

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
September 4, 2018 @ 6:30 PM**

I. Call to Order

1. Prayer

2. Pledge of Allegiance

II. Agenda Order Approval

III. Announcements

1. Gautier's Farmers Market (2nd Saturday Monthly) May – October 8:00 AM until 12:00 PM at George Martin City Park.

2. City of Gautier's Cruisin' Through the Decades Event September 30th 11:00 a.m. - 4:00 p.m. at Singing River Mall Property

IV. Presentation Agenda

V. Business Agenda

1. Conduct public hearing for FY 2019 Budget and Tax Levy

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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2. Renewal of Property and Casualty Insurance Policies for FY 2019.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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3. Approval of minutes from Budget Meeting held August 9, 2018 and Recessed Meeting held August 21, 2018.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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4. Approval of Budget Amendments for FY 2018

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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5. Approval to adopt the proposed revisions to the City of Gautier Flood Damage Prevention and Control Ordinance.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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6. Approval of Docket of Claims

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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VI. Consent Agenda (All items approved in one motion)

- 1. Authority to Advertise for Bids for the Pine Cone Drive Spillway Project**
- 2. Authority to Advertise for Bids for the Robert Hiram Bridge Repair Project**
- 3. Authorization to accept a monetary donations for the City of Gautier's Cruisin' Through the Decades Event**
- 4. Authorization to accept Contract Extension with DRC Emergency Services, LLC for Debris Removal and 70-hour push in preparation for Hurricane/Disaster Debris**
- 5. Authorization to accept Contract Extension with Thompson Consulting Services for Disaster Related Debris Removal Monitoring Services.**
- 6. Resolution authorizing Mileage Reimbursement for Mayor Phil Torjusen while on official travel for the month of August 2018.**
- 7. Order authorizing Mayor Phil Torjusen to travel to Tupelo, MS for the Mississippi Municipal League Fall Board of Directors meeting .**
- 8. Receive July 2018 Finance Report**

VII. STUDY AGENDA

- 1. Discuss Citizen Comments**
- 2. Discuss Council Comments**
- 3. Discuss City Manager Comments**
- 4. Discuss City Clerk Comments**
- 5. Discuss City Attorney Comments**

Recess until September 11, 2018 at 6:00 PM
www.gautier-ms.gov

**CITY OF GAUTIER, MISSISSIPPI
ANNOUNCEMENT AGENDA
September 4, 2018**

ITEM DESCRIPTION:

ANNOUNCEMENTS

1. **Gautier's Farmers Market (2nd Saturday Monthly) May – October 8:00 AM until 12:00 PM at George Martin City Park.**
2. **City of Gautier's Cruisin' Through the Decades Event September 30th 11:00 a.m. - 4:00 p.m. at Singing River Mall Property**

NOTES:



Nature's Playground

2nd Saturday

Farmers MARKET



MAY — OCTOBER
2ND SATURDAY MONTHLY
8:00 A.M. UNTIL 12:00 P.M.
GEORGE MARTIN CITY PARK
902 DE LA POINTE DR.

FOR MORE INFORMATION OR TO BECOME A
VENDOR CONTACT RACHEL HONEA AT 228-219-3259



CITY OF GAUTIER'S



Cruisin'



THROUGH THE DECADES

CALLING ALL CAR ENTHUSIASTS!

RESERVED PARKING & CRUISIN' LANE FOR ALL CRUISERS

**MUSICAL ENTERTAINMENT BY: DEREK NORSWORTHY, SIX STRING ANDREW & BAND,
THE CAT DADDYZ, DOUBLE DEE, AND WAYWARD JONES**

FREE CAR SHOW

ALL MAKES MODELS AND YEARS WELCOME
MULTIPLE PEOPLE'S CHOICE TROPHIES FOR CARS AND
BIKES

CAR SHOW



SEPTEMBER 30, 2018

11:00 A.M. - 4:00 P.M.

2800 HWY 90 GAUTIER



For More Information visit : www.gautier-ms.gov or check out
Facebook - City of Gautier Recreation & Community Events

**CITY OF GAUTIER, MISSISSIPPI
PRESENTATION AGENDA
September 4, 2018**

ITEM DESCRIPTION:

PRESENTATION AGENDA

None

NOTES:

**CITY OF GAUTIER
Business Agenda Item #1
Fact Sheet**

Council Meeting:
Title:

September 4, 2018
Conduct public hearing for FY 2019 Budget and Tax Levy

Introduced by:
Contact Person/Telephone

City Manager 497-8000 ext. 306

Summary Explanation: Conduct public hearing for FY 2019 Budget and Tax Levy.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other/Discussion	☒
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

**CITY OF GAUTIER
Business Agenda Item #2
Fact Sheet**

Council Meeting:
Title:

**September 4, 2018
Renewal of Property and Casualty Insurance
for FY 2019**

Introduced by:
Contact Person/Telephone

Jason Pugh 497-8000 ext. 307

Summary Explanation: Approval to renew commercial insurance policies through HUB International for property and casualty insurance coverage for FY 2019. With this renewal the city will be adding \$100,000 of coverage for Data Compromise and Cyber Liability.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract	☒
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, for FY 2018 the City of Gautier entered into a three (3) year agreement with HUB International to serve as the city's "Broker of Record" in regards to Property and Casualty Insurance; and

WHEREAS, HUB International has negotiated renewals with insurance providers and presented the best renewal rates and coverages to the City Manager for approval; and

WHEREAS, renewal premiums for all expiring property and casualty coverage's is \$239,478.37 (which is an increase of \$3,812.53 from FY 2018); and

WHEREAS, this renewal adds \$100,000 of coverage for Data Compromise and Cyber Liability; and

WHEREAS, the city will carry coverage for the following: General Liability, Data Compromise/Cyber Liability, Auto Liability and Physical Damage, Law Enforcement Liability, Public Officials Liability, Employment Practices Liability, Employee Crime, Commercial Property/Equipment, Marine Vessels and Police Reserves/Volunteers;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the renewal of the Property and Casualty Insurance policies for FY 2019, as presented, is hereby approved.

IT IS FURTHER ORDERED that the City Manager and City Clerk are authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Jason Pugh, Human Resources Director
Date: 08/24/2018
Subject: Renewal of Property and Casualty Insurance Policies for FY 2019.

REQUEST:

The Human Resources Department requests that the Gautier City Council approve the renewal of the city's commercial property and casualty insurance policies for FY 2019.

BACKGROUND:

For FY 2018 the City of Gautier entered into a three (3) year agreement with Hub International to serve as the city's "Broker of Record" in regards to Property and Casualty Insurance. Hub International has negotiated renewals with insurance providers and presented the best renewal rates and coverages to the City Manager for approval.

DISCUSSION:

Renewal premiums for all expiring property and casualty coverage's is \$239,478.37 which is an increase from FY 2018 of \$3,812.53. However, with this renewal the city will be adding \$100,000 of coverage for Data Compromise and Cyber Liability.

With this renewal the city will carry coverage for the following:

General Liability
Data Compromise/Cyber Liability
Auto Liability and Physical Damage
Law Enforcement Liability
Public Officials Liability
Employment Practices Liability
Employee Crime
Commercial Property/Equipment
Marine Vessels
Police Reserves/Volunteers

RECOMMENDATION:

The City Manager recommends the Gautier City Council approve the renewal of the Property and Casualty Insurance for FY 2019 as presented.

ATTACHMENTS:

1. Business Agenda Item 2 - Property and Casualty Insurance Renewal for FY 2019 1
2. Business Agenda Item 2 - REnewal of Property and Casualty Insurance Policies FY2019 Memo
3. Hub Premium Summary FY 2019
4. Property Schedule
5. Inland Marine Schedule
6. Vehicle Schedule
7. Boat Schedule

PREMIUM SUMMARY

Coverage	Trident 2017-18 Expired Premiums	Trident 2018-19 Renewal Premiums
Commercial General Liability	\$39,648	\$43,953 Includes EBL
Data Compromise – Optional	\$581 Bound \$50K Limit	\$1,131 \$100K Min., Limit
Auto Liability & Physical Damage	\$54,661	\$56,503
Law Enforcement Liability	\$48,131	\$37,039
Public Officials Liability	\$3,892	\$4,385
Employment Practices Liability	\$7,327	\$8,262
Crime	\$659	\$1,948
Property – Buildings & BPP	\$52,545.84	\$56,574.37
Marine Coverage (Boats)	\$2,903	\$2,903
Accident & Sickness	\$3,318	\$2,606
Premium:	\$213,665.84	\$215,304.37
Broker Fee:	\$22,000	\$22,000
Total:	\$235,665.84	\$237,304.37

Optional Coverage:

Cyber Liability – Optional Coverage		
Additional Premium:	None	<u>\$2,174</u>
Total Premium if added to Program:		\$239,478.37

Additional Policies:

Flood:	Effective 4/15/2018-19	Premium: \$2,158 (Exp., \$1,906) Increased Limit to \$450K
Bond:	Effective 10/2/2017-19	Premium: \$525 (Exp., \$388) Increased Limit from 14K to 20K

City of Gautier

Date

Diane L. Moore

Date

*Property Type	Location Name	*Street Address	*Orig Year Built	*Real Property Value (\$)	Personal Property Value (\$)	Value \$ (outdoor prop & Eqpt must be sch'd)	*Total TIV	*Occupancy	*Square Footage
Building	City Hall	3330 Hwy. 90	1988	1,137,250	60,000		1,197,250	Municipal Building	8,512
Building	City Maintenance Barn (Blue)	3330 Hwy. 90	1993	162,960	50,000		212,960	Fleet Maintenance	4,000
Building	City Storage Building (Yellow)	3330 Hwy. 90	2011	259,654	5,000		264,654	City Storage/Shop	6,480
Building	Pole Barn	3330 Hwy. 90	1997	80,000	10,000		90,000	Equipment Storage	2,000
Other Structures	Veterans Tribute Tower	3330 Hwy. 90	2012		300,000		300,000	Monument	
Other Structures	Nature's Playground Sculpture	Dolphin Rd. Traffic Circle	2012	See	Endorsement			Art	
Building	Police Department	3329 Hwy. 90	1990	1,350,000	75,000		1,425,000	Police/City Court	12,000
Building	Public Works Building	3305 Gautier Vancleave Rd.	1992	302,000	20,000		322,000	Water Department	4,200
Building	Public Works Warehouse	3305 Gautier Vancleave Rd.	1992	548,000	100,000		648,000	Warehouse/Offices	9,480
Building	Central Fire Station	2502 College Circle	1984	299,150	30,000		329,150	Fire Department	4,742
Building	North Fire Station	7510 Martin Bluff Rd.	1984	307,314	30,000		337,314	Fire Department	3,340
Building	South Fire Station	1905 Ladnier Rd.	1984	281,252	30,000		311,252	Fire Department	4,230
Building	West Fire Station	6200 Brown Rd.	2014	669,000	35,000		704,000	Fire Department	5,400
Building	Senior Citizens Building	914 De La Pointe Dr.	1999	406,224	10,000	50,000	466,224	Senior Center	4,368
Building	City Park Storage Building	914 1/2 De La Pointe Dr.	1999	54,980	0	50,000	104,980	Storage/Restrooms	1,368
Building	City Park Restrooms	914 1/3 De La Pointe Dr.	1999	43,521	0		43,521	Restrooms	480
Building	City Park Pavilion D	914 1/4 De La Pointe Dr.	1999	53,474	0		53,474	Pavillion	1,008
Building	City Park Pavilion E	914 1/5 De La Pointe Dr.	1999	44,138	0		44,138	Pavillion	832
Other Structures	City Park Pier/Boat Ramp	914 De La Pointe Dr.	1999	79,841	0		79,841	Boat Ramp	
Building	Old School House	902 De La Pointe Dr.	1946	98,641	0		98,641	Storage	1,786
Building	Old School House Storage	902 De La Pointe Dr.	1946	4,532	0		4,532	Storage	120
Building	Police Substation	2300 Ladnier Rd.	1987	224,205	5,000		229,205	Storage/PD Substation	2,296
Building	Storage Building (Bacot Park)	2300 Ladnier Rd.	1999	21,990	25,000		46,990	Storage	600
Building	Batting Cage/Storage (Bacot Pk)	2300 Ladnier Rd.	1997	8,463	0		8,463	Batting Cage	420
Building	Restrooms (Bacot Park)	2300 Ladnier Rd.	1993	53,886	0		53,886	Restrooms	540
Building	Concession Stand/Baseball (Bacot)	2300 Ladnier Rd.	1979	70,830	0		70,830	Concession	1,500
Building	Concession Stand/Football (Bacot)	2300 Ladnier Rd.	1993	57,796	0		57,796	Concession	400
Building	Press Box/Baseball (Bacot)	2300 Ladnier Rd.	1999	19,839	0		19,839	Press Box/North	480
Building	Press Box/Football (Bacot)	2300 Ladnier Rd.	1999	38,840	10,000		48,840	Press Box/South	800
Other Structures	Aluminum Bleachers (Bacot)	2300 Ladnier Rd.	1998	11,507	0		11,507	Bleachers	
Building	Bus Stop Shelter West	Hwy. 90	2014	50,000	0		50,000	Bus Stop West	
Building	Bus Stop Shelter Central	Hwy. 90	2014	50,000	0		50,000	Bus Stop Central	
Building	Bus Stop Shelter East	Hwy. 90	2014	50,000	0		50,000	Bus Stop East	
Other Structures	Digital Sign (Mall)	Hwy. 90/Gautier Town Center	2014	50,000	0		50,000	Digital Sign	
Building	Pavillion (Frasier Park)	720 Frasier Dr.	2013	34,452			34,452	Pavillion	900
Building	Pavillion (Bob Hayes Park)	1528 Lima Dr.	2013	43,065			43,065	Pavillion	1,100
	Blanket EDP	City Wide		175,000			175,000	Electronic Data	
Outdoor Prop	Outside Property	Hwy. 90 and Dolphin Rd.	2011		380,000		380,000	Light Poles	
Building	Restroom Frasier Park	720 Frasier Dr.	2014	50,000	0		50,000	Restroom	900
Building	Log Cabin Welcome Center	1034 Graveline Rd.	1920	400,000	0		400,000	Welcome Center	3,000
Eqpt	Multiple Locations	Multiple Locations				784,169	784,169		
Building	Office Building Shepard State Park	1034 Graveline Rd.	1989	85,000	10,000		95,000	Office-SSPark	900
Building	Mobile Home at Shepard State Park	1034 Graveline Rd.	1989	50,000			50,000	Mobile Home	840
Building	Water Treatment Plant Lab Bldg	3330 Hwy. 90	2015	50,000	10,000		60,000	Lab Bldg	600
Other Structures	Water Treatment Plant Awning	3330 Hwy. 90	2015	50,000			50,000	Steel Awning	
Other Structures	City Owned Signage	\$1,000 deductible				30,000	30,000	Along Roadways	

**City of Gautier
Inland Marine Equipment**

As of 08/24/18

Deductible \$1,000 per occurrence

Year	Make	Model	Vin Number	Misc. Notes	Value
2010	New Holland	B95B Backhoe	N8C511443	Backhoe/Yellow	50,000
2010	Polaris	Ranger	4XARH45A0AD100917	400cc/Cultural Svcs.	5,000
2010	Polaris	Ranger	4XARH45A4AD100919	400cc/Cultural Svcs.	5,000
2010	Polaris	Ranger	4XARH45A0AD101694	400cc/Police	5,000
2010	Polaris	Ranger	4XARH45A4AD100855	400cc/Police	5,000
	John Deere	3320 Tractor	W0300CX019812	Loader/Rec. Dept.	10,000
	Vermeer	BC600XL	1VR2091H551002750	Wood Chipper	5,000
	Mad Vac	Vacuum	11267	Industrial Vacuum	5,000
	Smith	Field Pro	02707-2722	Super Rake/Rec. Dept	8,000
	American Signal Co.	Message Board	1A9BS3332B2B2228426	On Trailer	15,000
	Ingersol Rand	Generator	351544UL0869		35,000
2009	Taylor TM100	Generator	IM100-22183		35,000
2009	Taylor TM140	Generator	IM140-22184		50,000
2009	Taylor TM140	Generator	IM140-22185		50,000
2009	Taylor TM200	Generator	IM200-22186		65,000
	Detroit	Generator	KW160-0065-9600		5,000
	Onan	Generator	J090048492		10,000
	Ingersol	Light Plant	4FVLSBDA9AU415076	Portable	5,000
	Ingersol	Light Plant	4FVLSBDA1AU415086	Portable	5,000
	Ingersol	Light Plant	4FVLSBDAXAU415085	Portable	5,000
	Ingersol	Light Plant	4FVLSBDA2AU415078	Portable	5,000
2001	John Deere	990 Tractor (4WD)	LV0990G390401	w/ Front Loader #430	5,000
2015	Kubota	ZD326-RP60	12667	26HP Zero Turn Mower	13,000
2016	ExMark	E Series	Serial # 316645581	Zero Turn	8,469
			VIN#LZE8016KA60RAI		
Unk	John Deere		2155 CD3179D845966	Tractor	\$5,000

Mobile Equipment

\$500 Deductible

19	Portable Radios	Motorola	Fire Department	3,700 each	70,300
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57	Portable Radios	Motorola	Police Department	3,700 each	210,900
10	Turn Out Gear		Fire Department	3,000 per set	30,000
70	Fire Hose		Fire Department	\$550 per section	38,500
1	Cubic Defense Systems	EST2000 Simulator	Police Department		25,000

City of Gautier
Schedule of Vehicles

As of 08/24/18

\$1,000 deductible per occurrence

Admin. Department

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN Number</u>	<u>Misc. Notes</u>	<u>City No.</u>	<u>Coverage Type</u>
2005	Ford	Windstar	2FMZA57655BA66637	Gold/Finance Dept.	A2	Liability
2010	Ford	Crown Victoria	2FABP7BV0AX102302	Silver Birch/City Hall	12302	Full
2010	Chevrolet	Silverado 2500	1GC4KVBG5AF136383	4 X 4/ Crew Cab/ Silver/Craftsman		Full
2008	Ford	F-250	1FTSW20R78EE17633	XL/Crew Cab/Green/Fleet Maint.		Liability
2007	Ford	Ranger	1FTYR10DX7PA93645	XL, Reg. Cab/ Dark Gray/Custodian	909	Liability
2010	Port City	Trailer	5YCBE162XAH002412	7x16 Enclosed/side door/rear door tlr.		Liability
2005	Ford	Escape	1FMYU03115KB93195	SLT/Gray/Grants Administrator	900	Liability
2004	GMC	Sierra	1GTEC14V34Z350409	Reg. Cab/White/Contract Admin.	902	Liability

Planning Department

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN Number</u>	<u>Misc. Notes</u>	<u>City No.</u>	<u>Coverage Type</u>
2010	Ford	F150	1FTEX1CW3AFD19415	XL, Ext. Cab/ Gray/Building Official		Full
2007	Ford	F150	1FTPX12V97FA91642	XL/Ext. Cab/White/Code Enforcement		Liability
2010	Ford	F150	1FTEX1CW1AFD19414	XL/Ext. Cab/White/Animal Control		Full
2007	Ford	Ranger	1FTYR10D97PA49362	XL, Reg. Cab/ Dark Gray/ Bldg. Insp.	908	Liability

Recreation Division

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN Number</u>	<u>Misc. Notes</u>	<u>City No.</u>	<u>Coverage Type</u>
2006	Dodge	Ram 1500	1D7HU18N66J112744	Reg. Cab/White/ Parks Dept.		Liability
2011	Ford	F350	1FT8W3A63BEB10648	Super Duty Crew Cab/White/Parks Dept		Full
2008	Ford	F350	1FTWW30R38EC98695	XL/Diesel/Crew Cab/Green/Grds Maint.	603	Liability
2005	Ford	Windstar SEL	2FMZA52215BA26009	Gold/Recreation	A1	Liability
2005	Ford	E350	1FBSS31S05HA64928	15 Passenger Van/Blue/Parks Dept.		Liability
1994	Chevrolet	Silverado 1500	1GBJC34K0RE259004	Flatbed/Water Tank/Parks Dept.		Liability
2008	Ford	F350	1FTWW30588EA69832	XL/Crew Cab/Green/Parks Dept.	221	Liability
2011	Freightliner	Dump Truck	1FYACXDT7BDA26916	Dump Truck/White		Full
2014	Dodge	Ram 5500	3C7WRMAL6EG260778	Bucket Truck/Diesel		Full

1998	International	Bucket Truck	1HTSCABN8XH626148	Trash/Limb Truck		Liability
2010	Texas Bragg	Trailer	5VTBU182X9RBB4	6'10 x 18' Tandem Axle Trailer/ Parks		Liability
2010	Port City	Trailer	4R7BU2026AT101685	8' x 20' Tandem Axle Dove Tail w/Ramps		Liability
Unk	Southern	Trailer	G54549	6'6 x 18 Tandem Axle Trailer		Liability
2003	Ford	Taurus	1FAFP53U03A172258	Red/Spare	S38	Liability
2001	Nissan	Pathfinder	JN8DR07X31W500652	SUV/Black	10652	Liability
2005	Ford	F250	1FTNX20515EB86487	XL/Ext. Cab/White	37	Liability

Police Department						
<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN Number</u>	<u>Misc. Notes</u>	<u>City No.</u>	<u>Coverage Type</u>
2016	Dodge	Charger	2C3CDXAT0GH126808	White	16808	Full
2016	Dodge	Charger	2C3CDXAT2GH122405	White	12405	Full
2016	Dodge	Charger	2C3CDXAT0GH122404	White	12404	Full
2016	Dodge	Charger	2C3CDXAT4GH122406	White	12406	Full
2016	Dodge	Charger	2C3CDXATXGH116223	White	16223	Full
2010	Ford	F-150	1FTFW1EV1AFB13408	XLT/ Ext. Cab/Maroon	13408	Full
2010	Ford	Crown Victoria	2FABP7BV9AX102301	Black	12301	Full
2011	Ford	Crown Victoria	2FABP7BV9BX124400	White	14400	Full
2011	Ford	Crown Victoria	2FABP7BV2BX124402	White	14402	Full
2011	Ford	Crown Victoria	2FABP7BV4BX124403	White	14403	Full
2011	Ford	Crown Victoria	2FABP7BV6BX124404	White	14404	Full
2008	Ford	Crown Victoria	2FAFP71V18X179614	White	19614	Liability
2008	Ford	Crown Victoria	2FAFP71V58X179616	White	19616	Liability
2011	Ford	Crown Victoria	2FABP7BVXBX124406	White	14406	Full
2007	Ford	Crown Victoria	2FAFP71W77X112796	White	105	Liability
2007	Ford	Crown Victoria	2FAFP71W07X112798	White	106	Liability
2007	Ford	Crown Victoria	2FAFP71W97X112797	White	108	Liability
2007	Ford	Crown Victoria	2FAFP71W77X112801	White	109	Liability
2011	Ford	Crown Victoria	2FABP7BV0BX124401	White	14401	Full
2007	Ford	Crown Victoria	2FAFP71W27X112799	White	107	Liability
2011	Ford	Crown Victoria	2FABP7BV6BX124399	White	14399	Full
2007	Ford	Crown Victoria	2FAFP71W57X115809	White	120	Liability
2007	Ford	Crown Victoria	2FAFP71W37X115808	White	130	Liability
2007	Ford	Crown Victoria	2FAFP71W87X115805	White	140	Liability

2007	Ford	Crown Victoria	2FAFP71W67X115804	White	148	Liability
2007	Ford	Crown Victoria	2FAFP71WX7X115806	White	145	Liability
2007	Ford	Crown Victoria	2FAFP71W37X115811	White	121	Liability
2007	Ford	Crown Victoria	2FAFP71W27X112804	White	123	Liability
2007	Ford	Crown Victoria	2FAFP71W47X115803	White	115	Liability
2007	Ford	Crown Victoria	2FAFP71W57X112800	White	104	Liability
2011	Ford	Crown Victoria	2FABP7BV8BX124405	White	14405	Full
2014	Dodge	Charger	2C3CDXAT4EH172400	White	12400-30	Full
2014	Dodge	Charger	2C3CDXAT9EH172411	White	12411-27	Full
2014	Dodge	Charger	2C3CDXAT2EH172413	White	12413-21	Full
2014	Dodge	Charger	2C3CDXAT8EH172416	White	12416-5	Full
2014	Dodge	Charger	2C3CDXAT5EH191277	White	11277-7	Full
2004	Ford	Expedition	1FMPU15L44LA66160	White/SUV	16160	Liability
2007	Ford	Crown Victoria	2FAFP71W17X115810	White	126	Liability
2010	Ford	E350 Van	1FBSS3BL8ADA56004	15 Passenger/White	16004	Full
2007	Ford	Crown Victoria	2FAFP71W17X115807	White	125	Liability
2007	Ford	Crown Victoria	2FAFP71W27X115802	White	146	Liability
2006	Ford	F250	1FTSW21586EC45606	XLT/Crew Cab/4x4/Gray	15606	Liability
2005	Jeep	Grd. Cherokee	1J4HS48N25C670508	Laredo/White	21	Liability
2005	Chrysler	Model 300	2C3JA53G35H645238	4 door/Cream	15238	Liability
2007	Dodge	Charger	2B3KA53H77H740687	Black	9	Liability
2013	Ford	F150	1FTFW1EF4DFB54435	FX4/Crew Cab/Green	14435	Full
2007	Harley Dav.	FLH	1HD1FMM197Y672730	Motorcycle	12730	Liability
2007	Harley Dav.	FLH	1HD1FMM157Y680209	Motorcycle	10209	Liability
2008	Harley Dav.	Electraglide	1HD1FMM188Y704889	Motorcycle	22	Liability
2006	Ford	Fusion	3FAFP08146R113497	4 door/Blue	13497	Liability
2009	Ford	F250	1FTSW21R19EA95314	FX4/Crew Cab/White	15314	Full
2016	Ford	F150	1FTFX1EFXGKE99591	SSV/Crew Cab/Silver		Full
2009	Carry On	Trailer 5x8	4YMCL10119G003445	White/Enclosed/Double Rear Doors	13445	Liability
2017	Ford	Interceptor	1FM5K8AR3HGD07530	K9 Utility/Silver	17530	Full
2017	Dodge	Charger	2C3CDXAT1HH629684	Silver	19684/1	Full
2017	Dodge	Charger	2C3CDXAT3HH629685	Silver	19685/7	Full
2017	Dodge	Charger	2C3CDXAT5HH629686	Silver		Full
2017	Dodge	Charger	2C3CDXAT7HH629687	Silver		Full

2017	Dodge	Charger	2C3CDXAT9HH629688	Silver		Full
2017	Dodge	Charger	2C3CDXAT0HH629689	Silver		Full
2018	Ford	Interceptor	1FM5K8AR8JGA57823	Silver/SUV		Full
2018	Ford	Interceptor	1FM5K8AR6JGA57822	Silver/SUV		Full
2018	Ford	Explorer	1FM5K8AR7JGB80724	Gray		Full
2018	Ford	Explorer	1FM5K8AR6JGB67768	Black		Full
2018	Dodge	Charger	2C3CDXAT3JH292456	Silver	12456	Full
2018	Dodge	Charger	2C3CDXAT5JH292457	Silver	12457	Full
2018	Dodge	Charger	2C3CDXAT7JH292458	Silver	12458	Full
2018	Dodge	Charger	2C3CDXAT9JH292459	Silver	12459	Full

Fire Department

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN Number</u>	<u>Misc. Notes</u>	<u>City No.</u>	<u>Coverage Type</u>
1987	E-1	Pumper	1F9RBAA84H1037119	E-R1 Pumper/Custom	36	Liability
2008	Pierce	Contender	4P1CC01M08A008330	E-1 Pumper	46	Full
2009	Pierce	Contender	4P1CC01M39A010171	E-2 Pumper	47	Full
2005	Pierce	Pumper	4P1CC01A15A005504	E-4 Pumper/Custom	40	Full
1999	E-1	Pumper	4ENRAAA85X1000806	E-3 Pumper/Custom	37	Full
1994	Freightliner	Pumper	1FV6JLCB4RL557094	E-5 Pumper	44	Liability
1999	Ford	F550	1FDAF56F4XED43091	Rescue Truck	33	Liability
2000	GMC	Sierra 3500	1GTAK34FXYP457131	Brush Truck	B34	Liability
2003	Chevrolet	Silverado	1GCGC24U03Z208409	Fire Marshall's Truck	R39	Liability
2010	Ford	F350	1FTWW3AY5AEA18237	Truck	S48	Full
1997	Ford	Ambulance	1FDLE40F9VHA15577	Ambulance	R51	Liability
1999	Chevrolet	Tahoe	1GNEC13R8XJ455722	Tahoe	7	Liability
2013	Ford	F550	1FD0W5GT1DEB43104	Command Vehicle	C33	Full
2012	Ford	F-150	1FTEX1CMXCFA89440	XL/Ext. Cab/ White/Fire Chief		Full
2017	Ferrara	Cinder Cab	1F945472XHH140574	Pumper/Tanker		Full

Vehicles Removed from Insurance

					<u>Date Removed</u>	
2004	Ford	Crown Victoria	2FAFP71W34X137934	White (Police)	129	1/22/2014
2000	Ford	Crown Victoria	2FAFP71W3YX161382	White (Police)	50	1/22/2014
2008	Ford	Crown Victoria	2FAFP71V38X179615	White (Police)	19615	5/6/2014
2000	Ford	Crown Victoria	2FAFP71W8YX148384	White (Police)	55	8/5/2014

2004	GMC	Sierra 1500	1GTEC14V74Z332253	Reg. Cab/Blue/Utility Mgr.		11/20/2014
2007	Ford	Crown Victoria	2FAFP71W97X112802	White (Police)	110	3/3/2015
1996	Dodge	Dakota	1B7FL26X3TS644585	Single Cab/Blue/Custodian		4/13/2015
1999	Ford	Crown Victoria	2FAFP71W0XX134977	White (Police)	14977	7/21/2015
1998	Ford	Crown Victoria	2FAFP71W8WX118914	White (Police)	18914	1/5/2016
2008	Harley Dav.	Electraglide	1HD1FMM1X8Y705509	Motorcycle	25	10/18/2016
2002	Harley Dav.	Electraglide	1HD1FMW142Y656957	Motorcycle	24	10/18/2016
2000	Harley Dav.	Electraglide	1HD1FMW13YY649653	Motorcycle	27	10/18/2016
2001	GMC	Yukon	1GKEC13T21J183877	SUV/Gold	13877	10/18/2016
2011	Ford	Crown Victoria	2FABP7BV2BX124397	White	14397	12/13/2016
2006	Harley Dav.	FLH	1HD1FMW186Y691720	Motorcycle	11720	1/17/2017
2003	Ford	Crown Victoria	2FAFP71W63X164978	White	14978	6/6/2017
2005	Ford	Crown Victoria	2FAFP71W85X145366	White	36	6/6/2017
2014	Dodge	Charger	2C3CDXAT1EH172418	White	12418-6	9/26/2017
2011	Ford	Crown Victoria	2FABP7BV4BX124398	White	14398	10/11/2017
2014	Dodge	Charger	2C3CDXAT4EH172414	White	12414-24	2/1/2018
2009	Dodge	Charger	2B3KA43T39H561760	Silver	11760	2/20/2018
2005	Ford	Crown Victoria	2FAFP71W65X145365	White	35	4/17/2018
2005	Ford	Crown Victoria	2FAFP71W25X145363	White	33	4/17/2018
2009	Dodge	Charger	2B3KA43T79H561762	Silver	11762	7/11/2018

City of Gautier	Deductible \$1,000 per occurrence
Boat Insurance Policy	As of 08/24/18

Year	Make	Model	Vin Number	Misc. Notes	Value
2010	Cobia	21.5 Open Fish.	CBASX0003B010		25,000
2010	Yamaha	150 HP	1S9BB2121AW542736	4 stroke	INC.
2010	Sport Trailer	TAL2010			2,000
1999	Zodiac	H920 Cabin RIB	XDC92006C999	30' Feet	40,000
2005	Yamaha	250 HP	Port: 6P2X1006306	4 stroke	
2005	Yamaha	250 HP	Strbd: 6P3X1004120	4 stroke	
2000	Myco Trailer	MG31XHTA	4JFBS3027YB004407		

**CITY OF GAUTIER
Business Agenda Item #3
Fact Sheet**

Council Meeting: September 4, 2018
Title: Approval of minutes from Budget Meeting held August 9, 2018 and Recessed Council Meeting held August 21, 2018

Introduced by:
Contact Person/Telephone Cynthia Russell 497-8000 Ext. 302

Summary Explanation: Approval of minutes from Budget Meeting held August 9, 2018 and Recessed Council Meeting held August 21, 2018.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☒
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
Anderson	☐	Colledge	☐						

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
Anderson	☐	Colledge	☐						

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, Miss. Code Ann. 21-15-33 requires that the minutes be adopted and approved by a majority of the members of the governing body at the next regular meeting or within thirty (30) days of the meeting they represent, whichever occurs first. Upon such approval, the minutes are valid from and after the date of the meeting; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the minutes from Budget Meeting held August 9, 2018 and Recessed Council Meeting held August 21, 2018 are hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**Thursday
August 9, 2018
Gautier, Mississippi**

BE IT REMEMBERED THAT A BUDGET MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held August 9, 2018 at 6:00 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those present were Mayor Phil Torjusen, Council Members, Mary Martin, Cameron George, Richard Jackson, Rusty Anderson, and Adam Colledge. Also present were Paula Yancey, City Manager; Cynthia Russell, City Clerk; Josh Danos, City Attorney and other concerned citizens. Absent was Councilman Casey Vaughan.

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
August 9, 2018 @ 6:00 PM**

I. Call to Order

- 1. Prayer**
- 2. Pledge of Allegiance**

II. Agenda Order Approval

III. Business Agenda

- 1. Suspend Robert's Rules of Order**
- 2. Discuss FY 2019 Budget**

Recess until August 21, 2018 at 6:30 PM

www.gautier-ms.gov

Meeting was called to order by Mayor Torjusen at 6:05 p.m.

Councilman Colledge made the motion to approve the agenda order. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilman Colledge made the motion to suspend Robert's Rules of Order. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Discussion of FY 2019 Budget was held.

Councilman Colledge made the motion to reinstate Robert's Rules of Order. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilwoman Martin made the motion to recess until August 21, 2018 at 6:30 P.M. **Councilman Jackson** seconded the motion and the vote carried unanimously.

APPROVED BY:

MAYOR

ATTEST:

CITY CLERK

Submitted for approval of the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

Tuesday
August 21, 2018
Gautier, Mississippi

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held August 21, 2018 at 6:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those present were Mayor Phil Torjusen, Council Members, Mary Martin, Cameron George, Richard Jackson, Rusty Anderson. Also present were Paula Yancey, City Manager; Josh Danos, City Attorney; and other concerned citizens. Recording minutes was Emily Cumbest, Administrative Assistant. Adam Colledge subsequently arrived at 6:33 PM. Absent were Councilman Vaughan and Cynthia Russell, City Clerk.

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
August 21, 2018 @ 6:30 PM**

I. Call to Order

1. Prayer
2. Pledge of Allegiance

II. Agenda Order Approval

III. Announcements

1. Office closed Monday, September 3, 2018 in observance of Labor Day.
2. Gautier's Farmers Market (2nd Saturday Monthly) May October 8:00 AM until 12:00 PM at George Martin City Park

IV. Presentation Agenda

1. Certificate of Appreciation for Gautier High School Coaching Staff and Football Team for the 2018 Youth Football Camp
2. Certificate of Appreciation for Coach Andrew Pickens, Gautier Middle School and High School Basketball Coach for the Gautier Youth Basketball Camp.
3. Martin Bluff Road Widening Update by Jeff May, Michael Baker International

V. Business Agenda

1. Receive and Accept Audited Financial Statements for the year ended September 30, 2017, and authorization to publish a synopsis of same.

STAFF PRESENTATION	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	MOTION COUNCIL DISCUSSION/QUESTIONS	VOTE
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2. Approval of an Ordinance to adopt the 2018 ICC Building Code, 2017 National Electrical Code and other related codes

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
--------------------------	-----------------------	--------------------------	--	--------------------------	---	--------------------------	------

3. Approval of Supplemental Agreement #1 for Additional Services for MartinBluff Road Widening and Improvements Project STP-9194-00(0001)LPA/105069-801000

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
--------------------------	-----------------------	--------------------------	--	--------------------------	---	--------------------------	------

4. Authorization to enter into a Professional Services Agreement with Seymour Engineering for work associated with the Robinson Still Road Water Project

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
--------------------------	-----------------------	--------------------------	--	--------------------------	---	--------------------------	------

5. Approval of minutes from Special Call Meeting held July 31, 2018 and Regular Meeting held August 7, 2018

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
--------------------------	-----------------------	--------------------------	--	--------------------------	---	--------------------------	------

6. Approval of minutes from Budget Meeting held August 9, 2018

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
--------------------------	-----------------------	--------------------------	--	--------------------------	---	--------------------------	------

7. Approval of Docket of Claims

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
--------------------------	-----------------------	--------------------------	--	--------------------------	---	--------------------------	------

VI. Consent Agenda (All items approved in one motion)

1. Reappointment of Doug Mansfield as Civil Service Commissioner
2. Request to waive the pavilion rental fee in the amount of \$70.00 and deposit in the amount of \$15.00 at the George Martin City Park for First United Methodist Church of Gautier's Bark in the Park & Blessing of Pets Event
3. Receive June 2018 Finance Report
4. Order authorizing Mayor Phil Torjusen to travel to Washington D.C. for the Mississippi Local Leaders White House Conference.
5. Resolution removing various office equipment from the City of Gautier's inventory and declaring the equipment surplus.

6. Resolution requesting approval to implement the Bemis Sewer Project in accordance with Section 3 requirements
7. Approval of water and sewer adjustments dated August 2018 in the amount of \$23,353.17.
8. Authorization for the City Clerk to run the attached advertisement on August 26th and September 2nd.

VII. STUDY AGENDA

1. Discuss Citizen Comments
2. Discuss Council Comments
3. Discuss City Manager Comments
4. Discuss City Clerk Comments
5. Discuss City Attorney Comments

Adjourn until September 4, 2018 at 6:30 PM

www.gautier-ms.gov

Meeting was called to order by Mayor Torjusen at 6:30 PM.

Councilman Colledge arrived at 6:33 PM.

Councilman Colledge made the motion to approve the agenda order with the following revisions:

1. Approval of Regular Meeting held August 7, 2018, has been edited to say, City Attorney announced, "no action" taken during executive session on Business Agenda #5.
2. Remove Business Agenda #6
3. Add Consent Agenda #9- Mutual Aid Agreement with Jackson County to provide a city event tent for the City of Gautier's Recreation Department.
4. Add Revised Attachment to Consent Agenda #8.

Councilwoman Martin seconded the motion. The vote carried unanimously.

Announcements

1. Office closed Monday, September 3, 2018 in observance of Labor Day.

2. Gautier's Farmers Market (2nd Saturday Monthly) May-October 8:00 AM until 12:00 PM at George Martin City Park.
-

Presentation

1. Certificate of Appreciation for Gautier High School Coaching Staff and Football team for the 2018 Youth Football Camp
 2. Certificate of Appreciation for Coach Andrew Pickens, Gautier Middle School and High School Basketball Coach for the Gautier Youth Basketball Camp
 3. Martin Bluff Road Widening Update by Jeff May, Michael Baker International
-

TO THE OFFICERS AND EMPLOYEES OF THE STATE OF MISSISSIPPI:

WHEREAS, the Legislature has designated the first Monday in September as the day for the observance of Labor Day, and under the provisions of Section 3-3-7, Mississippi Code of 1972, is a legal holiday in the State of Mississippi;

THEREFORE, all officers and employees of the State of Mississippi are authorized and empowered, at the discretion of the executive head of the department or agency, to close their respective offices in observance of the holiday on

MONDAY, SEPTEMBER 3, 2018

GIVEN under my hand and seal of office at Jackson, Mississippi, this the 8th day of August, 2018.



C. Delbert Hosemann, Jr.
C. DELBERT HOSEMANN, JR.
SECRETARY OF STATE
STATE OF MISSISSIPPI



Nature's Playground

2nd Saturday



Farmers MARKET



MAY — OCTOBER
2ND SATURDAY MONTHLY
8:00 A.M. UNTIL 12:00 P.M.
GEORGE MARTIN CITY PARK
902 DE LA POINTE DR.

FOR MORE INFORMATION OR TO BECOME A
VENDOR CONTACT RACHEL HONEA AT 228-219-3259



Certificate of Appreciation

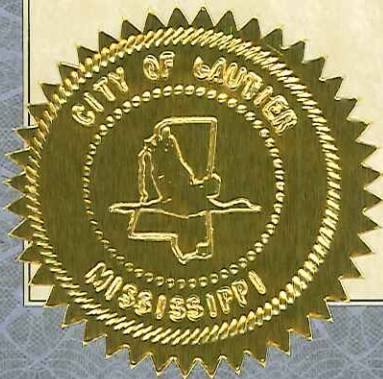
Presented to
Coach Andrew Pickens

For volunteering his time and effort in the
City of Gautier's 2018 Basketball Camp.

Thanks to volunteers like you, the children of our
City become better citizens through youth sports.

Signed This Day, August 21, 2018

Mayor Phil Torjusen



Certificate of Appreciation

Presented to
Coach Scott Stalnaker

For volunteering his time and effort in the
City of Gautier's 2018 Basketball Camp.

Thanks to volunteers like you, the children of our
City become better citizens through youth sports.

Signed This Day, August 21, 2018

Mayor Phil Torjusen



Certificate of Appreciation

Presented to
Coach Keisha Keys

For volunteering her time and effort in the
City of Gautier's 2018 Basketball Camp.

Thanks to volunteers like you, the children of our
City become better citizens through youth sports.

Signed This Day, August 21, 2018

Mayor Phil Torjusen



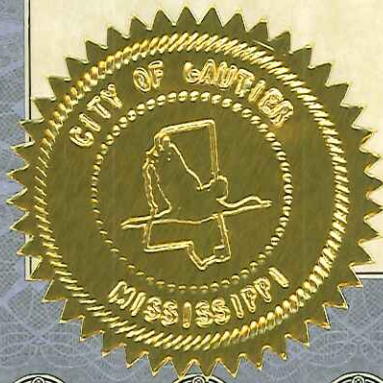
Certificate of Appreciation

Presented to
Coach Mary Bradley

For volunteering her time and effort in the
City of Gautier's 2018 Basketball Camp.

Thanks to volunteers like you, the children of our
City become better citizens through youth sports.

Signed This Day, August 21, 2018



Mayor Phil Torjusen

Certificate of Appreciation

Presented to
Coach Jennifer Peterson

For volunteering her time and effort in the
City of Gautier's 2018 Basketball Camp.

Thanks to volunteers like you, the children of our
City become better citizens through youth sports.

Signed This Day, August 21, 2018

Mayor Phil Torjusen



Councilwoman Martin made the motion to receive and accept the Audited Financial Statements for the year ended in September 30, 2017 and authorization to publish, as presented.

Councilman George seconded the motion. The vote was carried unanimously.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi the following:

ORDER NUMBER 149-2018

WHEREAS, pursuant to Miss. Code Ann Section 21-35-31, the City is required to have its municipal books audited annually;

WHEREAS, the City has retained a firm to perform such an audit, and these services are complete;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Audited Financial Statements and Special Reports for the year ended September 30, 2017 is hereby received and accepted.

IT IS FURTHER ORDERED that a synopsis of the audit be published in accordance with state law.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilwoman Martin**, seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

Absent: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

CITY OF GAUTIER, MISSISSIPPI

Audited Financial Statements and Special Reports

For the Year Ended September 30, 2017

CITY OF GAUTIER, MISSISSIPPI
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For the Year Ended September 30, 2017

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INTRODUCTORY SECTION



ELECTED OFFICIALS
As of September 30, 2017



Phil Torjusen
Mayor



Mary Martin
Councilwoman At-Large



Cameron B. George
Councilman, Ward 1



Richard "DJ" Jackson
Councilman, Ward 2



Casey Vaughan
Councilman, Ward 3

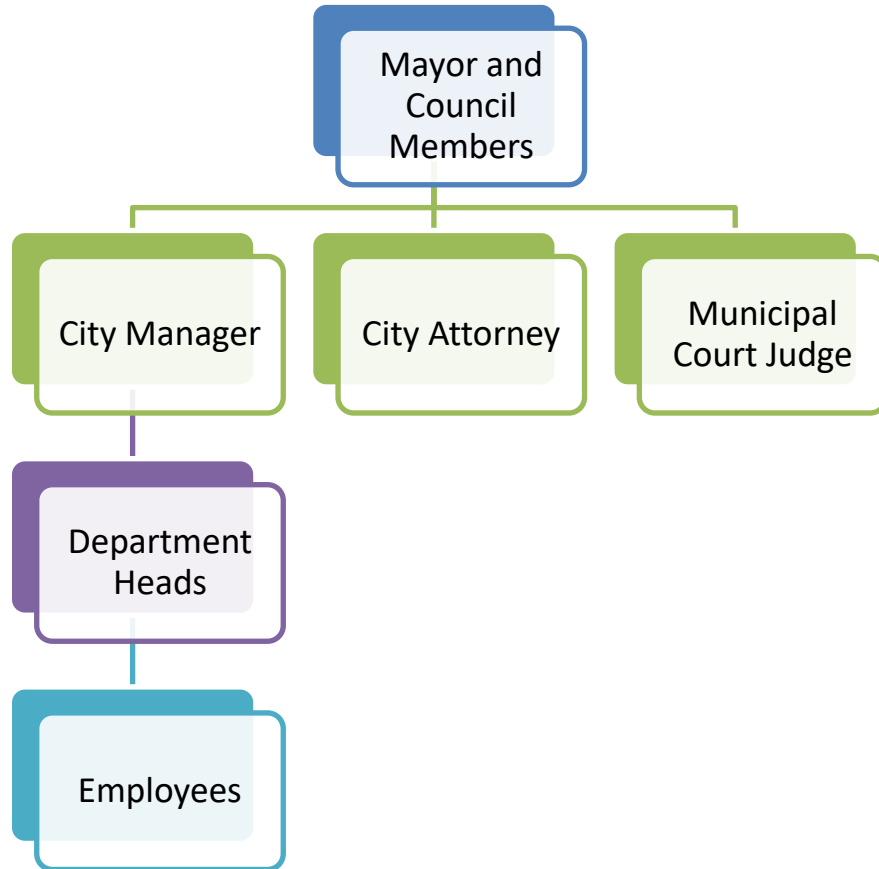


Charles "Rusty" Anderson
Councilman, Ward 4



Adam Colledge
Councilman, Ward 5

ORGANIZATION CHART
As of September 30, 2017



FINANCIAL SECTION

WRIGHT, WARD, HATTEN & GUEL

PROFESSIONAL LIMITED LIABILITY COMPANY

(SUCCESSORS TO A. L. EVANS & COMPANY ESTABLISHED 1929)

Certified Public Accountants

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INDEPENDENT AUDITORS' REPORT

August 7, 2018

Honorable Mayor and
City Council of
City of Gautier, Mississippi

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Gautier, Mississippi, as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Gautier, Mississippi, as of September 30, 2017, and the respective changes in financial position, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Budgetary Comparison Schedule and corresponding notes, the Schedule of the City's Proportionate Share of the Net Pension Liability, and the Schedule of the City's Contributions, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise City of Gautier, Mississippi's basic financial statements. The accompanying Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The accompanying Schedule of Expenditures of Federal Awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

The Schedule of Surety Bonds for City Officials has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 7, 2018, on our consideration of City of Gautier, Mississippi's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of Gautier, Mississippi's internal control over financial reporting and compliance.

Other Reporting Required by *State of Mississippi*

In accordance with the State of Mississippi, we have also issued our report dated August 7, 2018, on our consideration of the City of Gautier's compliance with state laws and regulations. The purpose of that report is to describe the scope of our testing of internal controls over compliance with state laws and regulations and the result of that testing, and not to provide an opinion on internal controls or compliance. That report is an integral part of an audit performed in accordance with state guidelines in considering the City of Gautier's internal control over financial reporting and compliance.

MANAGEMENT DISCUSSION AND ANALYSIS

CITY OF GAUTIER, MISSISSIPPI
Management's Discussion and Analysis
For the Year Ended September 30, 2017



MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the City of Gautier, Mississippi's (the City) Annual Financial Report presents a narrative overview and comparative analysis of the financial activities of the City for the fiscal year ended September 30, 2017 and 2016. Readers are encouraged to consider the information presented here in conjunction with the basic financial statements that immediately follow.

City of Gautier is located on the Mississippi Gulf Coast. According to the United States Census Bureau, the estimated population of City of Gautier as of July 1, 2017, is 18,512. The median household income is \$47,931 with over 89.8% of persons 25 years or older holding a high school degree or higher.

Government-wide Financial Highlights

- Total net position increased \$4,031,681 or 11% from 2016 primarily due to increased grant revenues received.
- General revenues amounted to of \$8,662,234 or 38% of total revenues. This amount increased \$105,907 from 2016. Program revenues amounted to \$14,149,254 or 62% of total revenues, which increased \$3,994,503 from 2016. This increase was mostly due to the federal revenues received for capital projects.
- Capital assets, net of accumulated depreciation, increased by \$2,098,352 in the governmental activities and decreased \$1,253,782 in the business-type activities during 2017. The increase in governmental capital assets is primarily as a result of the purchases of land associated with the Martin Bluff project. The decrease in business-type activities stems from annual depreciation.
- Long-term debt increased by \$636,281 in the governmental activities primarily due to a new capital improvement loan associated with the Allen Road project. This amount also includes a \$13,896 increase in compensated absences which represents amounts that would be due to an employee from the City upon termination of employment. Long-term debt decreased by \$2,082,833 in the business-type activities. The City's total debt outstanding at September 30, 2017 is \$20,457,441 which the liability for compensated absences is \$366,083.

Fund Highlights

- *General Fund* – This fund is used for the general operations of the City. The General Fund had \$8,685,247 in revenues, which shows an increase of \$378,463 from 2016 and \$8,723,917 in expenditures, an increase of \$9,566 from 2016, in the current year. The General Fund's fund balance decreased by \$39,704.
- *\$7M Capital Improvement Bond* – This fund is used to account for bond proceeds received for construction and repair of the City's infrastructure. The fund balance of \$935,093 represents monies still available for construction and repair.

CITY OF GAUTIER, MISSISSIPPI
Management's Discussion and Analysis
For the Year Ended September 30, 2017

Using this Annual Financial Report

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the City of Gautier as a financial whole or as an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial conditions.

The Statement of Net Position and Statement of Activities provide information about the activities of the whole City, presenting both an aggregate view of the City's finances and a longer-term view of those assets. Major fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what dollars remain for future spending. The fund financial statements also look at the City's most significant funds with all other non-major funds presented in total in one column.

Reporting the City of Gautier as a Whole

Statement of Net Position and the Statement of Activities

While this document contains information about the funds used by the City to provide services to our citizens, the view of the City as a whole looks at all financial transactions and asks the question, "How did we do financially during 2017?" The Statement of Net Position and the Statement of Activities answer this question.

These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting used by the private sector companies. These bases of accounting take into account all of the current year's revenues and expenses regardless of when the cash is received or paid.

These two statements report the City's net position and the changes in those assets. This change in assets is important because it tells the reader whether, for the City as a whole, the financial position of the City has improved or diminished. However, in evaluating the overall position of the City, non-financial information such as changes in the City's tax base and the condition of the City's capital assets will also need to be evaluated.

In the Statement of Net Position and the Statement of Activities, the City's activities are reported as governmental and business-type activities, which include all of the City's services including general government, police, fire, public works, culture and recreations, community services, water and sewer and solid waste. The City of Gautier has no component units.

Table 1 and Table 2 provide a summary of the City's net position and changes in net position for 2017 compared to 2016.

CITY OF GAUTIER, MISSISSIPPI
Management's Discussion and Analysis
For the Year Ended September 30, 2017

TABLE 1
Condensed Statement of Net Position
September 30, 2017 and 2016

	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
Assets						
Current assets	\$ 9,611,401	8,716,966	5,382,490	3,901,478	14,993,891	12,618,444
Capital assets	20,180,831	18,082,479	41,721,945	42,975,727	61,902,776	61,058,206
Total Assets	29,792,232	26,799,445	47,104,435	46,877,205	76,896,667	73,676,650
Deferred Outflows	903,965	1,891,971	-	-	903,965	1,891,971
Liabilities						
Current liabilities	689,112	802,497	1,017,858	1,075,463	1,706,970	1,877,960
Non-current liabilities	19,173,667	18,868,883	12,920,150	15,002,983	32,093,817	33,871,866
Total Liabilities	19,862,779	19,671,380	13,938,008	16,078,446	33,800,787	35,749,826
Deferred Inflows	4,452,006	4,302,637	-	-	4,452,006	4,302,637
Net Position						
Investment in capital assets, net of related debt	13,009,623	11,533,656	31,578,702	32,095,604	44,588,325	43,629,260
Restricted net assets	701,952	1,034,850	832,535	1,550,346	1,534,487	2,585,196
Unrestricted	(7,330,163)	(7,851,107)	755,190	(2,847,191)	(6,574,973)	(10,698,298)
Total Net Position	\$ 6,381,412	4,717,399	33,166,427	30,798,759	39,547,839	35,516,158

TABLE 2
Condensed Statement of Activities
September 30, 2017 and 2016

	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
Revenues:						
Program revenues	\$ 3,975,910	1,849,457	10,173,344	8,305,267	14,149,254	10,154,724
General revenues	8,103,245	8,048,470	558,989	507,857	8,662,234	8,556,327
Total revenues	12,079,155	9,897,927	10,732,333	8,813,124	22,811,488	18,711,051
Expenses:						
General government	2,594,421	2,730,130	-	-	2,594,421	2,730,130
Public safety	6,663,535	6,025,392	-	-	6,663,535	6,025,392
Public works	814,529	1,190,246	-	-	814,529	1,190,246
Culture and recreation	615,884	209,575	-	-	615,884	209,575
Interest on long-term debt	243,273	238,804	-	-	243,273	238,804
Water and sewer	-	-	6,931,569	7,329,372	6,931,569	7,329,372
Solid waste	-	-	916,596	1,074,643	916,596	1,074,643
Total expenses	10,931,642	10,394,147	7,848,165	8,404,015	18,779,807	18,798,162
Transfers	516,500	(100,000)	(516,500)	100,000	-	-
Increase (Decrease) in net assets	1,664,013	(596,220)	2,367,668	509,109	4,031,681	(87,111)
Net Position - beginning, restated	4,717,399	5,313,619	30,798,759	30,289,650	35,516,158	35,603,269
Net Position - ending	\$ 6,381,412	4,717,399	33,166,427	30,798,759	39,547,839	35,516,158

CITY OF GAUTIER, MISSISSIPPI
Management's Discussion and Analysis
For the Year Ended September 30, 2017

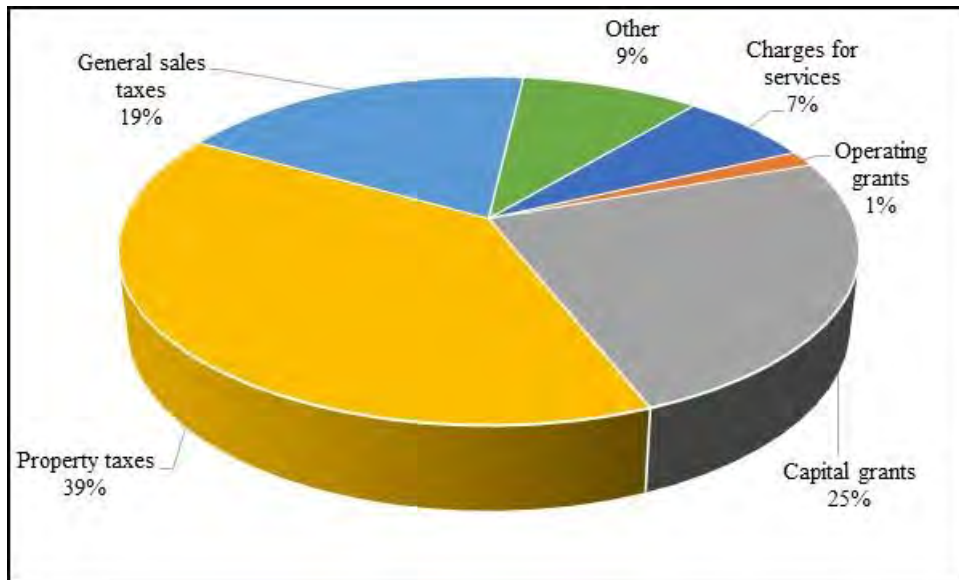
Governmental Activities

Total net position increased \$1,664,013 as a result primarily due to an increase in grant revenues.

Under the accrual basis of accounting, general revenues amounted to of \$8,103,245 or 67% of total revenues. This amount increased \$54,775 from 2016. Program revenues amounted to \$3,975,910 or 33% of total revenues, which increased \$2,126,453 from 2016.

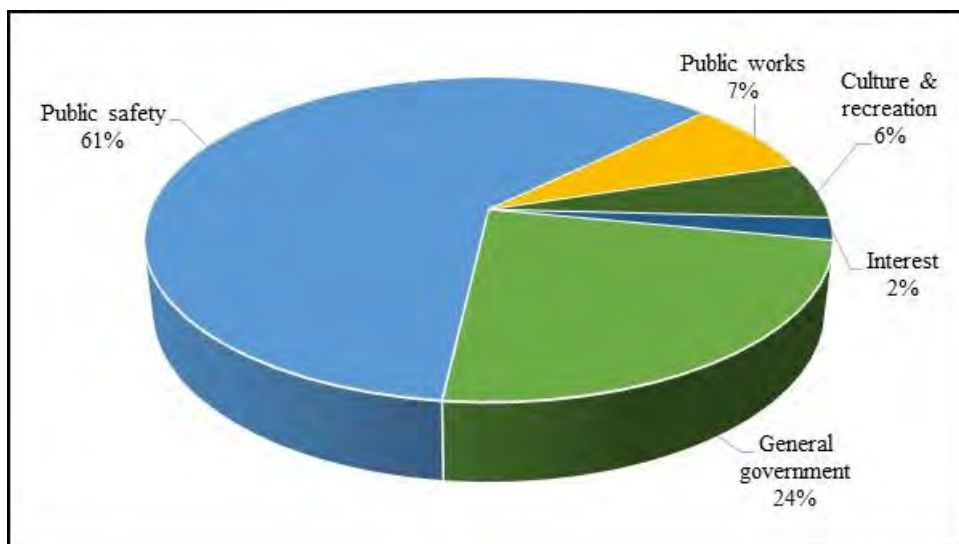
Several revenue sources fund our governmental activities. The following chart shows the City's total general revenues and program income that is used to offset governmental expenses.

Chart 1 – Governmental Revenue Sources



Major governmental expense activities are shown in the following chart.

Chart 2 – Governmental Activities



CITY OF GAUTIER, MISSISSIPPI
Management's Discussion and Analysis
For the Year Ended September 30, 2017

Business-type activities

Net position for the business-type activities was \$33,166,427, an increase of \$2,367,668. Charges for services increased approximately \$1,933,157 due primarily to an increase in collections.

Reporting the City of Gautier's Most Significant Funds

Fund Financial Statements

Fund financial reports provide detailed information about the City's major funds. Based on restrictions on the use of monies, the City has established many funds, which account for the multitude of services provided to the City's residents. However, these fund financial statements focus on the City's most significant funds. In the case of the City of Gautier, the City's major funds are the General and \$7M Capital Improvement Bond funds.

Governmental Funds

The City's governmental funds focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future on services provided to the City's residents. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

Proprietary Funds

The City's proprietary funds focus on business-type activities conducted by the City. These funds are reported using the accrual method of account, which uses an "economic resources" measurement focus. Under the accrual basis of accounting revenues are recognized in the period in which they are earned regardless of when cash flows occur. Expenses are recorded when the recognized service is performed or the goods are received regardless of when the invoice is paid. Proprietary Fund information helps you to determine whether business-type activities are self-maintaining or if they are being subsidized by general government revenues. The proprietary funds show operating revenues and expenses that support the primary operations of the fund.

Fiduciary Funds

Fiduciary Funds show amounts held by the City for the benefit of others and clearing accounts used by the city to track payroll expenditures and property tax receipts and disbursements.

CITY OF GAUTIER, MISSISSIPPI
Management's Discussion and Analysis
For the Year Ended September 30, 2017

The City's Funds

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable and nonspendable resources. Such information may be useful in assessing the City's financing requirements. In particular, the unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use at the end of the fiscal year. These funds are accounted for by using the modified accrual basis of accounting. Types of governmental funds reported by the City include the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds.

General Fund Budgeting Highlights

The City's budget is prepared according to Mississippi law and is based on accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. Governmental auditing standard require that cities present budgetary comparison schedules as required supplementary information to the financial statements. The most significant budgeted fund is the General Fund.

During the course of 2017, the City amended its general fund budget. All recommendations for a budget change come from the City Clerk to the Board of Alderman for approval. State law does not allow budget changes that modify functional levels of budget amounts within a department without board approval. With the General Fund supporting many of our major activities, such as our police and fire departments, as well as most legislative and executive activities, the General Fund is monitored closely looking for possible revenue shortfalls or over spending by individual departments.

Capital Assets

Table 3 shows the Changes in Capital Assets for the years ended September 30, 2017 and 2016.

TABLE 3
Schedule of Capital Assets (Net of Accumulated Depreciation)
September 30, 2017 and 2016

	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
Land	\$ 4,768,936	3,382,460	1,190,870	1,190,870	5,959,806	4,573,330
Construction in progress	1,045,701	1,126,979	-	-	1,045,701	1,126,979
Buildings	2,329,301	2,385,747	-	-	2,329,301	2,385,747
Infrastructure	11,079,013	10,648,807	37,020,037	38,123,928	48,099,050	48,772,735
Mobile equipment	291,778	402,049	512,212	586,864	803,990	988,913
Leased equipment	666,102	136,437	2,998,826	3,074,065	3,664,928	3,210,502
Total	<u>\$ 20,180,831</u>	<u>18,082,479</u>	<u>41,721,945</u>	<u>42,975,727</u>	<u>61,902,776</u>	<u>61,058,206</u>

The primary increase in capital assets occurred due to land purchases.

CITY OF GAUTIER, MISSISSIPPI
Management's Discussion and Analysis
For the Year Ended September 30, 2017

General Long-term Obligations

At September 30, 2017, the City had \$20,457,441 outstanding debt obligations, which included \$366,083 of compensated absences payable.

TABLE 4
Schedule of Long-term Debt
September 30, 2017 and 2016

	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
General Obligation Bonds	\$ 5,860,000	6,425,000	-	-	5,860,000	6,425,000
Revenue Refunding Bonds	-	-	2,745,000	4,075,000	2,745,000	4,075,000
Special Obligation Bonds	-	-	2,955,000	3,090,000	2,955,000	3,090,000
Capital Improvement Loans	731,738	-	-	-	731,738	-
Revolving Loans	-	-	4,360,970	4,773,768	4,360,970	4,773,768
Capital Leases	579,470	123,823	2,827,273	3,016,355	3,406,743	3,140,178
Add: Bond Premium*	-	-	31,907	47,860	31,907	47,860
Compensated Absences	366,083	352,187	-	-	366,083	352,187
Total	<u>\$ 7,537,291</u>	<u>6,901,010</u>	<u>12,920,150</u>	<u>15,002,983</u>	<u>20,457,441</u>	<u>21,903,993</u>

The compensated absences liability identified above refers to the current balance of what has been earned as a termination benefit that will be paid over time as people leave or retire. This liability refers to vacation pay for employees of the city. See Note 1 for more details.

Contact the City's Financial Management

Questions about this report or requests for additional financial information may be addressed to:

Paula Yancy, City Manager
City of Gautier, Mississippi
3330 Highway 90
Gautier, MS 39553
(228) 497-8000

FINANCIAL STATEMENTS

City of Gautier, Mississippi
Statement of Net Position
September 30, 2017

	Governmental	Business-Type	Total
Assets			
Current assets			
Cash	\$ 3,397,014	1,850,984	5,247,998
Taxes receivables	4,724,424	-	4,724,424
Customer accounts receivable (net of allowance)	-	1,298,266	1,298,266
Fines receivable (net of allowance)	495,270	-	495,270
Intergovernmental receivables	791,117	-	791,117
Premium receivable	76,523	-	76,523
Intra-agency receivables	127,053	-	127,053
Restricted current assets - cash	-	2,233,240	2,233,240
Total Current Assets	9,611,401	5,382,490	14,993,891
Capital assets			
Land and construction in progress	5,814,637	1,190,870	7,005,507
Other capital assets (net of accumulated depreciation):			
Buildings	2,329,301	-	2,329,301
Infrastructure	11,079,013	37,020,037	48,099,050
Mobile equipment	291,778	512,212	803,990
Equipment under capital leases	666,102	2,998,826	3,664,928
Total Capital Assets	20,180,831	41,721,945	61,902,776
Total Assets	\$ 29,792,232	47,104,435	76,896,667
Deferred Outflow of Resources			
Deferred amounts on pension	\$ 903,965	-	903,965
Total Deferred Outflow of Resources	\$ 903,965	-	903,965
Liabilities			
Current liabilities:			
Claims and wages payable	\$ 258,919	28,337	287,256
Accrued interest payable	37,583	311,913	349,496
Grant revenue not earned	173,387	-	173,387
Claims and judgements payable	219,223	-	219,223
Payable from restricted assets - Customer deposits	-	677,608	677,608
Noncurrent Liabilities:			
Net pension liability	11,636,376	-	11,636,376
Due within one year			
Capital debt	782,061	757,856	1,539,917
Noncapital debt	22,113	1,370,953	1,393,066
Due in more than one year			
Capital debt	6,389,147	9,385,387	15,774,534
Noncapital debt	343,970	1,405,954	1,749,924
Total Liabilities	\$ 19,862,779	13,938,008	33,800,787
Deferred Inflows of Resources			
Property tax for future reporting period	\$ 4,131,108	-	4,131,108
Deferred amount on pension	320,898	-	320,898
Total Deferred Inflows of Resources	\$ 4,452,006	-	4,452,006
Net Position			
Investment in capital assets, net of related debt	\$ 13,009,623	31,578,702	44,588,325
Restricted Net Position:			
Non-expendable	4,839	-	4,839
Expendable:			
Restricted for debt service	-	761,670	761,670
Restricted for grant/bond purposes	-	70,865	70,865
Restricted for public safety	697,113	-	697,113
Unrestricted	(7,330,163)	755,190	(6,574,973)
Total Net Position	\$ 6,381,412	33,166,427	39,547,839

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Statement of Activities
For the Year Ended September 30, 2017

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Governmental Activities:					\$		
General government	\$ 2,594,421	137,410	2,215	-	(2,454,796)		(2,454,796)
Public safety	6,663,535	587,283	174,078	-	(5,902,174)		(5,902,174)
Public works	814,529	-	-	2,528,411	1,713,882		1,713,882
Culture, recreation and community services	615,884	113,372	-	433,141	(69,371)		(69,371)
Interest on long-term debt	243,273	-	-	-	(243,273)		(243,273)
Total governmental activities	10,931,642	838,065	176,293	2,961,552	(6,955,732)		(6,955,732)
Business-type activities:							
Water and sewer	6,931,569	8,874,257	-	-		1,942,688	1,942,688
Solid waste	916,596	1,299,087	-	-		382,491	382,491
Total business-type activities	7,848,165	10,173,344	-	-		2,325,179	2,325,179
Total government	\$ 18,779,807	11,011,409	176,293	2,961,552		2,325,179	(4,630,553)
General Revenues:							
Taxes:							
Property taxes, general					3,259,656	-	3,259,656
Property taxes, debt service					921,833	-	921,833
Property taxes, community support					107,212	-	107,212
Property taxes in lieu - federal government					443,575	-	443,575
General sales taxes					2,247,340	-	2,247,340
Road and bridge privilege taxes					609,450	-	609,450
Franchise taxes					163,132	-	163,132
Grants and contributions not restricted to a special purpose					105,460	-	105,460
Unrestricted investment earnings					6,303	6,882	13,185
Miscellaneous					239,284	552,107	791,391
Total general revenues					8,103,245	558,989	8,662,234
Transfers					516,500	(516,500)	-
Total general revenues and transfers					8,619,745	42,489	8,662,234
Changes in net position					1,664,013	2,367,668	4,031,681
Net position - beginning					4,717,399	30,798,759	35,516,158
Net position - ending					\$ 6,381,412	33,166,427	39,547,839

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Balance Sheet – Governmental Funds
September 30, 2017

	Major Funds			
	General	\$7M Capital	Other	Total
	Fund	Improvement	Governmental	Governmental
		Bond Fund	Funds	Funds
ASSETS				
Cash	\$ 2,015,077	282,271	916,457	3,213,805
Receivables:				
Property tax	4,083,520	-	111,272	4,194,792
Sales tax	357,600	-	-	357,600
Franchise taxes	137,873	-	-	137,873
Intergovernmental	34,159	652,822	138,295	825,276
Court fines & fees	495,270	-	-	495,270
Due from other funds	127,053	-	-	127,053
Total Assets	<u>\$ 7,250,552</u>	<u>935,093</u>	<u>1,166,024</u>	<u>9,351,669</u>
LIABILITIES				
Liabilities:				
Claims payable	\$ 60,989	-	5,668	66,657
Wages payable	192,262	-	-	192,262
Grant revenue unearned	-	-	173,387	173,387
Compensated absences, current	22,112	-	-	22,112
Total Liabilities	<u>275,363</u>	<u>-</u>	<u>179,055</u>	<u>454,418</u>
DEFERRED INFLOWS OF RESOURCES				
Property taxes for future reporting period	4,021,530	-	109,578	4,131,108
Unavailable revenue - fines	495,270	-	-	495,270
Total Deferred Inflows of Resources	<u>4,516,800</u>	<u>-</u>	<u>109,578</u>	<u>4,626,378</u>
FUND BALANCES				
Non-spendable				
Unemployment compensation	4,839	-	-	4,839
Restricted:				
Debt service	-	-	275	275
Grant/bond purposes	-	935,093	13,632	948,725
Public safety	-	-	697,113	697,113
Committed:				
Capital projects	-	-	749,240	749,240
Unassigned	2,453,550	-	(582,869)	1,870,681
Total Fund Balances	<u>2,458,389</u>	<u>935,093</u>	<u>877,391</u>	<u>4,270,873</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 7,250,552</u>	<u>935,093</u>	<u>1,166,024</u>	<u>9,351,669</u>

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Reconciliation of Governmental Funds Balance Sheet
to the Statement of Net Position
September 30, 2017

Total governmental funds balance		\$ 4,270,873
Amounts reported for governmental activities in the statement of net position are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Governmental capital assets	\$ 23,525,690	
Less: accumulated depreciation	<u>(3,344,859)</u>	20,180,831
Long-term liabilities are not due and payable in the current period expenditures and therefore are not reported in the governmental funds.		
Bonds payable	\$ (5,860,000)	
Capital leases payable	(1,311,208)	
Compensated absences	<u>(343,971)</u>	(7,515,179)
Other long term assets are not available to pay or current period expenditures and therefore are deferred in the funds.		
Court fines receivable	<u>\$ 495,270</u>	495,270
Some liabilities, including net pension obligations, are not due and payable in the current period and, therefore, are not reported in the funds.		
Net pension liability		(11,636,376)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.		
Deferred outflows of resources related to pensions	\$ 903,965	
Deferred inflows of resources related to pensions	<u>(320,898)</u>	583,067
Internal Service Funds are used by management to charge the costs of various internal operations to individual funds. The assets and liabilities of Internal Service Funds are included in governmental activities in the Statement of Net Position as follows:		
Current assets	\$ 259,732	
Estimated claims payable	<u>(219,223)</u>	40,509
Accrued interest not due and payable in the current period expenditures and, therefore, not reported in the funds.		<u>(37,583)</u>
Net position of governmental activities		<u><u>\$ 6,381,412</u></u>

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Statement of Revenues, Expenditures and
Changes in Fund Balance – Governmental Funds
For the Fiscal Year Ended September 30, 2017

	Major Funds		Other	Total
	General	\$7M Capital	Governmental	Governmental
	Fund	Bond Fund	Funds	Funds
Revenues:				
Property taxes	\$ 4,625,064	-	107,212	4,732,276
General sales taxes	2,247,340	-	-	2,247,340
Franchise fees	163,132	-	-	163,132
Licenses and permit fees	124,380	-	-	124,380
Intergovernmental	760,705	2,037,823	1,054,558	3,853,086
Charges for services	36,841	-	89,562	126,403
Fines and forfeitures	533,515	-	-	533,515
Investment earnings	3,139	2,117	-	5,256
Miscellaneous	191,131	9,378	38,443	238,952
Total Revenues	8,685,247	2,049,318	1,289,775	12,024,340
Expenditures:				
General government	2,176,226	-	147,032	2,323,258
Public safety	5,653,037	-	547,499	6,200,536
Public works	442,742	1,357,648	262,182	2,062,572
Culture & recreation	376,895	-	593,633	970,528
Debt service:				
Principal	72,741	320,000	294,096	686,837
Interest and other fiscal charges	2,276	188,119	49,271	239,666
Total Expenditures	8,723,917	1,865,767	1,893,713	12,483,397
Excess (Deficiency) of Revenues Over Expenditures	(38,670)	183,551	(603,938)	(459,057)
Other Financing Sources (Uses):				
Lease proceeds	157,239	-	388,896	546,135
Proceeds from loans	-	-	763,087	763,087
Transfers in	648,863	508,119	299,018	1,456,000
Transfers out	(807,136)	-	(132,364)	(939,500)
Total Other Financing Sources (Uses)	(1,034)	508,119	1,318,637	1,825,722
Net change in fund balances	(39,704)	691,670	714,699	1,366,665
Fund balances - beginning	2,498,093	243,423	162,692	2,904,208
Fund balances - ending	\$ 2,458,389	935,093	877,391	4,270,873

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Reconciliation of the Governmental Funds
Statement of Revenues, Expenditures and
Changes in Fund Balance to the Statement of Activities
For the Fiscal Year Ended September 30, 2017

Net Change in Fund Balances - total governmental funds **\$ 1,366,665**

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	\$ 2,644,819	
Depreciation	<u>(546,467)</u>	2,098,352

Debt proceeds provide current financial resources to Governmental Funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of debt principal is an expenditure in the Governmental Funds, but the repayment reduces

Debt retirement	\$ 686,837	
Debt issuance	<u>(1,309,222)</u>	(622,385)

Fine revenue recognized on the modified accrual basis in the funds during the current year is reduced because prior year recognition would have been required on the Statement of Activities using the full accrual basis of accounting.	53,768
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Pension expense and other related activity do not require the use of current financial resources, and therefore, are not reported as expenditures in governmental funds.

Pension expense and contributions made after measurement date	(765,858)
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Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore, are not reported as expenditures in governmental funds.

Accrued interest payable	(3,607)
Compensated absences	(22,953)
Prepaid expenses	(7,423)

Internal service funds are used by management to charge the cost of certain activities, such as insurance costs and risk management, to individual funds.	<u>(432,546)</u>
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Change in net position of governmental activities **\$ 1,664,013**

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi

Statement of Net Position

Proprietary Funds

September 30, 2017

	Business-type Activities			Governmental Activities
	Water and Sewer Fund	Solid Waste Fund	Total Business-type Activities	Self Insurance Fund
Assets				
Current assets				
Cash	\$ 1,850,984	-	1,850,984	183,209
Customer accounts receivable (net of uncollectible of \$2,096,971)	1,164,242	134,024	1,298,266	-
Premiums receivable	-	-	-	76,523
Due from other fund	-	116,656	116,656	-
Restricted current assets				
Cash	2,233,240	-	2,233,240	-
Total Current Assets	<u>5,248,466</u>	<u>250,680</u>	<u>5,499,146</u>	<u>259,732</u>
Capital assets, net				
Land	1,190,870	-	1,190,870	-
Infrastructure	37,020,037	-	37,020,037	-
Mobile equipment	503,002	9,210	512,212	-
Equipment under capital leases	2,998,826	-	2,998,826	-
Total Capital Assets	<u>41,712,735</u>	<u>9,210</u>	<u>41,721,945</u>	<u>-</u>
Total Assets	<u>\$ 46,961,201</u>	<u>259,890</u>	<u>47,221,091</u>	<u>259,732</u>
Liabilities				
Current liabilities:				
Claims payable	\$ 28,337	-	28,337	-
Accrued interest payable	311,913	-	311,913	-
Due to other fund	116,656	-	116,656	-
Claims and judgements payable	-	-	-	219,223
Payable from restricted assets:				
Customer deposits	677,608	-	677,608	-
Noncurrent Liabilities:				
Due within one year				
Capital debt	757,856	-	757,856	-
Noncapital debt	1,370,953	-	1,370,953	-
Due in more than one year				
Capital debt	9,385,387	-	9,385,387	-
Noncapital debt	1,405,954	-	1,405,954	-
Total Liabilities	<u>\$ 14,054,664</u>	<u>-</u>	<u>14,054,664</u>	<u>219,223</u>
Net Position				
Net investment in capital assets	\$ 31,569,492	9,210	31,578,702	-
Restricted Net Position				
Expendable:				
Restricted for debt service	761,670	-	761,670	-
Restricted for grant purposes	70,865	-	70,865	-
Unrestricted	504,510	250,680	755,190	40,509
Total Net Position	<u>\$ 32,906,537</u>	<u>259,890</u>	<u>33,166,427</u>	<u>40,509</u>

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Statement of Revenues, Expenses and
Changes in Net Position
Proprietary Funds
For the Fiscal Year Ended September 30, 2017

	Business-type Activities			Governmental Activities
	Water and Sewer Fund	Solid Waste Fund	Total Business-type Activities	Self Insurance Fund
Revenues:				
Charges for services	\$ 8,874,257	1,299,087	10,173,344	-
Employer contributions	-	-	-	50,000
Employee contributions	-	-	-	938,043
Insurance claim reimbursements	-	-	-	86,382
Miscellaneous operating revenues	552,107	-	552,107	690
Total Operating Revenues	<u>9,426,364</u>	<u>1,299,087</u>	<u>10,725,451</u>	<u>1,075,115</u>
Operating Expenses:				
Wastewater treatment	2,157,216	-	2,157,216	-
Privatization costs	2,202,935	-	2,202,935	-
Waste collection and disposal	-	913,270	913,270	-
Supplies	221,867	-	221,867	-
Maintenance and repairs	74,964	-	74,964	-
Other contractual services and charges	401,461	-	401,461	1,550
Claims and estimate changes	-	-	-	1,507,158
Depreciation	1,250,456	3,326	1,253,782	-
Total Operating Expenses	<u>6,308,899</u>	<u>916,596</u>	<u>7,225,495</u>	<u>1,508,708</u>
Operating income (loss)	<u>3,117,465</u>	<u>382,491</u>	<u>3,499,956</u>	<u>(433,593)</u>
Non-Operating Revenues (Expenses)				
Interest and investment revenue	6,882	-	6,882	1,047
Interest Expense	(622,670)	-	(622,670)	-
Transfers in	-	-	-	-
Transfers out	(273,009)	(243,491)	(516,500)	-
Total Non-Operating Revenues (Expenses)	<u>(888,797)</u>	<u>(243,491)</u>	<u>(1,132,288)</u>	<u>1,047</u>
Change in net position	2,228,668	139,000	2,367,668	(432,546)
Total net position - beginning	<u>30,677,869</u>	<u>120,890</u>	<u>30,798,759</u>	<u>473,055</u>
Total net position - ending	<u>\$ 32,906,537</u>	<u>259,890</u>	<u>33,166,427</u>	<u>40,509</u>

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Statement Cash Flows
Proprietary Funds
For the Fiscal Year Ended September 30, 2017

	Business-type Activities			Governmental Activities
	Water and Sewer Fund	Solid Waste Fund	Total Business-type Activities	Self Insurance Fund
Cash Flows From Operating Activities				
Cash received from customers	\$ 8,500,456	1,165,063	9,665,519	-
Cash received for premiums	-	-	-	1,046,081
Other operating receipts	552,107	-	552,107	-
Cash paid to suppliers	(221,867)	(81,945)	(303,812)	-
Cash paid to contractors	(5,144,199)	(913,270)	(6,057,469)	-
Cash paid for judgements and claims	-	-	-	(1,377,294)
Cash paid for administrative services	-	-	-	(1,550)
Net cash provided by (used in) operating activities	3,686,497	169,848	3,856,345	(332,763)
Cash Flows From Non-Capital Financing Activities				
Advances from (to) other funds	(266,813)	(249,428)	(516,241)	-
Net cash flows from non-capital financing activities	(266,813)	(249,428)	(516,241)	-
Cash Flows From Capital and Related Financing Activities				
Purchase of capital assets	-	-	-	-
Non-operating receipts for capital expenditures	-	-	-	-
Repayment of notes payable	(2,066,880)	-	(2,066,880)	-
Interest and amortization on debt	(366,079)	-	(366,079)	-
Net cash used in capital and related financing activities	(2,432,959)	-	(2,432,959)	-
Cash Flows From Investing Activities				
Interest received	6,882	-	6,882	1,047
Net cash flows from investing activities	6,882	-	6,882	1,047
Net increase (decrease) in cash	993,607	(79,580)	914,027	(331,716)
Cash - October 1	3,090,617	79,580	3,170,197	514,925
Cash - September 30	\$ 4,084,224	-	4,084,224	183,209

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Statement Cash Flows
Proprietary Funds (continued)
For the Fiscal Year Ended September 30, 2017

	Business-type Activities			Governmental Activities
	Water and Sewer Fund	Solid Waste Fund	Total Business-type Activities	Self Insurance Fund
Reconciliation of Operating Income (Loss) to Net Cash				
Provided by (Used In) Operating Activities:				
Operating income (loss)	\$ 3,117,465	382,491	3,499,956	(433,593)
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation	1,250,456	3,326	1,253,782	-
(Increase) decrease in assets:				
Accounts receivable	(433,220)	(134,024)	(567,244)	(29,034)
Customer deposits	59,419	-	59,419	-
Increase (decrease) in liabilities:				
Claims and wages payable	(307,623)	(81,945)	(389,568)	-
Claims and judgements payable	-	-	-	129,864
Net cash provided by (used in) operating activities	\$ 3,686,497	169,848	3,856,345	(332,763)

The notes to these financial statements are an integral part of this statement.

City of Gautier, Mississippi
Combining Statement of Assets
and Liabilities – Agency Fund
September 30, 2017

		Payroll Clearing Account
Assets	\$	
Cash		246,786
Total Assets		<u>246,786</u>
Liabilities		
Due to other intra-entity government agencies		127,053
Accrued liabilities		<u>119,733</u>
Total Liabilities		<u>246,786</u>
Net Position		
Held in trust for benefits and other purposes	\$	<u>-</u>

The notes to these financial statements are an integral part of this statement.

NOTES TO THE FINANCIAL STATEMENTS

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies

The City of Gautier, Mississippi, (the "City") was incorporated June 17, 1986 under the laws of the State of Mississippi. The City operates under a Council-Manager form of government, which provides for an elected mayor and a six-member council. The following services are authorized by the City's charter: Public Safety (Police, Fire, Civil Defense and Protection Inspection), Street Maintenance, Garbage Collection, Water and Sewer, Culture, Recreation and Community Services, Public Improvements, Planning and Zoning, and General Administrative Services. The accounting and reporting policies of the City relating to the funds and accounts groups included in the accompanying financial statements conform to accounting principles generally accepted in the United States of America applicable to state and local governments. Accounting principles generally accepted in the United States of America for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants in the publication entitled *Audits of State and Local Governmental Units* and by the Financial Accounting Standards Board (when applicable). The more significant accounting policies of the City are described below.

A. Financial Reporting Entity

For financial reporting purposes, the reporting entity includes all funds that are covered by the oversight responsibility of the City's governing board. As defined by accounting principles generally accepted in the United States of America, the City is considered a "primary government." The City is governed by a six member council in which five members were elected by the citizens of each defined ward and one member elected at-large.

In evaluating how to define the City for financial reporting purposes, management has considered all potential component units. The decision to include or exclude a potential component unit in the reporting entity was made by applying the criteria set forth in Accounting Principles Generally Accepted in the United States of America. The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters.

The other criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the City is able to exercise oversight responsibilities. Based upon the application of these criteria, the following is a brief review of each potential component unit addressed in defining the government's reporting entity. Based upon the application of these criteria, the City has no component units.

Jackson County Utility Authority

This potential component unit was established by State Code and its governing board is appointed jointly by the area governments' governing bodies. This is an independent unit that selects management staff, sets user charges, establishes budgets and controls all aspects of its daily activities. The District has been determined to be a joint venture of the participating agencies. See Note 12 for details.

B. Basis of Presentation.

The City's basic financial statement consist of government-wide statements, including a statement of net position and a statement of activities, and fund financial statements, which provide a more detailed level of financial information.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

Government-wide Financial Statements:

The Statement of Net Position and Statement of Activities display information about the City as a whole. The statements include all non-fiduciary activities of the primary government. For the most part, the effect of inter-fund activity has been removed from these statements.

Governmental activities generally are financed through taxes, intergovernmental revenues and other non-exchange revenues and are reported separately from business-type activities. Business-type activities rely mainly on fees and charges for support.

The Statement of Net Position presents the financial condition of the governmental activities and business-type activities of the City at year-end. The Government-wide Statement of Activities presents a comparison between direct expenses and program revenues for each function or program of the City's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Taxes and other revenues, not classified as program revenues, are presented as general revenues of the City, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the City.

Fund Financial Statements:

Fund financial statements of the City are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues and expenditures/expenses. Funds are organized into governmental, proprietary and fiduciary. Major individual Governmental Funds and major individual Enterprise Funds are reported as separate columns in the fund financial statements. Non-major funds are aggregated and presented in a single column as Other Governmental Funds.

C. Measurement Focus and Basis of Accounting.

The Government-wide, Proprietary Funds and Fiduciary Funds (excluding agency funds) financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used, regardless of when the related cash flows take place. Property taxes are recognized as revenue in the year for which they are levied. Shared revenues are recognized when the provider recognizes the liability to the City. Grants are recognized as revenues as soon as all eligibility requirements have been satisfied. Agency funds have no measurement focus, but use the accrual basis of accounting.

The City's proprietary funds apply all applicable GASB pronouncements and only the following pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements: FASB Statements and Interpretations, Accounting Principle Board Opinions, and Accounting Research Bulletins of the Committee on Accounting Procedure.

The revenues and expenses of the proprietary funds are classified as operating and non-operating. Operating revenues and expenses generally result from providing services in connection with a proprietary fund's primary operations. All other revenue and expenses are reported as non-operating.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

Governmental financial statements are presented using a current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized in the accounting period when they are both measurable and available to finance operations during the year. Available means collected in the current period or within 60 days after year end to liquidate liabilities existing at the end of the year. Measurable means knowing or being able to reasonably estimate the amount. Expenditures are recognized only when payment is due. Property taxes, state appropriations and federal awards are all considered susceptible to accrual and have been recognized as revenues of the current fiscal period.

The City reports the following major Governmental Funds:

General Fund - This is the City's primary operating fund. It is used to account for all activities of the general government for which a separate fund has not been established.

\$7M Capital Improvement Bond Fund - This fund, along with others, is used to account for the City's revenues and expenditures restricted, committed or assigned to the construction and maintenance of public roads and bridges of the City and also to account for the City's debt service on the City's bond principal, interest and other debt related costs.

Additionally, the City reports the following fund types:

GOVERNMENTAL FUND TYPES

Special Revenue Funds - These funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Capital Projects Funds - These funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including acquisition or construction of capital facilities and other assets.

PROPRIETARY FUNDS

Enterprise Funds - These funds are used to account for those operations that are financed and operated in a manner similar to private business enterprises or where the City has decided that periodic determination of revenues earned, expenses incurred and/or net income is necessary for management accountability.

It is the intent of the City Council that the costs (expenses, including depreciation) of providing services to the general public on a continuing basis be financed or recovered primarily through user charges and that periodic determination of revenues earned, expenses incurred, and net income be identified for capital maintenance, public policy, management control, account ability, or other purposes.

Internal Service Funds - These funds are used to account for those operations that provide services to other departments or agencies of the government, or to other governments, on a cost-reimbursement basis. The City's internal service funds report on self-insurance for employee medical benefits and risk management for City's legal contingencies.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

FIDUCIARY FUNDS

Agency Funds - These funds account for various taxes, deposits and other monies collected or held by the City, acting in the capacity of an agent, for distribution to other governmental units or designated beneficiaries.

D. Account Classifications

The account classifications used in the financial statements conform to the broad classifications recommended in *Governmental Accounting, Auditing and Financial Reporting* as issued in 2012 by the Government Finance Officers' Association.

E. Deposits and Investments

State law authorizes the City to invest in interest bearing time certificates of deposit for periods of fourteen days to one year with depositories and in obligations of the U.S. Treasury, State of Mississippi, or any City, municipality or school district of this state. Further, the City may invest in certain repurchase agreements.

Cash includes cash on hand, demand deposits, and all certificates of deposit and cash equivalents, which are short-term highly liquid investments that are readily convertible to cash (generally three months or less). Investments in governmental securities are stated at fair value. However, the City had an investment that included governmental bonds during the fiscal year.

F. Receivables

All trade receivables are shown net of an allowance for uncollectibles. Miss. Code Ann. (1972) does not allow for write-off of debt owed to municipalities. The amount represented on the financial statements is conclusive of all bad debts owed by customers of the water and sewer department since the City started providing these services to citizens. The allowances are based on trade receivables in excess of 120 days outstanding.

G. Inter-Fund Transactions and Balances

Transactions between funds that are representative of short-term lending/borrowing arrangements and transactions that have not resulted in the actual transfer of cash at the end of the fiscal year are referred to as "due to/from other funds." Noncurrent portions of inter-fund receivables and payables are reported as "advances to/from other funds." Advances between funds, as reported in the fund financial statements, are offset by a non-spendable fund balance account in the General Fund, if applicable, to indicate that they are not available for appropriation and are not expendable available financial resources. However, this is not applicable to advances reported in other governmental funds, which are reported, by definition, as restricted, committed, or assigned.

Inter-fund receivables and payables between funds within governmental activities are eliminated in the Statement of Net Position. Any outstanding balances between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances." Any outstanding balances between fiduciary funds and the government-wide activities of the government are reported as Intra-entity balances and included in intergovernmental receivables on the Statement of Net Position.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

H. Intragovernmental Transactions and Balances

Transactions between governmental agencies (agency funds) of the City are considered as transactions with external parties and are reported as revenues and expenditures/expenses in both the fund statements and the government-wide statements. However, associated receivables and payables as displayed as intragovernmental balances on the Statement of Net Position.

I. Capital Assets

Capital acquisition and construction are reflected as expenditures in Governmental Fund statements and the related assets are reported as capital assets in the governmental activities column in the government-wide financial statements. All purchased capital assets are stated at historical cost where records are available and at an estimated historical cost where no records exist. Capital assets include significant amounts of infrastructure which have been valued at estimated historical cost. The estimated historical cost was based on replacement cost multiplied by the consumer price index implicit price deflator for the year of acquisition. The extent to which capital assets, other than infrastructure, costs have been estimated and the methods of estimation are not readily available. Donated capital assets are recorded at estimated fair market value at the time of donation. The costs of normal maintenance and repairs that do not add to the value of assets or materially extend their respective lives are not capitalized; however, improvements are capitalized. Interest expenditures are not capitalized on capital assets.

Governmental accounting and financial reporting standards allowed governments meeting certain criteria to elect not to report major general infrastructure assets retroactively. The City meets these criteria and has so elected. Therefore, the major general infrastructure assets acquired prior to October 1, 2002, are not reported in the government-wide financial statements. However, as of September 30, 2017, the City has not systematically reported capital assets in accordance with generally accepted accounting principles.

Capital assets acquired or constructed for Proprietary Fund operations are capitalized at cost in the respective funds in which they are utilized. No interest is capitalized on self-constructed assets because non-capitalization of interest does not have a material effect on the City's financial statements. Donated capital assets are recorded at their fair value at the time of donation.

Capitalization thresholds (dollar value above which asset acquisitions are added to the capital asset accounts) and estimated useful lives are used to report capital assets in the government-wide statements. Depreciation is calculated on the straight-line basis for all assets, except land. A full year's depreciation expense is taken for all purchases and sales of capital assets during the year.

The following schedule details those thresholds, estimated useful lives and salvage value percentage of cost:

	Capitalization Threshold	Estimated Useful Life	Salvage Value (% of Cost)
Land	\$ -	N/A	N/A
Infrastructure	-	20 years	30%
Buildings	50,000	40 years	20%
Improvements	25,000	20 years	20%
Heavy machinery & equipment	5,000	10 years	10%
Machinery & equipment	5,000	5 years	10%
Property under capital leases	*	*	*

* Leased property capitalization policy and estimated useful life will correspond with the amounts for the asset classification, as listed above.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

J. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources expenditure until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources until that time.

Deferred amounts on pensions – Deferred outflows and inflows of resources should be reported when to show the City's proportionate share of amounts of the effects of actuarial differences and changes in assumptions to economic or demographic factors and differences between actual and projected earnings of multi-employer pension plan. In addition, a deferred inflow should be reported for employer contributions to the pension plan made subsequent to the measurement date.

Property tax for future reporting period/unavailable revenue – property taxes – Deferred inflows of resources should be reported when resources associated with imposed non-exchange revenue transactions are received or reported as a receivable before the period for which property taxes are levied.

Unavailable revenue – fines – When an asset is recorded in the governmental fund financial statements but the revenue is not available, the government should report a deferred inflow of resources until such time as the revenue becomes available.

K. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Public Employees' Retirement System of Mississippi (PERS) and additions to/deductions from PERS' fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

L. Long-term Liabilities

Long-term liabilities are the unmatured principal of bonds, loans, notes or other forms of noncurrent or long-term general obligation indebtedness. Long-term liabilities are not limited to liabilities from debt issuances, but may also include liabilities on lease-purchase agreements and other commitments.

In the government-wide financial statements and the Proprietary Fund financial information, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities or business activities Statement of Net Position.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

M. Compensated Absences

The City has adopted a policy of compensation for accumulated unpaid employee personal leave. No payment is authorized for accrued major medical leave. Accounting principles generally accepted in the United States of America require accrual of accumulated unpaid employee benefits as long-term liabilities in the government-wide financial statements. In fund financial statements, Governmental Funds report the compensated absence liability payable only if the payable has matured.

An employee may accumulate unused vacation leave hours without limitation, however, cash payments upon employee termination or retirement are limited to a maximum of 30 days of an accumulated leave of pay. Employees have no claim for accumulated sick leave at termination, for retirement, lay-off, or cause. As such, no provision for unused sick leave has been provided in the financial statements. Unused vacation and sick leave balances may be credited to the Public Employee's Retirement System (PERS) as time worked.

N. Fund Balance Policies

In the fund financial statements, governmental funds report fund balance into classifications that comprise a hierarchy based on the extent to which the City is bound to honor constraints on the specific purpose for which amount in those funds can be spent. The classifications of fund balance are Non-spendable, Restricted, Committed, Assigned, and Unassigned. The following are descriptions of fund classifications used by the City:

Non-spendable fund balance includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted fund balance includes amounts that have constraints placed upon the use of the resources either by an external party or imposed by law through a constitutional provision or enabling

Committed fund balance includes amounts that can be used only for specific purposes pursuant to constraints imposed by a formal action of the City Council, the City's highest level of decision-making authority. This formal action is an order of the City Council as approved in the board minutes.

Assigned fund balance includes amounts that are constrained by the City's intent to be used for a specific purpose, but are neither restricted nor committed. For governmental funds, other than the general fund, this is the residual amount within the fund that is not classified as non-spendable and is neither restricted nor committed. Assignments of fund balance are created by management pursuant to authorization established by the Board of Alderman.

Unassigned fund balance is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed or assigned to specific purposes within the general fund. The general fund should be the only fund that reports a positive unassigned fund balance amount. In other governmental funds if expenditures incurred for specific purposes exceeded the amounts restricted, committed or assigned to those purposes, it may be necessary to report a negative unassigned fund balance.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

When both restricted and unrestricted resources are available for specified expenditures, restricted resources are considered spent before unrestricted resources. Within unrestricted resources, committed would be considered spent first (if available), followed by assigned (if available), and then unassigned amounts.

O. Net Position

The government-wide and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted, and unrestricted.

Net investment in Capital Assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes or other borrowings attributable to the acquisition, construction or improvement of those assets.

Restricted net position - Consists of net position with constraints placed on the use either by external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or law through constitutional provisions or enabling legislation.

Unrestricted net position - All other net position not meeting the definition of "restricted" or "invested in capital assets, net of related debt."

P. Intergovernmental Revenues in Governmental Funds

Intergovernmental revenues, consisting of grants, entitlements and shared revenues, are usually recorded in Governmental Funds when measurable and available. However, the "available" criterion applies for certain federal grants and shared revenues when the expenditure is made because expenditure is the prime factor for determining eligibility. Similarly, if cost sharing or matching requirements exist, revenue recognition depends on compliance with these requirements.

Q. Property Tax Revenues

Numerous statutes exist under which the City Council may levy property taxes. The selection of authorities is made based on the objectives and responsibilities of the City. Restrictions associated with property tax levies vary with the statutory authority. The amount of increase in certain property taxes is limited by state law. Generally, this restriction provides that these tax levies shall produce no more than 110% of the amount which resulted from the assessments of the previous year.

The City Council, each year at a meeting in September, levies property taxes for the ensuing fiscal year which begins on October 1. Real property taxes become a lien on January 1 of the current year, and personal property taxes become a lien on March 1 of the current year. Taxes on both real and personal property, however, are due on or before February 1 of the next succeeding year. Taxes on motor vehicles and mobile homes become a lien and are due in the month that coincides with the month of original purchase.

Accounting principles generally accepted in the United States of America require property taxes to be recognized at the levy date if measurable and available. All property taxes are recognized as revenue in the year for which they are levied. Motor vehicle and mobile home taxes do not meet the measurability and collectability criteria for property tax recognition because the lien and due date cannot be established until the date of original purchase occurs.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 1 - Summary of Significant Accounting Policies (continued)

R. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

S. Change in Accounting Standard

The City implemented the following standards issued by the Governmental Accounting Standards Board (GASB) in the current fiscal year as required: GASB Statement No. 77, Tax Abatement Disclosures and GASB Statement No. 82, Pension Issues – an amendment of GASB Statements No. 67, No. 68 and No. 73. The provisions of these standards have been incorporated into the financial statements and notes.

Note 2 – Cash

The carrying amount of the city's total deposits with financial institutions at September 30, 2017, was \$7,728,024 and the bank balance was \$8,052,255. Of this amount \$2,238,079 is restricted for workman's compensation trust and utility customer's deposits. The collateral for public entities' deposits in financial institutions is held in the name of the State Treasurer under a program established by the Mississippi State Legislature and is governed by Section 27-105-5, Miss. Code Ann. (1972). Under this program, the entity's funds are protected through a collateral pool administered by the State Treasurer. Financial institutions holding deposits of public funds must pledge securities as collateral against those deposits. In the event of failure of a financial institution, securities pledged by that institution would be liquidated by the State Treasurer to replace the public deposits not covered by the Federal Deposit Insurance Corporation (FDIC).

A summary of cash at September 30, 2017 is as follows:

	Deposits with Financial Institutions		Cash on Hand	Total
	Unrestricted	Restricted		
Governmental-type activities				
General Fund	\$ 2,008,688	4,839	1,550	2,015,077
\$7M Capital Improvement Bond Fund	282,271	-	-	282,271
Other governmental fund	916,437	-	20	916,457
Total governmental activities	3,207,396	4,839	1,570	3,213,805
Business-type activities				
Water & Sewer Fund	1,850,384	2,233,240	600	4,084,224
Solid Waste Fund	-	-	-	-
Self-Insurance Fund	183,209	-	-	183,209
Total business-type activities	2,033,593	2,233,240	600	4,267,433
Agency Fund	246,786	-	-	246,786
Total cash	<u>\$ 5,487,775</u>	<u>2,238,079</u>	<u>2,170</u>	<u>7,728,024</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 2 – Cash (continued)

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of the failure of a financial institution, the City will not be able to recover deposits or collateral securities that are in the possession of an outside party. The City does not have a formal policy for custodial credit risk. However, the Mississippi State Treasurer manages that risk on behalf of the City. Deposits above FDIC coverage are collateralized by the pledging financial institution's trust department or agent in the name of the Mississippi State Treasurer on behalf of the City.

Note 3 – Receivables

A. Governmental Activities

Receivables in the governmental activities at September 30, 2017, consisted of the following:

Taxes receivable:	
Property taxes	
Current	\$ 63,684
For future reporting period	4,131,108
Total taxes receivable	<u>4,194,792</u>
Intergovernmental receivable:	
Sales taxes	357,600
Franchise taxes	137,873
County road taxes	34,159
Federal grants	720,949
State grants	70,168
Total intergovernmental	<u>1,320,749</u>
Court fines receivable	9,905,398
Less: allowance for doubtful accounts	<u>(9,410,128)</u>
Total court fines receivable, net	<u>495,270</u>
Total receivable - governmental activities	<u><u>\$ 6,010,811</u></u>

B. Business-type Activities

Receivable in the business-type activities at September 30, 2017, consisted of the following:

Customer accounts receivable:	
Customer utility charges (billed)	2,604,933
Customer accounts, earned but unbilled	790,304
Less: allowance for doubtful accounts	<u>(2,096,971)</u>
Total customer accounts receivable, net	<u>1,298,266</u>
Total receivable - business-type activities	<u><u>\$ 1,298,266</u></u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 3 – Receivables (continued)

All trade receivables are shown net of an allowance for bad debt. An allowance in the amount of \$2,096,971 at September 30, 2017 has been provided in the Water and Sewer Enterprise Fund for estimated uncollectible utility charges.

Note 4 – Interfund Transactions and Balances

Government-wide Financial Statements

A. Internal Balances

At September 30, 2017, the City had the following transfers:

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amount</u>
Governmental Activities	Business-type Activities	<u>\$ 516,500</u>

These amounts represent monies transferred from the governmental-type activities to the business-type activities for construction of water wells.

B. Intra-entity Balances

At September 30, 2017 the City had the following intra entity balances:

<u>Due from other Government Agencies</u>	<u>Due to other Government Agencies</u>	<u>Amount</u>
Governmental Activities	Fiduciary Agency Funds	<u>127,053</u>
		<u>\$ 127,053</u>

These amounts represent excess cash transfers to the agency clearing funds that are owed back to the City Depository.

Fund Financial Statements

A. Due From/To Other Funds:

During the course of the year, certain expenditures were paid on a reimbursement basis requiring the City to borrow monies at year-end from the general fund in order to prevent a deficit cash balance in certain funds. Allocation percentages of federal reimbursement for construction projects caused expenditures to be paid from the wrong fund requiring many “due to/due from” transactions requiring cash transfer after year end.

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Agency Fund	\$ 127,053
Solid Waste Fund	Water & Sewer Fund	116,656
Total		<u>\$ 243,709</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 4 – Interfund Transactions and Balances (continued)

B. Transfers In/Out:

Transfers were made in the course of the year for loans to various funds. Other transfers were made to reimburse the various funds for expenditures made on the behalf of other fund purposes.

Transfers In	Transfers Out	Amount
General Fund	Other Governmental Funds	\$ 132,363
General Fund	Water & Sewer Fund	273,009
General Fund	Solid Waste Fund	243,491
\$7M Capital Improvement Bond Fund	General Fund	508,119
Other Governmental Funds	General Fund	299,018
Total		\$ <u>1,456,000</u>

Note 5 – Capital assets

A. Governmental Activities

The following is a summary of governmental capital assets activity for the year ended September 30, 2017:

	Balance 9/30/2016	Additions	Adjustments/ Sales	Balance 9/30/2017
Capital assets not being Depreciated:				
Land	\$ 3,382,460	1,386,476	-	4,768,936
Construction in Progress	1,126,979	644,410	(725,688)	1,045,701
Total capital assets not being depreciated	<u>4,509,439</u>	<u>2,030,886</u>	<u>(725,688)</u>	<u>5,814,637</u>
Capital assets being depreciated:				
Buildings & Improvements	2,822,319	-	-	2,822,319
Infrastructure	12,028,110	725,688	-	12,753,798
Machinery & Equipment	1,221,588	8,095	-	1,229,683
Equipment under Capital Leases	299,415	605,838	-	905,253
Total capital assets being depreciated	<u>16,371,432</u>	<u>1,339,621</u>	<u>-</u>	<u>17,711,053</u>
Less accumulated depreciation for:				
Buildings & improvements	436,572	56,446	-	493,018
Infrastructure	1,379,303	295,482	-	1,674,785
Machinery & Equipment	819,539	118,366	-	937,905
Equipment under Capital Leases	162,978	76,173	-	239,151
Total accumulated depreciation	<u>2,798,392</u>	<u>546,467</u>	<u>-</u>	<u>3,344,859</u>
Total Capital assets being depreciated, net	<u>13,573,040</u>	<u>793,154</u>	<u>-</u>	<u>14,366,194</u>
Total governmental activities capital assets, net	<u>\$ 18,082,479</u>	<u>2,824,040</u>	<u>(725,688)</u>	<u>20,180,831</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 5 – Capital assets (continued)

Depreciation expense was charged to the following governmental functions:

General Government	\$ 50,923
Public Safety	187,192
Public Works	291,166
Culture & Recreation	17,186
	<u>\$ 546,467</u>

B. Business-type Activities

The following is a summary of business-type capital assets activity for the year ended September 30, 2017:

	Balance 10/1/2016	Additions	Adjustments/ Sales	Balance 9/30/2017
Capital assets not being Depreciated:				
Land	\$ 1,190,870	-	-	1,190,870
Construction in Progress	-	-	-	-
Total capital assets not being depreciated	<u>1,190,870</u>	<u>-</u>	<u>-</u>	<u>1,190,870</u>
Capital assets being depreciated:				
Infrastructure	47,309,607	-	-	47,309,607
Machinery & Equipment	1,658,584	-	-	1,658,584
Equipment under Capital Leases	3,224,544	-	-	3,224,544
Total capital assets being depreciated	<u>52,192,735</u>	<u>-</u>	<u>-</u>	<u>52,192,735</u>
Less accumulated depreciation for:				
Infrastructure	9,185,679	1,103,891	-	10,289,570
Machinery & Equipment	1,071,721	74,651	-	1,146,372
Equipment under Capital Leases	150,478	75,240	-	225,718
Total accumulated depreciation	<u>10,407,878</u>	<u>1,253,782</u>	<u>-</u>	<u>11,661,660</u>
Total Capital assets being depreciated, net	<u>41,784,857</u>	<u>(1,253,782)</u>	<u>-</u>	<u>40,531,075</u>
Total business-type activities capital assets, net	<u>\$ 42,975,727</u>	<u>(1,253,782)</u>	<u>-</u>	<u>41,721,945</u>

Depreciation expense was charged to the following governmental functions:

Water and Sewer Fund	\$ 1,250,456
Solid Waste Fund	3,326
Total depreciation - business-type activities	<u>\$ 1,253,782</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 6 – Court Fines Receivable/Deferred Inflows of Resources

Court fines receivables are recorded as deferred inflow of sources in the fund financial statements due to the funds using modified accrual basis. However, revenues received during the year are recorded in the government-wide financial statements on the full-accrual basis of accounting. Miss. Code Ann. (1972) does not allow for write-off of debt owed to municipalities. The amount represented on the financial statements is conclusive of all bad debts owed by citizens to the municipal courts since the City started providing court services. Court fines receivable at September 30, 2017, were \$9,905,398, of which an allowance of \$9,410,128 has been determined as uncollectible with \$495,270 deemed collectible.

Note 7 – Claims and Judgments

Risk Financing

The City finances its exposure to risk of loss related to workers' compensation for injuries to its employees through the Mississippi Public Entity Workers' Compensation Trust, a public entity risk pool.

The City pays premiums to the pool for its workers' compensation insurance coverage, and the participation agreement provides that the pool will be self-sustaining through member premiums. The retention for the pool is \$1,000,000 for each accident and completely covers statutory limits set by the Workers' Compensation Commission. Risk of loss is remote for claims exceeding the pool's retention liability. However, the pool also has catastrophic reinsurance coverage for statutory limits above the pool's retention, provided by Safety National Casualty Corporation, effective from January 1, 2017, to January 1, 2017. The pool may make an overall supplemental assessment or declare a refund depending on the loss experience of all the entities it insures.

The City is exposed to risk of loss relating to employee health, accident and dental coverage. Pursuant to Section 25-15-101, Miss. Code Ann. (1972), the City established a risk management fund (included as an Internal Service Fund) to account for and finance its uninsured risk of loss. Under the plan, amounts payable to the risk management fund are based on actuarial estimates. Each employee pays a portion of his/her premium through a payroll deduction. The City pays the remaining portion of the premium on a single coverage policy for its respective employees. Employees desiring additional and/or dependent coverage pay the additional premium through a payroll deduction. Premium payments to the risk management fund are determined on an actuarial basis. The City has minimum uninsured risk retention to the extent that actual claims submitted exceed the predetermined premium. The City has implemented the following plans to minimize this potential loss:

The City has purchased coinsurance which functions on specific stop loss coverage. This coverage is purchased from an outside commercial carrier. For the current fiscal year, the specific coverage begins when an individual participant's claim exceeds \$65,000.

Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNRs). At September 30, 2017, the amount of this liability was \$219,223.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 7 – Claims and Judgments (continued)

Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNRs). At September 30, 2017, the amount of this liability was \$219,223.

	<u>Amount</u>
Liability at beginning of year	\$ 89,359
Claims and changes of estimates	1,637,022
Claims payments	<u>(1,507,158)</u>
Liability at end of year	<u>\$ 219,223</u>

Note 8 – Retirement Plan

The City contributes to the Public Employees' Retirement System of Mississippi (PERS), a cost-sharing multiple-employer defined benefit plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by State law and may be amended only by the State of Mississippi Legislature.

Plan Description and Provisions

Substantially all of the City's full-time employees participate in PERS, a multi-employer, cost-sharing, defined benefit public employee pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by State law and may be amended only by the State of Mississippi Legislature. PERS issues a publicly available financial report that includes financial statements and required supplementary information. That information may be obtained by writing to Public Employee Retirement System, PERS Building, 429 Mississippi Street, Jackson, MS 39201-1005, or by calling (601) 359-3589 or 1-800-444-PERS.

Benefits Provided

Membership in PERS is a condition of employment granted upon hiring for qualifying employees and officials of the State of Mississippi, state universities, community and junior colleges, and teachers and employees of the public cities. For those persons employed by political subdivisions and instrumentalities of the State of Mississippi, membership is contingent upon approval of the entity's participation in PERS by the PERS' Board of Trustees. If approved, membership for the entity's employees is a condition of employment and eligibility is granted to those who qualify upon hiring.

Participating members who are vested and retire at or after age 60 or those who retire regardless of age with at least 30 years of creditable service (25 years of creditable service for employees who became members of PERS before July 1, 2011) are entitled, upon application, to an annual retirement allowance payable monthly for life in an amount equal to 2.0 percent of their average compensation for each year of creditable service up to and including 30 years (25 years for those who became members of PERS before July 1, 2011), plus 2.5 percent for each additional year of creditable service with an actuarial reduction in the benefit for each year of creditable service below 30 years or the number of years in age that the member is below 65, whichever is less. Average compensation is the average of the employee's earnings during the four highest compensated years of creditable service. Benefits vest upon completion of eight years of membership service (four years of membership service for those who became members of PERS before July 1, 2007).

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 8 – Retirement Plan (continued)

PERS also provides certain death and disability benefits. A Cost-of-Living Adjustment (COLA) payment is made to eligible retirees and beneficiaries. The COLA is equal to 3.0 percent of the annual retirement allowance for each full fiscal year of retirement up to the year in which the retired member reaches age 60 (55 for those who became members of PERS before July 1, 2011), with 3.0 percent compounded for each fiscal year thereafter. Plan provisions are established and may be amended only by the State of Mississippi Legislature.

Contributions

PERS members are required to contribute 9.00% of their annual covered salary, and the City is required to contribute at an actuarially determined rate. The employer's rate as of September 30, 2017, was 15.75% of annual covered payroll. The contribution requirements of PERS members and employers are established and may be amended only by the State of Mississippi Legislature.

Pension Liabilities, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At September 30, 2017, the City reported a liability of \$11,636,376 in the governmental activities for its proportionate share of the PERS net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the PERS net pension liability was based on a projection of the City's long-term share of contribution to the pension plan relative to projected contributions of all participating entities, actuarially determined. At June 30, 2017, the City's proportion was .070%. For the year ended September 30, 2017, the City recognized PERS pension expense for governmental activities of \$1,479,217.

At September 30, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 167,178	\$ (84,908)
Changes of assumptions	258,631	(19,828)
Net difference between projected and actual earnings on pension plan investments	-	(149,402)
Changes in City proportionate share of net pension liability and differences between City contributions and proportionate share of contributions	322,331	(66,760)
City contributions subsequent to the measurement date	155,825	-
Total	<u>\$ 903,965</u>	<u>\$ (320,898)</u>

Within the deferred outflows, a net amount of \$155,825 of deferred outflows of resources is related to pensions resulting from the City's contributions subsequent to the measurement date and will be recognized as a reduction to the net pension liability in the year ended September 30, 2017.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 8 – Retirement Plan (continued)

The remaining amounts reported as deferred outflows of resources related to pensions of \$748,140 and deferred inflows of resources related to pensions of \$320,898 netting to \$427,242 will be recognized in pension expense as follows:

Year Ending September 30,	
2018	\$ 275,537
2019	315,515
2020	60,964
2021	(224,774)
	<u>\$ 427,242</u>

Actuarial assumptions

The total pension liabilities in the June 30, 2017, actuarial valuation were determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.00 percent
Salary increases	3.25 percent to 18.00 percent, including inflation
Investment rate of return	7.75 percent, net of pension plan investment expense, including inflation

The table for post-retirement mortality rates used in evaluating allowances to be paid was the RP-2014 Healthy Annuitant Blue Collar Table projected with Scale BB to 2017 with male rates set forward one year. The RP-Disabled Retiree Table set forward five years for males and four years for females, was used for the period after disability retirement.

The actuarial assumptions used in the June 30, 2017, valuation were based on the results of an actuarial experience study for the four year period ending June 30, 2017. The experience report is dated May 4, 2016.

The long-term expected rate of return on the investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected nominal returns, net of the plans' investment expense and the assumed rate of inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rate of return by the target asset allocation percentage and by adding expected inflation.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 8 – Retirement Plan (continued)

The target asset allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
US Broad	27.00 %	4.60
International Equity	18.00	4.50
Emerging Markets Equity	4.00	4.75
Global	12.00	4.75
Fixed Income	18.00	0.75
Real Assets	10.00	3.50
Private Equity	8.00	5.10
Emerging Debt	2.00	2.25
Cash	1.00	0.00
Total	100.00 %	

Discount rate

The discount rate used to measure the total pension liability was 7.75 percent, which was based on the future long-term expected rate of return of 7.75 percent. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions for PERS will be made at rates set in the Board's Funding Policy. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return investments was applied to all periods of projected benefit payments to determine the plan's total pension liability.

Sensitivity of the City's proportionate share of the net pension liability to changes in the discount rate

The following table presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.75 percent, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage-point lower (6.75 percent) or one percentage-point higher (8.75 percent) than the current rate:

	1% Decrease (6.75%)	Current Discount Rate (7.75%)	1 % Increase (8.75%)
City's Proportionate share of PERS	\$ 15,261,884	\$ 11,636,376	\$ 8,626,416

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERS financial report which can be obtained at www.pers.ms.gov.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 8 – Retirement Plan (continued)

Three-year Trend Information

The following table provides the employer contribution to PERS for the last three fiscal years:

Fiscal Years Ending	Employer Contributions
2017	\$ 713,359
2016	681,575
2015	658,899

Note 9 – Long-term Debt

A. Governmental Activities

Transactions for the year ended September 30, 2017 are summarized as follows:

	Balance 10/1/2016	Additions	Retirements	Balance 9/30/2017	Due Within one Year
General Obligation Bonds	\$ 6,425,000	-	(565,000)	5,860,000	580,000
Capital Improvement Loan	-	763,087	(31,349)	731,738	31,981
Capital Leases	123,823	546,135	(90,488)	579,470	170,080
Compensated Absences	352,187	13,896	-	366,083	22,113
	<u>\$ 6,901,010</u>	<u>1,323,118</u>	<u>(686,837)</u>	<u>7,537,291</u>	<u>804,174</u>

General Obligation Bonds, Series 2010 – In 2010, the City issued \$7,000,000 in general obligation bonds to be used for public improvements in the City. The bond is to be repaid over 20 years, maturing in August 2030 and carries a variable interest rate of 2.875% - 4.0%. Payment on this bond will be made from general ad valorem tax collections.

General Obligation – Katrina Loan Refunding Bond, Series 2010 – In 2010, the City issued \$2,360,000 in general obligation refunding bonds to be used to cover the costs associated with Hurricane Katrina for public improvements and repairs in the City. The bond is to be repaid over 10 years, maturing in 2020, and carries a fixed interest rate of 3.45%. Payment on this bond will be made from general ad valorem tax collections.

Annual debt service requirements to maturity for these bonds payable are as follows:

September 30,	Principal	Interest	Total
2018	\$ 580,000	213,061	793,061
2019	600,000	185,371	785,371
2020	630,000	161,262	791,262
2021	370,000	145,868	515,868
2022	385,000	134,769	519,769
2023-2027	2,015,000	475,000	2,490,000
2028-2030	1,280,000	103,000	1,383,000
	<u>\$ 5,860,000</u>	<u>1,418,331</u>	<u>7,278,331</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 9 – Long-term Debt (continued)

A. Governmental Activities

Capital Improvement Loan – In February 2017, the City received a \$763,087 capital improvement loan from the Mississippi Development Authority to be used to cover the costs associated with Allen Road. The bond is to be repaid over 18 years, maturing in 2036, and carries a fixed interest rate of 2.0%. Payment on this loan will be made from general ad valorem tax collections.

Annual debt service requirements to maturity for these bonds payable are as follows:

<u>September 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 31,981	14,343	46,324
2019	32,627	13,697	46,324
2020	33,285	13,039	46,324
2021	33,957	12,367	46,324
2022	34,643	11,681	46,324
2023-2027	183,988	47,632	231,620
2028-2030	203,322	28,297	231,619
2031-2036	177,935	7,361	185,296
	<u>\$ 731,738</u>	<u>148,417</u>	<u>880,155</u>

Capital Lease Obligations-Governmental Activities

The City is obligated for the following capital assets acquired through capital leases as of September 30, 2017:

<u>Classes of Property</u>	<u>Governmental Activities</u>
Mobile equipment	\$ 456,654
Pumper truck	448,599
Less: accumulated depreciation	(239,151)
Leased property under capital leases	<u>\$ 666,102</u>

The following is a schedule by years of the total payments due as of September 30, 2017:

<u>September 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 170,080	12,760	182,840
2019	157,064	9,136	166,200
2020	151,833	5,645	157,478
2021	100,493	2,261	102,754
	<u>\$ 579,470</u>	<u>29,802</u>	<u>609,272</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 9 – Long-term Debt (continued)

B. Business-type Activities

Transactions for the year ended September 30, 2017 are summarized as follows:

	Balance 10/1/2016	Additions	Retirements	Balance 9/30/2017	Due Within one Year
Revenue Refunding Bonds	\$ 4,075,000	-	(1,330,000)	2,745,000	1,355,000
Special Obligation Bonds	3,090,000	-	(135,000)	2,955,000	140,000
Revolving Loans	4,773,768	-	(412,798)	4,360,970	422,459
Capital Leases	3,016,355	-	(189,082)	2,827,273	195,397
Subtotal	14,955,123	-	(2,066,880)	12,888,243	2,112,856
Add: Bond Premium*	47,860	-	(15,953)	31,907	15,953
Total business-type activities	<u>\$ 15,002,983</u>	<u>-</u>	<u>(2,082,833)</u>	<u>12,920,150</u>	<u>2,128,809</u>

Water & Sewer Revenue Refunding Bonds, Series 2012 – In 2012, the City issued \$9,185,000 in refunding bonds. These bonds were issued to refund the Revenue Bonds, Series 2001 in an effort to reduce total debt payments. The refunding decreased the City's total debt service payments by approximately \$864,418. The transaction resulted in an economic loss (difference between the present value of the debt service on the old and the new bonds) of approximately \$866,494. The bond is to be repaid over 7 years, maturing in 2019, and carries a fixed interest rate of 2%. Payment on this bond will be made from the net revenues from the Water and Sewer system operations.

Annual debt service requirements to maturity for this bond payable is as follows:

<u>September 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 1,355,000	41,350	1,396,350
2019	1,390,000	13,900	1,403,900
	<u>\$ 2,745,000</u>	<u>55,250</u>	<u>2,800,250</u>

Special Obligation Bonds, Series 2013 – In 2013, the City issued \$3,500,000 in special obligation bonds to be used to cover the costs associated with Hurricane Katrina for public improvements and repairs in the City. The bond is to be repaid over 20 years, maturing in 2033, and carries a variable interest rate of 2.0% - 5.0%. Payment on this bond will be made from the net revenues from the Water and Sewer system operations.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 9 – Long-term Debt (continued)

B. Business-type Activities

Annual debt service requirements to maturity for this bond payable is as follows:

<u>September 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 140,000	126,256	266,256
2019	145,000	122,056	267,056
2020	145,000	117,706	262,706
2021	150,000	113,356	263,356
2022	155,000	108,856	263,856
2023-2027	870,000	450,482	1,320,482
2028-2032	1,100,000	230,950	1,330,950
2033	250,000	12,500	262,500
	<u>\$ 2,955,000</u>	<u>1,282,162</u>	<u>4,237,162</u>

Revolving Loans - The City's utility enterprise fund finances extensions and improvements to its system through note obligations, which are subordinate to the revenue bonds.

The utility currently has six state revolving loans, which enabled the City to provide sewer services in needed areas. The City executed these loan agreements with the State of Mississippi Environmental Quality for the purpose of improving the water distribution and sewer collection systems. The City entered into an agreement with the Mississippi State Tax Commission, allowing the Tax Commission to withhold \$43,424 from monthly sales tax revenues as payment for principal and interest on bonds beginning in fiscal year 2006.

Annual debt service requirements to maturity for these loans payable are as follows:

<u>September 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 422,459	98,667	521,126
2019	432,368	88,759	521,127
2020	442,532	78,594	521,126
2021	452,956	68,171	521,127
2022	463,646	52,079	515,725
2023-2027	1,847,844	129,989	1,977,833
2028-2030	299,165	7,083	306,248
	<u>\$ 4,360,970</u>	<u>523,342</u>	<u>4,884,312</u>

Capital Lease Obligations-Business-type Activities

The City is obligated for the following capital assets acquired through capital leases as of September 30, 2017:

<u>Classes of Property</u>	<u>Business-type Activities</u>
Water meter project	\$ 3,224,544
Less: accumulated depreciation	(228,718)
Leased property under capital leases	<u>\$ 2,995,826</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 9 – Long-term Debt (continued)

B. Business-type Activities

The following is a schedule by years of the total payments due as of September 30, 2017:

September 30,	Principal	Interest	Total
2018	\$ 195,397	92,052	287,449
2019	201,924	85,526	287,450
2020	208,668	78,781	287,449
2021	215,638	71,811	287,449
2022	222,840	64,609	287,449
2023-2027	1,230,946	206,303	1,437,249
2028-2030	551,860	23,039	574,899
	<u>\$ 2,827,273</u>	<u>622,121</u>	<u>3,449,394</u>

A. Legal Debt Margin

The amount of debt, excluding specific exempted debt that can be incurred by the City is limited by state statute. Total outstanding debt during a year can be no greater than 15% of assessed value of the taxable property within the City, according to the then last completed assessment for taxation. However, the limitation is increased to 20% whenever a City issues bonds to repair or replace washed out or collapsed bridges on the public roads of the City. As of September 30, 2017, the amount of outstanding debt was equal to 5.08% of the latest property assessments.

B. Compensated Absences

Compensated absences will be paid from the funds from which the employees' salaries were paid which are generally the General Fund.

Note 10 – Property and Sales Tax Revenue

A. Property Tax Revenues

The City levies a tax on real and personal property based on the assessed value of property as compiled by the information extracted from the City assessment tax rolls. The taxes on real property attach as an enforceable lien on the property as of January 1. Taxes on real and personal property are levied by the City Council at the first regular meeting in September.

In accordance with the Mississippi Code of 1972, as amended, the City Council may levy taxes in any amount for general revenue purposes and general improvements. However, taxes collected for the current year are limited to an increase of not more than 10% over receipts for any one of the preceding ten years or a minimum of 20 mills. For purposes of the computation, taxes collected in the current year resulting from property added to the tax assessment roll are excluded from the computation.

The rates are expressed in terms of mills (i.e., ten mills equal one cent). The combined tax rate to finance general governmental services, including the payment of principal and interest on long-term debt but exclusive of school bond and interest for the year ended September 30, 2017 was 37.70 mills or \$37.70 per \$1,000 of assessed valuation.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 10 – Property and Sales Tax Revenue (continued)

Property taxes at the fund level are recorded as receivables and deferred inflow of resources at the time the taxes are levied. Revenues are recognized as the related ad valorem taxes are collected including those collected 60 days after year-end. Additional amounts estimated to be collectible in time to be a resource for payment of obligations incurred during the fiscal year and therefore susceptible to accrual in accordance with GAAP have been recognized as revenue.

B. General Sales Tax Revenues

The State levies a 7% sales tax on retail sales and remits 18.5% of the amount collected (within the corporate boundaries of the City of Gautier) back to the City monthly. General sales tax revenue reported in the General Fund was \$2,247,340.

Note 11 – Commitments and Contingencies

A. Risk Management

Claims and Judgments - The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City carries commercial insurance for these risks. Settled claims resulting from these insured risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

Federal Grants - The city has received federal grants for specific purposes that are subject to audit by the grantor agencies. Entitlements to these resources are generally conditional upon compliance with the terms and conditions of grant agreements and applicable federal regulations, including the expenditure of resources for allowable purposes. Any disallowance resulting from a grantor audit may become a liability of the City. No provision for any liability that may result has been recognized in the City's financial statements.

Litigation - The City is party to legal proceedings, many of which occur in the normal course of governmental operations. It is not possible at the present time to estimate ultimate outcome or liability, if any, of the City with respect to the various proceedings. However, the City's legal counsel believes that ultimate liability resulting from these lawsuits will not have a material adverse effect on the financial condition of the City.

B. Commitments

Contract for Operations of Water and Wastewater Systems – The City renewed a contract with Clearwater Solutions, LLC for operation and maintenance of the City's water and sewer systems and utility billing of water and sewer systems. The fee under the contract is \$203,358/month for the year ended September 30, 2017. Annually, the amount shall be adjusted by the consumer price index by the U.S. Department of Labor Statistics. During the fiscal year ended September 30, 2017 the City paid a total of \$2,202,935 to Clearwater Solutions, LLC under this contract.

Contract for Operations of Solid Waste Collections – The City renewed a contract with Delta Sanitation of MS, LLC for the operations of solid waste collections. The fee under the contract is approximately \$82,600/month for the year ended September 30, 2017. This amount includes commercial and residential garbage collection and approximately \$2,670/month for cart rentals. During the fiscal year ended September 30, 2017 the City paid a total of \$913,270 to Delta Sanitation of MS, LLC under this contract.

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 12 – Joint Ventures

Joint Venture - The City of Gautier contracts with the Jackson County Utility Authority (the “Authority”), whereby the Authority picks up and disposes the City’s solid waste and treats and disposes of the City's wastewater in compliance with water quality standards established by the Mississippi Air and Water Pollution Control law and the Federal Water Pollution Control Act.

The Authority provides for the operation and maintenance of the sewer treatment plants on a cost reimbursement basis. Pursuant to the terms of the agreement, the City is required to pay monthly costs of operations and maintenance directly associated with the treatment facilities and to share in the construction costs of the treatment facilities. The costs associated with this contract totaled \$2,157,216 for the year.

As of the date of this report, the financial statements of the Jackson County Utility Authority had not be published; therefore, the following is a synopsis of the Authority’s financial statements as of and for the year ended September 30, 2016:

CONDENSED STATEMENT OF NET POSITION

<u>ASSETS</u>	
Current assets	\$ 4,961,364
Restricted assets	29,323,459
Capital assets, net	146,570,377
Total assets	<u>180,855,200</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>	<u>3,233,605</u>
<u>LIABILITIES</u>	
Current liabilities	7,274,005
Long-term liabilities	60,575,100
Total liabilities	<u>67,849,105</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>	<u>32,586</u>
<u>NET POSITION</u>	<u>\$ 116,207,114</u>

**CONDENSED STATEMENT OF REVENUES AND EXPENDITURES AND
CHANGES IN NET POSITION**

Operating revenue	\$ 15,458,591
Operating expenses	(19,281,537)
Nonoperating revenues	29,292
Nonoperating expenditures	(2,175,701)
Capital grants and contributions	3,363,024
Change in net position	<u>\$ (2,606,331)</u>

City of Gautier, Mississippi
Notes to the Financial Statements
September 30, 2017

Note 12 – Joint Ventures (continued)

The City's obligation to pay operational costs of the Authority is joint and several with the obligations of all other public agencies similarly contracting with the Authority. Whenever any public City shall default in the payment to the Authority of its respective payment, the Authority may adjust the contract sums of the remaining public agencies, which are not in default so as to increase their contract sums by a proportional amount.

A complete copy of the 2017 financial statements should be soon on file at the administrative offices of the Authority which are located at 11100 Highway 57, Vancleave, Mississippi 39565, or may be obtained by calling (228) 762-0119.

Note 13 – Jointly Governed Organizations

Jointly Governed Organization - On November 2, 1970, the City entered into an agreement with the Board of Trustees of the Jackson George Regional Library System, the City of Moss Point, City of Pascagoula, City of Ocean Springs, City of Lucedale, and the Board of Supervisors of Jackson County to mutually cooperate in securing a more economical public library system through combined resources, interests, materials and facilities to be known as the Jackson George Regional Library System. There are no specific monetary terms in the agreement and the City of Gautier has no equity interest in the organization. However, a budget is approved every year by the County Library Board, which stipulates the amount of funds needed from the participating municipalities and various other funding sources. The City contributed \$108,639 to the Library for the year ended September 30, 2017.

Note 14– Subsequent Events

Events that occur after the Statement of Net position date but before the financial statements are available to be issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the Statement of Net position date are recognized in the accompanying financial statements. Subsequent events which provide evidence about conditions that existed after the Statement of Net position date require disclosure in the accompanying notes. Management of the City evaluated the activity of the City through August 7, 2018, (the date the financial statements were available to be issued), and determined that the following significant subsequent events have occurred requiring disclosure in the notes to the financial statement.

In January of 2018 the City approved a resolution authorizing the sale of \$10,000,000 of Revenue Bonds to improve, repair and extend the utility system. In June of 2018 the city sold \$4,000,000 of these bonds at interest rates varying from 3.25% to 4.375% with the final payment due in November of 2032.

REQUIRED SUPPLEMENTARY INFORMATION

City of Gautier, Mississippi
Statement of Revenues, Expenditures
and Changes in Fund Balance
General Fund
Budget to Actual - (Prepared on the Budgetary Basis)
For the Fiscal Year Ended September 30, 2017

	Budgeted Amounts		Actual Budgetary Basis	Variances	
				Favorable (Unfavorable)	
	Original	Final		Original to Final	Final to Actual
Revenues:					
Property taxes	4,472,188	4,472,188	4,573,749	-	101,561
General sales tax	2,225,000	2,225,000	2,252,620	-	27,620
Fines and forfeitures	476,000	466,000	510,698	(10,000)	44,698
Licenses and permits	92,600	92,600	124,380	-	31,780
Intergovernmental	776,555	776,555	766,825	-	(9,730)
Charges for services	28,000	28,000	36,841	-	8,841
Franchise fees	163,000	153,000	164,164	(10,000)	11,164
Investment earnings	2,200	2,200	2,737	-	537
Miscellaneous	29,400	64,300	91,131	34,900	26,831
Total Revenues	8,264,943	8,279,843	8,523,145	14,900	243,302
Expenditures:					
General government:					
Personnel services	2,125,113	2,129,444	2,105,695	(4,331)	23,749
Supplies	52,700	58,112	44,973	(5,412)	13,139
Other services and charges	973,114	946,859	896,729	26,255	50,130
Capital outlay	184,500	175,900	163,012	8,600	12,888
Total general government	3,335,427	3,310,315	3,210,409	25,112	99,906
Public safety:					
Personnel services	4,097,434	4,108,434	3,997,548	(11,000)	110,886
Supplies	252,867	254,467	226,301	(1,600)	28,166
Other services and charges	260,870	245,870	195,104	15,000	50,766
Capital outlay	142,515	142,515	128,345	-	14,170
Total public safety	4,753,686	4,751,286	4,547,298	2,400	203,988
Public works:					
Personnel services	205,708	205,708	204,098	-	1,610
Supplies	64,900	94,900	86,951	(30,000)	7,949
Other services and charges	154,830	134,830	117,865	20,000	16,965
Capital outlay	15,000	46,900	36,656	(31,900)	10,244
Total public works	440,438	482,338	445,570	(41,900)	36,768
Culture and recreation					
Personnel services	272,919	254,539	252,841	18,380	1,698
Supplies	37,700	37,700	28,938	-	8,762
Other services and charges	85,900	89,400	85,711	(3,500)	3,689
Capital outlay	-	-	-	-	-
Total culture and recreation	396,519	381,639	367,490	14,880	14,149
Debt service	-	-	75,017	-	(75,017)
Total Expenditures	8,926,070	8,925,578	8,645,784	492	279,794
Excess (Deficiency) of Revenues					
Over Expenditures	(661,127)	(645,735)	(122,639)	15,392	523,096

The accompanying notes to the Required Supplementary Information are an integral part of this schedule.

City of Gautier, Mississippi
Statement of Revenues, Expenditures
and Changes in Fund Balance
General Fund
Budget to Actual - (Prepared on the Budgetary Basis)
For the Fiscal Year Ended September 30, 2017

	Budgeted Amounts		Actual Budgetary Basis	Variances Favorable (Unfavorable)	
	Original	Final		Original to Final	Final to Actual
Other Financing Sources (Uses):					
Transfers in	516,500	522,896	522,896	6,396	-
Transfers out	(791,839)	(813,627)	(813,627)	(21,788)	-
Total Other Financing Sources (Uses)	(275,339)	(290,731)	(290,731)	(15,392)	-
Cash Basis	\$ (936,466)	(936,466)	(413,370)	-	523,096
Net Change in fund balance - Budget-Cash Basis			\$ (413,370)		
Revenues per Cash-basis Budget		9,046,041			
Additional accrued revenues		288,069	288,069		
Revenues per Fund Financial Statements		9,334,110			
Expenditures per Cash-basis Budget		9,459,411			
Additional accrued expenses		71,642	(71,642)		
Expenditures per Fund Financial Statement		9,531,053			
Lease proceeds not budgeted		157,239	157,239		
Net Change in fund balance - Fund Financials			\$ (39,704)		

The accompanying notes to the Required Supplementary Information are an integral part of this schedule.

City of Gautier, Mississippi
Notes to the Required
Supplementary Information-Budgetary Schedules
For the Fiscal Year Ended September 30, 2017

A. Budgetary Information.

State statutes authorize the State Auditor to regulate the municipal budget process. Expenditures must be defined to the minimum level prescribed by the State Auditor. The State Auditor has set this level at the purpose level. Municipalities are prohibited from spending in excess of the lowest level adopted in the budget except for capital outlay, election expense and emergency warrants.

B. Basis of Presentation.

The Budgetary Comparison Schedule - Budget and Actual (Non-GAAP Basis) presents the original legally adopted budget, the final legally adopted budget, actual amounts on a budgetary (Non-GAAP Basis) and variances between the final budget and the actual amounts. The schedule is presented for the General Fund and each major Special Revenue Fund. The Budgetary Comparison Schedule - Budget and Actual (Non-GAAP Basis) is a part of required supplemental information.

C. Budget/GAAP Reconciliation.

The major differences between the budgetary basis and the GAAP basis are:

1. Revenues are recorded when received in cash (budgetary) as opposed to when susceptible to accrual (GAAP).
2. Expenditures are recorded when paid in cash (budgetary) as opposed to when susceptible to accrual (GAAP).

D. Budgetary Data

The procedures used by the City in establishing budget are mandated by Mississippi State law. A brief summary of the City's policies for recording budgetary data in the financial statements are as follows:

1. Prior to August 1, the Mayor submits to the Board of Alderman a proposed operating budget for the fiscal year beginning October 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. No later than September 15, the budget is legally enacted through passage of a resolution.
4. Formal budgetary integration is employed as a management control device during the year for all governmental and proprietary funds.
5. Budgets for the governmental and proprietary funds are adopted on a cash basis except for expenditures which include those paid within 30 days of the fiscal year end as required by state statute.

City of Gautier, Mississippi
Schedule of the City's Proportionate Share of the Net Pension Liability
Last 10 Fiscal Years*
For the Fiscal Year Ended September 30, 2017
(UNAUDITED)

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
City's proportion of the net pension liability (asset)	0.070%	0.067%	0.067%	0.069%
City's proportionate share of the net pension liability (asset)	\$ 11,636,376	11,967,873	10,356,879	8,132,573
City's covered payroll	\$ 4,502,222	4,269,283	4,199,035	4,182,032
City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	258.46%	280.33%	246.65%	194.46%
Plan fiduciary net position as a percentage of the total pension liability	0.61%	57.47%	61.70%	67.21%

* The amounts presented for each fiscal year were determined as of the measurement date of June 30 prior to the fiscal year presented. This schedule is presented to illustrate the requirement to show information for 10 years. However, GASB Statement No. 68 was implemented for the fiscal year ended September 30, 2015, and, until a full 10 year trend is compiled, the City has only presented information for the years in which information is available.

The accompanying notes to the Required Supplementary Information are an integral part of this schedule.

City of Gautier, Mississippi
Schedule of the City's Contributions
Last 10 Fiscal Years*
For the Fiscal Year Ended September 30, 2017
(UNAUDITED)

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 713,359	681,575	658,899
Contributions in relation to the contractually required contribution	<u>713,359</u>	<u>681,575</u>	<u>658,899</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>-</u>	<u>-</u>
City's covered payroll	\$ 4,529,263	4,327,460	4,183,486
Contributions as a percentage of covered payroll	15.75%	15.75%	15.75%

* This schedule is presented to illustrate the requirement to show information for 10 years. However, GASB Statement No. 68 was implemented for the fiscal year ended September 30, 2015, and, until, a full 10 year trend is compiled, the City has only presented information for the years in which information is available.

The accompanying notes to the Required Supplementary Information are an integral part of this schedule.

City of Gautier, Mississippi
Notes to the Required Supplementary Information – Pension Schedules
For the Fiscal Year Ended September 30, 2017

Pension Schedules

A. Changes of assumptions.

2017

- The expectation of retired life mortality was changed to the RP-2014 Healthy Annuitant Blue Collar Mortality Table projected with Scale BB to 2022. Small adjustments were also made to the Mortality Table for disabled lives.
- The wage inflation assumption was reduced from 3.75% to 3.25%.
- Withdrawal rates, pre-retirement mortality rates, disability rates and service retirement rates were also adjusted to more closely reflect actual experience.
- The percentage of active member disabilities assumed to be in the line of duty was increased from 6% to 7%.

2016

- The assumed rate of interest credited to employee contributions was changed from 3.50% to 2.00%.

2015

- The expectation of retired life mortality was changed to the RP-2014 Healthy Annuitant Blue Collar Table projected to 2016 using Scale BB rather than the RP-2000 Mortality Table, which was used prior to 2015.
- The expectation of disabled mortality was changed to the RP-2014 Disabled Retiree Table, rather than the RP-2000 Disabled Mortality Table, which was used prior to 2015.
- Withdrawal rates, pre-retirement mortality rates, disability rates and service retirement rates were also adjusted to more closely reflect actual experience.
- Assumed rates of salary increase were adjusted to more closely reflect actual and anticipated experience.
- The price inflation and investment rate of return assumptions were changed from 3.50% to 3.00% and 8.00% to 7.75%, respectively.

B. Changes in benefit provisions.

2016

- Effective July 1, 2016, the interest rate on employee contributions shall be calculated based on the money market rate as published by the Wall Street Journal on December 31 of each preceding year with a minimum rate of one percent and a maximum rate of five percent.

SUPPLEMENTAL INFORMATION

City of Gautier, Mississippi
Schedule of the Expenditures of Federal Awards
For the Year Ended September 30, 2017

Federal Grantor/ Passed-through Grantor/ Program Title or Cluster	Federal CFDA Number	Grant No. / Pass-Through Number	Federal Expenditures
Environmental Protection Agency			
Brownfield Assessment	66.818	BFD00D25414	\$ 211,972
Total Environmental Protection Agency			<u>211,972</u>
U.S. Department of Transportation			
Passed through the MS Department of Transportation			
Transportation Improvement - Martin Bluff Road	20.205	STP-919	1,332,242
Transportation Improvement - Hwy 57	20.205	STP-0494	1,142
Transportation Improvement - Safe Routes to Schools	20.205	STP-0494	186,972
Sub-total			<u>1,520,356</u>
Passed through MS Department of Public Safety			
Alcohol Impaired Driving Enforcement Grant	20.607	154AL-2017-ST-21-1	21,732
Total U.S. Department of Transportation			<u>1,542,088</u>
U.S. Fish and Wildlife Service			
Passed through MS Department of Marine Resources			
Sport Fish Access Program - Boat Launch Improvements	15.605	MS-F-F16AF00484	156,638
Total U.S. Fish and Wildlife Service			<u>156,638</u>
U.S. Department of Agriculture			
Passed through the Natural Resources Conservation Service			
Emergency Watershed Protection	10.923	68-4423-17-222	14,150
Total U.S. Department of Agriculture			<u>14,150</u>
U.S. Department of Justice			
Equitable Sharing Program	16.922		51,257
Total U.S. Department of Justice			<u>51,257</u>
Total Expenditures of Federal Awards			<u><u>1,976,105</u></u>

City of Gautier, Mississippi
Notes to the Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2017

Note 1 – General

The accompanying schedule of Expenditures of Federal Awards (SEFA) presents the activity of all federal award programs of the City of Gautier, Mississippi (the “City”). All federal awards received directly from federal agencies as well as federal awards passed through other government agencies to the City are included in the accompanying SEFA.

Note 2 – Basis of Accounting

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the City and is presented on the modified-accrual basis of accounting. Differences between the granting-agency basis of accounting and the basis of accounting used by the City in preparing its financial fund statements may occur.

Note 3 – Federal Loans

The City has the following federal loans outstanding as of September 30, 2017:

<u>Program Title</u>	<u>CFDA Number</u>	<u>Current Year Expenditures</u>	<u>Unpaid Loan Balance</u>	<u>Original Loan Amount</u>
Environmental Protection Agency Passed-through the Mississippi Department of Environmental Quality				
DWI-H280114-02	66.458	-	243,030	422,610
DWI-H280114-01-02	66.458	-	477,191	470,475
SRF-C280879-02-2	66.458	-	1,170,483	1,760,448
SRF-C280879-01-3	66.458	-	670,862	1,288,485
DWI-H280092-01-3	66.458	-	781,318	1,344,987
SRF-C280754-01-3	66.458	-	1,018,086	1,865,320
Total federal loans		<u>\$ -</u>	<u>\$ 4,360,970</u>	<u>\$ 7,152,325</u>

City of Gautier, Mississippi
Schedule of Surety Bonds
(Required by State of Mississippi)
For the Fiscal Year Ended September 30, 2017

Position	Name	Amount
Mayor	Philip Henry Torjusen	\$ 100,000
Councilman	Adam Douglas Colledge	100,000
Councilman	Mary F Martin	100,000
Councilman	Cameron B George	100,000
Councilman	Richard Jackson	100,000
Councilman	Casey C Vaughan	100,000
Councilman	Charles Rusty Anderson	100,000
City Manager	Paula N Yancey	50,000
Police Chief	Dante L Elbin	50,000
City Clerk	Cynthia Russell	50,000
Deputy City Clerk	Teresa Montgomery	50,000
Deputy City Clerk	Tricia Thigpen	50,000
Executive Asst	Chasity Bilbo	50,000
Administrative Clerk	Joan Craswell	50,000
Administrative Clerk	Rachel Honea	50,000
Administrative Clerk	Addie Bang	50,000
Administrative Clerk	Ramona Morgan	50,000
Purchasing Clerk	Sherry Farabee	50,000
Acctg/Personnel Clerk	Lekeisha Hill	50,000
Acctg/Personnel Clerk	Kim Sheppard	50,000
Acctg/Personnel Clerk	Leoquetta Reddix	50,000
Court Clerk	Donna Davis	50,000
Michael Steward	Michael Steward	50,000
Records Clerk	Tina Hansen	50,000
Police	Daniel Selover	25,000
Dispatcher	Teresa Godwin	50,000
Dispatcher	Cameron Thigpen	50,000
Dispatcher	Juanita Wells	50,000
Dispatcher	Danielle Price	50,000
Dispatcher	Ashtin Langdon	50,000
Dispatcher	Timothy Werner	50,000
Dispatcher	Keisha Keyes	50,000
Dispatcher	David Lovett	50,000
Dispatcher	Alyssa McVicker	50,000
Park Attendant	Laquita Harris	50,000
Park Attendant	Paxton Stokley	50,000
Park Attendant	Donnie Bennett	50,000
Park Attendant	Emily Cumbest	50,000

SPECIAL REPORTS

WRIGHT, WARD, HATTEN & GUEL

PROFESSIONAL LIMITED LIABILITY COMPANY

(SUCCESSORS TO A. L. EVANS & COMPANY ESTABLISHED 1929)

Certified Public Accountants

HANCOCK BANK BUILDING

2510 - 14TH STREET

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

August 7, 2018

Honorable Mayor and
City Council of
City of Gautier, Mississippi

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Gautier, Mississippi (the "City") as and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated August 7, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we considered to be material weaknesses. We did not identify any deficiencies in internal control that we consider to be significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying schedule of findings and questioned costs to be a material weakness: 2017-002.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying schedule of findings and questioned costs to be a significant deficiency. 2017-001.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matter that is required to be reported under *Government Auditing Standards* as described in the schedule of findings and questioned cost: 2017-002.

City of Gautier, Mississippi's Response to Findings

City of Gautier Mississippi's response to the findings identified in our audit is described in the Auditee's Corrective Action Plan. City of Gautier, Mississippi's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited.

WRIGHT, WARD, HATTEN & GUEL

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**LIMITED INTERNAL CONTROL AND
COMPLIANCE REVIEW MANAGEMENT REPORT**

August 7, 2018

Honorable Mayor and
City Council of
City of Gautier, Mississippi

In planning and performing our audit of the financial statements of the City of Gautier, Mississippi for the year ended September 30, 2017, we considered the City's internal control to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on internal control.

In addition, for areas not considered material to the City of Gautier, Mississippi's financial reporting, we have performed some additional limited internal control and state legal compliance review procedures as identified in the state legal compliance audit program issued by the Office of the State Auditor. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on the County's compliance with these requirements. Accordingly, we do not express such an opinion. This report does not affect our report dated August 7, 2018, on the financial statements of the City of Gautier, Mississippi.

Due to the reduced scope, these review procedures and compliance tests cannot and do not provide absolute assurance that all state legal requirements have been complied with. Also, our consideration of internal control would not necessarily disclose all matters within the internal control that might be weaknesses. In accordance with Section 7-7-211, Miss. Code Ann. (1972), the Office of the State Auditor, when deemed necessary, may conduct additional procedures and tests of transactions for this or other fiscal years to ensure compliance with legal requirements.

The results of our review procedures and compliance tests identified certain areas that are opportunities for strengthening internal controls and operating efficiency. Our finding, recommendation, and your response are disclosed below:

Purchasing.

1. The state purchase law regarding the bidding procedures for purchases over \$5,000 but not over \$50,000 requires two bids to be obtained as prescribed by the State Auditor Purchase Law Summary. (Section 31-7-13(d)). The City made a purchase within the above limits without receiving two quotes.

Repeat Finding	No
Criteria	Purchases must be made in compliance with state law.
Condition	During our audit testing we noted an instance where two quotes were not obtained for a purchase that totaled between \$5,000 and \$50,000. This purchase was made for equipment in total of \$5,278.
Cause	Two bids were not received for purchases that were greater than \$5,000.
Effect	Mississippi law was not followed.
Recommendation	We recommend that the City follow the State Auditor's Purchase Law Summary and to ensure that all costs, exclusive of freight or shipping charges, are included to determine the threshold for obtaining two quotes.
City's Response	A purchase was made for \$5,573 for disc golf equipment, of which \$295 of that amount was for shipping; therefore, making the purchase for \$5,278. The City obtained verbal quotes, but not written as prescribed. The City will take measures to ensure that \$5,000 threshold is complied with in accordance with purchasing laws.

This report is intended for the information of the City's management and the Office of the State Auditor and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

WRIGHT, WARD, HATTEN & GUEL

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**INDEPENDENT AUDITOR'S REPORT
ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

August 7, 2018

Honorable Mayor and
City Council of
City of Gautier, Mississippi

Report on Compliance for Each Major Federal Program

We have audited City of Gautier, Mississippi's (the "City") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have direct and material effect on the City's major federal program for the year ended September 30, 2017. The City's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for the City's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each of the Other Major Federal Programs

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended September 30, 2017.

Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

City of Gautier, Mississippi
Schedule of Findings and Questioned Costs
September 30, 2017

SECTION 1 – SUMMARY OF AUDITORS' RESULTS

Financial Statements:

- | | | |
|----|---|------------|
| 1. | Type of auditors' report issued on the financial statements: | |
| | Governmental activities | Unmodified |
| | Business-type activities | Unmodified |
| | General and other major funds | Unmodified |
| | Aggregate remaining fund information | Unmodified |
| 2. | Internal control over financial reporting: | |
| | a. Material weaknesses identified? | Yes |
| | b. Significant deficiencies identified that are not considered to be material weaknesses? | Yes |
| 3. | Noncompliance material to the financial statements noted? | Yes |

Federal Awards:

- | | | |
|----|--|---------------|
| 4. | Type of auditor's report issued on compliance for major programs: | Unmodified |
| 5. | Internal control over major programs: | |
| | a. Material weaknesses identified? | No |
| | b. Significant deficiencies identified that are not considered to be material weaknesses? | None Reported |
| 6. | Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? | None |
| 7. | Federal programs identified as major: | |

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
20.205	U.S. Department of Transportation

- | | | |
|-----|---|------------|
| 8. | Dollar threshold used to distinguish between type A and type B programs: | \$ 750,000 |
| 9. | Auditee qualified as low-risk auditee? | No |
| 10. | Prior fiscal year audit finding(s) and questioned costs relative to federal awards which would require the auditee to prepare a summary schedule of prior audit findings in accordance with 2 CFR 200.526(b)? | No |

City of Gautier, Mississippi
Schedule of Findings and Questioned Costs (Continued)
September 30, 2017

SECTION 2 – FINANCIAL STATEMENT FINDINGS

Governmental Activities

Significant Deficiency in Internal Control

2017-001	Inadequate segregation of duties.
Repeat Finding	Yes, 2016-002
Criteria	An effective system of internal control under generally accepted accounting principles requires that no one person handle all of the elements of a single transaction.
Condition	During our audit, we noted that the court clerk handles large volumes of cash transactions. She also handles receipts and posts the payments to court software. The court clerk also has the ability to make adjustments to case data.
Cause	The city lacks proper staffing and task assignments for adequate segregation of duties.
Effect	Failure to implement controls over the collecting, recording and lack of separation of duties could result in the loss or misappropriation of public funds.
Recommendation	We recommend that the City establish and implement new procedures and policies in order to maintain adequate separation of duties or oversight in the collection of court and traffic fees.

Business-type Activities

Material weakness in Internal Control/Non-Compliance

2017-002	Lack of oversight in handling delinquent employee utility bills.
Repeat Finding	No
Criteria	An employee of the city with a city utility account with the city should not be allowed to carry an extended delinquent account and continue to have utility service.
Condition	During our audit, we noted instances where employees were beyond the period for having services terminated, yet termination still did not occur.
Cause	Failure to follow-up and lack of policies and procedures concerning employee's utility accounts.
Effect	An employee's failure to follow the city's policy can result in loss of public trust and loss of public funds.
Recommendation	We recommend that the City follow established guidelines and monitor employees utility accounts on a more diligent basis.

City of Gautier, Mississippi
Schedule of Findings and Questioned Costs (Continued)
September 30, 2017

SECTION 3 – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There were no federal award findings noted during the fiscal year ended September 30, 2017.

AUDITEE CORRECTIVE ACTION PLAN

*Mayor
Phil Forjusen*

City of Gautier

Gautier, Mississippi

*City Manager
Paula S. Yancey*

*City Clerk
Cynthia Russell*

*Council
At Large Mary F. Martin
Ward 1 Cameron B. George
Ward 2 Richard "DJ" Jackson
Ward 3 Casey C. Vaughan
Ward 4 Charles "Rusty" Anderson
Ward 5 Adam D. Colledge*



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CITY OF GAUTIER, MISSISSIPPI Corrective Action Plan For the Year Ended September 30, 2017

Section 2 – Financial Statements Findings

2017-001 Inadequate segregation of duties Significant Deficiency

Response: The City disagrees with the finding that a significant deficiency in internal control exists relating to the segregation of the court clerk's duties (Finding Number 2017-001). By law, specifically, Miss. Code Ann. Section 21-23-11, the municipal court clerk "***shall*** keep permanent dockets [and/or] a minute record", "***shall*** administer collection of all fines, penalties, fees and costs imposed by the court and [***shall***] deposit all collections" (emphasis added). Therefore, to "segregate" these responsibilities as suggested in the above-referenced Finding, would be a violation of state statute.

2017-002 Oversight of employee utility bills Material weakness

Response: During the audited time period, Utility billing was actually done by a third-party contractor. Subsequently during fiscal year 2018, (and prior to the actual audit occurring), the City has taken back over its Utility billing by City employees, which is now under the supervision of the City Clerk. There has also been established the position of Billing Supervisor to oversee the billing process. Additional steps have been taken to resolve the notation. It does deserve to be noted that the code "cutoff override" utilized by the Tyler billing system appears in many cases, such as when an account is pending council action on a proper adjustment, or when payment arrangements have been made. This is true for any resident of the City of Gautier.

Councilwoman Martin made the motion to approve an Ordinance to adopt the 2018 ICC Building Code, 2017 National Electrical Code, and other related codes, as presented. Councilman Anderson seconded the motion. The vote was carried unanimously.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDINANCE NUMBER 245-2018

AN ORDINANCE OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, PROVIDING AUTHORITY & INTENT; AMENDING CHAPTER 6, BUILDINGS AND BUILDING REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF GAUTIER, ADOPTING THE 2018 INTERNATIONAL BUILDING AND RELATED CODES AND THE 2017 NATIONAL ELECTRICAL CODE; AND SETTING AN EFFECTIVE DATE.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI, THAT THE CODE OF ORDINANCES OF THE CITY OF GAUTIER IS AMENDED AS FOLLOWS:

Section 1. Authority & Intent

The City Council finds that the adoption of the 2018 International Building Code including appendices C and I, the 2018 International Residential Code including appendices E, G, I, J, K, M, N, O, and P (excluding section 313.2- **One and two family dwellings automatic fire sprinkler systems**), the 2018 International Existing Building Code, the 2018 International Fire Code including appendices B thru N, the 2018 International Fuel Gas Code the 2018 International Mechanical Code including appendix A, the 2018 International Plumbing Code including appendices B, C, D, and E, the ICC 600-2008 Standard for Residential Construction in High Wind Regions, and the 2017 National Electrical Code (NFPA 70) is necessary to insure safety and welfare of the citizens of the City of Gautier and to insure conformity with local, state and federal requirements.

Section 2. Amendment of Chapter 6

In order to accomplish the intent as herein set out, the City of Gautier Code of Ordinances Chapter 6, Article II, and Section 6.21 should be amended as shown below.

ARTICLE II. TECHNICAL CODES

SECTION 6.21 CODES ADOPTED BY REFERENCE

The following codes are hereby adopted by reference as though they were copied herein fully;

2018 International Building Code including appendices C and I

2018 International Residential Code including appendices E, G, I, J, K, M, N, O, and P (excluding section 313.2- **One and two-family dwellings automatic fire sprinkler systems**)

2018 International Existing Building Code

2018 International Fire Code including appendices B through N,

2018 International Fuel Gas Code including appendices A, B, C and D

2018 International Mechanical Code including appendix A

2018 International Plumbing Code including appendices B, C, D, and E

2017 National Electrical Code (NFPA 70)

ICC 600-2008 Standard for Residential Construction in High-Wind Regions

Section 3. Conflicts

All ordinances or parts of ordinances in conflict with this ordinance are repealed to the extent of such conflict.

Section 4. Severability

If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

Section 5. Effective Date

This Ordinance shall take effect immediately upon approval by the City Council and signature of the Mayor.

Motion was made by **Councilwoman Martin**, seconded by **Councilman Anderson** and the following vote was recorded:

AYES: Phil Torjusen
Mary Martin
Cameron George
Richard Jackson
Rusty Anderson
Adam Colledge

NAYS: None

ABSENT: Casey Vaughan

Adopted: August 21, 2018

Phil Torjusen, Mayor

Attest:

Approved as to form and legal sufficiency.

Cindy Russell,
City Clerk

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Ramona Morgan, Planning Technician
Date: 08/08/2018

Subject: Approval to adopt the 2018 ICC Building Code, 2017 National Electrical Code and other related codes

REQUEST:

The Planning Department requests that City Council adopt updated Building and related Codes. The request to adopt includes the 2018 editions of the International Building Code, International Residential Code, International Existing Building Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, and the 2017 National Electrical Code (NFPA 70).

BACKGROUND:

The City of Gautier's current Building and related codes consist of the 2012 editions of the International Building Code, International Residential Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, and the 2011 edition of the National Electrical Code (NFPA 70). These codes were adopted by the City of Gautier, reflected in Ordinance Number 210-2012, on December 18, 2012. Although the 2012 edition of the International Existing Building Code was not adopted at that time, staff is requesting that council consider adopting the 2018 edition of the International Existing Building Code at this time.

DISCUSSION:

The adoption of updated Building and related Codes are necessary for the City of Gautier to regulate and govern the erection, alteration, maintenance, and conditions of all property, buildings, and structures within the jurisdiction while providing minimum safeguards for citizens and to protect health, safety, and welfare as they relate to the residential and commercial built environment.

In addition, it is also a requirement of the Mississippi State Rating Bureau that municipalities maintain and enforce current building codes, specifically within two (2) code cycles of the most current codes. This requirement aids in maintaining or possibly improving our Building Code Effectiveness Grading Schedule (BCEGS) score. This score is a key factor in lowering certain insurance rates for homeowners within the City.

RECOMMENDATION:

Staff recommends that City Council adopt the 2018 editions of the International Building Code including appendices C and I, the International Residential Code including appendices E, G, I, J, K, M, N, O, and P but excluding section 313.2- One and two family dwellings automatic fire sprinkler systems, the International Existing Building Code, the International Fire Code including appendices B thru N, the International Fuel Gas Code including appendices A, B, C and D, the International Mechanical Code including appendix A, the International Plumbing Code including appendices B, C, D, and E, and the 2017 National Electrical Code (NFPA 70).

City Council may:

1. Approve to adopt the proposed codes as presented; or
2. Approve to adopt the proposed codes with changes; or
3. Deny adopting the proposed codes.

ATTACHMENTS:

None

Councilman Colledge made the motion to approve the Supplemental Agreement #1 for Additional Services for Martin Bluff Road Widening and Improvements Projects STP-9194-00(0001)LPA/105069-801000, as presented, contingent upon MDOT approval. Councilwoman Martin seconded the motion. The vote was carried unanimously.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 150-2018

WHEREAS, J.E. Talley Construction, Inc. was awarded a contract for the demolition of all structures (including homes, fences, driveways, etc.) acquired by the City for the Martin Bluff Road Widening Project (hereinafter, the "Project");

WHEREAS, the original contract included unit pricing for borrow excavation, clearing and grubbing, and grassing; and

WHEREAS, during the course of the work, it became apparent that additional borrow excavation, clearing and grubbing, and grassing will be necessary to complete the goal of the Project; and

WHEREAS, the project engineer, Michael Baker Intl. has therefore requested (and MDOT has approved) Supplemental Agreement 1 to address the additional work; and

WHEREAS, the original construction cost was \$144,801.06. The supplemental agreement would add \$42,100.00, for a total project cost of \$186,901.06; and

WHEREAS, based on the information provided by the project engineer, Michael Baker Intl., the City finds that the additional work is necessary and incidental to completion of the work as originally bid, is commercially reasonable, is not made to circumvent the public purchasing statutes, and the increase in cost is reasonable; and

WHEREAS, pursuant to 31-7-13(g), the City is authorized to make changes to a construction contract without further public bidding when the modifications are necessary and would better serve the purposes of the City.

IT IS THEREFORE ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Supplemental Agreement #1 with J.E. Talley Construction, Inc. for additional services for Martin Bluff Road Widening and Improvements Project STP-9194-00(0001) LPA/105069-801000 is hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilman Colledge**, seconded by **Councilwoman Martin** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 07/27/2018
Subject: J.E. Talley Construction, Inc. Supplemental Agreement No. 1 for Additional Services for Martin Bluff Road Widening and Improvements Project STP-9194-00(0001)LPA/105069-801000

REQUEST:

The Grants and Projects Department requests City Council approval of Supplemental Agreement No. 1 with J.E. Talley Construction, Inc. for the Martin Bluff Road Widening and Improvements Project.

BACKGROUND:

This project is intended to provide improved traffic operations and safety on Martin Bluff Road. The project limits are between Gautier-Vancleave Road and the Service Road north of Interstate 10.

DISCUSSION:

Talley was awarded a contract for the demolition of all structures (including homes, fences, driveways, etc.) acquired by the City for the Martin Bluff Road Widening Project. This supplemental agreement includes the clearing of additional right-of-way in order for utilities to relocate prior to road widening construction. Talley has agreed to perform the additional work and provide borrow material/grassing at the original unit price. The original construction cost was \$144,801.06. This supplemental agreement would add \$42,100.00, for a total project cost of \$186,901.06.

RECOMMENDATION:

The City Council may:

- 1) Approve Supplemental Agreement No. 1 with J.E. Talley Construction, Inc. as presented; or
- 2) Not approve Supplemental Agreement No. 1 with J.E. Talley Construction, Inc. as presented.

ATTACHMENTS:

1. Engineer's Letter and Supplemental Agreement No. 1
2. Business Item 1- Martin Bluff Road Widening and Improvements Agreement

July 12, 2018

April Stennett, Grants and Projects Director
City of Gautier
3330 Highway 90
Gautier, MS 39553

Re: **Martin Bluff Road, Demolition Project**
STP-9194-00(001)LPA/105069-811000

Ms. Stennett,

Please find enclosed (3) partially executed copies of Supplemental Agreement No. 1 for the contractor to complete additional clearing of right-of-way in order for utilities to relocate prior to the roadway widening project. Please submit this to the City Council for review and concurrence at their next meeting. Upon approval by the Council, please proceed with the Supplemental Agreement process and follow the PDM as outlined below:

- The City of Gautier (LPA) must review the Supplemental Agreement for approval purposes only (PLEASE NOTE: The City should not sign the Supplemental Agreement at this time);
- Upon the Council's approval, the (3) original Supplemental Agreements, signed only by the Consultant/Engineer, Contractor, and Surety, will be sent to the MDOT LPA Coordinator (listed below) requesting review and concurrence from the MDOT;
Attn: David Seyfarth, P.E.
Special Projects Engineer
Mississippi Department of Transportation
16499 #B Highway 49
Saucier, MS 39574-9740
- The Supplemental Agreement will be reviewed by the MDOT, and if appropriate, the MDOT district engineer will approve and sign;
- At the appropriate time, the LPA Division will forward (2) original Supplemental Agreements to the LPA for execution at their discretion. The executed Supplemental Agreement will remain on file with the LPA.

Should you have any questions, or require any additional information, please feel free contacting me at (228) 818-2839.

Respectfully,

Jeffrey D. May, P.E., P.M.P.
Project Manager

File No. 162483

City of Gautier
Project No. STP-9194-00(001)LPA/105609-811000
SUPPLEMENTAL AGREEMENT NO. 1

WHEREAS, WE, J.E. Talley Construction, Inc., Contractor, and **SureTec Insurance Company**, Surety, entered into a contract with the **City of Gautier**, LPA, on the **23rd** day of **February**, for the construction of Federal Aid Project No. **STP-9194-00(001)LPA/105069-811000**, **Jackson county**; AND

WHEREAS: The City of Gautier has requested the Contractor clear approximately 4 acres of right-of-way to allow for the relocation of existing utilities prior to the future roadway widening project along Martin Bluff Road; AND

WHEREAS: The City of Gautier has requested the Contractor use a different classification of material for the backfill of demolished house slabs in order to properly establish permanent grassing; AND

WHEREAS: The City of Gautier has reviewed the contract documents and determined the most feasible solution to add this necessary work to the contract, AND

WHEREAS: The contractor has agreed to perform the work in accordance with the contract specifications and has agreed to provide the borrow material and grassing at the original unit price bid, AND

WHEREAS: The contractor has agreed to perform the work in accordance with the contract specifications and has agreed to perform the additional clearing at an agreed upon price, AND

WHEREAS: The contractor is due additional monies due to added work and quantity adjustments, AND

WHEREAS: These changes and additional work are listed on the attached supplemental sheet(s) and Quantity Adjustment Form(s); AND

NOW, THEREFORE, It is mutually agreed by all parties that this participating work will be accomplished under the following pay items and unit prices;

Pay Item	Description	Unit	QTY	Unit Price	Extension
203-EX012	Borrow Excavation, AH, FME, Class B3	CY	2467	\$10.89	\$26,865.63
201-A001-SA1	Clearing and Grubbing	Acre	4	\$7,500.00	\$30,000.00
225-A001	Grassing	Acre	4	\$3,025.00	\$12,100.00
Additional Items Total					\$68,965.63

Original Construction Cost	\$144,801.06
Changes by Previous Supplemental Agreements	\$ 0.00
Total Additional Participating Pay Items	<u>\$ 42,100.00</u>
Total Revised Construction Costs	\$186,901.06

City of Gautier
Project No. STP-9194-00(001)LPA/105609-811000
SUPPLEMENTAL AGREEMENT NO. 1

The total number of working days allowed for completion of the contract will remain at forty-seven (47). Any increase in contract time will be in accordance with Subsection 108.06 of the 2017 Edition of Standard Specifications for Road and Bridge Construction.

It is mutually agreed that the above stated price is full and final compensation for all materials, equipment, labor, traffic control, and incidentals necessary to complete the work addressed herein. This agreement in no way modifies or changes the original contract of which it becomes a part, except as specifically stated herein.

This Supplemental Agreement has been discussed with Mr. David Seyfarth District LPA Coordinator, Mr. Gabe Faggard MDOT Construction Area Engineer, Mr. Greg Grondin, MDOT Construction Division, and Mr. Jeff Altman, MDOT LPA Division.

SureTec Insurance Company

LIMITED POWER OF ATTORNEY

Know All Men by These Presents, That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

Brody Eric Buckley, Angela Bullie, Trina Cobb, Peggy L. Jackson, Stephen Wesley Price, Jr., Amanda Jean Charfauros

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for, providing the bond penalty does not exceed

Five Million and 00/100 Dollars (\$5,000,000.00)

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment shall continue in force until 12/31/2019 and is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20th of April, 1999.)

In Witness Whereof, SURETEC INSURANCE COMPANY has caused these presents to be signed by its President, and its corporate seal to be hereto affixed this 23rd day of February, A.D. 2017.

SURETEC INSURANCE COMPANY

By:

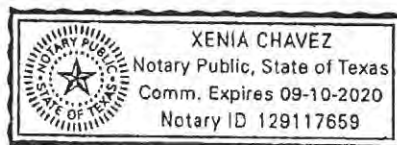
John Knox Jr., President

State of Texas
County of Harris

ss:



On this 23rd day of February, A.D. 2017 before me personally came John Knox Jr., to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is President of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



Xenia Chavez, Notary Public

My commission expires September 10, 2020

I, M. Brent Beaty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this JUL 11 2018 day of JUL 11 2018, A.D.

M. Brent Beaty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.

For verification of the authority of this power you may call (713) 812-0800 any business day between 8:00 am and 5:00 pm CST.

City of Gautier
Project No. STP-9194-00(001)LPA/105609-811000
SUPPLEMENTAL AGREEMENT NO. 1

NOW, THEREFORE, WE, JE Talley Construction, Inc. Contractor, and **SureTec Insurance Company,** Surety, hereby agree to said Supplemental Agreement consisting of the above mentioned items and prices and agree that this Supplemental Agreement is hereby made a part of the original contract to be performed under specifications thereof, and that the original contract is in full force and effect, except insofar as it might be modified by this Supplemental Agreement.

Dated, this ____ day of ____, 20__.



_____ SureTec Insurance Company Surety By: <u><i>[Signature]</i></u> <u>7/14/18</u> Stephen Wesley Price, Jr. Date Attorney-in-Fact RECOMMENDED FOR APPROVAL: <u><i>[Signature]</i></u> <u>7/12/2018</u> LPA Project Engineer/Architect Date	_____ JE Talley Construction, Inc. Contractor <u><i>[Signature]</i></u> <u>7/12/18</u> Joseph E. Talley, Jr. Date Vice President
---	--

MDOT District Engineer Date

APPROVED:

LPA OFFICIAL Date

* {concurrence only for Supplemental Agreements adding a "stand-alone" time extension or exceeding \$100,000}

City of Gautier
Project No. STP-9194-00(001)LPA/105609-811000
SUPPLEMENTAL AGREEMENT NO. 1

SUPPLEMENTAL SHEET

PROJECT NO.: STP-9194-00(001)LPA / 105609-811000

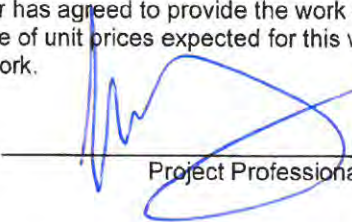
DETAILED EXPLANATION OF NECESSITY OF WORK INVOLVED:

This Contract is for the demolition of structures and obstructions within the right-of-way of Martin Bluff Road. The project is necessary to demolish houses within the right-of-way acquired by the City of Gautier for the future Widening of Martin Bluff Road. Original Contract Documents call for Class B3 material to be used as backfill for demolished house slabs removed as part of this project. Class B3 material is a clean sand that will likely cause the establishment of permanent grassing to be difficult. It is recommended a Class B5 material be used in lieu of the Class B3 as specified in the original contract documents. The use of Class B5 material will promote the growth of permanent grassing and aid in erosion control.

The contractor has agreed to provide the work at original contract unit price for borrow material. No additional time will be required to accomplish this work.

The demolition of houses and other obstructions as part of this project is necessary for the future roadway widening project along Martin Bluff Road. Prior to the roadway widening project beginning, all utilities known to be in conflict with construction must be relocated as required by the MDOT LPA Project Development Manual. There are multiple wooded areas of right-of-way along the existing Martin Bluff Road that must be cleared in order for utilities to be relocated. The total area to be cleared is 4 acres.

Although an existing pay item for clearing and grubbing was included in the contract, the nature and scope of this work has changed. The contractor has agreed to provide the work at an increased price which is within the reasonable range of unit prices expected for this work. No additional time will be required to accomplish this work.



Project Professional

LPA Official

1. QUANTITY ADJUSTMENT NO. 1 2. PROJECT NO. STP-9194-00(001)LPA / 105069-811000
 3. DATE 6/27/2018 4. LPA City of Gautier
 5. The following changes on the above project, with stations, quantities and items involved, are recommended for the reasons stated in detail:

Station	Pay Item	Original Quantity	Revised Quantity	Adjusted Quantity	Unit	Unit Price	Extension
1	203-EX012 Borrow Excavation, AH, FME, Class B3	2467	0	-2467	CY	\$ 10.89	\$ (26,865.63)
Reason: The sandy backfill material will prove difficult to establish permanent grassing.							
2	203-EX014 Borrow Excavation, AH, FME, Class B5	0	2467	2467	CY	\$ 10.89	\$ 26,865.63
Reason: This material classification will be better suited for the establishment of permanent grassing							
3	201-A001-SA1 Clearing and Grubbing	0	4	4	Acre	\$ 7,500.00	\$ 30,000.00
Reason: Clearing of the right-of-way will be necessary for the relocation of utilities prior to the future roadway widening project.							
4	225-A001 Grassing	1	5	4	Acre	\$ 3,025.00	\$ 12,100.00
Reason: Right-of-way cleared of trees and vegetation will require additional grassing quantity.							
5							\$ -
Reason:							
6							\$ -
Reason:							

6. Original Cost Estimate for Project: Dated	5/6/2018	\$ 144,801.06
7. Changes by Previous Quantity Adjustment(s)	\$ -	\$ 144,801.06
8. Changes This Quantity Adjustment	QA1	\$ 42,100.00
9. a. Original Construction Engineering and Contingencies	N/A	
b. Less - Total of All Quantity Adjustments to Date	\$ 42,100.00	
c. Less - Construction Engineering Expenses to Date	N/A	
d. Equals - Remaining Const. Eng and Contingencies	N/A	
10. Revised Total Estimated Cost of Project		\$ 186,901.06

Note: If block 9d is less than 0.00, the Revised Estimated Cost (block 10) must be greater than the Original Estimate.

APPROVAL
 Date Requested 7/12/18

 Project Manager
 Date Approved _____

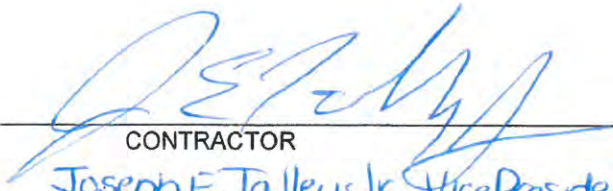
 LPA Official

City of Gautier
Project No. STP-9194-00(001)LPA/105609-811000
SUPPLEMENTAL AGREEMENT NO. 1

SUPPLEMENTAL SHEET

DETAIL ANALYSIS OF UNIT PRICES:

Unit Prices for the additional work to be added by this Supplemental Agreement and Quantity Adjustment have been compared to average bid prices provided by MDOT Construction Division and found to be fair.


CONTRACTOR

Joseph E. Talley Jr. Vice President

(If additional space is needed use extra sheets.) JE Talley Construction Inc

Councilwoman Martin made the motion to authorize a Professional Services Agreement with Seymour Engineering, as presented, for work associated with the Robinson Still Road Water Project.

Councilman George seconded the motion. The vote was carried unanimously.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 151-2018

WHEREAS, the City of Gautier annexed the Robinson Still Road area in 2002.

WHEREAS, engineering work is required to determine the best way to provide water services to the area; and

WHEREAS, Seymour Engineering has offered to provide professional services for this project, including topographic survey, obtaining approvals from the Mississippi Department of Health/Jackson County Utility Authority, drafting engineering plans and specifications, construction phase services, construction administration, and RPR;

WHEREAS, the project will be funded through the revenue bond;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the professional services agreement with Seymour Engineering for work associated with the Robinson Still Road Water Project in an amount not to exceed \$54,440 is hereby approved and authorized.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilwoman Martin** seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 08/14/2018
Subject: Robinson Still Road Water Project – Professional Services Agreement with Seymour Engineering

REQUEST:

The Grants and Projects Department requests City Council authorization to enter into a professional services agreement with Seymour Engineering for work associated with the Robinson Still Road Water Project in an amount not to exceed \$54,440.

BACKGROUND:

The City of Gautier annexed the Robinson Still Road area in 2002. This engineering work is to determine the best way to provide water services to the area. The project will be funded through the revenue bond.

DISCUSSION:

Seymour will provide services including topographic survey, obtaining approvals from the Mississippi Department of Health/Jackson County Utility Authority, engineering plans and specifications, construction phase services, construction administration, and RPR.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize entering into a professional services agreement with Seymour Engineering for work associated with the Robinson Still Road Water Project in an amount not to exceed \$54,440.

The City Council may:

- 1) Approve entering into a professional services agreement with Seymour Engineering for the Robinson Still Road Water Project as presented; or
- 2) Not approve entering into a professional services agreement with Seymour Engineering for the Robinson Still Road Water Project as presented.

ATTACHMENTS:

1. Robinson Still Rd. Agreement

**STANDARD FORM OF AGREEMENT
BETWEEN
OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT made as of _____, 2018, between the City of Gautier (OWNER) and Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi 39532 (ENGINEER). OWNER intends to extend the water main on Robinson Still Road in Gautier, Mississippi (hereinafter called the Project).

OWNER and ENGINEER in consideration of their mutual covenants herein agree in respect of the performance of professional engineering services by ENGINEER and the payment for those services by OWNER as set forth below.

SECTION 1-BASIC SERVICES OF ENGINEER

1.1 General.

1.1.1. ENGINEER shall provide for OWNER professional engineering services in all phases of the Project to which this Agreement applies as hereinafter provided. These services will include serving as OWNER's professional engineering representative for the Project, providing professional engineering consultation and advice and furnishing customary civil engineering services, including but not limited to, all services required or requested by OWNER in connection with obtaining any permits required by an governmental agency or authority in connection with the project.

1.2 Preliminary Design.

1.2.1 ENGINEER shall provide preliminary design for the project. Upon completion of preliminary design, ENGINEER shall meet with OWNER to review documents. Upon acceptance by OWNER, ENGINEER shall commence with Final Design Documents.

1.3. Final Design Phase.

After written authorization to proceed with the Final Design Phase, ENGINEER shall:

1.3.1 On the basis of the accepted Preliminary Design documents and the revised opinion of probable Total Project Costs prepare for incorporation in the Project Documents final drawings to show the general scope, extent and character of the work to be furnished and performed by Contractor(s) (hereinafter called "Drawings") and Specifications (which will be prepared in conformance with the sixteen division format of the construction specifications Institute).

1.3.2 Provide technical criteria, written descriptions and design data for OWNER's use in filing applications for permits with or obtaining approvals of such governmental authorities as have jurisdiction to approve the design of the Project, and assist OWNER in consultations with appropriate authorities.

1.3.3 Advise OWNER of any adjustments to the latest opinion of probable Total Project Costs caused by changes in general scope, extent or character or design requirements of the Project or Construction Costs. Furnish to OWNER a revised opinion of probable Total Project Costs based on the Drawings and Specifications. Total project cost for purposes of determining engineering fees excludes mitigation, relocation or any other costs not directly involving the actual construction or building of the project.

1.3.4 Prepare for review and approval by OWNER, its legal counsel and other advisors contract agreement forms, general conditions and supplementary conditions, and (where appropriate) bid forms, invitations to bid and instructions to bidders (all of which shall be consistent with the forms and pertinent guide sheets prepared by the Engineers Joint Contract Documents Committee), and assist in the preparation of other related documents.

1.3.5 Furnish copies of the above documents and of the Drawings and Specifications and present and review them in person with OWNER.

1.4 Bidding or Negotiating Phase.

After written authorization to proceed with the Bidding or Negotiating Phase, ENGINEER shall:

1.4.1 Assist OWNER in advertising for and obtaining bids or negotiating proposals for each separate prime contract for construction, materials, equipment and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend pre-bid conferences and receive and process deposits for Bidding Documents.

1.4.2 Issue addenda as appropriate to interpret, clarify or expand the Bidding Documents.

1.4.3 Advise OWNER as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)") for those portions of the work as to which such acceptability is required by the Bidding Documents.

1.4.4 Advise OWNER concerning and determine the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.

1.4.5 Attend the bid opening, prepare bid tabulation sheets and assist OWNER in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment and services.

1.5. Construction Phase.

During the Construction Phase:

1.5.1 General Administration of Construction Contract. ENGINEER shall consult with and advise OWNER and act as OWNER's representative. All of OWNER's instructions to Contractor(s) will be issued through ENGINEER as instructed by Owner.

1.5.2 *Visits to Site and Observation of Construction.* In connection with observations of the work of Contractor(s) while it is in progress:

1.5.2.1. ENGINEER shall make visits to the site at intervals appropriate to the various stages of construction as necessary in order to observe as an experienced and qualified design professional the progress and quality of the various aspects of Contractor(s)' work. In addition, ENGINEER shall provide the services of a Resident Project Representative (and assistants) at the site to assist ENGINEER and to provide more continuous observation of such work. Based on information obtained during such visits and on such observations, ENGINEER shall endeavor to determine in general if such work is proceeding in accordance with the Project Documents and ENGINEER shall keep OWNER informed of the progress of the work.

1.5.2.2. The Resident Project Representative (and any assistants) will be ENGINEER's agent or employee and under ENGINEER's supervision. The duties and responsibilities of the Resident Project Representative (and assistants) are set forth in Exhibit A "Duties, Responsibilities and Limitation of Authority of Resident Project Representative".

1.5.2.3. The purpose of Engineer's visits to and representation by the Resident Project Representative (and assistants, if any) at the site will be to enable ENGINEER to better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the Construction Phase, and, in addition, by exercise of ENGINEER's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed work of Contractor(s) will conform generally to the Project Documents and that the integrity of the design concept as reflected in the Project Documents has been implemented and preserved by Contractor(s). On the other hand, ENGINEER shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor(s) furnishing and performing their work. Accordingly, ENGINEER can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Project Documents.

1.5.3 Defective Work. During such visits and on the basis of such observations, ENGINEER may disapprove of or reject Contractor(s)' work while it is in progress if ENGINEER believes that such work will not produce a completed Project that conforms generally to the Project Documents or that it will prejudice the integrity of the design concept of the Project as reflected in the Project Documents.

1.5.4 Interpretations and Clarifications. ENGINEER shall issue necessary interpretations and clarifications of the Project Documents and in connection therewith and prepare work directive changes and change orders as required.

1.5.5 Shop Drawings. ENGINEER shall review and approve (or take other appropriate action in respect of) Shop Drawings, samples and other data which Contractor(s) are required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Project Documents. Such reviews and approvals or other action shall not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto.

1.5.6 Substitutes. ENGINEER shall evaluate and determine the acceptability of substitute materials and equipment proposed by Contractor(s).

1.5.7 Inspections and Tests. ENGINEER shall have authority, as OWNER's representative, to require special inspection or testing of the work, and shall receive and review all certificates of inspections, testings and approvals required by laws, rules, regulations, ordinances, codes, orders or the Project Documents (but only to determine generally that their content complies with the requirements of, and the results certified indicate compliance with, the Project Documents).

1.5.8 Disputes between OWNER and Contractor. Engineer shall act as initial interpreter of the requirements of the Project Documents and judge of the acceptability of the work thereunder and make recommendations on all claims of OWNER and Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the Project Documents pertaining to the execution and progress of the work. To the extent allowable under Mississippi law, ENGINEER shall not be liable for the results of any such interpretations or decisions rendered in good faith.

1.5.9 Applications for Payment. Based on on-site observations as an experienced and qualified design professional, on information provided by the Resident Project Representative and on review of applications for payment and the accompanying data and schedules:

1.5.9.1. ENGINEER shall determine the amounts owing to Contractor(s) and recommend in writing payment to Contractor(s) in such amounts. Such recommendations of payment will constitute a representation to OWNER, based on such observations and review, that the work has progressed to the point indicated, and that, to the best of ENGINEER's knowledge, information and belief, the quality of such work is generally in accordance with the Project Documents (subject to an evaluation of such work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Project Documents and to any other qualifications stated in the recommendation). In the case of unit price work, ENGINEER's recommendations of payment will include final determinations of quantities and classifications of such work (subject to any subsequent adjustments allowed by the Project Documents).

1.5.9.2. By recommending any payment ENGINEER will not thereby be deemed to have represented that exhaustive, continuous or detailed reviews or examinations have been made by ENGINEER to check the quality or quantity of Contractor(s)' work as it is furnished and performed beyond the responsibilities specifically assigned to ENGINEER in this Agreement and the Project Documents. ENGINEER's review of Contractor(s)' work for the purposes of recommending payments will not impose on ENGINEER responsibility to supervise, direct or control such work or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto or Contractor(s) compliance with laws, rules, regulations, ordinances, codes or orders applicable to their furnishing and performing the work. It will also not impose responsibility on ENGINEER to make any examination to ascertain how or for what purposes any Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any of the work, materials or equipment has passed to OWNER free and clear of any lien, claims, security interests or encumbrances, or that there may not be other matters at issue between OWNER and CONTRACTOR that might affect the amount that should be paid.

1.5.10 Contractor(s)' Completion Documents. ENGINEER shall receive and review maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection, tests and approvals which are to be assembled by Contractor(s) in accordance with the Project Documents (but such review will only be to determine that their content complies with the requirements of, and in the case of certificates of inspection, tests and approvals the results certified indicate compliance with, the Project Documents); and shall transmit them to OWNER with written comments.

1.5.11 Inspections. ENGINEER shall conduct an inspection to determine if the work is substantially complete and a final inspection to determine if the completed work is acceptable so that ENGINEER may recommend, in writing, final payment to Contractor(s) and may give written notice to OWNER and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but any such recommendation and notice will be subject to the limitations expressed in paragraph 1.4.9.2.

1.5.12 Limitation of Responsibilities. ENGINEER shall not be responsible for the acts or omissions of any Contractor, or of any subcontractor or supplier, or any of the Contractor(s)' or subcontractor's or supplier's agents or employees or any other persons (except ENGINEER's own employees and agents) at the site or otherwise furnishing or performing any of the Contractor(s)' work: however, nothing contained in paragraphs 1.1 thru 1.4.12 inclusive, shall be construed to release ENGINEER from liability for failure to properly perform duties and responsibilities assumed by ENGINEER in the Project Documents.

1.5.13 Indemnification. ENGINEER shall defend, indemnify and hold harmless OWNER, its agents, servants, employees, successors and assigns from actions, causes, suits, costs, claims, damages, expenses and demands whatsoever in law or in equity, including but not limited to attorneys' fees, with respect to, or on account of, any injury, including bodily injury, disability or death, or damages to property, including loss of the use thereof, in any way attributable to or in connection with performance of Engineer under this Contract.

SECTION 2 - ADDITIONAL SERVICES OF ENGINEER

2.1. Services Requiring Authorization in Advance.

If authorized in writing by OWNER, ENGINEER shall furnish or obtain from others Additional Services of the types listed in paragraphs 2.1.1 through 2.1.3, inclusive. These services are not included as part of Basic Services; these will be paid for by OWNER, as indicated in Section 3.

2.1.1. Assistance in connection with bid protests, rebidding or renegotiating Project for construction, materials, equipment or services.

2.1.2. Providing any type of property surveys or related engineering services needed for the transfer of interests in real property and field surveys for design purposes and engineering surveys and staking to enable Contractor(s) to proceed with their work; and providing other special field surveys.

2.1.3. Preparing to serve or serving as a consultant or witness for OWNER in any litigation, arbitration or other legal or administrative proceeding involving the Project.

PERCENTAGE METHOD OF PAYMENT

SECTION 3 - PAYMENTS TO ENGINEER

3.1. Methods of Payment for Services and Expenses of ENGINEER.

3.1.1. *For Basic Services.* OWNER shall pay ENGINEER for Basic Services rendered under Section 1 as follows:

3.1.1.1. *Payment to Engineer for Basic Services.* ENGINEER shall be paid the total amount outlined in Exhibit C:

3.1.1.2 ENGINEER shall be paid monthly based upon the percentage complete of the phase of the project on which ENGINEER is working.

3.1.2. *For additional Services.* OWNER shall pay ENGINEER for Additional Services rendered under Section 2 as follows:

3.1.2.1. *General.* For Additional Services of ENGINEER's principals and employees engaged directly on the Project and rendered pursuant to paragraph 2.1. (except services as a consultant or witness under paragraph 2.1.3), at standard hourly rates for services rendered by principals and employees assigned to resident project representation, as shown in Exhibit B.

3.1.2.2. *Serving as a Witness.* For services rendered by ENGINEER's principals and employees as consultants or witnesses in any litigation, arbitration or other legal or administrative proceeding in accordance with paragraph 2.1.3. at the rate agreed to by both parties before the start of such additional service.

3.2 Times of Payments.

3.2.1. ENGINEER shall submit statements for Basic and Additional Services rendered and for Reimbursable Expenses incurred. The statements will be based upon ENGINEER's estimate of the proportion of the total services actually completed at the time of billing. OWNER shall make prompt undisputed payments in response to ENGINEER's statements in accordance with its claims docket and state law.

SECTION 4 - GENERAL CONSIDERATION

4.1. Termination.

The obligation to provide further services under this Agreement may be terminated by either party upon thirty days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The ENGINEER understands that this Contract is voidable by any newly elected City Council upon taking office.

4.2. Reuse of Documents.

All documents including Drawings and Specifications prepared or furnished by ENGINEER (and ENGINEER's independent professional associates and consultants) pursuant to this Agreement are instruments of service and shall be owned by OWNER, whether or not the project is completed. However, OWNER may not reuse the documents without authorization of ENGINEER and should the OWNER do so, OWNER shall do so at OWNER'S sole risk and without liability or legal exposure to ENGINEER or to ENGINEER's independent professional associates or consultants.

4.3. Insurance.

4.3.1. ENGINEER shall procure and maintain insurance for protection from claims under workers compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom.

4.3.2. Also ENGINEER shall procure and maintain professional liability insurance for protection from claims arising out of professional services caused by a negligent error, omission or act for which the insured is legally liable; such professional liability insurance shall provide coverage in the amount of \$1,000,000 and shall name OWNER as an additional insured. ENGINEER shall deliver to OWNER a certificate evidencing the assurance of such a policy.

4.4. Controlling Law.

This Agreement is to be governed by the law of a the State of Mississippi.

4.5. Successors and Assigns.

4.5.1. OWNER and ENGINEER each is hereby bound and the partners, successors, executors, representatives, administrators and assigns of OWNER and ENGINEER (and to the extent permitted by paragraph 4.5.2. that assigns of OWNER and ENGINEER) are hereby bound to the other party to this Agreement and to the partner successors, executors, administrators and legal representatives (and said assigns) of such other party, respect of all covenants, agreements and obligations of this Agreement.

4.5.2. Neither OWNER nor ENGINEER shall assign sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandate by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in and written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent ENGINEER from employing such independent professional associates and consultants as ENGINEER may deem appropriate to assist in the performance of services hereunder. ENGINEER may subcontract portions of the services under this Agreement, subject to the written approval of OWNER and reflected on its minutes.

4.5.3. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than OWNER and ENGINEER, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of OWNER and ENGINEER and not for the benefit of any other party.

SECTION 5 - SPECIAL PROVISIONS, EXHIBITS AND SCHEDULES.

- 5.1 This Agreement is subject to the following special provisions.
 - 5.1.1 The Final Design and Construction Phases of this Contract between the the City of Gautier and Seymour Engineering, are subject to the availability and amount of funding for this project.
- 5.2 The following Exhibits are attached to and made a part of this Agreement:
 - 5.2.1 Exhibit A Duties, Responsibilities and Limitations of Authority of Resident Project Representative consisting of 3 pages.
 - 5.2.2 Exhibit B Seymour Engineering Man-Hour Fee Schedule, consisting of 1 page.
 - 5.2.3 Exhibit C Payments to Engineer, consisting of 3 pages.
- 5.3 This Agreement (consisting of pages 1 to 15, inclusive) together with the Exhibits and Schedules identified above constitute the entire agreement between OWNER and ENGINEER and superseded all prior written or oral understandings. This Agreement and said Exhibits and schedules may only be amended, supplemented, modified or cancelled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

OWNER:

**PAULA YANCEY, CITY MANAGER
CITY OF GAUTIER**

ADDRESS FOR GIVING NOTICES:

**3330 US-90
GAUTIER, MS 39553**

DATE:

ENGINEER:

**MARK M. SEYMOUR, JR., P.E.
SEYMOUR ENGINEERING**

ADDRESS FOR GIVING NOTICES:

**925 TOMMY MUNRO DRIVE, SUITE G
BILOXI, MISSISSIPPI 39532**

DATE:

EXHIBIT A
TO AGREEMENT BETWEEN OWNER
AND ENGINEER FOR PROFESSIONAL SERVICES,
(for use with No. 1910-1. 1984 Edition)

A LISTING OF THE DUTIES, RESPONSIBILITIES AND LIMITATIONS OF AUTHORITY OF THE RESIDENT PROJECT REPRESENTATIVE

This is an Exhibit attached to, made a part of and incorporated by reference with the Agreement made on _____, **2018**, between the City of Gautier (OWNER) and SEYMOUR ENGINEERING (ENGINEER) providing for professional engineering services.

ENGINEER shall furnish a Resident Project Representative (RPR), assistants and other field staff to ENGINEER in observing performance of the work of Contractor.

Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the RPR and assistants. ENGINEER shall endeavor to provide further protection for OWNER against defects and deficiencies in the Work; but, the furnishing of such services will not make ENGINEER responsible for or give ENGINEER control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for CONTRACTOR's failure to perform the Work in accordance with the Project Documents.

The duties and responsibilities of the RPR are limited to those of ENGINEER in ENGINEER's agreement with the OWNER and in the Project Contract Documents, and are further limited and described as follows:

A. GENERAL

RPR is ENGINEER's agent at the site, will act as directed by and under the supervision of ENGINEER, and will confer with ENGINEER regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with ENGINEER and CONTRACTOR keeping OWNER advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of CONTRACTOR. RPR shall generally communicate with OWNER with the knowledge and approval of CONTRACTOR. RPR shall generally communicate with OWNER with the knowledge of and under the direction of the ENGINEER.

B. DUTIES AND RESPONSIBILITIES OF RPR

1. Schedules: Review the progress schedules, schedule of Shop Drawing submittals and schedule of values prepared by CONTRACTOR and consult with ENGINEER concerning acceptability.
2. Conferences and Meetings: Attend meetings with CONTRACTOR, such as preconstruction conferences, progress meetings, job conferences and other project related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
 - a. Serve as ENGINEER's liaison with CONTRACTOR, working principally through CONTRACTOR's superintendent and assist in understanding the intent of the Project Documents; and assist ENGINEER in serving as OWNER's liaison with CONTRACTOR when CONTRACTOR's operations affect OWNER's on-site operations.
 - b. Assist in obtaining from OWNER additional details or information, when required for proper execution of the Work.
4. Shop Drawings and Samples:
 - a. Record date of receipt of Shop Drawings and samples.

- b. Receive samples which are furnished at the site by CONTRACTOR, and notify ENGINEER of availability of samples for examination.
- c. Advise ENGINEER and CONTRACTOR of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by ENGINEER.

5. Review of Work, Rejection of Defective Work, Inspections and Tests:

- a. Conduct on-site observations of the Work in progress to assist ENGINEER in determining if the Work is in general proceeding in accordance with the Project Documents.
- b. Report to ENGINEER whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Project Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise ENGINEER or Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
- c. Verify that tests, equipment and systems startups and operating and maintenance training are conducted in the presence of appropriate personnel, and that CONTRACTOR maintains adequate records thereof; and observe, record and report to ENGINEER appropriate details relative to the test procedures and startups.
- d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to ENGINEER.

6. Interpretation of Project Documents: Report to ENGINEER when clarifications and interpretations of the Project Documents are needed and transmit to CONTRACTOR clarifications and interpretations as issued by ENGINEER.

7. Modifications: Consider and evaluate CONTRACTOR's suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to ENGINEER. Transmit to CONTRACTOR decisions as issued by ENGINEER.

8. Records

- a. Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and samples, reproductions of original Project Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, additional Drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the Project Documents, progress reports, and other Project related documents.
- b. Keep a diary or log book, recording CONTRACTOR hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to ENGINEER.
- c. Record names, addresses and telephone numbers of all CONTRACTORS, subcontractors and major suppliers of materials and equipment.

9. Reports

- a. Furnish ENGINEER periodic reports as required of progress of the Work and of CONTRACTOR's compliance with the progress schedule and schedule of Shop Drawing and sample submittals.
- b. Consult with ENGINEER in advance of scheduled major tests, inspections or start of important phases of the Work.

- c. Draft proposed Change Orders and Work Directive Changes, obtaining backup material from CONTRACTOR and recommend to ENGINEER Change Orders, Work Directive Changes, and Field Orders.
 - d. Report immediately to ENGINEER and OWNER upon the occurrence of any accident.
- 10. Payment Requests: Review applications for payment with CONTRACTOR for compliance with the established procedures for their submission and forward with recommendations to ENGINEER, noting particularly the relationship of the payment requested to the schedule of values, Work completed and materials and equipment delivered at the site, but not incorporated in the Work.
- 11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by CONTRACTOR are applicable to the items actually installed and in accordance with the Project Documents, and have this material delivered to ENGINEER for review and forwarding to OWNER prior to final payment for the Work.
- 12. Completion
 - a. Before ENGINEER issues a Certificate of Substantial Completion, submit to CONTRACTOR a list of observed items requiring completion or correction.
 - b. Conduct final inspection in the company of ENGINEER, OWNER and CONTRACTOR and prepare a final list of items to be completed or corrected.
 - c. Observe that all items on final list have been completed or corrected and make recommendations to ENGINEER concerning acceptance.
- C. LIMITATIONS OF AUTHORITY - Resident Project Representative:
 - 1. Shall not authorize any deviation from the Project Documents or substitution of materials or equipment, unless authorized by ENGINEER.
 - 2. Shall not exceed limitations of ENGINEER's authority as set forth in the Project Documents.
 - 3. Shall not undertake any of the responsibilities of CONTRACTOR, subcontractors or CONTRACTOR's superintendent.
 - 4. Shall not advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of construction unless such advise or directions are specifically required by the Project Documents.
 - 5. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
 - 6. Shall not accept Shop Drawings or sample submittals from anyone other than Contractor.
 - 7. Shall not authorize OWNER to occupy the Project in whole or in part.
 - 8. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by ENGINEER.

EXHIBIT B
STANDARD HOURLY RATES

PRINCIPAL ENGINEER (P.E.).....	\$200.00/HOUR
SENIOR STRUCTURAL/CIVIL ENGINEER (P.E.).....	\$175.00/HOUR
ENGINEER (P.E.).....	\$160.00/HOUR
PROJECT MANAGER.....	\$150.00/HOUR
ENGINEER (E.I.T.).....	\$140.00/HOUR
ENVIRONMENTAL SCIENTIST.....	\$125.00/HOUR
SENIOR ENGINEERING TECHNICIAN.....	\$105.00/HOUR
ENGINEERING TECHNICIAN.....	\$75.00/HOUR
DESIGN/CADD TECHNICIAN.....	\$95.00/HOUR
DRAFTSMAN (CADD).....	\$75.00/HOUR
ADMINISTRATIVE ASSISTANT/SPECIFICATIONS TECHNICIAN.....	\$60.00/HOUR
CLERICAL.....	\$50.00/HOUR
SURVEY TECHNICIAN (P.L.S.).....	\$120.00/HOUR
SURVEY ASSISTANT.....	\$75.00/HOUR
SURVEY CREW (TWO-MAN).....	\$140.00/HOUR
SURVEY CREW (THREE-MAN).....	\$150.00/HOUR
SURVEY CREW (GLOBAL POSITIONING SYSTEM).....	\$150.00/HOUR
HYDROGRAPHIC SURVEY CREW.....	\$175.00/HOUR
BOAT RENTAL AND OPERATOR (minimum 4 hours).....	\$135.00/HOUR

REIMBURSABLE

TRAVEL, LODGING, SHIPPING AND REPRODUCTION COSTS SHALL BE REIMBURSABLE
EXPENSES BILLED TO THE PROJECT.



**EXHIBIT C
PAYMENTS TO ENGINEER**

**PROPOSAL FOR
ENGINEERING SERVICES
ROBINSON STILL ROAD WATER MAIN EXTENSION
CITY OF GAUTIER**

I. SURVEYING

A. Topographic Survey

Conduct a topographic survey of the project area locating underground utilities, roadway alignment, house locations, and all existing conditions.

COST: LUMP SUM \$6,640.00

II. LOCAL/STATE APPROVALS

Work with the Mississippi State Department of Health, Jackson County Utility Authority, and other government agencies to obtain appropriate approvals.

COST: LUMP SUM \$1,500.00

III. ENGINEERING PLANS AND SPECIFICATIONS

A. Work with the Owner in developing final plans and specifications for the Civil Engineering Package. Plans will include the following:

ENGINEERING CONSTRUCTION DOCUMENTS

1. Title Sheet
2. Topographic Survey
3. Site Plan
4. Sheet Pile Dimensions and Elevation Cross-Sections
5. Construction Details
6. Stormwater Pollution Prevention Plan

SPECIFICATIONS

7. Contract Documents
8. Technical Specifications

COST: LUMP SUM \$31,800.00

IV. CONSTRUCTION PHASE

A. BIDDING PHASE

ENGINEER shall:

Assist OWNER in advertising for and obtaining bids with a prime contractor for construction, materials, equipment and services; and maintain a record of prospective bidders to whom Bidding Documents have been issued.

Issue addenda as appropriate to interpret, clarify or expand the Bidding Documents.

Advise OWNER as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor for those portions of the work as to which such acceptability is required by the Bidding Documents.

Assist OWNER in evaluating bids and in assembling and awarding contracts for construction, materials, equipment and services.

COST: LUMP SUM \$2,500.00

B. CONSTRUCTION ADMINISTRATION

General Administration of Construction Contract. ENGINEER shall consult with and advise OWNER and act as OWNER's representative.

Interpretations and Clarifications. ENGINEER shall issue necessary interpretations and clarifications of the Project Documents and in connection therewith and prepare work directive changes and change orders as required.

Shop Drawings. ENGINEER shall review and approve (or take other appropriate action in respect of) Shop Drawings, samples and other data which Contractor(s) are required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Project Documents. Such reviews and approvals or other action shall not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto.

Substitutes. ENGINEER shall evaluate and determine the acceptability of substitute materials and equipment proposed by Contractor(s).

Inspections and Tests. ENGINEER shall have authority, as OWNER's representative, to require special inspection or testing of the work, and shall receive and review all certificates of inspections, testings and approvals required by laws, rules, regulations, ordinances, codes, orders or the Project Documents (but only to determine generally

that their content complies with the requirements of, and the results certified indicate compliance with, the Project Documents).

Payment Requests. Review applications for payment with CONTRACTOR for compliance with the established procedures for their submission and forward with recommendations to OWNER, noting particularly the relationship of the payment requested to the schedule of values.

COST: LUMP SUM \$5,200.00

C. RESIDENT PROJECT REPRESENTATIVE

Work with the Owner throughout the construction period relating to supervision of the site Contractor.

Periodic site visits (approximately 2 per week) at intervals appropriate to the various stages of construction as necessary in order to observe the progress and quality of the various aspects of Contractor's work.

Defective Work. During periodic site visits and on the basis of such observations, the Resident Project Representative may disapprove of or reject Contractor's work while it is in progress if the Resident Project Representative believes that such work will not produce a completed Project that conforms generally to the Project Documents or that it will prejudice the integrity of the design concept of the Project as reflected in the Project Documents.

COST: LUMP SUM \$6,800.00

We appreciate the opportunity to provide you with this proposal and look forward to working with you. If you find this proposal acceptable, please sign the signature block below and return this form.

Should you have any questions or comments, please do not hesitate to call.

Sincerely,

SEYMOUR ENGINEERING

BY: _____
Mark M. Seymour, Jr. P.E.
Principal

BY: _____
Paula Yancey, City Manager
City of Gautier

ACCEPTED: _____, 2018

Councilman Colledge made the motion to approve the minutes from Special Called Meeting held July 31, 2018 and Regular Meeting held August 7, 2018, as presented. Councilman Jackson seconded the motion. The vote was carried unanimously.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 152-2018

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the minutes from Special Call Meeting held July 31, 2018 and Regular Council Meeting held August 7, 2018 are hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilman Colledge** seconded by **Councilman Jackson** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

Councilwoman Martin made the motion to approve the Docket of Claims, as presented, provided that all entries thereon are true, correct, properly entered, and not fraudulent. Councilman George seconded the motion. The vote was carried unanimously.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 153-2018

WHEREAS, Miss. Code Ann. 21-39-9 requires governing authority to review all unpaid claims and determine if there is an obligation. An obligation exists if the related materials and supplies were properly contracted for and received by the municipality; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Docket of Claims is hereby approved, provided that all entries thereon are true, correct, properly entered and not fraudulent.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **Councilwoman Martin** seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	182665	08/21/2018	08/02/2018			2,430.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	SEPT 2018 NETWORK SERVICES		2479	07/14/2018			2,280.00
	001-092-698	SYNCHRONIZED EMAIL		2479	07/14/2018			150.00
001	BELL AUTO PARTS INC	182666	08/21/2018	08/02/2018			1,352.12	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	HYD FILTER (2) & FLUID (2)		42669	07/02/2018			99.48
	001-170-639	HYD FILTER (2) & FLUID (2)		42670	07/03/2018			99.48
	001-170-639	HYD FLUID (4): EXMARKS		42671	07/06/2018			55.56
	001-170-639	PARTS (3): DIESEL GATOR		42672	07/09/2018			104.94
	001-170-639	DECK WHEEL KIT (6): EXMARKS		42673	07/10/2018			132.84
	001-170-639	AIR CLNR TOP, BLADES(2), BELT		42674	07/11/2018			109.47
	001-100-570	SOP LINK: U #20		42675	07/02/2018			45.95
	001-100-570	ROTOR (2), PADS: CRN VIC		42676	07/05/2018			105.75
	001-100-570	ROTOR (2), PADS: CRN VIC		42677	07/09/2018			105.75
	001-100-570	ROTOR (2): CRN VIC		42678	07/11/2018			78.00
	001-161-638	1GAL TRANS FLUID (3)		42679	07/10/2018			45.00
	001-161-638	5GAL PURPLE POWER CLEANER		42680	07/12/2018			29.50
	001-170-639	SJ SPRAY GUN: WEED SPRAYER		42701	07/20/2018			95.70
	001-170-639	SUPPLIES (4): MAINT EQUIP		42702	07/23/2018			53.05
	001-170-639	CS TRUE FUEL (2)		42703	07/30/2018			69.00
	001-170-639	FLAP (2),SUPPORT(2),SCREWS(6)		42705	07/30/2018			87.90
	001-100-570	TIRE REPR KIT: K9 U #56		42709	07/27/2018			34.75
001	STEINER SAW & MOWER	182667	08/21/2018	08/02/2018			169.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	SPRINGS (2), PULLEYS (2)		424067	07/11/2018			104.00
	001-170-639	BUMPS (6), COVER		413385	07/26/2018			65.00
001	CABLE ONE INC	182671	08/21/2018	08/02/2018			92.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	AUG 2018: CFD #122024086		07162018	07/23/2018			92.31
001	CABLE ONE INC	182672	08/21/2018	08/02/2018			92.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	AUG 2018: NFD #1220248383		07162018	07/23/2018			92.31
001	CABLE ONE INC	182673	08/21/2018	08/02/2018			92.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	AUG 2018: SFD #122025091		07162018	07/23/2018			92.31
001	O'REILLY AUTO PARTS	182676	08/21/2018	08/03/2018			622.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-638	VEH MAINT (6): DODGE TRUCK		1978101011	07/11/2018			42.57
	001-170-638	MINI LAMP		1978101012	07/11/2018			3.45
	001-170-638	MINI LAMP		1978101115	07/12/2018			5.71
	001-170-639	ELECT TAPE, TOGGLE SWITCH		1978101152	07/12/2018			7.82
	001-170-639	S/LEAK,BATT TERM,BRAKE CLN(12)		1978101223	07/13/2018			45.56
	001-170-639	F/HOSE,F/FILTER,HOSE CLAMP(10)		1978101615	07/17/2018			12.19

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001	O'REILLY AUTO PARTS	182676	08/21/2018	08/03/2018			622.51	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-639	F/FILTER (3): KUBOTA MOWER	1978101686	07/18/2018			21.87	
	001-161-638	1GAL ANTIFRZ (6): FIRE TRK	1978101833	07/19/2018			77.94	
	001-170-639	5GAL TRACTOR FLUID (2)	1978102221	07/23/2018			69.98	
	001-100-570	ZINC ADDITIVE (2)	1978102224	07/23/2018			35.98	
	001-100-559	4PK BATTERIES	1978102274	07/23/2018			9.99	
	001-161-638	SEMI-MET PAD (2)	1978102567	07/26/2018			51.56	
	001-100-570	BRAKE: ROTOR & CALIPER, CORE	1978102581	07/26/2018			188.01	
	001-205-559	MIN SPIRITS: CLN PARTS	1978102584	07/26/2018			85.09	
	001-100-570	CDT RTN: BRAKE CALIPER	1978102617	07/26/2018			-40.00	
	001-100-570	JCASE FUSE: U #48	1978101331	07/14/2018			4.79	
001	DELTA SANITATION OF MS LLC	182677	08/21/2018	08/06/2018			35.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-698	FRAZIER PORT O LET	0000951344	07/31/2018			35.00	
001	LOWES HOME CENTERS INC	182681	08/21/2018	08/05/2018			2,349.01	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-596	NEW PAV SUPPLIES: BACOT PARK	901044	06/25/2018			286.32	
	001-170-559	24CT AQUAFINA (4), SANITIZER	901079	06/26/2018			31.24	
	001-170-596	NEW PAV SUPPLIES: BACOT PARK	901170	06/26/2018			1,011.68	
	001-205-559	ASRT BLADES (3)	901606	06/28/2018			19.91	
	001-170-635	PINE PLYWOOD: FRAZIER PARK	901407	07/03/2018			36.28	
	001-170-559	GALV ANCHOR (2)	901368	07/03/2018			3.20	
	001-205-559	DEWALT 5IN SANDER PAD	902597	07/03/2018			19.56	
	001-170-559	PICKUP TOOL, WORK GLOVES (2)	909360	07/06/2018			29.40	
	001-170-559	KOBALT 50PC BIT SET	909146	07/09/2018			23.74	
	001-170-559	3M SAFE GLASSES (2), GLOVES (2)	909105	07/09/2018			39.80	
	001-205-559	10LB LEVELER	901621	07/10/2018			13.29	
	001-170-559	HEX NUT (12), BOLT (12), SAW BLADE	901761	07/11/2018			34.20	
	001-170-635	1GAL FLOOR ADH, VCT TILE (37)	901716	07/11/2018			42.51	
	001-170-635	3.6QT ROOF COAT, PAINT BRUSH	901924	07/12/2018			29.38	
	001-170-559	ASRT SCREWS (38)	909839	07/12/2018			21.57	
	001-170-559	SPRAY PAINT (2)	909045	07/13/2018			8.52	
	001-170-634	WIRE BRUSH, EPOXY, SPRAY PAINT	909746	07/16/2018			26.29	
	001-170-635	SUPPLIES: FRAZIER PK RESTROOM	902724	07/18/2018			37.17	
	001-170-634	PARTS (11): BACOT COMPRESSOR	901155	07/19/2018			81.13	
	001-170-559	10FT RATCHET, KEY BLANK (2)	910474	07/19/2018			19.89	
	001-170-559	500PK CABLE TIES, KEY BLANK	901257	07/19/2018			27.14	
	001-170-559	14FT RATCHET, REBAR CAP (14)	901340	07/20/2018			76.35	
	001-170-559	4IN UTILITY TIRE AID	910048	07/23/2018			9.48	
	001-205-559	80LB QUIKRETE MORTOR MIX	902068	07/24/2018			5.85	
	001-205-559	GLOSS SPRAY PAINT (2)	902105	07/24/2018			7.56	
	001-205-559	PRO LTS PAINT SPRAYER	914447	07/11/2018			407.55	
	001-205-559	CDT RTN: PRO LTS PAINT SPRAYER	914446	07/11/2018			-492.10	
	001-205-559	PRO LTS PAINT SPRAYER	998415	07/11/2018			492.10	
001	SYSCON INC	182682	08/21/2018	08/06/2018			1,475.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-010-698	AUG 2018 COURT SUPPORT	1-44242	08/01/2018			1,475.00	

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001	CABLE ONE INC	182683	08/21/2018	08/06/2018			130.07	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	AUG 2018: #107571481		07252018	08/01/2018			130.07
001	CABLE ONE INC	182684	08/21/2018	08/06/2018			86.92	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	AUG 2018: SR BLDG #120793682		07252018	08/01/2018			86.92
001	CINTAS CORPORATION NO 2	182685	08/21/2018	08/06/2018			274.72	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-535	MAINTENANCE		240534063	07/04/2018			68.68
	001-205-535	MAINTENANCE		240535003	07/11/2018			68.68
	001-205-535	MAINTENANCE		240535930	07/18/2018			68.68
	001-205-535	MAINTENANCE		240536860	07/25/2018			68.68
001	AT&T GLOBAL NETWORK SERVS LLC	182688	08/21/2018	08/07/2018			229.64	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC EQUIPMENT CHARGES		GE39961	08/01/2018			229.64
001	AT&T INTERSTATE DED PRIVATE LINE SERVS	182690	08/21/2018	08/07/2018			203.15	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	ACCUNET T1.5 DIGITAL SERV		3103925023	08/01/2018			203.15
001	DPS CRIME LAB	182717	08/21/2018	08/09/2018			120.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	ANALYTICAL FEES		90069547	08/02/2018			120.00
001	TEC	182718	08/21/2018	08/09/2018			115.46	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY LONG DISTANCE		938626	08/01/2018			115.46
001	AUTO TRUCK AND TRAILER PARTS INC	182719	08/21/2018	08/09/2018			3,167.01	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	AC COMPRESSOR: E1		269385	07/02/2018			803.00
	001-170-638	WIRE CONNECTOR (3), SWITCH		269498	07/03/2018			12.35
	001-161-638	DEGREASER: E1		269500	07/03/2018			8.50
	001-161-638	FUEL SENSOR: E1		269521	07/05/2018			19.85
	001-100-570	BEARING (2), SEAL(2), RTV: U #66		269522	07/05/2018			54.98
	001-161-638	FAN: E1		269539	07/06/2018			22.10
	001-100-570	ENG CONTROL MANUAL, COIL		269563	07/09/2018			473.56
	001-161-638	KIT (2): E1		269564	07/09/2018			60.06
	001-161-638	1GAL DEGREASER		269586	07/09/2018			8.00
	001-161-638	VALVE, BRASS: E1		269597	07/10/2018			62.85
	001-170-638	PLUG (2)		269542	07/10/2018			23.36
	001-100-570	AIR FILTER (3)		269622	07/11/2018			73.47
	001-100-570	FORD FUSION KEY		269670	07/12/2018			99.50
	001-161-638	BACK-UP LIGHT (4): R33		269685	07/13/2018			58.40
	001-161-638	FILTER (3), ROTELLA (4): R33		269748	07/17/2018			139.51
	001-100-570	OIL FILTER (24): POLICE VEH		269771	07/18/2018			54.00
	001-161-638	ROTORS (2), PADS(2): CMD33		269796	07/19/2018			165.16

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001	AUTO TRUCK AND TRAILER PARTS INC	182719	08/21/2018	08/09/2018			3,167.01	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-638	FILTER: AIR, FUEL, OIL: CMD33	269797	07/19/2018			115.35	
	001-161-638	ROTELLA (4): CMD33	269798	07/19/2018			66.00	
	001-100-570	WHEELS (4): U #62	269834	07/20/2018			414.00	
	001-161-638	FILTER CUP: CMD33	269825	07/20/2018			35.07	
	001-161-638	JACK: FIRE TRUCKS	269858	07/23/2018			60.77	
	001-161-638	SIGHT GLASS: E1	269839	07/23/2018			101.91	
	001-161-638	TIE ROD: CMD33	269898	07/24/2018			112.10	
	001-161-638	STEM (2), TIE ROD: CMD33	269897	07/24/2018			123.16	
001	STERLING PETROLEUM PRODUCTS INC	182724	08/21/2018	08/09/2018			8.80	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-570	LUBE TAX: SHORT PAY INV	58410	06/12/2018			8.80	
001	MALLETTE BROTHERS CONSTRUCTION INC	182725	08/21/2018	08/09/2018			910.95	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-576	16.04 RAP TN	19858	07/31/2018			480.30	
	001-201-576	7.83 RIP RAP TN	19858	07/31/2018			430.65	
001	ACE DATA STORAGE INC	182726	08/21/2018	08/09/2018			105.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-699	JUL 2018 SHREDDING SERVICE	60312	08/01/2018			105.00	
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC	182728	08/21/2018	08/10/2018			833.33	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-642	JUN 2018 CLUB SUPPORT	06302018	08/07/2018			833.33	
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC	182729	08/21/2018	08/10/2018			833.33	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-642	JUL 2018 CLUB SUPPORT	07312018	08/07/2018			833.33	
001	MS DEPT OF FINANCE & ADMIN	182730	08/21/2018	08/10/2018			32,947.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-000-300	JUL 2018 COURT ASSESSMENTS	07312018	08/03/2018			32,947.00	
001	MS DEPT OF PUBLIC SAFETY	182731	08/21/2018	08/10/2018			1,897.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-000-300	JUL 2018 SPECIAL ASSESSMENTS	07312018	08/03/2018			1,897.00	
001	MS DEPT OF PUBLIC SAFETY	182732	08/21/2018	08/10/2018			150.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-000-300	JUL 2018 INTERLOCK FEES	07312018	08/03/2018			150.00	
001	JACKSON COUNTY ADULT DETENTION CENTER	182733	08/21/2018	08/10/2018			12,040.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-010-696	JUL 2018 ADC CHGS	07312018	08/07/2018			12,040.00	
001	MSC 7511	182734	08/21/2018	08/10/2018			152.82	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-699	FNK100-01 RENTAL FEE	INV2585600	07/18/2018			145.10	
	001-100-699	MPC2504EX USAGE: B/W	INV2585600	07/18/2018			7.72	

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001	SPORTS CONDUCTOR LLC	182735	08/21/2018	08/10/2018			82.95	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-502	2018 FOOTBALL (17)		4375	08/01/2018			67.15
	001-170-502	2018 CHEER (4)		4375	08/01/2018			15.80
001	DIRECTV LLC	182742	08/21/2018	08/10/2018			137.84	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	WEST STN: 022727663 (SEP)		08132018	08/14/2018			137.84
001	BORDIS & DANOS PLLC	182743	08/21/2018	08/10/2018			9,631.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-060-602	AUG 2018 RETAINER		57	08/03/2018			7,916.67
	001-060-602	LITIGATION: BRANDYWINE		58	08/03/2018			1,067.50
	001-060-602	LITIGATION: BURRELL		58	08/03/2018			647.50
001	FUELMAN	182744	08/21/2018	08/10/2018			3,488.53	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP53941238	08/06/2018			59.45
	001-100-525	UNL FUEL		NP53941238	08/06/2018			2,642.44
	001-161-525	UNL & DSL FUEL		NP53941238	08/06/2018			505.70
	001-170-525	UNL & DSL FUEL		NP53941238	08/06/2018			203.30
	001-205-525	UNL FUEL		NP53941238	08/06/2018			77.64
001	WRIGHT WARD HATTEN & GUEL PLLC	182745	08/21/2018	08/10/2018			20,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-600	FY 2017 AUDIT		3667	08/03/2018			20,000.00
001	PTS SOLUTIONS INC	182747	08/21/2018	08/10/2018			18,600.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	ANNUAL SOFTWARE MAINT		2018048-M	07/31/2018			18,600.00
001	FAMILY FROZEN FOODS	182750	08/21/2018	08/13/2018			162.06	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-513	SUPPLIES: SR MBR DRIVE		106720	07/16/2018			162.06
001	FOSTERS A/C & HEATING INC	182751	08/21/2018	08/13/2018			212.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-635	SERVICE CALL: POTTERY ROOM		W1034952	07/28/2018			68.00
	001-170-635	SERVICE CALL: KITCHEN		W1034951	07/28/2018			144.00
001	GRAND VIEW SECURITY LLC	182752	08/21/2018	08/13/2018			300.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	ALARM MONITORING: BUDDY DAVIS		0801164841	08/01/2018			300.00
001	MUNICIPAL CODE CORPORATION	182753	08/21/2018	08/13/2018			550.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-699	ANNUAL WEB HOSTING 8/18-7/19		00314701	08/06/2018			550.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FEDERAL EXPRESS	182754	08/21/2018	08/13/2018			114.81	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-513	EXPRESS SHIP: PLEIN AIR ART		626244900	08/16/2018			114.81
001	JERED GRAHAM	182755	08/21/2018	08/13/2018			144.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	PER DIEM ADV: FI1031-1		08212018	08/21/2018			144.00
001	MSC 7511	182756	08/21/2018	08/13/2018			470.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	FFO200-01 RENTAL FEE		INV2614584	08/03/2018			470.88
001	C SPIRE WIRELESS	182757	08/21/2018	08/13/2018			972.59	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-605	CITY MGR CELL PHONES		0030759348	07/31/2018			50.27
	001-022-605	HR CELL PHONES		0030759348	07/31/2018			50.27
	001-040-605	ADMIN CELL PHONES		0030759348	07/31/2018			134.73
	001-090-605	BLDG-PLNG CELL PHONES		0030759348	07/31/2018			201.08
	001-090-698	IPAD SERVICE (3)		0030759348	07/31/2018			102.57
	001-094-605	GRANT-PROJ CELL PHONES		0030759348	07/31/2018			100.54
	001-161-605	FIRE DEPT CELL PHONES		0030759348	07/31/2018			156.80
	001-170-605	RECREATION CELL PHONES		0030759348	07/31/2018			126.06
	001-205-605	MAINT CELL PHONES		0030759348	07/31/2018			50.27
001	M & E FEED & SEED	182759	08/21/2018	08/13/2018			125.97	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-514	DOG FOOD		5225	06/02/2018			41.99
	001-100-514	DOG FOOD		5227	06/12/2018			41.99
	001-100-514	DOG FOOD		5239	07/18/2018			41.99
001	AIRGAS USA LLC	182760	08/21/2018	08/13/2018			205.17	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-588	CYLINDER RENTAL		9955098315	07/31/2018			205.17
001	MS PRESS	182761	08/21/2018	08/14/2018			246.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-559	52 WEEK RENEWAL	13000	Z1000470	08/06/2018			246.40
001	CABLE ONE INC	182762	08/21/2018	08/14/2018			92.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	AUG 2018 SUBSTN: #107718827		08012018	08/08/2018			92.31
001	CABLE ONE INC	182765	08/21/2018	08/14/2018			65.19	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	AUG CABLE BOX: #118476316		08012018	08/08/2018			65.19
001	CABLE ONE INC	182766	08/21/2018	08/14/2018			213.05	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	AUG 2018: #10771837		08012018	08/08/2018			213.05

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FOSTERS A/C & HEATING INC Account Number 001-092-635	182767	08/21/2018	08/15/2018	Description ESA CLEANING: ECO DEV (2)	Invoice # P1035077	176.00 Amount	176.00
001	ALABAMA MEDIA GROUP Account Number 001-040-615 001-040-615	182768	08/21/2018	08/15/2018	Description PUBLIC NOTICE: ORD #245-2018 AD: SOLID WASTE PROPOSALS RFP	Invoice # 0008690392 0008700331	249.88 Amount	28.56 221.32
001	CAN'T MISS EMBROIDERY Account Number 001-170-535 001-170-535	182769	08/21/2018	08/15/2018	Description T-SHIRT ASST (32): CITY LOGO T-SHIRT ASST (23): NATURE'S PG	Invoice # 20919 20919	295.50 Amount	192.00 103.50
001	TEAM ONE COMMUNICATIONS INC Account Number 001-100-799 001-100-799 001-100-799	182770	08/21/2018	08/15/2018	Description LABOR: XTS2500 RADIO VARIABLE 20 OHM 0.05 W VOLUME REPL VOLUME CTRL,MISSING KNOB	Invoice # 908012268 908012268 908012268	107.10 Amount	85.00 15.00 7.10
001	INTERNATIONAL PERSONNEL MANAGEMENT ASSOC Account Number 001-022-660 001-022-660	182772	08/21/2018	08/15/2018	Description PO-EL 101 POLICE OFCR TEST (5) ADMIN FEE	Invoice # 38506J7V15 38506J7V15	163.40 Amount	71.25 92.15
001	MID SOUTH UNIFORM & SUPPLY INC Account Number 001-100-535 001-100-535 001-100-535 001-100-535 001-100-535	182773	08/21/2018	08/15/2018	Description SS NAVY SHIRTS (3) NAVY PANTS W/BUE STRIPE (3) SEW ON PATCHES (6) NAVY BRAID (3) LT BLUE BRAID (3)	Invoice # 580711 580711 580711 580711 580711	295.89 Amount	133.77 130.62 6.00 12.75 12.75
001	GULF COAST BUSINESS SUPPLY CO Account Number 001-092-510 001-092-510 001-092-510 001-092-510 001-092-510	182774	08/21/2018	08/15/2018	Description CS 100 CAN LINER 43X47 CS BMF TOWELS 96/CT TISSUE ROLLS 24/CT COMET CLEANSER CS 4/1GAL PINE CLEANER (4)	Invoice # 173086 173086 173086 173086 173086	126.97 Amount	21.95 19.21 26.40 38.09 21.32
001	CUSTOM PRODUCTS CORPORATION Account Number 001-201-565 001-201-565 001-201-565 001-201-565 001-201-565 001-201-565 001-201-565	182775	08/21/2018	08/15/2018	Description 18X96 AST STREET NAME SIGN (6) 18X54 SIGN SUTER ROAD AST STREET NAME SIGNS (7) SKID CHARGE FREIGHT POST U CHANNEL (50) BOLT CARRIAGE HEAD (100)	Invoice # 307727 307727 307727 307727 307727 308097 308097	2,629.85 Amount	1,136.76 106.63 211.96 80.00 90.00 871.50 43.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CUSTOM PRODUCTS CORPORATION	182775	08/21/2018	08/15/2018			2,629.85	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-565	FREIGHT		308097	08/07/2018	181066		90.00
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	182780	08/21/2018	08/15/2018			1,051.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-703	MESH BACK MANAGER CHAIR (6)		3385115581	07/28/2018	181015		1,051.50
001	THE FIRE STORE	182781	08/21/2018	08/15/2018			137.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-639	CS 4/1GAL TURNOUT GEAR CLEANER		1878817	07/28/2018	181045		111.99
	001-161-639	SHIPPING		1878817	07/28/2018	181045		15.00
	001-161-639	FREIGHT		1878817	07/28/2018	181045		10.99
001	BILOXI AUTO RECYCLING INC	182783	08/21/2018	08/15/2018			175.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-570	WHEEL RIM: K9 U#56		98897	07/31/2018	181058		100.00
	001-170-638	SPARE WHEEL: REC BLUE VAN		99078	08/06/2018	181070		75.00
001	WESCO GAS AND WELDING SUPPLY INC	182785	08/21/2018	08/15/2018			203.35	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-559	CFS CYLINDER SALE 150 CF		2000588993	08/01/2018	181017		203.35
001	OCCUPATIONAL HEALTH CENTER INC	182787	08/21/2018	08/15/2018			520.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-604	PRE-EMP PHYSICAL: HENDERSON		150244	08/03/2018	181067		65.00
	001-100-604	PRE-EMP DRUG SCREEN: HENDERSON		150244	08/03/2018	181067		30.00
	001-100-604	AUDIOMETRIC EXAM: WYLLIE		150244	08/03/2018	180988		35.00
	001-100-604	EKG: WYLLIE		150244	08/03/2018	180988		60.00
	001-100-604	PHYSICAL EXAM: WYLLIE		150244	08/03/2018	180988		65.00
	001-100-604	PRE-EMP DRUG SCREEN: GIBBS		150244	08/03/2018	181028		60.00
	001-100-604	PRE-EMP PHYSICAL: GIBBS		150244	08/03/2018	181028		65.00
	001-100-604	PRE-EMP PHYSICAL: WARREN		150244	08/03/2018	181048		65.00
	001-100-604	PRE-EMP DRUG SCREEN: WARREN		150244	08/03/2018	181048		30.00
	001-100-604	DRUG SCREEN CONF: WARREN		150244	08/03/2018	181048		45.00
FUND TOTAL	1 Claims	to	Checks	61 Total	124,862.61 Manual	Held	Total	124,862.61

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
157	TEAM ONE COMMUNICATIONS INC Account Number 157-100-799	182771	08/21/2018	08/15/2018			255.00	
		Description		Invoice #	Date	P.O.	Amount	
		CARRY CASE W/BELT LOOP (5)		9020015501	08/07/2018	181002		255.00
157	LANDERS CHRYSLER DODGE JEEP Account Number 157-100-799	182784	08/21/2018	08/15/2018			86,284.00	
		Description		Invoice #	Date	P.O.	Amount	
		2018 DODGE CHARGER #92456		LD157013	06/28/2018	180517		21,571.00
		2018 DODGE CHARGER #92457		LD157018	06/28/2018	180517		21,571.00
		2018 DODGE CHARGER #92458		LD157019	06/28/2018	180517		21,571.00
		2018 DODGE CHARGER #92459		LD157020	06/28/2018	180517		21,571.00
FUND TOTAL 157 Claims	to	Checks	2	Total	86,539.00	Manual	Held	Total 86,539.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	LOWES HOME CENTERS INC	182680	08/21/2018	08/06/2018			574.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-559	94LB PORTLAND CEMENT (2)		902275	06/29/2018		21.88	
	176-170-559	80LB CONC MIX, SHW CURTAIN (6)		901960	07/12/2018		60.82	
	176-170-586	PRO LTS PAINT SPRAYER		910047	07/23/2018		492.10	
176	AUTO TRUCK AND TRAILER PARTS INC	182721	08/21/2018	08/09/2018			2.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	1QT 30W OIL: AIR COMPRESSOR		269804	07/19/2018		2.50	
176	FUELMAN	182746	08/21/2018	08/10/2018			48.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP53941238	08/06/2018		48.10	
176	C SPIRE WIRELESS	182758	08/21/2018	08/13/2018			50.27	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	CELL PHONE		0030759348	07/31/2018		50.27	
FUND TOTAL 176 Claims	to	Checks	4 Total	675.67	Manual	Held	Total	675.67

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	JACKSON COUNTY UTILITY AUTHORITY	182674	08/21/2018	08/02/2018			174,032.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-668	AUG 2018 TREATMENT CHGS		117	08/01/2018			168,061.00
	400-651-668	FY 2018 ACTUAL FLOW ADJ		117	08/01/2018			5,971.00
400	LOWES HOME CENTERS INC	182679	08/21/2018	08/06/2018			-47.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-582	CDT RTN: WATER TRMT PLANT (10)		917248	06/25/2018			-47.40
400	CLEARWATER SOLUTIONS LLC	182686	08/21/2018	08/06/2018			180,357.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-672	JUL 2018 OPERATION FEE		GAUTIER068	08/01/2018			180,357.75
400	WASTE MANAGEMENT OF MS-GLF COAST INC	182687	08/21/2018	08/06/2018			596.66	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	ROLL - OFF TIMBERLANE		6746584768	08/01/2018			596.66
400	U S WATER SERVICES INC	182739	08/21/2018	08/10/2018			127.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-582	SALOMETER		INV392885	07/31/2018			99.20
	400-651-582	CYLINDER GRADUATED		INV392885	07/31/2018			13.63
	400-651-582	FREIGHT		INV392885	07/31/2018			14.47
400	COGENT STRATEGIES LLC	182740	08/21/2018	08/10/2018			7,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-601	PROFESSIONAL FEES		1270	08/07/2018			7,500.00
400	AMERICAN TANK MAINTENANCE LLC	182741	08/21/2018	08/10/2018			3,427.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	MAINTENANCE WATER TANKS (5)		6212	08/01/2018			3,427.50
400	CITY OF GAUTIER	182749	08/21/2018	08/10/2018			104,918.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	JUL 2018 GARBAGE PMTS		07312018	07/31/2018			104,918.88
400	MSC 7511	182763	08/21/2018	08/14/2018			166.49	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	FGYJ00-01 RENTAL FEE		INV2621761	08/08/2018			166.49
400	FOSTERS A/C & HEATING INC	182764	08/21/2018	08/14/2018			64.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-635	LEAK SEARCH: PW SHOP OFFICE		W1031252	05/30/2018			64.00
400	C & M ELECTRIC MOTOR SERVICE INC	182776	08/21/2018	08/15/2018			1,294.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	3HP SUBPUMP MOTOR: LS-23		12046	07/26/2018	181065		1,294.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	USA BLUEBOOK	182777	08/21/2018	08/15/2018			37.96	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-582	1/8IN IDX1/4IN 25FT COIL (4)	636611	07/26/2018	180892		27.96	
	400-651-582	FREIGHT	636611	07/26/2018	180892		10.00	
400	COAST CHLORINATOR & PUMP CO INC	182778	08/21/2018	08/15/2018			2,201.60	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	1HP BOOSTER PUMP: LARK WELL	68229	07/30/2018	181063		975.00	
	400-651-581	CHEMICAL BIB/PLANT	68229	07/30/2018	181063		72.00	
	400-651-581	10% DISCOUNT	68229	07/30/2018	181063		-97.50	
	400-651-581	2HP BOOSTER PUMP: MALL WELL	68296	08/06/2018	181115		1,318.00	
	400-651-581	5% DISCOUNT	68296	08/06/2018	181115		-65.90	
400	SOUTHERN WATERWORKS SUPPLY INC	182779	08/21/2018	08/15/2018			141.91	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	12" PIPE JOINT RESTRAINT	76541	08/08/2018	181102		141.91	
400	THE SPECTRUM GROUP INC	182782	08/21/2018	08/15/2018			231.12	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	ATI MEMBRANES FC PK/10 (4)	8520	07/31/2018	181027		140.00	
	400-651-581	ATI ELECTROLYTES 4OZ FC (4)	8520	07/31/2018	181027		80.00	
	400-651-581	FREIGHT	8520	07/31/2018	181027		11.12	
400	DIBS CHEMICAL AND SUPPLY COMPANY INC	182786	08/21/2018	08/15/2018			581.87	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-582	5.5GAL DRUM MURIATIC ACID (2)	16282	07/31/2018	181062		529.32	
	400-651-582	DRUM PUMP ADJUSTABLE	16282	07/31/2018	181062		21.22	
	400-651-582	RED DRUM PUMP	16282	07/31/2018	181062		31.33	
400	J H WRIGHT & ASSOCIATES INC	182788	08/21/2018	08/15/2018			600.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-584	PRIMEX LEVEL TRANSDUCER:LS-42	409021	08/08/2018	181064		600.00	
400	MS STATE DEPT OF HEALTH	182798	08/21/2018	08/17/2018			22,038.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-698	FY18 WATER QUALITY ANALYSIS	MS0300004	08/13/2018			22,038.00	
FUND TOTAL 400 Claims		to	Checks	18 Total	498,269.64 Manual	Held	Total	498,269.64

Docket of Claims
Release date from 08/21/2018 thru 08/21/2018

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	DELTA SANITATION OF MS LLC Account Number 404-677-693	182678	08/21/2018	08/06/2018			80,695.68	
		Description		Invoice #	Date	P.O.	Amount	
		JUL 2018 RES GARBAGE (6344)		0000951466	07/31/2018			80,695.68
404	APPLEWHITE INDUSTRIES INC Account Number 404-677-695	182689	08/21/2018	08/07/2018			192.00	
		Description		Invoice #	Date	P.O.	Amount	
		JUL 2018 64 @ 3.00		3439	07/31/2018			192.00
FUND TOTAL 404 Claims	to	Checks	2 Total	80,887.68	Manual	Held	Total	80,887.68

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	61 Total	124,862.61 Manual	Held	Total	124,862.61
FUND 157 Claims	to	Checks	2 Total	86,539.00 Manual	Held	Total	86,539.00
FUND 176 Claims	to	Checks	4 Total	675.67 Manual	Held	Total	675.67
FUND 400 Claims	to	Checks	18 Total	498,269.64 Manual	Held	Total	498,269.64
FUND 404 Claims	to	Checks	2 Total	80,887.68 Manual	Held	Total	80,887.68
Total for all Funds		Checks	87 Total	791,234.60 Manual	Held	Total	791,234.60

Councilwoman Martin made the motion to approve Consent Agenda Items 1-9, as presented. Councilman George seconded the motion. Vote was carried unanimously.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 154-2018

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1-9 are hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **Councilwoman Martin** seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 155-2018

WHEREAS, Mississippi law requires that Civil Service Commissioners serve 6-year terms after appointment; and

WHEREAS, Mr. Doug Mansfield has served on the Gautier Civil Service Commission, and his term is set to expire on October 6, 2018; and

WHEREAS, the City Council hereby finds that reappointment of Mr. Mansfield for an additional 6-year term is in the best interest of the City;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the reappointment of Doug Mansfield to the Civil Service Commission for a period of six (6) years, effective October 6, 2018 through October 6, 2024 is hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilwoman Martin**, seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting August 21, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Jason Pugh, Human Resources Director
Date: 08/09/2018
Subject: Reappointment of Doug Mansfield as Civil Service Commissioner

REQUEST:

Reappointment of Doug Mansfield as Civil Service Commissioner.

BACKGROUND:

Doug Mansfield has served as a Commissioner on the City of Gautier Civil Service Board since 2006. He is seeking reappointment to the commission as his current term expires 10/06/18.

DISCUSSION:

Doug Mansfield has served as a commissioner on the Gautier Civil Service Commission for the periods of 2006-2008 and 2009-present. Mr. Mansfield is the current Chairman of the commission whose term is expiring October 6th, 2018 and currently serves without compensation. Mr. Mansfield has requested reappointment to another term as a commissioner on the Gautier Civil Service Commission and once again is not seeking compensation. Per MCA 21-31-5, Commissioners are appointed by the governing authority of the municipality for a term of six (6) years.

RECOMMENDATION:

Mr. Mansfield is a dedicated member of our commission and has served our city honorably during his tenure. He brings over a decade of experience and extensive knowledge of the City of Gautier Civil Service System. It is my recommendation that Mr. Mansfield be reappointed for another six (6) year term beginning October 6th, 2018.

ATTACHMENTS:

1. Email from Doug Mansfield
2. MCA 21-31-5

Jason Pugh

From: Doug Mansfield <mansfielddd@bellsouth.net>
Sent: Tuesday, July 17, 2018 4:49 PM
To: jpugh@gautier-ms.gov
Subject: Re: Commissioner Term

I would welcome the chance to serve another term as a civil service commissioner with the City of Gautier. Thank you for your consideration in this matter.
Doug Mansfield

On Jul 17, 2018 10:14 AM, Jason Pugh <jpugh@gautier-ms.gov> wrote:

Commissioner Mansfield,

As we discussed at our last meeting your 6 year term as civil service commissioner is coming up for renewal on October 6th of this year. Please advise at your earliest convenience if you would like to ask for reappointment for another 6 year term by the city council. I can get your request on the city council agenda in August or September in time for the October renewal.

Thank you for your service to the City of Gautier.

Jason D. Pugh

Human Resources Director

City of Gautier

3330 Hwy. 90

Gautier, MS 39553

Office: 228-497-8000, ext. 307

Cell: 228-219-6194

Fax: 228-497-8028

www.gautier-ms.gov/human-resources

Document: Miss. Code Ann. § 21-31-5

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[MUNICIPALITIES](#) [CHAPTER 31. CIVIL SERVICE](#) [GENERAL PROVISIONS](#)

§ 21-31-5. Appointment and removal, qualifications, and term of office of commissioners

(1) (a) The members of the civil service commission shall be appointed by the city commission, shall be three (3) in number, and shall serve without compensation; however, the governing authorities of any municipality, in their discretion, may pay each of the members of the commission a sum not to exceed One Hundred Dollars (\$ 100.00) per month to compensate them for their services. No person shall be appointed a member of such commission who is not a citizen of the United States, a resident of such city for at least five (5) years immediately preceding such appointment, and an elector of the county wherein he resides. The terms of office of such commissioners shall be for six (6) years, except that the first three (3) members shall be appointed for different terms, as follows: One (1) shall serve a period of two (2) years, one (1) shall serve a period of four (4) years, and one (1) shall serve a period of six (6) years.

(b) From and after May 18, 1988, the governing authorities of any municipality organized under the provisions of Chapter 8, Title 21, Mississippi Code of 1972, in which a civil service commission is created pursuant to Sections 21-31-1 through 21-31-27, may increase the members of the commission to the same number of wards into which the municipality is divided and, if the commission is so expanded, the governing authorities shall appoint one (1) member of the commission from each ward. The commissioners shall serve without compensation; however, the governing authorities of any municipality, in their discretion, may pay each of the members of the commission a sum not to exceed One Hundred Dollars (\$ 100.00) per month to compensate them for their services. No person shall be appointed a member of such commission who is not a citizen of the United States, a resident of the municipality for



Document: Miss. Code Ann. § 21-31-5

(D), the governing authorities may stagger the terms of such appointees provided that no initial appointment is made for a period of less than one (1) year nor more than six (6) years; thereafter, all appointments shall be for terms of six (6) years.

Appointment of members of the commission by the governing authorities under this paragraph (b) shall be made by the mayor with the confirmation of an affirmative vote of a majority of the city council present and voting at any meeting.

(2) Any member of such commission may be removed from office for incompetency, incompatibility, dereliction of duty, or other good cause, by the appointing power.

However, no member shall be removed until charges have been preferred in writing and a full hearing had before the appointing power. Any member being so removed shall have the right of appeal, any time within thirty (30) days thereafter, to the circuit court and may demand a jury trial; such trial shall be confined to the determination of whether the order of removal, made by the appointing power, was, or was not, made in good faith and for cause.

(3) A majority of the members of the commission shall constitute a quorum.

SOURCES: Codes, 1942, § 3825-02; Laws, 1944, ch. 208, § 1; Laws, 1964, ch. 507, § 1; Laws, 1968, ch. 557, § 1; Laws, 1988, ch. 535, § 1, eff from and after passage (approved May 18, 1988).

MISSISSIPPI CODE of 1972 ANNOTATED

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There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

RESOLUTION NUMBER 044-2018

WHEREAS, First United Methodist Church of Gautier will host a Bark in the Park & Blessing of Dogs event to be held at the George Martin City Park Pavilion A on October 20, 2018 from 11:00 A.M. – 1:00 P.M.; and

WHEREAS, First United Methodist Church of Gautier has requested that the City waive the pavilion rental fee in the amount of \$70.00 and deposit in the amount of \$15.00; and

WHEREAS, the Mayor and Members of the Council have determined that First United Methodist Church of Gautier is tax exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, First United Methodist Church of Gautier has received more than the total amount waived by the City (\$85.00) in the form of federal, state or private funding which will be used for this event;

WHEREAS, the Mayor and Members of the Council of the City of Gautier, Mississippi, have determined that this event promotes unity and pride within the community. Activities such as this promote the resources available in the City of Gautier.

BE IT RESOLVED, by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the request by First United Methodist Church to waive the pavilion rental fee in the amount of \$70.00 and deposit in the amount of \$15.00 for the Bark in the Park & Blessing of Dogs event to be held at the George Martin City Park Pavilion A on October 20, 2018 from 11:00 A.M. – 1:00 P.M. is hereby approved and authorized; and

BE IT FURTHER RESOLVED THAT, the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilwoman Martin**, seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Recreation Director
Date: 08/13/2018
Subject: Request to waive rental and deposit fees at George Martin City Park Pavilion A for First United Methodist Church of Gautier's Bark in the Park & Blessing of Pets Event

REQUEST:

First United Methodist Church of Gautier requests City Council to waive the \$70 pavilion rental fee and \$15 deposit fee required for the Bark in the Park & Blessing of Dogs event to be held at George Martin City Park on October 20, 2018 from 11:00 a.m. – 1:00 p.m.

BACKGROUND:

First United Methodist Church of Gautier would like to host its annual Bark in the Park & Blessing of Pets event at George Martin City Park on October 20th 11 a.m. – 1 p.m. . The City currently reserves the pavilions in the following time slots: 8-12, 12-4, and 4-8. The request to waive rental fee will cover the 8-12 and 12-4 time period.

DISCUSSION:

The City recognizes events, such as the Bark in the Park & Blessing of Pets, promote a sense of unity and pride within the community. Furthermore, activities such as this help keep our youth and residents inside our beautiful city and help promote the resources available at George Martin City Park.

RECOMMENDATION:

The Parks & Recreation Department has determined that it is in the best interest of the City to waive all associated fees, as this event is an economic tool that brings into favorable notice the opportunities, possibilities, and resources of the City of Gautier.

City Council may:

1. Approve the fee waivers for the Bark in the Park & Blessing of Pets as requested; or
2. Not approve to waive fees for the Bark in the Park & Blessing of Pets as requested

ATTACHMENTS:

1. Consent Agenda Item 2- First United Methodist Church Bark in the Park & Blessing of the Pets Event (Waive Fees)
2. 2018 Gautier UMC Bark in the Park

GAUTIER PARKS AND RECREATION

Request for Pavilion Usage

DATE OF APPLICATION:

7/10/18

ORGANIZATION OR INDIVIDUAL NAME:

First United Methodist Church of Gautier

NAME OF APPLICANT:

Bonnie Godwin

CONTACT PHONE:

228-623-4490

CONTACT ADDRESS:

2420 Birch Lane

Gautier, Ms 39553

TYPE OF EVENT:

"Bark in the Park"

4th annual - pavilion has been reserved in past 3 years

DATE(S) APPLIED FOR:

10/20/18

FACILITIES APPLIED FOR:

Pavilion "A" east side

SET-UP TIME:

9:00 am

CLOSE TIME:

2:00 pm

IT IS HEREBY AGREED between the City of Gautier Parks and Recreation Department and the above party the facility named is reserved on

10/20/18

The person requesting this permit agrees:

1. To personally accept responsibility for any damage done to the facility or equipment by persons in his/her group during the reserved period of time.
2. To maintain order and control over persons in the group.
3. To abide by all policies and procedures of the Gautier Parks and Recreation Department as well as those policies regulating this facility.
4. There is NO alcohol allowed on City property, NO water slides, NO farm animals, or any other type of instrument that would require water.

Failure to comply with all the terms of these regulations or violations of any federal, state or municipal law, ordinance or regulation in conjunction with the use of this facility will result in immediate cancellation of the privilege of using this facility and will be grounds for future denial of similar reservations or permits.

Non-profit organizations do not have to pay a fee for rental. To be considered for non-profit status, you must provide a copy of your C-3 Tax Status to the City of Gautier Parks and Recreation Department upon signing the contract.

The rental fee for residents of the City of Gautier is \$35.00 along with a \$15.00 cleanup deposit. The rental fee for non-residents of the City of Gautier is \$35.00 along with a \$15.00 cleanup deposit. Rental fees will not be refunded due to weather conditions. Fees are only refunded if the park is closed by the City of Gautier for any reason. The cleanup fee will be refunded if the area is left in good condition.

I hereby agree that I have read and understood all the regulations and policies governing the use of the above named facility.

Signature:

Bonnie Godwin

Date

7/10/18



First United Methodist Church

P.O. Box 127 - 2717 Highway 90
Gautier, Mississippi 39553

Church: 228-497-1698 or 228-497-6085
Fax: 228-497-1698

Email: fumcgautier@bellsouth.net
Website: fumcgautier.com

August 1, 2018

City Council

Mayor Phil Torjusen

319 Phil Cove

Gautier, MS 39553

Dear Mayor Torjusen,

Here at First United Methodist Church of Gautier, we are looking forward to the Bark in the Park/Blessing of the Pets events on October 20, 2018. As a 501©(3) organization, we have received more than \$85 in charitable donations from an outside funding source to make this event possible. We look forward to the continued partnership with the City.

Blessings in Christ,

Rev. Austin C. Hoyle

Rev. Austin C. Hoyle, Pastor

Bark in the Park



Gautier First United Methodist Church, Family Ministries, will host the 3rd annual, “Bark in the Park, Blessing of the Dogs” on Saturday, October 7th at the George Martin Gautier City Park located at 902 de la Pointe Dr from 11:00am-1:00pm. Bring your doggie on a leash and bring the children to enjoy the playground and splash pad. Make sure to bring a towel! You don’t have to have a dog—we will furnish you with “Hot Dogs”, chips and cold drinks. Donations of pet food will be accepted and given to the Jackson County Animal Shelter.

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 156-2018

WHEREAS, Miss. Code Ann. 21-35-13 requires a budget report to be presented to the governing authority at the regular meeting each month.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Finance Report for June 2018 is hereby received.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **Councilwoman Martin**, seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting August 21, 2018.

JUNE 2018 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	\$2,609,456.23
MS Development Loan Katrina	Depository Account	007-000-001	(\$324.80)
CDBG-Downtown Revitalization	Depository Account	012-000-001	
Transportation Enhancement	Depository Account	013-000-001	\$13,631.67
Allen Road Widening	Depository Account	020-000-001	
MDOT Safe Routes to School	Depository Account	029-000-001	(\$27,915.12)
MDAH School House Grant	Depository Account	030-000-001	\$1,508.43
MDMR City Pk Boat Launch Imp	Depository Account	050-000-001	
Martin Bluff Road Improvements	Depository Account	128-000-001	\$102,012.64
U S Justice Equitable Sharing	Depository Account	157-000-001	\$530,544.78
Fire Protection Fund	Depository Account	160-000-001	\$150,686.49
Tidelands Grant	Depository Account	171-000-001	(\$6,025.95)
Library Support Fund	Depository Account	172-000-001	\$4,567.45
MSWFP Recreation Trails Grant	Depository Account	175-000-001	
Shepard State Park Fund	Depository Account	176-000-001	\$36,072.16
USDA NRCS EWP Program	Depository Account	300-000-001	\$120,437.00
Solid Waste Fund	Depository Account	404-000-001	\$111,658.90
EPA: Brownfields Assessment	Depository Account	409-000-001	
General Ledger Cash Balance			\$3,646,309.88
General Depository Reconciled Cash Balance			\$3,645,811.42

ENTERPRISE FUND

Fund Name		Account #	Balance
Elevated Water Tank	Enterprise Account	350-000-002	
Bemis Sewer Project	Enterprise Account	351-000-002	(\$3,500.00)
Water & Sewer Utility	Enterprise Account	400-000-002	\$2,387,512.29
MDB Loan: Water Ion-X Project	Enterprise Account	421-000-002	\$56,287.52
Water Meter Project	Enterprise Account	422-000-002	
Hurricane Katrina (PW Bldg)	Enterprise Account	449-000-002	
General Ledger Cash Balance			\$2,440,299.81
Enterprise Reconciled Cash Balance			\$2,440,028.71

BOND & RESTRICTED FUNDS

Fund Name		Account #	Balance
7M GO Bond S2010	Bond Fund	130-000-001	\$365,970.82
W&S Rev Bond S2018: Debt Service	Debt Service Fund	250-000-007	\$0.00
W&S Rev Bond S2018: DS Reserve	Retricted Fund	251-000-003	\$296,484.05
W&S Rev Bond S2018: Contingency	Retricted Fund	251-000-005	\$5,001.42
W&S Rev Bond S2018: Depreciation	Retricted Fund	251-000-009	\$5,001.42
W&S Rev Bond S2018: Construction	Bond Fund	352-000-001	\$3,620,493.49
S2012 W&S Refunding Bonds: Debt Service	Debt Service Fund	602-000-007	\$492,982.21
S2012 W&S Refunding Bonds: DS Reserve	Retricted Fund	495-000-001	\$490,189.23
MS Dev Bank SO Bond S2013: DS Reserve	Retricted Fund	497-000-001	\$273,849.02
Customer Meter Deposit Fund	Restricted Fund	406-000-001	\$685,938.84
Total Bond & Restricted Reconciled Cash Balances			\$6,235,910.50

**JUNE 2018
YEAR TO DATE TOTALS**

General Fund Totals

	BUDGET FY 2018	JUN 2018	Balance	75.00% % to date
General Fund Revenues	9,505,817.00	7,685,397.42	1,820,419.58	80.8%
Expenditures:				
001 Legislative	129,212.00	95,356.56	33,855.44	73.7%
010 City Court	323,366.00	217,479.84	105,886.16	67.2%
021 City Manager	261,856.00	182,882.09	78,973.91	69.8%
022 Human Resources	141,050.00	109,893.57	31,156.43	77.9%
040 City Clerk	272,355.00	184,755.18	87,599.82	67.8%
045 Finance	185,611.00	137,867.43	47,743.57	74.2%
060 City Attorney	105,000.00	74,036.81	30,963.19	70.5%
090 Economic Dev - Planning	313,473.00	229,468.73	84,004.27	73.2%
092 Building & General Expenses	524,700.00	405,062.20	119,637.80	77.1%
094 Grants & Project Admin	137,127.00	102,035.24	35,091.76	74.4%
100 Police	3,161,397.00	2,249,968.58	911,428.42	71.1%
161 Fire	2,382,157.00	1,797,160.67	584,996.33	75.4%
170 Recreation	488,360.00	324,185.38	164,174.62	66.3%
201 PW: Streets	265,000.00	119,511.13	145,488.87	45.0%
205 PW: Maintenance	234,530.00	169,272.24	65,257.76	72.1%
900 Interfund Transfers	1,055,982.00	623,557.09	432,424.91	59.0%
General Fund Expenditures	9,981,176.00	7,022,492.74	2,958,683.26	70.3%
<i>Total Operating Expenditures</i>	8,736,952.00	6,369,795.63	2,367,156.37	
<i>Total Capital Outlay Expenditures</i>	124,266.00	29,140.02	95,125.98	
<i>Total Debt Service</i>	63,976.00	0.00	63,976.00	
<i>Total Transfers Out</i>	1,055,982.00	623,557.09	432,424.91	
<i>Total Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	9,981,176.00	7,022,492.74	2,958,683.26	
<i>Personnel</i>	6,777,455.00	5,101,573.86	1,675,881.14	
<i>Supplies</i>	487,231.00	291,944.76	195,286.24	
<i>Other Services</i>	1,472,266.00	976,277.01	495,988.99	
<i>Capital Outlay</i>	124,266.00	29,140.02	95,125.98	
<i>Debt Service</i>	63,976.00	0.00	63,976.00	
<i>Interfund Transfers for DS</i>	1,055,982.00	623,557.09	432,424.91	
<i>Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	9,981,176.00	7,022,492.74	2,958,683.26	

**JUNE 2018
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2018	As of JUNE 2018	Balance	75.0% % to date
007 MS Dev 2.36M Katrina Bonds				
Revenues	279,229.00	268,713.75	10,515.25	96.2%
Expenditures	279,229.00	269,313.75	9,915.25	96.4%
013 TE-Downtown Revitalization				
Revenues	40,971.45	0.00	40,971.45	
Expenditures	54,603.12	0.00	54,603.12	
020 Allen Road Widening				
Revenues	14,434.00	14,433.34	0.66	99.9%
Expenditures	46,324.00	46,323.96	0.04	99.9%
029 MDOT Safe Routes to School				
Revenues	59,938.88	0.00	59,938.88	
Expenditures	23,380.33	268.09	23,112.24	1.1%
030 MDAH 2014 Community Heritage				
Revenues				
050 MDMR City Park Boat Launch Imps				
Revenues	269,128.00	283,252.96	(14,124.96)	105.2%
Expenditures	178,291.47	192,416.43	(14,124.96)	107.9%
128 Martin Bluff Road Project				
Expenditures	102,012.64	0.00	102,012.64	
130 \$7M GO Bond - Capital Improvements				
Revenues	4,114,562.21	443,584.38	3,670,977.83	10.7%
Expenditures	4,401,062.21	359,884.71	4,041,177.50	8.1%
157 US Justice Equitable Sharing				
Revenues	0.00	268,573.56	(268,573.56)	
Expenditures	50,000.00	157,568.62	(107,568.62)	315.1%
160 Fire Protection Fund				
Revenues	103,000.00	0.00	103,000.00	
Expenditures	195,635.85	126,886.79	68,749.06	64.8%
171 Combined Tidelands Grant				
Revenues	713,797.29	245,733.75	468,063.54	34.4%
Expenditures	632,264.74	202,316.41	429,948.33	31.9%
172 Library Support Fund				
Revenues	109,578.00	101,465.23	8,112.77	92.5%
Expenditures	109,578.00	96,897.78	12,680.22	88.4%

**JUNE 2018
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2017	As of JUNE 2018	Balance	75.0% % to date
176 Shepard State Park				
Revenues	99,500.00	79,663.00	19,837.00	80.0%
Expenditures	134,623.00	95,636.76	38,986.24	71.0%
300 USDA-NRCS EWP				
Revenues	486,453.00	0.00	486,453.00	
Expenditures	664,840.00	57,950.00	606,890.00	8.7%
350 Elevated Water Tank				
Revenues	1,122,500.00	36,000.00	1,086,500.00	3.2%
Expenditures	1,122,500.00	39,500.00	1,083,000.00	3.5%
351 Bemis Sewer Project				
Revenues	1,200,000.00	0.00	1,200,000.00	
Expenditures	1,200,000.00	0.00	1,200,000.00	
352 2018 Bond General Construction/Admin				
Revenues	0.00	4,001,393.49	(4,001,393.49)	
Expenditures	0.00	380,900.00	(380,900.00)	
404 Solid Waste Fund				
Revenues	1,220,605.00	932,422.23	288,182.77	76.3%
Expenditures	1,241,605.00	845,701.18	395,903.82	68.1%
409 EPA: Brownfields Assessment				
Revenues	0.00	0.00	0.00	
Expenditures	0.00	0.00	0.00	
421 MSB - Water Ionization Plant				
Expenditures	55,131.74	4,544.22	50,587.52	8.2%
602 DS Fund: 2012 Bond Refinance				
Revenues	1,397,350.00	1,049,568.25	347,781.75	75.1%
Bonds Payable	1,396,350.00	1,382,450.00	13,900.00	99.0%

**JUNE 2018
YEAR TO DATE TOTALS**

ENTERPRISE (400)	BUDGET FY 2018	JUN 2018	Balance	75.00% % to date
Utility Fund Revenues	8,959,318.00	6,944,055.25	2,015,262.75	77.5%
Administration	2,856,276.00	2,151,514.47	704,761.53	75.3%
Water & Sewer O & M	2,920,884.00	1,977,309.28	943,574.72	67.6%
Debt Service	2,476,684.00	1,994,917.42	481,766.58	80.5%
Transfers	536,000.00	286,000.00	250,000.00	53.3%
Contingencies	200,000.00	0.00	200,000.00	
Utility Fund Expenditures	8,989,844.00	6,409,741.17	2,580,102.83	71.2%
<i>Total Operating Expenditures</i>	<i>5,658,160.00</i>	<i>4,088,485.28</i>	<i>1,569,674.72</i>	
<i>Total Capital Outlay Expenditures</i>	<i>119,000.00</i>	<i>40,338.47</i>	<i>78,661.53</i>	
<i>Total Debt Service</i>	<i>2,476,684.00</i>	<i>1,994,917.42</i>	<i>481,766.58</i>	
<i>Total Interfund Transfers</i>	<i>536,000.00</i>	<i>286,000.00</i>	<i>250,000.00</i>	
<i>Total Contingency Expenditures</i>	<i>200,000.00</i>	<i>0.00</i>	<i>200,000.00</i>	
<i>Check Total</i>	<i>8,989,844.00</i>	<i>6,409,741.17</i>	<i>2,580,102.83</i>	
 <i>Personnel</i>	 <i>221,133.00</i>	 <i>165,365.39</i>	 <i>55,767.61</i>	
<i>Supplies</i>	<i>330,000.00</i>	<i>166,298.88</i>	<i>163,701.12</i>	
<i>Other Services</i>	<i>5,107,027.00</i>	<i>3,756,821.01</i>	<i>1,350,205.99</i>	
<i>Capital Outlay</i>	<i>119,000.00</i>	<i>40,338.47</i>	<i>78,661.53</i>	
<i>Debt Service</i>	<i>2,476,684.00</i>	<i>1,994,917.42</i>	<i>481,766.58</i>	
<i>Interfund Transfers</i>	<i>536,000.00</i>	<i>286,000.00</i>	<i>250,000.00</i>	
<i>Contingencies</i>	<i>200,000.00</i>	<i>0.00</i>	<i>200,000.00</i>	
<i>Check Total</i>	<i>8,989,844.00</i>	<i>6,409,741.17</i>	<i>2,580,102.83</i>	

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 157-2018

AN ORDER AUTHORIZING TRAVEL FOR THE MAYOR PHIL TORJUSEN TO TRAVEL TO WASHINGTON D.C. FOR THE MISSISSIPPI LOCAL LEADERS WHITE HOUSE CONFERENCE

WHEREAS, the City Council finds it is in the best interests of the City for the Mayor to travel to Washington D.C. for the Mississippi Local Leaders White House Conference;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Mayor shall be authorized to travel to Washington D.C. for the Mississippi Local Leaders White House Conference.

IT IS FURTHER ORDERED that all necessary travel costs known prior to the trip, including but not limited to accommodations and flights, will be paid for by the City.

IT IS FURTHER ORDERED that all necessary travel costs incurred during this trip, as outlined in Miss. Code Ann. 25-3-41, which are actually incurred during this trip will be reimbursed by the City upon submission of receipts for such expenses.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilwoman Martin**, seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 08/14/2018
Subject: Request approval for Mayor Phil Torjusen to travel to Washington D.C. for the Mississippi Local Leaders White House Conference.

REQUEST:

Approval for Mayor Phil Torjusen to travel to Washington D.C. September 17 - 19, 2018, for the Mississippi Local Leaders White House Conference and that all travel and hotel accommodations will be paid for by the City. The flight and hotel will run approximately \$1,000

BACKGROUND:

The White House Office of Intergovernmental Affairs invites the Mayor to the Mississippi Local Leaders White House Conference for remarks and discussion with key administration officials and policymakers on pertinent issues impacting the State of Mississippi.

DISCUSSION:

Mayor Phil Torjusen should travel to Washington D.C. for the Mississippi Local Leaders White House Conference to learn of the issues that will pertain to our state and city.

RECOMMENDATION:

City staff recommends that the City Council authorize all necessary travel costs known prior to the trip, including but not limited to accommodations and flights to be paid by the City.

ATTACHMENTS:

1. Consent Agenda Item 4 - Mayor Torjusen travel Authorization (Washington D.C.)

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi the following:

RESOLUTION NUMBER 045-2018

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING VARIOUS CITY OF GAUTIER OFFICE EQUIPMENT FROM INVENTORY AND DECLARING EQUIPMENT SURPLUS

WHEREAS, the City Clerks Department is requesting the following office equipment and other miscellaneous items for public works department storage area be removed from inventory and declared surplus:

<u>ITEM</u>	<u>SERIAL NUMBER</u>	<u>INVENTORY NUMBER</u>
(1) LG Monitor	OOGNDHB9Y28	002
(1) Dell Monitor	ST-B92KL91	052
(1) Dell Computer	DWKG1R1	102
(1) Black Chair		021
(1) HP Printer	CN36ADXGHM	026
(1) Lanier Printer	Q7169600071	061
(1) Brown Desk		238

WHEREAS, the Mayor and Members of the Council have determined that, given the age and condition of the office equipment, removal from inventory and declaring surplus, is in the best interest of the City of Gautier.

BE IT, THEREFORE, RESOLVED that the Mayor and Council of the City of Gautier, Mississippi has determined that the office equipment is hereby removed from inventory and declared surplus.

BE IT, FURTHER, RESOLVED that the Council authorizes the City Manager or City Clerk to execute all documents necessary for this purpose.

The motion to approve the foregoing resolution was made by **Councilwoman Martin**, seconded by **Councilman George**, and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

WHEREUPON, the Mayor and Members of the Council of the City of Gautier, Mississippi, declared the motion carried and the Resolution adopted this the 21st, day of August, 2018.

MAYOR

ATTEST:

CITY CLERK

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 08/14/2018
Subject: Resolution removing broken office equipment from inventory and declaring equipment surplus..

REQUEST:

City Council authorization is requested for the City Clerk department to remove the following office equipment from the City of Gautier's inventory and other miscellaneous items from public works storage area and declare the equipment surplus. There were no asset tags on the Public Works items. One (1) LG monitor 00GNDHB9Y28 (#002), one (1) Dell Monitor ST-B92KL91 (#052), one (1) Dell computer DWKG1R1 (#102), one (1) Black chair (#021), one (1) HP printer CN36ADXGHM (#026), one (1) Lanier printer Q7169600071 (#061), and one (1) Brown Desk (#238).

BACKGROUND:

The City Clerk's Department has determined that the items are no longer in working order and have been replaced. Removal from inventory is in the best interest of the City of Gautier.

DISCUSSION:

The Public Works items have been in storage for several years and the other assets items were beyond repair and have no monetary value to the City of Gautier.

RECOMMENDATION:

The City staff recommends that City Council authorize the removal of these items listed from inventory to surplus.

ATTACHMENTS:

1. Consent Agenda Item 5- Surplus City Hall Office Equipment

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi the following:

RESOLUTION NUMBER 046-2018

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
SECTION 3 PLAN**

WHEREAS, the City of Gautier has applied for Community Development Block Grant (CDBG) Program funds from the Mississippi Development Authority; and

WHEREAS, should the City be granted funding through the CDBG Program, the City shall be required by Section 3 of the Housing and Urban Development Act of 1968 to adopt a Section 3 Plan; and

WHEREAS, the Section 3 Plan is intended to ensure, to the greatest extent feasible, that training and employment opportunities generated by CDBG projects be given to low income residents of the Section 3 project area and that contracts for work in connection with this project be awarded to qualified Section 3 Business Concerns; and

WHEREAS, it is the intention of the City of Gautier to implement its CDBG project in accordance with all program regulations including the said Section 3 requirements.

NOW, THEREFORE, BE IT RESOLVED that the City of Gautier adopts the CDBG Program Section 3 Plan, which is attached hereto as ATTACHMENT A and made a part hereof.

Thereupon, upon motion duly made by **Councilwoman Martin**, seconded by **Councilman George** to adopt the foregoing resolution and received the following votes:

AYES: Phil Torjusen
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: None

ABSENT: Casey Vaughan

Thereupon, the Mayor declared said Order approved, passed and adopted on this the 21st day of August, 2018

Attest: _____

Phil Torjusen, Mayor

Cynthia Russell
City Clerk

Passed and Adopted by Mayor and Members of the City Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

ATTACHMENT A CDBG PROGRAM SECTION 3 PLAN

The City of Gautier agrees to develop local procedures designed to implement the following steps to increase opportunities for training and employment for Section 3 eligible lower income residents of the City, and increase the utilization of Section 3 eligible business concerns within the City.

- A.** To identify projected employment, training and contracting opportunities as the recipient of federal funds and to facilitate the training and employment of Section 3 residents and contracting with Section 3 businesses.
- B.** To recruit Section 3 residents for available opportunities through: local advertising media; posted signs; community organizations and public and private institutions operating within or serving the project area.
- C.** To identify eligible business concerns for federal funded contracts through: the Chamber of Commerce, business associations, and local advertising media including newspapers; public signage; citizen advisory boards; and all other appropriate referral sources.
- D.** To maintain a list of eligible business concerns for utilization in federally funded procurements, to notify appropriate project area business concerns of pending contractual opportunities, and to make available this list for procurement needs.
- E.** To require all bidders on contracts to submit a written Section 3 Hiring and Business Utilization Plan or require a written Section 3 Plan from the Contractor prior to the signing of the contract. Require the contractor to submit reports to document actual accomplishments.
- F.** To include Section 3 information in procurement solicitations, incorporate Section 3 clauses in contractual documents, review Section 3 information at the preconstruction conference, and monitor contractor compliance.
- G.** To maintain records, including copies of correspondence, memoranda, reports, contracts, etc. which document that the above action steps have been taken and any barriers encountered. To submit reports on accomplishments as required.
- H.** To designate a local government official to coordinate implementation of this Section 3 Plan. To the extent feasible, additional affirmative steps will be taken to encourage and utilize Section 3 residents and businesses and to reach employment, training and contracting goals.

The Section 3 Plan documents include the following: EXHIBIT A - CDBG Program Section 3 Action Plan

As the chief elected official, I have read and fully agree to this Section 3 Plan and agree to actively pursue full implementation of this program.

Mayor, City of Gautier

Date

EXHIBIT A

CDBG PROGRAM SECTION 3 ACTION PLAN

Introduction

This Section 3 Plan is to fulfill requirements of the CDBG Grant Program as provided in Section 3 of the Housing and Urban Development Act of 1968. The Section 3 Plan has been adopted by the City of Gautier by Resolution of the Governing Body.

What Section 3 Requires

Section 3 requires that, to the “greatest extent feasible,” opportunities for job training and employment be given to low income residents of the Section 3 project area and that contracts for work in connection with the Section 3 covered projects be awarded to business concerns that qualify as a Section 3 Business Concern. Section 3 requires that the City take affirmative steps to give preference to qualified Section 3 area residents and business concerns in providing training, employment and contracting in connection with Section 3 covered projects.

HUD Regulations require the City to adopt appropriate procedures and requirements to assure good faith efforts toward compliance with the statutory directive. The City’s Section 3 Plan was prepared and adopted for that purpose.

Definitions

- a. A “Section 3 resident” is:
 - A public housing resident; or
 - a person who resides in the project area and whose income does not exceed 80 percent of the median income for the area, as determined by the Department of Housing and Urban Development (HUD).
- b. “Section 3 business concern” means a business concern that meets one of the following criteria:
 - (1) That is 51 percent or more owned by section 3 residents; or
 - (2) Whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or
 - (3) That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (1) or (2) in this definition of “section 3 business concern.”
- c. A new hire means a full-time employee for a new permanent, temporary, or seasonal employment opportunities.

Section 3 Thresholds

HUD thresholds for Section 3 covered projects apply to HUD-assisted projects that exceed \$200,000 and contractor and subcontractor thresholds for Section 3 covered contracts apply to contracts that exceed \$100,000. Section 3 compliance is required for Grant Recipients, contractors or subcontractors whose assistance exceeds these thresholds.

Numerical Goals for Meeting the “Greatest Extent Feasible” Requirement

Recipients and contractors may demonstrate compliance with the “greatest extent feasible” requirement of Section 3 Regulations (Sec. 135.30) by meeting the numerical goals set forth in this section for providing training, employment and contracting opportunities to Section 3 Residents and Section 3 Business Concerns.

1. Training and Employment: **30 percent** of the aggregate number of new hires shall be Section 3 residents.
2. Construction Contracts: **10 percent** of the total dollar amount of all construction contracts shall be awarded to Section 3 business concerns.
3. Non-Construction Contracts: **3 percent** of the total dollar amount of all covered non-construction contracts shall be awarded to Section 3 business concerns.

Meeting the “Greatest Extent Feasible” Requirement

In its efforts to meet this requirement, the City will undertake the following:

1. Publish a Notice to Section 3 Residents and Businesses in a local newspaper of general circulation in the community. The Notice will inform interested Section 3 Residents and Businesses of the types of projects to be undertaken and provide an opportunity for those interested persons or businesses to be placed on a Section 3 Resident or Business Registry.
2. Post at selection locations, a Notice to Section 3 Residents and Businesses informing interested Section 3 Residents and Businesses of the types of projects to be undertaken and provide an opportunity for those interested persons or businesses to be placed on a Section 3 Resident or Business Registry. The list of locations includes the following:
 - Regional Housing Authority
 - Local Housing Authority
 - City Hall/Courthouse
 - Other Selected Locations
3. Establish a Section 3 Resident Registry to provide names, addresses, and contact information of eligible Section 3 Residents to contractors or subcontractors.
4. Establish a Section 3 Business Registry to provide names, addresses, and contact information of eligible Section 3 Businesses to contractors or subcontractors.
5. Maintain a file containing documentation of Section 3 Plan implementation efforts.
6. Take steps to secure the cooperation of contractors in meeting the goals for contract awards to Section 3 Business concerns, and take steps to ensure that Section 3 Business concerns are notified of pending contractual opportunities by accomplishing the following:

- a. Include in all procurement solicitations and bid advertisements, the following paragraph designed to make business concerns aware of the City's desire to utilize eligible Section 3 businesses in the awarding of contracts for covered Section 3 projects.

The successful bidder must comply with Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u). CDBG regulations governing the grant require that, to the greatest extent feasible opportunities for contracting, subcontracting, training and employment arising in connection with this CDBG project will be extended to Section 3 businesses and Section 3 residents.

- b. Solicit Section 3 Business Concerns to bid on Section 3 Projects and provide them with a copy of the Bid Advertisement.
- c. At pre-construction conferences, provide the Contractor with a Section 3 Plan Example and a Section 3 Notice to be posted at the construction site by the Contractor. Require the Contractor to submit a Section 3 Plan to the City within 10 days of the Pre-Construction conference.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 08/14/2018
Subject: CDBG Public Facilities 2018 Grant Application - Bemis Sewer Project Section 3 Resolution

REQUEST:

The Grants & Projects Department requests City Council approval to implement the Bemis Sewer Project in accordance with Section 3 requirements if awarded a Mississippi Development Authority Community Development Block Grant for public facilities improvements.

BACKGROUND:

The City of Gautier proposes to use CDBG Public Facilities funding to support the Bemis Avenue Sewer Project. The Community Development Block Grant Program provides for a maximum grant amount per project of \$600,000 for cities and counties with a population greater than 3,500 people.

DISCUSSION:

Should the City be granted funding through the CDBG Program, the City will be required by Section 3 of the Housing and Urban Development Act of 1968 to adopt a Section 3 Plan. The Section 3 Plan is intended to ensure, to the greatest extent feasible, that training and employment opportunities generated by CDBG projects be given to low income residents of the Section 3 project area and that contracts for work in connection with this project be awarded to qualified Section 3 Business Concerns.

RECOMMENDATION:

The Grants & Projects Director recommends that City Council agree to implement the Bemis Sewer Project in accordance with Section 3 requirements if awarded a Mississippi Development Authority Community Development Block Grant for public facilities improvements.

The City Council may:

- 1) Approve the attached resolution; or
- 2) Not approve the proposed resolution.

ATTACHMENTS:

1. Section 3 Plan Resolution

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi the following:

ORDER NUMBER 158-2018

WHEREAS, the City Council has authorized the City Manager to establish payment plans and fee adjustments contingent upon Council approval; and

WHEREAS, the City Council has adopted a Comprehensive Fee Schedule that establishes such fees for the equitable provision of services;

WHEREAS, based on the reasons included on the attached documentation, the Mayor and Council hereby find that, due to unforeseen events, the respective users did not receive the benefit of the relevant utility;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the attached list of water and sewer adjustments dated August 2018 in the amount of \$23,353.17 is hereby approved.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilwoman Martin**, seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018

AUGUST 2018 UTILITY ADJUSTMENTS							
THESE FOLLOW POLICY/ RECOMMEND APPROVAL							
ACCT #	WATER	SEWER	L/C	CAPACITY	TAX	TOTAL ADJ	REASON FOR ADJUSTMENT
001-00101-000		\$3,200.85				\$3,200.85	LEAK UNDERGROUND
038-28051-000		\$564.67		\$350.00		\$914.67	THEFT
039-12101-005		\$130.43	\$105.00			\$235.43	LEAK IN WALL
039-12901-000		\$293.37	\$140.00			\$433.37	LEAK UNDERGROUND
053-04001-000		\$219.98	\$175.00			\$394.98	BUSTED PIPE
053-04601-000		\$667.31	\$175.00			\$842.31	BUSTED PIPE
062-20601-000		\$3,743.76		\$1,550.00		\$5,293.76	BUSTED PIPE
065-01001-000		\$4,177.19		\$1,800.00		\$5,977.19	BUSTED PIPE
065-36001-001		\$1,907.23		\$800.00		\$2,707.23	BUSTED PIPE
080-11901-001		\$244.56	\$105.00			\$349.56	LEAK IN WALL
090-10201-002		\$89.62				\$89.62	BUSTED PIPE
095-06701-004		\$146.45				\$146.45	LEAK IN WALL
095-10301-000		\$1,195.14	\$140.00			\$1,335.14	BUSTED PIPE
098-00601-000		\$288.10	\$105.00			\$393.10	CWS REPAIRED
102-13501-000		\$59.49				\$59.49	HOT WATER HEATER
110-34551-003		\$294.61	\$140.00			\$434.67	FAUCET BROKEN
113-35601-000		\$99.71	\$105.00			\$204.71	FAUCET BROKEN
116-38501-002		\$53.76				\$53.76	LEAK
119-05051-009		\$154.75				\$154.75	BUSTED PIPE
139-21301-004		\$62.13	\$70.00			\$132.13	HOT WATER HEATER
TOTAL	\$0.00	\$17,593.11	\$1,260.00	\$4,500.00	\$0.00	\$23,353.17	

COMPLETED

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 159-2018

WHEREAS, the City of Gautier will hold a public hearing on proposed ad valorem tax revenue increase for FY 2019 on its proposed budget and proposed tax levies for FY 2019; and

WHEREAS, the Public Hearing will be on September 4, 2018 at 6:30 PM in the Gautier Council Chambers located at 3330 Hwy 90, Gautier, Ms.; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Clerk is hereby authorized to advertise on August 26, 2018 and September 2, 2018 for the public hearing.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **Councilwoman Martin** seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

**NOTICE OF A TAX INCREASE AND A PUBLIC HEARING
ON THE PROPOSED BUDGET AND PROPOSED TAX LEVIES
FOR CITY OF GAUTIER, MISSISSIPPI**

The City of Gautier will hold a public hearing on a proposed ad valorem tax revenue increase for fiscal year 2019 and on its proposed budget and proposed tax levies for fiscal year 2019 on September 04, 2018 at 6:30 pm in the Council Chambers, located at 3330 Hwy 90, Gautier, MS.

The City of Gautier is now operating with projected total budget revenue of \$9,505,817. 47.342% or \$4,500,273 of such revenue is obtained through ad valorem taxes. For next fiscal year, the proposed budget has total projected revenue of \$10,218,303. Of that amount, 46.361% or \$4,737,378 is proposed to be financed through a total ad valorem tax levy.

For next fiscal year, the City of Gautier plans to increase the general ad valorem tax millage rate by 1 mill from 30.09 mills to 31.09 mills and the Public Safety millage from 1.80 mills to 2.80 mills. The proposed increases are necessary to enable the City to provide services at a satisfactory level. These increases mean you will pay more in ad valorem taxes on your home, automobile tag, utilities, business fixtures and equipment, and rental property.

The Debt Service millage will remain at 8.11 mills. The Library tax assessment will remain at 1.0 mill.

All citizens of the City of Gautier are invited to attend this public hearing on the proposed ad valorem tax increase. Citizens will be allowed to speak for a reasonable amount of time and offer tangible evidence before any vote is taken.

s/ Cynthia Russell, City Clerk

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

RESOLUTION NUMBER 047-2018

RESOLUTION OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, ACCEPTING ASSISTANCE FROM THE JACKSON COUNTY BOARD OF SUPERVISORS FOR THE PURCHASE OF A 40' BY 40' TENT

WHEREAS, the City of Gautier has requested that the Jackson County Board of Supervisors purchase for the City a 40' by 40' tent for use at various City functions; and

WHEREAS, the total estimated cost for purchase is \$7,000.00;

WHEREAS, the Jackson County Board of Supervisors is authorized, in its discretion, to provide county equipment, manpower, and other services and resources to municipalities within the county pursuant to H.B. 35 (2002 reg. Sess); and

WHEREAS, the Jackson County Board of Supervisors has approved such assistance for the City of Gautier as provided in the attached resolution;

BE IT, THEREFORE, RESOLVED that the City of Gautier hereby accepts assistance from the Jackson County Board of Supervisors for the purchase of a 40' by 40' tent.

BE IT, FURTHER RESOLVED that the Council authorizes the City Clerk and City Manager to execute all documents necessary for these purposes.

Motion was made by **Councilwoman Martin**, seconded by **Councilman George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Rusty Anderson
 Adam Colledge

NAYS: **None**

ABSENT: **Casey Vaughan**

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of August 21, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants and Projects Director
Date: August 21, 2018
Subject: Event Tent Mutual Aid with Jackson County

REQUEST:

The Grants and Projects Department requests City Council authorization to accept mutual aid from Jackson County for the purchase of a 40' by 40' event tent to be utilized during City events.

BACKGROUND:

The City of Gautier requested assistance from Jackson County in purchasing a large tent to be used by the City's Recreation Department during City-sponsored events, as the City's current tent is nearing the end of its effective life. The County has agreed to purchase said tent for the City in an amount not to exceed \$7,000.

DISCUSSION:

The Jackson County Board of Supervisors agreed to mutual aid in the form of purchasing a 40' by 40' event tent to be utilized during City events. The mutual aid is contingent upon the City of Gautier approving such mutual aid and spreading same upon its minutes.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize acceptance of mutual aid from Jackson County as outlined above.

The City Council may:

1. Accept and authorize mutual aid as presented; or
2. Not accept mutual aid as presented.

ATTACHMENT(S):

Jackson County Board of Supervisors Resolution

RESOLUTION OF THE BOARD OF SUPERVISORS
OF JACKSON COUNTY, MISSISSIPPI AUTHORIZING THE
PURCHASE OF AN EVENT TENT FOR USE BY THE CITY OF GAUTIER

WHEREAS, the Board of Supervisors is authorized, in its discretion, to provide county equipment, manpower and other county services and resources to municipalities within the county pursuant to H. B. 35 (2002 Reg.Sess.); and

WHEREAS, the City of Gautier has requested that the Board of Supervisors purchase a 40' x 40' Event Tent to be used by the City's Recreation Department at various city functions, as provided in the attachment hereto; and

WHEREAS, the Board of Supervisors has determined that such mutual aid is in the best interest of the citizens and taxpayers of Jackson County;

BE IT, THEREFORE, RESOLVED that the Board of Supervisors hereby authorizes the purchase of a 40' x 40' Event Tent at a cost not to exceed \$7,000.00, contingent upon the City of Gautier approving such mutual aid and spreading same upon its minutes, as required by H.B. 35 (2002 Reg. Sess.).

The motion to approve the foregoing resolution was made by Supervisor Cumbest, seconded by Supervisor Harris, and the following vote was recorded:

Supervisor Cumbest

yes

Supervisor Harris

yes

Supervisor Taylor

yes

Supervisor Ross

yes

Supervisor Bosarge

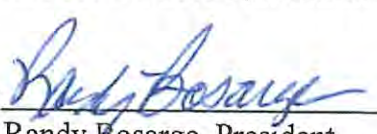
yes

RESOLVED, this the 20th day of August, 2018.

ATTEST:

BOARD OF SUPERVISORS OF
JACKSON COUNTY, MISSISSIPPI


Josh Eldridge, Clerk of the Board

By: 
Randy Bosarge, President



Councilman Colledge made the motion to go into closed session to determine whether to go into Executive Session. **Councilman Jackson** seconded the motion. The vote was carried unanimously.

Councilman Colledge made the motion to go into Executive Session to discuss Jackson County Utility Authority litigation. **Councilwoman Martin** seconded the motion. The vote was carried unanimously.

Councilman Anderson made the motion to direct the City Attorney to file an ethics complaint in relation to the Jackson County Utility Authority. **Councilman Colledge** seconded the motion. The vote was carried unanimously.

Councilman Colledge made the motion to re-enter open session. **Councilman Anderson** seconded the motion. Vote was carried unanimously.

City Attorney announced the action taken during Executive Session.

Councilwoman Martin made the motion to adjourn until September 4, 2018 at 6:30 PM. **Councilman Colledge** seconded the motion. The vote was carried unanimously.

APPROVED BY:

MAYOR

ATTEST:

CITY CLERK

Submitted for approval of the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
Business Agenda Item #4
Fact Sheet**

Council Meeting:
Title:

**September 4, 2018
Approval of Budget Amendments for FY 2018**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Resolution approving Budget Amendments for FY 2018.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Voted as follows:		AYES	NAYS	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

RESOLUTION NUMBER 000-2018

WHEREAS, pursuant to Miss. Code Ann. § 21-35-25, the City Council is authorized to amend its budget from time to time as required by law; and

WHEREAS, the Mayor and Council Members have determined that such an amendment is in the best interests of the City;

BE IT RESOLVED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the attached Budget Amendments for FY 2018 are hereby approved.

BE IT FURTHER RESOLVED, that the City Manager and City Clerk are authorized to execute any and all documents necessary for this purpose.

This resolution shall take effect and be in full force on September 04, 2018.

Motion made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

ABSENT:

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**FY 2018
BUDGET AMENDMENTS**

GENERAL FUND: FUND 001	Budget	Amendment	New Budget
REVENUES			
Grants	43,629.00	25,478.00	69,107.00
Miscellaneous	151,257.00	4,235.40	155,492.40
		<u>29,713.40</u>	
EXPENDITURES			
LEGISLATIVE			
Personnel Services	102,562.00	19.00	102,581.00
Supplies	4,000.00	(19.00)	3,981.00
FINANCE			
Personnel Services	182,561.00	19.00	182,580.00
Supplies	1,050.00	(19.00)	1,031.00
PLANNING			
Personnel Services	271,877.00	103.00	271,980.00
Supplies	10,000.00	(2,103.00)	7,897.00
Capital Outlay	1,536.00	2,000.00	3,536.00
GRANT & PROJECT ADMIN			
Personnel Services	130,307.00	(26.00)	130,281.00
Supplies	1,000.00	(135.00)	865.00
Other Services & Charges	3,320.00	798.00	4,118.00
Capital Outlay	2,500.00	(637.00)	1,863.00
POLICE			
Personnel Services	2,690,195.00	4,000.00	2,694,195.00
Supplies	203,500.00	21,478.00	224,978.00
RECREATION			
Supplies	60,422.00	4,600.00	65,022.00
Other Services & Charges	99,250.00	(4,600.00)	94,650.00
STREETS			
Other Services & Charges	155,000.00	(6,100.00)	148,900.00
Capital Outlay	40,000.00	6,100.00	46,100.00
INTERFUND TRANSFERS			
To Other Funds	805,982.00	4,235.40	810,217.40
		<u>29,713.40</u>	

Budget NEW Grants & Misc Revenue; Adjust Departmental Budgets for overages

FUND 007: MDB KATRINA LOAN FUND	Budget	Amendment	New Budget
REVENUES			
Transfer In: General Fund	279,229.00	50.00	279,279.00
EXPENDITURES			
Annual Fees	1,200.00	50.00	1,250.00

Budget Fee Increase

**FY 2018
BUDGET AMENDMENTS**

FUND 013: TE-DOWNTOWN REVITALIZATION	Budget	Amendment	New Budget
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REVENUES

Transfer In: General Fund	0.00	1,826.09	1,826.09
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EXPENDITURES

Capital Outlay	54,603.12	1,826.09	56,429.21
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Budget Project Overage

FUND 029: MDOT SAFE ROUTES TO SCHOOL	Budget	Amendment	New Budget
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REVENUES

MDOT Reimbursements	59,938.88	(759.31)	59,179.57
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Transfer In: General Fund	0.00	759.31	759.31
		0.00	

Budget Match increase - costs not covered by Grant.

FUND 030: MDAH SCHOOL HOUSE GRANT	Budget	Amendment	New Budget
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REVENUES

Other Financing Sources (Cash Fund Balance)	0.00	1,508.00	1,508.00
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EXPENDITURES

Supplies	0.00	1,508.00	1,508.00
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Budget prior year cash donations.

FUND 050: USFW CITY PARK BOAT LAUNCH	Budget	Amendment	New Budget
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REVENUES

Transfer In: Tidelands Grant	99,518.00	14,124.96	113,642.96
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EXPENDITURES

Capital Outlay	178,291.47	14,124.96	192,416.43
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Budget pier improvement and other change orders

FUND 130: 7M CAPITAL IMP BOND	Budget	Amendment	New Budget
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REVENUES

Interest	1,200.00	650.00	1,850.00
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Transfer In: General Fund	502,319.00	1,650.00	503,969.00
		2,300.00	

EXPENDITURES

Other Services & Charges	13,131.85	2,300.00	15,431.85
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Budget increase in Bond Costs

**FY 2018
BUDGET AMENDMENTS**

FUND 157: US JUSTICE EQUITABLE SHARING	Budget	Amendment	New Budget
REVENUES			
Assets Forfeited	0.00	238,854.56	238,854.56
Other Revenue (SE MS MET)	0.00	<u>29,719.00</u>	29,719.00
		268,573.56	
EXPENDITURES			
Capital Outlay	50,000.00	268,573.56	318,573.56
<i>Budget Funds Received</i>			
FUND 160: FIRE PROTECTION FUND	Budget	Amendment	New Budget
EXPENDITURES			
Other Services & Charges	13,131.85	(65.00)	13,066.85
Debt Service	120,504.00	<u>65.00</u>	120,569.00
		0.00	
<i>Budget additional interest payment on loan payoff.</i>			
FUND 171: TIDELANDS GRANT FUND	Budget	Amendment	New Budget
REVENUES			
Grant: MS Gulf National Heritage	0.00	8,000.00	8,000.00
EXPENDITURES			
Capital Outlay: City Park-Town Commons	167,165.33	(14,124.96)	153,040.37
Capital Outlay: Shepard (Log Cabin-Design)	232,531.41	8,000.00	240,531.41
Trans to other Grants: Fund 50	99,518.00	<u>14,124.96</u>	113,642.96
		8,000.00	8,000.00
<i>Budget new grant and move match for pier improvements and other change orders.</i>			
FUND 250: 2018 W&S REV BONDS DEBT SERVICE	Budget	Amendment	New Budget
REVENUES			
Transfers In: Enterprise	0.00	82,500.00	82,500.00
EXPENDITURES			
Debt Service Payment P&I	0.00	82,500.00	82,500.00
<i>Budget Debt Service Funding</i>			
FUND 251: 2018 W&S REV BONDS DS RESERVE	Budget	Amendment	New Budget
REVENUES			
Interest	0.00	300.00	300.00
Transfers In: Enterprise	0.00	<u>306,400.00</u>	306,400.00
		306,700.00	
EXPENDITURES			
Restricted Funds	0.00	306,700.00	306,700.00
<i>Budget Debt Service Reserve, Contingency and Depreciation Funds</i>			

**FY 2018
BUDGET AMENDMENTS**

FUND 301: PINE CONE DRIVE SPILLWAY	Budget	Amendment	New Budget
REVENUES			
JCBS Interlocal Funds	0.00	175,725.60	175,725.60
EXPENDITURES			
Other Services & Charges	0.00	175,725.60	175,725.60
<i>Budget Project and Receipt of Interlocal Funds</i>			

FUND 302: ROBERT HIRAM BRIDGE SHEET PILE WALL	Budget	Amendment	New Budget
REVENUES			
JCBS Interlocal Funds	0.00	81,781.71	81,781.71
EXPENDITURES			
Other Services & Charges	0.00	81,781.71	81,781.71
<i>Budget Project and Receipt of Interlocal Funds</i>			

FUND 303: MDOT TA GRANT MARTIN BLUFF SIDEWALK	Budget	Amendment	New Budget
REVENUES			
MDOT Reimbursements	0.00	578,784.00	578,784.00
JCBS Interlocal Funds	0.00	481,564.40	481,564.40
		<u>1,060,348.40</u>	
EXPENDITURES			
Other Services & Charges	0.00	193,275.77	193,275.77
Capital Outlay	0.00	867,072.63	867,072.63
		<u>1,060,348.40</u>	
<i>Budget Project and Receipt of Interlocal Funds</i>			

FUND 352: 2018 W&S BOND-GENERAL CONSTRUCTION	Budget	Amendment	New Budget
REVENUES			
Interest	0.00	5,200.00	5,200.00
Bond Proceeds	0.00	4,000,000.00	4,000,000.00
		<u>4,005,200.00</u>	
EXPENDITURES			
Other Services & Charges	0.00	242,000.00	242,000.00
Issuance Fees	0.00	74,500.00	74,500.00
Transfers Out (Reserve Account Funding)	0.00	306,400.00	306,400.00
Unappropriated Restricted Cash	0.00	3,382,300.00	3,382,300.00
		<u>4,005,200.00</u>	
<i>Budget S2018 W&S Bond Sale</i>			

**FY 2018
BUDGET AMENDMENTS**

FUND 400: WATER & SEWER UTILITY FUND	Budget	Amendment	New Budget
EXPENDITURES			
OP-MAINT: Other Services & Charges	2,490,884.00	(32,500.00)	2,458,384.00
OP-MAINT: Capital Outlay	115,000.00	(50,000.00)	65,000.00
Transfers Out: Debt Service Fund 250	0.00	<u>82,500.00</u>	82,500.00
		0.00	

Budget Transfer to meet S2018 Bond Debt Service Requirement

FUND 421: MSB WATER IONIZATION PROJECT	Budget	Amendment	New Budget
EXPENDITURES			
Supplies	0.00	2,000.00	2,000.00
Other Services & Charges	0.00	3,000.00	3,000.00
Capital Outlay	55,131.74	<u>(5,000.00)</u>	50,131.74
		0.00	

Reallocate Budget to meet actual expenditures.

CITY OF GAUTIER
Business Agenda Item #5
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Approval to adopt the proposed revisions to the
City of Gautier Flood Damage Prevention and
Control Ordinance

Introduced by:
Contact Person/Telephone

Scott Ankerson 497-8000 ext. 312

Summary Explanation: Approval to adopt the proposed revisions to the City of Gautier Flood Damage Prevention and Control Ordinance.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☒
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	☐

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi the following:

ORDINANCE NUMBER 000-2018

FLOOD DAMAGE PREVENTION ORDINANCE

ARTICLE 1. STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE, AND OBJECTIVES.

SECTION A. STATUTORY AUTHORIZATION.

The Legislature of the state of Mississippi has in Title 17, Chapter 1, Mississippi Code of 1972 Annotated delegated the responsibility to local government units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the Mayor and City Council of the **City of Gautier** does hereby adopt the following floodplain management regulations.

SECTION B. FINDINGS OF FACT.

- (1) The City of Gautier is subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.
- (2) These flood losses are caused by the cumulative effect of obstructions, both inside and outside the identified Special Flood Hazard Areas, causing increases in flood heights and velocities and by the occupancy in flood hazard areas by uses vulnerable to floods or hazardous to other lands which are inadequately elevated, floodproofed, or otherwise unprotected from flood damages.

SECTION C. STATEMENT OF PURPOSE.

It is the purpose of this ordinance to promote the public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- (1) Restrict or prohibit uses which are dangerous to health, safety, and property due to water or erosion hazards, which result in damaging increases in erosion or in flood heights or velocities;
- (2) Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- (3) Control the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of flood waters;
- (4) Control filling, grading, dredging, and other development which may increase erosion or flood damage, and;
- (5) Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards to other lands.

SECTION D. OBJECTIVES.

The objectives of this ordinance are:

- (1) To protect human life and health;
- (2) To minimize expenditure of public money for costly flood control projects;
- (3) To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) To minimize prolonged business interruptions;
- (5) To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- (6) To help maintain a stable tax base by providing for the sound use and development of flood prone areas in such a manner as to minimize flood blight areas, and;
- (7) To ensure that potential homebuyers are notified that property is in a floodprone area.

SECTION E. METHODS OF REDUCING FLOOD LOSSES.

In order to accomplish its purposes, this ordinance includes methods and provisions for:

- (1) Restricting or prohibiting uses which are dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;
- (2) Requiring that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- (3) Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel flood waters;
- (4) Controlling filling, grading, dredging, and other development which may increase flood damage, and;
- (5) Preventing or regulating the construction of flood barriers that will unnaturally divert floodwaters or may increase flood hazards in other areas.

ARTICLE 2. DEFINITIONS.

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance it's most reasonable application.

A Zone is the Area of Special Flood Hazard without base flood elevations determined.

AE Zone is the Area of Special Flood Hazard with base flood elevations determined.

Accessory structure (Appurtenant structure) means a structure, which is located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. Accessory structures should constitute a minimal initial investment, may not be used for human habitation, and be designed to have minimal flood damage potential. Examples of accessory structures are detached garages, carports, storage sheds, pole barns, and hay sheds.

Addition (to an existing building) means any walled and roofed expansion to the perimeter or height of a building. Any addition shall be considered new construction. If the addition is more than 50% of the market value of the structure, then the addition and the existing structure are now new construction.

Appeal means a request for a review of the Floodplain Administrator's interpretation of any provision of this ordinance or a request for a variance.

Area of shallow flooding means a designated AO or AH Zone on the City of Gautier's Flood Insurance Rate Map (FIRM) with a 1 percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

Area of special flood hazard is the land in the floodplain within a City of Gautier subject to a one percent or greater chance of flooding in any given year. This area is also referred to as the Special Flood Hazard Area (SFHA).

Base flood means the flood having a one percent chance of being equaled or exceeded in any given year (also called the "one percent chance flood").

Base Flood Elevation (BFE) is the elevation shown in the Flood Insurance Study (FIS) for Zones AE, AH, AR, AR/A, AR/AE, AR/AH, AR/AO, and VE that indicates the water surface elevation resulting from a flood that has a one percent or greater annual chance of being equaled or exceeded in any given year.

Basement means any portion of a building having its floor sub-grade (below ground level) on all sides.

Breakaway Wall means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces without causing damage to the elevated portion of the building or the supporting foundation system.

Building see **Structure**.

Coastal A Zone means the portion of the SFHA landward of a V Zone or landward of an open coast without mapped V Zones, in which the principal sources of flooding are astronomical tides, storm surges, seiches, or tsunamis, not riverine sources. Coastal A Zones may be subject to wave effects, velocity flows, erosion, scour, or combinations of these forces.

Coastal AE Zone means the portion of the Special Flood Hazard Area (SFHA) landward of a Velocity (V) Zone or landward of an open coast or back-bay area without mapped V-Zones, in which the principle sources of flooding are astronomical tides, storm surges, seiches or tsunamis; not riverine sources. Coastal AE Zones may be subject to wave effects, velocity flows, erosion, scour or combinations of these forces and are treated as V Zones. All community-identified portions of the Special Flood Hazard Area (SFHA) between the landward limit of the 1.5-foot breaking wave and the V Zone boundary shall be treated in a regulatory sense as V Zones. Where no V Zone is mapped in back-bay areas, the Coastal AE Zone is the portion between shore and the landward limit of the 1.5-foot breaking wave.

Coastal High Hazard Area is an area of special flood hazard extending from offshore to the inland limit of the primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. The area is designated on the FIRM as **Coastal AE Zone** or VE Zone.

Community means any State or area or political subdivision thereof, or any Indian tribe or authorized tribal organization or authorized native organization which has the authority to adopt and enforce floodplain regulations for the areas within its jurisdiction.

Community Floodplain Management Map means any map produced by the City of Gautier utilizing best available base flood elevation and floodway data that is from a federal, state, or other accepted technical source.

Community Rating System (CRS) is a program developed by the Federal Insurance Administration to provide incentives for those communities in the Regular Program that have gone beyond the minimum floodplain management requirements to develop extra measures to provide protection from flooding.

Community Flood Hazard Area (CFHA) is an area that has been determined by the Floodplain Administrator (or other delegated, designated, or qualified Community official) from available technical studies, historical

information, and other available and reliable sources, which may be subject to periodic inundation by floodwaters that can adversely affect the public health, safety and general welfare. This includes areas downstream from dams.

Critical facility (also called critical action) means facilities for which the effects of even a slight chance of flooding would be too great. The minimum floodplain of concern for critical facilities is the 0.2 percent chance flood level. Critical facilities include, but are not limited to facilities critical to the health and safety of the public such as: emergency operations centers, designated public shelters, schools, nursing homes, hospitals, police, fire and emergency response installations, vital data storage centers, power generation and water and other utilities (including related infrastructure such as principal points of utility systems) and installations which produce, use or store hazardous materials or hazardous waste (as defined under the Clean Water Act and other Federal statutes and regulations).

Dam is any artificial barrier, including appurtenant works, constructed to impound or divert water, waste water, liquid borne materials, or solids that may flow if saturated. All structures necessary to maintain the water level in an impoundment or to divert a stream from its course will be considered a dam.

Development means any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavating, drilling operations, or storage of materials or equipment.

Dry Floodproofing means any combination of structural and nonstructural additions, changes, or adjustments to structures, which reduce or eliminate flood damages to real estate or improved real estate property, water, and sanitary facilities, structures, and their contents. Structures shall be floodproofed with a minimum of 12 inches of freeboard (more is recommended) in relation to the base flood elevation. Dry floodproofing of a pre-FIRM residential structure that has not been substantially damaged or improved is allowed. Dry floodproofing of a post-FIRM residential building is not allowed. Non-residential structures may be dry floodproofed in all flood zones with the exception of the Coastal High Hazard Area or the Coastal AE Zone.

Elevated building means for insurance purposes, a non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, pilings, columns, or piers.

Elevation Certificate is a FEMA form used as a certified statement that verifies a building's elevation information.

Emergency Program means the first phase under which a Community participates in the NFIP. It is intended to provide a first layer amount of insurance coverage for all insurable buildings in that Community before the effective date of the initial FIRM.

Enclosures below the Lowest Floor see "Lowest Floor."

Encroachment means the advance or infringement of uses, plant growth, fill, excavation, buildings, structures or development into a floodplain, which may impede or alter the flow capacity of a floodplain.

Executive Order 11988 (Floodplain Management) this order requires that no federally assisted activities be conducted in or have the potential to affect identified Special Flood Hazard Areas, unless there is no practicable alternative.

Executive Order 11990 (Wetlands Protection) this order requires the avoidance of adverse impacts associated with the destruction or modification of wetlands.

Existing Construction means structures for which the "start of construction" commenced before July 1, 1986. Existing construction may also be referred to as existing structures.

Existing manufactured home park or subdivision means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of

concrete pads) is completed before the effective date of the floodplain management regulations adopted by a City of Gautier.

Expansion to an existing manufactured home park or subdivision includes the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

Fill means a deposit of earthen materials placed by artificial means.

Five-Hundred Year Flood means the flood that has a 0.2 percent chance of being equaled or exceeded in any year. Areas subject to the 0.2 percent chance flood have a moderate risk of flooding.

Flood or flooding means:

A.) A general and temporary condition of partial or complete inundation of normally dry land areas from:

- 1.) The overflow of inland or tidal waters.
- 2.) The unusual and rapid accumulation or runoff of surface waters from any source.
- 3.) Mudslides (i.e. mudflows) which are proximately caused by flooding as defined in paragraph (A)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.

B.) The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (A)(1) of this definition

Flood (insurance definition) means a general and temporary condition of partial or complete inundation of two or more acres of normally dry land areas or of two or more properties (e.g. a building and a public street) from (1) overflow of inland or tidal waters (2) unusual and rapid accumulation or runoff of surface waters (3) mudflows caused by flooding.

Flood Insurance Rate Map (FIRM) means an official map of a City of Gautier, on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the City of Gautier.

Flood Insurance Study (FIS) is the document which provides an examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation, and determination of mudslide and/or flood-related erosion hazards.

Floodplain means any land area susceptible to being inundated by flood waters from any source.

Floodplain Administrator is the individual appointed to administer and enforce the floodplain management regulations.

Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including but not limited to emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.

Floodplain management regulations means this ordinance and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances, and other applications of police power which control

development in flood-prone areas. This term describes federal, state, or local regulations in any combination thereof, which provide standards for preventing and reducing flood loss and damage.

Floodproofing Certificate is an official FEMA form used to certify compliance for non-residential structures in non Coastal High Hazard Areas as an alternative to elevating buildings to or above the base flood elevation.

Floodway See *Regulatory Floodway*.

Floodway fringe means that area of the special flood hazard area on either side of the regulatory floodway.

Flood Protection Elevation is the base flood elevation plus the City of Gautier freeboard. In areas where no base flood elevations exist from any authoritative source, the flood protection elevation can be historical flood elevations or base flood elevations determined and/or approved by the floodplain administrator plus freeboard.

Floor means the top surface of an enclosed area in a building (including basement), i.e., top of slab in concrete slab construction or top of wood flooring in wood frame construction. The term does not include the floor of a garage used solely for parking vehicles.

Freeboard means a factor of safety, usually expressed in feet above the BFE, which is applied for the purposes of floodplain management. “Freeboard” tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

Functionally dependent use means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, ship building and ship repair facilities. The term does not include long-term storage, manufacturing facilities, processing functions, sales, administrative functions, or service facilities.

Hardship (as related to variances of this ordinance) means the exceptional difficulty that would result from a failure to grant the requested variance. The City of Gautier requires that the variance is exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is NOT exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one’s neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

Hazard potential means the possible adverse incremental consequences that result from the release of water or stored contents due to failure of a dam or mis-operation of a dam or appurtenances. The hazard potential classification of a dam does not reflect in any way on the current condition of a dam and its appurtenant structures (e.g. safety, structural integrity, and flood routing capacity).

Highest adjacent grade means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a building.

Historic Structure means any structure that is:

- a.) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b.) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c.) Individually listed on the State of Mississippi inventory of historic structures, or;

- d.) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified by an approved state program as determined by the Secretary of the Interior.

Hydrologic and hydraulic engineering analyses means the analyses performed by a professional engineer, registered in the state of Mississippi, in accordance with standard engineering practices as accepted by FEMA, used to determine flood elevations and /or floodway boundaries.

Increased Cost of Compliance (ICC) coverage means under the standard flood insurance policy the cost to repair a substantially flood damaged building that exceeds the minimal repair cost and that is required to bring a substantially damaged building into compliance with the local flood damage prevention ordinance. Acceptable mitigation measures are floodproofing (nonresidential), relocation, elevation, demolition, or any combination thereof. All renewal and new policies with effective dates on or after June 1, 1997, include ICC coverage.

Letter of Map Change (LOMC) is an official FEMA determination, by letter, to amend or revise effective Flood Insurance Rate Maps, Flood Boundary and Floodway Maps, and Flood Insurance Studies.

Letter of Map Amendment (LOMA)

An amendment based on technical data showing that a property was incorrectly included in a designated SFHA, was not elevated by fill (only by a natural grade elevation), and will not be inundated by the one percent chance flood. A LOMA amends the current effective FIRM and establishes that a specific property is not located in a SFHA.

Letter of Map Revision (LOMR)

A revision based on technical data that, usually due to manmade changes, shows changes to flood zones, flood elevations, floodplain and floodway delineations, and planimetric features. One common type of LOMR, a LOMR-F, is a determination concerning whether a structure or parcel has been elevated by fill above the BFE and is, therefore, excluded from the SFHA.

Conditional Letter of Map Revision (CLOMR)

A formal review and comment by FEMA as to whether a proposed project complies with the minimum NFIP floodplain management criteria. A CLOMR does not revise effective Flood Insurance Rate Maps, Flood Boundary and Floodway Maps, or Flood Insurance Studies.

Levee means a man-made structure; usually earthen embankment. Designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

Levee system means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

Limit of Moderate Wave Action (LiMWA) is the limit of the AE Zone category area exposed to wave attack from waves greater than 1.5 feet during the base (one percent chance) flood on open coastal and inland areas exposed to erosion and wave propagation.

Lowest adjacent grade means the elevation of the sidewalk, or patio slab immediately next to the building or basement entryway immediately next to the structure. It does not include earth that is placed for aesthetic or landscape reasons around a foundation wall.

Lowest floor means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or storage - in an area other than a basement area, is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation provisions of this code.

Manufactured home (44 CFR 59.1 definition / FEMA) means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term “manufactured home” does not include a “recreational vehicle.”

Manufactured home park or subdivision means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Map Amendment means a change to an effective NFIP map that results in the exclusion from the SFHA or an individual structure or a legally described parcel of land that has been inadvertently included in the SFHA (i.e., no alterations of topography have occurred since the date of the first NFIP map that showed the structure or parcel to be within the SFHA.

Map Panel Number means the four-digit number followed by a letter suffix assigned by FEMA on a FIRM. The first four digits represent the map panel, and the letter suffix represents the number of times the map panel has been revised.

Market value means the property value (as agreed between a willing buyer and seller); excluding the value of land as established by what the local real estate market will bear. Market value can be established by independent certified appraisal; replacement cost depreciated by age of building (Actual Cash Value); or adjusted assessed values.

Mean Sea Level means, for the purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum, to which base flood elevations shown on a City of Gautier’s Flood Insurance Rate Map (FIRM) are referenced.

National Flood Insurance Program (NFIP) is the federal program that makes flood insurance available to owners of property in participating communities nationwide through the cooperative efforts of the Federal Government and the private insurance industry.

National Geodetic Vertical Datum (NGVD) means a vertical control, corrected in 1929, used as a reference for establishing varying elevations within the floodplain.

New Construction means a structure for which the start of construction commenced on or after the effective date of a floodplain management regulation adopted by a City of Gautier and includes any subsequent improvements to such structure or the addition. This would include any additions to an existing structure.

New manufactured home park or subdivision means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain regulations adopted by a City of Gautier.

Non-Residential means, but is not limited to; small business concerns, churches, schools, farm buildings (including grain bins and silos), poolhouses, clubhouses, recreational buildings, mercantile structures, agricultural and industrial structures, warehouses, and hotels and motels with normal room rentals for less than 6 months duration.

North American Vertical Datum (NAVD) of 1988 means a vertical control, corrected in 1988, used as a reference for establishing varying elevations within the floodplain.

Obstruction means, but is not limited to, any dam, wall, wharf, embankment, levee, dike, pile, abutment, protection, excavation, channel construction, bridge, culvert, building, wire, fence, rock, gravel, refuse, fill, structure, vegetation or other material in, along, across or projecting into any watercourse which may alter, impede, retard or change the direction and/or velocity of the flow of water, or due to its location, its propensity to snare or collect debris carried by the flow of water, or its likelihood of being carried downstream.

One Percent Flood (aka 100-Year Flood) is the flood that has a one percent chance of being equaled or exceeded in any given year. Any flood zone that begins with the letter A or V is subject to inundation by the one percent chance flood. Over the life of a 30-year loan, there is a 26-percent chance of experiencing such a flood within the SFHA.

Participating Community is any community that voluntarily elects to participate in the NFIP by adopting and enforcing floodplain management regulations that are consistent with the standards of the NFIP.

Post-FIRM Construction means new construction and substantial improvements for which start of construction occurred after December 31, 1974, or on or after the effective date of the initial FIRM of the City of Gautier, whichever is later.

Pre-FIRM Construction means new construction and substantial improvements for which start of construction occurred on or before December 31, 1974, or before the effective date of the initial FIRM of the City of Gautier, whichever is later.

Probation is a means of FEMA formally notifying participating communities of the first of the two NFIP sanctions due to their failure to correct violations and deficiencies in the administration and enforcement of the local floodplain management regulations.

Public safety and nuisance means anything which is injurious to the safety or health of an entire City of Gautier or neighborhood, or any considerable number of persons, or unlawfully obstructs the free passage or use, in the customary manner, of any navigable lake, or river, bay, stream, canal, or basin.

Recreational vehicle means a vehicle that is:

- a.) Licensed and titled as an RV or park model (not a permanent residence);
- b.) Built on a single chassis;
- c.) 400 square feet or less when measured at the largest horizontal projection;
- d.) Has no attached deck, porch, or shed;
- e.) Has quick-disconnect sewage, water, and electrical connectors;
- f.) Designed to be self-propelled or permanently towable by a light duty truck, and;
- g.) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Regular Program means the second phase of the community's participation in the NFIP in which second layer coverage is available based upon risk premium rates only after FEMA has completed a risk study for the City of Gautier.

Regulatory floodway means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

Repair means the reconstruction or renewal of any part of an existing building for which the start of construction commenced on or after the effective date of a floodplain management regulation adopted by a City of Gautier and all such regulations effective at the time of permitting must be met.

Repetitive Loss means flood-related damages sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

Repetitive Loss Property is any insurable building for which two or more claims of more than \$1,000 were paid by the National Flood Insurance Program (NFIP) within any rolling 10-year period, since 1978. At least two of the claims must be more than ten days apart but, within ten years of each other. A RL property may or may not be currently insured by the NFIP.

Section 1316 means that section of the National Flood Insurance Act of 1968, as amended, which states that no new flood insurance coverage shall be provided for any property that FEMA finds has been declared by a duly constituted state or local zoning authority or other authorized public body to be in violation of state or local laws, regulations, or ordinances that are intended to discourage or otherwise restrict land development or occupancy in flood-prone areas.

Severe Repetitive Loss Structure means any insured property that has met at least one of the following paid flood loss criteria since 1978, regardless of ownership:

1. Four or more separate claim payments of more than \$5,000 each (including building and contents payments); or
2. Two or more separate claim payments (building payments only) where the total of the payments exceeds the current market value of the property.

In either case, two of the claim payments must have occurred within ten years of each other. Multiple losses at the same location within ten days of each other are counted as one loss, with the payment amounts added together.

Special flood hazard area (SFHA) is the land in the floodplain within a City of Gautier subject to a 1 percent or greater chance of flooding in any given year as shown on a FHBM or FIRM as Zones A, AE, AH, AO, AR, AR/AE, AR/AO, AR/AH, AR/A, A99, or VE.

Start of construction (for other than new construction or substantial improvements under the Coastal Barrier Resources Act P. L. 97-348), includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement or improvement was within 180 days of the permit date. The actual start means the first placement of permanent construction of a building on a site, such as the pouring of slabs or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main building. For substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure (for floodplain management purposes), means a walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

Structure (for insurance purposes), means a building with two or more outside rigid walls and a fully secured roof, that is affixed to a permanent site; a manufactured home built on a permanent chassis, transported to its site in one or more sections, and affixed to a permanent foundation; or a travel trailer without wheels, built on a chassis and affixed to a permanent foundation, that is regulated under the City of Gautier's floodplain management and building ordinances or laws. The term does not include a recreational vehicle or a park trailer or other similar vehicle, except as described in the last part of this definition, or a gas, or a liquid storage tank.

Subrogation means an action brought by FEMA when flood damages have occurred, a flood insurance claim has been paid, and all or part of the damage can be attributed to acts or omissions by a City of Gautier or other third party.

Substantial Damage means damage of any origin sustained by a structure whereby the cost of restoring the structure to before damaged condition would equal or exceed 50 percent of the market value of the structure before

the damage occurred. Substantial damage also means flood-related damages sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred

Substantial Improvement means any combination of reconstruction, rehabilitation, addition or other improvement of a structure taking place during a 10 year period in which the cumulative percentage of improvement equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred repetitive loss or substantial damage, regardless of the actual repair work performed.

The term does not apply to:

- a.) Any project for improvement of a building required to correct existing violations of state or local existing health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are minimum necessary to assure safe living conditions, provided that said code deficiencies were not caused by neglect or lack of maintenance on the part of the current or previous owners or;
- b.) Any alteration of a “historic structure” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.”

Substantially improved existing manufactured home parks or subdivisions means manufactured home parks or subdivisions where the repair, reconstruction, rehabilitation or improvement of the streets, utilities and pads equals or exceeds 50 percent of the value of the streets, utilities and pads before the repair, reconstruction or improvement commenced.

Suspension means the removal, with or without probation, of a participating Community from the NFIP because the Community failed to adopt and enforce the compliant floodplain management regulations required for participation in the NFIP.

VE Zone see “Coastal High Hazard Area”

Variance is a grant of relief by the City of Gautier from the terms of floodplain management regulations.

Violation means the failure of a structure or other development to be fully compliant with the City of Gautier’s floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in the City of Gautier’s floodplain management regulations is presumed to be in violation until such time as that documentation is provided.

Watercourse means any flowing body of water including a river, creek, stream, or a branch.

Water surface elevation means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

Wet floodproofing means a method of construction which allows water to enter a structure in such a way that will minimize damage to the structure and its contents. Wet floodproofing is appropriate for functionally dependent use and uses that facilitate open space use by variance only, structures utilized for parking or limited storage, or when all other techniques are not technically feasible. Wet floodproofing shall not be utilized as a method to satisfy the requirements of this ordinance for bringing substantially damaged or improved structures into compliance. Wet floodproofing is not allowed in lieu of complying with the lowest floor elevation requirements for new residential buildings.

X Zones (shaded) are areas of 0.2 percent chance flood that are outside of the SFHA subject to the one percent chance flood with average depths of less than one foot, or with contributing drainage area less than one square mile and areas protected by certified levees from the base flood.

X Zones (unshaded) are areas determined to be outside the 0.2 percent chance floodplain.

Zone means a geographical area shown on a Flood Hazard Boundary Map or a Flood Insurance Rate Map that reflects the severity or type of flooding in the area.

ARTICLE 3. GENERAL PROVISIONS.

SECTION A. LANDS TO WHICH THIS ORDINANCE APPLIES.

This ordinance shall apply to all areas of special flood hazard (SFHA) areas within the jurisdiction of City of Gautier.

SECTION B. BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD.

The areas of special flood hazard identified by the Federal Emergency Management Agency in the current scientific and engineering report entitled "The Flood Insurance Study (FIS) for Jackson County, Mississippi and Incorporated Areas", dated 12/21/2017 with accompanying Flood Insurance Rate Maps (FIRM)

28059C0304G	3/16/2009	28059C0307G	3/16/2009
28059C0308	3/16/2009	28059C0309G	3/16/2009
28059C0312G	3/16/2009	28059C0313G	3/16/2009
28059C0314G	3/16/2009	28059C0316G	3/16/2009
28059C0317G	3/16/2009	28059C0318G	3/16/2009
28059C0319G	3/16/2009	28059C0330G	3/16/2009
28059C0336G	3/16/2009	28059C0338G	3/16/2009
28059C0405G	3/16/2009	28059C0406G,	3/16/2009
28059C0407G	3/16/2009	28059C0426G	3/16/2009
28059CV001B	12/21/2017	28059CV002B	12/21/2017
28059CV003B	12/21/2017		

and other supporting data are adopted by reference and declared to be part of this ordinance. The Flood Insurance Study and maps are on file at the Gautier Municipal Building, 3330 Highway 90, Gautier, Mississippi.

SECTION C. ESTABLISHMENT OF FLOODPLAIN DEVELOPMENT PERMIT.

A development permit shall be required in conformance with the provision of this ordinance prior to the commencement of any development activities in identified areas of special flood hazard within the City of Gautier.

SECTION D. COMPLIANCE.

No structure or land shall hereafter be located, extended, converted or structurally altered without full compliance with the terms of this ordinance and other applicable regulations.

SECTION E. ABROGATION AND GREATER RESTRICTIONS.

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

SECTION F. INTERPRETATION.

In the interpretation and application of this ordinance all provisions shall be:

- (1) Considered as minimum requirements;
- (2) Liberally construed in favor of the governing body, and;
- (3) Deemed neither to limit nor repeal any other powers granted under state statutes.

SECTION G. WARNING AND DISCLAIMER OF LIABILITY.

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazard or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the city or by any officer or employee of the City of Gautier or by any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

SECTION H. ENFORCEMENT, PENALTIES, AND VIOLATIONS.

Civil penalties. Violation of the provisions of this ordinance or failure to comply with any of its requirements, including violation of conditions and safeguards established in connection with grants of variance or special exceptions, shall constitute a misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$1,000 or imprisoned for not more than 90 days, or both, and in addition, shall pay all costs and expenses involved in the case. Each day such violation continues shall be considered a separate offense. Nothing herein contained shall prevent the Floodplain Administrator from taking such other lawful actions as are necessary to prevent or remedy any violation.

ARTICLE 4. ADMINISTRATION.

SECTION A. DESIGNATION OF FLOOD DAMAGE PREVENTION ORDINANCE ADMINISTRATOR.

The City of Gautier hereby appoints the Building Official to administer and implement the provisions of this ordinance and is herein referred to as the Floodplain Administrator and/or the administrator.

SECTION B. PERMIT PROCEDURES.

Application for a Development Permit shall be made to the Floodplain Administrator on forms furnished by him or her prior to any development activities, and may include, but not be limited to, the following: plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, earthen fill, storage of materials or equipment, drainage facilities, and the location of the foregoing. Specifically, the following information is required:

- (1) Application Stage.
 - a.) Elevation in relation to mean sea level of the proposed lowest floor (including basement) of all buildings, which will be submitted on a FEMA Elevation Certificate by a state of Mississippi registered engineer or surveyor;
 - b.) Elevation in relation to mean sea level to which any non-residential building in an A Zone will be floodproofed;
 - c.) Certificate from a state of Mississippi registered professional engineer or architect that the non-residential flood-proofed building will meet the floodproofing criteria in Article 4, Section B (2), Article 5, Section B (2);

- d.) Description of the extent to which any watercourse will be altered or relocated as result of proposed development.
- (2) Finished Construction:

Upon completion of construction, a FEMA elevation certificate which depicts all finished construction elevations is required to be submitted to the Floodplain Administrator. If the project includes a floodproofing measure, a FEMA floodproofing certificate is required to be submitted by the permit holder to the Floodplain Administrator. Along with the floodproofing certificate an operation and maintenance plan must be provided.

SECTION C. POWERS, DUTIES, AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR.

The Floodplain Administrator and his or her designated staff is hereby authorized and directed to enforce the provisions of this ordinance. The Administrator is further authorized to render interpretations of this ordinance, which are consistent with its spirit and purpose.

(1) Right of Entry

- a.) Whenever necessary to make an inspection to enforce any of the provisions of this ordinance, or whenever the Administrator has reasonable cause to believe that there exists in any building or upon any premises any condition or ordinance violation which makes such building, structure or premises unsafe, dangerous or hazardous, the Administrator may enter such building, structure or premises at all reasonable times to inspect the same or perform any duty imposed upon the Administrator by this ordinance.
- b.) If such building or premises are occupied, the Administrator shall first present proper credentials and request entry. If such building, structure, or premises are unoccupied, he shall first make a reasonable effort to locate the owner or other persons having charge or control of such building or premises.
- c.) If entry is refused, the Administrator shall have recourse to every remedy provided by law to secure entry.
- d.) When the Administrator shall have first obtained a proper inspection warrant or other remedy provided by law to secure entry, no owner or occupant or any other persons having charge, care or control of any building, structure, or premises shall fail or neglect, after proper request is made as herein provided, to promptly permit entry therein by the Administrator for the purpose of inspection and examination pursuant to this ordinance.

(2) Stop Work Orders

- a.) Upon notice from the Administrator, work on any building, structure or premises that is being performed contrary to the provisions of this ordinance shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to his or her agent, or to the person doing the work, and shall state the conditions under which work may be resumed.

(3) Revocation of Permits

- a.) The Administrator may revoke a permit or approval, issued under the provisions of this ordinance, in case there has been any false statement or misrepresentation as to the material fact in the application or plans on which the permit or approval was based.

- b.) The Administrator may revoke a permit upon determination that the construction, erection, alteration, repair, moving, demolition, installation, or replacement of the structure for which the permit was issued is in violation of, or not in conformity with, the provisions of this ordinance.

Duties of the administrator shall include, but not be limited to:

- (1) Review all development permits to assure that the permit requirements of this ordinance have been satisfied.
- (2) Review proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334. Additionally, require the permittee to obtain and submit copies of any required federal or state permits and maintain them on file with the development permit.
- (3) Perform a minimum of three inspections to ensure that all applicable ordinance and floodplain development requirements have been satisfied. The first inspection upon the establishment of the Base Flood Elevation reference mark at the development site; the second upon the establishment of the structure's footprint prior to pouring the slab or the establishment of the lowest floor in an elevated foundation system; and the final inspection upon completion and submission of the required finished construction elevation certificate.
- (4) Verify any required setback distances.
- (5) Verify that all placement of fill or grading is according to certified plans. Assure that any fill being used as part of the structure's foundation system (not allowed in a CHHA) is both clean material and properly compacted and placed. A professional certification that any structure built on fill is reasonably safe from flooding can be requested of the builder/developer.
- (6) Verify adequate placement and size of any required flood vents in regard to the number of openings, their location, size, and height above ground level.
- (7) Ensure that a crawlspace has adequate vents or openings and that the interior grade is at or above the exterior grade.
- (8) Verify that the structure's utilities, duct work, and HVAC systems are to or above the base flood elevation.
- (9) Notify adjacent communities, the NFIP State Coordinator, and other federal and/or state agencies with statutory or regulatory authority prior to any alteration or relocation of a watercourse.
- (10) Assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is maintained.
- (11) Verify and record the actual elevation (in relation to mean sea level) of the lowest floor (including basement) of all new construction and substantially improved buildings, in accordance with Article 4, Section B (2). Information must be recorded on the FEMA Elevation Certificate.
- (12) Verify and record the actual elevation (in relation to mean sea level) to which the new construction and substantially improved buildings has been floodproofed, in accordance with Article 4, Section B (2). Information must be recorded on the FEMA Floodproofing Certificate for Non-Residential Structures and review the operations and maintenance plan.
- (13) Review certified plans and specifications for compliance.
- (14) Make the necessary interpretation where interpretation is needed as to the exact location of boundaries of the areas of special flood hazard (for example, where there appears to be a conflict between a mapped

boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this Article.

- (15) Obtain, review and reasonably utilize any base flood elevation and floodway data available from a federal, state or other source when base flood elevation data or floodway data have not been provided in accordance with Article 3, Section B, in order to administer the provisions of Article 5.
- (16) Provide information, testimony, or other evidence, as needed during variance request hearings.
- (17) Conduct the following actions when damage occurs to a building or buildings:
 - a.) Determine whether damaged structures are located within the Special Flood Hazard Area;
 - b.) Conduct damage assessments for those damaged structures located in the SFHA, and;
 - c.) Make a reasonable attempt to notify owner(s) of damaged structure(s) of the requirement to obtain a building permit / floodplain development permit prior to repair, rehabilitation, or reconstruction.
- (18) Perform such other inspections as may be required to insure compliance with the other provisions of this ordinance.
- (19) Required to keep all development permit records in perpetuity.

ARTICLE 5. PROVISIONS FOR FLOOD HAZARD REDUCTION.

SECTION A. GENERAL STANDARDS FOR ALL ZONES.

In all areas of special flood hazard the following provisions are required:

- (1) New construction and substantial improvements shall be anchored to prevent flotation, collapse and lateral movement of the structure.
- (2) Manufactured homes shall be anchored to prevent flotation, collapse, and lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. Dry stacked blocks (stacked without the use of mortar or cement to bond them together) are not to be used as an anchor/elevation method. This standard shall be in addition to and consistent with applicable state requirements for resisting wind forces.
- (3) New construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- (4) New construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.
- (5) Electrical, heating, ventilation, plumbing, air conditioning equipment and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding, such facilities shall be located a minimum of two (2) feet above the Base Flood Elevation.
- (6) New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
- (7) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.

- (8) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- (9) Any alteration, repair, reconstruction or improvements to a building that is in compliance with the provisions of this ordinance shall meet the requirements of “new construction” as contained in this ordinance.
- (10) Any alteration, repair, reconstruction or improvements to a building that is not in compliance with the provisions of this ordinance, shall be undertaken only if said non-conformity shall meet the requirements of “new construction” as contained in this ordinance.
- (11) All gas and liquid storage tanks (both above and below ground) shall be adequately anchored to prevent floatation, lateral movement resulting from hydrodynamic forces, and the effects of buoyancy.
- (12) When new construction and substantial improvements are located in multiple flood zones or in a flood zone with multiple base flood elevations, they shall meet the requirement for the more stringent flood zone and the highest base flood elevation.
- (13) Property owners shall be required to execute and record with the structure’s deed a non-conversion agreement declaring that the area below the lowest floor or the detached accessory building shall not be improved, finished or otherwise converted and/or a floodplain venting affidavit acknowledging that all openings will be maintained as flood vents; the community will have the right to inspect the enclosed area at reasonable times.

SECTION B. SPECIFIC STANDARDS FOR RIVERINE ZONES.

In all areas of special flood hazard designated on the City of Gautier’s FIRM, where base flood elevation data have been provided (excluding CHHA and Coastal AE Zone), as set forth in Article 3, Section B, the following provisions, in addition to the standards of Article 5, Section A, are required:

- (1) Residential Construction. New construction and substantial improvement of any residential building (including manufactured home) shall have the lowest floor, including basement, elevated to two (2) feet above the base flood elevation. Should solid foundation perimeter walls be used to elevate a structure, flood openings sufficient to automatically equalize hydrostatic flood forces on exterior walls of enclosures that are subject to flooding, shall be provided in accordance with standards of Article 5, Section B (4).
- (2) Non-Residential Construction. New construction and substantial improvement of any commercial, industrial, or non-residential building (including manufactured building) shall have the lowest floor, including basement, elevated to two (2) feet above the base flood elevation. Buildings located in all A Zones may, together with attendant utility and sanitary facilities, be floodproofed in lieu of being elevated provided that all areas of the building below the base flood elevation + two (2) foot freeboard are water tight with walls substantially impermeable to the passage of water, and use structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. Dry floodproofing is allowed only where flood velocities are less than or equal to five feet per second. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied. A Flood Emergency Operation Plan and an Inspection and Maintenance Plan must be provided by the design professional for the building. Such certification shall be provided to the Floodplain Administrator.
- (3) In special flood hazard areas with base flood elevations (AE Zones) but without floodways, no encroachments, including fill material or structures, shall be permitted unless certification by a registered professional engineer is provided demonstrating that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the City of Gautier. The engineering certification must be supported by technical data that conforms to standard hydraulic engineering principles.

- (4) Enclosures. New construction and substantial improvements that include fully enclosed areas formed by foundation and other exterior walls below the lowest floor shall be designed to preclude finished living space and designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls. Enclosed areas, including crawl spaces, shall be used solely for parking of vehicles, building access, and storage.
- a.) Designs for complying with this requirement must either be certified by a professional engineer or architect or meet or exceed the following criteria:
- (i) Provide a minimum of two openings, on different sides of each enclosed area; if a structure has more than one enclosed area below the base flood elevation, each shall have openings on exterior walls;
 - (ii) The total net area of all openings shall be at least one square inch for each square foot of enclosed area, or the openings shall be designed and the construction documents shall include a statement that the design and installation will provide for equalization of hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwaters;
 - (iii) The bottom of all openings shall be no higher than one foot above interior grade (which must be equal to in elevation or higher than the exterior grade);
 - (iv) Openings may be equipped with screens, louvers, valves or other coverings or devices provided they permit the automatic flow of floodwaters in both directions and automatically equalize hydrostatic flood loads on exterior walls, and;
- b.) Access to the enclosed area shall be minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the living area (stairway or elevator); and,
- c.) The interior portion of such enclosed area shall not be finished or partitioned into separate rooms.
- (5) Detached storage buildings, sheds, or other like accessory improvements, shall solely be used for parking of vehicles and storage. Such storage space shall not be used for human habitation and shall be limited to storage of items that can withstand exposure to the elements and have low flood damage potential. The storage space shall be constructed of flood resistant or breakaway materials, and equipment and service utilities, such as electrical outlets, shall be limited to essential lighting and other incidental uses, and must be elevated or floodproofed. Flood openings in accordance with the standards of Article 5 Section B (4) shall also be required. These accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters. Accessory improvements and other appurtenant structures shall be firmly anchored to prevent flotation, collapse and lateral movement that may result in damage to other structures. Development permit for such structures shall require the following information but not limited to: \$5,000.00 and 500 square feet.
- (6) Standards for Manufactured Homes and Recreational Vehicles.
- a.) All manufactured homes placed, or substantially improved, on individual lots or parcels, in existing manufactured home parks or subdivisions, in expansions to existing manufactured home parks or subdivisions, in new manufactured home parks or subdivisions or in substantially improved manufactured home parks or subdivisions, must meet all the requirements for new construction, including elevation and anchoring and the flood openings requirements of Article 5, Section B (4). Manufactured homes must be:
- (i) Elevated on a permanent foundation to have its lowest floor elevated to two (2) feet above the base flood elevation, and;
 - (ii) Securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

b.) All recreational vehicles placed on sites must either:

- (i) Be on site for fewer than 180 consecutive days and;
- (ii) Be fully licensed and ready for highway use, or
- (iii) Must meet all the requirements for new construction, including anchoring and elevation requirements of this Article 5, Section B (6) (a) or Article 5, Section B (6) (b) (i) above.

A recreational vehicle is ready for highway use if it is licensed and insured in accordance with the state of Mississippi motor vehicle regulations, is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

(7) Floodways. Located within areas of special flood hazard adopted by reference in Article 3, Section B, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity and depth of flood waters which carry debris, potential projectiles and has erosion potential, the following provisions shall apply:

- a.) Prohibit encroachments, including fill, new construction, substantial improvements, and other developments unless certification (with supporting technical data) by a registered professional engineer is provided demonstrating that encroachments shall not result in any increase in flood levels during occurrence of the base flood discharge;
- b.) If Article 5, Section B (7) (a) above is satisfied, all new construction and substantial improvements shall comply with all applicable flood damage prevention standards of Article 5.
- c.) Prohibit the placement of manufactured homes (mobile homes), except in an existing manufactured homes (mobile homes) park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring standards of Article 5, Section A (2), and the standards of Article 5, and the encroachment standards of this Article 5, Section B (6) (a), are met.

SECTION C. STANDARDS FOR STREAMS WITHOUT BASE FLOOD ELEVATIONS AND FLOODWAYS.

When base flood elevation data and floodway data are not available in accordance with Article 3, Section A, in Special Flood Hazard Areas without base flood elevation data, new construction and substantial improvements shall be elevated or floodproofed to elevations established by the City of Gautier. The following provisions in addition to the standards of Article 5 Section A and the enclosure standards of Article 5 Section B (4) shall apply:

- (1) Require that all new subdivision proposals and other proposed developments (including proposals for manufactured home parks and subdivisions) greater than five lots or five acres, whichever is lesser, include within such proposals base flood elevation data;
- (2) The Floodplain Administrator shall obtain, review, and reasonably utilize any base flood elevation and floodway data available from a federal, state, or other source, in order to administer the provisions of Article 5. When such data are available, standards of Article 5, Section B, shall apply. If data is not available from Article 5 Section C (1) or outside sources, then the following provisions shall apply.
- (3) No encroachments, including fill material or other development, shall be located within a distance of the stream bank equal to five times the width of the stream at the top of the bank or twenty feet each side from the top of the bank, whichever is greater, unless certification by a registered professional engineer is provided demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the base flood discharge. The enclosure standards of Article 5, Section B (4) shall apply.

- (4) The Floodplain Administrator shall require that a single lot applicant develop the base flood elevation for the development site, utilizing accepted engineering practices and procedures. Upon review of the submitted data, the Administrator may accept or reject the proposed base flood elevation. When such data is accepted, standards of Article 5, Section B, shall apply. .
- (5) Notify, in riverine situations, adjacent communities and the State Coordinating Office prior to any alteration or relocation of a watercourse, and submit copies of such notifications to FEMA. Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
- (6) Require that all manufactured homes be placed or installed using methods and practices which minimize flood damage. Manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Dry stacked blocks (stacked without the use of mortar or cement to bond them together) are not allowed within the Special Flood Hazard Area.

SECTION D. STANDARDS FOR SUBDIVISION PROPOSALS AND OTHER PROPOSED DEVELOPMENT.

- (1) All subdivision and other development proposals shall be consistent with the need to minimize flood damage;
- (2) All subdivision proposals and other development shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
- (3) All subdivision proposals and other development shall have adequate drainage provided to reduce exposure to flood hazards, and;
- (4) Base flood elevation data shall be provided for all new subdivision proposals and other proposed development (including manufactured home parks and subdivisions), which is greater than five lots or five acres, whichever is the lesser.

SECTION E. STANDARDS FOR ACCESSORY BUILDINGS IN ALL VE ZONES

For all accessory buildings in the SFHA designated “VE” all requirements stated in Article 5, Section F will apply.

SECTION F. COASTAL HIGH HAZARD AREAS

1. Located within areas of special flood hazard areas established in Article 3, Section B (maps) are Coastal High Hazard Areas, designated as Coastal AE Zones and VE Zones. These areas have special flood hazards associated with high velocity waters from wave action due to hurricanes, tsunamis, or other seismic sources. The following provisions, in addition to the standards of Article 5, Sections A, B, C, and D, except for B (7), shall also apply:
2. All new construction and substantial improvements in Coastal AE Zones and VE Zones shall be elevated on Pilings or columns so that:
 - a. The bottom of the lowest horizontal structural member of the lowest floor, excluding the pilings or columns, is elevated to two (2) feet above the base flood elevation, or one foot above the centerline of the street, whichever is greater, and;
 - b. The pile or column foundation and structure attached there to is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those requirements by state or local building codes.

3. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of Article 5, Section F (1).
4. Obtain the elevation, in relation to mean sea level, of the bottom of the lowest structural member of the lowest floor, excluding pilings and columns, of all new and substantially improved structures in Coastal AE Zones and VE Zones. The Floodplain Administrator shall maintain a record of all such information.
5. All new construction shall be located landward of the reach of mean high tide.
6. All new construction and substantial improvements in Coastal AE Zones and VE Zones shall have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood latticework, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system. For the purpose of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot. Breakaway wall enclosures shall not exceed 299 square feet. Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot, either by design or when so required by local codes, may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet the following conditions:
 - a. Breakaway wall collapse shall result from water load less than that which would occur during the base flood, and;
 - b. The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components, structural and nonstructural. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those requirements by state or local building codes. The lowest horizontal structural member should be oriented perpendicular to the expected wave crest.
7. If breakaway walls are utilized, such enclosed space shall be useable solely for storage, parking of vehicles, or building access. Such space shall not be used for human habitation and finished or partitioned into separate rooms.
8. Enclosures below elevated buildings shall be useable solely for storage, parking of vehicles, or building access. Such space will not be used for human habitation and not finished or partitioned into separate rooms.
9. Prohibit the use of fill for structural support of buildings. Under the buildings or structures, no fill may be used except for minor site grading for drainage purposes. Nonstructural fill may be used on coastal building sites for minor landscaping and site grading for drainage purposes as long as the fill does not interfere with the free passage of floodwaters and debris underneath the building or cause changes in flow direction during coastal storms such that will cause additional damage to buildings on the site or to any adjacent buildings. Certification by a professional engineer or architect shall be submitted along with design calculations demonstrating that no adverse impacts will result.
10. Prohibit man-made alteration of sand dunes that would increase potential flood damage.
11. All manufactured homes to be placed or substantially improved within Coastal AE Zones and VE Zones on the City of Gautier's FIRM on site:
 - a. Outside of a manufactured home park or subdivision,
 - b. In a new manufactured home park or subdivision,
 - c. In an expansion to an existing manufactured home park or subdivision, or
 - d. In an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as the result of a flood;

- e. Shall meet the standards of this Article 5, Section F and that manufactured homes placed or substantially improved on other sites in an existing manufactured home park or subdivision with **Coastal AE Zones and** VE Zones on the FIRM meet the requirements of Article 5, Section B(6).
12. All new structures shall be located on the lot so as to minimize exposure to coastal hazards and shoreline erosion, Structures shall be located outside the Coastal High Hazard Area, to the greatest extent possible.
13. Recreational vehicles placed on sites within **Coastal AE Zones** and VE Zones on the City of Gautier's FIRM either;
- a. Be permitted before being placed on site and be on site for fewer than 180 consecutive days and shall leave the site and obtain a new permit before returning to the same site, and;
 - b. Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions, or;
 - c. Meet the requirements of Article 5, Section F (1) through (10).

SECTION G. CRITICAL FACILITIES.

Construction of new and substantially improved critical facilities shall be located outside the limits of the special flood hazard area (one percent chance floodplain). Construction of new critical facilities shall be permissible within the SFHA only if no feasible alternative site is available and access to the facilities remains available during a 0.2 percent chance flood. Critical facilities constructed within the SFHA shall have the lowest floor elevated three feet six inches (3'6") above the base flood elevation at the site (or to the 0.2 percent chance flood elevation whichever is greater). Floodproofing and sealing measures must be implemented to ensure that toxic substances will not be displaced by or released into floodwaters. Multiple access routes, elevated to or above the 0.2 percent flood elevation, shall be provided to all critical facilities to the maximum extent possible. Critical facilities must not only be protected to or above the 0.2 percent chance flood, but must remain operable during such an event. The City of Gautier's flood response plan must list facilities considered critical in a flood, since loss of access can cause a critical situation. Other facilities in low risk flood zones that may also be needed to support flood response efforts must be included on the critical facility list. The use of any structure shall not be changed to a critical facility, where such a change in use will render the new critical facility out of conformance with this section. The list of the operators of the critical facilities affected by flooding must be updated at least annually, as part of the City of Gautier critical facility planning procedures.

ARTICLE 6. VARIANCE PROCEDURES.

SECTION A. DESIGNATION OF VARIANCE AND APPEALS BOARD.

The Mayor and City Council of the City of Gautier shall hear and decide appeals and requests for variances from requirements of this ordinance and is herein referred to as the board.

SECTION B. DUTIES OF VARIANCE AND APPEALS BOARD.

The board shall hear and decide appeals when it is alleged an error in any requirement, decision, or determination is made by the Floodplain Administrator in the enforcement or administration of this ordinance. Any person aggrieved by the decision of the board may appeal such decision to the City Council of the City of Gautier as provided in Mississippi Code Annotated, § 11-51-75 (1972).

SECTION C. VARIANCE PROCEDURES.

In passing upon such applications, the board shall consider all technical evaluations, relevant factors, and standards specified in other sections of this ordinance, and:

- (1) Upon consideration of factors listed below, and the purpose of this ordinance, the board may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.
- (2) The evaluation must be based on the characteristics unique to that property and not be shared by adjacent parcels. The characteristics must pertain to the land itself, not to the structure, its inhabitants, or its owners;
- (3) Variances shall not be granted for multiple lots, phases of subdivisions, or entire subdivisions;
- (4) The danger that materials may be swept onto other lands to the injury of others;
- (5) The danger of life and property due to flooding or erosion damage;
- (6) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner and the City of Gautier;
- (7) The importance of the services provided by the proposed facility to the City of Gautier;
- (8) The necessity of the facility to be at a waterfront location, where applicable;
- (9) The availability of alternative locations for the proposed use which are not subject to flooding or erosion damage;
- (10) The compatibility of the proposed use with existing and anticipated development;
- (11) The relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
- (12) The safety of access to the property in times of flood for ordinary and emergency vehicles;
- (13) The expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site, and;
- (14) The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets and bridges and culverts.
- (15) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

SECTION D. CONDITIONS FOR VARIANCES.

- (1) Variances shall only be issued when there is:
 - a.) A showing of good and sufficient cause;
 - b.) A determination that failure to grant the variance would result in exceptional hardship, and;
 - c.) A determination that the granting of a variance will not result in increased flood heights, additional threats to public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- (2) The provisions of this ordinance are minimum standards for flood loss reduction; therefore any deviation from the standards must be weighed carefully. Variances shall only be issued upon a determination that the variance is the minimum necessary deviation from the requirements of this ordinance, considering the flood hazard, to afford relief. In the instance of a Historic Structure, a determination that the variance is the

minimum necessary so as not to destroy the historic character and design of the building.(See Article 6, Section F.)

- (3) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the base flood elevation and the elevation to which the lowest floor is to be built and stating that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.
- (4) The Floodplain Administrator shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency and Mississippi Emergency Management Agency upon request. (See Article 6 Section E.)
- (5) Upon consideration of the factors listed above and the purposes of this ordinance, the board may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.
- (6) Variances shall not be issued “after the fact.”

SECTION E. VARIANCE NOTIFICATION.

Any applicant to whom a variance is granted shall be given written notice over the signature of a City of Gautier official that:

- (1) The issuance of a variance to construct a structure below the base flood elevation will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and;
- (2) List the specific variance granted with the minimum requirement that was changed with the approved variance. List the article, section and subsection for which the variance was issued to.
- (3) Such construction below the base flood level increases risks to life and property. A copy of the notice shall be recorded by the Floodplain Administrator in the Office of the Chancery Clerk and shall be recorded in a manner so that it appears in the chain of title of the affected parcel of land.

The Floodplain Administrator will maintain a record of all variance actions, including justification for their issuance, and report such variances to the Federal Emergency Management Agency and the Mississippi Emergency Management Agency upon request.

SECTION F. HISTORIC STRUCTURES.

Variances may be issued for the repair or rehabilitation of “historic structures” only upon a determination that the proposed repair or rehabilitation will not preclude the structure’s continued designation as a “historic structure” and the variance is the minimum to preserve the historic character and design of the structure.

SECTION G. SPECIAL CONDITIONS.

Upon consideration of the factors listed in Article 6, and the purposes of this ordinance, the Mayor and City Council may attach such conditions to the granting of variances, as it deems necessary to further the purposes of this ordinance.

SECTION H. FLOODWAY.

Variances shall not be issued within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.

ARTICLE 7. SEVERABILITY.

If any section, clause, sentence, or phrase of the Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this Ordinance.

This ordinance having first been reduced to writing was adopted at a public meeting of the Mayor and City Council of the City of Gautier, on **September 4, 2018**, wherein the vote was as follows and shall take effect **10/04/18** .

Mayor Torjusen _____

Councilwoman Martin _____

Councilman George _____

Councilman Jackson _____

Councilman Vaughan _____

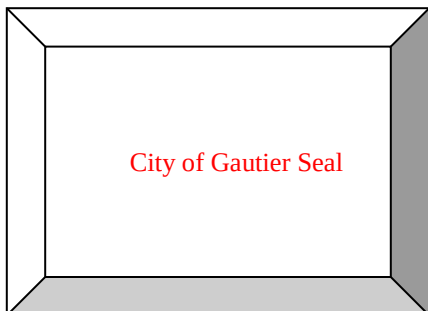
Councilman Anderson _____

Councilman Colledge _____

Mayor Phil Torjusen

ATTESTED BY:

City Clerk
Cindy Russell



**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Ramona Morgan, Planning Technician
Date: 08/28/2018
Subject: Request to adopt the proposed revisions to the City of Gautier Flood Damage Prevention and Control Ordinance.

REQUEST:

The Planning Department requests that City Council adopt the proposed revisions to our Flood Damage Prevention and Control Ordinance in order to maintain our current CRS score of seven (7). This score determines the amount of savings Gautier citizens receive on their flood insurance policy premiums. A score of seven (7) prescribes a 15% savings on policies.

BACKGROUND:

The City of Gautier currently contains eighteen (18) FEMA Flood Map Panels which were adopted in 2009. Also, in 2009, the City adopted necessary revisions to the Flood Damage Prevention and Control Ordinance. The City of Gautier adopted two (2) new map panels in 2017 as a result of the new flood studies performed by FEMA.

Also in 2017, the City adopted necessary revisions to the Flood Damage Prevention and Control Ordinance.

DISCUSSION:

The proposed Ordinance sections were included in the 2009 Flood Ordinance adoption and have been enforced since that time. Consequently, these Ordinance sections were unintentionally omitted from the 2017 adoption. This adoption will reinstate these specific Ordinance sections.

RECOMMENDATION:

Staff recommends that City Council adopt the revisions to the existing Flood Damage Prevention and Control Ordinance to maintain the City's current CRS score.

ATTACHMENTS: Current Flood Ordinance with proposed revisions (Highlighted)

ATTACHMENTS:

1. City of Gautier Flood Ordinance A-E 2017 10.3

**CITY OF GAUTIER
Business Agenda Item #6
Fact Sheet**

Council Meeting:
Title:

**September 4, 2018
Approval of Docket of Claims**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Approval of the Docket of Claims.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen ☐ Martin ☐ George ☐ Jackson ☐ Vaughan ☐ Anderson ☐ Colledge ☐

Second Made by:

Torjusen ☐ Martin ☐ George ☐ Jackson ☐ Vaughan ☐ Anderson ☐ Colledge ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, Miss. Code Ann. 21-39-9 requires governing authority to review all unpaid claims and determine if there is an obligation. An obligation exists if the related materials and supplies were properly contracted for and received by the municipality; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Docket of Claims is hereby approved, provided that all entries thereon are true, correct, properly entered and not fraudulent.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	C SPIRE WIRELESS	182803	09/04/2018	08/17/2018			555.39	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-605	POLICE CELLS		0032680896	07/12/2018			555.39
001	AT&T	182828	09/04/2018	08/22/2018			2,860.44	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284978000	08/14/2018			2,860.44
001	AT&T	182830	09/04/2018	08/23/2018			176.06	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284972172	08/14/2018			176.06
001	AT&T	182831	09/04/2018	08/23/2018			108.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284977070	08/14/2018			108.67
001	AT&T	182832	09/04/2018	08/23/2018			31.70	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC TELECOM SERVS		2284970262	08/14/2018			31.70
001	DELTA COMPUTER SYSTEMS INC	182838	09/04/2018	08/27/2018			455.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	ACCTG SOFTWARE MAINT		MN130928	08/15/2018			315.00
	001-092-698	VOTER REG SOFTWARE MAINT		MN130928	08/15/2018			20.00
	001-092-698	PRIV LICENSE SOFTWARE		MN130929	08/15/2018			120.00
001	FUELMAN	182839	09/04/2018	08/26/2018			3,329.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP53976218	08/13/2018			46.67
	001-100-525	UNL FUEL		NP53976218	08/13/2018			2,569.22
	001-161-525	UNL & DSL FUEL		NP53976218	08/13/2018			565.97
	001-170-525	UNL FUEL		NP53976218	08/13/2018			100.85
	001-205-525	UNL FUEL		NP53976218	08/13/2018			47.09
001	FUELMAN	182841	09/04/2018	08/26/2018			3,528.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP54017828	08/20/2018			31.04
	001-100-525	UNL FUEL		NP54017828	08/20/2018			2,638.76
	001-161-525	UNL & DSL FUEL		NP54017828	08/20/2018			652.52
	001-170-525	UNL FUEL		NP54017828	08/20/2018			158.04
	001-205-525	UNL FUEL		NP54017828	08/20/2018			47.88
001	WRIGHT WARD HATTEN & GUEL PLLC	182845	09/04/2018	08/26/2018			8,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-600	FY 2017 AUDIT		3667	08/22/2018			8,000.00
001	APRIL HAVENS STENNETT	182846	09/04/2018	08/26/2018			30.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-525	UNL FUEL - CARD MALFUNCTION		08042018	08/04/2018			30.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	COASTAL FIRE SAFETY LLC	182848	09/04/2018	08/26/2018			1,561.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-639	INSPECT F-EXTINGUISHERS (30)	2208	08/21/2018			90.00	
	001-092-635	SPRINKLER CERT: CITY HALL	2208	08/21/2018			125.00	
	001-092-635	FACP ALARM CERT: CITY HALL	2208	08/21/2018			250.00	
	001-100-635	SPRINKLER CERT: POLICE STN	2208	08/21/2018			125.00	
	001-100-635	FACP ALARM CERT: POLICE STN	2208	08/21/2018			250.00	
	001-161-635	SPRINKLER CERT: WEST FD	2208	08/21/2018			125.00	
	001-161-635	FACP ALARM CERT: WEST FD	2208	08/21/2018			250.00	
	001-092-639	RECHG F-EXTINGUISHERS (7)	2208	08/21/2018			232.00	
	001-092-639	REPL SAFETY PULL PIN (3)	2208	08/21/2018			9.00	
	001-092-639	ABC 5# - 6 YR INSPECT (3)	2208	08/21/2018			42.00	
	001-092-639	ABC 10# 6 YR INSPECT (2)	2208	08/21/2018			28.00	
	001-170-559	ABC 2.5# W/ VEHICLE BRACKET	2208	08/21/2018			35.00	
001	GLOBALSTAR	182858	09/04/2018	08/27/2018			82.66	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	0009613224	08/16/2018			82.66	
001	TYLER TECHNOLOGIES INC	182865	09/04/2018	08/28/2018			1,089.90	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-698	E-GOV IPAD SAAS FEE	025-232445	09/01/2018			363.30	
	001-090-698	E-GOV SERVER SAAS FEE	025-232445	09/01/2018			726.60	
001	FUELMAN	182866	09/04/2018	08/28/2018			3,770.96	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP54047563	08/27/2018			57.75	
	001-100-525	UNL FUEL	NP54047563	08/27/2018			2,826.62	
	001-161-525	UNL & DSL FUEL	NP54047563	08/27/2018			646.50	
	001-170-525	UNL & DSL FUEL	NP54047563	08/27/2018			141.58	
	001-205-525	UNL & DSL FUEL	NP54047563	08/27/2018			98.51	
001	BAYVIEW PET MEDICAL AND DENTAL CENTER	182867	09/04/2018	08/28/2018			581.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-514	WELLNESS EXAM-VACCS: JUSTICE	213803	08/24/2018			581.50	
001	COG HEALTH BENEFIT RESERVE	182869	09/04/2018	08/28/2018			30,000.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-021-480	EXPENSE EST INSURANCE BAL	FY 2018	08/31/2017			4,449.00	
	001-040-480	EXPENSE EST INSURANCE BAL	FY 2018	09/31/2017			9,378.00	
	001-100-480	EXPENSE EST INSURANCE BAL	FY 2018	09/31/2017			10,653.00	
	001-161-480	EXPENSE EST INSURANCE BAL	FY 2018	09/31/2017			5,520.00	
001	SINGING RIVER ELECTRIC COOPERATIVE	182871	09/04/2018	08/28/2018			904.20	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-631	BROWN FD 95237002	08152018	08/24/2018			341.61	
	001-161-631	MARTIN BLUFF FD 58380001	08162018	08/27/2018			251.63	
	001-201-629	SIGNAL LIGHTS 17546	08162018	08/27/2018			32.58	
	001-092-631	CITY LIMIT SIGN 17546	08162018	08/27/2018			24.29	
	001-100-631	MBLUFF SUB STN 58521002	08162018	08/27/2018			254.09	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BORDIS & DANOS PLLC	182873	09/04/2018	08/28/2018			126.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-060-602	TITLE EXAM: CRAWFORD EASEMENT	08272018	08/27/2018			32.50	
	001-060-602	TITLE EXAM: BURRELL	08272018	08/27/2018			76.00	
	001-060-602	DEED COPIES: FRONT STREET	08272018	08/27/2018			18.00	
001	AUTOZONE MISSISSIPPI INC	182876	09/04/2018	08/30/2018			252.98	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-570	DUAL FAN ASM, RADIATOR: U #33	4907375778	08/14/2018			252.98	
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC	182877	09/04/2018	08/29/2018			550.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-642	ANNUAL DINNER SPONSORSHIP	09062018	08/29/2018			550.00	
001	SINGING RIVER ELECTRIC COOPERATIVE	182879	09/04/2018	08/29/2018			1,149.32	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	DOLPHIN ST 94987002	08182018	08/28/2018			113.87	
	001-201-633	DOLPHIN ST 94988002	08182018	08/28/2018			95.02	
	001-201-633	DOLPHIN ST 94989002	08182018	08/28/2018			95.43	
	001-201-633	DOLPHIN ST 94990002	08182018	08/28/2018			548.13	
	001-201-633	WM PAYNE 100244001	08182018	08/28/2018			102.10	
	001-201-633	WM PAYNE 100245001	08182018	08/28/2018			194.77	
001	SINGING RIVER ELECTRIC COOPERATIVE	182880	09/04/2018	08/29/2018			2,680.87	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-631	POLICE STATION 66298004	08182018	08/28/2018			1,805.76	
	001-201-629	SIGNAL LIGHT 89113001	08182018	08/28/2018			56.02	
	001-170-631	CITY PARK RESTRMS 89912001	08182018	08/28/2018			328.64	
	001-201-633	STREET LIGHTS 90345002	08182018	08/28/2018			196.87	
	001-092-631	RECORDS BLDG 90790001	08182018	08/28/2018			253.72	
	001-170-631	FRAZIER RESTRMS 98546001	08182018	08/28/2018			39.86	
001	SINGING RIVER ELECTRIC COOPERATIVE	182882	09/04/2018	08/29/2018			8,869.46	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	STREET LIGHTING 10054	08182018	08/28/2018			5,221.64	
	001-201-629	SIGNAL LIGHTS 10054	08182018	08/28/2018			714.57	
	001-092-631	CITY HALL 10054	08182018	08/28/2018			1,169.93	
	001-170-631	FRAZIER PARK 10054	08182018	08/28/2018			50.09	
	001-170-631	SENIOR BLDG 10054	08182018	08/28/2018			660.89	
	001-161-631	CENTRAL FD 10054	08182018	08/28/2018			525.05	
	001-170-631	CITY PARK 10054	08182018	08/28/2018			140.49	
	001-092-631	PUBLIC WORKS 10054	08182018	08/28/2018			357.51	
	001-092-631	HWY 90 SIGN 10054	08182018	08/28/2018			29.29	
001	MSC 7511	182883	09/04/2018	08/29/2018			145.22	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-699	FNK100-01 RENTAL FEE	INV2639773	08/19/2018			145.10	
	001-100-699	MPC2504EX USAGE: B/W	INV2639773	08/18/2018			.12	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ALABAMA MEDIA GROUP	182884	09/04/2018	08/29/2018			505.56	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-615	AD:DISASTER DEBRIS MTRG RFQ	0008734499	08/12/2018	181095		174.24	
	001-040-615	AD:DISASTER DEBRIS REMV RFQ	0008734515	08/12/2018	181094		178.86	
	001-040-615	AD:DISASTER RESP SERV/SUPL RFQ	0008734531	08/12/2018	181093		117.48	
	001-040-615	BIDS:BANK DEPOSITORY SERVICES	0008740636	08/19/2018	181109		34.98	
001	ESTABROOK MOTOR CO INC	182885	09/04/2018	08/29/2018			247.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	FLASH COMPUTER	441364	08/16/2018	181121		101.00	
	001-100-638	PROGRAM VEH KEY (2)	441364	08/16/2018	181121		101.00	
	001-100-638	PARTS: FORD FUSION	441364	08/16/2018			45.00	
001	GALLS LLC	182886	09/04/2018	08/29/2018			1,040.58	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	GALLS GEAR SAM BROWNE BELT	BC0653024	08/10/2019	180960		36.99	
	001-100-559	SF BUCKLELESS INNER BELT	BC0653024	08/10/2019	180960		32.99	
	001-100-559	CLOSED TOP CUFF CASE (5)	BC0653024	08/10/2019	180960		99.95	
	001-100-559	K-FORCE DOUBLE MAG (3)	BC0653024	08/10/2019	180960		119.97	
	001-100-559	2 SNAP BELT KEEPERS (4)	BC0653024	08/10/2019	180960		91.96	
	001-100-559	EXPANDABLE BATON HOLDER (4)	BC0653024	08/10/2019	180960		127.96	
	001-100-559	ADJUST CITATION HOLDER (3)	BC0653024	08/10/2019	180960		53.97	
	001-100-559	21" FOAM HANDLE ASP BATON (2)	BC0653024	08/10/2019	180960		201.98	
	001-100-559	FLIP TOP STREAM DEF SPRAY (4)	BC0653024	08/10/2019	180960		55.96	
	001-100-559	SHIPPING	BC0653024	08/10/2019	180960		38.99	
	001-100-559	GALLS GEAR SAM BROWNE BELT	BC0649913	08/06/2018	181039		35.99	
	001-100-559	SF BUCKLELESS INNER BELT (3)	BC0649913	08/06/2018	181039		92.97	
	001-100-559	LEATHER BASKETWEAVE (5)	BC0649913	08/06/2018	181039		39.95	
	001-100-559	SHIPPING	BC0649913	08/06/2018	181039		10.95	
001	CAN'T MISS EMBROIDERY	182887	09/04/2018	08/29/2018			683.52	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	GPD POLO (20): DIVE TEAM	20903	08/21/2018	181030		519.60	
	001-100-559	GPD POLO (4): DIVE TEAM	20903	08/21/2018	181030		113.92	
	001-100-559	SET UP: DIVE TEAM LOGO	20903	08/21/2018	181030		50.00	
001	ACTION PRINTING CENTER INC	182888	09/04/2018	08/29/2018			58.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-001-559	BUSINESS CARDS (250): MAYOR	95028	08/24/2018	181107		58.50	
001	MID SOUTH UNIFORM & SUPPLY INC	182890	09/04/2018	08/29/2018			232.92	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-535	SS NAVY SHIRT (2)	581382	08/16/2018	181111		124.84	
	001-100-535	NAVY PANT W/BUE STRIPE (2)	581382	08/16/2018	181111		87.08	
	001-100-535	NAVY BRAID (2)	581382	08/16/2018	181111		8.50	
	001-100-535	LT BLUE BRAID (2)	581382	08/16/2018	181111		8.50	
	001-100-535	SEW ON PATCH (4)	581382	08/16/2018	181111		4.00	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MS FIRE ACADEMY	182891	09/04/2018	08/29/2018			1,588.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-681	CPAT EXAM: BOURQUE, P	26278	08/17/2018	180464		40.00	
	001-161-681	CPAT EXAM: GOFF, I	26278	08/17/2018	180464		40.00	
	001-161-681	CPAT EXAM: HANCOCK, M	26278	08/17/2018	180464		40.00	
	001-161-681	CPAT EXAM: PUZZ, G	26278	08/17/2018	180464		40.00	
	001-161-681	MS EFO 1021-III-IV: FINN, K	26295	08/20/2018	170467		1,278.00	
	001-161-681	DRV/OPER RETEST: ANSEMAN, B	26355	08/21/2018	181135		50.00	
	001-161-681	DRV/OPER RETEST:NORTHINGTON,Z	26355	08/21/2018	181135		50.00	
	001-161-681	1002 DRV/OPER: FOUNTAIN, S	26370	08/23/2018	180470		50.00	
001	BELL AUTO PARTS INC	182892	09/04/2018	08/29/2018			165.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-638	ELECTRIC MOTOR: E4	42731	08/16/2018	181118		165.50	
001	GULF COAST BUSINESS SUPPLY CO	182893	09/04/2018	08/29/2018			174.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-510	CS BROWN MF TOWELS (4)	174067	08/21/2018	181134		76.84	
	001-092-510	CS/100 TRASH BAGS 43X47 (12)	174067	08/21/2018	181134		87.80	
	001-092-510	SPONGE PAD YEL/GREEN (4)	170467.1	08/22/2018	181134		9.36	
001	MS FIRE INVESTIGATORS ASSN	182894	09/04/2018	08/29/2018			200.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-681	MFIA FALL SEMINAR:MCCOY, DEREK	10/10-12	08/23/2018	181141		175.00	
	001-161-682	MFIA DUES #128349:MCCOY, DEREK	128349	08/23/2018	181142		25.00	
001	COOPER FAMILY MED CENTER	182896	09/04/2018	08/29/2018			275.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-604	PHYS EXAM: WYLLIE, PATRICK	37853	07/02/2018	180955		100.00	
	001-100-604	EKG: WYLLIE, PATRICK	37853	07/02/2018	180955		60.00	
	001-100-604	U/A MICROSCOPIC:WYLLIE,PATRICK	37583	07/02/2018			15.00	
	001-100-604	PHYS EXAM: SEYMOUR, DEVIN	38014	08/28/2018			100.00	
001	MS TROPHY LLC	182897	09/04/2018	08/29/2018			31.70	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	NAME/SERVING BAR: GIBBS, JALEN	10879	08/17/2018	181110		28.20	
	001-100-559	POSTAGE	10879	08/17/2018			3.50	
001	GOODYEAR AUTO CENTER	182898	09/04/2018	08/29/2018			1,140.96	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	SET P245/55R18 EAGLES: U# 56	203340	08/09/2018	181108		608.96	
	001-100-638	SET P235/55R17 EAGLES: U# 62	203339	08/09/2018	181108		532.00	
001	SECURE NETWORKS LLC	182900	09/04/2018	08/29/2018			2,272.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-021-688	DELL OPTIPLEX 3050 WINDOWS 10	0540	08/20/2018	181106		789.00	
	001-021-688	MS HOME & BUSINESS 2016	3540	08/20/2018	181106		250.00	
	001-021-688	DELL DISPLAY VGA ADAPTER	3540	08/20/2018	181106		26.00	
	001-021-688	SHIPPING: ANKERSON, SCOTT	3540	08/20/2018	181106		25.00	
	001-100-597	DELL OPTIPLEX 3050 WINDOWS 10	3545	08/28/2018	181140		735.00	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	182900	09/04/2018	08/29/2018			2,272.00	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-597	MS HOME & BUSINESS 2016	3545	08/28/2018	181140		250.00	
	001-100-597	DELL DISPLAY VGA ADAPTER	3545	08/28/2018	181140		15.00	
	001-100-597	VIEWSONIC 24" LED WS MONITOR	3545	08/28/2018	181140		157.00	
	001-100-597	SHIPPING: POLICE DEPT	3545	08/28/2018	181140		25.00	
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	182902	09/04/2018	08/29/2018			375.71	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-500	CS 8.5X11 COPY PAPER (8)	3385610400	08/01/2018	181060		277.12	
	001-161-500	LTR FILE FOLDER 3TAB	3385610400	08/01/2018	181060		11.71	
	001-161-500	LTR FILE FOLDER 3TAB	3385774605	08/03/2018	181060		11.71	
	001-161-500	CDT RTN: LTR FILE FOLDER 3TAB	3387345642	08/18/2018	181060		-11.71	
	001-040-500	100CT EXPAND 10X13 ENVELOPES	3387175282	08/17/2018	181127		86.88	
001	BARNEYS POLICE AND HUNTING SUPPLIES	182904	09/04/2018	08/29/2018			435.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	24/7 ASCENT NAVY SHORTS (10)	00120367-0	08/14/2018	181041		420.00	
	001-100-559	SHIPPING: DIVE TEAM	00120367-0	08/14/2018	181041		15.00	
001	LAMEY ELECTRIC INC	182905	09/04/2018	08/29/2018			6,853.59	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-751	REPL SCHOOL ZONE FLASHER: SRE	1082A	08/24/2018	180863		500.00	
	001-201-751	ELECTRIAL SERVICE	1082A	08/24/2018	180863		1,500.00	
	001-201-751	8' SHAFT AND BREAKAWAY BASE	1082A	08/24/2018	180863		1,476.65	
	001-201-751	TS HEADS W/HARDWARE (2)	1082A	08/24/2018	180863		1,775.50	
	001-201-751	FLASHER ASSEMBLY	1082A	08/24/2018	180863		1,189.37	
	001-201-751	R10-15 SIGN	1082A	08/24/2018	180863		412.07	
001	OCEAN SPRINGS SIGN AND GRAPHICS LLC	182907	09/04/2018	08/29/2018			824.99	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-596	10X10 CUSTOM EVENT TENT	1018	07/16/2018	180717		824.99	
001	SOUTHERN TIRE MART LLC DEPT 143	182908	09/04/2018	08/29/2018			372.94	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-638	25X12-9 HI RUN SU20 ATV (3)	12382809	08/22/2018	181117		167.97	
	001-170-638	ST235/80R16/10 GLADIATOR (2)	12383456	08/23/2018	181131		165.98	
	001-170-638	MNT/DSMNT TIRE LIGHT TRUCK	12383456	08/23/2018	181131		10.00	
	001-170-638	16X6X8X6.5 GRAY MOD WHEEL	12383456	08/23/2018	181131		28.99	
001	JB CUSTOM FENCE	182909	09/04/2018	08/29/2018			1,048.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-559	REPL 4' CHAIN LINK FENCE	115	08/26/2018	181123		1,048.00	
001	STEINER SAW & MOWER	182910	09/04/2018	08/29/2018			132.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-639	REPAIR: STIHL CHAINSAW	472217	08/13/2018	181119		132.00	
FUND TOTAL	1 Claims	to	Checks	45 Total	89,497.34 Manual	Held	Total	89,497.34

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
157	SECURE NETWORKS LLC	182901	09/04/2018	08/29/2018			8,385.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	157-100-799	DELL POWEREDGE T330 WINDOW	3544	08/28/2018	181139		8,350.00	
	157-100-799	SHIPPING: NEW PTS SERVER	3544	08/28/2018	181139		35.00	
157	GRAFIX SHOPPE	182906	09/04/2018	08/29/2018			381.42	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	157-100-799	36" RFL GPD DIVE TEAM LOGO (2)	122678	08/14/2018	181112		350.00	
	157-100-799	FED EX TRACKING	122678	08/14/2018	181112		31.42	
FUND TOTAL 157 Claims	to	Checks	2 Total	8,766.42 Manual		Held	Total	8,766.42

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	182806	09/04/2018	08/17/2018			2,755.13	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	172-350-650	LIBRARY SUPPORT		AUG 2018	08/17/2018			2,755.13
FUND TOTAL	172 Claims	to	Checks	1 Total	2,755.13	Manual	Held	Total 2,755.13

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	AD2 INC	182804	09/04/2018	08/17/2018			151.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-699	HOSTING FEE SEPT 2018		3310	08/15/2018			36.50
	176-170-699	SHOPPING CART FEE SEPT 2018		3310	08/15/2018			115.00
176	AT&T	182810	09/04/2018	08/20/2018			49.94	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	AUG 2018: SSP INTERNET		285615432	08/11/2018			49.94
176	AT&T	182833	09/04/2018	08/23/2018			90.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	MONTHLY SERVICE		2284972244	08/14/2018			90.80
176	FUELMAN	182840	09/04/2018	08/26/2018			31.28	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP53976218	08/13/2018			31.28
FUND TOTAL 176 Claims	to	Checks	4 Total	323.52 Manual		Held	Total	323.52

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
301	SEYMOUR ENGINEERING PLLC Account Number 301-600-603	182861	09/04/2018	08/27/2018			6,600.00	
		Description ENG PLANS & SPECS		Invoice # 6759	Date 08/27/2018	P.O.	Amount	
								6,600.00
FUND TOTAL 301 Claims	to	Checks	1 Total	6,600.00	Manual		Held	Total 6,600.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
302	SEYMOUR ENGINEERING PLLC Account Number 302-301-603	182862	09/04/2018	08/27/2018			2,970.00	
		Description ENG PLANS & SPECS		Invoice # 6758	Date 08/27/2018	P.O.	Amount	
								2,970.00
FUND TOTAL 302 Claims	to	Checks	1 Total	2,970.00	Manual		Held	Total 2,970.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
350	SEYMOUR ENGINEERING PLLC Account Number 350-721-603	182863	09/04/2018	08/28/2018			13,000.00	
		Description DESIGN/PERMITTING 40%		Invoice # 6748	Date 08/24/2018	P.O.	Amount	
								13,000.00
FUND TOTAL 350 Claims	to	Checks	1 Total	13,000.00	Manual		Held	Total 13,000.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTIER	182800	09/04/2018	08/17/2018			43,427.11	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-680-821	ST LNS #3 90/57 SWR	08092018	08/09/2018				7,877.45
	400-680-822	ST LNS #4 90/57 WTR	08092018	08/09/2018				10,948.67
	400-680-822	ST LNS #4 90/57 SWR	08092018	08/09/2018				9,019.22
	400-680-823	ST LNS #5 ALLEN RD	08092018	08/09/2018				2,149.95
	400-680-824	ST LNS #6 OLD SPAN TR	08092018	08/09/2018				3,765.83
	400-680-825	ST LNS #7 OLD SPAN TR	08092018	08/09/2018				9,665.99
400	AT&T	182805	09/04/2018	08/17/2018			58.34	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-650-605	MONTHLY SERVICE	2284972276	08/06/2018				58.34
400	IRBY'S ANSWERING SERVICE	182807	09/04/2018	08/17/2018			364.42	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-650-698	58 CALL OUTS: 7/11 - 8/7/18	277-080818	08/08/2018				27.26
	400-650-698	444 AGENT MTS: 7/11 - 8/7/18	277-080818	08/08/2018				60.16
	400-650-698	BASE RATE: 8/8 - 9/4/18	277-080818	08/08/2018				277.00
400	CITY OF GAUTIER	182808	09/04/2018	08/17/2018			52,092.04	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-000-104	NATE REIMB:SHEPARD TRAILS	08142018	08/14/2018				39,137.75
	400-000-104	NATE REIMB:BARRICADES/BANNERS	08142018	08/14/2018				12,954.29
400	AT&T	182834	09/04/2018	08/23/2018			128.70	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-650-605	MONTHLY SERVICE	2284974594	08/14/2018				128.70
400	CITY OF GAUTIER	182837	09/04/2018	08/24/2018			26,401.18	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-000-104	NATE REIMB: R HIRAM/GRAV	08242018	08/24/2018				9,903.75
	400-000-104	NATE REIMB: EMERGENCY MEASURES	08242018	08/24/2018				16,497.43
400	ARISTA INFORMATION SYSTEMS INC	182842	09/04/2018	08/26/2018			3,628.95	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-650-698	JUL 2018 STATEMENTS	25903	08/13/2018				1,128.95
	400-650-698	JUL 2018 POSTAGE	1425201808	08/13/2018				2,500.00
400	2012 GUD BONDS DEBT SERVICE	182843	09/04/2018	08/26/2018			116,362.50	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-680-816	SEP 2018 PRN PMT	09012018	08/31/2018				112,916.63
	400-680-817	SEP 2018 INT PMT	09012018	08/31/2018				3,445.87
400	2018 BOND DEBT SERVICE FUND	182844	09/04/2018	08/26/2018			82,500.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-900-950	JUL 2018 P&I FUNDING	07012018	07/00/2018				27,500.00
	400-900-950	AUG 2018 P&I FUNDING	08012018	08/01/2018				27,500.00
	400-900-950	SEP 2018 P&I FUNDING	09012018	09/01/2018				27,500.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	AT&T	182851	09/04/2018	08/27/2018			156.70	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-605	MONTHLY SERVICE	2284975234	08/14/2018			156.70	
400	CABLE ONE INC	182852	09/04/2018	08/27/2018			54.36	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-698	SEPT 2018: #107663106	08162018	08/23/2018			54.36	
400	TYLER TECHNOLOGIES INC	182864	09/04/2018	08/28/2018			939.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-698	EQUIP MAINT: 3 EPSON PRINTER	025-233389	09/01/2018			609.00	
	400-650-698	EQUIP MAINT: 3 BAR CODE SCNR	025-233389	09/01/2018			210.00	
	400-650-698	EQUIP MAINT: 3 AUTO CASH DRWR	025-233389	09/01/2018			120.00	
400	USA BLUEBOOK	182868	09/04/2018	08/28/2018			48.88	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-582	PP UNION CONNECTOR (20)	653817	08/14/2018			32.98	
	400-651-582	FREIGHT	653817	08/14/2018			15.90	
400	SINGING RIVER ELECTRIC COOPERATIVE	182870	09/04/2018	08/28/2018			5,370.01	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STNS 89627001	08152018	08/27/2018			68.62	
	400-651-631	LIFT STNS 98702001	08162018	08/27/2018			34.07	
	400-651-631	LIFT STNS 17881	08162018	08/27/2018			2,394.78	
	400-651-631	WATER WELLS 17881	08162018	08/27/2018			2,872.54	
400	SINGING RIVER ELECTRIC COOPERATIVE	182872	09/04/2018	08/28/2018			2,071.54	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STATIONS 20649	08152018	08/24/2018			915.16	
	400-651-631	LIFT STATIONS 28779	08152018	08/24/2018			95.86	
	400-651-631	SCHOONER WELL 20688	08112018	08/21/2018			859.18	
	400-651-631	LIFT STATIONS 20688	08112018	08/21/2018			201.34	
400	HENZE ENTERPRISES INC	182878	09/04/2018	08/29/2018			1,260.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-585	15 CY TOPSOIL (6)	27773	08/27/2018			1,260.00	
400	SINGING RIVER ELECTRIC COOPERATIVE	182881	09/04/2018	08/29/2018			7,771.06	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	IONIZATION PLANT 99216002	08182018	08/28/2018			321.20	
	400-651-631	LIFT STATIONS 17882	08182018	08/28/2018			2,850.59	
	400-651-631	WATER WELLS 17882	08182018	08/28/2018			2,977.28	
	400-651-631	CITY HALL SOUTH 17882	08182018	08/28/2018			1,621.99	
400	ACTION PRINTING CENTER INC	182889	09/04/2018	08/29/2018			178.85	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-559	WATER/SEWER APPLICATIONS (750)	95106	08/24/2018	181125		178.85	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SHERWIN-WILLIAMS COMPANY	182895	09/04/2018	08/29/2018			68.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	GAL IND PURE WHITE PAINT (2)	3069-4	08/13/2018	181114		79.32	
	400-651-581	DISCOUNT	3069-4	08/13/2018	181114		-11.32	
400	C & M ELECTRIC MOTOR SERVICE INC	182899	09/04/2018	08/29/2018			1,598.90	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-584	5HP SUB PUMP: WESTGATE LS	12053	08/15/2018	181104		1,598.90	
400	STAPLES BUSINESS ADVANTAGE DEPT ATL	182903	09/04/2018	08/29/2018			403.20	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-559	WIRELESS MOUSE COMBO MK710	3387175283	08/17/2018	181126		75.67	
	400-650-559	4PK PACKING TAPE	3387175283	08/17/2018	181126		11.14	
	400-650-559	3PK SCISSORS	3387175283	08/17/2018	181126		1.93	
	400-650-559	LEXMARK BLK TONER	3387175283	08/17/2018	181126		74.99	
	400-650-559	HP 950XL/951 CMY CLR 4PK	3387175283	08/17/2018	181126		203.48	
	400-650-559	SHIPPING BOXES 10/BUNDLE	3387175284	08/17/2018	181126		35.99	
400	J H WRIGHT & ASSOCIATES INC	182911	09/04/2018	08/29/2018			10,142.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-767	M112 WIRELESS ALARM SYSTEM (5)	409197	08/15/2018	180967		7,000.00	
	400-651-767	M651 WET WELL ALARM MODULE (5)	409197	08/15/2018	180967		875.00	
	400-651-767	M511 1YR SERVICE PACKAGE (5)	409197	08/15/2018	180967		1,740.00	
	400-651-767	FREIGHT	409197	08/15/2018	180967		100.00	
	400-651-584	LC1D12G7 TELEMA CONTACTOR (2)	409258	08/16/2018	181051		94.00	
	400-651-584	LRD32 TELEMA OVERLOAD (2)	409258	08/16/2018	181051		70.00	
	400-651-584	LC1D12G7 TELEMA CONTACTOR (2)	409258	08/16/2018	181051		50.00	
	400-651-584	LRD12 TELEMA OVERLOAD (2)	409258	08/16/2018	181051		64.00	
	400-651-584	SHIPPING	409258	08/16/2018	181051		35.00	
	400-651-584	8 CHECK VALVE PIN: LS-3	409101	08/13/2018	181136		69.00	
	400-651-581	M479 MISSION RELAY: LARK WELL	409336	08/22/2018	181137		45.00	
FUND TOTAL 400 Claims	to	Checks	22 Total	355,025.74	Manual	Held	Total	355,025.74

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	CITY OF GAUTIER	182809	09/04/2018	08/22/2018			75,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	404-900-985	BUDGETED TRANSFER		08312018	08/31/2018			75,000.00
FUND TOTAL 404 Claims	to	Checks	1 Total	75,000.00	Manual		Held	Total 75,000.00

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	45 Total	89,497.34 Manual	Held	Total	89,497.34
FUND 157 Claims	to	Checks	2 Total	8,766.42 Manual	Held	Total	8,766.42
FUND 172 Claims	to	Checks	1 Total	2,755.13 Manual	Held	Total	2,755.13
FUND 176 Claims	to	Checks	4 Total	323.52 Manual	Held	Total	323.52
FUND 301 Claims	to	Checks	1 Total	6,600.00 Manual	Held	Total	6,600.00
FUND 302 Claims	to	Checks	1 Total	2,970.00 Manual	Held	Total	2,970.00
FUND 350 Claims	to	Checks	1 Total	13,000.00 Manual	Held	Total	13,000.00
FUND 400 Claims	to	Checks	22 Total	355,025.74 Manual	Held	Total	355,025.74
FUND 404 Claims	to	Checks	1 Total	75,000.00 Manual	Held	Total	75,000.00
Total for all Funds		Checks	78 Total	553,938.15 Manual	Held	Total	553,938.15

CITY OF GAUTIER
Consent Agenda Item #1
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Authority to Advertise for Bids for the Pine Cone Drive Spillway Project

Introduced by:
Contact Person/Telephone

April Havens 497-8000 ext. 315

Summary Explanation: Authorization for staff to advertise for bids for the Pine Cone Drive Spillway project.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	☐

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, structural repairs are required to the existing Pine Cone Drive Spillway; and

WHEREAS, the total cost for this project is estimated at \$175,725.60, which includes engineering fees, and Jackson County has provided the funds for this project; and

WHEREAS, to move forward with the Pine Cone Drive Spillway project, the City must advertise for bids; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized to advertise for bids for the Pine Cone Drive Spillway project.

IT IS FURTHER ORDERED that the City Manager and City Clerk are authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 08/27/2018
Subject: Advertisement for Bid-Pine Cone Drive Spillway Project

REQUEST:

The Grants and Projects Department requests that the City Council authorize advertising for bid on the Pine Cone Drive Spillway Project.

BACKGROUND:

Seymour Engineering will serve as City of Gautier's professional engineering representative for the project, providing engineering consultation and advice and furnishing customary civil engineering services.

DISCUSSION:

The total cost is estimated at \$175,725.60, which includes engineering fees. Jackson County has provided the funds for this project.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize advertising for bid on the Pine Cone Drive Spillway Project.

The City Council may:

- 1) Authorize City staff to advertise for bid on the Pine Cone Drive Spillway Project or;
- 2) Not authorize City staff to advertise for bid on the Pine Cone Drive Spillway Project.

ATTACHMENTS:

1. Consent Agenda Item 1 -Advertisement for the Pine Cone Drive Spillway Project
2. Advert for Bid-Pine Cone Drive

NOTICE OF INVITATION FOR BID

Notice is hereby given that the City of Gautier, Mississippi, will receive sealed bids at City Hall, City of Gautier, 3330 Highway 90, Gautier, Mississippi 39553 until p.m. (CDT) on , 2018, for the following:

PINE CONE DRIVE SPILLWAY CITY OF GAUTIER

These bids are invited to remove and replace a deteriorated concrete spillway that also serves as part of a road (Pine Cone Drive) in Gautier, Mississippi.

A Pre-Bid meeting will be held at a.m. on , 2018 at the office of Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi. It is strongly suggested that all prospective Bidders attend this meeting.

All Bids must be accompanied by a certified check or bank draft payable to the order of The City of Gautier, Mississippi, negotiable U.S. Government bonds (at par value), or a satisfactory Bid bond executed by the Bidder and an acceptable surety, must be submitted in an amount equal to five percent (5%) of the total bid.

All Bids submitted in excess of \$50,000.00 by a prime or subcontractor to do any erection, building, construction, repair, maintenance or related work, must comply with Section 31-3-21, Mississippi Code of 1972, by having a current Certificate of Responsibility from the State Board of Public Contractors. The Contractor's classification should include the ability to perform work in regards to clearing, grubbing, and snagging.

Bid documents are being made available via paper copy or digital copy (CD). All Prospective Bidders and Plan Holders are required to register for an account and log-in at www.SeymourEngPlans.com. At this site, plans can be viewed at no charge or physically purchased. All Prospective Bidders and Plan Holders must have a valid email address for registration. Purchased bid documents are non-refundable and must be purchased through the website. A view only copy of the plans, specifications, and proposal documents are also available at the office of Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi. The Seymour Engineering Project Manager is Edward "Ned" L. Hogg, P.E. and can be contacted at the listed address or at (228) 385-2350 ext. 108 regarding the project. Plans and Contract Documents may be examined online or at the office of Seymour Engineering during regular business hours (8:00 a.m. – 5:00 p.m., Monday – Friday).

Bids may be submitted via envelope or electronically at www.SeymourEngPlans.com until the time specified. Bids received after the specified time will be returned unopened. Bids submitted by envelope must be addressed to SHERRY FARABEE, PURCHASING AGENT, City of Gautier, City Hall, 3330 Highway 90, Gautier, Mississippi 39553 and designated as Bid for:

PINE CONE DRIVE SPILLWAY CITY OF GAUTIER

The current Certificate of Responsibility Number shall be indicated on the exterior of the sealed bid envelope in order to be opened. All Bids submitted for \$50,000 or less shall be so marked on the exterior of the sealed bid envelope.

The City of Gautier reserves the right to reject any and all bids received and to award said bid in the best interest of the City. Bids may be held for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the Contract.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, THIS THE DAY OF , 2018.

PAULA YANCEY, CITY
MANAGER CITY OF GAUTIER
3330 US-90
GAUTIER, MS 39553

Run 2 times

Open

CITY OF GAUTIER
Consent Agenda Item #2
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Authority to Advertise for Bids for the Robert Hiram Bridge Repair Project

Introduced by:
Contact Person/Telephone

April Havens 497-8000 ext. 315

Summary Explanation: Authorization for staff to advertise for bids for the Robert Hiram Bridge Repair project.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, structural repairs are required to Robert Hiram Bridge; and

WHEREAS, the total cost for this project is estimated at \$81,781.71, which includes engineering fees, and Jackson County has provided the funds for this project; and

WHEREAS, to move forward with the Robert Hiram Bridge Repair project, the City must advertise for bids; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized to advertise for bids for the Robert Hiram Bridge Repair project.

IT IS FURTHER ORDERED that the City Manager and City Clerk are authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 08/27/2018
Subject: Advertisement for Bid-Robert Hiram Bridge Repair

REQUEST:

The Grants and Projects Director requests that the City Council authorize advertising for bid on the Robert Hiram Bridge Repair Project.

BACKGROUND:

Seymour Engineering will serve as the City of Gautier's professional engineering representative for the Project, providing engineering consultation and advice and furnishing customary civil engineering services.

DISCUSSION:

The total cost is estimated at \$81,781.71, which includes engineering fees. Jackson County has provided the funds for this project.

RECOMMENDATION:

The Grants and Projects Director recommends that the City Council authorize advertising for bid on the Robert Hiram Bridge Repair Project.

The City Council may:

- 1) Authorize City staff to advertise for bid on the Robert Hiram Bridge Repair Project or;
- 2) Not authorize City staff to advertise for bid on the Robert Hiram Bridge Repair Project.

ATTACHMENTS:

1. Advert for Bid-Robert Hiram

NOTICE OF INVITATION FOR BID

Notice is hereby given that the City of Gautier, Mississippi, will receive sealed bids at City Hall, City of Gautier, 3330 Highway 90, Gautier, Mississippi 39553 until p.m. (CDT) on , 2018, for the following:

ROBERT HIRAM DRIVE BRIDGE SHEET PILE REPAIR CITY OF GAUTIER

These bids are invited to remove and repair a failed sheet pile corner at the Robert Hiram Bridge on Robert Hiram Drive in Gautier, Mississippi.

A Pre-Bid meeting will be held at a.m. on , 2018 at the office of Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi. It is strongly suggested that all prospective Bidders attend this meeting.

All Bids must be accompanied by a certified check or bank draft payable to the order of The City of Gautier, Mississippi, negotiable U.S. Government bonds (at par value), or a satisfactory Bid bond executed by the Bidder and an acceptable surety, must be submitted in an amount equal to five percent (5%) of the total bid.

All Bids submitted in excess of \$50,000.00 by a prime or subcontractor to do any erection, building, construction, repair, maintenance or related work, must comply with Section 31-3-21, Mississippi Code of 1972, by having a current Certificate of Responsibility from the State Board of Public Contractors. The Contractor's classification should include the ability to perform work in regards to clearing, grubbing, and snagging.

Bid documents are being made available via paper copy or digital copy (CD). All Prospective Bidders and Plan Holders are required to register for an account and log-in at www.SeymourEngPlans.com. At this site, plans can be viewed at no charge or physically purchased. All Prospective Bidders and Plan Holders must have a valid email address for registration. Purchased bid documents are non-refundable and must be purchased through the website. A view only copy of the plans, specifications, and proposal documents are also available at the office of Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi. The Seymour Engineering Project Manager is Edward "Ned" L. Hogg, P.E. and can be contacted at the listed address or at (228) 385-2350 ext. 108 regarding the project. Plans and Contract Documents may be examined online or at the office of Seymour Engineering during regular business hours (8:00 a.m. – 5:00 p.m., Monday – Friday).

Bids may be submitted via envelope or electronically at www.SeymourEngPlans.com until the time specified. Bids received after the specified time will be returned unopened. Bids submitted by envelope must be addressed to SHERRY FARABEE, PURCHASING AGENT, City of Gautier, City Hall, 3330 Highway 90, Gautier, Mississippi 39553 and designated as Bid for:

ROBERT HIRAM DRIVE BRIDGE SHEET PILE REPAIR CITY OF GAUTIER

The current Certificate of Responsibility Number shall be indicated on the exterior of the sealed bid envelope in order to be opened. All Bids submitted for \$50,000 or less shall be so marked on the exterior of the sealed bid envelope.

The City of Gautier reserves the right to reject any and all bids received and to award said bid in the best interest of the City. Bids may be held for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the Contract.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, THIS THE DAY OF , 2018.

PAULA YANCEY, CITY
MANAGER CITY OF GAUTIER
3330 US-90
GAUTIER, MS 39553

Run 2 times

Open

CITY OF GAUTIER
Consent Agenda Item #3
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Authorization to accept monetary donations for the
City of Gautier's Cruisin' Through the Decades Event

Introduced by:
Contact Person/Telephone

Chassity Bilbo 497-8000 ext. 317

Summary Explanation: Authorization to accept the following monetary donations for the City of Gautier's Cruisin' Through the Decades Event to be held September 30, 2018 from 11:00 A.M. – 4:00 P.M.: Bronze Sponsor- \$500.00 by Seymour Engineering, Bronze Sponsor - \$500.00 by Batson & Brown, Bronze Sponsor - \$500.00 by People's Bank, Bronze Sponsor - \$500.00 by Butler Snow, Bronze Sponsor - \$500.00 by Bordis & Danos, PLLC, Bronze Sponsor - \$500.00 by Engel Electric and Gold Sponsor - \$2,500.00 by Clearwater Solutions.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi the following:

ORDER NUMBER 000-2018

WHEREAS, THE 22nd Annual Cruisin' the Coast will be held September 30, 2018 through October 7, 2018 on the Mississippi Gulf Coast and will feature activities like cruise-ins, headline bands & oldies entertainment, a swap meet, the CTC/Vicari Auto Auction and much more; and

WHEREAS, this is an excellent opportunity for the City of Gautier to promote and bring favorable recognition to the City of Gautier and will have a great economic impact to the local businesses within the City of Gautier; and

WHEREAS, several sponsors have offered donations to the City for the purpose of hosting this event; and

WHEREAS, the Mayor and Council Members have determined that acceptance of these donations is in the best interest of the City of Gautier.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the following monetary donations for the City of Gautier's Cruisin' Through the Decades Event to be held September 30, 2018 from 11:00 A.M. – 4:00 P.M. is hereby approved.

Bronze Sponsor - \$500.00	by Seymour Engineering
Bronze Sponsor - \$500.00	by Batson & Brown
Bronze Sponsor - \$500.00	by People's Bank
Bronze Sponsor - \$500.00	by Butler Snow
Bronze Sponsor - \$500.00	by Bordis & Danos
Bronze Sponsor - \$500.00	by Engel Electric
Gold Sponsor - \$2,500.00	by Clearwater Solutions

IT IS FURTHER ORDERED that the City Manager and City Clerk are authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi,
at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Recreation Director
Date: 08/28/2018
Subject: Approval to accept a monetary donations for The City of Gautier's Cruisin' Through the Decades Event

REQUEST:

The Recreation Department is seeking authorization from City Council to accept the following monetary donation for the City of Gautier's Cruisin' Through the Decades Event held on September 30, 2018.

BACKGROUND:

The 22nd Annual Cruisin' the Coast will be held Sept. 30-Oct. 7 on the Mississippi Gulf Coast and will feature activities like cruise-ins, headline bands & oldies entertainment, a swap meet, the CTC/Vicari Auto Auction and much more. The City of Gautier has been approved to host a one day event called, Cruisin' Through the Decades that will take place September 30, 2018 from 11 a.m. – 4 p.m. This is an excellent opportunity for the City of Gautier to promote and bring favorable recognition to the City of Gautier and will have a great economic impact to the local businesses within the City of Gautier.

DISCUSSION:

The City of Gautier has received monetary donations from the following sponsors:

1. Bronze Sponsor \$500.00- Seymour Engineering
2. Bronze Sponsor \$500.00- Batson & Brown
3. Bronze Sponsor \$500.00-People's Bank
4. Bronze Sponsor \$500.00- Butler Snow
5. Bronze Sponsor \$500.00-Bordis & Danos
6. Bronze Sponsor \$500.00-Engel Electric
7. Gold Sponsor - \$2,500- ClearWater Solutions

RECOMMENDATION:

The Recreation Department recommends that City Council approve the above monetary donation for the Cruisin Through the Decades Event.

The City Council may:

1. Approve the monetary donations listed above ; or
2. Not approve the monetary donations listed above.

ATTACHMENTS:

1. Sponsorship Checks Cruisin' Coast 2018

BUTLER SNOW**REGIONS BANK**85-543
653

Check#

341986

Butler Snow LLP

P.O. Box 6010
Ridgeland, MS 39158-6010

Check Date

Jul 27, 2018

Amount

\$*****500.00

Pay FIVE HUNDRED AND 00/100 DOLLARS

VOID IF NOT PRESENTED FOR PAYMENT WITHIN 90 DAYS

To the
Order of:City of Gautier
3330 Highway 90
Gautier, MS 39553*Rance Lopez*

SIGNATURE AREA HAS A DISAPPEARING BORDER - CHECK BORDER CONTAINS MICROPRINTING

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER AND ORIGINAL DOCUMENT SECURITY SCREEN ON BACK WITH PADLOCK SECURITY ICON.

**Bordis & Danos, PLLC**1215 Government St.
Ocean Springs, MS 39564
(228) 215-1367**Regions**
811 Bienville Blvd.
Ocean Springs, MS 39564

85-543/653

1627

7/26/2018

PAY TO THE
ORDER OF

City of Gautier

\$ **500.00

Five Hundred and 00/100 ***** DOLLARS

Security features included. Details on back.

MEMO

Paula Yancey
City Manager
City of Gautier
3330 Highway 90
Gautier, MS 39553
Bronze Sponsor - Cruisin the Coast*[Signature]*

AUTHORIZED SIGNATURE

MP

THIS DOCUMENT CONTAINS A WATERMARK BACKER, VOID PANTO, AND DIGITAL MICRO VALIDATION

THE PEOPLES BANKP.O. DRAWER 529
BILOXI, MISSISSIPPI 39533-0529**EXPENSE CHECK**85-75
655

124941

PAY

FIVE HUNDRED AND 00/100 DOLLARS

TO
THE
ORDER
OF

City Of Gautier

, MS

DATE

8/17/2018

CHECK NO.

124941

CHECK AMOUNT

\$500.00

AUTHORIZED SIGNATURE

DIGITAL MICRO VALIDATION (DMV) - CONSECUTIVELY COMBINED MICRO PRINT SIGNATURE LINE
MATCHES CONSECUTIVE MICRO & GOTHIC - VIEW UNDER MAGNIFICATION FOR AUTHENTICATION.

MP

DMV

028944

BATSON AND BROWN, INC.
CONSULTING ENGINEERS
11267 OLD 63 SOUTH
LUCEDALE, MS 39452-6649

CENTURY BANK
LUCEDALE, MISSISSIPPI
85-332/653

7/19/2018

PAY TO THE
ORDER OF

City of Gautier

\$ **500.00

Five Hundred and 00/100*****

DOLLARS

City of Gautier
3330 Highway 90



Bob Dumas
AUTHORIZED SIGNATURE

MEMO



CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

SEYMOUR ENGINEERING, PLLC
925 TOMMY MUNRO DRIVE
SUITE G
BILOXI, MS 39532
(228) 385-2350

BANCORPSOUTH
BILOXI, MS 39530
85-127/842

7518

7/20/18

PAY TO THE
ORDER OF

CITY OF GAUTIER

\$ **500.00

Five Hundred and 00/100*****

DOLLARS

CITY OF GAUTIER
ATTENTION: CHASSITY BILBO
3330 HIGHWAY 90
GAUTIER, MS 39553

[Signature]

MEMO

CRUISIN' 2018



ENGEL ELECTRIC LLC
PH. 228-219-6753
7 DAVIS BAYOU RD.
OCEAN SPRINGS, MS 39564

85-7112/2653 2478

DATE 8/14/18

ShieldSM

PAY TO THE ORDER OF City of Gautier \$ 500

five hundred dollars — DOLLARS

First FEDERAL

Post Office Box 1170
3905 Bienville Blvd.
Ocean Springs, MS 39566-1170

MEMO

MP

CLEARWATER SOLUTIONS LLC
2660 EASTCHASE LN, SUITE 200
MONTGOMERY, AL 36117
(334) 532-3201

AUBURN BANK 30216

61-257/622

CHECK ARMOR[®] FRAUD PROTECTION

August 9, 2018

PAY TO THE ORDER OF Two Thousand Five Hundred and 00/100 Dollars \$

CITY OF GAUTIER
3330 HWY 90
GAUTIER, MS 39553

2,500.00 DOLLARS

MEMO

AUTHORIZED SIGNATURE

MP

Photo Safe Deposit[®]

Details on Back.

CITY OF GAUTIER
Consent Agenda Item #4
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Authorization to accept Contract Extension with
DRC Emergency Services, LLC for Debris Removal
and 70-hour push in preparation for
Hurricane/Disaster Debris

Introduced by:
Contact Person/Telephone

City Manager 497-8000 ext. 306

Summary Explanation: Authorization to accept a one year extension of the current contract with DRC Emergency Services, LLC to provide Disaster-Related Debris Removal Services and 70-hour push in preparation for Hurricane/Disaster Debris for the City of Gautier in the event these services are required.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☒
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, the City of Gautier currently has a contract with DRC Emergency Services, LLC for Debris Removal and 70-hour push in preparation for Hurricane/Disaster Debris; and

WHEREAS, a one (1) year extension of said contract has been offered; and

WHEREAS, the Mayor and Council Members hereby find that said extension is in the best interests of the City;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the contract extension for a period of one (1) year with DRC Emergency Services, LLC for Debris Removal and 70-hour push in preparation for Hurricane/Disaster Debris is hereby authorized and approved.

IT IS FURTHER ORDERED that the City Manager and City Clerk are authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 08/28/2018
Subject: Authorization to accept Contract Extension with DRC Emergency Services, LLC for Debris Removal and 70-hour push in preparation for Hurricane/Disaster Debris

REQUEST:

City Council authorization is requested to accept the option within the current contract with DRC Emergency Services, LLC for an additional one (1) year term to provide Disaster-Related Debris Removal Services for the City of Gautier in the event that these services are required.

BACKGROUND:

In an effort to be prepared for future disasters, City staff advertised a Pre-Event Request for Proposals from qualified contractors to perform Disaster-Related Debris Removal Services and Monitoring Services in the event that such services are needed. State and Federal procurement laws were followed in soliciting these proposals which were opened on June 19, 2014. The current contract with DRC Emergency Services, LLC for Removal Services became effective August 27, 2014 with a contract period of two years and an option to extend the contract on a yearly basis for up to two additional years.

DISCUSSION:

Even though the contract states that it is for two years and an option to extend on a yearly basis for up to two additional years the statute allows another year extension. The new RFP is under the new FEMA regulations which state that the pre-disaster contract can only be use for the first 30 days then we have to act on the pre-qualifications which we are acquiring as of August 28, 2018. City Attorney, Josh Danos, contacted the State Auditor's office and they approved of the process.

RECOMMENDATION:

City Council may:

- 1) Approve the contract extension with DRC Emergency Services, LLC (for Debris Removal and 70-hour push in preparation for Hurricane/Disaster Debris)
- 2) Not approve the contract extension with DRC Emergency Services, LLC

ATTACHMENTS:

1. Consent Agenda Item 4 - DRC Emergency Services Contract Extension (Hurricane Disaster Debris)
2. DRC 2018 extension letter



P.O Box 17017, Galveston, TX 77552
TTY: 888-721-4DRC • Phone: 504-482-2848 • Fax: 504-482-2852
www.drcusa.com

August 24, 2018

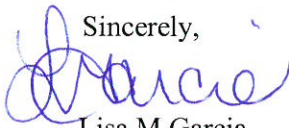
Sherry Farabee
Purchasing Agent
The City of Gautier
3330 Hwy 90
Gautier, MS 39553
228-497-8000 ext 304
228-497-8028 fax
sfarabee@gautier-ms.gov

RE: Contract between DRC Emergency Services and the City of Gautier, MS
Debris Removal and 70-hour push in preparation for Hurricane/Disaster Debris

Ms. Farabee,

The City of Gautier contract is set to expire on August 30, 2018. DRC Emergency Services, LLC would like to take this opportunity to offer the City an extension to the contract between DRC Emergency Services, LLC and City of Gautier, MS for a period of one (1) year. The pricing, terms and conditions in the original contract will remain in effect for the duration of this contract expiring August 30, 2019.

If this offer of renewal is acceptable to you, please execute below and fax or email it to my attention to (504) 482-2852 or (lgarcia@drcusa.com). Also, if you have any questions, please feel free to contact me. I look forward to continuing our relationship with you and City of Gautier, MS.

Sincerely,

Lisa M Garcia
Contracts Manager
Cell: (504)715-9052

Agreed and Accepted by:
City of Gautier, MS

Authorized Signature

Title

CITY OF GAUTIER
Consent Agenda Item #5
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Authorization to accept Contract Extension with
Thompson Consulting Services for Disaster
Related Debris Removal Monitoring Services

Introduced by:
Contact Person/Telephone

City Manager 497-8000 ext. 306

Summary Explanation: Authorization to accept Contract Extension with Thompson Consulting Services for Disaster Related Debris Removal Monitoring Services.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☒
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, the City of Gautier currently has a contract with Thompson Consulting Services for Disaster Related Debris Removal Monitoring Services; and

WHEREAS, a one (1) year extension of said contract has been offered; and

WHEREAS, the Mayor and Council Members hereby find that said extension is in the best interests of the City;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the contract extension for a period of one (1) year with Thompson Consulting Services for Disaster Related Debris Removal Monitoring Services is hereby authorized.

IT IS FURTHER ORDERED that the City Manager and City Clerk are authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 08/28/2018
Subject: Authorization to accept Contract Extension with Thompson Consulting Services for Disaster Related Debris Removal Monitoring Services.

REQUEST:

City Council authorization is requested to accept the option within the current contract with Thompson Consulting Services for an additional one (1) year term to provide Disaster-Related Debris Removal Monitoring Services for the City of Gautier in the event that these services are required.

BACKGROUND:

The City must prepare to respond in the timeliest manner possible to monitor the removal of storm disaster related material that presents a threat to the public health and safety of the community in the immediate aftermath of a damaging hurricane or other declared disaster. It is necessary for the City to engage the services of a contractor prior to actual landfall of a storm or declared disaster. The current contract with Thompson Consulting Services for Monitoring Services became effective August 27, 2014 with a contract period of two years and an option to extend the contract on a yearly basis for up to two additional years.

DISCUSSION:

Even though the contract states that it is for two years and an option to extend on a yearly basis for up to two additional years the statute allows another year extension. The new RFP is under the new FEMA regulations which state that the pre-disaster contract can only be use for the first 30 days then we have to act on the pre-qualifications which we are acquiring as of August 28, 2018. City Attorney, Josh Danos, contacted the State Auditor's office and they approved of the process.

RECOMMENDATION:

City Council May:

- 1) Approve the contract extension with Thompson Consulting Services for Disaster Related Debris Removal Monitoring Services
- 2) Not approve the contract with Thompson Consulting Services for Disaster Related Debris Removal Monitoring Services

ATTACHMENTS:

1. Thompson Consulting 2018 Extension Letter



August 23, 2018

Ms. Paula Yancey
City Manager
City of Gautier
3330 Highway 90
Gautier, Mississippi 39553

Via email: pyancey@gautier-ms.gov

RE: Mutual Agreement to Extend Contract
Debris Monitoring in Preparation for Hurricane/Disaster Debris

Dear Ms. Yancey:

Thompson Consulting Services (Thompson) has been providing the City of Gautier (City) with Debris Monitoring in Preparation for Hurricane/Disaster Debris since the execution of the contract on August 27, 2014. It is Thompson's understanding the City desires to extend the current contract for an additional one (1) year term in the event that these services are required.

By accepting below, the City confirms its desire to extend the contract. Upon execution of this acknowledgement, the contract will continue under the same pricing, terms and conditions, until its new expiration date of August 26, 2019.

We appreciate the opportunity to renew this contract and stand ready to respond immediately in the event the City requests our services. If you have any questions or if we can be of any further assistance, please do not hesitate to contact me at (407) 792-0018 or by email jhoyle@thompsoncs.net

Sincerely,

Jon Hoyle
President

EXTENSION ACCEPTANCE
City of Gautier, Mississippi

Signature

Name/Title

Date

1135 Townpark Avenue, Suite 2101
Lake Mary, FL 32746
407.792.0018 ph. / 407.878.7858 fax
www.thompsoncs.net

A THOMPSON HOLDINGS, INC. COMPANY

CITY OF GAUTIER
Consent Agenda Item #6
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Resolution authorizing Mileage Reimbursement for Mayor Torjusen while on official travel for the month of August 2018

Introduced by:
Contact Person/Telephone

Cynthia Russell 497-8000 ext. 302

Summary Explanation: Resolution authorizing Mileage Reimbursement for Mayor Torjusen at the mileage reimbursement rate allowable to federal employees for the use of a privately owned vehicle while on official travel for the month of August 2018.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

RESOLUTION NUMBER 000-2018

RESOLUTION OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, AUTHORIZING MILEAGE REIMBURSEMENT FOR MAYOR PHIL TORJUSEN RELATING TO PERFORMANCE OF HIS OFFICIAL DUTIES

WHEREAS, pursuant to Miss. Code Ann. 25-3-41(2) council members are authorized to receive reimbursement for travel expenses and mileage when travelling in personal vehicles in performance of their official duties; and

WHEREAS, the City Council has budgeted travel expenses and mileage reimbursement for council members to travel in performance of their official duties, up to one hundred dollars (\$100.00) per month; and

WHEREAS, in the month of August 2018 Mayor Phil Torjusen travelled along the Gulf Coast of MS for the purpose of meetings with Joe River, Ken Taylor, Jackson County Economic Development Foundation, Jackson County Supervisors, One Coast Ambassadors, Mullet Festival Committee and other performances of his official duties as the Mayor of Gautier; and

WHEREAS, the personal vehicle of the mayor was used for the above travel;

WHEREAS, the distance of travel was 276 miles; and

WHEREAS, the Mayor and Members of Council previously approved the monthly mileage, up to one hundred dollars (\$100) per month with the mileage expense at the federal approved rate of reimbursement; and

WHEREAS, the Mayor and Members of Council hereby find this travel to be in the performance of the requesting Council Member's official duties;

BE IT, THEREFORE, RESOLVED that the mileage reimbursement of \$100 is hereby approved.

Motion was made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 08/30/2018
Subject: Resolution authorizing Mileage Reimbursement for Mayor Phil Torjusen relating to performance of his official duties for the month of August 2018.

REQUEST:

Authorization to reimburse for mileage to Mayor Phil Torjusen for the purpose of traveling along the Gulf Coast for meetings.

BACKGROUND:

In the month of August, Mayor Phil Torjusen traveled along the Gulf Coast, MS for the purpose of meetings with Joe River, Ken Taylor, JCEDF, JC Supervisors, GCBC, Mullet Festival, review locations at Hickory Hills, Point Clear and Graveline, and other performances of his official duties using his personal vehicle and traveling 276 miles.

DISCUSSION:

The City Council has budgeted travel expenses and mileage reimbursement for the mayor and council members to travel in performance of their official duties, up to one hundred dollars (\$100) per month.

RECOMMENDATION:

City Clerk recommends reimbursement to Mayor Phil Torjusen for mileage expense in the amount of one hundred dollars (\$100).

ATTACHMENTS:

CITY OF GAUTIER
Consent Agenda Item #7
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Order authorizing Mayor Phil Torjusen to travel to
Tupelo, MS for the Mississippi Municipal League Fall
Board of Directors Meeting

Introduced by:
Contact Person/Telephone

City Manager 497-8000 ext. 306

Summary Explanation: Order authorizing Mayor Phil Torjusen to travel to Tupelo, MS for the Mississippi Municipal League Fall Board of Directors meeting held September 27th & 28th.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

AN ORDER AUTHORIZING TRAVEL FOR THE MAYOR PHIL TORJUSEN TO TRAVEL TO TUPELO, MS FOR THE MISSISSIPPI MUNICIPAL LEAGUE FALL BOARD OF DIRECTORS MEETING

WHEREAS, the City Council finds it is in the best interests of the City for the Mayor to travel to Tupelo, MS for the Mississippi Municipal League Fall Board of Directors Meeting;

WHEREAS, the Mississippi Municipal League appointed Mayor Phil Torjusen to the 2018-2019 Board of Directors; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Mayor shall be authorized to travel to Tupelo, MS for the Mississippi Municipal League Fall Board of Directors Meeting held on September 27th and 28th;

IT IS FURTHER ORDERED that all necessary travel costs known prior to the trip, including but not limited to accommodations and mileage up to (\$100), will be paid for by the City.

IT IS FURTHER ORDERED that all necessary travel costs incurred during this trip, as outlined in Miss. Code Ann. 25-3-41, which are actually incurred during this trip will be reimbursed by the City upon submission of receipts for such expenses.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 4, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 08/30/2018
Subject: Order authorizing Mayor Phil Torjusen to travel to Tupelo, MS for the Mississippi Municipal League Fall Board of Directors meeting .

REQUEST:

Approval for Mayor Phil Torjusen to travel to Tupelo, MS on September 27 - 28, 2018, for the Mississippi Municipal League Fall Board of Directors meeting and that all travel and hotel accommodations will be paid for by the City. The hotel will be run approximately \$169.00 for one night.

BACKGROUND:

The Mississippi Municipal League has appointed the Mayor Phil Torjusen to the 2018-2019 Board of Directors and they are holding their first BOD of the year in Tupelo, MS.

DISCUSSION:

The MML Board of Directors has three regularly scheduled meetings each year as stipulated in the MML Bylaws. The Fall meeting will be held in Tupelo, MS on September 28, 2018, the Winter meeting will be held in Jackson, MS on January 9, 2019 and the Summer meeting will be held in Biloxi, MS on June 23, 2019.

RECOMMENDATION:

City Staff recommends that the City Council authorize all necessary travel costs known prior to the trip, including but not limited to accommodations and mileage up to (\$100) to be paid by the City.

ATTACHMENTS:

1. Consent Agenda Item 7 - Mayor Torjusen travel Authorization (Tupelo)

CITY OF GAUTIER
Consent Agenda Item #8
Fact Sheet

Council Meeting:
Title:

September 4, 2018
Receive July 2018 Finance Report

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Receive July 2018 Finance Report.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 000-2018

WHEREAS, Miss. Code Ann. 21-35-13 requires a budget report to be presented to the governing authority at the regular meeting each month.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Finance Report for July 2018 is hereby received.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for this purpose.

Motion was made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting September 4, 2018.

JULY 2018 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	\$2,117,224.95
MS Development Loan Katrina	Depository Account	007-000-001	\$10,190.20
CDBG-Downtown Revitalization	Depository Account	012-000-001	
Transportation Enhancement	Depository Account	013-000-001	(\$42,797.54)
Allen Road Widening	Depository Account	020-000-001	
MDOT Safe Routes to School	Depository Account	029-000-001	(\$27,915.12)
MDAH School House Grant	Depository Account	030-000-001	\$1,508.43
MDMR City Pk Boat Launch Imp	Depository Account	050-000-001	
Martin Bluff Road Improvements	Depository Account	128-000-001	\$102,012.64
U S Justice Equitable Sharing	Depository Account	157-000-001	\$469,358.80
Fire Protection Fund	Depository Account	160-000-001	\$238,258.26
Tidelands Grant	Depository Account	171-000-001	(\$9,750.62)
Library Support Fund	Depository Account	172-000-001	\$3,811.63
MSWFP Recreation Trails Grant	Depository Account	175-000-001	
Shepard State Park Fund	Depository Account	176-000-001	\$47,968.09
USDA NRCS EWP Program	Depository Account	300-000-001	(\$29,304.21)
Pine Cone Drive Spillway	Depository Account	301-000-001	\$175,725.60
Robert Hiram Bridge Sheet Pile Wall	Depository Account	302-000-001	\$81,781.71
MDOT TA Grant: Martin Bluff Sidewalk	Depository Account	303-000-001	\$481,564.40
Solid Waste Fund	Depository Account	404-000-001	\$85,808.12
EPA: Brownfields Assessment	Depository Account	409-000-001	

General Ledger Cash Balance \$3,705,445.34

General Depository Reconciled Cash Balance **\$3,704,634.88**

ENTERPRISE FUND

Fund Name		Account #	Balance
Elevated Water Tank	Enterprise Account	350-000-002	(\$16,500.00)
Bemis Sewer Project	Enterprise Account	351-000-002	
Water & Sewer Utility	Enterprise Account	400-000-002	\$2,548,865.53
MDB Loan: Water Ion-X Project	Enterprise Account	421-000-002	\$56,287.52
Water Meter Project	Enterprise Account	422-000-002	
Hurricane Katrina (PW Bldg)	Enterprise Account	449-000-002	

General Ledger Cash Balance \$2,588,653.05

Enterprise Reconciled Cash Balance **\$2,585,194.00**

BOND & RESTRICTED FUNDS

Fund Name		Account #	Balance
7M GO Bond S2010	Bond Fund	130-000-001	\$362,630.24
W&S Rev Bond S2018: Debt Service	Debt Service Fund	250-000-007	\$0.00
W&S Rev Bond S2018: DS Reserve	Restricted Fund	251-000-003	\$296,597.36
W&S Rev Bond S2018: Contingency	Restricted Fund	251-000-005	\$5,003.33
W&S Rev Bond S2018: Depreciation	Restricted Fund	251-000-009	\$5,003.33
W&S Rev Bond S2018: Construction	Bond Fund	352-000-001	\$3,621,877.21
S2012 W&S Refunding Bonds: Debt Service	Debt Service Fund	602-000-007	\$609,570.42
S2012 W&S Refunding Bonds: DS Reserve	Restricted Fund	495-000-001	\$490,376.58
MS Dev Bank SO Bond S2013: DS Reserve	Restricted Fund	497-000-001	\$274,183.97
Customer Meter Deposit Fund	Restricted Fund	406-000-001	\$689,211.42

Total Bond & Restricted Reconciled Cash Balances **\$6,354,453.86**

**JULY 2018
YEAR TO DATE TOTALS**

General Fund Totals

	BUDGET FY 2018	JUL 2018	Balance	83.33% % to date
General Fund Revenues	9,505,817.00	8,290,639.42	1,215,177.58	87.2%
Expenditures:				
001 Legislative	129,212.00	104,360.42	24,851.58	80.7%
010 City Court	323,366.00	249,901.39	73,464.61	77.2%
021 City Manager	261,856.00	195,561.18	66,294.82	74.6%
022 Human Resources	141,050.00	116,756.51	24,293.49	82.7%
040 City Clerk	272,355.00	199,438.50	72,916.50	73.2%
045 Finance	185,611.00	153,631.55	31,979.45	82.7%
060 City Attorney	105,000.00	81,953.48	23,046.52	78.0%
090 Economic Dev - Planning	313,473.00	253,223.31	60,249.69	80.7%
092 Building & General Expenses	524,700.00	421,718.45	102,981.55	80.3%
094 Grants & Project Admin	137,127.00	113,594.83	23,532.17	82.8%
100 Police	3,161,397.00	2,528,186.51	633,210.49	79.9%
161 Fire	2,382,157.00	1,973,095.25	409,061.75	82.8%
170 Recreation	488,360.00	356,454.43	131,905.57	72.9%
201 PW: Streets	265,000.00	130,304.74	134,695.26	49.1%
205 PW: Maintenance	234,530.00	185,804.22	48,725.78	79.2%
900 Interfund Transfers	1,055,982.00	1,055,981.09	0.91	99.9%
General Fund Expenditures	9,981,176.00	8,119,965.86	1,861,210.14	81.3%
<i>Total Operating Expenditures</i>	8,736,952.00	6,977,699.86	1,759,252.14	
<i>Total Capital Outlay Expenditures</i>	124,266.00	31,559.64	92,706.36	
<i>Total Debt Service</i>	63,976.00	54,725.27	9,250.73	
<i>Total Transfers Out</i>	1,055,982.00	1,055,981.09	0.91	
<i>Total Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	9,981,176.00	8,119,965.86	1,861,210.14	
<i>Personnel</i>	6,777,455.00	5,612,250.95	1,165,204.05	
<i>Supplies</i>	487,231.00	322,302.25	164,928.75	
<i>Other Services</i>	1,472,266.00	1,043,146.66	429,119.34	
<i>Capital Outlay</i>	124,266.00	31,559.64	92,706.36	
<i>Debt Service</i>	63,976.00	54,725.27	9,250.73	
<i>Interfund Transfers for DS</i>	1,055,982.00	1,055,981.09	0.91	
<i>Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	9,981,176.00	8,119,965.86	1,861,210.14	

**JULY 2018
YEAR TO DATE TOTALS**

Special Funds

	BUDGET FY 2018	As of JULY 2018	Balance	83.33% % to date
007 MS Dev 2.36M Katrina Bonds				
Revenues	279,229.00	279,228.75	0.25	99.9%
Expenditures	279,229.00	269,313.75	9,915.25	96.4%
013 TE-Downtown Revitalization				
Revenues	40,971.45	0.00	40,971.45	
Expenditures	54,603.12	56,429.21	(1,826.09)	103.3%
020 Allen Road Widening				
Revenues	14,434.00	14,433.34	0.66	99.9%
Expenditures	46,324.00	46,323.96	0.04	99.9%
029 MDOT Safe Routes to School				
Revenues	59,938.88	0.00	59,938.88	
Expenditures	23,380.33	268.09	23,112.24	1.1%
030 MDAH 2014 Community Heritage				
Revenues				
050 MDMR City Park Boat Launch Imps				
Revenues	269,128.00	283,252.96	(14,124.96)	105.2%
Expenditures	178,291.47	192,416.43	(14,124.96)	107.9%
128 Martin Bluff Road Project				
Expenditures	102,012.64	0.00	102,012.64	
130 \$7M GO Bond - Capital Improvements				
Revenues	4,114,562.21	855,653.18	3,258,909.03	20.7%
Expenditures	4,401,062.21	775,294.09	3,625,768.12	17.6%
157 US Justice Equitable Sharing				
Revenues	0.00	268,573.56	(268,573.56)	
Expenditures	50,000.00	218,754.60	(168,754.60)	437.5%
160 Fire Protection Fund				
Revenues	103,000.00	106,014.30	(3,014.30)	102.9%
Expenditures	195,635.85	145,329.32	50,306.53	74.2%
171 Combined Tidelands Grant				
Revenues	713,797.29	245,733.75	468,063.54	34.4%
Expenditures	632,264.74	206,041.08	426,223.66	32.5%
172 Library Support Fund				
Revenues	109,578.00	105,276.86	4,301.14	96.0%
Expenditures	109,578.00	101,465.23	8,112.77	92.5%

**JULY 2018
YEAR TO DATE TOTALS**

Special Funds

	BUDGET FY 2018	As of JULY 2018	Balance	83.33% % to date
176 Shepard State Park				
Revenues	99,500.00	98,563.00	937.00	99.0%
Expenditures	134,623.00	102,640.83	31,982.17	76.2%
250 2018 W&S Bond Debt Service				
Revenues	0.00	0.00	0.00	
Expenditures	0.00	0.00	0.00	
251 2018 W&S Bond Debt Serv Reserve				
Revenues	0.00	306,604.02	(306,604.02)	
Expenditures	0.00	0.00	0.00	
300 USDA-NRCS EWP				
Revenues	486,453.00	0.00	486,453.00	
Expenditures	664,840.00	207,691.21	457,148.79	31.2%
301 Pine Cone Drive Spillway				
Revenues	0.00	175,725.60	(175,725.60)	
Expenditures	0.00	0.00	0.00	
302 Robert Hiram Bridge Sheet Pile Wall				
Revenues	0.00	81,781.71	(81,781.71)	
Expenditures	0.00	0.00	0.00	
303 MDOT-TA Grant: Martin Bluff Sidewalk				
Revenues	0.00	481,564.40	(481,564.40)	
Expenditures	0.00	0.00	0.00	
350 Elevated Water Tank				
Revenues	1,122,500.00	36,000.00	1,086,500.00	3.2%
Expenditures	1,122,500.00	52,500.00	1,070,000.00	4.6%
351 Bemis Sewer Project				
Revenues	1,200,000.00	0.00	1,200,000.00	
Expenditures	1,200,000.00	0.00	1,200,000.00	
352 2018 Bond General Construction/Admin				
Revenues	0.00	4,002,777.21	(4,002,777.21)	
Expenditures	0.00	380,900.00	(380,900.00)	
404 Solid Waste Fund				
Revenues	1,220,605.00	1,062,294.96	158,310.04	87.0%
Expenditures	1,241,605.00	1,001,424.69	240,180.31	80.6%
409 EPA: Brownfields Assessment				
Revenues	0.00	0.00	0.00	
Expenditures	0.00	0.00	0.00	

**JULY 2018
YEAR TO DATE TOTALS**

Special Funds

	BUDGET FY 2018	As of JULY 2018	Balance	83.33% % to date
421 MSB - Water Ionization Plant				
Expenditures	55,131.74	4,544.22	50,587.52	8.2%
495 DS Reserve Fund: 2012 Bond				
Revenues	1,000.00	1,834.13	(834.13)	183.4%
497 DS Fund: 2013 SO Bond				
Revenues	0.00	2,313.84	(2,313.84)	
Expenditures	0.00	1,257.62	(1,257.62)	
602 DS Fund: 2012 Bond Refinance				
Revenues	1,397,350.00	1,166,156.46	231,193.54	83.4%
Bonds Payable	1,396,350.00	1,382,450.00	13,900.00	99.0%

**JULY 2018
YEAR TO DATE TOTALS**

ENTERPRISE (400)

	BUDGET FY 2018	JUL 2018	Balance	83.33% % to date
Utility Fund Revenues	8,959,318.00	7,718,869.40	1,240,448.60	86.1%
Administration	2,856,276.00	2,371,485.85	484,790.15	83.0%
Water & Sewer O & M	2,920,884.00	2,185,118.18	735,765.82	74.8%
Debt Service	2,476,684.00	2,154,707.03	321,976.97	86.9%
Transfers	536,000.00	286,000.00	250,000.00	53.3%
Contingencies	200,000.00	0.00	200,000.00	
Utility Fund Expenditures	8,989,844.00	6,997,311.06	1,992,532.94	77.8%
 <i>Total Operating Expenditures</i>	 5,658,160.00	 4,516,265.56	 1,141,894.44	
<i>Total Capital Outlay Expenditures</i>	119,000.00	40,338.47	78,661.53	
<i>Total Debt Service</i>	2,476,684.00	2,154,707.03	321,976.97	
<i>Total Interfund Transfers</i>	536,000.00	286,000.00	250,000.00	
<i>Total Contingency Expenditures</i>	200,000.00	0.00	200,000.00	
<i>Check Total</i>	8,989,844.00	6,997,311.06	1,992,532.94	
 <i>Personnel</i>	 221,133.00	 183,924.45	 37,208.55	
<i>Supplies</i>	330,000.00	179,348.27	150,651.73	
<i>Other Services</i>	5,107,027.00	4,152,992.84	954,034.16	
<i>Capital Outlay</i>	119,000.00	40,338.47	78,661.53	
<i>Debt Service</i>	2,476,684.00	2,154,707.03	321,976.97	
<i>Interfund Transfers</i>	536,000.00	286,000.00	250,000.00	
<i>Contingencies</i>	200,000.00	0.00	200,000.00	
<i>Check Total</i>	8,989,844.00	6,997,311.06	1,992,532.94	

**CITY OF GAUTIER, MISSISSIPPI
STUDY AGENDA
September 4, 2018**

ITEM DESCRIPTION:

Citizen Comments

City Council Comments

City Manager Comments

City Clerk Comments

City Attorney Comments

NOTES:
