# AGENDA
# CITY OF GAUTIER, MISSISSIPPI
# CITY HALL COUNCIL CHAMBERS
# September 8, 2020 @ 6:00 PM

I. Call to Order

1. Prayer

2. Pledge of Allegiance

II. Agenda Order Approval

III. Announcements- None

IV. Presentation Agenda- None

V. Business Agenda

1. Resolution approving and adopting the budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021

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

2. Creation, reclassification, and elimination of specified positions, and approval of the Revised Schedule of Authorized Positions

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

3. Approve Renewal of Self-Funded Employee Health Insurance Plan FY 2021

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

4. Authorize pay adjustments for City Employees

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

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

## VII. STUDY AGENDA

1. **Discuss Citizen Comments**

2. **Discuss Council Comments**

3. **Discuss City Manager Comments**

4. **Discuss City Clerk Comments**

5. **Discuss City Attorney Comments**

**Recess until September 15, 2020 at 6:30pm**
**www.gautier-ms.gov**

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

| | |
|---|---|
| **Council Meeting:** | **September 8, 2020** |
| **Title:** | **Resolution approving and adopting the budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021** |
| **Introduced by:** | |
| **Contact Person/Telephone** | **City Manager 497-8000** |

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**Summary Explanation: Resolution approving and adopting the budget of the City of Gautier for the fiscal year beginning October 1, 2020 and ending September 30, 2021 as required by Section 21-35-3, et seq., of the Mississippi Annotated Code of 1972.**

**EXHIBITS FOR REVIEW**

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

**Staff Recommendation:**
**Approval**

| Motion Made by: | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Torjusen | ☐ | Martin | ☐ | George | ☐ | Jackson | ☐ | Vaughan | ☐ | 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 000-2020**

**RESOLUTION APPROVING AND ADOPTING THE BUDGET OF THE CITY OF GAUTIER, MISSISSIPPI FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021**

**WHEREAS,** the Mayor and Members of the Council of the City of Gautier, Mississippi, have prepared a complete budget of the municipal revenues and expenses estimated for fiscal year 2020-2021 as required by Section 21-35-3, et seq., of the Mississippi Annotated Code of 1972; and

**WHEREAS**, the Mayor and Members of the Council have studied and considered the budget, a copy of which is attached and finds that the budget is sufficient and prepared according to law for the fiscal year aforesaid; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND MEMBERS OF THE COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI**, that the budget be, and is hereby approved and adopted as finally determined, and that the budget shall be entered at length and in detail in the minutes of the City Council and published as required 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 made by **BLANK,** seconded by **BLANK** and the following vote was recorded:

**AYES:**

**NAYS:**

______________________________
**MAYOR**

**ATTEST:**

______________________________
**CITY CLERK**

**BLANK** by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 8, 2020.

**City of Gautier**
**October 1, 2020 - September 30, 2021**
**Annual Budget**

| GENERAL FUND: FUND 001 REVENUES | | ORIGINAL BUDGET FY 2020 | | PROPOSED BUDGET FY 2021 |
|---|---|---|---|---|
| Licenses & Permits | $ | 100,000.00 | $ | 97,000.00 |
| Inter-Governmental Revenue: | | | | |
| In Lieu of Taxes | $ | 352,000.00 | $ | 353,000.00 |
| Franchise Fees | $ | 148,000.00 | $ | 150,000.00 |
| General Sales Tax | $ | 2,260,000.00 | $ | 2,275,000.00 |
| ABC Licenses | $ | 13,000.00 | $ | 13,000.00 |
| Homestead Reimbursement | $ | 100,000.00 | $ | 105,000.00 |
| Motor Fuel Tax | $ | 15,000.00 | $ | 15,000.00 |
| Modernization USE Tax | | | $ | 130,000.00 |
| Shared Revenues - Road Tax | $ | 514,000.00 | $ | 579,000.00 |
| Shared Revenues - Recreation | $ | 140,000.00 | $ | 141,000.00 |
| JCBS Inter Local Funds | $ | - | $ | - |
| Rail Car Tax | $ | 2,800.00 | $ | 2,800.00 |
| Privilege Tax-Heavy Duty Vehicle | $ | 4,500.00 | $ | 5,000.00 |
| Municipal Aid Surplus | $ | 9,250.00 | $ | 9,250.00 |
| FEMA/MEMA Reimbursement | $ | 54,087.00 | $ | 95,000.00 |
| Fine & Forfeits | $ | 530,000.00 | $ | 500,000.00 |
| Grants | $ | 36,759.00 | $ | 85,888.00 |
| Surplus Property | $ | - | $ | - |
| Loan - Public Safety Vehicles | $ | 121,500.00 | $ | - |
| Loan - IBM Server | $ | 42,500.00 | $ | - |
| Miscellaneous | $ | 180,200.00 | $ | 141,400.00 |
| Transfer from Other Funds | $ | - | $ | - |
| Transfer from Solid Waste Fund | $ | 327,170.00 | $ | 332,634.00 |
| Transfer from Enterprise Fund | $ | 695,308.00 | $ | 704,000.00 |
| Total revenue from sources other than taxation | $ | 5,646,074.00 | $ | 5,733,972.00 |
| Balance at beginning of year | $ | 2,250,000.00 | $ | 2,400,000.00 |
| Total from all sources other than taxation | $ | 7,896,074.00 | $ | 8,133,972.00 |
| Amount necessary to be raised by tax levy | $ | 4,818,607.00 | $ | 4,829,923.00 |
| Total available cash and anticipated revenue | $ | 12,714,681.00 | $ | 12,963,895.00 |

| GENERAL FUND EXPENDITURES | | | | |
|---|---|---|---|---|
| **LEGISLATIVE DEPARTMENT** | | | | |
| Personnel Services | $ | 142,460.00 | $ | 156,538.00 |
| Supplies | $ | 3,000.00 | $ | 2,000.00 |
| Other Services & Charges | $ | 16,525.00 | $ | 16,525.00 |
| Total | $ | 161,985.00 | $ | 175,063.00 |
| **CITY COURT** | | | | |
| Personnel Services | $ | 191,709.00 | $ | 182,166.00 |
| Supplies | $ | 2,500.00 | $ | 2,500.00 |
| Other Services & Charges | $ | 145,050.00 | $ | 130,550.00 |
| Capital Outlay | $ | - | $ | - |
| Total | $ | 339,259.00 | $ | 315,216.00 |
| **CITY MANAGER** | | | | |
| Personnel Services | $ | 170,309.00 | $ | 120,000.00 |
| Supplies | $ | 2,500.00 | $ | 2,500.00 |
| Other Services & Charges | $ | 87,800.00 | $ | 127,800.00 |
| Total | $ | 260,609.00 | $ | 250,300.00 |
| **HUMAN RESOURCES** | | | | |
| Personnel Services | $ | 55,535.00 | $ | 55,664.00 |
| Supplies | $ | 3,500.00 | $ | 2,500.00 |
| Other Services & Charges | $ | 8,600.00 | $ | 7,100.00 |
| Total | $ | 67,635.00 | $ | 65,264.00 |

| | | | | |
|---|---|---|---|---|
| **ELECTIONS** | | | | |
| Supplies | $ | - | $ | 500.00 |
| Other Services & Charges | $ | - | $ | 31,500.00 |
| Total | $ | - | $ | 32,000.00 |
| | | | | |
| **CITY CLERK** | | | | |
| Personnel Services | $ | 189,932.00 | $ | 472,598.00 |
| Supplies | $ | 11,750.00 | $ | 17,000.00 |
| Other Services & Charges | $ | 21,900.00 | $ | 22,400.00 |
| Capital Outlay | $ | - | $ | 2,000.00 |
| Debt Service | $ | - | $ | 10,498.00 |
| Total | $ | 223,582.00 | $ | 524,496.00 |
| | | | | |
| **FINANCE** | | | | |
| Personnel Services | $ | 227,200.00 | $ | - |
| Supplies | $ | 4,000.00 | $ | - |
| Capital Outlay | $ | 42,500.00 | $ | - |
| Total | $ | 273,700.00 | $ | - |
| | | | | |
| **CITY ATTORNEY** | | | | |
| Other Services & Charges | $ | 130,000.00 | $ | 130,000.00 |
| Total | $ | 130,000.00 | $ | 130,000.00 |
| | | | | |
| **BUILDING & PLANNING** | | | | |
| Personnel Services | $ | 340,404.00 | $ | 356,316.00 |
| Supplies | $ | 10,900.00 | $ | 10,400.00 |
| Other Services & Charges | $ | 33,970.00 | $ | 57,800.00 |
| Total | $ | 385,274.00 | $ | 424,516.00 |
| | | | | |
| **GENERAL EXPENSES & FACILITIES** | | | | |
| Supplies | $ | 14,000.00 | $ | 18,000.00 |
| Other Services & Charges | $ | 632,600.00 | $ | 663,600.00 |
| Capital Outlay | $ | - | $ | - |
| Total | $ | 646,600.00 | $ | 681,600.00 |
| | | | | |
| **GRANTS & PROJECTS ADMIN** | | | | |
| Personnel Services | $ | 180,007.00 | $ | 178,740.00 |
| Supplies | $ | 1,100.00 | $ | 900.00 |
| Other Services & Charges | $ | 16,155.00 | $ | 14,975.00 |
| Capital Outlay | $ | 600.00 | $ | 600.00 |
| Total | $ | 197,862.00 | $ | 195,215.00 |
| | | | | |
| **POLICE DEPARTMENT** | | | | |
| Personnel Services | $ | 3,048,104.00 | $ | 3,078,738.00 |
| Supplies | $ | 204,000.00 | $ | 197,500.00 |
| Other Services & Charges | $ | 167,400.00 | $ | 159,900.00 |
| Capital Outlay | $ | 128,025.00 | $ | 31,000.00 |
| Debt Service | $ | 66,511.00 | $ | 38,830.00 |
| Total | $ | 3,614,040.00 | $ | 3,505,968.00 |
| | | | | |
| **FIRE DEPARTMENT** | | | | |
| Personnel Services | $ | 2,454,567.00 | $ | 2,515,039.00 |
| Supplies | $ | 66,867.00 | $ | 61,867.00 |
| Other Services & Charges | $ | 109,628.00 | $ | 104,650.00 |
| Capital Outlay | $ | 6,200.00 | $ | 6,200.00 |
| Debt Service | $ | 13,416.00 | $ | 13,416.00 |
| Total | $ | 2,650,678.00 | $ | 2,701,172.00 |
| | | | | |
| **RECREATION DEPARTMENT** | | | | |
| Personnel Services | $ | 373,733.00 | $ | 416,147.00 |
| Supplies | $ | 67,000.00 | $ | 82,000.00 |
| Other Services & Charges | $ | 89,500.00 | $ | 78,750.00 |
| Capital Outlay | $ | 23,100.00 | $ | 2,500.00 |
| Debt Service | $ | 27,343.00 | $ | 27,343.00 |
| Total | $ | 580,676.00 | $ | 606,740.00 |

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|---|---|---|---|---|
| **STREETS** | | | | |
| Supplies | $ | 70,000.00 | $ | 75,000.00 |
| Other Services & Charges | $ | 159,000.00 | $ | 231,000.00 |
| Capital Outlay | $ | 35,000.00 | $ | 35,000.00 |
| Total | $ | 264,000.00 | $ | 341,000.00 |
| **MAINTENANCE** | | | | |
| Personnel Services | $ | 202,567.00 | $ | 222,002.00 |
| Supplies | $ | 23,800.00 | $ | 20,800.00 |
| Other Services & Charges | $ | 6,470.00 | $ | 5,470.00 |
| Total | $ | 232,837.00 | $ | 248,272.00 |
| **INTERFUND TRANSFERS** | | | | |
| Transfer to Other Funds | $ | 840,143.00 | $ | 850,529.00 |
| Transfer to Health Benefit Fund | $ | - | $ | - |
| Total | $ | 840,143.00 | $ | 850,529.00 |
| **TOTAL EXPENDITURES** | $ | 10,868,880.00 | $ | 11,047,351.00 |
| **YEAR END BALANCE** | $ | 1,845,801.00 | $ | 1,916,544.00 |
| **BALANCE** | $ | 12,714,681.00 | $ | 12,963,895.00 |

**MS DEVELOPMENT BANK KATRINA LOAN FUND: FUND 007 (Original issue $2.5 million)**

| | | | | |
|---|---|---|---|---|
| **REVENUE** | | | | |
| Balance at beginning of year | $ | 431.80 | $ | - |
| Transfer from General Fund | $ | 280,000.00 | $ | - |
| Total available cash and anticipated revenue | $ | 280,431.80 | $ | - |
| **EXPENDITURES** | | | | |
| Annual Fees | $ | 650.00 | $ | - |
| Ms Dev Katrina Loan - Debt Service | $ | 279,744.00 | $ | - |
| **TOTAL EXPENDITURES** | $ | 280,394.00 | $ | - |
| **YEAR END BALANCE** | $ | 37.80 | $ | - |
| **BALANCE** | $ | 280,431.80 | $ | - |

**TRANSPORTATION ENHANCEMENT - DOWNTOWN: FUND 13**

| | | | | |
|---|---|---|---|---|
| **REVENUE** | | | | |
| Balance at beginning of year | $ | (40,971.45) | $ | - |
| Grant | $ | 40,971.45 | $ | - |
| Total available cash and anticipated revenue | $ | - | $ | - |
| **TOTAL EXPENDITURES** | $ | - | $ | - |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | - | $ | - |

**ALLEN ROAD WIDENING: FUND 20**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | - | $ | - |
| Transfer from General Fund | $ | 46,324.00 | $ | 46,324.00 |
| Total available cash and anticipated revenue | $ | 46,324.00 | $ | 46,324.00 |
| **EXPENDITURES** | | | | |
| Debt Service | $ | 46,324.00 | $ | 46,324.00 |
| **TOTAL EXPENDITURES** | $ | 46,324.00 | $ | 46,324.00 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 46,324.00 | $ | 46,324.00 |

**MDAH SCHOOL HOUSE PROJECT: FUND 30**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 2,983.43 | $ | 2,983.43 |
| Total available cash and anticipated revenue | $ | 2,983.43 | $ | 2,983.43 |
| **EXPENDITURES** | | | | |
| Supplies | $ | 2,983.43 | $ | 2,983.43 |
| **TOTAL EXPENDITURES** | $ | 2,983.43 | $ | 2,983.43 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 2,983.43 | $ | 2,983.43 |

**MARTIN BLUFF ROAD PROJECT: FUND 128**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 102,012.64 | $ | - |
| Total available cash and anticipated revenue | $ | 102,012.64 | $ | - |
| **EXPENDITURES** | | | | |
| Transfer Out to Fund 303 | $ | 102,012.64 | $ | - |
| **TOTAL EXPENDITURES** | $ | 102,012.64 | $ | - |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 102,012.64 | $ | - |

**$7M CAPITAL IMPROVEMENT BOND ISSUE - FUND 130**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 1,306,470.87 | $ | 1,291,364.10 |
| Interest | $ | 3,000.00 | $ | 1,000.00 |
| MDOT Reimbursements | $ | 3,830,991.71 | $ | 5,189,078.00 |
| Transfer from GF Debt Service | $ | 513,819.00 | $ | 489,298.00 |
| Transfer from Enterprise Fund | $ | - | $ | 825,000.00 |
| Total available cash and anticipated revenue | $ | 5,654,281.58 | $ | 7,795,740.10 |
| **EXPENDITURES** | | | | |
| Annual Bond Fees | $ | 2,300.00 | $ | 2,500.00 |
| Annual Bond Payment - Debt Service | $ | 511,519.00 | $ | 486,798.00 |
| Capital Improvements | $ | 5,140,462.58 | $ | 7,306,442.10 |
| Transfer to General Fund | $ | - | $ | - |
| **TOTAL EXPENDITURES** | $ | 5,654,281.58 | $ | 7,795,740.10 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 5,654,281.58 | $ | 7,795,740.10 |

**LOCAL FORFEITURES: FUND 156**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | - | $ | 298,356.01 |
| Assets Forfeited | $ | - | $ | - |
| Total available cash and anticipated revenue | $ | - | $ | 298,356.01 |
| **EXPENDITURES** | | | | |
| Personnel Services (Overtime) | $ | - | $ | 64,240.00 |
| Supplies | $ | - | $ | 2,500.00 |
| Capital Outlay | $ | - | $ | 231,616.01 |
| **TOTAL EXPENDITURES** | $ | - | $ | 298,356.01 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | - | $ | 298,356.01 |

**U S JUSTICE EQUITABLE SHARING: FUND 157**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 365,285.19 | $ | 86,273.95 |
| Assets Forfeited | $ | - | $ | - |
| Total available cash and anticipated revenue | $ | 365,285.19 | $ | 86,273.95 |
| **EXPENDITURES** | | | | |
| Personnel Services (Overtime) | $ | 51,392.00 | $ | - |
| Supplies | $ | 1,000.00 | $ | - |
| Capital Outlay | $ | 100,000.00 | $ | 86,273.95 |
| **TOTAL EXPENDITURES** | $ | 152,392.00 | $ | 86,273.95 |
| **YEAR END BALANCE** | $ | 212,893.19 | $ | - |
| **BALANCE** | $ | 365,285.19 | $ | 86,273.95 |

**FIRE PROTECTION FUND: FUND 160**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 242,526.10 | $ 251,814.17 |
| Fire Insurance Rebate | $ 106,000.00 | $ 108,000.00 |
| MS Code Rebate | $ 3,000.00 | $ 3,000.00 |
| Loan Proceeds | $ - | $ - |
| Total available cash and anticipated revenue | $ 351,526.10 | $ 362,814.17 |
| **EXPENDITURES** | | |
| Other Services & Charges | $ 18,237.43 | $ 21,343.30 |
| Capital Outlay | $ 65,000.00 | $ 65,000.00 |
| Debt Service | $ 102,754.00 | $ 102,754.00 |
| Transfer to Fund 161 | $ - | $ - |
| **TOTAL EXPENDITURES** | $ 185,991.43 | $ 189,097.30 |
| **YEAR END BALANCE** | $ 165,534.67 | $ 173,716.87 |
| **BALANCE** | $ 351,526.10 | $ 362,814.17 |

**TIDELANDS GRANT FUND - FUND 171**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ (32,082.92) | $ 24,960.95 |
| MDA Capital Expenditure Funds | $ - | $ - |
| Grant: Shepard State Park | $ 124,502.54 | $ 194,527.32 |
| Grant: City Park | $ 118,355.77 | $ - |
| Transfers In (Fund 305) | $ - | $ - |
| Total available cash and anticipated revenue | $ 210,775.39 | $ 219,488.27 |
| **EXPENDITURES** | | |
| Capital Outlay: Shepard State Park | $ 128,945.44 | $ 219,488.27 |
| Captial Outlay: Mary Walker Bayou Parks | $ 81,829.95 | $ - |
| **TOTAL EXPENDITURES** | $ 210,775.39 | $ 219,488.27 |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ 210,775.39 | $ 219,488.27 |

**LIBRARY SUPPORT FUND: FUND 172**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at Beginning of Year | $ - | $ - |
| Amount to be raised by tax levy | $ 110,096.00 | $ 114,998.00 |
| Total available cash and anticipated revenue | $ 110,096.00 | $ 114,998.00 |
| **EXPENDITURES** | | |
| Other Services & Charges | $ 110,096.00 | $ 114,998.00 |
| **TOTAL EXPENDITURES** | $ 110,096.00 | $ 114,998.00 |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ 110,096.00 | $ 114,998.00 |

**SHEPARD STATE PARK: FUND 176**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 63,407.00 | $ 52,000.00 |
| Other Revenue | $ - | $ 150.00 |
| Camping Fees | $ 90,000.00 | $ 100,000.00 |
| Admission Fees/Day Use | $ 5,500.00 | $ 6,000.00 |
| Total available cash and anticipated revenue | $ 158,907.00 | $ 158,150.00 |
| **EXPENDITURES** | | |
| Personnel Services | $ 44,930.00 | $ 63,048.00 |
| Supplies | $ 17,750.00 | $ 16,950.00 |
| Other Services & Charges | $ 49,570.00 | $ 59,050.00 |
| Capital Outlay | $ 16,200.00 | $ 2,500.00 |
| **TOTAL EXPENDITURES** | $ 128,450.00 | $ 141,548.00 |
| **YEAR END BALANCE** | $ 30,457.00 | $ 16,602.00 |
| **BALANCE** | $ 158,907.00 | $ 158,150.00 |

**S2018 UTILITY REVENUE BOND DEBT SERVICE: FUND 250**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 145,810.79 | $ | 114,193.00 |
| Miscellaneous - Interest | $ | 2,000.00 | $ | 300.00 |
| Transfers In | $ | 350,000.00 | $ | 301,263.00 |
| Total available cash and anticipated revenue | $ | 497,810.79 | $ | 415,756.00 |
| **EXPENDITURES** | | | | |
| Debt Service | $ | 286,782.00 | $ | 285,657.00 |
| **TOTAL EXPENDITURES** | $ | 286,782.00 | $ | 285,657.00 |
| **YEAR END BALANCE** | $ | 211,028.79 | $ | 130,099.00 |
| **BALANCE** | $ | 497,810.79 | $ | 415,756.00 |

**RESERVE FUND - S2018 UTILITY REVENUE BOND: FUND 251**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at Beginning of Year | $ | 324,335.45 | $ | 327,780.48 |
| Miscellaneous - Interest | $ | 5,000.00 | $ | 600.00 |
| Transfers In | $ | 10,000.00 | $ | 10,000.00 |
| Total available cash and anticipated revenue | $ | 339,335.45 | $ | 338,380.48 |
| **EXPENDITURES** | | | | |
| Transfers Out (Fund 250) | $ | 14,397.07 | $ | 1,263.00 |
| **TOTAL EXPENDITURES** | $ | - | $ | 1,263.00 |
| **YEAR END BALANCE** | $ | 339,335.45 | $ | 337,117.48 |
| **BALANCE** | $ | 339,335.45 | $ | 338,380.48 |

**S2019 UTILITY REVENUE BOND DEBT SERVICE: FUND 252**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | - | $ | 308,630.00 |
| Miscellaneous - Interest | $ | - | $ | 300.00 |
| Transfers In | $ | - | $ | 386,844.00 |
| Total available cash and anticipated revenue | $ | - | $ | 695,774.00 |
| **EXPENDITURES** | | | | |
| Debt Service | $ | - | $ | 454,009.00 |
| **TOTAL EXPENDITURES** | $ | - | $ | 454,009.00 |
| **YEAR END BALANCE** | $ | - | $ | 241,765.00 |
| **BALANCE** | $ | - | $ | 695,774.00 |

**RESERVE FUND - S2019 UTILITY REVENUE BOND: FUND 253**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at Beginning of Year | $ | - | $ | 436,207.07 |
| Miscellaneous - Interest | $ | - | $ | 600.00 |
| Transfers In | $ | - | $ | 10,000.00 |
| Total available cash and anticipated revenue | $ | - | $ | 446,807.07 |
| **EXPENDITURES** | | | | |
| Transfers Out (Fund 252) | $ | - | $ | 844.00 |
| **TOTAL EXPENDITURES** | $ | - | $ | 844.00 |
| **YEAR END BALANCE** | $ | - | $ | 445,963.07 |
| **BALANCE** | $ | - | $ | 446,807.07 |

**USDA-NRCS EMERGENCY WATERSHED: FUND 300**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 19,807.16 | $ | 43,916.51 |
| Grant | $ | 133,031.25 | $ | 166,031.25 |
| Transfers In (Enterprise) | $ | 43,160.53 | $ | 25,402.24 |
| Total available cash and anticipated revenue | $ | 195,998.94 | $ | 235,350.00 |
| **EXPENDITURES** | | | | |
| Other Services & Charges | $ | 161,250.00 | $ | 235,350.00 |
| **TOTAL EXPENDITURES** | $ | 161,250.00 | $ | 235,350.00 |
| **YEAR END BALANCE** | $ | 34,748.94 | $ | - |
| **BALANCE** | $ | 195,998.94 | $ | 235,350.00 |

**PINE CONE DRIVE SPILLWAY: FUND 301**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 43,160.53 | $ - |
| Total available cash and anticipated revenue | $ 43,160.53 | $ - |
| **EXPENDITURES** | | |
| Transfers Out (Fund 300) | $ 43,160.53 | $ - |
| **TOTAL EXPENDITURES** | $ 43,160.53 | $ - |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ 43,160.53 | $ - |

**MDOT TA GRANT-MARTIN BLUFF SIDEWALK: FUND 303**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 400,851.61 | $ 452,086.65 |
| MDOT Reimbursements | $ 500,000.00 | $ 808,000.00 |
| Transfers In (Fund 128) | $ 102,012.64 | $ - |
| Total available cash and anticipated revenue | $ 1,002,864.25 | $ 1,260,086.65 |
| **EXPENDITURES** | | |
| Other Services & Charges | $ 49,270.46 | $ - |
| Capital Outlay | $ 953,593.79 | $ 1,152,085.49 |
| **TOTAL EXPENDITURES** | $ 1,002,864.25 | $ 1,152,085.49 |
| **YEAR END BALANCE** | $ - | $ 108,001.16 |
| **BALANCE** | $ 1,002,864.25 | $ 1,260,086.65 |

**TOWN COMMONS PARK PROJECT: FUND 304**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 2,123,813.19 | $ 2,066,900.00 |
| Tidelands Grant | $ 565,176.74 | $ 936,360.98 |
| State Funding Allocation (IIF) | $ - | $ - |
| Interest | $ 9,600.00 | $ 1,000.00 |
| Transfers In | $ 220,000.00 | $ - |
| Total available cash and anticipated revenue | $ 2,918,589.93 | $ 3,004,260.98 |
| **EXPENDITURES** | | |
| Capital Outlay | $ 2,918,589.93 | $ 3,004,260.98 |
| **TOTAL EXPENDITURES** | $ 2,918,589.93 | $ 3,004,260.98 |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ 2,918,589.93 | $ 3,004,260.98 |

**S2019 MS PUBLIC IMPS GO BOND CONST: FUND 305**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 356,833.85 | $ 54,087.79 |
| Interest | $ 30,000.00 | $ 2,400.00 |
| Transfer In (Debt Service) | $ - | $ 294,907.00 |
| Total available cash and anticipated revenue | $ 386,833.85 | $ 351,394.79 |
| **EXPENDITURES** | | |
| Capital Outlay (Recreation) | $ 70,000.00 | $ 52,033.37 |
| Contingencies - Unappropriated | $ 67,403.48 | $ 3,450.00 |
| Debt Service | $ - | $ 294,907.00 |
| **TOTAL EXPENDITURES** | $ 137,403.48 | $ 350,390.37 |
| **YEAR END BALANCE** | $ 249,430.37 | $ 1,004.42 |
| **BALANCE** | $ 386,833.85 | $ 351,394.79 |

**SSP WELCOME CENTER PH III: FUND 306**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 296,725.00 | $ - |
| Tidelands Grant | $ 136,700.00 | $ - |
| Transfers In | $ - | $ - |
| Total available cash and anticipated revenue | $ 433,425.00 | $ - |
| **EXPENDITURES** | | |
| Capital Outlay | $ 433,425.00 | $ - |
| **TOTAL EXPENDITURES** | $ 433,425.00 | $ - |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ 433,425.00 | $ - |

**BACOT PARK IMPROVEMENTS: FUND 307**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 1,687,250.00 | $ 1,605,750.00 |
| Transfers In | $ - | $ - |
| Total available cash and anticipated revenue | $ 1,687,250.00 | $ 1,605,750.00 |
| **EXPENDITURES** | | |
| Capital Outlay | $ 1,687,250.00 | $ 1,605,750.00 |
| **TOTAL EXPENDITURES** | $ 1,687,250.00 | $ 1,605,750.00 |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ 1,687,250.00 | $ 1,605,750.00 |

**SSP BOARDWALK PROJECT: FUND 308**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ 195,450.00 | $ (223,504.25) |
| Tidelands Grant | $ 375,050.00 | $ 444,909.00 |
| Transfers In | $ - | $ - |
| Total available cash and anticipated revenue | $ 570,500.00 | $ 221,404.75 |
| **EXPENDITURES** | | |
| Capital Outlay | $ 350,500.00 | $ 221,404.75 |
| Transfers Out | $ 220,000.00 | $ - |
| **TOTAL EXPENDITURES** | $ 570,500.00 | $ 221,404.75 |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ 570,500.00 | $ 221,404.75 |

**TOWN CENTER RETAIL DEV COMPLEX: FUND 309**

| | | |
|---|---|---|
| **REVENUES** | | |
| Balance at beginning of year | $ - | $ - |
| State Funding Allocation | $ - | $ 1,500,000.00 |
| MDA Restore Funds (BP) | | $ 3,500,000.00 |
| Transfers In (General) | | $ 20,000.00 |
| Loan Proceeds | $ - | $ 500,000.00 |
| Total available cash and anticipated revenue | $ - | $ 5,520,000.00 |
| **EXPENDITURES** | | |
| Other Services and Charges | $ - | $ 20,000.00 |
| Capital Outlay | $ - | $ 5,500,000.00 |
| **TOTAL EXPENDITURES** | $ - | $ 5,520,000.00 |
| **YEAR END BALANCE** | $ - | $ - |
| **BALANCE** | $ - | $ 5,520,000.00 |

**ELEVATED WATER TANK: FUND 350**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 625,012.00 | $ | 129,112.00 |
| Development Infrastructure Program Funds | $ | 350,000.00 | $ | - |
| Transfers In (Enterprise) | $ | 241,000.00 | $ | - |
| Total available cash and anticipated revenue | $ | 1,216,012.00 | $ | 129,112.00 |
| **EXPENDITURES** | | | | |
| Other Services & Charges | $ | 30,012.00 | $ | 10,512.00 |
| Capital Outlay | $ | 1,186,000.00 | $ | 118,600.00 |
| **TOTAL EXPENDITURES** | $ | 1,216,012.00 | $ | 129,112.00 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 1,216,012.00 | $ | 129,112.00 |

**BEMIS SEWER PROJECT: FUND 351**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 198,318.07 | $ | - |
| CDBG Grant Funds | $ | 290,605.00 | $ | - |
| Total available cash and anticipated revenue | $ | 488,923.07 | $ | - |
| **EXPENDITURES** | | | | |
| Other Services & Charges | $ | 29,057.50 | $ | - |
| Capital Outlay | $ | 459,865.57 | $ | - |
| **TOTAL EXPENDITURES** | $ | 488,923.07 | $ | - |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 488,923.07 | $ | - |

**2018 BOND - GENERAL CONSTRUCTION: FUND 352**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 496,854.84 | $ | 1,334,486.36 |
| Interest | $ | 60,000.00 | $ | 1,200.00 |
| Total available cash and anticipated revenue | $ | 556,854.84 | $ | 1,335,686.36 |
| **EXPENDITURES** | | | | |
| Unallocated | $ | 486,854.00 | $ | - |
| Capital Outlay | $ | 10,000.00 | $ | 10,000.00 |
| Transfers Out (Capital Accounts) | $ | - | $ | 1,324,486.36 |
| **TOTAL EXPENDITURES** | $ | 496,854.00 | $ | 1,334,486.36 |
| **YEAR END BALANCE** | $ | 60,000.84 | $ | 1,200.00 |
| **BALANCE** | $ | 556,854.84 | $ | 1,335,686.36 |

**HWY 57 UTILITY LINE RELOCATION: FUND 353**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 965,016.30 | $ | 42,320.16 |
| MDOT Reimbursements | $ | 1,031,008.70 | $ | 229,805.70 |
| Transfers In (Bond Construction) | $ | - | $ | - |
| Total available cash and anticipated revenue | $ | 1,996,025.00 | $ | 272,125.86 |
| **EXPENDITURES** | | | | |
| Water Lines: Other Services & Charges | $ | - | $ | - |
| Water Lines: Capital Outlay | $ | 821,439.00 | $ | 50,150.00 |
| Sewer Lines: Other Services & Charges | $ | - | $ | - |
| Sewer Lines: Capital Outlay | $ | 1,174,586.00 | $ | 24,802.30 |
| Transfers Out | $ | - | $ | 197,173.56 |
| **TOTAL EXPENDITURES** | $ | 1,996,025.00 | $ | 272,125.86 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 1,996,025.00 | $ | 272,125.86 |

**ROBINSON STILL RD UTILITY EXTENSION: FUND 354**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 565,898.00 | $ | - |
| Transfers In (Bond Construction) | $ | - | $ | - |
| Total available cash and anticipated revenue | $ | 565,898.00 | $ | - |
| **EXPENDITURES** | | | | |
| Water Lines: Other Services & Charges | $ | 10,750.00 | $ | - |
| Water Lines: Capital Outlay | $ | 293,878.00 | $ | - |
| Sewer Lines: Other Services & Charges | $ | 11,914.00 | $ | - |
| Sewer Lines: Capital Outlay | $ | 249,356.00 | $ | - |
| **TOTAL EXPENDITURES** | $ | 565,898.00 | $ | - |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 565,898.00 | $ | - |

**WATER SUPPLY & TREATMENT PLANT: FUND 355**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 499,800.00 | $ | 5,531,086.63 |
| Transfers In | $ | - | $ | 1,324,486.36 |
| Total available cash and anticipated revenue | $ | 499,800.00 | $ | 6,855,572.99 |
| **EXPENDITURES** | | | | |
| Capital Outlay | $ | 499,800.00 | $ | 6,855,572.99 |
| **TOTAL EXPENDITURES** | $ | 499,800.00 | $ | 6,855,572.99 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 499,800.00 | $ | 6,855,572.99 |

**2018 BOND - GENERAL CONSTRUCTION: FUND 358**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | - | $ | 521.00 |
| Interest | $ | - | $ | 1,500.00 |
| Total available cash and anticipated revenue | $ | - | $ | 2,021.00 |
| **EXPENDITURES** | | | | |
| Unallocated | $ | - | $ | 2,021.00 |
| **TOTAL EXPENDITURES** | $ | - | $ | 2,021.00 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | - | $ | 2,021.00 |

**OST-GV SEWER IMPROVEMENTS: FUND 360**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | - | $ | 5,513.50 |
| MDEQ Restore Act Grant | $ | 2,307,450.00 | $ | 1,959,077.40 |
| Transfers In - Enterprise Fund | $ | 20,500.00 | $ | - |
| Total available cash and anticipated revenue | $ | 2,327,950.00 | $ | 1,964,590.90 |
| **EXPENDITURES** | | | | |
| Capital Outlay | $ | 2,327,950.00 | $ | 1,964,590.90 |
| **TOTAL EXPENDITURES** | $ | 2,327,950.00 | $ | 1,964,590.90 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 2,327,950.00 | $ | 1,964,590.90 |

**WATER AND SEWER UTILITY FUND: FUND 400**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Water Sales | $ | 3,760,000.00 | $ | 3,800,000.00 |
| Sewer Sales | $ | 1,960,000.00 | $ | 2,000,000.00 |
| Wastewater Treatment Collections | $ | 2,290,000.00 | $ | 2,300,000.00 |
| Capacity Fee | $ | 465,000.00 | $ | 442,000.00 |
| Service Connections | $ | 90,000.00 | $ | 90,000.00 |
| Inspection Fees | $ | - | $ | - |
| Miscellaneous | $ | 436,000.00 | $ | 448,000.00 |
| Transfers In | $ | - | $ | - |
| Total Revenue from All Sources | $ | 9,001,000.00 | $ | 9,080,000.00 |
| Balance at Beginning of Year | $ | 2,500,000.00 | $ | 3,000,000.00 |
| Total available cash and anticipated revenue | $ | 11,501,000.00 | $ | 12,080,000.00 |
| **EXPENDITURES** | | | | |
| **WATER & SEWER - ADMINISTRATION** | | | | |
| Personnel Services | $ | 418,444.00 | $ | 422,375.00 |
| Supplies | $ | 24,000.00 | $ | 15,000.00 |
| Other Services & Charges | $ | 2,536,739.00 | $ | 2,533,839.00 |
| Capital Outlay | $ | 12,000.00 | $ | 20,500.00 |
| Total Water & Sewer | $ | 2,991,183.00 | $ | 2,991,714.00 |
| **WATER & SEWER - OPERATION & MAINTENANCE** | | | | |
| Supplies | $ | 280,000.00 | $ | 255,000.00 |
| Other Services & Charges | $ | 2,956,002.00 | $ | 3,371,370.00 |
| Capital Outlay | $ | 100,000.00 | $ | 110,000.00 |
| Total Water & Sewer | $ | 3,336,002.00 | $ | 3,736,370.00 |
| **OTHER** | | | | |
| Debt Service | $ | 1,077,284.00 | $ | 1,079,934.00 |
| Contingency Fund | $ | 275,000.00 | $ | 300,000.00 |
| Transfer to General Fund | $ | 695,308.00 | $ | 704,000.00 |
| Transfer to Capital Project Funds | $ | 261,500.00 | $ | 850,403.00 |
| Transfer to Debt Service & Reserve Funds | $ | 360,000.00 | $ | 706,000.00 |
| Total Other | $ | 2,669,092.00 | $ | 3,640,337.00 |
| **TOTAL EXPENDITURES** | $ | 8,996,277.00 | $ | 10,368,421.00 |
| **YEAR END BALANCE** | $ | 2,504,723.00 | $ | 1,711,579.00 |
| **BALANCE** | $ | 11,501,000.00 | $ | 12,080,000.00 |

**SOLID WASTE FUND: FUND 404**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 119,902.00 | $ | 100,000.00 |
| Garbage Collection Fees | $ | 1,567,440.00 | $ | 1,562,400.00 |
| Total available cash and anticipated revenue | $ | 1,687,342.00 | $ | 1,662,400.00 |
| **EXPENDITURES** | | | | |
| Other Services and Charges | $ | 1,279,270.00 | $ | 1,275,684.00 |
| Transfer to General Fund | $ | 327,170.00 | $ | 332,634.00 |
| Transfer to Enterprise Fund | $ | - | $ | - |
| **TOTAL EXPENDITURES** | $ | 1,606,440.00 | $ | 1,608,318.00 |
| **YEAR END BALANCE** | $ | 80,902.00 | $ | 54,082.00 |
| **BALANCE** | $ | 1,687,342.00 | $ | 1,662,400.00 |

**MSB - WATER IONIZATION PROJECT: FUND 421**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at beginning of year | $ | 56,287.52 | $ | 47,562.52 |
| Total available cash and anticipated revenue | $ | 56,287.52 | $ | 47,562.52 |
| | | | | |
| **EXPENDITURES** | | | | |
| Capital Outlay | $ | 56,287.52 | $ | 47,562.52 |
| | | | | |
| **TOTAL EXPENDITURES** | $ | 56,287.52 | $ | 47,562.52 |
| **YEAR END BALANCE** | $ | - | $ | - |
| **BALANCE** | $ | 56,287.52 | $ | 47,562.52 |

**RESERVE FUND - 2013 3.5 SO BOND: FUND 497**

| | | | | |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Balance at Beginning of Year | $ | 273,147.19 | $ | 272,351.19 |
| Miscellaneous - Interest | $ | 5,200.00 | $ | 500.00 |
| Total available cash and anticipated revenue | $ | 278,347.19 | $ | 272,851.19 |
| | | | | |
| **EXPENDITURES** | | | | |
| Debt Service | $ | 6,000.00 | $ | 504.00 |
| | | | | |
| **TOTAL EXPENDITURES** | $ | 6,000.00 | $ | 504.00 |
| **YEAR END BALANCE** | $ | 272,347.19 | $ | 272,347.19 |
| **BALANCE** | $ | 278,347.19 | $ | 272,851.19 |

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

| | |
|---|---|
| **Council Meeting:** | **September 8, 2020** |
| **Title:** | **Creation, reclassification, and elimination of specified positions, and approval of the Revised Schedule of Authorized Positions** |
| **Introduced by:** | |
| **Contact Person/Telephone** | **Teresa Montgomery 497-8000** |

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**Summary Explanation: Creation, reclassification, and elimination of specified positions, and approval of the Revised Schedule of Authorized Positions**

**EXHBITS 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:**

**ORDINANCE NUMBER 000-2020**

**ORDINANCE APPROVING CREATION AND RECLASSIFICATION OF SPECIFIED POSITIONS, AND A REVISED SCHEDULE OF AUTHORIZED POSITIONS**

**AN ORDINANCE OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, PROVIDING AUTHORITY & INTENT; PURSUANT TO MISSISSIPPI ANNOTATED CODE 21-9-45, AUTHORIZING THE CITY COUNCIL TO CREATE AND RECLASSIFY SPECIFIED POSITIONS, AND TO APPROVE THE REVISED SCHEDULE OF AUTHORIZED POSITIONS.**

**WHEREAS**, the City Manager has recommended creation, reclassification and elimination of the following positions pursuant to Miss. Code Ann. 21-9-45:

1. Executive Department
    a. Defund Administrative Assistant III – Remove DCC designation
2. Recreation Department
    a. Create two (2) Grounds & Maintenance Operator Grade 7
    b. Eliminate (1) Part Time Grounds & Maintenance Operator Grade 7
    c. Eliminate (1) Part Time Park Attendant
3. City Clerk Department
    a. Fund Deputy City Clerk I
    b. Create one (1) Deputy City Clerk I Grade 15
4. Planning Department
    a. Create one (1) Part Time Code Enforcement Officer Grade 10
5. Police Department
    a. Fund Crime Prevention Officer
    b. Fund Traffic Sergeant

**WHEREAS,** the City Manager recommends the approval of the attached Revised Schedule of Authorized Positions including the necessary funding to reflect these changes;

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

**SECTION 1. Authority & Intent**

A. The Gautier City Council held a public meeting on September 8, 2020 to consider creation, elimination and funding of specified positions, the reclassification of specified positions, and the Revised Schedule of Authorized Positions.

**SECTION 2.**

A. The Gautier City Council creates the following positions:

1. City Clerk Department
   a. One (1) Deputy City Clerk
2. Recreation Department
   a. Two (2) Grounds & Maintenance Operator
3. Planning Department
   a. One (1) Part Time Code Enforcement Officer

B. The Gautier City Council reclassifies the following positions:

1. Grants and Projects Department
   a. Director from Grade 19 to Grade 21
2. Recreation Department
   a. Director from Grade 19 to Grade 21
   b. Recreation Coordinator from grade 12 to grade 14
3. Human Resources Department
   a. HR Specialist from grade 12 to grade 14
4. City Clerk Department
   a. City Clerk/Comptroller from grade 21 to grade 22
   b. Purchasing Agent from grade 12 to grade 14
   c. Accounting Generalist from grade 11 to grade 12
   d. Court Clerk from grade 13 to grade 15
   e. Utility Billing Manager from grade 15 to Grade 17
5. Planning Department
   a. Director from grade 21 to grade 22
6. Police Department
   a. Administrative Assistant IV from grade 12 to grade 14
   b. TAC Officer from grade 11 to grade 12

C. The Gautier City Council eliminates or defunds the following positions:

1. Executive Department
   a. Administrative Assistant III (defunded)
2. Recreation Department
   a. Part Time Grounds & Maintenance Operator
   b. Part Time Park Attendant

D. The Official Schedule of Authorized Positions shall be amended as Attached.

**SECTION 3**. This Article shall be effective upon advertisement and adoption, pursuant to Mississippi Annotated Code.

Thereupon, upon motion duly made by ______________________, seconded by __________________________ to adopt the foregoing ordinance and received the following votes:

**AYES:**

**NAYS:**

Thereupon, the Mayor declared said Ordinance approved, passed and adopted on this the 8th day of September, 2020.

____________________
**Phil Torjusen, Mayor**

**Attest: ______________________**
**Teresa L Montgomery**
**City Clerk**

**The Ordinance and Schedule of Authorized Positions will be available for viewing at Gautier City Hall, Gautier Public Library and Gautier Utilities Department.**

# SCHEDULE OF AUTHORIZED POSITIONS
# FY 2021 PROPOSED

| DEPARTMENT | PAY SCALE | PAY GRADE | FULL TIME | PART TIME | RESERVE (Not Paid) |
|---|---|---|---|---|---|
| **JUDICIAL DEPARTMENT** | | | | | |
| City Judge | N/A | N/A | | 1 | |
| Public Defender | | | | Unfunded (1) | |
| **Total Funded** | | | | **1** | |
| **Total Non-Funded** | | | | **1** | |
| **EXECUTIVE DEPARTMENT** | | | | | |
| City Manager | N/A | N/A | 1 | | |
| **Administrative Assistant III --~~DCC~~** | **2080** | **11** | **Unfunded (1)** | | |
| Economic Developer | | | Unfunded (1) | | |
| **Total Funded** | | | ~~2~~ **1** | | |
| **Total Non-Funded** | | | ~~1~~ **2** | | |
| **GRANTS AND PROJECTS DEPT.** | | | | | |
| Director | 2080 | ~~19~~ **21** | 1 | | |
| Contract and Project Administrator | 2080 | 17 | 1 | | |
| Administrative Clerk | 2080 | 8 | 1 | | |
| **Total Funded** | | | **3** | | |
| **Total Non-Funded** | | | | | |
| **RECREATION DEPT.** | | | | | |
| Director | 2080 | ~~19~~ **21** | 1 | | |
| Recreation Coordinator | 2080 | ~~12~~ **14** | 1 | | |
| Parks Supervisor | 2080 | 12 | 1 | | |
| Crew Leader-Grounds/Maint Ops | 2080 | 9 | 1 | | |
| Grounds & Maintenance Operator | 2080 | 7 | ~~3~~ **5** | ~~1~~ **0** | |
| Student Administrative Clerk | N/A | N/A | | **1** | |
| Park Attendant | N/A | N/A | | ~~3~~ **2** | |
| Custodian | 2080 | 7 | 1 | | |
| **Total Funded** | | | ~~8~~ **10** | ~~5~~ **3** | |
| **Total Non-Funded** | | | | | |
| **FINANCE DEPARTMENT** | | | | | |
| **Combined under City Clerk Department** | | | ~~6~~ **0** | | |
| **HUMAN RESOURCES DEPARTMENT** | | | | | |
| **Director** | | | **Unfunded (1)** | | |
| HR Specialist | 2080 | ~~12~~ **14** | 1 | | |
| **Total Funded** | | | **1** | | |
| **Total Non-Funded** | | | **1** | | |

| | | | | |
|---|---|---|---|---|
| **CITY CLERK DEPARTMENT** | | | | |
| City Clerk/Comptroller | 2080 | ~~21~~ **22** | 1 | |
| Assistant Comptroller | 2080 | 17 | 1 | |
| **Deputy City Clerk I** | **2080** | **15** | **2** | |
| Purchasing Agent | 2080 | ~~12~~ **14** | 1 | |
| Accounting Generalist | 2080 | ~~11~~ **12** | **1** | |
| Administrative Clerk | 2080 | 8 | 1 | |
| | | | | |
| **Court Division** | | | | |
| Court Clerk | 2080 | ~~13~~ **15** | 1 | |
| Deputy Court Clerk II | 2080 | 10 | 1 | |
| Deputy Court Clerk I | 2080 | 9 | 1 | |
| | | | | |
| **Utility Services Division** | | | | |
| Utility Services Manager | 2080 | ~~15~~ **17** | 1 | |
| Utility Billing Supervisor | 2080 | 13 | 1 | |
| Utility Billing Clerk | 2080 | 12 | 1 | |
| Customer Service Representative | 2080 | 8 | 3 | |
| Meter Reader Crew Leader | 2080 | 8 | 1 | |
| Meter Reader | 2080 | 7 | 2 | |
| | | | | |
| **Total Funded** | | | ~~12~~ **19** | |
| **Total Non-Funded** | | | ~~1~~ **0** | |

| | | | | |
|---|---|---|---|---|
| **PLANNING DEPARTMENT** | | | | |
| Director/Building Official | 2080 | ~~21~~ **22** | 1 | |
| Planning Technician | 2080 | 11 | 1 | |
| Building and Code Inspector | 2080 | 13 | 1 | |
| Code Enforcement Officer | 2080 | 10 | 2 | 1 |
| Administrative Clerk | 2080 | 8 | 1 | |
| | | | | |
| **Maintenance Division** | | | | |
| Mechanic | 2080 | 14 | 2 | |
| Multi-Craft Maintenance Worker | 2080 | 12 | 1 | |
| | | | | |
| **Total Funded** | | | **9** | **1** |
| **Total Non-Funded** | | | | |

| | | | |
|---|---|---|---|
| **POLICE DEPARTMENT** | | | |
| Police Chief | 2080 | 22 | 1 |
| Captain | 2080 | 15 | 3 |
| Administrative Assistant IV | 2080 | ~~12~~ **14** | 1 |
| Records Clerk | 2080 | 8 | 1 |
| | | | |
| **CID** | | | |
| Lieutenant | 2080 | 14 | 1 |
| Sergeant | 2080 | 13 | 1 |
| Detective | 2080 | 12 | 2 |
| Detective | 2080 | 12 | Unfunded (1) |
| FBI Task Force Officer | 2080 | 12 | 1 |
| Narcotics Officer | 2080 | 12 | 1 |
| Crime Prevention Officer | 2080 | 12 to 14 | 1 |

| | | | | | |
|---|---|---|---|---|---|
| **Patrol** | | | | | |
| Patrol Lieutenant | 2184 | 11 | 4 | | |
| Patrol Sergeant | 2184 | 10S | 4 | | |
| Patrol Officer | 2184 | 9 or 10* | 15 | | |
| TAC Officer | **2080** | ~~11~~ **12** | 1 | | |
| Dispatcher | 2184 | 7 or 8 | 8 | | |
| Animal Control Officer | **2080** | 9 | 1 | | |
| **Traffic** | | | | | |
| Traffic Sergeant | 2184 | 10S | 1 | | |
| K9 Officer | 2184 | 10 | 1 | | |
| Traffic Officer | 2184 | 10 | 3 | | |
| Traffic Officer | 2184 | 10 | Unfunded (1) | | |
| School Crossing Guard | N/A | N/A | | 4 | |
| Reserve Officer | N/A | N/A | | | 21 |
| **Total Funded** | | | ~~49~~ **51** | **4** | **21** |
| **Total Non-Funded** | | | ~~4~~ **2** | | |

** Probationary Grade 9*

| | | | |
|---|---|---|---|
| **FIRE DEPARTMENT** | | | |
| Fire Chief | 2080 | 22 | 1 |
| Deputy Fire Chief/Fire Marshall | 2080 | 20 | 1 |
| Fire Training Officer | 2080 | 18 | 1 |
| Fire Captain | 2496 | 12 | 3 |
| Fire Lieutenant | 2496 | 11 | 9 |
| Firefighter | 2496 | 9 or 10* | 24 |
| **Total Funded** | | | **39** |
| **Total Non-Funded** | | | |

**Probationary Firefighter/Grade 9*
*Certified Firefighter/Grade 10*

| **Summary of Authorized Positions** | **Full Time** | **Part Time** | **Reserve Positions** |
|---|---|---|---|
| Judicial: Funded | | 1 | |
| Judicial: Unfunded | | 1 | |
| Executive Dept: Funded | ~~2~~ **1** | | |
| Executive Dept: Unfunded | ~~1~~ **2** | | |
| Grants and Projects Dept | 3 | | |
| Recreation Dept | ~~8~~ **10** | ~~5~~ **3** | |
| Finance Dept: Funded | ~~6~~ **0** | | |
| Human Resources Dept: Funded | 1 | | |
| Human Resources Dept: Unfunded | 1 | | |
| City Clerk Dept: Funded | ~~12~~ **19** | | |
| City Clerk Dept: Unfunded | ~~1~~ **0** | | |
| Planning Dept: Funded | 9 | **1** | |
| Police Department: Funded | ~~49~~ **51** | 4 | 21 |
| Police Department: Unfunded | ~~4~~ **2** | | |
| Fire Dept: Funded | 39 | | |
| **TOTAL** | ~~129~~ **133** | ~~10~~ **9** | **21** |
| **TOTAL UNFUNDED** | ~~7~~ **5** | **2** | |

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

| | |
|---|---|
| **Council Meeting:** | **September 8, 2020** |
| **Title:** | **Approve Renewal of Self-Funded Employee Health Insurance Plan FY 2021** |
| **Introduced by:** | |
| **Contact Person/Telephone** | **Teresa L Montgomery 497-8000** |

**Summary Explanation: Approval to renew the Self-Funded Health Insurance Plan for FY 2021. This request also includes the renewal of all associated voluntary insurance policies. No increase in funding rates is recommended at this time.**

**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 000-2020**

**WHEREAS,** the City and Members of Council have hereby determined that adoption and approval of the attached insurance plans is in the best interests of the City;

**IT IS HEREBY ORDERED** by the Mayor and Member of the Council of the City of Gautier, Mississippi that the following is hereby authorized for the FY 2021 Budget effective October 1, 2020, to accept the recommended reinsurance proposal from Sun Life and provide funding for the self-insured health insurance policy with Fox Everett/HUB International as third party administrator.

1. To continue to pay 100% of premiums for employee only coverage in the amount of $518.20 per month.
2. To continue to pay 90.762% of premiums for employee/child coverage in the amount of $870.14 per month – total premium $958.70 per month. Employee portion is $88.56 per month.
3. To continue to pay 89.238% of premiums for employee/spouse coverage in the amount of $924.86 per month – total premium $1,036.40 per month. Employee portion is $111.54 per month.
4. To continue to pay 90.693% of premiums for family coverage in the amount of $1,339.44 per month – total premium $1,476.90 per month. Employee portion is $137.46 per month.
5. To continue to pay monthly Teledoc fee of $3.10 per employee per month.
6. To continue to pay 100% of premiums for life only covered employees in the amount of $6.00 per month.

**IT IS FURTHER ORDERED** that the renewal notification for dental coverage submitted by Fox Everett Hub International for FY 2021 is hereby accepted. This renewal maintains current benefits and does not include a rate increase. All dental premiums are 100% employee funded.

**IT IS FURTHER ORDERED** that the renewal notification for vision coverage by Always Care Benefits for FY 2021 is hereby accepted. This renewal maintains current benefits and does not include a rate increase. All vision premiums are 100% employee funded.

**IT IS FURTHERED ORDERED** that the renewal notifications for Unum Life, Unum Disability, Provident Life and Humana Cancer & Specified Disease policies for FY 2021 are hereby accepted. All premiums are 100% employee funded.

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

**AYES:**

**NAYS:**

______________________________
**MAYOR**

**ATTEST:**

______________________________
**CITY CLERK**

**BLANK** by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 8, 2020.

**CITY OF GAUTIER**
**MEMORANDUM**

**To:** Paula Yancey, City Manager

**From:** Teresa L Montgomery, Comptroller

**Date:** 08/28/20

**Subject**: Self-Funded Health Insurance Renewal FY 2021

---

## REQUEST:

Approve renewal of City of Gautier Self-Funded Employee Health Plan and all associated voluntary insurance policies for FY 2021.

## BACKGROUND:

The City of Gautier has operated a self-funded health, dental and voluntary benefits plan since 2004. Fox Everett/HUB International acts as our Third Party Administrator over the plan.

## DISCUSSION:

All FY 2021 proposals for renewal were competitive and in most cases an improvement over last year. After two years of multiple high dollar claims, FY 2020 looks to end at under the projected "expected annual cost" used to determine funding rates. Due to this, our current provider Sun Life has lowered our aggregate attachment point and our estimated annual claims. This allows us to maintain funding at the current level. Plan savings from FY 2020 also has increased our reserve fund to a healthy level of approximately $600,000. This is something we have not had the last couple of years.

Sun Life option #1 was determined to the best reinsurance proposal for the plan. It maintains our current coverage which includes an individual specific deductible of $75,000, a $150,000 single individual LASER, a no new laser guarantee and a 50% rate cap with Fox Everett/HUB International acting as our Third Party Administrator (TPA). In addition to the cost savings, staying with the same provider should also provide us with "good will" benefits in future plan years. As stated previously, funding rates will not be increased for FY 2021.

Approval of this renewal includes all voluntary policies currently being offered by the City as an additional employee benefit. Unum has increased premiums on its voluntary life policies, but premiums for all other voluntary coverages remain fixed at the FY 2020 rates.

## RECOMMENDATION:

It is recommended the Gautier City Council approve the renewal of the City of Gautier Self-Funded Employee Health Plan and all associated voluntary insurance policies as presented, with Fox Everett/HUB International acting as our Third Party Administrator (TPA) for FY 2021.

## ATTACHMENT(S):

City of Gautier Recap of Costs October 1, 2020

HUB | FOX | EVERETT

# City of Gautier
## Recap of Costs
## October 1, 2020

| | Sun Life RBP NNLO with 50% Rate Cap | SOLD Sun Life RBP NNLO with 50% Rate Cap | FIRM Sun Life RBP NNLO with 50% Rate Cap | Spectrum | Spectrum | Reunion NNL | Reunion NNL | Everest/IOA Re | Everest/IOA Re | Greenwich Ins Co | Greenwich Ins Co |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ***SPECIFIC EXCESS COVERAGE*** | **Current** | **Option 1** | **Option 2** | **Option 1** | **Option 2** | **Option 1** | **Option 2** | **Option 1** | **Option 2** | **Option 1** | **Option 2** |
| Coverages | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx |
| Contract Basis | 12/24 | 12/24 | 12/24 | 12/24 | 12/24 | 12/24 | 12/24 | 12/24 | 12/24 | 12/24 | 12/24 |
| **Laser #1 S.R.** | **$150,000** | **$150,000** | **$150,000** | **TBD** | **TBD** | **$ 150,000** | **$ 150,000** | **TBD** | **TBD** | **TBD** | **TBD** |
| 1. Individual Specific Deductible | $ 75,000 | $ 75,000 | $ 85,000 | $ 75,000 | $ 85,000 | $ 75,000 | $ 85,000 | $ 75,000 | $ 85,000 | $ 75,000 | $ 85,000 |
| 2. Limit of Liability Per Covered Person | Unlimited | Unlimited | Unlimited | Unlimited | Unlimited | Unlimited | Unlimited | Unlimited | Unlimited | Unlimited | Unlimited |
| 3. Employees without dependents | 58 | 58 | 58 | 58 | 58 | 58 | 58 | 58 | 58 | 58 | 58 |
| 4. Families (including employees) | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 | 60 |
| **TOTAL CENSUS** | **118** | **118** | **118** | **118** | **118** | **118** | **118** | **118** | **118** | **118** | **118** |
| 5. Monthly Premium Rates - Single | $ 112.67 | $ 116.06 | $ 110.58 | $ 98.55 | $ 89.51 | $ 96.96 | $ 91.40 | $ 94.05 | $ 85.47 | $ 93.18 | $ 84.81 |
| 6. Monthly Premium Rates - Family | $ 301.04 | $ 310.07 | $ 295.42 | $ 347.54 | $ 319.61 | $ 315.45 | $ 300.80 | $ 315.31 | $ 288.76 | $ 310.20 | $ 283.93 |
| 7. Estimated Annual Specific Premium | $ 295,164 | $ 304,028 | $ 289,666 | $ 318,821 | $ 292,420 | $ 294,609 | $ 280,190 | $ 292,477 | $ 267,398 | $ 288,195 | $ 263,458 |
| **AGGREGATE EXCESS LOSS** | | 2.9% | -1.9% | 7.4% | -0.9% | -0.2% | -5.3% | -0.9% | -10.4% | -2.4% | -12.0% |
| Coverages | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx | Medical & Rx |
| Contract Basis | 12/24 | 12/24 | 12/24 | 12/15 | 12/15 | 12/15 | 12/15 | 12/24 | 12/24 | 12/24 | 12/24 |
| Maximum Aggregate Reimbursement | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 |
| Individual Claim Limit | $ 75,000 | $ 65,000 | $ 75,000 | $ 65,000 | $ 75,000 | $ 65,000 | $ 75,000 | $ 65,000 | $ 75,000 | $ 65,000 | $ 75,000 |
| Aggregate Corridor | 125% | 125% | 125% | 125% | 125% | 125% | 125% | 125% | 125% | 125% | 125% |
| 8. Monthly Aggregate Factor - Single | $ 516.86 | $ 465.18 | $ 492.68 | $ 408.65 | $ 421.47 | $ 453.41 | $ 467.96 | $ 420.19 | $ 428.59 | $ 437.28 | $ 454.45 |
| 9. Monthly Aggregate Factor - Family | $ 1,398.71 | $ 1,258.06 | $ 1,285.56 | $ 1,302.62 | $ 1,343.49 | $ 1,454.90 | $ 1,501.60 | $ 1,349.64 | $ 1,376.64 | $ 1,403.33 | $ 1,458.41 |
| 10. Minimum Annual Aggregate Attachment Point | $ 1,366,806 | $ 1,229,568 | $ 1,268,508 | $ 1,222,307 | $ 1,260,656 | $ 1,363,101 | $ 1,406,852 | $ 1,264,193 | $ 1,289,479 | $ 1,314,744 | $ 1,366,352 |
| 11. Expected Annual Claims | $ 1,093,445 | $ 983,655 | $ 1,014,807 | $ 977,845 | $ 1,008,525 | $ 1,090,481 | $ 1,125,482 | $ 1,011,354 | $ 1,031,584 | $ 1,051,796 | $ 1,093,082 |
| 12. Monthly Premium Rate - Composite PEPM | $15.02 | $15.78 | $15.78 | $15.60 | $17.49 | $14.19 | $15.27 | $10.60 | $10.73 | $13.42 | $15.18 |
| 13. Estimated Annual Aggregate Premium | $ 21,273 | $ 22,339 | $ 22,339 | $ 22,090 | $ 24,772 | $ 20,091 | $ 21,623 | $ 15,010 | $ 15,193 | $ 19,008 | $ 21,490 |
| ***FULLY INSURED TRANSPLANT POLICY*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** | ***Optum*** |
| 14. Monthly Premium Rates - Single | $ 5.68 | $ 5.80 | $ 5.80 | $ 5.80 | $ 5.80 | $ 5.80 | $ 5.80 | $ 5.80 | $ 5.80 | $ 5.80 | $ 5.80 |
| 15. Monthly Premium Rates - Family | $ 13.64 | $ 13.91 | $ 13.91 | $ 13.91 | $ 13.91 | $ 13.91 | $ 13.91 | $ 13.91 | $ 13.91 | $ 13.91 | $ 13.91 |
| **16. Estimated Annual Transplant Premium** | **$ 13,772** | **$ 14,049** | **$ 14,049** | **$ 14,049** | **$ 14,049** | **$ 14,049** | **$ 14,049** | **$ 14,049** | **$ 14,049** | **$ 14,049** | **$ 14,049** |
| **ADMINISTRATIVE FEES** | | | | | | | | | | | |
| 17. Claims Administration (Medical) - (PEPM) | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 | $ 16.25 |
| 18. Teladoc - (PEPM) | $ 2.95 | $ 3.10 | $ 3.10 | $ 3.10 | $ 3.10 | $ 3.10 | $ 3.10 | $ 3.10 | $ 3.10 | $ 3.10 | $ 3.10 |
| 19. COBRA & HIPAA Administration - (PEPM) | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 | $ 1.50 |
| 20. Pre-Admission Certification - (PEPM) | $ 2.80 | $ 2.90 | $ 2.90 | $ 2.90 | $ 2.90 | $ 2.90 | $ 2.90 | $ 2.90 | $ 2.90 | $ 2.90 | $ 2.90 |
| 21. PPO Access Fee - (PEPM) | $ 3.50 | $ 3.75 | $ 3.75 | $ 3.75 | $ 3.75 | $ 3.75 | $ 3.75 | $ 3.75 | $ 3.75 | $ 3.75 | $ 3.75 |
| 22. Verisk "Claims Edit" - (PEPM) | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 | $ 0.50 |
| 23. PPACA Fee | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 | $ 1.00 |
| 24. RBP Admin | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 | $ 14.00 |
| **25. Estimated Annual Administration Cost** | **$ 60,180** | **$ 60,888** | **$ 60,888** | **$ 60,888** | **$ 60,888** | **$ 60,888** | **$ 60,888** | **$ 60,888** | **$ 60,888** | **$ 60,888** | **$ 60,888** |
| **TOTAL ANNUAL COST** | | | | | | | | | | | |
| 26. Minimum annual cost* ($-0- claims) (7+13+16+25) | $ 390,390 | $ 401,304 | $ 386,943 | $ 415,848 | $ 392,128 | $ 389,637 | $ 376,751 | $ 382,424 | $ 357,528 | $ 382,140 | $ 359,885 |
| 27. Expected annual cost* (7+11+13+16+25) | $ 1,540,084 | $ 1,441,209 | $ 1,450,499 | $ 1,449,943 | $ 1,449,403 | $ 1,536,368 | $ 1,550,982 | $ 1,450,028 | $ 1,437,862 | $ 1,490,185 | $ 1,501,717 |
| 28. Maximum annual cost* (7+10+13+16+25) | $ 1,832,196 | $ 1,705,873 | $ 1,720,451 | $ 1,713,155 | $ 1,717,784 | $ 1,827,738 | $ 1,848,603 | $ 1,721,617 | $ 1,712,007 | $ 1,771,884 | $ 1,791,237 |

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

**Council Meeting:** September 8, 2020
**Title:** Authorize pay adjustments for City Employees

**Introduced by:**
**Contact Person/Telephone** Teresa L Montgomery 497-8000

**Summary Explanation: Authorize pay adjustments for personnel as allocated and approved in the City of Gautier FY 2021 Budget.**

**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 000-2020**

**WHEREAS,** the Mayor and Council Members adopted a budget for FY 2021, which included pay adjustments allocated and approved for Fire and Police Department personnel in the City of Gautier; and

**WHEREAS,** the Mayor and Council Members hereby find that these pay adjustments are in the best interests of the City of Gautier;

**IT IS HEREBY ORDERED** by the Mayor and Members of the Council of the City of Gautier, Mississippi that pay adjustments allocated and approved for Fire and Police Department personnel in the City of Gautier FY 2021 Budget are hereby authorized.

**IT IS FURTHER ORDERED** that Fire Department pay adjustments, including merit based adjustments, will be effective for the pay cycle payable on October 01, 2020. The merit adjustments budgeted per the Fire Union contract will be awarded based on receipt of appropriate documentation. Pay adjustments based on the Police Department Step Plan will be effective on individual employee anniversary dates.

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

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

**AYES:**

**NAYS:**

________________________________
**MAYOR**

**ATTEST:**

________________________________
**CITY CLERK**

**BLANK** by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 8, 2020.

**CITY OF GAUTIER, MISSISSIPPI**
**STUDY AGENDA**
**September 8, 2020**

**ITEM DESCRIPTION:**

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**Citizen Comments**

**City Council Comments**

**City Manager Comments**

**City Clerk Comments**

**City Attorney Comments**

**NOTES:**

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