**AGENDA**

**REGULAR BOARD MEETING**

**BRANDON BOARD OF ALDERMEN**

**BUTCH LEE, MAYOR PRESIDING**

**JULY 1, 2013**

1. **CALL TO ORDER**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENTS AND RECOGNITIONS**

 **4. OLD BUSINESS**

1. Minutes of Regular Board Meeting of June 17, 2013.

 **5. MAYOR, BUTCH LEE**

1. Record oaths of office of the Mayor and Alderman.

 2. Continue employment of present City Clerk, Angela Bean.

 3. Continue employment and record oath of office for Municipal Judge, Mike Younger.

 4. Continue employment of Shannon Elliott for Municipal Public Defender.

 5. Continue employment of Whitney Adams as City Prosecutor.

 6. Continue employment of City Engineer, Pat Guest.

 7. Continue appointment of Barlow, Walker and Company as City Auditor.

 8. Consideration to adopt an Order Appointing Mark C. Baker, Sr., as the

 City Attorney, on the same terms and conditions as listed on attached Order.

9. Adopt a Senior Services Code of Conduct.

 10. Consideration to accept the proclamation by the Governor declaring Friday,

 July 5th an additional holiday in observance of Independence Day.

 11. Consideration to accept a letter of intent from Exercise is Medicine Network

 for delivery of the Mississippi Action 55+ Physical Activity Intervention Program

 provided free of charge to the Brandon Senior Services.

 12. Consideration to approve a salary increase for Kyle Brown, Economic Development

 Director.

 13. Consideration to approve an agreement between the City of Brandon and The Mississippi

School of Protocol & Etiquette to conduct a training seminar in Leadership Crew Training.

 **6. TAHYA DOBBS, EVENTS COORDINATOR**

1. Consideration to approve the installation of a camera system through M&R Protective

 Service at a cost of $4010.00 and authorize payment of same.

 2. Consideration to approve an upgrade to the current sound system in the Civic Center

 and authorize payment to Soundon Projects Audio Services in the amount of $4,988.00.

 **7. POLICE DEPARTMENT**

1. Consideration to accept the resignation of Dawn Mays effective Jun 29, 2013.

 2. Consideration to approve the transfer of Chase Beemon from Communications Officer

 to patrolman, due to graduation from the Mississippi State Law Enforcement Academy.

3. Consideration to approve salary increases for Communication Officers, effective July 1, 2013, pursuant to memo.

 **8. FIRE CHIEF, ROB MARTIN**

1. Request permission for Assistant Fire Chief to travel to Emmitsburg, Maryland,

 to attend the Fire Inspection Principles class, August 18 – 31, 2013.

 **9. AMANDA TOLSTAD, COMMUNITY DEVELOPMENT DIRECTOR**

1. Public hearing and board action regarding a request of Ken Parker who is seeking a retroactive dimensional variance of 42.8 feet at 106 Bellewood Drive to allow the continued construction of a home addition that encroaches 17.8 feet over the property line onto City right-of-way.

2. Consideration to approve an exterior improvements project at Highpointe Apartments located at 1290 West Government Street in an R-4 zoned district. The project includes new exterior siding, a new color scheme, parking lot repairs/resurfacing/striping, new roofs, new retaining walls and landscaping.

3. Consideration to rescind prior Board action of May 6, 2013 to thus postpone installation of the final street surface course within the Glen Arbor Subdivision Phases 1A & 1B due to increased home construction, to require the developer to immediately complete all repairs to the street sub-grade, to accept a self-renewing letter-of-credit between the City of Brandon and Pettus Properties, Inc. up to an aggregate amount of $60,000.00, in accordance with the memo from the Director of Community Development.

4. Consideration to approve proposals from Wier+Boerner Architecture and Orion Planning Group regarding master planning services for a Downtown Overlay District and authorize the Mayor to execute the same.

5. Consideration to approve architectural review services and hourly rates from Wier+Boerner Architecture.

6. Consideration to adopt a resolution regarding the adoption of a temporary moratorium concerning the downtown overlay district, to set a public hearing for the same for August 5, 2013 and to approve publication of the notice of said public hearing.

 **10. KYLE BROWN, ECONOMIC DEVELOPMENT DIRECTOR**

1. Consideration to approve a proposal from The Shopping Center Group regarding retail recruitment for the City of Brandon and authorize the Mayor to execute the same.

 **11. PARKS AND RECREATION DEPARTMENT**

1. Consideration to approve the termination of employee # 1305, effective June 17, 2013.

2. Request permission to publish bid notice for purchase of playground equipment with regards to Sunset Park.

 **12. PUBLIC WORKS DEPARTMENT**

1. Consideration to approve pay request number 6 for Highway 468 Water Well and

 Authorize payment to Griner Drilling Service in the amount of $100,446.05

 2. Consideration to accept the resignation of Robbie Powers, effective June 27, 2013.

 3. Consideration to approve an agreement with National Resource Conservation Service

(NRCS) for the funding of the EWP projects,(two bridge crossings along Shiloh Road and Kennedy Farm Parkway) and authorize the Mayor to execute the same.

4. Consideration to approve the purchase and installation of a West Rankin Utility Authority

 Metering station that will service the Crossgates/Crossing/Stribling Lane area with a total

 cost of $25,015.50.

5. Consideration to declare an emergency the future repairs to a damaged storm drain pipe in Old Towne Subdivision.

 **13. ANGELA BEAN, CITY CLERK**

1. Consideration to approve the Mayor, Alderman Christopher, Alderman Morrow, City Clerk and City Engineer to travel to Biloxi, MS to attend the annual MML Conference,

 July 15 – July 17, 2013.

2. Adopt an order of the City of Brandon consolidating polling places to a single polling

 Place at Brandon City Hall for referendum on the question of levying of a tax at the rate

 Of 2% on the gross proceeds of sales of restaurants and bars derived from retail sales

 Of prepared food and beverages with proceeds of such tax to be used to promote tourism,

 Parks and recreation, set for July 9, 2013 and authorize publication of same.

3. Adopt a resolution of the governing authorities of the City of Brandon, Mississippi

 Ordering an election on August 20, 2013, in accordance with MCA Section 67-1-14(1972 as amended) to determine whether the sale, receipt, storage and transportation for the purpose of sale of alcoholic beverages shall be permitted in the City of Brandon, Mississippi.

4. Adopt an order of the City of Brandon consolidating polling places to a single polling place at Brandon City Hall for the referendum on the question of permitting the sale, and the receipt, storage and transportation for the purpose of sale of alcoholic beverages in

 the City of Brandon, to be set for August 20, 2013 and authorize publication of same.

5. Consideration to approve budget amendments for fiscal year 2013 and authorize publication of those which exceed 10%.

6. Consideration to ratify contracts.

7. Consideration to authorize payment to Crossgates River Oaks Hospital for treatment of

 inmate Solomon Dawson on July 5, 2012, in the amount of $5,362.16, which was reduced from the original amount of $38,301.10.

8. Consideration to approve a contract between the City of Brandon and Southern Municipal

 Services, LLC., for the collection of delinquent indebtedness to the Municipal Court of

 Brandon.

9. Consideration to approve the following:

 a. Electronic transfers for June 2013.

 b. Fox Everett claims released on June 21, and 27, 2013.

 c. Docket of claims for periods ending June 19, 26 and July 1, 2013.

 **EXECUTIVE SESSION**

 **ADJOURN UNTIL JULY 15, 2013.**