The Notices of Hearing pursuant to Section 21-19-11 of the Mississippi Code, as it relates to each parcel of property, is incorporated herein in their entirety, and located in Public Notices Docket Book 2014B, located in the City Clerk's Office of the City of Jackson, Mississippi.

\*\*\*\*\*

**RESOLUTION DECLARING CERTAIN PARCELS OF REAL PROPERTY IN THE CITY OF JACKSON TO BE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE PURSUANT TO SECTION 21-19-11 OF THE MISSISSIPPI CODE AND BASED ON ADMINISTRATIVE HEARINGS HELD NOVEMBER 17, 2015 FOR THE FOLLOWING CASES:**

2015-2500	2015-2654	2015-2663	2015-2787	2015-3154	2015-3156
2015-3157	2015-3158	2015-3160	2015-3161	2015-3164	2015-3181
2015-3182	2015-3187	2015-3188	2015-3189	2015-3190	2015-3191
2015-3193	2015-3194	2015-3195	2015-3196	2015-3197	2015-3213
2015-3214					

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended provides that a governing authority shall conduct a hearing to determine whether property or parcels of land located within a municipality is in such a state of uncleanness as to be a menace to the public health, safety and welfare of the community; and

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended sets forth the procedure for mailing and posting notice of the hearing; and

WHEREAS, hearings in the above captioned cases were held before a hearing officer appointed by the Mayor on November 17, 2015; and

WHEREAS, the hearing officer determined that notice was provided in accordance with Section 21-19-11 prior to the hearings; and

WHEREAS, after hearing testimony and reviewing evidence, the hearing officer made findings and recommendations for adjudication concerning certain parcels as follows:

- 1) **Case #2015-2500: Parcel #405-375 located at 3026 Brown Street:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$1,000.00.

**Scope of Work:** Removing abandon vehicle(s) at: 3026 Brown Street. Black Chevrolet Tahoe, no tag, low tires, appears inoperable. Vehicle is overgrown with grass and weeds.

- 2) **Case #2015-2654 Parcel #107-5 located at House E of 1008 (1004) Lanier Avenue:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

**Scope of Work:** Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, tires, tree limbs and parts, clean curbside. Remove vegetation that has grown onto house.

- 3) **Case #2015-2663: Parcel #423-12 located at 3127 Tougaloo Street:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, mattress, tires, tree limbs and parts, clean curbside. Clean entire property.

- 4) **Case #2015-2787: Parcel #811-36 located at 5605 Wood Rose:** Willie Pinkston appeared. After hearing testimony, hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested party shall be afforded time to cure expiring December 2, 2015. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Cutting of grass, weeds and fence line, remove trash, debris, car seats under tree, water heater and rug from fence, clean curbside. Remove blue/tan Ford Taurus and blue truck, appears inoperable.

- 5) **Case #2015-3154: Parcel #211-152 located at 2521 Shepwood Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

**Scope of Work:** Board-up and secure house and cut grass, weeds and remove trash and debris, cut shrubbery, cut fence line, remove tree parts, cut bushes, cut saplings, remove tires.

- 6) **Case #2015-3156: Parcel #4858-576-93 located at 0 Brookhollow Drive/Lot @ NE Corner of Gresham Cove:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

**Scope of Work:** Cutting of grass, weeds and removing of trash and debris, cut fence line, bushes, saplings remove tree limbs and remove dead tree.

- 7) **Case #2015-3157: Parcel #837-146 located at 2346 Hickory Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Board-up and secure house and cut grass, weeds and remove trash and debris, remove appliances, remove building materials, remove tree limbs, cut fence line, cut bushes, cut saplings, remove tires, remove items from garage.

- 8) **Case #2015-3158: Parcel #630-264 located at 2782 E Benwood Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Cutting of grass, weeds and removing of trash and debris, bushes, remove garbage bags, garbage can, remove vehicle appears inoperable, brown Chevy Lumina, no tag-flat tire.

- 9) **Case #2015-3160: Parcel #837-11 located at 2434 Vernon Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Board-up and secure house and cut grass, weeds and remove trash and debris, remove tree limbs, remove old furniture, cut shrubbery, cut fence line .cut bushes, cut saplings, remove tires.

- 10) **Case #2015-3161: Parcel #633-59 located at 1121 McDowell Circle:** Johnny & Sarah Ramia appeared. After hearing testimony, hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested parties shall be afforded twenty-one (21) days to cure expiring December 8, 2015. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Cutting of grass, weeds and removing of trash and debris, shrubbery, fence line, bushes, remove old bricks, tree limbs, remove garbage cans.

- 11) **Case #2015-3164: Parcel #842-175 located at 217 Sharon Hills Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$250.00.

**Scope of Work:** Cutting of grass, weeds and removing of trash and debris, remove cane and old furniture.

- 12) **Case #2015-3181: Parcel #634-236 located at 0 Shady Lane/Lot behind 2<sup>nd</sup> Lot @ SW Corner of Shady Lane/Anna Lisa Lane:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Cutting of grass, weeds and removing of trash and debris, cut bushes, saplings, remove tree limbs and clean curbside.

- 13) **Case #2015-3182: Parcel #634-235 located at 0 Shady Lane Drive/2<sup>nd</sup> Lot @ SW Corner of Shady Lane/Anna Lisa Lane:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$750.00.

**Scope of Work:** Cutting of grass, weeds and removing of trash and debris, cut bushes, saplings, remove tree limbs, and clean curbside.

- 14) **Case #2015-3187: Parcel #634-233 located at 1971 Shady Lane Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$750.00.

**Scope of Work:** Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 15) **Case #2015-3188: Parcel #614-24 located at 2884 Greenview Drive:** Jamie Jones appeared and stated that Habitat purchased the property and intends to demolish. Hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested party shall be afforded sixty (60) days to cure expiring January 12, 2016. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 16) **Case #2015-3189: Parcel #614-23 located at 2874 Greenview Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 17) **Case #2015-3190: Parcel #614-56 located at 2881 Greenview Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$750.00.

**Scope of Work:** Demolish and remove remains of burned house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 18) **Case #2015-3191: Parcel #614-31 located at 2940 Greenview Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 19) **Case #2015-3193: Parcel #211-167 located at 2556 Shepwood Drive:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

**Scope of Work:** Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 20) **Case #2015-3194: Parcel #210-73 located at 2459 Paden Street:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

*Scope of Work:* Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 21) **Case #2015-3195: Parcel #210-82** located at 2454 Paden Street: Larry Wilson appeared and stated that he acquired the property from the State on November 4, 2015. After hearing testimony, hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested party shall be afforded thirty (30) days expiring December 17, 2015 to enter into a repair contract with the City. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00.

*Scope of Work:* Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 22) **Case #2015-3196: Parcel #607-53** located at 137 Mapleridge Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

*Scope of Work:* Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 23) **Case #2015-3197: Parcel #607-54** located at 139 Mapleridge Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs.

*Scope of Work:* Demolish and remove remains of dilapidated house, trash, debris, foundation, steps, driveway and any other items to insure property is clear and free of any and all health hazards. Cut grass and weeds.

- 24) **Case #2015-3213: Parcel #855-143** located at 1475 Lakeview Avenue: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00.

*Scope of Work:* Cutting of grass, weeds and removing of trash and debris, cut bushes, saplings, shrubbery, remove wooden boards, crates, tree limbs, tires, tree parts.

- 25) **Case #2015-3214: Parcel #210-1-2** located at 445 Cummins Street: Kenneth King appeared. After hearing testimony, hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested party shall be afforded thirty (30) days to cure expiring December 17, 2015. If there is a default and the city proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00.

*Scope of Work:* Cutting of grass, weeds and removing of trash and debris, cut shrubbery, fence line, bushes, saplings, remove fallen tree, tree limbs, and tree parts.

**IT IS HEREBY ORDERED** that the above parcels be adjudicated a menace to public health as recommended by the hearing officer.

**IT IS HEREBY ORDERED** that a copy of the notices mailed and posted to owners and interested parties of the above parcels shall be included in the minutes along with this resolution pursuant to Section 21-19-11 of the Mississippi Code as amended.

**IT IS HEREBY ORDERED** that the Administration shall be authorized to remedy conditions on the parcels posing a threat to public health and safety using municipal resources or contract labor if the owners fail to do so.

**IT IS HEREBY ORDERED** that the adjudication of penalties, if any, shall be reserved until such time that a resolution is approved assessing actual costs.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

The Notices of Hearing pursuant to Section 21-19-11 of the Mississippi Code, as it relates to each parcel of property, is incorporated herein in their entirety, and located in Public Notices Docket Book 2014B, located in the City Clerk's Office of the City of Jackson, Mississippi.

\* \* \* \* \*

**RESOLUTION DECLARING CERTAIN PARCELS OF REAL PROPERTY IN THE CITY OF JACKSON TO BE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE PURSUANT TO SECTION 21-19-11 OF THE MISSISSIPPI CODE AND BASED ON ADMINISTRATIVE HEARINGS HELD NOVEMBER 24, 2015 FOR THE FOLLOWING CASES:**

**2015-2655      2015-3219**

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended provides that a governing authority shall conduct a hearing to determine whether property or parcels of land located within a municipality is in such a state of uncleanliness as to be a menace to the public health, safety and welfare of the community; and

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended sets forth the procedure for mailing and posting notice of the hearing; and

**WHEREAS**, hearings in the above captioned cases were held before a hearing officer appointed by the Mayor on November 24, 2015; and

**WHEREAS**, the hearing officer determined that notice was provided in accordance with Section 21-19-11 prior to the hearings; and

**WHEREAS**, after hearing testimony and reviewing evidence, the hearing officer made findings and recommendations for adjudication concerning certain parcels as follows:

- 1) **Case #2015-2655: Parcel #409-322 located at 3615 Wabash Avenue:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 3*

*Scope of Work: Cutting of grass, weeds, shrubbery, fence line, bushes and saplings, remove trash, debris and tree parts, clean curbside. Cut and clean ditch area.*

- 2) **Case #2015-3219: Parcel #618-55 located at 1109 Donnybrook Street:** No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 6*

*Scope of Work: Board-up and secure house, cut grass, weeds shrubbery, fence line, bushes and saplings, remove trash, debris, fallen tree, wooden boards, crates, building materials, old furniture, tree parts and tires, clean curbside.*

**IT IS HEREBY ORDERED** that the above parcels be adjudicated a menace to public health as recommended by the hearing officer.

**IT IS HEREBY ORDERED** that a copy of the notices mailed and posted to owners and interested parties of the above parcels shall be included in the minutes along with this resolution pursuant to Section 21-19-11 of the Mississippi Code as amended.

**IT IS HEREBY ORDERED** that the Administration shall be authorized to remedy conditions on the parcels posing a threat to public health and safety using municipal resources or contract labor if the owners fail to do so.

**IT IS HEREBY ORDERED** that the adjudication of penalties, if any, shall be reserved until such time that a resolution is approved assessing actual costs.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

The Notices of Hearing pursuant to Section 21-19-11 of the Mississippi Code, as it relates to each parcel of property, is incorporated herein in their entirety, and located in Public Notices Docket Book 2014B, located in the City Clerk's Office of the City of Jackson, Mississippi.

\*\*\*\*\*

**RESOLUTION DECLARING CERTAIN PARCELS OF REAL PROPERTY IN THE CITY OF JACKSON TO BE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE PURSUANT TO SECTION 21-19-11 OF THE MISSISSIPPI CODE AND BASED ON ADMINISTRATIVE HEARINGS HELD DECEMBER 8, 2015 FOR THE FOLLOWING CASES:**

2015-1511	2015-1512	2015-2103	2015-3158	2015-3268
2015-3269	2014-2619	2015-2613		

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended provides that a governing authority shall conduct a hearing to determine whether property or parcels of land located within a municipality is in such a state of uncleanliness as to be a menace to the public health, safety and welfare of the community; and

**WHEREAS**, Section 21-19-11 of the Mississippi Code as amended sets forth the procedure for mailing and posting notice of the hearing; and

**WHEREAS**, hearings in the above captioned cases were held before a hearing officer appointed by the Mayor on December 8, 2015; and

**WHEREAS**, the hearing officer determined that notice was provided in accordance with Section 21-19-11 prior to the hearings; and

**WHEREAS**, after hearing testimony and reviewing evidence, the hearing officer made findings and recommendations for adjudication concerning certain parcels as follows:

- 1) **Case #2014-2613: Parcel #131-77** located at *1529 First Avenue*: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 5*

**Scope of Work:** *Board-up and secure house, cut grass, weeds, shrubbery, fence line and bushes, remove trash, debris, tree limbs and tires, clean curbside.*

- 2) **Case #2014-2619: Parcel #162-390** located at 0 Jones Avenue/ Lot @SE Corner of Hill and Grant: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 5*

*Scope of Work: Cutting of grass, weeds, fence line, bushes and saplings, remove trash, debris, building materials, tree limbs, old furniture, tree parts and tires, clean curbside.*

- 3) **Case #2015-1511: Parcel #611-265** located at 3542 Ridgecrest Drive: Samuel Harris appeared. After hearing testimony, hearing officer recommends that the property be adjudicated as a menace to public health and safety; however, interested party shall be afforded thirty (30) days to cure expiring January 7, 2016. If there is a default and the City proceeds with cleaning, hearing officer recommends an assessment of actual costs and a penalty of \$500.00. *Ward 7*

*Scope of Work: Cutting of grass and weeds, shrubbery, fence line, bushes and saplings, remove trash, debris and tree limbs.*

- 4) **Case #2015-1512: Parcel #611-264** located at 3546 Ridgecrest Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 7*

*Scope of Work: Board-up and secure house. Cut grass and weeds, shrubbery, fence line, bushes and saplings, remove trash, debris and tree limbs.*

- 5) **Case #2015-2103: Parcel #611-240** located at 3519 Ridgecrest Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 7*

*Scope of Work: Board-up and secure house. Cut grass and weeds, shrubbery, fence line, bushes and saplings, remove trash, debris.*

- 6) **Case# 2014-3158: Parcel #611-244** located at 3541 Ridgecrest Drive: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs and a penalty of \$500.00. *Ward 7*

*Scope of Work: Cutting of grass and weeds, shrubbery, fence line, bushes and saplings and remove trash, debris, tree limbs and parts.*

- 7) **Case #2015-3268: Parcel #208-53** located at 0 Glenn Street/Lot N of 2442 Glenn Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 5*

*Scope of Work: Cutting of grass, weeds, shrubbery, fence line, bushes and saplings, remove trash and debris, fallen tree, tree limbs, cut shrubbery, cut fence line, remove tree parts, cut bushes, cut saplings.*

- 8) **Case #2015-3269: Parcel #215-120** located at 1804 Waltham Street: No appearance by owner or an interested party. Hearing officer recommends that the property be adjudicated as a menace to public health and safety with assessment of actual costs. *Ward 5*

*Scope of Work: Cutting of grass, weeds, shrubbery fence, bushes and saplings, remove trash, debris, remove fallen tree, wooden boards, tree limbs, old furniture, tree parts and tires.*

**IT IS HEREBY ORDERED** that the above parcels be adjudicated a menace to public health as recommended by the hearing officer.

**IT IS HEREBY ORDERED** that a copy of the notices mailed and posted to owners and interested parties of the above parcels shall be included in the minutes along with this resolution pursuant to Section 21-19-11 of the Mississippi Code as amended.

**IT IS HEREBY ORDERED** that the Administration shall be authorized to remedy conditions on the parcels posing a threat to public health and safety using municipal resources or contract labor if the owners fail to do so.

**IT IS HEREBY ORDERED** that the adjudication of penalties, if any, shall be reserved until such time that a resolution is approved assessing actual costs.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

The Notices of Hearing pursuant to Section 21-19-11 of the Mississippi Code, as it relates to each parcel of property, is incorporated herein in their entirety, and located in Public Notices Docket Book 2014B, located in the City Clerk's Office of the City of Jackson, Mississippi.

\* \* \* \* \*

**ORDER AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF JACKSON AND STEWART, CLEMIE/DBA/MS YARD BARBER, 173 NORTH WIND DR. MADISON, MS 39110, FOR THE CUTTING OF GRASS AND WEEDS AND REMOVAL OF TRASH AND DEBRIS AND REMEDYING OF CONDITIONS ON PRIVATE PROPERTY WHICH CONSTITUTE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE ACCORDING TO THE MISSISSIPPI CODE ANNOTATED SECTION 21-19-11. CASE #2014-3053 - 0 GARY DR/LOT S OF LOT @ SE CORNER OF GILBERT - \$108.64.**

**WHEREAS**, on June 30, 2015 the City Council adopted the resolutions, declaring certain parcels of real property in the City of Jackson to be a menace to public health, safety and welfare pursuant to Section 21-19-11 of the Mississippi Code pursuant to Administrative Hearing held on March 3, 2015 for the following case: Case #2014-3053 located in Ward 2; and

**WHEREAS**, the Jackson Police Department's Community Improvement Unit has a system in which vendors performing services related to the remedying of conditions on property adjudicated to be a menace to public health, safety, and welfare are rotated; and

**WHEREAS**, Stewart, Clemie/DbA/Ms Yard Barber appeared next on the rotation list and has agreed to cutting grass and weeds, and remedy the conditions for Case #2014-3053 located at 1.) 0 Gary Dr/Lot S of Lot @ SE Corner of Gilbert; and

**WHEREAS**, Stewart, Clemie/DbA/Ms Yard Barber has agreed to perform the services described for the sum of \$108.64.

**IT IS, THEREFORE, ORDERED** that the Mayor be authorized to execute a contract with Stewart, Clemie/DbA/Ms Yard Barber providing the cutting of grass, weeds, fence line, bushes and saplings and removing of trash, debris, wooden boards, tree limbs and tree parts, crates, appliances, old furniture and tires and clean curbside on the stated property.

**IT IS, THEREFORE, ORDERED** that a sum not to exceed \$108.64 to be paid upon completion of the work from the Community Improvement Unit's Budget.

---

---

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF JACKSON AND RICHARD MOMENT DBA R & L TRANSPORT, LLC, 510 NORTH PARK LANE, JACKSON, MS 39206 FOR THE CUTTING OF GRASS AND WEEDS AND REMOVING OF TRASH AND DEBRIS AND REMEDYING OF CONDITIONS ON PRIVATE PROPERTY WHICH CONSTITUTE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE ACCORDING TO THE MISSISSIPPI CODE ANNOTATED SECTION 21-19-11. CASE #2014-3388 - 0 LAWRENCE RD/LOT W OF 510 LAWRENCE RD. - \$554.00.**

**WHEREAS**, on June 16, 2015 the City Council adopted the resolutions, declaring certain parcels of real property in the City of Jackson to be a menace to public health, safety and welfare pursuant to Section 21-19-11 of the Mississippi Code pursuant to Administrative Hearing held on February 3, 2015 for the following case: Case #2014-3388 located in Ward 3; and

**WHEREAS**, the Jackson Police Department's Community Improvement Unit has a system in which vendors performing services related to the remedying of conditions on property adjudicated to be a menace to public health, safety, and welfare are rotated; and

**WHEREAS**, Richard Moment/DbA/R & L Transport, LLC, appeared next on the rotation list and has agreed to cutting grass and weeds, and remedy the conditions for Case #2014-3388 located at 1.) 0 Lawrence Rd/Lot W of 510 Lawrence Rd.; and

**WHEREAS**, Richard Moment/DbA/R & L Transport, LLC has agreed to perform the services described for the sum of \$554.00.

**IT IS, THEREFORE, ORDERED** that the Mayor be authorized to execute a contract with Richard Moment/DbA/R & L Transport, LLC providing the cutting of grass, weeds, fence line, bushes, saplings, and removing of trash and debris, tree limbs, tires, clean curbside on the stated property.

**IT IS, THEREFORE, ORDERED** that a sum not to exceed \$554.00 to be paid upon completion of the work from the Community Improvement Unit's Budget.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF JACKSON AND RICHARD MOMENT DBA R & L TRANSPORT, 510 NORTHPARK LANE, JACKSON, MS 39206 FOR THE CUTTING OF GRASS AND WEEDS AND REMOVING OF TRASH AND DEBRIS AND REMEDYING OF CONDITIONS ON PRIVATE PROPERTY WHICH CONSTITUTE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE ACCORDING TO THE MISSISSIPPI CODE ANNOTATED SECTION 21-19-11. CASE #2014-2553 – 4304 HALSEY AVENUE/LOT WEST OF 4302 HALSEY AVENUE- \$660.00 - WARD 4.**

WHEREAS, on June 30, 2015 the City Council adopted the resolutions, declaring certain parcels of real property in the City of Jackson to be a menace to public health, safety and welfare pursuant to Section 21-19-11 of the Mississippi Code pursuant to Administrative Hearing held on March 24, 2015 for the following case: Case #2014-2553 located in Ward 4; and

WHEREAS, the Jackson Police Department's Community Improvement Unit has a system in which vendors performing services related to the remedying of conditions on property adjudicated to be a menace to public health, safety, and welfare are rotated; and

WHEREAS, Richard Moment/DbA/R & L Transport, LLC, appeared next on the rotation list and has agreed to cutting grass and weeds, and remedy the conditions for Case #2014-2553 located at 1.) 4304 Halsey Avenue/Lot West of 4302 Halsey Avenue; and

WHEREAS, Richard Moment/DbA/R & L Transport, LLC has agreed to perform the services described for the sum of \$660.00.

**IT IS, THEREFORE, ORDERED** that the Mayor be authorized to execute a contract with Richard Moment/DbA/R & L Transport, LLC providing the cutting of grass, weeds, fence line, bushes, saplings, and removing of trash and debris, fallen tree, tires, clean curbside on the stated property.

**IT IS, THEREFORE, ORDERED** that a sum not to exceed \$660.00 to be paid upon completion of the work from the Community Improvement Unit's Budget.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF JACKSON AND HILL, CALVIN/DBA/UNITY SERVICES, P O BOX 21102, JACKSON, MS 39213 FOR THE CUTTING OF GRASS AND WEEDS AND REMOVING OF TRASH AND DEBRIS AND REMEDYING OF CONDITIONS ON PRIVATE PROPERTY WHICH CONSTITUTE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE ACCORDING TO THE MISSISSIPPI CODE ANNOTATED SECTION 21-19-11. CASE #2015-1868 – 0 W SILAS BROWN ST/LOT @ SE COR. SILAS BROWN & FAIRMONT - \$343.00 - WARD 7.**

WHEREAS, on August 11, 2015 the City Council adopted the resolutions, declaring certain parcels of real property in the City of Jackson to be a menace to public health, safety and welfare pursuant to Section 21-19-11 of the Mississippi Code pursuant to Administrative Hearing held on June 16, 2015 for the following case: Case #2015-1868 located in Ward 7; and

WHEREAS, the Jackson Police Department's Community Improvement Unit has a system in which vendors performing services related to the remedying of conditions on property adjudicated to be a menace to public health, safety, and welfare are rotated; and

**WHEREAS**, Hill, Calvin/Db/Unity Services, appeared next on the rotation list and has agreed to the cutting of grass and weeds, and remedy the conditions for Case #2015-1868 located at 1.) 0 W. Silas Brown St/Lot @ SE Cor. Silas Brown & Fairmont; and

**WHEREAS**, Hill, Calvin/Db/Unity Services has agreed to perform the services described for the sum of \$343.00.

**IT IS, THEREFORE, ORDERED** that the Mayor be authorized to execute a contract with Hill, Calvin/Db/Unity Services providing the cutting of fence line, bushes, saplings, shrubbery, grass and weeds, removing of tree limbs, tires, trash and debris on the stated property.

**IT IS, THEREFORE, ORDERED** that a sum not to exceed \$343.00 to be paid upon completion of the work from the Community Improvement Unit's Budget.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF JACKSON AND MARCH, MARKUS/DBA/MARCH HOME REPAIR, P.O. BOX 746 JACKSON, MS 39205 FOR THE BOARD UP AND SECURING OF STRUCTURE(S) AND/OR THE CUTTING OF GRASS AND WEEDS AND REMOVING OF TRASH AND DEBRIS AND REMEDYING OF CONDITIONS ON PRIVATE PROPERTY WHICH CONSTITUTE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE ACCORDING TO THE MISSISSIPPI CODE ANNOTATED SECTION 21-19-11. CASE #2014-2547 – 127 SANFORD ST - \$1,505.00.**

**WHEREAS**, on June 30, 2015 the City Council adopted the resolutions, declaring certain parcels of real property in the City of Jackson to be a menace to public health, safety and welfare pursuant to Section 21-19-11 of the Mississippi Code pursuant to Administrative Hearing held on March 24, 2015 for the following case: Case #2014-2547 located in Ward 4; and

**WHEREAS**, the Jackson Police Department's Community Improvement Unit has a system in which vendors performing services related to the remedying of conditions on property adjudicated to be a menace to public health, safety, and welfare are rotated; and

**WHEREAS**, March, Markus/Db/March Home Repair, appeared next on the rotation list and has agreed to board up and securing of house and/or cutting grass and weeds, and remedy the conditions for Case #2014-2547 located at 1.) Sanford St 127; and

**WHEREAS**, March, Markus/Db/March Home Repair has agreed to perform the services described for the sum of \$1,505.00.

**IT IS, THEREFORE, ORDERED** that the Mayor be authorized to execute a contract with March, Markus/Db/March Home Repair providing the board up and securing house, cutting of weeds, shrubbery, fence-line, bushes, sapling, and removing of trash, debris, tree limbs & parts, appliances, building materials, furniture and clean curbside on the stated property.

**IT IS, THEREFORE, ORDERED** that a sum not to exceed \$1,505.00 to be paid upon completion of the work Community Improvement Unit's Budget.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF JACKSON AND GRAHAM, CHARLES/AA&E PROPERTIES, INC, 761 ARBOR VISTA BLVD 39209 FOR THE CUTTING OF GRASS AND WEEDS AND REMOVING OF TRASH AND DEBRIS AND REMEDYING OF CONDITIONS ON PRIVATE PROPERTY WHICH CONSTITUTE A MENACE TO PUBLIC HEALTH, SAFETY AND WELFARE ACCORDING TO THE MISSISSIPPI CODE ANNOTATED SECTION 21-19-11. CASE #2013-2612 – 0 LILY ST/LOT SOUTH OF 3003 LILY ST - \$660.00.**

**WHEREAS**, on June 3, 2014 the City Council adopted the resolutions, declaring certain parcels of real property in the City of Jackson to be a menace to public health, safety and welfare pursuant to Section 21-19-11 of the Mississippi Code pursuant to Administrative Hearing held on March 18, 2014 for the following case: Case #2013-2612 located in Ward 3; and

**WHEREAS**, the Jackson Police Department’s Community Improvement Unit has a system in which vendors performing services related to the remedying of conditions on property adjudicated to be a menace to public health, safety, and welfare are rotated; and

**WHEREAS**, Graham, Charles/DbA/A&E Properties, Inc, appeared next on the rotation list and has agreed to cutting grass and weeds, and remedy the conditions for Case #2013-2612 located at 1.) 0 Lilly St/Lot South of 3003 Lilly St; and

**WHEREAS**, Graham, Charles/DbA/A&E Properties, Inc. has agreed to perform the services described for the sum of \$660.00.

**IT IS, THEREFORE, ORDERED** that the Mayor be authorized to execute a contract with Graham, Charles/DbA/A&E Properties, Inc. providing the cutting of grass, weeds, shrubbery, fence line, bushes, saplings and removing of trash, tree limbs, tree parts and debris and clean curbside on the stated property.

**IT IS, THEREFORE, ORDERED** that a sum not to exceed \$660.00 to be paid upon completion of the work from the Community Improvement Unit’s Budget.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER ACCEPTING PAYMENT OF \$2,639.28 FROM STATE FARM MUTUAL AUTOMOBILE INSURANCE COMPANY ON BEHALF OF ITS INSURED (EARL LEE CLOWERS) AS A PROPERTY DAMAGE SETTLEMENT.**

**IT IS HEREBY ORDERED** by the City Council for the City of Jackson, Mississippi, that the City Attorney or designee, be authorized to execute all necessary documents and accept payment in the amount of \$2,639.28 as a property damage settlement for damage sustained to a City of Jackson vehicle (PT-479) on September 3, 2015.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER ACCEPTING PAYMENT OF \$2,000.00 FOREMOST INSURANCE GROUP ON BEHALF OF ITS INSURED (RECHELLE STEVENSON) AS A PROPERTY DAMAGE SETTLEMENT.**

**IT IS HEREBY ORDERED** by the City Council for the City of Jackson, Mississippi, that the City Attorney or designee, be authorized to execute all necessary documents and accept payment in the amount of \$2,000.00 as a property damage settlement for damage sustained to a City of Jackson vehicle (PC-1448) on August 15, 2015.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER ACCEPTING THE BID OF EAST SIDE JERSEY DAIRY FOR SIX MONTHS SUPPLY OF FOODS-DAIRY PRODUCTS-GROUP IV, (BID NO. 37301-010516).**

**WHEREAS**, on January 5, 2016, sealed bid were received for Dairy Products, Group IV; and

**WHEREAS**, certain dairy products are needed for children enrolled in the Early Childhood Development Program; and

**WHEREAS**, the Department of Human and Cultural Services has reviewed said bid and recommend the bid submitted by East Side Jersey Dairy received on January 5, 2016, be accepted as the best bid received for those certain items; and

**WHEREAS**, the cost of said dairy products, Group IV, is based on an estimated number of children to be served.

**IT IS HEREBY ORDERED** that the following bids received January 5, 2016, from East Side Jersey Dairy, 427 Dory Street, Jackson, MS 39201 for a six-month supply of dairy products (starting March 01, 2016 through August 31, 2016) be accepted as the best bid received for each of the specified items as listed below, it being determined that said bid met the City specifications.

<u>Company Name</u>	<u>Items</u>
East Side Jersey Dairy 427 Dory Street Jackson, Ms 39201	5- 7, 10, 15, 17-18

**IT IS FURTHER ORDERED** that payment for said dairy products, Group IV, be made from various funds.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- Absent.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

There came on for Introduction Agenda Item No. 18:

**ORDINANCE OF THE CITY COUNCIL OF JACKSON MISSISSIPPI REGULATING THE ANNUAL WATER SAMPLING OF MUNICIPAL WATER FOR THE DETECTION OF CONTAMINANTS OF LEAD OR COPPER.** Said item would be placed on the next Regular Council Meeting to be held on March 10, 2016.

\*\*\*\*\*

There came on for Introduction Agenda Item No. 20:

**ORDINANCE CLOSING AND VACATING A PORTION OF AN UNNAMED ALLEY LOCATED IN BELHAVEN HEIGHTS PART 1 BLOCK 58 IN FAVOR OF THE ABUTTING LANDOWNER.** Said item would be placed on the next Regular Council Meeting to be held on March 10, 2016.

\*\*\*\*\*

There came on Introduction Agenda Item No. 21:

**ORDINANCE CLOSING AND VACATING A PORTION OF TUPELO STREET IN FAVOR OF THE ABUTTING LANDOWNER.** Said item would be placed on the next Regular Council Meeting to be held on March 10, 2016.

\*\*\*\*\*

There came on for Adoption Agenda Item No. 22:

**ORDINANCE OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI REPEALING THE ORDINANCE TO CODIFY ADDITIONAL REMEDIES TO ENFORCE CODE REQUIREMENTS FOR RENTAL HOUSING, CODIFIED AS JACKSON, MISSISSIPPI CODE OF ORDINANCES CHAPTER 26, ARTICLE XII – ADDITIONAL REQUIREMENTS FOR RENTAL HOUSING.** Said item was tabled by **Council Member Hendrix.**

\*\*\*\*\*

There came on for Adoption Agenda Item No. 23:

**ORDINANCE OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI ESTABLISHING THE POLICY OF THE CITY OF JACKSON FOR AWARDDING CONTRACTS FOR PROFESSIONAL SERVICES.** Said item was tabled by **Council Member Hendrix.**

\*\*\*\*\*

**Council Member Tillman** returned to the meeting at 11:46 a.m.

\*\*\*\*\*

**Council Member Stokes** left the meeting at 11:46 a.m.

\*\*\*\*\*

**ORDER APPROVING CLAIMS NUMBER 3933 TO 4312, APPEARING AT PAGES 614 TO 671 INCLUSIVE THEREON, ON MUNICIPAL "DOCKET OF CLAIMS", IN THE AMOUNT OF \$7,697,419.34 AND MAKING APPROPRIATIONS FOR THE PAYMENT THEREOF.**

**IT IS HEREBY ORDERED** that claims numbered 3933 to 4312 appearing at pages 614 to 671, inclusive thereon, in the Municipal "Docket of Claims", in the aggregate amount of \$16,000,220.60 are hereby approved for payment and said amount is expressly appropriated for the immediate payment thereof.

**IT IS FURTHER ORDERED** that there is appropriated from the various funds the sums necessary to be transferred to other funds for the purpose of paying the claims as follows:

<b>FROM:</b>	<b>TO ACCOUNTS PAYABLE FUND</b>
1% INFRASTRUCTURE TAX	41,279.45
2012 ED BYRNE MEMORIAL JUSTICE	199.95
BUSINESS IMPROV FUND (LANDSCP)	223,158.19
CAPITAL CITY REVENUE FUND	469.20
DISABILITY RELIEF FUND	1,345,571.11
EARLY CHILDHOOD (DAYCARE)	2,962.12
ECONOMIC DEVELOPMENT FUND	29.96
EDI – SPECIAL PROJECT	15,063.39
G O PUB IMP CONS BD 2003 (\$20M)	418.50
GENERAL FUND	13,196,024.91
HOME PROGRAM FUND	3,574.66
HOUSING COMM DEV ACT (CDBG) FD	1,260.97
JXN CONVENTION & VISITORS BUR	295,173.24
LANDFILL/SANITATION FUND	75,248.21
MADISON SEWAGE DISP OP & MAINT	118.53
MEMA- DOMESTIC PREPARDNSS EQUIP	799.99
P E G ACCESS- PROGRAMMING FUND	7,913.60
PARKS & RECR FUND	51,211.21
SEIZURE & FORFEITED PROP- STATE	4,233.44
STATE TORT CLAIMS FUND	3,000.00
TECHNOLOGY FUND	136,770.23
TRANSPORTATION FUND	10,602.54
WATER/SEWER CAPITAL IMPR FUND	152,369.37
WATER/SEWER CONST FD 1999-\$35M	19,083.20
WATER/SEWER OP & MAINT FUND	406,861.32
WATER/SEWER REVENUE FUND	6,724.24

**TOTAL** **\$16,000,220.60**

**Council Member Priester** moved adoption; **Council Member Stamps** seconded.

-----

**President Priester** recognized, **Michelle Day**, Deputy Director of Administration, who provided the Council with a brief overview of the Claims Docket at the request of **President Priester**.

-----

**President Priester** withdrew his motion and recused himself due to a conflict of interest.

-----

**Council Member Hendrix** moved adoption.

-----

Thereafter, **Vice President Hendrix** called for a final vote on the Claims Docket:

Yeas- Foote, Hendrix and Stamps.  
Nays- Tillman.  
Recusal- Priester.  
Absent- Barrett-Simon and Stokes.

\* \* \* \* \*

**President Priester** returned to the meeting at 11:49 a.m.

\* \* \* \* \*

**ORDER APPROVING GROSS PAYROLL INCLUDING PAYROLL DEDUCTION CLAIMS NUMBERED 3933 TO 4312 AND MAKING APPROPRIATION FOR THE PAYMENT THEREOF.**

**IT IS HEREBY ORDERED** that payroll deduction claims numbered 3933 to 4312 inclusive therein, in the Municipal "Docket of Claims", in the aggregate amount of \$156,952.56 plus payroll, are approved for payment and necessary amounts are appropriated from various municipal funds for transfer to the payroll fund for the immediate payment thereof.

**IT IS FINALLY ORDERED** that the following expenditures from the accounts payable fund be made in order to pay amounts transferred thereto from the payroll fund for payment of the payroll deduction claims authorized herein for payment:

<b>FROM:</b>	<b>TO ACCOUNTS PAYABLE FUND</b>	<b>TO PAYROLL FUND</b>
GENERAL FUND		2,130,443.51
PARKS & RECR		68,304.14
LANDFILL FUND		20,802.90
SENIOR AIDES		2,578.73
WATER/SEWER OPER & MAINT		208,992.64
PAYROLL FUND		1,062.00
PAYROLL	156,952.56	
EARLY CHILDHOOD		35,602.17
HOUSING COMM DEV		6,895.81
TITLE III AGING PROGRAMS		4,182.72
AMERICORP CAPITAL CITY REBUILD		10,590.48
TRANSPORTATION FUND		8,523.77
T-WARNER PA/GA FUND		4,734.73
SAMSHA		2,406.79

**TOTAL** **\$2,505,120.39**

**Council Member Priester** moved adoption; **Council Member Hendrix** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Tillman.  
Nays- None.  
Absent- Barrett-Simon and Stokes.

\* \* \* \* \*

**ORDER REVISING THE FY 2014-15 BUDGET TO INCREASE THE EMPLOYEE'S GROUP INSURANCE FUND BUDGET IN THE AMOUNT OF \$1,291,742.96.**

**WHEREAS**, due to the amount needed to cover medical expenses not being included in the original adopted budget, a shortfall in the Employee's Group Insurance Fund Budget exists in the amount of \$1,291,742.96; and

**WHEREAS**, a budget revision is needed to the FY 2015 budget in order to complete the final close out as required by state law; and

**WHEREAS**, the FY 2014-2015 Budget will be revised as follows (Attachment A).

**IT IS, THEREFORE, ORDERED** that the FY 2014-2015 budget be increased in the amount of \$1,291,742.96.

**ATTACHMENT A**

**2015- FINAL CLOSE OUT ENTRIES**

1. 001-493.00-6753      555,934

VARIOUS BACKUP ATTACHMENT      555,934

FROM ACCOUNT NO	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET	FROM ACCOUNT NO	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET		
1	1-401.70-6454	450	163	287	22	1-402.00-6419	97,500	361	97,139
1	1-401.70-6455	6,050	255	5,795	23	1-402.00-6421	2,500	2,127	373
2	1-401.92-6419	3,000	809	2,191	24	1-402.00-6422	150	150	0
3	1-401.92-6421	770	339	431	25	1-402.00-6423	40	40	0
4	1-401.92-6422	300	300	0	26	1-402.00-6432	5,400	2,894	2,506
5	1-401.92-6423	20	20	0	27	1-402.00-6433	300	275	25
5	1-401.92-6441	400	400	0	28	1-402.00-6441	250	250	0
6	1-401.92-6443	16,400	2,175	14,225	29	1-402.00-6442	500	500	0
7	1-401.92-6444	163	163	0	30	1-402.00-6443	4,500	1,361	3,139
8	1-401.92-6454	16,860	1,392	15,468	31	1-402.00-6444	6,000	4,131	1,869
9	1-401.92-6455	9,291	2,143	7,148	32	1-402.00-6454	1,700	410	1,290
10	1-401.92-6464	250	250	0	33	1-402.00-6455	5,000	2,253	2,747
11	1-401.92-6465	200	200	0	34	1-402.00-6464	1,000	766	234
12	1-401.92-6472	500	372	128	35	1-402.00-6465	100	100	0
13	1-401.92-6473	11,110	49	11,061	36	1-402.00-6472	500	27	473
14	1-401.92-6474	6,036	600	5,436	37	1-402.00-6473	5,000	211	4,789
15	1-401.92-6481	450	415	35	38	1-402.00-6474	2,000	965	1,035
16	1-401.92-6514	4,800	430	4,370	39	1-402.00-6481	1,000	475	525
17	1-401.97-6443	1,670	190	1,480	40	1-402.00-6489	6,000	148	5,852
18	1-401.97-6454	1,700	66	1,634	41	1-402.00-6514	13,840	1,814	12,026
19	1-401.97-6455	5,620	501	5,119	42	1-402.00-6541	500	500	0
20	1-401.97-6473	4,579	3	4,576					
21	1-401.97-6514	3,600	348	3,252					
<b>TOTAL</b>			<b>11,583</b>		<b>TOTAL</b>		<b>19,758</b>		

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

FROM ACCOUNT NO.	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET	FROM ACCOUNT NO.	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET		
43	1-402.20-6419	102,000	1,973	100,027	69	1-407.20-6419	100	26	74
44	1-402.20-6421	150	150	0	70	1-407.20-6421	100	58	42
45	1-402.20-6431	200	200	0	71	1-407.20-6443	1,400	499	901
46	1-402.20-6443	700	700	0	72	1-407.20-6454	1,210	520	690
47	1-402.20-6454	100	100	0	73	1-407.20-6455	891	146	745
48	1-402.20-6473	2,700	2,700	0	74	1-407.20-6481	100	30	70
49	1-407.00-6419	12,579	1,666	10,913	75	1-407.20-6514	4,785	1,077	3,708
50	1-407.00-6421	1,900	260	1,640	76	1-407.80-6419	117,400	39,282	78,118
51	1-407.00-6422	200	25	175	77	1-407.90-6419	3,704	264	3,440
52	1-407.00-6423	50	50	0	78	1-407.90-6421	5,400	293	5,107
53	1-407.00-6443	13,700	138	13,562	79	1-407.90-6422	200	200	0
54	1-407.00-6444	300	300	0	80	1-407.90-6433	100	100	0
55	1-407.00-6451	14,981	710	14,271	81	1-407.90-6443	3,305	82	3,223
56	1-407.00-6452	1,700	726	974	82	1-407.90-6444	100	8	92
57	1-407.00-6453	4,950	131	4,819	83	1-407.90-6454	1,928	741	1,187
58	1-407.00-6454	5,000	189	4,811	84	1-407.90-6455	2,500	502	1,998
59	1-407.00-6455	2,400	534	1,866	85	1-407.90-6456	320	292	28
60	1-407.00-6464	2,020	315	1,705	86	1-407.90-6465	360	315	45
61	1-407.00-6465	200	200	0	87	1-407.90-6467	500	500	0
62	1-402.00-6467	100	100	0	88	1-407.90-6472	500	500	0
63	1-402.00-6473	5,850	946	4,904	89	1-407.90-6473	2,115	975	1,140
64	1-402.00-6474	2,163	15	2,148	90	1-407.90-6474	500	39	461
65	1-402.00-6481	400	225	175	91	1-407.90-6481	460	380	80
66	1-402.00-6482	100	100	0	92	1-407.90-6514	6,000	777	5,223
67	1-402.00-6489	16,582	46	16,536	93	1-407.90-6614	600	600	0
68	1-402.00-6414	14,000	1,350	12,650					
<b>TOTAL</b>			<b>13,849</b>		<b>TOTAL</b>		<b>48,206</b>		

FROM ACCOUNT NO.	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET	FROM ACCOUNT NO.	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET		
95	1-407.92-6419	37,600	803	36,797	1	1-409.00-6419	75	31	44
96	1-407.92-6481	1,190,000	74,857	1,115,143	1	1-409.00-6421	250	250	0
97	1-407.92-6485	2,400	2,400	0	2	1-409.00-6441	300	300	0
98	1-407.92-6541	234,764	9,561	225,203	3	1-409.00-6443	100	100	0
99	1-407.92-6766	515,000	29,062	485,938	4	1-409.00-6454	1,500	568	932
100	1-407.94-6414	10,100	8,187	1,913	5	1-409.00-6456	51	51	0
101	1-407.94-6419	73,869	4,774	69,095	5	1-409.00-6467	24	24	0
102	1-407.94-6422	31	31	0	5	1-409.00-6514	1,300	1,068	232
103	1-407.94-6443	300	36	264	6				
104	1-407.94-6473	4,100	1,926	2,174	7				
105	1-407.94-6474	500	500	0	8				
106	1-407.94-6482	1,000	1,000	0	9				
107	1-407.94-6722	83,014	2,2318	80,696	10				
<b>TOTAL</b>			<b>135,455</b>		<b>TOTAL</b>		<b>2,392</b>		

FROM ACCOUNT NO.	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET	FROM ACCOUNT NO.	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET		
1	1-416.00-6419	2,000	948	1,052	1	1-423.00-6411	25,500	975	24,525
1	1-416.00-6421	2,000	1,579	421	1	1-423.00-6414	343,407	68,206	275,201
2	1-416.00-6443	7,000	1,190	5,810	2	1-423.00-6419	106,284	21,116	85,168
3	1-416.00-6454	4,000	1,362	2,638	3	1-423.00-6421	650	441	209
4	1-416.00-6455	7,000	1,012	5,988	4	1-423.00-6422	150	5	145
5	1-416.00-6473	37,000	3,891	33,109	5	1-423.00-6441	144	144	0
5	1-416.00-6474	10,000	3,498	6,502	5	1-423.00-6443	2,300	1,265	1,035
6	1-416.00-6481	85	15	70	5	1-423.00-6444	3,200	1,099	2,101
7	1-416.00-6514	3,500	145	3,355	6	1-423.00-6453	1,400	664	736
8	1-416.00-6541	150	150	0	7	1-423.00-6454	3,200	202	2,998
9	1-416.00-6742	38,000	0	38,000	8	1-423.00-6455	1,500	696	804
<b>TOTAL</b>			<b>13,790</b>		9	1-423.00-6464	1,000	46	954
					10	1-423.00-6473	1,700	1,700	0
					1	1-423.00-6474	1,000	1,000	0
					2	1-423.00-6481	35	35	0
					3	1-423.00-6514	5,500	1,769	3,731
					4	1-423.00-6541	41,770	141	41,629
					5	1-423.00-6471	0	0	0
					6	1-423.00-6472	0	0	0
					<b>TOTAL</b>		<b>99,504</b>		

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

FROM ACCOUNT NO	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET	FROM ACCOUNT NO	CURRENT BUDGET	THIS CHANGE	REVISED BUDGET
1	1-423.30-6414	510	0	510			
1	1-423.30-6441	119	0	119			
2		0					
3	1-423.50-6414	33,264	0	33,264			
4	1-423.50-6419	4,616	0	4,616			
5	1-423.50-6541	6,000	0	6,000			
5		0					
5	1-423.77-6414	1,000	1,000	0			
6	1-423.77-6419	600	600	0			
7		0					
##	1-423.80-6611	440,000	0	440,000			
##	1-423.80-6612	452,000	90,032	361,968			
1	1-423.80-6614	2,500	250	2,250			
2							
3							
4							
<b>TOTAL</b>			<b>91,882</b>				
1	1-493.00-6413	22,500	22,500	0			
1	1-493.00-6414	50,000	2,055	47,945			
2	1-493.00-6419	27,243	15,289	11,954			
3	1-493.00-6443	79,304	4,708	74,596			
4	1-493.00-6451	41,349	41,349	0			
5	1-493.00-6514	6,575	6,575	0			
5	1-493.00-6612	8,825	8,825	0			
5	1-493.00-6614	850	0	850			
6	1-493.00-6619	327,000	16,044	310,956			
7	1-493.00-6722	85	85	0			
##	1-493.00-6753	9,357,844	0	9,357,844			
##	1-493.00-6755	3,451,044	0	3,451,044			
1	1-493.00-6758	209,500	0	209,500			
2							
3							
4	1-497.00-6419	236	170	66			
5	1-497.00-6421	100	100	0			
6	1-497.00-6442	230	230	0			
7	1-497.00-6443	1,035	180	855			
8	1-497.00-6454	1,500	817	683			
	1-497.00-6465	120	120	0			
	1-497.00-6481	200	200	0			
	1-497.00-6514	3,420	268	3,152			
<b>TOTAL</b>			<b>119,515</b>				

Appropriation from Fund 001 to Fund 057 for the FY 2015 close out/accrual

2. 001-493.00-6753            78,551  
    001-5899                            78,551

Appropriation from Fund 001 to Fund 057 for the FY 2015 close out/accrual

3. 057-558.20-6481            634,485  
    057-5911                            634,485

Appropriation from Fund 001 to Fund 057 for the FY2015 close out/accrual

4. 001-493.00-6736            346,258  
    001-5899                            346,258

Appropriation from Fund 001 to Fund 057 for the FY2015 close out/accrual

5. 057-558-20-6481            346,258  
    057-5911                            346,258

Appropriation from Fund 001 to Fund 057 for the FY2015 close out/accrual

7. 057-5211                    116,330  
    057-5212                    93,324  
    057-5213                    3,341  
    057-5796                    98,005  
    057-5899                            311,000

Adjust revenues to actual for the FY2015 close out

**Council Member Tillman** moved adoption; **Council Member Hendrix** seconded.

Yeas- Foote, Hendrix, Priester and Tillman.

Nays- Stamps.

Absent- Barrett-Simon and Stokes.

\*\*\*\*\*

Council Member Stokes returned to the meeting at 11:50 a.m.

\*\*\*\*\*

**ORDER DECLARING PARCEL #72-73 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm plans to use the lot located on 146 E. Cohea Street, parcel number #72-73, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm’s application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

BEG INT E/LINE HIGH ST & W/LINE BLAIR ST  
NW/LY 329 FT TO POB NW/LY 187.78 FT E/LY  
92.21 FT S/LY 162 FT TO POB PT LOT 16 BLK 1  
EWING SUBN OF HUGHES SY  
Hinds County, Mississippi  
Parcel / PPIN: 7273

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

Council Member Priester moved adoption; Council Member Tillman seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER DECLARING PARCEL #74-17 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm plans to use the vacant lot located on 0 Bow Street, parcel number 74-17, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm’s application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

LOTS 9 & 10 LESS 15 FT W/S & 9 FT OFF W/S LOT  
8 UNION SUBN OF COHEA SY  
Hinds County, Mississippi  
Parcel / PPIN: 7417

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

Council Member Stokes moved adoption; Council Member Tillman seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER DECLARING PARCEL #75-37 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm, indicated it would use the vacant lot located on 0 High Street, parcel number 75-37, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm’s application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

BEG INT E/LINE HIGH ST & W/LINE BLAIR ST  
NW/LY 329 FT TO POB NW/LY 187.78 FT E/LY  
92.21 FT S/LY 162 FT TO POB PT LOT 16 BLK 1  
EWING SUBN OF HUGHES SY  
Hinds County, Mississippi  
Parcel / PPIN: 7537

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

**Council Member Stokes** moved adoption; **Council Member Tillman** seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\* \* \* \* \*

**ORDER DECLARING PARCEL #80-11 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm plans to use the vacant lot located on 243 George Street, parcel number 80-11, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm’s application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

LOT 2 LESS TO JACKSON ASCHER SUBN OF HELM SY  
Hinds County, Mississippi  
Parcel / PPIN: 8011

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

**Council Member Stokes** moved adoption; **Council Member Tillman** seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER DECLARING PARCEL #80-11-1 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm plans to use the vacant lot located on 0 George Street, parcel number 80-11-1, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm’s application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

BEG NW COR LOT 2 E 20 FT S 99.3 FT W 26 FT  
N 97.1 FT TO BEG IN ASCHER SUBN OF HELM SY  
Hinds County, Mississippi  
Parcel / PPIN: 80111

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

Council Member Stokes moved adoption; Council Member Tillman seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER DECLARING PARCEL #80-12 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm plans to use the vacant lot located on 0 George Street, parcel number 80-12, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm's application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

LOT 3 LESS TRI SW COR TO STREET ASCHER SUBN  
OF HELM SY  
Hinds County, Mississippi  
Parcel / PPIN: 8012

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

Council Member Stokes moved adoption; Council Member Tillman seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER DECLARING PARCEL #80-13 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm plans to use the vacant lot located on 0 George Street, parcel number 80-13, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm’s application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

LOT 4 & 5 LESS TO HIGH ST ASCHER SUBN OF HELM  
SY  
Hinds County, Mississippi  
Parcel / PPIN: 8013

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

Council Member Stokes moved adoption; Council Member Tillman seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER DECLARING PARCEL #80-40 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place, III (“Helm”) submitted an Application for Surplus/Landbank property to the City of Jackson’s Surplus Property Division; and

**WHEREAS**, Helm, LLC plans to use the vacant lot located on 0 George Street, parcel number 80-40, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm’s application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from River Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to River Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

BEG INT S/L GEORGE ST & W/L LAMAR ST W/LY 354  
FT TO P O B W/LY 55 FT S/LY 90 FT E/LY 50 FT  
N/LY 88.35 FT TO P O B PT LOT 6 RIVER SY  
Hinds County, Mississippi  
Parcel / PPIN: 8040

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of River Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

Council Member Stokes moved adoption; Council Member Tillman seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER DECLARING PARCEL #74-13 SURPLUS PROPERTY AND AUTHORIZING DISPOSAL OF SAME TO RIVER PLACE, LLC FOR DEVELOPMENT OF HOUSING.**

**WHEREAS**, on March 24, 2015, Helm Place III ("Helm") submitted an Application for Surplus/Landbank property to the City of Jackson's Surplus Property Division; and

**WHEREAS**, Helm, LLC plans to use the vacant lot located on 0 Bow Street, parcel number 74-13, to develop housing; and

**WHEREAS**, on March 24, 2015, the Surplus Property committee reviewed Helm Place, LLC's application and voted to declare the property surplus and to dispose of it via the bid method pursuant to Miss. Code Ann. 21-17-1(2)(a); and

**WHEREAS**, on May 15, 2015, the committee notified all City departments that the property was available for use and inquired as to whether any City department had a need for the property; and

**WHEREAS**, no City department expressed a municipal need for the property so the Surplus Property Committee issued a request for bids; and

**WHEREAS**, the request for bids ran for 3 weeks in the Mississippi Link; and

**WHEREAS**, only one bid was received; and

**WHEREAS**, the sole bid came from Helm Place, LLC and was in the amount of \$550; and

**WHEREAS**, the above-referenced bid was the highest and best bid received; and

**WHEREAS**, based on the above, the Surplus Property Committee recommends that the City Council declare the property to be surplus and authorize its disposal to Helm Place, LLC pursuant to Miss. Code Ann. 21-17-1(2)(a).

**IT IS HEREBY ORDERED** that the property in question, bearing the following legal description:

7.5 FT E/S LOT 5 CALLIE MCLEOD GARNER SUBN &  
27.5 FT E OF & ADJ BEING PT OLD BOW ST  
Hinds County, Mississippi  
Parcel / PPIN: 7413

is no longer necessary or needed for municipal purposes, and the property is, hereby, declared to be surplus property.

**IT IS FURTHER ORDERED** that pursuant to the terms of Section 21-17-1(2)(a) of the Mississippi Code Annotated (1972), as amended, the City accept the bid of Helm Place, LLC as the best bid, and that the Mayor be authorized to execute a quitclaim deed deeding the property to River Place, LLC.

Council Member Stokes moved adoption; Council Member Tillman seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.  
Nays- None.  
Absent- Barrett-Simon.

\*\*\*\*\*

President Priester requested that Agenda Items No. 61, 62, 63, and 64 be moved forward on the Agenda. Hearing no objections, the following was presented:

President Priester recognized Council Member Stokes who PRESENTED THE BISHOP HOLLIS MUSGROVE AWARD TO WASHINGTON TEMPLE CME CHURCH. Accepting the Award with appropriate remarks was Eric Walls.

\*\*\*\*\*

President Priester recognized Mayor Tony Yarber who presented a PROCLAMATION IN HONOR OF NATIONAL ENGINEERS WEEK. Accepting the Proclamation with appropriate remarks was Kishia Powell, Director of Public Works.

\*\*\*\*\*

President Priester recognized Mayor Yarber who presented a PROCLAMATION RECOGNIZING THE CENTENNIAL CELEBRATION OF JUNIOR RESERVE OFFICERS TRAINING CORPS. Accepting the Proclamation with appropriate remarks were Chinelo Evans and Colonel Paul Willis.

\*\*\*\*\*

President Priester recognized Council Member Stokes who presented a RESOLUTION OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI HONORING AND COMMENDING MR. CORNELIUS TURNER AND MRS. MARIAN TURNER FOR BEING DEDICATED CITIZENS AND EXCELLENT ROLE MODELS WITHIN THE CITY OF JACKSON. Accepting the Resolution on behalf of Mr. & Mrs. Turner was Marshand Crisler.

\*\*\*\*\*

**ORDER DEVELOPING THE NEIGHBORS FIRST LOT PROGRAM FOR THE CITY OF JACKSON AS AN EFFECTIVE PLAN FOR ADDRESSING THE PROBLEM OF NEIGHBORHOOD BLIGHT AND REVITALIZING UNDERUTILIZED RESIDENTIAL PROPERTIES IN THE CITY OF JACKSON, MISSISSIPPI AND PROVIDING FOR A PROCEDURE AND POLICY TO RETURN SUCH PROPERTY TO TAX GENERATING VALUE.**

WHEREAS, the City of Jackson has access to a number of surplus residential properties that are not being used for municipal purposes and which are a detriment to the welfare of the citizens of Jackson in that they, among other things, contribute to neighborhood blight, attract crime, present a fire hazard generate no property tax revenue, and contribute to declining property values of surrounding properties thereby decreasing property tax revenues further; and

WHEREAS, the State of Mississippi also holds title to a number of blighted, tax-forfeited properties (“tax lands”) which present the same problems as the City’s surplus residential properties; and

WHEREAS, the referenced properties present an opportunity for development and stabilization that will promote the public welfare and economic development for the citizens of the City of Jackson; and

**WHEREAS**, in light of the issues referenced above and pursuant to Miss. Code Ann. 21-17-1(11)(a) and Miss. Code Ann. 29-1-51, the Surplus Real Estate Division proposes creating the Neighbors First Lot Program as an effective plan for addressing the above-referenced problems and fully capitalizing on the opportunities presented by the City of Jackson surplus property and State of Mississippi tax lands; and

**WHEREAS**, the City of Jackson will operate and manage the Neighbor's First Lot Program pursuant to the terms and conditions of this order;

**IT IS HEREBY ORDERED** that the City of Jackson develop the Neighbors First Lot Program pursuant to Miss. Code Ann. 21-17-1(11)(a) and Miss. Code Ann. 29-1-51 as follows:

**Creation of the Neighbors First Lot Program:**

The Neighbors First Lot Program is created pursuant to Mississippi Code Annotated 29-1-51 and 21-17-1. The Neighbors First Program will address the problem of blight and revitalizing underutilized residential properties in the City of Jackson and provide a procedure and policy to return such property within said neighborhoods into tax generating valued assets. The program allows the City of Jackson to transfer City-owned lots for a designated amount. This program is limited to residential properties located in wards 1, 2, 3, 4, 5, 6 and 7. The program is limited to City of Jackson homeowners only. Preference for receipt of the property will be given to persons who 1) own property closes in proximity, 2) own property on the street, 3) own property within the community, or 4) own property within the City.

**Management of the Program:** The Department of Planning and Development shall:

- Develop written policies for disposition of the Neighbors First program properties in accordance with Miss. Code Ann. 21-17-1(11)(a) and Miss. Code Ann. 29-1-51;
- To the extent practical, ensure these properties are maintained for tax generating purpose;
- Follow up on the recommendations from the City of Jackson's Surplus Property Committee, Mayoral Administration, Community Improvement Division, City Council and local neighborhoods regarding unmaintained conveyed parcels of property;
- Where the Department deems appropriate, pursue legal action to revert unmaintained properties conveyed from municipality to a person, neighbor or organization for breach;
- Take other such actions as appropriate or necessary.

**Eligible Property:**

All City owned lots in wards 1, 2, 3, 4, 5, 6 and 7, that are vacant or have houses that can be rehabilitated are eligible properties under this program. Similarly, pursuant to Miss. Code Ann. §21-17-1(11)(a), the Neighbors First Lot Program applies to the following properties located in wards 1, 2, 3, 4, 5, 6 and 7, that meet the following requirements.

- (i) The subject property is real property acquired by the municipality:
  1. By reason of a tax sale;
  2. Because the property was abandoned or blighted; or
  3. In a proceeding to satisfy a municipal lien against the property;
- (ii) The subject property is blighted and is located in a blighted area;
- (iii) The subject property is not needed for governmental or related purposes and is not to be used in the operation of the municipality;
- (iv) That the sale of the property in the manner otherwise provided by law is not necessary or desirable for the financial welfare of the municipality; and
- (v) That the use of the property for the purpose for which it is to be conveyed will promote and foster the development and improvement of the community in which it is located or the civic, social, educational, cultural, moral, economic or industrial welfare thereof; the purpose for which the property is conveyed shall be stated.

---

The eligibility of the above-referenced property is subject to the approval of the governing authorities for the City of Jackson, by resolution duly and lawfully adopted and spread upon its official minutes.

If a lot is owned by the State of Mississippi, additional considerations and restrictions may apply as determined by the State of Mississippi Public Land Division and City of Jackson's Surplus Property Committee.

Only residential zoned properties, R-1 through R- 2, will qualify under this program.

#### **Limitations to Conveyance**

Any deed or instrument of conveyance executed pursuant to this program must contain a clause of reverter providing that title to the property will revert to the municipality if the person or entity to whom the property is conveyed does not fulfill the purpose for which the property was conveyed and satisfy all conditions imposed on the conveyance within two (2) years of the date of the conveyance.

Additionally, the municipality shall at all times, retain all mineral rights that it owns, together with the right of ingress and egress to remove same.

#### **Qualifications to Acquire Land:**

##### **A. Eligibility Requirements.**

- Applicant must be current on all property taxes and free of obligations to the City and Community Improvement.
- Applicant must be able to maintain the lot in accordance with all local building, housing and zoning codes and city ordinances.
- Applicant must have no properties in tax arrears or in violation of the International Property Maintenance Code, the City of Jackson Zoning Ordinance, or any other section of the City of Jackson of Ordinances; and
- If applicant is a for profit or nonprofit organization, articles of incorporation and certificate of good standing from the State of Mississippi Office of the Secretary of State must be provided with application.

##### **B. Process**

- The City of Jackson will request the tax owned properties pursuant to Miss. Code. Ann. 29-1-51 and 21-17-1. Receipt of the properties thus obtained will be determined pending approval of the Secretary of State and the Governing Authorities of the City of Jackson.
- The City maintains the right to condition the transfer of the title on the buyer's acceptance of certain deed restrictions. Restrictions may be included in the deed to ensure properties are maintained in an agreed upon way and will monitored by the City of Jackson's Community Improvement Division. If the buyer fails to maintain the property in an agreed upon way, the City may exercise its discretion and take title to the property back from the buyer via reverter clause.
- The City of Jackson will notify first priority homeowners via news conference, literature about the program, radio announcements, awareness sessions at local civic and neighborhood association events along with visits to community oriented policing services meetings (COPS).

**C. Preference Hierarchy**

This program is designed to ensure that neighborhood homeowners, as vested parties of interest, are given the opportunity to take control of their neighborhoods by having first access to the vacant and dilapidated properties in their areas, and the chance to improve them. Therefore, the Neighbors First Lot Program has created a hierarchy for the disposition of the requested properties. Preference will be given in the following manner:

- First priority will be given to homeowners who occupy a property adjacent to the subject property, or sharing at least 75% of a common boundary with the subject parcel as determined by surplus committee. If two adjacent property owners apply at the same time, then preference will be given to the homeowner who owns their home closest to the property.
- Second priority will be given to homeowner who agrees to combine the subject parcel with his or her current owned property to create one tax parcel where applicable.
- If no adjacent property owner applies, priority will be given to the following persons, in this order:
  - Homeowner on street, block or in the neighborhood
  - Neighborhood Association Organization that is actively involved in the neighborhood

If neither of the above-referenced parties applies for the properties within a hundred and eighty (180) days, the properties will be made available to the following:

- Community Land Trust
- Non-profit organizations that can be important assets for community stabilization, subject to the conditions referenced above;
- Verifiable homeowners located within the City of Jackson.

\*Exception- If no person from the first category list applies for a property thirty days after receipt of notice of the same, then those persons and organizations listed in the second priority list, may submit a waiver to bypass the hundred and eighty day wait period, if said waiver has the signatures of all the eligible applicants. Said waiver must be submitted as part of the application packet.

**D. Fee Structure**

1. The cost is \$10 for vacant land without structures for homeowners who live on the same city block as the property.
2. The cost is \$50 for properties that have structures for homeowners who live on the same city block as the property.
3. For all other City of Jackson homeowners who apply for property, the cost will be \$100 for vacant land, and \$250 for property with structures on them.

**E. Requirements Once Property Is Obtained**

- Upon receipt of the property, the successful applicant has 60 days to clean up the conveyed property in the manner described in their application.
- The successful applicant then has two (2) years to complete the rehab and/or development plan for the property in the manner described in their application to obtain the property.
- The successful applicant is required to pay, and shall not become delinquent on, all property taxes assessed on the property.

- The successful applicant must obtain all insurance required by the laws of the State of Mississippi related to his/her ownership of the referenced property. Reverter is triggered by ownership changes within 2 years, a failure of the community improvement random inspection, violation of city ordinance, 311 valid complaints and municipality or city council recommendation.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

-----

**President Priester** moved, seconded by **Council Member Stokes** to amend as follows: Page 4 Section C, - If no adjacent property owner applies, priority will be given to the following persons, in this order:

- Homeowner who occupies a home on street, block or in the neighborhood
- Verifiable homeowners who occupy a home located within the City of Jackson.

The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

-----

**Council Member Priester** moved and **Council Member Stokes** seconded to amend Section C as follows:

- If neither of the above-referenced parties applies for the properties within a hundred and eighty (180) days, from the opening of the receipt of applications for the purchase of property as set forth by the Surplus Property Committee,
- If no adjacent property owner applies, priority will be given to the following persons or organizations

The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

-----

**Council Member Hendrix** moved, seconded by **Council Member Priester** to amend Section C as follows:

- If no adjacent property owner applies, priority will be given to the following persons or organizations, in this order:
  - Homeowner who occupies a home on street, block or in the neighborhood
  - Neighborhood Association Organization that is actively involved in the neighborhood
  - Community Land Trust that's actively involved in the neighborhood if it has the approval by the Neighborhood Association.

The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stokes and Tillman.

Nays- Stamps.

Absent- Barrett-Simon.

-----

---

---

**Council Member Stamps** moved and **Council Member Foote** seconded to amend Section D, Fee Structure for the cost to be \$10 for a vacant lot without structures and \$50 for properties with structures. The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.  
Nays- None.  
Absent- Barrett-Simon.

-----

**Council Member Priester** moved and **Council Member Stokes** seconded to amend Section C as follows: Second priority will be given to homeowner who occupies the property adjacent to subject property who agrees to combine the subject parcel with his or her current owned property to create one tax parcel where applicable. The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.  
Nays- None.  
Absent- Barrett-Simon.

-----

Thereafter, **President Priester** called for a vote on order as amended:

**ORDER DEVELOPING THE NEIGHBORS FIRST LOT PROGRAM FOR THE CITY OF JACKSON AS AN EFFECTIVE PLAN FOR ADDRESSING THE PROBLEM OF NEIGHBORHOOD BLIGHT AND REVITALIZING UNDERUTILIZED RESIDENTIAL PROPERTIES IN THE CITY OF JACKSON, MISSISSIPPI AND PROVIDING FOR A PROCEDURE AND POLICY TO RETURN SUCH PROPERTY TO TAX GENERATING VALUE.**

**WHEREAS**, the City of Jackson has access to a number of surplus residential properties that are not being used for municipal purposes and which are a detriment to the welfare of the citizens of Jackson in that they, among other things, contribute to neighborhood blight, attract crime, present a fire hazard generate no property tax revenue, and contribute to declining property values of surrounding properties thereby decreasing property tax revenues further; and

**WHEREAS**, the State of Mississippi also holds title to a number of blighted, tax-forfeited properties ("tax lands") which present the same problems as the City's surplus residential properties; and

**WHEREAS**, the referenced properties present an opportunity for development and stabilization that will promote the public welfare and economic development for the citizens of the City of Jackson; and

**WHEREAS**, in light of the issues referenced above and pursuant to Miss. Code Ann. 21-17-1(11)(a) and Miss. Code Ann. 29-1-51, the Surplus Real Estate Division proposes creating the Neighbors First Lot Program as an effective plan for addressing the above-referenced problems and fully capitalizing on the opportunities presented by the City of Jackson surplus property and State of Mississippi tax lands; and

**WHEREAS**, the City of Jackson will operate and manage the Neighbor's First Lot Program pursuant to the terms and conditions of this order;

**IT IS HEREBY ORDERED** that the City of Jackson develop the Neighbors First Lot Program pursuant to Miss. Code Ann. 21-17-1(11)(a) and Miss. Code Ann. 29-1-51 as follows:

---

---

**Creation of the Neighbors First Lot Program:**

The Neighbors First Lot Program is created pursuant to Mississippi Code Annotated 29-1- 51 and 21-17-1. The Neighbors First Program will address the problem of blight and revitalizing underutilized residential properties in the City of Jackson and provide a procedure and policy to return such property within said neighborhoods into tax generating valued assets. The program allows the City of Jackson to transfer City-owned lots for a designated amount. This program is limited to residential properties located in wards 1, 2, 3, 4, 5, 6 and 7. The program is limited to City of Jackson homeowners only. Preference for receipt of the property will be given to persons who 1) own property closes in proximity , 2) own property on the street, 3) own property within the community, or 4) own property within the City.

**Management of the Program:** The Department of Planning and Development shall:

- Develop written policies for disposition of the Neighbors First program properties in accordance with Miss. Code Ann. 21-17-1(11)(a) and Miss. Code Ann. 29-1-51;
- To the extent practical, ensure these properties are maintained for tax generating purpose;
- Follow up on the recommendations from the City of Jackson's Surplus Property Committee, Mayoral Administration, Community Improvement Division, City Council and local neighborhoods regarding unmaintained conveyed parcels of property;
- Where the Department deems appropriate, pursue legal action to revert unmaintained properties conveyed from municipality to a person, neighbor or organization for breach;
- Take other such actions as appropriate or necessary.

**Eligible Property:**

All City owned lots in wards 1, 2, 3, 4, 5, 6 and 7, that are vacant or have houses that can be rehabilitated are eligible properties under this program. Similarly, pursuant to Miss. Code Ann. §21-17-1(11)(a), the Neighbors First Lot Program applies to the following properties located in wards 1, 2, 3, 4, 5, 6 and 7, that meet the following requirements.

- (i) The subject property is real property acquired by the municipality:
  1. By reason of a tax sale;
  2. Because the property was abandoned or blighted; or
  3. In a proceeding to satisfy a municipal lien against the property;
- (ii) The subject property is blighted and is located in a blighted area;
- (iii) The subject property is not needed for governmental or related purposes and is not to be used in the operation of the municipality;
- (iv) That the sale of the property in the manner otherwise provided by law is not necessary or desirable for the financial welfare of the municipality; and
- (v) That the use of the property for the purpose for which it is to be conveyed will promote and foster the development and improvement of the community in which it is located or the civic, social, educational, cultural, moral, economic or industrial welfare thereof; the purpose for which the property is conveyed shall be stated.

The eligibility of the above-referenced property is subject to the approval of the governing authorities for the City of Jackson, by resolution duly and lawfully adopted and spread upon its official minutes.

If a lot is owned by the State of Mississippi, additional considerations and restrictions may apply as determined by the State of Mississippi Public Land Division and City of Jackson's Surplus Property Committee.

Only residential zoned properties, R-1 through R- 2, will qualify under this program.

---

---

**Limitations to Conveyance**

Any deed or instrument of conveyance executed pursuant to this program must contain a clause of reverter providing that title to the property will revert to the municipality if the person or entity to whom the property is conveyed does not fulfill the purpose for which the property was conveyed and satisfy all conditions imposed on the conveyance within two (2) years of the date of the conveyance.

Additionally, the municipality shall at all times, retain all mineral rights that it owns, together with the right of ingress and egress to remove same.

**Qualifications to Acquire Land:**

**F. Eligibility Requirements.**

- Applicant must be current on all property taxes and free of obligations to the City and Community Improvement.
- Applicant must be able to maintain the lot in accordance with all local building, housing and zoning codes and city ordinances.
- Applicant must have no properties in tax arrears or in violation of the International Property Maintenance Code, the City of Jackson Zoning Ordinance, or any other section of the City of Jackson of Ordinances; and
- If applicant is a for profit or nonprofit organization, articles of incorporation and certificate of good standing from the State of Mississippi Office of the Secretary of State must be provided with application.

**G. Process**

- The City of Jackson will request the tax owned properties pursuant to Miss. Code. Ann. 29-1-51 and 21-17-1. Receipt of the properties thus obtained will be determined pending approval of the Secretary of State and the Governing Authorities of the City of Jackson.
- The City maintains the right to condition the transfer of the title on the buyer's acceptance of certain deed restrictions. Restrictions may be included in the deed to ensure properties are maintained in an agreed upon way and will be monitored by the City of Jackson's Community Improvement Division. If the buyer fails to maintain the property in an agreed upon way, the City may exercise its discretion and take title to the property back from the buyer via reverter clause.
- The City of Jackson will notify first priority homeowners via news conference, literature about the program, radio announcements, awareness sessions at local civic and neighborhood association events along with visits to community oriented policing services meetings (COPS).

**H. Preference Hierarchy**

This program is designed to ensure that neighborhood homeowners, as vested parties of interest, are given the opportunity to take control of their neighborhoods by having first access to the vacant and dilapidated properties in their areas, and the chance to improve them. Therefore, the Neighbors First Lot Program has created a hierarchy for the disposition of the requested properties. Preference will be given in the following manner:

- First priority will be given to homeowners who occupy a property adjacent to the subject property, or sharing at least 75% of a common boundary with the subject parcel as determined by surplus committee. If two adjacent property owners apply at the same time, then preference will be given to the homeowner who owns their home closest to the property.

- Second priority will be given to homeowner who occupies the property adjacent to subject property who agrees to combine the subject parcel with his or her current owned property to create one tax parcel where applicable.
- If no adjacent property owner applies, priority will be given to the following persons or organizations, in this order:
  - Homeowner who occupies a home on street, block or in the neighborhood
  - Neighborhood Association Organization that is actively involved in the neighborhood
  - Community Land Trust that's actively involved in the neighborhood if it has the approval by the Neighborhood Association.

If neither of the above-referenced parties applies for the properties within a hundred and eighty (180) days, from the opening of the receipt of applications for the purchase of property as set forth by the Surplus Property Committee, the properties will be made available to the following:

- Non-profit organizations that can be important assets for community stabilization, subject to the conditions referenced above;
- Verifiable homeowners who occupy a home located within the City of Jackson.

\*Exception- If no person from the first category list applies for a property thirty days after receipt of notice of the same, then those persons and organizations listed in the second priority list, may submit a waiver to bypass the hundred and eighty day wait period, if said waiver has the signatures of all the eligible applicants. Said waiver must be submitted as part of the application packet.

**I. Fee Structure**

1. The cost is \$10 for vacant land without structures for homeowners who live on the same city block as the property.
2. The cost is \$50 for properties that have structures for homeowners who live on the same city block as the property.

**J. Requirements Once Property Is Obtained**

- Upon receipt of the property, the successful applicant has 60 days to clean up the conveyed property in the manner described in their application.
- The successful applicant then has two (2) years to complete the rehab and/or development plan for the property in the manner described in their application to obtain the property.
- The successful applicant is required to pay, and shall not become delinquent on, all property taxes assessed on the property.
- The successful applicant must obtain all insurance required by the laws of the State of Mississippi related to his/her ownership of the referenced property. Reverter is triggered by ownership changes within 2 years, a failure of the community improvement random inspection, violation of city ordinance, 311 valid complaints and municipality or city council recommendation.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.

Nays- None.

Absent- Barrett-Simon.

\*\*\*\*\*

Council Member Stokes left the meeting at 1:12 p.m.

\*\*\*\*\*

**FINAL ORDER GRANTING APPLICATION OF EATON AEROSPACE LLC, FOR A FIVE YEAR AD VALOREM TAX EXEMPTION ON ADDITIONS TO, AND EXPANSION OF, ITS PLANT FACILITY THAT WERE COMPLETED DECEMBER 31, 2012, AS AUTHORIZED BY SECTION 27-31-101, ET SEQ., OF THE MISSISSIPPI CODE OF 1972, AS AMENDED.**

**WHEREAS**, Eaton Aerospace LLC ("Eaton") previously submitted a sworn application to the City of Jackson requesting exemption from ad valorem taxation on additions to, and expansion of, its plant facility that were made in 2012; and

**WHEREAS**, Eaton submitted the Application pursuant to the provisions of Section 27-31-101, et seq., Mississippi Code of 1972, as amended, seeking an exemption from ad valorem taxes for a period of five (5) years beginning January 1, 2013; and

**WHEREAS**, the properties of said facility for which a tax exemption is sought are itemized and identified in the application that was filed by Eaton; and

**WHEREAS**, the book value of the plant facility for which a tax exemption sought is \$2,737,950.35; and

**WHEREAS**, the City Council of the City of Jackson, Mississippi, by a Resolution adopted on January 22, 2013, and recorded in Minute Book "6C", at Page 236, granted preliminary approval to said application for exemption from ad valorem taxes, subject to approval and certification by the State Tax Commission; and

**WHEREAS**, the State Tax Commission approved the application for exemption from ad valorem taxes in March of 2014 and pursuant to said approval has requested the City place on its minutes a final order declaring the property exempt, the true value, and the dates when the exemption commences and expires; and

**WHEREAS**, because all statutory requirements for granting the requested exemption from ad valorem taxes have now been met, and the City of Jackson, now seeks to enter a final order in this matter.

**NOW, THEREFORE, BE IT ORDERED** by the City Council of the City of Jackson, Mississippi, hereby resolves as follows:

1. Eaton's application for exemption from ad valorem taxes in the amount of \$2,737,950.35, is hereby finally approved for a five (5) year period beginning January 1, 2013 and expiring December 31, 2017, provided further, however, that nothing herein shall be construed to exempt the said properties from state ad valorem taxation or from ad valorem taxation for school district purposes.
2. The City Clerk shall enter this final order on the minutes of the City Council of the City of Jackson, Mississippi; shall forward a certified copy of this final order to the State Auditor of Public Accounts of the State of Mississippi; and to the State Tax Commission; and to the City Tax Assessor and County Tax Assessor, and shall obtain from the Tax Assessor a certificate stating that the \$2,737,950.35 of improvements through additions and expansions by Eaton in 2012, that were completed and in place as of December 31, 2012, have been placed on the appropriate tax roll as "Non-Taxable," except for state ad valorem taxation and ad valorem taxation for school district purposes, for a five (5) year period beginning December 31, 2012, and ending December 30, 2017.

**Council Member Priester** moved adoption; **Council Member Hendrix** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Tillman.

Nays- None.

Absent- Barrett-Simon and Stokes.

\*\*\*\*\*

**FINAL ORDER GRANTING THE REQUEST OF EATON AEROSPACE, LLC FOR A FIVE YEAR EXTENSION OF THE AD VALOREM TAX EXEMPTION PREVIOUSLY GRANTED BY THE CITY OF JACKSON, MISSISSIPPI ON THE ADDITIONS COMPLETED TO ITS FACILITIES ON DECEMBER 31, 2009.**

**WHEREAS**, the City of Jackson previously granted EATON AEROSPACE, LLC (“Eaton”) a five year ad valorem tax exemption on additions, expansions and replacement equipment that were completed on December 31, 2009 at Eaton’s Jackson facilities, pursuant to Section 27-31-105 as amended; and

**WHEREAS**, the aforementioned exemption was for the initial period commencing on December 31, 2009 and expiring December 30, 2014, upon personal property involved in said additions, expansions and replacement of equipment of the true value of \$1,441,785.00 which was shown and itemized as Exhibit “A” to the original exemption application; and

**WHEREAS**, prior to the expiration of its initial application, Eaton filed, in triplicate with the City of Jackson, a request for a five year extension of the ad valorem tax exemption previously granted on the additions, expansions and replacement of equipment completed December 31, 2009, at its plant facilities in Jackson; and

**WHEREAS**, Eaton also has made written certification to the City of its eligibility under the aforementioned statute to receive a five year extension of the ad valorem tax exemption previously granted; and

**WHEREAS**, Eaton’s request for a five year extension of the initial five year ad valorem tax exemption was made prior to the expiration of the initial ad valorem tax exemption; and

**WHEREAS**, based on the above, the Office of Economic Development recommends granting Eaton a five year tax exemption extension.

**NOW, THEREFORE, BE IT ORDERED** by the City Council of Jackson, Mississippi:

(1) Eaton submitted an application to extend its ad valorem tax exemption on September 8, 2014. The exemption had previously been granted for the additions, expansions and replacement of equipment to Eaton’s plant facilities in Jackson that were completed on December 31, 2009. The book value of the new equipment and fixtures at Eaton’s plant facility of \$1,441,785.00 is hereby approved for an additional five year period beginning December 31, 2014 and ending December 30, 2019, provided, however, that nothing herein shall be construed to exempt the said properties from state ad valorem taxation or from ad valorem taxation for school district purposes.

(2) The Clerk shall enter this Final Order in the minutes of the City of Jackson, Mississippi and shall forward a certified copy of this Final Order to the Hinds County Tax Assessor.

Exhibit A  
EATON AEROSPACE LLC

True value of property additions to the Eaton Aerospace LLC facilities in Jackson, Mississippi, completed December 31, 2009:

COMPUTER EQUIPMENT	53,016
DIES, JIGS, MOLDS, PATTERNS	21,261
FURNITURE & FIXTURES	12,556
MANUFACTURING MACHINERY & EQUIPMENT	1,354,952

**Council Member Hendrix** moved adoption; **Council Member Foote** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Tillman.

Nays- None.

Absent- Barrett-Simon and Stokes.

\*\*\*\*\*

**ORDER REVISING THE FISCAL YEAR 2015-2016 BUDGET OF THE DEPARTMENT OF PLANNING AND DEVELOPMENT.**

WHEREAS, a certain unanticipated need and allocation in the amount of \$200,631 for the purchase of non-capitalized furniture and equipment for the Jatran Administrative and Maintenance Facility (JAMF) has arisen since the adoption of Fiscal Year 2015-2016 budget; and

WHEREAS, the Fiscal Year 2015-2016 budget needs to be revised to provide funding for this unanticipated need; and

WHEREAS, the following funds would be revised as follows:

From:	187.565.30.6846	(\$122,094.00)
From:	187.565.30.6852	(\$ 78,537.00)
To:	187.565.30.6240	\$200,631.00

IT IS THEREFORE, ORDERED that the Fiscal Year 2015-2016 budget for the Department of Planning and Development be revised in the amount of \$200,631.00 as follows:

<u>To/From</u>	<u>Fund/Account Number</u>	<u>Amount</u>
From	187.565.30.6846	(\$ 122,094.00)
From	187.565.30.6852	(\$ 78,537.00)
To	187.565.30.6240	\$ 200,631.00

Council Member Tillman moved adoption; Council Member Hendrix seconded.

Yeas- Foote, Hendrix, Priester and Tillman.

Nays- Stamps.

Absent- Barrett-Simon and Stokes.

\*\*\*\*\*

Council Member Stokes returned to the meeting at 1:14 p.m.

\*\*\*\*\*

**ORDER TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH), THE CITY OF JACKSON AND MEDICAL RESPONSE SYSTEM (MMRS) RELATED TO THE PROPHYLACTIC MEDICATION FOR FIRST RESPONDERS, SAID FUNDS HAVE BEEN PROVIDED FROM A GRANT FROM THE MMRS FOR SAID PURPOSE.**

WHEREAS, the Fire Department of the City of Jackson (City) is the lead agency for the Metropolitan Medical Response System (MMRS). As such, the City is, in essence, the depository for the grant funds received from the MMRS. Further, the City is responsible and authorized to expend said grant funds in furtherance of the below described purposes of the MMRS; and

WHEREAS, the MMRS purpose is to integrate the local public health and medical resources into the local emergency management plan to enhance the community's ability to respond to and manage the health consequences of nuclear, biological, chemical terrorist, and/or like incidents during the 24 hours of such incident(s); and

WHEREAS, it is in the best interest of the City of Jackson, Mississippi State Department of Health (MSDH) and the MMRS that \$50,000 of the afore-mentioned grant funds be expended by the City of Jackson to purchase antibiotic prophylactic medication (Ciprofloxacin, Doxycycline, and/or like medications). Further, that those medications be designated for the first responders in the counties of Hinds, Madison, Rankin, Copiah, Warren and Smith as provided by the grant from the MMRS.

**WHEREAS**, in order to effectuate the above-described actions it is necessary that the parties execute a Memorandum of Understanding (MOU) between the City, MSDH, and MMRS, wherein the City agrees to make the purchase of the medications and MSDH agrees to store the medications in a regulated pharmacy warehouse located in the MMRS geographical area. Further, pursuant to the proposed MOU, MSDH will agree to (1) follow regulatory requirements for storage and distribution of the medications; (2) maintain records of purchase and inventory documentation on site and provide the City with documentation as requested; and (3) as funding permits, rotate the stock as necessary to maintain recommended levels of medications to use in the MMRS geographical area.

**IT IS, HEREBY, ORDERED** that the Mayor, and his designees, is authorized to execute an MOU with MSDH, MMRS, and such other parties as necessary, in furtherance of the above-described actions. Further, that purchase of \$50,000 worth of antibiotic prophylactic medication from is hereby authorized. In addition, the Mayor, or his designee, is authorized to execute any other documents necessary in furtherance of the purposes of the above-described MOU.

**Council Member Priester** moved adoption; **Council Member Stokes** seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.  
Nays- None.  
Absent- Barrett-Simon.

\*\*\*\*\*

**ORDER AUTHORIZING THE TRANSFER OF FIRE PROTECTION FUNDS FROM BOOKS AND PERIODICALS TO MISCELLANEOUS NON-AUTO EQUIPMENT FOR THE PURCHASE OF FIRE EQUIPMENT.**

**WHEREAS**, the City of Jackson Fire Department is in need of gas monitors and a docking station for the monitors.

**WHEREAS**, the present City of Jackson Fire Department has identified funds to cover the cost of the gas monitors and the docking station for the monitors.

**IT IS, HEREBY, ORDERED** that the funds in the amount of \$12,200.00 to be transferred from Fire Protection Funds Account number 10.509.00.6318 Books and Periodicals to Miscellaneous Non-Auto Equipment 10.509.00.6865

**IT IS FUTHERED ORDERED** that the transfer of funds will be used to purchase gas monitors and docking station.

**Council Member Stokes** moved adoption; **Council Member Hendrix** seconded.

Yeas- Foote, Hendrix, Priester, Stamps, Stokes and Tillman.  
Nays- None.  
Absent- Barrett-Simon.

\*\*\*\*\*

**Council Member Tillman** left the meeting at 1:15 p.m.

\*\*\*\*\*

**ORDER AUTHORIZING THE TRANSFER OF POLICE E-911 FUNDS FROM LINE ITEM DATA PROCESSING EQUIPMENT TO LINE ITEM NON-CAPITALIZED EQUIPMENT.**

**WHEREAS**, the City of Jackson Police Department E-911 Division wishes to purchase head-sets; and

**WHEREAS**, the E-911 Division is in need of headsets which is a necessary tool needed to effectively perform their duties; and

**WHEREAS**, the City of Jackson Police Department is in need of funds in the amount of \$1,550.00 to cover the cost of this purchase; and

**WHEREAS**, the City of Jackson Police Department has identified funds in the General Fund Account number 001-442-63-6847.

**IT IS, THEREFORE, ORDERED** that funds in the amount of \$1,550.00 be transferred from General Fund Account number 442-63-6847 Data Processing Equipment to General Fund Account number 442-63-6240 Non-Capitalized Equipment.

**Council Member Stokes** moved adoption; **Council Member Priester** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\* \* \* \* \*

**ORDER ACCEPTING PROPOSAL OF SOUTHERN INSURANCE, LLC, TO PROVIDE SPECIFIC EXCESS WORKERS' COMPENSATION INSURANCE COVERAGE FOR EMPLOYEES OF THE CITY OF JACKSON.**

**IT IS HEREBY ORDERED** that the proposal of Southern Insurance, LLC, to provide specific excess workers' compensation coverage for employees of the City of Jackson during the period April 1, 2016, to April 1, 2017, at a rate of 0.2675 per \$100 of payroll, with a deposit premium of \$191,522.00, be accepted.

The policy will cover workers' compensation claims involving employees of the City of Jackson (City) as follows:

- **Claims less than \$750,000:** The City pays all benefits from its workers' compensation fund as a Self-Insurer. Note: This Self-Insurer Retention (SIR) amount applies to all City employees except firefighters and sworn police officers.
- **Claims that exceed \$750,000:** The insurer (New York Marine & General Insurance Company) pays all workers' compensation benefits up to the maximum allowed by the Mississippi Workers Compensation Law. Note: This applies to all City employees except firefighters and sworn police officers.
- **Claims less than \$1,000,000:** The City pays all benefits from its workers' compensation fund as a Self-Insurer. Note: This SIR amount applies to all firefighters and sworn police officers.
- **Claims that exceed \$1,000,000:** The insurer (New York Marine & General Insurance Company) pays all workers' compensation benefits up to the maximum allowed by the Mississippi Workers Compensation Law. Note: This applies to all firefighters and sworn police officers.

**IT IS FURTHER ORDERED** that this coverage may be renewed for three (3) additional years at the same cost, or lower, if it is mutually agreeable to both parties.

---

**Council Member Stokes** moved adoption; **Council Member Priester** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING THE AWARD OF THE SUM OF \$125,000 TO THE GREATER JACKSON ARTS COUNCIL AND THE MAYOR'S EXECUTION OF A CONTRACT WITH THE AGENCY.**

**WHEREAS**, Section 39-15-1 of the Mississippi Code Annotated (1972), as amended, authorizes the governing authorities of any municipality in their discretion to expend monies from the general fund to match any other funds available for the purpose of supporting the development, promotion, and coordination of the arts in the municipality; and

**WHEREAS**, the City of Jackson allocated funds in the budget for the Department of Human and Cultural Services to be used to match other funds available for the purpose of supporting the development, promotion, and coordination of the arts; and

**WHEREAS**, the Greater Jackson Arts Council has provided to the City of Jackson a budget summary for the 2015-16 fiscal year totaling \$439,960.00; and

**WHEREAS**, the agency has requested that the City support its effort to promote and coordinate the arts by awarding it funds in the amount of \$125,000.00, which shall be matched by funds from other sources in the amount of \$299,960.00; and

**WHEREAS**, the funds will be used to provide services to Jackson Public School students, students in Hinds County, neighborhood associations, artist organizations, and to provide funding or grants to established and emerging artists; and

**WHEREAS**, the monies will be reimbursed to the agency based upon its expenditures and upon receipt of documentation establishing its expenditures during the period October 1, 2015 through September 30, 2016; and

**WHEREAS**, it is in the best interest of the City of Jackson to support the agency's efforts and award the funds sought.

**IT IS HEREBY ORDERED** that matching funds in the amount of \$125,000 shall be awarded to the Greater Jackson Arts Council, and issued based on the Greater Jackson Arts Council's expenditures during the period October 1, 2015 – September 30, 2016.

**IT IS FURTHER HEREBY ORDERED** that the Mayor shall be authorized to execute a contract with the Greater Jackson Arts Council for the award of said funds, as well as any and all documents related thereto.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING THE CONTRIBUTION OF MATCHING FUNDS TO STEWPOT COMMUNITY SERVICES AND DEVINE RESTORATION COMMUNITY MINISTRIES FOR THE PURPOSE OF SUPPORTING SOCIAL AND COMMUNITY SERVICE PROGRAMS AND AUTHORIZING THE MAYOR TO EXECUTE AGREEMENTS WITH THESE ENTITIES THAT WILL GOVERN THE RECEIPT OF THE MATCHING FUNDS CONTRIBUTION.**

WHEREAS, Section 21-19-65 of the Mississippi Code of 1972, as amended authorizes municipal governing authorities to expend monies from the general fund to match other funds for the purpose of supporting social and community service programs; and

WHEREAS, consistent with the provisions of Section 21-19-65 of the Mississippi Code of 1972, the governing authorities for the City of Jackson allocated monies in its budget for the 2015-16 fiscal year to be expended in the municipality for the development and the support of social and community service programs; and

WHEREAS, the monies were to be awarded to entities using a competitive application process; and

WHEREAS, interested organizations were notified of the availability of the funds and invited to apply; and

WHEREAS, the administration evaluated the applications and determined that the following entities are eligible to receive the matching funds pursuant to Section 21-19-65 and recommends that the budgeted funds be awarded to the following organizations to match other funds for the support of a social and community service program:

Grants	
Stewpot Community Services	\$35,000.00
Devine Restoration Community Ministries, Inc.	\$15,000.00

IT IS THEREFORE ORDERED that matching monies in the amount set forth above be awarded to Stewpot Community Services and Devine Restoration Community Ministries to provide social and community services programs.

IT IS FURTHER HEREBY ORDERED that the Mayor shall be authorized to execute agreements with each of these entities that will govern the receipt of the matching funds contributed.

Council Member Stokes moved adoption; Council Member Hendrix seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING A 48-MONTH RENTAL AGREEMENT WITH ADVANTAGE BUSINESS SYSTEMS FOR A DIGITAL IMAGING SYSTEM WITH MAINTENANCE TO BE USED BY THE O. B. CURTIS WATER PLANT, A DIVISION OF PUBLIC WORKS.**

WHEREAS, the current service contract with Advantage Business Systems expires April 17, 2016; and

WHEREAS, the Department of Public Works, O. B. Curtis Water Plant desires to enter into a 48-month rental agreement for copier machine; and

WHEREAS, Advantage Business Systems, 5442 Executive Place, Jackson, MS 39206, provides through state contract 5-600-13963 the following:

1. KONICA MINOLTA BIZHUB 227 – At a monthly rental of \$122.75, includes maintenance, and all supplies except paper and staples, and includes 2,500 b/w copies and overages at .0079 cents per copy all over 2,500.

**IT IS, THEREFORE, ORDERED** that an agreement is authorized with Advantage Business Systems providing for the 48-month rental and maintenance of said equipment at a monthly cost of \$122.75, which includes maintenance, 2,500 b/w copies, overages at \$.0079 per copy, and all supplies except paper and staples.

**Council Member Stokes** moved adoption; **Council Member Priester** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER AUTHORIZING A 48-MONTH RENTAL AGREEMENT WITH ADVANTAGE BUSINESS SYSTEMS FOR DIGITAL IMAGING SYSTEM WITH MAINTENANCE TO BE USED BY THE J. H. FEWELL WATER TREATMENT PLANT, A DIVISION OF PUBLIC WORKS.**

**WHEREAS**, the current service contract with Advantage Business Systems expires April 17, 2016; and

**WHEREAS**, the Department of Public Works, J. H. Fewell Water Treatment Plant desires to enter into a 48-month rental agreement for a copier machine; and

**WHEREAS**, Advantage Business Systems, 5442 Executive Place, Jackson, MS 39206, provides through state contract 5-600-13963 the following:

1. MINOLTA BIZHUB 227 – At a monthly rental of \$122.75, includes maintenance, and all supplies except paper and staples, and includes 2,500 b/w copies and overages at .0079 cents per copy all over 2,500.

**IT IS, THEREFORE, ORDERED** that an agreement is authorized with Advantage Business Systems providing for the 48-month rental and maintenance of said equipment at a monthly cost of \$122.75, which includes installation and training, 2,500 b/w copies, overages at \$.0079 per copy, and all supplies except paper and staples.

**Council Member Stokes** moved adoption; **Council Member Hendrix** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER ACCEPTING THE TERM BIDS OF ADCAMP, INC., DICKERSON & BOWEN, INC. AND ERGON ASPHALT & EMULSIONS, INC., FOR A TWELVE-MONTH SUPPLY OF ASPHALTIC PAVING MATERIALS, (BID NO. 74507-120815).**

**WHEREAS**, sealed term bids for Asphaltic Paving Materials were opened December 8, 2015 and four (4) bids were received for a twelve-month supply; and

**WHEREAS**, the Public Works Department, Paved Streets Section will use the various types of asphaltic paving materials to repair and improve the streets within the City of Jackson; and

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

543

**WHEREAS**, the staff of the Department of Public Works, Paved Streets Section has reviewed all bids submitted and recommends the governing authorities deem the term bids submitted by Adcamp, Inc., 1353 Flowood Drive, Flowood, MS 39232; Dickerson & Bowen, Inc., 2642 South Gallatin Street, Jackson, MS 39214; and Ergon Asphalt & Emulsions, Inc., 2829 Lakeland Drive, Suite 2000, Jackson, MS 39232, received December 8, 2015, as the lowest and best bids for the respective items, as follows:

**Adcamp, Inc., P.O. Box 54246, Jackson, MS 39288-4246, 1353 Flowood Drive, Flowood, MS 39232, Ralph Barnes, (601) 939-4493, [ralph@adcampinc.com](mailto:ralph@adcampinc.com)**

ITEM	DESCRIPTION	PICK-UP PRICE	DELIVERY PRICE
1.	Asphaltic Black Base Course	\$52.00 Ton	\$62.00 Ton
2.	Asphaltic Binder Course	\$57.00 Ton	\$70.00 Ton
3.	Asphaltic Wearing Course, TYPE "C", Mix A	\$58.00 Ton	\$72.00 Ton
6.	Plant Mix Bituminous Base Course (BB-1)	\$53.00 Ton	\$63.00 Ton
7.	Hot Bituminous Pavement, Binder Course (BC-1)	\$58.00 Ton	\$71.00 Ton
8.	Hot Bituminous Pavement, Surface Course (SC-1)	\$59.00 Ton	\$73.00 Ton

**Dickerson & Bowen, Inc., P. O. Box 1008, Brookhaven, MS 39602, 2642 S. Gallatin Street, Jackson, MS 39214, Don L. Glenn, (601) 969-2002, [donglenn@bellsouth.net](mailto:donglenn@bellsouth.net)**

ITEM	DESCRIPTION	PICK-UP PRICE	DELIVERY PRICE
1.	Asphaltic Black Base Course	\$50.00 Ton	\$65.00 Ton
2.	Asphaltic Binder Course	\$56.00 Ton	\$75.00 Ton
3.	Asphaltic Wearing Course, TYPE "C", Mix A	\$56.00 Ton	\$75.00 Ton
4.	Asphaltic Cold Mix Material (Gravel & Sand)	\$95.00 Ton	\$110.00 Ton
6.	Plant Mix Bituminous Base	\$50.00 Ton	\$65.00 Ton
7.	Hot Bituminous Pavement, Binder Course (BC-1)	\$55.00 Ton	\$75.00 Ton
8.	Hot Bituminous Pavement, Surface Course (SC-1)	\$57.00 Ton	\$75.00 Ton

**\*Ergon Asphalt & Emulsions, Inc., P. O. Box 23028, Jackson, MS 39225, 2829 Lakeland Drive, Jackson, MS 39232, Amy L. Walker, (601) 933-3000, [amy.walker@ergon.com](mailto:amy.walker@ergon.com)**

ITEM	DESCRIPTION	PICK-UP PRICE	DELIVERY PRICE
5.	Asphalt Emulsion (SS#1 Tack)	*\$2.10 Gallon	*\$2.18 Gallon
9.	Cationic Emulsified Asphalt	**\$1.95 Gallon	*\$2.03 Gallon

\*Ergon Asphalt & Emulsions, Inc.

--Note: Delivered prices quoted are based on delivery of full truck transport quantities. Demurrage: 2 hours free - \$75.00/hr thereafter. Federal Environmental Fee will be added to quoted prices at a rate of \$0.00133/gal for all emulsion loads.

\*Item #5 is for CSS-1.

\*\*Item #9 – quoted price per gallon not per ton.

**IT IS THEREFORE ORDERED** that the following bids received for the twelve-month supply of asphaltic paving material, starting March 01, 2016 through February 28, 2017, are accepted as the lowest and best bids for the respective items, it being determined that these bids met the specification.

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**Adcamp, Inc., P.O. Box 54246, Jackson, MS 39288-4246, 1353 Flowood Drive, Flowood, MS 39232, Ralph Barnes, (601) 939-4493, [ralph@adcampinc.com](mailto:ralph@adcampinc.com)**

ITEM	DESCRIPTION	PICK-UP PRICE	DELIVERY PRICE
1.	Asphaltic Black Base Course	\$52.00 Ton	\$62.00 Ton
2.	Asphaltic Binder Course	\$57.00 Ton	\$70.00 Ton
3.	Asphaltic Wearing Course, TYPE "C", Mix A	\$58.00 Ton	\$72.00 Ton
6.	Plant Mix Bituminous Base Course (BB-1)	\$53.00 Ton	\$63.00 Ton
7.	Hot Bituminous Pavement, Binder Course (BC-1)	\$58.00 Ton	\$71.00 Ton
8.	Hot Bituminous Pavement, Surface Course (SC-1)	\$59.00 Ton	\$73.00 Ton

**Dickerson & Bowen, Inc., P. O. Box 1008, Brookhaven, MS 39602, 2642 S. Gallatin Street, Jackson, MS 39214, Don L. Glenn, (601) 969-2002, [donglenn@bellsouth.net](mailto:donglenn@bellsouth.net)**

ITEM	DESCRIPTION	PICK-UP PRICE	DELIVERY PRICE
1.	Asphaltic Black Base Course	\$50.00 Ton	\$65.00 Ton
2.	Asphaltic Binder Course	\$56.00 Ton	\$75.00 Ton
3.	Asphaltic Wearing Course, TYPE "C", Mix A	\$56.00 Ton	\$75.00 Ton
4.	Asphaltic Cold Mix Material (Gravel & Sand)	\$95.00 Ton	\$110.00 Ton
6.	Plant Mix Bituminous Base Course (BB-1)	\$50.00 Ton	\$65.00 Ton
7.	Hot Bituminous Pavement, Binder Course (BC-1)	\$55.00 Ton	\$75.00 Ton
8.	Hot Bituminous Pavement, Surface Course (SC-1)	\$57.00 Ton	\$75.00 Ton

**\*Ergon Asphalt & Emulsions, Inc., P. O. Box 23028, Jackson, MS 39225, 2829 Lakeland Drive, Jackson, MS 39232, Amy L. Walker, (601) 933-3000, [amy.walker@ergon.com](mailto:amy.walker@ergon.com)**

ITEM	DESCRIPTION	PICK-UP PRICE	DELIVERY PRICE
5.	Asphalt Emulsion (SS#1 Tack)	*\$2.10 Gallon	*\$2.18 Gallon
9.	Cationic Emulsified Asphalt	**\$1.95 Gallon	*\$2.03 Gallon

\*Ergon Asphalt & Emulsions, Inc.

--Note: Delivered prices quoted are based on delivery of full truck transport quantities. Demurrage: 2 hours free - \$75.00/hr thereafter.

Federal Environmental Fee will be added to quoted prices at a rate of \$0.00133/gal for all emulsion loads.

\*Item #5 is for CSS-1.

\*\*Item #9 – quoted price per gallon not per ton.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

545

**ORDER ACCEPTING THE BID OF APAC-MISSISSIPPI, INC. FOR THE ASPHALT AND CONCRETE INSTALLATION AND REPAIR TERM BID.**

WHEREAS, on February 9, 2016, the City of Jackson received three sealed bids for the Asphalt and Concrete Installation and Repair Term Bid; and

WHEREAS, the bid received from APAC-Mississippi, Inc., was the lowest bid received and met specifications; and

WHEREAS, the Department of Public Works recommends that the governing authorities deem the bid of APAC-Mississippi, Inc. to be the lowest and best bid.

**IT IS, THEREFORE, ORDERED** that the bid of APAC-Mississippi, Inc. for the Asphalt and Concrete Installation and Repair Term Bid is accepted in the following amounts:

APAC					
Pay Item #	Description	Quantity	Units	Unit	Total
1	Mobilization	1	Each	15000.00	15,000
2	Maintenance of Traffic	1	LS	400000.00	400,000
3	Cold Milling in Bituminous Asphalt (3/4" to 1.5")	400,000	SY	3.00	1,200,000
4	12.5-mm, ST, Asphalt Pavement	50,000	Ton	91.00	4,550,000
5	19-mm, ST, Asphalt Pavement	10,000	Ton	93.00	930,000
6	Size 610 Crushed Stone Base (LVM)	5,000	Ton	98.00	490,000
7	Unclassified Excavation (LVM) (subgrade repair)	1,000	CY	48.00	48,000
8	Borrow Excavation (LVM) (subgrade repair)	5,000	CY	60.00	300,000
9	Removal/Replacement of Concrete Curb & Gutter and miscellaneous concrete (All Types)	2,000	LF	65.00	130,000
10	Removal of Sidewalks, All Depths	10,000	SF	6.00	60,000
11	Concrete Sidewalk	10,000	SF	12.00	120,000
12	Concrete Class "B"	1,000	CY	1200.00	1,200,000
13	Saw-cutting of Existing Curb & Gutter or Misc. Concrete	-	LF	40.00	-
14	Concrete Grinding	1,600	SF	5.00	8,000
15	Concrete Sidewalk Leveling & Lifting	1,600	LF	36.00	57,600
16	Concrete Curb & Gutter Leveling & Lifting	1,600	LF	36.00	57,600
17	Adjustments of Curb Inlets	20	EA	750.00	15,000
18	Void Filling with Polyurethane Material	150	CY	750.00	112,500
19	Core Drills	-	EA	100.00	-
20	Clay Gravel Sub-base (LVM)	400	CY	105.00	42,000

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

546

	(Shoulder Grade Repair)				
21	Manhole adjustments to Grade (Including Repair & Replacement)	88	EA	175.00	15,400
22	Adjustment of Water, Gas, and Other Valves and Appurtenances	100	EA	145.00	14,500
Total					\$9,765,600.00

the bid having met all specifications.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER REVISING THE FISCAL YEAR 2015-2016 BUDGET OF THE CITY OF JACKSON.**

**WHEREAS**, the City of Jackson approved a budget that included certain projects to be funded by the Special Sales Tax designated for infrastructure repairs; and

**WHEREAS**, the City received a TIGER Grant from the U.S. Department of Transportation, which is being used to complete the West County Line Road Improvement Project; and

**WHEREAS**, the original capital improvements plan on which the fiscal year 2015-2016 City of Jackson budget is based did not anticipate moving forward with the West County Line Road Improvements Project until next fiscal year; and

**WHEREAS**, in order to meet the deadlines under the TIGER Grant, funds collected and on deposit in the Special Sales Tax Fund in the amount of \$1,090,000.00 need to be moved into the project fund for West County Line Road Improvements Project; and

**WHEREAS**, the Hanging Moss Bridge Replacement Project was originally scheduled as a project for year 2 of the capital improvements plan for the Special Sales Tax Fund; and

**WHEREAS**, it was discovered upon inspect of Hanging Moss Bridge that it was in need of immediate replacement; and

**WHEREAS**, in order to immediately replace Hanging Moss Bridge, funds collected and on deposit in the Special Sales Tax Fund in the amount of \$312,000.00 need to be moved in the project fund for the Hanging Moss Bridge Replacement Project; and

**WHEREAS**, the following fund is being revised:

173.5937.

**IT IS, THEREFORE, ORDERED** that the Fiscal Year 2015-2016 Budget be revised in the amount of \$1,402,000.00

<u>To/From</u>	<u>Fund/Account Number</u>	<u>Amount</u>
From:	173-5937	(\$312,000.00)
To:	173-451355B45012016485	\$312,000.00
From:	173-5937	(\$1,090,000.00)
To:	173-451356B40022016485	\$1,090,000.00

Council Member Stokes moved adoption; Council Member Priester seconded.

Yeas- Foote, Hendrix, Priester and Stokes.

Nays- Stamps.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

There came on for consideration Agenda Item No. 51:

**ORDER AUTHORIZING AN AGREEMENT WITH NEEL-SCHAFFER, INC. FOR ENGINEERING SERVICES FOR STATE STREET FROM HARTFIELD STREET TO SHEPPARD ROAD, PROJECT NO. 15B4007.301.** Said item was pulled by Mayor Yarber.

\*\*\*\*\*

There came on for consideration Agenda Item No. 52:

**ORDER CONFIRMING THE MAYOR'S NOMINATION OF JAMES R. STANLEY TO THE AIRPORT AUTHORITY BOARD.** Said item would be held for a Confirmation Hearing for a later date.

\*\*\*\*\*

**RESOLUTION OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI ADOPTING A CITYWIDE RECORDS RETENTION SCHEDULE FOR THE CITY OF JACKSON.**

**WHEREAS,** Section 39-5-9, Mississippi Code of 1972, as amended provides a procedure whereby certain public records which have served their purpose are no longer required may be destroyed, and the destruction of said records will not interfere with the services and functions of the City; and

**WHEREAS,** the keeping of certain records is not necessary nor legally required after the passage of certain periods of time for the effective and efficient operation of the City of Jackson; and

**WHEREAS,** the adoption of the State of Mississippi Records Retention Schedules for Municipalities General Schedules will facilitate the orderly and efficient transfer, retention, and destruction of the records of the City of Jackson; and

**WHEREAS,** the State of Mississippi Records Retention Schedules for Municipalities General Schedules by record type, each type of record and their respective retention periods and is attached to this Resolution as Exhibit "A"; and

**WHEREAS,** it has been determined that the "State of Mississippi Records Retention Guidelines" set forth by the State of Mississippi comply with federal and state statutes and generally accepted records management practices for the retention and destruction of City records.

**NOW THEREFORE, BE IT RESOLVED BY** the Council of the City of Jackson.

**Exhibit A**

**STATE OF MISSISSIPPI  
RECORDS RETENTION SCHEDULES FOR MUNICIPALITIES  
GENERAL SCHEDULES**

**Implementation of the General Schedules**

These general records retention schedules are issued by the Department of Archives and History, Local Government Records Office, as found in Section 39-5-9, *Mississippi Code of 1972, Annotated*, as amended. The Local Government Records Committee approved these schedules on the dates indicated. Additions and revisions to the schedules may be issued in the future by the Local Government Records Office and will be distributed accordingly.

The retention period listed in the general schedules for each records series is the minimum time necessary to retain the records. *There may be conditions or factors in a local government that require retention of a particular record series for a longer period than is required by the general records schedule, and, in such cases, the local governments are urged to continue retention of the records series as needed.* In no case, however, may records be destroyed sooner than the scheduled retention period.

*Records involved in investigations or litigation must be maintained until at least twelve (12) months after the settlement of the case and subsequent appeals regardless of disposition instructions found in a records retention schedule.*

*No local government records dating prior to 1920 shall be destroyed without special schedule directions issued by the Committee. Records dating prior to 1940, but after 1919, may be destroyed only with the written approval of the Director of the Department of Archives and History.* The Committee may modify these dates according to the historical value of a particular record series by placing a special statement in the retention period of such series with an approved records control schedule.

Upon expiration of the minimum retention period, local officials are authorized to dispose of the records if there are no extenuating circumstances. Disposition should be done in a manner consistent with the nature of the records (e.g. records containing confidential information should be disposed in a manner that will insure confidentiality). There may be instances when a municipality, upon the expiration of the retention period, may choose to transfer a records series to a public library or a local historical organization as an alternative to destruction. Prior to such a transfer, the municipality must contact the Local Government Records Office.

According to Mississippi law, records may not be destroyed except in accordance with an approved retention schedule. Therefore, records series not listed in these schedules are not eligible for disposal until an appropriate records retention schedule has been approved by the Local Government Records Committee.

**Local Government Records Office.** P. O. Box 571 • Jackson, MS 39205-0571  
Telephone (601) 576-6894 • Fax (601) 576-6899 • e-mail: [jocgov@mdah.state.ms.us](mailto:jocgov@mdah.state.ms.us)

**State of Mississippi Local Government Records  
RECORDS RETENTION SCHEDULE**

**Municipalities**

**Administrative Records**

SERIES #	TITLE	DESCRIPTION	RETENTION
GSM 06 01	Executive Correspondence	This series contains correspondence and memoranda relating to policy decisions of various executives of a municipality: mayor, governing board, city clerk and city administrator	Permanent. Approved: 7/21/2009
GSM 06 02	Department Director Correspondence	This series contains correspondence and memoranda relating to policies. May include communications with citizens, city administrator, mayor, governing board, and other city departments.	Permanent. Approved: 7/21/2009
GSM 06 03	Activity Reports	Daily, weekly, or monthly activity reports providing a summary of all activities of a department of functional area during the reporting period.	Until incorporation in an annual report or other summary report. Approved: 1/20/1998
GSM 06 04	Annual Reports	Reports (published or unpublished) of summary activities of departments of the municipality.	Retain one (1) copy permanently. Approved: 1/20/1998

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

549

GSM 06 05	Policies, Procedures, and Plans	Includes policy statements, organizational charts, procedure manuals, planning documents, and other documentation regarding policies, procedures and plans of the municipal government.	Permanent. Approved: 1/20/1998
GSM 06 09	Records Disposal Documentation	Records documenting the destruction or other disposition of records under records control schedules, including requests submitted to the Mississippi Department of Archives and History or the Local Government Records Committee for authorization to dispose of unscheduled or historical records.	Permanent. If complete listing is recorded in Official Minutes of the municipality, retain five (5) years. Approved 7/15/2008
GSM 06 10	Grant Files- Program Records	Documentation including application, proposal, narrative, evaluations and interim and final reports regarding grants from federal or state programs.	Three (3) years after release of audit, or five (5) years after the grant's last funding cycle year, whichever is later. Retain final reports permanently. Approved: 4/21/2009
GSM 06 11	Grant Files- Rejected or Withdrawn	Documentation of the rejection or withdrawal of a grant applications. May include memoranda, correspondence, and other records relating to the decision regarding the grant application/proposal.	One year from date of rejection or withdrawal of grant. Approved: 7/15/2008

**Municipalities  
All Offices**

**SERIES #      TITLE                                      DESCRIPTION                                      RETENTION**

GSM 00 001	Duplicate Copies	Duplicate copies of records made for convenience. Authorization for disposal does not include copies containing marginalia, notes, or other information added in any manner.	Dispose when no longer needed. Approved: 1/16/2001
------------	------------------	--	---

**Municipalities  
Building Code & Permits**

**SERIES #      TITLE                                      DESCRIPTION                                      RETENTION**

GSM 10 01	Building Plans	Plans for residential or commercial building projects submitted during building permit process.	Until certificate of occupancy issued or expiration of permit.  Plans for governmental building projects must be retained for the life of the structure (see GSM-10-02). Approved: 7/21/1998
GSM 10 02	Building Plans- Public Projects	Building plans for governmental building projects.	Permanent. Approved: 7/17/2001
GSM 10 03	Permit Files- Construction	Files documenting building permit application, inspections, and issuance of certificate of occupancy.	Permanent  Approved: 7/21/1998
GSM 10 04	Permit Files- Single Use	Permit files documenting permit application and approval of single use permits such as electrical, roofing, gas, mechanical or similar activity.	Three (3) years.  Approved: 7/21/1998
GSM 10 05	Code Enforcement Files- no fine	Records relating to the enforcement of the local government agency's official code (e.g., overgrown property, dilapidated buildings, abandoned vehicles, debris or noise abatement) that are resolved without further action. Includes complaints, investigations, inspections, warnings notices, statements of required corrective action, resolution, and all related communications.	One (1) year. Approved: 4/21/2005

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**550**

GSM 10 06	Code Enforcement Files- fine levied	Records relating to the enforcement of the local government agency's official code (e.g., overgrown property, dilapidated buildings, abandoned vehicles, debris or noise abatement) in which a fine is levied, but no further action, such as public hearings court action, or special property assessment, is taken. Includes complaints, investigations, inspections, and assessments, warnings, notices, statements of required corrective action, citations, resolution, and all related communications.	Three (3) years after release of audit. If further action is taken, follow retentions schedules for those records. Approved: 4/21/2015
-----------	-------------------------------------	--	---

**Municipalities  
City Clerk Records**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 01 01	Agenda Files	Agenda of meetings of the municipal governing board. Much of the series includes supporting documentation for agenda items. Reference copies of minutes are also frequently included.	Permanent. Approved: 11/21/1996
GSM 01 02	Annual Reports	Annual reports of city departments.	Permanent. Approved: 11/21/1996
GSM 01 03	Claims Docket	Claims docket for all city departments.	Permanent. Approved: 11/21/1996
GSM 01 04	Committee Minutes	Copies of committee meeting notices and minutes of meetings of committees of the municipal governing board.	Permanent. Approved: 11/21/1996
GSM 01 05	Contracts	Original contract and copy of municipal governing board resolution for all contracts (with the exception of water, sewer, paving or other construction projects) executed by the Mayor. May include a copy of the successful bid.	Permanent. Approved: 11/21/1996
GSM 01 06	Deeds	Deeds to city owned property.	Permanent. Approved: 11/21/1996
GSM 01 07	Minute Books	Bound original signed minutes of meetings of the municipal governing board.	Permanent. Approved: 11/21/1996
GSM 01 08	Municipal Bond Minute Books	Minutes of municipal governing board meetings regarding issuance of bonds.	Permanent. Approved: 11/21/1996
GSM 01 09	Open Records Requests	Correspondence containing a request for copies of public records. Includes copy of the response to the request.	Three (3) years, then destroy. Approved: 11/21/1996
GSM 01 10	Ordinances	Bound original, signed ordinances approved by the municipal governing board.	Permanent. Approved: 11/21/1996
GSM 01 11	Petitions	Petitions submitted to the municipal governing board for zoning exceptions and other matters.	Permanent. Approved: 11/21/1996
GSM 01 12	Projects	Original contract, a copy of council resolution, and successful bid on sewer, water, paving and other construction projects.	Permanent. Approved: 11/21/1996
GSM 01 13	Proof of Publication	Proof of publication of advertisement for bids.	Three (3) years after release of the audit, then destroy. Approved: 11/21/1996
GSM 01 14	Streets and Releases	Deeds, easements, and releases associated with city streets.	Permanent. Approved: 11/21/1996
GSM 01 15	Tape Recordings of Meetings	This series consists of audio or video recordings of official meetings of the municipal governing board, committees, or other entities of the municipality for which written minutes are prepared. This series covers only those recordings which are used solely for assistance in preparation of the minutes.	Three (3) years. Approved: 1/19/1999

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

551

**Municipalities  
Elections**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 11 06	Voters' Receipt Books	Register containing signature of each voter casting a vote in the election.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 07	Ballots	Ballots used in elections, including paper, absentee, affidavit, spoiled, curbside, or any type used by machine-readable equipment. This series includes envelopes used for absentee and affidavit ballots.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 08	Unused Ballots	Paper ballots that were not used.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 09	Affidavit Register	Register containing signature of each voter casting a vote by affidavit.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 10	Precinct Paperwork	Paperwork generated by poll workers in each precinct, including forms for receipt and return of precinct materials and equipment, and residual and recapitulation reports.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 11	Vote Certification Form	Form completed by poll manager certifying vote in each precinct.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 12	Certified Election Results	Results of each election (by precinct) as submitted by municipal election commission or political party's municipal executive committee to Secretary of State. Permanent copy maintained by Secretary of State.	5 years after submission to Secretary of State. Approved: 4/15/2008
GSM 11 13	GEMS Election Database	Database containing information related to precincts, elections, and balloting. Pre-election and post-election backups must be sent to Secretary of State.	Permanent: update as required. Approved: 4/15/2008
GSM 11 14	GEMS Reports	Reports summarizing election results, including election summary, statement of votes cast, cards cast, precinct by precinct, and electoral vote.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 15	GEMS Accu Vote Server Logs	Communication log between server and touch screen and optical scan voting units.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 16	GEMS Audit Log	Record of all transactions performed by a particular voting system component.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 17	Optical Scan Test Decks	Optical scan ballots used during logic and accuracy testing to verify the operational accuracy of the optical scan units.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 18	Reports from Logic & Accuracy (L&A) Testing	Reports created and printed from each electronic voting unit to verify zero vote count prior to testing and to reflect total test votes on each unit.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 19	Memory Cards	Data storage devices used in each electronic voting unit to store precinct and ballot style information and to record ballot results for transfer to the GEMS database at the close of the polls.	Until certifications of election results. Approved: 4/15/2008
GSM 11 20	Accu Vote TSX Ballot Images	Electronically produced record of all votes cast by a single voter.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 21	Printer Canister Tapes (TSX)	Canister tapes contain three reports created and printed from each TSX (touch screen x-model) voting unit: before the polls are opened (verifies and documents that no votes have been cast on the voting unit); after the	Two (2) years after certification of election results. Approved: 4/15/2008

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

552

		polls close (totals the votes on touch screen voting unit); and voter verified ballot (image of the actual ballot cast).	
GSM 11 22	Accumulator Unit Totals Report (TSX)	Report created and printed after polls close that totals election results for each precinct.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 23	Reports (OS) from Election Day	Reports created and printed to verify zero vote count prior to opening of polls and to total votes on OS (optical scan) voting unit after polls close.	Two (2) years after certification of election results. Approved: 4/15/2008
GSM 11 24	Candidate Reports	Reports submitted by candidates for local office to municipal clerk. Clerk submits copies to Secretary of State. Includes qualifying papers and financial and expenditure reports.	Five (5) years. Approved : 4/15/2008

**Municipalities  
Financial Records**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 02 01	Accounts Payable Files	Documentation for payment of each claim. Includes the request for payment, copy of the check issued, original invoice, copy of purchase order, and may include copies of bids, contracts and related correspondence in any format. Includes backup material on claims for projects, fuel, utilities, and petty cash which are filed separately.	Three (3) years after release of audit. Approved: 7/15/2008
GSM 02 02	Adjusting Journal Entries	Year end adjusting journal entries.	Permanent. Approved: 11/21/1996
GSM 02 03	Bank Reconciliation	Includes spreadsheets, book balance reports and associated working papers used for reconciliation. May be maintained in batches: payroll, petty cash, fund accounts, and regular accounts payable.	Three (3) years after release of audit, then destroy.  Approved: 11/21/1996
GSM 02 04	Bank Statements	Bank statements received from banks maintaining municipal funds.	Five (5) years. Approved: 7/17/2001
GSM 02 05	Bond Catalog	Annual publication of all outstanding bonds and schedule of bonds.	Permanent. Approved: 11/21/1996
GSM 02 06	Bond File	Working papers and final documentation related to the issuance of bonds for which the city is obligated. May include project schedules and budget, financing timetable, comparison of alternative funding methods, copies of bids received, bond agreement, official statement and closing document.	Five (5) years following bond redemption, then destroy. Approved: 11/21/1996
GSM 02 07	Bond Transaction Ledger	Report (cumulative) detailing all transactions associated with bond projects.	Five (5) years following bond redemption, then destroy. Approved: 11/21/1996
GSM 02 08	Bonds and Coupons (canceled)	Redeemed coupons and canceled bonds returned from the bank administering the bonds. May contain destruction certificate for bonds destroyed by the bank.	Three (3) years after audit following redemption, than destroy. Approved: 11/21/1996
GSM 02 09	Budget Preparation File	Documentation associated with the submission and preparation of budget for presentation to the municipal governing board. Includes budget request submitted by departments, personnel cost analysis returned from each department, personnel cost analysis returned from each department, worksheets, budget as presented by the Mayor to the municipal governing board, and the budget as adopted.	Retain one (1) copy of final budget publication permanently. Destroy remainder of budget file a the close of the subsequent budget process. Approved: 11/21/1996
GSM 02 10	CAFR or Annual Financial Reports	Comprehensive Annual Financial Report published by the municipality.	Permanent. Approved: 11/21/1996
GSM 02 11	CAFR or Annual Financial Report Workpapers	Workpapers associated with the preparation of the fiscal year-end financial report. Includes a variety of year-end computerized generated reports.	Five (5) years after close of fiscal year, then destroy. Approved: 11/21/1996

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**553**

GSM 02 12	Canceled Checks	Canceled checks.	Five (5) years after close of fiscal year, then destroy. Approved: 11/21/1996
GSM 02 13	Chart of Accounts	Master list of revenue and expenditures accounts.	Permanent. Approved: 11/21/1996
GSM 02 14	Daily Revenue Reports	This series contains documentation for all deposits of revenue. Each file (daily) contains supporting documentation of funds received, revenue transmittal, copy of the receipt, cashier's daily report, recap report, transfer report to deposit money, deposit slip, detail recap, and cash balance report.	Three (3) years after release of audit, then destroy. Approved: 11/21/1996
GSM 02 15	Depository Authorizations	Depository authorization for investment revenue and other revenue. File includes depository authorization form and deposit slip or other deposit documentation.	Three (3) years after release of audit, then destroy. Approved: 11/21/1996
GSM 02 16	Form 1099	Copy of 1099 form issued for contract services. Includes documentation used to compile 1099s.	Four (4) years following the close of the calendar year, then destroy. Approved: 11/21/1996
GSM 02 17	General Ledger	Year end General Ledger	Permanent. Approved: 11/21/1996
GSM 02 18	General Ledger Reconciliation	Monthly reconciliation work papers. Includes manual daily cash transactions worksheet, monthly control report, and computer-generated inventory report.	Three (3) years after release of audit, then destroy. Approved: 11/21/1996
GSM 02 19	Inventory Count and Reports	Report detailing inventory of supplies on hand and value. Includes manual inventory counts completed by various municipal departments.	Three (3) years after release of audit, then destroy. Approved: 11/21/1996
GSM 02 20	Lost Check Affidavits	Copy of original check, signed affidavit of lost check, stop payment order and worksheets.	Three (3) years after release o audit, then destroy. Approved: 11/21/1996
GSM 02 21	Monthly Budget Report	Budget report for each department detailing budget allocation, expenditures and budget balance.	Three (3) years after release o audit, then destroy. Approved: 11/21/1996
GSM 02 22	Signature Authorization	Authorization for issuance of manual checks.	Three (3) years after release o audit, then destroy. Approved: 11/21/1996
GSM 02 23	Working Trial Balance	Year-end trial balance report used for closing the general ledger.	Three (3) years after release o audit, then destroy. Approved: 11/21/1996
GSM 02 24	Receiving Reports	Documentation of receipt of goods or services ordered.	Three (3) years after release of audit. Approved: 7/20/1999
GSM 02 25	Account Receivable Files	Billing statements, including invoices and other related materials, due the municipality or individual department or agency for services rendered.	Three (3) years after release of audit. Approved: 7/15/2008
GSM 02 26	Grant Files- Fiscal Records	Documentation for the receipt and expenditure of money for projects funded by state or federal grant programs. May include such items as expenditure reports, billing statements, and accounts payable and receivable files related to the grant.	Three (3) years after release of audit following termination of grant. Approved: 7/15/2008
GSM 02 27	Audit Reports	Annual and special reports from state and independent auditing agencies, including departmental audits.	Permanent. Approved: 10/20/2009
GSM 02 28	Budget- Approved	Final approved budget.	Retain one (1) copy permanently. Approved: 4/17/2012
GSM 02 29	Cash Book	Ledgers reflecting cash balances.	Three (3) years after release of audit. Approved: 4/17/2012
GSM 02 30	Check Copies	Duplicate copies of checks issued.	Three (3) years after release of audit. Approved: 4/17/2012
GSM 02 31	Check Stubs	Remaining stubs in used checkbooks.	Three (3) years after release of audit. Approved: 4/17/2012

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**554**

GSM 02 32	Disbursements Journal	Record of disbursements.	Three (3) years after release of audit. Approved: 4/17/2012
GSM 02 33	Receipt Warrants	Documentation of receipt of money. A copy may be provided to the payor.	Three (3) years after release of audit. Approved: 4/17/2012
GSM 02 34	Voided Checks	Unusable checks due to printing and other errors.	Three (3) years after release of audit, if pre-numbered. Otherwise, dispose securely at discretion. Approved: 4/17/2012

**Municipalities  
Fire**

SERIES #	TITLE	DESCRIPTION	RETENTION
GSM 17 01	Fire Reports	Report completed on all incidents involving responses of the fire department personnel. Includes detailed information regarding circumstances of the incident including location, information on damages or injuries, and possible cause of incident.	Five (5) years when cause of fire is determined to be accidental and no loss of life occurs. Ten (10) years after close of case when arson is involved. Seventy-five (years) when loss of life occurs. Approved: 1/18/2000
GSM 17 02	Run Report Summaries	Report which summaries information contained on the Fire Reports (GSM-17-01). These may be generated for informational purposes to fire administrative personnel.	Five (5) years. Approved: 1/18/2000
GSM 17 03	Equipment Run Logs	Log maintained containing summary information regarding each dispatch of equipment within a fire station. The log is generally maintained at the station level.	Five (5) years. Approved: 1/18/2000
GSM 17 04	Dispatch Logs	Printouts or manual logs maintained by the dispatch unit which contain information regarding time, location, units dispatched in an incident, and other general information.	Three (3) years. Approved: 1/18/2000
GSM 17 05	Dispatch Tape Recordings	Tape recordings of calls by dispatchers and radio communications between emergency personnel.	Ninety (90) days. Serious incidents may warrant longer retention at the discretion of the local agency. Approved: 1/18/2000
GSM 17 06	Investigative Records	Records compiled during investigation of fires. May include copies of fire reports, run reports, correspondence, photographs, newspaper clippings, notes, and other information pertinent to the investigations.	Ten (10) years. Seventy-five (years) when loss of life occurs. Approved: 1/18/2000
GSM 17 07	Evidence Log	Log used to track evidence used in fire investigations.	Five (5) years following disposition of evidence. Approved: 1/18/2000
GSM 17 08	Activity Reports	Reports on an individual, shift, project, or other basis on a daily, weekly, or similar basis. These reports are used for reference, performance determination, or compilation of monthly and/or annual reports.	Three (3) years. Approved: 1/18/2000
GSM 17 09	Equipment Maintenance Records	Documentation of work performed in routine maintenance or for repair of fire equipment (excluding hydrants and hoses).	Routine maintenance: Three (3) years following subsequent maintenance. Major repair: Life of the equipment. Approved: 1/18/2000
GSM 17 10	Equipment Inspection Records	Assorted reports related to the inspection and/or inventory of fire equipment. May include monthly or weekly supply inventory, daily maintenance reports, truck inspection reports, driver's daily checklist, repair requests, and other forms completed on a routine basis to insure proper functioning or availability of all supplies and equipment.	Three (3) years. Approved: 1/18/2000

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**555**

GSM 17 11	Hydrant Records	Records documenting the maintenance and inspection of each fire hydrant.	Inspection records: Two (2) years. Maintenance records: Until the hydrant is replaced. Approved: 1/18/2000
GSM 17 12	Hose Tests	Routine tests to determine if hoses are in proper working order.	Two (2) years. Approved: 1/18/2000
GSM 17 13	Fire Safety Inspections	Inspections of buildings/systems for proper fire protection measures and procedures.	Five (5) years following subsequent inspection or for the life of the facility, whichever is earlier. Approved: 1/18/2000
GSM 17 14	Permits/Applications	Applications and copies of issued permits for activities which require permits (e.g. burning, fireworks).	Three (3) years after release of audit. Approved: 1/18/2000
GSM 17 15	Building Plans	Building plans for commercial buildings.	Until superseded. Approved: 1/18/2000
GSM 02 16	State Fire Marshall Quarterly Reports	Reports submitted to the State Fire Marshall. Provides statistical information regarding fires.	Five (5) years. Approved: 1/18/2000
GSM 02 17	Dive Team Reports	Report completed on all incidents involving responses of the fire department dive team personnel. Includes detail information regarding circumstances of the incident, including location, information on injuries or fatalities.	Seventy-five (75) years if loss of life occurs. Approved: 1/18/2000
GSM 02 18	Training Records – Individual	This series documents all training received by individuals employed by the fire department.	Three (3) years following termination. Approved: 1/18/2000
GSM 02 19	Training Records – General	This series documents training activity provided to fire personnel. Information in this series include description of training activities, sign-in sheet, and general information regarding the training provided. (See Training Records- Individual for records regarding individuals attending training).	Ten (10) years. Approved: 1/18/2000
GSM 02 22	EMS Run Reports	Report which summarizes information contained on the EMS Encounter Form (GSM-17-20). These may be generated for informational purposes to fire administrative personnel.	Five (5) years. Approved: 1/18/2000
GSM 02 23	Annual Reports	Annual reports summarizing activity of a department.	Permanent. Approved: 1/18/2000
GSM 02 24	Monthly Reports	Reports summarizing activities within a fire department or fire station during a month.	Three (3) years. Permanent if annual report is not prepared. Approved: 1/18/2000
GSM 02 25	General Orders	General orders issued by a fire chief.	Until superseded, then transfer to General Orders – Expired. Approved: 1/18/2000
GSM 02 26	General Orders Expired	General orders that have been superseded.	Permanent. Approved: 1/18/2000

**Municipalities  
Fixed Assets**

**SERIES #      TITLE                      DESCRIPTION                      RETENTION**

GSM 19 01	Fixed Asset Inventory	Record of all fixed assets. Contains type of asset, acquisition information and disposal documentation. This series is frequently maintained in electronic format and contains the following information: description of item, inventory number, manufacturer, model, serial number, date acquired, total cost, unit cost, salvage value, estimated life, depreciation method, source of funds, grant information, federal stock number, purchase order number, warrant number, location, and condition. Disposal information might include date of disposal, method of disposal,	Three (3) years of disposal of fixed asset. Approved: 7/20/1999
-----------	-----------------------	---	--

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

556

		amount received, receipt number, and authorization information.	
GSM 19 02	Fixed Asset Reports	Various reports on equipment and other assets. Often may reflect additions, changes and deletions for a specific time period.	Until superseded. Approved: 7/20/1999
GSM 19 03	Equipment Change Order	Original copy of equipment change orders for equipment additions, transfers, disposal or deadline for auction.	Three (3) years after release of audit. Approved: 7/20/1999

**Municipalities  
Health Insurance**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 20 01	Enrollment Forms	Enrollment forms of participants in insurance program.	One (1) year after superseded. Approved: 5/18/2004
GSM 20 02	Change of Enrollment	Adjustments made by participants to insurance coverage.	One (1) year after superseded. Approved: 5/18/2004
GSM 20 03	HIPAA Privacy Notice	Signed acknowledgements of receipt of HIPAA privacy notice.	Two (2) years after termination of employee. Approved: 5/18/2004
GSM 20 04	Contract with Third Party Administrator	Contract between the municipality and the third party administrator of the health insurance plan.	Three (3) years after contract expires. Approved: 5/18/2004
GSM 20 05	Business Associates Agreement	Agreements between the municipal health insurance plan and entities that use or disclose health information of covered participants.	Three (3) years after contract expires. Approved: 5/18/2004
GSM 20 06	Third Party Administrator Report (not containing PHI)	Reports that do not contain protected health information which are submitted by the third party administrator of the health insurance plan.	Three (3) years after release of audit. Approved: 5/18/2004
GSM 20 07	Protected Health Information (PHI)	All documents received by the municipality that contain protected health information.	Six (6) years. Approved: 5/18/2004
GSM 20 08	Disclosure Requests	Requests from plan participants for information on all entities receiving protected health information on the participant.	Six (6) years. Approved: 5/18/2004
GSM 20 09	Disclosure Information	Responses by the municipality to participants submitting disclosure requests.	Six (6) years. Approved: 5/18/2004

**Municipalities  
Impounded Vehicles**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 15 01	Vehicle Impound Inventory	File maintained for each vehicle placed in the impound lot. May include a copy of the impound information for Police Department, letter or notification to owner, copy of impound slip containing authorization to release the vehicle to the owner, or the documentation for disposition of the vehicle through an auction.	Until released or sold at auction, then three (3) years after release of audit. Approved: 7/20/1999
GSM 15 02	Vehicle Impound Release Log	Record maintained which documents vehicles released to owner. This record, regardless of format, contains signature of owner indicating transfer of possession back to the owner.	Three (3) years after release of audit. Approved: 7/20/1999
GSM 15 03	Vehicle Impound Reports	Any reports containing information generated from the impound lot inventory or release database.	Three (3) years after release of audit. Approved: 7/20/1999

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

557

**Municipalities  
Law Enforcement**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 08 01	Arrest Reports	Form documenting the arrest of an individual by the law enforcement agency. It may be filed within a case file containing other information related to an incident or it may be filed separately.	Felony arrests for crimes for which there is no statute of limitations or which result in a death: seventy-five (75) years.  Other arrests: twenty-five (25) years.  [Authorization to destroy records in this series dated prior to 1970 must be obtained in writing from the Department of Archives and History.] Approved: 1/18/2000
GSM 08 02	Offense Reports	Offense Reports (variant title "Incident Reports") contain all information gathered by the investigating law enforcement officer at an incident. The series consists of forms that detail the "who, what, when, where and why" of occurrence. Additional information is often contained in a "supplemental report" which is a part of this series.	Felony cases for which there is no statute of limitations or which result in a death: seventy-five (75) years.  Other felony cases: twenty-five (25) years.  All other offense reports: five (5) years.  [Authorization to destroy records in this series dated prior to 1970 must be obtained in writing from the Department of Archives and History.] Approved: 1/18/2000
GSM 08 03	Expungements	This series is composed of various law enforcement records (offense reports, arrest reports, and all other records stipulated in a court order).	Destroy in accordance with the guidelines of the court order. Approved: 18/18/2000
GSM 08 04	Accident Reports	This series contains offense reports related to traffic accidents.	Three (3) years. (If, as a result of the accident, an individual is charged with a felony, the Accident Report shall be retained as an Offense Report [GSM-08-02] in accordance with the retention guidelines for that series.) Approved: 1/18/2000
GSM 08 05	Dispatch Tape Recordings	Tape recordings of calls received by dispatchers and radio communications between law enforcement personnel.	Ninety (90) days. Serious incidents may warrant longer retention at the discretion of the local agency. Approved: 1/18/2000
GSM 08 06	Dispatch Logs	Printouts or manual logs maintained by the dispatch unit which contain information regarding time, location, units dispatched in an incident, and other general information.	Three (3) years. Approved: 1/18/2000
GSM 08 07	Ticket Books	Traffic ticket books containing copy of all tickets issued.	Three (3) years after release of audit. Approved: 1/16/2001
GSM 08 08	Training Records-Individual	Records of training received by individual employees.	Three (3) years following termination of employee. Approved: 10/20/2009

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**558**

GSM 08 09	Training Records-General	This series documents training activity provided to law enforcement personnel. Information includes description of training activities, sign-in sheets, and general information regarding the training provided.	Ten (10) years. Approved: 10/20/2009
-----------	--------------------------	--	---

**Municipalities  
Municipal Court**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 09 01	Docket	The docket contains a summary of all cases appearing before the municipal court in accordance with §21-23-11, Mississippi Code, 1972, Annotated.	Permanent. Approved: 4/21/1998
GSM 09 02	Minutes	The minutes contain all orders and judgments of the municipal court. It is maintained in accordance with §21-23-11, Mississippi Code, 1972, Annotated. This series may be maintained as a part of the docket.	Permanent. Approved: 4/21/1998
GSM 09 03	Case File	Contains supporting documentation for felony and misdemeanor cases (non-traffic). This series may include copies of affidavit (complaint), arrest warrant, bond, documentation of completion/payment of sentence/fine, and documentation relating to each case.	Seven (7) years following disposition of case or satisfaction of sentence. Before disposal of records dated prior to 1970, authorization must be obtained from the Department of Archives and History. Approved: 7/21/1998
GSM 09 04	Traffic Cases	Case files (tickets) involving moving or parking violations.	Three (3) years after release of audit following disposition of case or payment of fine. Approved: 7/21/1998
GSM 09 05	Daily Collection Record	Documentation of payments received. May include bank deposit receipts, daily and/or transaction records, cash register tapes, receipts for money received, or other receivable documentation.	Three (3) years after release of audit. Approved: 4/21/1998
GSM 09 06	Work/Community Service Program	Time sheets for individuals who are assigned to community service in order to pay fines.	Three (3) years after release of audit following fulfillment of service. Approved: 4/21/1998
GSM 09 07	Time Payment Program	Records reflecting payments of fines for individuals authorized by the court to make time payments.	Three (3) years after release of audit following satisfaction of fine. Approved: 4/21/1998
GSM 09 08	Ticket Book Issuance Record	Record of each traffic ticket book issued to law enforcement personnel.	Three (3) years after release of audit. Approved: 1/16/2001

**Municipalities  
Payroll Records**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 03 01	Cafeteria Plan Administrative Fees	Listing of all employees enrolled in cafeteria plan supplemental program (e.g. uninsured medical, day care, etc.) and the administrative fee charged to the municipality. Used for determining amount due carrier.	Three (3) years after release of audit, then destroy. Approved: 11/21/1998
GSM 03 02	Cafeteria Plan Enrollment	Form used to enroll employees in Cafeteria Plan on a yearly basis. Indicates coverage selected and amounts selected.	Four (4) years after close of calendar year, then destroy. Approved: 11/21/1996
GSM 03 03	Deduction Cards	Payroll deduction cards enrolling employee in various payroll deduction programs including credit union, direct deposit, insurance (except health), and disability and rehabilitation.	Until superseded, then hold three (3) years and destroy. Approved: 11/21/1996

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

559

GSM 03 04	Employee Earnings Record	A monthly cumulative report reflecting employee name, department, employee number, Social Security number, current month, quarter and year to date gross wages, withholding tax, Social Security and retirement.	Permanent. Approved: 11/21/1996
GSM 03 05	Garnishment Files	Garnishment case files may contain wage earners plan with posted payments, court order, notification of garnishment or tax levy, and release of wage notifications.	Four (4) years after release of wages, then destroy. Approved: 11/21/1996
GSM 03 06	Payroll Register	Copy of payroll register. Includes check number, employee number, social security number, regular units worked, overtime units worked, pay rate, earnings amount, withholding amounts, and net pay.	Hold fifty-five (55) years, then destroy if Earnings Record is maintained. Approved: 11/21/1996
GSM 03 07	Retirement Reports	Public Employees' Retirement System reporting form 8 and 8a which provide total amount submitted to the retirement fund, lists each employee, retirement wages and retirement contribution.	Hold fifty-five (55) years, then destroy. Approved: 11/21/1996
GSM 03 08	Tax Reports	Documentation for reports to Internal Revenue Service regarding Social Security and withholding taxes paid. Includes weekly and monthly payroll deposit and quarterly reports.	Four (4) years after tax is due or paid, whichever is later, than destroy. Approved: 11/21/1996
GSM 03 09	Time Sheets	Report submitted by departments for all employees listing exceptions to normal salary for the pay period.	Three (3) years after release of audit, then destroy. Approved: 11/21/1996
GSM 03 10	Unemployment Compensation Report	Information on each municipal employee (includes name and Social Security number), month to date wages, month to date unemployment compensation charge, year to date wages, and year to date unemployment compensation charges. May also include quarterly report submitted to Unemployment Compensation Commission.	Quarterly report must be held three (3) years after release of audit or close of calendar year, whichever is later. Monthly reports may be destroyed following preparation of quarterly report. Approved: 11/21/1996
GSM 03 11	W-2s	Copy of W2 issued to each employee.	Hold four (4) years after tax is due or tax is paid, whichever is later, then destroy. Approved: 11/21/1996
GSM 03 12	W-2s – Undelivered	Employee's copy of W-2 which was undeliverable.	Hold three (3) years after close of calendar year, then destroy. Approved: 11/21/1996

**Municipalities  
Personnel Records**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 15 01	Employee Accident Reports	Reports and documentation related to accidents incurred by employees. Does not include documentation maintained in Personnel File.	Five (5) years if copy of the accident report is located in Personnel File (Official Record) – GSM-05-02. Approved: 1/20/1998
GSM 15 02	Personnel File (Official Record)	The master personnel record maintained for each employee. May include job application, personnel transaction record reflecting position classification and salary level, payroll withholding information, leave summary record, performance documentation, and other documents related to the individual's employment.	Fifty-five (55) years after termination. Approved: 1/20/1998
GSM 15 03	Personnel File (Reference Copy)	DUPLICATE copy of personnel file which is often maintained at the department or division level. See Personnel File (Official Record)	One (1) year following termination, then transfer to Personnel Office for review and disposal. Approved: 1/20/1998

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**560**

GSM 15 04	Leave Records	Requests for use of vacation, sick, compensatory, or other leave. This series is often filed within the official Personnel File.	Three (3) years after audit if leave summary information is maintained.  Three (3) years after audit if leave summary information is maintained. Fifty-five (55) years is no leave summary information is maintained. Approved: 1/20/1998
GSM 15 05	Job Applications- not hired	Copies of job applications submitted for employment from individuals no hired for the position.	Two (2) years. Approved: 1/20/1998
GSM 15 06	Workers Compensation Files	Files related to workers compensation claims. Includes case files and reports to Workers Compensation Commission.	Five (5) years following the close of the case. Approved: 10/21/2003

**Municipalities  
Privilege License**

**SERIES #      TITLE                                      DESCRIPTION                                      RETENTION**

GSM 13 01	Privilege License Copies	Copies of issued license.	Three (3) years after release of audit. Approved: 7/20/1999
GSM 13 02	Privilege License Applications	Applications for privilege license.	Three (3) years after release of audit. Approved: 7/20/1999
GSM 13 03	Privilege Register	Register of all privilege issued.	Permanent. Approved: 7/20/1999
GSM 13 04	Privilege License Reports	Various reports generated by the privilege license operation	Three (3) years after release of audit. Approved: 7/20/1999
GSM 13 05	Unpaid Privilege Licenses	Reports or other record of unpaid licenses.	Seven (7) years. Approved: 7/20/1999

**Municipalities  
Public Works**

**SERIES #      TITLE                                      DESCRIPTION                                      RETENTION**

GSM 14 01	Work Orders	Copies of work orders placed for use of public works crews.	Three (3) years after release of audit. Approved: 1/15/2002
GSM 14 02	Road/Street Dockets	Docket listing all road maintenance performed. This series provides historical summary of maintenance from initial construction.	Permanent. Approved: 1/15/2002
GSM 14 03	Road/Street Maintenance Records	Detailed records of maintenance performed.	Three (3) years after release of audit. Approved: 1/15/2002
GSM 14 04	Road/Street Maintenance Work Reports	Reports summarizing activities of maintenance crews.	Three (3) years after release of audit. Approved: 1/15/2002
GSM 14 05	Road/Street Repair Costs	Estimates, copies of invoices, supply tickets, and other financial reports relating to maintenance activities.	Three (3) years after release of audit. Approved: 1/15/2002
GSM 14 06	Road/Street Resurfacing Reports	Summary reports (generally annually) containing lists of streets/road resurfaced, including types of material and costs.	Permanent. Approved: 1/15/2002
GSM 14 07	Road/Street Plats	Plats of subdivisions and incorporated areas.	Permanent. Approved: 1/15/2002
GSM 14 08	Traffic Control Signs and Signals Inventory	Inventory of all traffic signs and signals.	Until superseded. Approved: 1/15/2002
GSM 14 09	Traffic Control Maintenance Records	Records relating to the maintenance of traffic signs and signals.	Three (3) years. Approved: 1/15/2002
GSM 14 10	Traffic Control Intersection File	Includes a variety of records relating to intersections including studies related to traffic planning, drawings of signal controllers and intersections.	Ten (10) years. Approved: 1/15/2002

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**561**

**Municipalities  
Purchasing Records**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 04 01	Bids	Successful and unsuccessful bids received for purchases of goods or services. Associated documentation may include correspondence, preliminary work papers, requests for proposals or information, published notices, proofs of publication, plans, specifications and other related materials.	Until goods or services provided, then hold five (5) years after release of audit, then destroy. Approved: 7/15/2008
GSM 04 02	Purchase Orders	Copy of purchase order.	Three (3) years after release of audit, then destroy. Approved: 11/21/1996
GSM 04 03	State Contracts	Reference copy of purchase contracts issued by State of Mississippi.	Until superseded, then destroy. Approved: 11/21/1996

**Municipalities  
Tax Records**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 18 01	Tax Receipts	Receipts for payment of taxes on real estate.	Five (5) years. Approved: 1/18/2000
GSM 18 02	Assessment Roll	Annual assessment rolls listing appraised value of real estate.	Permanent. Approved: 1/18/2000
GSM 18 03	Release from Delinquent Taxes	Listing of payment of realty taxes that were overdue.	Five (5) years. Approved: 1/18/2000
GSM 18 04	Land Sold for Taxes	Listing of all property sold for taxes.	Permanent. Approved: 1/18/2000
GSM 18 05	Land Redemption Certificate	Also known as "Tax Sale Release," this form is created a when a tax sale is redeemed. It lists all fees the clerk charges, date and total amount of redemption, property being redeemed, and who is redeeming it.	Permanent. Approved: 7/21/2009
GSM 18 06	Tax Sale Supporting Documentation, Redeemed Property	This series contains copies of mailed notices, returned/undelivered notices, and return receipts from mailed notices regarding tax sales of real property in which the taxes are paid within the redemption period.	One (1) year following year of redemption. Approved: 4/21/2015
GSM 18 07	Tax Sale Supporting Documentation, Matured Sales	This series contains copies of mailed notices, returned/undelivered notices, and return receipts from mailed notices regarding tax sales of real property in which the taxes are not paid before expiration of the redemption period.	Ten (10) years following maturity. Approved: 4/21/2015

**Municipalities  
Utility Billing Records**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 07 01	Utility Deposit Records	This series contains information on customers obtaining utility services from the municipality and generally contains the customer's name, address, date of deposit, amount of deposit, account number, and occasionally additional information (such as date service commenced).	Four (4) years after refund or termination of service. Do not dispose of records in this series dated prior to 1945 without approval from the State Archives. Approved: 1/19/1999
GSM 07 02	Meter Reading Records	This series contains information which is generated in the meter reading process. It often contains, in addition to meter reading sheets or printouts (according to the process used), various out of tolerance reports, editing sheets, etc.	Three (3) years after release of audit. Approved: 7/21/1998

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

**562**

GSM 07 03	Utility Billing Records	This series contains the periodic billing information for each customer. Basic information in this series includes customer name, meter reading, date, and amount of bill.	Seven (7) years. Approved: 7/21/1998
GSM 07 04	Utility Billing Support Records	This series contains a variety of reports used in generating the billing of utility customers. It includes those accounting reports generated to verify the accuracy of the actual bill, such as trial balances run prior to being posted to the general ledger.	Three (3) years after release of audit. Approved: 7/21/1998
GSM 07 05	Utility Payment Records	This series includes reports reflecting payment of utility bills by customers. The series provides documentation of all payments made on bills. This report may be often combined with the Utility Billing Record (GSM-07-03).	Seven (7) years. Approved: 7/21/1998
GSM 07 06	Utility Payment Support Records	Backup material associated with the payment of utility bills. It may include payment stubs, receipt books, cashier's reports, bank draft reports and other documentation which is summarized in the Utility Payment Records (GSM-07-05).	Three (3) years after release of audit. Approved: 7/21/1998
GSM 07 07	Water/Sewer Deposit Refund Records	This series contains documentation of the final utility bill and the refund of the deposit to the customer.	Four (4) years. Approved: 1/19/1999
GSM 07 08	Utility Work Orders	Work orders for services such as to connect service, disconnect service, or other maintenance functions associated with utility services.	Three (3) years following release of audit. Approved: 7/21/1998

**Municipalities  
Vehicle Maintenance**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 16 01	Vehicle Master File	Work orders on all work done on municipal vehicles. May include purchase information, vehicle description information, vehicle title, tag information, and billing information for maintenance.	Three (3) years after disposition of equipment. Approved: 7/20/1999
GSM 16 02	Fuel Usage Reports	Monthly reports detailing fuel purchased for municipal vehicles.	Three (3) years after release of audit. Approved: 7/20/1999
GSM 16 03	Fuel Card File	Record of requests, record of issuance, and other documentation relating to fuel cards for municipal employees and vehicles.	One (1) year following cancellation of card. Approved: 7/20/1999
GSM 16 04	Parts Inventory	Record of parts received and used by vehicle maintenance operation.	Three (3) years after release of audit. Approved: 7/20/1999

**Municipalities  
Zoning**

<b>SERIES #</b>	<b>TITLE</b>	<b>DESCRIPTION</b>	<b>RETENTION</b>
GSM 12 01	Zoning Board Minutes	Zoning Board Minutes	Permanent. Approved: 7/20/1999
GSM 12 02	Meeting Tapes	Audio or video tape recordings of Zoning Board meetings.	Three (3) years. Approved: 10/20/2009
GSM 12 03	Zoning Ordinances	Published compilations of all zoning ordinances.	Permanent. Approved: 7/20/1999
GSM 12 04	Map Files	Various maps of the municipality. Includes aerial photographs.	Retain original maps permanently. Copies may be disposed as necessary. Approved: 7/20/1999
GSM 12 05	Zoning Plats	Plats reflecting zoning classification of all parcels in the municipality.	Permanent. Approved: 7/20/1999

**REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.**

563

GSM 12 06	Case File	Case file for each request for rezoning, special exemption, use permit, variance, rear/side yard variance. These files generally include application, letter of intent, photographs, maps staff report, recommendations from other departments, certified mail receipt, correspondence, petition, and final action information.	Permanent. Approved: 7/20/1999
GSM 12 07	Mobile Home Permits	Case file for request to place mobile home on property (see GSM-12-06 for general description of contents).	One (1) year following expiration or cancellation of permit. Approved: 7/20/1999
GSM 12 08	Mobile Home Permit Renewals	Renews for placement of mobile home on property.	One (1) year following expiration or cancellation of permit. Approved: 7/20/1999

**Council Member Stokes** moved adoption; **Council Member Priester** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**ORDER OF THE CITY OF JACKSON, MISSISSIPPI TO PROVIDE ADDITIONAL NOTICE TO THE PUBLIC BY POSTING VIA THE CITY'S WEBSITE A COPY OF ZONING APPLICATIONS AND ZONING AGENDAS.**

**WHEREAS**, Jackson, Mississippi contains approximately 120 square miles and is the largest city in the state, as well as the State Capitol; and

**WHEREAS**, the City has a population of about 175,000; and

**WHEREAS**, a landowners' lawful use of property is one of the most sacred rights reserved under the Constitution; and

**WHEREAS**, investments in land and property are significant financial decisions; and

**WHEREAS**, notice to all parties who may be affected by a zoning decision is already required by the City and is currently given by the City by publishing a legal notice in the newspaper pursuant to the City's zoning application process and applicable state law.

**NOW, THEREFORE, BE IT ORDERED** that the governing authorities of the City of Jackson, Mississippi will provide additional notice to the public by posting via the City's website zoning applications and zoning agendas.

**IT IS FURTHER ORDERED** that the City of Jackson, Mississippi shall, upon receipt of a zoning application, do the following:

- a) post the zoning application on the City's website within 72 hours of receiving said application;
- b) identify on the website the property by both property description and by street/physical address;
- c) post all zoning agendas on the City website no less than 72 hours prior to any committee, council or other meeting involving such matters.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

-----

---

---

**President Priester** recognized **Eric Jefferson**, Director of Planning and Development, who requested that an amendment be made to said order to change 72 hours of receiving said application to 72 hours of filing deadline for the application.

-----

**Council Member Priester** moved, seconded by **Council Member Stamps** to amend order to change to within 72 hours of filing deadline for the application. The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

-----

Thereafter, **President Priester** called for a vote on order as amended:

**ORDER OF THE CITY OF JACKSON, MISSISSIPPI TO PROVIDE ADDITIONAL NOTICE TO THE PUBLIC BY POSTING VIA THE CITY'S WEBSITE A COPY OF ZONING APPLICATIONS AND ZONING AGENDAS.**

**WHEREAS**, Jackson, Mississippi contains approximately 120 square miles and is the largest city in the state, as well as the State Capitol; and

**WHEREAS**, the City has a population of about 175,000; and

**WHEREAS**, a landowners' lawful use of property is one of the most sacred rights reserved under the Constitution; and

**WHEREAS**, investments in land and property are significant financial decisions; and

**WHEREAS**, notice to all parties who may be affected by a zoning decision is already required by the City and is currently given by the City by publishing a legal notice in the newspaper pursuant to the City's zoning application process and applicable state law.

**NOW, THEREFORE, BE IT ORDERED** that the governing authorities of the City of Jackson, Mississippi will provide additional notice to the public by posting via the City's website zoning applications and zoning agendas.

**IT IS FURTHER ORDERED** that the City of Jackson, Mississippi shall, upon receipt of a zoning application, do the following:

- a) post the zoning application on the City's website within 72 hours of filing deadline for said application;
- b) identify on the website the property by both property description and by street/physical address;
- c) post all zoning agendas on the City website no less than 72 hours prior to any committee, council or other meeting involving such matters.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**RESOLUTION OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI  
SUPPORTING PRESIDENT BARACK OBAMA IN NAMING A SUCCESSOR  
TO FILL THE VACANCY ON THE UNITED STATES SUPREME COURT  
IMMEDIATELY.**

**WHEREAS**, the public, health, safety, and welfare of the citizens of the City of Jackson shall be considered by this Resolution; and

**WHEREAS**, the City of Jackson and the State of Mississippi are effected by the decisions that may be handed down during the vacancy as is the current situation on the highest court in the United States of America: the Supreme Court; and

**WHEREAS**, the dynamic of having the Supreme Court with eight sitting justices with the reality of a split court on many issues of constitutional importance is of concern to many constitutional scholars and Supreme Court watchers; and

**WHEREAS**, there are many well-qualified persons who could fill the vacancy on the Supreme Court, including the Chief Justice of the United States Court of Appeals for the Fifth Circuit, the Honorable Judge Carl E. Stewart.

**THEREFORE, BE IT RESOLVED** that the City Council of Jackson, Mississippi is hereby in support of President Barack Obama in naming a successor to fill the vacancy on the United States Supreme Court immediately.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

-----

**President Priester** recognized **Council Member Stokes** who moved, seconded by **Council Member Stamps** to amend the fourth paragraph as follows:

**WHEREAS**, there are many well-qualified persons who could fill the vacancy on the Supreme Court, ~~including the Chief Justice of the United States Court of Appeals for the Fifth Circuit, the Honorable Judge Carl E. Stewart.~~

The motion prevailed by the following vote:

Yeas-Hendrix, Priester, Stamps and Stokes.

Nays- Foote.

Absent- Barrett-Simon and Tillman.

-----

Thereafter, **President Priester** called for a vote on Resolution as amended:

**RESOLUTION OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI  
SUPPORTING PRESIDENT BARACK OBAMA IN NAMING A SUCCESSOR  
TO FILL THE VACANCY ON THE UNITED STATES SUPREME COURT  
IMMEDIATELY.**

**WHEREAS**, the public, health, safety, and welfare of the citizens of the City of Jackson shall be considered by this Resolution; and

**WHEREAS**, the City of Jackson and the State of Mississippi are effected by the decisions that may be handed down during the vacancy as is the current situation on the highest court in the United States of America: the Supreme Court; and

**WHEREAS**, the dynamic of having the Supreme Court with eight sitting justices with the reality of a split court on many issues of constitutional importance is of concern to many constitutional scholars and Supreme Court watchers; and

**WHEREAS**, there are many well-qualified persons who could fill the vacancy on the Supreme Court.

**THEREFORE, BE IT RESOLVED** that the City Council of Jackson, Mississippi is hereby in support of President Barack Obama in naming a successor to fill the vacancy on the United States Supreme Court immediately.

Yeas-Hendrix, Priester, Stamps and Stokes.

Nays- Foote.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**RESOLUTION OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI  
RECOGNIZING AND SUPPORTING FEBRUARY AS THE NATIONAL TEEN  
DATING VIOLENCE AWARENESS AND PREVENTION MONTH.**

**WHEREAS**, February has been designated as Nation Teen Dating Violence Awareness and Prevention Month to bring awareness to abuse in teen and 20 something dating relationships; and

**WHEREAS**, one in three teens in the US is a victim of physical, emotional, or sexual abuse from a dating partner. These violent relationships have serious consequences for victims putting them at higher risk for substance abuse, eating disorders, risky sexual behavior, suicide, and adult re-victimization; and

**WHEREAS**, violent behavior typically begins between the ages of 12-18 and the severity of intimate partner violence is often greater in cases where the pattern of abuse was established in adolescence; and

**WHEREAS**, girls and young women between the ages of 16 and 24 experience the highest rate of intimate partner violence - almost triple the national average. 43% of college women have reported experiencing violent and abusive dating behaviors; and

**WHEREAS**, only 33% of teens who were in a violent relationship have ever told anyone about the abuse. Furthermore, half of youth who have been victims of both dating violence and rape attempt suicide.

**THEREFORE, BE IT RESOLVED** that the City Council of Jackson, Mississippi recognizes February as National Teen Dating Violence Awareness and Prevention Month and joins in the effort to bring awareness to this major issue effecting our youth.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**RESOLUTION OF THE CITY COUNCIL OF JACKSON, MISSISSIPPI  
WITHDRAWING FUTURE CONTRIBUTIONS FROM THE MISSISSIPPI  
MUNICIPAL LEAGUE.**

**WHEREAS**, the Mississippi Municipal League (MML) mission is to provide an atmosphere of opportunity and inclusion for all members; maintain a strong resource base; advocate aggressively for municipal friendly legislation; provide exceptional training for municipal elected officials and leaders; serve as a communication and networking base for municipal elected officials; and represent municipalities with federal and private entities; and

**WHEREAS**, the City Council of Jackson, Mississippi finds that from 2010 to present, the City of Jackson has paid more than \$319,332 on programs, conferences and annual membership dues to the Mississippi Municipal League; and

**WHEREAS**, during this past Midwinter Conference, Councilman Stamps requested support from the Board of Directors regarding Mississippi Senate Bill No. 2162 - Creation of Jackson Metropolitan Area Airport Authority and has not received a response; and

**WHEREAS**, the City Council of Jackson, Mississippi has determined the lack of support and budgetary constraints will result in the withdrawal of funding for the aforementioned; and

**WHEREAS**, the availability of that funding will result in City of Jackson-hosted programs, resources and conferences available to Jackson officials and other interested municipalities.

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF JACKSON, MISSISSIPPI** that the City of Jackson withdraws future contributions from the Mississippi Municipal League due to budgetary constraints and lack of support regarding Mississippi Senate Bill 2162 - Creation of Jackson Metropolitan Area Airport Authority.

**Council Member Stokes** moved adoption; **Council Member Stamps** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**DISCUSSION: SUMMER JOBS: President Priester** recognized **Council Member Stokes** who recognized **Adrienne Dorsey-Kidd**, Director of Human and Cultural Services, who provided information regarding the summer job expo that would be held on March 7, 2016 at the Metrocenter Mall.

\*\*\*\*\*

**DISCUSSION: LANDLORD/TENANT ACCOUNTABILITY: President Priester** recognized **Council Member Stokes** who recognized **Genevia Jones**, who provided information regarding landlords, tenants of rental homes and the activity that occurs within her neighborhood.

\*\*\*\*\*

**President Priester** recognized **Mayor Yarber** who requested that the Council consider an Agenda Item that had not been submitted to the City Clerk by the agenda deadline of 3:00 P.M., Wednesday, February 17, 2016 as mandated by Sec. 2-63 of the Jackson Code of Ordinances.

\*\*\*\*\*

**Council Member Stokes** moved and **Council Member Hendrix** seconded to allow the item to be added to the Agenda. The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.

Nays- None.

Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**President Priester** requested that the Clerk read the order:

**ORDER REVISING THE FY 2014-2015 BUDGET TO INCREASE THE AMERICORP FUND AND THE DUI FUND AND THE AMOUNT OF \$1,614.00.**

**WHEREAS**, due to the amount needed to cover expenses being included in the original adopted budget, a shortfall in Americorp and DUI funds exists in the amount of \$1,614.00; and

**WHEREAS**, a budget revision is needed to the FY2015 Budget in order to complete the final close out as required by state law; and

**WHEREAS**, the FY 2014-2015 Budget will be revised as follows (Attachment A).

**IT IS, THEREFORE, ORDERED** that the FY 2014-2015 budget be increased in the amount of \$1,614.00.

- 1. 001-493.00-6753      756.00  
    001-5899                      756.00

Appropriation from Fund 1 to Fund 140 for the FY 2015 Grant close out.

- 2. 140-442.69-6753      756.00  
    140-5911                      756.00

Appropriation from Fund 1 to Fund 140 for the FY 2015 Grant close out.

- 3. 001-493.00-6753      858.00  
    001-5899                      858.00

Appropriation from Fund 001 to Fund 134 for the FY 2015 Grant close out.

- 4. 134-442.69-6736      858.00  
    134-5911                      858.00

Appropriation from Fund 001 to Fund 134 for the FY 2015 Grant close out.

**Council Member Stokes** moved adoption; **Council Member Hendrix** seconded.

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**President Priester** recognized **Council Member Hendrix** who requested that the Council consider an Agenda Item that had not been submitted to the City Clerk by the agenda deadline of 3:00 P.M., Wednesday, February 17, 2016 as mandated by Sec. 2-63 of the Jackson Code of Ordinances.

\*\*\*\*\*

**Council Member Stokes** moved and **Council Member Hendrix** seconded to allow an item regarding the removal of the confederate battle flag be added to the Agenda. The motion failed by the following vote:

Yeas- Hendrix, Priester, Stamps and Stokes.  
Nays- Foote.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**President Priester** recognized **Council Member Stamps** who requested that the Council consider an Agenda Item that had not been submitted to the City Clerk by the agenda deadline of 3:00 P.M., Wednesday, February 17, 2016 as mandated by Sec. 2-63 of the Jackson Code of Ordinances.

\*\*\*\*\*

**Council Member Stokes** moved and **Council Member Stamps** seconded to allow an item declaring a civil emergency to be added to the agenda. The motion failed by the following vote:

Yeas- Stamps and Stokes.  
Nays- Foote, Hendrix and Priester.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**DISCUSSION: LITIGATION MATTERS: President Priester** stated that said item would be discussed in Executive Session.

\*\*\*\*\*

**Council Member Stamps** moved to consider going into Executive Session to discuss a litigation matter. **Council Member Priester** seconded to consider going into Executive Session to discuss a litigation matter. The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**Council Member Stamps** moved, seconded by **Council Member Stokes** to go into Executive Session to discuss a litigation matter. The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**President Priester** announced to the public that the Council vote to go into Executive Session to discuss a litigation matter.

\*\*\*\*\*

**Council Member Stokes** moved, seconded by **Council Member Stamps** to come out of Executive Session. The motion prevailed by the following vote:

Yeas- Foote, Hendrix, Priester, Stamps and Stokes.  
Nays- None.  
Absent- Barrett-Simon and Tillman.

\*\*\*\*\*

**President Priester** announced to the public that the Council voted to come out of Executive Session and no action was taken.

\*\*\*\*\*

The following reports/announcements were provided during the meeting:

\*\*\*\*\*

- **Council Member Stokes** announced that a Black History Month March would be held on February 27, 2016 at 12:00 p.m. beginning at Walton Elementary School and ending at Medgar Evers Community Center.

REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 23, 2016 10:00 A.M.

570

- **Council Member Stokes** announced that a Black History Month luncheon would be held on February 29, 2019 at 11:00 a.m. at Bulley's Restaurant.
- **Council Member Stokes** announced that a Black History Month Program would be held on February 29, 2016 at 6:00 p.m. at City Hall.
- **Council Member Hendrix** announced that the South Jackson Day of Service would be held on February 27, 2016 from 10:00 a.m. until 2:00 p.m. on the parking lot of New Jerusalem South.

\*\*\*\*\*

There being no further business to come before the City Council, it was unanimously voted to adjourn until the next Special Council Meeting at 2:00 p.m. on March 1, 2016; at 2:45 p.m., the Council stood adjourned.

ATTEST:

Kyrti Moore  
CITY CLERK

APPROVED:

[Signature]  
MAYOR, 3.14.16  
DATE

\*\*\*\*\*