



**SPECIAL CALLED MEETING OF THE MAYOR AND BOARD OF
ALDERMEN: FY24 BUDGETARY WORKSHOP #3
OF THE CITY OF GLUCKSTADT, MISSISSIPPI**

Tuesday, August 15, 2023 at 5:00 PM

Agenda

This notice and agenda of the Special Called Meeting of the Mayor and Board of Aldermen: FY24 Budgetary Workshop #3 is hereby given by the undersigned. Said meeting shall be held on Tuesday, August 15, 2023, at 5:00 PM in the Board Room at City Hall, located at 343 Distribution Drive, Gluckstadt, MS 39110.

The business to be brought before the meeting shall be limited to the following:

- 1. Call Meeting to Order and Roll Call**
- 2. Opening Prayer and Pledge of Allegiance**
- 3. New Business**
 - [A\)](#) Consideration and Approval: Stantec Engineering Task Order # 5 &6 Preliminary Plans for Gluckstadt Road and Calhoun Parkway: Local Public Agency (LPA) Funding for Road Projects
 - [B\)](#) Consideration of Budgetary Finalization Timeline & Request for Authorization to Publish Notice of Public Hearing (Budget/Tax Levy) and Proposed FY24 Budget Summary
- 4. Old Business**
 - [A\)](#) FY24 Budgetary Workshop #3: Discussion and Consideration of Finalizing FY24 Budget
- 5. Public Comment**
- 6. Closed Session to Determine Need for Executive Session**
- 7. Adjourn**

WALTER C. MORRISON, IV
MAYOR

We the undersigned Aldermen acknowledge that we were given notice of said meeting at least three (3) hours in advance thereof by a copy of this notice.

Alderwoman Bates _____

Alderman Powell _____

Alderman Slay _____

Alderman Taylor _____

Alderwoman Williams _____

ATTEST: _____ DATE: _____

LINDSAY D. KELLUM
CITY CLERK

[Seal]

City of Gluckstadt, MS
General Services Task Order

Task Order No. 6

Task Order to the General Services Agreement Between
The City of Gluckstadt, Mississippi
And
Stantec Consulting Services Inc.

This Task Order to the General Services Agreement executed March 8, 2022, between the City of Gluckstadt, Mississippi (Client) and Stantec Consulting Services Inc. (Stantec) is a part of and is subject to all the terms and conditions of the Agreement unless specifically provided otherwise herein:

1. Project Name: Calhoun Parkway from Gluckstadt Rd to Stout Rd. CMPDD Maintenance Project Application.
2. Project Manager:
 - For the City: Mike McCullom
 - For Stantec: Brad Engels
3. Method of Compensation: Per Exhibit(A)
4. Task Order Allowable Cost: \$10,000.00
5. Scope of Work: Stantec will assist the City of Gluckstadt in the preparation and submittal of a Maintenance Project Application to the CMPDD to perform base repairs, mill & overlay and stripe Calhoun Parkway from Gluckstadt Rd to Stout Rd.

Accepted and approved by the City of Gluckstadt as of the last date of execution below:

City of Gluckstadt

Stantec

Date

Date

EXHIBIT A

The following attachment shall be read in conjunction with and constitute part of this AGREEMENT:

Rate Table:

2023 General Services Hourly Rate Schedule	
Classification	Hourly Rate
Senior Professional Engineer	\$198.00
Professional Engineer	\$180.00
Engineer Intern	\$98.00
Senior Engineering Technician/Inspector	\$127.00
Engineering Technician/Inspector II	\$102.00
Engineering Technician/Inspector I	\$74.00
Professional Surveyor	\$168.00
Survey Party Chief	\$145.00
Survey Technician	\$105.00
Project Controls/Administration	\$95.00
Clerical	\$54.00

2023 General Services Reimbursable Expenses	
Item	
Premium Wide Format Plot	\$2.65
Color Wide Format Plot	\$0.91
B&W Wide Format Plot	\$0.22
B&W 8.5 x 11	\$0.06
B&W 11 x 17	\$0.12
Color 8.5 x 11	\$0.19
Color 11 x 17	\$0.38
Units	
Mileage*	\$0.655
*will be adjusted to current IRS rate	

City of Gluckstadt, MS
General Services Task Order

Task Order No. 5

Task Order to the General Services Agreement Between
The City of Gluckstadt, Mississippi
And
Stantec Consulting Services Inc.

This Task Order to the General Services Agreement executed March 8, 2022, between the City of Gluckstadt, Mississippi (Client) and Stantec Consulting Services Inc. (Stantec) is a part of and is subject to all the terms and conditions of the Agreement unless specifically provided otherwise herein:

1. Project Name: Gluckstadt Road Improvements Project Application
2. Project Manager:
 For the City: Mike McCullom
 For Stantec: Brad Engels
3. Method of Compensation: Per Exhibit(A)
4. Task Order Allowable Cost: \$15,000.00
5. Scope of Work: To provide a total project cost estimation for the proposed improvements to Gluckstadt Road. Once the Central Mississippi Planning and Development District issues a new request for project, we will assist the City of Gluckstadt in the preparation and submittal of the application to the MPO.

Accepted and approved by the City of Gluckstadt as of the last date of execution below:

City of Gluckstadt

Stantec

Date

Date

EXHIBIT A

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Mileage*	\$0.655
*will be adjusted to current IRS rate	



CITY OF GLUCKSTADT

MISSISSIPPI
PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John M. McCollum, Public Works Director

DATE: 08/14/2023

SUBJECT: Local Public Agency (LPA) Funding for Road Projects

I recommend that the Mayor and Board of Alderman approve the proposals (Task Order 5 & 6) submitted by Stantec Engineering for cost estimates, preliminary planning, and completion of the funding applications to Central Mississippi Planning and Development. The applications are for a capacity project on Gluckstadt Road and a maintenance project on Calhoun Station Parkway. The cost for these task orders is as follows:

1. #5 Gluckstadt Road \$15,000.00
2. #6 Calhoun Station Parkway \$10,000.00

Thank you for your consideration of my request. Please let me know if you need more information.

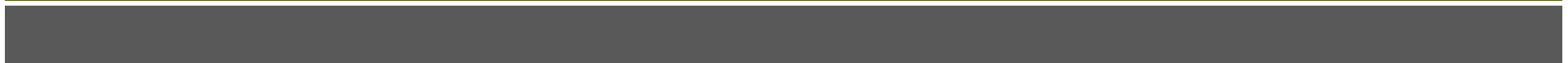
August

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 BOA FY24 BUDGET WORKSHOP #3 (FINALIZE)	16	17	18	19
20	21	22 SEND PROPOSED BUDGET SUMMARY TO MADISON COUNTY JOURNAL AT 2:00 PM	23	24 PUBLICATION #1 OF PROPOSED FY24 BUDGET SUMMARY	25	26
27	28	29	30 TENTATIVE PUBLIC HEARING, FY24 PROPOSED BUDGET AND TAX LEVY	31 PUBLICATION #2 OF PROPOSED F24 BUDGET		

September

2023



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12 REGULAR MEETING: FORMAL FY 24 BUDGET ADOPTION AND TAX LEVY	13	14	15 DEADLINE TO ADOPT FY24 BUDGET & TAX LEVY	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30 LAST DAY OF FISCAL YEAR 2023

CITY OF GLUCKSTADT, MISSISSIPPI
PRELIMINARY FYE 2024 GENERAL FUND BUDGET
12.00 MILLS

08/14/2023

	<u>AMENDED FYE2023 BUDGET</u>	<u>YEAR-TO-DATE THRU 06/30/23</u>	<u>PRELIMINARY FYE2024 BUDGET</u>
REVENUES:			
TAXES	\$1,263,340	\$1,293,280	\$1,448,900
LICENSES & PERMITS	\$73,000	\$89,571	\$102,000
FRANCHISE FEES	\$120,000	\$163,409	\$163,000
INTERGOVERNMENTAL	\$3,936,590	\$2,932,028	\$3,866,310
FINES	\$115,000	\$172,731	\$193,000
MISCELLANEOUS	\$250	\$82,619	\$70,500
TOTAL REVENUES	\$5,508,180	\$4,733,638	\$5,843,710
EXPENDITURES:			
PERSONNEL SERVICES	\$1,853,663	\$1,269,047	\$2,472,812
SUPPLIES	\$301,238	\$135,422	\$291,350
CONTRACTUAL SERVICES	\$2,002,064	\$991,214	\$2,228,391
GRANTS / SUBSIDIES / ALLOCATIONS	\$0	\$0	\$0
DEBT SERVICE	\$0	\$0	\$0
CAPITAL OUTLAY	\$1,587,675	\$396,244	\$1,291,291
TRANSFERS	\$120	\$0	\$617,031
TOTAL EXPENDITURES	\$5,744,760	\$2,791,927	\$6,900,875
NET	(\$236,580)	\$1,941,711	(\$1,057,165)

CONTENTS:	PAGE #s
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CITY OF GLUCKSTADT, MISSISSIPPI
PRELIMINARY FYE 2024 CAPITAL PROJECT FUNDS BUDGETS

08/14/2023

POLICE STATION CAPITAL PROJECT FUND 1 (2022 LEGISLATIVE APPROPRIATION)

	AMENDED FYE2023 BUDGET	YEAR-TO-DATE	PRELIMINARY FYE2024 BUDGET
REVENUES (INCLUDES BEGINNING CASH BALANCE)	\$1,000,220	\$1,000,234	\$311,904
EXPENDITURES	1,000,120	688,330	311,904
FUND BALANCE	\$100	\$311,904	\$0

POLICE STATION CAPITAL PROJECT FUND 2 (2023 LEGISLATIVE APPROPRIATION)

	AMENDED FYE2023 BUDGET	YEAR-TO-DATE	PRELIMINARY FYE2024 BUDGET
REVENUES (INCLUDES BEGINNING CASH BALANCE)	\$750,000	\$0	\$750,000
EXPENDITURES	750,000	0	750,000
FUND BALANCE	\$0	\$0	\$0

POLICE STATION CAPITAL PROJECT FUND 3 (2023 G.O. BOND ISSUE)

	AMENDED FYE2023 BUDGET	YEAR-TO-DATE	PRELIMINARY FYE2024 BUDGET
REVENUES (INCLUDES BEGINNING CASH BALANCE)	\$6,205,229	\$6,205,229	\$6,057,421
EXPENDITURES	6,205,229	147,808	6,057,421
FUND BALANCE	\$0	\$6,057,421	\$0

CITY OF GLUCKSTADT, MISSISSIPPI
PRELIMINARY FYE 2024 DEBT SERVICE FUND BUDGET

08/14/2023

DEBT SERVICE FUND 1 (2023 G.O. BOND ISSUE)

	AMENDED		PRELIMINARY
	FYE2023 BUDGET	YEAR-TO-DATE	FYE2024 BUDGET
REVENUES	\$0	\$0	\$617,031
EXPENDITURES	0	0	617,031
FUND BALANCE	\$0	\$0	\$0