

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
June 4, 2019 @ 6:30 PM**

I. Call to Order

1. Prayer

2. Pledge of Allegiance

II. Agenda Order Approval

III. Announcements

1. Farmers Market May-September (2nd Saturday Monthly) 8:00 am until 12:00 pm at George Martin City Park.

IV. Presentation Agenda

1. Martin Bluff Road widening and sidewalk projects update – Michael Baker International

V. Business Agenda

1. Public hearing regarding possible abatement at 3228 Willis Drive Gautier, Ms. (Karen Cooley, owner)

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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2. Authorization to negotiate with Seymour Engineering for professional engineering services related to a RESTORE Act funding request.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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3. Approval of FY 2019 Budget Amendments

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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4. Approval of Paid Docket of Claims for 2019 Plein Air Art Competition

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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5. 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. Authorization to remove office furniture and equipment from fire department inventory.
2. Authorization to remove and dispose of four damaged desks from Gautier Historic Preservation Committee Room in Clearwater Building for disposal.
3. Authorization to remove broken equipment from the Grants and Projects Department inventory and declare surplus
4. Approval to accept a monetary donation for The City of Gautier's Cruisin' Through the Decades Event
5. Approval of minutes from Recessed Meeting held May 21, 2019.
6. Approval to apply for a lease for Public Trust Tidelands, and allow Cypress Environmental Services to serve as authorized agent for the application process
7. Receive April 2019 Finance Report
8. Authorization to close City Administration offices on Thursday July 4th and Friday, July 5th in observance Independence Day

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 June 18, 2019 at 6:30 PM
www.gautier-ms.gov

**CITY OF GAUTIER, MISSISSIPPI
ANNOUNCEMENT AGENDA
June 4, 2019**

ITEM DESCRIPTION:

ANNOUNCEMENTS

1. Farmers Market May-September (2nd Saturday Monthly) 8:00 am until 12:00 pm at George Martin City Park.

NOTES:



Nature's Playground

2nd Saturday

Farmers MARKET



MAY — SEPTEMBER
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, MISSISSIPPI
PRESENTATION AGENDA
June 4, 2019**

ITEM DESCRIPTION:

PRESENTATION AGENDA

1. Martin Bluff Road widening and sidewalk projects update – Michael Baker International

NOTES:

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

Council Meeting:
Title:

June 4, 2019
Public hearing regarding possible abatement
at 3228 Willis Drive, Gautier, MS (Karen
Cooley, owner)

Introduced by:
Contact Person/Telephone

Scott Ankerson 497-8000 Ext. 312

Summary Explanation: Public hearing regarding possible abatement at 3228 Willis Drive, Gautier, MS (Karen Cooley, owner)

EXHIBITS FOR REVIEW

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

Staff Recommendation:

Approval

Motion Made by:

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

Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐
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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 000-2019

WHEREAS, after proper notice, on or about June 4, 2019, the City Council of Gautier conducted a public hearing relating to possible abatement of a parcel of property owned by Karen Cooley, located at 3228 Willis Drive, Gautier, MS, PIN #87420107.000, Lot 7 Willis HTS S/D #3 & reserved area on northern terminus of Willis St , as recorded in Deed Book 918, Page 586, record of official plats on file in the office of the Chancery Clerk of Jackson County, MS; and

WHEREAS, based on the information provided during the hearing, the City Council has concluded that the property in question is in such a state of uncleanness as to be a menace to public health, safety, and welfare of the community;

IT THEREFORE ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, pursuant to Miss. Code Ann. 21-19-11, that municipal employees or contractors are hereby authorized to clean up and maintain the overgrown property and remove the unsafe, dilapidated, deteriorating structure recommended by the Planning Department.

IT IS FURTHER ORDERED, based on these findings, that the municipality may reenter the property or parcel of land for a period of one (1) year after the hearing without any further hearing if notice is posted on the property or parcel of land and at city hall or another place in the municipality where such notices are generally posted at least seven (7) days before the property or parcel of land is reentered for cleaning.

IT IS FURTHER ORDERED, that a penalty (is or is not) assessed to the property in the amount of \$_____ (up to \$1500.00 or 50% of the actual cost of cleaning the property).

IT IS FURTHER ORDERED, that the City may, in the discretion of the City Manager, collect the costs or penalties (if applicable) associated with this abatement as a civil debt as provided by Miss. Code Ann. 21-19-11(3), or as an assessment against the property as provided by Miss. Code Ann. 21-19-11(4). If collected as a civil debt, the City Attorney is hereby directed and authorized to institute suit to obtain abatement costs, penalties (if applicable), Court costs, reasonable attorneys fees, and interest, as provided by law.

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 June 4, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Ramona Morgan, Planning Technician
Date: 5/24/2019
Subject: Conduct public hearing for consideration of an abatement at 3228 Willis Drive Gautier, Mississippi 39553 owner Karen Cooley.

REQUEST:

Pursuant to the Mississippi Codes Annotated, 1972 § Title 21, Chapter 19, Section 11, the City of Gautier, the Mayor and City Council will conduct a public hearing and receive public comment(s) regarding staff's recommendation to clean this private property and remove the dilapidated, deteriorating, and unsafe structure.

BACKGROUND:

Complaints came from several concerned citizens regarding multiple code violations of the property care and maintenance of this property. The code violations were reviewed and substantiated by the City's Code Enforcement Department and a code violation file was opened against the property on May 9, 2019. Code Enforcement mailed a Violation Notice to the owner Karen Cooley on May 10, 2019 concerning the non-compliant property and the necessary measures needed to clean and remove the dilapidated home from the property.

Numerous code complaints have been received for this property concerning the trash in the yard and the safety of the structure since August 2009. Code Enforcement sent the owner Violation Notices August 5, 2009, August 19, 2009, September 8, 2009, May 18, 2010 and May 15, 2012. On July 17, 2012 a Public Hearing was held regarding the property. City Council passed and adopted the Abatement of the property on October 2, 2012 Order # 234-2012. The owner pulled a permit to bring to property into compliance with Building Code on October 6, 2012 and work was never performed. The case was reopened on August 24, 2016 after Code Enforcement received a complaint about the property.

Property owners in the vicinity remain concerned with the visible appearance of this overgrown property and the unsecured/unsafe structure. Citizens are concerned for the health, safety and welfare of their neighborhood. The City of Gautier has set a public hearing date of June 4, 2019, and all interested parties were notified by letter. Additionally, both the property and City bulletin board were posted with a copy of the public hearing notice two weeks prior to the scheduled hearing.

DISCUSSION:

The primary goal is to clean up and maintain the overgrown property and remove the unsafe, dilapidated, deteriorating structure pursuant to the Mississippi Codes Annotated, 1972 § Title 21, Chapter 19, Section 11.

RECOMMENDATION:

Staff recommends that City Council approve the abatement as presented and move forward by taking action after the statutory 10-day appeal period from the date of Council action and adjournment.

Council may:

1. Approve the abatement, or
2. Deny the abatement

If approved Council may:

Charge the cost as a lien against the property to be collected upon sale of the property.

Collect the cost through Civil proceedings

Add \$1,500.00 or 50% to either of the above collection methods.

ATTACHMENTS:

1. Combined Attachment

*Mayor
Phil Forjusen*

*City of Gautier
Gautier, Mississippi*

*City Manager
Paula Yancey*

*City Clerk
Cynthia L. Russell*

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



*3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov*

May 10, 2019

Joe Franklin
Code Enforcement Officer
City of Gautier
3330 Hwy 90
Gautier, MS. 39553

Re: 3228 Willis Drive
Notice of Public Hearing

To whom it may concern,

The City of Gautier Mayor and City Council has approved and scheduled a public hearing for adjudication for 3228 Willis Drive. The hearing will be held at Gautier City Hall, 3330 Hwy 90 Gautier, MS. 39553 on June 4, 2019 at 6:30 P.M. The purpose of this public hearing is to determine whether or not the property referenced above is in such a state of uncleanness as to be a menace to the public health, safety, and welfare of the community per Mississippi Code Annotated 1972 Title 21, Chapter 19, Section 11.

If at the scheduled hearing, the governing authority decides that the property or parcel of land is in a condition determined to be a menace to the public health, safety, and welfare of the community, the City shall proceed to clean the property or parcel of land by the use of municipal workers or by contract.

Additionally, the municipality may reenter the property or parcel of land for a period of one (1) year after the adjudication without any further hearings. A notice will be posted on the property or parcel of land and at City Hall or another place in the Municipality where such notices are generally posted at least seven (7) days before the property or parcel of land is reentered for clearing/cleaning.

Sincerely,

Joe Franklin
City of Gautier
Code Enforcement Officer

*Mayor
Phil Forjosen*

City of Gautier
Gautier, Mississippi

*City Manager
Paula Yancey*

*City Clerk
Cynthia L. Russell*

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



*3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov*

PUBLIC NOTICE

Public Notice is hereby given by the Mayor and Members of the Gautier City Council that a public hearing will be held at 6:30 PM on June 4, 2019, in the Council Chambers of Gautier City Hall, 3330 Hwy 90, Gautier, Mississippi, to determine whether or not the property or parcel of land described below is in such a state of uncleanness as to be a menace to the public health, safety, and welfare of the community.

3228 WILLIS DRIVE

Persons having an interest in said properties are hereby notified that in accordance with 21-19-11 of the Codes of Mississippi of 1972, as amended, the City may upon a finding the property or parcel of land in its existing condition to be a menace to the public health, safety, and welfare of the community, proceed to clean the property or parcel of land as allowed by Mississippi Code 21-19-11. The costs of which may be charged as a lien against such properties to be collected upon sale of the property or through civil proceedings. In addition, an adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after final adjudication without any further hearing if notice is posted on the property or parcel of land and at City Hall or another place in the municipality where such notices are generally posted at least seven (7) days before the property or parcel of land is reentered for cleaning.

Disability Transportation



Mayor
Phil Ferguson

City Manager
Paula Spencer

City Clerk
April E. Russell

Council
Ward 1: Mary S. Martin
Ward 2: Cameron George
Ward 3: Richard Jackson
Ward 4: Corey E. Vaughan
Ward 5: Charles "Buddy" Anderson
Ward 6: Edmon D. Colledge

1100 Highway 90
Gautier, MS 39053
Phone: (228) 493-1000
Fax: (228) 493-9024
Email: gautiler@gautiler.ms.gov
Website: www.gautier.ms.gov

City of Gautier
Gautier, Mississippi



PUBLIC NOTICE

Public Notice is hereby given by the Mayor and Members of the Gautier City Council that a public hearing will be held at 6:30 PM on June 4, 2019, in the Council Chambers of Gautier City Hall, 3330 Hwy 90, Gautier, Mississippi, to determine whether or not the property or parcel of land described below is in such a state of uncleanness as to be a menace to the public health, safety, and welfare of the community.

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May 10, 2019 at 11:08:34 AM
Gautier



May 10, 2019 at 11:08:56 AM
Gautier



May 10, 2019 at 11:09:32 AM
Gautier



May 10, 2019 at 11:09:46 AM
Gautier



May 10, 2019 at 11:09:54 AM
Gautier



**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
July 17, 2012 @ 6:30 PM**

I. Call to Order

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

II. Agenda Order Approval

III. Announcements

IV. Presentation Agenda

- 1 Ceremony for swearing in Police Chief Dante Elbin**
- 2 2012 World Changers Summary Presentation**
- 3 June Financial Reports by City Clerk Wendy McClain**
- 4 Gautier Water Clarity Plan update by Goodwyn, Mills, & Caywood**

V. Public Agenda

- 1 Agenda Comments**

VI. Business Agenda

- 1 Conduct public hearing and consider Order approving abatement of substandard property conditions at 3224 & 3228 Willis Drive Lot# 7, 8 and 9 in Gautier, MS**
- 2 Conduct public hearing and consider Order approving abatement of substandard property conditions at 7213 Pineview Drive Lot# 107 in Gautier, MS**
- 3 Consider Order approving budget amendments**
- 4 Consider Order approving an Engineering Service Agreement with Seymour Engineering for a lump sum of \$45,000.00 for the surveying, design, and construction observation services related to the Old Shell Landing Sewer CIAP Project, contingent upon procurement approval by the U.S. Fish and Wildlife Service**
- 5 Request to approve job description for new position of Human Resources (HR) Director and amend the Schedule of Authorized Positions to include the Human Resources Director**
- 6 Consider Order approving docket of claims**

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

- 1 Consider Resolution amending bond paving list included as part of agreement between the City of Gautier and Jackson County**
- 2 Consider Order authorizing City Manager to enter into a Memorandum of Agreement with Mississippi Department of Transportation for the TE Project Streetscape Improvements**
- 3 Consider Order requesting authorization to transfer \$87,270.00 to Jackson County to cover actual expenses incurred under the current inter local agreement for paving streets with G.O. Bond funds**
- 4 Consider request to continue the Local Emergency for the Deep Water Horizon Oil Spill until further notice**
- 5 Consider Order approving minutes from Council Meetings Held July 2, 2012 and July 3, 2012**

**STUDY AGENDA
CITY OF GAUTIER, MISSISSIPPI
July 17, 2012**

- 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 August 7, 2012
www.gautier-ms.gov

Mayor
Tommy Fontenberry

City of Gautier
Gautier, Mississippi

City Manager
Samantha D. Abell

Council
At Large Mary F. Martin
Ward 1 Johnny Jones
Ward 2 Hurley Ray Guillotte
Ward 3 Gordon T. Gollott
Ward 4 Scott D. Macfarland
Ward 5 Adam D. Colledge



City Clerk
Wendy S. McClain
3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

May 15, 2012

Karen Cooley
P O Box 37
Lucedale, Mississippi 39452

COPY
mailed 5-15-12
JB

Reference: 3224 & 3248 Willis Drive Gautier, Mississippi 39553

Ms. Cooley,

This property referenced above is in violation of the City of Gautier, minimum property maintenance and appearance standards. This letter will serve as my final notice of violation, you have thirty days to bring the property and structure into compliance with existing building code standards and the City's Unified Development Ordinance or remove the structure from its location. The City of Gautier, Unified Development Ordinance, Article XVI, Section 16.1 Minimum Property Maintenance and Appearance Standards states:

16.1.1 Scope. The provisions of this Article shall apply to all existing residential, commercial and industrial properties and premises and constitute minimum requirements and standards for premises, structures, and facilities for the health, safety, and welfare of the community. The owner or tenant of all real property within the City shall maintain the property and premises in such a manner as to conform to this Article as well as other codes and ordinances in order to avoid blighting influences on neighboring properties and causing depreciation of property values.

16.1.2 Intent. This article shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare as far as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be repaired or maintenance performed to provide a minimum level of compliance of this article.

Code Enforcement Department is requesting your cooperation in repairing/removing this dilapidated structure in disrepair by June 15, 2012. Failure to comply with city regulations pursuant to Article XVI, Section 16.1, is punishable by fines as imposed by the municipal judge, with each day constituting a new and separate offense. You may contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-8802/1878. Code Enforcement will be happy to assist you with any questions that you may have.

Sincerely,


Joseph Belles
Code Enforcement Officer

Mayor
Tommy Fontenberry

City of Gautier
Gautier, Mississippi

City Manager
Sidney M. Rummels

City Clerk
Auburne Howell

Council
At Large Don Nash
Ward 1 Johnny Jones
Ward 2 Hurley Ray Guillotte
Ward 3 Gordon T. Gollott
Ward 4 Scott D. Macfarland
Ward 5 Adam D. Colledge



3330 Highway 90
Gautier, MS 39553
1-228-497-8000 phone
1-228-497-8028 fax
Email: gautier@gautier-ms.gov

May 18, 2010

COPY

Karen Cooley
P O Box 37
Lucedale, Mississippi 39452

mailed
5-18-10
JLB

Reference: 3224 & 3248 Willis Drive Gautier, Mississippi 39553

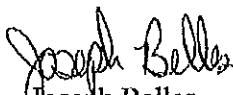
Ms. Cooley,

Your property address referenced above is again in violation of the City of Gautier, zoning ordinances after previously sending you several letters last fall regarding property maintenance codes. On May 17, 2010, the property was observed and found to be over grown with grass/weeds and requires routine cutting. The City of Gautier, Unified Development Ordinance, Article XVI, Section 16.7, Care of Property and Premises States:

"It is unlawful for the owner or occupant of a residential building, structure, or property to utilize the premises of such residential property for the open storage of any abandoned motor vehicle or parts thereof, appliances, building material, building rubbish or similar items." It shall be the duty and responsibility of every such owner or occupant to keep the premises as such residential property clean and to remove from the premises all such abandoned items as listed above, including but not limited to weeds, dead trees, trash, garbage, etc. Furthermore, the general site and/or premises shall be maintained in general with particular references to insuring that appearance will be and remain compatible and harmonious with properties in the general area and will not be so at variance with other properties in the general area as to cause a substantial depreciation of such property values."

A summons to appear in court can be issued if the property is not cleaned within fourteen (14) days. You can contact the City of Gautier, Code Enforcement Office, Monday - Friday, 8:00 AM - 5:00 PM at (228) 497-8802, if you have any questions. We gratefully appreciated your cooperation in this matter.

Sincerely,


Joseph Belles
Code Enforcement Officer

Cc: File



City of Gautier

COMMUNITY SERVICES DEPARTMENT

P.O. Box 670
3305 Gautier - Vancleave Road
Gautier, MS 39553

Community Services
Anthony Matheny, Director
Phone: (228) 497-1878
Fax: (228) 497-1038

COPY

mailed

10-28-09

JB

October 28, 2009

Karen Cooley
P O Box 37
Lucedale, Mississippi 39452

Reference: 3224 & 3248 Willis Drive Gautier, Mississippi 39553

Ms. Cooley,

I received your letter dated September 11, 2009, and understand the situation and family concerns you must take into consideration. I want you to know I am willing to work with you in regards to bringing this property into compliance. On October 27, 2009 the property was re-inspected; the recreational vehicle has been removed, the over grown lots have been cut and most of the trash/debris has been removed. I can clearly see the progress made, however; the dilapidated/unsecured structure remains in the same condition and by state law is classified as an unsafe structure because it is not secure and possibly damaged beyond reasonable repair. I will give you until January 4, 2010, to make a decision on the repair or removal of the structure before I recommend the abatement of the structure as authorized by our Mississippi Code 1972.

You can contact the City of Gautier, Code Enforcement Office, Monday – Friday, 8:00 AM - 5:00 PM at (228) 497-8802. I will be happy to assist you with any questions you may have. We gratefully appreciated your cooperation in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Joseph Belles".

Joseph Belles
Code Enforcement Officer

Cc: File

Karen M. Cooley
PO Box 37
Lucedale, MS
601-947-5753

September 11, 2009

City of Gautier
Community Services Department
PO Box 670
Gautier, MS 39553
228-497-1878

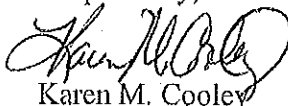
Dear Mr. Belles,

I am in receipt of your letter dated 9-8-2009, in which you advise the property at 3224 & 3228 Willis Drive is out of compliance of Appendix A Art. III Section 14.6 Care of premises and property states. I want you to know I am doing the best I can getting the property cleaned up. This is family property that we have owned since the 1958. The canals were dredged at the cost of my father-in-law, Dr. Latroy Cooley, Wally Andrews and Paul Reburte. We have always taken pride in our *fishing camps*. The 3228 property was rented until May of 2009 when the renter passed away and left all his personal belongings including the recreational trailer and the property a *disaster*. The 3224 property had building materials that were salvaged from the Katrina deystoyed house that is no longer at 3224. The material stacked there is for use on the roof of the boat slips.

I am a widow, single mom with no help or resources to make a mass clean up. I have been working steadily in getting the property cleaned up. The grass has been cut and weed eated but you must have missed that time period. My son attends Ole Miss and helped me until he had to leave for school in August. I then paid two men to remove camper, clean up yard and keep grass cut until it "stopped growing" was the agreement. The work isn't done and they are nowhere to be found.

I am well aware of the mess I have to clean up; however, working 50-60 hrs a week and not having dependable help makes it hard to take care of it any quicker than I am doing. If you will please give me until October 9, 2009 I should be able to get the property back in order. Thank you for your time and consideration of my request. Please advise of your decision.

Respectfully,


Karen M. Cooley



City of Gautier

COMMUNITY SERVICES DEPARTMENT

P.O. Box 670
3305 Gautier - Vancleave Road
Gautier, MS 39553

Community Services
Anthony Matheny, Director
Phone: (228) 497-1878
Fax: (228) 497-1038

COPY
mailed 9-08-9
JB

September 8, 2009

Karen Cooley
P O Box 37
Lucedale, Mississippi 39452

Reference: 3224 & 3248 Willis Drive Gautier, Mississippi 39553

Ms. Cooley,

Your property address referenced above remains in violation of the City of Gautier, zoning ordinances after previously sending you two letters of violation. On September 8, 2009, the property was re-inspected; the recreational vehicle, dilapidated/unsecured structure and over grown lots remain the same as addressed in my August 9, 2009 letter, and there has not been any contact from you. The Gautier, Code of Ordinance, Appendix A, Art. III, Section 14.6 Care of premises and property states:

"It is unlawful for the owner or occupant of a residential building, structure, or property to utilize the premises of such residential property for the open storage of any abandoned motor vehicle or parts thereof, ice box, refrigerator, stove, building material, building rubbish or similar items." It shall be the duty and responsibility of every such owner or occupant to keep the premises as such residential property clean and to remove from the premises all such abandoned items as listed above, including but not limited to weeds, dead trees, trash, garbage, etc. Furthermore, the general site and/or premises shall be maintained in general with particular references to insuring that appearance will be and remain compatible and harmonious with properties in the general area and will not be so at variance with other properties in the general area as to cause a substantial depreciation of such property values."

A summons to appear in court will be issued in one week regarding this matter. You can contact the City of Gautier, Code Enforcement Office, Monday – Friday, 8:00 AM - 5:00 PM at (228) 497-8802, if you have any questions. We gratefully appreciated your cooperation in this matter.

Sincerely,

Joseph Belles
Code Enforcement Officer

Cc: File



City of Gautier

COMMUNITY SERVICES DEPARTMENT

P.O. Box 670
3305 Gautier - Vancleave Road
Gautier, MS 39553

Community Services
Anthony Matheny, Director
Phone: (228) 497-1878
Fax: (228) 497-1038

COPY

mailed 8-19-09
JB

August 19, 2009

Karen Cooley
P O Box 37
Lucedale, Mississippi 39452

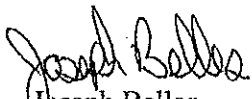
Reference: 3224 & 3248 Willis Drive Gautier, Mississippi 39553

Ms. Cooley,

On August 5, 2009, a Code Enforcement Officer for the City of Gautier received a complaint regarding several codes of ordinance violations at your vacant property address referenced above. I mailed you my initial letter and gave you 14 days to correct the problems or notify the code enforcement office if you could not meet this suspense. On August 19, 2009, the property was re-inspected, only the trash and debris scattered on the two lots has been piled up for pick-up. The recreational vehicle, dilapidated/unsecured structure and over grown lots remain the same as two weeks ago. At this time, we would like to discuss our observations to maintain an amicable appearance with other property owners in this area.

You can contact the City of Gautier, Code Enforcement Office, Monday – Friday, 8:00 AM - 5:00 PM at (228) 497-8802. I will be happy to assist you with any questions you may have. We gratefully appreciated your cooperation in this matter.

Sincerely,


Joseph Belles
Code Enforcement Officer

Cc: File



City of Gautier

COMMUNITY SERVICES DEPARTMENT

P.O. Box 670
3305 Gautier - Vancleave Road
Gautier, MS 39553

Community Services
Anthony Matheny, Director
Phone: (228) 497-1878
Fax: (228) 497-1038

COPY
mailed 08/06/09
JB

August 5, 2009

Karen Cooley
PO Box 37
Lucedale, Mississippi 39452

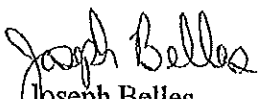
Reference: 3224 & 3248 Willis Drive Gautier, Mississippi 39553

Ms. Cooley,

On August 5, 2009, a Code Enforcement Officer for the City of Gautier received a complaint regarding several codes of ordinance violation at your two property addresses referenced above. This letter will serve as my initial notice of code violations and you have 14 days to correct the problems or notify the code enforcement office if you cannot meet this suspense. The lot with the dilapidated home needs the structure to be secured or the home taken down if it cannot be repaired. The recreational vehicle must be removed because it is not allowed in an R-1 zoned area. Your vacant lot and around the home needs all the trash and debris removed and the grass and weeds cut and maintained on a regular interval. At this time, we would like to discuss our observations to maintain an amicable appearance with other property owners in this area.

You can contact the City of Gautier, Code Enforcement Office, Monday – Friday, 8:00 AM - 5:00 PM at (228) 497-8802. I will be happy to assist you with any questions you may have. We gratefully appreciated your cooperation in this matter.

Sincerely,


Joseph Belles
Code Enforcement Officer

Cc: File

City of Gautier, MS



DISCLAIMER: Any user of this map product accepts its faults and assumes all responsibility for the use thereof, and further agrees to hold The City of Gautier harmless from and against any damage, loss or liability arising from any use of the map product. Users are cautioned to consider carefully the provisional nature of the maps and data before using it for decisions that concern personal or public safety or the conduct of business that involves monetary or operational consequences. Conclusions drawn from, or actions undertaken, on the basis of such maps and data, are the sole responsibility of the user.

Parcel Information

PIDN: 87420107.000
GISP: 769.32-04-0096.00

Owner Information

Name: COOLEY CLIFFORD Percent of Ownership: 100
Name2:
Mailing Address: PO BOX 37 Physical Address: 3228 WILLIS DR GAUTIER
LUCEDALE MS 39452

Land Information

Section, Township, Range: 32 7S 6W Acreage: .00
Street Name: WILLIS DR

Value and Tax Information

Total Assessed Value: 5396 Total Appraised Value: 35970
Improvement Value: 29470 Land Value: 6500
Tax Amount: 711 SQ. FT: 440 Year Built: 1940

Legal Description

Description: LOT 7 WILLIS HTS S/D #3 & RESERVED AREA ON NORTHERN TERMINUS OF WILLIS ST DB 918-586 (96
Map769.32-04)
Deed Book / Page: 918 / 586

Parcel Information

PIDN: 87420108.000

GISP: 769.32-04-0094.00M

Owner Information

Name: COOLEY CLIFFORD

Percent of Ownership: 100

Name2:

Mailing Address: PO BOX 37
LUCEDALE MS 39452

Physical Address: 3224 WILLIS DR GAUTIER

Land Information

Section, Township, Range: 32 7S 6W

Acreage: .00

Street Name: WILLIS DR

Value and Tax Information

Total Assessed Value: 3077

Total Appraised Value: 20510

Improvement Value: 7620

Land Value: 12890

Tax Amount: 405

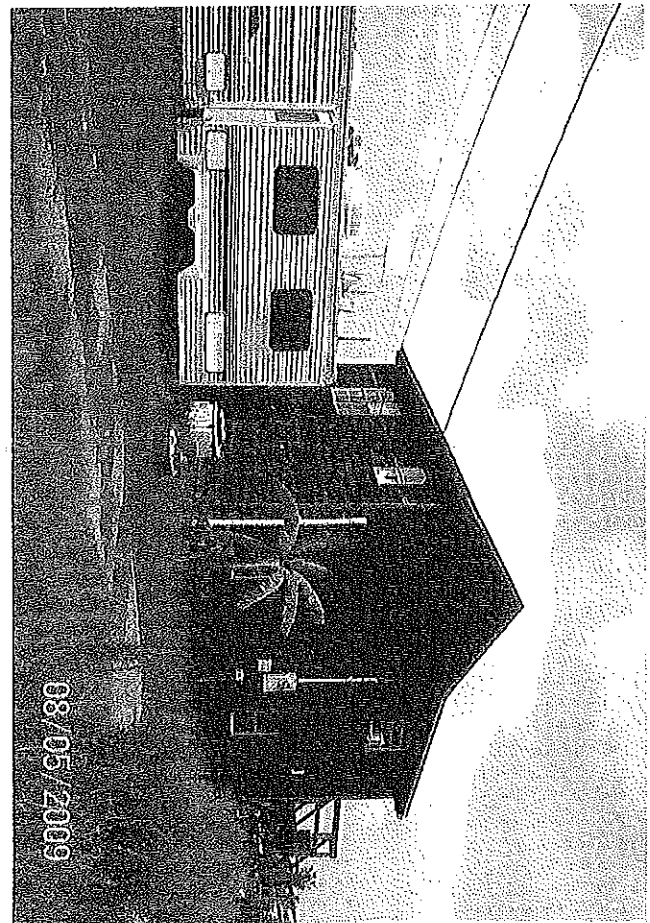
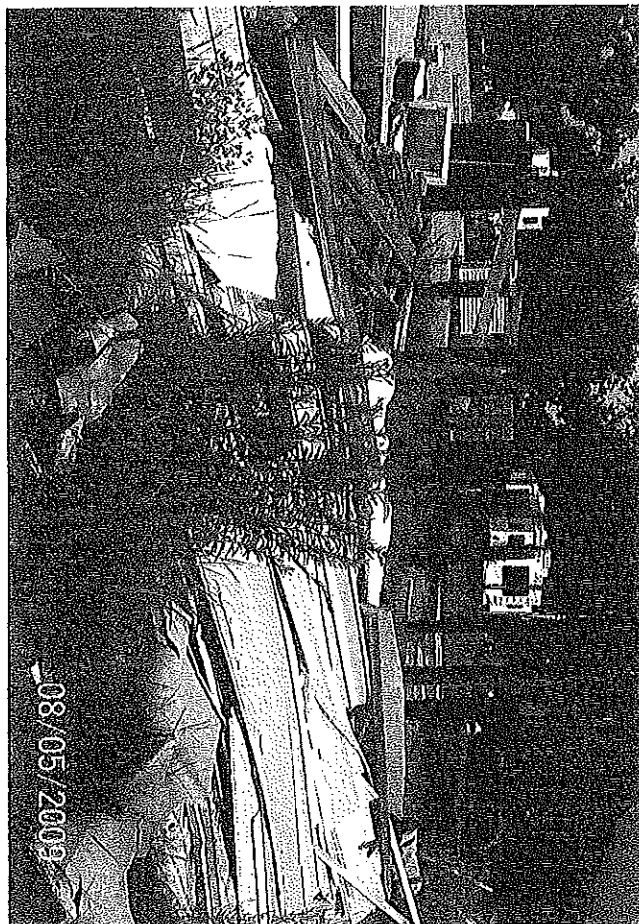
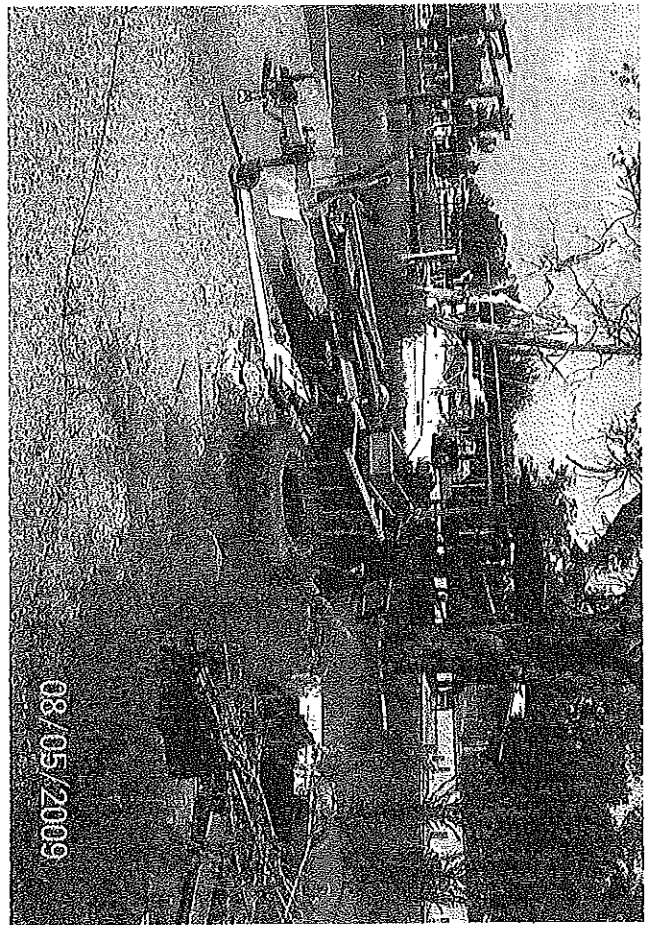
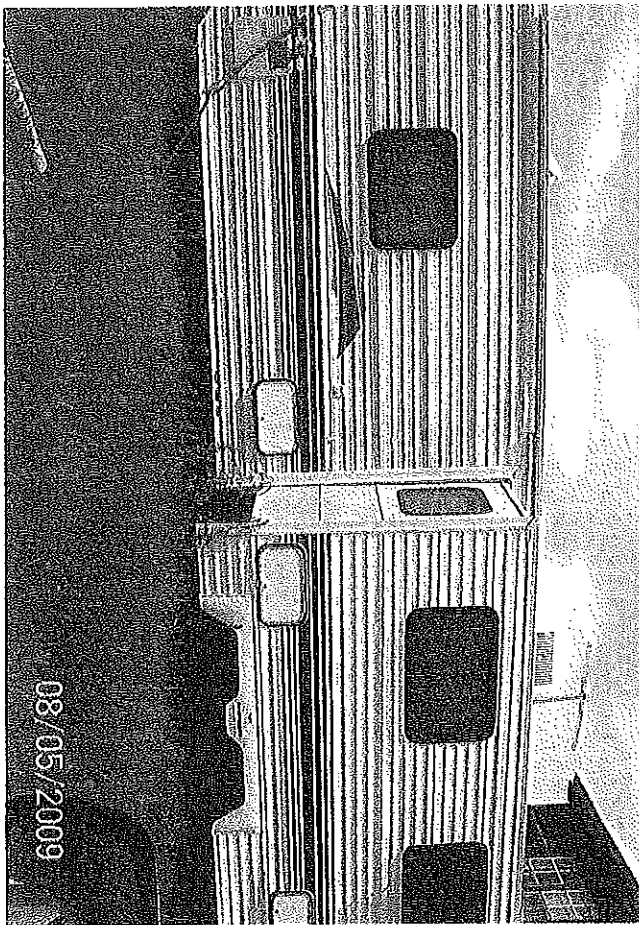
SQ. FT: 0

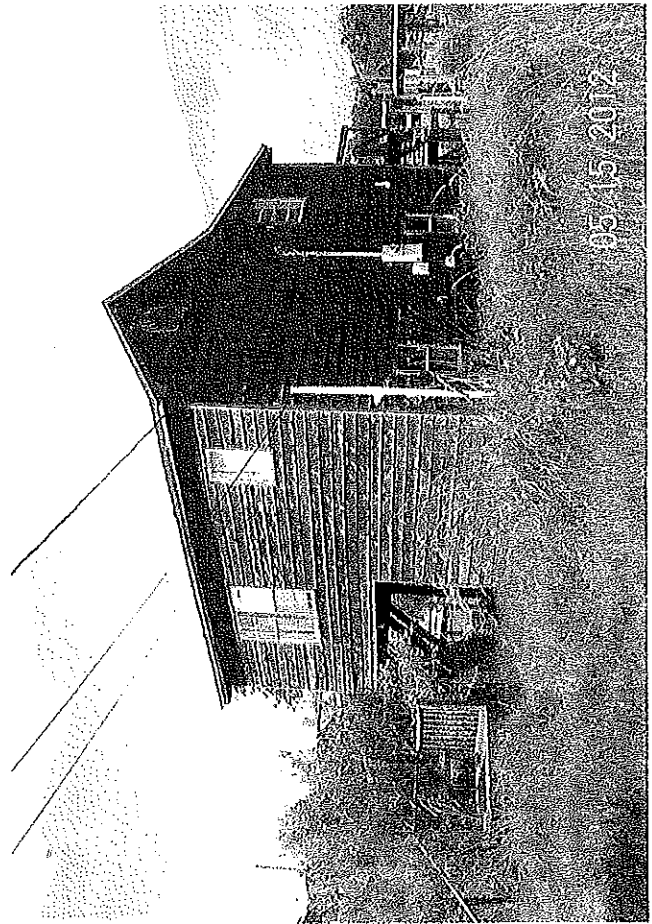
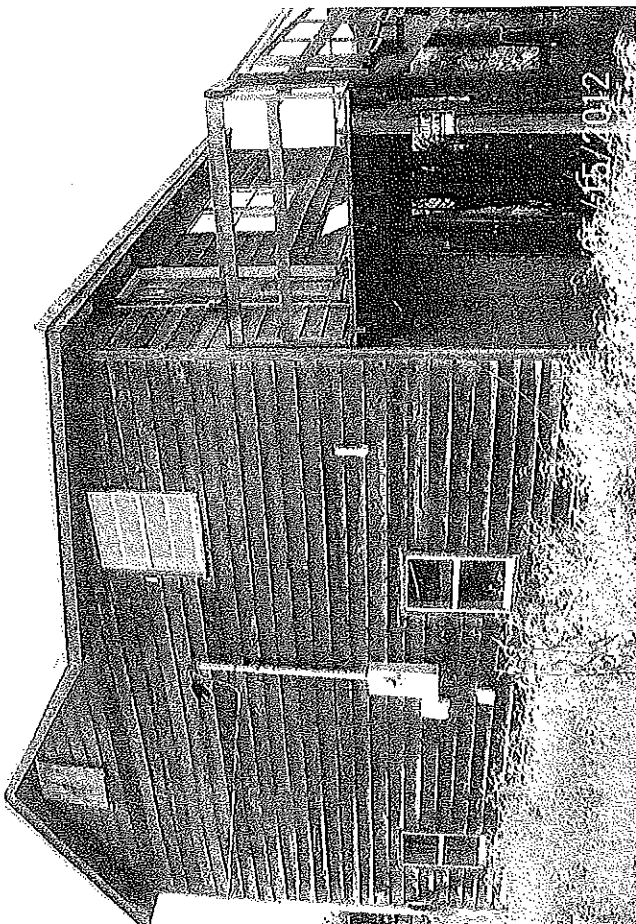
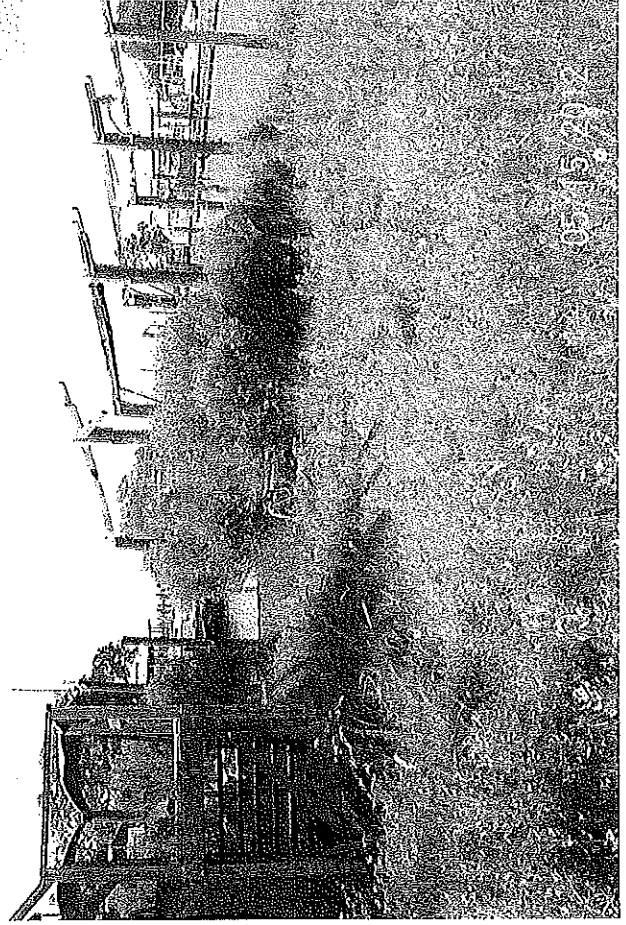
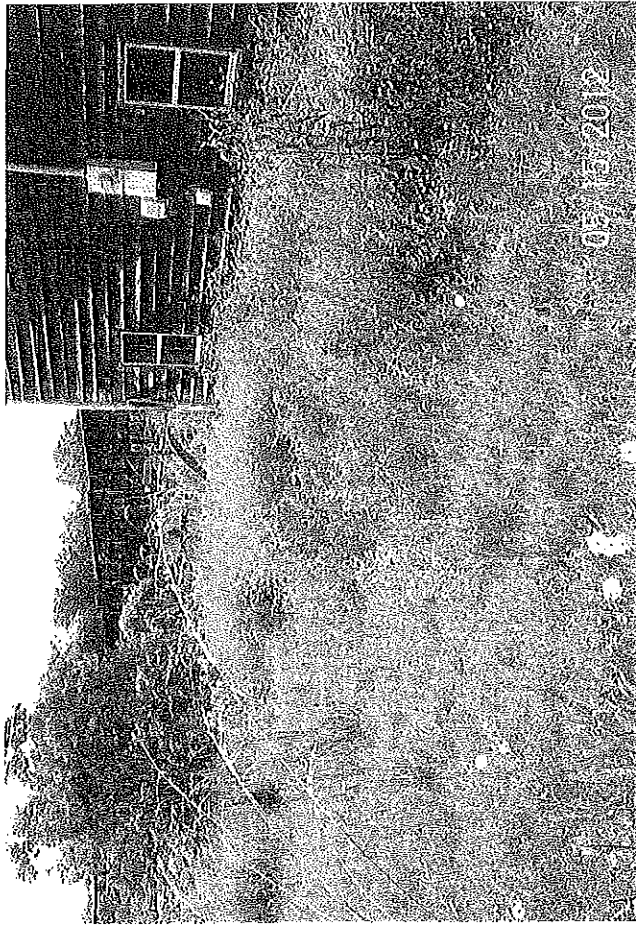
Year Built: 0000

Legal Description

Description: LOT 8 & LOT 9 LESS S 25' WILLIS HGTS S/D #3 DB 1079-246 (94M Map769.32-04)

Deed Book / Page: 1079 / 246





Building Code standards. Code enforcement has corresponded with the owner(s) at least six times and has received one written reply concerning the code violations. The owner(s) were asked to contact the building and zoning administrator for a complete property inspection and assessment. The property is now subject to the 2009 Digital Flood Insurance Rate Maps (DFIRM), which increased the required elevation for this property.

Other property owners in the vicinity remain concerned with the visible appearance of this dilapidated structure, overgrown property and the potentially dangerous condition. Code enforcement informed the owner(s) by letter on June 8, 2012, the property would be recommended for an abatement hearing if not in compliance by June 29, 2012.

APPLICABLE LAW:

Mississippi Statutes establishes the abatement process for public health, safety and welfare thus:

(1) To determine whether property or parcel of land located within a municipality is in such a state of uncleanness as to be a menace to the public health, safety and welfare of the community, a governing authority of any municipality shall conduct a hearing, on its own motion, or upon the receipt of a petition * * * signed by a majority of the residents residing within four hundred (400) feet of any property or parcel of land alleged to be in need of the cleaning. Notice shall be provided to the property owner by:

(a) United States mail * * * two (2) weeks before the date of the hearing mailed to the address of the subject property and to the address where the ad valorem tax notice for such property is sent by the office charged with collecting ad valorem tax; and

(b) Posting notice for at least two (2) weeks before the date of a hearing on the property or parcel of land alleged to be in need of cleaning and at city hall or another place in the municipality where such notices are posted.

Any notice required by this section shall include language that informs the property owner that an adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after the hearing without any further hearing if notice is posted on the property or parcel of land and at city hall or another place in the municipality where such notices are generally posted at least seven (7) days before the property or parcel of land is reentered for cleaning. A copy of the required notice mailed and posted as required by this section shall be recorded in the minutes of the governing authority in conjunction with the hearing required by this section.

If, at such hearing, the governing authority shall adjudicate the property or parcel of land in its then condition to be a menace to the public health, safety and welfare of the community, the governing authority, if the owner does not do so himself, shall proceed to clean the land, by the use of municipal employees or by contract, by cutting grass and weeds; filling cisterns; removing rubbish, dilapidated fences, outside toilets, dilapidated buildings, personal property, which removal of personal property shall not be subject to the provisions of Section 21-39-21, and other debris; and draining cesspools and standing water there from. The governing authority may by resolution adjudicate the actual cost of cleaning the property and may also impose a penalty not to exceed One Thousand Five Hundred Dollars (\$1,500.00) or fifty percent (50%) of the actual cost, whichever is more. The cost and any penalty may become a civil debt against the property owner, or, at the option of the governing authority, an assessment against the property. The "cost assessed against the property" means either the cost to the municipality of using its own

employees to do the work or the cost to the municipality of any contract executed by the municipality to have the work done, and administrative costs and legal costs of the municipality. For subsequent cleaning within the one-year period after the date of the hearing at which the property or parcel of land was adjudicated in need of cleaning, upon seven (7) days' notice posted both on the property or parcel of land adjudicated in need of cleaning and at city hall or another place in the municipality where such notices are generally posted, and consistent with the municipality's adjudication as authorized in this subsection (1), a municipality may reenter the property or parcel of land to maintain cleanliness without further notice or hearing no more than six (6) times in any twelve-month period with respect to removing dilapidated buildings, dilapidated fences and outside toilets, and no more than twelve (12) times in any twenty-four-month period with respect to cutting grass and weeds and removing rubbish, personal property and other debris on the land, and the expense of cleaning of the property shall not exceed an aggregate amount of Twenty Thousand Dollars (\$20,000.00) per year, or the fair market value of the property subsequent to cleaning, whichever is less. The governing authority may assess the same penalty for each time the property or land is cleaned as otherwise provided in this section. The penalty provided herein shall not be assessed against the State of Mississippi upon request for reimbursement under Section 29-1-145, nor shall a municipality clean a parcel owned by the State of Mississippi without first giving notice.

(2) If the governing authority declares, by resolution, that the cost and any penalty shall be collected as a civil debt, the governing authority may authorize the institution of a suit on open account against the owner of the property in a court of competent jurisdiction in the manner provided by law for the cost and any penalty, plus court costs, reasonable attorney's fees and interest from the date that the property was cleaned.

(3) If the governing authority does not declare that the cost and any penalty shall be collected as a civil debt, then the assessment above provided for shall be a lien against the property and may be enrolled in the office of the circuit clerk of the county as other judgments are enrolled, and the tax collector of the municipality shall, upon order of the board of governing authorities, proceed to sell the land to satisfy the lien as now provided by law for the sale of lands for delinquent municipal taxes.

(4) All decisions rendered under the provisions of this section may be appealed in the same manner as other appeals from municipal boards or courts are taken.

* * *

(5) Nothing contained under this section shall prevent any municipality from enacting criminal penalties for failure to maintain property so as not to constitute a menace to public health, safety and welfare.

* * *

RECOMMENDATION:

Staff recommends City Council hold a public hearing on July 17, 2012, in order to determine the property a menace to the public health, safety and welfare of citizens and direct Staff to commence with abatement of the dilapidated structure.

MEMORANDUM

DATE: June 8, 2012
TO: Samantha D. Abell, City Manager
THRU: Eric Meyer, Planning and Economic Development Director
Patty Huffman, Grants and Projects Manager
FROM: Joseph E. Belles, Code Enforcement Officer
SUBJECT: Abatement of Substandard Property Conditions, 3224 & 3228 Willis Drive
Gautier, Mississippi 39553

ISSUE:

Pursuant to the Mississippi Codes Annotated, 1972 § Title 21, Chapter 19, Section 11, Staff requests that the City Council set a public hearing date for July 17, 2012, to receive public comment regarding the abatement of the subject property.

LEGAL DESCRIPTION:

This property listed on the land assessment roll more generally described as:

PIDN 87420107.000 & 87420108.000
Lots 7, 8 & 9 WILLIS HTS SUBDIVISION
Deed Book 918, page 586

Property Address: 3224 & 3228 Willis Drive

Owners of Record: Clifford Cooley

Last Known Address: PO Box 37
Lucedale, Mississippi 39452

BACKGROUND:

A telephone complaint from a neighbor, concerned with code violations initiated the opening of a code violation file against the property in August 2009. According to Ms. Cooley, the 1940 built home at 3228 Willis has been vacant several years but a tenant was living in a recreational vehicle (RV) at the property until May 2009. The tenant passed away and left all his personal belongings in the RV and the property a terrible condition. The wooden structure located at 3228 Willis Drive remains in a serious state of disrepair and no repairs have been accomplished since the code violation case was opened in August 2009. Code enforcement has discussed the recurring problems with Ms Cooley by telephone several times but the property remains in violation of the City's Unified Development Ordinance. The property has continued to fall into a state of disrepair and the owner(s) have done nothing to repair the property to the International



City of Gautier
Agenda Item Request Form

Requestor's Name: Mr. Eric Meyer

E-Mail Address: emeyer@gautier-ms.gov

Street Address: 3305 Gautier-Vanceleave Road City/State: Gautier, MS Zip Code: 39553

Work Telephone No.: (228) 497-8015 Fax Telephone No.: (228) 497-1039

Department: Planning and Economic Development Department

In the items below, please select the type of agenda you request your item to be placed on.

- ☒ City Council Meeting (Regular & Recessed) **Consent Agenda—June 19, 2012**
- ☒ Employee: Please submit this request to the City Clerk by 12:00 p.m. on the Monday prior to the date of the next regular/recessed council meeting.
- ☐ Citizen: Submit request to the City Clerk by 12:00 p.m. on the Monday prior to the date of the next regular/recessed Council Meeting.
- ☐ Council Meeting (Study)
- ☐ Employee: Submit request to the City Clerk by 12:00 p.m. on the Monday Prior to the date of the next regular/recessed Council Meeting;
- ☐ Citizen: Submit request to the City Clerk by 12:00 p.m. on the Monday prior to the date of the next regular/recessed Council Meeting;

SUBJECT MATTER: Request to set public hearing date to consider property abatement

Legal Description: PIDN 87420107.000 & 87420108.000
Lots 7, 8 & 9 WILLIS HTS SUBDIVISION
Deed Book 918, page 586

Property Address: 3224 & 3228 Willis Drive

Owners of Record: Clifford Cooley
Last Known Address: PO Box 37
Lucedale, Mississippi 39452

Is there material you wish to be attached to the agenda? ☒ Yes ☐ No

Do you wish to make an oral presentation personally? ☐ Yes ☒ No

Requestor's Signature: Joe Bellas for Eric Meyer

Date: 06/07/12

FOR OFFICE USE ONLY

Received By: _____ Title: _____ Date: ____/____/____ Time: _____

() Approved () Denied for Agenda Date: _____ Item No.: _____

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

ORDER NUMBER 234-2012

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, pursuant to the Mississippi Codes Annotated, 1972 & Title 21, Chapter 19, Section 11 and based on all evidence and testimony presented at the public hearing, including the Planning and Economic Development Department's discussion paper, that the property owned by – Clifford Cooley, 3224 & 3228 Willis Drive Lot# 7, 8 and 9 Willis HTS Subdivision and made the subject of this public hearing, to be in substandard conditions.

Based on these findings, the Mayor and Members of the Council hereby approve and authorize abatement proceedings as recommended by the Planning and Economic Development Department – Clifford Cooley, 3224 & 3228 Willis Drive Lot # 7, 8 and 9 Willis HTS Subdivision.

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

Motion was made by Councilman Gollott, seconded by Mayor Fortenberry and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
Adam Colledge

NAYS: None


MAYOR

ATTEST:


INTERIM CITY CLERK

PASSED AND ADOPTED by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of October 2, 2012.

City of Gautier
Planning & Economic Development Department
Code Enforcement

by Tiki
off 90

Address of Complaint: 3228 Willis

Owner Name: Clifford Cooley

Owner Address: _____

Occupant: _____

Person Filing Complaint: N/A

Telephone: _____

Address of Person Filing: _____

☐ Dilapidated Vehicle

☐ Dilapidated Structure

☐ Debris, Litter, Rubbish in Yard

☒ Overgrown Vegetation

☐ Other House is substantially damaged from Katrina
must be lifted to bfe and Fixed or demolished.

IN HOUSE USE ONLY

Date Received: 8-24-16

Received By: Scott Ankerson

Officer Assigned: Caly

COMMENTS: 8/26 Photos taken

947 5091 call
947 4828 Work
4829 FAX

VISION PAINTING & CONSTRUCTION LLC

ESTIMATE COVER PAGE

4528 Gautier-Vancleave Rd.

Gautier, MS 39553

Office 228-497-4146 or 228-249-6773

Email: visionpainting7@gmail.com

Address of Customer:

Karen Cooley
3228 Willis Dr.
Gautier, MS 39553

Contact Anthony York, Owner
State License # 18656-MC
License Type Building Construction

Experience in business for 16 years, have remodel over 100 homes in my career.

Re: Consulting for Karen Cooley for the City of Gautier.

Result Vision came with for the home located on the property at 3228 Willis Dr. Gautier, MS. I, Anthony York, inspected home on August 21, 2012. The result from my inspection is stated below:

Structure: Bedroom needs to be lifted but other than that the living area is sound and can be repair back to living condition. Kitchen floor entering home needs $\frac{3}{4}$ plywood installed at door. Cross members for the piling to be re-installed with new 2x8 bolted with galvanize bolts. Deck on North side needs supports install correctly and bolted with galvanize bolts and hand rail needs to be replace with proper 4x4's supports for strength with 2x4s and deck boards for the top (this also needs to be done for the east side hand rail.) Therefore Bring the hand rail up to code. Handrails are (CFR 26) 42" per say to the 2009 building code. Exterior door needed.

Exterior: Cedar siding can be repaired and some replace prime and painted.

Interior: Cosmetic work to interior needs to be done but is not major, a 1 bedroom, Kitchen living area and 1 full bath that approx. 600+ square area.

INSPECTION DETERMINATION Date August 21, 2012

VISION PAINTING & CONSTRUCTION, ANTHONY YORK HAVE INSPECTED THE DEWELLING AND HAVE DETERMIN THAT THE HOME CAN BE REPAIR AND DOESN'T HAVE TO BE DEMO AND THAT THE AMOUNT THAT IT WOULD BE TO RE-HAB THE DEWELLING WOULD BE SIGNICANTLY LESS THAN 50% OF THE ACTUAL PRICE OF THE DEWELLING. THIS HOME COULD BE REPAIRED AND BOUGHT TO CODE SIMPLY.

Proposal

Page # _____ of _____ pages

Vision Painting & Construction LLC
4528 Gautier-Vancleave Rd.
Gautier, MS 39553

State License Building Construction and Lead Certified Renovator
228-249-6773 or 228-497-41446 Fax or Office

Proposal Submitted To:	Karen Cooley	Job Name	Cooley	Job #	972
Address	3228 Willis Dr. Gautier		Job Location	Gautier	
		Date	August 21, 2012	Date of Plans	
Phone #	601-947-5091	Fax #		Architect	

We hereby submit specifications and estimates for:

- A. Jack up Northside of Bedroom / Install proper support for the lift.
- B. Kithen floor remove wrotten ply install new 3/4 plywood to restore the damage wood.
- C. 2x8 Cross members install to re enforce the pilings strength bolt with galvanize bolts. (treated)
- D. Deck on North suports install correctly and bolted with galvanize bolts. Install new deck boards were needed.
- E. Remove old hand rails Hand rails install 4x4's for strength
- F. Hand rails install 4x4's for strength and 2x4's as runners and deck boards for the top.
- G. Remove exterior door and reinstall new exterior door on top level and bottom level.
- H. Window paynes replace in broken windows.
- I. Clean up all debri.

Estimate Cost Materials & Labor \$ 11,159.16

This estimate is for bringing the home back up to code and making the building structurely sound.

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ 11,159.16 _____ Dollars

with payments to be made as follows: _____

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted _____

Note — this proposal may be withdrawn by us if not accepted within Vision ☒ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.
Payments will be made as outlined above.

Signature _____

Date of Acceptance _____ Signature _____

STATE OF MISSISSIPPI

Certificate of Responsibility

No. 18656-MC

Which Expires Oct. 10, 2012



State Board of Contractors

THIS IS TO CERTIFY THAT

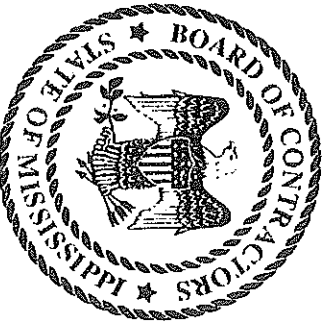
VISION PAINTING AND CONSTRUCTION LLC

4528 GAUTIER VANCELEAVE RD

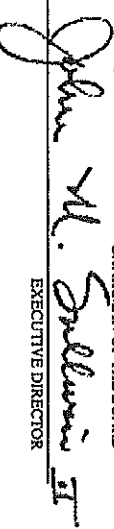
GAUTIER, MS 39553

is duly registered and entitled to practice

BUILDING
CONSTRUCTION



Witness our hands and Seal of the Board,
dated Jackson, MS 12 day of Oct., 2011


James M. Kline
CHAIRMAN OF THE BOARD

John M. Sullivan II
EXECUTIVE DIRECTOR

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

Council Meeting:
Title:

June 4, 2019
Authorization to negotiate with Seymour Engineering for professional engineering services related to a RESTORE Act funding request.

Introduced by:
Contact Person/Telephone

City Manager 497-8000 Ext. 305

Summary Explanation: Authorization to negotiate with Seymour Engineering for professional engineering services related to a RESTORE Act funding request for Old Spanish Trail/Gautier Vancleave Road sewer improvements.

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 000-2019

WHEREAS, the City of Gautier has a RESTORE funding application being considered for sewer improvements along Gautier Vancleave Road and Old Spanish Trail; and

WHEREAS, the City submitted a Request for Qualifications to establish a prequalified list for professional engineering services related to this project; and

WHEREAS, the City received responses from Compton Engineering, Michael Baker International, Pickering and Seymour Engineering; and

WHEREAS, the City Staff has scored and otherwise graded these firms on the basis of their responses, Seymour Engineering received the highest overall score; and

WHEREAS, pending approval by MDEQ, the City Manager requests permission to negotiate with Seymour Engineering for professional engineering services, the terms of which would return to City Council for approval; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that negotiations with Seymour Engineering for professional services related to a RESTORE Act funding request for Old Spanish Trail/Gautier Vancleave Road sewer improvements is hereby authorized.

IT IS FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary for that 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 June 4, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants Administrator
Date: 5/29/2019
Subject: Authorization to Negotiate for Professional Engineering Services-Sewer Improvements

REQUEST:

The Grants and Projects Department requests City Council authorization to negotiate with Seymour Engineering for professional engineering services related to a RESTORE Act funding request for Old Spanish Trail/Gautier Vancleave Road sewer improvements.

BACKGROUND:

The City of Gautier's has a RESTORE funding application being considered for sewer improvements along Gautier Vancleave Road and Old Spanish Trail.

DISCUSSION:

The City issued a request for qualifications for professional engineering services related to this project and received four responses. Responses were received from Compton Engineering, Michael Baker International, Pickering, and Seymour Engineering. A five-person review committee scored all proposals, and Seymour Engineering received the highest overall score. Pending approval by MDEQ, the City would like to negotiate with Seymour Engineering for professional engineering services.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize staff to negotiate with Seymour Engineering for professional engineering services related to a RESTORE Act funding request for Old Spanish Trail/Gautier Vancleave Road sewer improvements.

The City Council may:

- 1) Authorize staff to negotiate with Seymour Engineering for professional engineering services as presented;
or
- 2) Not authorize staff to negotiate with Seymour Engineering for professional engineering services.

ATTACHMENTS:

RFQ Score Tabulation

OLD SPANISH TRAIL/GAUTIER-VANCLEAVE ROAD
SEWER IMPROVEMENTS
CITY OF GAUTIER, MISSISSIPPI

RFQ Score Tabulation

April 30, 2019

Firm	Total Points (Out of 500 maximum)
Seymour Engineering	450
Michael Baker International	330
Pickering	276
Compton Engineering	238

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

Council Meeting:

June 4, 2019

Title:

Approval of FY 2019 Budget Amendments

Introduced by:

Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Resolution approving Budget Amendments for FY 2019.

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:

RESOLUTION NUMBER 000-2019

WHEREAS, pursuant to Miss. Code Ann. 21-35-25, the City is authorized to revise its budget from time to time as it deems necessary to meet the requirements of Mississippi law; and

WHEREAS, the Mayor and Members of the City Council hereby find that amendment of the current budget as presented 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 2019 are hereby approved.

BE IT FURTHER RESOLVED, that the City Manager or City Clerk is authorized to execute any and all documents necessary.

This resolution shall take effect and be in full force on June 4, 2019.

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

AYES:

NAYS:

ABSENT:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of June 4, 2019.

**FY 2019
BUDGET AMENDMENTS**

GENERAL FUND: FUND 001	Budget	Amendment	New Budget
REVENUES			
Grants	51,449.00	20,460.00	71,909.00
Miscellaneous	115,700.00	34,350.00	150,050.00
JCBS Inter Local Funds	0.00	150,000.00	150,000.00
Transfer from Enterprise Fund	641,821.00	4,564.00	646,385.00
Transfer from Other Funds (GO Bond)	0.00	25,000.00	25,000.00
		<u>234,374.00</u>	
EXPENDITURES			
CITY COUNCIL			
Other Services & Charges	14,250.00	2,705.00	16,955.00
CITY COURT			
Personnel Services	176,705.00	(21,610.00)	155,095.00
Supplies	2,500.00	500.00	3,000.00
Other Services & Charges	143,050.00	1,000.00	144,050.00
Capital Outlay	0.00	1,530.00	1,530.00
CITY MANAGER			
Other Services & Charges	87,800.00	4,359.00	92,159.00
HUMAN RESOURCES			
Personnel Services	112,931.00	(12,500.00)	100,431.00
CITY CLERK			
Personnel Services	249,491.00	(32,750.00)	216,741.00
Other Services & Charges	28,400.00	5,000.00	33,400.00
PLANNING			
Personnel Services	315,529.00	(10,010.00)	305,519.00
GENERAL EXPENSES & FACILITIES			
Supplies	12,000.00	1,000.00	13,000.00
Other Services & Charges	540,200.00	17,820.00	558,020.00
POLICE			
Supplies	210,500.00	20,460.00	230,960.00
Capital Outlay	97,000.00	16,650.00	113,650.00
FIRE			
Personnel Services	2,342,151.00	10,000.00	2,352,151.00
Other Services & Charges	108,270.00	7,000.00	115,270.00
RECREATION			
Personnel Services	357,355.00	1,000.00	358,355.00
Supplies	57,000.00	22,000.00	79,000.00
Other Services & Charges	86,250.00	1,820.00	88,070.00
Capital Outlay	85,100.00	135,860.00	220,960.00
MAINTENANCE			
Personnel Services	219,738.00	9,240.00	228,978.00
Supplies	19,900.00	2,000.00	21,900.00
Other Services & Charges	6,150.00	1,300.00	7,450.00
INTERFUND TRANSFERS			
To Other Funds	830,452.00	50,000.00	880,452.00
		<u>234,374.00</u>	

*Budget Misc Grants, Donations, Insurance Proceeds, InterLocal Funds and Bond Transfers.
Adjust Departmental Budgets to correct overages and shortfalls.*

**FY 2019
BUDGET AMENDMENTS**

FUND 030: MDAH SCHOOL HOUSE	Budget	Amendment	New Budget
REVENUES			
Donations	0.00	3,000.00	3,000.00
EXPENDITURES			
Supplies	0.00	3,000.00	3,000.00

Budget estimated donations.

FUND 157: US JUSTICE EQUITABLE SHARING	Budget	Amendment	New Budget
REVENUES			
Local Forfeitures	0.00	183,210.00	183,210.00
EXPENDITURES			
Personnel Services	0.00	12,455.00	12,455.00
Supplies	0.00	1,000.00	1,000.00
Capital Outlay	50,000.00	169,755.00	219,755.00
		183,210.00	

Budget Revenue and Expenditures to date.

FUND 171: TIDELANDS PROJECTS	Budget	Amendment	New Budget
REVENUES			
MDA Capital Expenditure Funds	0.00	145,000.00	145,000.00
Grant: Public Access	195,089.25	(36,578.75)	158,510.50
Grant: Town Center	504,611.74	(315,176.74)	189,435.00
Grant: MS G Coast Heritage Grant	8,000.00	(8,000.00)	0.00
Transfers In: 2019 MPI GO Bond	0.00	30,000.00	30,000.00
		(184,755.49)	
EXPENDITURES			
Capital Outlay: City Park - Town Commons	154,236.74	(154,236.74)	0.00
Capital Outlay: Graveline Bayou	700.00	(700.00)	0.00
Capital Outlay: Shepard State Park	192,262.75	131,121.25	323,384.00
Capital Outlay: Mary Walker Bayou Parks	350,000.00	(160,940.00)	189,060.00
		(184,755.49)	

Budget new MDA and Bond Funding. Move Tidelands funding to individual Project Funds.

FUND 176: SHEPARD STATE PARK	Budget	Amendment	New Budget
EXPENDITURES			
Supplies	15,750.00	2,000.00	17,750.00
Other Services & Charges	55,570.00	(6,000.00)	49,570.00
Capital Outlay	12,200.00	4,000.00	16,200.00

Adjust Budget to fund gardening supplies and the emergency purchase of grinder pumps.

FUND 300: USDA-NRCS EMERGENCY WATERSHED	Budget	Amendment	New Budget
REVENUES			
Grant Funds	344,795.00	40,264.00	385,059.00
EXPENDITURES			
Other Services & Charges	161,250.00	40,264.00	201,514.00

Adjust anticipated reimbursement to reflect final 2017 project total.

FUND 301: PINE CONE DR SPILLWAY	Budget	Amendment	New Budget
EXPENDITURES			
Other Services & Charges	164,525.60	(14,397.07)	150,128.53
Transfer Out	0.00	14,397.07	14,397.07

Budget approved transfer of JCBS Interlocal funds to Fund 302 R Hiram Bridge Project.

**FY 2019
BUDGET AMENDMENTS**

FUND 302: ROBERT HIRAM BRIDGE SHEET PILE WALL	Budget	Amendment	New Budget
REVENUES			
Transfer In	0.00	14,397.07	14,397.07
EXPENDITURES			
Other Services & Charges	76,261.71	14,397.07	90,658.78

Budget approved transfer from Fund 301 to fund additional work required to complete project.

FUND 304: TOWN COMMONS PARK PROJECT	Budget	Amendment	New Budget
REVENUES			
Tidelands Funding	0.00	565,176.74	565,176.74
Infrastructure Improvement Funding	0.00	500,000.00	500,000.00
Interest	0.00	5,000.00	5,000.00
Transfer In (Fund 305 GO Bond Construction)	0.00	<u>1,672,250.00</u>	1,672,250.00
		2,742,426.74	
EXPENDITURES			
Capital Outlay: Phase I	0.00	2,742,426.74	2,742,426.74

Create separate Project Fund and budget Tidelands, MS IIF and Bond funding.

FUND 305: 2019 MPI GO BOND CONSTRUCTION	Budget	Amendment	New Budget
REVENUES			
Interest	0.00	20,000.00	20,000.00
Bond Proceeds	0.00	<u>4,056,697.02</u>	4,056,697.02
		4,076,697.02	
EXPENDITURES			
Capital Outlay	0.00	122,000.00	122,000.00
Contingency: Unallocated	0.00	20,697.02	20,697.02
Transfer Out (to Project Funds)	0.00	<u>3,934,000.00</u>	3,934,000.00
		4,076,697.02	

Budget APRIL 2019 MS Public Improvements General Obligation Bond issue.

FUND 306: SSP WELCOME CENTER PH III	Budget	Amendment	New Budget
REVENUES			
Tidelands Funding	0.00	136,700.00	136,700.00
Transfer In (Fund 305 GO Bond Construction)	0.00	<u>314,500.00</u>	314,500.00
		451,200.00	
EXPENDITURES			
Capital Outlay	0.00	451,200.00	451,200.00

Create separate Project Fund and budget Tidelands and Bond funding.

FUND 307: BACOT PARK IMPROVEMENTS	Budget	Amendment	New Budget
REVENUES			
Transfer In (Interlocal Funds/Bond Construction)	0.00	<u>1,722,250.00</u>	1,722,250.00
		1,722,250.00	
EXPENDITURES			
Capital Outlay	0.00	1,722,250.00	1,722,250.00

Budget new Bond Project.

**FY 2019
BUDGET AMENDMENTS**

FUND 308: SSP BOARDWALK PROJECT	Budget	Amendment	New Budget
REVENUES			
Tidelands Funding	0.00	150,000.00	150,000.00
Transfer In (Fund 305 GO Bond Construction)	0.00	<u>220,000.00</u>	220,000.00
		370,000.00	
EXPENDITURES			
Capital Outlay	0.00	370,000.00	370,000.00

Create separate Project Fund and budget Tidelands and Bond funding.

FUND 351: BEMIS SEWER PROJECT	Budget	Amendment	New Budget
REVENUES			
CDBG Grant Funds	600,000.00	(309,395.00)	290,605.00
Transfer In (Enterprise Fund)	702,014.00	(675,802.00)	26,212.00
Transfer In (Fund 352 2018 General Construction)	0.00	<u>583,183.00</u>	583,183.00
		(402,014.00)	
EXPENDITURES			
Other Services and Charges	175,814.00	11,274.00	187,088.00
Capital Outlay	1,126,200.00	<u>(413,288.00)</u>	712,912.00
		(402,014.00)	

*Amend Budget to reflect construction bid and adjusted grant award.
Change local match funding from Enterprise funds to S2018 Bond Construction Funds.*

FUND 352: 2018 BOND - GENERAL CONSTRUCTION	Budget	Amendment	New Budget
REVENUES			
Interest	10,000.00	60,000.00	70,000.00
Other Financing Sources (Cash Balance)	0.00	<u>1,521,749.00</u>	1,521,749.00
		1,581,749.00	
EXPENDITURES			
Capital Outlay	0.00	10,000.00	10,000.00
Transfer Out	1,385,948.00	<u>1,571,749.00</u>	2,957,697.00
		1,581,749.00	

Appropriate funding to Project Funds 351, 354, 355.

FUND 354: ROBINSON STILL RD UTILITY EXTENSION	Budget	Amendment	New Budget
REVENUES			
Transfer In (Fund 352 2018 General Construction)	336,318.00	308,566.00	644,884.00
EXPENDITURES			
Sewer Lines: Other Services & Charges	0.00	59,210.00	59,210.00
Sewer Lines: Capital Outlay	0.00	<u>249,356.00</u>	249,356.00
		308,566.00	

Amend Budget to include Sewer Line Extension.

FUND 355: WATER SUPPLY & TREATMENT PLANT	Budget	Amendment	New Budget
REVENUES			
Transfer In (Fund 352 2018 General Construction)	0.00	680,000.00	680,000.00
EXPENDITURES			
Capital Outlay: Design Services	0.00	680,000.00	680,000.00

Budget S2018 Bond funds for initial design of project.

**FY 2019
BUDGET AMENDMENTS**

FUND 400: WATER & SEWER	Budget	Amendment	New Budget
REVENUES			
Water Sales	3,880,000.00	(150,000.00)	3,730,000.00
Capacity Fee	465,000.00	(25,000.00)	440,000.00
Miscellaneous	434,000.00	11,243.00	445,243.00
Transfer In (Fund 602)	0.00	7,739.00	7,739.00
		(156,018.00)	
EXPENDITURES			
ADMIN: Other Services & Charges	2,563,693.00	6,000.00	2,569,693.00
ADMIN: Capital Outlay	112,000.00	25,243.00	137,243.00
OP-MAINT: Supplies	280,000.00	40,000.00	320,000.00
OP-MAINT: Other Services & Charges	2,640,016.00	20,000.00	2,660,016.00
OP-MAINT: Capital Outlay	100,000.00	50,000.00	150,000.00
Debt Service	1,164,489.00	143,725.00	1,308,214.00
Contingency Fund	200,000.00	240,252.00	440,252.00
Transfer to General Fund	641,821.00	4,564.00	646,385.00
Transfer to Capital Project Funds	1,448,514.00	(685,802.00)	762,712.00
		(156,018.00)	

Adjust for Revenue Shortfall. Reallocate Bemis Funding.

FUND 495: 2012 GUD BOND RESERVE FUND	Budget	Amendment	New Budget
REVENUES			
Miscellaneous - Interest	600.00	3,385.00	3,985.00
EXPENDITURES			
Transfer Out (Debt Service Fund 602)	491,325.00	3,385.00	494,710.00

Budget transfer of funds - Bank Account closed.

FUND 497: 2013 SO BOND RESERVE FUND	Budget	Amendment	New Budget
REVENUES			
Miscellaneous - Interest	1,000.00	2,500.00	3,500.00
EXPENDITURES			
Debt Service	2,000.00	2,500.00	4,500.00

Budget additional Interest and transfer of overage to Debt Service.

FUND 602: 2012 GUD BOND ESCROW FUND	Budget	Amendment	New Budget
REVENUES			
Miscellaneous - Interest	600.00	7,739.00	8,339.00
EXPENDITURES			
Transfer Out (Enterprise Fund 400)	0.00	7,739.00	7,739.00

Budget transfer of funds - Bank Account closed.

**CITY OF GAUTIER
Business Agenda Item #4
Fact Sheet**

Council Meeting:
Title:

**June 4, 2019
Approval of Paid Docket of Claims for 2019 Plein Air
Art Competition**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000 Ext. 309

Summary Explanation: Approval of paid Docket of Claims for prize money awarded to winners of the 2019 Plein Air Art Competition in the amount of \$350.00.

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 000-2019

WHEREAS, the Mayor and Members of the Council of Gautier approved the establishment of the annual Paint the Town Plein Air Art Competition and authorized the payment of prize money to winners of said competition in the FY 2019 City Budget;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the paid Docket of Claims for the 2019 Plein Air Competition in the amount of \$350.00 is 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 June 4, 2019.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TEDASYA HYDE	192135	05/23/2019	05/23/2019	968	45682	100.00	APPROVED
	Account Number 001-170-513	Description		Invoice #	Date	P.O.	Amount	
		PLEIN AIR WINNER: YOUTH		05232019	05/23/2019		100.00	
001	MELISSA ROOT	192136	05/23/2019	05/23/2019	969	45683	250.00	APPROVED
	Account Number 001-170-513	Description		Invoice #	Date	P.O.	Amount	
		PLEIN AIR WINNER: ADULT		05232019	05/23/2019		250.00	
FUND TOTAL	1 Claims	968 to	969 Checks	2 Total	350.00 Manual	Held	Total	350.00

SUMMARY OF ALL FUNDS

FUND	1	Claims	968	to	969	Checks	2	Total	350.00	Manual	Held	Total	350.00

		Total for all Funds			Checks			2	Total	350.00	Manual	Held	Total 350.00

**CITY OF GAUTIER
Business Agenda Item #5
Fact Sheet**

Council Meeting:
Title:

**June 4, 2019
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	☐
☐		☐		☐		☐		☐	☐

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 000-2019

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 the 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 June 4, 2019.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	C SPIRE WIRELESS	192098	06/04/2019	05/17/2019			561.79	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-605	POLICE CELLS		0032680896	05/12/2019			561.79
001	AT&T	192102	06/04/2019	05/20/2019			124.01	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284977070	05/14/2019			124.01
001	AT&T	192103	06/04/2019	05/20/2019			202.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284972172	05/14/2019			202.30
001	AT&T	192104	06/04/2019	05/20/2019			31.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC TELECOM		2284970262	05/14/2019			31.67
001	M & E FEED & SEED	192112	06/04/2019	05/21/2019			168.96	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-514	DOG FOOD		5277	03/27/2019			41.99
	001-100-514	DOG FOOD		5279	04/09/2019			41.99
	001-100-514	DOG FOOD		5282	04/25/2019			41.99
	001-100-514	DOG FOOD		5292	05/17/2019			42.99
001	SOUTHERN PEST CONTROL INC	192113	06/04/2019	05/21/2019			403.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	CITY FACILITIES		344940	05/21/2019			403.30
001	AT&T	192132	06/04/2019	05/22/2019			2,998.09	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284978000	05/14/2019			2,998.09
001	GLOBALSTAR	192133	06/04/2019	05/23/2019			85.59	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		0010304207	05/16/2019			85.59
001	DELTA COMPUTER SYSTEMS INC	192139	06/04/2019	05/24/2019			485.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	ACCTG SOFTWARE MAINT		MN135688	05/15/2019			335.00
	001-092-698	VOTER REG SOFTWARE MAINT		MN135688	05/15/2019			20.00
	001-092-698	PRIV LICENSE SOFTWARE MAINT		MN135689	05/15/2019			130.00
001	CABLE ONE INC	192140	06/04/2019	05/28/2019			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	JUN 2019: NFS #122024383		05162019	05/23/2019			83.32
001	CABLE ONE INC	192141	06/04/2019	05/28/2019			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	JUN 2019: CFS #122024086		05162019	05/23/2019			83.32

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CABLE ONE INC	192142	06/04/2019	05/28/2019			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	JUN 2019: SFS #122025091		05162019	05/23/2019			83.32
001	SECURE NETWORKS LLC	192145	06/04/2019	05/28/2019			594.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	DELL ON SITE SUPPT: SERVER		3823	05/21/2019			594.00
001	SOUTHERN MS PLANNING & DEV DISTRICT INC	192146	06/04/2019	05/28/2019			15,340.48	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-652	2018 COMM REDEV GRANT REIMB		11706	05/15/2019			15,340.48
001	CLYDE C SCOTT INSURANCE AGENCY INC	192147	06/04/2019	05/28/2019			6,255.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-625	SURETY BOND RENEWAL		32947	05/15/2019			6,255.00
001	CLYDE C SCOTT INSURANCE AGENCY INC	192148	06/04/2019	05/28/2019			1,750.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-625	SURETY RENEW: TORJUSEN		32332	05/09/2019			250.00
	001-092-625	SURETY RENEW: COLLEDGE		32333	05/09/2019			250.00
	001-092-625	SURETY RENEW: MARTIN		32334	05/09/2019			250.00
	001-092-625	SURETY RENEW: GEORGE		32335	05/09/2019			250.00
	001-092-625	SURETY RENEW: JACKSON		32336	05/09/2019			250.00
	001-092-625	SURETY RENEW: VAUGHAN		32337	05/09/2019			250.00
	001-092-625	SURETY RENEW: ANDERSON		32338	05/09/2019			250.00
001	FEDERAL EXPRESS	192149	06/04/2019	05/28/2019			72.85	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-607	OVERNIGHT GRANT PACKET		655256880	05/15/2019			72.85
001	MSC 7511	192150	06/04/2019	05/28/2019			152.15	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	FNK100-01 RENTAL FEE		INV3075650	05/19/2019			152.15
001	FUELMAN	192151	06/04/2019	05/28/2019			3,692.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP56111127	05/20/2019			83.15
	001-100-525	UNL FUEL		NP56111127	05/20/2019			2,804.52
	001-161-525	UNL & DSL FUEL		NP56111127	05/20/2019			502.57
	001-170-525	UNL FUEL		NP56111127	05/20/2019			249.18
	001-205-525	DSL FUEL		NP56111127	05/20/2019			53.33
001	FUELMAN	192153	06/04/2019	05/28/2019			3,269.82	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-525	UNL FUEL		NP56148241	05/27/2019			32.75
	001-100-525	UNL FUEL		NP56148241	05/27/2019			2,724.90
	001-161-525	UNL FUEL		NP56148241	05/27/2019			370.28
	001-170-525	UNL FUEL		NP56148241	05/27/2019			56.64
	001-205-525	UNL FUEL		NP56148241	05/27/2019			85.25

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PITNEY BOWES PURCHASE POWER	192156	06/04/2019	05/28/2019			1,220.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-607	POSTAGE METER		0434-6213	05/20/2019			1,220.00
001	SINGING RIVER HEALTH SYSTEM	192158	06/04/2019	05/28/2019			155.09	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-604	AFTER ACCIDENT DRUG SCREEN	WC	2018101975	05/17/2019			155.09
001	SEYMOUR ENGINEERING PLLC	192159	06/04/2019	05/28/2019			1,200.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-608	PLAN REVIEW: WINGFIELD DEV		7058	05/24/2019			1,200.00
001	ALABAMA MEDIA GROUP	192181	06/04/2019	05/29/2019			18.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-615	PUBLIC NOTICE: GPC #19-12-CU		0009161657	05/19/2019	190780		18.24
001	ESTABROOK MOTOR CO INC	192182	06/04/2019	05/29/2019			384.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	INSTL KEYLESS PAD: U #10186		451790	05/20/2019	190815		85.00
	001-100-638	PROGRAM KEY PAD		451790	05/20/2019	190815		107.00
	001-100-638	INSTL KEYLESS PAD: U #10185		452101	05/28/2019	190815		85.00
	001-100-638	PROGRAM KEY PAD		452101	05/28/2019	190815		107.00
001	TEAM ONE COMMUNICATIONS INC	192183	06/04/2019	05/29/2019			650.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-799	NFORCE SHROUD (2): HIDTA F150		1730002891	05/23/2019	190774		120.00
	001-100-799	NFORCE BRACKET (2)		1730002891	05/23/2019	190774		120.00
	001-100-799	4IN MPOWER BLUE (4)		1730002891	05/23/2019	190774		360.00
	001-100-799	4IN DUAL WINDOW SHROUD (2)		1730002891	05/23/2019	190774		50.00
001	GULF COAST BUSINESS SUPPLY CO	192184	06/04/2019	05/29/2019			1,461.38	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-510	BMF PAPER TOWEL (2)		188296	05/21/2019	190807		33.38
	001-161-703	MAHOGANY FRONT DESK		187699	05/16/2019	190763		274.00
	001-161-703	MAHOGANY 42" BRIDGE		187699	05/16/2019			119.00
	001-161-703	MAHOGANY HUTCH		187699	05/16/2019			249.00
	001-161-703	MAHOGANY B/B/F PEDESTAL		187699	05/16/2019			229.00
	001-161-703	MAHOGANY F/F PEDESTAL		187699	05/16/2019			229.00
	001-161-703	MAHOGANY BOOKCASE		187699	05/16/2019			149.00
	001-161-703	MAHOGANY CREDENZA SHELL		187699	05/16/2019			179.00
001	MS TROPHY LLC	192185	06/04/2019	05/29/2019			117.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	NAME/SERVING BAR (4)		11983	05/14/2019	190679		112.80
	001-100-535	SHIPPING		11983	05/14/2019	190679		5.00
001	HAYGOODS INDUSTRIAL ENGRAVERS INC	192186	06/04/2019	05/29/2019			75.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-513	8X10 PLAQUE: PLEIN AIR		29868	05/21/2019	190819		25.00
	001-170-513	5X7 PLAQUE (3): PLEIN AIR		29868	05/21/2019	190819		37.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	HAYGOODS INDUSTRIAL ENGRAVERS INC	192186	06/04/2019	05/29/2019			75.00	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-513	5X7 PLAQUE: PLEIN AIR		29887	05/23/2019	190839		12.50
001	NAFECO INC	192187	06/04/2019	05/29/2019			196.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-535	EDGETEC TAC PANT: 32X32 (3)		982250	05/10/2019	190757		85.20
	001-161-535	SHIPPING		982250	05/10/2019	190757		12.00
	001-161-535	EDGETEC TAC PANT: 36X32 (3)		982650	05/14/2019	190757		85.20
	001-161-535	SHIPPING		982650	05/14/2019	190757		14.40
001	SECURE NETWORKS LLC	192191	06/04/2019	05/29/2019			209.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-094-704	500GB PC SSD SATA III DRIVE		3809	05/14/2019	190775		199.00
	001-094-704	SHIPPING		3809	05/14/2019	190775		10.00
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	192192	06/04/2019	05/29/2019			1,131.35	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-500	BROTHER TN221BK TONER		3413705603	05/11/2019	190778		70.95
	001-040-500	BROTHER DR221CL DRUM UNIT		3413705603	05/11/2019	190778		149.99
	001-040-500	POST-IT TABS 2X1.5 WIDE (2)		3413705603	05/11/2019	190778		13.42
	001-040-500	CARPET CHAIR MAT		3413705603	05/11/2019	190778		27.83
	001-040-500	STANDARD STAPLES 25000CT		3413705603	05/11/2019	190778		2.99
	001-045-500	EXPAND FILE POCKET LEGAL 10/PK		3413705603	05/11/2019	190778		25.80
	001-045-500	LEXMARK CS417 BLACK TONER (2)		3413705606	05/11/2019	190778		285.58
	001-100-500	8.5X11 COPY PAPER CS (10)		3414084309	05/17/2019	190805		369.20
	001-100-500	ROLODEX HOLDER BLACK MESH (2)		3414279842	05/18/2019	190811		24.18
	001-100-500	AIO DESK ORGANIZER WIRE MESH		3414279842	05/18/2019	190811		27.49
	001-100-500	PILOT G-2 RETRACT GEL PEN DZ		3414279843	05/18/2019	190811		21.98
	001-100-500	PILOT G-2 RETRACT GEL PEN DZ		3414279843	05/18/2019	190811		21.98
	001-100-500	CANON PGI-220 BLACK INK 3PK		3414279843	05/18/2019	190811		41.99
	001-100-500	CANON CLI 221 BLACK INK (3)		3414279843	05/18/2019	190811		47.97
001	TRI-STAR	192193	06/04/2019	05/29/2019			2,400.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-601	DEMO/REM TRAILER:2899 FLOUNDER		190779	05/14/2019	190779		2,400.00
001	MS GULF COAST COMMUNITY COLLEGE	192196	06/04/2019	05/29/2019			7,200.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	BLE TRNG 2019-2: ALEXANDER,C		19-012	05/17/2019	190569		3,600.00
	001-100-681	BLE TRNG 2019-2: WILLETT,K		19-012	05/17/2019	190647		3,600.00
001	UNIFORM WAREHOUSE INC	192197	06/04/2019	05/29/2019			334.94	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-559	REFLECT DUTY VEST 1XL (8)		713869	05/20/2019	190784		119.92
	001-100-559	REFLECT DUTY VEST 5XL (2)		713869	05/20/2019	190784		29.98
	001-100-559	REFLECT DUTY VEST 2XL/3XL (2)		713869	05/20/2019	190784		29.98
	001-100-559	PRINT VEST LIMEGREEN INK (12)		713869	05/20/2019	190784		119.88
	001-100-559	SHIPPING		713869	05/20/2019	190784		35.18

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	DANNYS TOWING	192204	06/04/2019	05/29/2019			150.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	TOW SERVICE: COMMAND 33		19309	05/10/2019	190781		150.00
001	ECONOMY BOOTS SALES & SERVICE	192205	06/04/2019	05/29/2019			200.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	SZ DUTY BOOT: STONEWALL, JAMES		12997	05/15/2019	190787		100.00
	001-100-535	SZ DUTY BOOT: BYRD, SCOTTIE		12998	05/15/2019	190787		100.00
001	MAGNOLIA AD STUDIO LLC	192213	06/04/2019	05/29/2019			750.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-615	JUN 2019 ADVERTISING PKG		1094	05/29/2019			750.00
001	SINGING RIVER ELECTRIC COOPERATIVE	192222	06/04/2019	05/29/2019			571.36	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-631	BROWN FD 95237002		05162019	05/23/2019			194.61
	001-161-631	MARTIN BLUFF FD 58380001		05172019	05/24/2019			227.44
	001-201-629	SIGNAL LIGHTS 17546		05172019	05/24/2019			32.69
	001-092-631	CITY LIMIT SIGN 17546		05172019	05/24/2019			25.87
	001-100-631	MBLUFF SUB STN 58521002		05172019	05/24/2019			90.75
001	SINGING RIVER ELECTRIC COOPERATIVE	192223	06/04/2019	05/29/2019			2,299.05	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-631	POLICE STATION 66298004		05192019	05/28/2019			1,490.58
	001-201-629	SIGNAL LIGHT 89113001		05192019	05/28/2019			54.73
	001-170-631	CITY PARK RESTRMS 89912001		05192019	05/28/2019			433.78
	001-201-633	STREET LIGHTS 90345002		05192019	05/28/2019			156.28
	001-092-631	RECORDS BLDG 90790001		05192019	05/28/2019			123.68
	001-170-631	FRAZIER RESTRMS 98546001		05192019	05/28/2019			40.00
001	SINGING RIVER ELECTRIC COOPERATIVE	192224	06/04/2019	05/29/2019			1,033.53	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-633	DOLPHIN ST 94987002		05192019	05/28/2019			94.33
	001-201-633	DOLPHIN ST 94988002		05192019	05/28/2019			75.95
	001-201-633	DOLPHIN ST 94989002		05192019	05/28/2019			78.63
	001-201-633	DOLPHIN ST 94990002		05192019	05/28/2019			524.13
	001-201-633	WM PAYNE 100244001		05192019	05/28/2019			72.31
	001-201-633	WM PAYNE 100245001		05192019	05/28/2019			188.18
001	ESTABROOK MOTOR CO INC	192225	06/04/2019	05/29/2019			32,213.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-740	2019 F150 CREW CAB: VIN #27120 SFT1224			05/13/2019	190772		32,213.00
FUND TOTAL	1 Claims	to	Checks	42 Total	90,408.26 Manual	Held	Total	90,408.26

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
157	CAMPER CITY TRUCK ACCESS INC	192189	06/04/2019	05/29/2019			1,451.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	157-100-799	RUNNING BOARDS	63077	05/14/2019	190782		567.00	
	157-100-799	SPRAY IN LINER	63077	05/14/2019	190782		420.00	
	157-100-799	TOOL BOX	63077	05/14/2019	190782		385.00	
	157-100-799	VENT VISOR: U #17120 HIDTA	63077	05/14/2019	190782		79.00	
157	AFFORDABLE PAINT & BODY	192194	06/04/2019	05/29/2019			5,600.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	157-100-799	INSTL GRAFIX	621	05/10/2019	190761		850.00	
	157-100-799	PAINT COMMAND UNIT #14782	620	05/10/2019	190095		4,750.00	
157	WATCHGUARD VIDEO	192195	06/04/2019	05/29/2019			10,040.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	157-100-799	4RE DVR CAMERA SYSTEM (2)	INV0006059	05/10/2019	190738		9,590.00	
	157-100-799	FNT CAMERA 4RE HD PANORAMIC (2)	INV0006059	05/10/2019	190738		400.00	
	157-100-799	SHIPPING /WARRANTY 1 YEAR	INV0006059	05/10/2019	190738		50.00	
157	SE LAW ENFORCEMENT EXPLORER ACADEMY	192202	06/04/2019	05/29/2019			1,665.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	157-100-799	YOUTH SLEEA 2019: SELF, J	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: HUGHES, A	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: EVERETT, L	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: SELF, C	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: LOWERY, T	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: AYALA, V	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: BIGGS, J	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: RODRIGUEZ, J	08	05/29/2019	190832		185.00	
	157-100-799	YOUTH SLEEA 2019: RODRIGUEZ, E	08	05/29/2019	190832		185.00	
157	ESTABROOK MOTOR CO INC	192226	06/04/2019	05/29/2019			63,906.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	157-100-799	2019 F150 CREW CAB:VIN #50185	SFT1581	04/24/2019	190685		31,953.00	
	157-100-799	2019 F150 CREW CAB:VIN #50186	SFT1582	04/24/2019	190685		31,953.00	
FUND TOTAL 157 Claims		to	Checks	5 Total	82,662.00 Manual	Held	Total	82,662.00

Docket of Claims
Release date from 06/04/2019 thru 06/04/2019

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	192100	06/04/2019	05/17/2019			3,763.54	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	172-350-650	LIBRARY SUPPORT		MAY 2019	05/17/2019			3,763.54
FUND TOTAL 172 Claims	to	Checks	1 Total	3,763.54	Manual	Held	Total	3,763.54

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	AD2 INC	192099	06/04/2019	05/17/2019			151.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-699	HOSTING FEE JUN 2019	3451	05/15/2019			36.50	
	176-170-699	SHOPPING CART FEE JUN 2019	3451	05/15/2019			115.00	
176	AT&T	192105	06/04/2019	05/20/2019			147.99	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	MONTHLY SERVICE	2284972244	05/14/2019			147.99	
176	AT&T	192106	06/04/2019	05/20/2019			51.48	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	MAY 2019: SSP INTERNET	285615432	05/11/2019			51.48	
176	FUELMAN	192154	06/04/2019	05/28/2019			34.85	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-525	UNL FUEL	NP56148241	05/27/2019			34.85	
176	SOUTHERN PEST CONTROL INC	192160	06/04/2019	05/28/2019			60.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-699	SSP TRAILER: FLEA TREATMENT	345173	05/17/2019			60.00	
176	K AND K JANITORIAL SERVICE	192203	06/04/2019	05/29/2019			135.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-635	CLEAN CARPET (4): SSP TRAILER	2128	05/22/2019	190830		135.00	
FUND TOTAL 176 Claims to		Checks	6 Total	580.82 Manual		Held	Total	580.82

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
350	SEYMOUR ENGINEERING PLLC	192162	06/04/2019	05/29/2019			26,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	350-721-603	DESIGN/PERMITTING 80%		7051	05/23/2019		26,000.00	
FUND TOTAL 350 Claims	to	Checks	1 Total	26,000.00 Manual		Held	Total	26,000.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
351	SEYMOUR ENGINEERING PLLC	192163	06/04/2019	05/29/2019			19,125.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	351-726-603	ENGINEERING DESIGN		7052	05/23/2019			18,125.60
	351-726-603	STORMWTR POLLUTION PREV PLAN		7052	05/23/2019			1,000.00
FUND TOTAL 351 Claims	to	Checks	1 Total	19,125.60	Manual		Held	Total 19,125.60

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
354	SEYMOUR ENGINEERING PLLC Account Number 354-722-603	192164	06/04/2019	05/29/2019			4,510.00	
		Description		Invoice #	Date	P.O.	Amount	
		ENGINEERING PLANS & SPECS		7053	05/23/2019		4,510.00	
FUND TOTAL 354 Claims	to	Checks	1 Total	4,510.00	Manual	Held	Total	4,510.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTIER	192038	06/04/2019	05/14/2019			43,427.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-821	ST LNS #3 90/57 SWR		05092019	05/09/2019		7,877.45	
	400-680-822	ST LNS #4 90/57 WTR		05092019	05/09/2019		10,948.67	
	400-680-822	ST LNS #4 90/57 SWR		05092019	05/09/2019		9,019.22	
	400-680-823	ST LNS #5 ALLEN RD		05092019	05/09/2019		2,149.95	
	400-680-824	ST LNS #6 OLD SPAN TR		05092019	05/09/2019		3,765.83	
	400-680-825	ST LNS #7 OLD SPAN TR		05092019	05/09/2019		9,665.99	
400	AT&T	192107	06/04/2019	05/20/2019			146.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284974594	05/14/2019		146.67	
400	AT&T	192108	06/04/2019	05/20/2019			67.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284972276	05/06/2019		67.30	
400	AT&T	192110	06/04/2019	05/21/2019			178.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284975234	05/14/2019		178.67	
400	IRBY'S ANSWERING SERVICE	192111	06/04/2019	05/21/2019			443.94	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	HOLIDAY CHARGES		277-051519	05/15/2019		12.00	
	400-650-698	470 MINUTES: 4/17 - 5/14/19		277-051519	05/15/2019		17.94	
	400-650-698	BASE RATE: 5/15 - 6/11/19		277-051519	05/15/2019		414.00	
400	CABLE ONE INC	192143	06/04/2019	05/28/2019			61.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	JUN 2019: #107663106		05162019	05/23/2019		61.16	
400	FUELMAN	192152	06/04/2019	05/28/2019			89.59	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP56111127	05/20/2019		89.59	
400	FUELMAN	192155	06/04/2019	05/28/2019			161.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP56148241	05/27/2019		161.30	
400	ARISTA INFORMATION SYSTEMS INC	192165	06/04/2019	05/29/2019			3,174.81	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	APR 2019 STATEMENTS		27509	05/13/2019		1,174.81	
	400-650-698	APR 2019 POSTAGE		1425201905	05/13/2019		2,000.00	
400	MUELLER CO LLC	192166	06/04/2019	05/29/2019			1,684.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	EZREADER SOFTWARE MAINT		4024656	05/17/2019		1,684.80	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	MSC 7511	192167	06/04/2019	05/29/2019			166.49	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	FGYJ00-01 RENTAL FEE		INV3061498	05/09/2019			166.49
400	SECURE NETWORKS LLC	192168	06/04/2019	05/29/2019			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	FIREWALL MAINT RENEWAL		3813	05/16/2019			500.00
400	SOUTHERN PEST CONTROL INC	192169	06/04/2019	05/29/2019			60.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	FLEA TREATMENT: BACK BLDG		345154	05/16/2019			60.00
400	REGIONS BANK	192170	06/04/2019	05/29/2019			201,758.33	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-818	PRN PMT: MDB BOND 2013		5703	05/29/2019			145,000.00
	400-680-819	INT PMT: MDB BOND 2013		5703	05/29/2019			61,028.13
	400-680-819	LESS AMOUNT ON DEPOSIT		5703	05/29/2019			-4,269.80
400	2018 BOND DEBT SERVICE FUND	192171	06/04/2019	05/29/2019			25,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-900-950	JUN 2019: 2018 BOND DS		06012019	06/01/2019			25,000.00
400	C & M ELECTRIC MOTOR SERVICE INC	192188	06/04/2019	05/17/2019			2,650.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	1.5 HP SUB PUMP:LS JACKSON SQ		12125	05/03/2019	190765		1,298.60
	400-651-584	1.5 HP SUB PUMP:LS JACKSON SQ		12125	05/03/2019	190765		1,148.90
	400-651-584	CAPACITOR 125V (15):LS SPARES		12126	05/16/2019	190798		202.50
400	SOUTHERN WATERWORKS SUPPLY INC	192190	06/04/2019	05/29/2019			565.01	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	2" SCH 40 CAP (6)		79637	04/23/2019	190650		5.54
	400-651-581	1" X 6" JCM FULL CIR CLAMP (3)		79637	04/23/2019	190650		80.21
	400-651-581	1" BRASS COUPLING MIPT (10)		79637	04/23/2019	190650		188.63
	400-651-581	1" BRASS COUPLING CTS (12)		79637	04/23/2019	190650		252.90
	400-651-581	1" BRASS COUPLING MIPT (2)		80006	05/20/2019	190650		37.73
400	JIM'S TIRE CO INC	192198	06/04/2019	05/29/2019			25.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-638	REPR FLAT LF: MR TRUCK		67486	05/20/2019	190814		25.00
400	PROFESSIONAL SOLUTIONS USA INC	192199	06/04/2019	05/29/2019			780.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	WATER QUALITY REPORT (7500)		374373	05/17/2019	190751		780.00
400	TRI STATE CHLORINATION	192200	06/04/2019	05/29/2019			6,900.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	HYDRO 502 COMPLETE SYSTEM (3)		2901	05/23/2019	190810		6,900.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CORE & MAIN LP	192201	06/04/2019	05/29/2019			1,453.92	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	5/8X3/4 BMV PJCTSX MN (24)	K494041	05/03/2019	190718		929.04	
	400-651-581	2" SCH40 ML AD HXMIPT (12)	K494041	05/03/2019	190718		11.76	
	400-651-581	2" PVC SCH40 CPLG HXH (12)	K494041	05/03/2019	190718		11.52	
	400-651-581	3/4" NO LEAD CPLG PJ CTS (24)	K494041	05/03/2019	190718		461.04	
	400-651-581	2" PVC S40 TRD PLG MIPT (4)	K511639	05/20/2019	190718		13.80	
	400-651-581	2X1-1/4 PVC SCH40 BUSHING (12)	K511639	05/20/2019	190718		26.76	
400	J H WRIGHT & ASSOCIATES INC	192206	06/04/2019	05/29/2019			35,269.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	MISSION TRANSDUCER: CFS TANK	414777	04/24/2019	190684		215.00	
	400-651-584	MISSION TRANSDUCER: SPARE LS	415261	05/10/2019	190684		215.00	
	400-651-767	M152 WIRELESS ALARM SYSTEM (5)	415269	05/13/2019	190753		7,750.00	
	400-651-767	ANNUAL SERV FEE 1 YEAR (5)	415269	05/13/2019	190753		1,740.00	
	400-651-767	FREIGHT (5)	415269	05/13/2019	190753		125.00	
	400-651-584	PMPU PHASE MONITOR (2)	415487	05/20/2019	190809		250.00	
	400-651-767	M152 WIRELESS ALARM SYSTEM(13)	415462	05/20/2019	190768		20,150.00	
	400-651-767	ANNUAL SERV FEE 1 YEAR (13)	415462	05/20/2019	190768		4,524.00	
	400-651-767	FREIGHT	415462	05/20/2019	190768		300.00	
400	SINGING RIVER ELECTRIC COOPERATIVE	192219	06/04/2019	05/29/2019			2,526.59	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STATION 20649	05162019	05/23/2019			997.67	
	400-651-631	LIFT STATION 28779	05162019	05/23/2019			91.96	
	400-651-631	SCHOONER WELL 20688	05122019	05/20/2019			1,244.18	
	400-651-631	LIFT STATIONS 20688	05122019	05/20/2019			192.78	
400	SINGING RIVER ELECTRIC COOPERATIVE	192221	06/04/2019	05/29/2019			5,054.13	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STNS 89627001	05172019	05/24/2019			68.31	
	400-651-631	LIFT STNS 89702001	05172019	05/24/2019			25.78	
	400-651-631	LIFT STNS 17881	05172019	05/24/2019			2,208.84	
	400-651-631	WATER WELLS 17881	05172019	05/24/2019			2,751.20	
FUND TOTAL 400 Claims	to	Checks	24 Total	332,143.82 Manual		Held	Total	332,143.82

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	42 Total	90,408.26 Manual	Held	Total	90,408.26
FUND 157 Claims	to	Checks	5 Total	82,662.00 Manual	Held	Total	82,662.00
FUND 172 Claims	to	Checks	1 Total	3,763.54 Manual	Held	Total	3,763.54
FUND 176 Claims	to	Checks	6 Total	580.82 Manual	Held	Total	580.82
FUND 300 Claims	to	Checks	1 Total	7,000.00 Manual	Held	Total	7,000.00
FUND 350 Claims	to	Checks	1 Total	26,000.00 Manual	Held	Total	26,000.00
FUND 351 Claims	to	Checks	1 Total	19,125.60 Manual	Held	Total	19,125.60
FUND 354 Claims	to	Checks	1 Total	4,510.00 Manual	Held	Total	4,510.00
FUND 400 Claims	to	Checks	24 Total	332,143.82 Manual	Held	Total	332,143.82
Total for all Funds		Checks	82 Total	566,194.04 Manual	Held	Total	566,194.04

CITY OF GAUTIER
Consent Agenda Item #1
Fact Sheet

Council Meeting:
Title:

June 4, 2019
Authorization to remove and dispose of office furniture and equipment from the Fire Department inventory

Introduced by:
Contact Person/Telephone

Fire Chief Jones 497-1656

Summary Explanation: Authorization to remove and dispose of office furniture and equipment from the Fire Department inventory

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:

RESOLUTION NUMBER 000-2019

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING OFFICE FURNITURE AND EQUIPMENT FROM INVENTORY, FINDING THAT THEY HAVE NO VALUE, AND APPROVING DISPOSAL

WHEREAS, the Gautier Fire Department is requesting the following office furniture and equipment be removed from inventory, found to have no value, and be disposed of as indicated herein;

<u>ITEM</u>	<u>INVENTORY NUMBER</u>
(1) Wood Desk	807
(1) Wood Printer Stand	840
(1) Wood Book case	790
(1) Brother Intellifax	820

WHEREAS, the Mayor and Members of the Council have determined that, given the age and condition of the equipment, these items have no value, and that removal from inventory and disposal is in the best interest of the City of Gautier; and

WHEREAS, City Staff requests authorization to dispose of the above items by destruction or, if appropriate, by discarding in the same manner as other municipal solid waste;

BE IT, THEREFORE, RESOLVED by the Mayor and Council of the City of Gautier, Mississippi that the above items are found to have no value, are hereby removed from inventory, and may be disposed of by destruction or, if appropriate, by discarding in the same manner as other municipal solid waste.

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 **BLANK**, seconded by **BLANK**, and the following vote was recorded:

AYES:

NAYS:

WHEREUPON, the Mayor and Members of the Council of the City of Gautier, Mississippi, declared the motion carried and the Resolution adopted this the 4th, June, 2019.

MAYOR

ATTEST:

CITY CLERK



GAUTIER FIRE DEPARTMENT

"Proudly Protecting Nature's Playground"

2502 College Circle Gautier, MS 39553

Phone: (228) 497-1656

Fax: (228) 497-0100

To: Paula Yancey, City Manager

From: Derek McCoy, Deputy Fire Chief

Date: 05/21/2019

Subject: Resolution removing office furniture and equipment from fire department inventory.

REQUEST:

City Council authorization is requested by the Gautier Fire Department to remove the following from the fire department's inventory and declare it as surplus: Wood Desk, Inventory Number 807; Wood Printer Stand, Inventory number 840; Wood Book Case, Inventory Number 790; Brother Intellifax, Inventory Number 820.

BACKGROUND:

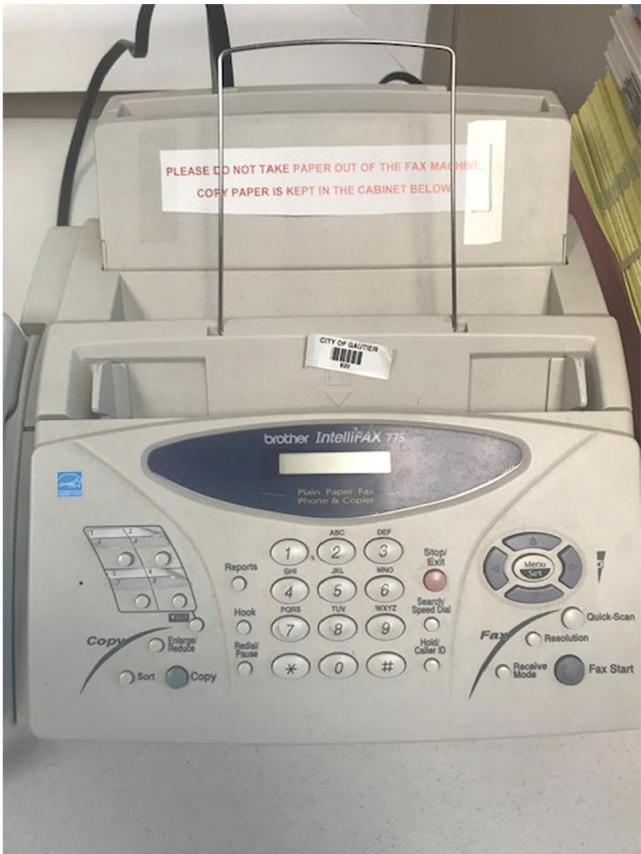
The Fire Department has determined that, given the age and condition of the office furniture and equipment it is in the best interest of the City of Gautier.

RECOMMENDATION:

Fire Department staff recommends that City Council authorize the removal of this property from department inventory.

ATTACHMENTS:

1. FD Surplus Equipment Photos



CITY OF GAUTIER
Consent Agenda Item #2
Fact Sheet

Council Meeting:
Title:

June 4, 2019
Authorization to remove and dispose of four damaged desks from Gautier Historic Preservation Committee Room in Clearwater Building.

Introduced by:
Contact Person/Telephone

April Stennett 497-8000 ext. 315

Summary Explanation: Authorization to remove and dispose of four damaged desks from Gautier Historic Preservation Committee Room in Clearwater Building.

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:

RESOLUTION NUMBER 000-2019

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING OFFICE FURNITURE FROM INVENTORY, FINDING THAT THEY HAVE NO VALUE, AND APPROVING DISPOSAL

WHEREAS, the Grants and Projects Department is requesting the following office furniture be removed from inventory, found to have no value, and to be disposed of as indicated herein;

<u>ITEM</u>	<u>INVENTORY NUMBER</u>
(1) Wood desk	308
(1) Wood desk	n/a
(1) Wood desk	n/a
(1) Wood desk	n/a

WHEREAS, the Mayor and Members of the Council have determined that, given the age and condition of the furniture, these items have no value, and that removal from inventory and disposal, is in the best interest of the City of Gautier.

WHEREAS, City Staff requests authorization to dispose of the above items by destruction or, if appropriate, by discarding in the same manner as other municipal solid waste.

BE IT, THEREFORE, RESOLVED by the Mayor and Council of the City of Gautier, Mississippi that the above items are found to have no value, are hereby removed from inventory, and may be disposed of by destruction or, if appropriate, by discarding in the same manner as other municipal solid waste.

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 **BLANK**, seconded by **BLANK**, and the following vote was recorded:

AYES:

NAYS:

WHEREUPON, the Mayor and Members of the Council of the City of Gautier, Mississippi, declared the motion carried and the Resolution adopted this the 4th. June, 2019.

MAYOR

ATTEST:

CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of June 4, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants Administrator
Date: 5/21/2019
Subject: Authorization to remove four damaged desks from inventory for disposal

REQUEST:

The Grants and Projects Department requests City Council authorization to remove four damaged desks from the Gautier Historic Preservation Commission storage room for disposal.

BACKGROUND:

Three of the desks do not have an inventory sticker. One desk has inventory sticker #308. The desks are stacked up in the Gautier Historic Preservation Commission storage room taking up valuable space.

DISCUSSION:

The desks are in disrepair and are not able to be utilized.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize the removal of the above-mentioned desks from city inventory and authorize the disposal of the desks.

City Council may:

- 1) Authorize removal of the desks from city inventory and authorize disposal; or
- 2) Not authorize removal of the desks from city inventory and not authorize disposal.

ATTACHMENTS:

CITY OF GAUTIER
Consent Agenda Item #3
Fact Sheet

Council Meeting:
Title:

June 4, 2019
Authorization to remove broken equipment from the
Grants and Projects Department inventory and
declare surplus

Introduced by:
Contact Person/Telephone

April Stennett 497-8000 ext. 315

Summary Explanation: Authorization to remove a broken Lanier LD120d printer, Inventory Number 0045, from the Grants and Projects Department inventory and declaring the equipment surplus.

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:

RESOLUTION NUMBER 000-2019

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING GRANTS AND PROJECTS DEPARTMENT EQUIPMENT FROM INVENTORY AND DECLARING EQUIPMENT SURPLUS

WHEREAS, the Gautier Grants and Projects Department is requesting the following equipment be removed from inventory and declared surplus:

<u>ITEM</u>	<u>INVENTORY NUMBER</u>
(1) Lanier LD120d printer	0045

WHEREAS, the Mayor and Members of the Council have determined that, given the age and condition of the equipment, this item has no value, 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 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 **BLANK**, seconded by **BLANK**, and the following vote was recorded:

AYES:

NAYS:

WHEREUPON, the Mayor and Members of the Council of the City of Gautier, Mississippi, declared the motion carried and the Resolution adopted this the 4th, June, 2019.

MAYOR

ATTEST:

CITY CLERK

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants Administrator
Date: 5/21/2019
Subject: Approval to remove broken equipment from City Hall's inventory

REQUEST:

The Grants and Projects Department requests City Council authorization to remove printer asset item #0045 from inventory to surplus.

BACKGROUND:

This item, a Lanier LD120d printer, is no longer in working order. Removal from inventory is in the best interest of the City of Gautier.

DISCUSSION:

The item has been in storage at the public works department for several years, without use.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize the removal of the items listed from inventory to surplus.

The City Council may:

- 1) Approve moving the item from inventory to surplus as presented; or
- 2) Not approve moving the item from inventory to surplus.

ATTACHMENTS:

1. Consent Agenda Item 3- Resolution for Authorizat on to remove printer from Grants and Projects Department

CITY OF GAUTIER
Consent Agenda Item #4
Fact Sheet

Council Meeting:
Title:

June 4, 2019
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 October 6, 2019 from 11:00 A.M. – 4:00 P.M.: Gold Sponsor- \$2,500.00 – Clearwater Solutions and Silver Sponsor - \$500.00 – Seymour Engineering.

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 000-2019

WHEREAS, The 23rd Annual Cruisin' the Coast will be held October 6, 2019 through October 13, 2019 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, Seymour Engineering updated their sponsorship from bronze to silver after the May 21st agenda; 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 October 6, 2019 from 11:00 A.M. – 4:00 P.M. are hereby approved.

Gold Sponsor	Clearwater Solutions	\$2500.00
Silver Sponsor	Seymour Engineering	\$500.00

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 June 4, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Recreation Director
Date: 5/24/2019
Subject: Approval to accept a monetary donation 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 October 6, 2019.

BACKGROUND:

The 23rd Annual Cruisin' the Coast will be held Oct. 6 – 13, 2019 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 October 6, 2019 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. Gold Sponsor \$2,500.00- ClearWater Solutions, LLC
2. Silver Sponsor - \$500- Seymour Engineering (Seymour Engineering upgraded their sponsorship from bronze to silver after the May 21st agenda)

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

SEYMOUR ENGINEERING, PLLC
925 TOMMY MUNRO DRIVE
SUITE G
BILOXI, MS 39532
(228) 385-2350

BANCORPSOUTH BANK
BILOXI, MS 39530
85-127/842

8062

5/16/19

PAY TO THE
ORDER OF CITY OF GAUTIER

\$**500.00

Five Hundred and 00/100***** DOLLARS

PROTECTED AGAINST FRAUD



CITY OF GAUTIER
ATTENTION: CHASSITY BILBO
3330 HIGHWAY 90
GAUTIER, MS 39553



[Handwritten Signature]



MEMO

SILVER SPONSOR



AUBURN BANK

33672

61-257/622

CLEARWATER SOLUTIONS LLC
2660 EASTCHASE LN, SUITE 200
MONTGOMERY, AL 36117
(334) 532-3201

CHECK ARMOR
FRAUD PROTECTION

May 17, 2019

PAY TO THE
ORDER OF Two Thousand Five Hundred and 00/100 Dollars

\$

2,500.00 DOLLARS

CITY OF GAUTIER
3330 HWY 90
GAUTIER, MS 39553

MEMO

[Handwritten Signature]

AUTHORIZED SIGNATURE



CITY OF GAUTIER
Consent Agenda Item #5
Fact Sheet

Council Meeting:
Title:

June 4, 2019
Approval of minutes from Recessed Council Meeting
held May 21, 2019.

Introduced by:
Contact Person/Telephone

Cynthia Russell 497-8000 Ext. 302

Summary Explanation: Approval of minutes from Recessed Council Meeting held May 21, 2019.

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 000-2019

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 Recessed Council Meeting held May 21, 2019 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 **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 June 4, 2019.

**Tuesday
May 21, 2019
Gautier, Mississippi**

BE IT REMEMBERED THAT A RECESS MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held May 21, 2019 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, Casey Vaughan, and Rusty Anderson, and Adam Colledge. Also present were Paula Yancey, City Manager; Cynthia Russell, City Clerk; Josh Danos, City Attorney and other concerned citizens.

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
May 21, 2019 @ 6:30 PM**

I. Call to Order

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

II. Agenda Order Approval

III. Announcements

- 1. Farmers Market May-September (2nd Saturday Monthly) 8:00am until 12:00pm at George Martin City Park**
- 2. “Tasty Thursday” May 23, 2019 from 1:00pm to 6:00pm at Singing River Mall Property- Havens Down Home Creamery**
- 3. Gautier Through the Eyes of an Artist Art Show and Reception May 23, 2019 Gautier City Hall Council Chambers 6:00pm – 8:00pm.**
- 4. Office closed Monday, May 27th in observance of Memorial Day/Jefferson Davis Birthday.**
- 5. Memorial Day Avenue of Flags Ceremony May 27, 2019, 11:00am Veterans Tribute Tower**

IV. Presentation Agenda

1. Birthday of the United States Army Proclamation
2. Juneteenth Freedom Day Proclamation
3. Town Commons Park Presentation by Seymour Engineering

V. Business Agenda

1. Consideration of a Conditional Use-Mayor Permit for a Wrecker Towing Service in a C-3 Highway Commercial Zoning District. (GPC Case No. 19-07-CU)

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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2. Consideration of an Amendment to Section 4.18.1 of the Unified Development Ordinance and the addition of 12.18.4 (City Initiated) GPC #19-10-UDO

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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3. 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. Approval of minutes for Regular Council Meeting held May 7, 2019.
2. Receive April 2019 Privilege License Report
3. Resolution Appointing Mississippi Municipal League 2019 Voting Delegates
4. Approval of a Limited Use Agreement between the City of Gautier and First United Methodist Church of Gautier, Mississippi
5. Authorization to trade-in/purchase thirty-eight (38) Glock gen 4 model 23 duty pistols
6. Authorization to enter into a Memorandum of Understanding (MOU) with Singing River Hospital Campus Police regarding use of a canine unit
7. Resolution requesting the Jackson County Board of Supervisors to authorize the use of the Gautier Convention Center by the City of Gautier

8. Authorization to remove six (6) Whelen strobe light bars and three (3) Setina prisoner transport cages from the Police Department's inventory.
9. Authorization to approve Cypress Environmental Services as authorized agent on behalf of the City of Gautier
10. Annual Renewal of Contract with Singing River Services for the Life Care Plus Program
11. Authorization to advertise for Request for Proposals (RFPs) for Disaster Recovery Consulting Services

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 June 4, 2019 at 6:30 PM
www.gautierms.gov

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

1. Add Revised Limited Use Agreement between the City of Gautier and First United Methodist Church to Consent Agenda Item #4.

Councilwoman Martin seconded the motion and the vote carried unanimously.

ANNOUNCEMENTS

1. Farmers Market May-September (2nd Saturday Monthly) 8:00am until 12:00pm at George Martin City Park
2. "Tasty Thursday" May 23, 2019 from 1:00pm to 6:00pm at Singing River Mall Property- Havens Down Home Creamery

3. Gautier Through the Eyes of an Artist Art Show and Reception May 23, 2019
Gautier City Hall Council Chambers 6:00pm – 8:00pm.
4. Office closed Monday, May 27th in observance of Memorial Day/Jefferson Davis Birthday.
5. Memorial Day Avenue of Flags Ceremony May 27, 2019, 11:00am Veterans Tribute Tower

PRESENTATION

1. Birthday of the United States Army Proclamation
 2. Juneteenth Freedom Day Proclamation
 3. Town Commons Park Presentation by Seymour Engineering
-



Nature's Playground

2nd Saturday



Farmers MARKET



MAY — SEPTEMBER
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

PRESENTS

"Tasty Thursday"

Spotlight On:



Havens Down Home Creamery
Thursday, May 23rd | 1pm-6pm

Singing River Mall Property



Join us in Celebrating
"Gautier Through the Eyes of an Artist"
Art Show & Reception

MAY 23, 2019
6:00 P.M. — 8:00 P.M.

GAUTIER CITY HALL
3330 HWY 90
GAUTIER, MS 39553

RSVP TO CBILBO@GAUTIER-MS.GOV

You're Invited!



**Memorial Day
Avenue of Flags Ceremony
Hosted by
American Legion Post 1992 Family
&
The City of Gautier
May 27, 2019
11:00 A.M.
Veterans Tribute Tower
3330 Hwy 90 Gautier, Mississippi
For More Information Contact
American Legion Post 1992
228-497-6422**

PROCLAMATION

A Proclamation of the Mayor and City Council Of The City of Gautier, Mississippi

WHEREAS, on June 14, 1775, the Second Continental Congress established a Continental Army to secure the common defense of the original 13 colonies during the War for Independence; and

WHEREAS, the United States Army exists to preserve the Republic and defend the liberty and freedom of its citizens and national security interests; and

WHEREAS, many citizens of Gautier served our country as members of the United States Army and gave the ultimate sacrifice in defense of this nation; and

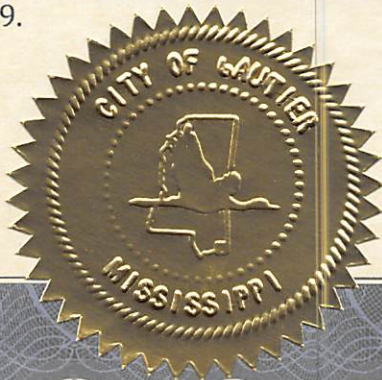
WHEREAS, it is proper to recognize the United States Army annually on its birthday and thank those who have served and those who are presently serving our nation; and

NOW, THEREFORE, I, Phil Torjusen, Mayor of the City of Gautier, Mississippi, do hereby proclaim June 14, 2019, as

"Birthday of the United States Army"

in Gautier, Mississippi, and urge all citizens to join me in this worthy observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Gautier, Mississippi, to be affixed on this the 21st, day of May, 2019.



Phil Torjusen

Phil Torjusen, Mayor
City of Gautier, Mississippi

PROCLAMATION

A Proclamation of the Mayor and City Council Of The City of Gautier, Mississippi

WHEREAS, the date of June 19 is known as "**Juneteenth**," and it is the oldest nationally celebrated commemoration of the ending of slavery in the United States; and

WHEREAS, the commemoration of June 19th as **Juneteenth** specifically refers to the fact that, even though President Lincoln announced the Emancipation Proclamation in 1863, the joyous news of freedom from slavery did not reach certain Americans in Galveston, Texas, until June 19, 1865;

WHEREAS, **Juneteenth** commemorates freedom from slavery in America, emphasizes education and achievement, and is a time for reflection and rejoicing in the African-American experience; and

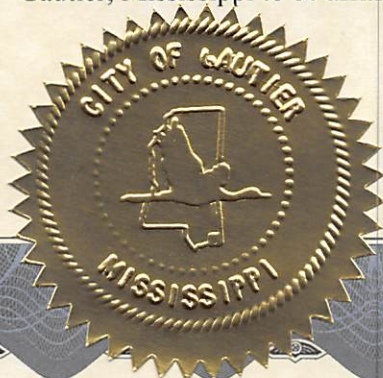
WHEREAS, the celebration of **Juneteenth** is inclusive of all races, ethnicities, religions and nationalities, in that citizens across our country join hands in acknowledging a period in our history that has influenced our society--a great society that advances the ideals of liberty and justice for all;

NOW, THEREFORE, I, Phil Torjusen, Mayor of the City of Gautier, Mississippi do hereby proclaim June 19, 2019 as

Juneteenth Freedom Day

in the City of Gautier, Mississippi and encourage all residents to become more aware of the significance of this celebration in African-American history and in the heritage of our nation and city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of Gautier, Mississippi to be affixed on this the 21st day of May 2019.



Phil Torjusen
Mayor of Gautier, Mississippi

Councilman Vaughan made the motion to approve Planning Commission's recommendation for the request from Brian Lадnier for a Conditional Use-Major Permit that would allow a Wrecker Towing Service in a C-3 Highway Commercial Zone at 3601 Hwy 90, PID #82434021.000, as presented. The application fee of \$250 was paid on March 14, 2019. 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 101-2019

**CITY OF GAUTIER
CONDITIONAL USE-MAJOR PERMIT
GPC CASE NO. 19-07-CU
3601 HIGHWAY 90 – WRECKER TOWING SERVICE
REGARDING PARCEL ID NO: 82434021.000**

WHEREAS, an application for a Conditional Use-Major Permit to place a Wrecker Towing Service in a C-3 Commercial Zoning District was submitted by Brian Lадnier; and

WHEREAS, the parcel subject to this Permit is located at 3601 Highway 90 in Gautier, Mississippi; and

WHEREAS, after due public notice, Planning Commission, at its May 2, 2019 meeting, held a public hearing on this matter; and

WHEREAS, the Planning Commission considered testimony and exhibits presented by the applicant, the report of the City Staff and all relevant evidence, and recommended approval of such a permit; and

WHEREAS, the City Council has considered testimony and exhibits presented by the applicant, the report of the City Staff, and all relevant evidence, in addition to the favorable recommendation from Planning Commission; and

WHEREAS, the City Council hereby finds that the proposed Conditional Use-Major Permit is consistent with the goals, objectives and policies of the City's Comprehensive Plan; and

WHEREAS, the City Council hereby finds that the proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use; and

WHEREAS, the City Council hereby finds that all relevant criteria in the Unified Development Ordinance have or been met in this case; and

WHEREAS, all public notice requirements have been met; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Council hereby (adopts or denies) the Gautier Planning Commission recommendation of approval for a conditional use permit for a Wrecker Towing Service in a C-3 Highway Commercial Zone.

IT IS THEREFORE ORDERED that the City Council accepts the recommendation of the Planning Commission and approves the application submitted by Brian Ladhier on March 14, 2019 for a Conditional Use-Major Permit.

IT IS FURTHER ORDERED that no specific conditions are required for the permit to be issued.

IT IS FURTHER ORDERED that the City Clerk shall have this permit recorded in the public records of Jackson County, at the expense of the applicant, and provide the applicant a copy of the permit with the recording information affixed.

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 Vaughan** seconded by **Councilman Jackson** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Ramona Morgan, Planning Technician
Date: 5/13/2019
Subject: Consideration of a Conditional Use-Major Permit for a Wrecker Towing Service in a C-3 Highway Commercial Zoning District. (GPC Case No. 19-07-CU)

REQUEST:

Planning Department has received a request from Brian Ladnier for a Conditional Use-Major Permit that would allow a Wrecker Towing Service in a C-3, Highway Commercial Zone at 3601 HWY 90, PID #82434021.000. The application fee of \$250 was paid on March 14, 2019. All public notice requirements have been met.

BACKGROUND:

The request property is zoned C-3 Highway Commercial

1. Location: 3601 HWY 90 (See Exhibit A)
2. General features of the proposed project: Site Size: 1 Acre behind F&H Trucking
3. Potable Water and Wastewater Services: Available from City
4. Existing Zoning - C-3 Highway Commercial (See Exhibit B)
5. Existing Land Use –Commercial Trucking Company (See Exhibit C)
6. Comprehensive Plan Future Land Use Designation – High Impact Commercial. (See Exhibit D)

DISCUSSION:

The following addresses the review criteria for a Major Conditional Use outlined in Section 4.17.5 of the UDO.

1. Is the proposed use listed in the list of possible Conditional Uses in the particular Zoning District?

Applicant: Yes, it is a possible Conditional Use in this district.

Staff Finding: Yes, Wrecker Towing Service is listed as a Conditional Use-Major in a Highway Commercial C-3 Zoning District.

2. Describe how the project is compatible with the character of development in the vicinity relative to (a) density, bulk and intensity of structures, (b) parking, and (c) other uses. Please attach parking plan, site plan, architectural rendering or other plans.

Applicant Response: Yes, because the trucking company is existing and in full operation.

Staff Finding: The proposed use is commercial and the area is zoned Highway Commercial. The proposed tow yard will be behind the F&H Trucking building, which has fencing to screen the vehicles from sight.

3. Will your project negatively affect neighboring property values or pose a real or perceived threat to citizens? Explain.

Applicant Response: No, the vehicles will be located on the back of F&H property and not visible from the road.

Staff Finding: There is no evidence to indicate the proposed use will negatively affect the property values, or cause a detriment to the surrounding properties. All of the surrounding parcels are zoned Highway Commercial or Industrial.

4. Will your project adversely affect vehicular or pedestrian traffic in the vicinity? Explain.

Applicant Response: No.

Staff Finding: There is no evidence that the proposed commercial use will have any adverse effect on vehicular or pedestrian traffic.

5. Can the proposed use be accommodated by existing or proposed public services and facilities including, but not limited to, water, sanitary sewer, streets, drainage, police and fire protection, and schools?

Applicant Response: N/A

Staff Finding: The proposed use can be accommodated by existing public services and facilities.

6. Is the proposed use in harmony with the Comprehensive Plan? Explain how.

Applicant: Yes.

Staff Response: Yes, the Comprehensive plan proposes High Impact Commercial in this area.

7. Does the proposed use pose a hazardous, detrimental, or disturbing affect, either real or perceived, to present surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, electrical interference, or other nuisances? Explain.

Applicant Response: No.

Staff Finding: There is no evidence that the proposed use poses a hazardous, detrimental or disturbing affect to present surrounding uses.

8. Does the use conform to all district regulations for the applicable district in which it is located, or have other provisions been provided for? Explain.

Applicant Response: Yes.

Staff Finding: The proposed use will conform to district regulations.

RECOMMENDATION:

Planning Commission finds that the proposed use will be compatible and harmonious with the Highway Commercial Zoning District and recommends approval with no specific proposed conditions.

City Council may:

1. Approve the Conditional Use-Major
2. Approve the Conditional Use-Major with changes; or
3. Deny the Conditional Use-Major.

ATTACHMENTS:

1. Combined Packet
2. Excerpt GPC Meeting 5.2.19
3. Business Agenda Item 1 - Authorization for a Conditional Use Permit (GPC 19-07-CU)

Gautier Planning Commission

Regular Meeting Agenda

May 2, 2019

GPC #19-07-CU

Brian Ladnier A&B Towing

3601 Highway 90 Conditional Use Major

VII. NEW BUSINESS

1. Brian Ladnier A&B Towing – 3601 Highway 90 – Request for a Conditional Use Major that would allow a Wrecker Towing Service in a C-3 Highway Commercial Zoning District. (GPC CASE #19-07-CU)

GAUTIER PUBLIC HEARING PROCESS (PLANNING COMMISSION)

Planning Commission Chairman to follow procedure below. All questions/comments to be directed to the Council and not to applicant, staff, or other attendees of the meeting.

1. Chairman announces the case.
2. Chairman makes statement, "This is a Public Hearing and all statements to be made need to be true and accurate for the record."
3. Staff gives brief overview of case.
4. Applicant presents their case.
5. Anyone to speak in support of the Request? Please state your name and address for the record.
6. Anyone to speak in opposition of the Request? Please state your name and address for the record.
7. Any final comments from the applicant?
8. Questions from Commission?
9. Chairman closes public hearing – "This closes the Public Hearing portion of this case" bang of gavel
10. Motion/Deliberation/Vote

**CITY OF GAUTIER
STAFF REPORT**

To: Chairman and Members, Planning Commission

From: Ramona Morgan, Planning Technician

Date: May 2, 2019

Subject: Conditional Use-Major Permit for a Wrecker Towing Service in a C-3 Highway Commercial Zoning District. (GPC Case No. 19-07-CU)

REQUEST:

Planning Department has received a request from Brian Ladnier for a Conditional Use-Major Permit that would allow a Wrecker Towing Service in a C-3, Highway Commercial Zone at 3601 HWY 90, PID #82434021.000. The application fee of \$250 was paid on March 14, 2019. All public notice requirements have been met.

BACKGROUND:

The request property is zoned C-3 Highway Commercial

1. Location: 3601 HWY 90 (See Exhibit A)
2. General features of the proposed project:
Site Size: 1 Acre behind F&H Trucking
3. Potable Water and Wastewater Services: Available from City
4. Existing Zoning - C-3 Highway Commercial (See Exhibit B)
5. Existing Land Use –Commercial Trucking Company (See Exhibit C)
6. Comprehensive Plan Future Land Use Designation – High Impact Commercial. (See Exhibit D)

DISCUSSION:

The following addresses the review criteria for a Major Conditional Use outlined in Section 4.17.5 of the UDO.

1. Is the proposed use listed in the list of possible Conditional Uses in the particular Zoning District?

Applicant: Yes, it is a possible Conditional Use in this district.

Staff Finding: Yes, Wrecker Towing Service is listed as a Conditional Use-Major in a Highway Commercial C-3 Zoning District.

2. Describe how the project is compatible with the character of development in the vicinity relative to (a) density, bulk and intensity of structures, (b) parking, and (c) other uses. Please attach parking plan, site plan, architectural rendering or other plans.

Applicant Response: Yes, because the trucking company is existing and in full operation.

Staff Finding: The proposed use is commercial and the area is zoned Highway Commercial. The proposed tow yard will be behind the F&H Trucking building, which has fencing to screen the vehicles from sight.

3. Will your project negatively affect neighboring property values or pose a real or perceived threat to citizens? Explain.

Applicant Response: No, the vehicles will be located on the back of F&H property and not visible from the road.

Staff Finding: There is no evidence to indicate the proposed use will negatively affect the property values, or cause a detriment to the surrounding properties. All of the surrounding parcels are zoned Highway Commercial or Industrial.

4. Will your project adversely affect vehicular or pedestrian traffic in the vicinity? Explain.

Applicant Response: No.

Staff Finding: There is no evidence that the proposed commercial use will have any adverse effect on vehicular or pedestrian traffic.

5. Can the proposed use be accommodated by existing or proposed public services and facilities including, but not limited to, water, sanitary sewer, streets, drainage, police and fire protection, and schools?

Applicant Response: N/A

Staff Finding: The proposed use can be accommodated by existing public services and facilities.

6. Is the proposed use in harmony with the Comprehensive Plan? Explain how.

Applicant: Yes.

Staff Response: Yes, the Comprehensive plan proposes High Impact Commercial in this area.

7. Does the proposed use pose a hazardous, detrimental, or disturbing affect, either real or perceived, to present surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, electrical interference, or other nuisances? Explain.

Applicant Response: No.

Staff Finding: There is no evidence that the proposed use poses a hazardous, detrimental or disturbing affect to present surrounding uses.

8. Does the use conform to all district regulations for the applicable district in which it is located, or have other provisions been provided for? Explain.

Applicant Response: Yes.

Staff Finding: The proposed use will conform to district regulations.

DETERMINATION OF APPLICABLE LAW:

1. The UDO defines conditional uses as specific uses which are enumerated in each zoning district and which because of their nature are not allowed by right but may be allowed after the required review process. The City may specify certain conditions as necessary to make the use compatible with other uses in the same district. Conditional uses are issued for uses of land and uses designated "Conditional Uses-Major" are transferable from one (1) owner of land to another.

The UDO further defines Conditional Uses-Major as uses that are not allowed by right but require a recommendation by the Planning Commission and the approval of the City Council. Additionally, if the conditional use is transferred to a new owner,

- the new owner must submit a letter to the Planning Director agreeing to the current terms and condition.
2. Conditional Uses-Major requires a public hearing before the Planning Commission and approval by the City Council (Section 4.14 of the UDO).

RECOMMENDATION & CONCLUSION:

Staff finds that the proposed use will be compatible and harmonious with the Highway Commercial Zoning District and recommends approval with no specific proposed conditions.

The Planning Commission may:

1. Recommend that City Council approve the Conditional Use-Major
2. Recommend that City Council approve the Conditional Use-Major with changes; or
3. Recommend that City Council deny the Conditional Use-Major.

ATTACHMENTS:

1. Applicant's Exhibit 1 – Application
2. City's Exhibit A – Location Map
3. City's Exhibit B – Existing Zoning Map
4. City's Exhibit C – Existing Land Use Map
5. City's Exhibit D – Future Land Use Map

GAUTIER, MISSISSIPPI
ECONOMIC DEVELOPMENT/PLANNING DEPARTMENT
CONDITIONAL USE APPLICATION

Public Hearing Number

19-07-CU

<u>TO BE HEARD BY GAUTIER PLANNING COMMISSION:</u>	<u>FEE:</u>
Conditional Use - Major _____	\$250.00
<u>TO BE HEARD BY ECONOMIC DEVELOPMENT/PLANNING DIRECTOR:</u>	<u>FEE:</u>
Conditional Use - Minor _____	\$250.00

Name of Applicant: Brian Ladnier CU1. 228 888 8282-2768

Name of Business: A & B Towing Phone: 228 826-1966

Property Address: 3601 Hwy 90 Mailing Address (if Different): 13606 Seaman Rd

Gautier, MS 39553

Vance, MS 39553

E-Mail Address: ABTowing09@gmail.com

Proposed Use Requiring Conditional Use: Storage (Refer to Article V, UDO)

Proposed Location is: ☐ New Build ☒ Existing (with no modifications) ☐ Existing (with proposed modifications)

ATTACHMENTS REQUIRED AS APPLICABLE:

- _____ 1. Answers to the Criteria for Approval (see attached).
- ✓ 2. Project Narrative (see attached).
- ✓ 4. Diagram of intended use (see attached).
- N/A 4. Copy of protective covenants or deed restrictions, if any.
- N/A 5. Copies of approvals, or requests for approval, from other agencies, such as, but not limited to, the Mississippi State Department of Health, U.S. Army Corp of Engineers, Mississippi Department of Environmental Quality and Department of Marine Resources.
- N/A 6. Any other information requested by the Economic Development/Planning Director and/or members of the Technical Review Committee.
- _____ 7. Owner's Consent form, if anyone other than 100% sole owner makes application (see attached).

Signature of Applicant(s): Brian Ladnier Date of Application: 3/12/18

FOR OFFICE USE ONLY

Date Received 3/14/19 Verify as Complete RM

Fee Amount Received 250.00 Initials of Employee Receiving Application RM

CONDITIONAL USE CRITERIA FOR APPROVAL - Complete either the Major Conditional Use section or Minor Conditional Use Section below. If more room is needed, answers can be provided on a separate sheet of paper.

MAJOR CONDITIONAL USE CRITERIA FOR APPROVAL

1. Is the proposed use listed in the list of possible Conditional Uses in the particular Zoning District?
yes
2. Please describe how the project is compatible with the character of development in the vicinity relative to (a) density, bulk and intensity of structures, (b) parking, and (c) other uses. Please attach parking plan, site plan, architectural rendering or other plans. *yes because trucking company already exist*
3. Will your project negatively affect neighboring property values or pose a real or perceived threat to citizens? Explain. *NO. The vehicles will be located on the back of F&H Property and not visible from the road.*
4. Will your project adversely affect vehicular or pedestrian traffic in the vicinity? Explain.
NO
5. Can the proposed use be accommodated by existing or proposed public services and facilities including, but not limited to, water, sanitary sewer, streets, drainage, police and fire protection, and schools? *N/A*
6. Is the proposed use in harmony with the Comprehensive Plan? Explain how. *yes*
7. Does the proposed use pose a hazardous, detrimental, or disturbing affect, either real or perceived, to present surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, electrical interference, or other nuisances? Explain. *NO*
8. Does the use conform to all district regulations for the applicable district in which it is located, or have other provisions been provided for? Explain. *yes*

MINOR CONDITIONAL USE CRITERIA FOR APPROVAL

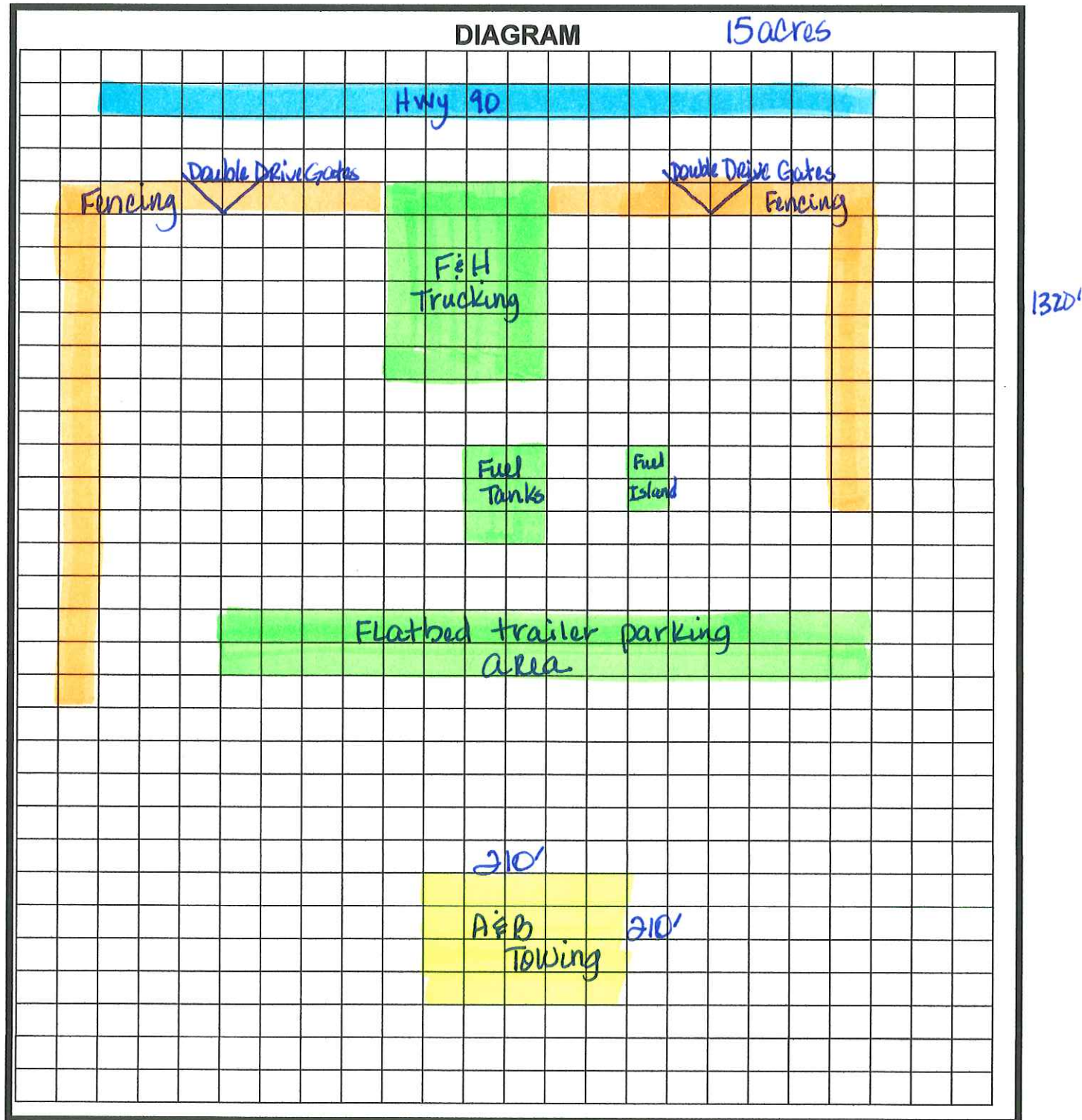
1. Is the proposed use substantially compatible with other uses in the area, including factors relating to the nature of its location, operation, building design, site design, traffic characteristics, and environmental impacts? Explain.
2. Will the proposed use be materially detrimental to the health, safety, and general welfare of the public or otherwise injurious to the environment or to the property or improvements within the area? Explain.
3. Is the proposed use consistent with the Comprehensive Plan? Explain how.
4. Is the proposed use in conformance with specific site location, development, and operation standards as required by this Ordinance? Explain.

CONDITIONAL USE NARRATIVE — Describe the proposed project in detail. Include all types of business activities that will be conducted on-site, any out-door storage or seating proposed, anticipated traffic, access for pick-up/delivery vehicles, proposed improvements, etc. Use the space below or provide a separate type written sheet of paper and attach. Staff will provide guidance as needed on additional information needed in the narrative.

NARRATIVE

A & B Towing will be renting 1 acre (210' x 210') in the back property located at 3601 Hwy 90. This property is the location of Fand H Trucking, LLC. I will be bringing towed vehicles from pickups made for the City of Gautier. The vehicles will be stored until picked up by insurance companies or the owners. If the vehicles are not picked up in a reasonable amount of time I will be moving them to my facility located in Vancleave, MS.

CONDITIONAL USE DIAGRAM – Provide a diagram of the project site. In cases where certain requirements such as parking are triggered by aspects of the interior of the building, the interior building layout will need to be provided also. Include location and dimensions of property lines, buildings, parking spaces, outdoor storage areas, outdoor seating areas, signage, landscape areas, driveways, loading/unloading areas, limits of paving, exterior elevations (if changes are proposed), entrance/exit locations. Include the whole site. Use the space below or provide separate drawings. Staff will provide guidance as needed on additional information needed on the diagram.



I, Lewis Faulk, the fee simple owner(s) of the following described property:

Address:	<u>3601 Hwy 90</u>
	<u>Gautier MS 39553</u>
Parcel ID No.:	<u>82434021.000</u>

hereby petition to the City of Gautier to *Grant a Conditional Use Major or Minor of* 3601 Hwy 90 Gautier MS (state proposed use from Article V of the Unified Development Ordinance) at the above reference property and affirm that Fand H Trucking & A/B Dowing (name of agent) is hereby designated to act as agent on my behalf to accomplish the above.

I certify that I have examined the application and that all statements and diagrams submitted are true and accurate to the best of my knowledge. Further, I understand this application; attachments and fees become part of the official records of the City of Gautier, MS, and are not returnable.

Lewis Faulk
(Owner's Signature)

(Owner's Signature)

Notary Information:

The foregoing instrument was acknowledged before me this 12th day of March, 2019 by Lewis Faulk, who is personally known to me or has produced Driver License as identification and who did take an oath.

Paula Denise Miller
(Printed Name of Notary Public)

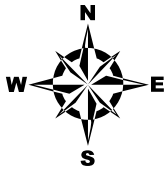
Paula D Miller
(Signature of Notary Public)

Commission # 82427. My commission expires 8/27/22.



Exhibit A Location Map

City Of Gautier
Planning Department



Prepared by the
City of Gautier
Planning Department

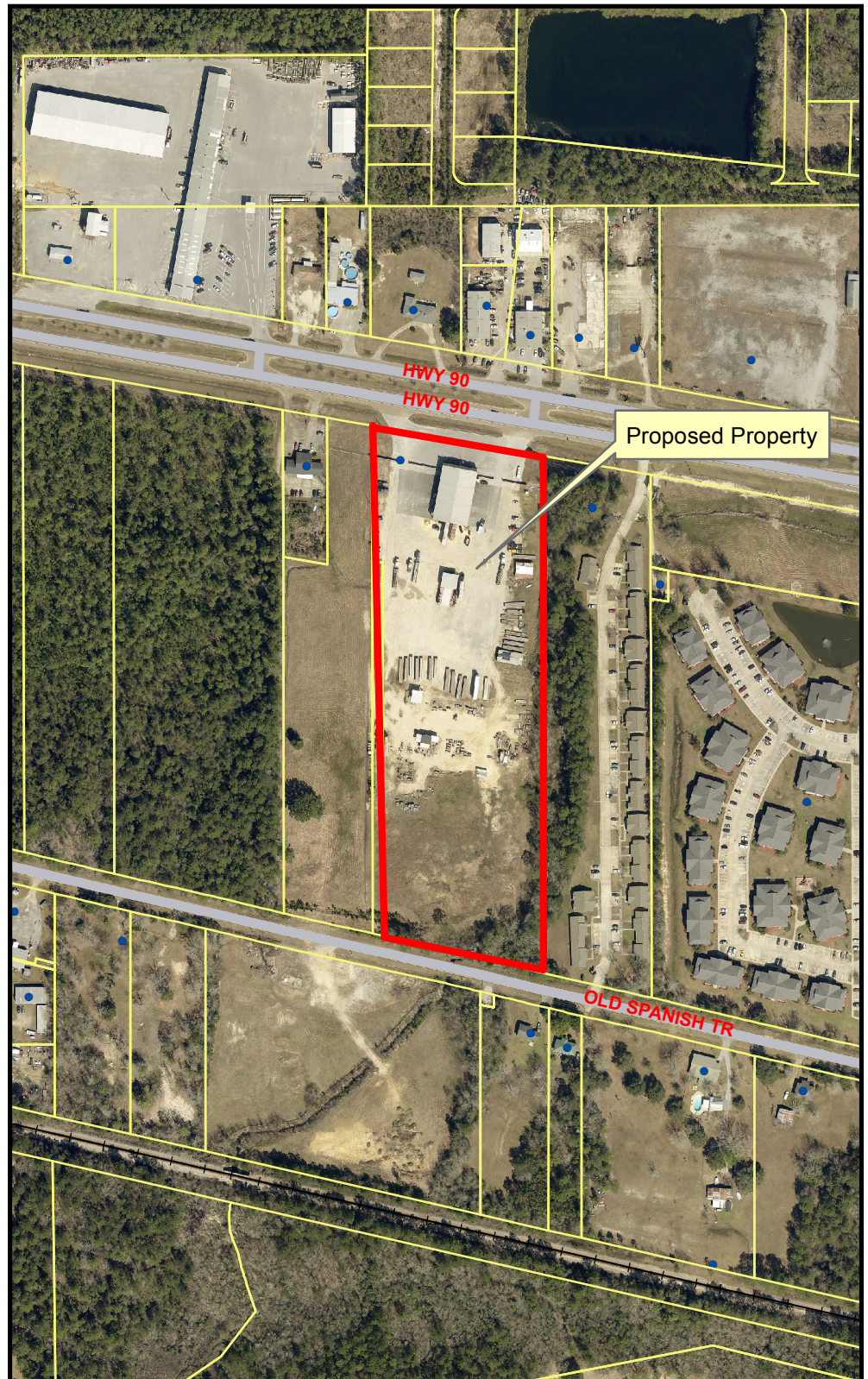
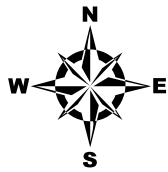


Exhibit B Existing Zoning Map

City Of Gautier
Planning Department



Prepared by the
City of Gautier
Planning Department

Legend

<all other values>

ZONECODE

- AG
- C-1
- C-2
- C-3
- I-2
- MURC-1
- MURC-2
- MURC-MW
- PL
- PUD
- R-1
- R-2
- R-3
- RE
- TC

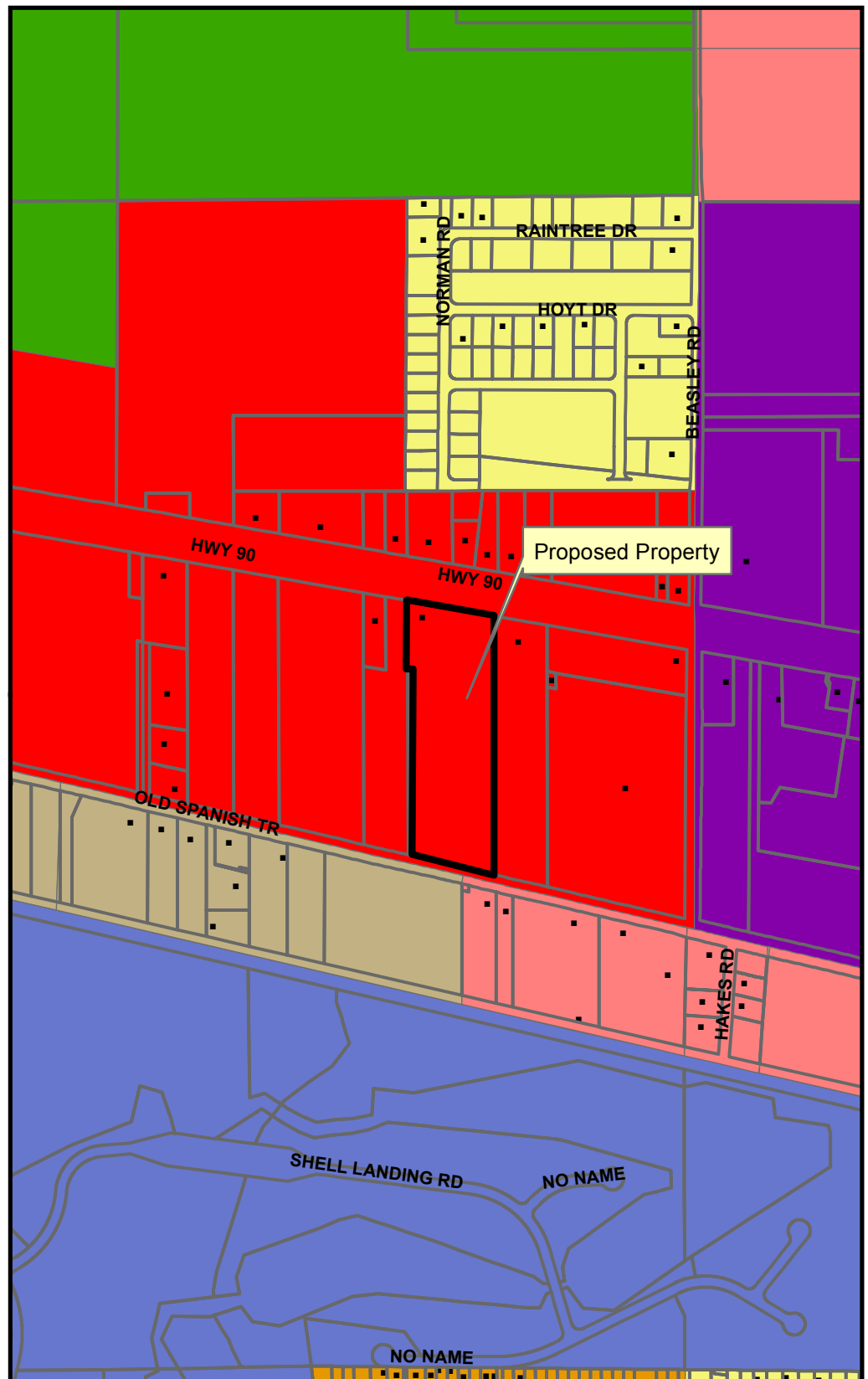


Exhibit C

Existing Land Use Map

City Of Gautier
Planning Department



Prepared by the
City of Gautier
Planning Department

Legend

- Gautier_Parcels_Trimmed_0617
- City_Limits

EXISTING LAND USE

- Commercial-Retail
- Conservation
- Civic
- Industrial
- Marina/Fish Camps
- High Density Residential
- Mobile Home
- Mobile Home Park
- Medium Density Residential
- Office
- Recreation
- Very Low to Low Density Residential
- Utility
- Vacant

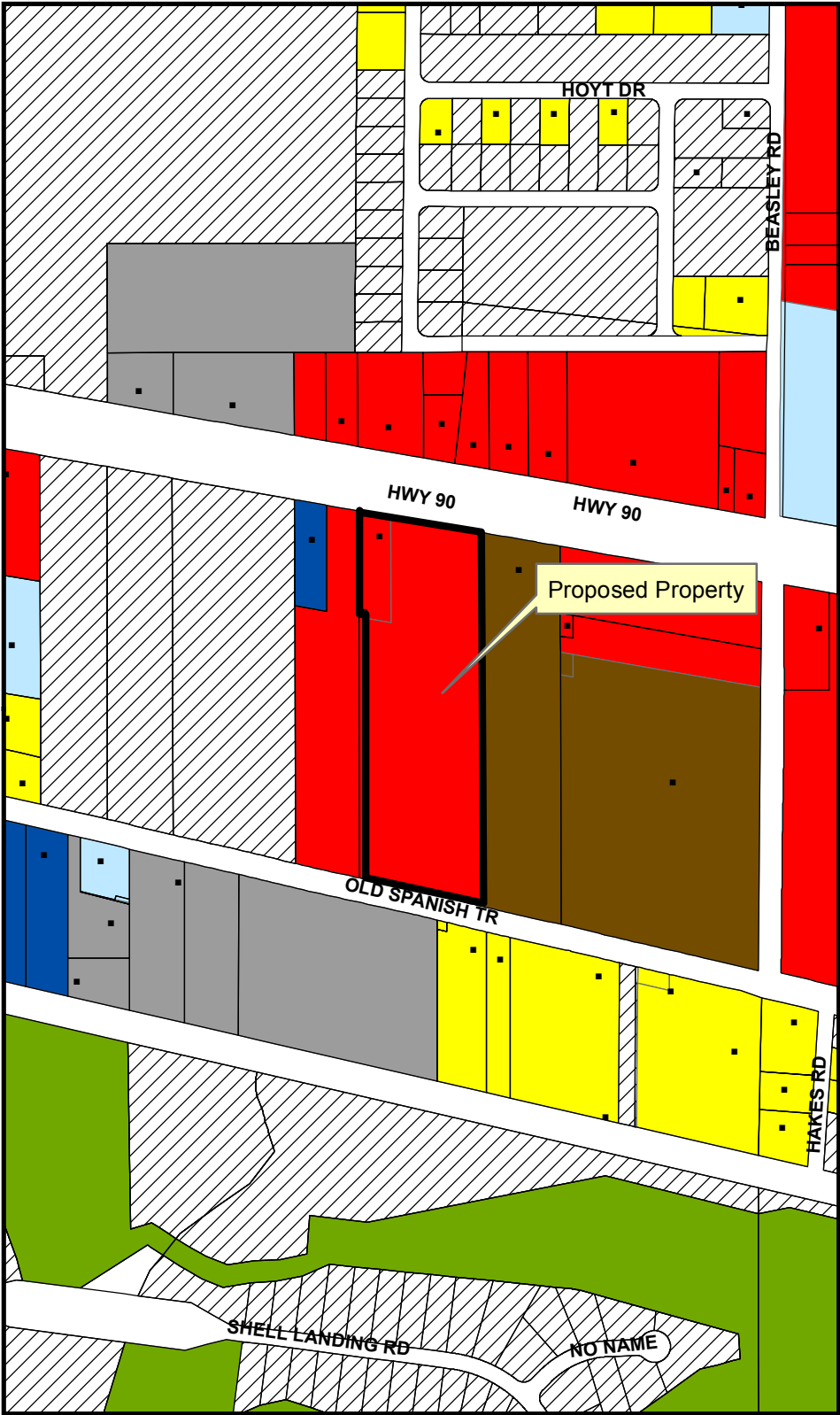
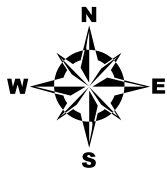
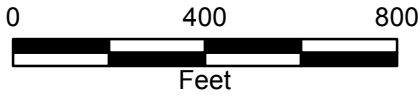


Exhibit D Future Land Use Map

City Of Gautier
Planning Department



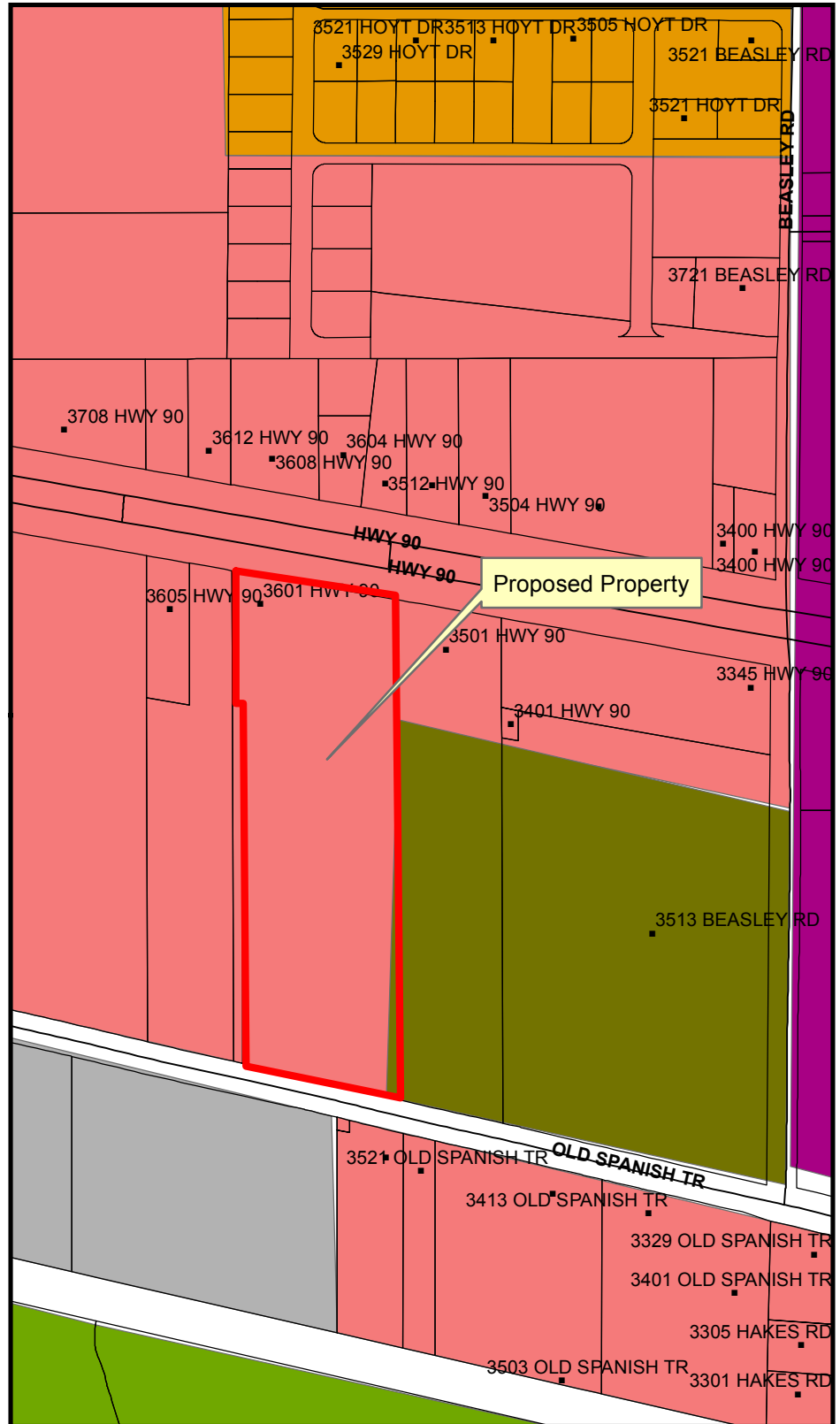
Prepared by the
City of Gautier
Planning Department

Legend

FUTURE LAND USE

FLU_Class

-  Civic
-  high impact commercial
-  Conservation
-  High Density Residential
-  Industrial
-  Low Density Residential
-  Medium Density Residential
-  Mobile Home Residential
-  low impact Commercial
-  Recreational
-  recreational commercial
-  Regional Scale Commercial
-  mixed use residential
-  Town Center
-  Very Low Density Residential



Excerpt from May 2, 2019 Gautier Planning Commission Meeting:

The Planning Department has received a request from Brian Ladnier representative for A&B Towing for a Conditional Use Major to allow a Wrecker Towing Service in a C-3 Highway Commercial Zoning District. (GPC Case No. 19-07-CU)

Scott Ankerson, Planning Director, gave a brief overview of the case.

REQUEST:

Planning Department has received a request from Brian Ladnier for a Conditional Use-Major Permit that would allow a Wrecker Towing Service in a C-3, Highway Commercial Zone at 3601 HWY 90, PID #82434021.000. The application fee of \$250 was paid on March 14, 2019. All public notice requirements have been met.

BACKGROUND:

The request property is zoned C-3 Highway Commercial

1. Location: 3601 HWY 90 (See Exhibit A)
2. General features of the proposed project:
Site Size: 1 Acre behind F&H Trucking
3. Potable Water and Wastewater Services: Available from City
4. Existing Zoning - C-3 Highway Commercial (See Exhibit B)
5. Existing Land Use –Commercial Trucking Company (See Exhibit C)
6. Comprehensive Plan Future Land Use Designation – High Impact Commercial.
(See Exhibit D)

DISCUSSION:

The following addresses the review criteria for a Major Conditional Use outlined in Section 4.17.5 of the UDO.

1. Is the proposed use listed in the list of possible Conditional Uses in the particular Zoning District?

Applicant: Yes, it is a possible Conditional Use in this district.

Staff Finding: Yes, Wrecker Towing Service is listed as a Conditional Use-Major in a Highway Commercial C-3 Zoning District.

2. Describe how the project is compatible with the character of development in the vicinity relative to (a) density, bulk and intensity of structures, (b) parking, and (c) other uses. Please attach parking plan, site plan, architectural rendering or other plans.

Applicant Response: Yes, because the trucking company is existing and in full operation.

Staff Finding: The proposed use is commercial and the area is zoned Highway Commercial. The proposed tow yard will be behind the F&H Trucking building, which has fencing to screen the vehicles from sight.

3. Will your project negatively affect neighboring property values or pose a real or perceived threat to citizens? Explain.

Applicant Response: No, the vehicles will be located on the back of F&H property and not visible from the road.

Staff Finding: There is no evidence to indicate the proposed use will negatively affect the property values, or cause a detriment to the surrounding properties. All of the surrounding parcels are zoned Highway Commercial or Industrial.

4. Will your project adversely affect vehicular or pedestrian traffic in the vicinity? Explain.

Applicant Response: No.

Staff Finding: There is no evidence that the proposed commercial use will have any adverse effect on vehicular or pedestrian traffic.

5. Can the proposed use be accommodated by existing or proposed public services and facilities including, but not limited to, water, sanitary sewer, streets, drainage, police and fire protection, and schools?

Applicant Response: N/A

Staff Finding: The proposed use can be accommodated by existing public services and facilities.

6. Is the proposed use in harmony with the Comprehensive Plan? Explain how.

Applicant: Yes.

Staff Response: Yes, the Comprehensive plan proposes High Impact Commercial in this area.

7. Does the proposed use pose a hazardous, detrimental, or disturbing affect, either real or perceived, to present surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, electrical interference, or other nuisances? Explain.

Applicant Response: No.

Staff Finding: There is no evidence that the proposed use poses a hazardous, detrimental or disturbing affect to present surrounding uses.

8. Does the use conform to all district regulations for the applicable district in which it is located, or have other provisions been provided for? Explain.

Applicant Response: Yes.

Staff Finding: The proposed use will conform to district regulations.

REVIEW CRITERIA:

1. The UDO defines conditional uses as specific uses which are enumerated in each zoning district and which because of their nature are not allowed by right but may be allowed after the required review process. The City may specify certain conditions as necessary to make the use compatible with other uses in the same district. Conditional uses are issued for uses of land and uses designated "Conditional Uses-Major" are transferable from one (1) owner of land to another.

The UDO further defines Conditional Uses-Major as uses that are not allowed by right but require a recommendation by the Planning Commission and the approval of the City Council. Additionally, if the conditional use is transferred to a new owner, the new owner must submit a letter to the Planning Director agreeing to the current terms and condition.

2. Conditional Uses-Major requires a public hearing before the Planning Commission and approval by the City Council (Section 4.14 of the UDO).

CONCLUSION:

Staff finds that the proposed use will be compatible and harmonious with the Highway Commercial Zoning District and recommends approval with no specific proposed conditions.

The Planning Commission may:

1. Recommend that City Council approve the Conditional Use-Major
2. Recommend that City Council approve the Conditional Use-Major with changes; or
3. Recommend that City Council deny the Conditional Use-Major.

Brian Ladnier 13606 Seaman Rd. Vancleave, MS spoke to the need and appropriateness of this new business.

There were none in attendance speaking in opposition

The Planning Commission may:

1. Recommend that City Council approve the Conditional Use-Major

2. Recommend that City Council approve the Conditional Use-Major with changes; or
3. Recommend that City Council deny the Conditional Use-Major.

ACTION TAKEN:

Commissioner Jamison made the motion to recommend that City Council approve the Conditional Use Major as presented.

Commissioner Ward seconded the motion and the following vote was recorded:

AYES: **David Wooten**
 Kay C. Jamison
 Jimmy Green
 Joshua Ward
 Paul Gainer
 James Lee
 William Davis

Motion passed.

The Planning Department has received a request from City Council to amend Section 4.18.1 of the Unified Development Ordinance and the addition of 12.8.4 (City Initiated) (GPC # 19-10-UDO)

REQUEST:

The City Council has directed Planning Department Staff to draft an amendment to the Unified Development Ordinance (UDO) pursuant to Section 4.18.1, to reflect a text change that would allow commercial properties to reapply for a Variance even if a Variance has previously been denied within the past twelve (12) months by City Council.

The City Council has also directed the Planning Department Staff to draft changes to the UDO Sign Ordinance to allow an increase to the square footage of commercial signage within the Corridor Overlay District.

BACKGROUND:

Councilman Colledge made the motion to approve the amendment to Section 4.18.1 of the Unified Development Ordinance and the addition of 12.18.4 (City Initiated) GPC #19-10-UDO, as presented. Councilman Vaughan 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 249-2019

AN ORDINANCE OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, PROVIDING AUTHORITY & INTENT; ADOPTING TEXT CHANGES TO THE UNIFIED DEVELOPMENT ORDINANCE.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI, THAT THE TEXT CHANGES TO THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF GAUTIER BE ADOPTED AS FOLLOWS:

Section 1. Authority & Intent

- A. The authority for enactment of this ordinance is contained in Mississippi Code Annotated, Section 17-1-11.
- B. City Staff and Planning Commission were directed by City Council to initiate text changes to the Unified Development Ordinance relating to re-application for certain variances within 12 months, and the size of signage in the corridor overlay district.
- C. The Gautier Planning Commission held a public hearing, after giving due public notice, and considered the text changes to this ordinance on May 2, 2019. The City Council considered the amendments on May 21, 2019.

Section 2. Adoption of Text Changes to the Unified Development Ordinance

The City of Gautier hereby adopts the attached Text Changes to the Unified Development Ordinance.

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 completion of the statutory requirements.

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

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

NAYS: None

Adopted: May 21, 2019

Phil Torjusen, Mayor

Attest:

Cynthia Russell, City Clerk

The Unified Development Ordinance currently states that to initiate and apply for a Variance the property owner or owner agent can apply provided that said property has not been denied a Variance in the past twelve (12) months. City Council has directed Staff to amend the UDO to reflect that a past denial does not apply to commercial properties.

The Unified Development Ordinance states that Signs in Commercial Districts adhere to the sizes that are specified in the UDO in Section 12.8.1 and 12.8.2. City Council feels that some of the sizes may be too stringent and would like to consider changes to the current UDO to reflect that certain Commercial properties are allowed additional square footage to their signage.

DISCUSSION:

The City of Gautier's Unified Development Ordinance currently states: A request for a Variance may be initiated by the property owner or agent of the owner provided that said property has not been denied a previous request for a Variance for the same property or portion of property within the past twelve (12) months. City Council requests that the UDO Section 4.18.1 reflect the following changes: **A request for a Variance may be initiated by the property owner or agent of the owner. Owners of residential properties shall not be permitted to apply if they have been denied a previous request for a Variance for the same property or portion of property within the past twelve (12) months.**

The Planning Department proposes to add Section 12.18.4 to the UDO stating: **On-Site Signs located within the Corridor Overlay District shall be permitted an additional twenty (20) percent square footage above that typically allowed in the underlying zone or district. Such signs must comply with all other requirements of this ordinance.**

STAFF FINDINGS:

Staff finds that City Council's request for amendments of the UDO, including a text change for a Variance in Section 4.18.1, and the addition of Section 12.18.4 allowing signs that are in the Corridor Overlay District to increase in square feet by up to twenty (20) percent, are relevant amendments which coincide with needs of the business district.

RECOMMENDATIONS:

Planning Commission may:

1. Recommend that City Council approve the UDO Amendment;
2. Recommend that City Council approve the UDO Amendment with changes; or
3. Recommend that City Council deny the UDO Amendment.

ACTION TAKEN:

Chairman Wooten recused himself from the discussion and vote on the addition of Section 12.18.4 to the sign section of the UDO.

Commissioner Jamison made the motion to recommend that City Council approve the addition of the section 12.18.4 of the UDO.

Commissioner Ward seconded the motion and the following vote was recorded:

AYES:

**Kay C. Jamison
Jimmy Green
Joshua Ward
Paul Gainer
James Lee
William Davis**

Chairman Wooten returned for the discussion and vote on the amendment to the Variance Section 4.18.1.

Commissioner Green made the motion to recommend that City Council approve the amendment of 4.18.1

Commissioner Gainer seconded the motion and the following vote was recorded:

AYES:

**David Wooten
Kay C. Jamison
Jimmy Green
Joshua Ward
Paul Gainer
James Lee
William Davis**

Motion passed.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Ramona Morgan, Planning Technician
Date: 5/13/2019
Subject: Consideration of an Amendment to Section 4.18.1 of the Unified Development Ordinance and the addition of 12.18.4 (City Initiated) GPC #19-10-UDO

REQUEST:

The City Council has directed Planning Department Staff to draft an amendment to the Unified Development Ordinance (UDO) pursuant to Section 4.18.1, to reflect a text change that would allow commercial properties to reapply for a Variance even if a Variance has previously been denied within the past twelve (12) months by City Council.

The City Council has also directed the Planning Department Staff to draft changes to the UDO Sign Ordinance to allow an increase to the square footage of commercial signage within the Corridor Overlay District.

BACKGROUND:

The Unified Development Ordinance currently states that to initiate and apply for a Variance the property owner or owner agent can apply provided that said property has not been denied a Variance in the past twelve (12) months. City Council has directed Staff to amend the UDO to reflect that a past denial does not apply to commercial properties.

The Unified Development Ordinance states that Signs in Commercial Districts adhere to the sizes that are specified in the UDO in Section 12.8.1 and 12.8.2. City Council feels that some of the sizes may be too stringent and would like to consider changes to the current UDO to reflect that certain Commercial properties are allowed additional square footage to their signage.

DISCUSSION:

The City of Gautier's Unified Development Ordinance currently states: A request for a Variance may be initiated by the property owner or agent of the owner provided that said property has not been denied a previous request for a Variance for the same property or portion of property within the past twelve (12) months. City Council requests that the UDO Section 4.18.1 reflect the following changes: A request for a Variance may be initiated by the property owner or agent of the owner. Owners of residential properties shall not be permitted to apply if they have been denied a previous request for a Variance for the same property or portion of property within the past twelve (12) months.

The Planning Department proposes to add Section 12.18.4 to the UDO stating: On-Site Signs located within the Corridor Overlay District shall be permitted an additional twenty (20) percent square footage above that typically allowed in the underlying zone or district. Such signs must comply with all other requirements of this ordinance.

RECOMMENDATION:

Planning Commission recommends that City Council approve the UDO text changes as presented.

City Council may:

1. Approve the text change UDO Amendments;
2. Approve the text change UDO Amendments with changes; or
3. Deny the UDO text change Amendments.

ATTACHMENTS:

1. Combined Packet 19-10-UDO
2. Please see Minute Excerpt attached to GPC 19

Gautier Planning Commission

Regular Meeting Agenda

May 2, 2019

Text Change

UDO Amendment

VII. NEW BUSINESS

A. REQUEST TO AMEND THE UDO TO REFLECT A TEXT CHANGE TO 4.18.1 VARIANCE **AND** ADD SECTION 12.18.4 TO ARTICLE XII SIGN (CITY INITIATED) (GPC #19-10-UDO)

CITY OF GAUTIER STAFF REPORT

To: Chairman and Members, Planning Commission

From: Scott Ankerson, Planning Director & Ramona Morgan, Planning Technician

Date: April 16, 2019

Subject: Consideration of an Amendment to Section 4.18.1 of the Unified Development Ordinance and the addition of 12.18.4 (City Initiated) GPC #19-10-UDO

REQUEST:

The City Council has directed Planning Department Staff to draft an amendment to the Unified Development Ordinance (UDO) pursuant to Section 4.18.1, to reflect a text change that would allow commercial properties to reapply for a Variance even if a Variance has previously been denied within the past twelve (12) months by City Council.

The City Council has also directed the Planning Department Staff to draft changes to the UDO Sign Ordinance to allow an increase to the square footage of commercial signage within the Corridor Overlay District.

BACKGROUND:

The Unified Development Ordinance currently states that to initiate and apply for a Variance the property owner or owner agent can apply provided that said property has not been denied a Variance in the past twelve (12) months. City Council has directed Staff to amend the UDO to reflect that a past denial does not apply to commercial properties.

The Unified Development Ordinance states that Signs in Commercial Districts adhere to the sizes that are specified in the UDO in Section 12.8.1 and 12.8.2. City Council feels that some of the sizes may be too stringent and would like to consider changes to the current UDO to reflect that certain Commercial properties are allowed additional square footage to their signage.

DISCUSSION:

The City of Gautier's Unified Development Ordinance currently states: A request for a Variance may be initiated by the property owner or agent of the owner provided that said property has not been denied a previous request for a Variance for the same property or portion of property within the past twelve (12) months. City Council requests that the UDO Section 4.18.1 reflect the following changes: **A request for a Variance may be initiated by the property owner or agent of the owner. Owners of residential properties shall not be permitted to apply if they have been denied a previous request for a Variance for the same property or portion of property within the past twelve (12) months.**

The Planning Department proposes to add Section 12.18.4 to the UDO stating: **On-Site Signs located within the Corridor Overlay District shall be permitted an additional twenty (20) percent square footage above that typically allowed in the underlying zone or district. Such signs must comply with all other requirements of this ordinance.**

STAFF FINDINGS:

Staff finds that City Council's request for amendments of the UDO, including a text change for a Variance in Section 4.18.1, and the addition of Section 12.18.4 allowing signs that are in the Corridor Overlay District to increase in square feet by up to twenty (20) percent, are relevant amendments which coincide with needs of the business district.

RECOMMENDATIONS:

Staff recommends that Planning Commission recommend the approval of the UDO text changes as presented.

Planning Commission may:

1. Recommend that City Council approve the UDO Amendment;
2. Recommend that City Council approve the UDO Amendment with changes; or
3. Recommend that City Council deny the UDO Amendment.

ATTACHMENTS:

1. UDO Excerpts with proposed changes

12.18.3 District Off-Site Sign Requirements

- A.** Appearance and Materials – Within the sign overlay district, the Off-Site Sign Marquee must incorporate a minimum of two (2) architectural elements from the official Gautier entrance signs, park entrance signs, directional signs, and/or town center gateway signs. Namely, these architectural elements include: stone, brick, black aluminum, pitched copper roof type cover, copper metal backing, square wooden columns, fluted columns, natural roughhewn wood with routed lettering, or some other detail keeping with the theme “Nature’s Playground” and the historic fishing village feel. In addition, the marquee may incorporate the City’s crane (bird) insignia or Nature’s Playground logo/theme.
- B.** Sign Size Limitations
 - 1. Single Off-Site Marquees shall be limited to the same size requirements as a regular business sign.
 - 2. Shared Off-Site Marquees shall be limited to the same size requirements as a regular business sign per businesses listed on the marquee.
- C.** Height Limitations
 - 1. Single Off-Site Marquees shall be limited to the same height requirements as a regular business sign.
 - 2. Shared Off-Site Marquees shall be limited to the same height requirements as a regular business sign for two (2) businesses listed on the marquee. Five (5) additional feet may be added to the maximum height of the sign per every two (2) additional businesses listed on the marquee.

12.18.4 On-Site Signs within the Corridor Overlay District

- A.** On-Site Signs located within the Corridor Overlay District shall be permitted an additional twenty (20) percent square footage above that typically allowed in the underlying zone or district. Such signs must comply with all other requirements of this ordinance.

SECTION 4.18: Variance

In certain circumstances, a Variance from the dimensional requirements (i.e. height, setbacks, square footage) of this Ordinance may be granted if the applicant can prove that because of physical constraints of the property involved, he is not able to build the same type of structure that other persons with the same zoning classification can build. Variances for uses permitted will not be considered in as much as “use Variances” are not legal in the State of Mississippi.

Most Variances must be granted by the City Council; however, certain minor Variances may be granted by the Planning Director in accordance with *Section 4.18.3* below.

4.18.1 Who May Initiate

A request for a Variance may be initiated by the property owner or agent of the owner. Owners of residential properties shall not be permitted to apply if they have been denied a previous request for a Variance for the same property or portion of property within the past twelve (12) months.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Planning Department and shall include all requested information, attachments and submittals:

4.18.3 Administrative Variances

The following dimensional variances may be granted by the Planning Director at his/her discretion (Note: Within the COR, Corridor Overlay District, applicants shall be required to mitigate a requested dimensional variance in accordance with the Tier Land Use Provisions in Section 5.11):

- A. 30% of required off-street parking spaces and/or
- B. 30% of required setbacks from property lines

4.18.4 Criteria for Approval

The Variance application shall demonstrate the following:

- A. That special conditions and circumstances exist which are peculiar to this particular site (lot or parcel), structure or building involved and which are not applicable to other sites (lots or parcels) or structures or buildings in the same district;
- B. That literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the provisions of this Ordinance;
- C. That the special conditions and circumstances do not result from actions of the applicant; and

That granting the Variance requested will not confer upon the applicant any special privilege that is denied by this Ordinance to other similar sites (lots or parcels) structures or buildings in the same district

Please see Minute Excerpt attached to GPC 19-07-CU for the vote and motion passed on GPC 19- 10-UDO

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 102-2019

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 the 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
 Casey Vaughan
 Rusty Anderson
 Adam Colledge

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	191946	05/21/2019	05/01/2019			2,430.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	JUN 2019 NETWORK SERVICES		3768	04/14/2019			2,280.00
	001-092-698	SYNCHRONIZED EMAIL		3768	04/14/2019			150.00
001	O'REILLY AUTO PARTS	191948	05/21/2019	05/01/2019			288.82	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	18OZ TIRE REPR (4)		1978126955	04/04/2019			43.96
	001-170-638	WIPER BLADE (2): BUCKET TRK		1978126958	04/04/2019			7.64
	001-170-639	FUEL FILTER: BACKHOE		1978127353	04/08/2019			18.62
	001-100-639	HEAT SHRINK: RADAR SIGN		1978127489	04/09/2019			13.99
	001-170-639	TREATMENT, VULCN CEMENT		1978128227	04/16/2019			14.29
	001-170-638	PRES SEN: 2005 FORD FREESTAR		1978128941	04/23/2019			83.99
	001-100-570	1GAL ANTIFREZ (3), TREATMENT		1978128942	04/23/2019			60.47
	001-161-638	8OZ GREASE		1978129053	04/24/2019			13.99
	001-161-639	14OZ BRAKE CLN (12), SILICONE		1978129061	04/24/2019			31.87
001	LOWES HOME CENTERS INC	191963	05/21/2019	05/02/2019			760.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-635	PAINT SUPPLIES: SR CENTER		911533	03/25/2019			147.79
	001-170-559	4 TIER STAND		911791	03/26/2019			16.14
	001-161-559	32CT NIAGARA WATER (25)		901021	04/01/2019			94.50
	001-170-559	SFTY GLASSES, TUBE, HOSE MENDER		901131	04/02/2019			30.34
	001-170-635	CHROME HANDLE FAUCET: SR CENTER		901433	04/03/2019			18.99
	001-170-559	S/PAINT(2), PVC PIPE (3), ADH		901692	04/05/2019			17.86
	001-170-559	CAP PVC FITTING, DRILL SCREWS		902545	04/08/2019			4.57
	001-170-635	RECIP BLADE, NORMAL BLOCK (8)		901490	04/09/2019			15.14
	001-170-634	MAINT: SPLASH PAD		902653	04/09/2019			129.58
	001-161-559	SPEC KILLER, GLUE, RAYOVAC BATT		901819	04/10/2019			56.91
	001-170-635	DECKING BOARD (10)		902776	04/11/2019			47.30
	001-170-635	TREATED LUMBER (2), WOOD SCREWS		902776	04/11/2019			27.11
	001-170-513	FLAGGING TAPE (8)		902277	04/15/2019			30.24
	001-170-639	UNIVERSAL STARTER		911422	04/16/2019			4.74
	001-170-577	MASTER LOCK RESET COMBO		901196	04/18/2019			16.14
	001-170-634	4 PINE PLYWOOD SHEETING		902723	04/22/2019			17.21
	001-170-639	SPRAY GUN KIT: PRESSURE WASHER		911095	04/22/2019			56.99
	001-170-559	60YD DUCT TAPE		912154	04/23/2019			9.49
	001-170-559	RUBBER KNEEL PAD (2)		919419	04/24/2019			18.96
001	DELTA SANITATION OF MS LLC	191968	05/21/2019	05/03/2019			35.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	FRAZIER PORT O LET		0001014495	04/30/2019			35.00
001	AFFORDABLE TIRE & AUTO CENTER LLC	191973	05/21/2019	05/03/2019			235.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	PATCH TIRE: U #12411		190602	04/15/2019			25.00
	001-100-638	PATCH TIRE: U #14402		190602	04/15/2019			25.00
	001-100-638	PATCH TIRE: U #14402		190602	04/15/2019			25.00
	001-100-638	PATCH TIRE (2): K9 EXPLORER		190602	04/15/2019			50.00
	001-170-639	REPR REAR TIRE: EXMARK		190622	04/15/2019			25.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AFFORDABLE TIRE & AUTO CENTER LLC	191973	05/21/2019	05/03/2019			235.00	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	REAR TIRE 24X12X12: SCAG		190622	04/15/2019			85.00
001	CABLE ONE INC	191974	05/21/2019	05/06/2019			130.07	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	MAY 2019: #107571481		04242019	05/01/2019			130.07
001	CABLE ONE INC	191975	05/21/2019	05/06/2019			84.62	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	MAY 2019: SR BLDG #120793682		04242019	05/01/2019			84.62
001	GOVERNMENT BRANDS SHARED SERVICES	191976	05/21/2019	05/06/2019			1,475.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-698	MAY 2019 COURT SUPPORT		1-44940	05/01/2019			1,475.00
001	CINTAS CORPORATION NO 2	191977	05/21/2019	05/06/2019			274.72	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-535	MAINTENANCE		240569674	04/03/2019			68.68
	001-205-535	MAINTENANCE		240570566	04/10/2019			68.68
	001-205-535	MAINTENANCE		240571469	04/17/2019			68.68
	001-205-535	MAINTENANCE		240572364	04/24/2019			68.68
001	AIRGAS USA LLC	191978	05/21/2019	05/06/2019			200.79	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-588	CYLINDER RENTAL		9961560518	04/30/2019			200.79
001	CENTERPOINT ENERGY	191980	05/21/2019	05/06/2019			36.09	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-630	CENTRAL FIRE STN:3/25-4/24/19		11000885-1	05/01/2019			20.13
	001-161-630	SOUTH FIRE STN: 3/25-4/24/19		11000999-0	05/01/2019			15.96
001	AT&T GLOBAL NETWORK SERVS LLC	191981	05/21/2019	05/06/2019			229.64	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC EQUIPMENT CHARGES		GF75515	05/01/2019			229.64
001	CITY OF GAUTIER 7M BOND ACCT	191983	05/21/2019	05/07/2019			21,612.74	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-104	TR MDOT REIMBS		04262019	04/26/2019			21,612.74
001	JACKSON COUNTY ADULT DETENTION CENTER	191984	05/21/2019	05/07/2019			6,650.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-696	APR 2019 ADC CHGS		04302019	05/03/2019			6,650.00
001	TEC	191985	05/21/2019	05/07/2019			100.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY LONG DISTANCE		963023	05/01/2019			100.32
001	DPS CRIME LAB	191986	05/21/2019	05/07/2019			60.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	ANALYTIC FEES		90079567	05/01/2019			60.00

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Docket of Claims
Release date from 05/21/2019 thru 05/21/2019

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	C SPIRE WIRELESS		191987 05/21/2019	05/07/2019	Invoice #	Date	P.O.	908.97
								Amount
								50.83
								50.83
								135.85
								203.32
								102.57
								101.66
								60.59
								152.49
								50.83
001	AT&T INTERSTATE DED PRIVATE LINE SERVS		191989 05/21/2019	05/07/2019	Invoice #	Date	P.O.	409.40
								Amount
								204.70
001	BELL AUTO PARTS INC		191990 05/21/2019	05/07/2019	Invoice #	Date	P.O.	1,057.49
								Amount
								268.80
								36.00
								131.20
								159.85
								181.72
								82.36
								75.76
								70.80
								51.00
001	STEINER SAW & MOWER		191994 05/21/2019	05/07/2019	Invoice #	Date	P.O.	102.00
								Amount
001	AUTO TRUCK AND TRAILER PARTS INC		191995 05/21/2019	05/07/2019	Invoice #	Date	P.O.	2,646.17
								Amount
								135.33
								68.90
								72.78
								90.00
								75.00
								109.69
								618.11
								90.00
								161.00
								161.00
								6.00
								6.00
								2.50
								23.96
								21.97

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUTO TRUCK AND TRAILER PARTS INC	191995	05/21/2019	05/07/2019			2,646.17	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-570	HOSE		274949	04/23/2019			80.67
	001-161-638	SEAL (2): ENG 4		274992	04/24/2019			78.10
	001-161-638	ROTOR(2), BUSHING KIT(2): ENG 4		275022	04/25/2019			698.00
	001-161-638	SLACK ADJUSTER: ENG 4		275033	04/26/2019			71.11
	001-161-638	GOVERNOR, SLACK ADJUSTER: ENG 4		275054	04/29/2019			76.05
001	SBM REPORTING LLC	192017	05/21/2019	05/09/2019			350.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-698	5/2/19 PLANNING MTG		MB990	05/09/2019			175.00
	001-090-698	5/7/19 COUNCIL MTG		MB994	05/09/2019			175.00
001	LOCAL GOVERNMENT SERVICES LLC	192019	05/21/2019	05/13/2019			206.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-601	SERVICES: TELEPAK AGREEMENT		1785	05/03/2019			206.25
001	GULF COAST VETERINARY EMERG HOSPITAL	192020	05/21/2019	05/13/2019			100.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-514	EMERGENCY CARE: TESS		184251	05/03/2019			100.80
001	CENTER FOR GOVT & COMMUNITY DEV	192022	05/21/2019	05/13/2019			200.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-681	CLERK TRNG: CUMBEST, E		GCD3141223	04/30/2019			200.00
001	JOSHUA HILL	192023	05/21/2019	05/13/2019			144.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	PER DIEM ADV: FIRE CHEM I		06132019	06/13/2019			144.00
001	ALBERT E KILLEN	192024	05/21/2019	05/13/2019			54.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	PER DIEM ADV: EXEC FIRE OFFCR		06062019	06/06/2019			54.00
001	JEREMY BROWN	192025	05/21/2019	05/13/2019			144.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	PER DIEM ADV: FIRE INV		06202019	06/20/2019			144.00
001	ACE DATA STORAGE INC	192026	05/21/2019	05/13/2019			105.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-502	APR 2019 SHREDDING SERVICE		65189	05/01/2019			105.00
001	MSC 7511	192027	05/21/2019	05/13/2019			470.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	FFO200-01 RENTAL FEE		INV3054771	05/05/2019			470.88
001	OVERHEAD DOOR COMPANY OF HATTIESBURG INC	192029	05/21/2019	05/13/2019			452.56	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-635	REPR BAY DOOR: NORTH STN		101200	01/28/2019			452.56
001	CABLE ONE INC	192030	05/21/2019	05/13/2019			92.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	MAY 2019 SUBSTN: #10778827		05012019	05/08/2019			92.31

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	DIRECTV LLC	192036	05/21/2019	05/13/2019			140.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	WEST STN: 022727663 (JUN)		05132019	05/14/2019			140.00
001	FUELMAN	192040	05/21/2019	05/14/2019			3,213.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP56038198	05/06/2019			58.12
	001-092-525	UNL FUEL		NP56038198	05/06/2019			29.60
	001-100-525	UNL FUEL		NP56038198	05/06/2019			2,292.31
	001-161-525	UNL & DSL FUEL		NP56038198	05/06/2019			593.71
	001-170-525	UNL FUEL		NP56038198	05/06/2019			154.94
	001-205-525	UNL FUEL		NP56038198	05/06/2019			85.12
001	FUELMAN	192043	05/21/2019	05/14/2019			3,128.12	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-525	UNL FUEL		NP56080739	05/13/2019			2,309.60
	001-161-525	UNL & DSL FUEL		NP56080739	05/13/2019			661.82
	001-170-525	UNL FUEL		NP56080739	05/13/2019			98.55
	001-205-525	UNL FUEL		NP56080739	05/13/2019			58.15
001	CABLE ONE INC	192045	05/21/2019	05/14/2019			71.37	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	MAY CABLE BOX: #118476316		05012019	05/08/2019			71.37
001	CABLE ONE INC	192046	05/21/2019	05/14/2019			214.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	MAY 2019: #107718371		05012019	05/08/2019			214.11
001	CREDIT CARD CENTER	192051	05/21/2019	05/14/2019			6,288.34	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	MS ASSC CHIEFS CONF: ELBIN		03282019	03/29/2019			325.00
	001-001-681	AIRPORT PARKING: DC TRIP		03282019	03/29/2019			32.00
	001-001-681	HOTEL-DC TRIP: COLLEDGE,A		22074658	03/28/2019			865.56
	001-001-681	HOTEL-DC TRIP: TORJUSEN,P		22074408	03/28/2019			865.56
	001-021-681	HOTEL-DC TRIP: YANCEY,P		22074158	03/28/2019			865.56
	001-021-681	PER DIEM-DC TRIP: YANCEY,P		22074158	03/28/2019			186.87
	001-170-513	SUPPLIES:EARTH DAY/EGG HUNT		04082019	04/09/2019			172.99
	001-022-559	PLAQUES: P FOX, J MAY		04082019	04/09/2019			230.94
	001-040-681	HOTEL-CLERK TRNG: CUMBEST,E		04102019	04/12/2019			279.00
	001-001-681	2019 MML CONF: COUNCIL (7)		04182019	04/19/2019			1,645.00
	001-021-681	2019 MML CONF: YANCEY,P		04182019	04/19/2019			235.00
	001-001-509	GMYC GRADUATION CORDS (6)		04192019	04/22/2019			40.60
	001-170-511	SUPPLIES: SR MOVIE NIGHT		04232019	04/24/2019			23.54
	001-170-513	SUPPLIES:PLEIN AIR/MOVIE NIGHT		04232019	04/24/2019			273.40
	001-161-535	UNIFORM PANTS (3): MCCOY,D		04242019	04/25/2019			119.71
	001-170-513	SUPPLIES: PLEIN AIR		04252019	04/26/2019			85.80
	001-170-513	FOOD TRAY:PLEIN AIR		04272019	04/29/2019			18.28
	001-170-513	POPCORN BOXES		04282019	04/29/2019			23.53

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GALLS LLC	192062	05/21/2019	05/15/2019			791.75	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	GALLS SAM BROWNE BELT	BC0830258	05/01/2019	190674		39.99	
	001-100-559	SF INNER TROUSER BELT	BC0830258	05/01/2019	190674		32.99	
	001-100-559	DUTY HOLSTER LEVEL III (2)	BC0830258	05/01/2019	190674		339.98	
	001-100-559	MKIII DEFENSE SPRAY CASE (2)	BC0830258	05/01/2019	190674		59.98	
	001-100-559	EXPANDABLE BATON HOLDER (2)	BC0830258	05/01/2019	190674		63.98	
	001-100-559	GALLS CLOSED TOP CUFF CASE (4)	BC0830258	05/01/2019	190674		91.96	
	001-100-559	LAWPRO LEATHER HOLDER LOOP (4)	BC0830258	05/01/2019	190674		35.96	
	001-100-559	K FORCE DOUBLE MAG (2)	BC0830258	05/01/2019	190674		85.98	
	001-100-559	FLIP TOP DEFENSE SPRAY(2)	BC0830258	05/01/2019	190674		29.98	
	001-100-559	SHIPPING	BC0830258	05/01/2019	190674		10.95	
001	ACTION PRINTING CENTER INC	192063	05/21/2019	05/15/2019			706.43	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-500	#9 REG SECURITY ENVELOPE (2500)	96852	05/07/2019	190703		264.42	
	001-170-500	#10 REG ENVELOPE (2500)	96875	05/08/2019	190720		169.85	
	001-010-620	#9 WINDOW SECURITY (2500)	96655	05/08/2016	190690		272.16	
001	GULF COAST BUSINESS SUPPLY CO	192064	05/21/2019	05/15/2019			421.32	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-510	DAWN DISH SOAP 38OZ (4)	187263	05/01/2019	190694		21.04	
	001-161-510	4/CTN PINE CLEANER	187263	05/01/2019	190694		22.08	
	001-161-510	96/CTN ROLL TISSUE	187263	05/01/2019	190694		32.99	
	001-161-510	COMET CLEANSER 21OZ (4)	187263	05/01/2019	190694		6.88	
	001-161-510	LYSOL DISINFECTANT 13OZ (4)	187263	05/01/2019	190694		9.36	
	001-161-510	WINDEX 32OZ (4)	187263	05/01/2019	190694		19.96	
	001-161-510	BMF TOWELS 16/PK (4)	187263	05/01/2019	190694		76.04	
	001-161-510	409 CLEANER 32OZ 12/CTN	187263	05/01/2019	190694		38.84	
	001-161-510	SCRUB SPONGE YEL/GREEN (4)	187263	05/01/2019	190694		3.40	
	001-161-510	6/CTN 1GAL BLEACH	187263.1	05/02/2019	190694		15.99	
	001-161-500	6/PK ASRT HIGHLIGHTERS	187264	05/01/2019	190693		2.19	
	001-161-500	DZ PILOT G2 GEL PENS (2)	187264	05/01/2019	190693		32.32	
	001-161-500	BRO TN210Y YELLOW TONER CTG	187264	05/01/2019	190693		68.02	
	001-161-500	BRO TN210BK BLACK TONER CTG	187264	05/01/2019	190693		72.21	
001	SOUTHERN PIPE & SUPPLY	192065	05/21/2019	05/15/2019			53.42	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-634	CF CARTRIDGE (B45-216, DFFRC)	3040913-00	05/13/2019	190788		24.43	
	001-170-634	HOLDER	3040913-00	05/13/2019	190788		28.99	
001	GULF COAST ARMY NAVY STORE	192066	05/21/2019	05/15/2019			244.75	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-535	TRUSPEC BDU PANTS(5):WILLETT	484805	04/25/2019	190645		244.75	
001	LEE TRACTOR CO OF MISSISSIPPI INC	192068	05/21/2019	05/15/2019			425.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-639	SERV CALL-LABOR: BACKHOE	WO22790	04/23/2019	190661		290.00	
	001-170-639	SERV CALL-MILEAGE: BACKHOE	WO22790	04/23/2019	190661		135.00	

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001	NAFECO INC	192069	05/21/2019	05/15/2019			3,034.60	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-535	F59055-4X32 LADIES TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	F52985-30X30 PRO TAC PANT (6)	979035	04/23/2019	190669		170.40	
	001-161-535	F52985-30X32 RRO TAC PANT (6)	979035	04/23/2019	190669		170.40	
	001-161-535	F52985-32X30 PRO TAC PANT (6)	979035	04/23/2019	190669		170.40	
	001-161-535	F52985-32X32 PRO TAC PANT (12)	979035	04/23/2019	190669		340.80	
	001-161-535	F52985-34X32 PRO TAC PANT (30)	979035	04/23/2019	190669		852.00	
	001-161-535	F52985-34X34 PRO TAC PANT (9)	979035	04/23/2019	190669		255.60	
	001-161-535	F52985-36X30 PRO TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	F52985-36X32 PRO TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	F52985-36X34 PRO TAC PANT (6)	979035	04/23/2019	190669		170.40	
	001-161-535	F52985-38X30 PRO TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	F52985-38X32 PRO TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	F52985-38X34 PRO TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	F52985-40X30 PRO TAC PANT (5)	979035	04/23/2019	190669		142.00	
	001-161-535	F52985-40X32 PRO TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	F52985-44X32 PRO TAC PANT (3)	979035	04/23/2019	190669		85.20	
	001-161-535	SHIPPING	979035	04/23/2019	190669		81.00	
001	SUN HERALD	192071	05/21/2019	05/15/2019			257.90	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-615	BID: ELEV WATER STORAGE TANK	0001693087	05/05/2019	190571		134.12	
	001-040-615	BID: NRCS SERVICE	001693087	05/05/2019	190677		123.78	
001	SECURE NETWORKS LLC	192072	05/21/2019	05/15/2019			2,059.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-704	DELL OPTIPLEX 3060 COMPUTER	3790	05/13/2019	190711		1,140.00	
	001-170-704	MS OFFICE 2019 PROFESSIONAL	3790	05/13/2019	190711		435.00	
	001-170-704	ADOBE STANDARD 2017	3790	05/13/2019	190711		299.00	
	001-170-704	VIEW SONIC 24" LED MONITOR	3790	05/13/2019	190711		160.00	
	001-170-704	SHIPPING	3790	05/13/2019	190711		25.00	
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	192073	05/21/2019	05/15/2019			1,022.01	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-500	STAPLES FASTENER FOLDER LTR	3411674372	04/23/2019	190680		16.02	
	001-100-500	LEXMARK 701M MAG TONER (2)	3411674372	04/23/2019	190680		131.98	
	001-100-500	POST-IT 3X3 12/PK	3411674372	04/23/2019	190680		9.69	
	001-100-500	HP TANGO WIRELESS AIO PRINTER	3411742664	04/24/2019	190680		149.99	
	001-040-500	CS 8.5X11 COPY PAPER (10)	3412455612	04/30/2019	190710		415.30	
	001-100-500	DRY ERASE STARTER KIT	3410669549	04/10/2019	190657		7.69	
	001-100-500	SBG WHITE BOARD 6X4 ALUM FRAME	3412706049	05/02/2019	190657		132.56	
	001-010-500	HP05A TONER 2PK	3411875680	04/25/2019	190689		143.08	
	001-010-500	SCOTCH TAPE 10/PK	3411875680	04/25/2019	190689		15.70	
001	GRAFIX SHOPPE	192075	05/21/2019	05/15/2019			488.58	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	ULT REFLECTIVE GRAPHIC KIT	1027316	05/03/2019	190707		463.00	
	001-100-638	SHIPPING: U #19687	1027316	05/03/2019	190707		25.58	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	WATCHGUARD VIDEO	192076	05/21/2019	05/15/2019			90.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-639	BRACKET,CAM MOUNT,VSR POST	INV0019874	04/25/2019	190676		75.00	
	001-100-639	SHIPPING	INV0019874	04/25/2019	190676		15.00	
001	IAFC MEMBERSHIP	192077	05/21/2019	05/15/2019			450.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-682	IAFC DUES ID 123828:MCCOY, D	123828	05/03/2019	190745		195.00	
	001-161-682	SE DIVISION DUES: MCCOY,DEREK	123828	05/03/2019	190745		30.00	
	001-161-682	IAFC DUES ID 123831:JONES, R	123831	05/03/2019	190745		195.00	
	001-161-682	SE DIVISION DUES:JONES,ROBERT	123831	05/03/2019	190745		30.00	
001	SAFETY VISION LLC	192078	05/21/2019	05/15/2019			152.45	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-639	REPAIR BODY CAMERA: BOND,L	0628235-IN	05/02/2019	190581		139.50	
	001-100-639	SHIPPING	0628235-IN	05/02/2019	190581		12.95	
001	ADVANCED CONSTRUCTION & DEVELOPMENT LLC	192080	05/21/2019	05/15/2019			900.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-698	BRUSH CUT 10'X300' FIRE LANE	ACAD-233	05/10/2019	190777		900.00	
001	OCCUPATIONAL HEALTH CENTER INC	192081	05/21/2019	05/15/2019			565.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-022-604	PRE-EMP PHYSICAL:MORROW,B	173723	05/02/2019	190631		65.00	
	001-022-604	PRE-EMP DRUG SCREEN:MORROW,B	173723	05/02/2019	190631		30.00	
	001-022-604	PRE-EMP PHYSICAL:JARRELL,J	173723	05/02/2019	190639		65.00	
	001-022-604	PRE-EMP DRUG SCREEN:JARRELL,J	173723	05/02/2019	190639		30.00	
	001-100-604	PRE-EMP PHYSICAL:WILLETT,K	172896	04/02/2019	190582		65.00	
	001-100-604	PRE-EMP DRUG SCREEN:WILLETT,K	172896	04/02/2019	190582		60.00	
	001-100-604	PRE-EMP PHYSICAL:BYRD,S	173723	05/02/2019	190582		65.00	
	001-100-604	PRE-EMP DRUG SCREEN:BYRD,S	173723	05/02/2019	190582		60.00	
	001-100-604	PRE-EMP PHYSICAL:STONEWALL,J	176171	05/07/2019	190708		65.00	
	001-100-604	PRE-EMP DRUG SCREEN:STONEWALL	176171	05/07/2019	190708		60.00	
001	AUDIOWAVE INC	192082	05/21/2019	05/15/2019			151.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	ADD TINT OVER TINT: U #50185	A50468	05/03/2019	190739		75.00	
	001-100-638	ADD TINT OVER TINT: U #50186	A50468	05/03/2019			75.00	
	001-100-638	SUPPLIES	A50468	05/03/2019			1.50	
FUND TOTAL	1 Claims	to	Checks	55 Total	66,916.09 Manual	Held	Total	66,916.09

Docket of Claims
Release date from 05/21/2019 thru 05/21/2019

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
171	GOODWYN MILLS & CAWOOD INC	192033	05/21/2019	05/13/2019			400.00	
	Account Number 171-176-762	Description SUBMITTAL AND RFI'S		Invoice # A MOB1800096	Date 05/01/2019	P.O.	Amount	400.00
171	COASTAL DEVELOPMENT AND CONSTRUCTION	192091	05/21/2019	05/15/2019			16,979.00	
	Account Number 171-176-721	Description WELCOME CENTER PH II		Invoice # 003	Date 05/01/2019	P.O.	Amount	16,979.00
FUND TOTAL 171 Claims to		Checks	2 Total	17,379.00 Manual		Held	Total	17,379.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	O'REILLY AUTO PARTS	191949	05/21/2019	05/01/2019			135.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	THREADED ROD, BATT TERM		1978126959	04/04/2019			9.41
	176-170-639	FUEL FILTER, DSL TREATMENT		1978127348	04/08/2019			34.78
	176-170-559	14" TIE 100/PK, BATT CHARGER		1978128914	04/23/2019			90.97
176	LOWES HOME CENTERS INC	191964	05/21/2019	05/02/2019			278.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-635	STANDARD DECKING BOARD		901881	03/26/2019			7.00
	176-170-635	TREATED LUMBER (4),EXT SCREWS		901881	03/26/2019			52.91
	176-170-635	TREATED PINE DECK BALUSTER(40)		901881	03/26/2019			32.80
	176-170-635	TREATED PINE DECK BALUSTER (6)		901934	03/26/2019			4.92
	176-170-586	3IN WAX GASKET		902555	04/05/2019			1.42
	176-170-559	PUTTY KNIFE, 24PK TOWELS		902555	04/05/2019			17.35
	176-170-720	INSTALL GRINDER PUMP: SSP		901856	04/16/2019			37.54
	176-170-720	INSTALL GRINDER PUMP: SSP		901834	04/16/2019			59.90
	176-170-720	INSTALL GRINDER PUMP: SSP		902489	04/17/2019			43.95
	176-170-559	2A MOTION SENSOR		902152	04/03/2019			20.88
176	C SPIRE WIRELESS	191988	05/21/2019	05/07/2019			50.83	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	CELL PHONE		0030759348	04/30/2019			50.83
176	BELL AUTO PARTS INC	191992	05/21/2019	05/07/2019			278.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	TANK GLASS, HOSE (2), FILTER		43096	04/26/2019			97.43
	176-170-639	HYD STRAINER: EXMARK RANGER		43097	04/24/2019			126.82
	176-170-639	FUEL FILTER (4),ALL THREAD ROD		43101	04/22/2019			50.35
	176-170-639	BATTERY CLEANER		43101	04/22/2019			3.50
176	AUTO TRUCK AND TRAILER PARTS INC	191996	05/21/2019	05/07/2019			620.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	BATTERY: FRONT END LOADER		274543	04/03/2019			190.00
	176-170-639	FILTER (4), CLEAN DIESEL (2)		274549	04/03/2019			25.88
	176-170-639	DEXTRON (4)		274549	04/03/2019			12.00
	176-170-639	BATTERY: BACKHOE		274548	04/03/2019			119.00
	176-170-639	PICO, WIRE TIE		274712	04/10/2019			16.00
	176-170-639	BATTERY: JD TRACTOR		274844	04/16/2019			97.00
	176-170-639	BATTERY: SCAG #6		274875	04/17/2019			72.00
	176-170-639	SAFETY CHAIN (2): HD TRAILER		275068	04/29/2019			28.00
	176-170-559	COUPLER,GREASE(10),DIESEL TRT		275083	04/30/2019			61.10
176	FUELMAN	192041	05/21/2019	05/14/2019			103.87	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP56038198	05/06/2019			103.87
FUND TOTAL 176 Claims		to	Checks	6 Total	1,467.61 Manual	Held	Total	1,467.61

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
302	KR BORRIES CONSTRUCTION COMPANY	192032	05/21/2019	05/13/2019			42,079.28	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	302-301-678	SHEET PILE REPAIR		2	05/07/2019			42,079.28
FUND TOTAL 302 Claims	to	Checks	1 Total	42,079.28	Manual		Held	Total 42,079.28

Docket of Claims
Release date from 05/21/2019 thru 05/21/2019

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
304	SEYMOUR ENGINEERING PLLC	192049	05/21/2019	05/14/2019			3,750.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	304-510-762	ENVIRONMENTAL PERMITTING		7005	04/29/2019			3,750.00
FUND TOTAL 304 Claims	to	Checks	1 Total	3,750.00	Manual	Held	Total	3,750.00

Release date from 05/21/2019 thru 05/21/2019

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
308	HEFLIN ENGINEERING INC	192050	05/21/2019	05/14/2019			24,950.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	308-176-720	DESIGN PHASE (50%)		3332	05/02/2019			17,400.00
	308-176-720	TOPOGRAPHIC SURVEY		3332	05/02/2019			2,800.00
	308-176-720	PERMITTING & STUDIES (50%)		3332	05/02/2019			4,750.00
FUND TOTAL 308 Claims	to	Checks	1 Total	24,950.00	Manual	Held	Total	24,950.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
353	SEYMOUR ENGINEERING PLLC Account Number 353-722-603	192047	05/21/2019	05/14/2019			9,405.53	
		Description		Invoice #	Date	P.O.	Amount	
		PRELIM & DESIGN ENGINEERING		7045	05/14/2019			9,405.53
353	SEYMOUR ENGINEERING PLLC Account Number 353-726-603	192048	05/21/2019	05/14/2019			9,588.68	
		Description		Invoice #	Date	P.O.	Amount	
		PRELIM & DESIGN ENGINEERING		7046	05/14/2019			9,588.68
FUND TOTAL 353 Claims to		Checks	2 Total	18,994.21	Manual	Held	Total	18,994.21

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	JACKSON COUNTY UTILITY AUTHORITY	191947	05/21/2019	05/01/2019			180,418.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-668	MAY 2019 TREATMENT CHGS		352	05/01/2019			181,416.00
	400-651-668	FY 2018 ACTUAL FLOW ADJ		352	05/01/2019			-998.00
400	LOWES HOME CENTERS INC	191965	05/21/2019	05/02/2019			933.36	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-582	1/4INX5FT COOPER TUBE COIL		913494	03/25/2019			5.21
	400-650-702	HISENSE 200 SF PORTABLE AC(3)		901388	04/24/2019			909.15
	400-650-559	AR RAID(2),SPEC KILLER,TOTE(2)		901414	04/24/2019			19.00
400	CLEARWATER SOLUTIONS LLC	191979	05/21/2019	05/06/2019			170,690.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-672	APR 2019 OPERATION FEE		GAUTIER077	05/01/2019			170,690.75
400	MALLETTE BROTHERS CONSTRUCTION INC	191993	05/21/2019	05/07/2019			315.84	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-585	5.52 FILL SAND CY		20398	04/30/2019			66.24
	400-651-585	8.32 RAP TN		20398	04/30/2019			249.60
400	WASTE MANAGEMENT OF MS-GLF COAST INC	191997	05/21/2019	05/08/2019			1,431.47	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	ROLL - OFF TIMBERLANE		6913674768	05/01/2019			1,431.47
400	MISSION COMMUNICATIONS LLC	192021	05/21/2019	05/13/2019			260.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	CIRCUIT BOARD: GRAVELINE		1028559	04/29/2019			250.00
	400-651-584	FREIGHT		1028559	04/29/2019			10.00
400	SOUTHERN LINC	192028	05/21/2019	05/13/2019			90.64	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	MAY 2019 SERV CHGS		10587791	05/01/2019			80.00
	400-650-698	TAXES & FEES		10587791	05/01/2019			10.64
400	COGENT STRATEGIES LLC	192034	05/21/2019	05/13/2019			7,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-601	PROFESSIONAL FEES		1512	05/07/2019			7,500.00
400	CITY OF GAUTIER	192035	05/21/2019	05/13/2019			132,527.70	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	MAR 2019 GARBAGE PMTS		04302019	04/30/2019			132,527.70
400	MISSION COMMUNICATIONS LLC	192037	05/21/2019	05/13/2019			1,737.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	RENEWAL: HAVILL PUMP STN		1028745	05/06/2019			347.40
	400-651-698	RENEWAL: OAK ST PUMP STN		1028745	05/06/2019			347.40
	400-651-698	RENEWAL: MARINA DR PUMP STN		1028745	05/06/2019			347.40
	400-651-698	RENEWAL: 18MIS22497		1028745	05/06/2019			347.40
	400-651-698	RENEWAL: SEAGRAPE PUMP STN		1028745	05/06/2019			347.40

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	FUELMAN	192042	05/21/2019	05/14/2019			167.24	
	Account Number 400-650-525	Description UNL FUEL		Invoice # NP56038198	Date 05/06/2019	P.O.	Amount	167.24
400	FUELMAN	192044	05/21/2019	05/14/2019			97.53	
	Account Number 400-650-525	Description UNL FUEL		Invoice # NP56080739	Date 05/13/2019	P.O.	Amount	97.53
400	CREDIT CARD CENTER	192052	05/21/2019	05/14/2019			885.51	
	Account Number 400-650-603	Description DC HOTEL-ENG SERVS:SEYMOUR		Invoice # 22074908	Date 03/28/2019	P.O.	Amount	865.56
	Account Number 400-650-559	Description RADIO CASE: MR TRUCK #2		Invoice # 04252019	Date 04/26/2019	P.O.	Amount	19.95
400	GIBSON ELECTRIC MOTOR SALES &	192067	05/21/2019	05/15/2019			3,467.00	
	Account Number 400-651-581	Description REPR 100HP ELEC MOTOR:OFC WELL		Invoice # 43581	Date 04/30/2019	P.O. 190586	Amount	3,467.00
400	CONTROL SYSTEMS INC	192070	05/21/2019	05/15/2019			985.39	
	Account Number 400-651-584	Description DC101D DUPLEX CONTROLLER (3)		Invoice # 56915	Date 05/01/2019	P.O. 190715	Amount	969.00
	Account Number 400-651-584	Description FREIGHT		Invoice # 56915	Date 05/01/2019	P.O. 190715	Amount	16.39
400	STAPLES BUSINESS ADVANTAGE DEPT	192074	05/21/2019	05/15/2019			140.77	
	Account Number 400-650-500	Description ATL		Invoice # 3412455614	Date 04/30/2019	P.O. 190709	Amount	60.96
	Account Number 400-650-500	Description LEGAL MANILA FOLDER 100/BX		Invoice # 3412455614	Date 04/30/2019	P.O. 190709	Amount	1.07
	Account Number 400-650-500	Description BLACK TAPE DISPENSER		Invoice # 3412455614	Date 04/30/2019	P.O. 190709	Amount	78.74
400	COAST CONCRETE CO INC	192079	05/21/2019	05/15/2019			570.00	
	Account Number 400-651-683	Description 5 YDS 3000 PSI		Invoice # 151350	Date 05/03/2019	P.O. 190719	Amount	570.00
FUND TOTAL 400 Claims		to	Checks 17 Total	502,218.20 Manual		Held	Total	502,218.20

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	191969	05/21/2019	05/03/2019			105,271.65	
		Description APR 2019 RES GARBAGE (6255)		Invoice # 0001014422	Date 04/30/2019	P.O.	Amount	
							105,271.65	
FUND TOTAL 404 Claims	to	Checks	1 Total	105,271.65	Manual		Held	Total 105,271.65

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	55 Total	66,916.09 Manual	Held	Total	66,916.09
FUND 171 Claims	to	Checks	2 Total	17,379.00 Manual	Held	Total	17,379.00
FUND 176 Claims	to	Checks	6 Total	1,467.61 Manual	Held	Total	1,467.61
FUND 302 Claims	to	Checks	1 Total	42,079.28 Manual	Held	Total	42,079.28
FUND 304 Claims	to	Checks	1 Total	3,750.00 Manual	Held	Total	3,750.00
FUND 308 Claims	to	Checks	1 Total	24,950.00 Manual	Held	Total	24,950.00
FUND 353 Claims	to	Checks	2 Total	18,994.21 Manual	Held	Total	18,994.21
FUND 400 Claims	to	Checks	17 Total	502,218.20 Manual	Held	Total	502,218.20
FUND 404 Claims	to	Checks	1 Total	105,271.65 Manual	Held	Total	105,271.65
Total for all Funds			Checks	86 Total	783,026.04 Manual	Held	Total 783,026.04

Councilwoman Martin made the motion to approve Consent Agenda Items 1-11, 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 103-2019

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1-11 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 Jackson** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

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

ORDER NUMBER 104-2019

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 Regular Council Meeting held May 7, 2019 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 **Councilwoman Martin** seconded by **Councilman Jackson** and the following vote was recorded:

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

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

ORDER NUMBER 105-2019

WHEREAS, Miss. Code Ann. 27-17-501 requires the governing authority of municipalities to receive a report of the privilege licenses issued during the preceding month; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Privilege License Reports for April 2019 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 **Councilwoman Martin**, seconded by **Councilman Jackson** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

None by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

		City of Gautier		
		Business Registry		
		Apr-19		
<u>ACCOUNT#</u>	<u>LICENSE #</u>	<u>BUSINESS NAME/OWNER</u>	<u>AMOUNT</u>	<u>STATUS</u>
1308	2020-04-0006298	Cooks Contracting	\$20.00	Current
1418	Closed	Southern Signs	\$20.00	Closed
1537	2020-04-0006299	1 Stop Pawn	\$500.00	New Business
1539	2020-04-0006300	Quaility Coin Laundry	\$20.00	New Business
435	2020-04-0006301	Waste Oil Collectors	\$30.00	Current
407	2020-04-0006302	Hallmark Wash-O-Rama	\$20.00	Current
1066	2020-04-0006303	Shane's Title Loans	\$20.00	Current
1425	2020-04-0006304	Domino's Pizza	\$30.00	Current
414	2020-04-0006305	J.B. Morgan, Jr	\$20.00	Current
411	2020-04-0006306	Magnolia Mini Warehouse	\$20.00	Current
432	2020-04-0006307	Thomas Trans & Auto Rpt	\$20.00	Current
413	2020-04-0006308	Magnolia State Constr.	\$20.00	Current
367	2020-03-0006309	Hickory Hills Gulf Coast	\$75.90	Delinquent
1540	2020-04-0006310	Rod's Flooring, LLC	\$20.00	New Business
395	2020-04-0006311	Coastal Pnt.&Construction	\$30.00	Current
392	2020-04-0006312	Brass Hanger, INC.	\$30.00	Current
904	2020-04-0006313	Murphy Oil USA, INC.	\$40.00	Current
1417	2020-04-0006314	Redbox Automated Rtail	\$45.00	Current
1236	2020-10-0006315	Flawless Fades	\$25.40	Delinquent
1236	2020-10-0006316	Flawless Fades	\$20.00	Delinquent
345	2020-03-0006137	Formal Affair	\$68.75	Delinquent
409	2020-04-0006318	Hickory Resort Associatio	\$30.00	Current
1541	2020-04-0006319	Just (1) One More	\$45.00	New Business
1379	2020-08-0006320	Bienville Orthopedic	\$150.00	Delinquent
1542	2019-00-0006321	EstaBrook Toyota	\$250.00	Transient Vendor
1543	2019-00-0006322	EstaBrook Motor Compan	\$250.00	Transient Vendor
1410	Closed	Rojo De Vu	\$0.00	Closed
580	2019-08-0006323	Preferred Painters	\$23.40	Delinquent
1411	2020-03-0006324	Tenesha & Company	\$22.00	Delinquent
397	2020-04-0006325	Dr. Cohen Podiatry	\$30.00	Current
1477	2020-04-0006326	Richard Houghton R/Est.	\$20.00	Current
389	2019-04-0006327	Advanced Security	\$24.20	Delinquent
389	2020-04-0006328	Advanced Security	\$20.00	Current
1315	2020-04-0006329	Edward Jones Investments	\$20.00	Current
1424	2020-04-0006330	Star Life Entertainment	\$20.00	Current
1364	Closed	Amedisys Home Health Ir	\$0.00	Closed
391	2020-04-0006331	Braly's PT. Loma Marina	\$20.00	Current
402	2020-04-0006332	F&H Trucking,LLC	\$84.00	Current
1544	2020-04-0006333	DreamTree Enterprises LI	\$60.00	New Business
1420	2020-04-0006334	The Wireless Center/Moy	\$20.00	Current
403	2020-04-0006335	Foster A/C Heating, Inc.	\$117.00	Current
1471	2020-04-0006336	Padgett Brothers Janitoria	\$20.00	Current
1472	Closed	La La's Luv	\$20.00	Closed
		Total	\$2,340.65	
		New Business		5
		Transient Vendor		2
		Closed Business		4
		Delinquent Renewals Issued		8

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

RESOLUTION NUMBER 018-2019

RESOLUTION APPOINTING MISSISSIPPI MUNICIPAL LEAGUE 2019 VOTING DELEGATES FOR THE CITY OF GAUTIER

WHEREAS, the Mississippi Municipal League amended the bylaws of the association to provide for a ballot election, to be conducted by the officers of the Mississippi Municipal Clerks and Collectors Association, to be held each year at the summer convention, to elect a Second Vice President and to vote on any proposed bylaw changes; and

WHEREAS, the amended bylaws require the governing authority to designate in its minutes the voting delegate and one alternate to cast the vote for each member municipality.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Members of the Council of the CITY OF GAUTIER as follows:

In accordance with the bylaws of the Mississippi Municipal League, the voting delegate(s) for the 2019 Mississippi Municipal League election to be held at the annual convention on June 25th with a run-off (if necessary) on June 26, 2019 are as follows:

Voting Delegate: Phil Torjusen, Mayor
First Alternate: Mary Martin, Councilwoman At Large

That public interest and necessity requiring same, this Resolution shall become effective upon passage.

The above and foregoing Resolution, after having been first reduced to writing, was introduced by **Councilwoman Martin**, seconded by **Councilman Jackson**, and was adopted by the following vote, to-wit:

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

NAYS: **None**

(SEAL)

ATTEST:

APPROVED:

CITY CLERK

MAYOR

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Cindy Russell, City Clerk
Date: May 9, 2019
Subject: Resolution appointing 2019 Mississippi Municipal League Voting Delegates.

REQUEST:

The City Clerk Department requests City Council approval of a resolution appointing 2019 Mississippi Municipal League voting delegates for the City of Gautier.

BACKGROUND:

MML amended the bylaws of the association to provide for a ballot election to be held each year at the summer convention, to elect a Vice President and to vote on any proposed by law changes.

DISCUSSION:

On Tuesday, June 25, 2019, at the MML Annual Conference, an election will be held to select the MML 2nd Vice President. Each city in good standing must identify a voting delegate along with one alternate. The voting delegate will vote the will of their city in voting for the MML Vice President at the MML Annual Conference. A list of qualifying candidates will be provided to the nominated delegates. In accordance with the bylaws of the Mississippi Municipal League, the voting delegate(s) for the 2019 Mississippi Municipal League election to be held at the annual conference on June 24th – June 26th, 2019 are as follows:

- **Voting Delegate:** Phil Torjusen, Mayor
- **1st Alternate:** Mary Martin, Councilwoman At Large

RECOMMENDATION:

Based on the voting delegates selected, Staff's recommendation the City Council approve the resolution appointing Mississippi Municipal League 2019 Voting Delegates.

ATTACHMENT(S):

2019 MML Voting Delegate/Alternate Information



600 East Amite Street

Suite 104

Jackson MS 39201

601.353.5854

800.325.7641

Fax 601.353.6980

www.mmlonline.com

PRESIDENT

Mayor H. Glen Barlow
Town of French Camp

FIRST VICE PRESIDENT

Mayor Billy Hewes
City of Gulfport

SECOND VICE PRESIDENT

Mayor Errick D. Simmons
City of Greenville

EXECUTIVE DIRECTOR

Shari T. Veazey

ATTENTION CITY CLERK

MML 2019 Election of MML 2nd Vice President Voting Delegate/Alternates Information

On Tuesday, June 25, 2019, at the MML Annual Conference, an election will be held to select the MML 2nd Vice President. Each member city in good standing (dues are paid in full by May 15, 2019) must identify a voting delegate, along with an alternate. **The list of qualifying candidates is attached.**

To participate in the election, the MML must receive this completed form by June 7, 2019.

Important: All voting delegates & alternates must text the keyword **MMLvote2019** to **95577** to register as a voting delegate for the 2019 election of MML's 2nd Vice President. Voting delegates will be updated on the status of the election by text message.

City/Town of Gautier

PLEASE PRINT:

Voting Delegate Name/Title: Mayor Phil Torjusen
Cell Phone Number: 228-490-4141

Alternate Name/Title: Council Woman-at-Large Mary Martin
Cell Phone Number: 228-217-2792

IF THE APPOINTED VOTING DELEGATE HAS NOT CAST HIS OR HER VOTE BY 3PM ON TUESDAY, JUNE 25, 2019, THE ALTERNATE VOTING DELEGATE WILL AUTOMATICALLY BE ALLOWED TO CAST THE VOTE FOR MML 2ND VICE PRESIDENT.

IF A RUN-OFF ELECTION IS REQUIRED, AND THE APPOINTED VOTING DELEGATE HAS NOT CAST HIS OR HER VOTE BY 9AM ON WEDNESDAY, JUNE 26, 2019, THE ALTERNATE VOTING DELEGATE WILL AUTOMATICALLY BE ALLOWED TO CAST THE VOTE IN THE RUN-OFF ELECTION FOR MML 2ND VICE PRESIDENT.

Return by Mail or Fax to:
The Mississippi Municipal League
600 E. Amite Street, Ste. 104
Jackson, Mississippi 39201
OR
FAX: (601) 353-6980

Summary Terms & Conditions: Our mobile text messages are intended for subscribers over the age of 18 and are delivered via USA short code 95577. You may receive up to 5 message(s) per month for text alerts. Message and data rates may apply. This service is available to persons with text-capable phones subscribing to carriers including AT&T, Verizon Wireless, T-Mobile®, Sprint, Virgin Mobile USA, Cincinnati Bell, Centennial Wireless, Unicef, U.S. Cellular®, and Boost. For help, text HELP to 95577, email samantha@mmlonline.com, or call +1 6013972009. You may stop your mobile subscription at any time by text messaging STOP to short code 95577.

MML Candidates for 2nd Vice-President Northern District

Mayor Chuck Cariker, Town of Tunica

Mayor Dale Fortenberry, Town of Farmington

Mayor Carolyn McAdams, City of Greenwood

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

ORDER NUMBER 106-2019

WHEREAS, the City is in the process of acquiring certain real property adjacent to the First United Methodist Church of Gautier, Mississippi; and

WHEREAS, a parking area will be necessary to fully utilize the real property being acquired by the City; and

WHEREAS, the Church desires to provide a parking area to the City under certain stipulations; and

WHEREAS, pursuant to Miss. Code Ann. 21-17-1, the City has the authority to enter such an agreement; and

WHEREAS, the Mayor and Council Members find that entering the attached Limited Use Agreement is in the best interests of the City; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Limited Use Agreement between the City and the Church is hereby approved as presented.

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 Jackson**, and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**LIMITED USE AGREEMENT BETWEEN THE CITY OF GAUTIER, MISSISSIPPI
AND FIRST UNITED METHODIST CHURCH OF GAUTIER, MISSISSIPPI**

This Limited Use Agreement (hereinafter, "Agreement") is executed to be effective the _____ day of _____, 2019, between the City of Gautier, Mississippi (hereinafter, "the City") and First United Methodist Church of Gautier, Mississippi (hereinafter, "the Church").

WHEREAS, the Church owns and operates a Methodist Church establishment at 2717 HWY 90, Gautier, Mississippi 39553 (hereinafter, "the Property"); and

WHEREAS, the Property includes a large area used primarily for vehicle parking (hereinafter, "the parking lot") during services and related events (a depiction of the parking lot is attached hereto as "Exhibit A"); and

WHEREAS, the City owns, or will soon own real property (hereinafter, "the Pavilion") adjacent to the parking lot; and

WHEREAS, the City desires to have use of the parking lot for vehicle parking during city-sponsored events hosted at the Pavilion; and

WHEREAS, the City also desires to permit use of the parking lot for vehicle parking when private entities or individuals utilize the Pavilion following express and written permission by the City, however the City agrees not to do so during the first year of this Agreement; and

WHEREAS, pursuant to Miss. Code Ann. 21-17-1, the City has the authority to enter such an agreement;

WHEREAS, the Church desires to permit such uses, and agrees to do so pursuant to the following terms;

THEREFORE, in consideration of the following mutual covenants and conditions the City

and the Church agree to the following terms which constitute a Limited Use Agreement for the parking lot:

1. The parking lot is graphically depicted on the attached “Exhibit A”.
2. The Parties represent and warrant that (i) each, and its authorized signatory, has full right, power and authority to execute this Agreement; and (ii) execution and performance of this Agreement will not violate any laws, ordinances, covenants, mortgages, licenses or other agreements binding on either Party.
3. The City will provide premise liability insurance coverage for the parking lot when it is used for city-sponsored events, which shall cover the Church during said events.
4. The City will construct and maintain a bridge across the drainage ditch between the parking lot and the Pavilion for access. The obligation to maintain the bridge will expire with termination of this Agreement.
5. The City will not use the parking lot on Wednesdays or Sundays, unless express, written permission is provided by the Church.
6. The City shall perform all cleaning of the parking lot following use for city-sponsored events.
7. The City understands and acknowledges that, throughout the year, the Church will host several functions on Saturdays, and the Church agrees to provide 60 days notice of such functions to the City so that City-sponsored events are not scheduled on those dates.
8. The City agrees to provide the Church with notice of proposed events requiring use of the parking lot as soon as practicably possible.
9. The points of contact for purposes of this agreement are:

Name: Paula Yancey
Entity: City of Gautier
Phone: (228) 497-8000

Name: Ken Taylor
Entity: First United Methodist Church of
Gautier Mississippi
Phone:

In the event of any problems or questions, the parties agree that they will go through the point of contact listed in this agreement to resolve any issues.

10. The initial duration of this agreement shall be for 5 years. The term shall automatically renew for a period of 1 year if notice of termination is not received within 30 days of the expiration of the initial duration.
11. Either party reserves the right to cancel this Agreement upon 90 days written notice.
12. The terms of this Agreement shall be construed and enforced pursuant to the laws of the State of Mississippi.

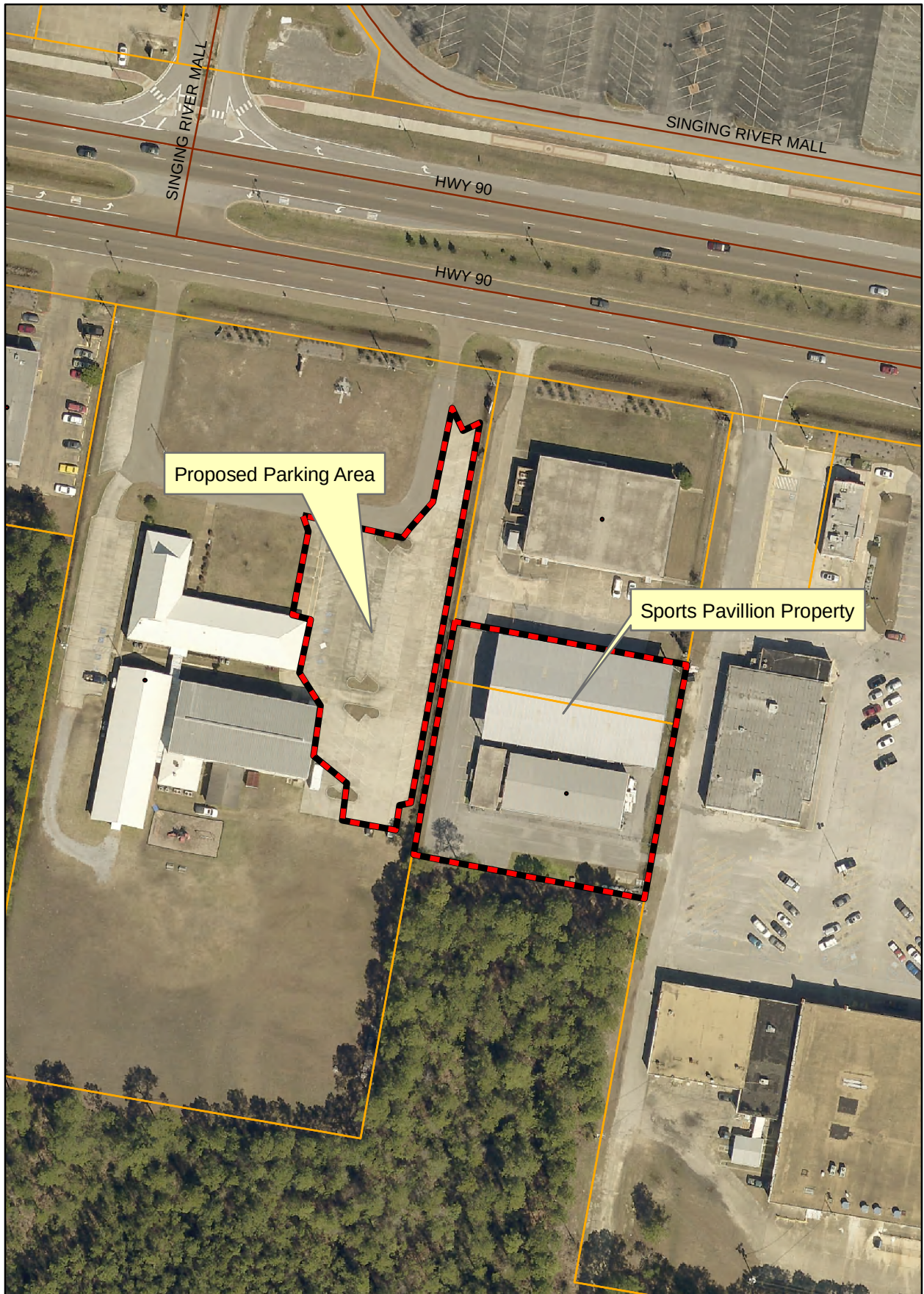
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the dates shown below.

CITY OF GAUTIER, MISSISSIPPI

FIRST UNITED METHODIST CHURCH
OF GAUTIER, MISSISSIPPI

By: _____
Paula Yancey, City Manager
Dated: _____

By: _____
_____, Authorized Representative
Dated: _____



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

ORDER NUMBER 107-2019

WHEREAS, the Gautier Police Department has recently experienced a few pistols malfunctioning during firearms training; and

WHEREAS, the Gautier Police Department feels it is in the best interest of the City to replace these firearms with newer models; and

WHEREAS, Barneys Police Supply offers a buy back option for the purchasing and replacing of duty weapons; and

WHEREAS, Barneys Police Supply will purchase the city's old duty Glock pistols for \$260.00 for a total of \$9,880.00 and sell the Gautier Police Department new Glock model 23 Gen 4 duty pistols for \$409.00 for a total of \$15,542.00; and

WHEREAS, the net cost for replacement will be \$5,662.00 coming from the Department of Justice/Asset Forfeiture Account; and

WHEREAS, Barneys Police Supply will give each officer the option to buy back their old Glock model 23 Gen 4 duty pistol for \$321.00.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Gautier Police Department is hereby authorized to trade-in/purchase thirty-eight (38) Glock model 23 Gen 4 duty pistols in the amount of \$5,662.00.

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

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

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Danny Selover, Police
Date: 5/10/2019
Subject: Authorization to trade/purchase thirty-eight (38) Glock gen 4 model 23 duty pistols

REQUEST:

City Council authorization is needed for the Police Department to trade-in/purchase thirty-eight (38) new Glock model 23 Gen 4 duty pistols.

BACKGROUND:

The Gautier Police Department currently owns and has listed on inventory, thirty-eight (38) Glock model 23 Gen 4 duty pistols which have been issued to our police officers as their duty weapon. Recently, we have experienced a few of the pistols malfunctioning during firearms training. Therefore, the Gautier Police Department feels it is in the best interest of the City to replace these firearms with newer models.

DISCUSSION:

Barneys Police Supply offer a buy back option for the purchasing and replacing of duty weapons. Barneys Police Supply will purchase our old duty Glock pistols for \$260.00 each at a total price of \$9880.00 and sell the Gautier Police Department new Glock model 23 Gen 4 duty pistols for \$409.00 each at a total price of \$15,542.00. The difference in cost for replacement of the thirty-eight (38) Glock model 23 Gen 4 will be \$5,662.00. Barneys Police Supply will also give each officer the option to buy back their old duty Glock model 23 Gen 4 pistol for \$321.00.

The purchase of these Glock pistols will come from the Department of Justice/Asset Forfeiture Account. According to the Department of Justice asset forfeiture laws, equitably shared funds shall be used by law enforcement agencies for law enforcement purposes only.

RECOMMENDATION:

The Gautier Police Department recommends that the Mayor and Council authorize the trade in/purchase of these thirty-seven (38) duty Glock model 23 Gen 4 pistols for the total price of \$5662.00.00.

ATTACHMENTS:

1. attachments



2600 PASS RD
GULFPORT MS 39501
228-206-3200

www.barneypolicesupplies.com

QUOTE

Page 1 of 1

ORIG DATE: 05-09-2019 14:41:35
QUOTE: 00527209
Order/4473#:

STORE/REG: 5-GP / 500
CLERK: RANDY B.

Customer Bill To:

CITY OF GAUTIER PD
CITY OF GAUTIER PD
3330 HWY 90

GAUTIER MS 39553

Phone: 228-497-2486 Fax: - -

Email: DSELOVER@GAUTIER-MS.GOV

Sales Person Name
RANDY



6

Customer Ship/Deliver to:

Terms
NET 30

Ship/Deliver Via
In Store

Req. Ship Date

Purchase Order

NICS/CCW/FFL #
DLOF

NICS/FFL DATE
04/08/2021

POC: CAPT. SELOVER (FET PAPERWORK REQUIRED)

Item Number Brand	Size Item Description	Attr1	Color	Unit Price	QTY	Total \$'s Extended	Qty OnHand	NOTE: Quantities on Hand are estimates and NOT guaranteed due to on going sales and computer errors.
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GLK23G4NSU				\$260.00	-38	\$(9,880.00)	0	
GLOCK	PISTOL, 23GEN4, 40SW,BLK,GNS,USED/TO COME W/3 MAGS EAC,Reason? TRADE IN							

Brand: GLOCK Style: GLK23G4NSU Desc: PISTOL, 23GEN4, 40SW,BLK,GNS,USED/TO COME W/3 MAGS EACH Size: Attr1: Attr2:

GLKLE23G4NS				\$409.00	38	\$15,542.00	0	
GLOCK	PISTOL,23LE,GEN4,40SW,BLK,GNS							

AGENCY PRICING

Total Units: 0

Total Weight (lbs.): 190.00

*** OFFICE Original ***

This QUOTE is valid for 30 days!

PLEASE NOTE In the event ordered quantities are lower this may
affect customer pricing and freight charges!

Sub total: \$5,662.00
Shipping: \$0.00
State Tax1: \$0.00
Local Tax2: \$0.00

Total: \$5,662.00

Charge Accounts are due per the terms at top of page. If no terms are listed then terms are DUE ON RECEIPT. Invoices not paid within terms are subject 1.8% finance charge per month, late fees and all reasonable collection costs.

Returns after 2 days will be given store credit and original packaging and receipt MUST accompany item. Fired guns cannot be returned. Other policies apply. BODY ARMOR: Due to the nature of body armor and liability issues, there can be NO returns on body armor. ALL SALES ARE FINAL!! We urge the officer to be IN UNIFORM for fitting. If not, then it is at the officers risk for fit requirements! Alterations may incur up to \$125 charge per change on body armor.

VEHICLE UPFIT WARRANTY: EQUIPMENT = Manufacturer warranty only. LABOR = 90 days from install date. Customer is responsible for all labor, supplies, freight and other charges of non-warranted items.

TERMS & CONDITIONS: Quote valid for 30 days. Net 30 days - No further discounts. The agency understands trade-in firearms, if any, must be in working condition, and will be shipped with the type and number of magazines specified. Barneys will reduce the trade value by \$20 per missing magazine. Defective, non-working firearms or firearms with missing parts will incur a 75% decrease in the quoted value. The agency agrees to forward trades to Barneys at its expense, within 30 days of receipt of new product. The agency further understands Barneys will resell traded firearms in full compliance of federal, state and local laws.

BARNEYS, INC. (EIN #72-1491003)

Locations: Lafayette, Lake Charles, Metairie, Gulfport, Bossier City, Pearl

177

GLOCK, Inc. U.S.A.



PERFECTION

GLOCK, Inc. P.O. Box 369
Smyrna, GA 30081 U.S.A.

Tel. (770) 432-1202

Charles A. Sumner

Cell: 662-255-1873

Law Enforcement District Manager AR,MS,LA

Lt. Lee Bond
Gautier Police Department

4/9/2019

Subject: GLOCK Pistol Maintenance

The Gautier Police Department has successfully deployed the GLOCK pistol for many years and strives to enhance officer safety through a comprehensive training program that includes frequent live fire exercises. The pistols will display normal wear after extended use and may require periodic parts replacement to ensure reliable function as duty weapons. The following parts may display normal wear and require replacement during the inspection process. The price is provided to assist in determining the relative cost of maintaining pistols with extensive service.

Part	Cost	Total
Recoil spring assembly	5.00	5.00
Slide stop lever & spring	5.00	5.00
Extractor	13.00	13.00
Trigger with trigger Bar	10.00	10.00
Trigger spring	2.00	2.00
Firing pin	30.00	30.00
Firing pin Safety	2.00	2.00
Firing pin Spring	2.00	2.00
Magazine spring (3 required)	4.00	4.00
Magazine follower (3 required)	2.00	2.00
Magazine insert (3 required)	2.00	2.00
Magazine assembly	21.00	(3) 63.00
GLOCK Night Sights	57.00	57.00

GLOCK pistols are manufactured with the highest quality and most durable components available. Some components may wear faster than others and a comprehensive inspection process is recommended to identify worn parts. As we discussed, the replacement of critical parts may approach the replacement cost of the existing pistols. The replacement of night sights, three magazines and a significant number of internal wear parts may cost up to \$160.00 per pistol. This cost may be contrasted with the replacement cost of \$414.00 per pistol (GLOCK Night Sights), less \$250.00 trade, for a cost of \$164.00 each for new GLOCK pistols. Gen5 / G45 pistols are the same price, but if you prefer the Amriglo BOLD sights, the price would be \$433.50 less the \$250 trade for \$183.50.

Sincerely,

Charles A. Sumner

Charles A. Sumner
GLOCK, Inc.

City of Gautier Police Department
Firearm Trade Terms

1. Any non-duty essential firearm must be traded in within one week of acceptance of trade conditions.
2. Trade in duty pistols are to come with 3 magazines each. Trade in rifles are to come with 1 magazine each. For each missing magazine \$10 will be deducted from the trade value.
3. Upon receipt of the new firearms the agency will have 30 calendar days allotted for the transition from their trade in firearms. The trade in firearms must be delivered to Barney's Police Supplies within the 30 calendar days.
4. The agency is responsible for shipment/delivery of trade in firearms to the nearest Barney's Police Supplies location or for shipment/delivery to Barney's Police Supplies main location, 218 Four Park Rd. Lafayette LA 70507.
5. Agency is responsible for the maintenance and condition of trade-in firearms while transfer is taking place.
6. Any damage or reduction in overall condition of trade firearms will result in a reduction of trade value on said trade firearms.
7. Firearms in a damaged or poor condition will be reduced in value by 25% at a minimum.
8. Any non-functioning trade firearms will be treated as parts and as such will not be credited at the full trade value. Parts firearms will be reduced in trade value by a minimum of 75%.
9. A "buyback" period of one week will be given for trade-in firearms, from the date that the firearms become the property of Barney's Police Supplies.
10. "Buyback" prices are valid for the "buyback" period only.
11. "Buyback" prices are valid for sworn officers currently working for the trade in agency only. The "buyback" price is \$ 295.00 plus any and all applicable taxes.

Printed/Typed Name

Signature

Date

	Make	Model	Serial	Inventory #
1	GLOCK	23 GEN 4	PVR606	1316
2	GLOCK	23 GEN 4	PVR607	1317
3	GLOCK	23 GEN 4	PVR608	1361
4	GLOCK	23 GEN 4	PVR609	1318
5	GLOCK	23 GEN 4	PVR610	1319
6	GLOCK	23 GEN 4	PVR611	1362
7	GLOCK	23 GEN 4	PVR612	1320
8	GLOCK	23 GEN 4	PVR614	1322
9	GLOCK	23 GEN 4	PVR615	1323
10	GLOCK	23 GEN 4	PVR617	1326
11	GLOCK	23 GEN 4	PVR618	1327
12	GLOCK	23 GEN 4	PVR619	1328
13	GLOCK	23 GEN 4	PVR620	1329
14	GLOCK	23 GEN 4	PVR622	1330
15	GLOCK	23 GEN 4	PVR623	1331
16	GLOCK	23 GEN 4	PVR624	1332
17	GLOCK	23 GEN 4	PVR625	1333
18	GLOCK	23 GEN 4	PVR626	1334
19	GLOCK	23 GEN 4	PVR627	1308
20	GLOCK	23 GEN 4	PVR628	1342
21	GLOCK	23 GEN 4	PVR629	1309
22	GLOCK	23 GEN 4	PVR630	1310
23	GLOCK	23 GEN 4	PVR631	1311
24	GLOCK	23 GEN 4	PVR632	1312
25	GLOCK	23 GEN 4	PVR633	1313
26	GLOCK	23 GEN 4	PVR634	1314
27	GLOCK	23 GEN 4	PVR635	1315
28	GLOCK	23 GEN 4	PVR636	1307
29	GLOCK	23 GEN 4	PVR637	1341
30	GLOCK	23 GEN 4	PVR638	1344
31	GLOCK	23 GEN 4	PVR639	1306
32	GLOCK	23 GEN 4	PVR641	1343
33	GLOCK	23 GEN 4	PVR643	1305
34	GLOCK	23 GEN 4	PVR644	1304
35	GLOCK	23 GEN 4	PVR646	1324
36	GLOCK	23 GEN 4	PVR647	1303
37	GLOCK	23 GEN 4	PVR648	1302
38	GLOCK	23 GEN 4	BEUD962	2622

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

ORDER NUMBER 108-2019

WHEREAS, Singing River Hospital Campus Police will be purchasing an explosive detecting canine; and

WHEREAS, the Singing River Campus Police has offered to provide assistance, upon request, to local law enforcement agencies requiring the use of the canine unit; and

WHEREAS, the Singing River Campus Police has proposed to do so under the terms of the attached Memorandum of Understanding; and

WHEREAS, the Mayor and Council Members hereby find that entering into this Memorandum of Understanding would be in the best interest of the City.

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi, that entering into the attached Memorandum of Understanding 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 made by **Councilwoman Martin**, seconded by **Councilman Jackson** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Danny Selover, Police
Date: 5/13/2019
Subject: Authorization to enter into a Memorandum of Understanding (MOU) with Singing River Hospital Campus Police

REQUEST:

City Council authorization is requested for the City to enter into a Memorandum of Understanding (MOU) with Singing River Hospital Campus Police.

BACKGROUND:

Singing River Hospital Campus Police will be purchasing an explosive detecting canine. Upon request by any Law Enforcement Agency, Singing River Police will respond to requests for any and all bomb or explosive related incidents or any other requests for assistance as requested.

DISCUSSION:

The purpose of this MOU is to provide assistance and/or cooperation between Singing River Police and the Law Enforcement Agencies in providing explosive detecting canine assistance, and thereby providing improved access to explosive detecting in a manner pursuant to forms of existing governmental organization that accords best with the geographic, economic, population and/or other factors influencing the needs and development of the Law Enforcement Agencies located in Jackson County, Mississippi.

RECOMMENDATION:

Police Department Staff recommends the City Council enter into this Memorandum of Understanding with Singing River Police.

ATTACHMENTS:

1. MOU Final - Campus Police



Memorandum of Understanding

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between Singing River Health System (hereinafter referred to as “Singing River Police”) and the following, collectively referred to as the “Law Enforcement Agencies”:

Jackson County Sherriff’s Department;

Pascagoula Police Department;

Gautier Police Department;

Ocean Springs Police Department; and

Moss Point Police Department.

2. **Purpose.** The purpose of this MOU is to provide assistance and/or cooperation between Singing River Police and the Law Enforcement Agencies in providing explosive detecting canine assistance, and thereby providing improved access to explosive detecting in a manner pursuant to forms of existing governmental organization that accords best with the geographic, economic, population and/or other factors influencing the needs and development of the Law Enforcement Agencies located in Jackson County, Mississippi.
3. **Responsibility of the Parties.** Upon request by any Law Enforcement Agency, Singing River Police, will respond to requests for any and all bomb or explosive related incidents or any other requests for assistance as requested. Singing River Police will assist the Law Enforcement Agencies by providing the use of a police officer and explosive detection trained canine.
4. **General Provisions.**
 - a. **Entire Agreement.** This MOU represents the entire understanding and agreement between the Parties with respect to the subject matter hereof and supersedes any prior or contemporaneous agreements, whether oral or written.
 - b. **Amendments.** Any Party may request changes to this MOU, and any changes, modifications or revisions which are mutually agreed upon by and between the Parties to this MOU shall be incorporated by a written instrument, and effective when executed and signed by the Parties to this MOU.
 - c. **Counterparts.** This MOU may be signed in multiple counterparts, each of which will be deemed an original, but all of which together will be one and the same instrument.
 - d. **Term.** This MOU shall become effective upon the date of last signature of the last Party to sign this MOU and any Party may terminate its participation in this MOU upon written notice to the other Parties.

Please see following page for signatures.

Jackson County Sherriff's Department

[Name and Title]

Date

Pascagoula Police Department

[Name and Title]

Date

Gautier Police Department

[Name and Title]

Date

Ocean Springs Police Department

[Name and Title]

Date

Moss Point Police Department

[Name and Title]

Date

Singing River Health System

[Name and Title]

Date

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

RESOLUTION NUMBER 019-2019

RESOLUTION OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, REQUESTING THE BOARD OF SUPERVISORS OF JACKSON COUNTY, MISSISSIPPI AUTHORIZE THE USE OF THE GAUTIER CONVENTION CENTER BY THE CITY OF GAUTIER

WHEREAS, Jackson County is the owner of the Gautier Convention Center; and

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 City of Gautier will be hosting the South Mississippi Special Needs Organization (SNO) Halloween Dance for citizens with disabilities along the Mississippi Gulf Coast on October 26, 2019;

WHEREAS, the City of Gautier would like to request from Jackson County the use of the Gautier Convention Center on October 26, 2019;

WHEREAS, SNO is a volunteer, non-profit organization that is comprised of parents, family members, educators, service providers, and those who have interests in specific disabilities;

BE IT, THEREFORE, RESOLVED that the City of Gautier hereby requests that the Jackson County Board of Supervisors waive all fees associated with the use of the Gautier Convention Center on October 26, 2019, and permit the City of Gautier to host the South Mississippi Special Needs Organization (SNO) Halloween Dance at the Gautier Convention Center for citizens with disabilities along the Mississippi Gulf Coast City.

IT IS 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 Jackson** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Recreation Director
Date: 5/13/2019
Subject: Resolution of the City of Gautier requesting Jackson County Board of Supervisors authorize the use of the Gautier Convention Center on October 25- 26, 2019

REQUEST:

The Recreation Department is requesting approval of a resolution requesting Jackson County Board of Supervisors waive all fees associated with the rental of the Gautier Convention Center on October 25-26, 2019.

BACKGROUND:

The City of Gautier has partnered with South Mississippi Special Needs Organization (SNO) to host an annual Halloween Dance for citizens with disabilities along the Mississippi Gulf Coast. The dance will take place on October 26, 2019 from 6pm- 9pm.

DISCUSSION:

SNO is a volunteer, non-profit organization that is comprised of parents, family members, educators, service providers, and those who have interests in specific disabilities. The organization serves families of the Mississippi Gulf Coast who have a loved one with intellectual, developmental, or a specific learning disability, offering support and family resources. The City is excited about our new partnership with this organization and looks forward to hosting such a worthwhile community event.

RECOMMENDATION:

The Recreation Department recommends that City Council authorize a resolution be sent to the Jackson County Board of Supervisors requesting all fees be waived for the Gautier Convention Center on October 25-26, 2019.

City Council May:

1. Approve the City to send a resolution to the Jackson County Board of Supervisors requesting all fees be waived for the Gautier Convention Center on October 25- 26, 2019; or
2. Not approve the City to send a resolution to the Jackson County Board of Supervisors requesting all fees be waived for the Gautier Convention Center on October 25- 26, 2019.

ATTACHMENTS:

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

RESOLUTION NUMBER 020-2019

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING POLICE DEPARTMENT ITEMS FROM INVENTORY, AND DECLARING ITEMS SURPLUS

WHEREAS, the Gautier Police Department is requesting the following items be removed from inventory and declared surplus as they are no longer functional: six (6) Whelen strobe light bars – 1529, 1535, 1507, 1515, 1525 and 1295. Three (3) Setina prisoner transport bars – 1527, 1531 and 1509; and

WHEREAS, the Mayor and Members of the Council [have or have not] determined that, given the age and condition of the equipment, removal from inventory and declaring surplus is in the best interest of the City of Gautier.

BE IT, THEREFORE, RESOLVED by the Mayor and Council of the City of Gautier, Mississippi that the six (6) Whelen strobe light bars and three (3) Setina prisoner transport bars are hereby removed from inventory and deemed 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 Jackson**, and the following vote was recorded:

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

NAYS: **None**

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 May, 2019.

PHIL TORJUSEN, MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Danny Selover, Police
Date: 5/14/2019
Subject: Authorization to remove six (6) Whelen strobe light bars and three (3) Setina prisoner transport cages from the Police Department's inventory.

REQUEST:

City Council authorization is requested to remove six (6) Whelen strobe light bars and three (3) Setina prisoner transport cages from the Police Department's inventory.

BACKGROUND:

The Police Department has determined that, given the age and condition of these items, removal from inventory is in the best interest of the City of Gautier. City of Gautier inventory control numbers on the Whelen light bars are 1529, 1535, 1507, 1515, 1525, and 1295. City of Gautier inventory control numbers on the Setina prisoner transport cages are 1527, 1531, and 1509.

DISCUSSION:

These Whelen light bars are very old and do not work. The Setina prisoner transport cages are old, obsolete and have since been replaced.

RECOMMENDATION:

Police Department staff recommends that City Council authorize the removal of these items from inventory and authorize them to be deemed surplus.

ATTACHMENTS:

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

ORDER NUMBER 109-2019

WHEREAS, the Shepard State Park boardwalk project includes approximately 400 feet of pedestrian boardwalk, educational panels and birdwatching opportunities; and

WHEREAS, engineering services and a portion of the construction will be funded through Tidelands; and

WHEREAS, this project requires Department of Marine Resources approval and permitting; and

WHEREAS, the Department of Marine Resources requires the City to execute an Agent Authorization form in order to allow Cypress Environmental Services to move forward with the permitting process that is necessary to complete this project;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Cypress Environmental Services is hereby approved to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the Shepard State Park boardwalk project.

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 Jackson**, and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 5/14/2019
Subject: Shepard State Park Boardwalk – Cypress Environmental Services Agent Authorization for Mississippi Department of Marine Resources Permit Application

REQUEST:

The Grants and Projects Department requests City Council approval to allow Cypress Environmental Services to act as an authorized agent on behalf of the City related to the Shepard State Park boardwalk project.

BACKGROUND:

This project includes approximately 400 feet of pedestrian boardwalk at Shepard State Park, along the marsh on the northwest side of the park. The boardwalk will include educational panels and birdwatching opportunities. Engineering services and a portion of construction will be funded through Tidelands.

DISCUSSION:

The Department of Marine Resources requires the City to execute an Agent Authorization form in order to allow Cypress Environmental Services to move forward with the permitting process that is necessary to complete this project.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize Cypress Environmental Services to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the Shepard State Park boardwalk project.

The City Council may:

- 1) Approve Cypress Environmental Services to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the Shepard State Park boardwalk project as presented; or
- 2) Not approve Cypress Environmental Services to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the Shepard State Park boardwalk project as presented.

ATTACHMENTS:

1. Agent Authorization Form
2. Consent Agenda Item 10 - Authorization to approve Cypress Environmental Services as authorized agent on behalf of the City of Gautier

Agent Authorization

I authorize Cypress Environmental Services, LLC, to act as my agent regarding the proposed project as described in the Joint Application and Notification at the location listed below:

Shepard State Park Marsh Walk

(Project Name)

1034 Graveline Rd, Gautier, MS 39553

(Project Address)

Gautier, MS

(City, state, zip code)

City of Gautier, Mississippi

(Print applicant name)

(Applicant signature)

(Date)

Cypress contact information:

Marc Foster, AICP

228-596-1580

Cynthia Henderson, PE, PWS

228-596-2708

Lindsay Spurrier

847-363-1275

Austin Moore (Heflin Engineering)

601-955-7117

Permits to be mailed to:

Cypress

PO Box 1168

Biloxi, MS 39533

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

ORDER NUMBER 110-2019

WHEREAS, Singing River Services has again offered to provide the services contained in the attached contract, as indicated; and

WHEREAS, the Mayor and Council Members hereby find that entering this contract is in the best interests of the City; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the renewal of the contract with Singing River Services for the Employee Assistance Program or Life Care Plus program for the period of April 15, 2019 thru April 15, 2020 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 Jackson**, and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 5/14/2019
Subject: Annual Renewal of Contract with Singing River Services for the Life Care Plus Program

REQUEST:

The Human Resources Department requests City Council approval to renew the Life Care Plus contract between Singing River Services and the City of Gautier for the contract period of April 15, 2019 thru April 15, 2020.

BACKGROUND:

The Life Care Plus Program is part of the city's Employee Assistance Program and has been a wellness benefit for employees since it was first approved in 2004. The City of Gautier has adopted a policy to provide these services to our employees as part of our benefit package and renews this contract annually.

DISCUSSION:

The Life Care Plus Program essentially provides our employees with short term counseling for a variety of life issues that effect work performance. The program is also designed to assist city management in handling and resolving employee performance and disciplinary problems.

RECOMMENDATION:

The contract renewal cost is \$3,000 and is a budgeted expense for FY2019. It is recommended that the Gautier City Council approve the contract renewal as budgeted.

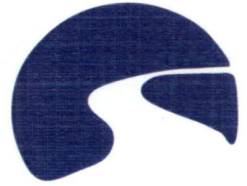
ATTACHMENTS:

1. Consent Agenda Item 11- Singing River Services Life Care Plus Program (EAP) Contract
2. Singing River Services Contract 2019



SINGING RIVER SERVICES

3407 Shamrock Court
Gautier, MS 39553



Phone (228) 497-0690

Fax (228) 497-0794

Satellites:

57 Industrial Park Road
Lucedale, MS 39452
(601) 947-4274
Fax (601) 947-4275

Substance Abuse:

Stevens Center
4905 Telephone Road
Pascagoula, MS 39567
(228) 769-1280
Fax (228) 696-9119

Developmental Disabilities:

Singing River Industries
2900 N. Dolphin Dr.
Gautier, MS 39553
(228) 497-9468
Fax (228) 497-9471

Georco Industries
101-B Industrial Park Road
Lucedale, MS 39452
(601) 947-4855
Fax (601) 947-4225

Clubhouses:

Outreach Clubhouse
2602 Criswell St.
Pascagoula, MS 39567
(228) 497-0609

Center for Encouragement
65 Mable St.
Lucedale, MS 39452
(601) 947-7110
Fax (601) 947-8812

Group Homes:

D.D. Group Home
Eddie DiSanti
3850 Dolphin Drive
Gautier, MS 39553
(228) 522-0505
Fax (228) 522-0505

Children's Services
1916 Ladnier Rd.
Gautier, MS 39553
(228) 497-0690
(228) 497-0794

Emergency Services:

(228) 497-0690

May 9, 2019

City of Gautier
3330 Highway 90
Gautier, MS 39553

Dear Ms. Hill:

Enclosed is the EAP contract for Singing River Services and City of Gautier. The contract is for the period April 15, 2019 to April 15, 2020. After reviewing, if there are no questions, please sign and return to us at your convenience.

If you have any questions, please contact me at (228) 497-0428 or by email at bfenech@singingriverservices.org.

Sincerely:

Beth Fenech, M.S. CMHT, CAT

Beth Fenech, M.S, CMHT, CAT
Clinical Director

Cc: Dr. Sherman F. Blackwell, II

PROPOSAL
FOR
LIFE CARE PLUS SERVICES

THIS AGREEMENT, made the ____ day of _____ between Singing River Mental Health/Mental Retardation services, Region XIV, A.K.A. Singing River Services (the provider), and the CITY OF GAUTIER, (the Subscriber).

RECITALS

WHEREAS, SINGING RIVER SERVICES is a provider of mental health services for Region XIV whose general objective is to identify, assess, and treat mental health problems.

WHEREAS, the Provider has main facilities at 3407 Shamrock Court, Gautier, Mississippi 39553, as well as branch offices covering Jackson and George Counties.

WHEREAS, for the convenience and appearance of improved confidentiality for beneficiaries, the Provider will contract Assessment and Counseling Services during evening hours by appointment.

WHEREAS, the Provider recognizes the need to assist employers such as "the Subscriber" in managing and resolving employee problems such as poor job performance, absenteeism, employee/employer relations, health insurance abuse, and on-the-job accidents.

WHEREAS, the Provider has developed an employer/employee benefit program (the "Life Care Plus Program" or "EAP") designed to identify and provide counseling for employees and dependents who have personal problems that may contribute to unacceptable job performance.

WHEREAS, the Subscriber employs approximately ____ employees as of the date of this agreement and the Subscriber wants to utilize the Life Care Plus Program.

WHEREAS, the Subscriber's intention is to make available to its employees, their dependents and/or family members (collectively "Beneficiaries") who are participating in, or, who are eligible to participate in the Subscriber's self-funded Life Care Plus Program, a range of substance abuse/chemical dependency and mental health treatment services.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

I. PROVIDER'S OBLIGATION:

The PROVIDER will use its best efforts to provide the following services ("EAP Services") from April 15, 2019 to April 15, 2020 (the "Contract Period") for beneficiaries.

A. General Program Development Services:

1. Emergency Crisis Services: The Provider agrees to provide an "emergency help line" telephone consultation service operated twenty-four (24) hours per day and seven (7) days per week. Normal EAP counseling hours are 8:00 a.m. – 5:00 p.m., Monday through Friday.
2. Arranging for Services: The Provider agrees to provide EAP counselor for face-to-face confidential emergency consultation with the Beneficiary within twenty-four (24) hours over the weekdays or forty-eight (48) hours over the weekend, if requested by the Beneficiary; the Provider agrees that Beneficiaries can reach an EAP counselor by making a phone call to Singing River Services from 8:00 a.m. to 5:00 p.m. Monday through Friday for an appointment. Telephone referrals will be made in severe crisis to the emergency room and support groups, etc., so that the recovery process can commence.
3. Extent of Services and Exclusions: Each beneficiary may have access to all mental health services available through the contractor at no out-of-pocket expense and at no charge to the Subscriber's insurance program subject to the following limitations:
 - a. Services normally provided by the Provider are covered. Service needs that are not normally provided at any of the Singing River Services facilities are not covered (i.e., hospitalization).
 - b. A legal DUI assessment fee of \$100.00 will be charged to the Beneficiary arrested for DUI offense and who seeks counseling by referral to Singing River Services.
 - c. Receipt of funds pursuant to this agreement does not preclude the provider from charging other third parties covering beneficiaries for services. This includes Medicaid and insurance covering primarily other family members and special grant funds. In such

event, funds received pursuant to this agreement will be used to pay co-payments, if any.

- d. Room and board will be provided at The Stevens Center only. A Deductible of \$250.00 will be charged to the beneficiary participating in the Stevens Center Residential treatment. The balance is covered by this contract.
 - e. A deductible of \$100.00 will be charged to the beneficiary participating in the Phoenix Intensive Outpatient Alcohol and Drug Program. The balance will be covered by the contract.
 - f. Clinical visits are not to exceed six (6) visits per client.
4. Liaison Services: Provider agrees to provide an EAP coordinator to serve as a Liaison between the Subscriber and the Provider, to plan and help implement wellness and prevention programming, to encourage employee participation of the EAP, and to gain the recognition of problems which may later impede their work performance.

B. Problem Assessment, Case Management, and Referral Services:

- 1. The EAP coordinator (or a member of Provider's Staff) agrees to refer Subscriber's employees and/or their dependents to an appropriate competent professional treatment program with Singing River Services at no cost or, if necessary, to an outside resource at the expense of the beneficiary for services not covered by this agreement. Such referrals and general assessments shall include the beneficiaries' problem list, social summary, assessment of mental status, tentative diagnosis, and recommended treatment.
- 2. The Provider agrees to supply the Subscriber's supervisors with a Supervisory guide for making referrals to the EAP. The EAP counselor will assist the employee in formulating an assistance plan, will identify appropriate therapeutic resources, and will document employee progress therein.
- 3. The Provider agrees to arrange, as appropriate and as needed, ongoing consultation with Subscriber regarding special handling or re-integration of employees after treatment.
- 4. The Provider will suggest that any employee seeking counseling regarding

job or employer dissatisfaction to contact the Subscriber's Human Resources Director or designee. However, the EAP counselor will counsel with any employee regarding the employee's attitudes or feelings as relates to job satisfaction.

5. The Provider, at its discretion, may discontinue treatment services for beneficiaries who seek such referrals on a continuous basis for the same problems without utilizing recommended solutions or who violate program rules.

C. Reporting Services:

1. The Provider agrees to furnish to any Subscriber's supervisor, who so requests, a periodic participation report for beneficiaries who have sought EAP counseling or treatment upon referral from said supervisor; said beneficiary must give written consent for such reporting to be shared with the supervisor.
2. Quarterly reports regarding employee usage will be submitted to _____.

II. SUBSCRIBER'S OBLIGATIONS:

The Subscriber will cooperate fully with the Provider so as to allow the Provider to Discharge its obligations and provide the services described herein. Additionally, the Subscriber agrees:

A. Commitments:

1. To issue a policy directive announcing the availability of EAP services to its employees and shall allow on-the-job time for training sessions for supervisors as well as orientation programs for non-supervisory employees which sessions will be made available by the Provider. The Subscriber will assist in disseminating promotional and educational materials designed to encourage utilization.
2. To pay the Provider \$3000.00 per year, in consideration of the Life Care Plus services performed by the Provider for the duration of the contract period. The agreement shall be extended automatically under the same terms unless either party shall notify the other party in writing at least thirty (30) days prior to the end of the initial term or any renewal terms that alterations or termination is desired. Fee rates remain the same until the anniversary date and may be renegotiated before continuance of EAP and counseling services and initiation of a new contact.

3. To submit to the Provider on fifth (5th) day of the first month an initial list of employees qualifying for EAP services and updating said list monthly. Payment will be made at the execution of the contract.

B. Miscellaneous:

1. Licensure: The Provider represents and warrants that it is duly licensed and certified to provide covered services in Mississippi, where covered services to beneficiaries are rendered and shall maintain such standing while an agreement is in effect.
2. Professional Liability Insurance Coverage: The Provider, at its sole cost and expense, shall provide and maintain such policies of general liability and professional liability insurance, other insurance as shall be necessary to insure the Provider and its personnel and agents against any claims for damages arising by reason of personal injuries or death occasions, directly or indirectly in connection with the performance of any service provided hereunder.
3. Confidentiality of Records: Both the Subscriber and Provider agree that mental health and substance abuse records of beneficiaries shall be treated as confidential so as to comply with all federal and state laws and regulations regarding the confidentiality of patient records. Provider reserves the right to use the information without disclosing the identity of the beneficiaries for reporting purposes.
4. Termination for Cause: The Agreement may be terminated for cause under the following conditions:
 - a. Upon default by the Subscriber in payment of compensation in accordance with the Agreement. The Provider may terminate the Agreement thirty (30) days after the Provider has given written notice to the Subscriber of such default.
 - b. Upon material breach of the Agreement by either party, the non-breaching party may terminate the Agreement after thirty (30) days written notice to the breaching party, specifying the facts and circumstances of the breach.
 - c. If any legal action or other proceeding is brought for the enforcement of the Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with any provisions of the Agreement, recovery shall be limited to any and all damages available under Mississippi law to the extent proven in a Court of law.

5. Hold Harmless: The Provider shall hold harmless and indemnify the Subscriber from any claims, losses, damages, judgements, liabilities, costs expenses or obligations, including but not limited to attorney fees and expenses arising out of or resulting from the Provider's gross negligence or willful misconduct in its provisions of mental health and substance abuse services to beneficiaries.
6. Nothing in this agreement shall limit the responsibility of either party to fully comply with medical confidentiality requirements under any applicable state of federal law, including but not limited to HIPAA.

IN WITNESS WHEREOF, the parties have entered in to this agreement on the _____ day of _____, 2019.

SINGING RIVER SERVICES
Tax ID Number 64-0650708

BY: _____
Sherman F. Blackwell, II
Executive Director

CITY OF GAUTIER:

BY: _____
City Manager's Signature

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

ORDER NUMBER 111-2019

WHEREAS, the City of Gautier is seeking consulting service assistance to support the City's disaster recovery operations to expedite financial recovery and mitigation to minimize impacts from future disasters; and

WHEREAS, such services will ensure that the City is full compliance with all federal, state, and local laws in order to limit any subsequent audits and reviews; and

THEREFORE, IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Manager is hereby authorized to advertise for Request for Proposals for Disaster Recovery Consulting Services.

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 Jackson** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 21, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 5/14/2019
Subject: Authorization to advertise for Request for Proposals (RFPs) for Disaster Recovery Consulting Services

REQUEST:

The City Clerk's Department requests City Council authorization to advertise for Request for Proposals (RFPs) for Disaster Recovery Consulting Services.

BACKGROUND:

The City of Gautier is soliciting responses for Disaster Recovery Consulting Services and requesting qualified respondents to submit a Request for Proposal (RFP) Package, according to the requirements described within the attached RFP solicitation document.

The purpose of this RFP is to solicit responses from qualified firms to provide consulting service assistance to support the City's disaster recovery operations; to expedite financial recovery and mitigation through the Federal Management Agency's (FEMA) Public Assistance (PA) Program, Hazard Mitigation Program (HMP) and other federal and state programs; to ensure full compliance with all federal, state and local laws in order to limit any subsequent audits and reviews; and to minimize impacts from future disasters.

DISCUSSION:

Cost of services will be determined once the City of Gautier RFP selection committee completes the vetting process.

In the event this service contract is to be activated for a future Federal declared disaster, financial implications of this service will be requested to be reimbursed through the Federal Emergency Management Agency Public Assistance Program at the Federal and State reimbursement percentages.

The ad will run in the Sun Herald on Sunday, May 26th and June 2nd, 2019 and the RFP's will be due on July 3rd, 2019.

RECOMMENDATION:

City Staff recommends that City Council authorize the advertisement for Request for Proposals for Disaster Revocery Consulting Services

ATTACHMENTS:

1. RFP Disaster Recovery Consulting Services

CITY OF GAUTIER, MISSISSIPPI
ADVERTISEMENT

DISASTER RECOVERY CONSULTING SERVICES

Notice is hereby given that the City of Gautier is soliciting responses for **DISASTER RECOVERY CONSULTING SERVICES**. Interested and qualified respondents may submit RFP Packages, according to the requirements described herein, to City of Gautier, 3330 Hwy 90, Gautier, MS, 39553. **All RFP Packages are due by or before 2 p.m. (CT) on July 3, 2019.** Any packages delivered to or received after the 2 p.m. deadline will not be considered and shall be returned unopened to the addressee.

The City of Gautier seeks consulting service assistance to support the City's disaster recovery operations to expedite financial recovery and mitigation to minimize impacts from future disasters. The ideal candidate shall possess demonstrated experience in disaster recovery programs, and have extensive knowledge and expertise in the operations of the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) Program, Hazard Mitigation Program (HMP), and other federal and state programs to ensure full compliance with all federal, state, and local laws.

Any and all questions or requests for information relating to this Request for Proposal shall be **submitted in writing** by or before 12 p.m. (CT) on June 26th, 2019.

Contact Information: Sherry Farabee, Purchasing Agent
3330 Hwy 90
Gautier, MS 39553
Email: sfarabee@gautier-ms.gov
Phone: (228) 497-8000

Interested firms may not contact any staff member of the City of Gautier, except the above referenced individual with regard to this RFP. All inquiries will be routed to the appropriate staff member for response.

RFP Packages **MUST** be submitted in a **SEALED** envelope/container and clearly marked on the exterior of the package: **DISASTER RECOVERY CONSULTING SERVICES**. Each package submitted must have the respondent's name and mailing address marked plainly on the outside of the envelope/container. Each package shall consist of one (1) original paper submittal and ten (10) copies, and one (1) USB flash drive containing one (1) Color PDF of the original documents of the RFP Package which shall include all required documents and any supplemental information.

Mail or Ship RFP Packages to:
City of Gautier
Attn: Sherry Farabee, Purchasing Agent
RE: Disaster Recovery Consulting RFP
3330 Hwy 90
Gautier, MS 39553

OR

Hand Deliver RFP Packages to:
City of Gautier, City Hall
Attn: Sherry Farabee, Purchasing Agent
RE: Disaster Recovery Consulting RFP
3330 Hwy 90
Gautier, MS 39553

I. INTRODUCTION

A. Purpose:

The City of Gautier is accepting sealed Request for Proposal packages. The purpose of this Request for Proposals is to solicit responses from qualified firms to provide consulting service assistance to support the City's disaster recovery operations; to expedite financial recovery and mitigation through the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) Program, Hazard Mitigation Program (HMP) and other federal and state programs; to ensure full compliance with all federal, state, and local laws in order to limit any subsequent audits and reviews; and to minimize impacts from future disasters.

B. RFP Contact Information for Questions:

Any and all questions or requests for information relating to this Request for Proposal shall be **submitted in writing** by or before 12 p.m. (CT) on June 26th, 2019.

C. Contact Information: Sherry Farabee, Purchasing Agent
3330 Hwy 90
Gautier, MS 39553
Email: sfarabee@gautier-ms.gov
Phone: (228) 497-8000

II. Interested firms may not contact any staff member of the City of Gautier, except the above referenced individual with regard to this RFP. All inquiries will be routed to the appropriate staff member for response.

A. Addenda:

Any and all clarifications, answers to questions, or changes to this RFP shall be provided through a City-issued Addendum. Any clarifications, answers, or changes provided in any manner other than a formally issued addendum, are to be considered "unofficial" and shall not bind the City to any requirements, terms or conditions not stated herein.

The City shall make every possible, good faith effort to issue any and all addenda no later than three (3) days prior to the due date for proposals. Any addenda issued after this date, shall be for material, necessary clarifications to the Request for Proposal.

B. Due Date & Location:

Packages submitted in response to this Request for Proposal must be delivered to and received by the City of Gautier by or before 2 p.m. (CT) on July 3rd, 2019. Any packages received after this deadline will be deemed unresponsive and shall be returned to the addressee unopened.

Mail or Ship RFP Packages to:
City of Gautier
Attn: Sherry Farabee, Purchasing Agent
RE: Disaster Recovery Consulting RFP
3330 Hwy 90
Gautier, MS 39553

OR

Hand Deliver RFP Packages to:
City of Gautier, City Hall
Attn: Sherry Farabee, Purchasing Agent
RE: Disaster Recovery Consulting RFP
3330 Hwy 90
Gautier, MS 39553

C. RFP Response Packaging Instructions:

To be considered, submit one (1) original paper submittal, ten (10) copies, and one (1) USB flash drive containing one (1) Color PDF of the original documents of the RFP Package which shall include all required documents and any supplemental information. RFP Packages must be in a SEALED envelope/container and clearly marked on the exterior of the package: DISASTER RECOVERY CONSULTING SERVICES.

Each package submitted must also have the respondent's company name and mailing address marked plainly on the exterior of the envelope/container.

D. Evaluation of Responses:

All properly submitted RFP Packages may be evaluated by an Evaluation Committee if administration determines. If so, each Evaluation Committee Team Member will receive a set of all RFP packages submitted and a copy of the RFP document with all issued Addenda.

The City desires to avoid the expense to all parties of unnecessary presentations. However, the City may elect to conduct oral interviews or presentations from one or more of the respondents in order to make a final determination of the top rankings. If the City elects to conduct oral interviews or presentations, selected firms will be notified.

City Staff may consider any evidence available regarding financial, technical, other qualifications and abilities of a respondent, including past performance (experience) with the County/City prior to recommending approval of award.

City of Gautier reserves the right to reject any or all proposals, waive irregularities or minor formalities, or award to/negotiate with the firm whose proposal best serves the interest of the City.

E. Contract Award:

A decision shall be made to enter into negotiations with the selected firm with the intention of coming to agreement over terms, conditions, and pricing in order to award a contract for the services described herein. There is no guarantee a contract will be awarded.

F. Contract Performance:

At any point in time during the term of the Contract with the awarded Consultant, City Staff may review records of performance to ensure that the Consultant is continuing to provide sufficient financial support, equipment and organization as prescribed herein. The City may place said contract on probationary status and implement termination procedures if the City determines that the Consultant no longer possesses the financial support, equipment and organization which would have been necessary during the RFP evaluation period in order to comply with this demonstration of competency section.

III. General Requirements

A. Background:

City of Gautier seeks consulting service assistance to support the City's disaster recovery operations; to expedite financial recovery and mitigation through the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) Program, Hazard Mitigation Program (HMP), and other federal and state programs; to ensure full compliance with all federal, state, and local laws in order to limit any subsequent audits and reviews; and to minimize impacts from future disasters. The ideal candidate shall possess demonstrated experience in disaster recovery programs and must have extensive knowledge and expertise in the operations of FEMA PA and HMP.

B. Scope of Work: - Specific tasks include, but are not limited to, the following:

FEMA Public Assistance Advisory Services

Possess extensive knowledge related to the Stafford Disaster Relief and Emergency Assistance Act provisions and regulations (44CFR and 2 CFR 200), and Sandy Recovery Improvements Act (SRIA) of 2013, FEMA Public Assistance Program & Policy Guide, and Public Assistance Alternate Procedures Pilot Program guidance for debris removal and permanent work.

Develop and execute a process/system for the City, from inception through the project closeout, to prepare and submit its disaster recovery program; this is to include documentation, procurement, contracts, payroll, and grant submission support.

Develop and execute processes for obtaining, analyzing and gathering field documentation including, but not limited to, records related to procured goods and services, timekeeping, and force account labor and equipment; this should include processes for disaster debris monitoring services.

Attend all meetings with FEMA, state and insurance representatives, as well as participate regularly with the City's designated FEMA workgroup.

Identify and communicate risks within the City's operation that could preclude its ability to optimize reimbursement.

Possess the expertise to assist in the preparation of accurate PA emergency and permanent work project estimates including but not limited to cost estimating, developing detailed damage descriptions and dimensions, scope of work, and accurate force account labor and equipment summary reports.

Financial, Payroll, and Grant Management

Ensure City disaster recovery and restoration processes comply with laws, regulations and guidelines to maximize reimbursement for eligible disaster expenditures and to minimize timing for reimbursement.

Possess the expertise to assist in all disaster-recovery financial reimbursement and reporting processes required by FEMA, State or other agency. Ensure there are no duplications of submission if varying agencies are involved.

Possess the expertise to assist the City through FEMA, State (or other agency) guidelines to capture force account labor eligible expenses accurately for timesheets and project cost accounting. Assist in the review of City personnel policies to ensure compliance for eligible cost reimbursement.

Possess the expertise to assist the city through federal, state (or other agency) guidelines to ensure the capture of relevant data related to procured goods and services. Provide oversight of contractor's billing to ensure all costs eligible for disaster grant funding are documented and claimed.

Perform interval review and reconciliation of actual project spending to ensure project costs are accurately captured.

Ensure City documentation is sufficient to respond to Office of Inspector General (OIG) audits and reviews.

Procurement and Contract Management/Monitoring Support

Ensure City disaster recovery and restoration procurement processes comply with laws, regulations and guidelines as required by federal, state or other agencies.

Possess the expertise to assist in the review of City Purchasing policies to ensure compliance for eligible cost reimbursement.

Develop processes for ensuring compliance related to contract monitoring and contract close-out as required by federal, state, or other agencies.

Ensure city documentation is sufficient to respond to Office of Inspector General (OIG) audits and reviews.

Information Technology & Data Management

Possess the expertise to assist city staff in the development of IT solutions that support the management and implementation of disaster recovery programs.

Develop processes for the city to properly collect data and document information as necessary to optimize compliance with federal, state, or other agencies.

Ensure City documentation is sufficient to respond to Office of Inspector General (OIG) audits and reviews.

Insurance and Other Funding Support

Review and understand the City's insurance coverage in order to ensure the City's disaster recovery and restoration processes comply with laws, regulations and guidelines as required by federal, state, or other agencies.

Develop process to assist the City in routing eligible expenses correctly, including insurance coverage guidelines.

Possess the expertise to assist the City with identifying other disaster recovery funding opportunities, including Community Development Block Grant Disaster Recovery programs.

Ensure there are no duplications of funding or submissions if varying agencies are involved.

Hazard Mitigation Support

Provide expertise in identifying, developing and evaluating opportunities for the development of hazard mitigation programs to reduce or eliminate risk from future events.

Possess the expertise to assist the City in preparing relevant documentation and analysis related to hazard mitigation grant programs.

Ensure City hazard mitigation programs comply with laws, regulations and guidelines as required by federal, state or other agencies.

Emergency Management Support Services

Provide expertise related to post-disaster recovery continuity of operations, training, development of teams, monitoring, review and test of plans related to future events.

CFR 200 Compliance Language – Procurements

While assisting the City with project procurements or in the event the vendor must procure additional resources post-contract award, the awarded Proposer will strictly adhere to 2 CFR 200 procurement rules. This includes adhering to the strictest provisions of Federal, State, and Local Procurement Rules, Regulations and/or Ordinances, etc.

Vendor Billing

The winning vendor will be engaged in direct project work; therefore, indirect billing is not anticipated and must be pre-approved by the City. All direct project costs will be concisely billed to specific project codes established by the City. Vendor invoices will be categorized by: project code and must include:

- Name
- Position
- Billing Rate
- Total Hours
- Costs
- Project
- Sub-task

Byrd Anti-Lobbying Amendment

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352, as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.]- Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any

agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-federal funds with respect to that federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

Suspension and Debarment

This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that the contractor and none of its principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

This certification is a material representation of fact relied upon by the City of Gautier. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to (name of state agency serving as grantee and name of sub grantee), the federal government may pursue available remedies, including but not limited to suspension and/or debarment.

The proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

C. Sub-Contractors:

If the Consultant elects to sub-contract with any firm, for any portion of the work, the Consultant shall be responsible for all work performed by any sub-contract and the Consultant shall not be relieved of any obligations under this Contract.

Each Respondent shall submit a list of proposed sub-contractors to be used if awarded the contract. Each Respondent must provide a list of Sub-Contractors, under Section 3: Qualifications and Experience, and attach a copy of any and all licenses and certificates for each sub-contractor listed and submit with each copy of the RFP Package. If subcontractors are to be included in the proposal, all terms and conditions must be disclosed including method and reason for selection, subcontractor compensation, and subcontractor billing rate. At the City's request, provide all internal sub-contractor documentation for federal reimbursement review.

If no sub-contractors are proposed, so state there on.

At any time, the City may, at its discretion, require any Respondent to submit all relevant data required to establish to the satisfaction of the City, the reliability and responsibility of the proposed sub-contractors to furnish and perform the work proposed.

Prior to the award of the Contract, the City will notify the Respondent in writing if the City, after due investigation, has reasonable and substantial objection to any person or organization proposed as a sub-contract. The Respondent then may, at his option, withdraw his RFP Package, or submit an acceptable substitute at no increase in price. If the Respondent fails to submit an acceptable substitute within seven (7) days of the original notification, the City then may disqualify the Respondent, at no cost to the City.

The City reserves the right to disqualify any Consultant, Contractor, Sub-Contractor, Vendor, or material supplier due to previously documented project problems, either with performance or quality.

Sub-contractors and other persons and organizations proposed by the Respondent and accepted by the City, must be used on the work for which they were proposed and accepted and shall not be changed except with the written approval of the City.

IV. CONTRACT REQUIREMENTS

A. Insurance Requirements:

The Consultant shall not commence work under this Contract until he/she has obtained all insurance required under this section and such insurance has been approved by the City of Gautier. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Mississippi. The Consultant shall furnish proof of Insurance to the City of Gautier prior to the commencement of operations. The Certificate(s) shall clearly indicate the Consultant has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the City. Certificates shall specifically include the City of Gautier as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany the certificate. Compliance with the foregoing requirements shall not relieve the Consultant of its liability and obligations under this Contract.

Certificate Holder Address: City of Gautier
3330 Hwy 90
Gautier, MS 39553

The Consultant shall maintain during the life of this Contract, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$1,000,000 aggregate to protect the Consultant from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the Consultant, or by anyone directly employed by or contracting with the Consultant.

The Consultant shall maintain during the life of the contract, Professional Liability or Errors and Omissions Insurance with minimum limits of \$1,000,000, if applicable.

The Consultant shall maintain during the life of this Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$1,000,000 combined single limit for bodily injury and property damage liability to protect the Consultant from claims for damages for

bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the Consultant or by anyone directly or indirectly employed by a Consultant.

The Consultant shall maintain Umbrella or Excess Liability Insurance covering workers compensation, commercial general liability and business auto liability with minimum limits of liability of \$1,000,000.

The Consultant shall maintain during the life of this Contract, adequate Workers' Compensation Insurance in at least such amounts as are required by the law for the State of Mississippi.

In the event of unusual circumstances, the City of Gautier may adjust these insurance requirements.

B. Licenses, Permits & Fees:

The Consultant shall be responsible for obtaining and holding any and all necessary licenses, permits, certifications required to perform the work described herein throughout the duration of the contract. Payment of any fees or fines resulting in the lack of permits, licenses or certifications shall be the sole responsibility of the Consultant.

C. Contract Agreement & Term:

The intent of the City of Gautier is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. It is anticipated that the City will issue a consulting services contract for the duration of the project. The initial contract term shall be for a period of three (3) years, with an option to renew in one (1) year increments, for a period of two (2) one-year renewals.

It is expressly understood that the City's selection of any proposal does not constitute an award of a contract agreement with the City. Once the City has selected a proposal, contract negotiations will follow between the City and the selected respondent; it is further expressly understood that no contractual relationship exists with the City until a contract has been executed by both the City and the selected respondent.

D. Applicable Law:

The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of laws, provisions, and any litigation with respect thereto shall be brought in the courts of the State. Consultant shall comply with applicable federal, state, and local laws and regulations.

E. Termination:

Failure on the part of the Consultant to comply with any portion of the duties and obligations under the contract agreement shall be cause for termination. If the Consultant fails to perform any aspect of the responsibilities described herein, the City shall provide written notification stating any and all items of non-compliance. The Consultant shall then have seven (7) consecutive calendar days to correct any and all items of non-compliance. If the items of non-compliance are not corrected, or if acceptable corrective action as approved by the City, has not been taken within the seven (7) consecutive calendar days,

the Contract Agreement may be terminated by the City for cause, upon giving seven (7) consecutive calendar days written notice to the Consultant.

In addition to the above, the City may terminate the contract agreement at any time, without cause, upon thirty (30) days written notice to the Consultant.

F. Indemnification:

The Consultant agrees to indemnify and save harmless the City, its agents, officers and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs, and attorney's fees, for injury to or death of any person or for damage to any property arising out of or in connection with the work done by the Consultant under the contractual agreement. Such indemnity shall apply regardless of whether the claims, losses, damages, causes of action, suits or liability arise in whole or in part from the negligence of the City, any other party indemnified hereunder, the Consultant, or any third party.

G. Public Records:

Proposers should be aware that this Request for Proposals and all responses thereto are public records. If submitting documents which the proposer contends are exempt from disclosure under the Mississippi Public Records Act, the proposer shall provide a written statement at the time of submittal which shall describe the documents filed and which shall fully explain why the documents are designated as exempt from disclosure and must specifically cite any statute or other legal authority in support of such designation. Any such document shall be clearly designated as such on its face by the proposer and accompanying cover letter at the time of submittal and shall be placed in an envelope other than white. Each page of each document shall be marked "CONFIDENTIAL". Failure to identify confidential and/or proprietary information prior to submission of the proposal may result in such information being subject to release.

H. Availability of Funds:

It is expressly understood and agreed that the obligation of the City to issue any future contracts as a result of RFP's is conditioned upon the appropriation of funds by the City.

I. Compliance with Laws:

Consultant understands that the City is an equal opportunity employer and therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, genetic information, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful and Consultant agrees during the term of the agreement that Consultant will strictly adhere to this policy in its employment practices and provision of services. Consultant shall comply with, and all activities under this agreement shall be subject to, all applicable federal, State of Mississippi, and local laws and regulations, as now existing and as may be amended or modified.

J. Stop Work Orders:

1. Order to Stop Work:

The City of Gautier, may, by written order to Consultant at any time, and without notice to any surety, require Consultant to stop all or any part of the work called for by this contract.

This order shall be for a specified period not exceeding 90 days after the order is delivered to Consultant, unless the parties agree to any further period. Any such order shall be identified specifically as a stop work order issued pursuant to this clause. Upon receipt of such an order, Consultant shall forthwith comply with its terms and take all reasonable steps to minimize the occurrence of costs allocable to the work covered by the order during the period of work stoppage. Before the stop work order expires, or within any further period to which the parties shall have agreed, the City of Gautier shall either:

- a) Cancel the stop work order; or
- b) Terminate the work covered by such order as provided in the Termination for Default clause or the Termination for Convenience clause of this contract.

2. Cancellation or Expiration of the Order:

If a stop work order issued under this clause is canceled at any time during the period specified in the order, or if the period of the order or any extension thereof expires, Consultant shall have the right to resume work. An appropriate adjustment shall be made in the delivery schedule or Consultant price, or both, and the contract shall be modified in writing accordingly, if:

- a) The stop work order results in an increase in the time required for, or in Consultant's properly allocable to, the performance of any part of this contract; and
- b) Consultant asserts a claim for such an adjustment within thirty (30) days after the end of the period of work stoppage; provided that, if the City of Gautier decides that the facts justify such action, any such claim asserted may be received and acted upon at any time prior to final payment under this contract.

3. Termination of Stopped Work:

If a stop work order is not canceled and the work covered by such order is terminated for default or convenience, the reasonable costs resulting from the stop work order shall be allowed by adjustment or otherwise.

4. Adjustments of Price:

Any adjustment in contract price made pursuant to this clause shall be determined in accordance with the Price Adjustment clause of this contract.

K. Representation regarding Contingent Fees:

Consultant represents that it has not retained a person to solicit or secure a state contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in Consultant's proposal.

L. Acknowledgement of Amendments:

Proposers shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the proposal, by identifying the amendment number and date in the space provided for this purpose on the proposal form, or by letter. The acknowledgment must be received by the City by the time and at the place specified for receipt of proposals.

M. Certification of Independent Price Determination:

The proposer certifies that the prices submitted in response to the solicitation have been arrived at independently and without, for the purpose of restricting competition, any consultation, communication, or agreement with any other proposer or competitor relating to those prices, the intention to submit a proposal, or the methods or factors used to calculate the prices proposed.

Note: The following clause shall be completed and conspicuously placed within the response
PROSPECTIVE CONSULTANT’S REPRESENTATION REGARDING CONTINGENT FEES: The prospective Consultant represents as a part of such Consultant’s proposal that such Consultant has/has not (*use applicable word or words*) retained any person or agency on a percentage, commission, or other contingent arrangement to secure this contract.

N. E-Payment:

The City agrees to make payment in accordance with Mississippi law on “Timely Payments for Purchases by Public Bodies,” which generally provides for payment of undisputed amounts by the City within forty-five (45) days of receipt of invoice. Mississippi Code Annotated § 31-7-305.

O. E-Verification:

If applicable, Consultant represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act of 2008, and will register and participate in the status verification system for all newly hired employees. Mississippi Code Annotated §§ 71-11-1 et seq. The term “employee” as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, “status verification system” means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. Consultant agrees to maintain records of such compliance. Upon request of the State and after approval of the Social Security Administration or Department of Homeland Security when required, Consultant agrees to provide a copy of each such verification. Consultant further represents and warrants that any person assigned to perform services hereafter meets the employment eligibility requirements of all immigration laws. The breach of this agreement may subject Consultant to the following:

1. Termination of this contract for services and ineligibility for any state or public contract in Mississippi for up to three (3) years with notice of such cancellation/termination being made public;
2. The loss of any license, permit, certification or other document granted to Consultant by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year; or
3. Both.

In the event of such cancellations/termination, Consultant would also be liable for any additional costs incurred by the City due to Contract cancellation or loss of license or permit to do business in the State.

P. Transparency:

This contract, including any accompanying exhibits, attachments, and appendices, is subject to the “Mississippi Public Records Act of 1983” and its exceptions. See Mississippi Code Annotated §§ 25-61-1 et seq., and Mississippi Code Annotated § 79-23-1. If a public records request is made for any information provided to the County pursuant to the Agreement, the County shall promptly notify the disclosing party of such request. The disclosing party shall promptly institute appropriate legal proceedings to protect its information. No party to the Agreement shall be liable to the other party for disclosures of information required by court order or required by law.

Q. Trade Secrets, Commercial and Financial Information:

It is expressly understood that Mississippi law requires that the provisions of this contract which contain the commodities purchased or the personal or professional services provided, the price to be paid, and the terms of the contract shall not be deemed to be a trade secret or confidential commercial or financial information and shall be available for examination, copying, or reproduction.

V. REQUEST FOR PROPOSALS SUBMITTAL REQUIREMENTS

A. Respondent Responsibilities:

Respondents are responsible for any and all costs associated with developing and submitting an RFP Package in response to this Request for Proposals. Respondents are also solely responsible for any and all costs associated with interviews and/or presentations requested by the City. It is expressly understood, no Respondent may seek or claim any award and/or reimbursement from the City for any expenses, costs, and/or fees (including attorneys' fees) borne by any Respondent, during the entire RFP process. Such expenses, costs, and/or fees (including attorneys' fees) are the sole responsibility of the Respondent.

All RFP Packages received in response to this Request for Proposals shall become the property of the City of Gautier and will not be returned. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the City.

By submitting an RFP Package, each Respondent certifies that the proposer has fully read and understands any and all instructions in the Request for Proposals, and has full knowledge of the scope, nature, and quality of work to be performed. All RFP Packages submitted shall be binding for one hundred twenty (120) consecutive calendar days following the submittal due date.

B. RFP Package Submittal Format:

The RFP Package format must sufficiently address and demonstrate all required components and follow the order of sections described below. The aim of the required format is to simplify the preparation and evaluation of the RFP Packages.

All RFP Packages must include the following components:

Section

1. RFP Checklist
2. Cover Letter
3. Qualifications and Experience
4. Proposed Strategy and Technical Approach
5. Auditing History
6. Proposed Pricing
7. Socioeconomic Contractors
8. Administrative Information

C. RFP Package Components:

All of the components outlined below must be included with each copy of the RFP Package and submitted as follows: one original and one (1) electronic disc OR one (1) USB flash drive containing one (1) Color PDF of the original documents on 8 1/2" X 11" pages, numbered, 1-inch margins, typewritten with Times New Roman style and 12size font, maximum 25 pages. Additionally, all headings, sections and sub-sections shall be identified appropriately. Front and back shall constitute two (2) pages. All documentation shall be in the exact order and format as shown below.

In order to insure a uniform review process and to obtain the maximum degree of comparability, it is required that proposals be organized in the manner specified as follows:

Section 1: RFP Checklist (Complete and Submit)

Complete and provide page 16.

Section 2: Cover Letter

Provide a cover letter not exceeding two (2) pages, which is signed by an officer of the firm who is responsible for committing the firm's resources.

The cover letter should provide the following:

- Respondent's name, primary contact name, business address, phone number, fax number and e-mail address;
- Name and title of the individual with responsibility for the response and who will receive correspondence regarding this RFP;
- A brief statement of the respondent's understanding of the services required and qualifications to provide disaster recovery consulting services;
- A brief company background statement to include, but not limited to, years in business, corporate structure, professional affiliations, and capability of meeting deadlines;
- Such other information as the respondent deems appropriate.

Section 3: Qualifications and Experience

In this section, respondent shall provide firm and staff qualifications and demonstrate the firm's prior experience in providing disaster recovery consulting services including in accordance with FEMA and other federal programs. Respondent shall clearly demonstrate an understanding of the scope of work and other technical or legal issues related to the

project. Provide history of any litigation within the past five (5) years arising out of the firm's performance as it relates to the scope of services being solicited.

Provide copies of the following, if applicable:

- Proper and valid licensing to conduct business in the State of Mississippi;
- Current Applicable Department of Professional Regulation License(s);
- Current Applicable Certification(s);
- A list of Sub-Contractors with credentials and related experience.

Section 4: Proposed Strategy and Technical Approach

In this section, respondent shall provide the firm's proposed strategy in representing the City in responding to non-declared and/or declared disasters, and shall also provide the firm's technical approach to perform the scope of services requested to include procedures, methodologies, resources, systems, etc.

Section 5: Auditing History

In this section, respondent shall demonstrate the firm's prior experience in defending and maintaining federal program reimbursements.

Section 6: Proposed Pricing

In this section, respondent shall fill out and submit the proposed hourly rates on the rate sheet provided herein. Any and all positions that may perform any work required under the scope of services should be included in this rate sheet. Proposed base rates, fringe & overhead, profit, and proposed billing rates shall be provided by each respondent. Please provide the name and specific office location for the staff member holding each position. For evaluation purposes, the City will calculate an average base rate for each respondent, using all of the proposed base rates submitted on the hourly rate sheet.

Respondents shall be scored based on a pro-rata distribution of points according to the average base rate for each Respondent. The Respondent with the lowest average proposed base rate shall receive the maximum points possible, and all other Respondents shall receive a score based on the rates provided herein (see p.17).

Section 7: Socioeconomic Contractors

Provide current copy of certificate of MBE/WBE/DBE.

Section 8: Administrative Information

Please include the following:

- Proof of Liability Insurance and its limits
- Drug Free Work Place Form (Complete and Submit)
- RFP Affidavit (Complete and submit)
- RFP Affidavit of Solvency (Complete and Submit)
- Conflict of Interest Disclosure Form
- Acknowledged Addenda

CITY OF GAUTIER, MISSISSIPPI
ADVERTISEMENT

REQUEST FOR PROPOSALS CHECKLIST
for

DISASTER RECOVERY CONSULTING SERVICES

COMPANY NAME: _____

SECTION	CHECKLIST	CHECKBOX	CITY USE (ONLY)
1	RFP Checklist		
2	RFP Cover Letter		
3	Qualifications and Experience:		
	▪ Proper and valid licensing to conduct business in the State of Mississippi		
	▪ Current Applicable Department of Professional Regulation License(s)		
	▪ Current Applicable Certification(s)		
	▪ A list of Sub-Contractors with credentials and related experience		
4	Proposed Strategy and Technical Approach		
5	Auditing History		
6	Proposed Pricing		
	▪ Hourly Rate Form (Complete and Submit ATTACHMENT A)		
7	Socioeconomic Contractors		
8	Administrative Information		
	▪ Proof of Liability Insurance and its limits		
	▪ Drug Free Work Place Form (Complete and Submit ATTACHEMENT B)		
	▪ RFP Affidavit (Complete and submit ATTACHMENT C)		
	▪ RFP Affidavit of Solvency (Complete and Submit ATTACHEMENT D)		
	▪ Conflict of Interest Disclosure Form (Complete and Submit ATTACHMENT E)		
	▪ Acknowledged Addenda (If Applicable)		

SUBMIT

ONE (1) ORIGINAL

ONE (1) ELECTRONIC DISC **OR**

ONE (1) USB FLASH DRIVE CONTAINING ONE (1) COLOR PDF OF THE ORIGINAL DOCUMENTS

HOURLY RATE FORM**ATTACHMENT A**

TO: CITY OF GAUTIER
GAUTIER, MISSISSIPPI for
REQUEST FOR PROPOSALS for
DISASTER RECOVERY CONSULTING SERVICES

Key Program Management Personnel: The Proposer shall identify all Key Program Management and Personnel for the Project. Provide detailed resumes (limited to two (2) pages) showing related experience.

PROGRAM MANAGMENT			
POSITION	NAME	CITY/STATE	HOURLY RATE
<u>Example:</u> Program Manager			
OPERATIONS			
POSITION	NAME	CITY/STATE	HOURLY RATE
<u>Example:</u> On-Site Inspector			
ADMINISTRATIVE SUPPORT			
POSITION	NAME	CITY/STATE	HOURLY RATE
<u>Example:</u> Administrative Assistant			
*Other Program Staff: The Proposer shall identify Other Program Staff hourly rate(s). The Proposer may add additional lines if necessary.			

All hourly rates provided shall be inclusive of all expenses incurred and submitted by:

Print Authorized Name and Title:

Authorized Signature and Date:

DRUG-FREE WORKPLACE FORM

ATTACHMENT B

TO: CITY OF GAUTIER
GAUTIER, MISSISSIPPI for
REQUEST FOR PROPOSALS *for*
DISASTER RECOVERY CONSULTING SERVICES

The undersigned firm hereby certifies that _____ does:
Name of Company/Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in the City's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph one.
4. In the statement specified in paragraph one, not if the employees that, as a condition of working on the contractual services described in paragraph three, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of the State of Mississippi or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with state or federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs one through five.

As the person authorized to sign this statement, I certify that this form complies fully with the above requirements.

Print Authorized Name and Title:

Authorized Signature and Date:

AFFIDAVIT FORM

ATTACHMENT C

TO: CITY OF GAUTIER
GAUTIER, MISSISSIPPI for
REQUEST FOR PROPOSALS for
DISASTER RECOVERY CONSULTING SERVICES

At the time the proposal is submitted, the Respondent shall attach to his proposal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the proposal and shall be sworn to before a person who is authorized by law to administer oaths.

Before me, the undersigned authority _____ (AFFIANT NAME), personally appeared, who, being duly sworn, deposes and says he is _____ (TITLE) of _____ (COMPANY/FIRM), the respondent submitting the attached proposal for the services covered by the RFP documents for DISASTER RECOVERY CONSULTING SERVICES.

The affiant further states that no more than one proposal for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the firm's proposal on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.

The undersigned has executed this Affidavit, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this _____ day of _____ 20____.

Affiant Signature

Title

STATE OF _____

COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____, 20____,
by _____ who personally appeared before me at the time of
notarization, and who is personally known to me or who has produced identification.

Notary Public: _____

[NOTARY SEAL]

My commission expires: _____

AFFIDAVIT OF SOLVENCY FORM

ATTACHMENT D

TO: CITY OF GAUTIER
GAUTIER, MISSISSIPPI for
REQUEST FOR PROPOSALS *for*
DISASTER RECOVERY CONSULTING SERVICES

PERTAINING TO THE SOLVENCY OF _____ (COMPANY/FIRM),
being duly sworn I, _____ (AFFIANT NAME) – (ex.,
CEO, Officer, President, Duly Authorized Representative, etc.,) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this _____ day of _____ 20____.

Affiant Signature

Title

STATE OF _____

COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____, 20____, by _____ who personally appeared before me at the time of notarization, and who is personally known to me or who has produced identification.

Notary Public: _____

[NOTARY SEAL]

My commission expires: _____

CONFLICT OF INTEREST FORM

ATTACHMENT E

TO: CITY OF GAUTIER
GAUTIER, MISSISSIPPI for
REQUEST FOR PROPOSALS *for*
DISASTER RECOVERY CONSULTING SERVICES

The term "conflict of interest" refers to situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting a consultant's/contractor's professional judgment in completing work for the benefit City of Gautier ("City"). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the City.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the City. Consultants/Contractors, therefore, must there avoid situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting the consultant's/contractors professional judgement when completing work for the benefit of the City.

The mere appearance of a conflict may be as serious and potentially damaging s an actual distortion of goals, processes, methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the City.

Please check the appropriate statement:

☐ I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.

☐ The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts or property interests for completing work on the above referenced project.

Print Legal Name of Authorized Respondent: _____

Print Title of Authorized Respondent: _____

Signature of Authorized Respondent: _____

Date: _____

Councilman Colledge made the motion to enter closed session to determine if executive session is necessary and proper. **Councilwoman Martin** seconded the motion. The vote was carried unanimously.

Councilman Colledge made the motion to enter executive session to discuss personnel matters relating to the City Judge and BP litigation. **Councilwoman Martin** seconded the motion. The vote was carried unanimously.

No action was taken during executive session.

Councilman Colledge made the motion to reenter open session. **Councilwoman Martin** seconded the motion. The vote was carried unanimously.

Councilman Vaughan made the motion to adjourn until June 4, 2019 at 6:30 pm. **Councilwoman Martin** 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 June 4, 2019.

CITY OF GAUTIER
Consent Agenda Item #6
Fact Sheet

Council Meeting:
Title:

June 4, 2019
Approval to apply for a lease for Public Trust
Tidelands, and allow Cypress Environmental
Services to serve as authorized agent for the
application process

Introduced by:
Contact Person/Telephone

April Havens 497-8000 Ext. 315

Summary Explanation: Approval to apply for a lease for Public Trust Tidelands, as required for the Shepard State Park boardwalk project, and allow Cypress Environmental Services to serve as authorized agent for the application process

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:

ORDER NUMBER 000-2019

WHEREAS, the Shepard State Park Boardwalk Project includes approximately 400 feet of pedestrian boardwalk on the northwest portion of Shepard State Park, along the marsh on the northwest side of the park, which will include educational panels and birdwatching opportunities; and

WHEREAS, the Public Trust Tidelands and submerged lands are lands lying under waters naturally subject to tidal influence. Trust Tidelands are owned by the State in trust for all people of Mississippi; and

WHEREAS, to complete the Shepard State Park Boardwalk Project, the State has required a lease to be applied for and entered for those areas of tidelands affected; and

WHEREAS, there is no fee associated with the application; and

WHEREAS, the State also requires designation of an authorized agent for the application process, which staff request to be Cypress Environmental Services; and

WHEREAS, the Mayor and Members of the Council find that these actions are 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 city is authorized to apply for a Lease for Public Trust Tidelands and allow Cypress Environmental Services to serve as authorized agent for the application process.

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 June 4, 2019.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants Administrator
Date: 5/29/2019
Subject: Shepard State Park Boardwalk – Lease for Public Trust Tidelands Application

REQUEST:

The Grants and Projects Department requests City Council approval to apply for a Lease for Public Trust Tidelands, as required for the Shepard State Park boardwalk project, and to allow Cypress Environmental Services to serve as authorized agent for the application process.

BACKGROUND:

This project includes approximately 400 feet of pedestrian boardwalk on the northwest portion of Shepard State Park, along the marsh on the northwest side of the park. The boardwalk will include educational panels and birdwatching opportunities.

DISCUSSION:

Public Trust Tidelands and submerged lands are lands lying under waters naturally subject to tidal influence. Trust Tidelands are owned by the State in trust for all the people of Mississippi. The Secretary of State is the trustee of this great public trust. It is the policy of the State of Mississippi to favor the preservation of the natural state of the public trust tidelands and their ecosystems and to prevent the despoliation and destruction of them, except where a specific alteration would serve a higher public interest in compliance with the public purposes of the trust.

Land owners and interested parties can apply for a lease for public trust tidelands and submerged lands. If approved, there is no fee for municipalities. It is structured as a zero-cost lease.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize City staff to apply for a Lease for Public Trust Tidelands, as required for the Shepard State Park boardwalk project, and allow Cypress Environmental Services to serve as authorized agent for the application process.

The City Council may:

- 1) Authorize City staff to apply for a Lease for Public Trust Tidelands, as required for the Shepard State Park boardwalk project, and allow Cypress Environmental Services to serve as authorized agent for the application process as presented; or
- 2) Not authorize City staff to apply for a Lease for Public Trust Tidelands, as required for the Shepard State Park boardwalk project, and allow Cypress Environmental Services to serve as authorized agent for the application process.

ATTACHMENTS:

1. Consent Agenda Item 7 - Approval to apply for a lease for Public Trust Tidelands, and allow Cypress Environmental
2. Tidelands Lease Package



DELBERT HOSEMANN
Secretary of State

FOR OFFICE USE ONLY:

No. _____

Date: _____

APPLICATION FOR STANDARD LEASE OF PUBLIC TRUST TIDELANDS

1. APPLICATION BY: (Please check ONE)

☐ Individual ☐ Partnership ☐ Corporation ☒ Public Agency

Applicant's Name: City of Gautier

Address: 3330 Hwy. 90, Gautier, MS 39553

Telephone: (228) 497-8000 ext 315
Business

(____) _____
Other

Email: astennett@gautier-ms.gov

Preferred Communication:
(Check One)

☒ Email
☐ Mail (USPS)

2. APPLICANT'S ATTORNEY AND/OR AUTHORIZED AGENT (IF APPLICABLE)

Name: Cypress Environmental Services

Address: 906 Desoto Street, Ocean Springs, MS 39564

Telephone: (228) 596-1580 Email: mfooster@cypress-environmental.com

3. GEOGRAPHIC LOCATION OF SUBMERGED LAND: (Attach vicinity map - preferably a reproduction of appropriate portion of current United States Geological Survey Quadrangle Map)

1 Section 8S Township 7W Range Jackson County

Nearest City/Community: Gautier

Name of Waterbody (if any): unnamed tributary to MS Sound

Estimated area of project (square feet): _____ Test pile: 1sf, Boardwalk: 6340sf

4. PLANNED USE OF TIDELANDS: (Check All that Apply)

☐ Commercial
☐ Industrial
☐ Residential
☒ Recreational

☐ Private
☒ Public
☐ Other (Please Explain):

5. **CONSTRUCTION OF PROPOSED IMPROVEMENTS:**

☒

New

☐

Renovation/Expansion

☐

Boat Slip

Length _____

Width _____

Depth _____

☐

Marina

Length _____

Width _____

Depth _____

☐

Wharf-Pier

Length _____

Width _____

Depth _____

☐

Docking

Length _____

Width _____

Depth _____

☒

Other (Please Explain):

Test pile: 1 sf

Boardwalk: Length 940 lf, Width 6 ft

Platforms along boardwalk: 700 sf

6. **PROJECT SCHEDULE:**

Proposed start date: 5/13/2019

Proposed completion date: 5/13/2020

Estimated cost of project: \$450,000

7. **RIPARIAN OWNERSHIP: (Attach true copy of evidence of title for upland riparian property or, if applicable, notarized assignment and assignor's evidence of title)**

Upland Riparian Owner (if different from applicant):

Name: _____

Address: _____

Telephone: (____) _____ (____) _____
Business Other

8. **LOCATION OF RIPARIAN PROPERTY:**

Subdivision, Block and Lot No.: _____

Assessor's Parcel No. 81903160.110, 81903160.120

Size (square feet) 5370077, 2557843

Zoning Classification: PL

Will tidelands project necessitate change in present upland zoning classification? Yes ☐ No ☐

If yes, please list any rezoning change(s), indicating status of approval

If yes:

Value of upland riparian parcel as listed on County Tax Assessor's Roll \$ _____

Please describe improvements on upland riparian parcel:

Please describe:

Both upland riparian parcels are a part of Shepard State Park. The only improvements that have been made to these parcels are a dirt road, hiking trails, a playground, and a pavilion.

9. DESCRIBE ALL ACTIVITIES TO BE CONDUCTED ON THE LEASED PROPERTY:

Please describe:

Activities include construction of a publicly accessible boardwalk with multiple platform areas and educational signs with information about salt marsh ecology. This project involves two phases. The first phase is the installation of a test pile at the project site to inform final construction specifications. The second phase is the construction of the boardwalk and platforms.

If the property to be leased is to be used for any purpose other than single family residential property, attach two (2) prints of a survey prepared, signed and sealed by a person properly registered as a land surveyor by the Mississippi State Board of Registration for Professional Engineers and Land Surveyors with the following requirements:

- (1) Utilizing an appropriate scale on 8½" x 11" size paper, unless a larger size is necessary to provide sufficient clarity and detail;
- (2) Showing the line of mean high tide, if any;
- (3) Showing the location of shoreline and submerged vegetation, if any;
- (4) Showing the location of any proposed structures and all existing structures, if any;
- (5) Showing the applicant's or assignor's upland parcel property lines, if property to be leased abuts on property which is outside the public trust;
- (6) Showing the primary navigation channels or direction to the center of the affected waterbody; and
- (7) Including a legal description of area to be leased with State Plane coordinates of reference point.

If the property to be leased is to be used as a single family residential property, attach two (2) copies of dimensioned site plan drawing(s) with the following requirements:

- (1) Utilizing an appropriate scale on 8½" x 11" size paper;
- (2) Showing the approximate water's edge;
- (3) Showing the location of shoreline vegetation, if any;
- (4) Showing the location of the existing structures and proposed structures, if any;
- (5) Showing the applicant's upland parcel property lines, if property to be leased abuts on property which is outside the public trust;
- (6) Showing the primary navigation channels or direction to the center of the affected waterbody; and
- (7) Including a legal description of area to be leased.

10. LIST ALL APPROVALS OR CERTIFICATIONS RECEIVED OR APPLIED FOR FROM FEDERAL, STATE OR LOCAL AGENCIES FOR ANY STRUCTURES, CONSTRUCTION, OR OTHER ACTIVITIES DESCRIBED IN THIS APPLICATION.

<u>AGENCY</u>	<u>Approval Type</u>	<u>Application No.</u>	<u>Approval Date</u>
U.S. Army Corps of Engineers	_____	Pending	_____
Dept. of Marine Resources	_____	Pending	_____
MDEQ, Office of Pollution Control	_____	Pending	_____
City/County	_____	_____	_____
Other	_____	_____	_____

Explanation, if applicable:

Explanation:

NOTE: ANY OF THE APPROVALS OBTAINED MUST BE SUBMITTED AS AN ATTACHMENT TO THIS APPLICATION ALONG WITH DETAILED PLAN OR PLOT OF LEASED AREAS, VICINITY MAPS, OWNERSHIP MAPS, STRUCTURAL PLANS OR CONSTRUCTION BLUEPRINTS.

11. ATTACH SATISFACTORY EVIDENCE OF OCCUPANCY AND PAYMENT OF TAXES BY THE APPLICANT AND/OR HIS PREDECESSOR IN INTEREST PRIOR TO JULY 1, 1973, IF APPLICABLE, OR A STATEMENT ACKNOWLEDGING OCCUPANCY OF THE PROPERTY COMMENCED ON OR AFTER JULY 1, 1973.

12. TERM OF LEASE:

Request the lease be granted for _____ years with the option to renew for _____ years upon expiration of the primary term.

NOTE: MAXIMUM TERM IS FORTY (40) YEARS AND MAXIMUM RENEWAL TERM IS TWENTY-FIVE (25) YEARS.

13. PUBLIC ACCESS: (Please circle ONE) ALLOWED NOT ALLOWED

If public access is allowed, please describe extent of available public access and all barriers or hindrances thereto.

Describe:

The only barriers to public access are those set by Shepard State Park operating regulations (e.g. entrance fee, hours of operation).

If public access is not allowed, please state reasons for restriction.

Describe:

If the facility includes a marina, will at least 50% of berths be available for use by members of the general public at the same rates charged other customers and/or members? (Please circle ONE)

YES ☐ NO ☐

14. SIGNATURE AND CERTIFICATION:

All statements contained above and attached exhibits are true and correct to the best of my knowledge and belief. I agree to provide any additional data or information which may be required or requested by the Secretary of State's Office.

I enclose a non-refundable application processing fee in the amount of:

☐
☐

\$50.00 for single family residential use

\$150.00 for all other uses

Signature of Applicant or Agent

Date

Title



City of Gautier, Mississippi
Shepard State Park Pier
Project Number: 18346

[illegible]

A technical diagram showing a turnbuckle assembly. A vertical line on the left represents a support structure. A horizontal assembly is attached to it. The assembly consists of a nut eye bolt (a bolt with a nut and a hook) connected to a turnbuckle (a U-shaped device with two threaded ends). The turnbuckle is connected to a wire rope, which is then secured with a swage (a sleeve or fitting). Labels with arrows point to each component: NUT EYE BOLT, TURNBUCKLE, WIRE ROPE, and SWAGE.

NUT EYE BOLT

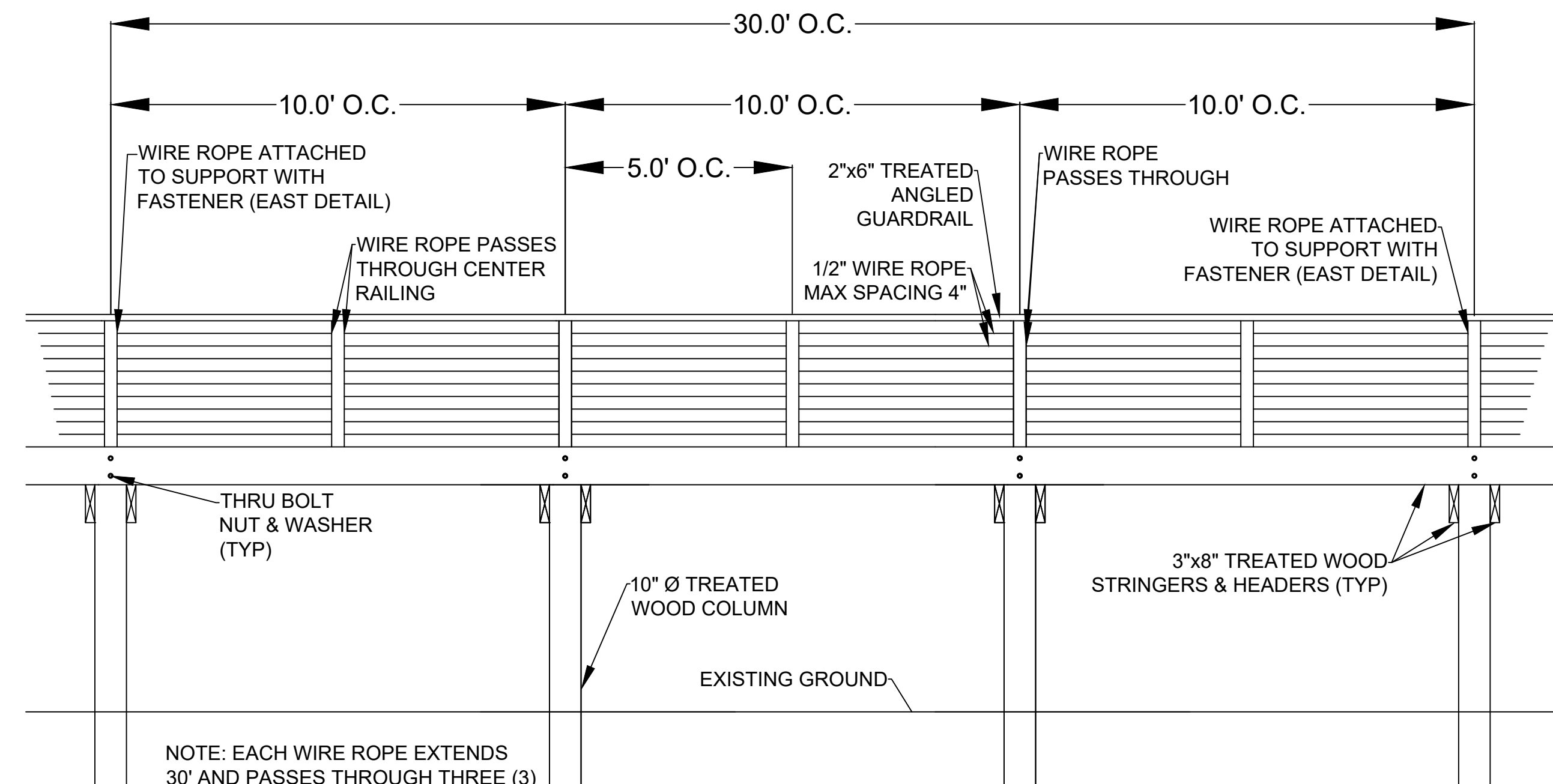
Diagram illustrating a vertical post with a horizontal bar. The label indicates: DRILLED HOLES TO PASS WIRE ROPE THROUGH.

City of Gautier, Mississippi
Shepard State Park Pier
Project Number: 18346

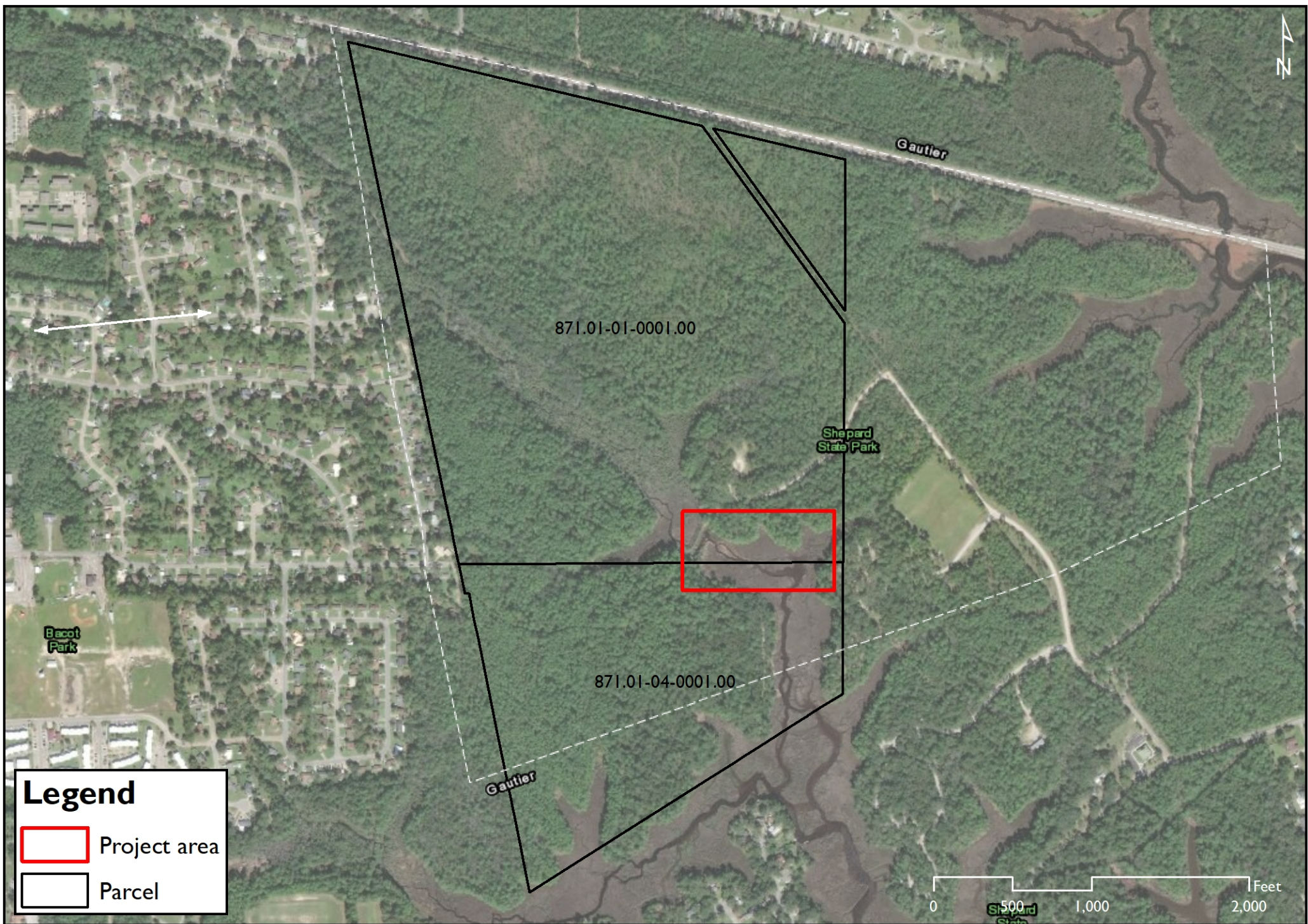
[illegible]

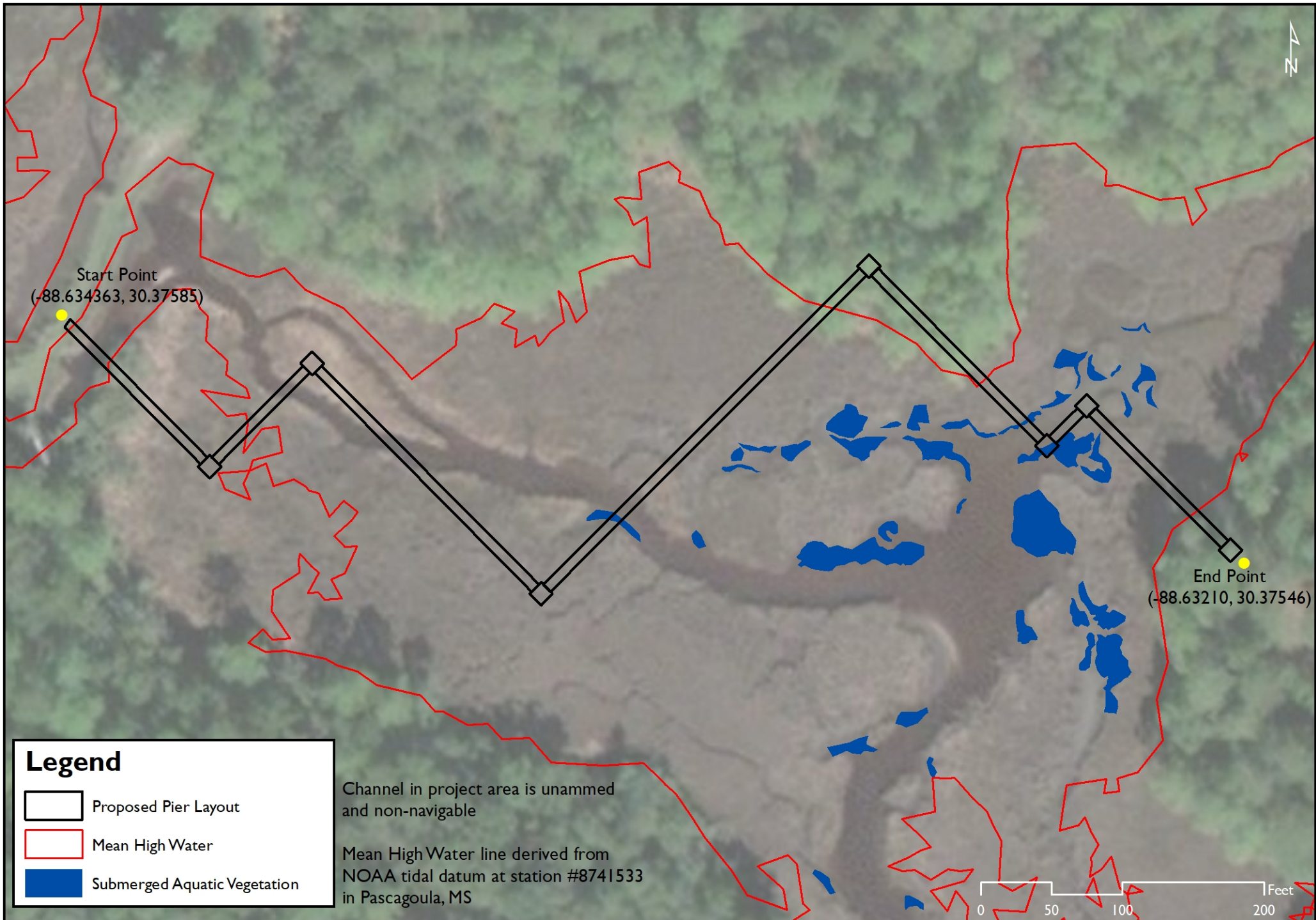
Drawn By:	Scale:
Designed By:	Date:
Checked By:	Project:
Drawing Title:	

Sheet Number:



TYPICAL ELEVATED SECTION
NOT TO SCALE





CITY OF GAUTIER
Consent Agenda Item #7
Fact Sheet

Council Meeting:
Title:

June 4, 2019
Receive April 2019 Finance Report

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Receive April 2019 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 000-2019

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 April 2019 Finance Report 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 June 4, 2019.

APRIL 2019 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	\$4,025,023.82
MS Development Loan Katrina	Depository Account	007-000-001	\$5,810.55
CDBG-Downtown Revitalization	Depository Account	012-000-001	
Transportation Enhancement	Depository Account	013-000-001	(\$40,971.45)
Allen Road Widening	Depository Account	020-000-001	
MDOT Safe Routes to School	Depository Account	029-000-001	
MDAH School House Grant	Depository Account	030-000-001	\$2,983.43
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	\$482,284.32
Fire Protection Fund	Depository Account	160-000-001	\$237,231.52
Tidelands Grant	Depository Account	171-000-001	(\$600.00)
Library Support Fund	Depository Account	172-000-001	\$5,177.99
MSWFP Recreation Trails Grant	Depository Account	175-000-001	
Shepard State Park Fund	Depository Account	176-000-001	\$86,114.77
USDA NRCS EWP Program	Depository Account	300-000-001	(\$155,997.80)
Pine Cone Drive Spillway	Depository Account	301-000-001	\$55,057.60
Robert Hiram Bridge Sheet Pile Wall	Depository Account	302-000-001	\$30,182.21
MDOT TA Grant: Martin Bluff Sidewalk	Depository Account	303-000-001	\$417,358.25
Town Commons Park Project	Depository Account	304-000-001	\$0.00
Solid Waste Fund	Depository Account	404-000-001	\$61,338.13
EPA: Brownfields Assessment	Depository Account	409-000-001	\$0.00

General Ledger Cash Balance \$5,313,005.98

General Depository Reconciled Cash Balance **\$5,312,195.52**

ENTERPRISE FUND

Fund Name		Account #	Balance
Elevated Water Tank	Enterprise Account	350-000-002	\$282,762.00
Bemis Sewer Project	Enterprise Account	351-000-002	(\$81,767.30)
Water & Sewer Utility	Enterprise Account	400-000-002	\$2,988,049.43
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 \$3,245,331.65

Enterprise Reconciled Cash Balance **\$3,241,213.18**

BOND & RESTRICTED FUNDS

Fund Name		Account #	Balance
7M GO Bond S2010	Bond Fund	130-000-001	\$231,251.46
W&S Rev Bond S2018: Debt Service	Debt Service Fund	250-000-007	\$20,126.59
W&S Rev Bond S2018: DS Reserve	Restricted Fund	251-000-003	\$301,023.91
W&S Rev Bond S2018: Contingency	Restricted Fund	251-000-005	\$10,142.13
W&S Rev Bond S2018: Depreciation	Restricted Fund	251-000-009	\$10,142.13
Infrastructure Imp Funds: Town Commons	Restricted Fund	304-000-004	\$482,757.00
S2019 Construction Fund MPI GO Bond	Bond Fund	305-000-001	\$4,058,753.19
W&S Rev Bond S2018: Construction	Bond Fund	Funds 352-354	\$3,328,134.87
S2012 W&S Refunding Bonds: Debt Service	Debt Service Fund	602-000-007	\$7,738.46
S2012 W&S Refunding Bonds: DS Reserve	Closed	495-000-001	\$0.00
MS Dev Bank SO Bond S2013: DS Reserve	Restricted Fund	497-000-001	\$273,737.89
Customer Meter Deposit Funds	Restricted Fund	406-000-001	\$726,168.64

Total Bond & Restricted Reconciled Cash Balances **\$9,449,976.27**

**APRIL 2019
YEAR TO DATE TOTALS**

General Fund Totals

	BUDGET FY 2019	APR 2019	Balance	58.33% % to date
General Fund Revenues	10,220,685.00	7,287,968.18	2,932,716.82	71.3%
Expenditures:				
001 Legislative	158,969.00	95,576.89	63,392.11	60.1%
010 City Court	322,255.00	146,706.61	175,548.39	45.5%
021 City Manager	259,533.00	145,135.11	114,397.89	55.9%
022 Human Resources	125,631.00	41,549.14	84,081.86	33.0%
040 City Clerk	291,241.00	116,841.05	174,399.95	40.1%
045 Finance	225,702.00	130,674.99	95,027.01	57.8%
060 City Attorney	130,000.00	71,902.00	58,098.00	55.3%
090 Economic Dev - Planning	371,209.00	202,170.02	169,038.98	54.4%
092 Building & General Expenses	569,200.00	364,231.87	204,968.13	63.9%
094 Grants & Project Admin	154,639.00	84,613.99	70,025.01	54.7%
100 Police	3,471,472.00	1,775,836.25	1,695,635.75	51.1%
161 Fire	2,562,288.00	1,413,194.34	1,149,093.66	55.1%
170 Recreation	585,705.00	298,566.38	287,138.62	50.9%
201 PW: Streets	286,420.00	100,603.58	185,816.42	35.1%
205 PW: Maintenance	245,788.00	135,855.28	109,932.72	55.2%
900 Interfund Transfers	830,452.00	409,867.96	420,584.04	49.3%
General Fund Expenditures	10,590,504.00	5,533,325.46	5,057,178.54	52.2%
<i>Total Operating Expenditures</i>	9,404,276.00	5,057,820.35	4,346,455.65	
<i>Total Capital Outlay Expenditures</i>	291,800.00	65,637.15	226,162.85	
<i>Total Debt Service</i>	63,976.00	0.00	63,976.00	
<i>Total Transfers Out</i>	830,452.00	409,867.96	420,584.04	
<i>Total Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	10,590,504.00	5,533,325.46	5,057,178.54	
<i>Personnel</i>	7,389,434.00	4,079,776.52	3,309,657.48	
<i>Supplies</i>	474,867.00	209,067.03	265,799.97	
<i>Other Services</i>	1,539,975.00	768,976.80	770,998.20	
<i>Capital Outlay</i>	291,800.00	65,637.15	226,162.85	
<i>Debt Service</i>	63,976.00	0.00	63,976.00	
<i>Interfund Transfers for DS</i>	830,452.00	409,867.96	420,584.04	
<i>Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	10,590,504.00	5,533,325.46	5,057,178.54	

**APRIL 2019
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2018	As of APR 2019	Balance	58.33% % to date
007 MS Dev 2.36M Katrina Bonds				
Revenues	280,259.00	280,485.35	(226.35)	100.0%
Expenditures	280,309.00	274,915.00	5,394.00	98.0%
013 TE-Downtown Revitalization				
Revenues	40,971.45	0.00	40,971.45	
020 Allen Road Widening				
Revenues	46,324.00	46,323.96	0.04	99.9%
Expenditures	46,324.00	46,323.96	0.04	99.9%
029 MDOT Safe Routes to School				
Revenues	27,155.81	0.00	27,155.81	
030 MDAH 2014 Community Heritage				
Revenues	0.00	1,825.00	(1,825.00)	
Expenditures	0.00	0.00	0.00	
128 Martin Bluff Road Project				
Expenditures	102,012.64	0.00	102,012.64	
130 \$7M GO Bond - Capital Improvements				
Revenues	5,428,367.47	93,710.18	5,334,657.29	1.7%
Expenditures	5,665,471.60	1,710,181.71	3,955,289.89	3.0%
157 US Justice Equitable Sharing				
Revenues	0.00	173,209.60	(173,209.60)	
Expenditures	50,000.00	108,678.57	(58,678.57)	217.3%
160 Fire Protection Fund				
Revenues	104,000.00	0.00	104,000.00	
Expenditures	179,915.06	629.74	179,285.32	0.3%
171 Combined Tidelands Grant				
Revenues	707,700.99	155,217.00	552,483.99	21.9%
Expenditures	697,199.49	149,317.00	547,882.49	21.4%
172 Library Support Fund				
Revenues	110,096.00	94,145.02	15,950.98	85.5%
Expenditures	110,096.00	88,967.03	21,128.97	80.8%
176 Shepard State Park				
Revenues	95,500.00	76,075.50	19,424.50	79.6%
Expenditures	128,450.00	56,435.99	72,014.01	43.9%
250 2018 W&S Bond Debt Service				
Revenues	335,200.00	212,547.48	122,652.52	63.4%
Expenditures	274,964.00	274,963.54	0.46	99.9%

**APRIL 2019
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2018	As of APR 2019	Balance	58.33% % to date
251 2018 W&S Bond Debt Serv Reserve				
Revenues	11,200.00	14,386.80	(3,186.80)	128.4%
300 USDA-NRCS EWP				
Revenues	344,795.00	0.00	344,795.00	
Expenditures	161,250.00	28,168.48	133,081.52	17.4%
301 Pine Cone Drive Spillway				
Expenditures	164,525.60	109,468.00	55,057.60	66.5%
302 Robert Hiram Bridge Sheet Pile Wall				
Revenues	0.00	0.00	0.00	
Expenditures	76,261.71	46,079.50	30,182.21	60.4%
303 MDOT-TA Grant: Martin Bluff Sidewalk				
Revenues	578,784.00	0.00	578,784.00	
Expenditures	1,060,348.40	64,206.15	996,142.25	6.0%
304 Town Commons Park Project				
Revenues	0.00	502,207.00	(502,207.00)	
Expenditures	0.00	19,450.00	(19,450.00)	
305 S2019 MPI GO Bond Construction Fund				
Revenues	0.00	4,058,753.19	(4,058,753.19)	
Expenditures	0.00	0.00	0.00	
350 Elevated Water Tank				
Revenues	1,086,500.00	368,250.00	718,250.00	33.8%
Expenditures	1,044,000.00	42,988.00	1,001,012.00	4.1%
351 Bemis Sewer Project				
Revenues	1,302,014.00	26,212.00	1,275,802.00	2.0%
Expenditures	1,302,014.00	107,979.30	1,194,034.70	8.2%
352 2018 Bond General Construction/Admin				
Revenues	10,000.00	46,675.34	(36,675.34)	466.7%
Expenditures	1,446,448.00	60,500.00	1,385,948.00	4.1%
353 Hwy 57 Utility Line Relocation				
Revenues	2,143,479.00	0.00	2,143,479.00	
Expenditures	2,143,479.00	54,558.21	2,088,920.79	2.5%
354 Robinson Still Road Utility Extension				
Revenues	336,318.00	0.00	336,318.00	
Expenditures	336,318.00	47,475.00	288,843.00	14.1%
404 Solid Waste Fund				
Revenues	1,567,944.00	727,022.92	840,921.08	46.3%
Expenditures	1,484,526.00	730,670.93	753,855.07	49.2%

**APRIL 2019
YEAR TO DATE TOTALS**

Special Funds

	BUDGET FY 2018	As of APR 2019	Balance	50.00% % to date
421 MSB - Water Ionization Plant				
Expenditures	56,287.52	0.00	56,287.52	
495 DS Reserve Fund: 2012 Bond				
Revenues	600.00	3,825.04	(3,225.04)	637.5%
Expenditures	491,325.00	494,709.18	(3,384.18)	100.6%
497 DS Fund: 2013 SO Bond				
Revenues	1,000.00	3,046.48	(2,046.48)	304.6%
Expenditures	2,000.00	4,223.28	(2,223.28)	211.1%
602 DS Fund: 2012 Bond Refinance				
Revenues	575,280.00	582,446.71	(7,166.71)	101.2%
Bonds Payable	1,403,900.00	1,403,900.00	0.00	100.0%

**APRIL 2019
YEAR TO DATE TOTALS**

ENTERPRISE FUND (400)

	BUDGET FY 2019	APR 2019	Balance	58.33% % to date
Utility Fund Revenues	9,124,000.00	5,195,497.39	3,928,502.61	56.9%
Administration	3,187,726.00	1,725,994.59	1,461,731.41	54.1%
Water & Sewer O & M	3,020,016.00	1,520,444.11	1,499,571.89	50.3%
Debt Service	1,164,489.00	735,079.51	429,409.49	63.1%
Transfers	2,435,335.00	935,373.00	1,499,962.00	38.4%
Contingencies	200,000.00	0.00	200,000.00	
Utility Fund Expenditures	10,007,566.00	4,916,891.21	5,090,674.79	49.1%
 <i>Total Operating Expenditures</i>	 <i>5,995,742.00</i>	 <i>3,115,336.48</i>	 <i>2,880,405.52</i>	
<i>Total Capital Outlay Expenditures</i>	<i>212,000.00</i>	<i>131,102.22</i>	<i>80,897.78</i>	
<i>Total Debt Service</i>	<i>1,164,489.00</i>	<i>735,079.51</i>	<i>429,409.49</i>	
<i>Total Interfund Transfers</i>	<i>2,435,335.00</i>	<i>935,373.00</i>	<i>1,499,962.00</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>10,007,566.00</i>	<i>4,916,891.21</i>	<i>5,090,674.79</i>	
 <i>Personnel</i>	 <i>487,033.00</i>	 <i>224,796.77</i>	 <i>262,236.23</i>	
<i>Supplies</i>	<i>305,000.00</i>	<i>79,305.33</i>	<i>225,694.67</i>	
<i>Other Services</i>	<i>5,203,709.00</i>	<i>2,811,234.38</i>	<i>2,392,474.62</i>	
<i>Capital Outlay</i>	<i>212,000.00</i>	<i>131,102.22</i>	<i>80,897.78</i>	
<i>Debt Service</i>	<i>1,164,489.00</i>	<i>735,079.51</i>	<i>429,409.49</i>	
<i>Interfund Transfers</i>	<i>2,435,335.00</i>	<i>935,373.00</i>	<i>1,499,962.00</i>	
<i>Contingencies</i>	<i>200,000.00</i>	<i>0.00</i>	<i>200,000.00</i>	
<i>Check Total</i>	<i>10,007,566.00</i>	<i>4,916,891.21</i>	<i>5,090,674.79</i>	

CITY OF GAUTIER
Consent Agenda Item #8
Fact Sheet

Council Meeting:
Title:

June 4, 2019
Authorization to close City Administration
offices on Friday, July 5th in observance
Independence Day

Introduced by:
Contact Person/Telephone

City Manager 497-8000 Ext. 306

Summary Explanation: Authorization to close City Administration offices on Friday, July 5th in observance Independence Day.

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 000-2019

WHEREAS, under the provisions of Miss. Code Ann. Section 3-3-7, Independence Day, the fourth day of July, is declared a legal holiday in the State of Mississippi; and

WHEREAS, Phil Bryant, Governor of the State of Mississippi, authorized the executive officers of all state agencies', in their discretion after considering the interests of the people of the State of Mississippi and the staffing needs of their respective agencies, to close all offices of the State of Mississippi on Friday, July 5, 2019 in further observance of Independence day.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the closing of City Administration offices on Thursday July 4, 2019 and Friday, July 5, 2019 in observance of Independence Day is hereby 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 **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 June 4, 2019.

STATE OF MISSISSIPPI

Office of the Governor



A PROCLAMATION

BY THE

GOVERNOR

WHEREAS, under the provisions of Miss. Code Ann. Section 3-3-7, Independence Day, the fourth day of July, is declared a legal holiday in the State of Mississippi; and

WHEREAS, during the Fourth of July holiday, many state employees will spend time with their families in Mississippi and in other states:

NOW, THEREFORE, I, Phil Bryant, Governor of the State of Mississippi, pursuant to the authority vested in me under the Constitution of the State of Mississippi and applicable statutes of the State of Mississippi, do hereby authorize the closing of all offices of the State of Mississippi on Thursday, July 4, 2019, in observance of Independence Day.

IN ADDITION, I hereby authorize the executive officers of all state agencies, in their discretion after considering the interests of the people of the State of Mississippi and the staffing needs of their respective agencies, to close all offices of the State of Mississippi on Friday, July 5, 2019, in further observance of Independence Day.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Mississippi to be affixed.

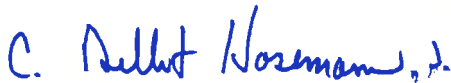


DONE in the City of Jackson, on the 22nd day of May in the year of our Lord, two thousand and nineteen, and of the Independence of the United States of America, the two hundred and forty-third.



PHIL BRYANT
GOVERNOR

BY THE GOVERNOR



C. DELBERT HOSEMAN, JR.
SECRETARY OF STATE

**CITY OF GAUTIER, MISSISSIPPI
STUDY AGENDA
June 4, 2019**

ITEM DESCRIPTION:

Citizen Comments

City Council Comments

City Manager Comments

City Clerk Comments

City Attorney Comments

NOTES:
