

CITY OF PASS CHRISTIAN  
MEETING OF THE MAYOR AND BOARD OF ALDERMEN  
JUNE 21, 2016, 6:00 P.M.

1. Call to order
2. Prayer and pledge
3. Roll Call

*ADMINISTRATION*

1. Consider adopting proclamation for National Minority Mental Health Awareness Month in July 2016, as requested by Tameka Tobias-Smith, Executive Director of NAMI Mississippi. A-1.
2. Consider accepting check in the amount of \$500.00 from Art in the Pass for the purchase of body cameras for the Police Department and amend the budget accordingly, as requested by Jennifer Burke, Pass Christian Main Street. (FJ Cutting will present check).
3. Consider approving minutes of the June 7, 2016 Regular Mayor and Board of Aldermen meeting, as requested by Dawn Sanders, Deputy City Clerk. A-3.
4. Consider accepting check in the amount of \$19,490.00 from Long Beach Auto Auction and authorize payment for their commission for sale of surplus property in the amount of \$1,949.00.
5. Consider adopting an order setting the Public Hearing date for the Motor Vehicle and Manufactured homes Ad Valorem Tax Schedule for FY 2016-2017 on July 5, 2016 at 6:00 p.m., as requested by Marian Gest, City Clerk. A-5.
6. Consider renewing agreement for the month of July with the Pass Christian School District for use of Police Reserve Officers for Extra-Curricular functions (which agreement will expire on June 30, 2016) under the same terms and conditions to allow additional time for re-negotiation of same, as requested by School District. A-6.
7. Consider approving MOU between the City of Pass Christian (LPA) and MDOT for construction of sidewalk from Pass Christian High school West to Cedar Avenue and authorize solicitation to hire engineer for design work, as requested by Mayor, Chipper McDermott. A-7.

## *PLANNING DEPARTMENT*

1. Consider approving Warrant Application Refund Request for Jane Hardin. Applicant has withdrawn her application and is requesting that the \$100.00 application fee be refunded, as requested by Danit Simon, City Planner. PD-1.
2. Consider the City Planner's recommendation to approve a Re-Subdivision at 105 Poinsettia Loop, Tax Parcels #0213A-01-039.000 & #0213A-01-012000. The property owner, Grant Valdes, proposes combining the two lots, as requested by Danit Simon, City Planner. PD-2.
3. Consider the City Planner's recommendation to approve a Re-Subdivision at 1217 & 1219 E Beach Blvd, Tax Parcels #0412P-03-031.000 & #0412P-03-032.000. The property owner, George Rimmer Covington, Sr. for El Pantano, LLC, proposes reconfiguring two lots into three, as requested by Danit Simon, City Planner. PD-3.
4. Consider the Planning Commission's recommendation to approve Re-Zoning Application PD-18-2016, Diane P Brugger & Kristin K B Frith, 126 W Scenic Drive, Re-Zoning Application from the T4L Zone (Limited Mixed-Use) to the T4+ Zone (Open Mixed-Use), as requested by Danit Simon, City Planner. PD-4.
5. Consider the Planning Commission's recommendation to approve Text Amendments to the SmartCode, as requested by Danit Simon, City Planner. PD-5.
6. Consider the Planning Commission's recommendation to approve Warrant Application PD-17-2016 with an emphasis on the location of the courtyard, with the driveway moved to the west side of the parcel, and with the condition to adhere to parking from the rear and with the code's screening requirements, Tim Norton as agent for Thomas M Jr. & Ainslie B Tatum, 130 W Scenic Drive & 146 W 2<sup>nd</sup> Street, Warrant request regarding the courtyard and parking requirements within the Cottage Court Special Building Type Standards, as requested by Danit Simon, City Planner. PD-6.
7. Consider the Planning Commission's recommendation to approve Warrant Application PD-22-2016, Adam Pace for Sazerac Group, LLC 133 Davis Avenue, Warrant request for the parking requirement to be met within one quarter mile of the site that it serves. Supporting documentation attached. PD-7

### ***WATER DEPARTMENT***

1. Consider authorizing Bob Escher, P.E., City Engineer to solicit quotes for point repair to replace 8" gravity sewer main that is 15' deep and will require well pointing to repair sink hole. No budget adjustment required repair has an estimated 2015/2016 budget amount of \$27,645.00, as requested by Bruce Anthony, WPSCO/Utilities Manager. W-1.

### ***POLICE DEPARTMENT***

1. Consider approving recommendation to hire Roy Williams and Andrew Thompson as Patrolmen, conditioned upon the passing of Drug test and Psychological evaluation, with a hire date of June 22, 2016, a starting salary of \$31,452.00 annually with a probationary period of one year. They have passed the Civil Service exam, as requested by Chief Timothy Hendricks. P-1.
2. Consider approving recommendation to hire Travis McLaurin as Community Service Technician, conditioned upon the passing of Drug test and Physiological evaluation, with a hire date of June 22, 2016, a starting salary of \$11.00 with a probationary period of one year, as requested by Chief Timothy Hendricks. P-2.

### ***PUBLIC WORKS DEPARTMENT***

1. Consider authorizing Public Works employee's Richard Lansdale - Sign Technician, Kirk Ladner - City Maintenance and Wesley Blalock - City Mechanic to be allowed to take City vehicles home due to after hour callouts, as requested by Russell Holliman PW-1

2. Consider approving recommendation to hire Johnny Jones as full time Operator 1/ Bush Hog at a rate of \$9.00 / hr. with an effective date of June 22, 2016, as requested by Russell Holliman PW-2.

### *HARBOR*

1. Consider authorizing Harbor security guards to carry and use “Pepper Spray”, I.e. OC Spray, in the performance of their duties when necessary under the circumstances conditioned upon each Harbor security guard executing a release and receiving appropriate training prior to such use. [Harbormaster (in consultation with the City Attorney) will be required to develop and distribute to all security guards a Use of Force policy for such equipment. The Harbor security guards have previously been authorized to use such equipment and it is appropriate that this authorization should be spread upon the minutes.]
2. Consider authorizing Harbor security guards to “open carry” and use ASP police batons when necessary under the circumstances in the performance of their duties conditioned upon each Harbor security guard receiving appropriate training from an outside certified trainer prior to such use. [Harbormaster will be required to identify a certified outside trainer and in consultation with the City Attorney develop and distribute to all security guards a Use of Force policy for this equipment.]
3. Consider declaring that since Harbor security guards are not “law enforcement officers” as defined by law that during the course of the performance of their duties they will not be vested with arrest powers or be allowed to detain or search individuals or their property without consent, including but not limited to the use of handcuffs or other restraints, and they will not be authorized to carry weapons while on duty. Harbor security guards will be authorized as allowed by law to make “citizen’s arrests” for a felony or to prevent a “breach of the peace” committed in their presence. In all other circumstances, Harbor security guards are required to observe and report all other criminal activities to the Police Department for appropriate action. [The Harbormaster

was previously authorized to carry a weapon in the performance of his duties, but this authorization does not apply to any other Harbor security guards.]

***CONSENT AGENDA***

1. Consider approving request to send Police Chief Hendricks to a four-day FBI National Academy Associates Mississippi Chapter Summer Conference held on August 1-4, 2016 in Gulfport, MS. Registration fee \$275.00 and the use of City vehicle is required, as requested by Police Chief Hendricks. CA-1.
2. Consider ratifying request to send Officer Tiffany Morales to attend a one-day Remedial Training in Traffic Stop Situations on June 9, 2016. Training is at no cost and the use of City vehicle is required, as requested by Police Chief Hendricks. CA-2.
3. Consider receiving monthly Budget Report for May 2016 from City Clerk, as requested by Marian Gest, City Clerk. CA-3. (Will be provided prior to BOA).
4. Consider approving budget adjustment for Beautification Dept. (there is no increase to budget, just moving funds from one line item to another)

001502401 (salary)	+ \$1,165.00	
001502411 (hourly)		-\$8,665.00
001502460 (State Retirement)		-\$2,500.00
001502470 (Fica)		-\$1,000.00
001502480 (Health Ins)		-\$4,000.00
001502505 (general supplies)	+\$7,000.00	
001502560( repairs & maintenance)	+\$7,000.00	
001502510 (Janitorial Supplies)	+\$1,000.00	

***CLAIMS DOCKET***

1. Consider approving Claims Docket in the amount of \$129,595.14. CD-1.

*EXECUTIVE SESSION*

1. Consider going into Executive Session on personnel matter for Police Department, as requested by Police Chief Hendricks.
2. Consider going into Executive Session to discuss potential litigation for claim for payment of additional compensation upon resignation of employment.

*PUBLIC COMMENT*

*THE MAYOR AND BOARD OF ALDERMEN WILL ALLOW RESIDENTS AN OPPORTUNITY TO SPEAK WITH A THREE-MINUTE TIME LIMIT ON EACH SPEAKER. NO PUBLIC QUESTIONING COMMENTS ARE ALLOWED DURING THE MEETING, UNLESS THE BOARD RECOGNIZES SUCH PERSON*

A-1  
b-21-16

**July 2016 as National Minority Mental Health Awareness Month  
PROCLAMATION**

---

WHEREAS, mental health is essential to health: Every individual and family within a community must understand that mental health is an essential part of overall health. We must increase suicide prevention by reducing the stigma of seeking mental health care through the advancement and implementation of national strategies;

WHEREAS, it is essential to eliminate disparities in mental health by promoting well-being for all, regardless of race, ethnicity, sexual orientation, gender identity, language, place of residence or age and ensure equity of access, delivery of services and improvement of outcomes. Through public and private partnership, we must develop and implement policy which reduces barriers to access, improves community outreach and engagement and ensures culturally and linguistically competent care to diverse communities;

WHEREAS, individuals with mental illness and their families must have the necessary information and the opportunity to exercise choice over their care decisions. We must create an integrated state plan for treatment support, including individualized plans of care, expanded supported employment, enhanced rights protections, better criminal and juvenile justice diversion and re-entry programs, improve access to housing, end chronic homelessness and increase mental health services;

WHEREAS, every individual must have the opportunity for early and appropriate mental health screening, assessment and referral to treatment. We must screen for mental disorders in child welfare, criminal justice, mental health, substance abuse and primary care settings;

WHEREAS, adults and children with mental illness must have ready access to best treatments, services and supports leading to recovery. We must support evidence-based practice interventions, escalate research, increase a diverse mental health workforce and expand knowledge base to inform policy.

WHEREAS, the mental health system must inform individuals with mental illness, providers and public policy with quality, accessible and accountable information. We must use information technology to improve care and information dissemination among the diverse cultural groups within our community.

NOW, THEREFORE RESOLVED, I, Leo Chipper McDermott, Mayor of the city/state of Pass Christian, MS do hereby proclaim July as Minority Mental Health Awareness Month in Pass Christian, MS to increase public awareness of severe mental illness and to promote the wellness of our diverse community members.

IN WITNESS WHERE OF, I have hereunto set my hand this 21<sup>st</sup> day of June, in the year of our Lord two thousand sixteen, and of the City of Pass Christian, Mississippi.

---

Mayor's Signature

CITY OF PASS CHRISTIAN, MISSISSIPPI

A-3  
b-21-16

MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

**BE IT REMEMBERED** that the Mayor and Board of Aldermen of the City of Pass Christian, Mississippi met on the above date at the Municipal Court Bldg., 105 Hiern Avenue, Pass Christian, Mississippi, at 6:00 p.m., same being the time and place for said meeting.

**PRESENT:** Mayor Chipper McDermott, Alderman Anthony Hall, Alderman W. Earl Washington, Sr., Alderman Buddy Clarke, Alderman Victor Pickich, Alderman Kenny Torgeson, Chief of Police Hendricks, City Attorney Malcolm Jones and City Clerk Marian Gest.

**There being a quorum present to transact the business of the City, the following proceedings were had and done.**

*SPECIAL PRESENTATION*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board approved unanimously, proclamation recognizing City employee retiree, Paula Dedeaux, for her 35 years of service to the City and our community, as requested by Chipper McDermott, Mayor. SP-1.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, proclamation recognizing City employee retiree, Gloria Sanders, for her 32 years of service to the City and our community, as requested by Chipper McDermott, Mayor. SP2.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Pickich, the Board approved unanimously, proclamation recognizing City employee retiree, Clinton Jacobs, for his 13 years of service to the City and our community, as requested by Chipper McDermott, Mayor. SP-3.

\* \* \*

Upon motion of Alderman Washington, seconded by Alderman Hall, the Board approved unanimously, proclamation recognizing City employee retiree, Lane McCraine, for his 12 years of service to the City and our community, as requested by Chipper McDermott, Mayor. SP-4.

\* \* \*

*ADMINISTRATIVE*

Upon motion of Alderman Hall, seconded by Alderman Clarke, the Board approved unanimously, hearing from Margaret Jean Kalif for introduction of the new Pass Christian School District, Superintendent, Dr. Carla Evers, as requested by Margaret Jean Kalif, PC School Board President.

\* \* \*

Upon motion of Alderman Clarke, seconded by Alderman Washington, the Board approved unanimously, accepting check in the amount of \$5,000.00 from St. Paul's Carnival Association for the hard work and dedication our City workers and first responders provide to the association. (Anne James, President will present check). A-2.

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board approved unanimously, St. Paul's Carnival Association to hold annual Mardi Gras parade in Pass Christian, Sunday, February 26, 2017, this bringing favorable notice to the resources and opportunities of the City, as requested by Anne James, St. Paul's Carnival Association, Inc. President.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, to table hearing from The Pass Christian Community Sailing Foundation to discuss space and slip usage, as requested by Robin Rafferty, President PCCSF.

\* \* \*

Upon motion of Alderman Clarke, seconded by Alderman Pickich, the Board approved unanimously, minutes of the May 17, 2016 Regular Mayor and Board of Aldermen meeting, as requested by Dawn Sanders, Deputy City Clerk. A-5.

\* \* \*

Upon motion of Alderman Washington, seconded by Alderman Hall, the Board approved unanimously, City Tee Box sponsorship donation in the amount \$100.00 to The Knights of Peter Claver for Sickle Cell Foundation Golf Tournament, this bringing favorable notice to the resources and opportunities of the City, as requested by Chipper McDermott, Mayor. A-6.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Pickich, the Board approved unanimously, Special Construction Agreement (with revisions as recommended by City Attorney) between City and AT&T for relocation of utilities underground on Davis Avenue and authorize final payment to AT&T in the sum of \$40,455.58, as requested by Malcolm Jones, City Attorney. A-7.

\* \* \*

Upon motion of Alderman Washington, seconded by Alderman Torgeson, the Board approved unanimously, request from Holy Family Parish to host their Seafood Festival September 30, 2016 thru October 2, 2016, this bringing favorable notice to the resources and opportunities of the City, as requested by Fr. Mike Austin. A-8.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board approved unanimously, ratifying City staff to provide lunch, including beverages, for Pass Christian Seniors to work Senior Class Service Day with City employees on May 19, 2016, in the amount of \$83.76 from Community Promotions, this bringing favorable notice to the resources and opportunities of the City, as requested by Marian Gest, City Clerk. A-9.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board approved unanimously, ratifying submission of application to MDOT for permit for construction under Highway 90 for drainage work near the intersection of Japonica Drive at 1103 E. Beach Blvd. and authorize City Engineer to solicit for this construction work, as requested by the Public Works Director and recommended by City Engineer, Bob Escher. A-10.

\* \* \*

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, amendment to Civil Service rule concerning transfers made by Civil Service Commission, as requested by Malcolm Jones, City Attorney.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Washington, the Board approved unanimously, adopting Resolution in support of the restoration of dependable daily passenger rail service between New Orleans, Louisiana and Orlando, Florida, as requested by Chipper McDermott, Mayor. A-12.

\* \* \*

Alderman Clarke recused himself at this time during the meeting.

\* \* \*

Upon motion of Alderman Washington, seconded by Alderman Torgeson, the Board approved unanimously, Carl Gorbert to encroach five feet into City's 15 ft. utility easement on the East and North sides of Lot 2 of Pass Oaks Subdivision on Victoria Lane (see survey attached) to construct outbuilding/garage along with the construction of a new home on the property. [The Public Works Director has reviewed the request and recommended approving same since these lots are basically level; there is no existing drainage swale or underground drainage pipe within this easement; and it does not appear that allowing this request will cause drainage issues for adjoining properties. The rear yard setback under the zoning ordinance is only five feet in this Transect zone.] As requested by Malcolm Jones, City Attorney. A-13.

\* \* \*

Alderman Clarke returned to the meeting.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Pickich, the Board approved unanimously, ratifying Amendment to Slip rental contract for Pier C-407 and Assignment to Southern Magnolia Charters, LCC, and effective June 1, 2016. [Southern Way Charters, Inc. has sold the vessel to Southern Magnolia Charters, LLC on June 1, 2016, and the original three-year lease term will not expire until December 31, 2017. This will allow the new vessel owner to receive the \$81/mo. discount during the remainder of the lease term as provided in the slip rental contract.] As requested by Malcolm Jones, City Attorney. A-14.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Washington, the Board approved unanimously, awarding bid to Millenium Construction, LLC, D'Iberville, MS, for the construction of the Recreation Basketball Court on Fleitas Avenue in the sum of \$68,888, as recommended by Selection Committee comprised of Bret Bentz, Recreation Director, Malcolm F. Jones, City Attorney, and Alderman Earl Washington. A-15.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, Dept. of Marine Resources to utilize Municipal Court Building to hold public hearing on June 14, 2016 at 6pm for the Oyster Aquaculture program in Bay St. Louis, this bringing favorable notice to the resources and opportunities of the City.

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

\* \* \*

City Attorney, Malcolm Jones recused himself at this time during the meeting.

\* \* \*

Upon motion of Alderman Washington, seconded by Alderman Torgeson, the Board approved unanimously, to discuss Job Description for Janitorial – Part Time position and subject to pre-employment drug test, authorize employment of Anthony Palode in such Part- Time position at \$9.00 per hour for two days per week or not to exceed nineteen hours per week, effective immediately, and to amend the Budget accordingly. [Mr. Palode has recently been working off his fine at the Police/EOC and has been recommended for this part-time position by the Police Chief. This position will be required to perform janitorial services and clean bathrooms for City Hall, Police/EOC, Randolph Center, Public Works, and Beautification departments that were previously done by County inmates. Creating this position will enable department heads to more efficiently utilize inmates in the Beautification and/or Public Works Departments for outdoor work. This position will not be covered by PERS or receive other employee benefits and is not covered by Civil Service.] A-17.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved, to advertise for janitorial service or part-time janitor.

- Alderman Clarke: Aye
- Alderman Washington: Aye
- Alderman Torgeson: Aye
- Alderman Hall: Nay
- Alderman Pickich: Aye

\* \* \*

City Attorney, Malcolm Jones returned to the meeting.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board approved unanimously, adopting Leisure and Recreation Districts Ordinance and adopting boundaries of such Districts to become effective July 1, 2016, as provided in HB 1223 (2016 Session), as requested by Chipper McDermott, Mayor. A-18.

\* \* \*

### *WATER DEPARTMENT*

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board approved unanimously, adjustment for half the excess sewer only for Shalena Dailey in the amount of \$162.00 for water charges and \$696.00 in sewer charges for 132,000 gallons of water that went thru her meter in January, February, March and April resulting from a defective pop off valve on the hot water heater, leaks in the bathroom sink, tub in bathroom and at a faucet outside of her rental home. Some of the excess water apparently ran into the City sewer system. W-1.

\* \* \*

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board approved unanimously, adjustment for half the excess sewer only for Patricia Bishop in the amount of \$178.00 for the water and \$949.60 for sewer charges for 137,000 gallons of water that went through the meter and entered the City sewer system from a leaking tub fixture. Ms. Bishop is disabled and has not visited rental since July 2014. W-2.

\*

\*

\*

Motion died due to lack of motion, for Tequan Guillotte in the amount of \$83.70 for the water and \$359.60 for sewer charges for 69,000 gallons of water that went through the meter in March and April due to unknown reasons. Customer believes it is a result of the closet flange not being glued in the bottom of the toilet. This is not a reasonable explanation to account for the excess amount of usage. The water entered the City sewer system. There is no reasonable explanation. This is an anomaly and is completely dependent on the Board's decision, as requested by Bruce Anthony, WPSCO/Utilities Manager. W-3.

\*

\*

\*

Upon motion of Torgeson, seconded by Alderman Pickich, the Board approved unanimously, reviewing WPSCO package involving the cost of paving City roads at locations where taps and/or repairs were made per paragraph 2.20 Item I, as requested by Bruce Anthony, WPSCO/Utility Manager. W-4.

\*

\*

\*

Upon motion of Washington, seconded by Alderman Pickich, the Board approved unanimously, to table WPSCO package involving the cost of paving City roads at locations where taps and/or repairs were made per paragraph 2.20 Item I. W-4.

\*

\*

\*

### *MAIN STREET*

Upon motion of Alderman Washington, seconded by Alderman Pickich, the Board approved unanimously, accepting quote from Custom Products Corporation in the amount of \$2,529.42 for 41 Point of Interest signs in locations determined by the Planning Commission as follows:

- North side of Davis Avenue and Scenic Drive – northeast light post 6 signs pointing north, 3 signs pointing west, 1 sign pointing east
- North side of Davis Avenue and 2<sup>nd</sup> Street –northwest light post 3 signs pointing north, 3 signs pointing west, 1 sign pointing east
- South side of Davis Avenue and 2nd Street – southeast light post 5 signs pointing south, 1 sign pointing east
- Northeast corner of Market Street and Scenic Drive – 3 signs pointing west, 6 signs pointing east
- Corner of Market Street and 2nd Street – northwest corner light post 3 signs pointing west; southeast corner light post 5 signs pointing east, 1 sign pointing south

See attached Points of Interest detailed information sheet for specific wording, placement and color of signs. MS-1.

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

\*

\*

\*

Upon motion of Alderman Hall, seconded by Alderman Pickich, the Board approved, request from Triple Threat Academy for the use of and waiver of fees at the Randolph Center on Saturday, July 9, 2016, for their performance showcase which is a fundraiser for the students to attend the Junior Theater Festival in Atlanta, GA, this bringing favorable notice to the resources and opportunities of the City, as requested by Amy Rishel, Main Street Director.

- Alderman Clarke: Aye
- Alderman Washington: Aye
- Alderman Torgeson: Aye
- Alderman Hall: Aye
- Alderman Pickich: Nay

\*

\*

\*

Upon motion of Alderman Hall, seconded by Alderman Clarke, the Board approved unanimously, the Farm To Table event for Main Street September 25, 2016, closing the 100 block of Davis Avenue from 3 - 10 pm, this bringing favorable notice to the resources and opportunities of the City, as requested by Amy Rishel, Main Street Director.

\*

\*

\*

### *POLICE DEPARTMENT*

Upon motion of Alderman Washington, seconded by Alderman Clarke, the Board approved unanimously, Pass Christian Police Department to apply for the FY16 Department of Justice Office of Community Policing Services (COPS) Hiring Grant. If selected, this grant will allow the department to hire a new officer with government funding that will provide for 75% of the officer's entry level salary and fringe benefits for a period of thirty-six months, as requested by Police Chief Hendricks. P-1.

\*

\*

\*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, Pass Christian Police Department's patrol officers to begin utilizing overtime hours that will be funded by the Occupant Safety Special Wave Grant that has been awarded to the City, as requested by Police Chief Hendricks. P-2.

\*

\*

\*

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, request to appoint Sue Young as custodian of the Police Department's petty cash fund, as requested by Police Chief Hendricks. P-3.

\*

\*

\*

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, request to reimburse Sue Young \$25.01 on a fuel purchase for a city vehicle on May 13, 2016

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

for a Mississippi Association of Highway Safety meeting in Jackson, MS. The Fuelman pin was rejected at the pump, as requested by Police Chief Hendricks. P-4.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, declaring and disposing of the following items which were stored in container and are rusted, broken and/or irreparable and have no value, as surplus and removed from the inventory, as requested by Police Chief Hendricks. P-5.

- 3 filing cabinets - rusted
- 1 work-out machine - rusted
- 1 desk, broken
- 4 locker sets - rusted
- 14 wooden chairs - rotten
- 1 toaster oven - broken/rusted
- 3 tables, rotten
- 10 metal 5-gallon trash cans, rusted
- 3 work space desk upper cubicle lights
- Shop vacuum, broken with no suction hose
- 2 Oreck vacuums, broken
- 1 wooden rack, rotten

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board approved unanimously, transfer of the following Police Department (200) inventoried vehicle to the City Hall (01), as requested by Police Chief Hendricks. P-5.

- 2008 Ford Crown Victoria VIN#2FAFP71V08X160956 ID# 0207 Tag# 6

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board approved unanimously, Pass Christian Police Department to submit an application for the FY 2016 MS Office of Homeland Security grant funding, as requested by Police Chief Hendricks. P-7.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board approved unanimously, adopting revised State and Local HIDTA Task Force Agreement for Pass Christian Police Department with US Dept. of Justice, DEA, where by the City will assign one officer for the Unit and approving Sub-Grantee Cooperative Agreement with Miss. Bureau of Narcotics, Miss. Gulf Coast HIDTA, and the Pass Christian Police Department to receive Grant Funds in the sum of \$25,948.00. [The previous Task Force Agreement with DEA was approved by the City on March 15, 2016 and the Agreement is being amended to increase the amount the City PD will receive for the monthly vehicle allocation from \$200/month to an amount not to exceed \$700 per month; to clarify the number of DEA agents assigned to the Task Force; and to add provisions (Paragraphs 13 and 14); to provide the term of the Agreement will expire on September 29, 2016; and for other related purposes.] As requested by Malcolm Jones, City Attorney. P-8.

\* \* \*

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

Upon motion of Alderman Hall, seconded by Alderman Torgeson, the Board approved unanimously, accepting donation of the following gym equipment from Top Gun Gyms, as requested by Police Chief Hendricks. P-9.

<u>Item</u>	<u>Valued</u>
▪ Recumbent Bike	\$ 900.00
▪ Elliptical Machine	\$1,200.00
▪ Work Bench	\$ 100.00

\* \* \*

### *PUBLIC WORKS DEPARTMENT*

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board approved unanimously, request to change the job position of Barry Necaise from a Bush Hog Operator I position at \$9.00 an hour to an operator II Truck Driver position at a pay rate increase to \$10.00 an hour, as requested by Russell Holliman.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board approved unanimously, transfer of the following Public Works (301) inventoried item to the Police Department (200), for Animal Control position, as requested by Russell Holliman, Public Works Director. PW-2.

- 2005 Ford F-150 VIN# 1FTRF122X5NB64523 ID# 0424 Tag# 265

\* \* \*

### *HARBOR DEPARTMENT*

Upon motion of Alderman Washington, seconded by Alderman Torgeson, the Board approved unanimously, request to evict the following customers from the Pass Christian Harbor for non-payment of boat slip rental in excess of 60 days past due on pleasure pier and 120 days past due on the commercial pier if they are not paid by June 1, 2016. Accounts will be submitted to a collection agency if not paid in full after vessel has vacated the harbor, as requested by Willie Davis, Harbormaster. H-1.

- Commercial #00130

\* \* \*

Upon motion of Alderman Washington, seconded by Alderman Clarke, the Board approved unanimously, termination of Harbor Patrolman, J.W. Hayden as he voluntarily left his full-time position with no prior notice and no resignation letter. He is no longer in this state and will not answer our numerous phone calls, as requested by Willie Davis, Harbormaster. H-2.

\* \* \*

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

Upon motion of Alderman Hall, seconded by Alderman Clarke, the Board approved unanimously, advertising for full-time Harbor Patrol position at the rate of \$9.00 per hour, as requested by Willie Davis, Harbormaster. H-3.

\* \* \*

Upon motion of Alderman Washington, seconded by Alderman Hall, the Board approved unanimously, hiring Aaron LaMarca and Chris Messina as part-time harbor patrolmen, at a rate \$9.00 per hour effective June 8, 2016, as requested by Willie Davis, Harbor Master. H-4.

\* \* \*

### CONSENT AGENDA

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, pay overtime pay on Saturday, June 11<sup>th</sup> and 18<sup>th</sup> 2016 for Maria Mena and Dawn Sanders from 10:00 a.m. to 2:00 p.m. for Youth Tennis Registration, and amend the budget accordingly, as requested by Recreation Director, Bret Bentz. CA-1.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, request to send Lauren Prater to a two-day Municipal Court Clerks Summer Seminar held on June 27-28, 2016 in Biloxi, MS. Registration fee \$60.00 (\$50.00 for Municipal Court Clerk and \$10.00 for deputies. Fees required even if not attending.) and the use of City vehicle is required, as requested by F. Philip Wittmann, Municipal Judge. CA-2.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, request to send Inv. Mike Burkett to attend a five-day Detective Level 1 Training Course held at the Harrison County Sheriff's Office Law Enforcement Academy on October 3-7, 2016. Cost of training \$529.00 and the use of City vehicle is required, as requested by Police Chief Hendricks. CA-3.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, request to send Sgt. Greg Daniels to a three-day Regional Counterdrug Training Academy-Gangs and Drugs held on July 6-8, 2016 in Meridian, MS. Cost of training is free, lodging and meal provided and the use of City vehicle is required, as requested by Police Chief Hendricks. CA-4.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, request to send Police Chief Hendricks to a four-day Mississippi Association of Chiefs of Police 2016 Summer Educational Conference and Tradeshow held on June 21-24, 2016 in Biloxi, MS. Registration fee \$325.00 and the use of City vehicle is required, as requested by Police Chief Hendricks. CA-5.

\* \* \*

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, ratifying request to send newly assigned School Resource Officer Zenas Cappie to a mandatory five-day 2016 MASRO Conference held on June 6-10, 2016 in Biloxi, MS. MCOPS Grant covers tuition and the use of City Vehicle is required, as requested by Police Chief Hendricks. CA-6.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, request to send Shawn Jerone to a one-day Partner in Technology conference held in Bay St. Louis, MS on June 8, 2016. No cost to attend and the use of City vehicle is required, as requested by Shawn Jerone, IT Director. CA-7.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, request to send Deputy Chief of Police Mechelle Carbine to attend a five-day Instructor Development training class held in Biloxi, MS on November 14-18, 2016. Cost of training \$20.00 and the use of City vehicle is required, as requested by Police Chief Hendricks. CA-8.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, request to send the following Officers to a one-day AWR 148 Crisis Management training class to be held in Pass Christian, MS on July 19, 2016 at no cost to the City, as requested by Police Chief Hendricks. CA-9.

- Sgt. Greg Daniels
- Officer Sammy Thompson
- Officer Samantha Phillips
- Officer Tiffany Morales
- Officer Kyle Michael

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Clarke, the Board approved unanimously, payment of the following A. Garner Russell & Associates, Inc. invoices totaling \$6,580.00 and to amend the budget accordingly, as recommended by Bob Escher, City Engineer. CA-10.

▪ Invoice	12875	\$ 557.50	Demolition of existing Ice House
▪ Invoice	12827	\$ 1,942.50	PW 648 Fishing Pier
▪ Invoice	12928	\$ 4,080.00	Services to the City

### *CLAIMS DOCKET*

Upon motion of Alderman Washington, seconded by Alderman Pickich, the Board approved unanimously, Claims Docket in the amount of \$326,141.74. CD-1.

\* \* \*

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

### *EXECUTIVE SESSION*

Upon motion of Alderman Washington, the Board approved unanimously, to go into closed session to determine personnel matter in the Public Works Department.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Hall, the Board approved unanimously, to go into Executive Session to discuss personnel matter in the Public Works Department.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Pickich, the Board approved unanimously, to come out of executive session.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board unanimously approved, to demote Terry Joseph from current position to Operator I at a rate of \$9.00 per hour effective immediately.

\* \* \*

Upon motion of Alderman Hall, the Board approved unanimously, to go into closed session to determine personnel matter in the Police Department.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Pickich, the Board approved unanimously, to go into Executive Session to discuss personnel matter in the Police Department.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board approved unanimously, to come out of executive session.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Hall, the Board unanimously approved, to extend probationary period of Officer Tiffany Morales for an additional 90 days.

\* \* \*

Upon motion of Alderman Torgeson, the Board approved unanimously, to go into closed session to discuss pending litigation for the zoning appeal case of Gerald Cook v City Pass Christian, Harrison County, MS, IJD, Case No. 16cv111.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Hall, the Board approved unanimously, to go into Executive Session to discuss pending litigation for the zoning appeal case of Gerald Cook v City Pass Christian, Harrison County, MS, IJD, Case No. 16cv111.

\* \* \*

# CITY OF PASS CHRISTIAN, MISSISSIPPI

## MINUTE BOOK 104

REGULAR MEETING

JUNE 7, 2016

Upon motion of Alderman Torgeson, seconded by Alderman Washington, the Board approved unanimously, to come out of executive session.

\* \* \*

Upon motion of Alderman Hall, seconded by Alderman Washington, the Board unanimously approved, to authorize City Attorney to negotiate a settlement with Mr. Gerald Cook on case pending in Circuit Court and will report back at a later date.

\* \* \*

Upon motion of Alderman Torgeson, seconded by Alderman Hall, the Board approved unanimously, motion to recess at 7:39 p.m. until the June 21, 2016 Mayor and Board of Aldermen meeting.

\* \* \*

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

A-5  
6-21-16

## NOTICE OF PUBLIC HEARING

As Ordered by the State Tax Commission, the City of Pass Christian has adopted the Uniform Motor Vehicle Assessment Schedule for motor vehicle Ad Valorem Taxes for the fiscal year of 2016-2017 for City and the Pass Christian School District and such schedules are now open and available for inspection and examination by any interested taxpayer and the Mayor and Board of Aldermen will convene on July 5, 2016, at 6:00 P.M. to hear and take action on any complaint filed in writing objecting to and petitioning for a specified reduction on any portion of the aforesaid schedule and they will continue in session from day to day until such objections and petitions have been heard and action has been taken thereon, all in accordance with MCA Section 27-51-21, as amended. The meeting will be held at the Municipal Court located at 105 Hiern Ave., Pass Christian, MS, on July 5, 2016 at 6:00 P.M.

Marian Gest  
City Clerk

A-6  
b.21-16

January 13, 2016

Mr. Leo "Chipper" McDermott  
P.O. Box 368  
Pass Christian, MS 39571

Dear Mr. McDermott:

Please be advised that the Board of Trustees of the Pass Christian Public School District, at a meeting held on January 12, 2016, approved the attached *Contract for Law Enforcement Services for Extra-Curricular Events and Functions* in the amount of \$20.00 per hour for all part-time police officers and the actual cost of wages and benefits for full-time officers, including school resource officers, to provide law enforcement services for extra-curricular events and functions for the Pass Christian Public School District through June 30, 2016.

If you need any further information please do not hesitate to contact me.

Sincerely,



Beth John  
Superintendent

BJ/sl

Attachment

## CONTRACT FOR LAW ENFORCEMENT SERVICES FOR EXTRA-CURRICULAR EVENTS AND FUNCTIONS

This Contract for Law Enforcement Services (the "Contract" or "Agreement") is entered into by and between the Pass Christian Public School District (the "District") and City of Pass Christian, ("City").

WHEREAS, the District desires to contract with the City to provide uniformed law enforcement services for the District at certain extracurricular District events and functions, and the City is willing to perform such services.

In consideration of the mutual covenants and agreements hereinafter set forth, the parties agree as follows:

1. Scope of Services. City shall provide uniformed law enforcement officers, including but not limited to the currently assigned School Resource Officers and other Part-Time Police Officers, sometime referred to as "reservist", to the District who shall perform and complete in a timely and satisfactory manner police protection or law enforcement services at extracurricular District events, including, without limitation, athletic events and ceremonies, in accordance with Miss. Code Ann. §§ 37-7-321 and 323 and/or MCA Section 21-19-49, as amended. City acknowledges and agrees that the District shall request the City provide these services hereunder on an "as required" basis. The District does not guarantee a minimum number of hours for which services shall be requested and required hereunder or a minimum number of law enforcement officers to be utilized at any event. The District agrees that it will provide the Police Chief with an annual schedule of athletic events and other regular School functions at the beginning of each School Year. To the extent possible, the District agrees that it will provide the Police Chief with two weeks advance notice of any District event or function that is not included on the aforementioned schedule along with a list of any specific law enforcement officers that would be requested to provide such services. Because the Police Chief is tasked primarily with supervising and directing the City's Police Department the City acting by and through its Police Chief reserves the right in his sole discretion to withhold providing law enforcement officers for these District events and functions in the event of a conflict in scheduling of personnel for emergencies or criminal investigations or other previously approved City-sponsored functions. City further acknowledges and agrees that this Agreement is nonexclusive and that the District may enter into similar agreements with other contractors for the provision of similar services.
2. Consideration. As consideration for the performance of the services provided pursuant to this Agreement, the District agrees to compensate City in the amount of Twenty and 00/100 Dollars (\$20.00) per hour for Part-Time law enforcement officer or reservist assigned for such District events or functions. For School Resource Officers and other Full-Time law enforcement officers or City employees the District agrees to pay the City an amount equal to the actual cost of such officer or employee's hourly rate, including FICA, Worker's Compensation, PERS, and any overtime costs, if applicable, that the City would be legally responsible for such employees in providing such services under the Fair Labor Standards Act. The District will specifically approve in writing such payments for overtime rates for these officers or City employees in advance of each event or function. City agrees to submit invoices to the District containing a detailed account of each billing within thirty days of each event for which City provides services to the District under this Agreement or within such other time frame as the parties herein shall mutually agree.

3. Period of Performance. This Agreement will become immediately effective upon approval and execution of this agreement (the "Effective Date") and ending on June 30, 2016, upon the approval and signature of the parties hereto.
4. Licenses, Permits, Fees and Assessments. City further represents that each law enforcement officer assigned to provide these services shall have received the minimum level of basic law enforcement training required by Miss. Code Ann. § 37-7-321, as jointly determined and prescribed by the Board on Law Enforcement Officer Standards and Training and the State Board of Education, within two (2) years of the officer's initial employment in such position. City shall obtain, at City's sole cost and expense, such training, licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. City shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and which arise from and are necessary for the performance of the services required by this Agreement.
5. Independent Contractor Status. City shall, at all times, be regarded as and shall be legally considered an independent contractor and shall at no time act as an agent for the District. Nothing contained herein shall be deemed or construed by the District, City, or any third party as creating the relationship of principal and agent, master and servant, partners, joint ventures, employer and employee, or any similar such relationship between the District and City. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of the District or City hereunder creates, or shall be deemed to create a relationship other than the independent relationship of the District and City. City's personnel and law enforcement officers shall not be deemed in any way, directly or indirectly, expressly or by implication, to be employees of the District. City, its employees or law enforcement officers shall not, under any circumstances, be considered servants, agents, or employees of the District, and the District shall be at no time legally responsible for any negligence or other wrongdoing by City, its personnel or law enforcement officers. The District shall not withhold from payments to City any federal or state unemployment taxes, federal or state income taxes, Social Security tax, or any other amounts for benefits to City or its law enforcement officers. Further, the District shall not provide to City any benefits, including Worker's Compensation, normally provided by the District for its employees.
6. Insurance. The City is also currently a member of the Mississippi Municipal Liability Plan (MMLP), a pool providing coverage for the City's liability under the Mississippi Tort Claims Act, Miss. Code Ann. § 11-46-1, *et. seq.* and Workers Compensation. The City will have certificates of coverage through the MMLP to the Pass Christian Public School District prior to commencement of the term of this agreement. To the fullest extent allowed by law under the Mississippi Tort Claims Act, Mississippi Workers Compensation Act and other applicable laws, and the City's participation in the Mississippi Municipal Liability Plan, the City shall be responsible for any and all claims, actions damages, liability and expense in connection with loss of life, personal injury and/or damage to property arising from or out of any occurrence associated with or in connection with this Agreement, occasioned wholly or in part by any act or omission of the City.
7. District Property. City will be responsible for the proper custody and care of any District-owned property furnished for City's use in connection with the performance of this Contract. City will reimburse the District for any loss or damage to any of the District's real or personal property arising out of or resulting from City's performance of or failure to perform this Contract.
8. Termination. The District may, in its sole discretion, terminate this Contract at any time without cause, by providing written notice to City. The District shall give written notice of the termination to City s-advising

when the termination becomes effective. City shall incur no further obligations in connection with the terminated work and on the date set forth in the notice of termination and the City will stop work to the extent specified. City agrees to complete the work until the notice of termination takes effect and may incur obligations as are necessary to do so.

9. Notices. All notices required or permitted to be given under this Agreement must be in writing and personally delivered or sent by certified United States mail, postage prepaid, return receipt requested, to the party to whom the notice should be given at the address set forth below. Notice shall be deemed given when actually received or when refused. The parties agree to promptly notify each other in writing of any change of address.

To the District:           PASS CHRISTIAN SCHOOL DISTRICT  
Attn: Ms. Beth John, Superintendent  
6457 Kiln-Delisle Road  
Pass Christian, MS 39571  
Phone: 228-255-6200  
Fax: 228-255-6222

To the Contractor:       City of Pass Christian  
Attn: Tim Hendricks, Police Chief  
P.O. Box 368  
Pass Christian, MS 39571-0695  
Phone: 228-452-3301

10. Applicable Law. The Agreement shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of laws, provisions, and any litigation with respect thereto shall be brought in the courts of the State. City shall comply with applicable federal, state, and local laws and regulations.
11. Compliance with Laws. City and District both understand that the City and District are equal opportunity employers and therefore maintain a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other consideration made unlawful by federal, State, or local laws. All such discrimination is unlawful and the City agrees during the term of the Contract that the Contractor will strictly adhere to this policy in its provision of services. City shall comply with, and all activities under this Agreement shall be subject to, all applicable federal, State of Mississippi, and local laws and regulations, as now existing and as may be amended or modified.
12. Assignment and Subcontracting. City may not assign, transfer or delegate any or all of its rights or obligations under this Agreement without the prior consent of the District. No assignment shall relieve the assigning party of any of its obligations hereunder. Any attempted assignment, transfer or other conveyance of the foregoing shall be null and void.
13. Waiver. No delay or omission by either party to this Agreement in exercising any right, power, or remedy hereunder or otherwise afforded by contract, at law, or in equity shall constitute an acquiescence therein, impair any other right, power or remedy hereunder or otherwise afforded by any means, or operate as a waiver of such right, power, or remedy. No waiver by either party to this Agreement shall be valid unless

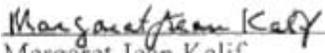
set forth in writing by the party making said waiver. No waiver of or modification to any term or condition of this Agreement will void, waive, or change any other term or condition. No waiver by one party to this Agreement of a default by the other party will imply, be construed as or require waiver of future or other defaults.

14. Headings. The headings in this Agreement are for reference only and shall not affect the interpretation of this Agreement.
15. Entire Agreement. This Agreement, together with any and all attachments and any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties to this Agreement with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings and agreements, both written and oral, with respect to such subject matter.
16. Amendments. This Agreement may only be amended, modified or supplemented by an agreement in writing signed by each party hereto.

In witness whereof, the parties hereto have affixed, on duplicate originals, their signatures on the date indicated below, after first being authorized so to do.

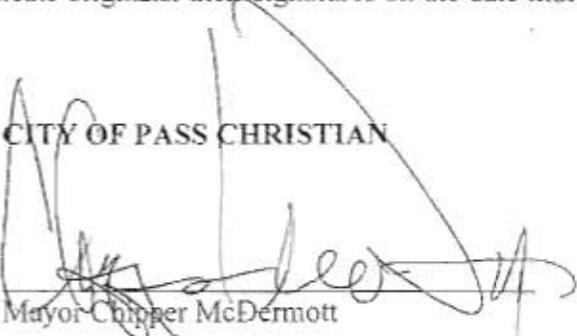
PASS CHRISTIAN PUBLIC SCHOOL  
DISTRICT

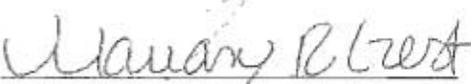
  
\_\_\_\_\_  
Beth John  
Superintendent of Schools

  
\_\_\_\_\_  
Margaret Jean Kalif  
President, Board of Directors

Date: 1.13.2016

CITY OF PASS CHRISTIAN

  
\_\_\_\_\_  
Mayor Chipper McDermott

Attest:   
\_\_\_\_\_  
City Clerk

  
\_\_\_\_\_  
Police Chief Tim Hendricks

Date: 12-15-2015



Mark C. McConnell  
Deputy Executive Director/  
Chief Engineer

Lisa M. Hancock  
Deputy Executive Director/  
Administration



Melinda L. McGrath  
Executive Director

A-7  
6-21-16  
Tom King  
Southern District Commissioner

Kelly R. Castleberry  
District 6 Engineer

Albert L. White  
District 7 Engineer

---

P. O. Box 551 | Hattiesburg, MS 39403-0551 | Telephone (601) 544-6511 | FAX (601) 544-0227 | GoMDOT.com

---

16499-B Highway 49, Saucier, Mississippi 39574-9740

June 8, 2016

Honorable Leo "Chipper" McDermott  
Mayor  
City of Pass Christian  
PO Drawer 368  
Pass Christian, MS 39571

RE: Memorandum of Understanding, MOU  
North Street Sidewalk Project - STP-9362-00(001)LPA / 107343

Dear Mayor McDermott,

---

Attached are the duplicate copies of the Memorandum of Understanding, MOU, for the above referenced project for your review and processing. Please execute the MOU in duplicate and return with governing council or board minutes signifying approval. Please mail to:

Mississippi Department of Transportation  
Attn: David Seyfarth  
16499-B Highway 49  
Saucier, MS 39574-9740

In accordance with the MOU, please remember to include the MDOT in any public relations activities or press release for this project. The MDOT public relations liaison for District VI is Layla Essary, telephone number 601-466-1881. Should you need additional information, contact my office at 228-832-0682.

Sincerely,

David H. Seyfarth, PE/PS  
Special Projects Engineer

cc: Project File 16-10 w/ attachments

Memorandum of Understanding

STP-9362-00(001)LPA / 107343/701000  
North Street Sidewalk  
Pass Christian, MS

This Agreement is made between the Mississippi Transportation Commission, a body Corporate of the State of Mississippi (hereinafter referred to as the "COMMISSION"), acting by and through the duly authorized Executive Director of the Mississippi Department of Transportation ("MDOT") and City of Pass Christian (hereinafter referred to as the "LPA"), for the purpose of establishing the conditions under which the LPA may utilize STP-TMA Funds and to specify acts required to complete the proposed project as described below, effective as of the date of the last execution by the Commission.

**WHEREAS**, the LPA has announced its intentions to place sidewalk along North Street; (hereinafter referred to as the "PROJECT"); and

**WHEREAS**, it is anticipated that approximately \$452,800 in federal funds (80% federal match and 20% local match) are available for the construction of the PROJECT, and the above mentioned federal funds will expire if they are not obligated on or before \_N/A\_. The above funds are subject to normal reductions and obligational limitations; and

**WHEREAS**, the LPA will be responsible for all PROJECT cost over and above the maximum amount of Federal Funds allocated to the PROJECT by the COMMISSION, and the MDOT requires the LPA to provide the local share (local match) previously stated; and

**WHEREAS**, the COMMISSION is hereby consenting to allow the LPA to manage the PROJECT under the terms and provisions of this Memorandum of Understanding; and

**WHEREAS**, the COMMISSION and the LPA desire to set forth more fully the understanding of the parties with respect to the process by which this will be accomplished, and this document supersedes all other agreements related to the above-described PROJECT unless herein specified.

**NOW, THEREFORE**, for and in consideration of the premises and agreements of the parties as hereinafter contained, the LPA and the COMMISSION enter into this Memorandum of Understanding for these and any future federal funds that may be allocated to this PROJECT, and agree and covenant as follows:

**ARTICLE I. DUTIES AND RESPONSIBILITIES**

A. The LPA, which is hereby designated as the Local Sponsor for the purposes herein, hereby contracts, covenants and binds itself to the following responsibilities, duties, terms and conditions:

1. The LPA shall immediately designate a full time employee of the LPA as the

Project Director, who will serve as the person of responsible charge for the PROJECT and will coordinate all PROJECT activities with the MDOT District LPA Coordinator.

2. The LPA shall follow the procedures set out in the latest online version of the Project Development Manual (PDM) for Local Public Agencies that are necessary for the PROJECT including, but not limited to, project activation, consultant selection, request and/or develop and follow all necessary permits, environmental process, preliminary design, Right of Way acquisition, advertisement for and selection of a contractor, construction oversight, and project close out.

3. The LPA shall submit to the MDOT four (4) complete sets of "as-built" plans in printed form and the original electronic files in a format that is compatible with Microstation prior to MDOT acceptance. Upon request, MDOT may waive this requirement for selected projects.

4. The LPA shall be responsible for all maintenance and operation of the PROJECT during and after completion so that the federal investment in the PROJECT is preserved. If maintenance is not performed, as appropriate, future federal funds may be withheld for any projects in the jurisdiction of the local agency, or the Commission may seek recovery of project funds through all available legal actions.

5. The LPA shall follow and abide by any and all federal requirements, specifically, but not limited to, the provisions that no retainage shall be withheld from installment payments to the construction contractor.

6. The LPA agrees that if any act of omission or commission on the part of the LPA causes loss of Federal funding from FHWA or any other source, or any penalty being imposed by the United States of America under the Clean Water Act, 33 U.S.C. § 1251, et seq. or any other provision of law, the LPA will be solely responsible for all additional costs.

7. In compliance with State Law, the LPA shall pay all payments owed to Contractors and Consultants according to the terms of the contract, and in all instances payments shall be made within forty-five (45) days from the day they were due and payable. MDOT reserves the right to withhold Federal reimbursement until adequate proof of payment has been produced by the LPA.

8. The LPA shall be solely responsible for payment of any and all funds required to complete the PROJECT, over and above the available federal aid funds for the PROJECT.

9. All contracts and subcontracts shall include a provision for compliance with Senate Bill 2988 from the 2008 Session of the Mississippi Legislature entitled "The Mississippi Employment Protection Act," as published in the General Laws of 2008 and codified in the Mississippi Code of 1972, as amended (Sections 71-11-1 and 71-11-3), and any rules or regulations promulgated by the COMMISSION, the Department of Employment Security, the State Tax Commission, the Secretary of State, or the Department of Human Services in accordance with the Mississippi Administrative Procedures Law (Section 25-43-1, et seq., Mississippi Code of 1972, as amended) regarding compliance with the Act. Under this Act, the LPA and every sub-recipient or subcontractor shall register with and participate in a federal work authorization program

operated by the United States Department of Homeland Security to electronically verify information of newly hired employees pursuant to the Illegal Immigration Reform and Immigration Responsibility Act of 1996, Public Law 104-208., Division C, Section 403(a); 8 USC, Section 1324a.

10. The LPA will be required to acknowledge MDOT and FHWA in all public relations efforts for a project including press releases; materials for groundbreaking, ribbon cuttings or other public events; and any other public information or media resources by notifying the MDOT Public Affairs Division, 601-359-7074, comments@mdot.ms.gov. At a minimum, the following example sentence should be included:

"This project was funded by the Mississippi Department of Transportation and the Federal Highway Administration."

When appropriate, an invitation should be extended to MDOT Public Affairs for the Transportation Commissioner, MDOT Executive Director or other designee to speak at any official public ceremony for this project.

11. In the event right-of-way acquisition for, or actual construction of, the road for which this preliminary engineering is undertaken is not started by the close of the tenth federal fiscal year following the fiscal year in which this preliminary engineering project is obligated, the LPA may be required to repay to the MDOT the sum or sums of Federal funds reimbursed to the LPA for this preliminary engineering work; and (2) in the event that right-of-way acquisition is started by the close of the tenth federal fiscal year, but construction is not started by the close of the twentieth federal fiscal year following the fiscal year in which this preliminary engineering project is obligated, the LPA may be required to repay to the MDOT the sum or sums of Federal funds reimbursed to the City for this preliminary engineering work and right-of-way acquisition.

12. The LPA will be required to submit to the District LPA Coordinator monthly progress reports through the Notice to Proceed for construction, which shall include, but not be limited to, the work which has been completed that month and the planned work for the upcoming month. The LPA will also provide a project progress schedule which will report project milestones and the target date for the LPA's request for Ad Authority. These project milestones are to be updated once any milestones are missed.

13. The LPA agrees to maintain, and make available to Commission, a sufficient accounting system with proper internal controls and safeguards. The accounting system and its controls should at all times maintain adequate recording and reporting of federal funds received by the LPA. If sufficient internal controls over the LPA's federal funding are not maintained, federal funds may be withheld and future transportation projects will not be considered.

14. The LPA agrees that any planning studies prepared or produced, as part of, or in conjunction with, this project, shall in no way obligate the Commission to any other terms or conditions other than those stated herein.

15. The LPA, being classified as a lower tier participant in federal funding, certifies, by execution of this agreement, that neither it nor those individuals or entities with which it contracts are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal

department or agency.

**B. THE COMMISSION WILL:**

1. Allow the LPA to design and construct the proposed transportation improvements provided that the design meets with MTC and FHWA approval and that all costs of the improvements that are not covered by federal funds are borne by the LPA.
2. Enter into cooperative agreements or permits necessary to allow the LPA access to the property of the COMMISSION for the purposes of constructing the proposed transportation improvements.
3. Work with the LPA, through the District LPA Coordinator, during the various phases of the work with the goal of producing a project that will be acceptable to the COMMISSION upon completion.
4. Review all submittals in a timely manner, in accordance with the PDM, to allow the project to progress in an orderly fashion.
5. During the progress of the PROJECT, assist the LPA in obtaining reimbursements of federal funding for any phase that is eligible for reimbursement. All costs associated with this process, and any other involvement by the MDOT staff in this PROJECT, may be charged as a project cost.
6. Submit all documents to the Federal Highway Administration (FHWA) when required or requested by the FHWA.

**ARTICLE II. GENERAL PROVISIONS**

A. Should the LPA fail to complete the construction of the proposed transportation improvements as contemplated by this agreement after construction is commenced, the LPA agrees that it will bear all costs of completion over and above the funds supplied by the FHWA through MDOT. The COMMISSION shall have the right to audit all accounts associated with the PROJECT, and should there be any overpayment by the COMMISSION to the LPA, the LPA agrees to refund any such overpayment within 30 days of written notification. Should the LPA fail to reimburse the COMMISSION, the COMMISSION shall have the right to offset the amount due from any other funds in its possession that are due the LPA on this or any other project, current or future.

B. This Memorandum of Understanding shall be subject to termination at any time upon thirty (30) days written notice by either party. Such notice shall not, however, cancel any contract made in reliance upon this agreement and underway at the time of termination. Any contract underway shall be allowed to conclude under its own terms. The LPA agrees to bear complete and total legal and financial responsibility for any such agreement. Additionally, funds may be suspended/terminated under the provisions of Section F.

C. It is understood that this is a Memorandum of Understanding and that more specific requirements for the conduct of the design of the transportation improvement project are contained in the Federal Statutes, the Code of Federal Regulations, the Mississippi Code, and the Standard Operating Procedures for MDOT, and other related

regulatory authorities. The LPA agrees that it will abide by all such applicable authority.

D. Should the LPA miss the obligation deadline set in this MOU, MDOT reserves the right to obligate funds for the project as obligation authority becomes available, and may not authorize the obligation of those funds until after the obligation of other projects that are set to meet their individual deadlines

E. The Executive Director of MDOT may withhold federal funds for the PROJECT for any of the following reasons:

1. Failure to proceed with the work when so instructed by the MDOT or to adhere to the requirements of the contract.
2. Failure to perform the work with sufficient workmen, equipment and materials to assure completion within contract time.
3. Performing unacceptable work, or neglecting or refusing to remove materials or to perform any such work as may be rejected as unacceptable.
4. Discontinuing the prosecution of the work.
5. Failure to comply with all federal, state and local laws, ordinances, regulations, permits, and all orders and decrees of bodies or tribunal's having jurisdiction or authority which affect those engaged or employed on the work or affect the conduct of the work.
6. Becoming insolvent, being declared bankrupt or committing any act of bankruptcy or insolvency.
7. Allowing a final judgment to stand unsatisfied.
8. Making an assignment for the benefit of creditors.
9. Failure to deal with all storm water issues as defined in the permit and/or PDM.
10. Failure to properly maintain any project that uses federal funds may cause future federal funds to be withheld for any projects in the jurisdiction of the local agency.
11. Failure for any other cause whatsoever to carry on the work in an acceptable manner.

F. It is understood that obligation authority is uncertain and should MDOT or the MPO exceed its obligation authority for the year, the LPA understands that it be may be required to move the project to another fiscal year for the funds to be obligated.

Before federal Funds are terminated, the LPA will be notified in writing by the Executive Director of the conditions which make termination of funds imminent. If no effective effort has been made by the LPA, its agents, employees, contractors or

subcontractors, to correct the conditions of which complaint is made, within fifteen (15) calendar days after notice is given, the Executive Director may declare the Federal Funds suspended for the PROJECT and notify the LPA accordingly. The LPA will then have forty-five (45) days in which to correct all conditions of which complaint is made. If all conditions are not corrected within forty-five (45) days, the Executive Director may declare the federal funds for the PROJECT terminated and notify the LPA accordingly. If all conditions are corrected, within the forty-five (45) day period, the LPA will be reimbursed under the terms of this agreement, for all work satisfactorily completed during the forty-five days period.

G. In the event that circumstances call for MDOT to expend staff time and other resources to address issues on the PROJECT, then MDOT time may be charged to the PROJECT. Assessing charges to a project is within the sole discretion of MDOT. Any charges made will impact the amount of funds available to reimburse the LPA, and therefore the LPA's contribution to the PROJECT may increase.

### ARTICLE III. NOTICE & DESIGNATED AGENTS

A. For purposes of implementing this section and all other sections of this Agreement with regard to notice, the following individuals are herewith designated as agents for the respective parties unless otherwise indentured in the addenda hereto:

For Contractual Administrative Matters:

COMMISSION:  
Executive Director  
MDOT  
P.O. Box 1850  
Jackson, MS 39215-1850  
Phone: (601) 359-7002  
Fax: (601) 359-7110

LPA:  
Leo "Chipper" McDermott, Mayor  
City of Pass Christian  
PO Drawer 368  
Pass Christian, MS 39571  
Phone: (228) 452-3310  
Fax: (228) 452-5435

For Technical Matters:

COMMISSION:  
District LPA Coordinator – District 6  
David H. Seyfarth, PE, PS  
16499-B Hwy 49  
Saucier, MS 39571  
Phone: (228) 832-0682  
Fax: (228) 832-0681

LPA:  
Director of Public Works  
Russell Holliman  
PO Drawer 368  
Pass Christian, MS 39571  
Phone: (228) 452-3310  
Fax: (228) 452-5435

B. All notices given hereunder shall be by U.S. Certified Mail, return receipt requested, or by facsimile and shall be effective only upon receipt by the addressee at the above addresses or telephone numbers.

### ARTICLE IV. RELATIONSHIP OF THE PARTIES

A. The relationship of the LPA to the COMMISSION is that of an independent

contractor, and said LPA, in accordance with its status as an independent contractor, covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of the COMMISSION by reason hereof. The LPA will not by reason hereof, make any claim, demand or application or for any right or privilege applicable to an officer or employee of the COMMISSION, including but not limited to workers' compensation coverage, unemployment insurance benefits, social security coverage, retirement membership or credit, or any form of tax withholding whatsoever.

B. The COMMISSION executes all directives and orders through the MDOT. The LPA executes all directives and orders pursuant to applicable law, policies, procedures and regulations. All notices, communications, and correspondence between the COMMISSION and the LPA shall be directed to the designated agent shown above in Article III.

#### ARTICLE V. RESPONSIBILITIES FOR CLAIMS AND LIABILITY

To the extent permitted by law, the Commission and the LPA agree that neither party nor their agents, employees, contractors or subcontractors, will be held liable for any claim, loss, damage, cost, charge or expenditure arising out of any negligent act, actions, neglect or omission caused solely by the other party, its agents, employees, contractors or subcontractors.

#### ARTICLE VI. MISCELLANEOUS

No modification of this Memorandum of Understanding shall be binding unless such modification shall be in writing and signed by all parties. If any provision of this Memorandum of Understanding shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Memorandum of Understanding is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

**THE REST OF THIS PAGE LEFT INTENTIONALLY BLANK**

ARTICLE VII. AUTHORITY TO CONTRACT

Both parties hereto represent that they have authority to enter into this Memorandum of Understanding.

This Agreement may be executed in one or more counterparts (facsimile transmission, email or otherwise), each of which shall be an original Agreement, and all of which shall together constitute but one Agreement.

So agreed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

City of Pass Christian

\_\_\_\_\_  
Leo "Chipper" McDermott, Mayor

Attested:

\_\_\_\_\_  
(Appropriate clerk etc)

So agreed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

MISSISSIPPI TRANSPORTATION COMMISSION  
By and through the duly authorized  
Executive Director

\_\_\_\_\_  
Melinda L. McGrath, PE  
Executive Director  
Mississippi Department of Transportation

Book \_\_\_\_\_, Page \_\_\_\_\_.

PD-1

6-21-16

Warrant Application Refund Request

The applicant, Jane Hardin, has withdrawn her application and is requesting that the \$100 Application Fee be refunded.

6/15/16  
Simon

CITY OF PASS CHRISTIAN, MS

-----  
DATE : 5/2/2016 9:08 AM  
OPER : Amelia  
TKBY : amelia perdomo  
TERM : 40  
REC# : 00115253  
-----

PLANNING/ZONE PLANNING/ZONING FEES100.00  
Jane Hardin -- 210 W. 2nd St. -- App for

Paid By:Jane Hardin -- 210 W. 2nd St. --  
CHECK 100.00 REF:2112

-----  
APPLIED 100.00  
TENDERED 100.00  
-----  
CHANGE 0.00  
-----

RECEIVED MAY 02 2018

For Staff Use Only	
Check number:	210
Receipt number:	
Reviewed by:	

**APPLICATION  
FOR *Warrant*  
PLANNING COMMISSION  
APPROVAL**

For Staff Use Only	
Case File #:	
Date Received:	
Zoning:	

**CITY OF PASS CHRISTIAN**

I. TYPE OF CASE: Planning Commission Approval under SmartCode

II. PARCEL NUMBER: \_\_\_\_\_  
(Parcel Number available from Harrison County Tax Assessor at 220-865-4044)

III. COMMUNITY PLAN AND TRANSECT ZONE: \_\_\_\_\_

IV. LOCATION OF PROPERTY INVOLVED: in the 200 block of  
West Second St., one lot from Hiezone Ave. (West)  
 ADDRESS OF PROPERTY INVOLVED: 210 West Second St.  
 NEAREST CROSS STREETS: Hiezone Ave.

V. GENERAL DESCRIPTION OF REQUEST: Indicate code section delineating requirement for approval.  
 (Attach additional sheets as necessary.)  
To open an ART Gallery with local paintings  
for sale.

VI. OWNERSHIP AND CERTIFICATION:

*I hereby certify that I have read and understand this application, and that all information and attachments are true and correct. I further certify that I agree to comply with all applicable city codes, ordinances and state laws, and that I am the owner of the property involved in this request or authorized to act as the owner's agent for herein described request.*

<u>Jane Hardin</u>	AGENT OF OWNER(S) (PRINT)	<u>Jane Hardin</u>	SIGNATURE OF OWNER
<u>P.O. Box 853</u>	AGENT'S MAILING ADDRESS		SIGNATURE OF AGENT (IF APPLICABLE)
<u>Pass Christian MS 39571</u>			
<u>918 237 2000</u>			

If the property or properties listed above have more than one owner, please check this box.

In the case of multiple owners, please include names and contact information for all owners. Each property owner will need to sign the application. We can only accept applications with original signatures.

For multiple owners, please select one person to act as the Spokesperson and Agent for the Applicants.

- REQUIRED ATTACHMENTS:**
- A. SUPPLEMENTAL APPLICATION
  - B. LIST OF ADJACENT PROPERTY OWNERS (The Planning Department will complete this upon request.)
  - C. SITE PLAN (Include distances/dimensions, buildings, property lines, and streets, etc.)

PD-2  
6.21.16

Re-Subdivision Application #PD-20-2016

---

Consider the City Planner's recommendation to approve a Re-Subdivision at 105 Poinsetta Loop, Tax Parcels #0213A-01-039.000 & #0213A-01-012000. The property owner, Grant Valdes, proposes combining the two lots. Application and supporting documents are attached.

6/15/16  
[Signature]

105 Poinsetta Loop



Harrison County GIS Department

- 1 - 105 Poinsetta Loop # 0213A-01-039,000
- 2 - 0 Red Bud Way # 0213A-01-012,000



**HARRISON COUNTY, MISSISSIPPI**

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP. TAL FLURRY, TAX ASSESSOR.

MAP DATE: June 15, 2016



2015 Landroll Information

VALDES GRANT  
105 POINSETTIA LOOP PASS CHRISTIAN, MS 39571

Physical Street Address:  
105 POINSETTIA LOOP

Parcel #:	PPIN	Tax District	Homestead Exp.	Judicial Dist.
0213A-01-039.000	73114	3P	Regular	1
Supervisor District:		Subdivision:		
3		TIMBER RIDGE SHORES UNIT NO 1-A		

Exemption Code  
Non-Exempt

Section	Township	Range
27	08	13

Instrument Number(s)  
2014-0010299-D-J1, 1491/0537, 1397/0033, 0904/0003

Acres	Land Value	Improvements	Total Value	Assessed Value
0	5750	163900	169650	16965

Legal Description  
LOT 18 SQUARE 22 TIMBER RIDGE SHORES UNIT 1A

There are 2 building description records attached to this parcel.

Building 1 (Primary)

Year Built:	0
Base Square Feet:	2232
Second Floor Area:	0

Building 2

Year Built:	0
Base Square Feet:	192
Second Floor Area:	0

[Click Here To Print](#) | [Close Window](#)

2015 Landroll Information

VALDES GRANT  
105 POINSETTIA LOOP PASS CHRISTIAN, MS 39571

Physical Street Address:  
0 RED BUD WAY

Parcel #:	PPIN	Tax District	Homestead Exp.	Judicial Dist.
0213A-01-012.000	73115	3P	Regular	1

Supervisor District:	Subdivision:
3	TIMBER RIDGE SHORES UNIT NO 1-A

Exemption Code  
Non-Exempt

Section	Township	Range
27	08	13

Instrument Number(s)  
2014-0010300-D-J1, 2014-0008203-D-J1, 2014-0006823-D-J1, 2006-0007901-D-J1,  
1397/0030, 1052/0134

Acres	Land Value	Improvements	Total Value	Assessed Value
0	9200	0	9200	920

Legal Description  
LOT 19 SQUARE 22 TIMBER RIDGE SHORES UNIT 1A

There are 0 building description records attached to this parcel.

[Click Here To Print](#) | [Close Window](#)

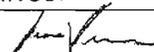
# Application for Re-Subdivision or Infill Plan

City of Pass Christian  
Planning Commission

RECEIVED  
APR 26 2016

PD-20-2016

Name of Subdivision: Timber Ridge	Community Planning Area: West Pass Christian
No. of Lots in Subdivision or Final Plat: 1	Transect Zone: T3R

Applicant's Name: Grant Valdes	
Applicant's Address: 105 Poinsetta Loop Pass Christian, MS 39571	
Applicant's Phone(s): 913-399-1225	
Applicant's Email: cubanm@gmail.com	
Applicant's Signature: 	Date: 4/26/16

Parcel ID #:	Parcel Address: 105 Poinsetta Loop
Name of Property Owner: Grant Valdes	
Property Owner's Mailing Address: 105 Poinsetta Loop Pass Christian, MS 39571	

Parcel ID#: 5A13A-01-012.000	Parcel Address:
Name of Property Owner: Grant Valdes	
Property Owner's Address: 105 Poinsetta Loop Pass Christian, MS 39571	

Engineer/Surveyor:
--------------------

Legal Description of Property:	
As recorded at the Harrison County Courthouse.	
Book Number:	Page Number:
Attach any Restrictive Covenants or Deed Restrictions. <u>GMV</u> (Initial)	

Preliminary Subdivision Plat Approved:	Date:
Construction Plans for Subdivision Approved:	Date:
Water/Sewer-Utilities-Drainage Plans Approved by City Engineer (See attached letter).	
All Required Improvements are in place, inspected and accepted by City Engineer:	Date:

Filing Fee of \$ _____ is payable to City of Pass Christian for processing costs.	
Date: _____	By: _____

PD-3

6-21-16

Re-Subdivision Application #PD-21-2016

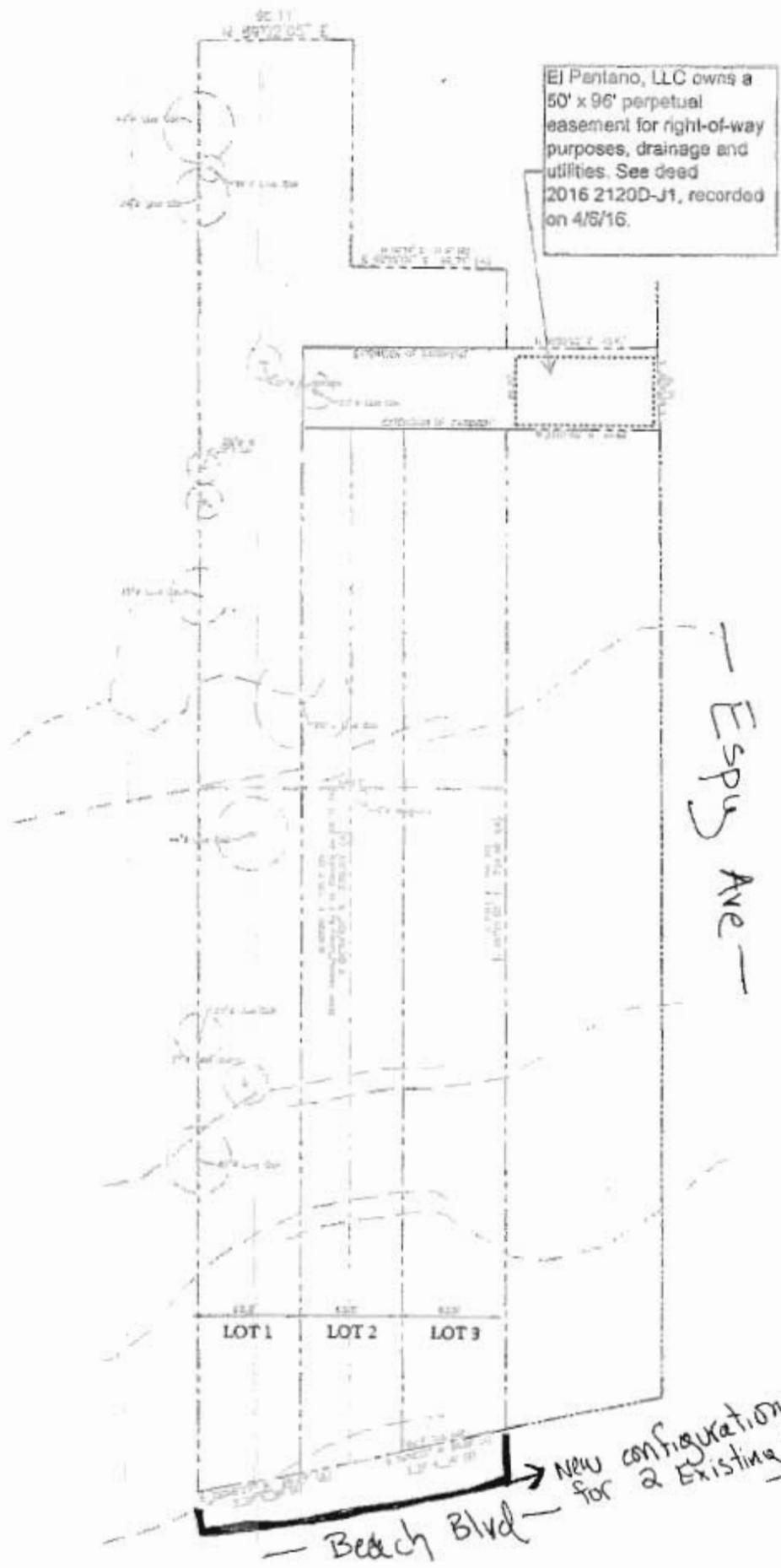
---

Consider the City Planner's recommendation to approve a Re-Subdivision at 1217 & 1219 E Beach Blvd, Tax Parcels #0412P-03-031.000 & #0412P-03-032.000. The property owner, George Rimmer Covington, Sr. for El Pantano, LLC, proposes reconfiguring two lots into three. Application and supporting documents are attached.

6/15/16  
SSimon



1217+1219 E Beach Blvd - Proposed



EL PANTANO, LLC  
RESOLUTION

I HEREBY CERTIFY that the following is a true transcript of the minutes of a Special Meeting of the Members of EL PANTANO LLC, a Wyoming Limited Liability Company, of a Resolution duly adopted at a meeting of said Members on the 3rd day of May, 2016, that is still in full force and effect:

"BE IT THEREFORE RESOLVED that the Members of EL PANTANO LLC, a Wyoming Limited Liability Company, appoint, authorize and direct George Rimmer Covington, Sr., as Member and Authorized Representative, to execute and deliver any and all documents and do any other things on behalf of the company necessary and proper or required to manage and conduct business on behalf of the company."

WITNESS OUR SIGNATURES, this the 3rd day of May, 2016.

By:

  
George Rimmer Covington, Sr., Member

1217

1

SCANNED



1st Judicial District  
Instrument 2015 3911 D - 31  
Filed/Recorded 6/11/2015 11:29 A  
Total Fees \$ 12.00  
3 Pages Recorded

Prepared by and after recording return to:  
Michael B. McDermott, MS Bar No. 2379  
Page, Mannino, Peresich & McDermott, P.L.L.C.  
759 Vieux Marche' Mall  
Biloxi, MS 39530  
(228) 374-2100

Return to: *Rumee Corning*  
*2510 14th St*  
*Suite 1010*  
*APT 40 39501*  
*228-861-0852*



\*TITLE NOT EXAMINED\*

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

WARRANTY DEED

FOR AND IN CONSIDERATION of the sum of Ten and no/100 Dollars (\$10.00), cash in hand paid, and other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, the undersigned, on behalf of,

QUARTERS, LLC  
A Wyoming Limited Liability Company  
1410 25<sup>th</sup> Avenue  
Gulfport, MS 39501  
(601)951-3981

do hereby sell, convey and warrant unto

EL PANTANO, LLC  
A Wyoming Limited Liability Company  
P.O. Box 661  
Gulfport, MS 39502  
(228)861-0883

the following described real property, together with all improvements thereon, located in Harrison County, Mississippi, more particularly and certainly described as follows:

(SEE EXHIBIT "A" ATTACHED)

INDEXING INSTRUCTIONS: Pass Christian M & B, Section 20, T8S, R12W, Harrison County, 1<sup>st</sup> JD, MS

3.

This conveyance is subject to all restrictions, reservations and easements affecting said property on file and of record in the Office of the Chancery Clerk of Harrison County, Mississippi.

Ad valorem taxes for the year 2015 have been prorated between the parties hereto and the obligation to pay same is assumed by the Grantee herein, who will pay same when due.

WITNESS our signatures on this the 11 day of June, 2015.

QUARTERS, LLC  
A Wyoming Limited Liability Company

  
George Rimmer Covington Jr. Member and  
authorized representative of QUARTERS, LLC

STATE OF MS  
COUNTY OF HARRISON

PERSONALLY APPEARED BEFORE ME, the undersigned authority, a notary public in and for the aforesaid jurisdiction, the within named George Rimmer Covington, Jr. who acknowledged that he is a Member and authorized representative of Quarters, LLC and that in said representative capacity he executed the above and foregoing instrument, after first having been duly authorized by said company so to do.

GIVEN UNDER MY HAND, and official seal of office, this 11<sup>th</sup> day of June, 2015.

My Commission Expires:

Oct. 3, 2015  
(SEAL)

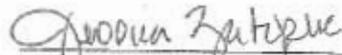
  
NOTARY PUBLIC



EXHIBIT "A"  
LEGAL DESCRIPTION

A certain piece or portion of ground, together with all the buildings and improvements thereon, and all the rights, way privileges, servitudes, appurtenances and advantages thereunto belonging or in anywise appertaining, situated in Harrison County, Mississippi, and having a beginning on the waters edge of the Mississippi Sound or Gulf of Mexico at a point 316 feet West of the East line of Section 20, Township 8 South, Range 12 West (if regularly survey); from said beginning point running North, parallel with said section line, to a point 441 feet South of the South margin of a public street designated as Second Street, which point forms the Southeast Corner of tract of land conveyed by grantors to Spiess; thence Westerly, along the South line of land conveyed to Spiess, a distance of 95 feet, to property belonging to Sebastian; thence South, parallel with said section line, to the waters edge of the Mississippi Sound or Gulf of Mexico; thence Easterly, along said waters edge, to the point of beginning; and being a parcel of land having a frontage South on said waters edge in the width of 96 feet and extending back, in a Northerly direction, to land conveyed to Spiess as aforesaid and being bounded on the North by land belonging to Spiess; on the East by land belonging to Garrett; on the South by said Gulf of Mexico or Mississippi Sound, and on the West by land belonging to Sebastian; together with all improvements thereon and all riparian, littoral and beach rights thereunto pertaining and subject to existing easements for seawall right of way, beach front development, telephone and electric power lines, gas and water mains; and being the identical property acquired by the grantors under deed from Mrs. Edith Tatum dated March 17, 1954, and recorded in the records of Deeds of Harrison County, Mississippi, in Book 379 on Pages 420-421; expecting therefrom tract conveyed to Spiess as aforesaid.

THE CONVEYANCE IS MADE, ACCEPTED AND SUBJECT TO THE FOLLOWING:

All prior recorded oil, gas or mineral rights or reservations, if any, granted reserved or expected by prior owners, and any mineral leases pertaining thereof.

Rights of parties in possession, any deficiency in quantity of land, boundary line disputes, roadways, unrecorded servitudes or easements, any matters not of record, including lack of access, which would be disclosed by an accurate survey and inspection of the property, and easements or other uses of the subject property not visible from the surface.

Encroachments, overlaps, easements, servitudes, rights of way, boundary line disputes and other matters which would be shown on a current survey of the property.

Tax Parcel Number: 0412P-03-031.000

1219

SCANNED



1st Judicial District  
Instrument 2016 2120 Q - J1  
Filed/Recorded 4/6/2016 08:18 A  
Total Fees \$ 12.00  
3 Pages Recorded

Prepared by and after recording return to:  
Michael B. McDermott, Jr. MS Bar No. 104347  
Page, Mannino, Peresich & McDermott, P.L.L.C.  
759 Vieux Marche' Mall  
Biloxi, MS 39530  
(228) 374-2100

\*TITLE NOT EXAMINED\*

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
FIRST JUDICIAL DISTRICT

WARRANTY DEED

FOR AND IN CONSIDERATION of the sum of Ten and no/100 Dollars (\$10.00), cash in hand paid, and other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, the undersigned, on behalf of,

QUARTERS, LLC,  
A Wyoming Limited Liability Company  
1410 25<sup>th</sup> Avenue  
Gulfport, MS 39501  
(601)951-3981

does hereby sell, convey and warrant unto

EL PANTANO, LLC,  
A Wyoming Limited Liability Company  
P.O. Box 661  
Gulfport, MS 39502  
(228)861-0883

the following described real property, together with all improvements thereon, located in the First Judicial District of Harrison County, Mississippi, more particularly and certainly described as follows:

(SEE EXHIBIT "A" ATTACHED)

INDEXING INSTRUCTIONS: Section 20, Township 8 South, Range 12 West, First Judicial District, Harrison County, Mississippi

This conveyance is subject to all restrictions, reservations and easements affecting said property on file and of record in the Office of the Chancery Clerk of the First Judicial District of Harrison County, Mississippi.

Ad valorem taxes for the year 2016 have been prorated between the parties hereto and the obligation to pay same is assumed by the Grantee herein, who will pay same when due.

WITNESS my signature on this the 4<sup>th</sup> day of April, 2016.

QUARTERS, LLC  
A Wyoming Limited Liability Company

By:   
George Rimmer Covington, Jr.,  
Member and Authorized Representative

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

PERSONALLY APPEARED BEFORE ME, the undersigned authority, a notary public in and for the aforesaid jurisdiction, the within named George Rimmer Covington, Jr., who acknowledged that he is a Member and Authorized Representative of Quarters, LLC, a Wyoming Limited Liability Company, and that for and on behalf of said company, he executed and delivered the above and foregoing instrument, after first having been duly authorized so to do.

GIVEN UNDER MY HAND, and official seal of office, this 4<sup>th</sup> day of April, 2016.

My Commission Expires:

10/3/19  
(SEAL)

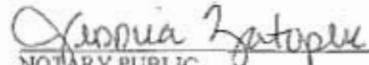
  
NOTARY PUBLIC



EXHIBIT "A"  
LEGAL DESCRIPTION

That certain lot or parcel of land, together with improvements thereon, located in the City of Pass Christian, Harrison County, Mississippi, in Section 20, Township 8 South, Range 12 West, Harrison County, Mississippi, more particularly described as:

Commencing at the intersection of the West margin of Espy Avenue and North margin of U.S. Highway 90 and run South 79 degrees West along said North margin 96 feet to the Point of Beginning; thence continue along said North margin, South 79 degrees West 96 feet; thence run North 0 degrees 26 minutes West 736.3 feet; thence run North 89 degrees 34 minutes East 96.9 feet, thence run South 0 degrees 14 minutes East 718 feet to the point of beginning. All as is shown on the survey of Edward Jermyn, R.L.S. made on July 27, 1977, and revised on August 3, 1977, which survey shall be controlling.

Together with a perpetual easement for right-of-way purposes, drainage and utilities over, across and under the following described property:

A strip fifty (50) feet in width of that certain parcel of property described in Book 683, Page 444 of the Land Deed Records of Harrison County, Mississippi, and being more particularly described as:

The said 50 feet strip running East and West beginning 270 feet South of the Northeast corner; thence in a Westerly direction 96 feet; thence in a Southerly direction 50 feet along the West margin of the property; thence Easterly 96 feet to the West margin of Espy Avenue; thence in a Northerly direction 50 feet to the point of beginning.

The above described property and easement being further described on Survey of J. Michael Cassady, PLS, dated June 22, 2015. This property being the same property described in Warranty Deeds recorded in Book 1146 at Page 480 and in Book 940 at Page 67 in the Chancery Clerk of the First Judicial District of Harrison County, Mississippi.

*re*

# Application for Re-Subdivision or Infill Plan

City of Pass Christian  
Planning Commission

PD-21-2016

<b>Name of Subdivision:</b>	Community Planning Area: <i>East Pass Christian</i>
<b>No. of Lots in Subdivision or Final Plat:</b> 3	<b>Transect Zone:</b> <i>T3R</i>

<b>Applicant's Name:</b> El Pantano, LLC
<b>Applicant's Address:</b> 2510 14th Street, Suite 1010, Gulfport, MS 39501
<b>Applicant's Phone(s):</b> 228-861-0883
<b>Applicant's Email:</b> rimmer@ccellc.us
<b>Applicant's Signature:</b> <i>[Signature]</i> <b>Date:</b> May 3, 2016

<b>Parcel ID #:</b> 0412P-03-031.000	<b>Parcel Address:</b> 1217 E. Beach
<b>Name of Property Owner:</b> El Pantano, LLC	
<b>Property Owner's Mailing Address:</b> 2510 14th Street, Ste 1010, Gulfport, MS 39501	

<b>Parcel ID#:</b> 0412P-03-032.000	<b>Parcel Address:</b> 1219 E. Beach
<b>Name of Property Owner:</b> El Pantano, LLC	
<b>Property Owner's Address:</b> 2510 14th Street, Ste 1010, Gulfport, MS 39501	

<b>Engineer/Surveyor:</b>
---------------------------

<b>Legal Description of Property:</b>
See attached document numbers 2015 3841 D-J1 and 2016 2120 D-J1 for description.
<i>As recorded at the Harrison County Courthouse.</i>
<b>Book Number:</b> _____ <b>Page Number:</b> _____
<b>Attach any Restrictive Covenants or Deed Restrictions.</b> _____ (Initial)

<b>Preliminary Subdivision Plat Approved:</b> _____ <b>Date:</b> _____
<b>Construction Plans for Subdivision Approved:</b> _____ <b>Date:</b> _____
<b>Water/Sewer-Utilities-Drainage Plans Approved by City Engineer (See attached letter).</b>
<b>All Required improvements are in place, inspected and accepted by City Engineer:</b> _____ <b>Date:</b> _____

<b>Filing Fee of \$ 100<sup>00</sup> is payable to City of Pass Christian for processing costs.</b>
<b>Date:</b> <i>6/1/16</i> <b>By:</b> <i>[Signature]</i> <i>receipt # 00118891</i>

PD-4  
6-21-16

Planning Department Application #PD-18-2016

---

Consider the Planning Commission's recommendation to approve Re-Zoning Application PD-18-2016, Diane P Brugger & Kristin K B Frith, 126 W Scenic Drive, Re-Zoning Application from the T4L Zone (Limited Mixed-Use) to the T4+ Zone (Open Mixed-Use). Supporting documentation attached.

*JS/mon*  
6/15/16

# DRAFT

1 City of Pass Christian  
2 Municipal Complex Auditorium  
3 105 Hiern Avenue

---

4  
5 **Planning Commission**  
6 **Meeting Minutes**  
7 **Wednesday, June 1, 2016, 6:00 PM**  
8

9 **CALL TO ORDER**

10 Chairman Tom Phares called the meeting to order at 6:00 PM. In attendance were Commissioners  
11 Margaret Jean Kalif, Michael Lizana, Adam Pace, Rebecca O'Dwyer, Ken Austin and Steve Hunter.  
12 Commissioners Lisea Johnson and Lisa Smith were not in attendance.  
13

14 **ADOPTION OF MINUTES**

15 The first order of business was the adoption of the minutes from the monthly Planning Commission  
16 meeting held on March 16, 2016. A *Motion* by Commissioner Kalif, seconded by Commissioner  
17 O'Dwyer, was made to adopt the minutes. The motion passed unanimously.  
18

19 The second order of business was the adoption of the minutes from the monthly Planning Commission  
20 meeting held on May 18, 2016. A *Motion* by Commissioner Kalif, seconded by Commissioner O'Dwyer,  
21 was made to adopt the minutes. The motion passed unanimously.  
22

23 **NEW BUSINESS**

24 ○ *Open Public Hearing*

25 A *Motion* by Commissioner Austin, seconded by Commissioner Kalif, was made to open the public  
26 hearing. The motion passed unanimously.  
27

- 28 ○ *Application PD-18-2016, Diane P Brugger & Kristin K B Frith, 126 W Scenic Dr, Parcel #0313G-03-*  
29 *013.000, Re-Zoning Application from the T4L Zone (Limited Mixed-Use) to the T4+ Zone (Open Mixed-*  
30 *Use).*  
31

32 Chairman Phares introduced the project.  
33

34 Commissioner Austin recused himself and left the room.  
35

36 The City Planner, Danit Simon, briefed the Planning Commission on the project: The applicant is  
37 requesting to rezone the 84 by 335 foot parcel from the T4L Zone to the T4+ Zone. The parcels to the  
38 east of 126 Scenic are zoned T4+, please review the zoning map in your packet. Both the T4L and T4+  
39 Zones are mixed-use, the major difference between them is that the T4+ zone allows for more uses by  
40 right.  
41

42 Scenic Drive from Heirn to Market is rapidly growing, with the busy Bacchus on the beach, the Blue  
43 Rose, a 12-unit inn to be developed at 116 W Scenic Drive, and an 80-unit Hampton Inn hotel to be  
44 developed at 100 W Scenic Drive. All this development is significantly changing the area from when the  
45 Zoning Map came into affect in 2010. Rezoning 126 Scenic will give the owners more options for its uses  
46 and development, which will compliment the immediate area.  
47

# DRAFT

48 Unfortunately, Pass Christian imports a majority of its goods and services, rezoning the parcel and  
49 expanding the allowable uses will help to grow the neighborhood and positively contribute to the  
50 growth and success of the City as a whole. The application meets the Zoning Regulations, and no  
51 objection letters were submitted. This concludes my report, the applicant was not able to attend  
52 tonight's meeting but I can answer any questions you have.

53  
54 Commissioner Kalif stated that it will be good for the City to rezone all the parcels from Heirn to Market  
55 as T4+, which will encourage additional development in the area and compliment the existing uses and  
56 the uses that are on the immediate horizon. I cannot see a negative outcome in rezoning this parcel.

57  
58 Commissioner Lizana agreed with Commissioner Kalif and added that it is the right location for growth.

59  
60 Chairman Phares stated that a rezoning can be approved if there has either been a mistake in the zoning  
61 map or if a neighborhood has significantly changed. This block has significantly changed, as it used to be  
62 single-family residential, and now it is leaning towards lodging and commercial. And, it is not a sufficient  
63 argument to use the coastal wide changes due to the update flood maps as a "significant change."

64  
65 Commissioner Kalif agreed that the uses on Scenic between Heirn and Market have significantly  
66 changed, especially with City Hall, the Courthouse and Library all on the corner of Heirn.

67  
68 A *Motion* by Commissioner Kalif, seconded by Commissioner O'Dwyer, was made to rezone the parcel to  
69 the T4+ Zone. The motion passed unanimously.

70  
71 Commission Austin returned to the room.

72  
73 ○ *Application PD-14-2016, The Planning & Zoning Department, City of Pass Christian, Planning*  
74 *Commission Approval for Text Amendments to the Pass Christian SmartCode.*

75  
76 Chairman Phares introduced the project. The Commission has already reviewed the 17 Text  
77 Amendments as listed in the Memorandum at previous meetings, so instead of reviewing each item one  
78 at a time, please indicate if you would like to review any item before we vote on the changes  
79 collectively.

80  
81 Simon requested that item #17 be reviewed, and Commissioner Kalif requested that item #2 as related  
82 to the T3E, Estate Zone, be reviewed.

83  
84 Simon explained that item #2 in the packet is to insert the minimum lot size for each zone into the code.  
85 They are not currently listed in the SmartCode, as they are based on a formula for the number of  
86 houses/units you can have per acre, which increases or decreases depending on the zone. The T3E Zone  
87 (estate, residential) has the same minimum lot size as the T3R Zone (single-family, residential), but the  
88 T3E Zone has significantly larger setbacks and a 3,000 square foot minimum house size requirement that  
89 was not taken into account. Based on the average size of lots in the T3E Zone and using the formula  
90 that establishes lot size, I am recommending a minimum lot size of 29,040 square feet for the T3E Zone.

# DRAFT

91 If someone wanted to subdivide a lot in the T3E Zone, each new lot would have to have a minimum of  
92 29,040 square feet to be approved without a Variance.

93 Caroline E. Perron of Hacket Lane thanked the Commission for rectifying the error in the Code.  
94

95 Simon then addressed item #17 that lays out items that are not available for Warrants or Variances. The  
96 Commission previously discussed removing *the requirements of parking locations*, and I am also  
97 recommending that you remove *the required provisions of Alley's and Rear Lanes*. Alley's and rear lanes  
98 remain in the code, but the Commission needs the flexibility to grant Warrants and Variance on them  
99 when appropriate. For example, we reviewed a Warrant request at the last meeting where the rear lane  
100 is technically on the side of the houses, and not to the rear where the code requires it. Allowing the  
101 Commission to issue warrants and variances on alleys and rear lanes is needed to finalize that project,  
102 and in general should be something that this Commission can review on a case by case basis as with  
103 most other elements of the Code.

104

105 The Commissioners understood and agreed.  
106

107 Chairman Phares asked to review the item #13, the definition for Principal Dwelling Unit.  
108

109 Simon explained that the definitions for both Principal Building and Outbuilding has been improved with  
110 much more specific language.

111

112 The Commissioners reviewed the language and agreed on the expanded definition.  
113

114 Commissioner Kalif asked to review item #12 and suggested that a permit be issued in order for the  
115 Code Office to be able to enforce the time frame.

116

117 The Commissioners agreed with the suggestion.  
118

119 A *Motion* by Commissioner Kalif, seconded by Commissioner Lizana, was made to approve the 17  
120 SmartCode text amendments as outlined in the memorandum. The motion passed unanimously.

121

122 ○ Close the Public Hearing

123 A *Motion* by Commissioner Kalif, seconded by Commissioner Lizana, was made to close the public  
124 hearing. The motion passed unanimously.

125

## 126 OLD BUSINESS

127 Commissioner Kalif asked to discuss illegal off-premises business signs, specifically for the sign on by  
128 Wal-Mart for a business on Hayden.

129

130 Commissioner Austin responded that the way-finding signs discussed at the previous meeting that Main  
131 Street is working on at the corner of 2<sup>nd</sup> Street and Davis Avenue could be expanded upon for the area  
132 near Wal-Mart that was rezoned to T4C to promote complimentary businesses.

133

# DRAFT

134 Chairman Phares agreed and added that the signage should be consistent throughout the City with  
135 general categories on 90 for the stores on Hayden Avenue and Wen Mar Drive in the T4C Zone. And the  
136 size of the sign can be increased to accommodate the faster vehicular speeds along the highway.  
137

138 **OTHER BUSINESS/PUBLIC COMMENT**

139

140 **ADJOURN**

141 A *Motion* by Commissioner Austin, seconded by Commissioner Lizana, was made to adjourn the meeting  
142 at 6:30P.M. The motion passed unanimously.

City of Pass Christian

## Agenda Memorandum

To: Planning Commission

From: Danit Simon, City Planner

Date of Meeting: June 1, 2016

Project Number: PD-18-2016

Project Description: Re-Zoning Application from the T4L Zone (Limited Mixed-Use) to the T4+ Zone (Open Mixed-Use).

---

**Applicant:** Diane P Brugger & Kristin K B Frith

**Project Address:** 126 W Scenic Drive

**Parcel ID:** 0313G-03-013.000

**Zone:** T4L Zone (Limited Mixed-Use)

**Project Description:** The applicant is requesting to rezone the 84 by 335 foot parcel from the T4L Zone to the T4+ Zone. The parcels to the east of 126 W Scenic Drive are zoned T4+ along Scenic Drive, please review the attached Zoning Map. Both the T4L and T4+ Zones are mixed-use zones; the major difference between the zones is that the T4+ allows for more uses by right.

### Zoning Regulations:

- **Mississippi Code of 1972:**
  - **17-1-17, Note 3:** Before zoning board reclassifies property from one zone to another, there must be proof either that there was (1) a mistake in original zoning or that (2) character of neighborhood is changed to such an extent as to justify reclassification, and that there was a public need for rezoning.
  - **17-1-15, Note 4:** Board of supervisors is required to consider not only objectors' interest and landowner's right to use land, in making zoning restrictions, but common good of community and general welfare of all citizens.
- **Standards for Planning Commission Approval:**
  - a. *That the proposed use or development of the land will not materially endanger the public health and safety;*
  - b. *That the proposed use is reasonably necessary for the public health or general welfare, such as by enhancing the successful operation of the surrounding area in its basic community functions of by providing an essential service to the community of the region;*
  - c. *That the proposed use or development of the land will not substantially injure the value of adjoining or abutting property;*
  - d. *That the proposed use or development of the land will be in harmony with the scale, bulk, coverage, density, and character of the area or neighborhood in which it is located;*
  - e. *That the proposed use or development of the land will generally conform with the Comprehensive Plan and other official plans adopted by the City;*
  - f. *That the proposed use is appropriately located with respect to transportation facilities, water supply, fire and police protection, waste disposal and similar facilities;*
  - g. *That the proposed use will not cause undue traffic congestion or create a traffic hazard.*

**Planning Office Opinion:** The applicant is requesting to rezone the property in order to allow for additional uses by right on the parcel. Scenic Drive from Heirn Avenue to Market Street is rapidly growing, with a successful restaurant, Bacchus on the Beach located at 111 W Scenic Drive; the Blue Rose catering venue located at 120 W Scenic Drive; a 12-unit inn to be developed at 116 W Scenic Drive;

and an 80-unit Hampton Inn Hotel to be developed at 100 W Scenic Drive. The development is significantly changing the area from when the Zoning Map came into affect in 2010. Rezoning 126 W Scenic Drive will give the owners more options for its use and development, which will better compliment the immediate area. Unfortunately, Pass Christian imports a majority of its goods and services. Rezoning the parcel and expanding the allowable uses will help to grow the neighborhood and positively contribute to the growth and success of the City as a whole.

The request meets the above listed Zoning Regulations and the City Planner recommends approval of the request to rezone 126 W Scenic Drive from the T4L Zone to the T4+ Zone.

**Attach:**

Aerial Map

Zoning Map

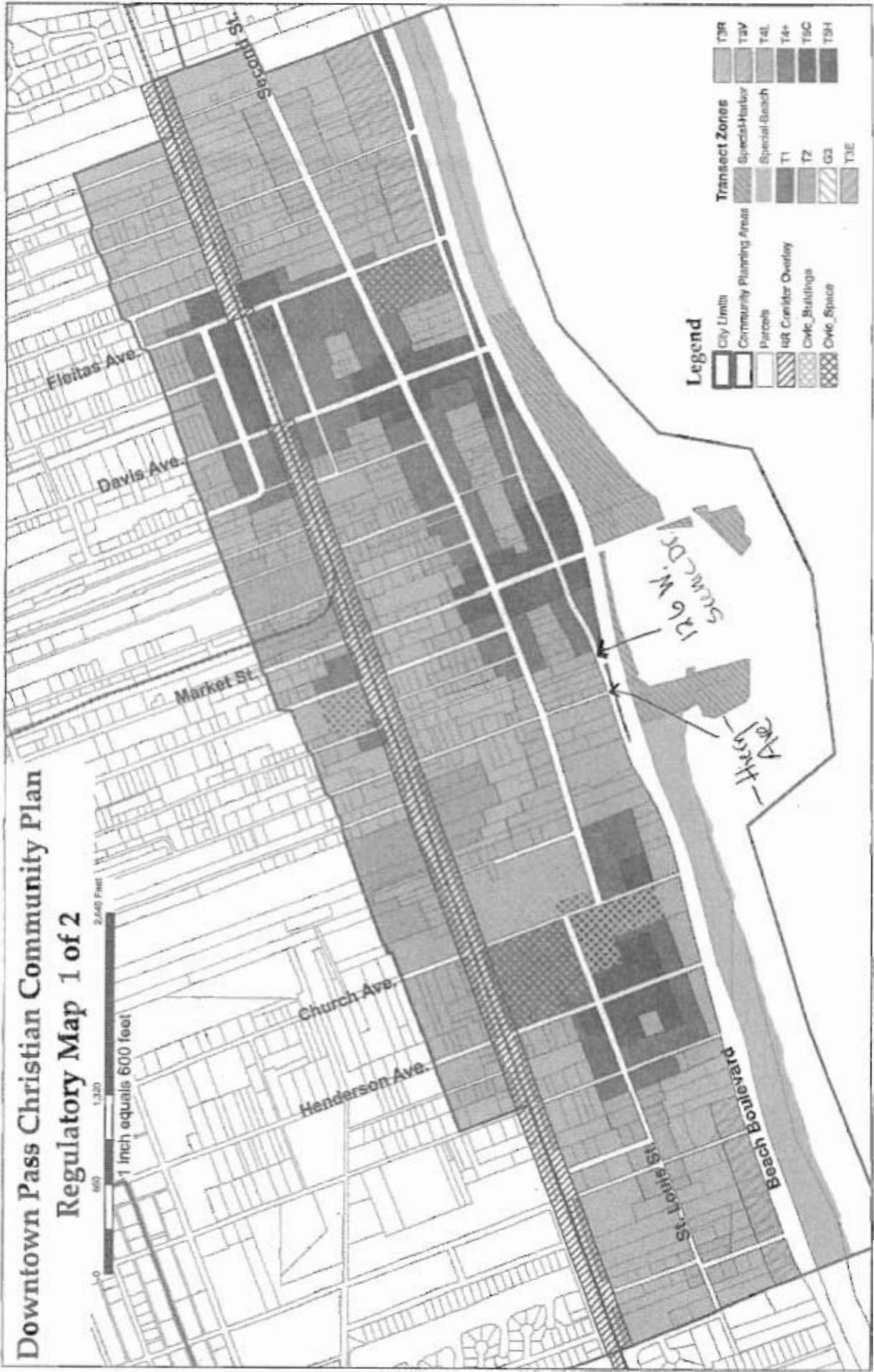
Use Table

Application & Applicant's Letter

Public Notice Memo



# Downtown Pass Christian Community Plan Regulatory Map 1 of 2



## Legend

- City Limits
  - Community Planning Areas
  - Parcels
  - QR Corridor Overlay
  - Civic Buildings
  - Civic Space
- 
- Transsect Zones
  - Special Harbor
  - Special Beach
  - T1
  - T2
  - G3
  - T3E
- 
- T3R
  - T3V
  - T4L
  - T4+
  - T5C
  - T5H

Table 10: Specific Function. This table delegates specific Functions within the Transect Zones and makes specific functions available for incorporation into Special Districts, and it should be used in conjunction with Table 11. Zone T3V Building Functions are identical to those of T3E except that Multi-Family Estate is permitted by right.

	T1	T2	T3E	T3R	T4L	T4+	T4C	T5	S0
<b>a. Residential</b>									
Apartment Building	X	X	X	X	0	0	0	0	X
Row House	X	X	X	X	0	0	0	0	X
Duplex House	X	X	X	X	0	0	0	0	X
Eldercare House	X	X	X	0	0	0	0	0	X
Cottage Court	X	X	X	0	0	0	0	X	X
Single-Family House	X	0	0	0	0	0	0	0	X
Estate House	X	0	0	X	X	X	X	X	X
Multi-Family Estate	X	X	X	X	X	X	X	X	X
Accessory Units	X	0	0	0	0	0	0	0	X
Manufactured House	X	X	X	X	X	X	X	X	0
Temporary Tent	X	X	X	X	X	X	X	X	X
Live-Work Unit	X	0	0	0	0	0	0	0	0
<b>b. Lodging</b>									
Hotel (no room limit)	X	X	X	X	X	X	0	0	0
Inn (up to 12 rooms)	X	0	X	X	0	0	0	0	X
Bed & Breakfast (up to 5 rooms)	X	0	X	0	0	0	0	0	X
S.R.O. Hostel	X	X	X	X	X	X	0	X	0
School Dormitory	X	X	X	X	0	0	0	0	0
<b>c. Office</b>									
Office Building	X	X	X	X	X	0	0	0	0
Suite in Building	X	0	X	X	0	0	0	0	0
Work-Life Unit	X	X	0	0	0	0	0	0	0
<b>d. Retail</b>									
Open-Market Building	X	0	X	X	0	0	0	0	0
Retail Building	X	X	X	X	X	0	0	0	0
Display Gallery	X	X	X	X	0	0	0	0	0
Restaurant	X	X	X	X	0	0	0	0	0
Kiosk	X	X	X	X	0	0	0	0	0
Nightclub	X	X	X	X	X	X	X	0	0
Pawn Shop	X	X	X	X	X	X	X	X	0
Adult Entertainment	X	X	X	X	X	X	X	X	0
<b>e. Civic</b>									
Bus Shelter	X	X	0	0	0	0	0	0	0
Convention Center	X	X	X	X	X	X	0	X	0
Conference Center	X	X	X	X	X	X	0	0	0
Library or Museum	X	X	X	X	0	0	0	0	0
Live Theater	X	X	X	X	0	0	0	0	0
Movie Theater	X	X	X	X	X	X	0	0	0
Outdoor Auditorium	X	0	X	X	X	X	0	0	0
Parking Structure	X	X	X	X	X	0	0	0	0
Passenger Terminal	X	X	X	X	X	0	0	0	0
Sports Stadium	X	X	X	X	X	X	X	X	0
Surface Parking Lot	X	0	0	X	0	0	0	0	0
Religious Assembly	X	X	X	X	0	0	0	0	0

	T1	T2	T3E	T3R	T4L	T4+	T4C	T5	S0
<b>f. Other: Agriculture</b>									
Grain Storage	X	0	X	X	X	X	X	X	0
Livestock Pen	0	0	X	X	X	X	X	X	0
Greenhouse	0	0	0	0	X	X	X	X	0
Stable	0	0	0	0	X	X	X	X	0
Fennel	0	0	0	0	0	0	X	0	0
<b>g. Other: Automotive</b>									
Gasoline	X	0	X	X	X	0	0	0	0
Automobile Service	X	X	X	X	X	0	0	0	0
Truck Maintenance	X	X	X	X	X	0	0	0	0
Drive-Through Facility	X	X	X	X	X	0	0	0	0
Rest Stop	0	0	X	X	X	X	X	X	0
Roadside Stand	0	0	X	X	X	X	X	X	0
Billboard	X	X	X	X	X	X	X	X	0
Shopping Center	X	X	X	X	X	X	0	X	0
Shopping Mall	X	X	X	X	X	X	0	X	0
<b>h. Other: Civil Support</b>									
Fire Station	X	X	0	0	0	0	0	0	0
Police Station	X	X	X	X	0	0	0	0	0
Cemetery	X	0	0	0	0	X	X	X	0
Funeral Home	X	X	X	X	0	0	0	0	0
Hospital	X	X	X	X	X	X	X	0	0
Medical Clinic	X	X	X	X	0	0	0	0	0
<b>i. Other: Education</b>									
College	X	X	X	X	X	0	0	0	0
High School	X	X	X	X	0	0	0	0	0
Trade School	X	X	X	X	X	0	0	0	0
Elementary School	X	X	X	0	0	0	0	0	0
Other-Childcare Center	X	0	X	0	0	0	0	0	0
<b>j. Other: Industrial</b>									
Heavy Industrial Facility	X	X	X	X	X	X	X	X	0
Light Industrial Facility	X	X	X	X	X	X	X	0	0
Truck Depot	X	X	X	X	X	X	X	X	0
Laboratory Facility	X	X	X	X	X	X	X	0	0
Water Supply Facility	X	X	X	0	0	0	X	X	0
Sewer and Waste Facility	X	X	X	0	0	0	X	X	0
Electric Substation	0	0	0	0	0	0	X	0	0
Antenna Tower	0	0	X	X	X	X	X	0	0
Cremation Facility	X	X	X	X	X	X	X	X	0
Warehouse	X	X	X	X	X	X	X	0	0
Produce Storage	X	X	X	X	X	X	X	X	0
Mini-Storage	X	X	X	X	X	X	X	X	0

0 - By Right 0 - By Planning Commission Approval  
 X - Prohibited 0 - By Warrant

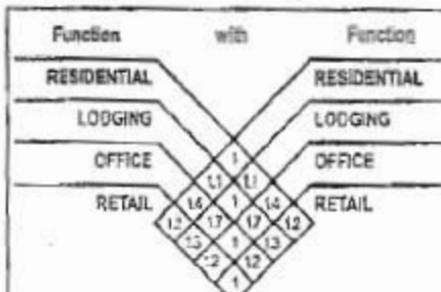
TABLE 11: Building Function Intensity. This table regulates Building Functions by Intensity within Transect Zones. For greater detail about specific permitted Functions, see Table 10.

	Restricted	Limited <sup>T4L</sup>	Open <sup>T4+</sup>
a. RESIDENTIAL	<b>Restricted Residential:</b> The number of dwellings on each lot is restricted to one within a Principal Building and one within an ancillary building (ADU). A single owner must own both dwellings and occupy one of them. ADU parking requirements are identical to those for Home Occupation.	<b>Limited Residential:</b> The number of dwellings on each lot is subject to residential-use parking requirements and Density Limits. An Outbuilding used as an Ancillary Dwelling Unit does not count toward the Total Density Allowance of the lot if the principal building is a single family residence and the owner resides on the lot.	<b>Open Residential:</b> The number of dwellings on each lot is limited by the parking requirement and any applicable Density Limits. Ancillary Dwelling Units must be counted toward the Total Density Allowance of the lot.
b. LODGING	<b>Restricted Lodging:</b> The number of bedrooms available on each lot for lodging is limited by the lodging-use parking requirement, in addition to the parking requirement for the dwelling, not to exceed five (5) bedrooms, subject to Planning Commission approval. Food service may be provided in the a.m. The maximum length of stay may not exceed ten days.	<b>Limited Lodging:</b> The number of bedrooms available on each lot for lodging is limited by the lodging-use parking requirement, up to twelve (12) bedrooms, in addition to the parking requirement for the dwelling, and in addition to any applicable Density Limits. Food service may be provided in the a.m. The maximum length of stay shall not exceed ten days.	<b>Open Lodging:</b> The number of bedrooms available on each lot for lodging is limited by the lodging-use parking requirement and any applicable Density Limits. Food service may be provided at all times.
c. OFFICE	<b>Restricted Office or Live-Work:</b> The only office use permitted is Home Occupation. The building area available for office use in each Live-Work unit is restricted to one story only of the principal or the ancillary building. The work quarters shall be invisible from the frontage. The business may employ one person other than the owner, with no walk-in trade.	<b>Limited Office:</b> The building area available for office use on each lot is limited to either of the first two stories of the principal building and to the ancillary building, and by the office-use parking requirement, in addition to the parking requirement for each dwelling, and to any applicable Density Limits. Home Occupation is permitted under the Limited Office regime.	<b>Open Office:</b> The building area available for office use on each lot is limited by the parking requirement and by applicable Density Limits. Under Open office use, parking requirements may be satisfied by spaces in parking areas more than 1/4 mile from the site if transit is provided to the remote parking area, subject to approval by Warrant. Home Occupation is permitted.
d. RETAIL	<b>Restricted Retail:</b> The building area available for retail use is restricted to one block corner location at the first story for each 300 dwelling units and by the retail-use parking requirement, in addition to the parking requirement of each dwelling. This specific use shall be further limited to Neighborhood Store or food service seating of no more than 20. Retail use shall further require Planning Commission approval.	<b>Limited Retail:</b> The building area available for retail use is limited to the first story of buildings at corner locations, not more than one per block, and by the retail-use parking requirement, in addition to the parking requirement of each dwelling and any applicable Density Limits. This specific use shall be further limited to Neighborhood Store, or food service seating no more than 40.	<b>Open Retail:</b> The building area available for retail use is limited by the retail-use parking requirement, and by any applicable Density Limits.
e. CIVIC, f. OTHER	See Table 10	See Table 10	See Table 10

TABLE 12: Parking Calculation. The Required Parking table summarizes the parking requirements for each site or, conversely, the amount of building allowed on each site given the parking available.

	REQUIRED PARKING (See table 11)		
	T2 T3R T3E T3V	T4L T4+ T4C*	T5C T5H
RESIDENTIAL	2.0 / dwelling	1.5 / dwelling	1.0 / dwelling
LODGING	1.0 / bedroom	1.0 / bedroom	1.0 / bedroom
OFFICE	3.0 / 1000 sq. ft.	3.0 / 1000 sq. ft.	2.0 / 1000 sq. ft.
RETAIL	4.0 / 1000 sq. ft.	4.0 / 1000 sq. ft.	3.0 / 1000 sq. ft.
HOME OCCUPATION	1.0 spaces	1.0 spaces	0.0 spaces
CIVIC & OTHER	To be determined by warrant		

SHARING FACTOR



\*In the T4C Subzone, Office & Retail require 2 spaces per 1,000 square feet (2.0 / 1000 sq. ft.).

For Staff Use Only	
Check number:	<u>608</u>
Receipt number:	<u>00118005</u>
Reviewed by:	<u>REP</u>

For Staff Use Only	
Case File #:	<u>PD-132016</u>
Date Received:	<u>5/12/16</u>
Zoning:	<u>T4L</u>

**APPLICATION  
FOR  
RE-ZONING HEARING  
BEFORE  
PLANNING COMMISSION  
CITY OF PASS CHRISTIAN**

- I. TYPE OF CASE: Zoning Map Amendment  
 II. PARCEL NUMBER(S): 03136-03-013.000  
(Parcel Number available from Harrison County Tax Assessor at 228-865-4044)  
 III. EXISTING ZONING: T4L  
 IV. LOCATION OF PROPERTY INVOLVED: 126 W SCENIC DR

ADDRESS OF PROPERTY INVOLVED: 126 W SCENIC DR  
 NEAREST CROSS STREETS: HERN

V. DESCRIPTION OF REQUESTED ZONING:

CHANGE TO T4+ WAS AN ERROR WHEN ZONED & NOW THE  
 VI. REASON FOR REQUEST: SIGNIFICANT CHANGE IN THE AREA - 2 NEW HOTELS

VII. OWNERSHIP AND CERTIFICATION: WARRANTS THE CHANGE & RESTAURANT  
 I hereby certify that I have read and understand this application, and that all information and attachments are true and correct. I further certify that I agree to comply with all applicable city codes, ordinances and state laws, and that I am the owner of the property involved in this request or authorized to act as the owner's agent for herein described request.

<u>DIANE P BRUBGER</u>	<u>KRISTIN B FRITH</u>	<u>[Signature]</u>
NAME OF OWNER (PRINT)	AGENT OF OWNER(S) (PRINT)	SIGNATURE OF OWNER
<u>126 W SCENIC DR</u>		
MAILING ADDRESS	AGENT'S MAILING ADDRESS	SIGNATURE OF AGENT (IF APPLICABLE)
<u>PASS CHRISTIAN MS 39571</u>		<u>Owner</u>
CITY STATE ZIP	CITY STATE ZIP	DATE
<u>228-222-4395</u>	<u>909-844-6152</u>	
PHONE# (H)	PHONE# (W)	PHONE# (H)
		PHONE# (W)
		FEE PAID

If the property or properties listed above have more than one owner, please check this box.   
 In the case of multiple owners, please include names and contact information for all owners. Each property owner will need to sign the application. We can only accept applications with original signatures.  
 For multiple owners, please select one person to act as the Spokesperson and Agent for the Applicants.

REQUIRED ATTACHMENTS:

- A. SUPPLEMENTAL APPLICATION MATERIAL (if necessary)
- B. LIST OF ADJACENT PROPERTY OWNERS (The Planning Department will complete this upon request)
- C. SITE PLAN (Include distances/dimensions, buildings, property lines, and streets, etc.)
- D. CASH OR CHECK PAYABLE TO THE CITY OF PASS CHRISTIAN IN THE AMOUNT OF \$ 200.00
- E. PROOF OF OWNERSHIP (COPY OF DEED(S))
- F. IF APPLICABLE, PROOF OF AUTHORITY TO ACT AS AN AGENT
- G. ONE APPLICATION SET WITH ORIGINAL SIGNATURES

5/4/2016

TO THE PLANNING COMMISSION:

My name is Diane Brugger and I, along with my Daughter Kristin Frith, am the owner of 126 W Scenic Drive in Pass Christian, MS . Prior to Katrina, my property was zoned C 2, commercial/residential, and my Husband Tony and I owned and operated the Harbor Oaks Inn as a bed and breakfast. I apologize for not being able to attend the Planning Commission meeting in person. Health issues keep me mostly restricted to my home.

Our Katrina story is well known and I now have two cottages on the property, one that I occupy as my residence and one that I rent.

In the past, I had discussed with Dayton Robinson and Jeff Bounds that my lot should have been zoned T4+ rather than T4L. All of the properties immediately to the east of mine are zoned T4+. It has always been my intent to have this property rezoned to T4+ which corresponds with its zoning prior to Katrina.

In addition, with the two new hotels coming within this block, the continued use of the Blue Rose as a catering venue and the success of Bacchus on the Beach, I feel that there has been significant and continued change to this neighborhood which would warrant this change. Under the T4L zoning retail development is only allowed on a limited basis on corner lots. Retail fits well with the new development in the area and also would have been allowed under the pre Katrina C2 zoning.

My request, therefore, is to rezone my property from T4L to T4+

Thank you for your consideration.

A handwritten signature in cursive script that reads "Diane Brugger". The signature is written in black ink and has a long, sweeping underline that extends to the right.

Diane Brugger  
126 W Scenic Dr  
Pass Christian

TO: The Planning and Zoning Commission of Pass Christian

Re: Rezoning of 126 West Scenic Drive

Some of you may know my husband and me. We purchased this property in 1991. At that time it was boarded up and blighted....beautiful 150 year old building on a vacant and equally blighted, boarded up block. We became the very first bed and breakfast inn on the entire Mississippi gulf coast (the beginning of a new industry on the coast). Within four years' time our block went from ugly to one of the prettiest streets in the Pass.

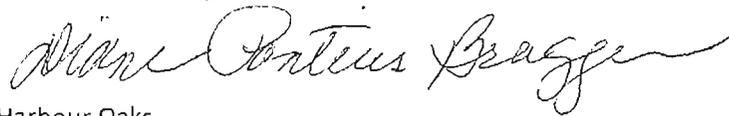
We were passionate about Pass Christian; developing the Coast into a bread and breakfast tourist destination through creating the Mississippi Gulf Bed and Breakfast Association to encourage and promote B and B owners and properties, and continuously doing what we could to be better citizens. Tony and I both served as officers on the Pass and Coast Chamber as well as several city commissions. We served on various county councils and steering committees. We were a part of the founders of the state B and B Association and Tony served as treasurer. I initiated Harbour Nights, a monthly social event working in conjunction with the Chamber. I started Art Walk and with the assistance of Joida Evans and Marian Knobbe, we maintained it in conjunction with Celebrate the Gulf for three years before it morphed into "Collage". We began the Pass Christian Merchants' Association in order to promote retail business here in town. This was all done by Tony and I in addition to maintaining our "day" jobs"...me with American Airlines in New Orleans and Tony with his company, Tool Serv. Why? We loved this beautiful town and we were so grateful to be a part of the community.

After two years in St. Louis after Katrina, I came back to rebuild. In the meantime, due to the Smart Code, my property had been rezoned from commercial/retail/residential to single and multi-family zoning. There are only six properties on the entirety of Scenic with this designation: mine and the five properties to the west of me. All six of these property owners petitioned Jeff Bounds to change our zoning back to our old zoning. He refused. After Mr. Bounds left, we prevailed upon Mr. Dayton Robinson to assist us in rezoning us back to our original status. Not only did Mr. Robinson agree, he said it was never clear to him why we were rezoned single/multi family, thought it totally inappropriate and offered to take it before the board and be an advocate for us just as soon as he and the board were finished with the rezoning of northern Pass Christian. Sadly, shortly thereafter, Mr. Robinson passed away, I became ill, and our efforts came to a standstill.

My goal today is to pursue re-developing this end of Scenic. In order to do it, our six properties must be rezoned to accommodate retail. With the advent of the two new boutique hotels being built, the proposed hotel at the corner of Market and Scenic, and two restaurants (Bacchus and Shaggy's) at this end of Scenic, we need retail to anchor our end of town. Once we get retail on West Scenic the blocks between West Scenic and Davis will "fill in" as a natural course of events. I believe this rezoning is vital to our community as much as I believed that Tony and I would renovate an old building into a nationally famous and highly successful Bed and Breakfast Inn, and that the Mississippi Gulf Coast would become a national Bed and Breakfast destination. I have learned that there are only two ways to rezone.... 1) being contingent to a property already zoned the way you want your property zoned, or 2) having five

acres properties. As I am the only property to meet one of those conditions (Steve Scott's property is contingent to mine and is zoned for retail) and as much as I wish to see retail on my property (antique and/or art gallery, shopping complex similar to Sazerac square). I request that my zoning change request be approved and recommended to the city council for final approval. This will also provide the other property owners who feel the same as I do the opportunity to pursue development as opposed to having unsaleable lots right next door to city hall. Not only do I have my own interests at heart, I have the best interests of my adopted city at heart. One just needs to review my services to this town or ask anyone who knows me of my sincerity.

Diane Pontius Brugger



Harbour Oaks

5/30/16

City of Pass Christian

## Planning Department

PO Drawer 368

Pass Christian, MS 39571

Phone 228.452.3324

Fax 228.452.3044

---

For the below listed projects, the ad ran in the Gazebo Gazette on May 13, 2016; the letters were mailed out on May 13, 2016; the signs were posted on May 17, 2016; and the notice was placed in the City Hall bulletin board on May 17, 2016.

### **Notice of Public Hearing Planning Commission**

**Wednesday, June 1, 2016, 6pm**

### **Notice of Public Hearing Mayor & Board of Aldermen**

**Tuesday, June 21, 2016, 6pm**

- 1) Application PD-18-2016, Diane P Brugger & Kristin K B Frith, 126 W Scenic Dr, Parcel #0313G-03-013.000, Re-Zoning Application from the T4L Zone (Limited Mixed-Use) to the T4+ Zone (Open Mixed-Use).
- 2) Application PD-14-2016, The Planning & Zoning Department, City of Pass Christian, Planning Commission Approval for Text Amendments to the Pass Christian SmartCode.

  
\_\_\_\_\_  
Danit Simon, City Planner

5/26/16  
\_\_\_\_\_  
Date

# DRAFT

1 City of Pass Christian  
2 Municipal Complex Auditorium  
3 105 Hiern Avenue

---

4  
5 **Planning Commission**  
6 **Meeting Minutes**  
7 **Wednesday, June 1, 2016, 6:00 PM**  
8

9 **CALL TO ORDER**

10 Chairman Tom Phares called the meeting to order at 6:00 PM. In attendance were Commissioners  
11 Margaret Jean Kalif, Michael Lizana, Adam Pace, Rebecca O'Dwyer, Ken Austin and Steve Hunter.  
12 Commissioners Lisea Johnson and Lisa Smith were not in attendance.  
13

14 **ADOPTION OF MINUTES**

15 The first order of business was the adoption of the minutes from the monthly Planning Commission  
16 meeting held on March 16, 2016. A *Motion* by Commissioner Kalif, seconded by Commissioner  
17 O'Dwyer, was made to adopt the minutes. The motion passed unanimously.  
18

19 The second order of business was the adoption of the minutes from the monthly Planning Commission  
20 meeting held on May 18, 2016. A *Motion* by Commissioner Kalif, seconded by Commissioner O'Dwyer,  
21 was made to adopt the minutes. The motion passed unanimously.  
22

23 **NEW BUSINESS**

24 ○ *Open Public Hearing*

25 A *Motion* by Commissioner Austin, seconded by Commissioner Kalif, was made to open the public  
26 hearing. The motion passed unanimously.  
27

- 28 ○ *Application PD-18-2016, Diane P Brugger & Kristin K B Frith, 126 W Scenic Dr, Parcel #0313G-03-*  
29 *013.000, Re-Zoning Application from the T4L Zone (Limited Mixed-Use) to the T4+ Zone (Open Mixed-*  
30 *Use).*  
31

32 Chairman Phares introduced the project.  
33

34 Commissioner Austin recused himself and left the room.  
35

36 The City Planner, Danit Simon, briefed the Planning Commission on the project: The applicant is  
37 requesting to rezone the 84 by 335 foot parcel from the T4L Zone to the T4+ Zone. The parcels to the  
38 east of 126 Scenic are zoned T4+, please review the zoning map in your packet. Both the T4L and T4+  
39 Zones are mixed-use, the major difference between them is that the T4+ zone allows for more uses by  
40 right.  
41

42 Scenic Drive from Heirn to Market is rapidly growing, with the busy Bacchus on the beach, the Blue  
43 Rose, a 12-unit inn to be developed at 116 W Scenic Drive, and an 80-unit Hampton Inn hotel to be  
44 developed at 100 W Scenic Drive. All this development is significantly changing the area from when the  
45 Zoning Map came into affect in 2010. Rezoning 126 Scenic will give the owners more options for its uses  
46 and development, which will compliment the immediate area.  
47

# DRAFT

48 Unfortunately, Pass Christian imports a majority of its goods and services, rezoning the parcel and  
49 expanding the allowable uses will help to grow the neighborhood and positively contribute to the  
50 growth and success of the City as a whole. The application meets the Zoning Regulations, and no  
51 objection letters were submitted. This concludes my report, the applicant was not able to attend  
52 tonight's meeting but I can answer any questions you have.

53

54 Commissioner Kalif stated that it will be good for the City to rezone all the parcels from Heirn to Market  
55 as T4+, which will encourage additional development in the area and compliment the existing uses and  
56 the uses that are on the immediate horizon. I cannot see a negative outcome in rezoning this parcel.

57

58 Commissioner Lizana agreed with Commissioner Kalif and added that it is the right location for growth.

59

60 Chairman Phares stated that a rezoning can be approved if there has either been a mistake in the zoning  
61 map or if a neighborhood has significantly changed. This block has significantly changed, as it used to be  
62 single-family residential, and now it is leaning towards lodging and commercial. And, it is not a sufficient  
63 argument to use the coastal wide changes due to the update flood maps as a "significant change."

64

65 Commissioner Kalif agreed that the uses on Scenic between Heirn and Market have significantly  
66 changed, especially with City Hall, the Courthouse and Library all on the corner of Heirn.

67

68 A *Motion* by Commissioner Kalif, seconded by Commissioner O'Dwyer, was made to rezone the parcel to  
69 the T4+ Zone. The motion passed unanimously.

70

71 Commission Austin returned to the room.

72

73 ○ *Application PD-14-2016, The Planning & Zoning Department, City of Pass Christian, Planning*  
74 *Commission Approval for Text Amendments to the Pass Christian SmartCode.*

75

76 Chairman Phares introduced the project. The Commission has already reviewed the 17 Text  
77 Amendments as listed in the Memorandum at previous meetings, so instead of reviewing each item one  
78 at a time, please indicate if you would like to review any item before we vote on the changes  
79 collectively.

80

81 Simon requested that item #17 be reviewed, and Commissioner Kalif requested that item #2 as related  
82 to the T3E, Estate Zone, be reviewed.

83

84 Simon explained that item #2 in the packet is to insert the minimum lot size for each zone into the code.  
85 They are not currently listed in the SmartCode, as they are based on a formula for the number of  
86 houses/units you can have per acre, which increases or decreases depending on the zone. The T3E Zone  
87 (estate, residential) has the same minimum lot size as the T3R Zone (single-family, residential), but the  
88 T3E Zone has significantly larger setbacks and a 3,000 square foot minimum house size requirement that  
89 was not taken into account. Based on the average size of lots in the T3E Zone and using the formula  
90 that establishes lot size, I am recommending a minimum lot size of 29,040 square feet for the T3E Zone.

# DRAFT

91 If someone wanted to subdivide a lot in the T3E Zone, each new lot would have to have a minimum of  
92 29,040 square feet to be approved without a Variance.

93 Caroline E. Perron of Hacket Lane thanked the Commission for rectifying the error in the Code.  
94

95 Simon then addressed item #17 that lays out items that are not available for Warrants or Variances. The  
96 Commission previously discussed removing *the requirements of parking locations*, and I am also  
97 recommending that you remove *the required provisions of Alley's and Rear Lanes*. Alley's and rear lanes  
98 remain in the code, but the Commission needs the flexibility to grant Warrants and Variance on them  
99 when appropriate. For example, we reviewed a Warrant request at the last meeting where the rear lane  
100 is technically on the side of the houses, and not to the rear where the code requires it. Allowing the  
101 Commission to issue warrants and variances on alleys and rear lanes is needed to finalize that project,  
102 and in general should be something that this Commission can review on a case by case basis as with  
103 most other elements of the Code.  
104

105 The Commissioners understood and agreed.  
106

107 Chairman Phares asked to review the item #13, the definition for Principal Dwelling Unit.  
108

109 Simon explained that the definitions for both Principal Building and Outbuilding has been improved with  
110 much more specific language.  
111

112 The Commissioners reviewed the language and agreed on the expanded definition.  
113

114 Commissioner Kalif asked to review item #12 and suggested that a permit be issued in order for the  
115 Code Office to be able to enforce the time frame.  
116

117 The Commissioners agreed with the suggestion.  
118

119 A *Motion* by Commissioner Kalif, seconded by Commissioner Lizana, was made to approve the 17  
120 SmartCode text amendments as outlined in the memorandum. The motion passed unanimously.  
121

122 ○ Close the Public Hearing

123 A *Motion* by Commissioner Kalif, seconded by Commissioner Lizana, was made to close the public  
124 hearing. The motion passed unanimously.  
125

## 126 OLD BUSINESS

127 Commissioner Kalif asked to discuss illegal off-premises business signs, specifically for the sign on by  
128 Wal-Mart for a business on Hayden.  
129

130 Commissioner Austin responded that the way-finding signs discussed at the previous meeting that Main  
131 Street is working on at the corner of 2<sup>nd</sup> Street and Davis Avenue could be expanded upon for the area  
132 near Wal-Mart that was rezoned to T4C to promote complimentary businesses.  
133

# DRAFT

134 Chairman Phares agreed and added that the signage should be consistent throughout the City with  
135 general categories on 90 for the stores on Hayden Avenue and Wen Mar Drive in the T4C Zone. And the  
136 size of the sign can be increased to accommodate the faster vehicular speeds along the highway.  
137

138 **OTHER BUSINESS/PUBLIC COMMENT**

139

140 **ADJOURN**

141 A *Motion* by Commissioner Austin, seconded by Commissioner Lizana, was made to adjourn the meeting  
142 at 6:30P.M. The motion passed unanimously.

Planning Department #PD-14-2016

---

Consider the Planning Commission's recommendation to approve Text Amendments to the SmartCode, The Planning & Zoning Department, City of Pass Christian, Planning Commission Approval for Text Amendments to the Pass Christian SmartCode. Supporting documentation attached.

*D. Smith*  
6/15/16

# Agenda Memorandum

To: Planning Commission

From: Danit Simon, City Planner

Date of Meeting: June 1, 2016

Project Description: Review updates to SmartCode

---

## 1) Setback Encroachments:

- a. **Setback Definition:** the area of a lot measured from the lot lines to [the closest point of the structure or any element attached to the structure](#). ~~a building façade or elevation. This area must be maintained clear of permanent structures with the exception of galleries, fences, garden walls, arcades, porches, stoops, balconies, bay windows, terraces and decks (that align with the first story level) which are permitted to encroach into the Setback (see Section 5.2.1 and Table 14G).~~ [unless specified otherwise in a Transect Zone's Building Configuration.](#)
- b. **5.3.2 Building Configuration (T3R, T3E, T3V), b. Minor Encroachments** may encroach the side setback if necessary to meet International Building Code and other mandatory safety code requirements. In the T3R Zone, no Encroachments may encroach any of the setbacks. In the T3E and T3V Zones, open porches, awnings, balconies, staircases, swimming pools, air-conditioning platforms and bay windows may encroach up to 25% of the depth of any Setbacks.
- c. **T3R Chart (see attached), Setbacks, Principal Bldg, 1.** The Facades and Elevations of Principal Buildings shall be distanced from the Lot Lines as shown. [2. All Setbacks must be maintained clear of permanent structures.](#) 3. Façades shall be built along the Principal and Secondary Frontages. **Setbacks Outbuilding, 1.** The Elevation of the Outbuilding shall be distanced from the Lot Lines as Shown. [2. All Setbacks must be maintained clear of permanent structures.](#)
- d. **T3E Chart (see attached), Setbacks, Principal Bldg, 1.** The Facades and Elevations of Principal Buildings shall be distanced from the Lot Lines as shown. [2. See 5.3.2 b for permitted Encroachments.](#) 3. Façades shall be built along the Principal and Secondary Frontages. **Setbacks Outbuilding, 1.** The Elevation of the Outbuilding shall be distanced from the Lot Lines as Shown. [2. See 5.3.2 b for permitted Encroachments.](#)
- e. **5.4.2 Building Configuration (T4L, T4+, T4C), b.** Awnings may encroach the public sidewalk without limit. Stoops may encroach 100% of the depth of a Setback. Open porches and awnings may encroach up to 50% of the depth of the Setback. Balconies and bay windows may encroach up to 25% of the depth of the Setback. ~~Minor Encroachments may encroach the side setback if necessary to meet International Building Code and other mandatory safety code requirements.~~
- f. **T4L Chart (see attached), Setbacks, Principal Bldg, 1.** The Facades and Elevations of Principal Buildings shall be distanced from the Lot Lines as shown. [2. See 5.4.2 b for permitted Encroachments.](#) 3. Façades shall be built along the Principal and Secondary Frontages. **Setbacks Outbuilding, 1.** The Elevation of the Outbuilding shall be distanced from the Lot Lines as Shown. [2. See 5.4.2 b for permitted Encroachments](#)
- g. **T4+ Chart (see attached), Setbacks, Principal Bldg, 1.** The Facades and Elevations of Principal Buildings shall be distanced from the Lot Lines as shown. [2. See 5.4.2 b for permitted Encroachments.](#) 3. Façades shall be built along the Principal and Secondary

Frontages. Setbacks Outbuilding, 1. The Elevation of the Outbuilding shall be distanced from the Lot Lines as Shown. 2. See 5.4.2 b for permitted Encroachments

- h. **T4C Chart (see attached)**, Setbacks, Principal Bldg, 1. The Facades and Elevations of Principal Buildings shall be distanced from the Lot Lines as shown. 2. See 5.4.2 b for permitted Encroachments. 3. Façades shall be built along the Principal and Secondary Frontages. Setbacks Outbuilding, 1. The Elevation of the Outbuilding shall be distanced from the Lot Lines as Shown. 2. See 5.4.2 b for permitted Encroachments
- i. **5.5.2 Building Configuration (T5C, T5H), b.** Awnings may encroach the public sidewalk without limit. Stoops may encroach 100% of the depth of a Setback. Open porches and awnings may encroach up to 50% of the depth of the Setback. Balconies and bay windows may encroach up to 25% of the depth of the Setback. ~~Minor Encroachments may encroach the side setback if necessary to meet International Building Code and other mandatory safety code requirements.~~
- j. **T5C Chart (see attached)**, Setbacks, Principal Bldg, 1. The Facades and Elevations of Principal Buildings shall be distanced from the Lot Lines as shown. 2. See 5.4.2 b for permitted Encroachments. 3. Façades shall be built along the Principal and Secondary Frontages. Setbacks Outbuilding, 1. The Elevation of the Outbuilding shall be distanced from the Lot Lines as Shown. 2. See 5.4.2 b for permitted Encroachments.
- k. **T5H Chart (see attached)**, Setbacks, Principal Bldg, 1. The Facades and Elevations of Principal Buildings shall be distanced from the Lot Lines as shown. 2. See 5.4.2 b for permitted Encroachments. 3. Façades shall be built along the Principal and Secondary Frontages. Setbacks Outbuilding, 1. The Elevation of the Outbuilding shall be distanced from the Lot Lines as Shown. 2. See 5.4.2 b for permitted Encroachments.

2) **Insert the Minimum Lot Size into each Zone's Table, and adjust where needed:**

- a. **T3R:** 7,260 sq. ft.
- b. **T3E:** ~~7,260 sq. ft.~~ 29,040sq. ft.
- c. **T4L:** 3,630 sq. ft.
- d. **T4+:** 2,420 sq. ft.
- e. **T4C:** 2,420 sq. ft.
- f. **T5C:** ~~1,452 sq. ft.~~ 1,980 sq. ft.
- g. **SD Harbor:** N/A
- h. **SD Retail Big-Box:** ~~1,980 sq. ft.~~ 217,800 sq ft.
- i. **SD Industrial/Marine:** 2,904 sq. ft.
- j. **SD Medium Density:** ~~1,742 sq. ft.~~ 1,980 sq. ft.
- k. **SD Auto-Centic:** 3,630 sq. ft.
- l. **SD High-Hazard:** 3,630 sq, ft.

3) **Insert fence standards into the T5 Zone's Architectural Standards, same as from the T3 & T4 Zones:** Fences, if provided along the primary or secondary Frontage line, shall be of wood or wrought iron, or material substantially resembling wrought iron. Fences located within or along the First Layer shall be of wood board or wrought iron. Fences located within the First Layer shall be at least 75% visually open above 42 inches above grade, or if located further than the minimum corresponding setback from a Frontage line, shall meet the requirements for finish materials for a Façade. On corner lots, fence within the minimum corresponding setback of a Frontage line shall be at least 50% visually open above 18 inches above street grade. Fences shall not in any case exceed 8 feet in height.

**4) Add to the T5 Parking Standards:**

*5.5.4 m. Parking of any vehicle or trailer in the First Layer for a duration exceeding 72 hours shall be prohibited. Parking of trailers or recreational vehicles at the on-street parking area in front of a lot for a duration exceeding 72 hours shall be prohibited.*

**5) Amend the fence standards for the T4C Zone, so that the required privacy fencing is only for when establishing commercial uses:**

*5.4.5k. Structures with Commercial Uses in the T4C Subzone require a wooden privacy fence between six and eight feet in height; located at the rear and along both sides of the lot. The side portion of the fence must start at the Third Layer and extend to and connect with the rear portion of the fence.*

**6) In the T4+ Zone Table 5.4.11b, waive Frontage Buildout & Maximum Side Setback requirements for structures with single-family uses.**

**7) Use Table updates, see attached:**

- a. **Agriculture, Livestock Pen:** T1- By Planning Commission Approval ("PCA"), T2- ~~By Right~~ **By PCA**, T3E- Prohibited, T3R- Prohibited, T4L- Prohibited, T4+ Prohibited, T4C- Prohibited, T5- Prohibited, SD- By PCA
- b. **Agriculture, Greenhouse:** T1- ~~By Planning Commission Approval ("PCA")~~ **by Warrant**, T2- By Right, T3E- ~~By Right~~ **Prohibited**, T3R- ~~By Warrant~~ **Prohibited**, T4L- ~~Prohibited~~ **By Warrant**, T4+ ~~Prohibited~~ **By Warrant**, T4C- ~~Prohibited~~ **By Warrant**, T5- ~~Prohibited~~ **By Warrant**, SD- ~~By PCA~~ **By Warrant**
- c. **Agriculture, Stable:** T1- By Planning Commission Approval ("PCA"), T2- ~~By Right~~ **By PCA**, T3E- ~~By Right~~ **Prohibited**, T3R- ~~By PCA~~ **Prohibited**, T4L- Prohibited, T4+ Prohibited, T4C- Prohibited, T5- Prohibited, SD- By PCA
- d. **Agriculture, Kennel:** T1- By Planning Commission Approval ("PCA"), T2- ~~By Right~~ **By PCA**, T3E- ~~By Right~~ **Prohibited**, T3R- ~~By PCA~~ **Prohibited**, T4L- By PCA, T4+ By PCA, T4C- ~~Prohibited~~ **By PCA**, T5- By PCA, SD- By PCA

**8) Remove the use CRC throughout the Community Plan Section of the Code.**

**9) Overlay Districts in Community Plan Section of the Code:**

*8D.4.3 c (1) No structure shall be constructed within 150 feet of a designated Natural Drainage Channel on the North Central Community Planning Maps without approval by the ~~the Planning Commission in open session~~ **City Engineer** to assure that the natural and improved drainage and surge management system for the City is not impaired.*

**10) Special District Updates:**

- a. Remove the CRC throughout
- b. Insert **Minimum Lot Size as listed in #2**
- c. **Parking Standards:**
  - i. *Parking of any vehicle or trailer in the First Layer for a duration exceeding 72 hours shall be prohibited. Parking of trailers or recreational vehicles at the on-street parking area in front of a lot for a duration exceeding 72 hours shall be prohibited.*

d. Insert **Fence Standards** into the Architectural Standards

**11) Additional Signage Standards for Real Estate Signs:**

5.15.7 d. Temporary Directional Signs during the listed period and for 14 days after closing, one per property, a maximum of 1.5 square feet.

**12) 5.15.8 Business Signs**

a. Business Signs are permitted on the Immediate Premises of business on property zoned T4L, T4+, T4C, T5C, T5H, and Special Districts. Off premises Signs are prohibited in the T4L, T4+, T4C, T5C and T5H Zones.

b. New Businesses may post temporary signs with a permit, a maximum of 3 square feet, at off premises locations for a maximum of 60 days, within the first six months of opening.

**13) Principal Building Definition:** the main building on a Lot, usually located toward the Frontage, with a residential, commercial, or other primary use as indicated in Table 10: Specific Functions. A Principal Building cannot only include an accessory or secondary use, and cannot be an Outbuilding or a structure used for storage or parking.

**14) Outbuilding Definition:** an accessory building with a secondary use, usually located toward the rear of the same lot as a Principal Building. It is sometimes connected to the Principal Building by a Backbuilding. Outbuildings shall not exceed 750 square feet or 40% of the Enclosed Habitable Floor Space of the Principal Building on the lot, ~~exclusive of parking areas~~ but in no event shall it exceed 1,200 square feet (see Table 16), maximum square footage may be adjusted by Variance. Number of Outbuilding(s) per lot is based on the size of the lot...

**15) Attic Definition:** an interior space that occurs within a pitched roof structure, whether conditioned or unconditioned. An Attic may include only a single floor of habitable space, not to exceed 50% of the footprint of the floor below it. Attics are not considered Stories for the purpose of the determining Building Height (See Building Height).

**16) Update Retail Frontage Requirements within the Community Plan Sections**

8A.5.1, 8B.5.1, 8C.5.1, 8D.5.1 Special Requirements and Map Interpretation

b. ~~Mandatory~~ Recommended Retail Frontage designation requires that the building Façade along the designated Frontage be built out as shopfront and designated for Retail use through at least the Second Layer.

c. ~~Mandatory~~ Recommended Retail Frontage is required over at least 50% of Frontage for all T5C and T5H designated lots as a condition of the Transect Zone assignment. ~~Such Retail requirement may be removed only through rezoning to Zone T4+ when the property does not lie near an important intersection.~~

d. ~~Mandatory and~~ Recommended Retail designations enable a Special Option which makes the lot eligible for Density Bonuses in accordance with the City of Pass Christian SmartCode.

**17) 1.5.7 The following standards and requirements shall not be available for Warrants or Variances:**

- a. The allocation ratios of each Transect Zone
- b. The maximum dimensions of traffic lanes
- ~~c. The required provisions of Alleys and Rear Lanes~~
- d. The minimum Residential Densities
- e. The permission to build ancillary apartments
- ~~f. The requirements of parking location~~

City of Pass Christian

## Planning Department

PO Drawer 368

Pass Christian, MS 39571

Phone 228.452.3324

Fax 228.452.3044

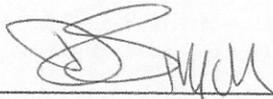
---

For the below listed projects, the ad ran in the Gazebo Gazette on May 13, 2016; the letters were mailed out on May 13, 2016; the signs were posted on May 17, 2016; and the notice was placed in the City Hall bulletin board on May 17, 2016.

**Notice of Public Hearing**  
**Planning Commission**  
**Wednesday, June 1, 2016, 6pm**

**Notice of Public Hearing**  
**Mayor & Board of Aldermen**  
**Tuesday, June 21, 2016, 6pm**

- 1) Application PD-18-2016, Diane P Brugger & Kristin K B Frith, 126 W Scenic Dr, Parcel #0313G-03-013.000, Re-Zoning Application from the T4L Zone (Limited Mixed-Use) to the T4+ Zone (Open Mixed-Use).
- 2) Application PD-14-2016, The Planning & Zoning Department, City of Pass Christian, Planning Commission Approval for Text Amendments to the Pass Christian SmartCode.



Danit Simon, City Planner

5/26/16

Date

PD-6  
6-21-16

Planning Department Application #PD-17-2016

---

Consider the Planning Commission's recommendation to approve Warrant Application PD-17-2016 with an emphasis on the location of the courtyard, with the driveway moved to the west side of the parcel, and with the condition to adhere to parking from the rear and with the code's screening requirements, Tim Norton as agent for Thomas M Jr. & Ainslie B Tatum, 130 W Scenic Drive & 146 W 2<sup>nd</sup> Street, Warrant request regarding the courtyard and parking requirements within the Cottage Court Special Building Type Standards. Supporting documentation attached.

*[Signature]*  
6/15/2016

City of Pass Christian

# WARRANT

To: Planning Commission

From: Danit Simon, City Planner

Date: May 11, 2016

Project Number: PD-17-2016

Project Description: Warrant request regarding the courtyard and parking requirements within the Cottage Court Special Building Type Standards.

---

**Applicant:** Tim Norton as agent for Thomas M Jr. & Ainslie B Tatum

**Project Address:** 130 West Scenic Drive & 146 W 2<sup>nd</sup> Street

**Parcel ID:** 0313G-03-016.000 & 0313G-03-017.000

**Zone:** T4L, Limited Mixed-Use Zone

**Project Description:** The applicant proposes constructing nine cottages on a 63-foot wide lot that runs between Scenic Drive and 2<sup>nd</sup> Street. Because the lot is only 63 feet wide, the applicant cannot meet two of the requirements of the Cottage Court Special Building Type, regarding the location of the courtyard and the parking. Please see the attached site plan and Table 9A that illustrates the typical Cottage Court layout.

**Applicable Zoning Regulations:**

*5.4.13 Cottage Court Special Building Type:*

*b. General. The Cottage Court Building Type shall comprise no fewer than 4 and no more than 12 Residential single-family dwelling structures ("Cottages"). Arranged about a common rectangular central courtyard, along with up to 4 ancillary Outbuildings at the rear of the lot in accordance with Table 9A. Cottages shall Enfront at least two sides and at most three sides of the courtyard. The maximum number of structures in a Cottage Court development shall be 13, not including an optional Gazebo; the maximum number of dwelling units incorporated shall be 12.*

*d. Disposition: General. Cottage Courts shall be disposed according to Table 9A, with a minimum of four Cottages arranged along at least two opposing sides of a central rectangular common courtyard...*

*e. Disposition: Courtyard. The minimum Unobstructed Courtyard Width shall be 16 feet, and a minimum of 16 feet of space unobstructed by other structures shall be provided in front of each Cottage Façade Enfronting the courtyard. Courtyard width shall not exceed 75 feet, measured Façade to Façade. The common courtyard shall Enfront the street, and no Cottages shall be placed between street and courtyard. Minimum courtyard depth shall be 40 feet, measured from the Frontage line to the nearest Façade or screen which defines the courtyard. Every wall of every structure in the Cottage Court which Enfronts, partially Enfronts, or visibly faces the courtyard shall be a Façade... All Cottages shall be oriented with primary entrances from the central common courtyard. The two front most cottages shall have Facades Enfronting the street as well as the courtyard.*

*j. Parking. Parking shall be accessed from a Rear Alley and shall be located in the Fourth Layer and to the rear of the common courtyard, whether provided by surface lot, by covered parking, or by garage. Parking shall be screened from the courtyard and from abutting properties by visual opaque walls, fencing, landscaping, Building Facades, or some combination thereof. The*

*parking requirement for a Cottage Court Special Building Type shall be one space per dwelling unit for Residential Functions. Curb parking along the Frontage shall not be counted towards the Parking requirement. No Driveway or parking apron shall be allowed outside the Fourth Layer... No parking shall be permitted in the courtyard, between cottages, or between cottages and outbuildings or parking screens...*

*L. Landscaping and screening. A cottage court shall include at least one pedestrian walkway of a minimum width of five feet running the length of the courtyard and providing pedestrian access to each Cottage....*

**Planning Office Opinion:** The Cottage Court layout requires for the cottages to be fronting two to three sides of a courtyard (the location of the cottages create the courtyard). Because the lot is narrow, the applicant proposes having a 40 by 51 foot courtyard along Scenic Drive instead of a central courtyard that all the cottages surround.

The Cottage Court layout also requires for parking to be accessed by a rear alley and located to the rear of the courtyard. In the proposed layout the parking will be underneath the elevated houses and accessed by a one-way-street that will run from Scenic Drive to 2<sup>nd</sup> Street.

An example of an existing and successful Cottage Court layout is the Cottages on 2<sup>nd</sup> Street. This community has 40 cottages, and technically only the central 17 cottages directly front the common courtyard, please see attached aerial map. While the layout might not meet every aspect of the code, the development contributes an alternative housing option to the City's real estate market.

While the proposed plan in this application does not precisely meet the requirements of the Cottage Court layout, it does meet the spirit of the design by creating a community of smaller residential units with a communal space. Besides for the parking and courtyard, the proposed site plan does meet the remaining requirements including setbacks, square footage maximums, architectural standards, number of cottages, screening, landscaping, etc.

**Attached:**

Location Map

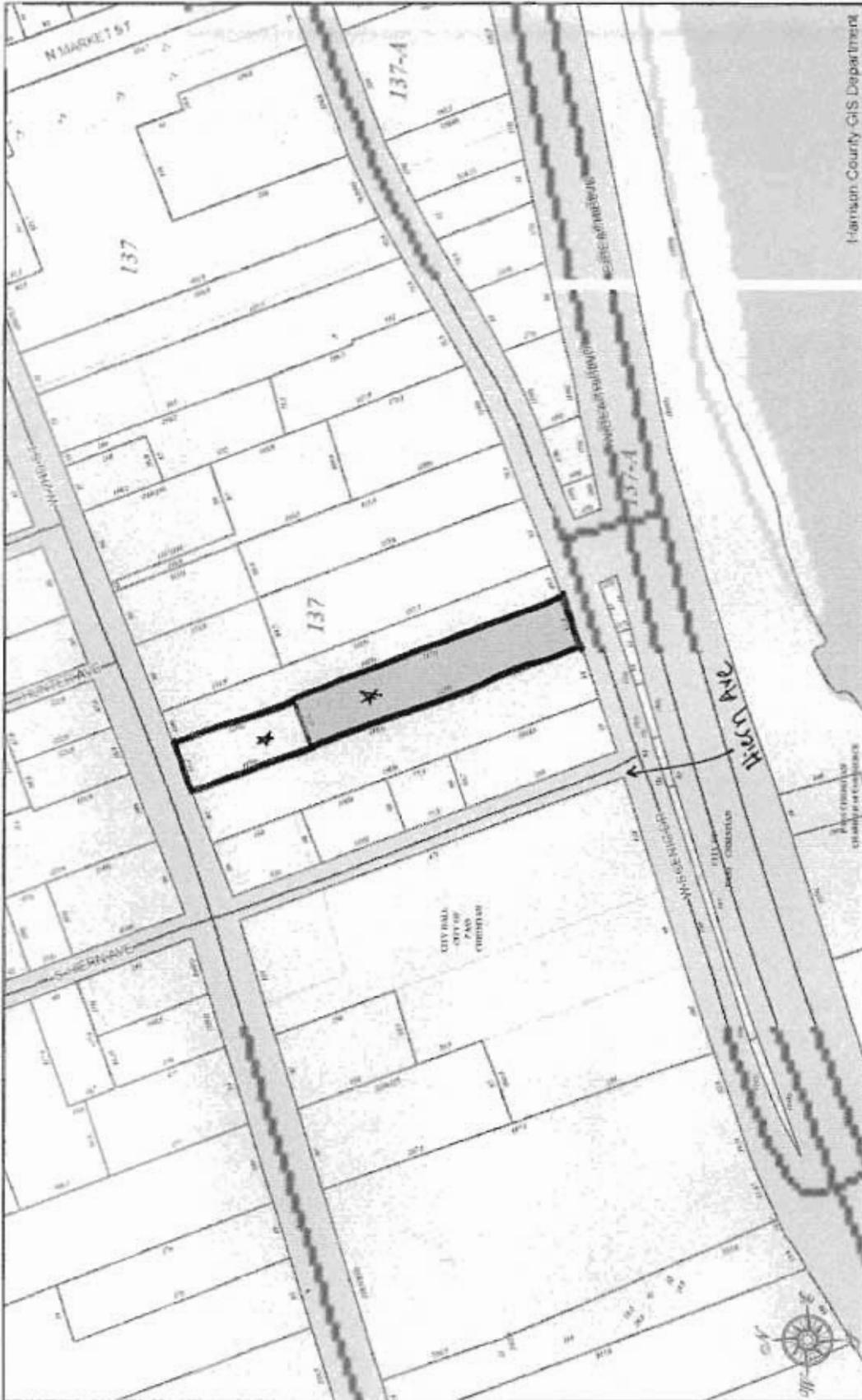
Site Plan

SmartCode text on Cottage Court Special Building Type & Table 9A with Layout Examples

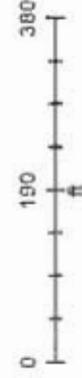
Cottages on 2<sup>nd</sup> Street Aerial Map

Warrant Application

Location Map- 130 W Scenic Drive & 146 W 2nd St



Harrison County GIS Department



**HARRISON COUNTY, MISSISSIPPI**

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL CAPACITY. HRR. TALLPULPIN, TAX ASSESSOR.

MAP DATE: May 11, 2010



SECOND ST



(ALL FRAMES) 1" TO SCALE  
 PASS COSTAGES  
 WITH COURTYARD  
 COMMON AREA  
 FACIAL HARBOR

\* Not to Scale

130 WEST

130 WEST SCENE

**5.4.12 Building-Scale Density Limits, Transfers, and Bonuses (T4L, T4+, T4C)**

- a. [RESERVED].
- b. Lots within T4 Zones shall be eligible for inclusion in both Density Transfer Receiving Areas and Density Bonus Receiving Areas as designated on the Community Plan. Lots within T4 Zones shall not be eligible for Additional Height Allowances.
- c. Lots in T4 Zones may be designated on the Community Plan as Density Sending Areas. Such a lot carries Density Rights equal to the By-Right Density Allowance for the lot.
- d. A Density Bonus accruing to a lot in a T4 Zone outside of any Density Bonus Receiving Areas shall be transferable by the owner to a property within a Density Bonus Receiving Area of the City for a period of five years. After five years an untransferred Density Bonus accruing to a non-Receiving T4-Zone lot expires.
- e. Any lot or portion of a lot within the City which is included in any T4L, T4+ or T4C Zone may be made eligible by Warrant for a Density Recovery Transfer for the purpose of creating a publicly dedicated Service Alley.

**5.4.13 Cottage Court Special Building Type**

- a. The Cottage Court Special Building Type may be built by right in any T4L or T4+ Zone, and by Planning Commission Approval in the T4C Zone.
- b. *General.* The Cottage Court Building Type shall comprise no fewer than 4 and no more than 12 Residential single-family dwelling structures ("Cottages") arrayed about a common rectangular central courtyard, along with up to 4 ancillary Outbuildings at the rear of the lot in accordance with Table 9A. Cottages shall Enfront at least two sides and at most three sides of the courtyard. The maximum number of structures in a Cottage Court development shall be 13, not including an optional Gazebo; the maximum number of dwelling units incorporated shall be 12.
- c. *Composite Lots.* A Cottage Court may be laid out and constructed over multiple abutting lots under common ownership without re-subdivision subject to approval of the layout by the City Architect. In such cases covenants shall be recorded for the lots in accordance with provision 5.4.13m. The lot or assembly of lots commonly owned and occupied by the Cottage Court shall be referred to herein as the Composite Lot.
- d. *Disposition: General.* Cottage Courts shall be disposed according to Table 9A, with a minimum of four Cottages arranged along at least two opposing sides of a central rectangular common courtyard. The rear of the courtyard may be Enfronted with Cottages, with Outbuildings, or with a visual screen. Consultation with the DDC is recommended, and review and approval of the site plan by the City Architect is required. The Cottage Court Special Building Type shall not be permitted on a corner lot. Interior lot lines between lots comprising the Composite Lot may be ignored for the purposes of determining Building Disposition.
- e. *Disposition: Courtyard.* The minimum Unobstructed Courtyard Width shall be 16 feet, and a minimum of 16 feet of space unobstructed by other structures shall be provided in front of each Cottage Façade Enfronting the courtyard. Courtyard width shall not exceed 75 feet, measured Façade to Façade. The common courtyard shall Enfront the street, and no Cottage shall be placed between street and courtyard. Minimum courtyard depth shall be 40 feet, measured from the Frontage line to the nearest Façade or screen which defines the courtyard rear. Every wall of every structure in the Cottage Court which Enfronts, partially Enfronts, or visibly faces the courtyard shall be a Façade. Facades of Cottages and Outbuildings Enfronting the courtyard along any side shall align; however porches and stoops may impinge on the courtyard by up to 8 feet subject to the Unobstructed Courtyard Width requirement. All Cottages shall be oriented with primary entrances from the central common courtyard. The two front most cottages shall have Facades Enfronting the street as well as the courtyard.
- f. *Disposition: Structures.* Cottages and outbuildings shall be arranged to provide side setbacks for the Composite Lot of at least 3 feet in all Zones, independent of the setback requirements of the corresponding Transect Zone. Front and rear setbacks for the Composite Lot shall be determined by the corresponding Transect Zone. Cottages shall be separated one from another by no less than six (6) feet. A common Gazebo may be included in the courtyard near the Frontage line subject to the front setback requirements for the corresponding Transect Zone. Outbuildings shall be located in the Fourth Layer behind the common courtyard, separated one from another and from Cottages by no less than ten (10) feet.
- g. *Configuration: Cottages.* Cottage Building Height shall be limited to three (3) Stories, with Cottage size subject to the following constraints: No first Story shall exceed 800 square feet of Conditioned Interior Space; no two-Story Cottage shall exceed 1,200 square feet and no three-Story Cottage shall exceed 1,300 square feet of Conditioned Interior Space; no third Story shall exceed 120 square feet in area.
- h. *Configuration: Outbuildings.* Outbuildings other than Carriage Houses shall be limited to two (2) Stories height. Carriage House apartments shall be permitted over a garage, storage, or other unoccupied ancillary use, but shall constitute no more than one third (1/3) the total number of dwelling units in the Cottage Court. Carriage House units shall have their primary entrances from the courtyard. Outbuildings which are Carriage Houses shall be limited to three (3) stories in height. A single Carriage House Outbuilding shall include no more than two (2) dwelling units and no more than 1,500

- square feet of Conditioned Interior Space on the second and higher floors. The total third Story floor area of a Carriage House Outbuilding shall not exceed 600 square feet, and no contiguous third Story area shall exceed 400 square feet.
- i. *Function and Density.* A Density Bonus of 2.0 units shall be granted to a Cottage Court development of up to 12 dwelling units maximum, but the total number of dwellings on the Composite Lot shall otherwise be limited to the total Density Allowance for the comprising lots. However, the component lots may individually exceed their Density Allowance limits. The actual Building-Scale Density for a Cottage Court shall not be less than 10 units per acre. Functional requirements shall be as specified by the corresponding Transect Zone. Limited Office and Limited Lodging Functions shall be permitted in Outbuildings.
  - j. *Parking.* Parking shall be accessed from a Rear Alley and shall be located in the Fourth Layer and to the rear of the common courtyard, whether provided by surface lot, by covered parking, or by garage. Parking shall be screened from the courtyard and from abutting properties by visually opaque walls, fencing, landscaping, Building Facades, or some combination thereof. The parking requirement for a Cottage Court Special Building Type shall be 1.0 spaces per dwelling unit for Residential Functions. Curb parking along the Frontage shall not be counted toward the parking requirement. No Driveway or parking apron shall be allowed outside the Fourth Layer. At least one bicycle rack space per dwelling unit, plus two additional spaces, shall be provided for a Cottage Court. No parking shall be permitted in the courtyard, between cottages, or between cottages and Outbuildings or parking screens. Garages or parking covers, if provided, shall meet the Disposition requirements of Outbuildings according to Table 9A and shall present Facades to the common courtyard. Outbuildings may include Carriage House dwelling units on second and third floors.
  - k. *Architectural.* Design of all structures in a Cottage Court shall be coordinated and shall employ complimentary materials. Consultation with the DDC is recommended; design approval by the City Architect of Facades, Elevations, layout, and landscaping and screening shall be required. The City Architect shall review and approve designs exhibiting general architectural excellence in compliance with any applicable Community Architectural Guidelines or with the publication entitled "A Pattern Book for Gulf Coast Neighborhoods." A Gazebo included in the courtyard shall meet the architectural standards for a porch on a Façade.
  - l. *Landscaping and screening.* A Cottage Court shall include at least one pedestrian walkway of a minimum width five feet (5ft) running the length of the courtyard and providing pedestrian access to each Cottage. If Flood Prevention Ordinance requirements mandate that cottages be elevated more than 6 feet above grade, the pedestrian walkways may be constructed as elevated walkways. The courtyard shall be landscaped with the greater of one (1) tree per 800 square feet of courtyard area or two (2) trees, and with lawn, groundcover, understory shrubs, or some combination thereof. The courtyard may be separated from the Public Frontage by a painted wood picket fence not to exceed 4 feet height or by a visually open fence of wrought iron or other material approved by the City Architect at a height not to exceed 8 feet. Rear elevations of cottages shall either meet the architectural requirements of Facades or shall be screened from view from adjacent properties by a visually opaque fence, wall, or plantings to a minimum height of six (6) feet along side lot lines of the Composite Lot. Parking areas to the rear shall be screened from view from the courtyard and from adjacent properties in accordance with provision 5.4.13j.
  - m. *Covenants.* For Cottage Courts constructed on Composite Lots, Planning Office approval shall be contingent on recording of covenants preventing sale of individual component lots, and preventing re-subdivision of such lots except to combine constituent lots of the Cottage Court into a single lot. For all Cottage Courts approval shall require the recording against the property of covenants providing for permanent retention and maintenance of the common courtyard and the pedestrian passage, and restricting additions to and modifications of dwelling units or common structures and spaces which would not conform with the requirements of this Code for the Cottage Court Special Building Type.
  - n. All other standard for T4 Zones not explicitly describe in this Section (5.4.13) shall apply to the Cottage Court Special Building Type.

TABLE 9A: Cottage Court Special Building Type Disposition. See Section 5.4.13 for details.

<p><b>a. Cottage Court, Example 1:</b> An array of 4 to 12 Cottages along with up to 4 Outbuildings around a common courtyard constitutes a Cottage Court Special Building Type. The Cottages may be arrayed around up to three sides of the common courtyard, with the front of the courtyard always abutting the street.</p> <p>This example shows 7 Cottages defining the courtyard with two Outbuildings, one with Limited Office and the other a storage unit. The central area between Outbuildings is a surface parking area, and is screened from the courtyard by walls and by the Cottage at the end of the courtyard.</p> <p> </p>	<p style="text-align: right;"><b>T4</b></p>
<p><b>b. Cottage Court, Example 2:</b> Cottages must be arranged to define at least the sides of the common courtyard. Outbuildings are confined to the Fourth Layer and the rear of the courtyard, but may be used to define the rear boundary of the courtyard in combination with fencing, walls, or other screening.</p> <p>This example shows 8 Cottages and 3 Outbuildings defining the courtyard. The central Outbuilding is a Carriage House, with storage on the ground floor and two Residential units above. The outer two Outbuildings are garages. This Cottage Court contains 10 Residential units total.</p>	<p style="text-align: right;"><b>T4</b></p>
<p><b>c. Cottage Court Disposition Requirements:</b> This figure indicates various setback and other dispositional dimensions.</p> <ul style="list-style-type: none"> <li>a: Front setback, determined by Traveled Zone requirements</li> <li>b: Rear setback, determined by Transect Zone requirements</li> <li>c: Side setback = 3 feet minimum in all Zones</li> <li>d: Distance between Cottages = 5 feet minimum</li> <li>e: Distance between Outbuildings and other buildings = 10 feet minimum</li> <li>f: Courtyard depth = 40 feet minimum</li> <li>g: Courtyard width = 75 feet maximum, 16 feet minimum</li> <li>h: Unobstructed Courtyard Width = 16 feet minimum</li> </ul>	<p style="text-align: right;"><b>T4</b></p>

# Google Maps

## 215 E 2nd St Cottages on 2nd Street- Site Plan



Imagery ©2016 Google, Map data ©2016 Google 50 ft

Google Maps

For Staff Use Only	
Check number:	<u>1137</u>
Receipt number:	<u>0011678</u>
Reviewed by:	<u>[Signature]</u>

# APPLICATION FOR WARRANT

For Staff Use Only	
Case File #:	_____
Date Received:	_____
Zoning:	_____

## CITY OF PASS CHRISTIAN

I. TYPE OF CASE: WARRANT  
 II. PARCEL NUMBER: 0313G-03-016.000 + 0313G-03-017.000  
(Parcel Number available from Harrison County Tax Assessor at 228-865-4044)

Lot(s) \_\_\_\_\_, Block(s) \_\_\_\_\_, and Subdivision(s) \_\_\_\_\_  
 (When applicable)

III. LOCATION OF PROPERTY INVOLVED: 130 Scenic Drive West  
PASS CHRISTIAN MS 39571

ADDRESS OF PROPERTY INVOLVED: \_\_\_\_\_

NEAREST CROSS STREETS: Horn

IV. GENERAL DESCRIPTION OF REQUEST: Indicate Special Code requirements which cannot be met and explain. Attach any supporting materials.  
(Attach additional sheets as necessary.)

### V. OWNERSHIP AND CERTIFICATION:

*I hereby certify that I have read and understand this application, and that all information and attachments are true and correct. I further certify that I agree to comply with all applicable city codes, ordinances and state laws, and that I am the owner of the property involved in this request or authorized to act as the owner's agent for herein described request.*

<u>Ainslie B. Tatum</u>	<u>Tim Norton</u>	<u>Ainslie B. Tatum</u>
NAME OF OWNER (PRINT)	AGENT OF OWNER(S) (PRINT)	SIGNATURE OF OWNER
<u>158 Spence DR.</u>	<u>5 Bwayford Dr.</u>	<u>[Signature]</u>
MAILING ADDRESS	AGENT'S MAILING ADDRESS	SIGNATURE OF AGENT (IF APPLICABLE)
<u>Pass Christian MS 39571</u>	<u>Metairie La 70001</u>	<u>May 4, 2016</u>
CITY STATE ZIP	CITY STATE ZIP	DATE
<u>228-452-3453</u>	<u>504-488-6668</u>	FEE PAID
PHONE# (H)	PHONE#(W)	PHONE#(H)

If the property or properties listed above have more than one owner, please check this box.   
 In the case of multiple owners, please include names and contact information for all owners. Each property owner will need to sign the application. We can only accept applications with original signatures.  
 For multiple owners, please select one person to act as the Spokesperson and Agent for the Applicants.

### REQUIRED ATTACHMENTS:

- A. SUPPLEMENTAL APPLICATION
- B. LIST OF ADJACENT PROPERTY OWNERS (The Planning Department will complete this upon request.)
- C. SITE PLAN (Include distances/dimensions, buildings, property lines, and streets, etc.)
- D. CASH OR CHECK PAYABLE TO THE CITY OF PASS CHRISTIAN IN THE AMOUNT OF \$100.00
- E. PROOF OF OWNERSHIP (COPY OF DEED(S))
- F. IF APPLICABLE, PROOF OF AUTHORITY TO ACT AS AN AGENT
- G. ONE APPLICATION SET WITH ORIGINAL SIGNATURES

1 City of Pass Christian  
2 Municipal Complex Auditorium  
3 105 Hiern Avenue

---

4  
5 **Planning Commission**  
6 **Meeting Minutes**  
7 **Wednesday, May 18, 2016, 6:00 PM**  
8

9 **CALL TO ORDER**

10 Chairman Tom Phares called the meeting to order at 6:00 PM. In attendance were Commissioners Lisa  
11 Smith, Margaret Jean Kalif, Michael Lizana, Adam Pace, Rebecca O'Dwyer, Ken Austin and Steve Hunter.  
12 Commissioner Lisea Johnson was not in attendance.  
13

14 **ADOPTION OF MINUTES**

15 The first order of business was to table the adoption of the minutes from the monthly Planning  
16 Commission meeting held on March 16, 2016. A *Motion* by Commissioner Austin, seconded by  
17 Commissioner Pace, was made to table the adoption of the minutes. The motion passed unanimously.  
18

19 The second order of business was the adoption of the minutes from the monthly Planning Commission  
20 meeting held on April 27, 2016. A *Motion* by Commissioner Kalif, seconded by Commissioner Johnson,  
21 was made to adopt the minutes. The motion passed unanimously.  
22

23  
24 **NEW BUSINESS**

- 25 ○ *Application PD-17-2016, Tim Norton as agent for Thomas M Jr & Ainslie B Tatum, 130 W Scenic Drive*  
26 *& 146 W 2<sup>nd</sup> Street, Parcels #0313G-03-016.000 & #0313G-03-017.000, Warrant request regarding*  
27 *the courtyard and parking requirements within the Cottage Court Special Building Type Standards.*  
28

29 Chairman Phares introduced the project.  
30

31 Commissioner Austin recused himself and left the room.  
32

33 The City Planner, Danit Simon, briefed the Planning Commission on the project: The applicant proposes  
34 constructing nine cottages on a 63-foot wide lot that runs between Scenic Drive and 2<sup>nd</sup> Street. Because  
35 the lot is narrow, the courtyard and parking requirements of the Cottage Court Special Building Type  
36 cannot be met. Included in your packet is the site plan, an aerial of the Cottages on 2<sup>nd</sup> Street, which are  
37 an example of a successful cottage court layout, and the section of the code that illustrates typical  
38 layouts for this style of housing.  
39

40 The typical layout requires for the cottages to be fronting two to three sides of the courtyard, which is  
41 what frames or creates the courtyard itself. Because the lot is only 63 feet wide the applicant has  
42 proposed creating a 40 by 51 foot courtyard along Scenic Drive, instead of a central courtyard in the  
43 middle of the houses. The cottage court layout also requires for parking to be accessed by a rear alley  
44 and be located to the rear of the courtyard. If you reference the site plan, the parking will be  
45 underneath the elevated houses and accessed by a one-way-street that will run from Scenic Drive to 2<sup>nd</sup>  
46 Street.  
47

48 I have included the aerial of the Cottages on 2<sup>nd</sup> street to illustrate that the layout can be achieved  
49 without meeting every aspect of the code and in the end provide alternative housing options within our  
50 City. This community has 40 cottages, but only the central 17 cottages actually front the common  
51 courtyard.

52

53 The proposed plan does meet the spirit of the cottage layout by creating a community of smaller  
54 residential units with a communal space. And besides for the courtyard and the parking, all other code  
55 requirements are met, including setbacks, square footage maximums, architectural standards,  
56 screening, etc. The applicant is here if you have any questions, and this concludes my report.

57

58 Chairman Phares asked about the location of the driveway on the site plan.

59

60 Simon explained that the driveway will most likely be moved to the west side of the lot, and the  
61 sidewalk will remain on the east side of the lot. There are a elements of the site plan that need to be  
62 flushed out, this application is for the general concept to be approved before the extensive plans are  
63 developed and the expenses are inquired.

64

65 Commissioner Pace stated the project is great and fits the character of the City. He asked for further  
66 clarification of the site plan and whether it will be considered a subdivision. I don't want to approve the  
67 project today, and then it has to return in a month because they weren't able to meet every required  
68 aspect of the code.

69

70 Simon explained that this is not a subdivision, the code specifies that with the cottage court layout the  
71 lot does not need to be subdivided, but can have multiple houses on one lot. The cottage court layout is  
72 allowed by right in this zone, the question is with the applicant's interpretation of the cottage court  
73 layout, does the Commission feel that you can utilize the cottage court layout with a courtyard at the  
74 frontage instead of at the center of the lot?

75

76 Commissioner Paces responded that he does not see a problem with the location of the courtyard as  
77 shown on the site plan. Where I take pause, is with all the other details that have not been addressed  
78 yet. If we approve tonight, I don't want the applicant to need to return with additional requests and  
79 variances.

80

81 Simon clarified that tonight's approval is to address the courtyard and parking, the Commission will not  
82 lock yourselves in if you approve. The applicant is aware that he needs to meet all other aspects of the  
83 Code, and needs to submit complete plans to be reviewed by the City Engineer, the Fire Chief, the  
84 Building Code Official, etc.

85

86 The applicant Tim Norton explained that he wants to develop short-term vacation rentals to fill a  
87 housing gap that is currently not available in the City. I am looking for general approval tonight, before I  
88 move forward with the plans, which will comply with all requirements- driveway, drainage, etc.

89

90 Commissioner Pace asked if the use is allowable.

91 Simon explained that the Code does not distinguish between owning or renting. This is the cottage  
92 court layout, which is allowed by right, for up to 12 single-family residential houses on one lot.

93

94 The Commissioners further discussed the location of the driveway and how to achieve the rear-parking  
95 requirement underneath the house. Placing the driveway on the west side will allow for parking  
96 underneath the house from the rear, per the code.

97

98 A *Motion* by Commissioner Kalif, seconded by Commissioner Johnson, was made to approve the  
99 Warrant Application with an emphasis on the location of the courtyard, with the driveway moved to the  
100 west side of the parcel, and with the condition to adhere to parking from the rear and with the code's  
101 screening requirements. The motion passed unanimously.

102

103 Commissioner Kalif added that this is a wonderful plan for our community, very similar to the motels  
104 that used to be along Highway 90.

105

106 Commissioner Austin returned to the room.

107

108 ○ *Review Additions to SmartCode Updates*

109

110 The City Planner, Danit Simon, reviewed the additional five items on the SmartCode update list, which  
111 will be brought back to the Planning Commission for a public hearing and final approval at a future  
112 meeting.

113

114 The Commissioners were extremely relieved that items one and two in the memorandum were  
115 addressed and better defined, and requested that all five items be placed on the SmartCode update list  
116 at the next meeting.

117

118 **OLD BUSINESS**

119

120 **OTHER BUSINESS/PUBLIC COMMENT**

121

122 **ADJOURN**

123 A *Motion* by Commissioner Kalif, seconded by Commissioner Smith, was made to adjourn the meeting at  
124 6:50P.M. The motion passed unanimously.

Consider the Planning Commission's recommendation to approve Warrant Application PD-22-2016, Adam Pace for Sazerac Group, LLC, 133 Davis Avenue, Warrant request for the parking requirement to be met within one-quarter mile of the site that it serves. Supporting documentation attached.

*[Handwritten signature]*  
6/16/16

City of Pass Christian

# WARRANT

To: Planning Commission

From: Danit Simon, City Planner

Date: June 16, 2016

Project Number: PD-22-2016

Project Description: Warrant for the parking requirement to be met within one-quarter mile of the site that it serves.

---

**Applicant:** Adam Pace for Sazerac Group LLC

**Project Address:** 133 Davis Ave

**Parcel ID:** 0313H-02-024.000

**Zone:** T5C

**Project Description:** The applicant proposes a 350 square foot office addition to an existing building at the site. The plans meet all aspects of the code except for the requirement for one additional parking space. Sazerac Square's existing parking is already allocated to the existing structures surrounding the site. Therefore, they are requesting that the one additional required spot be met at 2<sup>nd</sup> Street at the City Pavilion parking lot.

**Applicable Zoning Regulations:**

*Parking Standards (T5C, T5H) 5.5.4.g: The required parking may be provided within one-quarter mile (1,320 feet) of the site that it serves, subject to approval by Warrant.*

*Table 12, Parking Calculation: Office, T5C Zone, 2 parking spaces per 1,000 square feet*

**Planning Office Opinion:** The Code encourages shared-parking to increase development and pedestrian activity within our City. The parking lot on 2<sup>nd</sup> Street and Davis Avenue can accommodate 45 vehicles, and is only approximately 280 feet from 133 Davis Avenue (5.3% of a mile). The requested parking location is a reasonable distance from the project site and will meet the SmartCode's objectives of compact, pedestrian oriented and mixed-use neighborhoods.

**Attached:**

Aerial Map

280 Ft (Approx)

133 Davis Aerial Map

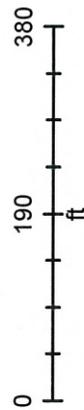


HARRISON COUNTY, MISSISSIPPI

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.

TAL FLURRY, TAX ASSESSOR.

MAP DATE: June 16, 2016



WASTEWATER PLANT SERVICE CO., INC. (WPSCO)  
P.O. BOX 493 (397 CLARK AVE.)  
PASS CHRISTIAN, MS 39571  
228-452-2031 228-452-4313

W-1  
6-21-16

MEMORANDUM

DATE: JUNE 15, 2016

TO: MAYOR MCDERMOTT and BOARD of ALDERMEN

FROM: BRUCE M. ANTHONY, MANAGER UTILITIES / WPSCO

SUBJECT: BOARD OF ALDERMAN'S MEETING of JUNE 21, 2016  
BILLING, COLLECTIONS & METER READING - APPROVAL REQUEST

1) REQUEST BOARD APPROVAL TO HAVE CITY ENGINEER - BOB ESCHER, P.E. ISSUE REQUESTS FOR QUOTATION FOR POINT REPAIR TO REPLACE 8" GRAVITY SEWER MAIN THAT IS 15' DEEP AND WILL REQUIRE WELL POINTING TO REPAIR SINK HOLE THAT CONTINUES TO GROW IN SIZE. NO BUDGET CHANGE IS REQUIRED, WE WILL USE ACCOUNT # 400-702-635 WHICH IS INCLUDED IN THE WATER DEPARTMENT 2015 / 2016 BUDGET. THE ESTIMATED COST IS \$27,645.00.

BM Anthony  
6-15-16

City of Pass Christian Sewer Point Repair - 572 West Royal Oak Drive					
NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
5-A	Provide, install, operate, monitor and remove a bypass sewage pumping system adequate to prevent sewer overflows.	1	LS	\$ 2,500.00	\$ 2,500.00
5-B	Provide, install, operate and remove a well point system to dewater the excavation area.	1	LS	\$ 7,500.00	\$ 7,500.00
5-C	Excavate and repair the existing 8" gravity sewer with SDR 26, PVC sewer pipe of the same size. (Includes replacing up to 30 lf of pipe, if necessary.)	1	LS	\$ 10,000.00	\$ 10,000.00
5-D	Replace additional 8" gravity sewer in excess of 30 lf.	1	LF	\$ 75.00	\$ 75.00
20-A	Pipe Foundation Material (Compacted and Tested) – Plan Measure	20	CY	\$ 22.50	\$ 450.00
20-B	Select Sandy Backfill (Compacted and Tested) – Plan Measure	280	CY	\$ 10.50	\$ 2,940.00
22-A	Place 8" compacted limestone road base. (Includes compaction and testing to 95% modified Proctor density)	20	SY	\$ 20.00	\$ 400.00
22-B	Remove and replace 4.0" compacted asphalt base course (19.0 mm mix) placed in two lifts -- Field Measure.	20	SY	\$ 28.00	\$ 560.00
22-C	Remove and replace 2.0" compacted asphalt surface course (9.5 mm mix) – Field Measure.	20	SY	\$ 15.00	\$ 300.00
22-D	Remove and replace concrete rollover curb – Field Measure	50	LF	\$ 25.00	\$ 1,250.00
22-E	Remove and replace concrete driveway - Field Measure.	25	SY	\$ 50.00	\$ 1,250.00
22-F	Solid Sod (Centipede or St. Augustine) - Field Measure.	56	SY	\$ 7.50	\$ 420.00
TOTAL ESTIMATED COST:					\$ 27,645.00

**Subject:** 572 West Royal Oak Drive Sewer Point Repair  
**From:** Bob Escher (bobe@cableone.net)  
**To:** wpsco1@yahoo.com,  
**Date:** Friday, June 10, 2016 10:12 AM

Bruce,

I think that I have the request for quotes ready to send out. Let me know when the Board authorizes it after the next meeting. I have attached an estimated cost for the work that you can share with the Board members. Let me know if you want to see the entire package and I'll send you an electronic copy.

Bob Escher, P.E.

Acct - 400-702-635

A. Garner Russell & Associates

P - 228-863-0667

F - 228-863-5232

---

## Attachments

- Proposal Point Repair.pdf (68.90KB)

**Subject:** Re: 572 West Royal Oak Drive Sewer Point Repair  
**From:** Bruce Anthony (wpsco1@yahoo.com)  
**To:** bobe@cableone.net;  
**Date:** Friday, June 10, 2016 2:01 PM

I guess you should send me the entire package, I will turn in Wednesday for inclusion on 6-21-16 agenda.

Thanks,

Bruce

---

**From:** Bob Escher <bobe@cableone.net>  
**To:** 'Bruce Anthony' <wpsco1@yahoo.com>  
**Sent:** Friday, June 10, 2016 10:12 AM  
**Subject:** 572 West Royal Oak Drive Sewer Point Repair

Bruce,

I think that I have the request for quotes ready to send out. Let me know when the Board authorizes it after the next meeting. I have attached an estimated cost for the work that you can share with the Board members. Let me know if you want to see the entire package and I'll send you an electronic copy.

Bob Escher, P.E.  
A. Garner Russell & Associates  
P - 228-863-0667  
F - 228-863-5232

# Pass Christian Police Department

P-1  
621-16

Timothy Hendricks  
Chief of Police



Mechelle Carbine  
Deputy Chief of Police

525 Espy Avenue  
Pass Christian, MS 39571  
Phone: (228) 452-3300 Fax: (228) 452-3306

June 14, 2016

To: Mayor McDermott & Board of Aldermen  
Fm: Chief Tim Hendricks  
Re: New Hires

Please consider my recommendation to hire Roy Williams and Andrew Thompson for the positions of patrolmen. They have passed the civil service written examination. Their employment is conditional until they satisfy the final requirements and are certified by civil service. They will be on a probationary status for 12 months.

I recommend that their hire dates be Wednesday, June 22, 2016 with a starting salary of \$31,452 annually.

Thank you for your consideration in this matter and if you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Tim Hendricks".

Chief Tim Hendricks

Agenda- June 21, 2016

# Pass Christian Police Department

P-2  
6-21-16

Timothy Hendricks  
Chief of Police



M.Y. Carbine  
Deputy Chief of Police

525 Espy Avenue  
Pass Christian, MS 39571  
Phone: (228) 452-3300 Fax: (228) 452-3306

June 14, 2016

To: Mayor McDermott & Board of Aldermen  
Fm: Chief Tim Hendricks

Re: Community Service Technician (CST) position

Please consider my recommendation to hire Travis McLaurin for the position of Community Service Technician. I recommend that his hire date be Wednesday, June 22, 2016 with an hourly rate of \$11.00 per hour.

Thank you for your consideration in this matter and if you have any questions please feel free to contact me.

Sincerely,

Chief Tim Hendricks

Agenda- June 21, 2016

# Pass Christian Police Department

CA-1  
b-21-16

Timothy Hendricks  
Chief of Police



Mechelle Carbine  
Deputy Chief of Police

525 Espy Avenue  
Pass Christian, MS 39571  
Phone: (228) 452-3300 Fax: (228) 452-3306

June 8, 2016

To: Mayor McDermott & Board of Aldermen  
From: Chief Tim Hendricks

Ref: FBI National Academy Associates Mississippi Chapter  
Summer Conference

Please allow myself, Chief Tim Hendricks to attend the above-named conference that will be held August 1-4, 2016 in Gulfport, MS.

- Registration will be \$275.00
- Lodging will not be required.
- A city vehicle will be used for travel.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Hendricks". The signature is fluid and cursive, with a large, sweeping initial "T".

Chief Tim Hendricks

Agenda-June 21, 2016

# Chapter Newsletter

MS Chapter of the FBINAA

5/6/2016

[Edition 1, Volume 1]

Greeting Everyone! I hope this letter finds everyone doing well. I'm happy to say we had an excellent turnout for the Spring Refresher, despite the inclement weather. Attendance was some of the best we've ever had and dining at Mama Hamil's was great. The Executive Committee is now finalizing the details for the Summer

Tuesday, along with a full day of training. We've confirmed LEEDA Instructor and former LAPD Commander Keith Bushey as our guest speaker. He'll be giving a presentation on "The Often Unintended Consequences of Toxic Leadership." Tuesday night is the President's Reception at the Biloxi Visitor's Center

## Upcoming Activity

\*\*\*

Mark your calendars! 1 - 4 August is the Summer Conference in Gulfport. That's a Monday through Thursday.

Congratulations to Rivers Johnson, our 2016 Youth Leadership Program Selectee. River is the daughter of Eric Johnson, Retired MBI Agent and current DA's Investigator for Smith, Jasper and Simpson Counties.

### *Mark your calendars!*

1 -4 August is the Summer Conference in Gulfport

Conference, scheduled for 1 - 4 August in Gulfport. Once again, we'll be at the Marriott and have a great line-up of events and training. Linda Atterberry-Schauer will be sending out registration forms shortly. As a preview, we'll be having an early registration and opening day reception at the firing range, sponsored by our good friend and Glock partner, Charlie Sumner. Registration will continue on

where we'll be serving a BBQ dinner. On Wednesday, we have training sessions on Dealing with the Media, and Social Media, both arranged by our FBI Liaison & Coordinator Bill Delaney. As always, our formal banquet is Wednesday night and we finish up on Thursday. Finally, we have an amazing array of partners joining us at the conference again this year,

including Tactical 5.11 and First Tactical who helped us with a superb array of registration items; C-Spire, our President's Reception sponsor; Verizon, our largest monetary contributor; and several other remarkable

partners who really make this a first class event.

In closing, my sincere thanks to each and every member of our chapter for allowing me the opportunity to lead this amazingly group of professionals. The Executive

Committee and I are doing our best to serve you and continue to build on the accomplishments of those Chapter Leaders who came before us.

## Your Executive Committee

Jim Adamo, President

(Biloxi PD, 228-348-3099)

John Neal, First Vice President

(Ridgeland PD, 601-940-9410)

Craig Petersen, Second Vice President

(Gulfport PD, 228-214-4485)

Linda Atterberry-Schauer, Secretary Treasurer

(Biloxi PD, Ret, 228-209-0385)

# Pass Christian Police Department

CA-2  
6-21-16

Timothy Hendricks  
Chief of Police



Mechelle Carbine  
Deputy Chief of Police

525 Espy Avenue  
Pass Christian, MS 39571  
Phone: (228) 452-3300 Fax: (228) 452-3306

June 9, 2016

To: Mayor McDermott & Board of Aldermen  
From: Chief Tim Hendricks

Ref: Remedial Training in Traffic Stop Situations

Please ratify this request to allow Officer Tiffany Morales to attend the training class was held on June 9, 2016 at the Harrison County Training Academy- Airport/8<sup>th</sup> Avenue location.

There was no charge for tuition.

A city vehicle was used for travel.

Thank you for your consideration in this matter and if you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Hendricks".

Chief Tim Hendricks

Agenda-June 21, 2016



City of Pass Christian, MS

CD-7  
13-21-16

# Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

By Docket/Claim Number

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00449	ABC RENTAL CENTERS	DKT10512					172.00
	INV0005343	FY 15-16 RENTAL EQUIPMENT 60%	Invoice	06/13/2016	FY 15-16 RENTAL EQUIPMENT 40%	400-702-560	78.00
	INV0005344	FY 15-16 RENTAL EQUIPMENT 60%	Invoice	06/13/2016	FY 15-16 RENTAL EQUIPMENT 40%	400-702-560	37.60
					FY 15-16 RENTAL EQUIPMENT 60%	400-704-560	56.40
00006	ACADEMY SPORTS & OUTDOORS	DKT10513					107.82
	INV0005368	white field paint	Invoice	06/13/2016	white field paint	001-506-551	107.82
00491	ADVANCE AUTO PARTS	DKT10514					144.08
	1413615432874	SUPPLIES FOR BEAUTIFICATION FY 15-	Invoice	06/13/2016	SUPPLIES FOR BEAUTIFICATION FY 15-	001-502-505	24.29
	1413616033206	SUPPLIES FOR BEAUTIFICATION FY 15-	Invoice	06/13/2016	SUPPLIES FOR BEAUTIFICATION FY 15-	001-502-505	54.80
	1413616179258	CYLINDER FOR OIL	Invoice	06/13/2016	CYLINDER FOR OIL	001-301-560	64.99
00803	Airgas, Inc.	DKT10515					108.15
	9936538035	FY 15-16 OPEN PO FOR CYLINDER REN	Invoice	06/13/2016	FY 15-16 OPEN PO FOR CYLINDER REN	001-301-639	108.15
00008	ALL SEASONS FARM EQUIPMENT	DKT10516					74.15
	76077	Stihl Backpack Blower Frame	Invoice	06/13/2016	Stihl Backpack Blower Frame	001-502-560	48.35
	76078	OPEN P.O. FY 15-16 BEAUTIFICATION	Invoice	06/13/2016	OPEN P.O. FY 15-16 BEAUTIFICATION	001-502-505	25.80
01186	AMELIA PERDOMO	DKT10517					100.00
	INV0005341	RANDOLPH EVENT DEBRA MALLEY	Invoice	06/13/2016	RANDOLPH EVENT DEBRA MALLEY	001-000-317	100.00
00705	AMERICAN MEDICAL RESPONSE	DKT10518					300.00
	26705	EMT TEXT BOOKS	Invoice	06/13/2016	EMT TEXT BOOKS	001-220-610	300.00
00531	AT & T CLUB SERVICE	DKT10519					944.45
	INV0005386	FY 15-16 PD PHONE SERVICES #228 M	Invoice	06/13/2016	FY 15-16 PD PHONE SERVICES #228 M	001-200-605	944.45
00019	B.E.A.R.	DKT10520					4,116.50
	26409	FY 15-16 OPEN P.O. R&M 40%	Invoice	06/13/2016	FY 15-16 OPEN P.O. R&M 40%	400-702-560	127.70
					FY 15-16 OPEN P.O. R&M 60%	400-704-560	191.55
	26417	FY 15-16 OPEN P.O. R&M 40%	Invoice	06/13/2016	FY 15-16 OPEN P.O. R&M 40%	400-702-560	121.70
					FY 15-16 OPEN P.O. R&M 60%	400-704-560	182.55
	26439	FY 15-16 OPEN P.O. R&M 40%	Invoice	06/13/2016	FY 15-16 OPEN P.O. R&M 40%	400-702-560	94.20
					FY 15-16 OPEN P.O. R&M 60%	400-704-560	141.30
	26440	FY 15-16 OPEN P.O. R&M 40%	Invoice	06/13/2016	FY 15-16 OPEN P.O. R&M 40%	400-702-560	1,303.00
					FY 15-16 OPEN P.O. R&M 60%	400-704-560	1,954.50

Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00020	BARNEYS POLICE	DKT10521					772.20
	0019787	Trouser, Sentry, Mens	Invoice	06/13/2016	Alter Pants - Hemming	001-200-535	12.00
					Striping, Both Legs	001-200-535	87.60
					Trouser, Sentry, Mens	001-200-535	75.32
					Trouser, Sentry, Mens	001-200-535	75.32
	20424	Trouser, Sentry, Mens	Invoice	06/13/2016	Holster, 6360, GLKTACLITE,STXBBSK<A	001-200-535	269.98
					Taclite, TLR-1, LED, W/Strobe	001-200-535	251.98
01207	BOBCAT TREE WORK LLC/CHRIST	DKT10522					450.00
	INV0005340	TREE REMOVAL MENGE AVE.	Invoice	06/13/2016	TREE REMOVAL MENGE AVE.	001-301-560	450.00
00031	BOURDIN BROTHERS PLUMBING	DKT10523					1,382.29
	INV0005345	SHOWER WITH SEAT FOR TRAILER AT	Invoice	06/13/2016	BARS	117-751-911	100.00
					FAUCET	117-751-911	175.00
					FREIGHT	117-751-911	270.00
					SHOWER WITH SEAT FOR TRAILER AT	117-751-911	837.29
00038	CABLE ONE	DKT10524					685.52
	INV0005385	FY 15-16 CABLE CITY HALL	Invoice	06/13/2016	FY 15-16 CABLE BEAUTIFICATION	001-502-603	69.45
					FY 15-16 CABLE CITY HALL	001-105-628	59.76
					FY 15-16 CABLE FIRE DEPT.	001-220-628	81.70
					FY 15-16 CABLE HARBOR	480-751-605	95.48
					FY 15-16 CABLE POLICE DEPT.	001-200-628	69.71
					FY 15-16 CABLE PUBLIC WORKS	001-301-628	69.71
					FY 15-16 CABLE RECREATION	001-506-605	72.01
					FY 15-16 CABLE SR. CENTER	001-320-628	136.71
	INV0005387	FY 15-16 CABLE CITY HALL	Invoice	06/13/2016	FY 15-16 CABLE POLICE DEPT.	001-200-628	30.99

## Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
01035	CARD SERVICES 748	DKT10525 Extend Boom Roller only	Invoice	06/13/2016	Ext Boom Roller Bush Item#KB0513	001-301-560	1,627.09 89.00
					Extend Boom Roller only Item# KB051	001-301-560	124.59
					Freight cost	001-301-560	22.02
	CM0000092	RETURN	Credit Memo	06/13/2016	RETURN	001-301-500	-18.03
	INV0005348	BLEACH	Invoice	06/13/2016	BLEACH	480-751-505	29.40
	INV0005349	JANITORIAL ITEMS	Invoice	06/13/2016	BLEACH FOR FIRE DEPT	001-220-510	35.28
					DAWN FOR FIRE DEPT.	001-220-510	31.76
					FRAMES FOR MAPS AT POLICE DEPT.	001-200-505	24.35
					HAND SOAP FOR RANDOLPH	001-300-510	14.16
	INV0005352	office and janitorial supplies	Invoice	06/13/2016	8,5'X11' COPY PAPER	001-220-500	59.96
					boardwalk CENTER PULL TOWELS 6/C	001-220-510	53.66
					GARBAGE BAGS 13GL	001-300-510	14.32
					MULTIFOLD TOWELS	001-300-510	29.64
					PAPER TOWELS	001-300-510	31.88
					SURGE PROTECTOR ITEM# 722406 2PI	001-220-500	19.98
	INV0005354	AA Batteries 48 pk Item # 279441	Invoice	06/13/2016	33 gal trash bags 120 ct. Item#154733	001-301-510	39.94
					AA Batteries 48 pk Item # 279441	001-301-560	71.92
					AAA Basrrieries 30 Pk Item#558893	001-301-560	33.96
					Dawn Dishwashing liquid Item#70860	001-301-510	45.76
	INV0005355	Trash Cans and Cable Ties	Invoice	06/13/2016	Cable Ties	001-502-560	5.94
					Trash Cans	001-502-560	26.96
	INV0005356	NETFLIX	Invoice	06/13/2016	NETFLIX- SENIORS CENTER	001-320-628	8.55
	INV0005357	INMATE LUNCHES	Invoice	06/13/2016	INMATE LUNCHES	001-301-520	9.98
	INV0005358	SUPPLIES	Invoice	06/13/2016	SUPPLIES-WALMART	001-101-505	3.74
					SUPPLIES-WALMART	001-105-505	14.30
					SUPPLIES-WALMART	001-110-500	3.96
	INV0005359	Flag Football Supplies	Invoice	06/13/2016	Flag Football Supplies	001-506-551	108.20
	INV0005360	Battery backup for server	Invoice	06/13/2016	APC BN1350G Battery Backup/Surge P	001-107-505	129.67
	INV0005361	SUPPLIES	Invoice	06/13/2016	SUPPLIES- WAL MART	001-105-505	28.59
					SUPPLIES- WAL MART	001-108-615	37.98
	INV0005362	LUNCH FOR HIGH SCHOOL VOLUNTEER	Invoice	06/13/2016	LUNCH FOR HIGH SCHOOL VOLUNTEER	001-108-615	83.76
	INV0005363	INMATE LUNCHES	Invoice	06/13/2016	INMATE LUNCHES	001-301-520	5.00
	INV0005365	8.5x11 Diploma Frame	Invoice	06/13/2016	8.5x11 Diploma Frame	001-200-505	24.00
	INV0005366	INMATE LUNCHES	Invoice	06/13/2016	INMATE LUNCHES	001-301-520	30.00
	INV0005367	SUPPLIES FOR RANDOLPH	Invoice	06/13/2016	SUPPLIES FOR RANDOLPH	001-300-510	17.86
	INV0005369	Photo Matte, 61073 Biscay Blue	Invoice	06/13/2016	Photo Matte, 61073 Biscay Blue	001-200-505	26.94
					Processing	001-200-505	4.95
					Shipping	001-200-505	10.95
	INV0005370	LIGHT GLOBE FOR RANDOLPH	Invoice	06/13/2016	LIGHT GLOBE FOR RANDOLPH	001-300-560	173.57
	INV0005371	INMATE LUNCHES	Invoice	06/13/2016	INMATE LUNCHES	001-301-520	24.54
	INV0005372	OTTERBOX CELL PHONE CASE	Invoice	06/13/2016	OTTERBOX CELL PHONE CASE	480-751-500	23.32
	INV0005373	Photo Paper Item #107956, Model #:	Invoice	06/13/2016	CALCULATOR PAPER	001-105-500	7.68

Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
	INV0005373	Photo Paper Item #107956, Model #:	Invoice	06/13/2016	Paper, Soft Gloss Item #575158	001-200-500	12.78
	INV0005375	3PK duster Item #008621611839	Invoice	06/13/2016	3PK duster Item #008621611839	001-301-500	23.94
					8 ct. sharpie pk Item#007164130217	001-301-500	6.24
					color duck tape Item#00753503511	001-301-500	16.85
					Taxes charged 3.29	001-301-500	3.29
00709	CASUAL MALE RETAIL GROUP IN	DKT10526					301.39
	INV0005350	Clothing for Investigator B. Smith	Invoice	06/13/2016	5X Shirt	001-200-535	33.73
					Altered Pants	001-200-535	12.49
					Belt	001-200-535	12.00
					Jacket	001-200-535	74.99
					Pants	001-200-535	29.99
					Shirt	001-200-535	9.74
					Shirt	001-200-535	10.00
					Shirt	001-200-535	9.99
					Shirt	001-200-535	19.99
					Shirt	001-200-535	88.47
00755	COAST BATTERY SPECIALIST, INC	DKT10527					14.84
	49808	FY 15-16 OPEN PO FOR BATTERIES AT	Invoice	06/13/2016	FY 15-16 OPEN PO FOR BATTERIES AT	001-301-560	14.84
00055	COAST CHLORINATOR & PUMP	DKT10528					738.00
	64491	FY 15-16 CHLORINE & WATER SYSTEM	Invoice	06/13/2016	FY 15-16 CHLORINE & WATER SYSTEM	400-704-560	738.00
00056	COAST ELECTRIC POWER ASSO	DKT10529					1,291.36
	INV0005381	FY 15-16	Invoice	06/13/2016	FY 15-16 ESPY WELL #832630-003	400-703-625	1,291.36
00056	COAST ELECTRIC POWER ASSO	DKT10530					3,338.21
	INV0005379	STREET LIGHTS 529 ESPY AVE.	Invoice	06/13/2016	STREET LIGHTS 529 ESPY AVE.	001-301-631	11.57
	INV0005380	FY 15-16	Invoice	06/13/2016	FY 15-16 ELECTRIC ON 520 ESPY PD #8	001-200-625	3,326.64
00824	Coastal Tire & Auto, LLC	DKT10531					357.72
	8894	FY 15-16 OPEN PO FOR BEAUTIFICATK	Invoice	06/13/2016	FY 15-16 OPEN PO FOR BEAUTIFICATK	001-502-571	14.00
	8946	FY 15-16 OPEN PO FOR BEAUTIFICATK	Invoice	06/13/2016	FY 15-16 OPEN PO FOR BEAUTIFICATK	001-502-571	343.72
00478	CONTROL SYSTEM, INC	DKT10532					813.96
	52458	COST TO REPAIR/REPLACE CONTROL E	Invoice	06/13/2016	DC 101 D DUPLEX CONTROLLER	400-704-560	322.26
					DC 101 D REPAIR CHARGE	400-704-560	80.00
					DC 101 E REPAIR CHARGE	400-704-560	97.30
					DCTB 101 TERMINAL BOARD	400-704-560	201.40
					FT 101 A REPAIR CHARGE	400-704-560	34.00
					FT 101 A REPAIR CHARGE	400-704-560	34.00
					TR 401 REPAIR CHARGE	400-704-560	45.00
00081	DPS CRIME LAB	DKT10533					250.00
	90049396	FY 15-16 LAB ANALYTICAL FEES	Invoice	06/13/2016	FY 15-16 LAB ANALYTICAL FEES	001-200-600	250.00

## Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

Vendor #	Vendor Name Payable Number	Docket/Claim # Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount Distribution Amount
00096	FUELMAN NP47339886	DKT10534 FY 15-16 OPEN PO FOR FUEL	Invoice	06/13/2016	BEAUTIFICATION DEPT. CODE	001-502-525 001-110-525	5,935.69 112.49 30.73
					EXECUTIVE	001-102-525	27.44
					FIRE DEPT.	001-220-525	308.27
					HARBOR	480-751-525	117.03
					POLICE DEPT.	001-200-525	1,159.08
					PUBLIC WORKS DEPT.	001-301-525	350.05
					RECREATION DEPT.	001-506-525	77.97
	NP47629351	FY 15-16 OPEN PO FOR FUEL	Invoice	06/13/2016	BEAUTIFICATION DEPT. FIRE DEPT.	001-502-525 001-220-525	111.95 325.20
					HARBOR	480-751-525	134.40
					POLICE DEPT.	001-200-525	913.71
					PUBLIC WORKS DEPT.	001-301-525	183.50
					RECREATION DEPT.	001-506-525	36.75
	NP47674731	FY 15-16 OPEN PO FOR FUEL	Invoice	06/13/2016	BEAUTIFICATION DEPT. CODE	001-502-525 001-110-525	123.99 31.81
					FIRE DEPT.	001-220-525	284.67
					HARBOR	480-751-525	126.14
					POLICE DEPT.	001-200-525	1,075.77
					PUBLIC WORKS DEPT.	001-301-525	376.49
					RECREATION DEPT.	001-506-525	28.25
00099	GALLS, LLC 005524924	DKT10535 UNIFORMS	Invoice	06/13/2016	Item# FT451, SWAT 8" Force Side Zip I	480-751-535	259.40 61.60
					Item# TR549, Tru-Spec 24-7 Ripstop P:	480-751-535	118.68
					Item# TR549, Tru-Spec 24-7 Ripstop P:	480-751-535	79.12
00124	HARRISON COUNTY SHERIFF'S MAY 2016	DKT10536 FY 15-16 INMATE SERVICES	Invoice	06/13/2016	FY 15-16 INMATE SERVICES	001-200-520	1,125.00 1,125.00
00126	HARRISON COUNTY UTILITY AUT INV0005337	DKT10537 MAY 2016	Invoice	06/13/2016	MAY 2016 RESIDENTIAL COLLECTION	400-705-600	63,643.70 25,176.48
	INV0005338	WATER SERVICE FOR JULY 2016	Invoice	06/13/2016	WATER SERVICE FOR JULY 2016	400-706-600	381.61
	INV0005339	TREATMENT FOR JULY	Invoice	06/13/2016	TREATMENT FOR JULY	400-706-600	31,185.02
	JUNE 13, 2016	MAY COLLECTION	Invoice	06/15/2016	ADDITIONAL LANDFILL	400-705-600	6.00
					DUMPSTER COST MAY	400-705-600	2,347.92
					RESIDENTIAL COLLECTION MAY	400-705-600	4,546.67
00721	KEELING COMPANY S3012743.001	DKT10538 20-5-10 Fertilizer	Invoice	06/13/2016	20-5-10 Fertilizer	001-502-560	785.43 785.43
00178	KROL ELECTRIC INC. 17472	DKT10539 ELECTRICAL FOR TRAILERS AT HARBOF	Invoice	06/13/2016	ELECTRICAL FOR TRAILERS AT HARBOF	481-751-911	4,515.00 2,475.00
	17602	100 A SINGLE PHASE	Invoice	06/13/2016	100 A SINGLE PHASE	480-751-635	2,040.00

Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00179	LABORCHEX	DKT10540					21.45
	112234	RECORDS CHECK JOHNNIE JONES PW	Invoice	06/15/2016	RECORDS CHECK JOHNNIE JONES PW	001-105-600	21.45
00463	Long Beach Auto Auction	DKT10541					1,949.00
	INV0005382	COMMISSION FOR SURPLUS ITEMS	Invoice	06/13/2016	COMMISSION FOR SURPLUS ITEMS	001-301-600	404.71
						480-751-603	1,544.29
01277	MISSISSIPPI LAW RESEARCH INST	DKT10542					80.00
	3699	AFFIDAVIT BOOK	Invoice	06/13/2016	AFFIDAVIT BOOK	001-101-505	80.00
00215	MISSISSIPPI POWER CO	DKT10543					3,917.13
	INV0005332	CITY HALL #79692-48022	Invoice	06/13/2016	FIRE DEPT. 707 W. NORTH & 808 E. 2N	001-220-625	151.67
	INV0005333	CITY HALL #79692-48022	Invoice	06/13/2016	HARBOR 112, 115 S. MARKET, 1 HIERN	480-751-625	1,648.33
	INV0005334	CITY HALL #79692-48022	Invoice	06/13/2016	HARBOR 112, 115 S. MARKET, 1 HIERN	480-751-625	1,980.97
	INV0005335	CITY HALL #79692-48022	Invoice	06/13/2016	HARBOR 112, 115 S. MARKET, 1 HIERN	480-751-625	72.74
	INV0005336	CITY HALL #79692-48022	Invoice	06/13/2016	PD FIRING RANGE 401 ESPY	001-200-625	63.42
00218	MISSISSIPPI UTILITY SUPPLY	DKT10544					2,589.63
	0530471	FY 15-16 MAINTENANCE & SUPPLIES 4	Invoice	06/13/2016	FY 15-16 MAINTENANCE & SUPPLIES 4	400-702-560	74.69
						400-704-560	112.03
	0530527	FY 15-16 MAINTENANCE & SUPPLIES 4	Invoice	06/13/2016	FY 15-16 MAINTENANCE & SUPPLIES 4	400-702-560	704.31
						400-704-560	1,056.47
	0530694	FY 15-16 MAINTENANCE & SUPPLIES 4	Invoice	06/13/2016	FY 15-16 MAINTENANCE & SUPPLIES 4	400-702-560	256.85
						400-704-560	385.28
00237	NEWMAN TRAFFIC SIGNS	DKT10545					84.91
	TI-0298488	24x6 Street Sign JAPONICA DR.	Invoice	06/13/2016	24x6 Street Sign JAPONICA DR.	001-301-555	27.07
						001-301-555	57.84
00664	OFFICE DEPOT, INC.	DKT10546					24.31
	841951890001	OFFICE SUPPLIES	Invoice	06/13/2016	308957, LARGE BINDER CLIPS	480-751-500	9.18
						480-751-500	9.93
						480-751-500	5.20
00239	O'REILLY AUTOMOTIVE STORES,	DKT10547					393.86
	1281-256516	FY 15-16 OPEN PO FOR PARTS	Invoice	06/13/2016	FY 15-16 OPEN PO FOR PARTS R & M	001-301-560	105.56
	1281-257060	FY 15-16 OPEN PO FOR R & M POLICE	Invoice	06/13/2016	FY 15-16 OPEN PO FOR R & M POLICE	001-200-560	38.42
	1281-257061	FY 15-16 OPEN PO FOR R & M POLICE	Invoice	06/13/2016	FY 15-16 OPEN PO FOR R & M POLICE	001-200-560	194.26
	1281-257650	FY 15-16 OPEN PO FOR PARTS	Invoice	06/13/2016	FY 15-16 OPEN PO FOR PARTS GENER	001-301-505	2.85
	1281-257714	FY 15-16 OPEN PO FOR R & M POLICE	invoice	06/13/2016	FY 15-16 OPEN PO FOR R & M POLICE	001-200-560	49.47
	1281-258435	RETURN	Credit Memo	06/15/2016	RETURN	001-301-560	-105.56
	1281-258436	PARTS FOR FIRE DEPT.	Invoice	06/15/2016	PARTS FOR FIRE DEPT.	001-220-560	105.56
	1281-258439	FY 15-16 OPEN PO FOR PARTS	Invoice	06/13/2016	FY 15-16 OPEN PO FOR PARTS GENER	001-301-505	3.30
00249	PASS WHOLESALE SUPPLY, INC.	DKT10548					413.21
	000082627	RANDOLPH CENTER	Invoice	06/13/2016	RANDOLPH CENTER	001-320-505	89.00
	000082664	RANDOLPH CENTER	Invoice	06/13/2016	RANDOLPH CENTER	001-320-505	258.32
	000082672	OPEN P.O. BEAUTIFICATION FY 15-16	Invoice	06/13/2016	OPEN P.O. BEAUTIFICATION FY 15-16	001-502-560	65.89

Docket of Claims Register

APPKT02996 - CLAIM5 DOCKET 06/21/16

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00249	PASS WHOLESale SUPPLY, INC.	DKT10549					1,929.81
	05/31/16	FY 15-16 MAINTENANCE SUPPLIES 40:	Invoice	06/13/2016	FY 15-16 MAINTENANCE SUPPLIES 40:	400-702-560	771.92
					FY 15-16 MAINTENANCE SUPPLIES 60:	400-704-560	1,157.89
01404	PENTAIR AQUATIC ECO-SYSTEM:	DKT10550					9,156.78
	I2266233	SPAWNING SYSTEM	Invoice	06/13/2016	3Irow6'r 3 literTnkRow12 TankSet Ma	481-751-911	2,168.80
					m56t-d-pcra 5 shelf 60" rck assm 3. sir	481-751-911	5,602.50
	I2267757	#5L3207 HEATER	Invoice	06/13/2016	#CNTRL4 CONTROLLER FOR HEATER	481-751-911	606.48
					#TL3207 HEATER NEED 3 PHASE TITAN	481-751-911	779.00
01196	POPPS FERRY SALES & SERVICES	DKT10551					266.12
	INV0005346	OPEN P.O. FOR PARTS FY 15-16	Invoice	06/13/2016	OPEN P.O. FOR PARTS FY 15-16	001-502-505	204.16
	INV0005383	OPEN P.O. FOR PARTS FY 15-16	Invoice	06/13/2016	OPEN P.O. FOR PARTS FY 15-16	001-502-505	61.96
01336	RAY ALLEN MANUFACTURING, LI	DKT10552					95.59
	RINV004134	Padded Tracking Harness	Invoice	06/13/2016	Padded Tracking Harness	001-200-505	79.99
					Shipping	001-200-610	15.60
01376	ROBERT HALL AUTO SALES AND:	DKT10553					150.00
	01067576	Instrument Cluster 2004 GMC	Invoice	06/13/2016	Instrument Cluster 2004 GMC	001-502-560	150.00
00284	ROCKET PEST CONTROL, INC	DKT10554					75.00
	25009	CITY HALL	Invoice	06/13/2016	WATER DEPT.	400-700-600	25.00
	JUNE 2016 WATER	CITY HALL	Invoice	06/13/2016	WATER DEPT.	400-700-600	25.00
	MARCH 2016 WATER	CITY HALL	Invoice	06/13/2016	WATER DEPT.	400-700-600	25.00
00284	ROCKET PEST CONTROL, INC	DKT10555					580.00
	JUNE 2016	CITY HALL	Invoice	06/13/2016	BEAUTIFICATION DEPT.	001-502-600	25.00
					CITY HALL	001-105-600	25.00
					CODE DEPT.	001-110-600	25.00
					COURT	001-101-600	25.00
					FIRE DEPT. 1 & 2	001-220-600	60.00
					HARBOR	480-751-600	25.00
					POLICE DEPT.	001-200-600	30.00
					PUBLIC WORKS	001-301-600	25.00
					RECREATION DEPT.	001-506-600	25.00
					SR. CENTER	001-320-600	25.00
	MARCH 2016	CITY HALL	Invoice	06/13/2016	BEAUTIFICATION DEPT.	001-502-600	25.00
					CITY HALL	001-105-600	25.00
					CODE DEPT.	001-110-600	25.00
					COURT	001-101-600	25.00
					FIRE DEPT. 1 & 2	001-220-600	60.00
					HARBOR	480-751-600	25.00
					POLICE DEPT.	001-200-600	30.00
					PUBLIC WORKS	001-301-600	25.00
					RECREATION DEPT.	001-506-600	25.00
					SR. CENTER	001-320-600	25.00

## Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00295	SANICO	DKT10556					32.81
	50694	JANITORIAL SERVICES FY 15-16	Invoice	06/13/2016	JANITORIAL SERVICES FY 15-16	001-300-510	18.82
	52477	JANITORIAL SERVICES FY 15-16	Invoice	06/13/2016	JANITORIAL SERVICES FY 15-16	001-300-510	13.99
00305	SMITH TIRES & AUTO SERVICES	DKT10557					352.06
	1-1205	Front End Alignment Ford Ranger	Invoice	06/13/2016	Front End Alignment Ford Ranger	001-502-560	69.95
	20158	FY 15-16 AUTO REPAIRS & PARTS PW	Invoice	06/13/2016	FY 15-16 AUTO REPAIRS & PARTS PW	001-301-560	154.90
	20213	FY 15-16 AUTO REPAIRS & PARTS PW	Invoice	06/13/2016	FY 15-16 AUTO REPAIRS & PARTS PW	001-301-560	46.15
	20237	FY 15-16 AUTO REPAIRS & PARTS PW	Invoice	06/13/2016	FY 15-16 AUTO REPAIRS & PARTS PW	001-301-560	81.06
01284	SONITROL OF NEW ORLEANS	DKT10558					320.00
	T356895	MAY MAINTENANCE	Invoice	06/15/2016	MAY MAINTENANCE	001-200-600	320.00
00308	SOUTH MISSISSIPPI BUSINESS M.	DKT10559					388.30
	AR277669	COPIER RENTAL CITY HALL #9594	Invoice	06/13/2016	COPIER RENTAL HARBOR #9926	480-751-639	284.60
	AR278289	COPIER RENTAL CITY HALL #9594	Invoice	06/13/2016	COPIER RENTAL PUBLIC WORKS #8675	001-301-639	103.70
00534	SOUTHERN LINC WIRELESS	DKT10560					639.11
	10233801	HARBOR -ACCT #0010819311 (HARBO	Invoice	06/13/2016	PUBLIC WORKS -#0010808371 (3311)	001-301-605	294.33
	10238823	HARBOR -ACCT #0010819311 (HARBO	Invoice	06/13/2016	HARBOR -ACCT #0010819311 (HARBO	480-751-605	225.68
	10240229	HARBOR -ACCT #0010819311 (HARBO	Invoice	06/13/2016	BEAUTIFICATION-#0010851611	001-502-605	119.10
00314	SOUTHERN TIRE MART, LLC	DKT10561					241.84
	123.10393	FY 15-16 TIRE REPLACEMENT & REPAI	Invoice	06/13/2016	FY 15-16 TIRE REPLACEMENT & REPAI	001-301-571	241.84
00329	SUNBELT FIRE APPARTUS,INC	DKT10562					177.40
	97408	packing kit ZM part# HP296-0030-10-4	Invoice	06/13/2016	packing kit ZM part# HP296-0030-10-4	001-220-505	177.40
01141	TCSWARE, INC.	DKT10563					9,579.88
	150652	SERVER/DEP SOFTWARE/TRAINING	Invoice	06/13/2016	HP PROLIAMT ML30 G9	001-200-911	3,995.00
					L3 DEP SOFTWARE LICENSE	001-200-911	4,788.00
					REMOTE (TRAN-RPS)	001-200-911	796.88
00912	THOMSON REUTERS	DKT10564					29.00
	834074619 WATER	POLICE DEPT. 60%	Invoice	06/13/2016	WATER DEPT 5% (\$27.36 EA MONTH)	400-700-600	29.00
00912	THOMSON REUTERS	DKT10565					551.03
	834074619	POLICE DEPT. 60%	Invoice	06/13/2016	CITY HALL 5% (\$27 EA MONTH)	001-105-600	29.00
					CODE DEPT. 10% (\$54.72 EA MONTH)	001-110-600	58.00
					COURT DEPT. 20% (\$109.44 EA MONT	001-110-600	116.01
					POLICE DEPT. 60% (\$328.32 EA MONT	001-200-600	348.02
00347	U.S.POST OFFICE - POSTMASTER	DKT10566					84.00
	INV0005377	2016 POST OFFICE BOX 0509 YEARLY F	Invoice	06/13/2016	ANNUAL PO BOX 0509 FEE	400-700-606	84.00
00347	U.S.POST OFFICE - POSTMASTER	DKT10567					138.00
	INV0005376	POST OFFICE BOX RENEWAL	Invoice	06/13/2016	POST OFFICE BOX RENEWAL	001-105-600	138.00

Docket of Claims Register

APPKT02996 - CLAIMS DOCKET 06/21/16

Vendor #	Vendor Name	Docket/Claim #	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
	Payable Number	Payable Description					Distribution Amount
00665	WALMART	DKT10568					164.91
	INV0005364	Coaching Whistles	Invoice	06/13/2016	Coaching Whistles	001-506-551	15.84
	INV0005374	supplies	Invoice	06/13/2016	supplies	001-320-505	122.99
					supplies	001-320-510	26.08
01449	WILLIAM R MATKIN JR	DKT10569					765.00
	INV0005378	Irrigation Repair	Invoice	06/13/2016	Irrigation Repair	001-502-560	765.00
01028	WILLIE DAVIS	DKT10570					51.05
	INV0005347	PETTY CASH REIMBURSEMENT	Invoice	06/13/2016	WAL MART SUPPLIES	480-751-500	25.54
					WAL MART SUPPLIES	480-751-500	25.51
<b>Total Claims: 59</b>						<b>Total Payment Amount:</b>	<b>129,595.14</b>