

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
October 6, 2020 @ 6:30 PM**

I. Call to Order

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

II. Agenda Order Approval

III. Announcements

- 1. Drive-In Movie Night, Saturday, October 17th at 6:30pm at the Singing River Mall Property featuring Hocus Pocus**
- 2. Farmers Market will be Thursday, October 22nd from 2pm until 6pm at the Singing River Mall Property**
- 3. The 2020 Gautier Mullet and Music Festival will be October 24th starting at 9:00am until 7:00pm at the Singing River Mall Property**

IV. Presentation Agenda

- 1. Domestic Violence Awareness Month Proclamation**
- 2. Project Updates from Mark Seymour, Seymour Engineering**

V. Business Agenda

- 1. Consideration of an amendment to the Golf Cart and Low Speed Vehicle Ordinance**

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

2. Resolution reinstating late fees and cut off procedures for Utility Accounts.

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

3. Consideration for an abatement at 2104 Westgate Parkway, Gautier, MS
(Brian K. & Matthew T. Wilson)

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

4. Consideration for an abatement at 1701 Sunrise Drive, Gautier, MS (Greg
Hays).

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

5. Consideration for an abatement at 1108 De La Pointe Drive, Gautier, MS
(James E., Jr. & Jennifer Jenkins)

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

6. Approval of the Docket of Claims

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

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

1. Authorization to remove broken office equipment and other miscellaneous items from the City of Gautier's inventory and declare such items surplus.
2. Ratification and Termination of the Proclamation of Local Emergency
3. Resolution approving the continuation of a Declaration of Local Emergency pertaining to COVID-19.
4. Approval of Minutes from Special Call Meeting held September 14, 2020, Recessed Council Meeting held September 17, 2020, and Special Call Meeting held September 24, 2020.
5. Authorization of City Petty Cash Funds
6. Approval of Municipal Compliance Questionnaire for FY 2019 – 2020

7. **Authorization to approve Seymour Engineering as authorized agent on behalf of the City of Gautier for NRCS Drainage Improvements (2019)**
8. **Authorization to accept monetary donations for The City of Gautier's Cruisin' Through the Decades Event**
9. **Authorization to remove office equipment from the City of Gautier's inventory and to declare such items surplus.**
10. **Approval of Sponsorship for the 2020 Gautier Mullet & Music Festival**
11. **Authorization for the Chief LPA official to request project activation from the Mississippi Department of Transportation for the Railroad Crossing Overpass Study**
12. **Receive August 2020 Finance Report**
13. **Approval of water and sewer adjustments dated October 2020 in the amount of \$3,255.77.**

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 October 20, 2020 at 6:30pm
www.gautier-ms.gov

**CITY OF GAUTIER, MISSISSIPPI
ANNOUNCEMENT AGENDA
October 6, 2020**

ITEM DESCRIPTION:

ANNOUNCEMENTS

1. Drive-In Movie Night, Saturday October 17th at 6:30pm at the Singing River Mall Property featuring Hocus Pocus
2. Farmers Market will be October 22nd from 2pm until 6pm at the Singing River Mall Property.
3. The 2020 Gautier Mullet and Music Festival will be October 24th starting at 9:00am until 7:00pm at the Singing River Mall Property

NOTES:

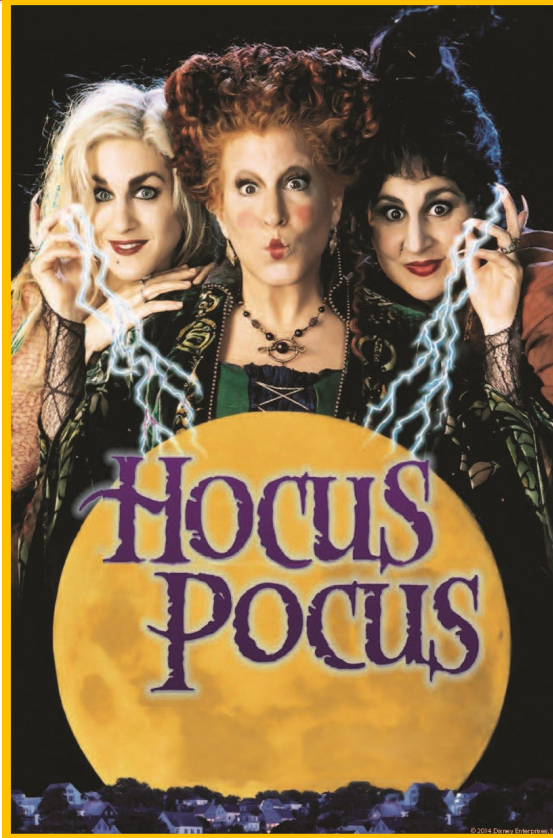
GAUTIER



MOVIE NIGHT



FREE EVENT



OCTOBER 17TH

6:30PM

SR MALL PROPERTY

2800 HWY 90

GRAB DINNER AND HEAD ON OVER



Nature's Playground

Gautier

Farmers MARKET



OCTOBER 22ND

2:00 P.M. UNTIL 6:00 P.M.

SR MALL PROPERTY

2800 HWY 90

PLEASE NOTE DATE & LOCATION CHANGE

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



**CITY OF GAUTIER, MISSISSIPPI
PRESENTATION AGENDA
October 6, 2020**

ITEM DESCRIPTION:

PRESENTATION AGENDA

1. Domestic Violence Awareness Month Proclamation
2. Project Updates from Mark Seymour, Seymour Engineering

NOTES:

CITY OF GAUTIER

PROCLAMATION

WHEREAS, Domestic violence affects millions, both women and men, of every race, religion, culture, and status – people in poverty and those of wealth and affluence alike. It is the single greatest cause of injury to women in the United States, with an incident occurring every 18 seconds and affecting 1.3 million women per year. 24 percent of adult women and 14 percent of adult men have been physically assaulted by a partner at some point in their lives; and

WHEREAS, the problems of domestic violence violate an individual's privacy, dignity, security, and humanity, due to systemic use of physical, emotional, sexual, psychological and economic control and/or abuse; and

WHEREAS, it is fitting to set aside a special time to bring this issue to the attention of all Mississippians so they can become better informed and involved in programs to eliminate this epidemic from our society; and

WHEREAS, it is domestic violence victims themselves who have been in the forefront efforts to bring peace and equality to the home; and

WHEREAS, advocates, professionals, volunteers, and community members concerned with domestic violence will devote the month of October to raising public awareness of the crisis of domestic abuse, its causes, effects, interventions, and prevention.

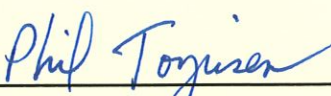
NOW, THEREFORE, BE IT RESOLVED that the Mayor of the City of Gautier, Mississippi does hereby proclaim the month of October, 2020 as:

DOMESTIC VIOLENCE AWARENESS MONTH

And encourage the citizens of our area to observe this month by joining friends, fellow employees, and school, religious, and civic groups in projects that will benefit our community in the fight to stop DOMESTIC VIOLENCE

IN TESTIMONY WHEREOF, I have hereunto affixed the seal of the City of Gautier on this the 6th day of October, 2020.





Phil Torjusen, Mayor

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

Council Meeting:
Title:

**October 6, 2020
Consideration of an amendment to the Golf Cart
and Low-Speed Vehicle Ordinance**

Introduced by:
Contact Person/Telephone

Josh Danos 497-8000

Summary Explanation: Consideration of an amendment to the Golf Cart and Low-Speed Vehicle Ordinance

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

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

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

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

Action Taken:

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

ORDINANCE NUMBER _____-2020

GOLF CART ORDINANCE

AN ORDINANCE OF THE CITY OF GAUTIER, MISSISSIPPI, TO ALLOW THE OPERATION OF GOLF CARTS AND LOW-SPEED VEHICLES ON CERTAIN PUBLIC ROADS AND STREETS WITHIN THE CITY

WHEREAS, the Mississippi Legislature passed Senate Bill 3303 during the 2020 regular session. See Exhibit "A" attached hereto; and

WHEREAS, Senate Bill 3303 allows the legal use of golf carts and low-speed vehicles on selected public roads and streets within the City of Gautier, so long as certain requirements are met; and

WHEREAS, the City of Gautier desires to authorize lawful operation of golf carts and low-speed vehicles on selected public roads and streets within city limits.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI:

SECTION I.

Chapter 14, Article IV is hereby created and titled "Golf Carts and Low Speed Vehicles" and is to read as follows:

SECTION II.

Section 14-33 shall be added to the Code of Ordinances and shall read as follows:

14-33. – Definitions

The following terms and phrases, when used in this chapter, shall have the meaning ascribed, except where the context clearly indicates a different meaning

(a) "City" means the City of Gautier, Mississippi.

(b) "Governing authorities" means the Mayor and City Council of the City of Gautier Mississippi.

(c) "Golf cart" means a motor vehicle designated and manufactured for operation on a golf course for sporting or recreational purposes, is not capable of exceeding speeds of twenty-five (25) miles per hour, and is equipped with a parking brake, head lamps, tail

lamps, seat belts, and front and rear turn signals.

(d) "Low-speed vehicle" means any four-wheeled electric or gasoline powered vehicle that has a top speed greater than twenty (20) miles per hour but less than twenty-five (25) miles per hour and is equipped with safety equipment as required under 49 CFR Section 571.500.

(e) "Designated cart pathways" means any and all City streets and roads so designated on the map attached hereto as "Exhibit B".

SECTION III.

Section 14-34 shall be added to the Code of Ordinances and shall read as follows:

14-34. – Permissible Operation and Registration Requirements

(a) Golf carts and/or low-speed vehicles may be operated on all City streets and roads where the posted speed limit does not exceed twenty-five (25) miles per hour and designated cart pathways.

(b) Any person operating a golf cart or low-speed vehicle on the public roads and streets must have in his or her possession a valid driver's license or temporary driver's permit and proof of insurance as required under Section 63-15-1 et seq., Mississippi Code of 1972.

(c) Golf carts and low speed vehicles may not be operated on interstate highway or state highways except for the crossing of these streets, in which case the shortest traveling distance to do so shall be required.

(d) Drivers of golf carts and/or low-speed vehicles are required to operate said vehicles in the outside lane of multi-lane streets and roads, where applicable.

(e) Operation of golf carts and/or low-speed vehicles is subject to all other applicable laws of the State of Mississippi and the City related to traffic and parking, along with corresponding penalties, not specifically addressed herein.

(f) Every low-speed vehicle and golf cart to be operated on a public road or street shall be required to register the vehicle with the City of Gautier. The Planning Department for the City of Gautier shall issue said registrations and collect the funds for same as outlined below to be provided to the City Clerk for deposit into the municipal general fund. Cost for the registration shall be twenty-five dollars and no/100 (\$25.00) to cover administrative time and expenses, payable to the City of Gautier. Upon registration a decal shall be provided by the Planning Department that must be displayed on the left rear fender of the vehicle. The registration shall remain valid for as long as the registering owner owns the low-speed vehicle or golf cart.

(g) Golf carts and/or low speed vehicles properly registered with other Mississippi

municipalities for use on public roads or streets may be operated within the City of Gautier without further registration so long as said golf carts or low speed vehicles are operated in compliance with the remaining provisions of this ordinance. Proof of such registration must be in the golf cart or low speed vehicle during operation.

SECTION IV

Any and all ordinances or parts thereof in conflict or inconsistent with any of the terms and provisions of this Ordinance are hereby repealed to such extent as they are so in conflict or inconsistent.

SECTION V

It is hereby declared to be the intention of the City Council that the actions, paragraphs, clauses and phrases of this ordinance, when adopted, are severable, and if any sections, paragraphs, clauses, sentences or provisions of this ordinance as adopted shall be declared unconstitutional or otherwise invalid, same shall not affect any of the remaining sections, paragraphs, clauses and phrases of this ordinance.

SECTION VI

This Ordinance shall take effect in the manner prescribed by law.

SECTION VII

That upon adoption, the City Clerk shall cause this Ordinance to be recorded in the Book of Ordinances of the City of Gautier, Mississippi, and published in the manner prescribed by law.

SECTION VIII

The provisions of this Ordinance may be included and incorporated in the Code of Ordinances of the City of Gautier, Mississippi, as an addition thereto, and appropriately renumbered to conform to the uniform numbering system of the Code.

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

AYES:

NAYS:

Thereupon, the Mayor declared said Amended Ordinance approved, passed and adopted on this the 6th day of October, 2020.

Phil Torjusen, Mayor

Attest: _____
| ~~Cynthia Russell~~ Teresa Montgomery
City Clerk

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

Council Meeting:
Title:

October 6, 2020
**Resolution reinstating late fees and cut off
procedures for Utility Accounts.**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

**Summary Explanation: Resolution reinstating late fees and cut off procedures for Utility
Accounts**

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

RESOLUTION NUMBER 000-2020

WHEREAS, on April 7, 2020, the City Council of Gautier made a motion in open meeting to suspend the assessment of late fees on delinquent utility accounts for the duration of the emergency to assist utility customers suffering financial hardship due to the Shelter in Place order issued by the Governor; and

WHEREAS, on March 15, 2020, the MS Public Service Commission issued a sixty (60) day Do Not Disconnect Order to all Utilities in the State that was later extended to May 26, 2020; and

WHEREAS, the City Council finds that both the Shelter In Place order and the Do Not Disconnect Order have both expired in prior months, and the current restrictions in place have enabled most individuals to resume normal activities; and

WHEREAS, the City is obligated to collect payment for services it provides and the assessment of late fees and the disconnection of accounts are necessary collections tools to insure the payment of delinquent accounts; and

NOW, THEREFORE, BE IT RESOLVED that the reinstatement of late fees and the disconnection of delinquent accounts will resume effective November 1, 2020; and

IT IS FURTHER PROCLAIMED AND RESOLVED that the City Manager or City Clerk is hereby 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 October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Teresa L Montgomery, Comptroller
Date: 09/30/20
Subject: Late Fees and Disconnects on Utility Accounts

REQUEST:

Approve reinstatement of the assessment of late fees and the policies concerning disconnection of delinquent utility accounts.

BACKGROUND:

The Council ceased the assessment of late fees on April 7, 2020. The MS Public Service Commission issued a “Do Not Disconnect” order on March 15, 2020. The Council order is for the duration of the emergency. The MSPSC order is no longer in effect.

DISCUSSION:

The “Do Not Disconnect” order was issued by the State to ensure the public would be able to carry out health directives and personal hygiene measures in order to slow or stop transmission of the virus. This order did not relieve customers of their financial responsibility to make payment for services. The Commission further stated that as the State reopened public utilities should also resume normal operations.

The order to stop the assessment of late fees was implemented to assist customers with financial hardships initiated by the pandemic and subsequent shut downs. While the motion states that it should remain in effect for the duration of the emergency, it is time to resume normal operations and policies. The City is obligated to charge and collect for the services it provides. In 2018 and 2019, the City issued \$10 million in Utility revenue bonds. Revenue is required for debt service. Unfortunately, late fees and disconnects are the only way to ensure the payment of some accounts. Policies may be reinstated effective November 1, 2020, in order to provide notice of intent to all customers. Payment plans for severely delinquent accounts may be requested and entered into upon approval of the City Manager.

All of our sister cities in the County have reinstated late fees and disconnect policies.

Pascagoula	Late Fees	June 2020	Disconnects	July 2020
Moss Point	Late Fees	July 2020	Disconnects	August 2020
Ocean Springs	Late Fees & Disconnects	July 2020		

RECOMMENDATION:

It is recommended the Gautier City Council reinstate the assessment of late fees and the disconnection of accounts per current City policies effective November 1, 2020.

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

Council Meeting:
Title:

October 6, 2020
**Consideration for an abatement at 2104 Westgate
Parkway, Gautier, MS. (Brian K. & Matthew T.
Wilson)**

Introduced by:
Contact Person/Telephone

Scott Ankerson 497-8000 ext. 312

Summary Explanation: Consideration for an abatement at 2104 Westgate Parkway, Gautier, MS. (Brian K. & Matthew T. Wilson) (PID #87341238.000)

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, after proper notice, on or about October 6, 2020, the City Council of Gautier conducted a public hearing relating to possible abatement of a parcel of property located at 2104 Westgate Parkway, Gautier, MS 39553 (further described as PID #87341238.000, as recorded in Deed Book 1739, Page 7, 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 the property located at 2104 Westgate Parkway, Gautier, MS 39553, by cleaning up all debris in the yard, demolish and remove the outside storage unit, maintain overgrown property, and secure the exterior of the principal structure as 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 attorney's 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 October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Babs Logan, Planning Technician
Date: 9/9/2020
Subject: Consideration for an abatement at 2104 Westgate Parkway (Brian K. & Matthew T. Wilson)

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 and clear this private property and close up house for safety issues.

BACKGROUND:

A complaint came from a concerned citizen regarding multiple code violations of the 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 February 21, 2018

The property has been a safety concern for the neighborhood since the beginning of 2018. The inoperable vehicles, outside storage and debris covered the entire property. The owner would attempt to start cleaning up when Code Enforcement would contact him, but the property would revert back to being covered in debris and outside storage shortly after. On September 25, 2018 a citation was issued to the property owner. Code Enforcement tried to contact Mr. Wilson several times about the code violations at this property but could not reach him. The utilities and electricity were disconnected and at that point the property was condemned by the City of Gautier on January 1, 2019. Throughout the rest of the year, very little work was done to clean up the front yard. The garage door is broken and has an old tarp attached to it which allows anyone access into the interior of the house. The back yard is overgrown and covered in debris. On June 29, 2019, Matthew Wilson pled guilty to Care of Premises but has not cleaned up the property as of this date. Code Enforcement has been to the residence to speak with him and has not been able to locate him.

On August 18, 2020 Code Enforcement sent an abatement notice informing the owner of the City's intent to abate the property. Code Enforcement has posted a Public Notice on the property and gathered pictures of the property on August 18, 2020. The vacant property continues to show signs of disrepair and deterioration. Property owners in the vicinity remain concerned with the visible appearance of this property and the unsecured/unsafe structure. Citizens are concerned for the health, safety, and welfare of their neighborhood. The property and City bulletin board have been posted with a copy of the public hearing notice two weeks prior to the scheduled hearing.

DISCUSSION:

The primary goal is to clean up all debris, outside storage, maintain the overgrown property, and secure the exterior of the 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.

ATTACHMENTS:

1. Parcel Info
2. Code Case History
3. Abatement Public Notice
4. Abatement Property Notification Letter
5. Pics for Abatement

87341238.000 WILSON BRIAN K & MATTHEW T

PIDN: 87341238.000

GISP: 776.24-03-0035.00

Owner Information

Percent of Ownership: PERCENT_OF

Name: WILSON BRIAN K & MATTHEW T

Name 2:

Mailing Address: 2104 WESTGATE PKWY

GAUTIER MS

39553

Site Address: 2104 WESTGATE PKWY GAUTIER

Land Information

Section: 24

Acreage: .00

Township: 7S

Range: 7W

Street Name WESTGATE
PKWY

Value and Tax Information

Total Assessed Value: 11436

Total Appraised Value: 76240

Improvement Value: 64200

Land Value: 12040

Tax Amount: 1678

SQ FT: 1435 Year Built: 1973

Legal Description

Description: LOT 238 WESTGATE EST S/D PT 3

DB 1739-7 (35 MAP776.24-03)

Deed Book / Page: 1739 / 7

CODE CASE DETAILED REPORT CODE -000109-2018 FOR CITY OF GAUTIER

Case Type: Code	Project:	Opened Date: 02/21/2018
Status: Active	District:	Closed Date: NOT CLOSED
Assigned To: CODE ENFORCEMENT	Description: Overgrown/ vehicles	

Address: 2104 Westgate Pkwy Gautier, MS 39553	Main
--	------

Note	Created By	Date and Time Created
1. Talked to resident about violations and she said they will get started on clean up	CODE ENFORCEMENT	2/21/2018 10:36 am
2. Resident has vehicle fixed and of jack stands . He is cleaning up property to come closer to compliance. I will continue to check progress .	CODE ENFORCEMENT	3/27/2018 2:57 pm
3. I talked to owner about utilities and outside storage . I gave him 5 days to fix utilities and till the end of May on yard .	CODE ENFORCEMENT	5/8/2018 3:14 pm
4. The owner has continued to clean up the property . One of the vehicles has been removed and the other should be gone by next week . The owner will go get water turned on next week .	CODE ENFORCEMENT	5/24/2018 12:58 pm
5. The owner has continued to clean up the property and remove debris and vehicles . The house is still not connected to the city utilities . The owner is going to talk to Darlene about this .	CODE ENFORCEMENT	6/20/2018 4:09 pm
6. The owner has paid on his utility bill and has continued cleaning up the property.	JOE FRANKLIN	8/9/2018 1:57 pm
7. I issued Mr. Wilson a citation 9/25/18 for the outside storage and inoperable vehicles in front of house . The court date is 11/26/18.	CODE ENFORCEMENT	9/25/2018 3:22 pm
8. I have gone by several times to talk to Mr Wilson about utilities and no one has been there . I have left door notices each time . Today I left notice about the water giving 5 days to get resolved .	CODE ENFORCEMENT	10/30/2018 9:26 am
9. I went by the location still has outside storage and inoperable vehicles in front of the house . The city utilities are not connected	CODE ENFORCEMENT	11/26/2018 12:25 pm
10. I went by the property and took pics of debris, outside storage and inoperable vehicles on 12/10/18 , 12/13/18 .	CODE ENFORCEMENT	1/2/2019 11:00 am
11. I went by the property and took pictures of all the stuff in front yard	CODE ENFORCEMENT	1/3/2019 2:30 pm
12. The property was condemned for no power and no utilities . the yard has even more stuff in it . Mr. Wilson is at ADC and his girlfriend is cleaning up the yard . I told her no one could be there at night or live there . The only time they could be there is if they are cleaning up .	CODE ENFORCEMENT	1/31/2019 1:54 pm
13. The owner is in prison and his girlfriend has been cleaning up the property during the day .	CODE ENFORCEMENT	5/8/2019 2:13 pm
14. I went out to the property and applied 3rd set of condemned stickers to the property. I received a call from Britney 627-5361 claiming that her and her husband Keith are working for the owner Brian Wilson . They are cleaning up the property and doing repairs .	CODE ENFORCEMENT	9/10/2019 12:28 pm
15. Brian Wilson 281-4117 owner . Susie Campbell Ex-wife 209-5433 I talked to Mrs. Campbell and she will try to reach Mr. Wilson about the property and have him contact me today . I have left text messages for Mr. Wilson and have received response from him .	CODE ENFORCEMENT	10/3/2019 12:34 pm
16. I have tried to contact Mr. Wilson several times about the violations at the property . I will fill out an affidavit for him .	CODE ENFORCEMENT	10/8/2019 11:08 am
17. Matt Wilson pled guilty at 1:30 arraignment 6/29/2020.	CODE ENFORCEMENT	7/1/2020 3:30 pm
18. The property still has debris and trash on it and is still overgrown . The garage door is still broken and the tarp is torn into pieces .	CODE ENFORCEMENT	7/6/2020 2:04 pm

*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*

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 **October 6, 2020**, 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:

2104 WEST GATE PARKWAY

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.

*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*

September 17, 2020

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

Re: 2104 West Gate Parkway
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 2104 West Gate Parkway. The hearing will be held at Gautier City Hall, 3330 Hwy 90 Gautier, MS. 39553 on October 6, 2020 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.

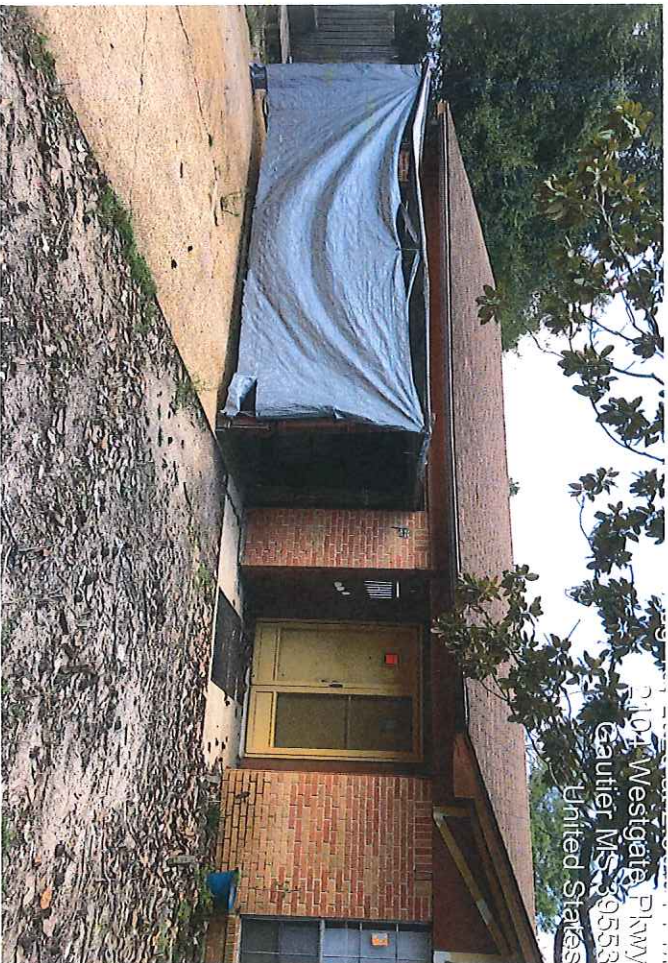
Additionally, the municipality may reenter the property or parcel of land for a period of one (1) year after the adjudication without any further hearings. A notice will be posted on the property or parcel of land and at City Hall or another place in the Municipality where such notices are generally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



2104 Westgate Pkwy
Gautier, MS 39553
United States



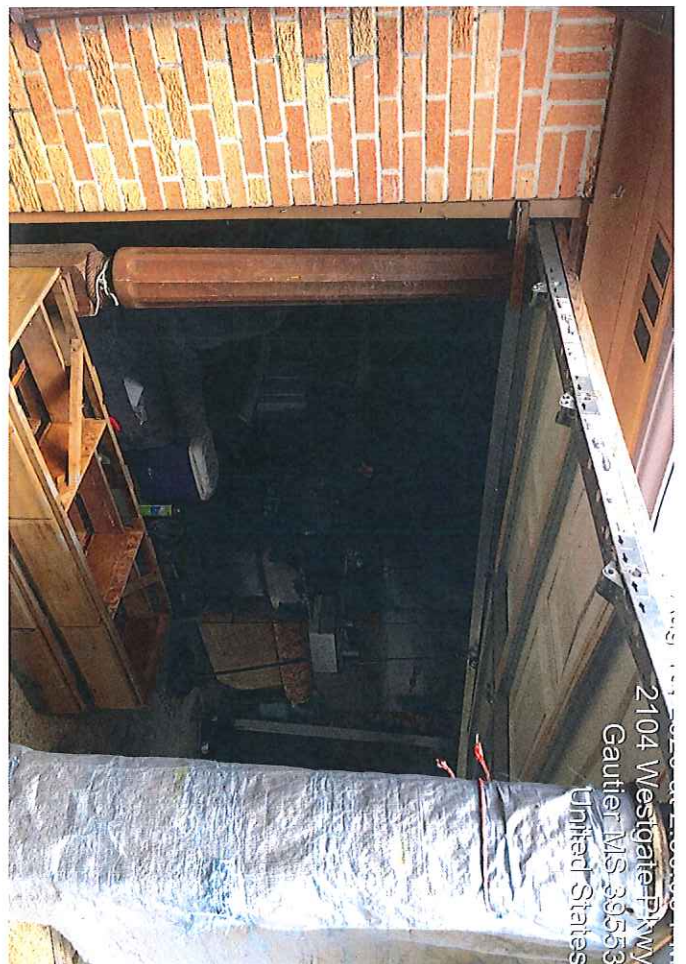
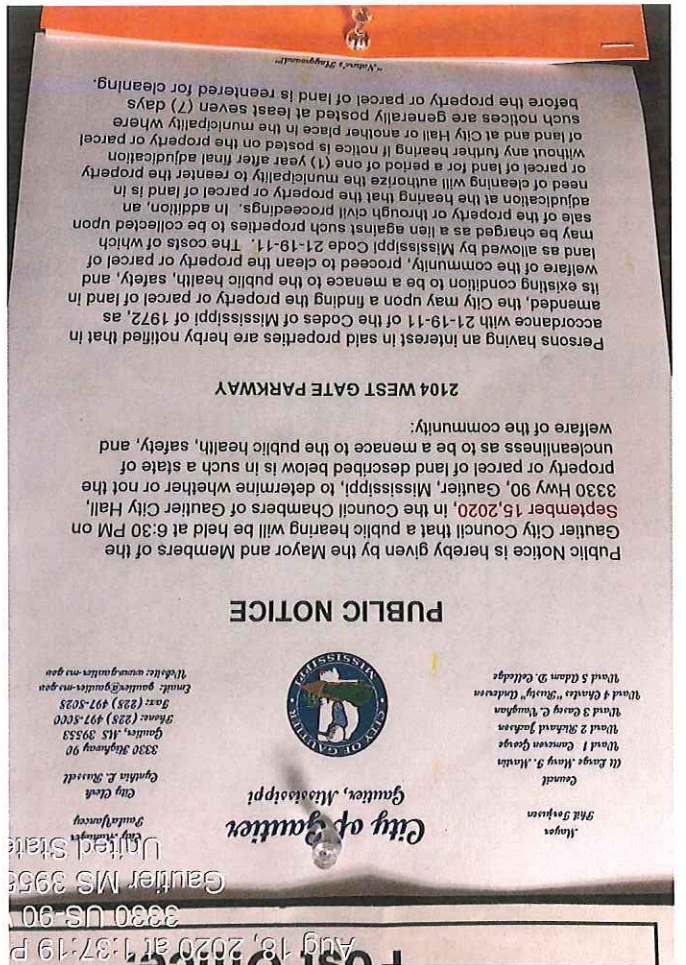
2104 Westgate Pkwy
Gautier, MS 39553
United States



2104 Westgate Pkwy
Gautier, MS 39553
United States



2104 Westgate Pkwy
Gautier, MS 39553
United States





2104 Westgate Pkwy
Gautier MS 39553
United States

CITY OF GAUTIER
Business Agenda Item #4
Fact Sheet

Council Meeting: October 6, 2020
Title: Consideration for an abatement at 1701 Sunrise Drive, Gautier, MS (Greg Hays).
Introduced by:
Contact Person/Telephone Scott Ankerson 497-8000 ext. 312

Summary Explanation: Consideration for an abatement at 1701 Sunrise Drive, Gautier, MS.
 (Greg Hays) (PID #87116018.000)

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, after proper notice, on or about October 6, 2020, the City Council of Gautier conducted a public hearing relating to possible abatement of a parcel of property located at 1701 Sunrise Drive, Gautier, MS 39553 (further described as PID #87116018.000, as recorded in Deed Book 1111, Page 16, 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 the property located at 1701 Sunrise Drive, Gautier, MS 39553, by cleaning and maintaining the overgrown property and remove the unsafe, dilapidated, deteriorating structure as 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 attorney's 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 October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Babs Logan, Planning Technician
Date: 9/9/2020
Subject: Consideration for an abatement at 1701 Sunrise Drive (Greg Hays)

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 structures.

BACKGROUND:

A complaint came from a concerned citizen regarding multiple code violations of the 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 June 20, 2018.

The buildings are illegal nonconforming structures placed in an R-3 zone. Code Enforcement sent a notice to Greg Hays on June 20, 2018 informing him of this violation. After speaking to Mr. Hays on January 23, 2019 Mr. Hays stated that he would have the buildings demolished and the property cleaned. On March 20, 2019 Code Enforcement signed an affidavit for Greg Hays for improper care of premises. After several continuances between July 22, 2019 and July 1, 2020 Mr. Hays was found guilty of improper care of premises. The buildings are dilapidated, deteriorating, and unsafe. Code Enforcement has received numerous complaints about vagrants living in the structures. Greg Hays has agreed several times to remove the buildings from the property since the Code Case was started on June 20, 2018 and has not had them removed.

On August 20, 2020 Code Enforcement sent an abatement notice informing the owner of the City's intent to abate the property. Code Enforcement has posted a Public Notice on the property and gathered pictures of the property on August 20, 2020. The vacant property continues to show signs of disrepair and deterioration. Property owners in the vicinity remain concerned with the visible appearance of this property and the unsecured/unsafe structure. Citizens are concerned for the health, safety, and welfare of their neighborhood. The property and City bulletin board have been 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.

ATTACHMENTS:

1. Parcel Info
2. Code Case History
3. Abatement Property Notification Letter
4. Abatement Public Notice
5. Pics of Property

87116018.000 HAYS GREG

PIDN: 87116018.000

GISP: 771.12-04-0068.00M

Owner Information

Percent of Ownership: PERCENT_OF

Name: HAYS GREG

Name 2:

Mailing Address: 18500 BUSBY RD

VANCLEAVE MS

39565

Site Address: 1701 SUNRISE DR GAUTIER

Land Information

Section: 12 Acreage: .00

Township: 7S

Range: 7W

Street Name SUNRISE
DR

Value and Tax Information

Total Assessed Value: 2160

Total Appraised Value: 14400

Improvement Value: 7000

Land Value: 7400

Tax Amount: 317

SQ FT: 0 Year Built: 1970

Legal Description

Description: LOTS 21 & 37 SINGING RIVER LAND

S/D DB 1111-16

(68M Map771.12-04)

Deed Book / Page: 1111 / 16

CODE CASE DETAILED REPORT CODE-000260-2018 FOR CITY OF GAUTIER

Case Type: Code	Project:	Opened Date: 06/20/2018
Status: Active	District:	Closed Date: NOT CLOSED
Assigned To: CODE ENFORCEMENT	Description: Overgrown property	

Address: 1701 Sunrise Dr Gautier, MS 39553	Main
---	------

Note	Created By	Date and Time Created
1. Overgrown property with 2 abandon barracks on it . I sent letter to owner. Greg Hays	CODE ENFORCEMENT	6/20/2018 8:58 am
2. Greg Hays 990-5301 18500 Busby Rd. Vancleave -owner	CODE ENFORCEMENT	1/16/2019 11:49 am
3. I left message for Mr. Hays	CODE ENFORCEMENT	1/18/2019 11:07 am
4. I talked to Mr. Hays about his properties on Sunrise and he will get them boarded up to keep people out and look for someone to demo 1701 sun rise.	CODE ENFORCEMENT	1/23/2019 10:03 am
5. I signed an affidavit for Mr. Hays on 3/20/19 and his plea date is 5/6/19 at 1:30	CODE ENFORCEMENT	3/25/2019 3:37 pm
6. A notice was left at Mr Hays's home in VAnCleave 8/9/18 about this property and the home on Santa Crus	CODE ENFORCEMENT	6/18/2019 10:46 am
7. Issued continuance till september 9 2019 . Mr. Hays has to have all the properties on Hasting and Sunrise area mowed and a date for what /when something will happen to the buildings at 1701 sunrise . The Attorney and Mr Hays both agreed to this and understood what needs to happen with these properties from here on .	CODE ENFORCEMENT	7/22/2019 3:38 pm
8. I went by to check the properties and all of them are overgrown .	CODE ENFORCEMENT	7/29/2019 1:55 pm
9. I sent a text message to Mr Hays reminding him about the sept 9 deadline .	CODE ENFORCEMENT	8/19/2019 10:02 am
10. The properties are still overgrown.	CODE ENFORCEMENT	9/3/2019 1:31 pm
11. Court moved to September 30,2019	CODE ENFORCEMENT	9/9/2019 4:01 pm
12. The owner has bush hogged the property	CODE ENFORCEMENT	9/30/2019 2:46 pm
13. The properties have been bush hogged again. I spoke to Mr. Hays about the future plans for the properties and he will call me back on monday to discuss his plans for them. The new court date is Dec.2,2019 at 3:00	CODE ENFORCEMENT	11/14/2019 4:21 pm
14. Mr. Hays lawyer missed court . The cases is rescheduled for 12/9/20. I spoke to Mr.Hays about when the buildings will be removed from the property.	CODE ENFORCEMENT	12/2/2019 3:56 pm
15. Mr. Hays appeared before the Judge on 1/27/2020 and has 90 Days to remove the structures from the property.	CODE ENFORCEMENT	2/25/2020 3:47 pm
16. Mr. Hays was found guilty for Care of Premises because he did not show up for hearing and had not removed the structures from the property. Mr. Hays asked the Court for another continuances but the Court denied it due to the fact that he had received several continuances already.	CODE ENFORCEMENT	7/1/2020 3:31 pm

*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*

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

October 6, 2020, 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:

1701 SUNRISE 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.

*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*

September 17, 2020

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

Re: 1701 Sunrise Drive
Notice of Public Hearing

To whom it may concern,

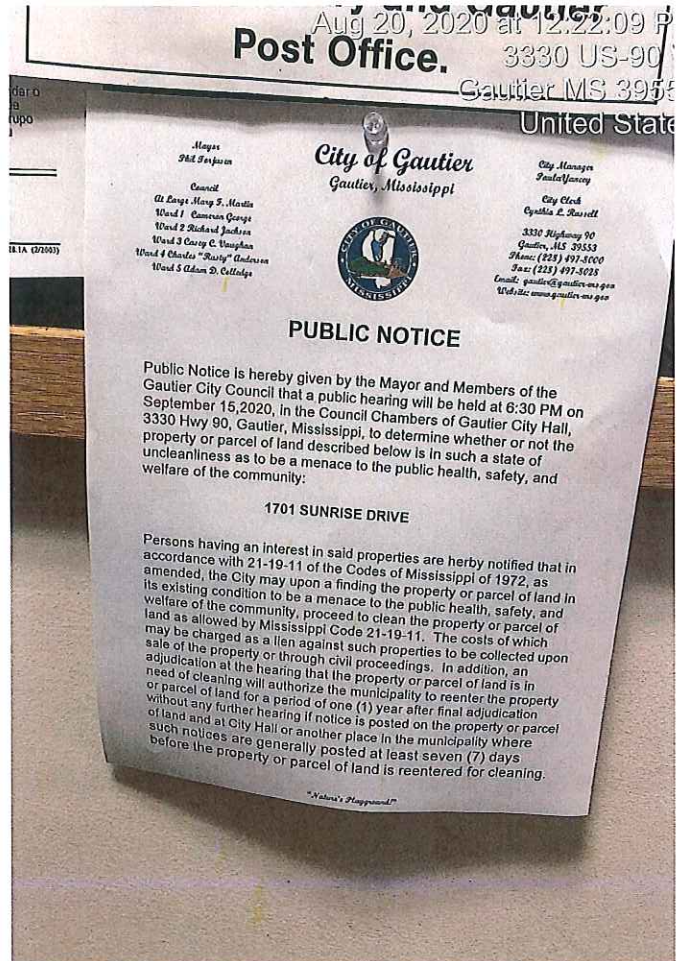
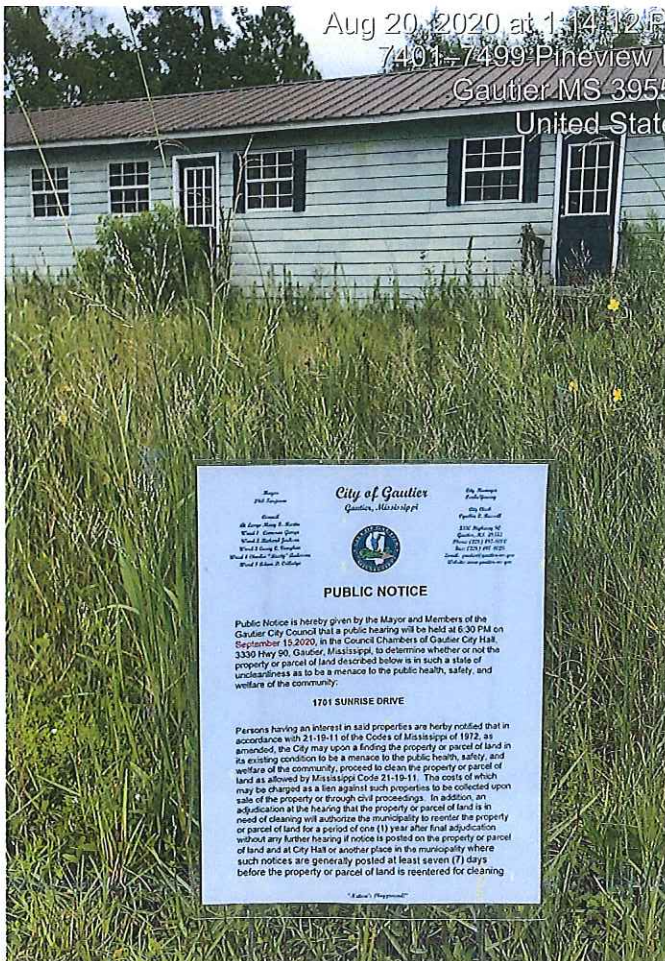
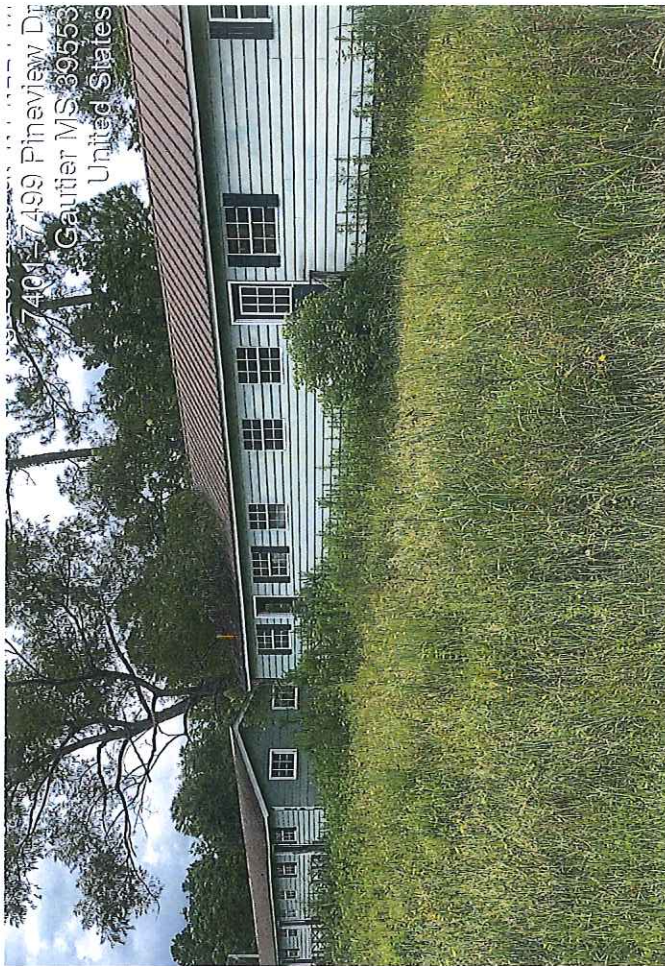
The City of Gautier Mayor and City Council has approved and scheduled a public hearing for adjudication for 1701 Sunrise Drive. The hearing will be held at Gautier City Hall, 3330 Hwy 90 Gautier, MS. 39553 on October 6, 2020 at 6:30 P.M. The purpose of this public hearing is to determine whether or not 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



Aug 20, 2020 at 1:14:12 PM
7401-7499 Pineview Dr
Gautier MS 39553
United States

Aug 20, 2020 at 12:22:09 PM
Post Office. 3330 US-90
Gautier MS 39553
United States

Mayor
Phil Jackson

City of Gautier
Gautier, Mississippi

City Council
At Large: Mary S. Martin
Ward 1: Cameron George
Ward 2: Richard Jackson
Ward 3: Corey C. Vaughan
Ward 4: Charles "Rusty" Anderson
Ward 5: Adam D. Callaway

City Manager
Paula Young

City Clerk
Cyndie L. Russell

3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-3000
Fax: (228) 497-3028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

PUBLIC NOTICE

Public Notice is hereby given by the Mayor and Members of the City of Gautier that a public hearing will be held at 6:30 PM on September 15, 2020, 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:

1701 SUNRISE 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.

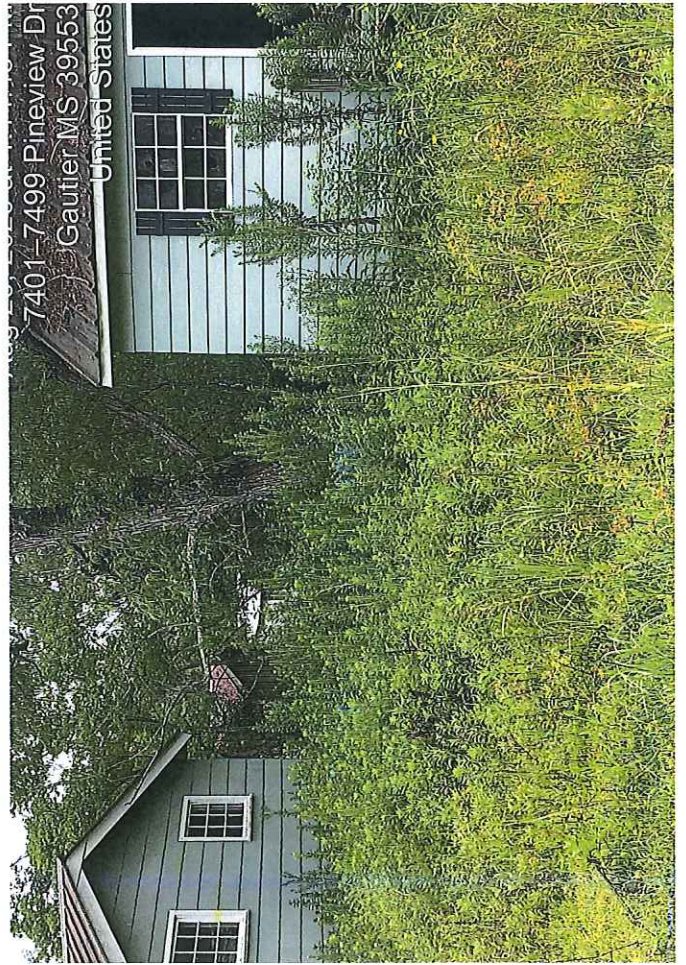
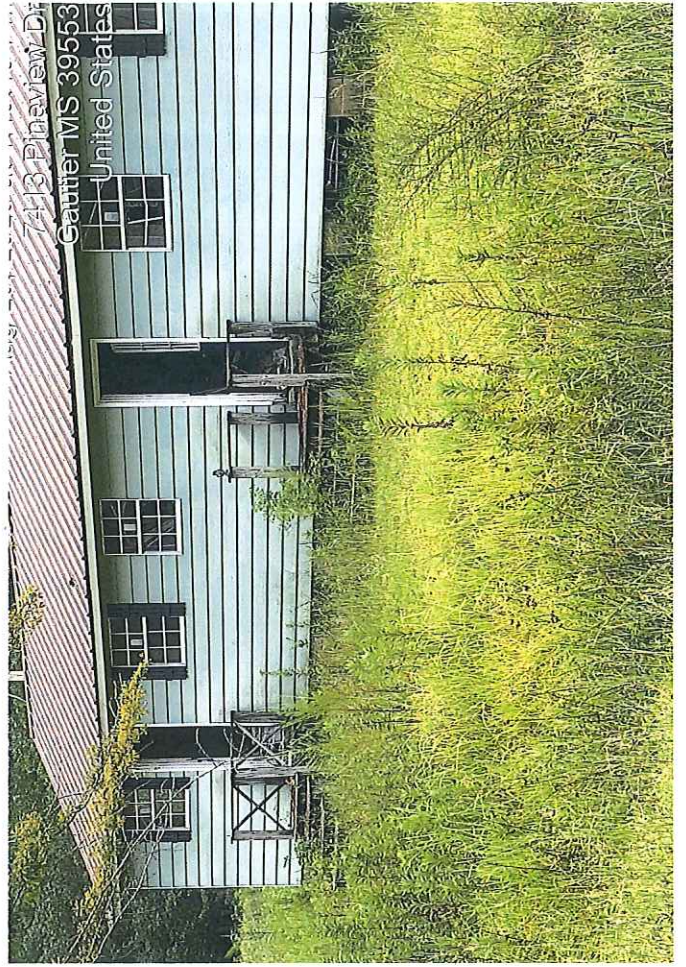
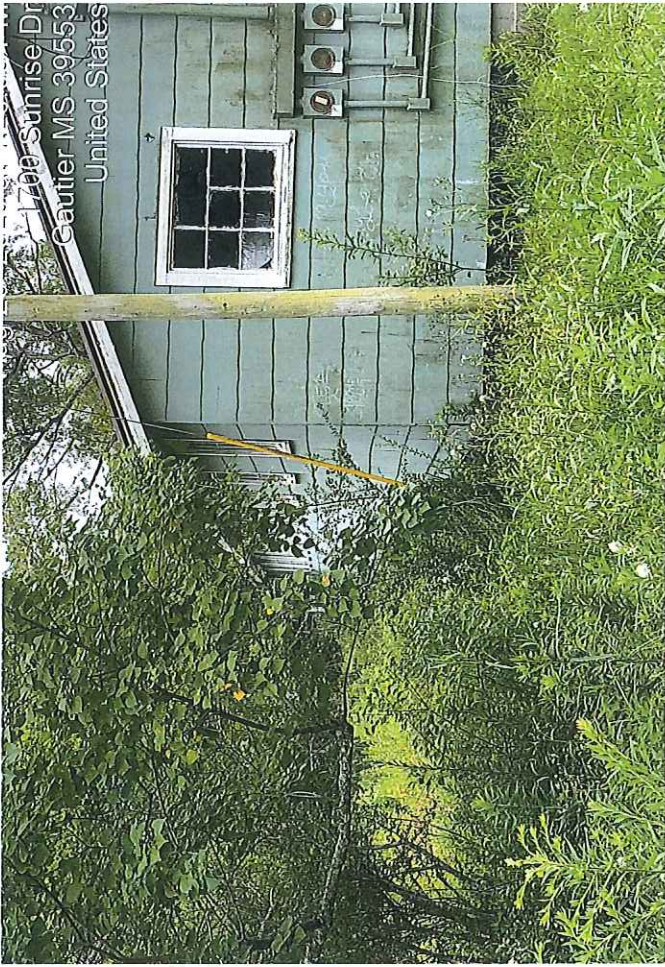
"Notice's Requirement"

Public Notice is hereby given by the Mayor and Members of the City of Gautier that a public hearing will be held at 6:30 PM on September 15, 2020, 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:

1701 SUNRISE 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.

"Notice's Requirement"



CITY OF GAUTIER
Business Agenda Item #5
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Consideration for an abatement at 1108 De La
Pointe Drive, Gautier, MS (James E., Jr. & Jennifer
Jenkins)

Introduced by:
Contact Person/Telephone

Scott Ankerson 497-8000 ext. 312

Summary Explanation: Consideration for an abatement at 1108 De La Pointe Drive, Gautier, MS. (James E., Jr. & Jennifer Jenkins) (PID #81831320.00)

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 000-2020

WHEREAS, after proper notice, on or about October 6, 2020, the City Council of Gautier conducted a public hearing relating to possible abatement of a parcel of property located at 1108 De La Pointe Drive, Gautier, MS 39553 (further described as PID #81831320.000, as recorded in Deed Book 1394, Page 150, 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 the property located at 1108 De La Pointe Drive, Gautier, MS 39553, by cleaning and maintaining the overgrown property, removing the dilapidated, deteriorating, and unsafe accessory structures, including the above ground pool, removing all inoperable vehicles and secure the exterior of the structure as 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 attorney's 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 October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Babs Logan, Planning Technician
Date: 9/9/2020
Subject: Consideration for an abatement at 1108 De La Pointe Drive (James E., Jr. & Jennifer Jenkins)

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 and clear overgrown vegetation of this private property and remove the dilapidated, deteriorating, and unsafe structures.

BACKGROUND:

A complaint came from a concerned citizen regarding multiple code violations of the 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 March 27, 2019

The house caught fire and burned on March 15, 2018. A notice was sent to the owner on March 27, 2019 about the overgrown property, inoperable vehicles, and debris on the property. Code Enforcement contacted the owner on April 1, 2019 to discuss the violations with the property and inquire as to when the owner would resolve these issues. On July 3, 2019 an Affidavit was issued and Mr. Jenkins pled guilty on August 5, 2019 to Improper Care of Premises. Code Enforcement sent a second notice for the violations on the property September 27, 2019. On October 18, 2019 Mr. Jenkins pled guilty to the second Improper Care of Premises. The City has received numerous complaints about the insects and rodents living on the property and the condition of the house has deteriorated more over the last year.

On August 18, 2020 Code Enforcement sent an abatement notice informing the owner of the City's intent to abate the property. Code Enforcement has posted a Public Notice on the property and gathered pictures of the property on August 18, 2020. The vacant property continues to show signs of disrepair and deterioration. Property owners in the vicinity remain concerned with the visible appearance of this property and the unsecured/unsafe structure. Citizens are concerned for the health, safety, and welfare of their neighborhood. The property and City bulletin board have been 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, remove the unsafe, dilapidated, deteriorating accessory structures including the above ground pool, remove all inoperable vehicles and secure the exterior of the 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.

ATTACHMENTS:

1. Parcel Info

2. Code Case History
3. Abatement Property Notification Letter
4. Abatement Public Notice
5. Pics for Abatement

81831320.000 JENKINS JAMES E JR & JENNIFER

PIDN: 81831320.000

GISP: 769.31-03-0040.00

Owner Information

Percent of Ownership: PERCENT_OF

Name: JENKINS JAMES E JR & JENNIFER

Name 2:

Mailing Address: 1108 DE LA POINTE DR

GAUTIER MS

39553

Site Address: 1108 DE LA POINTE DR GAUTIER

Land Information

Section: 31

Acreage: .50

Township: 7S

Range: 6W

Street Name DE LA POINTE
DR

Value and Tax Information

Total Assessed Value: 5070

Total Appraised Value: 50700

Improvement Value: 38780

Land Value: 11920

Tax Amount: 540

SQ FT: 2352 Year Built: 1979

Legal Description

Description: COM SW COR NE1/4 SW1/4
N 108.5' N 87 DEG E 265.6'
N 87 DEG E 20.6' NELY ALG N/M
OLD HWY 90 67.1' TO POB NELY ALG
N/M 87.7' N 250.7' S 87 DEG W
87.7' S 248.75' TO POB
DB 1394-150 (40 MAP769.31-03)

Deed Book / Page: 1394 / 150

CODE CASE DETAILED REPORT CODE -000623-2019 FOR CITY OF GAUTIER

Case Type: Code	Project:	Opened Date: 03/27/2019
Status: Active	District:	Closed Date: NOT CLOSED
Assigned To: CODE ENFORCEMENT	Description: inop vehicles	

Parcel: 81831320.000	Main	Address: 1108 De La Pointe Dr Gautier, MS 39553	Main	Zone: R-1 (Residential - Single Family)
-----------------------------	------	---	------	--

Note	Created By	Date and Time Created
1. I sent a notice to the owner about the inoperable vehicles and utility trailer with debris on it in the front yard. The house burned several months ago and haven't seen any progress on cleaning it up .	CODE ENFORCEMENT	3/27/2019 10:47 am
2. I talked to the owner Mr. Jenkins 238-4758	CODE ENFORCEMENT	4/1/2019 12:33 pm
3. I went by and checked the property for any progress on clean up . The owner has not done any clean up yet .	CODE ENFORCEMENT	7/31/2019 12:11 pm
4. The owner has started cleaning up the property	CODE ENFORCEMENT	8/6/2019 3:06 pm
5. The owner has mowed part of the yard .	CODE ENFORCEMENT	8/12/2019 4:36 pm
6. Mr. Jenkins pled guilty to charges on 8/5/19	CODE ENFORCEMENT	8/14/2019 4:06 pm
7. I sent another notice to the owner giving him till October 15th to have the property cleaned up and vehicles removed .	CODE ENFORCEMENT	9/27/2019 3:41 pm
8. The vehicles are still there and back yard is still overgrown	CODE ENFORCEMENT	10/21/2019 2:07 pm
9. The second affidavit was signed 10/22/2019. Mr. Jenkins was served with summons to appear on 11/18/2019. Mr. Jenkins was found guilty and paid the fine for second offense.	CODE ENFORCEMENT	11/19/2019 11:58 am

*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*

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 **October 6, 2020**, 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:

1108 DE LA POINTE 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.

*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*

September 17, 2020

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

Re: 1108 De La Pointe Drive
Notice of Public Hearing

To whom it may concern,

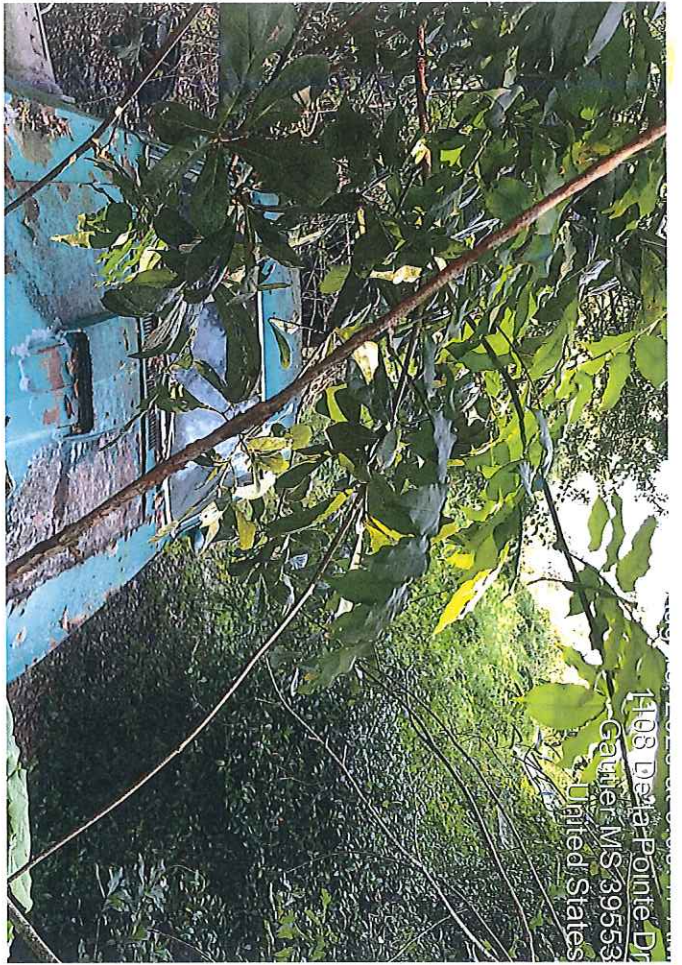
The City of Gautier Mayor and City Council has approved and scheduled a public hearing for adjudication for 1108 De Le Pointe Drive. The hearing will be held at Gautier City Hall, 3330 Hwy 90 Gautier, MS. 39553 on October 6, 2020 at 6:30 P.M. The purpose of this public hearing is to determine whether 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.

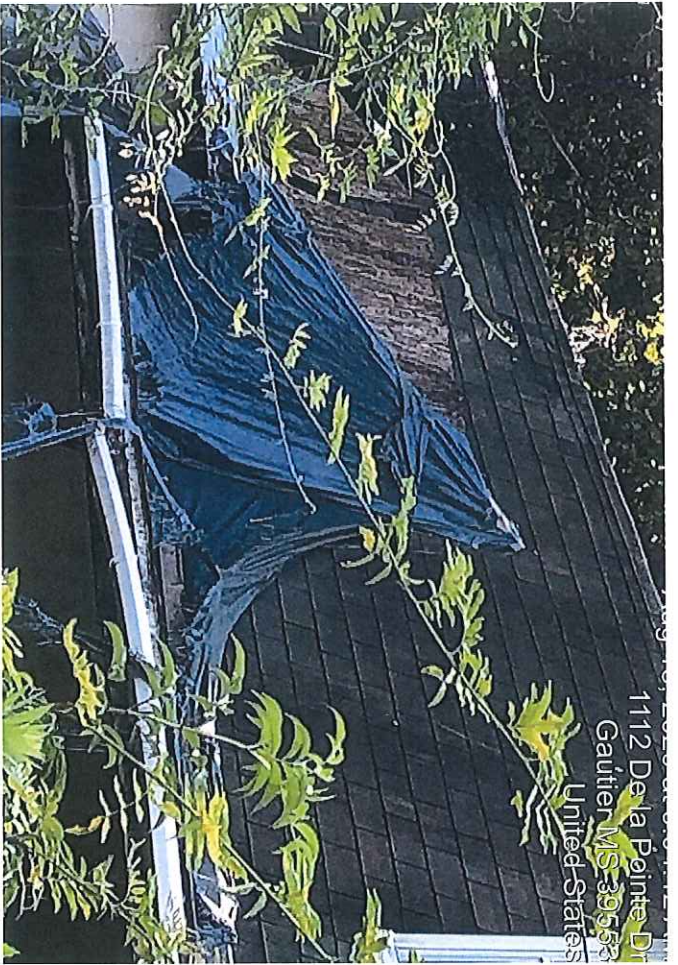
If at the scheduled hearing, the governing authority decides that the property or parcel of land is in a condition determined to be a menace to the public health, safety, and welfare of the community, the City shall proceed to clean the property or parcel of land by the use of municipal workers or by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





1112 De la Pointe Dr
Gautier, MS 39553
United States



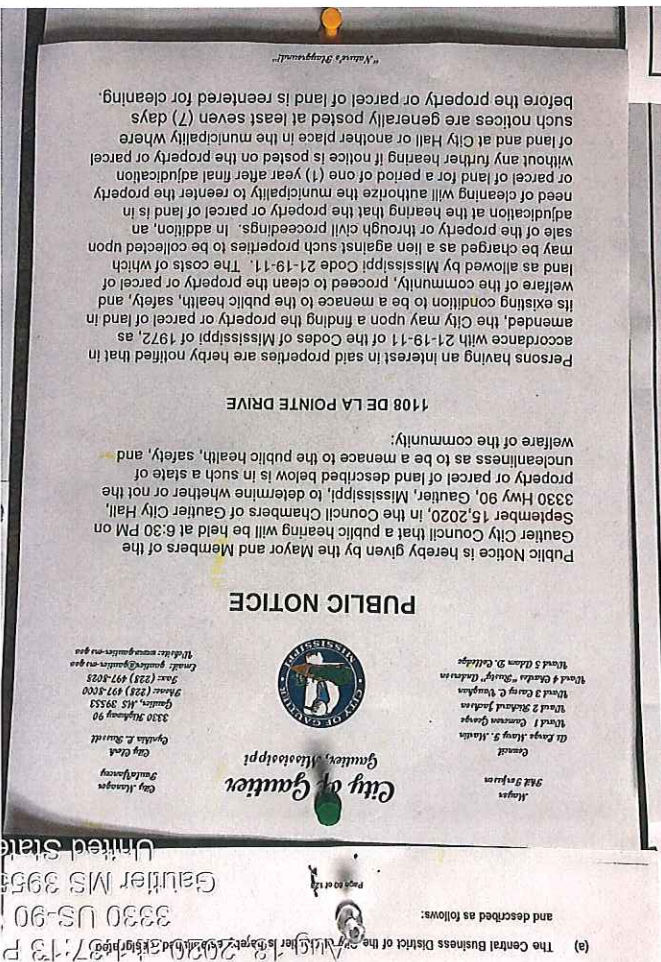
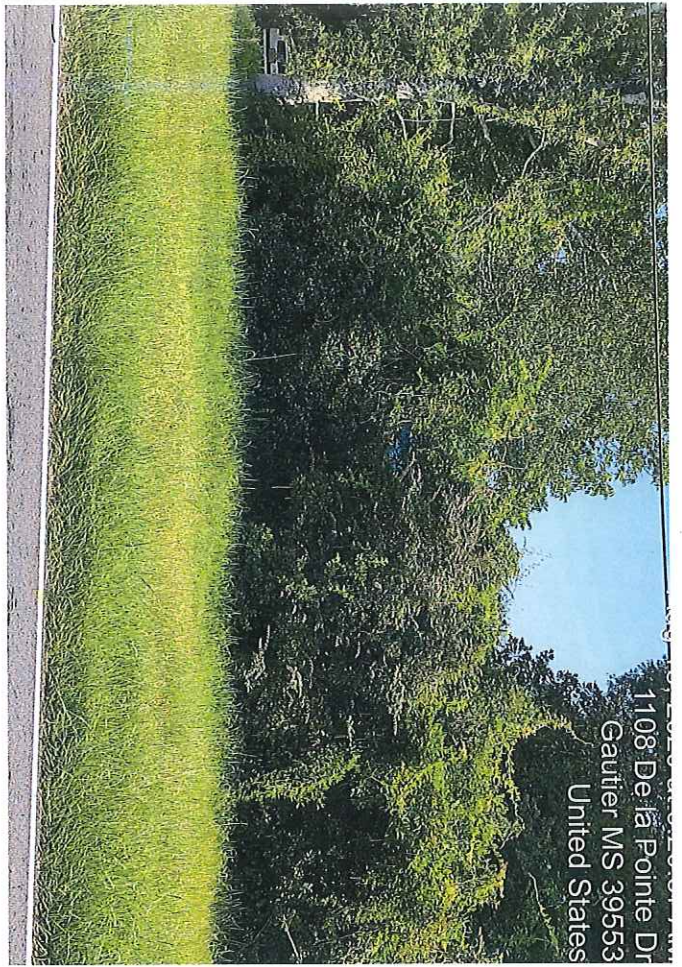
1112 De la Pointe Dr
Gautier, MS 39553
United States

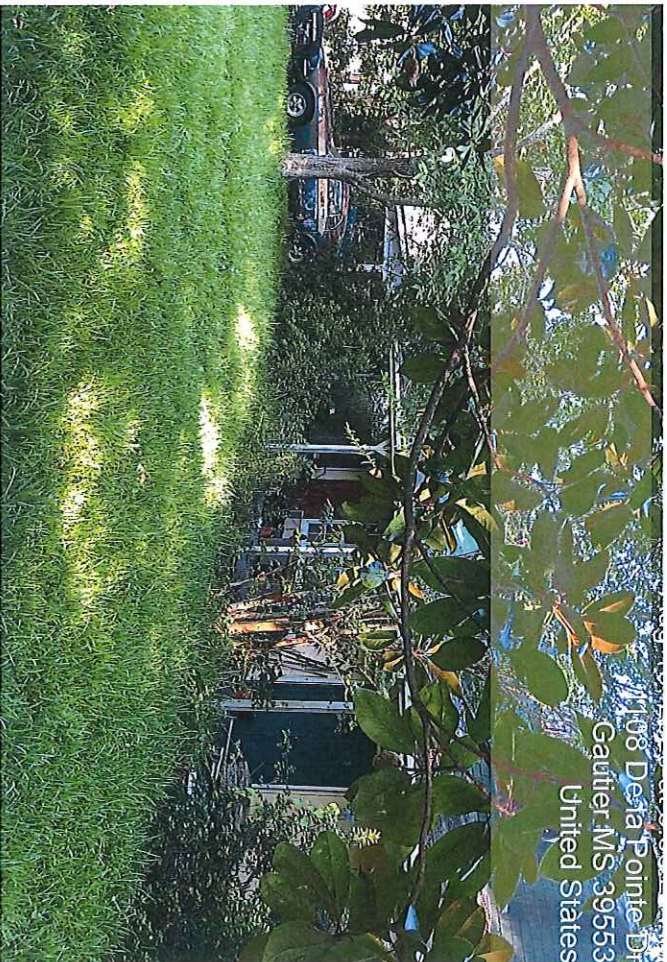
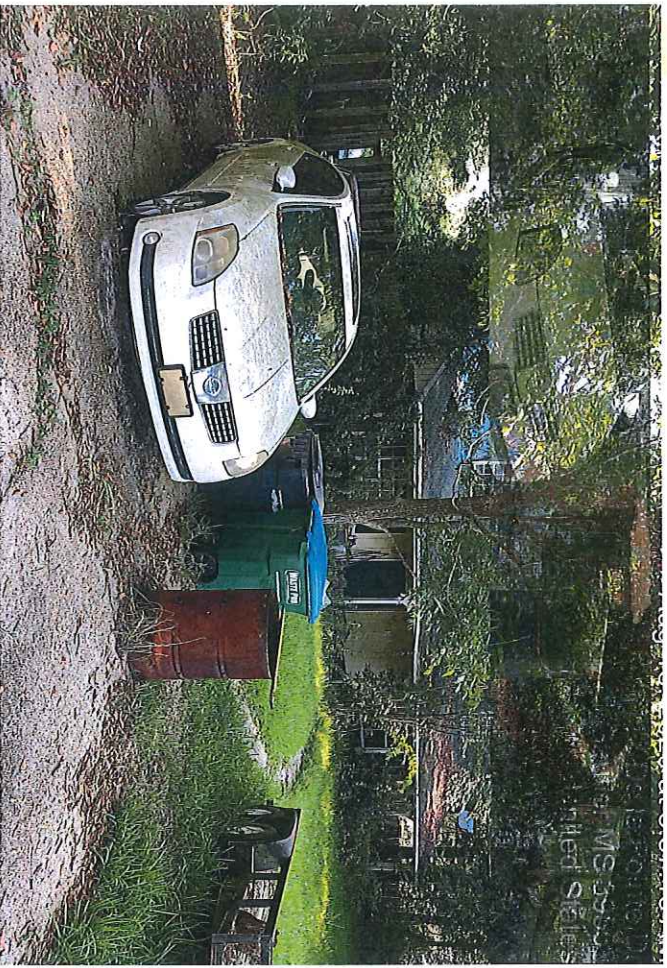


1112 De la Pointe Dr
Gautier, MS 39553
United States



1112 De la Pointe Dr
Gautier, MS 39553
United States





**CITY OF GAUTIER
Business Agenda Item #6
Fact Sheet**

Council Meeting:
Title:

**October 6, 2020
Approval of the Docket of Claims**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Approval of the Docket of Claims.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:

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

Second Made by:

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

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

Action Taken:

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

ORDER NUMBER 000-2020

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

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

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

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

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of October 6, 2020.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CINTAS CORPORATION NO 2	203224	10/06/2020	09/10/2020			312.28	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-535	MAINTENANCE		4057831279	08/05/2020			78.07
	001-205-535	MAINTENANCE		4058476763	08/12/2020			78.07
	001-205-535	MAINTENANCE		4059132955	08/19/2020			78.07
	001-205-535	MAINTENANCE		4059792763	08/26/2020			78.07
001	OCCUPATIONAL HEALTH CENTER INC	203225	10/06/2020	09/10/2020			60.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-604	PRE-EMP DRUG SCREEN: HUTCHINS		216425	09/04/2020			60.00
001	SPARKLIGHT	203236	10/06/2020	09/14/2020			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	SEPT 2020 SUBSTN: #107718827		09012020	09/04/2020			83.32
001	SPARKLIGHT	203237	10/06/2020	09/14/2020			62.38	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	SEPT CABLE BOX: #118476316		09012020	09/08/2020			62.38
001	SPARKLIGHT	203238	10/06/2020	09/14/2020			205.12	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	SEPT 2020: #107718371		09012020	09/08/2020			205.12
001	ENTERPRISE FUND	203251	10/06/2020	09/17/2020			14,996.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-104	TR MDEQ WIRE: FUND 360		09112020	09/11/2020			14,996.50
001	MPI GO BOND S2019 CONSTRUCTION FUND	203254	10/06/2020	09/17/2020			111,200.86	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-104	TR TIDELANDS: FUND 308		09172020	09/17/2020			111,200.86
001	GOVERNMENT BRANDS SHARED SERVICES	203261	10/06/2020	09/22/2020			1,475.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-698	SEPT 2020 COURT CHARGES		INV200862	09/08/2020			1,475.00
001	C SPIRE WIRELESS	203268	10/06/2020	09/23/2020			480.44	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-605	POLICE CELLS		0032680896	08/12/2020			480.44
001	GLOBALSTAR	203269	10/06/2020	09/23/2020			88.82	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		0005843095	09/16/2020			88.82
001	EMILY M CUMBEST	203270	10/06/2020	09/23/2020			200.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-681	REIMB ONLINE CLERK TRAINING		10072020	10/07/2020			200.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CODY D DICKERSON	203271	10/06/2020	09/23/2020			3,850.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-601	CLEAN LOT: 1305 HASTINGS		09172020	09/17/2020			3,850.00
001	PITNEY BOWES GLOBAL FINANCIAL SERVS	203276	10/06/2020	09/23/2020			422.97	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	LEASE PMT: POSTAGE MACHINE		3311942202	09/05/2020			422.97
001	MDH / BOILER SAFETY BRANCH	203277	10/06/2020	09/23/2020			390.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-635	INSPECTIONS: CITY HALL		21-126631	09/18/2020			120.00
	001-100-635	INSPECTIONS: POLICE STN		21-126631	09/18/2020			150.00
	001-161-635	INSPECTIONS: CENTRAL STN		21-126631	09/18/2020			60.00
	001-170-635	INSPECTIONS: REC BLDGS		21-126631	09/18/2020			60.00
001	MDH / BOILER SAFETY BRANCH	203279	10/06/2020	09/23/2020			90.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-635	INSPECTIONS: WEST STN		21-126632	09/18/2020			90.00
001	GULF REGIONAL PLANNING COMMISSION	203283	10/06/2020	09/23/2020			8,477.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-643	FY 2021 MPO-MGC FUNDING		MPO FY2021	07/27/2020			8,477.00
001	MS MUNICIPAL LEAGUE	203284	10/06/2020	09/23/2020			5,872.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-001-682	FY 2021 MML MEMBER DUES		31741	08/11/2020			5,872.00
001	IDENTI-KIT SOLUTIONS	203285	10/06/2020	09/23/2020			408.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	ANNUAL SOFTWARE LICENSE		106949	09/01/2020			408.00
001	LEADSONLINE LLC	203286	10/06/2020	09/23/2020			2,148.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	TOTALTRACK PKG 10/1-9/30/21		256887	08/15/2020			2,148.00
001	SPECIAL RISK INSURANCE COMPANY	203287	10/06/2020	09/23/2020			3,079.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-625	RENEWAL: RESERVE ACCIDENT INS		77414	08/25/2020			3,079.00
001	TYLER TECHNOLOGIES INC	203288	10/06/2020	09/23/2020			1,201.62	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-698	E-GOV SERVER SAS FEE		025-305805	09/01/2020			801.08
	001-090-698	E-GOV IPAD SAS FEE		025-305805	09/01/2020			400.54
001	SUSAN R PAROL	203297	10/06/2020	09/23/2020			20.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-022-660	CIVIL SERVICE MTGS (2)		09112019	09/12/2019			20.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	HOWARD W BUTLER	203298	10/06/2020	09/23/2020			120.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-022-660	CIVIL SERVICE MTGS (12)		09112019	09/12/2019			120.00
001	DORSETT PRODUCTIONS UNLIMITED LLC	203299	10/06/2020	09/23/2020			4,995.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-512	HD LED MOBILE VIDEO TRLR (2)		2010-3540	08/20/2020			4,995.00
001	ELEKTRA TECH ENTERTAINMENT	203300	10/06/2020	09/23/2020			1,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-512	STAGE & SOUND EQUIP		270	08/31/2020			1,500.00
001	JB AND CB JANITORIAL SERVICES	203301	10/06/2020	09/23/2020			200.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-512	CLEAN/RESTOCK PORT O LETS		10042020	08/17/2020			200.00
001	SWETMAN SECURITY SERVICE INC	203302	10/06/2020	09/23/2020			1,400.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-512	SECURITY GUARD SERVICES 7HRS		13946	09/23/2020			1,400.00
001	SBM REPORTING LLC	203303	10/06/2020	09/23/2020			175.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-698	PLANNING MTG		MB1136	09/03/2020			175.00
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC	203304	10/06/2020	09/23/2020			833.33	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-642	AUG 2020 SUPPORT		08312020	09/11/2020			833.33
001	WRIGHT WARD HATTEN & GUEL PLLC	203305	10/06/2020	09/23/2020			8,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-600	FINAL BILL: FY19 AUDIT		3667	09/17/2020			8,000.00
001	FUELMAN	203307	10/06/2020	09/24/2020			2,204.08	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP58843401	09/14/2020			47.52
	001-100-525	UNL FUEL		NP58843401	09/14/2020			1,753.63
	001-161-525	UNL&DSL FUEL		NP58843401	09/14/2020			212.94
	001-170-525	UNL&DSL FUEL		NP58843401	09/14/2020			167.67
	001-205-525	UNL FUEL		NP58843401	09/14/2020			22.32
001	FUELMAN	203309	10/06/2020	09/24/2020			1,759.76	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP58865499	09/21/2020			62.78
	001-100-525	UNL FUEL		NP58865499	09/21/2020			1,425.68
	001-161-525	UNL&DSL FUEL		NP58865499	09/21/2020			234.20
	001-170-525	UNL FUEL		NP58865499	09/21/2020			37.10

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	DEVIN SEYMOUR	203311	10/06/2020	09/24/2020			230.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PER DIEM ADV: BASIC SWAT		10122020	09/24/2020			230.00
001	SHAD BLEVINS	203312	10/06/2020	09/24/2020			230.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PER DIEM ADV: BASIC SWAT		10122020	09/24/2020			230.00
001	CHARLES WARD	203313	10/06/2020	09/24/2020			230.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PER DIEM ADV: BASIC SWAT		10122020	09/24/2020			230.00
001	JORDAN BELL	203314	10/06/2020	09/24/2020			230.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PER DIEM ADV: BASIC SWAT		10122020	09/24/2020			230.00
001	DEREK ETHERIDGE	203315	10/06/2020	09/24/2020			230.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PER DIEM ADV: BASIC SWAT		10122020	09/24/2020			230.00
001	AT&T	203316	10/06/2020	09/24/2020			164.91	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284977070	09/14/2020			164.91
001	AT&T	203317	10/06/2020	09/24/2020			3,135.07	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284978000	09/14/2020			3,135.07
001	AT&T	203318	10/06/2020	09/24/2020			278.62	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284972172	09/14/2020			278.62
001	AT&T	203319	10/06/2020	09/24/2020			34.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC TELECOM		2284970262	09/14/2020			34.40
001	SPARKLIGHT	203330	10/06/2020	09/28/2020			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	OCT 2020: CFD #122024086		09162020	09/23/2020			83.32
001	SPARKLIGHT	203331	10/06/2020	09/28/2020			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	OCT 2020: SFD #122025091		09162020	09/23/2020			83.32
001	SPARKLIGHT	203332	10/06/2020	09/28/2020			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	OCT 2020: NFD #122024383		09162020	09/23/2020			83.32

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER ELECTRIC COOPERATIVE	203334	10/06/2020	09/28/2020			861.51	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-631	BROWN FD 95237002	09152020	09/23/2020			335.72	
	001-161-631	MARTIN BLUFF FD 58380001	09172020	09/24/2020			293.43	
	001-201-629	SIGNAL LIGHTS 17546	09162020	09/24/2020			33.59	
	001-092-631	CITY LIMIT SIGN 17546	09162020	09/24/2020			27.37	
	001-100-631	MBLUFF SUB STN 58521002	09172020	09/24/2020			171.40	
001	SINGING RIVER ELECTRIC COOPERATIVE	203335	10/06/2020	09/28/2020			235.75	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-631	SPORTS PAVILION 66582005	09172020	09/25/2020			182.99	
	001-170-631	ROUNDAABOUT 102311002	09182020	09/25/2020			25.00	
	001-170-631	FITNESS TRAIL 109268001	09182020	09/25/2020			27.76	
001	SINGING RIVER ELECTRIC COOPERATIVE	203336	10/06/2020	09/28/2020			802.59	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	DOLPHIN ST 94987002	09182020	09/25/2020			60.37	
	001-201-633	DOLPHIN ST 94988002	09182020	09/25/2020			63.32	
	001-201-633	DOLPHIN ST 94989002	09182020	09/25/2020			60.95	
	001-201-633	DOLPHIN ST 94990002	09182020	09/25/2020			475.20	
	001-201-633	WM PAYNE 100244001	09182020	09/25/2020			59.77	
	001-201-633	WM PAYNE 100245001	09182020	09/25/2020			82.98	
001	SINGING RIVER ELECTRIC COOPERATIVE	203337	10/06/2020	09/28/2020			2,805.28	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-631	POLICE STATION 66298004	09182020	09/25/2020			1,931.77	
	001-201-629	SIGNAL LIGHT 89113001	09182020	09/25/2020			52.16	
	001-170-631	CITY PARK RESTRMS 89912001	09182020	09/25/2020			302.29	
	001-201-633	STREET LIGHTS 90345002	09182020	09/25/2020			139.60	
	001-092-631	RECORDS BLDG 90790001	09182020	09/25/2020			220.90	
	001-170-631	FRAZIER RESTRMS 98546001	09182020	09/25/2020			158.56	
001	POWELL CONSTRUCTION SERVICES INC	203342	10/06/2020	09/29/2020			212.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-698	GV-MBLUFF SIGNAL REPR	3140	09/25/2020			212.00	
001	MSC 7511	203344	10/06/2020	09/29/2020			113.14	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-698	GEMG00-01 RENTAL FEE	INV3861187	09/21/2020			113.14	
001	COASTAL FIRE SAFETY LLC	203348	10/06/2020	09/30/2020			49.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-635	12V/7AH BATT (2): FIRE ALARM	4165	07/10/2020			49.50	
001	ALABAMA MEDIA GROUP	203349	10/06/2020	09/29/2020			2,662.40	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-615	PUBLIC NOTICE: GPC #20-21-SE	0009727689	09/20/2020	200992		17.52	
	001-040-615	ADOPTED ORDINANCE #254-2020	0009731318	09/20/2020	200994		11.88	
	001-040-615	PUBLISH BUDGET FY21 PG 1	0009724745	09/20/2020	200983		1,316.50	
	001-040-615	PUBLISH BUDGET FY21 PG 2	0009724743	09/20/2020	200983		1,316.50	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ACTION PRINTING CENTER INC	203350	10/06/2020	09/29/2020			503.99	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-620	GOLF CART APPLICATION (250)		99791	09/24/2020	200918		135.00
	001-090-620	GOLF CART DECAL FC NUMBER(250)		99791	09/24/2020	200918		368.99
001	MURRAY'S NURSERY	203351	10/06/2020	09/29/2020			600.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-559	MULTI LANTANA (200)		8409	09/28/2020	201009		600.00
001	GULF COAST BUSINESS SUPPLY CO	203352	10/06/2020	09/29/2020			104.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-510	MF PAPER TOWELS 12PK/CT (4)		214161	09/21/2020	200993		63.88
	001-161-510	COMET 21OZ (8)		214161	09/21/2020	200993		16.96
	001-161-510	PINE CLEANER 1GAL/CS (4)		214161	09/21/2020	200993		23.96
001	LAWRENCE PRINTING COMPANY INC	203353	10/06/2020	09/29/2020			1,319.56	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-500	#10731 CHECKS:DEPOSITORY GREEN		50511	09/23/2020	200978		368.10
	001-040-500	SHIPPING		50511	09/23/2020	200978		31.21
	001-040-500	#22384 CHECKS:ENTERPRISE GOLD		50514	09/23/2020	200978		245.40
	001-040-500	#33334 CHECKS:PAYROLL BLUE		50629	09/23/2020	200978		245.40
	001-040-500	#16531 CHECKS:METER MAGENTA		50512	09/23/2020	200978		245.40
	001-040-500	#33642 CHECKS:7M BOND TAN/PEAC		50516	09/23/2020	200978		61.35
	001-040-500	#34594 CHECKS:BOND CONST RED		50517	09/23/2020	200978		61.35
	001-040-500	#20725 CHECKS:MS PUBLIC IMP GO		50513	09/23/2020	200978		61.35
001	CUSTOM PRODUCTS CORPORATION	203354	10/06/2020	09/29/2020			425.36	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-565	STREETS SIGNS (18)		339998	09/09/2020	200942		360.90
	001-201-565	24X24 STOP EMPLOYEES ONLY SIGN		339998	09/09/2020	200942		37.29
	001-201-565	SHIPPING		339998	09/09/2020	200942		27.17
001	AUTOZONE INC	203355	10/06/2020	09/29/2020			143.09	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-638	DURALAST STARTER: DODGE TRUCK		4907797679	08/06/2020	200893		143.09
001	GOODYEAR AUTO CENTER	203356	10/06/2020	09/29/2020			547.08	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	SET P225/60R18 99W EAG: U #59		221672	09/28/2020	201000		547.08
001	SUN HERALD	203359	10/06/2020	09/29/2020			71.42	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-615	BID AD: BACOT PARK IMPS		004745701	09/21/2020	200970		71.42
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	203361	10/06/2020	09/29/2020			109.99	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-045-559	VIEWSONIC 24' LED MONITOR		3455769510	09/02/2020	200940		109.99

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CUPIT SIGNS INC	203362	10/06/2020	09/29/2020			294.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-512	PATCH 36X16:CRUISIN BANNER (3)		32558 A	09/21/2020	200984		126.00
	001-170-512	PATCH 52X20:CRUISIN BANNER (2)		32558 A	09/21/2020	200984		168.00
001	SPORTABOUT	203363	10/06/2020	09/29/2020			163.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-512	CRUISIN TEES STAFF W/LOGO (7)		8002	09/23/2020	200976		54.60
	001-170-512	CRUISIN TEES STAFF W/LOGO (13)		8002	09/23/2020	200976		109.20
001	THE GULF COMPANIES INC	203364	10/06/2020	09/29/2020			125.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-559	33GAL HD CAN LINER 100/CS (5)		0930392-IN	09/23/2020	200999		125.00
001	ECONOMY BOOTS SALES & SERVICE	203366	10/06/2020	09/29/2020			561.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-535	CHIPPEWA BOOTS: WARREN, A		526282	09/22/2020	200671		187.00
	001-161-535	CHIPPEWA BOOTS: GERMANY, K		526282	09/22/2020	200671		187.00
	001-161-535	CHIPPEWA BOOTS: SHEPPARD, B		526282	09/22/2020	200671		187.00
001	JERRY LEE'S	203367	10/06/2020	09/29/2020			432.79	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-559	PALLET BOTTLED WATER (72)		00104	09/10/2020	200979		143.28
	001-100-559	EMERGENCY FOOD: H SALLY		00117	09/14/2020	200991		289.51
001	FOSTERS A/C & HEATING INC	203379	10/06/2020	09/30/2020			252.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-635	ESA TUNE UP (2): PLANNING		P1071014	09/24/2020			176.00
	001-092-635	DUAL CAPACITOR: PLANNING #1		P263690E	09/24/2020			76.00
001	FUELMAN	203380	10/06/2020	09/30/2020			1,899.23	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP58891126	09/28/2020			34.93
	001-100-525	UNL FUEL		NP58891126	09/28/2020			1,522.69
	001-161-525	UNL & DSL FUEL		NP58891126	09/28/2020			247.81
	001-170-525	UNL FUEL		NP58891126	09/28/2020			40.04
	001-205-525	UNL FUEL		NP58891126	09/28/2020			53.76
001	SEYMOUR ENGINEERING PLLC	203402	10/06/2020	09/30/2020			1,687.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-094-603	GCRF GRANT APPLICATION		7776.50	09/29/2020			1,687.50
001	SEYMOUR ENGINEERING PLLC	203404	10/06/2020	09/30/2020			415.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-094-603	GOMESA APPLICATION		7777	09/29/2020			287.50
	001-201-698	GEN ENG: GRAVELINE BRIDGE		7777	09/29/2020			127.50
FUND TOTAL	1 Claims	to	Checks	70 Total	198,721.22 Manual	Held	Total	198,721.22

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
156	BARNEYS POLICE AND HUNTING SUPPLIES	203377	10/06/2020	09/29/2020			985.80	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	156-100-799	SHIELD INTRUDER 20X34 IIIA	33986	09/14/2020	200693		985.80	
FUND TOTAL 156 Claims	to	Checks	1 Total	985.80 Manual	Held	Total	985.80	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	203260	10/06/2020	09/22/2020			6,902.63	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	172-350-650	LIBRARY SUPPORT		AUG 2020	09/22/2020			3,007.97
	172-350-650	LIBRARY SUPPORT		TAX SALE	09/22/2020			3,894.66
FUND TOTAL 172 Claims	to	Checks	1 Total	6,902.63	Manual	Held	Total	6,902.63

Docket of Claims
Release date from 10/06/2020 thru 10/06/2020

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	AD2 INC	203253	10/06/2020	09/17/2020			501.50	
	Account Number		Description	Invoice #	Date	P.O.	Amount	
	176-170-699		HOSTING FEE SEPT 2020	3672	09/15/2020			36.50
	176-170-699		SHOPPING CART	3672	09/15/2020			115.00
	176-170-699		WEB SITE MAINT:8/15-9/14/2020	3672	09/15/2020			350.00
176	AT&T	203262	10/06/2020	09/22/2020			73.45	
	Account Number		Description	Invoice #	Date	P.O.	Amount	
	176-170-605		SEPT 2020: SSP INTERNET	285615432	09/11/2020			73.45
176	AT&T	203326	10/06/2020	09/25/2020			258.56	
	Account Number		Description	Invoice #	Date	P.O.	Amount	
	176-170-605		MONTHLY SERVICES	2284972244	09/14/2020			258.56
176	FOSTERS A/C & HEATING INC	203343	10/06/2020	09/29/2020			80.00	
	Account Number		Description	Invoice #	Date	P.O.	Amount	
	176-170-635		PREV MAINT: TREAT DRAIN	P1073049M	09/21/2020			80.00
FUND TOTAL 176 Claims		to	Checks	4 Total	913.51 Manual	Held	Total	913.51

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
250	FIRST NATIONAL BANK TRUST DEPT	203275	10/06/2020	09/23/2020			70,328.13	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	250-680-811	INT PMT: S2018 REV BOND		11012020	09/15/2020			70,328.13
FUND TOTAL 250 Claims	to	Checks	1 Total	70,328.13	Manual	Held	Total	70,328.13

Docket of Claims
Release date from 10/06/2020 thru 10/06/2020

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
303	MICHAEL BAKER INTERNATIONAL Account Number 303-301-763	203281	10/06/2020	09/23/2020			2,645.79	
		Description		Invoice #	Date	P.O.	Amount	
		CONST PH SERVICES		1094503	09/16/2020		2,645.79	
FUND TOTAL 303 Claims	to	Checks	1 Total	2,645.79	Manual	Held	Total	2,645.79

Docket of Claims
Release date from 10/06/2020 thru 10/06/2020

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
304	SEYMOUR ENGINEERING PLLC	203390	10/06/2020	09/30/2020			14,495.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	304-510-762	FINAL DESIGN		7774	09/29/2020			14,495.00
304	SEYMOUR ENGINEERING PLLC	203401	10/06/2020	09/30/2020			750.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	304-510-762	ENVIRONMENTAL PERMITTING		7768	09/28/2020			750.00
FUND TOTAL 304 Claims		to	Checks	2 Total	15,245.00	Manual	Held	Total 15,245.00

Docket of Claims

307	HEFLIN ENGINEERING INC	203282	10/06/2020	09/23/2020			12,000.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	307-300-762	FINAL DESIGN PHASE 100%	0011	09/11/2020			12,000.00	
FUND TOTAL 307	Claims	to	Checks	1 Total	12,000.00 Manual	Held	Total	12,000.00

Docket of Claims
Release date from 10/06/2020 thru 10/06/2020

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
350	CALDWELL TANKS INC	203280	10/06/2020	09/23/2020			29,650.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	350-721-707	CONSTRUCTION RETAINAGE		10 FINAL	09/18/2020			29,650.00
350	SEYMOUR ENGINEERING PLLC	203397	10/06/2020	09/30/2020			6,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	350-721-603	DESIGN/PERMITTING 100%		7767	09/28/2020			6,500.00
FUND TOTAL 350 Claims	to	Checks	2 Total	36,150.00	Manual	Held	Total	36,150.00

Docket of Claims
Release date from 10/06/2020 thru 10/06/2020

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
353	SEYMOUR ENGINEERING PLLC Account Number 353-722-786	203398	10/06/2020	09/30/2020			724.58	
		Description		Invoice #	Date	P.O.	Amount	
		PH B CONSTRUCTION ENG (WTR)		7772	09/29/2020			724.58
353	SEYMOUR ENGINEERING PLLC Account Number 353-726-787	203399	10/06/2020	09/30/2020			1,699.07	
		Description		Invoice #	Date	P.O.	Amount	
		PH B CONSTRUCTION ENG (SWR)		7773	09/29/2020			1,699.07
FUND TOTAL 353 Claims	to	Checks	2 Total	2,423.65	Manual	Held	Total	2,423.65

Docket of Claims
Release date from 10/06/2020 thru 10/06/2020

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
355	WAGGONER ENGINEERING INC	203341	10/06/2020	09/29/2020			16,911.35	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	355-723-762	DESIGN: WTR SUPPLY & TRMT		37189	09/04/2020			8,995.00
	355-723-763	BIDDING WELL 62.33%		37189	09/04/2020			7,916.35
FUND TOTAL 355 Claims	to	Checks	1 Total	16,911.35	Manual	Held	Total	16,911.35

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
360	SEYMOUR ENGINEERING PLLC	203400	10/06/2020	09/30/2020			12,486.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	360-726-762	ENGINEERING DESIGN 100%		7769	09/28/2020			12,486.50
FUND TOTAL 360	Claims	to	Checks	1 Total	12,486.50	Manual	Held	Total 12,486.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	ANSER	203239	10/06/2020	09/14/2020			538.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	BASE RATE: 9/2/20-9/29/20		277-090220	09/02/2020			420.00
	400-650-698	562 MTS 8/5/20-9/1/20		277-090220	09/02/2020			108.16
	400-650-698	HOLIDAY CHARGES		277-090220	09/02/2020			10.00
400	AT&T	203240	10/06/2020	09/14/2020			338.81	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284972276	09/06/2020			338.81
400	CITY OF GAUTIER	203252	10/06/2020	09/17/2020			43,427.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-821	ST LNS #3 90/57 SWR		09092020	09/09/2020			7,877.45
	400-680-822	ST LNS #4 90/57 WTR		09092020	09/09/2020			10,948.67
	400-680-822	ST LNS #4 90/57 SWR		09092020	09/09/2020			9,019.22
	400-680-823	ST LNS #5 ALLEN RD		09092020	09/09/2020			2,149.95
	400-680-824	ST LNS #6 OLD SPAN TR		09092020	09/09/2020			3,765.83
	400-680-825	ST LNS #7 OLD SPAN TR		09092020	09/09/2020			9,665.99
400	ARISTA INFORMATION SYSTEMS INC	203272	10/06/2020	09/23/2020			4,139.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	AUG 2020 STATEMENTS		30408	09/11/2020			1,139.60
	400-650-698	AUG 2020 POSTAGE		1425202009	09/11/2020			3,000.00
400	2018-2019 BOND DEBT SERVICE FUND	203273	10/06/2020	09/23/2020			33,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-900-950	OCT 2020: 2019 BOND DS		10012020	10/01/2020			33,000.00
400	2018-2019 BOND DEBT SERVICE FUND	203274	10/06/2020	09/23/2020			25,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-900-950	OCT 2020: 2018 BOND DS		10012020	10/01/2020			25,000.00
400	MDH / BOILER SAFETY BRANCH	203278	10/06/2020	09/23/2020			60.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-635	INSPECTIONS: PUBLIC WORKS		21-126631	09/18/2020			60.00
400	MSC 7511	203306	10/06/2020	09/23/2020			430.13	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	FGYJ00-01 RENTAL FEE		INV3842554	09/09/2020			166.49
	400-650-698	MPC4504 USAGE:B/W		INV3842554	09/09/2020			28.44
	400-650-698	MPC4504 USAGE:COLOR		INV3842554	09/09/2020			235.20
400	FUELMAN	203308	10/06/2020	09/24/2020			93.09	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP58843401	09/14/2020			93.09
400	FUELMAN	203310	10/06/2020	09/24/2020			15.93	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP58864499	09/21/2020			15.93

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	AT&T	203327	10/06/2020	09/25/2020			246.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICES		2284975234	09/14/2020			246.40
400	SPARKLIGHT	203333	10/06/2020	09/28/2020			71.41	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	OCT 2020: #107663106		09162020	09/23/2020			71.41
400	SINGING RIVER ELECTRIC COOPERATIVE	203338	10/06/2020	09/29/2020			2,236.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS 20649		09152020	09/23/2020			762.10
	400-651-631	LIFT STATIONS 28779		09152020	09/23/2020			87.30
	400-651-631	SCHOONER WELL 20688		09122020	09/21/2020			1,074.28
	400-651-631	LIFT STATIONS 20688		09122020	09/21/2020			312.42
400	SINGING RIVER ELECTRIC COOPERATIVE	203339	10/06/2020	09/29/2020			26.03	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	CARTER RD WTR TANK 109812001		09152020	09/23/2020			26.03
400	SINGING RIVER ELECTRIC COOPERATIVE	203340	10/06/2020	09/29/2020			5,719.23	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 89627001		09172020	09/24/2020			67.80
	400-651-631	LIFT STNS 89702001		09172020	09/24/2020			26.48
	400-651-631	LIFT STNS 17881		09172020	09/24/2020			2,459.73
	400-651-631	WATER WELLS 17881		09172020	09/24/2020			3,165.22
400	C & M ELECTRIC MOTOR SERVICE INC	203357	10/06/2020	09/29/2020			1,189.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-583	3HP SUB PUMP: WHITEWOOD LS		12280	09/09/2020	200980		1,189.60
400	COAST CHLORINATOR & PUMP CO INC	203358	10/06/2020	09/29/2020			1,134.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	BOOSTER PUMP: MALL WELL		71584	09/02/2020	200981		1,418.00
	400-651-581	20% DISCOUNT		71584	09/02/2020	200981		-283.60
400	POWELL CONSTRUCTION SERVICES INC	203360	10/06/2020	09/29/2020			350.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	2 METER BOXES		3139	09/25/2020	200858		350.00
400	KURITA AMERICA INC	203365	10/06/2020	09/29/2020			2,300.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-582	SIAB 14 DAY RENTAL		INV543664	08/31/2020	200679		1,100.00
	400-651-582	EQUIP PROGRAMMER		INV543664	08/31/2020	200679		1,200.00
400	LYMAN WELL COMPANY	203368	10/06/2020	09/29/2020			400.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	INSTALL MOTOR: MALL WELL		20050	09/11/2020	200982		400.00

Docket of Claims
Release date from 10/06/2020 thru 10/06/2020

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	FUELMAN	203381	10/06/2020	09/30/2020			86.43	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP58891126	09/25/2020			86.43
400	SEYMOUR ENGINEERING PLLC	203403	10/06/2020	09/30/2020			2,613.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-603	GEN ENG: SEWER-DRAINAGE		7777	09/29/2020			2,613.75
FUND TOTAL 400 Claims	to	Checks	22 Total	123,416.18	Manual	Held	Total	123,416.18

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	70 Total	198,721.22 Manual	Held	Total	198,721.22
FUND 156 Claims	to	Checks	1 Total	985.80 Manual	Held	Total	985.80
FUND 172 Claims	to	Checks	1 Total	6,902.63 Manual	Held	Total	6,902.63
FUND 176 Claims	to	Checks	4 Total	913.51 Manual	Held	Total	913.51
FUND 250 Claims	to	Checks	1 Total	70,328.13 Manual	Held	Total	70,328.13
FUND 303 Claims	to	Checks	1 Total	2,645.79 Manual	Held	Total	2,645.79
FUND 304 Claims	to	Checks	2 Total	15,245.00 Manual	Held	Total	15,245.00
FUND 307 Claims	to	Checks	1 Total	12,000.00 Manual	Held	Total	12,000.00
FUND 350 Claims	to	Checks	2 Total	36,150.00 Manual	Held	Total	36,150.00
FUND 353 Claims	to	Checks	2 Total	2,423.65 Manual	Held	Total	2,423.65
FUND 355 Claims	to	Checks	1 Total	16,911.35 Manual	Held	Total	16,911.35
FUND 360 Claims	to	Checks	1 Total	12,486.50 Manual	Held	Total	12,486.50
FUND 400 Claims	to	Checks	22 Total	123,416.18 Manual	Held	Total	123,416.18
Total for all Funds			Checks 109 Total	499,129.76 Manual	Held	Total	499,129.76

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

Council Meeting:
Title:

October 6, 2020
Authorization to remove broken office equipment and other miscellaneous items from the City of Gautier's inventory and declare such items surplus.

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Authorization to remove broken office equipment from the City of Gautier's inventory and other miscellaneous items from the Recreation Department and declare as 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 000-2020

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING OFFICE EQUIPMENT FROM THE CITY OF GAUTIER'S INVENTORY AND DECLARE THE EQUIPMENT SURPLUS

WHEREAS, the City Clerk Department is requesting the following equipment be removed from inventory and declared surplus:

Acer Monitor - Inv. # 2832
2-Shelf Cabinet - Inv. #709
Pressure Washer - Item #735
Steam Cleaner - Item #736
Riding Mower - Item #737
Battery Charger - Item #739
Markers for Field - Item # 745
Dye Set - Item #746
Wheel Barrow - Item #747
Chainsaw - Item #750
Power Pac - Item #753

Chainsaw - Item #754
Router - Item #756
Heater - Item #757
6 Foot Table - Item #761 & #762
Vacuum - Item #763
Roper Dryer – Item #764
GE Washer - Item #765
Stihl Weed-Eater - Item #766
Shop Light Portable - Item #767 & #768
Stihl TS 400 - Item #770
4 – Foot Metal Tables - Item #776 & #777

WHEREAS, the Mayor and Members of the Council have determined that given the age and condition of the equipment, these items have no value or have been replaced, and therefore removal from inventory and declaring them as surplus is in the best interest of the City of Gautier.

BE IT, THEREFORE, RESOLVED that the equipment described above 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 6th of October, 2020.

MAYOR

ATTEST:

CITY CLERK

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 9/21/2020
Subject: Resolution removing broken office equipment and lost inventory items.

REQUEST:

City Council authorization is requested for the City Clerk department to remove the following office equipment from the City of Gautier's inventory and other miscellaneous items from the Recreation Department and declare the equipment surplus. The office equipment is an Acer Monitor inventory number 2832 and is broken. The Recreation Department looked for the items and cannot be located: 2-shelf cabinet item #709, pressure washer item #735, steam cleaner item #736, riding mower item #737, battery charger item #739, markers for field item #745, dye set item #746, wheel barrow item #747, chainsaw item #750, power pac item #753, chainsaw item #754, router item #756, heater item #757, 6 foot table item #761 and #762, vacuum item #763, Roper dryer item #764, GE washer item #765, Stihl weed-eater item #766, shop light portable item #767 and #768, Stihl TS 400 item #770, and 4 foot metal tables item #776 and #777. These items were purchased years ago and never were removed properly when they were broke or could not be used.

BACKGROUND:

The City Clerk's Department has determined that the items are no longer in working order and have been replaced. Removal from inventory is in the best interest of the City of Gautier.

DISCUSSION:

The items have been missing for several years and they are not able to be located. The monitor is broken and cannot be fixed and has been replaced.

RECOMMENDATION:

The City staff recommends that City Council authorize the removal of these items listed from inventory so the inventory spreadsheet can be updated.

ATTACHMENTS:

**CITY OF GAUTIER
Consent Item #2
Fact Sheet**

Council Meeting:
Title:

**October 6, 2020
Ratification and Termination of Proclamation of
Local Emergency**

Introduced by:
Contact Person/Telephone

City Manager 497-8000

Summary Explanation: Ratification and Termination of Proclamation of Local Emergency relating to Tropical Storm Sally

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

**RESOLUTION NUMBER 000-2020
RATIFICATION AND TERMINATION OF PROCLAMATION OF LOCAL EMERGENCY**

WHEREAS, on September 12, 2020, conditions of extreme peril to the safety of persons and property arose within the City of Gautier, Mississippi due to the impending rain, wind and threat of flood from Tropical Storm Sally; and

WHEREAS, the aforesaid conditions of extreme peril warranted and necessitated the proclamation of the existence of a local emergency in order to provide for the health and safety of the citizens and the protection of their property within the affected jurisdiction; and

WHEREAS, on September 12, 2020, Mayor, Phil Torjusen, on behalf of the City of Gautier, Mississippi proclaimed that a local emergency had arisen as a result of the above; and

WHEREAS, on September 16, 2020, Tropical Storm Sally made landfall between the Western Florida Panhandle and Coastal Alabama; and

WHEREAS, the Mayor and Members of the Council of the City of Gautier, Mississippi find and determine that there is no need for a continued state of local emergency with regard to Tropical Storm Sally;

NOW, THEREFORE, pursuant to Miss. Code Ann. 33-15-17, the Mayor and Members of the Council of the City of Gautier, Mississippi hereby proclaim that the state of local emergency is hereby ratified and terminated.

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 October 6, 2020.

**PROCLAMATION OF LOCAL EMERGENCY
BY MAYOR PHIL TORJUSEN
REGARDING TROPICAL STORM SALLY**

WHEREAS, Mayor Phil Torjusen, of the City of Gautier, Mississippi does hereby find that conditions of extreme peril to the safety of persons and property have arisen within said City of Gautier, Mississippi due to the impending heavy rain, wind, and flood threat from Tropical Storm Sally; and

WHEREAS, at the time of the making of this proclamation, Tropical Storm Sally has reached the southeastern Gulf of Mexico and could potentially reach the Gulf Coast of the United States by the beginning of next week, bringing heavy rain and flood threat; and

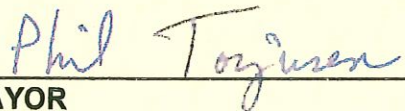
WHEREAS, the aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency in order to provide for health and safety of the citizens and the proclamation of their property within the affected jurisdiction; and

WHEREAS, I find and determine that the public interest requires that I proclaim a state of local emergency as authorized by law; and

NOW, THEREFORE, I, MAYOR PHIL TORJUSEN, HEREBY PROCLAIM that a local emergency exists in the City of Gautier, Mississippi as of September 12, 2020 due to the impending landfall of Tropical Storm Sally; and

HEREBY DECLARE, that the City shall exercise all powers and authority granted unto it under the laws of the State of Mississippi to address this emergency.

BE IT FURTHER PROCLAIMED, that this state of local emergency shall continue until next regular meeting of City Council of the City of Gautier, Mississippi, wherein the same may be ratified, extended, terminated, if necessary, as provided in the aforesaid statute.


MAYOR



CITY OF GAUTIER
Consent Agenda Item #3
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Resolution approving the continuation of a
Declaration of Local Emergency pertaining to
COVID-19.

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Resolution approving the continuation of a Declaration of Local Emergency pertaining to COVID-19 until further notice.

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

RESOLUTION NUMBER 000-2020

WHEREAS, on March 16, 2020, Mayor of Gautier, Phil Torjusen issued a proclamation of a local emergency due to conditions of extreme peril to the safety of persons and property which have arisen within said City of Gautier, Mississippi due to the COVID-19 outbreak; and

WHEREAS, on March 17, 2020, the City Council of Gautier ratified the proclamation of local emergency and continued the existence of same; and

WHEREAS, the City Council finds that it is necessary and in the best interest of the public welfare and safety to continue the state of local emergency as indicated in that resolution.

NOW, THEREFORE, BE IT RESOLVED that a local emergency does continue to exist throughout said City of Gautier, Mississippi, as indicated; and

IT IS FURTHER PROCLAIMED AND RESOLVED that said local emergency shall be deemed to continue to exist until further notice.

IT IS FURTHER PROCLAIMED AND RESOLVED that the City Manager or City Clerk is hereby 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 October 6, 2020.

CITY OF GAUTIER
Consent Agenda Item #4
Fact Sheet

Council Meeting: October 6, 2020
Title: Approval of Minutes from Special Call Meeting held September 14, 2020, Recessed Council Meeting held September 17, 2020, and Special Call Meeting held September 24, 2020.

Introduced by:

Contact Person/Telephone Teresa Montgomery 497-8000

Summary Explanation: Approval of Minutes from Special Call Meeting held September 14, 2020, Recessed Council Meeting held September 17, 2020, and Special Call Meeting held September 24, 2020.

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 000-2020

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 the Regular Council Meeting held September 1, 2020, Recessed Council Meeting held September 8, 2020, and Special Call Meeting held September 24, 2020 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 October 6, 2020.

Monday
September 14, 2020
Gautier, Mississippi

BE IT REMEMBERED THAT A SPECIAL CALL MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held September 14, 2020 at 10:30 AM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those present by teleconference were Mayor Phil Torjusen, Council Members Mary Martin, Cameron George, Richard Jackson, Casey Vaughan, Rusty Anderson, and Adam Colledge. Also present by teleconference was Josh Danos, City Attorney. Those present were Paula Yancey, City Manager and Teresa Montgomery, City Clerk.

**September 14, 2020
CALL FOR SPECIAL MEETING**

WHEREAS, there exist certain matters which the below signed Mayor and Council Members of the City of Gautier desire to handle prior to the next regular meeting; and

NOW THEREFORE, the undersigned Mayor and Council Members of the City of Gautier hereby call for a Special Meeting of the Mayor and Council of the City of Gautier, said meeting to be held in the Gautier Municipal Building, 3330 HWY 90, Gautier, Mississippi, on September 14, 2020 at 10:30 AM. This Special Meeting is called in accordance with Section 21-9-39, Mississippi Code of 1972.

The agenda of said Special Meeting shall be as follows:

**AGENDA
CITY OF GAUTIER
September 14, 2020
10:30 AM**

- I. Call to Order**
- II. Agenda Order Approval**
- III. Business Agenda**

Discussion of resetting currently scheduled meeting from September 15, 2020 to another date due to impending landfall of Tropical Storm Sally

www.gautier-ms.gov

/s/ Phil Torjusen
MAYOR PHIL TORJUSEN

/s/ Mary Martin
COUNCILWOMAN MARTIN

/s/ Casey Vaughan
COUNCILMAN VAUGHAN

/s/ Cameron George
COUNCILMAN GEORGE

/s/ Adam Colledge
COUNCILMAN COLLEDGE

/s/ Rusty Anderson
COUNCILMAN ANDERSON

/s/ Richard Jackson
COUNCILMAN JACKSON

Meeting was called to order by Mayor Torjusen at 10:33 am.

Mayor Torjusen made the motion to reschedule the currently scheduled meeting from September 15, 2020 to September 17, 2020 at 6:30pm due to impending landfall of Tropical Storm Sally. Councilman Colledge seconded the motion. The vote was carried unanimously.

Councilman Vaughan made the motion to adjourn until September 17, 2020 at 6:30pm. Councilwoman Martin seconded the motion. The vote was carried unanimously.

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 October 6, 2020.

Thursday
September 17, 2020
Gautier, Mississippi

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held September 17, 2020 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, Richard Jackson, Casey Vaughan, Rusty Anderson, and Adam Colledge. Present by teleconference were Councilmember Cameron George, Paula Yancey, City Manager and Josh Danos, City Attorney. Also present was Teresa Montgomery, City Clerk and other concerned citizens.

REVISED - AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
September 17, 2020 @ 6:30 PM

- I. Call to Order
 - 1. Prayer
 - 2. Pledge of Allegiance
- II. Agenda Order Approval
- III. Announcements
 - 1. Farmers Market will be Thursday, September 24th from 2pm until 6pm at the Singing River Mall Property
 - 2. City of Gautier's Crusin' through the Decades Event will be October 4, 2020 from 4pm – 8pm at the Singing River Mall Property. (Drive-in Movie will begin at 6:30pm featuring Grease)
 - 3. Drive-In Movie Night, Saturday, October 17th at 6:30pm at the Singing River Mall Property featuring Hocus Pocus
- IV. Presentation Agenda
- V. Business Agenda
 - 1. Approval to accept a drainage easement at 2408 Merida Cove. (Parcel ID Number 86301066.000)

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

- 2. Approve Commercial Insurance Renewals FY 2021

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

3. Authorization to enter into a Professional Services Agreement with Seymour Engineering for work associated with the 2019 NRCS drainage grant project

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

4. Consideration for an abatement at 2104 Westgate Parkway (Brian K. & Matthew T. Wilson)

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

5. Consideration for an abatement at 1701 Sunrise Drive (Greg Hays)

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

6. Consideration for an abatement at 1108 De La Pointe Drive (James E., Jr. & Jennifer Jenkins)

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

7. Consideration for a variance at 2606 Calle de Feliz, allowing a twenty-eight foot (28') front set-back that would allow an accessory building to be located in front of the principal use in a R-1 Low Denisty Single-Family Residential Zoning District. This variance would create a need for an eighteen-foot (18') variance from the front property line. (GPC Case #20-13-VAR)

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

8. Consideration for a variance at 2518 Calle de Feliz, allowing a fourteen-foot, six-inch (14'6) variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District. (GPC Case #20-14-VAR)

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

9. Consider a request for a thirteen-foot (13') variance to front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District. 2406 Calle de Feliz, (GPC #20-25-VAR)

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

10. Consideration for a variance at 1224 Stanfield Point Road, allowing a forty-five foot (45') front set-back that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District

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

11. Approval of the Docket of Claims

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

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

- 1. Authorization to purchase a 2004 Ford F-250 Pickup Truck and a 60 Gallon Fuel Tank for \$10.00 from the Jackson County Board of Supervisors**
- 2. Approval of the 2020 City of Gautier Tax Assessment rolls**
- 3. Receive August 2020 Privilege License Report**
- 4. Resolution approving the continuation of a Declaration of Local Emergency pertaining to COVID-19.**
- 5. Approval of Minutes from Regular Council Meeting held September 1, 2020 and Recessed Council Meeting held September 8, 2020.**
- 6. Receive June 2020 Finance Report**
- 7. Receive July 2020 Finance Report**
- 8. Approval of water and sewer adjustments dated September 2020 in the amount of \$5,805.91**

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 October 6, 2020 at 6:30 pm

www.gautier-ms.gov

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

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

- 1. Pull Business Agenda Items 4, 5, & 6 to be discussed at the October 6, 2020 Council Meeting.**
- 2. Amend Business Agenda Item 2 – Approve Commercial Insurance Renewals FY 2021 to reflect updated recommendation**
- 3. Minutes will accurately reflect all items being passed on September 17, 2020**

Councilwoman Martin seconded the motion. The vote was carried unanimously.

Announcements

1. Farmers Market will be Thursday, September 24th from 2pm until 6pm at the Singing River Mall Property
 2. City of Gautier's Crusin' through the Decades Event will be October 4, 2020 from 4pm – 8pm at the Singing River Mall Property. (Drive-in Movie will begin at 6:30pm featuring Grease)
 3. Drive-In Movie Night, Saturday, October 17th at 6:30pm at the Singing River Mall Property featuring Hocus Pocus
-

Presentation

None



Gautier

Farmers MARKET



SEPTEMBER 24TH
2:00 P.M. UNTIL 6:00 P.M.
SR MALL PROPERTY
2800 HWY 90

PLEASE NOTE DATE & LOCATION CHANGE

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



CITY OF GAUTIER'S *Cruisin'* THROUGH THE DECADES



OCTOBER 4, 2020

CRUISE-IN 4PM DRIVE-IN MOVIE 6:30 PM

2800 HWY 90 GAUTIER, MS

THEMED MUSIC

FOOD TRUCKS

RESERVED PARKING FOR ALL CRUISERS

SOCIAL DISTANCING WILL BE ENFORCED!



COME VIEW CLASSIC BEAUTIES!

4PM-6PM SINGING RIVER MALL PROPERTY

2800 HWY 90 GAUTIER, MS

Gift bags for the 1st 250 Cruisers



6:30 pm Singing River Mall Property

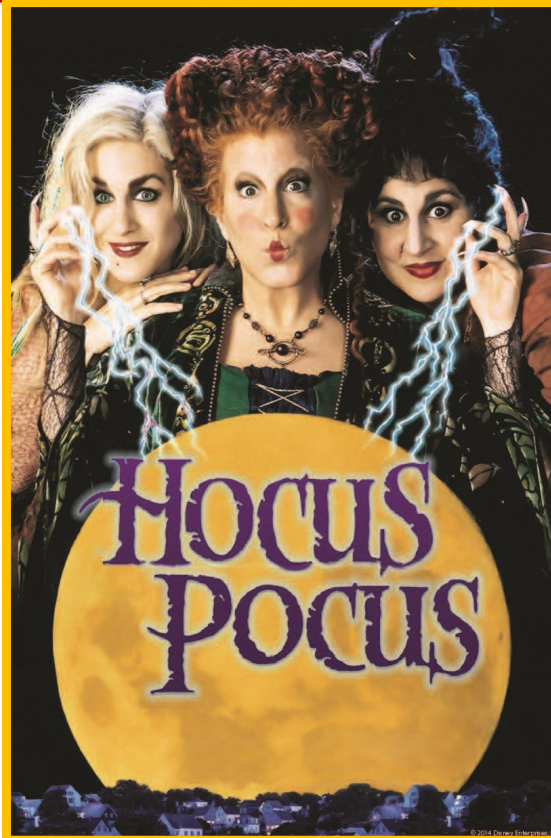
GAUTIER



MOVIE NIGHT



FREE EVENT



OCTOBER 17TH

6:30PM

SR MALL PROPERTY

2800 HWY 90

GRAB DINNER AND HEAD ON OVER

Councilman Anderson made the motion to approve and accept a drainage easement, as presented, at 2408 Merida Cove, Gautier, MS, (PID #86301066.00). Councilwoman Martin seconded the motion. The vote was carried unanimously.

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

ORDER NUMBER 428-2020

WHEREAS, an easement is needed to install proper drainage and correct existing drainage located at 2408 Merida Cove, Gautier, MS; and

WHEREAS, Jonathon D. Lawrence and Holly G. Lawrence will grant the City of Gautier a drainage easement and right of way for the purpose of establishing, constructing, and maintaining drainage at this parcel; and

WHEREAS, the Grants and Projects Department recommends that the City Council approve to accept an easement from Johnathon D. Lawrence and Holly G. Lawrence at 2408 Merida Cove, Gautier, MS to allow for proper installation of drainage for this property; and

WHEREAS, the Mayor and City Council hereby find that providing the described easement at 2408 Merida Dr. (is or is not) 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 approval of a drainage easement at 2408 Merida Cove, Gautier, MS (PID #86301066.000) is hereby approved.

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

Motion was made by **Councilman Anderson**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Ramona Morgan, Grants & Projects Administrator
Date: 9/8/2020
Subject: Approval to accept a drainage easement at 2408 Merida Cove. (Parcel ID Number 86301066.000)

REQUEST:

The Contracts & Projects Administrator requests approval to accept an easement from Jonathan D. Lawrence and Holly G. Lawrence 2408 Merida Cove Gautier, MS to allow for the proper installation of drainage for this property.

BACKGROUND:

During heavy rain the storm water run off and sheet flow run off from the road cause major erosion and damage to the property at 2408 Merida Cove.

DISCUSSION:

Jonathan D. Lawrence and Holly G. Lawrence will grant the City of Gautier a drainage easement and right of way for the purpose of establishing, constructing, and maintaining drainage at this parcel. An easement is needed to install proper drainage, and correct existing drainage.

RECOMMENDATION:

The Contracts & Projects Administrator recommends that City Council approve to accept the easement from Jonathan D. Lawrence and Holly G. Lawrence.

The City Council may:

1. Approve to accept the easement from Jonathan D. Lawrence and Holly G. Lawrence 2408 Merida Cove Gautier, MS; or
2. Not approve to accept the easement from Jonathan D. Lawrence and Holly G. Lawrence 2408 Merida Cove Gautier, MS

ATTACHMENTS:

Prepared by: BORDIS & DANOS, PLLC
1215 Government St.
Ocean Springs, MS 39564
(228) 215-1367

Return to: BORDIS & DANOS, PLLC
1215 Government St.
Ocean Springs, MS 39564
(228) 215-1367

STATE OF MISSISSIPPI

COUNTY OF JACKSON

INDEXING: Pt. Lot 671, Pt. Clear Riviera
S/D, Sec. D, Jackson County, MS

DRAINAGE EASEMENT

FOR AND IN CONSIDERATION of the sum of Ten and No/100ths Dollars
(\$10.00), cash in hand paid, and other good and valuable consideration, the receipt
of which is hereby acknowledged, we,

JONATHAN D. LAWRENCE and HOLLY G. LAWRENCE

2408 Merida Cove
Gautier, Mississippi 39553
Phone: 228-369-4343

do hereby convey and release unto

CITY OF GAUTIER, MISSISSIPPI
3330 U.S. Highway 90
Gautier, Mississippi 39553
228-497-8000

an easement and right of way for the purpose of establishing, constructing, and maintaining drainage over and across the tract, piece or parcel of land situated in the County of Jackson, State of Mississippi, described as follows, to-wit:

A parcel of land situated and being located in a part of Lot 671, Point Clear Riviera Subdivision, Section D, City of Gautier, Jackson County, Mississippi, and being more particularly described as follows, to-wit: Beginning at a 1-inch pipe found at the Southwest corner of said Lot 671, Point Clear Riviera Subdivision, Section D; thence 10.00 feet along a curve to the left having a radius of 50.00 feet and also having a chord bearing and distance of North 40°06'52" East 9.98 feet to a 1/2-inch rebar set; thence South 41°20'32" East 128.92 feet to the West edge of a canal; thence South 19°36'10" West 11.46 feet along said West edge of a canal to a point; thence North 41°16'38" West 133.00 feet to the Point of Beginning. Said parcel of land contains 1,300 square feet, more or less.

The above described property is illustrated on the June 16, 2020 survey provided by Seymour Engineering which is attached as "Exhibit A" hereto and incorporated by reference. The grantee is also granted the right of ingress and egress for purposes of establishing, constructing, and maintaining said easement, as well as the right to store equipment and materials which may be necessary to construct, maintain, repair, or clear the easement.

WITNESS our signatures, this the 2nd day of September,

2020.


JONATHAN D. LAWRENCE


HOLLY G. LAWRENCE

STATE OF MISSISSIPPI

COUNTY OF Jackson

PERSONALLY appeared before me, the undersigned authority in and for the aforesaid jurisdiction, the within named Jonathan D. Lawrence and Holly G. Lawrence, who acknowledged that they signed and delivered the above and foregoing instrument of writing on the day and year therein mentioned.

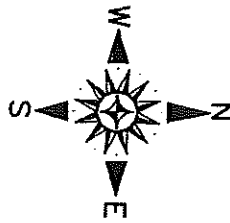
GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 2nd day of September, 2020.

My Commission Expires:
May 15, 2023

bjm



Patricia Lynn Lear
NOTARY PUBLIC



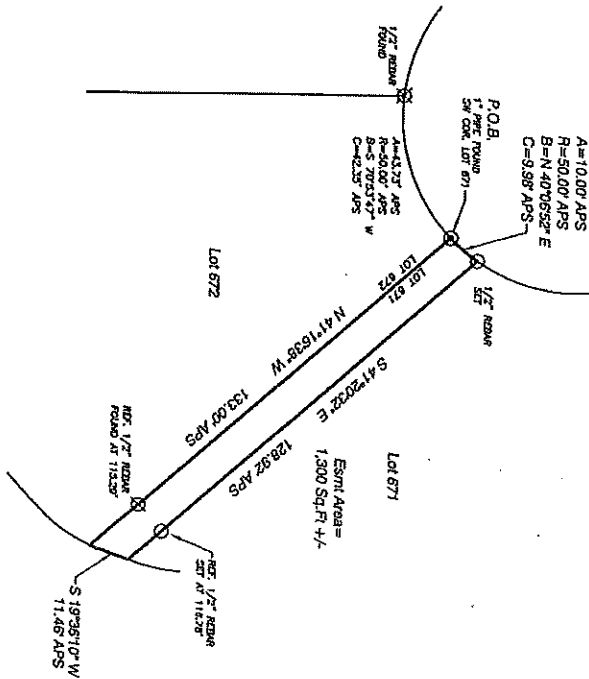
PROPOSED 10" DRAINAGE EASEMENT

SURVEY DESCRIPTION:

Survey of a parcel of land situated and being located in a part of Lot 671, Point Clear Riviera Subdivision, Section D, City of Gautier, Jackson County, Mississippi, and being more particularly described as follows, to-wit:

Beginning at a 1" pipe found at the southwest corner of said Lot 671, Point Clear Riviera Subdivision, Section D; thence 10.00 feet along a curve to the left having a radius of 50.00 feet and also having a chord bearing and distance of N 40°06'52" E 9.98 feet to a 1 1/2" rebar set; thence S 41°20'32" E 128.92 feet to the west edge of a canal; thence S 19°36'10" W 11.46 feet along said west edge of a canal to a point; thence N 41°16'38" W 133.00 feet to the Point of Beginning. Said parcel of land contains 1,300 square feet, more or less.

MERIDA COVE ASPHALT SURFACE



- LEGEND:**
- ⊗ — IRON ROD FOUND
 - — IRON PIPE FOUND
 - — 1/2" REBAR SET
 - AS PER SURVEY
 - AS PER RECORD
 - POWER POLE

Note: This Survey "Class B" was made in accordance with the "Standards of Practice for Surveying in the State of Mississippi, August 1, 2015".

Note: Bearings are based on geodetic by GPS observations on control points.

Note: This Survey does not reflect a title search by Seymour Engineering, nor should it be considered as such.

This is to CERTIFY that I have surveyed the property described and delineated hereon, and that the measurements and other data indicated are correct to the best of my knowledge and belief.

James C. Booth, Jr.
James C. Booth, Jr., P.L.S. #2666
June 16, 2020



SEYMOUR ENGINEERING

3225 TOWNAT LUNARD DRIVE, SUITE C
BILBO, MISSISSIPPI 39532

PHONE: (228) 385-2350
FAX: (228) 385-2353



Councilman Colledge made the motion to approve the renewal of property, casualty, and general liability insurance policies, as presented, for fiscal year 2021. Councilwoman Martin seconded the motion. The vote was carried unanimously.

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

ORDER NUMBER 429-2020

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

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

WHEREAS, renewal premiums for all expiring property, casualty and liability insurance is \$319,509.32 (an increase of \$23,133.43 from FY 2020); and

WHEREAS, the city will carry coverage for the following: Commercial Buildings/Equipment, Commercial General Liability, Auto Liability and Physical Damage, Law Enforcement Liability, Public Officials Liability, Employee Crime, Cyber Liability, Employment Practices Liability, Boats, and Employee Accident & Sickness for Reserves and Volunteers;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the renewal of the Property, Casualty and Liability Insurance policies for FY 2021, as presented, is hereby approved.

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

Motion was made by **Councilman Colledge**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Teresa L Montgomery, Comptroller
Date: 09/09/20 **Revised 09/17/20**
Subject: Commercial Insurance Renewal FY 2021

REQUEST:

Approve renewal of property, casualty and general liability insurance policies for FY 2021.

BACKGROUND:

In 2018 the City of Gautier entered into a three (3) year agreement with HUB International to serve as the city's "Broker of Record" in regards to Property and Casualty Insurance. This agreement will expire in 2021. HUB International has negotiated renewals with providers and presented the best renewal rates and coverages to the City Manager for approval. Quoted costs below do include broker fees in the amount of \$22,000.00.

DISCUSSION:

The City received two proposals for our Commercial renewals. The first proposal retains all current providers with a total premium increase of ~~\$31,122.55~~ **\$23,133.43**. The second "marketed" proposal is a compilation of the best quotes for each line of coverage. The total premium increase for the marketed proposal is \$23,832.43. The property insurance quote in both proposals is from the same provider. It includes a 9% increase in addition to a step up to a 3% Hurricane deductible. The premium increase for both proposals includes \$10,468.67 for a Wind Deductible Buyback to decrease this deductible back to 2%.

Other line item coverages showing significant premium increases were Automobile, Law Enforcement Liability and Employment Practices Liability. These increases were market driven and not the result of the City's claims history. ~~This net increase in premiums was offset to some extent by a significant decrease in the premiums for General Liability.~~ **Trident came back to the table today and lowered premiums on several line items in order to retain our business. While the premium for General Liability is still higher than the marketed proposal, the overall cost is lower. Therefore, the best case scenario is to maintain our relationship with our current providers.**

Total insurance premiums per the **Trident proposal for FY2021 will be \$319,509.32** for all renewals. This is an increase from FY 2020 of **\$23,133.43**. As stated previously, this amount includes both the broker fees and the wind deductible buyback.

Coverages provided by this renewal are:

Commercial Buildings and Equipment
Commercial General Liability
Auto Liability and Physical Damage
Law Enforcement Liability
Public Officials Liability
Crime: Includes Employee, Computer, and Identity Fraud

Cyber Liability
Employment Practices Liability
Boat Policy
Employee Accident & Sickness for Reserves and Volunteers

RECOMMENDATION:

It is recommended the Gautier City Council approve the FY 2021 renewals of all Property, Casualty and Liability Policies with the addition of the “Wind Deductible Buyback” option as presented in the attached proposal.

ATTACHMENT:

HUB Incumbent Proposal
Revised Premium Summary for Incumbent Proposal

Commercial Insurance Proposal

City of Gautier

Property/Casualty Insurance

Policy Term:

9/30/2020-9/30/2021 – Property (Incl. Equipment), Wind
Deductible Buyback, General Liability, Automobile Policy, Law
Enforcement Liability, Public Officials Liability, Crime, Cyber,
Employment Practices Liability, Boat Policy

10/1/2020-10/1/2021 – Employee Accident & Sickness

Presented By

Greg Cullom & Diane L. Moore

Review Date: September 8, 2020

Hub International Gulf South
300 Concourse Boulevard
Ridgeland, MS 39157
(601) 607-5500
www.hubinternational.com

Please note the following regarding this Insurance Review:

THIS REVIEW CONTAINS ONLY A SUMMARY OF YOUR INSURANCE COVERAGE AND POLICY. IT IS YOUR RESPONSIBILITY TO CAREFULLY AND COMPLETELY REVIEW THE ENTIRE POLICY FOR ITS ACTUAL TERMS, LIMITS AND CONDITIONS. IN THE EVENT OF ANY INCONSISTENCY BETWEEN THE TERMS OF THE POLICY AND THE PROVISIONS OF THIS REVIEW, THE TERMS OF THE POLICY WILL GOVERN AND CONTROL.



Table of Contents

Service Team.....	3
Premium Summary	4
Locations	7
Property	9
Optional: Wind Deductible Buyback	19
General Liability	26
Automobile Policy	28
Law Enforcement Liability.....	34
Public Officials Liability	35
Crime	36
Cyber Liability	37
Employment Practices Liability	38
Boat Policy.....	39
Employee Accident & Sickness	40
Marketing Summary.....	41
Carrier Rating	42
General Statement.....	43
How We Get Paid	44
The HUB Advantage.....	46
Our Commitment - The HUB Advantage.....	46
Claims Management.....	47
Risk Services	48
Recommendations.....	49

Service Team

Our ability to provide superior service starts with quality people.
The key individuals assisting you with your account are:

Account Producer	
Greg Cullom	
p (228) 897-6727	
greg.cullom@hubinternational.com	
Account Producer	
Diane L. Moore	
p (228) 897-6747	
Diane.l.moore@hubinternational.com	
Account Manager	
Dustin Mauffray	
p (228) 897-6706	
Dustin.mauffray@hubinternational.com	
Customer Service Representative	
Mishon Elmer	
p (228) 897-6703	
Mishon.elmer@hubinternational.com	
Claims	
Billie Mire	
p (601) 607-5430	
Billie.mire@hubinternational.com	

Premium Summary

Description Of Coverage	2019-2020 Expiring Premium	2020-2021 Proposed Premium
Property	\$ 73,090.89	*\$ 80,279.77
General Liability (Includes Data Compromise)	\$ 62,772.00	*\$ 63,283.00
Automobile Policy	\$ 62,891.00	\$ 66,263.00
Law Enforcement Liability	\$ 46,172.00	\$ 50,929.00
Public Officials Liability	\$ 7,236.00	\$ 8,304.00
Crime	\$ 1,952.00	\$ 1,943.00
Cyber	\$ 1,131.00	\$ 2,174.00
Employment Practices Liability	\$ 13,622.00	\$ 15,475.00
Boat Policy	\$ 2,903.00	*\$ 3,300.00
Employee Accident & Sickness	\$ 2,606.00	\$ 3,079.00
Total Estimated Annual Premium*	\$ 274,375.89	\$ 295,029.77

*All quoted premiums are annual estimates and may change due to year end audits or mid-term policy changes.

**Carrier may apply a short-rate penalty should you request a policy be cancelled mid-term.

***NOTE: Property Hurricane deductible increased from 2% to 3% minimum \$25,000

**OPTIONAL: Wind Deductible Buyback buying down the Property Hurricane deductible back to 2% – \$10,468.67

**OPTIONAL: Cyber (Capitol Special Risk/Corvus) providing higher limits - \$4,450.88

*Boat – Includes TRIA (\$250.00)

*Property – Includes Taxes & Fees (\$5,676.77)

*General Liability – Includes TRIA (\$1,810.00)

Confirmation to Bind

CONFIRMATION TO BIND AGREEMENT

I, City of Gautier, acknowledge that we have reviewed the enclosed proposal and confirm HUB's acknowledgment to bind the programs described within:

As Proposed: _____

Changes as Follows:

Binding Subjectivities:

- Liability Terrorism Form (Argonaut)
- Boat Terrorism Form (Markel)
- Property Terrorism Form (Lloyd's)
- Property Acord App
- Property Flood Notice
- Property Surplus Lines Statement
- Wind Deductible Buyback Acord App

Accepted By: _____
Name & Title

Date: _____

Electronic Documents

CONSENT TO RECEIVE ELECTRONIC DOCUMENTS

City of Gautier (Client) hereby consents and agrees to receive electronic documents related to insurance coverage procured or quoted by, or Client's business relationship with, Hub International Gulf South (HUB). In addition to traditional manners of delivery, Hub may transmit documents to Client through electronic means, such as electronic mail and facsimile. The documents that may be transmitted electronically include, but are not limited to, the following: insurance policies; policy information pages; coverage forms; endorsements; applications; binders; certificates and evidence of insurance; invoices; premium finance agreements; audit statements; loss control reports; claim reports; correspondences; notices of cancellation and non-renewal; and policies related to the operation of HUB's business.

Please provide e-mail address of proper recipient below.

I approve of receiving policies and other documentation, when available, via electronic mail.

 Please consider the Environment

Signature

Date

Locations

Loc #	Bldg #	Description and Address	City	State	Zip
1	1	City Hall 3330 Highway 90;	Gautier	MS	39553
1	2	City Maintenance Barn (Blue) 3330 Highway 90;	Gautier	MS	39553
1	3	City Storage Building (Yellow) 3330 Highway 90;	Gautier	MS	39553
1	4	Pole Barn 3330 Highway 90;	Gautier	MS	39553
1	5	Veterans Tribute Tower 3330 Highway 90;	Gautier	MS	39553
1	6	Water Treatment Plant Lab Building 3330 Highway 90;	Gautier	MS	39553
1	7	Water Treatment Plant Awning 3330 Highway 90;	Gautier	MS	39553
2	1	Nature's Playground Sculpture Dolphin Rd. Traffic Circle	Gautier	MS	39553
3	1	Police Department 3329 Hwy 90	Gautier	MS	39553
4	1	Public Works Building 3305 Gautier Vancleave Rd	Gautier	MS	39553
4	2	Public Works Warehouse 3305 Gautier Vancleave Rd	Gautier	MS	39553
5	1	Central Fire Station 2502 College Circle	Gautier	MS	39553
6	1	North Fire Station 7510 Martin Bluff Rd	Gautier	MS	39553
7	1	South Fire Station 1905 Ladnier Rd	Gautier	MS	39553
8	1	West Fire Station 6200 Brown Rd	Gautier	MS	39553
9	1	Senior Citizens Building 914 De La Pointe Dr	Gautier	MS	39553
9	2	City Park Pier/Boat Ramp 914 De La Pointe Dr	Gautier	MS	39553
10	1	City Park Storage Building 914 1/2 De La Pointe Dr	Gautier	MS	39553
11	1	City Park Restrooms 914 1/3 De La Pointe Dr	Gautier	MS	39553
12	1	City Park Pavillion D 914 1/4 De La Pointe Dr	Gautier	MS	39553
13	1	City Park Pavillion E 914 1/5 De La Pointe Dr	Gautier	MS	39553
14	1	Old School House 902 De La Pointe Dr	Gautier	MS	39553
14	2	Old School House Storage 902 De La Pointe Dr	Gautier	MS	39553
15	1	Police Substation 2300 Ladnier Rd	Gautier	MS	39553
15	2	Storage Building (Bacot Park) 2300 Ladnier Rd	Gautier	MS	39553
15	3	Batting Cage/Storage (Bacot Park)	Gautier	MS	39553

		2300 Ladnier Rd			
15	4	Restrooms (Bacot Park) 2300 Ladnier Rd	Gautier	MS	39553
15	5	Concession Stand/Baseball (Bacot Park) 2300 Ladnier Rd	Gautier	MS	39553
15	6	Concession Stand/Football (Bacot Park) 2300 Ladnier Rd	Gautier	MS	39553
15	7	Press Box/Baseball (Bacot Park) 2300 Ladnier Rd	Gautier	MS	39553
15	8	Press Box/Football (Bacot Park) 2300 Ladnier Rd	Gautier	MS	39553
15	9	Aluminum Bleachers (Bacot Park) 2300 Ladnier Rd	Gautier	MS	39553
16	1	Bus Stop Shelter West Hwy 90	Gautier	MS	39553
16	2	Bust Stop Shelter Central Hwy 90	Gautier	MS	39553
16	3	Bust Stop Shelter East Hwy 90	Gautier	MS	39553
17	1	Digital Sign (Mall) Hwy 90/Gautier Town Center	Gautier	MS	39553
18	1	Pavillion (Frasier Park) 720 Frasier Dr	Gautier	MS	39553
18	2	Restroom Frasier Park 720 Frasier Dr	Gautier	MS	39553
19	1	Pavillion (Bob Hayes Park) 1528 Lima Dr	Gautier	MS	39553
20	1	Blanket EDP City Wide	Gautier	MS	39553
21	1	Outside Property - Light Poles (183) Hwy 90 & Dolphin Rd	Gautier	MS	39553
22	1	Office Building (Shepard State Park) 1034 Graveline Rd	Gautier	MS	39553
22	2	Mobile Home at Shepard State Park 1034 Graveline Rd	Gautier	MS	39553
22	3	Log Cabin Welcome Center 1034 Graveline Rd	Gautier	MS	39553
23	1	Inland Marine / Equipment Multiple Locations	Gautier	MS	39553
24	1	Welcome to City of Gautier Signs - City Owned Multiple Locations	Gautier	MS	39553
25	1	Office Building 2715 Hwy 90	Gautier	MS	39533
25	2	Pavilion 2715 Hwy 90	Gautier	MS	39533
25	3	Storage Shed 2715 Hwy 90	Gautier	MS	39533

Property

Client: City of Gautier
 Carrier: Lloyds of London
 A.M. Best Rating: A (Excellent)
 Policy Term: 9/30/2020 to 9/30/2021

The Commercial Property policy covers your buildings, contents or specified other property against perils defined by the form, subject to the terms of the policy. Coverage for off-premises property is limited.

Coverage/Limits

Loc #	Bldg #	Address		Description		
1	1	3330 Highway 90;, Gautier, MS		City Hall		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$1,137,250	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$106,760	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
1	2	3330 Highway 90;, Gautier, MS		City Maintenance Barn (Blue)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$162,960	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
1	3	3330 Highway 90;, Gautier, MS		City Storage Building (Yellow)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$259,654	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$5,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
1	4	3330 Highway 90;, Gautier, MS		Pole Barn		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$80,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$10,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
1	5	3330 Highway 90;, Gautier, MS	Veterans Tribute Tower			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Business Personal Property		\$300,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
1	6	3330 Highway 90;, Gautier, MS	Water Treatment Plant Lab Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$10,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
1	7	3330 Highway 90,, Gautier, MS	Water Treatment Plant Awning			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
2	1	Dolphin Rd. Traffic Circle, Gautier, MS		Nature's Playground Sculpture		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Fine Arts			Special (Including theft)	\$5,000	90%	

Loc #	Bldg #	Address	Description			
3	1	3329 Hwy 90, Gautier, MS	Police Department			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$1,350,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$75,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
4	1	3305 Gautier Vancleave Rd, Gautier, MS	Public Works Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$302,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$20,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
4	2	3305 Gautier Vancleave Rd, Gautier, MS	Public Works Warehouse			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$548,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$100,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
5	1	2502 College Circle, Gautier, MS	Central Fire Station			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$299,150	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$30,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
6	1	7510 Martin Bluff Rd, Gautier, MS	North Fire Station			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$307,314	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$30,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
7	1	1905 Ladnier Rd, Gautier, MS	South Fire Station			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$281,252	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$30,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
8	1	6200 Brown Rd, Gautier, MS	West Fire Station			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$669,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$35,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
9	1	914 De La Pointe Dr, Gautier, MS	Senior Citizens Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$406,224	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$10,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Outdoor Property		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
9	2	914 De La Pointe Dr, Gautier, MS		City Park Pier/Boat Ramp		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$79,841	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
10	1	914 1/2 De La Pointe Dr, Gautier, MS	City Park Storage Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$54,980	Special (Including theft)	\$5,000	90%	Replacement Cost
Outdoor Property		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
11	1	914 1/3 De La Pointe Dr, Gautier, MS	City Park Restrooms			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$43,521	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
12	1	914 1/4 De La Pointe Dr, Gautier, MS		City Park Pavillion D		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$53,474	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
13	1	914 1/5 De La Pointe Dr, Gautier, MS	City Park Pavillion E			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$44,138	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
14	1	902 De La Pointe Dr, Gautier, MS		Old School House		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$98,641	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
14	2	902 De La Pointe Dr, Gautier, MS		Old School House Storage		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$4,532	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	1	2300 Ladnier Rd, Gautier, MS	Police Substation			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$224,205	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$5,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	2	2300 Ladnier Rd, Gautier, MS	Storage Building (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$21,990	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$25,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	3	2300 Ladnier Rd, Gautier, MS	Batting Cage/Storage (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$8,463	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	4	2300 Ladnier Rd, Gautier, MS	Restrooms (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$53,886	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	5	2300 Ladnier Rd, Gautier, MS	Concession Stand/Baseball (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$70,830	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	6	2300 Ladnier Rd, Gautier, MS	Concession Stand/Football (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$57,796	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	7	2300 Ladnier Rd, Gautier, MS	Press Box/Baseball (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$19,839	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	8	2300 Ladnier Rd, Gautier, MS	Press Box/Football (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$38,840	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$10,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
15	9	2300 Ladnier Rd, Gautier, MS	Aluminum Bleachers (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$11,507	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
16	1	Hwy 90, Gautier, MS		Bus Stop Shelter West		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
16	2	Hwy 90, Gautier, MS		Bust Stop Shelter Central		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
16	3	Hwy 90, Gautier, MS		Bust Stop Shelter East		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
17	1	Hwy 90/Gautier Town Center, Gautier, MS	Digital Sign (Mall)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
18	1	720 Frasier Dr, Gautier, MS	Pavillion (Frasier Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$34,452	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
18	2	720 Frasier Dr, Gautier, MS	Restroom Frasier Park			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
19	1	1528 Lima Dr, Gautier, MS	Pavillion (Bob Hayes Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$43,065	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
20	1	City Wide, Gautier, MS		Blanket EDP		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
EDP - Media/Data (Software)		\$175,000	Special (Including theft)	\$5,000	90%	

Loc #	Bldg #	Address	Description			
21	1	Hwy 90 & Dolphin Rd, Gautier, MS	Outside Property - Light Poles (183)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Business Personal Property		\$380,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
22	1	1034 Graveline Rd, Gautier, MS	Office Building (Shepard State Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$85,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$10,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address		Description		
22	2	1034 Graveline Rd, Gautier, MS		Mobile Home at Shepard State Park		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
22	3	1034 Graveline Rd, Gautier, MS	Log Cabin Welcome Center			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$400,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
23	1	Multiple Locations, Gautier, MS	Inland Marine / Equipment			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Equipment		\$1,037,924	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
24	1	Multiple Locations, Gautier, MS	Welcome to City of Gautier Signs - City Owned			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Sign		\$30,000	Special (Including theft)	\$1,000		Replacement Cost

Loc #	Bldg #	Address	Description			
25	1	2715 Hwy 90, Gautier, MS	Office Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$55,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$25,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
25	2	2715 Hwy 90, Gautier, MS	Pavilion			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$260,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$25,000	Special (Including theft)	\$5,000	90%	Replacement Cost

Loc #	Bldg #	Address	Description			
25	3	2715 Hwy 90, Gautier, MS	Storage Shed			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$120,000	Special (Including theft)	\$5,000	90%	Replacement Cost
Business Personal Property		\$25,000	Special (Including theft)	\$5,000	90%	Replacement Cost

City of Gautier		Updated: 8/31/2020			
Inland Marine Equipment					
Deductible \$1,000 per occurrence					
Year	Make	Model	Vin Number	Misc. Notes	Value
2010	New Holland	B95B Backhoe	N8C511443	Backhoe/Yellow	50,000
2010	Polaris	Ranger	4XARH45A0AD100917	400cc/Cultural Sycs.	5,000
2010	Polaris	Ranger	4XARH45A4AD100919	400cc/Cultural Sycs.	5,000
2010	Polaris	Ranger	4XARH45A0AD101694	400cc/Police	5,000
2010	Polaris	Ranger	4XARH45A4AD100855	400cc/Police	5,000
	John Deere	3320 Tractor	W0300CX019812	Loader/Rec. Dept.	10,000
	Vermeer	BC600XL	1VR2091H551002750	Wood Chipper	5,000
	Mad Vac	Vacuum	11267	Industrial Vacuum	5,000
	Smith	Field Pro	02707-2722	Super Rake/Rec. Dept	8,000
	American Signal Co.	Message Board	1A9BS3332B2B2228426	On Trailer	15,000
	Ingersol Rand	Generator	351544UL0869		35,000
2009	Taylor TM100	Generator	IM100-22183		35,000
2009	Taylor TM140	Generator	IM140-22184		50,000
2009	Taylor TM140	Generator	IM140-22185		50,000
2009	Taylor TM200	Generator	IM200-22186		65,000
	Detroit	Generator	KW160-0065-9600		5,000
	Onan	Generator	J090048492		10,000
	Ingersol	Light Plant	4FVLSBDA9AU415076	Portable	5,000
	Ingersol	Light Plant	4FVLSBDA1AU415086	Portable	5,000
	Ingersol	Light Plant	4FVLSBDAXAU415085	Portable	5,000
	Ingersol	Light Plant	4FVLSBDA2AU415078	Portable	5,000
2015	Kubota	ZD326-RP60	12667	26HP Zero Turn Mower	13,000
2016	ExMark	E Series	Serial # 316645581	Zero Turn	8,469
			VIN#LZE8016KA60RAI		
Unk	John Deere	2155	CD3179D845966	Tractor	\$5,000
2001	New Holland		570111	Front End Loader	\$15,000
2019	American Signal Co.	T465	1A9AS4654K2228054	Portable Variable Message Sign	\$ 18,136
2019	John Deere	Gator XUV825E	1M0825EACKM020468	Utility Vehicle/ATV	\$ 11,459
2005	Honda	Recon250cc	1HFTE2104503075	ATV	\$ 2,000
2009	Kubota	Hydraulic Excavator	33304		\$ 15,000
2010	Kubota	Excavator	40768		\$ 18,000
2003	John Deere	Front Bucket Tractor	W00460X026252		\$ 7,000
	Mobile Equipment			\$500 Deductible	
19	Portable Radios	Motorola	Fire Department	3,700 each	70,300
57	Portable Radios	Motorola	Police Department	3,700 each	210,900
10	Turn Out Gear		Fire Department	3,000 per set	30,000
70	Fire Hose		Fire Department	\$550 per section	38,500
1	Cubic Defense Systems	EST2000 Simulator	Police Department		25,000
	APX 4000 7/800 MHZ Model 2 Portable Radios	Motorola	Police Department	\$2,709.40 Each - 30 Units	81,282
	APX 4500 Dash Mount Mobile Radios No OTAP	Motorola	Police Department	\$2,862.60 Each - 30 Units	85,878
				EQUIPMENT TOTAL	1,037,924

Additional Coverages

Description	Limit	Deductible
Accounts Receivable	\$1,000,000	
Debris Removal – lesser of 25% or ---	\$5,000,000	
Electronic Data and Media	\$100,000	
Errors or Omissions	\$25,000	
Transit	\$25,000	
Underground pipes, flues & drains	\$25,000	
Valuable Papers and Records	\$1,000,000	
Any one plant lawn, tree or shrub	\$1,000	
Professional Fees	\$10,000	
Reclaiming, restoring or repairing land improvements	\$10,000	
Reward Reimbursement	\$10,000	
Service Interruption	\$50,000	
Spoilage	\$10,000	
Limited Pollution Coverage	\$25,000	
Lock Replacement	\$25,000	
Miscellaneous Unnamed Locations	\$25,000	
Newly Acquired Property - 60 Days max or ---	\$1,000,000	
Ordinance or Law: Coverage B: 10% per building, Max per occurrence --	\$1,000,000	
Plants, lawns, trees or shrubs	\$10,000	
Extra Expense/Expediting Expense	\$25,000	
Fine Arts	\$50,000	
Fire Brigade Charges	\$25,000	
Fungus, Molds, Mildew, Spores, Yeast	\$15,000	
Contractor's Equipment: Unscheduled: Owned, leased, rented, borrowed	\$50,000	
Contractor's Equipment: Unscheduled: Owned, leased, rented, borrowed – any one item	\$10,000	
Leasehold Interest	\$25,000	
Course of Construction: New Buildings or Structures excl. Soft Costs	\$100,000	
Course of Construction Soft Costs	\$10,000	
Pilings, piers, docks & wharves	\$10,000	
Windstorm or Hail: Per Occurrence		\$25,000
Hurricane - 3% (subject to max of \$321,739) or minimum of ---		\$25,000
Equipment Breakdown		\$5,000

Additional Interests

Name	Loc	Interest	Comments
Hancock Whitney Bank	1		Loss Payee
Motorola Solutions, Inc, and or its assignee	23	See equipment schedule	Loss Payee and Additional Insured

Property Coverage Definitions

BLANKET INSURANCE

This coverage allows for a single limit of insurance to apply to two or more property items at one location, or to two or more kinds of property at several locations, instead of a specific amount applying to a specific subject of insurance. It allows you to shift property values with no impairment of recovery, as long as the total amount of insurance carried complies with the coinsurance requirement stated in the policy.

BUILDINGS

This coverage provides protection for permanent structures listed on the policy. Completed additions, permanently-installed fixtures, machinery and equipment, outdoor fixtures, owned personal property used to service, repair or maintain the building and additions under construction or repair are all included in this definition. Various additional endorsements and extensions can also be added to ensure that adequate protection is being provided for your particular situation.

PERSONAL PROPERTY

This coverage protects personal property owned by your firm and used in your operations. Furniture and fixtures, equipment and machinery, raw stock, and finished goods all fall within this category. Various additional endorsements and extensions can also be added to ensure that adequate protection is being provided for your particular situation.

BUSINESS INCOME AND EXTRA EXPENSE

When selected, this coverage insures you against loss of business income (including any continuing normal operating expenses) that you experience because of a suspension of your business when insured property has been damaged by a covered peril. It also covers those necessary extra expenses you incur to operate your business during that period of time your damaged property is being repair or replaced.

COINSURANCE

A policy may contain a coinsurance provision requiring that the limits of insurance be a minimum percentage (usually 80%) of the insurable value of your property. If the limits of your policy are less than what is required by this provision, then any claim payment made to you may be reduced by the same percentage as the deficiency. For example, covered property worth \$100,000 may require a minimum of 80%, or \$80,000, of coverage for compliance with the policy's coinsurance requirement. If only \$60,000 of coverage is carried (25% less than the required \$80,000), then any loss payment would be reduced by 25%.

DEDUCTIBLE

The deductible provision specifies the amount that will be deducted from any payment made to you because of a covered loss.

VALUATION

- **ACTUAL CASH VALUE VALUATION** – This valuation method pays for the cost to repair or replace damaged property with like kind and quality, less reasonable deductions for wear and tear, deterioration, and economic obsolescence.
- **AGREED VALUE VALUATION** – This coverage is used to remove the coinsurance requirement from your property policy. With it your company agrees that the limits of insurance purchased by you are adequate, and any coinsurance requirements will be waived in the event of a covered loss.
- **REPLACEMENT COST VALUATION** – This loss valuation method pays for the cost to repair or replace damaged items with like kind and quality without deduction for depreciation. This is important since you could face a substantial loss if you must replace property at today's prices but receive only the depreciated value of the property that was destroyed.

CAUSES OF LOSS – SPECIAL FORM

This coverage will protect covered property against direct physical loss arising from any cause not specifically excluded. The advantage of this form is that the insurance company must prove that a loss is specifically excluded in order to deny coverage under the policy. ***Some examples of exclusions include:***

- Backup of sewers and drains
- Mysterious disappearance of property
- Wear and tear, latent defect inherent vice, insects and vermin
- Dampness or dryness of the atmosphere and changes in the temperature
- Artificially generated electrical currents
- Explosion of steam boilers
- Flood
- Earthquake
- Mold
- Terrorism

Optional: Wind Deductible Buyback

Client: City of Gautier
 Carrier: Underwriters at Lloyd's of London
 A.M. Best Rating: A (Excellent)
 Policy Term: 9/30/2020 to 9/30/2021

The Commercial Property policy covers your buildings, contents or specified other property against perils defined by the form, subject to the terms of the policy. Coverage for off-premises property is limited.

Coverage/Limits

Loc #	Bldg #	Address	Description			
1	1	3330 Highway 90,, Gautier, MS	City Hall			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$1,137,250	Windstorm	2%		Replacement Cost
Business Personal Property		\$106,760	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
1	2	3330 Highway 90,, Gautier, MS		City Maintenance Barn (Blue)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$162,960	Windstorm	2%		Replacement Cost
Business Personal Property		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
1	3	3330 Highway 90,, Gautier, MS		City Storage Building (Yellow)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$259,654	Windstorm	2%		Replacement Cost
Business Personal Property		\$5,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
1	4	3330 Highway 90,, Gautier, MS		Pole Barn		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$80,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$10,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
1	5	3330 Highway 90,, Gautier, MS		Veterans Tribute Tower		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Business Personal Property		\$300,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
1	6	3330 Highway 90;, Gautier, MS	Water Treatment Plant Lab Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$10,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
1	7	3330 Highway 90;, Gautier, MS	Water Treatment Plant Awning			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
3	1	3329 Hwy 90, Gautier, MS	Police Department			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$1,350,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$75,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
4	1	3305 Gautier Vancleave Rd, Gautier, MS	Public Works Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$302,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$20,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
4	2	3305 Gautier Vancleave Rd, Gautier, MS	Public Works Warehouse			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$548,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$100,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
5	1	2502 College Circle, Gautier, MS		Central Fire Station		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$299,150	Windstorm	2%		Replacement Cost
Business Personal Property		\$30,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
6	1	7510 Martin Bluff Rd, Gautier, MS		North Fire Station		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$307,314	Windstorm	2%		Replacement Cost
Business Personal Property		\$30,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
7	1	1905 Ladnier Rd, Gautier, MS	South Fire Station			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$281,252	Windstorm	2%		Replacement Cost
Business Personal Property		\$30,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
8	1	6200 Brown Rd, Gautier, MS	West Fire Station			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$669,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$35,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
9	1	914 De La Pointe Dr, Gautier, MS	Senior Citizens Building			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$406,224	Windstorm	2%		Replacement Cost
Business Personal Property		\$10,000	Windstorm	2%		Replacement Cost
Outdoor Property		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
9	2	914 De La Pointe Dr, Gautier, MS		City Park Pier/Boat Ramp		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$79,841	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
10	1	914 1/2 De La Pointe Dr, Gautier, MS		City Park Storage Building		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$54,980	Windstorm	2%		Replacement Cost
Outdoor Property		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
11	1	914 1/3 De La Pointe Dr, Gautier, MS		City Park Restrooms		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$43,521	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
12	1	914 1/4 De La Pointe Dr, Gautier, MS		City Park Pavillion D		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$53,474	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
13	1	914 1/5 De La Pointe Dr, Gautier, MS		City Park Pavillion E		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$44,138	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
14	1	902 De La Pointe Dr, Gautier, MS	Old School House			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$98,641	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
14	2	902 De La Pointe Dr, Gautier, MS	Old School House Storage			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$4,532	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
15	1	2300 Ladnier Rd, Gautier, MS	Police Substation			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$224,205	Windstorm	2%		Replacement Cost
Business Personal Property		\$5,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
15	2	2300 Ladnier Rd, Gautier, MS		Storage Building (Bacot Park)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$21,990	Windstorm	2%		Replacement Cost
Business Personal Property		\$25,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
15	3	2300 Ladnier Rd, Gautier, MS	Batting Cage/Storage (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$8,463	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
15	4	2300 Ladnier Rd, Gautier, MS	Restrooms (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$53,886	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
15	5	2300 Ladnier Rd, Gautier, MS	Concession Stand/Baseball (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Business Personal Property		\$70,830	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
15	6	2300 Ladnier Rd, Gautier, MS	Concession Stand/Football (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$57,796	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
15	7	2300 Ladnier Rd, Gautier, MS	Press Box/Baseball (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$19,839	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
15	8	2300 Ladnier Rd, Gautier, MS		Press Box/Football (Bacot Park)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$38,840	Windstorm	2%		Replacement Cost
Business Personal Property		\$10,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
15	9	2300 Ladnier Rd, Gautier, MS	Aluminum Bleachers (Bacot Park)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$11,507	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
16	1	Hwy 90, Gautier, MS		Bus Stop Shelter West		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
16	2	Hwy 90, Gautier, MS		Bust Stop Shelter Central		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
16	3	Hwy 90, Gautier, MS		Bust Stop Shelter East		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
17	1	Hwy 90/Gautier Town Center, Gautier, MS		Digital Sign (Mall)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
18	1	720 Frasier Dr, Gautier, MS		Pavillion (Frasier Park)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$34,452	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
18	2	720 Frasier Dr, Gautier, MS	Restroom Frasier Park			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
19	1	1528 Lima Dr, Gautier, MS		Pavillion (Bob Hayes Park)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$43,065	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
20	1	City Wide, Gautier, MS		Blanket EDP		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
EDP - Media/Data (Software)		\$175,000	Windstorm	2%		

Loc #	Bldg #	Address	Description			
21	1	Hwy 90 & Dolphin Rd, Gautier, MS	Outside Property - Light Poles (183)			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Business Personal Property		\$380,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
22	1	1034 Graveline Rd, Gautier, MS		Office Building (Shepard State Park)		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$85,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$10,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
22	2	1034 Graveline Rd, Gautier, MS	Mobile Home at Shepard State Park			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$50,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
22	3	1034 Graveline Rd, Gautier, MS	Log Cabin Welcome Center			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$400,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
23	1	Multiple Locations, Gautier, MS	Inland Marine / Equipment			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Equipment		\$1,056,060	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address	Description			
24	1	Multiple Locations, Gautier, MS	Welcome to City of Gautier Signs - City Owned			
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Sign		\$30,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
25	1	2715 Hwy 90, Gautier, MS		Office Building		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$55,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$25,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
25	2	2715 Hwy 90, Gautier, MS		Pavilion		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$260,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$25,000	Windstorm	2%		Replacement Cost

Loc #	Bldg #	Address		Description		
25	3	2715 Hwy 90, Gautier, MS		Storage Shed		
Subject of Insurance		Limit	Cause of Loss	Deductible	Coins %	Valuation
Building		\$120,000	Windstorm	2%		Replacement Cost
Business Personal Property		\$25,000	Windstorm	2%		Replacement Cost

Additional Coverages

Loc.	Bldg.	Description	Limit	Deductible
		Policy Limit - Per Occurrence	\$107,646	
		Named Storm - 2% subject to a minimum of --		\$10,000

General Liability

Client: City of Gautier
Carrier: Argonaut Insurance Company
A.M. Best Rating: A- (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

This type of policy protects your business from claims arising from your legal liability for injury or damages to other people or their property. Coverage payments can include judgments, attorney fees, court costs, or other related expenses as defined in the form.

General Coverage Information

Coverage Description	Limits
General Aggregate	\$1,000,000
Aggregate Applies to	Policy
Products and Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Damage to Premises Rented to You (any one premises)	\$100,000

Terms and Conditions

Coverage Description
Policy Type Occurrence

Commercial General Liability Schedule of Hazards

Loc #	Classification	Class Code
1	Governmental Subdivision - Population 10,001 - 25,000 - Counties/parishes	44109

(S) Gross Sales – Per \$1,000/Sales
(M) Admissions – Per 1,000/Admissions
(C) Total Cost – Per 1,000 Cost
(T) Other
(A) Area – Per 1,000/Square Feet
(P) Payroll – Per \$1,000/Payroll
(U) Unit – Per Unit

Note: This portion of the policy may be subject to audit at expiration of the policy term. It is important to obtain certificates of insurance for General Liability for all subcontractors. Please be reminded, you could be responsible for the premium on any uninsured subcontractors.

Additional Coverages

Description	Limit	Deductible
Data Compromise Coverage - Response Expenses Limit - Annual Agg	\$100,000	\$1,000
Data Compromise Coverage - 1st Party Named Malware	\$50,000	
Data Compromise Coverage - Forensic IT Review	\$50,000	
Data Compromise Coverage - Legal Review	\$50,000	
Data Compromise Coverage - Public Relations Services	\$5,000	
Data Compromise Coverage - 3rd Party Named Malware	\$50,000	\$1,000
Data Compromise Coverage - Regulatory Fines/Penalties	\$50,000	
Data Compromise Coverage - PCI Fines and Penalties	\$50,000	
Data Compromise Liability Annual Aggregate	\$100,000	
Data Compromise - Each Liability Occurrence Deductible		\$1,000
Unmanned Aircraft Under 25 Pounds	\$25,000	
Employee Benefits - Each Occurrence	\$1,000,000	\$1,000
Firefighters Elective Surgery Coverage Amendment	\$25,000/\$50,000	0

Automobile Policy

Client: City of Gautier
Carrier: Argonaut Insurance Company
A.M. Best Rating: A- (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

This policy can provide a combination of Liability and Physical Damage protection for vehicles owned, maintained, or used by you. Additional coverage, such as medical payments and uninsured motorist protection, can be purchased to customize the policy to fit your particular needs.

Coverage/Limits

Coverage	Symbols	Limit
Limit of Liability	1	\$500,000
Uninsured Motorist	2	\$75,000
Underinsured Motorist	2	\$75,000
Comprehensive	7	\$1,000
Collision	7	\$1,000

Hired and Non Owned Auto Coverage

Coverage	Included	States	Days / Veh
Hired / Borrowed Auto Liability	Y	MS	
Non-Owned Auto Liability	Y	MS	
Hired Physical Damage		MS	

Liability Coverage Auto Symbols

1. ANY "AUTO"

This is the broadest symbol designation and covers any "auto."

2. OWNED "AUTOS" ONLY

This symbol covers any "auto" owned by an insured, including any "auto" that is acquired after the policy begins. The symbol also applies to any "trailer" while it is towed by an owned vehicle.

3. OWNED PRIVATE PASSENGER "AUTOS" ONLY

This symbol covers only private passenger type "autos" owned by the insured, including any private passenger type that may be acquired after the policy begins.

4. OWNED "AUTOS" OTHER THAN PRIVATE PASSENGER "AUTOS" ONLY

This symbol covers all "autos" other than private passenger type "autos" (vans, trucks, motorized equipment) owned by an insured, including such vehicles that may be acquired after the policy begins. The symbol also applies to any "trailer" while it is towed by an owned vehicle.

5. OWNED "AUTOS" SUBJECT TO NO-FAULT

Any "auto" owned by an insured that is garaged or licensed in a state where no-fault benefit laws exists. This symbol also applies to any "auto" acquired after the policy begins.

6. OWNED "AUTOS" SUBJECT TO A COMPULSORY UNINSURED MOTORIST LAW

Any "auto" owned by an insured that is garaged or licensed in a state where drivers are required to carry uninsured motorist coverage. This symbol also applies to any "auto" acquired after the policy begins.

7. SPECIFICALLY DESCRIBED "AUTOS"

Only those "autos" that are specifically listed on the policy are covered. The symbol also applies to any "trailer" while it is towed by a listed vehicle.

8. HIRED "AUTOS" ONLY

This symbol covers only those "autos" that an insured leases, hires, rents, or borrows. HOWEVER, it does NOT include "autos" leased, hired, rented, or borrowed from an employee, partner, or member of an insured's household.

9. NON-OWNED "AUTOS" ONLY

This symbol covers only those "autos" an insured does not own, lease, hire, rent, or borrow that are used in the insured's business, including "autos" owned by employees, partners, or members of an insured's household, but only while those non-owned "autos" are used either in the insured's business or personal affairs.



Vehicle Schedule

SEE SCHEDULE ATTACHED

Vehicle Ownership

Coverage only applies to vehicles that are owned/titled or leased in the corporate name, or business name in case of a partnership, that is specifically listed. If a business owned vehicle is furnished for personal use, an extension of coverage form may be required for proper protection.

Autos Furnished to Individuals

If you furnish an auto to an individual that does not have a Personal Auto Policy or a Non-owned Auto Policy, please advise us so that we can recommend policy extensions or an additional policy to properly cover these individuals

2020-2021 Vehicles

Veh #	ID	Year	Make	Model	Body type	VIN	Cost new	Comprehensive	Collision
1	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W77X112796	20272		
2	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W97X112797	20272		
3	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W07X112798	20272		
4	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W27X112799	20272		
5	REC	2005	Ford	Windstar SEL	PP	2FMZA52215BA26009	20272		
6	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W77X112801	20272		
7	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W47X115803	20272		
8	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W67X115804	20272		
9	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W87X115805	20272		
10	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71WX7X115806	20272		
11	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W37X115808	20272		
12	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W57X115809	20272		
13	GPD	2007	Ford	Crown Victoria	LEAP	2FAFP71W17X115810	20272		
14	GPD	2007	Dodge	Charger	LEAP	2B3KA53H77H740687	23692		
15	ADM	2005	Ford	Windstar	PP	2FMZA57655BA66637			
16	GPD	2014	Dodge	Charger	LEAP	2C3CDXAT9EH172411	27177	1,000	1,000
17	PLAN	2007	Ford	F150	PU	1FTPX12V97FA91642	19210		
18	FIRE	2012	Ford	F150	PU	1FTEX1CMXCFA89440	17988	1,000	1,000
19	ADM	2007	Ford	Ranger	PU	1FTYR10DX7PA93645	12000		
20	ADM	2010	Port City	Trailer	T	5YCBE162XAH002412	4000		
21	FIRE	2005	Pierce	Eng Pumper	FDP	4P1CC01A15A005504	289868	1,000	1,000
22	PLAN	2007	Ford	Ranger	PU	1FTYR10D97PA49362	12000		
23	REC	2004	GMC	Sierra	PU	1GTEC14V34Z350409			
24	GRANT	2005	Ford	Escape	PP	1FMYU03115KB93195			
25	REC	2006	Dodge	Ram 1500	PU	1D7HU18N66J112744			
26	FIRE	2008	Pierce	Contender	FDNP	4P1CC01M08A008330	330000	1,000	1,000
27	GPD	2014	Dodge	Charger	LEAP	2C3CDXAT5EH191277	27177	1,000	1,000
28	ADM	2008	Ford	F250	TK	1FTSW20R78EE17633	25261		
29	GPD	2008	Ford	Crown Victoria	LEAP	2FAFP71V18X179614	20995		
30	GPD	2008	Ford	Crown Victoria	LEAP	2FAFP71V58X179616	20995		
31	FIRE	2010	Ford	F350	TK	1FTWW3AY5AEA18237	22869	1,000	1,000
32	ADM	2010	Ford	Crown Victoria	PP	2FABP7BV0AX102302	21710	1,000	1,000
33	GPD	2010	Ford	Crown Victoria	LEAP	2FABP7BV9AX102301	21710	1,000	1,000
34	FIRE	2009	Pierce Contender	Fire Truck	FDP	4P1CC01M39A010171	344962	1,000	1,000
35	GPD	2010	Ford	F150	TK	1FTFW1EV1AFB13408	26538	1,000	1,000
36	GPD	2009	Carry On	Cargo	T	4YMCL10119G003445	2900		
37	GPD	2010	Ford	E350	VAN	1FBSS3BL8ADA56004	22903	1,000	1,000
38	ADM	2010	Chevrolet	Silverado	TK	1GC4KVBG5AF136383	24740	1,000	1,000
39	ECO	2010	Ford	F150	PU	1FTEX1CW1AFD19414	17894	1,000	1,000
40	PLAN	2010	Ford	F150	PU	1FTEX1CW3AFD19415	17894	1,000	1,000
41	REC	2011	Ford	F350	PU	1FT8W3A63BEB10648	22878	1,000	1,000
42	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BV6BX124399	30000	1,000	1,000
43	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BV9BX124400	30000	1,000	1,000
44	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BV0BX124401	30000	1,000	1,000
45	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BV2BX124402	30000	1,000	1,000
46	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BV4BX124403	30000	1,000	1,000
47	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BV6BX124404	30000	1,000	1,000
48	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BV8BX124405	30000	1,000	1,000
49	GPD	2011	Ford	Crown Victoria	LEAP	2FABP7BVXBX124406	30000	1,000	1,000
50	GPD	2005	Chrysler	300	LEAP	2C3JA53G35H645238	18000		
51	GPD	2013	Ford	F150	PU	1FTFW1EF4DFB54435	25182	1,000	1,000
52	FIRE	2013	Ford	F550 Pumper	FDP	1FD0W5GT1DEB43104	164151	1,000	1,000
53	REC	2011	Freightliner	Dump	TK	1FYACXDT7BDA26916	130000	1,000	1,000
54	REC	2010	Texas	Bragg	T	5VTBU182X9RBB4			
55	REC	2010	Port City	8X20	T	4R7BU2026AT101685			
56	REC	2010	Southern	6'6X18	T	G54549			
57	GPD	2014	Dodge	Charger	LEAP	2C3CDXAT2EH172413	27177	1,000	1,000
58	PLAN	2004	Ford	Expedition	SPORT	1FMPU15L44LA66160			
59	GPD	2006	Ford	Fusion	PP	3FAFP08146R113497			
60	GPD	2005	Jeep	Grand Cherokee	SEDAN	1J4HS48N25C670508			
61	FIRE	1987	E1	Pumper	TK	1F9RBAA84H1037119			
62	FIRE	1999	E1	Pumper	TK	4ENRAAA85X1000806	250000	1,000	1,000
63	FIRE	1994	Freightliner	Pumper	TK	1FV6JLCB4RL557094			

64	FIRE	1999	Ford	F550	PU	1FDAF56F4XED43091			
65	FIRE	2000	GMC	Sierra 3500	TK	1GTAK34FXYF457131			
66	GPD	2014	Dodge	Charger	LEAP	2C3CDXAT4EH172400	27177	1,000	1,000
67	FIRE	2003	Chevrolet	Silverado	PU	1GCGC24U03Z208409			
68	FIRE	1997	Ford	Ambulance	AMBE	1FDLE40F9VHA15577			
69	FIRE	1999	Chevrolet	Tahoe	SPORT	1GNEC13R8XJ455722			
70	GPD	2014	Dodge	Charger	LEAP	2C3CDXAT8EH172416	26437	1,000	1,000
71	GPD	2007	Harley	Davidson	LEAM	1HD1FMM197Y672730			
72	REC	2014	Dodge	Bucket Truck	TK	3C7WRMAL6EG260778	90000	1,000	1,000
73	GPD	2016	Dodge	Charger	TK	2C3CDXATOGH126808	23212	1,000	1,000
74	GPD	2016	Dodge	Charger	TK	2C3CDXAT2GH122405	23212	1,000	1,000
75	GPD	2016	Dodge	Charger	TK	2C3CDXAT4GH122406	23212	1,000	1,000
76	GPD	2016	Dodge	Charger	TK	2C3CDXATXGH116223	23212	1,000	1,000
77	GPD	2009	Ford	F250 FX4	TK	1FTSW21R19EA95314	25000	1,000	1,000
78	GPD	2016	Ford	F150 SSV Supercab	TK	1FTFX1EFXGKE99591	27000	1,000	1,000
79	GPD	2008	Harley	Davidson	LEAM	1HD1FMM188Y704889	22000		
80	FIRE	2017	Ferrara	Cinder	OT	1F945472XHH140574	425000	1,000	1,000
81	GPD	2017	Ford	Interceptor	SUV	1FM5K8AR3HGD07530	42645	1,000	1,000
82	GPD	2017	Dodge	Charger	SEDAN	2C3CDXAT1HH629684	26599	1,000	1,000
83	GPD	2017	Dodge	Charger	SEDAN	2C3CDXAT3HH629685	26599	1,000	1,000
84	GPD	2017	Dodge	Charger	SEDAN	2C3CDXAT5HH629686	26599	1,000	1,000
85	GPD	2017	Dodge	Charger	SEDAN	2C3CDXAT7HH629687	26599	1,000	1,000
86	GPD	2017	Dodge	Charger	SEDAN	2C3CDXAT9HH629688	29599	1,000	1,000
87	GPD	2017	Dodge	Charger	SEDAN	2C3CDXAT0HH629689	29599	1,000	1,000
88	GPD	2018	Ford	Explorer Interceptor	SUV	1FM5K8AR8JGA57823	29719	1,000	1,000
89	GPD	2018	Ford	Explorer	SUV	1FM5K8AR7JGB80724	30719	1,000	1,000
90	GPD	2018	Ford	Explorer	SUV	1FM5K8AR6JGB67768	30719	1,000	1,000
91	GPD	2018	Dodge	Charger	SEDAN	2C3CDXAT3JH292456	33571	1,000	1,000
92	GPD	2018	Dodge	Charger	SEDAN	2C3CDXAT5JH292457	33571	1,000	1,000
93	GPD	2018	Dodge	Charger	SEDAN	2C3CDXAT7JH292458	33571	1,000	1,000
94	GPD	2018	Dodge	Charger	SEDAN	2C3CDXAT9JH292459	33571	1,000	1,000
95	GPD	2001	Navistar Int'l	4700 LP 4x2	FDP	1HTSLAAL91H354782	20000	1,000	1,000
96	UTILITY	2018	Nissan	Kicks	SPORT	3N1CP5CU3JL509611	19210	1,000	1,000
97	UTILITY	2019	Nissan	Frontier		1N6AD0EV8KN706830	28900	1,000	1,000
98	UTILITY	2019	Nissan	Frontier		1N6AD0EVCKN706750	28900	1,000	1,000
99		1990	Ford	F350	PU	1FDJF37H4LNB01271	26500		
100	GRANT	2019	Ford	F250	PU	1FT7W2A67KED14648	26937	1,000	1,000
101	GPD	2019	Ford	F150	PU	1FTEW1E53KFA06955	31953	1,000	1,000
102	REC	2019	Dodge	Caravan		2C4RDGBG6KR650023	26059	1,000	1,000
103	REC	2019	Ford	F350	PU	1FT8W3A64KEE58331	26203	1,000	1,000
104	REC	2019	Ford	F350	PU	1FT8W3A66KEE58332	26203	1,000	1,000
105	GPD	2019	Ford	F150	PU	1FTEW1E54KKD50186	32000	1,000	1,000
106	GPD	2019	Ford	F150	PU	1FTEW1E52KKD50185	32000	1,000	1,000
107	GPD	2019	Ford	F150	PU	1FTEW1E56KKC27120	32203	1,000	1,000
108	FIRE	2019	Ford	F150	PU	1FTEW1E54KFB84549	36670	1,000	1,000
109		2001	Mitsubishi	639	OT	JW6AAC1H21L002338	2002		
110		2017	Wagon	Trailer	T	53FBE1218HF034234	2700		
111	GPD	2020	Ford	Explorer	SUV	1FM5K8AB5LGC52557	33282	1,000	1,000
112	GPD	2020	Ford	Explorer	SUV	1FM5K8AB7LGC52558	33282	1,000	1,000
113	GPD	2020	Ford	Explorer	SUV	1FM5K8AB9LGC52559	33282	1,000	1,000

Automobile Loss Payee Schedule

Vehicle	Additional Interest	Name and Address
2014 Dodge Charger VIN #2C3CDXAT9EH172411	Lienholder	Merchants & Marine Bank P O Box 188, Gautier, MS 39553
2014 Dodge Charger VIN #2C3CDXAT5EH191277	Lienholder	Merchants & Marine Bank P O Box 188, Gautier, MS 39553
2009 Pierce Contender VIN #4P1CC01M39A010171	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2013 Ford F150 VIN #1FTFW1EF4DFB54435	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2013 Ford F550 VIN #1FD0W5GT1DEB43104	Lienholder	Merchants & Marine Bank P O Box 188, Gautier, MS 39553
2014 Dodge Charger VIN #2C3CDXAT2EH172413	Lienholder	Merchants & Marine Bank P O Box 188, Gautier, MS 39553
2014 Dodge Charger VIN #2C3CDXAT4EH172400	Lienholder	Merchants & Marine Bank P O Box 188, Gautier, MS 39553
2014 Dodge Charger VIN #2C3CDXAT8EH172416	Lienholder	Merchants & Marine Bank P O Box 188, Gautier, MS 39553
2016 Ford F150 SSV VIN #1FTFX1EFXGKE99591	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Ferrara Cinder VIN #1F945472XHH140574	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Ford Interceptor VIN #1FM5K8AR3HGD07530	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Dodge Charger VIN #2C3CDXAT1HH629684	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Dodge Charger VIN #2C3CDXAT3HH629685	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Dodge Charger VIN #2C3CDXAT5HH629686	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Dodge Charger VIN #2C3CDXAT7HH629687	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Dodge Charger VIN #2C3CDXAT9HH629688	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2017 Dodge Charger VIN #2C3CDXAT0HH629689	Loss Payee	Hancock Bank PO Box 4826, Timonium, MD 21094
2019 Dodge Caravan VIN #2C4RDGBG6KR650023	Loss Payee	Hancock Whitney Bank 2510 14th St, Gulfport, MS 39501
2019 Ford F350 VIN #1FT8W3A64KEE58331	Loss Payee	Hancock Whitney Bank 2510 14th St, Gulfport, MS 39501
2019 Ford F350 VIN #1FT8W3A66KEE58332	Loss Payee	Hancock Whitney Bank 2510 14th St, Gulfport, MS 39501
2019 Ford F150 VIN #1FTEW1E56KKC27120	Loss Payee	Hancock Whitney Bank 2510 14th St, Gulfport, MS 39501
2019 Ford F150 VIN #1FTEW1E54KFB84549	Loss Payee	Hancock Whitney Bank 2510 14th St, Gulfport, MS 39501

Law Enforcement Liability

Client: City of Gautier
Carrier: Argonaut Insurance Company
A.M. Best Rating: A- (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

Terms and Conditions

Description	
Per Wrongful Act	500,000
Annual Aggregate	1,000,000
Retro Date	1/1/2008
Deductible	\$5,000

Public Officials Liability

Client: City of Gautier
Carrier: Argonaut Insurance Company
A.M. Best Rating: A- (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

Professional liability insurance, is a form of liability insurance which helps protect professional advice- and service-providing individuals and companies from bearing the full cost of defending against a negligence claim made by a client, and damages awarded in such a civil lawsuit.

Coverage

Aggregate Limit: X
Each Claim/Occurrence Limit: X

Terms and Conditions

Description	
Per Wrongful Act	1,000,000
Annual Aggregate	1,000,000
Retro Date	1/1/2008
Deductible	\$5,000

Additional Coverages

Description	Limit	Deductible
Emergency Medical Service	Included	\$5,000
Fire District or Department	Included	\$5,000
Public Water Utility	Included	\$5,000
Sewer System	Included	\$5,000

Crime

Client: City of Gautier
Carrier: Argonaut Insurance Company
A.M. Best Rating: A- (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

This coverage provides protection against loss due to criminal acts of others. Several types of exposures can exist which require consideration when analyzing your crime protection insurance.

BASIS FOR COVERAGE:

LOCATION: 3330 Highway 90,, Gautier MS

Coverage	Limit	Retention
Employee Dishonesty	\$100,000	\$500
Forgery or Alteration	\$100,000	\$500
Theft		
• Inside the Premises Limit	\$50,000	\$500
• Outside the Premises Limit	\$50,000	\$500
Computer Crime		
• Computer Fraud	\$100,000	\$500
Fund Transfer Fraud	\$100,000	\$500
Fraudulent Impersonation	\$50,000	\$1,000

Cyber Liability

Client: City of Gautier
Carrier: Argonaut Insurance Company
A.M. Best Rating: A- (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

This coverage provides protection against loss due most notably, but not exclusively to a business' liability for a data breach. Several types of exposures can exist which require consideration when analyzing your cyber protection insurance

Coverage

Aggregate Limit: \$100,000

Coverage Extensions	Limit	Retention
Network Security Liability	\$100,000	\$1,000
Media Content Liability	\$100,000	\$1,000
Network Extortion	\$25,000	\$1,000

Employment Practices Liability

Client: City of Gautier
Carrier: Argonaut Insurance Company
A.M. Best Rating: A- (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

Employment Practices Liability insurance is written on a form and includes indemnification and legal reimbursement arising out of the following insured events:

- Wrongful Termination
- Sexual Harassment
- Discrimination

Coverage

Policy In Run-Off/Tail: No

Coverage	Limits
Per Claim	\$1,000,000
Policy Aggregate	\$1,000,000

Terms and Conditions

Coverage Description	
Deductible	\$5,000
Prior Acts / Retro Date	1/1/2008

Additional Coverages

Description	Limit	Deductible
Back Wages	\$50,000	\$10,000
Non-Monetary Defense per Wrongful Act	\$50,000	
Non-Monetary Defense Annual Aggregate	\$50,000	
Equal Employment Opportunity Commission Hearing Expense per Wrongful Act	\$10,000	
Equal Employment Opportunity Commission Hearing Expense Annual Aggregate	\$50,000	

Boat Policy

Client: City of Gautier
Carrier: Markel American Insurance Company
A.M. Best Rating: A (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

The Equipment Floater is designed to insure property that is mobile in nature. A variety of endorsements can be used to customize this policy to fit your specific needs.

Scheduled Equipment - Scheduled

Item #	Year	Manufacturer	Model	Serial #	Amount of Insurance
1	2010	21.5' Cobia	Fiberglass Watercraft	CBASX0003B010	27,000
2	1999	30' Zodiac Hurricane	Aluminum H920 Cabin RIB	XDC92006C999	40,000
Total					\$67,000

Terms and Conditions

Terms and Conditions	
Policy Deductible	\$1,000
Deductible Exception – Transit	\$2,500
Deductible Exception – Numbered or Named Storm	\$5,000
Valuation	Actual cash value

Additional Coverage

Description	Limit	Deductible
Vessel Protection indemnity - General Aggregate (other than Products - Completed Operations)	\$1,000,000	\$2,500
Vessel Protection Indemnity - Each Occurrence Limit	\$1,000,000	\$2,500

Forms and Endorsements

Number	Description
OMVESSELOP	Covered Operators Endorsement
IL0282	Mississippi Changes - Cancellation and Nonrenewal

Employee Accident & Sickness

Client: City of Gautier
Carrier: National Union Fire Insurance Company of Pittsburgh, PA
A.M. Best Rating: A (Excellent)
Policy Term: 9/30/2020 to 9/30/2021

This type of policy protects your business from claims arising from your legal liability for injury or damages to other people or their property. Coverage payments can include judgments, attorney fees, court costs, or other related expenses as defined in the form.

General Coverage Information

Coverage Description	Limits
General Aggregate - Policy	\$75,000

Additional Coverages

Description	Limit
Accidental Death Benefits Amount	\$75,000
Accidental Death Benefits - Seat Belt Benefit Amount	\$18,750
Accidental Death Benefits - Safety Vest Benefit Amount	\$18,750
Accidental Death Benefits - Military Death Benefit Amount	\$15,000
Illness Loss of Life Benefit Amount	\$75,000
Dependent Child and Education Benefit Amount	\$30,000
Spousal Support and Education Benefit Amount	\$15,000
Memorial Benefit Amount	\$5,000
Dependent Elder Benefit Amount	\$5,000
Repatriation Benefit Amount	\$2,500
Accidental Dismemberment and Paralysis Benefit Principal Sum	\$75,000
Vision Impairment Benefit Principal Sum	\$75,000
Injury Permanent Impairment Benefit Principal Sum	\$75,000
Heart Permanent Impairment Benefit Principal Sum	\$75,000
Illness Permanent Impairment Benefit Principal Sum	\$75,000
Cosmetic Disfigurement Resulting from Burns Benefit Principal Sum	\$75,000
HIV Positive Lump Sum Living Benefit Principal Sum	\$75,000
Total Disability Weekly Amount (first 28 days)	\$300
Total Disability Maximum Weekly Amount (after 28 days)	\$300
Total Disability Minimum Weekly Amount	\$75
Occupational Retraining Benefit Maximum Amount	\$20,000
Medical Expense Benefit Maximum Amount	\$10,000
Cosmetic Plastic Surgery Maximum Amount	\$25,000
Post-Traumatic Stress Disorder Maximum Amount	\$25,000
Critical Incident Stress Management Maximum Amount	\$25,000
Family Expense Benefit Amount (per day)	\$100
Family Bereavement and Trauma Counseling Benefit Amount (per person)	\$1,000
Home Alteration and Vehicle Modification Benefit Maximum Amount	\$50,000

Marketing Summary

Market	Status / Quotes	Response / Comments
Argonaut Insurance Company	GL, Auto, EPL, Public Officials, Law Enforcement, Cyber, Crime	Quote Received
Lloyds of London	Property/Equipment	Quote Received
Markel	Boat	Quote Received
National Union Fire Ins. Co.	Accident & Sickness	Quote Received
Travelers	GL, Auto, EPL, Public Officials, Law Enforcement	Quote Received
Travelers	Crime	Quote Received
Capitol Special Risk	Cyber	Quote Received
CRC – Lloyds	Wind Buyback	Quote Received
CRC – Starr	Wind Buy Back	Declined
Special Brokerage	Wind Buyback	Declined due to guidelines
AllRisks – ACE	Property/Equipment	\$100,000 minimum premium
AllRisks – AGCS/Allianz	Property/Equipment	Prior submission
AllRisks – Axis	Property/Equipment	Declined due to unable to compete
AllRisks – Prexa	Property/Equipment	Declined due to municipality
AllRisks – Starr	Property/Equipment	\$100,000 w/ 5% named storm
AllRisks – Validus	Property/Equipment	Declined to compete due to lesser construction
AllRisks – Velocity	Property/Equipment	\$130,000 w/ 3% named storm
AllRisks – Munich RE	Property/Equipment	\$145,000 w/ 2% named storm
OneBeacon	GL, Auto, EPL, Public Officials, Law Enforcement, Cyber, Crime, Property/Equipment	Declined due to unable to compete
Zurich	All	Declined – no longer writing municipalities
Liberty Mutual	All	Declined due to guidelines
Philadelphia	All	Declined due to guidelines
MASSUP	All	Declined – can only write counties, not municipalities
Allianz		Declined – high TIV & frame construction
AFM		Declined – amount of wind exposed property

Carrier Rating

A.M. Best Company is the leading provider of ratings, news and financial data for the insurance industry worldwide. Their Best Financial strength rating is an independent opinion of the insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. The rating is based on a comprehensive and qualitative evaluation of a company's balance sheet, strength, operating performance and business profile.

As professional agents it has long been our established policy to make every effort to deal only with companies having a Best's Rating of A++, A+, A or A-, which are the four highest ratings available, and a minimum of \$50 million in Policyholders' Surplus. **It must be noted that neither HUB International nor any affiliated company guarantees the financial solvency of any insurance carrier.** The following list outlines the A. M. Best Company rating scale and associated descriptions.

Financial Strength Ratings: An A.M. Best's Financial Strength Rating is an opinion of an insurer's ability to meet its obligation to policyholders.

A.M. Best Rating			
A++, A+	Superior	C, C-	Weak
A, A-	Excellent	D	Poor
B++, B+	Very Good	E	Under Regulatory Supervision
B, B-	Good	F	In Liquidation
C++, C+	Marginal		

Financial Size Categories: A.M. Best assigns each letter rated insurance company a Financial Size Category. This is designed to provide a convenient indicator of the size of a company in terms of its statutory surplus and related accounts.

Financial Size Categories (In millions of U.S. dollars)			
Class I	Up to 1	Class IX	250 to 500
Class II	1 to 2	Class X	500 to 750
Class III	2 to 5	Class XI	750 to 1,000
Class IV	5 to 10	Class XII	1,000 to 1,250
Class V	10 to 25	Class XIII	1,250 to 1,500
Class VI	25 to 50	Class XIV	1,500 to 2,000
Class VII	50 to 100	Class XV	Greater than 2,000
Class VIII	100 to 250		

General Statement

COVERAGE AND LIMITS

This exhibit describes coverage, amounts, limits, etc., but it does not take the place of the actual insurance policies. While we have made every effort to remove inaccuracies from this report, some may exist. For definitive coverage provisions and exclusions, refer to the policies, endorsements and amendments.

For property quotes, we have used values that you provided. Please carefully examine these values and/or secure an outside appraisal to ensure their accuracy and adequacy.

This proposal is based upon exposures to loss that currently exist and were made known to the agency. All changes and new exposures need to be reported by you, so that proper coverage may be offered.

Higher limits of liability may be available for additional premium.

INSURER SOLVENCY

Hub International is not technically qualified to comment on the solvency or claims-paying ability of any insurer. In an effort to help you assess the quality of the carrier(s), we have provided rating information from the A.M. Best rating organization. A more detailed report is available on request.

We caution you that catastrophic occurrences or other business matters can quickly have a negative impact on any insurer's financial condition. State "guarantee" funds created for the protection of policyholders may limit or preclude access to reimbursement for certain types of claims and/or to companies with significant net worth.

NON-ADMITTED INSURER

If a non-admitted insurer is providing coverage there is no protection by the state guaranty fund in the event of the insurer's insolvency.

PREMIUM PAYMENT

Regardless of the payment method you choose, it is important to note that **carriers are not obligated to reinstate cancelled policies.**

Agency Bill Items: If your premium is billed by Hub International, payment is due on the effective date of the coverage or installment. Endorsement and audit premium adjustments are due on the date billed. Failure to promptly remit may result in cancellation of your coverage.

Company Bill Items: If your policy is a "company bill" contract, you must remit your payment directly to the insurance company on a timely basis. Unfortunately, insurers do not always notify us about the status of a "company bill" payment, so you can't rely on us to remind you about overdue premiums or policy cancellations. If you encounter any billing problem or have a billing concern, please call us immediately, so that we can investigate for you.

Premium Financing: You may ask us to "finance" your premium through an independent finance company. This is an unforgiving payment system. Please carefully review the finance agreement for full details on the late payment and finance charges that apply. Your insurance policy is collateral for the loan. If you miss a payment, coverage will be cancelled. Because we may not always receive late notices, Hub International cannot accept responsibility for following up on late payments or threatened "non-payment" cancellations. Please do not count on us to remind you to make the payment.

This proposal contains only a summary of your insurance coverage and policy. It is your responsibility to carefully and completely review the entire policy for its actual terms, limits and conditions. In the event of any inconsistency between the terms of the policy and the provisions of this proposal, the terms of the policy will govern and control.

How We Get Paid

HUB International takes pride in the services our brokerages provide to you, our client, for insurance and risk management programs. For our efforts we are compensated in a variety of ways, primarily in the form of commissions and contingency amounts paid by insurance companies and, in some cases, fees paid by clients or third parties. The means by which we are compensated are described below.

Commission income - Commission, normally calculated as a percentage of the premium paid to the insurer for the specific policy, is paid to us by the insurer to distribute and service your insurance policy. Our commission is included in the premium paid by you. The individuals at HUB International who place and service your insurance may be paid compensation that varies directly with the commissions we receive.

Contingency income - We also receive income through contingency arrangements with most insurers. They are called “contingent” because to qualify for payment we normally need to meet certain criteria, usually measured on an annual basis. Contingency arrangements vary, but payment under these agreements is normally the result of growing the business by attracting new customers, helping the insurance company gather and assess underwriting information and/or working to renew the policies of existing insureds. There is currently no meaningful method to determine the exact impact that any particular insurance policy has on contingency arrangements. However, brokers tend to receive higher contingency payments when they grow their business and retain clients through better service. In other words, the amount of earned contingency income depends on the overall size and/or profitability of all of a group of accounts, as opposed to the placement or profitability of any particular insurance policy. For this reason, the individuals involved in placing or servicing insurance are rarely, if ever, compensated directly for the contingent income that we receive.

Supplemental Commissions - Some insurance companies have recently replaced contingent commissions with supplemental commissions. These commissions, in fixed amounts, are established annually in advance based on historical performance measured by criteria comparable to those by which contingent commissions are calculated. We refer to these commissions as guaranteed supplemental commissions, or “GSCs”.

Fees paid by clients - On occasion, with more complex business insurance programs and where additional resources, products or services are appropriate, a fee may be negotiated for placement of insurance coverage or additional services. Fees charged for the placement of insurance will be outlined in a proposal and approved, usually in writing, prior to the insurer binding coverage. On occasion, we may receive both commissions and client-paid fees for placing insurance, which generally will be disclosed in writing to you in advance. In certain circumstances clients pay us mutually agreed upon fees for additional services, such as third party administration of employee benefits or workers’ compensation programs.

Wholesale Operations - We own wholesale insurance brokerages in both the U.S and Canada. These are intermediaries through which other brokers, typically retail brokers that have a relationship and deal directly with their clients, place coverage. Our own retail brokers may place client policies through HUB-owned wholesale brokers. In such cases, both the HUB retail broker and the HUB wholesale broker will earn commissions, and they are included in the client’s premium payment. Ordinarily wholesale brokers, whether owned by HUB International or not, are included in the transaction because they offer products that are particularly suitable to a client’s needs that are not available through normal insurance brokerage retail channels.

Other Compensation and Benefits - We may receive revenue or further benefits from our insurance brokerage activities in other ways, including, but not limited to, from insurance company promotional events, payments from insurers for promotional marketing and/or employee training and development, fees or a percentage of the interest paid to us for the administration of premium finance contracts, interest paid to us by financial institutions earned on fiduciary or trust accounts in which we hold your premium payments pending remittance to the insurance company, and fees paid to us for policy and/or claims administration and/or loss control services that we provide.

Related Party Transactions - In limited circumstances, our subsidiaries or employees may have interests in insurers and reinsurers with whom policies are placed. We own a reinsurance broker that arranges reinsurance for carriers. It is possible that coverage placed by our retail brokers could be reinsured pursuant to placements

made by our reinsurance subsidiary. Ownership of a reinsurance broker also creates an additional, mutually beneficial dimension to our relationships with insurance companies.

Customer Centric Carriers - We have access to the products and services of hundreds of insurers. However, we believe our ability to provide the best combination of products, service, value and ongoing access to capacity is enhanced by focusing on a manageable number of carrier relationships. These strategic relationships include many of the most respected national and regional insurance companies in the insurance industry (the “Strategic Carriers”). Although we will continue to access our other insurance company relationships where appropriate, we expect that many of our clients’ insurance needs may be met through the Strategic Carriers. The Strategic Carriers may pay us enhanced compensation, which we intend to use in part to invest in initiatives to improve our ability to serve our customers’ and to optimize their insurance buying experience. A portion of any enhanced compensation from our Strategic Carriers may be used to incentivize our employees to prioritize, investigate and access the products and services of our Strategic Carriers for the purpose of consolidating the number of insurance markets we deal with, while at the same time addressing the needs of our clients. More information regarding our Strategic Carrier relationships is available upon request from your HUB International insurance advisor or by visiting our website at www.hubinternational.com.

Our goal is to be your insurance brokerage of choice. We know you have many brokerages to choose from, so to earn your confidence, we hold ourselves to the highest standard of service, a standard reflected in our written Client Commitment - we call it the “The HUB Advantage.” We hope you will review the principles embodied in The HUB Advantage, a copy of which is attached for your convenience. You should also feel free to visit our website at www.HUBInternational.com for more information regarding HUB International and how we do business.

Please also feel free to ask any questions about our compensation generally, or as to your specific insurance proposal or placement, by contacting your HUB broker or customer service representative directly, or by calling our client hotline at 1-866-857-4073.

We want you to choose a HUB International broker to be your insurance advisor – and we intend to make your decision an educated one.

The HUB Advantage

Our Commitment - The HUB Advantage

HUB International is dedicated to maintaining and upholding the highest standards of ethical conduct and integrity in all of our dealings with you, our client. We want to be your trusted risk advisor, and as such, we need to earn your confidence. So we are making a promise. We call it The HUB Advantage. Our mission is to make the advantage yours - and this is our commitment.

- We strive to secure the most favorable terms from insurers, taking into account all of the circumstances - the risk you need to insure, the cost of insurance, the financial condition of the insurer, the insurer's reputation for service, and any other factors that are specific to your situation.
- We are open and honest as to how we are paid for placing your insurance. Our answers to your questions will be forthright and understandable. When we intend to seek a fixed fee for our efforts, we will disclose it to you in writing and obtain your approval prior to coverage being bound.
- You make the ultimate decision as to both the terms of insurance and the company providing your coverage. Our objective is to provide you with choices that meet your insurance needs, and to educate you so your decision is fully informed and best suited to your circumstances.
- We comply with the laws of every jurisdiction in which we operate, including those that apply to how insurance brokerages and agencies are paid. If the laws change, we will respond in a timely and appropriate manner.

We take our responsibility to our customers very seriously. If at any time you feel that we are not fulfilling your expectations - that we are not meeting our Client Commitment - please contact your account executive or call our toll free client hotline at 1-866-857-4073, and your concerns will be addressed as soon as possible.

The HUB Advantage

The privilege is ours, but the advantage is yours.

Claims Management

CLAIMS MANAGEMENT OVERVIEW

In many organizations the cost of claims and resulting premiums is significant, including direct and indirect costs. Litigation, employee injuries and property losses can be devastating to any corporation, operation, and their employees. Whether it's general liability, workers compensation, or property claims, a poorly designed claims management program can be as detrimental as having no program, and claims that are not continually reviewed or managed can result in unintended outcomes.

HUB's Claim Consultants partner with our clients to understand their goals, objectives, and challenges. We work with our clients to develop and implement claims management solutions that minimize their Total Cost of Risk. One of HUB's many strengths is our collaborative approach amongst our Claims, Risk Services Team, the producer and account manager and our colleagues throughout HUB worldwide. Our Teams regularly work together, across regions and countries to continue to bring the depth of our expertise to every corner of the globe.

CLAIMS MANAGEMENT SERVICES AVAILABLE TO OUR CLIENTS

HUB is committed to providing a wide range of services to our clients. We work to implement best practice claims management processes, claims analysis, serving as an advocate, and addressing specific issues before and as they occur.

- **Client Advocacy / Carrier Oversight**
 - Oversight/Coordination of carrier claims handling activities
 - Regular communication between clients and claims service providers
 - Providing outsourced expertise for complex & challenging claims
- **Claims Reviews**
 - Facilitated between the HUB Claim Consultant, Insurance Carrier, and Client Representative(s)
 - Establish claim file expectations and action plans
- **Reserve Analysis**
 - Review of claim providers reserving practices
 - Ensures that excess funds are not tied up in reserves
 - Ensure that financial liabilities are divulged clearly and accurately
- **Coverage Disputes**
 - Advocating and providing assistance with evaluating and challenging insurance carrier coverage denials on your behalf
- **Claim Audits**
 - Strategic audit of client's claim files to uncover opportunities to improve quality and reduce claim costs
 - Ensures that claims service providers are performing properly for the client
- **Preloss Planning**
 - Strategic planning based on past results
 - Provide training in identifying information key to the defense of a claim & incident response
 - Create incident reports for insured as a tool for incident response
 - Ensures a fair understanding of claims process in advance of the loss and helps mitigate downtime
 - Identifies issues before they arise
- **Third Party Administrator (TPA) Selection**
 - Assistance with selecting a Third-Party Administrator (TPA)
 - Development of the best in class program/process to manage claims
- **Claim Data Analysis**
 - Review of claim data to identify trends and primary cost drivers
 - Results in action plans that can be implemented with the designated HUB Risk Consultant
- **Settlement Evaluation**
 - Assistance in analyzing and structuring settlements, executing early resolutions, and exploring alternative dispute resolution options
- **Litigation Management**
 - Assistance with managing and minimizing legal defense costs during claim resolution
 - Executing communication, developing accepted activities, and creating a litigation plan
 - Review leases and contracts to identify risk transfer opportunities
 - Tender claims on behalf of clients as necessary
- **Employer Claim Management Practices**
 - Best Practice benchmarking of client's claims practices
 - Development of internal claims practices to reduce costs
- **Medical Case Management Program Design**
 - Assistance with developing Medical Case Management Programs, including aggressive treatment plans that incorporate cost control techniques
- **Dispute Resolution Options**
 - Guidance with options necessary to bring matter to ultimate resolution
- **Subrogation/Second Injury Fund Recoveries**
 - Ensuring the claims service provider has a process for identifying opportunities and maximizing recovery of expenses when a third party is negligent or when the state provides second injury funds

This list is not all-inclusive. Your designated HUB Claims Services team member(s) will meet with you to confirm goals and develop a customized service plan, deliverables and timelines that will address your needs and exceed expectations.

Risk Services

Risk Services Overview

Risks emerge and evolve, and the exposures always have the potential for high frequency and high costs. Injuries/illnesses, downtime, reputational issues, and losses can result in significant direct and indirect costs that can devastate any corporation, operation, and its employees. Additionally, monitoring and following regulatory requirements and industry best practices requires significant knowledge and a wide range of expertise, and a partner that stays focused on protecting your organization.

As a leading provider for risk management services, HUB International partners with our clients to work towards common goals, reducing their Total Cost of Risk (TCOR) and making our client's organizations more resilient. With experts in all functional areas and over 100 industries, our team has the proven knowledge and experience to assist our clients in identifying current/ potential risks and implementing controls to reduce exposure to loss. Our team members include:

- Board-Certified Safety Professionals
- Certified Risk Managers
- Certified Occupational Health Nurses
- Certified Construction Risk Specialists
- Environmental Risk Managers
- Property Protection Specialists
- Certified Hazardous Materials Managers
- Certified Industrial Hygienists
- Security Professionals
- Toxicologists
- Risk Technology Experts
- Workers Compensation Experts
- Professional Engineers
- Business Continuity Planning Experts
- Emergency Response Professionals
- Cyber Risk Management Experts
- Absence Management Professionals
- Product Liability Professionals
- General Liability Experts
- Tribometrists (Slip/Fall Experts)
- Travel Risk Management Professionals

Our team has the proven knowledge and experience to assist our clients in identifying current / potential risks and implementing controls to reduce exposure to loss.

Consulting Methodology & Approach

Our consulting approach is designed to be timely, result-oriented, and focused where it counts - minimizing hazardous exposures and claims. Our five-step consulting approach:

1. Identify exposures, hazards, and losses
2. Evaluate current controls
3. Develop solutions
4. Implement solutions
5. Ongoing Measurement and Evaluation

This partnership approach builds the framework to create and implement effective, long-range solutions.

Risk Services Available to Our Clients

HUB International specializes in a wide variety of risk services products and consultancy services. The specific services to be provided by the HUB Risk Services Division will be based on your goals as well as the application of our consulting approach and methodology.

Risk Control Services:

- Regulatory Compliance
- Ergonomics Improvement
- Client Advocacy / Carrier Oversight
- Property Risk Engineering
- Safety & Environmental Management
- Fleet Risk Management
- Construction Safety Management
- Environmental Management
- OSHA 10/30hr Courses
- Management/Employee Training
- Audit and Inspections

Specialty Risk Services:

- Cyber Risk Management
- Enterprise Risk Management
- Workforce Productivity
- Crisis Management
- Business Continuity Management
- Emergency Management
- Security Management
- High Net Worth/Family Office Risk Management
- Clinical Risk Management
- Entertainment Risk Management
- Travel Risk Management
- Industrial Hygiene
- Environmental Compliance

Strategic Partnerships:

- Online Training Providers/Developers
- Property/Process Engineering Firms
- Web-Based Continuity Planning Systems
- Environmental Testing Firms
- Art Preservation/Recovery Firms
- High - Risk Claims Identification Tools
- Pre-Hire Screening Tools
- Actuarial / Forensic Accounting Firms
- Telematics Providers
- Cyber Risk Assessment Firms
- Disaster Recovery Firms
- Outsourced Health Services

- Safety Project Review / New Facility Protection Reviews
- Product Liability Assessments
- Hazard Assessments
- Risk Management Information System (HUB RMIS)
- Providers

This variety of disciplines enables HUB to respond to your specific risk control needs and objectives. Because we serve clients of all sizes, we can offer solutions that are properly scaled to meet the needs of your business.

Recommendations

BUILDING AND PERSONAL PROPERTY FORM

Coininsurance. Buildings and Business Personal Property limits should be reviewed to determine if they are adequate and in compliance with the coinsurance requirements under your policy.

Off-Premises Services – Direct Damage. Coverage for damage resulting from an off-premises interruption of power or other utility service is excluded. This coverage can be added by endorsement and is recommended if your property is subject to this exposure. Coverage is available with and without spoilage.

Replacement Cost. Loss settlement under the form is on an actual cash value basis which is defined as current replacement cost less physical depreciation. Replacement cost coverage would eliminate depreciation if property is actually repaired or replaced. We recommend this coverage enhancement.

Signs and Glass. Coverage applying to outdoor signs and building glass is extremely limited under the form. Separate coverage is available for this property and is recommended if there is an exposure.

Incidental Property. Coverage on outdoor fences, radio and television antennas, trees, shrubs and plants, including debris removal expense is covered only for fire, lightning, explosion, riot or civil commotion or aircraft. The maximum which will be paid is \$1,000 with a limit of \$250 for any one tree, shrub or plant. Coverage is available by endorsement and is recommended if there is an exposure.

Debris Removal. The cost to remove debris of covered property under the form is extremely limited. Coverage is available by endorsement and is recommended.

Ordinance or Law. The form excludes any loss, or increase of loss, caused by the enforcement of any ordinance or law regulating the construction, use, or repair of any property. Coverage for loss to the undamaged portion of the building, demolition cost and increased cost of construction arising out of ordinances or laws can be provided by endorsement and is recommended.

BUSINESS INCOME AND/OR EXTRA EXPENSE COVERAGE FORM

This coverage is designed to provide protection against loss of income, payment of necessary continuing expenses, and extra expenses from a covered cause of loss. Flood is a standard exclusion on these form.

It may be possible to purchase higher limits as well as Flood Coverage for Business Income and Extra Expense on a limited basis.

Business Income. Business Income coverage is recommended to provide protection against loss of income and payment of necessary continuing expenses arising from suspension of your operations due to physical damage to your property by an insured cause of loss.

Extra Expense. Extra Expense is recommended to pay for costs in excess of normal operating expenses which you incur to continue operations without interruption after a direct property damage loss.

Rental Income. Coverage for loss of rental income resulting from untenability of all, or a portion, of the insured building due to damage or destruction of real or personal property by an insured peril is available and is recommended if your operations include this exposure.

Coininsurance. Limits under these forms should be reviewed to determine if they are adequate and in compliance with any coinsurance requirements under your policy.

Off-Premises Services – Time Element. Coverage for damage resulting from an off-premises interruption of power or other utility service is excluded. Coverage is available by endorsement and is recommended if your operations are subject to this exposure.

COMMERCIAL GENERAL LIABILITY FORM

Pollution. Pollution is an excluded peril under the Commercial General Liability and Garage Liability policies. Oil and other waste storage on your premises may subject you to potential pollution liability. Coverage is available subject to high minimum premiums.

Underground Storage Tanks Liability. If you have underground storage tanks subject to 1988 EPA regulations, insurance covering this exposure should be pursued.

Liquor Liability. This form excludes liquor liability exposures of insured whose business is the manufacture, sale, or serving of alcoholic beverages. Separate liquor liability coverage is available and recommended if your operations include these exposures.

Care, Custody and Control. This form excludes coverage for property damage to property in your care, custody or control. If your operations include these exposures, separate coverage is available and recommended.

Watercraft. This form excludes coverage on owned watercraft and non-owned watercraft over 25 feet. If your operations include these exposures, separate coverage is available and recommended.

Aircraft. This form excludes coverage on owned and non-owned aircraft. If your operations include these exposures, separate coverage is available and recommended.

EMPLOYEE BENEFIT LIABILITY

Provides coverage for negligent acts, errors or omissions in management of employee benefit plans.

FIDUCIARY LIABILITY

Provides coverage for ERISA (Employee Retirement Income Security Act) exposures of fiduciaries for specifically designated plans to the extent that they are caused by a "wrongful act".

COMMERCIAL CRIME FORM

Employee Dishonesty. Employee Dishonesty is recommended to provide coverage for the loss of money, securities and other property arising out of dishonest acts of your employees. Coverage is required by law for your pension plan.

Depositor's Forgery. Forgery or alteration coverage is recommended to protect you against loss due to the forgery or alteration of checks, bank draft, promissory notes, and similar financial instruments drawn on your bank account.

Theft, Disappearance and Destruction. Theft, Disappearance and Destruction including coverage for loss inside and outside premises is recommended to protect your money and securities from loss while within your premises and while outside the premises while in the care and custody of a messenger.

BOILER AND MACHINERY COVERAGE FORM

Property coverage excludes explosion of steam boilers, steam pipes, steam turbines, or steam engines; loss caused by mechanical breakdown, including rupture or bursting caused by centrifugal force including loss to refrigeration equipment and damage to electrical and electronic equipment due to electrical arcing and power surges. The Boiler and Machinery policy is designed to cover these losses to your property and loss to property of others.

COMMERCIAL INLAND MARINE FORM

Accounts Receivable. Accounts Receivable coverage is recommended to protect against loss arising out of destruction to your accounts receivable records. Coverages include amounts due from customers that the insured cannot collect, collection expenses in excess of normal, expenses incurred in reconstructing accounts receivable records and interest charges on loans to offset uncollectible amounts pending loss settlement.

Valuable Papers and Records. Valuable Papers and Records coverage is recommended to protect you against accidental loss or damage from a covered cause of loss to valuable papers and records that belong to you or are in your care, custody, and control.

Electronic Data Processing (EDP) Form. EDP coverage is recommended to provide specialized insurance on your computer equipment, information storage media and expenses or income loss related to EDP losses.

Motor Truck Cargo Form. Motor Truck Cargo coverage is recommended if you carry property of others for a fee. Coverage can also be provided on an owners form motor truck cargo policy insuring your goods being transported by your trucks.

Annual Transportation Form. This form is recommended if you ship goods by common (or contract) carrier. Most forms cover your property and property of others for which you are liable, including property that has been sold but not delivered.

Fuel Plus Endorsement. This endorsement is available for fuel wholesalers and provides coverage for Terminal Access Cards, Erroneous Delivery or Mis-delivery and Gas or Oil Contamination.

COMMERCIAL UMBRELLA COVERAGE

Umbrella coverage is recommended to provide catastrophic coverage for liability claims which exceed your underlying liability insurance or to provide replacement coverage for underlying liability policies which are reduced or exhausted by loss. Minimum limits of \$5,000,000 are recommended.

FLOOD INSURANCE

Coverage for Flood, whether from rising water or wind-driven water, is a standard exclusion on Buildings, Business Personal Property and Business Income and Extra Expense coverages. Limited coverage can be obtained from the National Flood Program for Buildings and Business Personal Property but not Business Income or Extra Expense.

Primary Flood coverage, as well as Excess Flood coverage, may be available on a limited basis.

DIRECTORS & OFFICERS LIABILITY

Directors and officers can be held personally liable if their negligent acts result in loss to the company or its shareholders. Claims can be initiated by shareholders, employees (wrongful termination, discrimination, defamation), customers (restraint of trade, deceptive trade practices), competitors (copyright, patent or business interference), and government regulators. Coverage is available and should be considered.

CYBER LIABILITY

This coverage provides protection against loss due most notably, but not exclusively, to a business' liability for a data breach. Several types of exposures can exist which require consideration when analyzing your cyber protection insurance.

EMPLOYMENT PRACTICES ERRORS & OMISSIONS

Commercial General Liability and Garage Liability policies generally do not provide coverage for employment-related injury to employees arising out of wrongful termination, discrimination and sexual harassment. The Employment Practices E&O policy provides this coverage. It is written specifically to provide coverage for indemnification and/or legal expense reimbursement arising out of wrongful discharge, discrimination and sexual harassment. Coverage can be provided for legal expenses only or indemnification for damages awarded.

GARAGE LIABILITY COVERAGE FORM

Broad Form Drive Other Car Coverage. This endorsement is used to afford liability, auto medical payments, uninsured/underinsured motorist, and physical damage coverage for specifically named individuals (and those individuals' spouses) while they are using a non-owned auto for their own personal use. If your owners, executive officers, partners, or employees are furnished company autos and have no personally owned autos, this coverage is recommended.

Pollution. Your Garage Liability policy includes what constitutes an almost total exclusion of coverage for incidents involving pollutants. Coverage is available subject to high minimum premiums.

Dealers Physical Damage. Provides Collision, Comprehensive or Specified Peril coverage on owned, floor planned or non-floor planned vehicles.

False Pretense. Your Garage Liability policy excludes coverage for theft of your vehicles if someone causes you to voluntarily part with the auto by trick, scheme or under false pretense or if you acquire an auto from a seller who did not have legal title. False Pretense provides this coverage.

Dealers' Drive Away Collision. This endorsement deletes the exclusion applying to collision loss to autos driven or transported more than fifty road miles from the point of purchase or distribution to their destination.

Broad Form Products Coverage. This deletes the defective products exclusion which excludes property damage to any of your products if caused by a defect existing in the product at the time it was transferred to another. It is subject to a \$250 deductible.

Broadened Coverage – Garages. This endorsement provides Personal Injury and Advertising Injury Liability, Host Liquor Liability, Fire Legal Liability, Incidental Medical Malpractice Liability, Non-Owned Watercraft or Aircraft, Additional Persons Insured Coverage, Automatic Liability Coverage-Newly Acquired Garage Businesses (90 days) and Limited Worldwide Liability.

Hired Auto Liability. Provides liability coverage on autos you lease, hire, rent or borrow (except from employee or partners).

Hired Auto Physical Damage. Provides physical damage coverage on autos you lease, hire, rent or borrow (except from employee or partners).

Non-Owned Auto Liability. Provides liability coverage for your business on autos owned by your employees' or partners while used in your business or your personal affairs.

WORKERS COMPENSATION & EMPLOYERS LIABILITY COVERAGE

Workers Compensation coverage may be mandatory under your State statutes.

BUSINESS AUTO COVERAGE

Hired Auto Liability. Provides liability coverage on autos you lease, hire, rent or borrow (except from employee or partners).

Hired Auto Physical Damage. Provides physical damage coverage on autos you lease, hire, rent or borrow (except from employee or partners).

Non-Owned Auto Liability. Provides liability coverage for your business on autos owned by your employees or partners while used in your business or your personal affairs.

Broad Form Drive Other Car Coverage. This endorsement is used to afford liability, auto medical payments, uninsured/underinsured motorist, and physical damage coverage for specifically named individuals (and those individuals' spouses) while they are using a non-owned auto for their own personal use. If your owners, executive officers, partners, or employees are furnished company autos and have no personally owned autos, this coverage is recommended.

Collision. Pays for loss of or damage to your owned automobiles from collision with another object or upset.

Comprehensive. Pays for loss of or damage to owned automobiles from perils other than collision.

Specified Perils. Pays for loss caused by fire, theft, wind, hail, earthquake, explosion, flood, vandalism, and the sinking burning, collision or derailment of any conveyance transporting the covered auto.

Pollution. Your Business Auto policy includes what constitutes an almost total exclusion of coverage for incidents involving pollutants. Coverage is available subject to high minimum premiums.

Rental Reimbursement. For specified autos and coverages, pays rental cost of substitute auto after covered loss to scheduled auto.

TERRORISM

You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102 (1) of the Act: The term "act of terrorism" means any act or acts that is certified by the Secretary of the Treasury – in consultation with the Secretary of Homeland Security, and the Attorney General of the United States – to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as a part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under the coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your policy may contain other exclusions which might affect the coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019 and; 80% beginning on January 1, 2020 of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits United States government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceed \$100 billion in any one calendar year. If the aggregate insured losses for all insured exceed \$100 billion, your coverage may be reduced. The portion of the annual premium that is attributable to coverage for acts of terrorism is \$0.00 per \$100. Of payroll and does not include any charges for the portion of losses covered by the United States government under the Act.

City of Gautier

Premium Summary

Description Of Coverage	Trident Insurance 2020-2021 Premium	Travelers 2020-2021 Premium
Property (Chronos)	*\$ 80,279.77	*\$ 80,279.77
Wind Deductible Buyback (CRC)	*\$ 10,468.67	*\$ 10,468.67
General Liability	*\$ 57,514.00	\$ 28,111.00
Automobile Policy	\$ 62,934.00	\$ 80,257.00
Law Enforcement Liability	\$ 50,929.00	\$ 58,353.00
Public Officials Liability	\$ 7,823.00	\$ 8,130.00
Crime	\$ 1,943.00	\$ 1,747.00
Cyber (Capitol Special Risk/Corvus)	\$ 4,450.88	\$ 4,450.88
Employment Practices Liability	\$ 14,788.00	\$ 20,032.00
Boat Policy (Markel American Ins)	*\$ 3,300.00	*\$ 3,300.00
Employee Accident & Sickness (National Union Fire Ins)	\$ 3,079.00	\$ 3,079.00
Total Estimated Annual Premium*	\$ 297,509.32	\$ 298,208.32

*All quoted premiums are annual estimates and may change due to year end audits or mid-term policy changes.

**Carrier may apply a short-rate penalty should you request a policy be cancelled mid-term.

*****NOTE: Property Hurricane deductible increased from 2% to 3% minimum \$25,000**

***Boat – Includes TRIA (\$250.00)**

***Property – Includes Taxes & Fees (\$5,676.77)**

***General Liability (Trident) – OPTIONAL TRIA can be added for \$1,725.00**

Councilman Vaughan made the motion to enter into a Professional Service Agreement with Seymour Engineering for work associated with the 2019 NRCS drainage grant project, as presented, in an amount not to exceed \$34,100. Councilwoman Martin seconded the motion. The vote was carried unanimously.

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

ORDER NUMBER 430-2020

WHEREAS, the City of Gautier requires engineering and other professional services in relation to the 2019 NRCS drainage grant project; and

WHEREAS, Seymour Engineering has offered to provide these services pursuant to the attached Professional Services Agreement; and

WHEREAS, this project would construct a concrete ditch on the west side of City Hall, along Beasley Road from Hwy 90 to William Payne Adams Blvd. and perform debris/sediment removal and drainage improvements near Riverside Dr. and Melody Dr. off Martin Bluff Road; and

WHEREAS, the City was notified via email on July 6, 2020, that it had received an estimated \$166,031.25 (\$150,937.50 for construction and \$15,093.75 for engineering) in Emergency Watershed Protection Program grant funds for drainage work in various locations across the City; and

WHEREAS, this contract will provide services including topographic survey, MDEQ project management, preparing a bid package for the videoing of existing sewer infrastructure and flow metering, engineering design, bidding, construction administration, and resident project representative; and

WHEREAS, the cost of the engineering contract is not to exceed \$34,100.00; and

WHEREAS, the Mayor and Council Members hereby find that entering this Professional Services agreement is in the best interest of the City of Gautier; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the attached Professional Services Agreement with Seymour Engineering is hereby approved.

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

Motion was made by **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants and Projects Director
Date: 9/8/2020
Subject: NRCS Drainage Grant Project (2019 Round of Funding) – Professional Services Agreement with Seymour Engineering

REQUEST:

The Grants and Projects Department requests City Council authorization to enter into a professional services agreement with Seymour Engineering for work associated with the 2019 NRCS drainage grant project in an amount not to exceed \$34,100.

BACKGROUND:

The Emergency Watershed Protection Program (EWP) was established by Congress to respond to emergencies created by natural disasters. The EWP Program is designed to help people and conserve natural resources by relieving imminent hazards to life and property caused by floods, fires, drought, windstorms, and other natural occurrences. The U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) administers the EWP Program.

The City was notified via email on July 6, 2020, that it had received an estimated \$166,031.25 (\$150,937.50 for construction and \$15,093.75 for engineering) in Emergency Watershed Protection Program grant funds for drainage work in various locations across the City. The grant can be used to fund 75 percent of the construction amount and another 7.5 percent toward engineering costs. The local match is \$50,312.50. Therefore, the total approved budget is \$216,343.75.

This project would construct a concrete ditch on the west side of City Hall, along Beasley Road from Hwy 90 to William Payne Adams Blvd. and perform debris/sediment removal and drainage improvements near Riverside Dr. and Melody Dr. off Martin Bluff Road.

DISCUSSION:

Seymour will provide engineering design, bidding phase, construction administration, resident project representation, and topographic survey for design related to the NRCS drainage grant. The grant will pay up to \$15,093.75 for engineering. The balance (\$19,006.25) must be paid by the City.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize entering into a professional services agreement with Seymour Engineering for work associated with the 2019 NRCS drainage grant project in an amount not to exceed \$34,100.

The City Council may:

- 1) Approve entering into a professional services agreement with Seymour Engineering for the NRCS drainage grant project as presented; or
- 2) Not approve entering into a professional services agreement with Seymour Engineering for the NRCS drainage grant project as presented.

ATTACHMENTS:

1. Seymour Engineering PSA

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

THIS IS AN AGREEMENT made as of _____, 2020, between the City of Gautier (OWNER) and Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi 39532 (ENGINEER). OWNER intends to perform drainage work in various locations across the City as outlined in Exhibit D in Gautier, Mississippi (hereinafter called the Project).

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

SECTION 1-BASIC SERVICES OF ENGINEER

1.1 General.

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

1.2 Preliminary Design.

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

1.3. Final Design Phase.

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

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

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

1.3.3 Advise OWNER of any adjustments to the latest opinion of probable Total Project Costs caused by changes in general scope, extent or character or design requirements of the Project or Construction Costs. Furnish to OWNER a revised opinion of probable Total Project Costs based on the Drawings and Specifications. Total project

cost for purposes of determining engineering fees excludes mitigation, relocation or any other costs not directly involving the actual construction or building of the project.

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

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

1.4 Bidding or Negotiating Phase.

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

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

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

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

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

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

1.5. Construction Phase.

During the Construction Phase:

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

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

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

1.5.2.2. The Resident Project Representative (and any assistants) will be ENGINEER's agent or employee and under ENGINEER's supervision. The duties and responsibilities of the Resident Project Representative

(and assistants) are set forth in Exhibit A "Duties, Responsibilities and Limitation of Authority of Resident Project Representative".

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 2 - ADDITIONAL SERVICES OF ENGINEER

2.1. Services Requiring Authorization in Advance.

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

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

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

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

PERCENTAGE METHOD OF PAYMENT

SECTION 3 - PAYMENTS TO ENGINEER

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

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

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

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

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

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

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

3.2 Times of Payments.

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

SECTION 4 - GENERAL CONSIDERATION

4.1. Termination.

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

4.2. Reuse of Documents.

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

4.3. Insurance.

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

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

4.4. Controlling Law.

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

4.5. Successors and Assigns.

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

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

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

SECTION 5 - SPECIAL PROVISIONS, EXHIBITS AND SCHEDULES.

- 5.1 This Agreement is subject to the following special provisions.
 - 5.1.1 The Final Design and Construction Phases of this Contract between the City of Gautier and Seymour Engineering, are subject to the availability and amount of funding for this project.
- 5.2 The following Exhibits are attached to and made a part of this Agreement:
 - 5.2.1 Exhibit A Duties, Responsibilities and Limitations of Authority of Resident Project Representative consisting of 3 pages.
 - 5.2.2 Exhibit B Seymour Engineering Man-Hour Fee Schedule, consisting of 1 page.
 - 5.2.3 Exhibit C Payments to Engineer, consisting of 1 page.
 - 5.2.4 Exhibit D Areas Approved for Drainage Work, consisting of 1 page.
- 5.3 This Agreement (consisting of pages 1 to 14, inclusive) together with the Exhibits and Schedules identified above constitute the entire agreement between OWNER and ENGINEER and superseded all prior written or oral understandings. This Agreement and said Exhibits and schedules may only be amended, supplemented, modified or cancelled by a duly executed written instrument.

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

OWNER:

DATE:

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

ADDRESS FOR GIVING NOTICES:

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

ENGINEER:

DATE:

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

ADDRESS FOR GIVING NOTICES:

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

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

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

This is an Exhibit attached to, made a part of and incorporated by reference with the Agreement made on _____, 2020, between the City of Gautier (OWNER) and SEYMOUR ENGINEERING (ENGINEER) providing for professional engineering services.

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

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

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

A. GENERAL

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

B. DUTIES AND RESPONSIBILITIES OF RPR

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

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

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

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

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

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

8. Records

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

9. Reports

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

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

EXHIBIT B
STANDARD HOURLY RATES

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

REIMBURSABLE

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

EXHIBIT C
PAYMENTS OF ENGINEER

ENGINEERING FEE SUMMARY

BASIC SERVICES:

ENGINEERING DESIGN.....\$9,600.00

BIDDING PHASE.....\$5,000.00

CONSTRUCTION GENERAL ADMINISTRATION/
RESIDENT PROJECT REPRESENTATIVE.....\$12,500.00

ADDITIONAL SERVICES

TOPOGRAPHIC SURVEY FOR DESIGN.....\$7,000.00

ENGINEERING LUMP SUM FEE TOTAL.....\$34,100.00

EXHIBIT D

NRCS 2020 APPROVED AREAS

AREAS APPROVED FOR DRAINAGE WORK INCLUDE:

1. Martin Bluff Drive – 3,000 ft. of channel blocked by sediment and debris; 300 ft. of new pipe.
2. City Hall – 700 ft. of severe bank erosion.

Councilman Vaughan made the motion to accept the Planning Commission's recommendation to approve the variance, as presented, contingent that it meets the City's codes, that proper permits are obtained, and that inspections are passed for the variance at 2606 Calle de Feliz, allowing a twenty-eight foot (28') front setback that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District. This variance would create a need for an eighteen-foot (18') variance from the front property line (GPC Case #20-13-VAR). 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 431-2020

WHEREAS, the homeowner of 2606 Calle de Feliz, (PID# 85181156.000) has requested a variance to allow a twenty-eight foot (28') front setback that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District. This variance would create a need for an eighteen-foot (18') variance from the front property line; and

WHEREAS, the property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on the front side of the property without obtaining the proper permit. Because the metal carport is not attached to the home, it is considered an accessory building. According to the Unified Development Ordinance, accessory buildings must be located behind the main structure front building line; and

WHEREAS, the property owner requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The accessory building is currently located twenty-eight feet (28') from the front building line. This variance would create a need for an eighteen-foot (18') variance from the front property line.

WHEREAS, the Mayor and Councilmembers hereby find that all criteria under Section 4.18.4 of the Unified Development Ordinance have been met in this case;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Council hereby adopt the Gautier Planning Commission's recommendation to approve a variance to allow a twenty-eight foot (28') front setback that would allow an accessory building in front of the principal use, along with the necessary eighteen foot (18') variance from the front property line to be located in a R-1 Low Density Single-Family Residential District at PID# 85181156.000;

IT IS FURTHER ORDERED that said Variance is hereby approved;

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

Motion was made by **Councilman 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 September 17, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Babs Logan, Planning Technician
Date: 9/9/2020

Subject: Consider a request for a twenty-eight foot (28') variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District. This variance would create a need for an eighteen-foot (18') variance from the front property line. 2606 Calle de Feliz, (GPC #20-13-VAR)

REQUEST:

The Planning Department has received a request from LaVonna Dyanne Eriksen for a twenty-eight foot (28') variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2606 Calle de Feliz, PID #85181156.000. This variance would create a need for an eighteen-foot (18') variance from the front property line. The application fee of \$175 was paid on June 29, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on her property without obtaining the proper permit. Because the metal carport is not attached to her home it is considered an accessory building. According to our Unified Development Ordinance, accessory buildings must be located behind the main structure front building line and the carport is currently located in front of her residence. The applicant is requesting a twenty-eight foot (28') variance to front set-back requirements for accessory buildings.

If approved the variance would place the carport seven feet (7') from the front property line creating a need for an eighteen-foot (18') variance from the front property line. The front yard setback requirement for a principal structure is twenty-five feet (25').

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The accessory building is currently located twenty-eight feet (28') from the front building line. If approved this variance would create a need for an eighteen-foot (18') variance from the front property line.

The applicant states that the carport is to protect her vehicle from harsh weather conditions and to make it easier for her to get in and out of her vehicle on rainy days.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines Variances as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is

authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines Hardship as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines Setback as:

Setback: (See Yard) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

SETBACK, FRONT: The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.

SETBACK, REAR: The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.

SETBACK, SIDE: The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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):

30% of required off-street parking spaces and/or

30% of required setbacks from property lines

4.18.4 Criteria for Approval

The Variance application shall demonstrate the following:

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;

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;

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.

RECOMMENDATION:

The Planning Commission recommends City Council approve the variance pending the fact that it meets City codes, proper permits are obtained and inspections are passed.

The City Council may:

Approve variance request as presented;

Approve the variance request with changes; or

Deny variance request.

ATTACHMENTS:

1. Excerpt GPC Meeting 9.3.20 (GPC 20-13-VAR)
2. Complete Packet 20-13-VAR

Excerpt from September 3, 2020 Planning Commission Meeting:

The Planning Department has received a request from LaVonna Dyanne Eriksen for a twenty-eight foot (28') variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2606 Calle de Feliz, This variance would create a need for an eighteen-foot (18') variance from the front property line. (GPC Case No. 20-13-VAR)

Scott Ankerson, Planning Director, gave a brief overview of the case noting that the applicant was actually requesting two variances: one to place an accessory building in front of the principal use and another variance to place the accessory building closer to the front property line than the required twenty-five feet (25').

Mr. Ankerson advised there were two other cases on the agenda that were very similar to this one and they were brought to Staff's attention when someone called about getting a permit to place a metal carport on his property. The proposed carport would be located in front of the house. The caller was told he would not be allowed to place the carport in front of the principal use without a variance. The caller then advised Staff that there were several carports recently erected that were located in front of the house. Staff spoke with these property owners and advised them they would need to apply for a variance for approval to leave the carport where it was or tear the carport down.

Mr. Ankerson advised Commissioners that Staff would begin researching others in the area to see if they were permitted or perhaps grandfathered in.

REQUEST:

The Planning Department has received a request from LaVonna Dyanne Eriksen for a twenty-eight foot (28') variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2606 Calle de Feliz, PID #85181156.000. This variance would create a need for an eighteen-foot (18') variance from the front property line. The application fee of \$175 was paid on June 29, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on her property without obtaining the proper permit. Because the metal carport is not attached to her home it is considered an accessory building. According to our Unified Development Ordinance, accessory buildings must be located behind the main structure front building line and the carport is currently located in front of her residence. The applicant is requesting a twenty-eight foot (28') variance to front set-back requirements for accessory buildings.

If approved the variance would place the carport seven feet (7') from the front property line creating a need for an eighteen-foot (18') variance from the front property line. The front yard setback requirement for a principal structure is twenty-five feet (25').

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The accessory building is currently located twenty-eight feet (28') from the front building line. If approved this variance would create a need for an eighteen-foot (18') variance from the front property line.

The applicant states that the carport is to protect her vehicle from harsh weather conditions and to make it easier for her to get in and out of her vehicle on rainy days.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face

at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.
- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.
- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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
- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. If recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

1. Recommend that City Council approve variance request as presented;
2. Recommend that City Council approve the variance requests with changes; or
3. Recommend that City Council deny variance request.

John Schaefer stated that he lives with the applicant and that the carport was built in March of 2019. He and the applicant had questioned the contractor about obtaining a permit prior to the placement of the metal carport. They were told by the contractor that a permit was not needed.

Commissioner Jamison asked Mr. Ankerson if it was the responsibility of the homeowner or the contractor to pull the permit.

Mr. Ankerson stated if the homeowner hired a licensed contractor it was the contractor's responsibility to pull the permit and to know the applicable laws. If the homeowner applies

for the permit then it is the responsibility of the homeowner to know the rules and regulations.

Mr. Ankerson also noted that often the home owner asks the wrong person if they need a permit. Usually they will ask the carport company and the carport company hires people from all over to put the carports up and there are different rules for different areas. For instance, in the county a permit wouldn't be required to put up the carport. With all the different people involved it is easy to make mistakes regarding permits and restrictions.

Commissioner Davis stated that one of his concerns was the anchoring of the carport.

Mr. Ankerson advised him that, if approved, the applicant would have to turn in engineered plans showing the anchoring methods and specifications showing that the structure would meet the 140 mph wind load requirement for accessory structures in the City of Gautier. Staff would then inspect the structure to make sure that the carport was built to the specifications on file.

Commissioner Jamison asked if an approval of this variance would set a precedent for others wanting to place a metal carport in front of their home.

Chairman Wooten stated that anyone wanting to put one of these metal carports in front of the principal use would have to ask for a variance just as these applicants were having to do. He noted that he would like to discuss making changes to the ordinance regarding these metal carports or somehow notifying citizens what the requirements were for placing these carports on their property.

Commissioner Ward asked if placement of these metal carports would affect insurance costs/ratings for the City.

There were none in attendance speaking in opposition and Staff had received no calls or letters opposing the request.

ACTION TAKEN:

Chairman Wooten made a motion to recommend approval of the variance pending the fact that it meets City codes, proper permits are obtained and inspections are passed.

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

AYES:	David Wooten
	Kay C. Jamison
	Jimmy Green
	Joshua Ward
	William Davis

Motion passed.

Gautier Planning Commission

Regular Meeting Agenda

September 3, 2020

GPC #20-13-VAR

2606 Calle de Feliz

VII. NEW BUSINESS

1. CONSIDER A REQUEST FOR A TWENTY-EIGHT FOOT (28') VARIANCE TO FRONT SET-BACK REQUIREMENTS THAT WOULD ALLOW AN ACCESSORY BUILDING TO BE LOCATED IN FRONT OF THE PRINCIPAL USE IN A R-1 LOW DENSITY SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT. THIS VARIANCE WOULD CREATE A NEED FOR AN EIGHTEEN-FOOT (18') VARIANCE FROM THE FRONT PROPERTY LINE. 2606 CALLE DE FELIZ, (GPC #20-13-VAR)

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: Scott Ankerson, Planning Director

Date: August 18, 2020

Subject: Consider a request for a twenty-eight foot (28') variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District. This variance would create a need for an eighteen-foot (18') variance from the front property line. 2606 Calle de Feliz, (GPC #20-13-VAR)

REQUEST:

The Planning Department has received a request from LaVonna Dyanne Eriksen for a twenty-eight foot (28') variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2606 Calle de Feliz, PID #85181156.000. This variance would create a need for an eighteen-foot (18') variance from the front property line. The application fee of \$175 was paid on June 29, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on her property without obtaining the proper permit. Because the metal carport is not attached to her home it is considered an accessory building. According to our Unified Development Ordinance, accessory buildings must be located behind the main structure front building line and the carport is currently located in front of her residence. The applicant is requesting a twenty-eight foot (28') variance to front set-back requirements for accessory buildings.

If approved the variance would place the carport seven feet (7') from the front property line creating a need for an eighteen-foot (18') variance from the front property line. The front yard setback requirement for a principal structure is twenty-five feet (25').

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The

accessory building is currently located twenty-eight feet (28') from the front building line. If approved this variance would create a need for an eighteen-foot (18') variance from the front property line.

The applicant states that the carport is to protect her vehicle from harsh weather conditions and to make it easier for her to get in and out of her vehicle on rainy days.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.

- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.
- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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
- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. If recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

- 1. Recommend that City Council approve variance request as presented;
- 2. Recommend that City Council approve the variance requests with changes; or
- 3. Recommend that City Council deny variance request.

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
PLANNING DEPARTMENT
PUBLIC HEARING APPLICATION

Public Hearing Number

20-13-VAR

TO BE HEARD BY GAUTIER PLANNING COMMISSION:

FEE:

Zoning Change	_____	\$300.00
Major Development	_____	\$100.00
Variance	<u>X</u>	\$175.00
Appeal to Staff Decision	_____	\$100.00

Name of Applicant : LAYONNA DYANNE ERIKSEN

Name of Business: _____ Phone: 228 497-8123

Property Address: 2606 CALLE DE FELIZ Mailing Address (if Different): _____

E-Mail Address: DYANNE1973@ATT.NET

Reason for request, location and intended use of Property: to protect my vehicle
See attached letter

ATTACHMENTS REQUIRED AS APPLICABLE:

- ☒ 1. Diagram of intended use, showing dimensions and distances of property, building with setbacks, parking spaces, entrances and exits.
- ☒ 2. A detailed project narrative.
- ☐ 3. Copy of protective covenants or deed restrictions, if any.
- ☐ 4. 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.
- ☒ 5. Any other information requested by the Economic Development/Planning Director and/or members of the Technical Review Committee.

Signature of Applicant: Layonna D. Eriksen

Date of Application: 6/29/2020

FOR OFFICE USE ONLY

Date Received 6-29-2020 Verify as Complete DA/BL

Fee Amount Received 175.00 Initials of Employee Receiving Application DA/BL

85181156.000 ERIKSEN LAVONNA D

PIDN: 85181156.000

GISP: 871.02-04-0151.00

Owner Information

Percent of Ownership: 100

Name: ERIKSEN LAVONNA D

Name 2:

Mailing Address: 2606 CALLE DE FELIZ
GAUTIER MS
39553

Site Address: 2606 CALLE DE FELIZ GAUTIER

Land Information

Section: 02 Acreage: .00

Township: 8S

Range: 7W

Street Name CALLE DE FELIZ

Value and Tax Information

Total Assessed Value: 3586

Total Appraised Value: 35860

Improvement Value: 31610

Land Value: 4250

Tax Amount: 0

SQ FT: 1105 Year Built: 1974

Legal Description

Description: LOT 92 DE LA FOREST S/D PT 2-B
PB 14-4 DB 1020-442
(151 MAP871.02-04)

Deed Book / Page: 1020 / 442

85181156.000 ERIKSEN LAVONNA D



LaVonna Dyanne Erikson
2606 Calle De Feliz
Gautier, MS 39553
228-806-0379

June 29, 2020

City of Gautier
Planning Department
Dustin Alexander
3330 US-90
Gautier, MS 39553

Dear Sir:

I have put up a carport to protect my vehicle from the harsh weather conditions that we have in Mississippi. It is also safer for me to get in and out of my vehicle during rainy days. I am in my seventies and it is medically safer for me to have a carport.

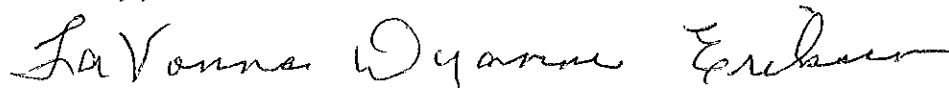
The detailed project narrative is to put up a carport on my existing driveway with the dimensions of 18X26X7. The company that installed the carport was Eagle Carports, 1101 Cecille St., Gulfport, Mississippi, 228-324-7809.

Enclosed is my building permit application, site plan of property not to scale, original Eagle Carport legal description of carport, and Engineering plans of my carport from Eagle Carports, 210 Airport Road, Mt. Airy, NC 27030, 800-579-8589. The Engineering plans that I have covers up to Maximum 30' -0" Wide and 16'-0" Height. These plans will cover the size of my carport. I have also enclosed a check of \$175.00 with this letter.

Please forgive me and allow me to humbly keep my carport. I did not know that a permit was needed. I specifically asked Eagle Carports representative Larry Oetker if I needed a permit and he told me **NO**. I apologize for the inconvenience and trouble that this has caused the City of Gautier.

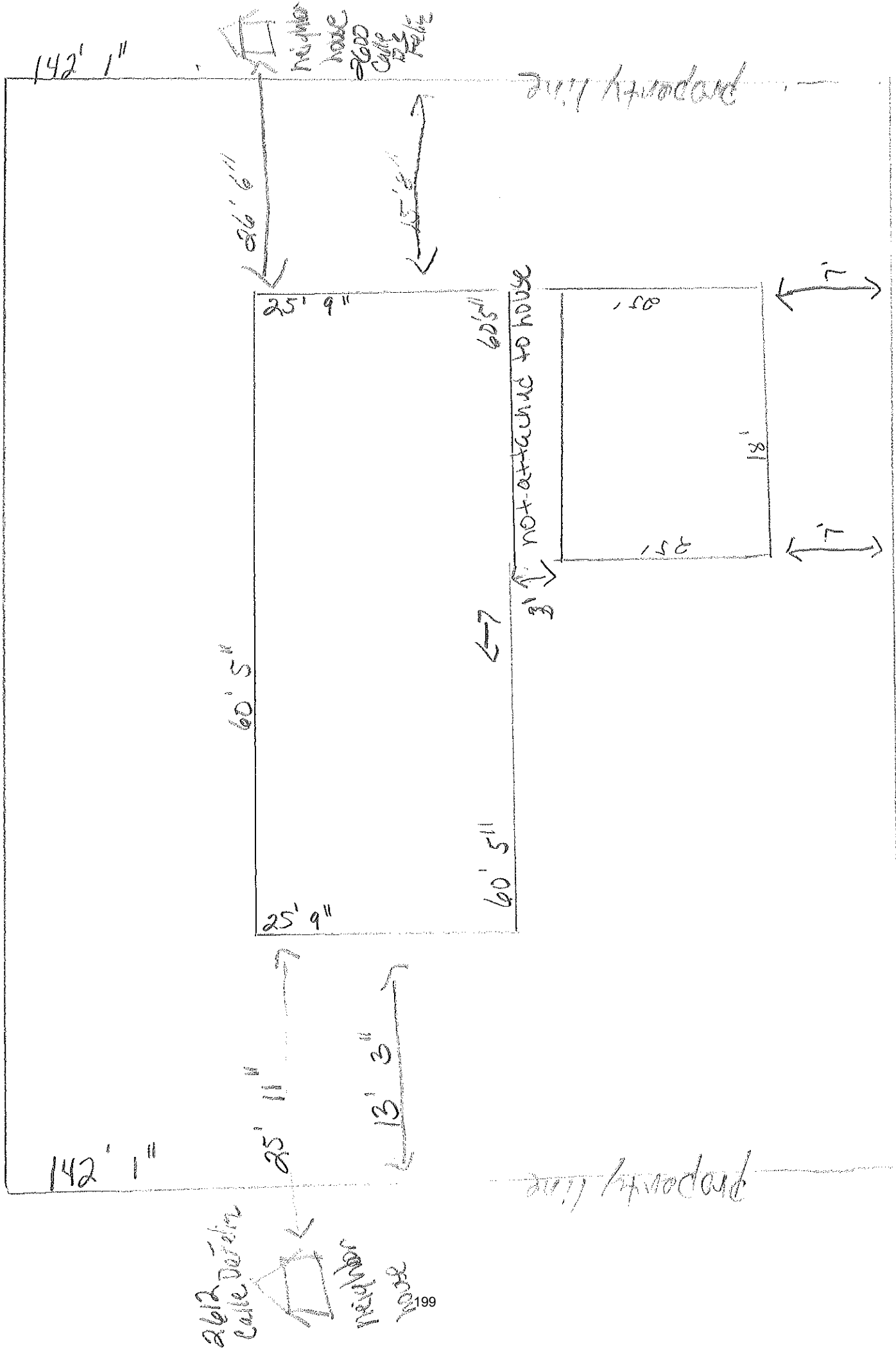
If there is anything else that you need, please do not hesitate to contact me at your convenience.

Sincerely yours,



LaVonna D. Eriksen

↑ N
not to scale
Calle De Feliz



Calle De Feliz street

Exhibit A Location Map

Prepared by:
City of Gautier
Planning Department



Exhibit B Existing Zoning

Prepared by:
City of Gautier
Planning Department

Legend

Zoning

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

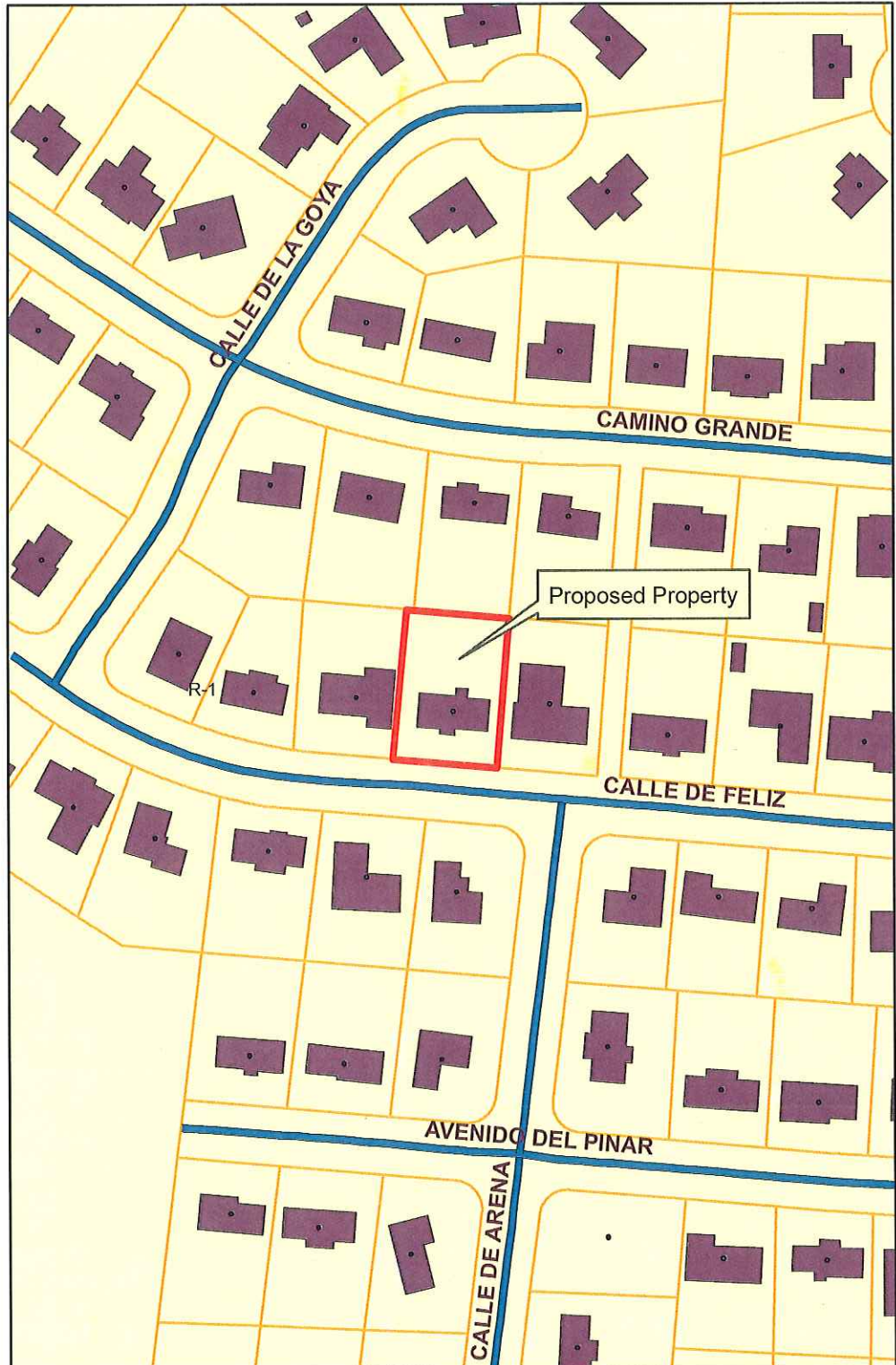


Exhibit C

Existing Land-Use

Prepared by:
City of Gautier
Planning Department

Legend

EXISTING LAND USE ELU_08

- 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

Prepared By:
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



Councilman Jackson made the motion to approve a variance at 2518 Calle de Feliz, as presented, allowing a fourteen-foot six-inch (14'6") variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District (GPC #20-14-VAR), contingent that it meets City codes, that proper permits are obtained, and that inspections are passed. Councilwoman Martin seconded the motion. The vote was carried unanimously.

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

ORDER NUMBER 432-2020

WHEREAS, the homeowner of 2518 Calle De Feliz, (PID# 85181121.000) has requested a variance to allow a fourteen-foot six-inch (14'6") front set-back that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District; and

WHEREAS, the property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on the front side of the property without obtaining the proper permit. Because the metal carport is not attached to the home, it is considered an accessory building. According to the Unified Development Ordinance, accessory buildings must be located behind the main structure front building line; and

WHEREAS, the property owner requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The accessory building is currently located fourteen feet six inches (14'6") from the front building line. The applicant states that the carport is to protect her vehicle from harsh weather conditions and to make it easier for her to get in and out of her vehicle on rainy days.

WHEREAS, the Mayor and Councilmembers hereby find that all criteria under Section 4.18.4 of the Unified Development Ordinance have been met in this case;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Council hereby adopts the Gautier Planning Commission's recommendation to approve a variance to allow a fourteen- foot six-inch (14'6) front set-back that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential District at PID# 85181121.000;

IT IS FURTHER ORDERED that said Variance is hereby approved;

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

Motion was made by **Councilman Jackson**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Babs Logan, Planning Technician
Date: 9/9/2020
Subject: Consider a request for a fourteen foot six inch (14'6") variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District. 2518 Calle de Feliz, (GPC #20-14-VAR)

REQUEST:

The Planning Department has received a request from Laurine M. Clayton for a fourteen foot six inch (14'6") variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2518 Calle de Feliz, PID #85181121. The application fee of \$175 was paid on June 29, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on her property without obtaining the proper permit. Because the metal carport is not attached to her home it is considered an accessory building. According to our Unified Development Ordinance, accessory buildings must be located behind the main structure front building line and the carport is currently located in front of her residence. The applicant is requesting a fourteen foot six inch (14'6") variance to front set-back requirements for accessory buildings.

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The accessory building is currently located fourteen feet six inches (14'6") from the front building line.

The applicant states that the carport is to protect her vehicle from harsh weather conditions and to make it easier for her to get in and out of her vehicle on rainy days.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines Variances as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines Hardship as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines Setback as:

Setback: (See Yard) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

SETBACK, FRONT: The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.

SETBACK, REAR: The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.

SETBACK, SIDE: The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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):

30% of required off-street parking spaces and/or

30% of required setbacks from property lines

4.18.4 Criteria for Approval

The Variance application shall demonstrate the following:

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;

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;

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.

RECOMMENDATION:

The Planning Commission recommends that City Council approve the variance pending the fact that it meets City codes and wind loads, proper permits are obtained and inspections are passed.

The City Council may:

Approve the variance request as presented;

Approve the variance requests with changes; or

Deny variance request.

ATTACHMENTS:

1. Complete Packet 20-14-VAR
2. Excerpt GPC Meeting 9.3.20 (GPC 20-14-VAR)

Excerpt from September 3, 2020 Planning Commission Meeting:

The Planning Department has received a request from Laurine M. Clayton for a fourteen foot six inch (14'6") variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2518 Calle de Feliz. (GPC Case No. 20-14-VAR)

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

REQUEST:

The Planning Department has received a request from Laurine M. Clayton for a fourteen foot six inch (14'6") variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2518 Calle de Feliz, PID #85181121. The application fee of \$175 was paid on June 29, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on her property without obtaining the proper permit. Because the metal carport is not attached to her home it is considered an accessory building. According to our Unified Development Ordinance, accessory buildings must be located behind the main structure front building line and the carport is currently located in front of her residence. The applicant is requesting a fourteen foot six inch (14'6") variance to front set-back requirements for accessory buildings.

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The accessory building is currently located fourteen feet six inches (14'6") from the front building line.

The applicant states that the carport is to protect her vehicle from harsh weather conditions and to make it easier for her to get in and out of her vehicle on rainy days.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation

of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.
- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.
- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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
- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. If

recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

1. Recommend that City Council approve variance request as presented;
2. Recommend that City Council approve the variance requests with changes; or
3. Recommend that City Council deny variance request.

Laurine Clayton stated that her carport was built in June of 2019. She said she had spoken with neighbors that had a metal carport in regards to when they got theirs and how well they held up against storms. She inquired if they needed a permit and was told no. She advised Commissioners that she paid extra to have extra anchors and steel, and had also paid \$850.00 for engineered plans that she had given to the Planning Department with her application for the variance.

There were none in attendance speaking in opposition and Staff had received no calls or letters opposing the request.

ACTION TAKEN:

Commissioner Green made a motion to recommend approval of the variance pending the fact that it meets City codes and wind loads, proper permits are obtained and inspections are passed.

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

AYES:	David Wooten
	Kay C. Jamison
	Jimmy Green
	Joshua Ward
	William Davis

Motion passed.

Gautier Planning Commission

Regular Meeting Agenda

September 3, 2020

GPC #20-14-VAR

2518 Calle de Feliz

VII. NEW BUSINESS

1. CONSIDER A REQUEST FOR A FOURTEEN FOOT SIX INCH (14'6") VARIANCE TO FRONT SET-BACK REQUIREMENTS THAT WOULD ALLOW AN ACCESSORY BUILDING TO BE LOCATED IN FRONT OF THE PRINCIPAL USE IN A R-1 LOW DENSITY SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT. 2518 CALLE DE FELIZ, (GPC #20-14-VAR)

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: Scott Ankerson, Planning Director

Date: August 20, 2020

Subject: Consider a request for a fourteen foot six inch (14'6") variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District. 2518 Calle de Feliz, (GPC #20-14-VAR)

REQUEST:

The Planning Department has received a request from Laurine M. Clayton for a fourteen foot six inch (14'6") variance to front set-back requirements that would allow an accessory building to be located in front of the principal use in a R-1 Low Density Single-Family Residential Zoning District at 2518 Calle de Feliz, PID #85181121. The application fee of \$175 was paid on June 29, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has placed a 25' x 18' metal carport on her property without obtaining the proper permit. Because the metal carport is not attached to her home it is considered an accessory building. According to our Unified Development Ordinance, accessory buildings must be located behind the main structure front building line and the carport is currently located in front of her residence. The applicant is requesting a fourteen foot six inch (14'6") variance to front set-back requirements for accessory buildings.

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the main structure front building line. The accessory building is currently located fourteen feet six inches (14'6") from the front building line.

The applicant states that the carport is to protect her vehicle from harsh weather conditions and to make it easier for her to get in and out of her vehicle on rainy days.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.
- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.

- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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
- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. If recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

- 1. Recommend that City Council approve variance request as presented;
- 2. Recommend that City Council approve the variance requests with changes; or
- 3. Recommend that City Council deny variance request.

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
PLANNING DEPARTMENT
PUBLIC HEARING APPLICATION

Public Hearing Number

20-14 VAR

TO BE HEARD BY GAUTIER PLANNING COMMISSION:

FEE:

Zoning Change	_____	\$300.00
Major Development	_____	\$100.00
Variance	<u>X</u>	\$175.00
Appeal to Staff Decision	_____	\$100.00

Name of Applicant : Laurine M Clayton
Name of Business: _____ Phone: 270-776-7534
Property Address: 2518 Calle De Feliz Mailing Address (if Different): _____
E-Mail Address: laurine.larue@yahoo.com
Reason for request, location and intended use of Property: to put my car/truck under a carport. Extend life and value of vehicle from weather conditions

ATTACHMENTS REQUIRED AS APPLICABLE:

- ☒ 1. Diagram of intended use, showing dimensions and distances of property, building with setbacks, parking spaces, entrances and exits.
- ☒ 2. A detailed project narrative. letter
- ☐ 3. Copy of protective covenants or deed restrictions, if any.
- ☐ 4. 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.
- ☒ 5. Any other information requested by the Economic Development/Planning Director and/or members of the Technical Review Committee.

Signature of Applicant: Laurine M Clayton Date of Application: 6-29-20

FOR OFFICE USE ONLY

Date Received 6-29-2020 Verify as Complete DA/BS

Fee Amount Received 175.00 ²¹⁹Initials of Employee Receiving Application DA/BS

Laurine M. Clayton
2518 Calle De Feliz
Gautier, MS 39553
270-776-7534

June 29, 2020

City of Gautier
Planning Department
Dustin Alexander
3330 US-90
Gautier, MS 39553

Dear Sir:

I have put up a carport to protect my vehicle from the harsh weather conditions that we have in Mississippi. It is also safer for me to get in and out of my vehicle during rainy days.

The detailed project narrative is to put up a carport on my existing driveway with the dimensions of 18X26X7. The company that installed the carport was Eagle Carports, 1101 Cecille St., Gulfport, Mississippi, 228-324-7809.

Enclosed is my building permit application, site plan of property not to scale, original Eagle Carport legal description of carport, and Engineering plans of my carport from Eagle Carports, 210 Airport Road, Mt. Airy, NC 27030, 800-579-8589.

Please forgive me and allow me to humbly keep my carport. I did not know that a permit was needed. I specifically asked Eagle Carports representative Larry Oetker if I needed a permit and he told me **NO**. I apologize for the inconvenience and trouble that this has caused the City of Gautier.

If there is anything else that you need, please do not hesitate to contact me at your convenience.

Sincerely yours,

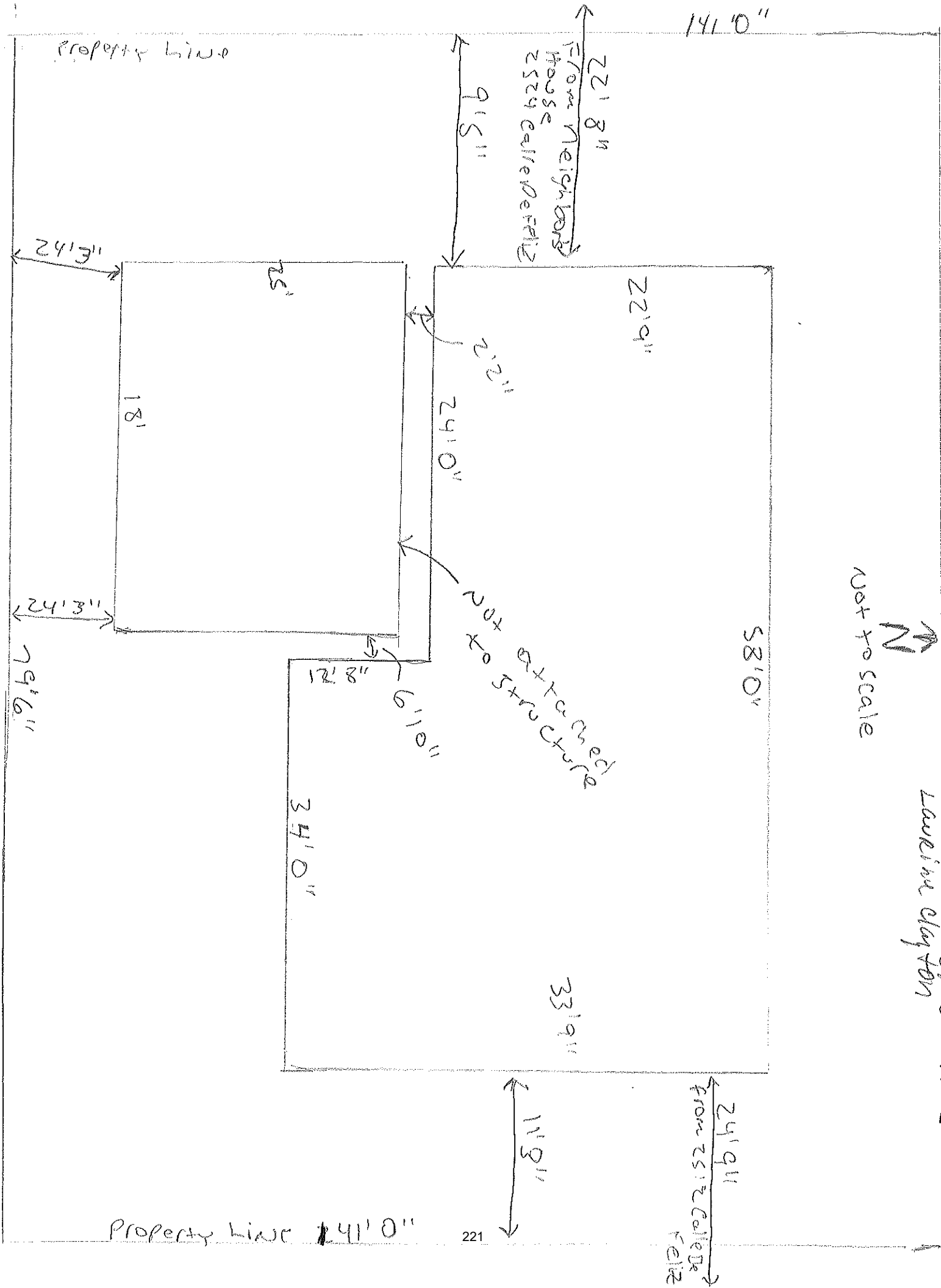
A handwritten signature in black ink that reads "Laurine M. Clayton". The signature is written in a cursive, flowing style.

Laurine M. Clayton

RIDN # 85181121.000

2518 Calle De Feliz
Lawrence Clayton

Not to Scale
N





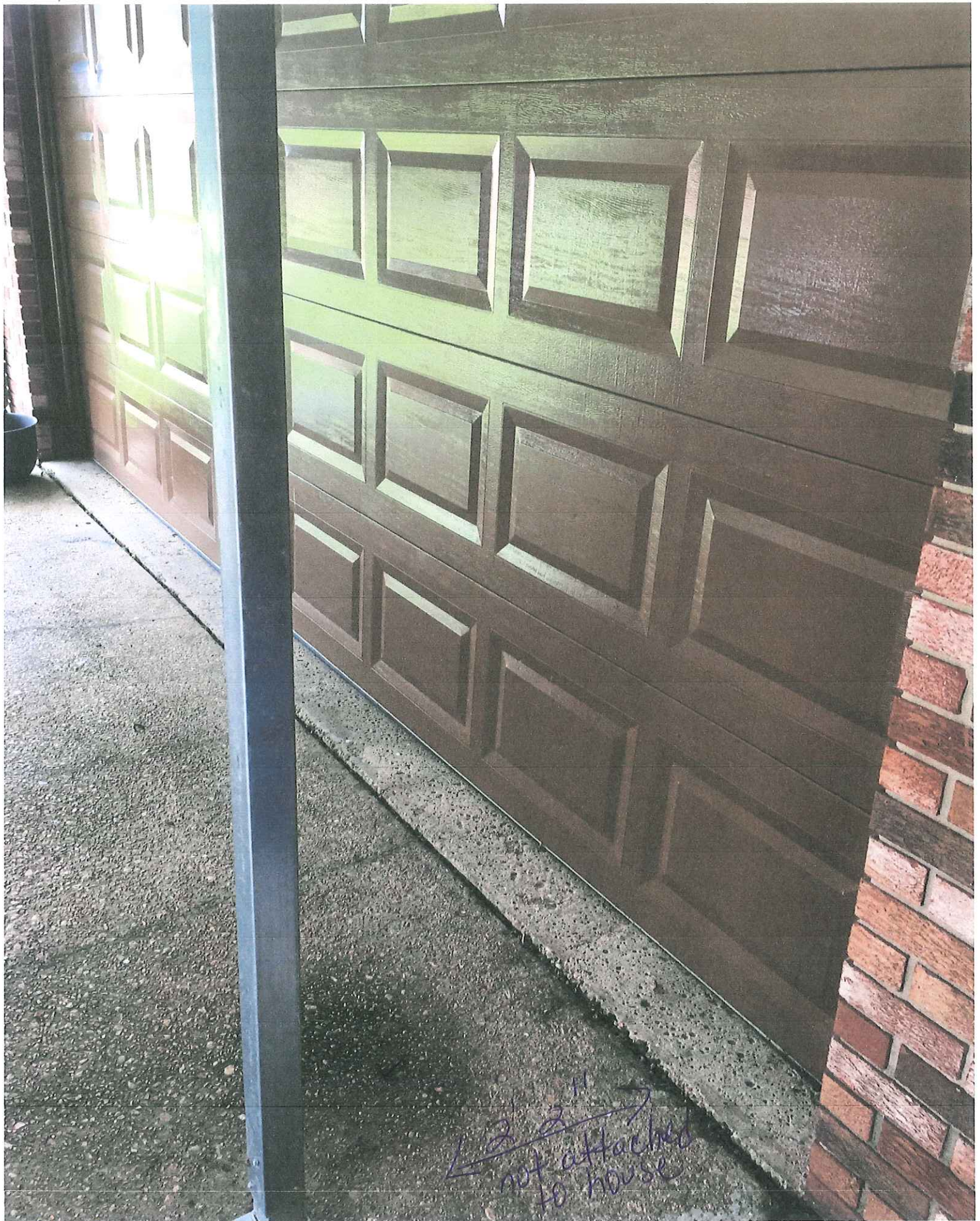


Right side View

223

2518 Calle De Feliz





2' 2" from house
not attached

Front left side view

225

2518 Calle De Feliz

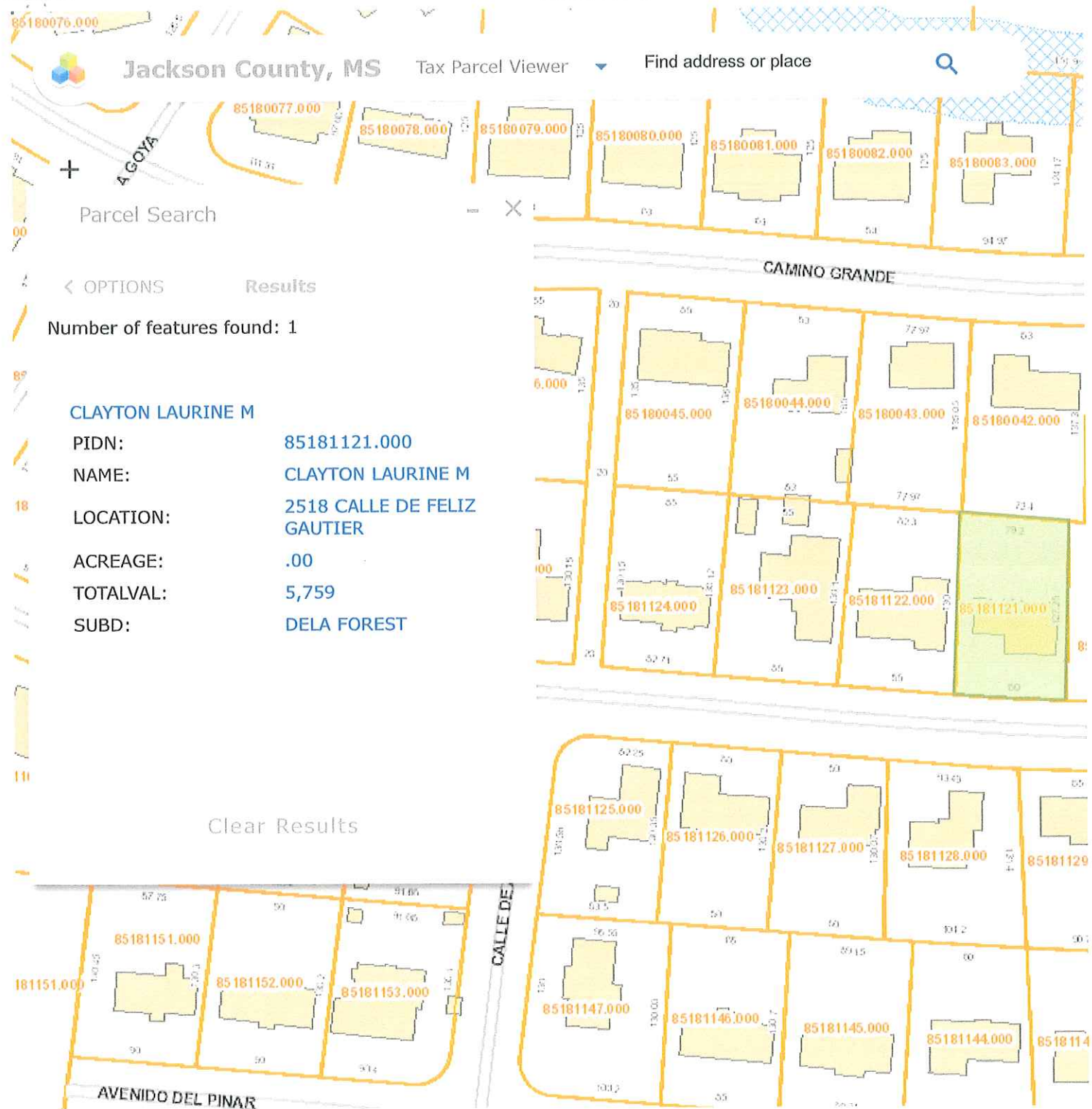


Exhibit A Location Map

Prepared by:
City of Gautier
Planning Department



Exhibit B Existing Zoning

Prepared by:

City of Gautier
Planning Department

Legend

Zoning

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

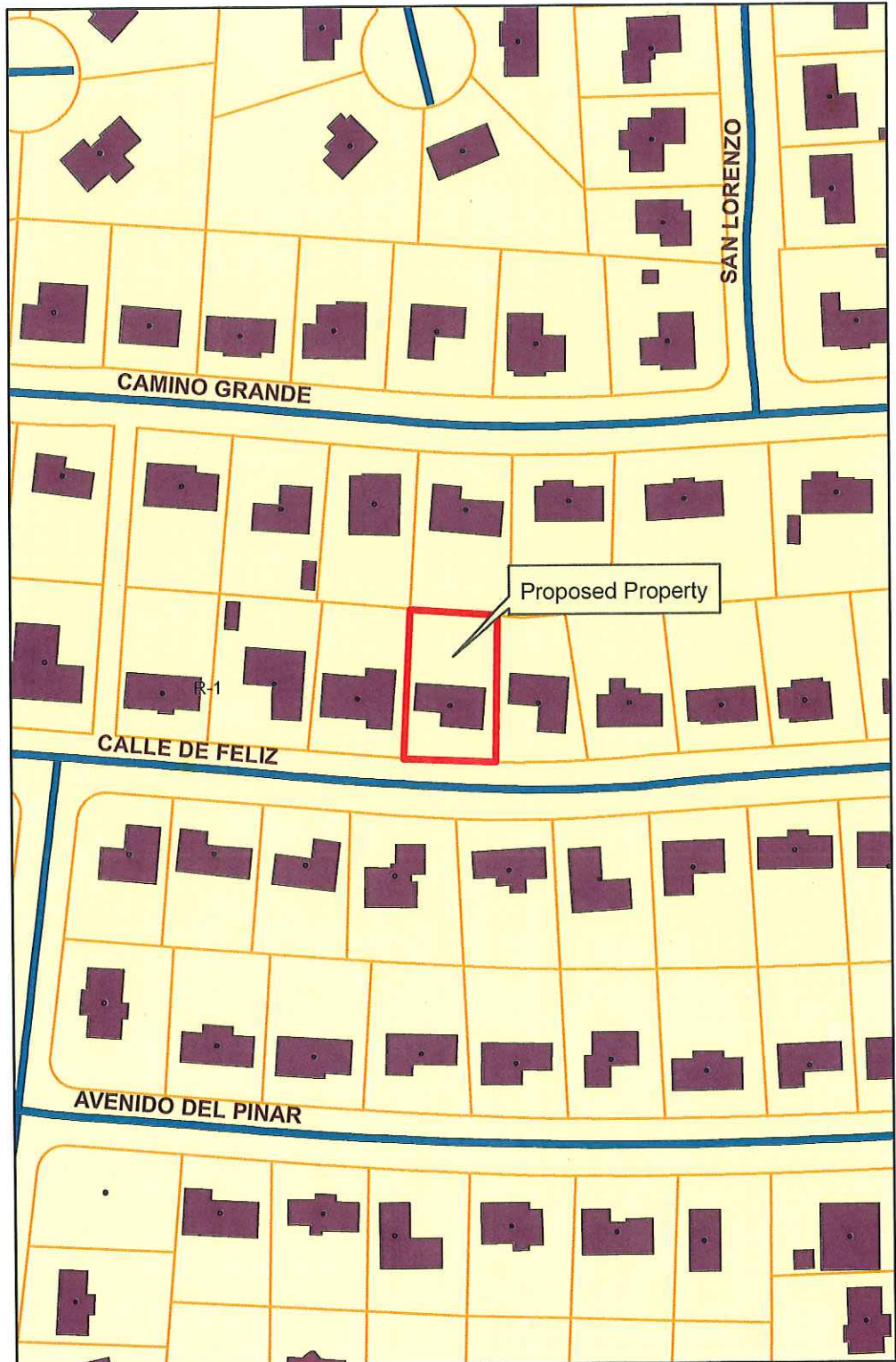


Exhibit C Existing Land-Use

Prepared by:
City of Gautier
Planning Department

Legend

EXISTING LAND USE

ELU_08

- 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

Prepared By:

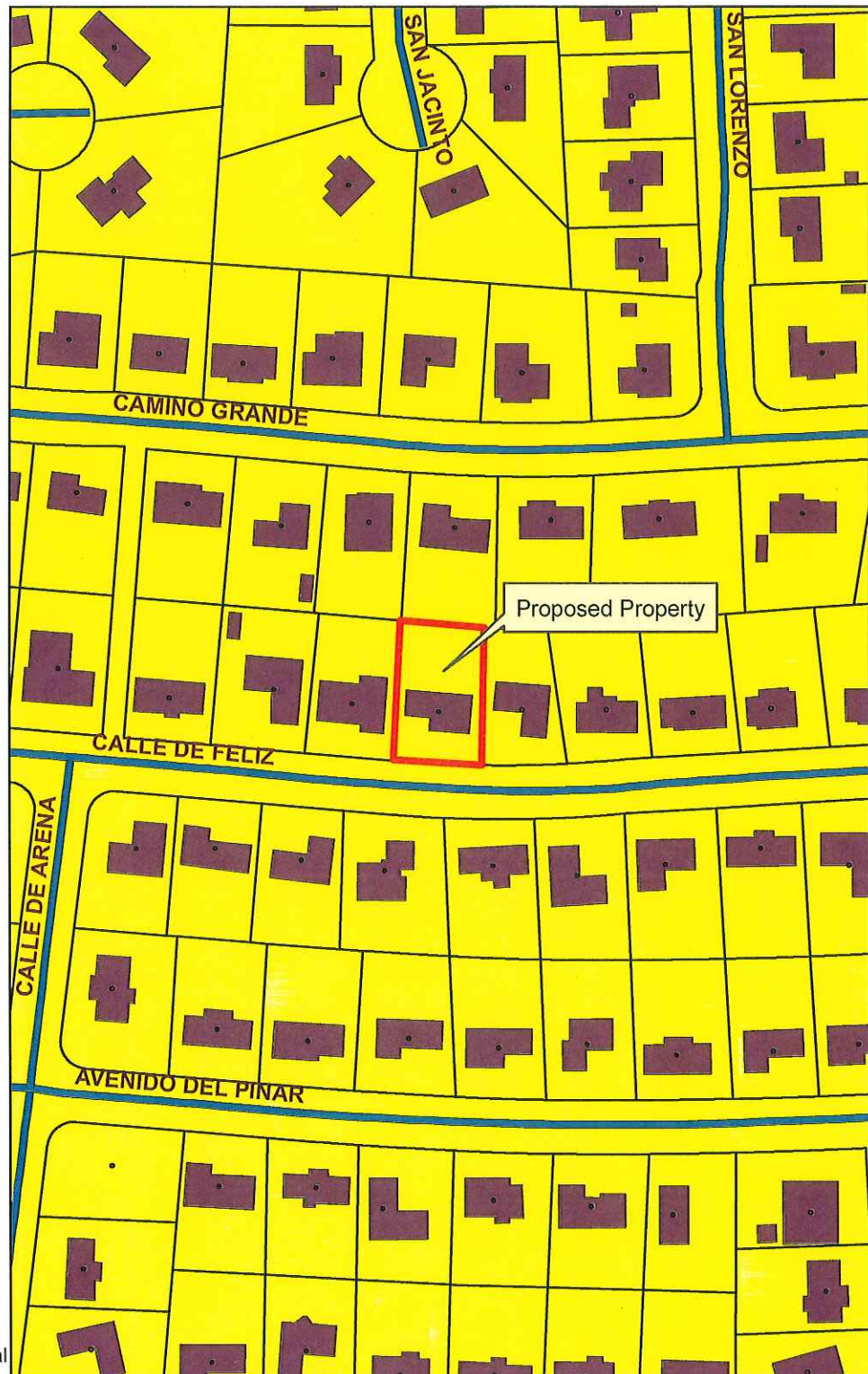
City of Gautier
Planning Department

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



Councilman Jackson made the motion to approve a variance at 2406 Calle de Feliz, as presented, allowing a thirteen-foot (13') front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District (GPC #20-15-VAR), contingent that it meets City codes, that proper permits are obtained, and that inspections are passed. Councilwoman Martin seconded the motion. The vote was carried unanimously.

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

ORDER NUMBER 433-2020

WHEREAS, the homeowner of 2406 Calle De Feliz, (PID# 85181110.000) has requested a variance to allow a thirteen-foot (13') front yard set-back for a carport addition in a R-1 Low Density Single-Family Residential Zoning District; and

WHEREAS, the property is zoned R-1 Low Density Single-Family Residential. The property owner has added a 15' x 10' carport addition to the front of her residence without obtaining the proper permit. The addition is located twelve feet (12') from the front property line. The required front setback is twenty-five (25) feet; and

WHEREAS, the property owner requests a variance of thirteen feet (13') to minimum front yard setbacks in a R-1 Low Density Single-Family Residential District from twenty-five (25) feet to twelve feet (12') to allow a carport addition that is currently attached to the front of her house. The applicant noted that the purpose of the carport addition is to protect her vehicle from weather damage (debris, sun, rain, and hail); and

WHEREAS, the Mayor and Councilmembers hereby find that all criteria under Section 4.18.4 of the Unified Development Ordinance have been met in this case;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Council hereby adopts the Gautier Planning Commission's recommendation to approve a variance to allow a thirteen-foot (13') front yard set-back for a carport addition in a R-1 Low Density Single-Family Residential Zoning District at PID# 85181110.000;

IT IS FURTHER ORDERED that said Variance is hereby approved;

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

Motion was made by **Councilman Jackson**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Babs Logan, Planning Technician
Date: 9/9/2020
Subject: Consider a request for a thirteen-foot (13') variance to front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District. 2406 Calle de Feliz, (GPC #20-15-VAR)

REQUEST:

The Planning Department has received a request from Glendoria A. Brown for a thirteen-foot (13') variance to front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District. 2406 Calle de Feliz, PID #85181110.000. The application fee of \$175 was paid on June 30, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has added a 15' x 10' carport addition to the front of her residence without obtaining the proper permit. The addition is located twelve feet (12') from the front property line. The required front setback is twenty-five (25) feet. The applicant is seeking a Variance of thirteen feet (13') to minimum front yard setback requirements.

DISCUSSION:

The property owner requests a variance to the minimum front yard setbacks in a R-1 Low Density Single-Family Residential District from twenty-five (25) feet to twelve feet (12') to allow a carport addition that is currently attached to the front of her house. The applicant noted that the purpose of the carport addition is to protect her vehicle from weather damage (debris, sun, rain, and hail). She also noted that it helps to keep her den cooler.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines Variances as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines Hardship as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and

(3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines Setback as:

Setback: (See Yard) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

SETBACK, FRONT: The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.

SETBACK, REAR: The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.

SETBACK, SIDE: The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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):

30% of required off-street parking spaces and/or

30% of required setbacks from property lines

4.18.4 Criteria for Approval

The Variance application shall demonstrate the following:

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;

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;

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.

RECOMMENDATION:

The Planning Commission recommends City Council approve the variance pending the fact that it meets City codes and wind loads, proper permits are obtained and inspections are passed.

The City Council may:

Approve variance request as presented;
Approve the variance requests with changes; or
Deny variance request.

ATTACHMENTS:

1. Excerpt GPC Meeting 9.3.20 (GPC 20-15-VAR)
2. Complete Packet 20-15-VAR

Excerpt from September 3, 2020 Planning Commission Meeting:

The Planning Department has received a request from Glendoria A. Brown for a thirteen-foot (13') variance to front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District at 2406 Calle de Feliz. (GPC Case No. 20-15-VAR)

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

REQUEST:

The Planning Department has received a request from Glendoria A. Brown for a thirteen-foot (13') variance to front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District. 2406 Calle de Feliz, PID #85181110.000. The application fee of \$175 was paid on June 30, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has added a 15' x 10' carport addition to the front of her residence without obtaining the proper permit. The addition is located twelve feet (12') from the front property line. The required front setback is twenty-five (25) feet. The applicant is seeking a Variance of thirteen feet (13') to minimum front yard setback requirements.

DISCUSSION:

The property owner requests a variance to the minimum front yard setbacks in a R-1 Low Density Single-Family Residential District from twenty-five (25) feet to twelve feet (12') to allow a carport addition that is currently attached to the front of her house. The applicant noted that the purpose of the carport addition is to protect her vehicle from weather damage (debris, sun, rain, and hail). She also noted that it helps to keep her den cooler.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.
- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.
- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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
- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. If recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

1. Recommend that City Council approve variance request as presented;
2. Recommend that City Council approve the variance requests with changes; or
3. Recommend that City Council deny variance request.

Glendoria Brown stated that her carport was built in March or April of 2020 and she was told by the contractor that she did not need a permit.

Mr. Ankerson advised the Commissioners that because it was not a Carolina metal carport the homeowner would not need engineering drawings and that she could pull the permit herself.

Commissioner Jamison noted that although the carport was built into the roof line and looked like it was attached to the house it actually wasn't.

There were none in attendance speaking in opposition and Staff had received no calls or letters opposing the request.

ACTION TAKEN:

Commissioner Jamison made a motion to recommend approval of the variance pending the fact that it meets City codes and wind loads, proper permits are obtained and inspections are passed.

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

AYES:	David Wooten
	Kay C. Jamison
	Jimmy Green
	Joshua Ward
	William Davis

Motion passed.

Gautier Planning Commission

Regular Meeting Agenda

September 3, 2020

GPC #20-15-VAR

2406 Calle de Feliz

VII. NEW BUSINESS

1. CONSIDER A REQUEST FOR A THIRTEEN FOOT (13') VARIANCE TO FRONT YARD SET-BACK REQUIREMENTS FOR A CARPORT ADDITION IN A R-1 LOW DENSITY SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT. 2406 CALLE DE FELIZ, (GPC #20-15-VAR)

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: Scott Ankerson, Planning Director

Date: August 25, 2020

Subject: Consider a request for a thirteen-foot (13') variance to front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District. 2406 Calle de Feliz, (GPC #20-15-VAR)

REQUEST:

The Planning Department has received a request from Glendoria A. Brown for a thirteen-foot (13') variance to front yard set-back requirements for a carport addition in a R-1 Low Density Single-Family Residential Zoning District. 2406 Calle de Feliz, PID #85181110.000. The application fee of \$175 was paid on June 30, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is zoned R-1 Low Density Single-Family Residential. The property owner has added a 15' x 10' carport addition to the front of her residence without obtaining the proper permit. The addition is located twelve feet (12') from the front property line. The required front setback is twenty-five (25) feet. The applicant is seeking a Variance of thirteen feet (13') to minimum front yard setback requirements.

DISCUSSION:

The property owner requests a variance to the minimum front yard setbacks in a R-1 Low Density Single-Family Residential District from twenty-five (25) feet to twelve feet (12') to allow a carport addition that is currently attached to the front of her house. The applicant noted that the purpose of the carport addition is to protect her vehicle from weather damage (debris, sun, rain, and hail). She also noted that it helps to keep her den cooler.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance

would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.
- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.
- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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

- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. If recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

1. Recommend that City Council approve variance request as presented;
2. Recommend that City Council approve the variance requests with changes; or
3. Recommend that City Council deny variance request.

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
PLANNING DEPARTMENT
PUBLIC HEARING APPLICATION

Public Hearing Number

20-15-VAR

TO BE HEARD BY GAUTIER PLANNING COMMISSION:

FEE:

Zoning Change	_____	\$300.00
Major Development	_____	\$100.00
Variance	<u>X</u>	\$175.00
Appeal to Staff Decision	_____	\$100.00

Name of Applicant: Glendora A. Brown
Name of Business: _____ Phone: 228-249-1198
Property Address: 2406 Calle De Feliz Mailing Address (if Different): _____
E-Mail Address: _____
Reason for request, location and intended use of Property: CAR shed port

ATTACHMENTS REQUIRED AS APPLICABLE:

- ☒ 1. Diagram of intended use, showing dimensions and distances of property, building with setbacks, parking spaces, entrances and exits.
- ☒ 2. A detailed project narrative.
- _____ 3. Copy of protective covenants or deed restrictions, if any.
- _____ 4. 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.
- _____ 5. Any other information requested by the Economic Development/Planning Director and/or members of the Technical Review Committee.

Signature of Applicant: Glendora A. Brown Date of Application: June 30, 2020

FOR OFFICE USE ONLY

Date Received 6-30-2020 Verify as Complete DA/BL

Fee Amount Received 175.00 246 Initials of Employee Receiving Application DA/BL

85181110.000 BROWN GLENDORIA A

PIDN: 85181110.000

GISP: 871.02-04-0103.00

Owner Information

Percent of Ownership: 100

Name: BROWN GLENDORIA A

Name 2:

Mailing Address: 2406 CALLE DE FELIZ ST
GAUTIER MS
39553

Site Address: 2406 CALLE DE FELIZ GAUTIER

Land Information

Section: 02 Acreage: .00

Township: 8S

Range: 7W

Street Name CALLE DE FELIZ

Value and Tax Information

Total Assessed Value: 3253

Total Appraised Value: 32530

Improvement Value: 28370

Land Value: 4160

Tax Amount: 0

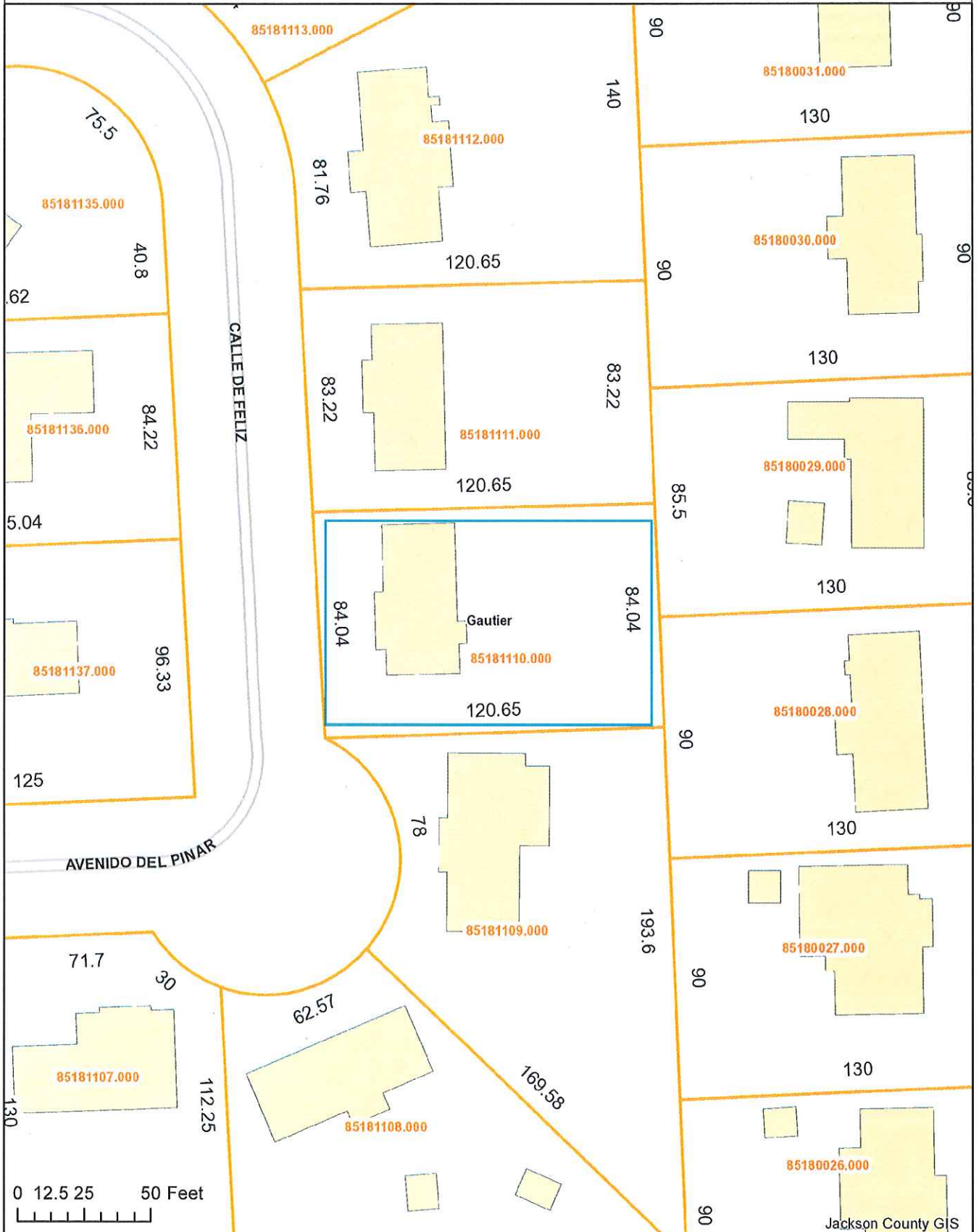
SQ FT: 1050 Year Built: 1974

Legal Description

Description: LOT 40 DE LA FOREST S/D PT 2-B
PB 14-4 DB 1556-1
(103 Map871.02-04)

Deed Book / Page: 1556 / 1

85181110.000 BROWN GLENDORIAA



VARIANCE CRITERIA for APPROVAL – Please answer the questions below to establish that you meet the Criteria for Approval for a Variance. If more room is needed, answers can be provided on a separate sheet of paper.

- A.** Do 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? If yes, please explain.

No

- B.** Would the literal interpretation of the provisions of this Ordinance deprive the applicant (you) of rights commonly enjoyed by other properties in the same district under the provisions of this Ordinance? If yes, please explain.

No

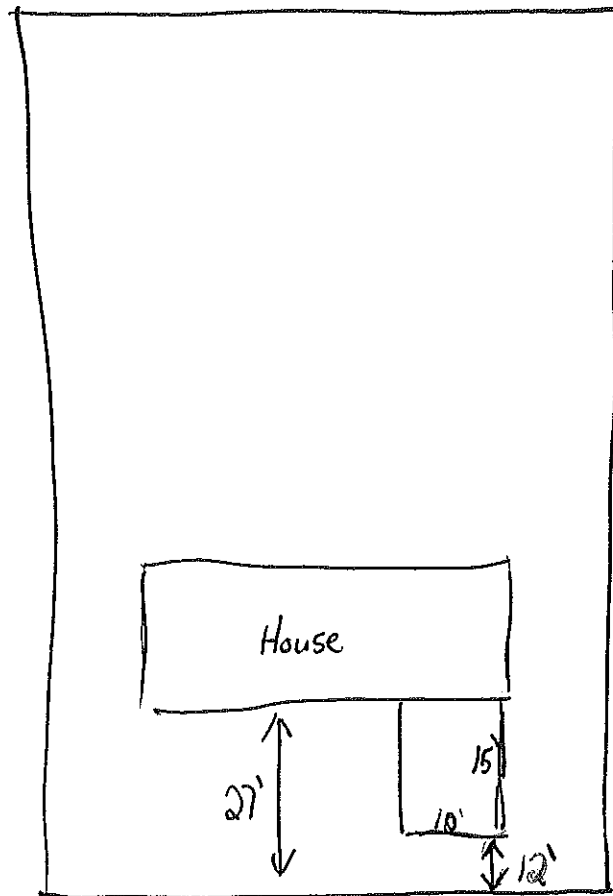
- C.** Do the special conditions and circumstances result from actions of the applicant (you)?

No

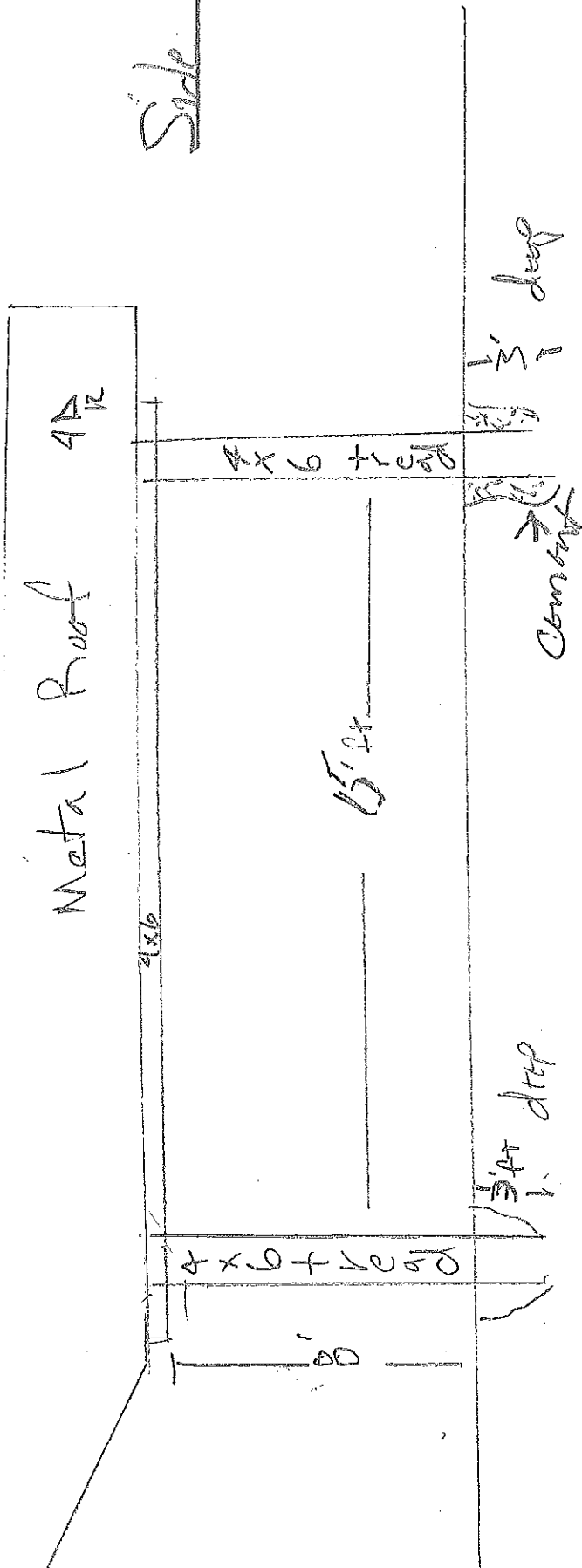
- D.** Does granting the Variance requested confer upon the applicant (you) any special privilege that is denied by this Ordinance to other similar sites (lots or parcels) structures or buildings in the same district?

No

2406 Calle De Feliz



Calle De Feliz



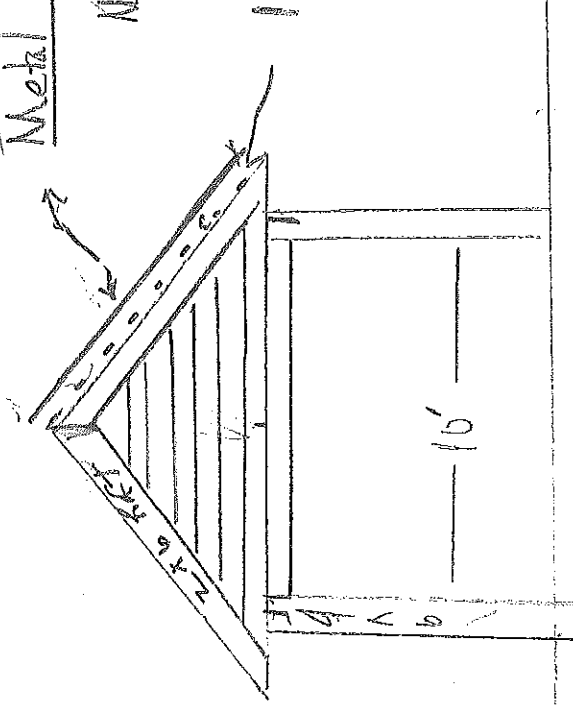
Side View

Note: Rafter 2' ft O.C

Metal Roof

Note: Hurricane Straps
every 4 ft

1 ft every 2' ft apart



Front View

2406 Calle De Feliz

Gautier, Ms 39553

Project Narrative

The reason I need a car port is to protect my vehicle from weather - debris, sun, rain, hail, damages. It also helps to keep my car cooler as well. Thank you so much for your consideration.

Glendora Brown
2406 Calle De Feliz
Dauter, Ms 39553

Exhibit A Location Map

Prepared by:
City of Gautier
Planning Department

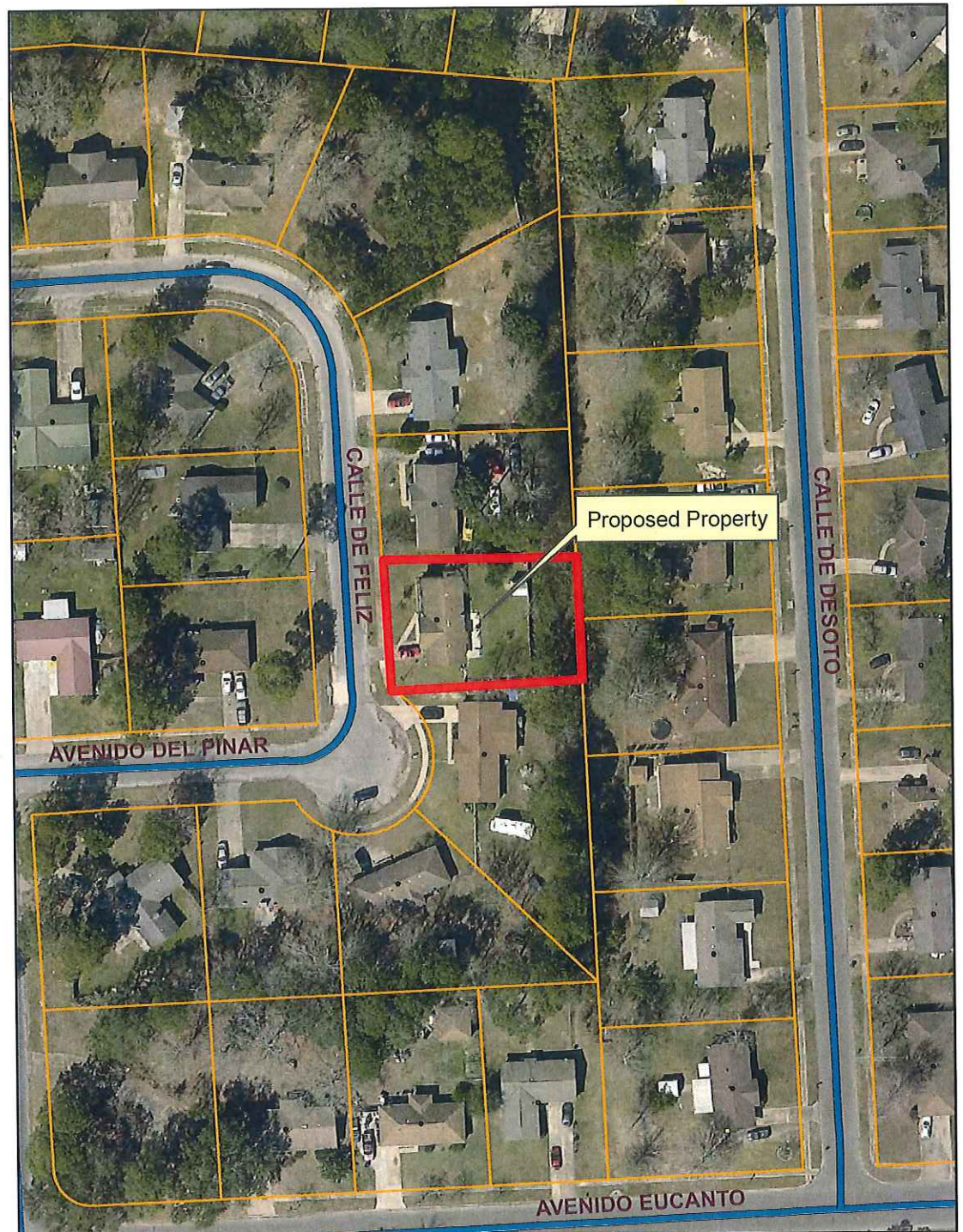


Exhibit B Existing Zoning

Prepared by:

City of Gautier
Planning Department

Legend

Zoning

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

Prepared by:
City of Gautier
Planning Department

Legend

EXISTING LAND USE

ELU_08

- 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

Prepared By:
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



Councilman Vaughan made the motion to approve the Planning Commission's recommendation for a variance at 1224 Stanfield Point Road, as presented, allowing a forty-five foot (45') front set-back that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District, (GPC #20-16-VAR). Councilman Anderson seconded the motion. The vote was carried unanimously.

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

ORDER NUMBER 434-2020

WHEREAS, the homeowner of 1224 Stanfield Pointe Road, (PID# 85700069.000) has requested a variance to allow a forty-five foot (45') front set-back that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District; and

WHEREAS, the request property is approximately a 1.15-acre parcel zoned R-1 Low Density Single-Family Residential. The applicant's residence and a guest house are currently located on the property. The applicant would like to build a 40' x 25' detached garage; and

WHEREAS, the property owner requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the front building line of the principal use. The current principal use, which is a home, is eighty-two feet (82') from the front property line. The proposed accessory building would be located thirty-seven feet (37') from the front property line and forty-five feet (45') beyond the front building line of the home; and

WHEREAS, the Mayor and Councilmembers hereby find that all criteria under Section 4.18.4 of the Unified Development Ordinance have been met in this case;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Council hereby adopts the Gautier Planning Commission's recommendation to approve a variance to allow a forty-five foot (45') front set-back that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District at PID# 85700069.000;

IT IS FURTHER ORDERED that said Variance is hereby approved;

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

Motion was made by **Councilman Vaughan**, seconded by **Councilman Anderson**, 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 September 17, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Babs Logan, Planning Technician
Date: 9/9/2020
Subject: Consider a request for a forty-five foot (45') variance to front set-back requirements that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District, 1224 Stanfield Point Road (GPC #20-16-VAR)

REQUEST:

The Planning Department has received a request from Ronald Wilde for a forty-five foot (45') variance to front set-back requirements that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District at 1224 Stanfield Point Road, PID #85700069.000. The application fee of \$175 was paid on July 9, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is approximately a 1.15 acre parcel zoned R-1 Low Density Single-Family Residential. The applicant's residence and a guest house are currently located on the property. The applicant would like to build a 40' x 25' detached garage. The applicant is seeking a Variance to minimum front set back requirements for an accessory structure.

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the front building line of the principal use. The current principal use, which is a home, is eighty-two feet (82') from the front property line. The proposed accessory building would be located thirty-seven feet (37') from the front property line and forty-five feet (45') beyond the front building line of the home. The applicant is seeking a Variance to minimum front yard setback requirements for an accessory structure.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines Variances as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines Hardship as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and

(3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines Setback as:

Setback: (See Yard) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

SETBACK, FRONT: The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.

SETBACK, REAR: The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.

SETBACK, SIDE: The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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):

30% of required off-street parking spaces and/or

30% of required setbacks from property lines

4.18.4 Criteria for Approval

The Variance application shall demonstrate the following:

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;

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;

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.

RECOMMENDATION:

The Planning Commission recommends City Council approve the variance due to the character of the land and the area being low density.

The City Council may:

Approve the variance request as presented;
Approve the variance requests with changes; or
Deny variance request.

ATTACHMENTS:

1. Complete Packet 20-16-VAR
2. Excerpt GPC Meeting 9.3.20 (GPC 20-16-VAR)

Excerpt from September 3, 2020 Planning Commission Meeting:

The Planning Department has received a request from Ronald Wilde for a forty-five foot (45') variance to front set-back requirements that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District at 1224 Stanfield Point Road. (GPC Case No. 20-16-VAR)

Scott Ankerson, Planning Director, gave a brief overview of the case. He also stated that Staff finds the property to have ample space to place the accessory structure within the code requirements.

REQUEST:

The Planning Department has received a request from Ronald Wilde for a forty-five foot (45') variance to front set-back requirements that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District at 1224 Stanfield Point Road. All public notice requirements have been met.

BACKGROUND:

The request property is approximately a 1.15 acre parcel zoned R-1 Low Density Single-Family Residential. The applicant's residence and a guest house are currently located on the property. The applicant would like to build a 40' x 25' detached garage. The applicant is seeking a Variance to minimum front set back requirements for an accessory structure.

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the front building line of the principal use. The current principal use, which is a home, is eighty-two feet (82') from the front property line. The proposed accessory building would be located thirty-seven feet (37') from the front property line and forty-five feet (45') beyond the front building line of the home. The applicant is seeking a Variance to minimum front yard setback requirements for an accessory structure.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property.

The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.
- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.
- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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
- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. If

recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

1. Recommend that City Council approve variance request as presented;
2. Recommend that City Council approve the variance requests with changes; or
3. Recommend that City Council deny variance request.

Commissioner Jamison asked the applicant if it would be a closed in garage and if there was any reason he couldn't put it in another location that would meet the City's code requirements.

Ronald Wilde stated that it would be a stick built, closed in garage and he would paint it to match the residence and the guest house. The reason he can't put it on the other side of his property and meet the code requirements is because he would have to put in a new drive which would have to go over the sewer line.

Commissioner Ward noted that his house sits back approximately eighty-two feet (82') from the front property line.

Mr. Ankerson noted that the property was not in a subdivision.

There were none in attendance speaking in opposition and Staff had received no calls or letters opposing the request.

ACTION TAKEN:

Commissioner Ward made a motion to recommend approval of the variance due to the character of the land and the area being low density.

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

AYES:	David Wooten
	Kay C. Jamison
	Jimmy Green
	Joshua Ward
	William Davis

Motion passed.

Gautier Planning Commission

Regular Meeting Agenda

September 3, 2020

GPC #20-16-VAR

1224 Stanfield Point Road

VII. NEW BUSINESS

1. CONSIDER A REQUEST FOR A FORTY-FIVE FOOT (45') VARIANCE TO FRONT SET-BACK REQUIREMENTS THAT WOULD ALLOW AN ACCESSORY STRUCTURE TO BE LOCATED IN FRONT OF THE PRINCIPAL USE IN AN R-1 LOW DENSITY SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT, 1224 STANFIELD POINT ROAD (GPC #20-16-VAR)

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: Scott Ankerson, Planning Director

Date: August 25, 2020

Subject: Consider a request for a forty-five foot (45') variance to front set-back requirements that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District, 1224 Stanfield Point Road (GPC #20-16-VAR)

REQUEST:

The Planning Department has received a request from Ronald Wilde for a forty-five foot (45') variance to front set-back requirements that would allow an accessory structure to be located in front of the principal use in an R-1 Low Density Single-Family Residential Zoning District at 1224 Stanfield Point Road, PID #85700069.000. The application fee of \$175 was paid on July 9, 2020. All public notice requirements have been met.

BACKGROUND:

The request property is approximately a 1.15 acre parcel zoned R-1 Low Density Single-Family Residential. The applicant's residence and a guest house are currently located on the property. The applicant would like to build a 40' x 25' detached garage. The applicant is seeking a Variance to minimum front set back requirements for an accessory structure.

DISCUSSION:

The applicant requests a variance to the minimum front setbacks for accessory structures in a R-1 Low Density Single-Family Residential District which requires accessory structures to be located behind the front building line of the principal use. The current principal use, which is a home, is eighty-two feet (82') from the front property line. The proposed accessory building would be located thirty-seven feet (37') from the front property line and forty-five feet (45') beyond the front building line of the home. The applicant is seeking a Variance to minimum front yard setback requirements for an accessory structure.

DETERMINATION OF APPLICABLE LAW:

The Unified Development Ordinance (UDO) defines **Variances** as:

A Variance is a relaxation of the terms of the Unified Development Ordinance

where such Variance will not be contrary to the public interest and where, owing to conditions peculiar to the property, a literal enforcement of the Ordinance would result in an unnecessary or undue hardship. As used in this Ordinance, a Variance is authorized only for height, area and size of structure, or size of yards, separation of uses, open spaces, off-street parking spaces and some subdivision of property. The establishment or expansion of a use not permitted shall not be allowed by Variance.

The UDO defines **Hardship** as:

Hardship means the unnecessary hardship that would result from a failure to grant the requested variance or special exception. An unnecessary hardship exists if:

- (1) the land in question cannot yield a reasonable return if used only
 - (a) for a purpose allowed in that zone (applicable to special exceptions), or
 - (b) as permitted by the dimensional requirements of this ordinance (applicable to variances);
- (2) that the plight of the owner is due to unique circumstances of the land for which the variance or special exception is sought; and
- (3) that the use to be authorized by the variance will not alter the essential character of the locality.

The UDO defines **Setback** as:

SETBACK: (SEE YARD) The minimum horizontal distance between the lot or property line and the nearest front, side or rear line of the building as measured to the outside face at the enclosing wall or in structures lacking walls (as in the case of a carport) to the face of the supporting columns and beams. Setback does not include roof overhangs, except that they shall not encroach on more than fifty (50) percent of the required setback.

- A. **SETBACK, FRONT:** The yard area extending along the full width of a front lot line between side lot lines and from the front lot line to the front building line in depth.
- B. **SETBACK, REAR:** The yard area extending across the full width of the lot and lying between the rear lot line and the nearest line of the building. Rear-yard depth shall be measured at right angles to the rear line of the lot.
- C. **SETBACK, SIDE:** The yard area lying between the side line of the lot and the nearest line of the building and extending from the front yard to the rear yard, or in the absence of a front yard or a rear yard, to the front or rear lot lines. Side-yard width shall be measured at right angles to side lines of the lot.

UDO 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 Economic Development 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 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.

4.18.2 Application for Variance

Applications for a Variance (from dimensional requirements) may be filed on the appropriate application available from the Economic Development/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 Economic Development 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

- D. 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.

RECOMMENDATION & CONCLUSION:

Staff has been presented with no evidence or information indicating that the variance criteria listed in UDO Article IV Section 4.18.4 A through D have been met. In addition, staff finds that the lot contains ample space for placing the accessory structure well within compliance with our Ordinance without the need for a variance. If recommending approval, Planning Commission shall record a "Finding of Fact" regarding the "Criteria for Approval" from the UDO as listed above.

The Planning Commission may:

1. Recommend that City Council approve variance request as presented;
2. Recommend that City Council approve the variance requests with changes; or
3. Recommend that City Council deny variance request.

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

PUBLIC HEARING APPLICATION

Public Hearing Number

GPC 20-16-VAR

TO BE HEARD BY GAUTIER PLANNING COMMISSION:

FEE:

Zoning Change	_____	\$300.00
Major Development	_____	\$100.00
Variance	<u>X</u>	\$175.00
Appeal to Staff Decision	_____	\$100.00

Name of Applicant: RONALD WILDEName of Business: _____ Phone: 228-282-2927Property Address: 1224 STANFIELD POINT RD Mailing Address (if Different): _____E-Mail Address: BOATSMAN1217@GMAIL.COMReason for request, location and intended use of Property: TO BUILD GARAGE

ATTACHMENTS REQUIRED AS APPLICABLE:

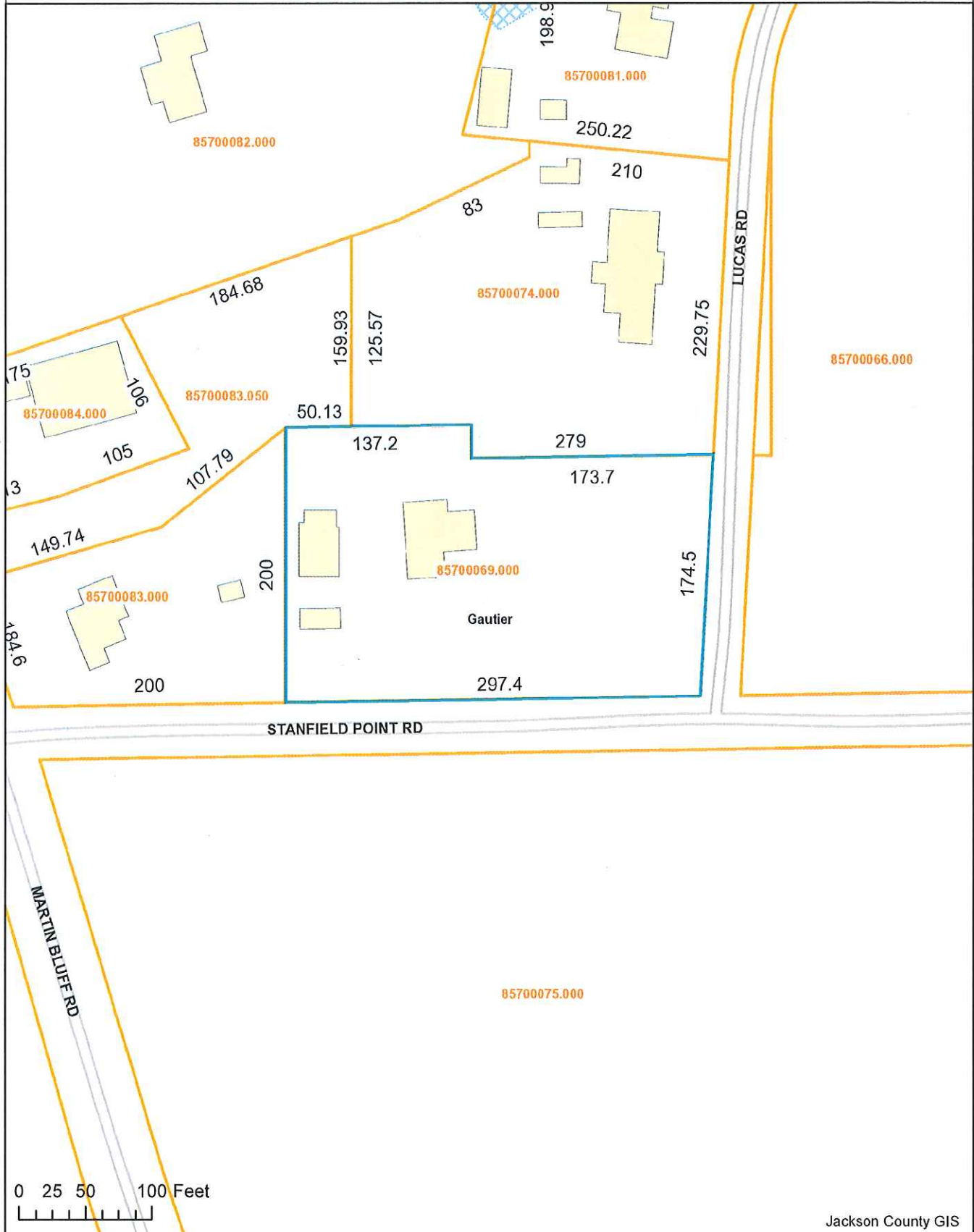
- ✓ 1. Diagram of intended use, showing dimensions and distances of property, building with setbacks, parking spaces, entrances and exits.
- N/A 2. A detailed project narrative.
- N/A 3. Copy of protective covenants or deed restrictions, if any.
- N/A 4. Copies of approvals, or requests for approval, 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 5. Any other information requested by the Economic Development/Planning Director and/or members of the Technical Review Committee.

Signature of Applicant: Ronald Wilde Date of Application: 29 Nov 2020

FOR OFFICE USE ONLY

Date Received 7-9-2020 Verify as Complete BL / DA / SAFee Amount Received 175.00 Initials of Employee Receiving Application BL

85700069.000 WILDE RONALD W &



Jackson County GIS

85700069.000 WILDE RONALD W &

PIDN: 85700069.000

GISP: 763.07-03-0021.00

Owner Information

Percent of Ownership: 100

Name: WILDE RONALD W &

Name 2: HARRIS JOY D

Mailing Address: 1224 STANFIELD POINT RD
GAUTIER MS
39553

Site Address: 1224 STANFIELD POINT RD GAUTIER

Land Information

Section: 03 Acreage: 1.15

Township: 7S

Range: 6W

Street Name STANFIELD POINT
RD

Value and Tax Information

Total Assessed Value: 11907

Total Appraised Value: 119070

Improvement Value: 87150

Land Value: 31920

Tax Amount: 1447

SQ FT: 1880 Year Built: 1981

Legal Description

Description: BEG W/L LUCAS RD & N/L STANFIELD
POINT RD W 297.40' N 198' E
137.21' S 24.25' E 173.70' SLY
174.50' BACK TO POB PT LOT 9
JAMES MARTIN EST DB 1377-109
(21 Map763.07-03)
DB 1406-297

Deed Book / Page: 1406 / 297

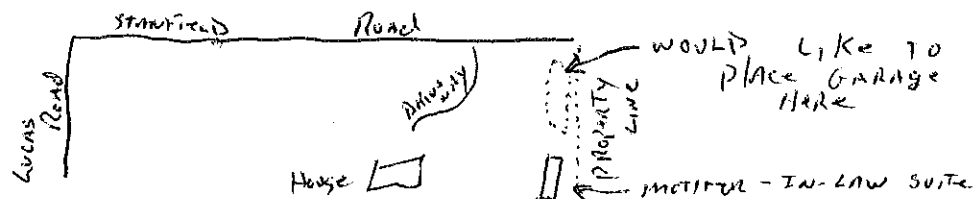
VARIANCE CRITERIA for APPROVAL – Please answer the questions below to establish that you meet the Criteria for Approval for a Variance. If more room is needed, answers can be provided on a separate sheet of paper.

- A. Do 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? If yes, please explain.

my House sets 82' OFF OF ROAD. WOULD LIKE TO PUT GARAGE WHERE INDICATED ON DRAWING

- B. Would the literal interpretation of the provisions of this Ordinance deprive the applicant (you) of rights commonly enjoyed by other properties in the same district under the provisions of this Ordinance? If yes, please explain.

MOST HOUSES ARE CLOSER TO ROAD WHICH GIVES THEM MORE ROOM BEHIND I DON'T HAVE THAT SPACE



- C. Do the special conditions and circumstances result from actions of the applicant (you)?

N/O.

- D. Does granting the Variance requested confer upon the applicant (you) any special privilege that is denied by this Ordinance to other similar sites (lots or parcels) structures or buildings in the same district?

N/O.

RON WILDE
228-282-2927

1224 STANFIED POINT RD
GAUTIER MS 39553

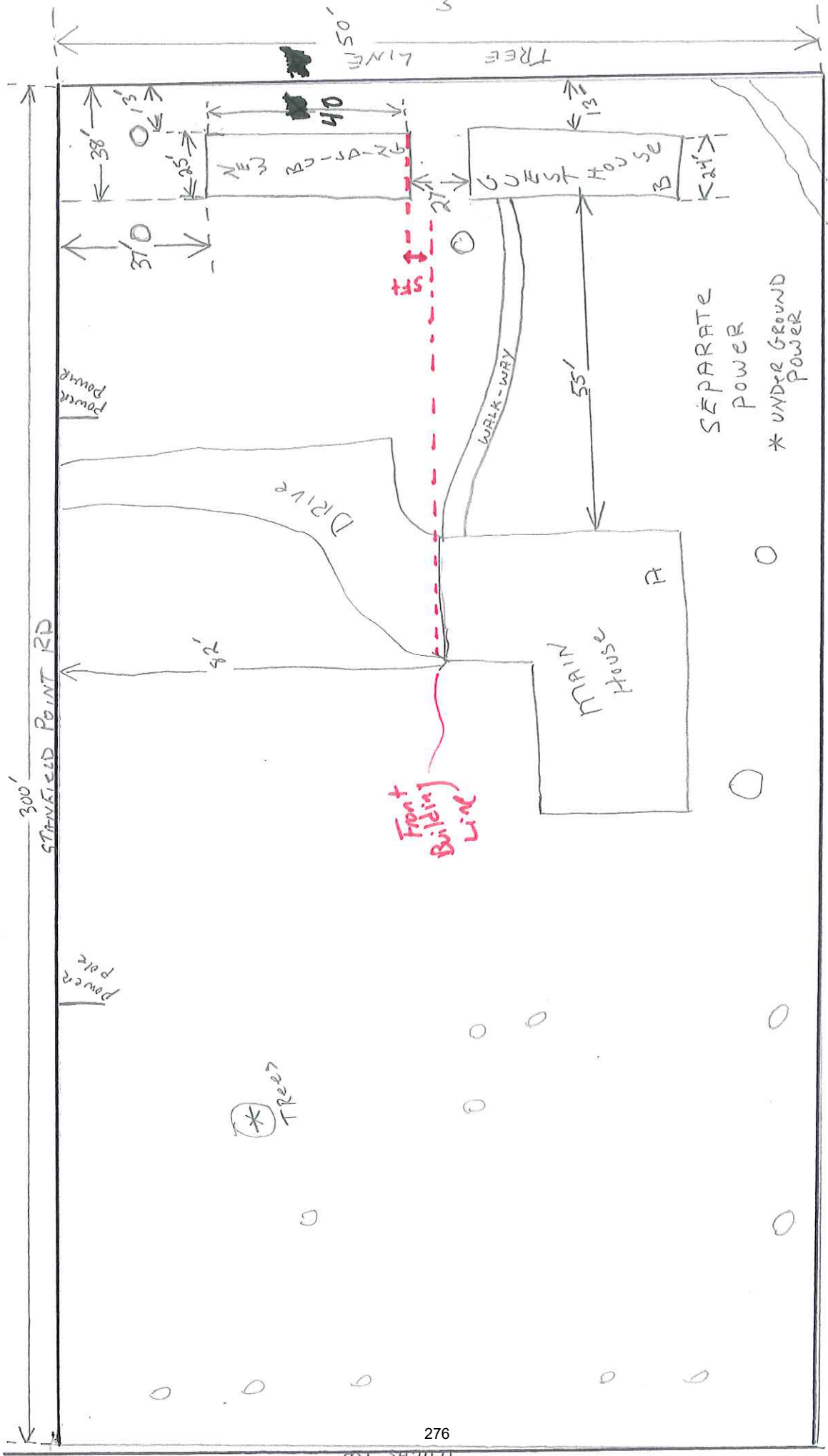


Exhibit A Location Map

Prepared by:
City of Gautier
Planning Department

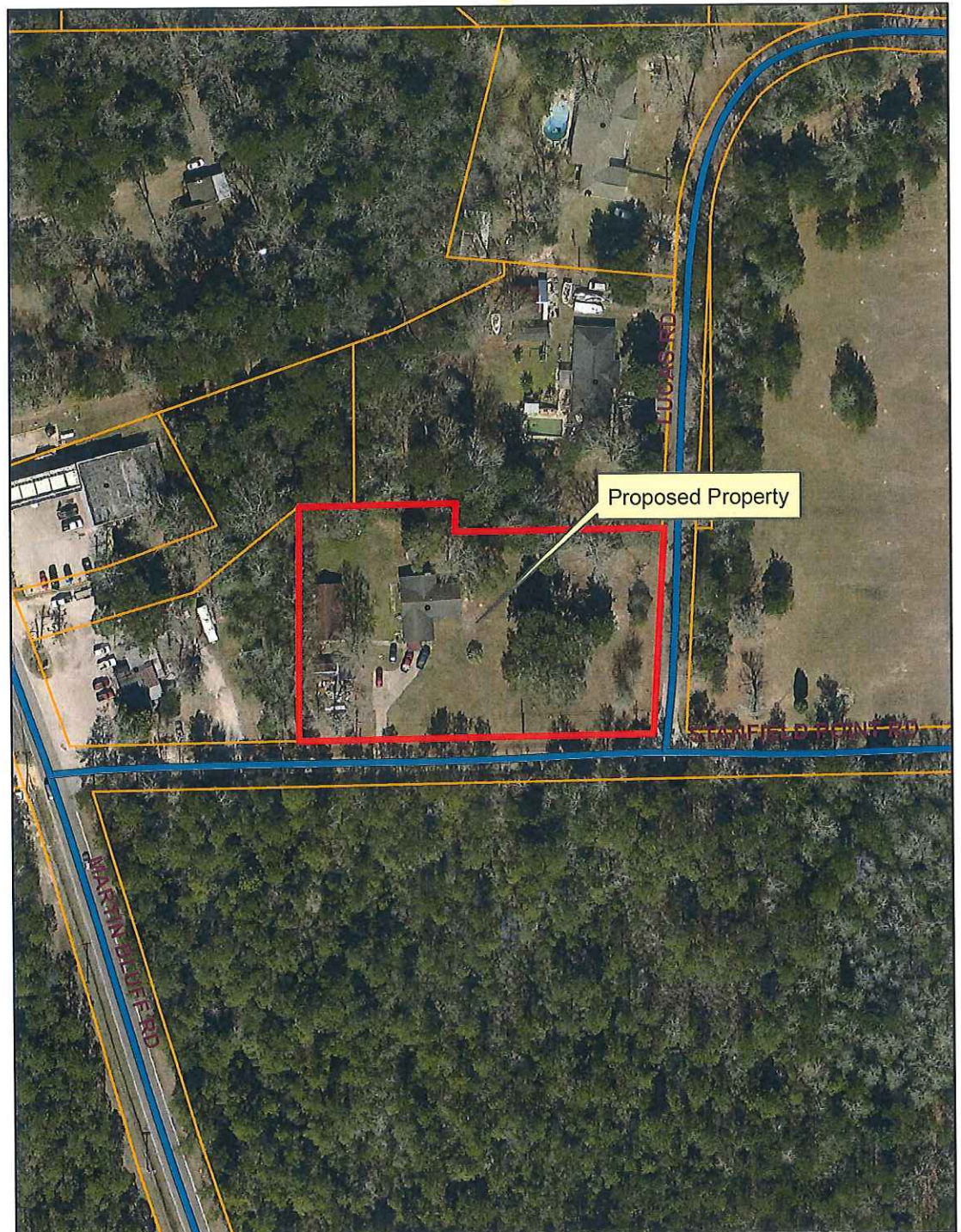


Exhibit B Existing Zoning

Prepared by:
City of Gautier
Planning Department

Legend

Zoning

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

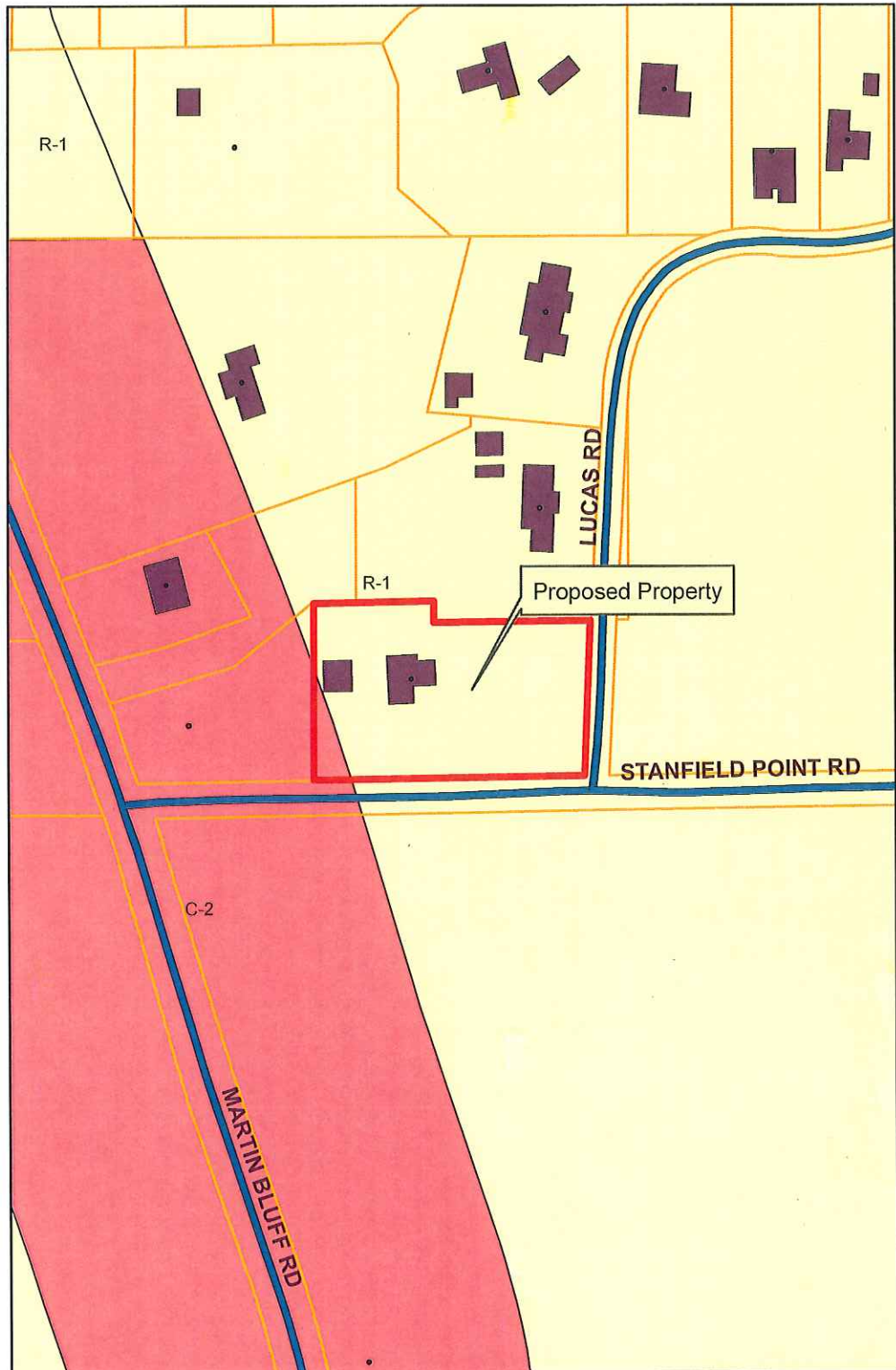


Exhibit C

Existing Land-Use

Prepared by:
City of Gautier
Planning Department

Legend

EXISTING LAND USE

ELU_08

- 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

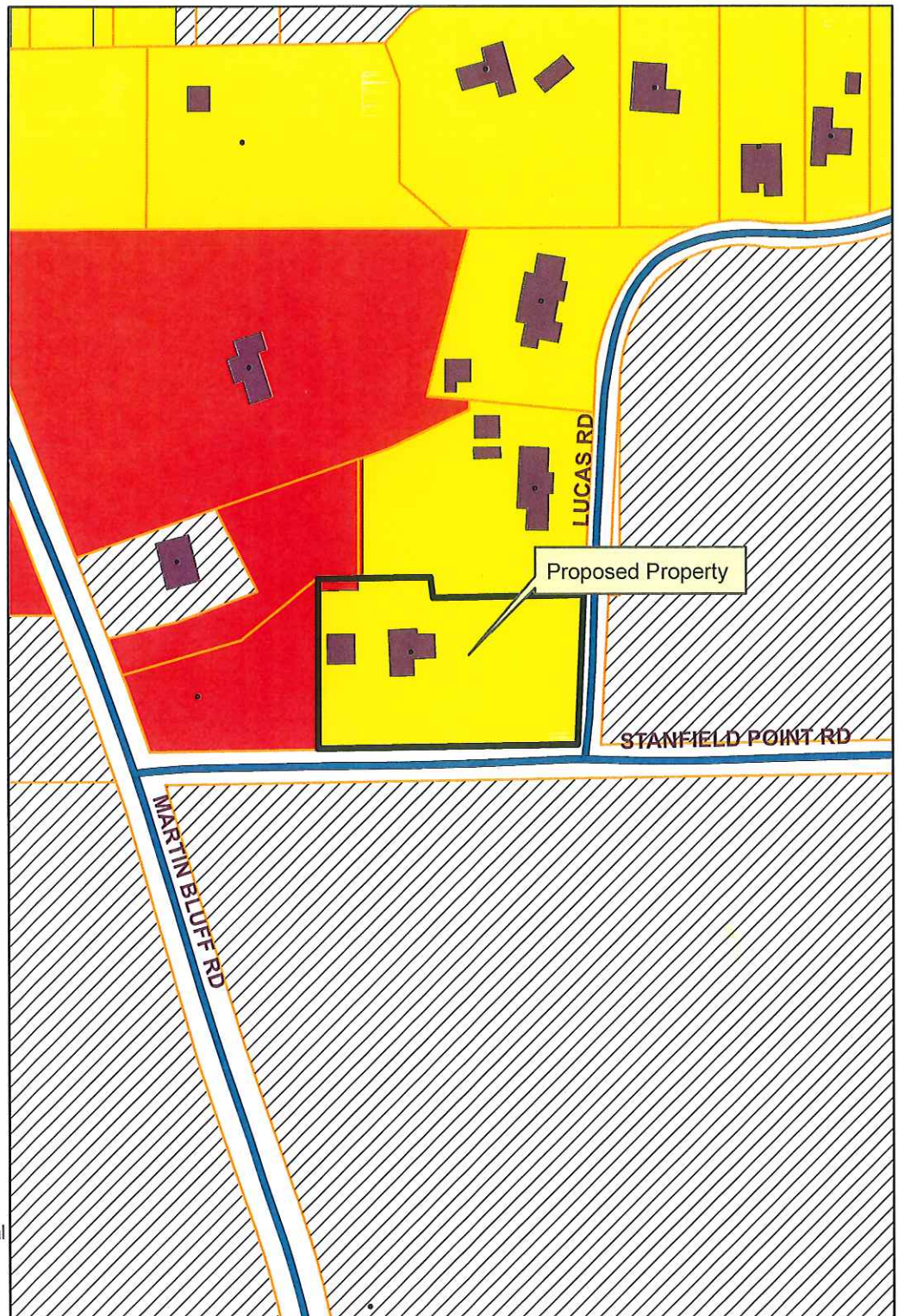


Exhibit D Future Land-Use

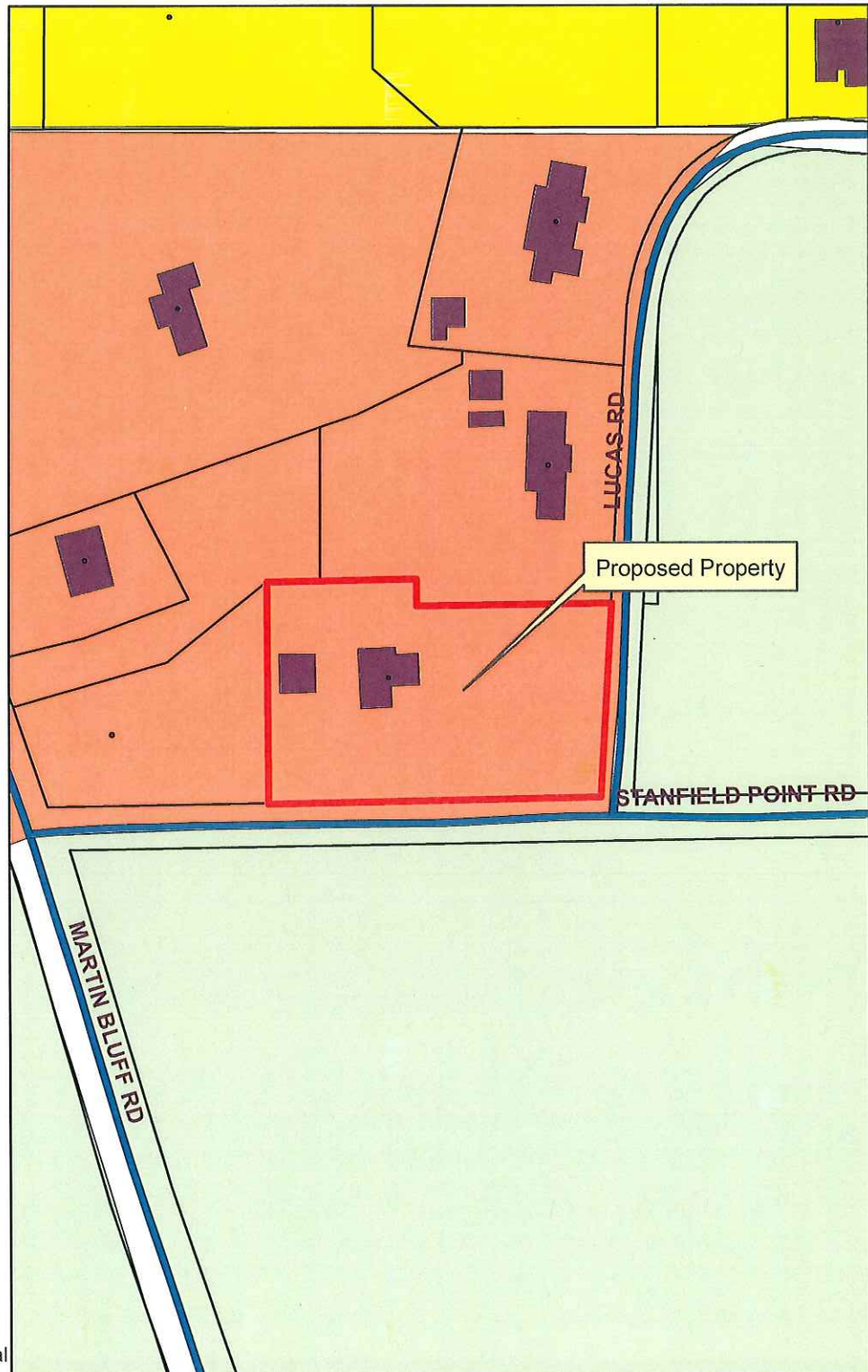
Prepared By:
City of Gautier
Planning Department

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



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 Colledge 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 435-2020

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

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

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

Motion was made by **Councilwoman Martin**, seconded by **Councilman Colledge**, 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 September 17, 2020.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	203083	09/15/2020	08/28/2020			2,280.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	OCT 2020 NETWORK SERVICES		4277	08/14/2020			2,280.00
001	CABLE ONE INC	203084	09/15/2020	08/28/2020			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	SEPT 2020: CFD #122024086		08162020	08/23/2020			83.32
001	CABLE ONE INC	203085	09/15/2020	08/28/2020			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	SEPT 2020: NFD #122024383		08162020	08/23/2020			83.32
001	CABLE ONE INC	203086	09/15/2020	08/28/2020			83.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	SEPT 2020: SFD #122025091		07162020	07/23/2020			83.32
001	DELTA COMPUTER SYSTEMS INC	203088	09/15/2020	08/28/2020			510.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	SEPT 2020 ACCTG SOFTWARE MAINT		MN140444	08/18/2020			350.00
	001-092-698	SEPT 2020 PRIV LIC SW MAINT		MN140445	08/18/2020			140.00
	001-092-698	SEPT 2020 VOTER REG SW MAINT		MNHR002513	08/15/2020			20.00
001	SINGING RIVER ELECTRIC COOPERATIVE	203105	09/15/2020	09/01/2020			801.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-631	BROWN FD 95237002		08152020	08/24/2020			277.23
	001-161-631	MARTIN BLUFF FD 58380001		08172020	08/25/2020			291.56
	001-201-629	SIGNAL LIGHTS 17546		08172020	08/25/2020			33.90
	001-092-631	CITY LIMIT SIGN 17546		08172020	08/25/2020			27.37
	001-100-631	MBLUFF SUB STN 58521002		08172020	08/25/2020			171.69
001	SINGING RIVER ELECTRIC COOPERATIVE	203106	09/15/2020	09/01/2020			2,750.39	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-631	POLICE STATION 66298004		08182020	08/26/2020			1,919.88
	001-201-629	SIGNAL LIGHT 89113001		08182020	08/26/2020			51.47
	001-170-631	CITY PARK RESTRMS 89912001		08182020	08/26/2020			289.04
	001-201-633	STREET LIGHTS 90345002		08182020	08/26/2020			133.77
	001-092-631	RECORDS BLDG 90790001		08182020	08/26/2020			233.03
	001-170-631	FRAZIER RESTRMS 98546001		08182020	08/26/2020			123.20
001	SINGING RIVER ELECTRIC COOPERATIVE	203107	09/15/2020	09/01/2020			258.56	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-631	SPORTS PAVILION 66582005		08182020	08/26/2020			205.80
	001-170-631	ROUNDAABOUT 102311002		08182020	08/26/2020			25.00
	001-170-631	FITNESS TRAIL 109268001		08182020	08/26/2020			27.76
001	GLOBALSTAR	203108	09/15/2020	09/01/2020			88.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		0004734227	08/16/2020			88.20

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER ELECTRIC COOPERATIVE	203109	09/15/2020	09/01/2020			826.11	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-201-633	DOLPHIN ST 94987002	08182020	08/26/2020			57.90	
	001-201-633	DOLPHIN ST 94988002	08182020	08/26/2020			65.30	
	001-201-633	DOLPHIN ST 94989002	08182020	08/26/2020			58.69	
	001-201-633	DOLPHIN ST 94990002	08182020	08/26/2020			507.00	
	001-201-633	WM PAYNE 100244001	08182020	08/26/2020			57.49	
	001-201-633	WM PAYNE 100245001	08182020	08/26/2020			79.73	
001	SINGING RIVER ELECTRIC COOPERATIVE	203110	09/15/2020	09/01/2020			1,030.33	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-631	SOUTH FD 76008001	08192020	08/27/2020			321.36	
	001-170-631	BACOT PARK 10137	08192020	08/27/2020			553.55	
	001-201-629	SIGNAL LIGHTS 10138	08192020	08/27/2020			130.42	
	001-170-631	BACOT SPLASHPAD 103751001	08192020	08/27/2020			25.00	
001	O'REILLY AUTO PARTS	203111	09/15/2020	09/01/2020			32.54	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-570	OIL FILTER (2): U #10508	1978175968	07/29/2020			4.38	
	001-100-570	GL WIPER FLUID, BULB: U #48	1978177678	08/12/2020			9.14	
	001-100-570	WIPER BLADE (2)	1978178876	08/23/2020			19.02	
001	SINGING RIVER ELECTRIC COOPERATIVE	203112	09/15/2020	09/01/2020			8,759.77	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-201-633	STREET LIGHTING 10054	08182020	08/26/2020			5,998.19	
	001-201-629	SIGNAL LIGHTS 10054	08182020	08/26/2020			612.49	
	001-092-631	CITY HALL 10054	08182020	08/26/2020			939.47	
	001-170-631	FRAISER PARK 10054	08182020	08/26/2020			52.37	
	001-170-631	SENIOR BLDG 10054	08182020	08/26/2020			187.79	
	001-161-631	CENTRAL FD 10054	08182020	08/26/2020			474.67	
	001-170-631	CITY PARK 10054	08182020	08/26/2020			104.64	
	001-092-631	PUBLIC WORKS 10054	08182020	08/26/2020			363.07	
	001-092-631	HWY 90 SIGN 10054	08182020	08/26/2020			27.08	
001	MSC 7511	203117	09/15/2020	09/01/2020			236.69	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-699	FNK100-01 RENTAL FEE	INV3805530	09/16/2020			160.26	
	001-100-699	MPC2504EX USAGE:B/W	INV3805530	09/16/2020			2.18	
	001-100-699	MPC2504EX USAGE:COLOR	INV3805530	09/16/2020			74.25	
001	MSC 7511	203118	09/15/2020	09/01/2020			113.14	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-698	GEMG00-01 RENTAL FEE	INV3817738	09/24/2020			113.14	
001	BELL AUTO PARTS INC	203121	09/15/2020	09/01/2020			377.96	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-170-639	PTO SWITCH, PULLEY: EXMARK	D058215	08/04/2020			76.21	
	001-170-639	IDLER PULLEY: EXMARK	D058235	08/11/2020			39.85	
	001-170-639	SET REAR DC BLADE (2): EXMARK	43723	08/13/2020			102.00	
	001-170-639	CASTER FORK,HDWE KIT: EXMARK	43723	08/13/2020			134.50	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BELL AUTO PARTS INC	203121	09/15/2020	09/01/2020			377.96	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	SWITCH, KEY: EXMARK		DO58275	08/31/2020			25.40
001	LOWES HOME CENTERS INC	203123	09/15/2020	09/01/2020			1,812.92	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-559	50FT NEVERKINK HOSE (2)		901544	07/29/2020			47.46
	001-161-639	GFP EDGER BLADE (2)		901563	07/29/2020			15.16
	001-161-635	DOOR LUBE		901563	07/29/2020			5.21
	001-161-635	3CT KORKY FLAPPER: SFD STATION		901563	07/29/2020			10.15
	001-161-639	WASHING MACHINE PARTS		909062	08/05/2020			29.42
	001-205-559	PAS FRAMING NAILER		901152	08/06/2020			217.55
	001-170-635	REPR RESTROOM: FRAZIER PARK		901151	08/06/2020			379.26
	001-170-635	SGL DEADBOLT (2), KEY TAG (2)		901882	08/10/2020			72.12
	001-170-635	1X4X10 TREATED LUMBER (3)		901971	08/10/2020			16.74
	001-205-559	4PK ML KEYED PADLOCK		964778	08/10/2020			39.41
	001-170-635	REPR RESTROOM: FRAZIER PARK		901880	08/13/2020			353.14
	001-170-559	CS/32CT NIAGARA WATER (10)		901775	08/13/2020			37.80
	001-205-559	DW 5PK RECIP SAW BLADE (2)		902456	08/17/2020			27.99
	001-170-635	3/8X3 EXT SCREWS, FLAT WASHERS		901620	08/17/2020			19.00
	001-170-635	PVC V/TUBING,SPLICER,CLAMP(2)		917308	08/18/2020			27.16
	001-170-635	REPR RESTROOM: FRAZIER PARK		964807	08/18/2020			458.44
	001-170-635	BOSTITCH STAPLE,HAMMER TACKER		902580	08/19/2020			30.84
	001-161-559	1GAL CHAINSAW OIL, SYN ENG OIL		902764	08/22/2020			26.07
001	TEC	203136	09/15/2020	09/04/2020			247.39	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY LONG DISTANCE		1000393	08/01/2020			99.44
	001-092-605	MONTHLY LONG DISTANCE		1002744	09/01/2020			147.95
001	JACKSON COUNTY ADULT DETENTION CENTER	203137	09/15/2020	09/04/2020			4,830.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-696	AUG 2020 ADC CHGS		08312020	09/04/2020			4,830.00
001	MS DEPT OF FINANCE & ADMIN	203138	09/15/2020	09/04/2020			18,761.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	AUG 2020 COURT ASSESSMENTS		08312020	09/01/2020			18,761.25
001	MS DEPT OF PUBLIC SAFETY	203139	09/15/2020	09/04/2020			1,147.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	AUG 2020 SPECIAL ASSESSMENTS		08312020	09/01/2020			1,147.00
001	MS DEPT OF PUBLIC SAFETY	203140	09/15/2020	09/04/2020			100.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	AUG 2020 INTERLOCK FEES		08312020	09/01/2020			100.00
001	BORDIS & DANOS PLLC	203141	09/15/2020	09/04/2020			10,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-060-602	SEP 2020 RETAINER		86	09/02/2020			10,000.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC	203142	09/15/2020	09/04/2020			8,333.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-642	SEP 2019 SUPPORT		09302019	08/28/2020			833.33
	001-170-642	OCT 2019 SUPPORT		10312019	08/28/2020			833.33
	001-170-642	NOV 2019 SUPPORT		11302019	08/28/2020			833.33
	001-170-642	DEC 2019 SUPPORT		12312019	08/28/2020			833.33
	001-170-642	JAN 2020 SUPPORT		01312020	08/28/2020			833.33
	001-170-642	FEB 2020 SUPPORT		02292020	08/28/2020			833.33
	001-170-642	MAR 2020 SUPPORT		03312020	08/28/2020			833.33
	001-170-642	APR 2020 SUPPORT		04302020	08/28/2020			833.33
	001-170-642	JUN 2020 SUPPORT		06302020	08/28/2020			833.33
	001-170-642	JUL 2020 SUPPORT		07312020	08/28/2020			833.33
001	FUELMAN	203143	09/15/2020	09/04/2020			1,999.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-525	UNL FUEL		NP58744670	08/31/2020			1,704.45
	001-161-525	UNL & DSL FUEL		NP58744670	08/31/2020			176.10
	001-170-525	UNL FUEL		NP58744670	08/31/2020			118.55
001	MALLETTE BROTHERS CONSTRUCTION INC	203145	09/15/2020	09/04/2020			1,142.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	7.45 LIMESTONE TN		21744	08/31/2020			223.50
	001-201-576	8.02 RIP RAP TN		21744	08/31/2020			441.10
	001-201-576	3.34 RAP TN		21744	08/31/2020			100.20
	001-201-576	5.04 ASPHALT TN		21744	08/31/2020			378.00
001	CENTERPOINT ENERGY	203147	09/15/2020	09/04/2020			72.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-630	CENTRAL FIRE STN:7/28-8/25/20		11000885-1	09/01/2020			39.85
	001-161-630	SOUTH FIRE STN:7/28-8/25/20		11000999-0	09/01/2020			33.13
001	CABLE ONE INC	203149	09/15/2020	09/04/2020			147.06	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	SEPT 2020: #107571481		08252020	09/01/2020			147.06
001	CABLE ONE INC	203150	09/15/2020	09/04/2020			84.62	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	SEPT 2020: SR BLDG #120793682		08252020	09/01/2020			84.62
001	AUTO TRUCK AND TRAILER PARTS INC	203151	09/15/2020	09/04/2020			2,067.64	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	BOLT (4), CONNECTOR, WIRE		284025	08/05/2020			9.89
	001-161-638	MAINTENANCE: E1		284112	08/06/2020			110.01
	001-100-570	TAG LIGHT (2)		284172	08/10/2020			46.00
	001-161-638	STAINLESS AIR HOSE: E4		284217	08/11/2020			179.00
	001-100-559	WHEEL (4): SCHOOL CROSS SIGN		284245	08/12/2020			39.92
	001-170-639	PURPLE POWER		284249	08/12/2020			6.20
	001-170-639	CABLE END (8): JOHN DEERE		284267	08/13/2020			10.40
	001-170-638	TRI-BALL RECEIVER, HITCH PIN		284326	08/17/2020			40.95
	001-205-559	OIL DRY (5): SHOP		284325	08/17/2020			40.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUTO TRUCK AND TRAILER PARTS INC	203151	09/15/2020	09/04/2020			2,067.64	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-638	SEAL (2): E4	284359	08/18/2020				83.70
	001-161-638	GASKET (3), CHAMBER: E4	284384	08/19/2020				28.60
	001-161-638	BRAKE ROTOR (2), PAD SET: E4	284317	08/19/2020				934.41
	001-161-638	ANTIFREZ (4): FIRE TRUCKS	284438	08/21/2020				44.00
	001-100-570	BATT: CITY HALL CROWN VIC	284499	08/25/2020				105.00
	001-170-639	TRL BALL, EMERY CLOTH(2), GREASE	284530	08/26/2020				49.60
	001-170-559	PKG TIE WRAPS (4)	284542	08/27/2020				20.92
	001-205-638	BATT, FILTER, ABS SENSOR: VAN 2	284518	08/27/2020				176.22
	001-205-638	EXH HANGER(2), QT OIL(6): VAN 2	284518	08/27/2020				31.58
	001-161-638	HOSE: E4	284604	08/31/2020				6.50
	001-161-638	GAL DEXTRON: E2	284603	08/31/2020				11.75
	001-161-638	ANTIFREZ(2), DEXTRON, ROTELLA(3)	284612	08/31/2020				92.99
001	ACE DATA STORAGE INC	203154	09/15/2020	09/08/2020			105.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-699	AUG 2020-SHREDDING SERVICE	73441	09/01/2020				105.00
001	CREDIT CARD CENTER	203155	09/15/2020	09/08/2020			1,084.74	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-681	FIRE-EMS INST P&P TEXTBK (4)	2198466	08/12/2020				341.79
	001-022-559	RETIREMENT AWARD: BAXTER	D3320240	08/14/2020				173.98
	001-022-559	RETIREMENT AWARD: RUSSELL	D3320240	08/14/2020				173.97
	001-170-512	MOVIE LICENSE: GREASE	BO1733565	08/26/2020				395.00
001	FUELMAN	203158	09/15/2020	09/08/2020			1,773.99	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-525	UNL FUEL	NP58813813	09/07/2020				1,459.84
	001-161-525	UNL & DSL FUEL	NP58813813	09/07/2020				199.47
	001-170-525	UNL FUEL	NP58813813	09/07/2020				43.84
	001-205-525	UNL & DSL FUEL	NP58813813	09/07/2020				70.84
001	EVOARMOR LLC	203162	09/15/2020	09/08/2020			6,200.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-092-698	DISINFECT/ANTIMICRO FACILITIES	1007	08/28/2020				5,760.00
	001-092-698	DISINFECT/ANTIMICRO VEHICLES	1007	08/28/2020				440.00
001	MSC 7511	203163	09/15/2020	09/08/2020			470.88	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-092-698	FFO200-01 RENTAL FEE	INV3833698	09/02/2020				470.88
001	BAYVIEW PET MEDICAL AND DENTAL CENTER	203164	09/15/2020	09/08/2020			109.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-514	EXAM/VACCS/MEDS:K9-JUSTICE	224527	08/27/2020				109.00
001	AT&T MOBILITY	203165	09/15/2020	09/08/2020			100.60	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-605	CELL SERVICE (2)	09052020	08/27/2020				100.60

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	C SPIRE WIRELESS	203166	09/15/2020	09/08/2020			775.91	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-021-605	CITY MGR CELL PHONE	0030759348	08/31/2020			47.19	
	001-040-605	ADMIN CELL PHONES	0030759348	08/31/2020			128.57	
	001-090-605	BLDG-PLNG CELL PHONES	0030759348	08/31/2020			201.60	
	001-090-698	IPAD SERVICE(3)	0030759348	08/31/2020			102.57	
	001-094-605	GRANT-PROJ CELL PHONES	0030759348	08/31/2020			94.38	
	001-170-605	RECREATION CELL PHONES	0030759348	08/31/2020			150.13	
	001-205-605	MAINT CELL PHONES	0030759348	08/31/2020			51.47	
001	TRIPLE J LLC	203167	09/15/2020	09/08/2020			32.98	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	REPR TIRE, BALANCE	I002834	09/02/2020			32.98	
001	DIRECTV LLC	203168	09/15/2020	09/08/2020			155.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-698	WEST STN: 022727663 (OCT)	09132020	09/14/2020			155.00	
001	AIRGAS USA LLC	203173	09/15/2020	09/08/2020			1,154.63	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-205-588	REG FLWMTR RAD64003040	9103906156	08/07/2020			161.30	
	001-205-588	OXYGEN INDUSTRIAL CGA 540 (2)	9103906156	08/07/2020			83.66	
	001-205-588	ARGON INSUSTRIAL CGA 580	9103906156	08/07/2020			105.34	
	001-205-588	INM C/AR CD25300	9103906156	08/07/2020			101.70	
	001-205-588	ACET INDUSTRIAL 5 CGA 210 (2)	9103906156	08/07/2020			360.80	
	001-205-588	ACET INDUSTRIAL 3	9103906156	08/07/2020			65.20	
	001-205-588	AIRGAS HAZMAT CHARGE	9103906156	08/07/2020			55.00	
	001-205-588	CYLINDER RENTAL	9973411017	08/31/2020			221.63	
001	AT&T INTERSTATE DED PRIVATE LINE SERVS	203175	09/15/2020	09/08/2020			217.97	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-699	ACCUNET T1.5 DIGITAL SERV	3120855640	09/01/2020			217.97	
001	MUNICIPAL CODE CORPORATION	203177	09/15/2020	09/08/2020			350.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-699	ADMIN SUPPORT FEE 9/20-8/21	00347582	09/02/2020			350.00	
001	CIVICPLUS INC	203188	09/15/2020	09/08/2020			3,184.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-699	ANNUAL FEE: CIVIC CLERK PKG	202192	09/01/2020			3,184.00	
001	ALABAMA MEDIA GROUP	203190	09/15/2020	09/08/2020			2,350.12	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-615	PUBLISH: BUDGET AMENDMENTS	0009693250	08/16/2020	200897		948.30	
	001-040-615	PUBLISH: BUDGET AMENDMENTS	0009690401	08/16/2020	200897		1,316.50	
	001-090-615	PUBLIC NOTICE: GPC #20-15-VAR	0009698881	08/19/2020	200912		16.68	
	001-090-615	PUBLIC NOTICE: GPC #20-14-VAR	0009698887	08/19/2020	200912		18.00	
	001-090-615	PUBLIC NOTICE: GPC #20-13-VAR	0009698895	08/19/2020	200912		20.28	
	001-090-615	PUBLIC NOTICE: GPC #20-16-VAR	0009699379	08/19/2020	200912		18.00	
	001-040-615	ADOPTED ORDINANCE #252-2020	0009700974	08/23/2020	200926		12.36	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CAN'T MISS EMBROIDERY	203191	09/15/2020	09/08/2020			519.60	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-535	NAVY POLO ENGRAVED (4)	24542	08/26/2020	200906		103.92	
	001-100-535	BLUEBERRY POLO ENGRAVED (4)	24542	08/26/2020	200906		103.92	
	001-100-535	MAROON POLO ENGRAVED (4)	24542	08/26/2020	200906		103.92	
	001-100-535	BLACK POLO ENGRAVED (4)	24542	08/26/2020	200906		103.92	
	001-100-535	SANDSTONE POLO ENGRAVED (4)	24542	08/26/2020	200906		103.92	
001	ACTION PRINTING CENTER INC	203192	09/15/2020	09/08/2020			178.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-620	BUSINESS CARD CHIEF (500)	99800	08/28/2020	200923		52.50	
	001-100-620	BUSINESS CARD CAPT (500)	99800	08/28/2020	200923		52.50	
	001-100-620	BUSINESS CARD CAPT (500)	99800	08/28/2020	200923		52.50	
	001-100-620	BUSINESS CARD CAPT (500)	99800	08/28/2020	200923		52.50	
	001-100-620	VOLUME DISCOUNT 15%	99800	08/28/2020	200923		-31.50	
001	INTERNATIONAL PERSONNEL MANAGEMENT ASSOC	203193	09/15/2020	09/08/2020			312.58	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-022-660	PO-EL 102 TEST (4)	7089N4G2Q1	08/12/2020	200909		57.00	
	001-022-660	ADMIN FEE	7089N4G2Q1	08/12/2020	200909		92.15	
	001-022-660	FF-EL 102 TEST (6)	7093J0Q6F9	08/12/2020	200908		71.28	
	001-022-660	ADMIN FEE	7093J0Q6F9	08/12/2020	200908		92.15	
001	MID SOUTH UNIFORM & SUPPLY INC	203194	09/15/2020	09/08/2020			471.06	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-535	NAVY PANT NO STRIPE (3)	608528	09/01/2020	200935		136.08	
	001-100-535	SS ARMORSKIN BASE SHIRT SM (3)	608528	09/01/2020	200935		128.31	
	001-100-535	NYLON RAID JACKET	608528	09/01/2020	200935		17.00	
	001-100-535	SS ARMORSKIN BASE SHIRT XL (3)	608528	09/01/2020	200935		128.31	
	001-100-535	NAVY PANT NO STRIPE	608528	09/01/2020	200935		45.36	
	001-100-535	EMBROIDER FRONT	608528	09/01/2020	200935		4.00	
	001-100-535	EMBROIDER BACK (6)	608528	09/01/2020	200935		12.00	
001	MS FIRE ACADEMY	203195	09/15/2020	09/08/2020			991.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-681	FF 1001-1-11: HEDMAN, DEREK	28323	08/25/2020	200445		500.00	
	001-161-681	DRVR/OPERATOR 1002:GOFF, I	28357	09/08/2020	200797		122.75	
	001-161-681	DRVR/OPERATOR 1002:HANCOCK, M	28357	09/08/2020			122.75	
	001-161-681	DRVR/OPERATOR 1002:HEDMAN, D	28357	09/08/2020			122.75	
	001-161-681	DRVR/OPERATOR 1002:HOLLAND, J	28357	09/08/2020			122.75	
001	SUNBELT FIRE INC	203196	09/15/2020	09/08/2020			75.32	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-639	BARS106CG-4-4-TI HOSE END (2)	123676	09/03/2020	200969		12.42	
	001-161-639	BS2404-04-04-TI MJICKMNPT (2)	123676	09/03/2020	200969		3.40	
	001-161-639	BAPK527-4 6000PSI HP FT (4)	123676	09/03/2020	200969		34.00	
	001-161-639	LABOR: AIR LINE CASCADE SYS	123676	09/03/2020	200969		25.50	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	WHITEHEAD CONSTRUCTION CO INC	203197	09/15/2020	09/08/2020			2,988.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	24.90 TN COLD MIX ASPHALT		6112	09/03/2020	200941		2,988.00
001	MS TROPHY LLC	203198	09/15/2020	09/08/2020			31.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	NAME-SERVING BAR: HUTCHINS		14056	09/02/2020	200936		31.20
001	DUNAWAY SIGNS INC	203200	09/15/2020	09/08/2020			298.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-561	18X24 DS CODE ENF SIGNS (20)		32359	09/03/2020	200974		298.00
001	GOODYEAR AUTO CENTER	203201	09/15/2020	09/08/2020			559.08	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	SET P225/60R18 99W EAG: U #62		221040	08/25/2020	200922		559.08
001	SOUTHERN BARKS INC	203202	09/15/2020	09/08/2020			1,195.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-559	80 YD WOODFIBER MULCH		1422	08/27/2020	200928		1,120.00
	001-170-559	FUEL CHARGE		1422	08/27/2020	200928		75.00
001	SUN HERALD	203204	09/15/2020	09/08/2020			2,835.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-615	PUBLISH: BUDGET HEARING		I04728678	08/23/2020	200919		1,419.00
	001-040-615	PUBLISH: BUDGET HEARING		I04728678	08/30/2020	200919		1,416.00
001	BARNEYS POLICE AND HUNTING SUPPLIES	203207	09/15/2020	09/08/2020			103.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	SAF99 INNER BELT REV		54807	09/02/2020	200972		35.99
	001-100-535	SAF87 OUTER DUTY BELT		54807	09/02/2020	200972		67.99
001	SOUTHERN TIRE MART LLC DEPT 143	203209	09/15/2020	09/08/2020			674.15	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	315/80R22.5 TIRE: E4		2500046555	08/31/2020	200913		431.20
	001-161-638	SERVICE CALL		2500046555	08/31/2020	200913		75.00
	001-161-638	TIRE CHANGE RF		2500046555	08/31/2020	200913		35.00
	001-161-638	VALVE STEM		2500046555	08/31/2020	200913		7.95
	001-161-638	SERVICE CALL		2500046317	08/31/2020			85.00
	001-161-638	FLAT REPR: C33		2500046317	08/31/2020			40.00
001	E AND J TIRE LLC	203210	09/15/2020	09/08/2020			15.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-638	VALVE STEM: F350 TRUCK		271	08/27/2020	200934		15.00
001	INSITE SOLUTIONS LLC	203211	09/15/2020	09/08/2020			1,613.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-751	TRAFFIC RUMBLE STRIPS 4"X96'		0142146-IN	08/28/2020	200927		1,533.06
	001-201-751	SHIPPING		0142146-IN	08/28/2020	200927		80.14

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUDIOWAVE INC	203212	09/15/2020	09/08/2020			80.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	INSTL WATCHGUARD DVR:U #12411		A 52313	07/21/2020	200841		80.00
001	STEINER SAW & MOWER	203213	09/15/2020	09/08/2020			74.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-639	20W 50 OIL (3)		197008	08/05/2020	200885		19.50
	001-161-639	OIL FILTER		197008	08/05/2020	200885		10.00
	001-161-639	AIR FILTER		197008	08/05/2020	200885		24.00
	001-161-639	AIR FILTER YELLOW		197008	08/05/2020	200885		8.00
	001-161-639	SPARK PLUG		197008	08/05/2020	200885		3.25
	001-161-639	SPRING 698726: MOWERS		197008	08/05/2020	200885		10.00
001	AT&T GLOBAL NETWORK SERVS LLC	203217	09/15/2020	09/09/2020			229.64	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC EQUIPMENT CHARGES		GH76843	09/01/2020			229.64
001	DELTA SANITATION OF MS LLC	203218	09/15/2020	09/09/2020			35.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	FRAZIER PORT O LET		0001107983	08/31/2020			35.00
FUND TOTAL	1 Claims	to	Checks	65 Total	100,406.34	Manual	Held	Total 100,406.34

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	203214	09/15/2020	09/08/2020			2,792.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	172-350-650	LIBRARY SUPPORT		AUG 2020	08/21/2020			2,792.24
FUND TOTAL 172 Claims	to	Checks	1 Total	2,792.24	Manual	Held	Total	2,792.24

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	SINGING RIVER ELECTRIC COOPERATIVE	203113	09/15/2020	09/01/2020			2,730.07	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-631	PARK FACILITIES	76854002	08192020	08/27/2020			2,337.43
	176-170-631	HOUSE	76855002	08192020	08/27/2020			49.66
	176-170-631	SSP WELCOME CENTER	108928002	08192020	08/27/2020			342.98
176	O'REILLY AUTO PARTS	203119	09/15/2020	09/01/2020			97.65	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	BATT, CORE CHARGE: SHEP GATOR		1978179309	08/27/2020			115.65
	176-170-639	CDT RTN CORE EXCH: SHEP GATOR		1978179309	08/27/2020			-18.00
176	LOWES HOME CENTERS INC	203125	09/15/2020	09/01/2020			13.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-586	30AMP RV OUTLET: LOT #9		964753	08/05/2020			7.60
	176-170-635	TOILET SUPPLY LINE: BATH HOUSE		901374	08/20/2020			5.50
176	CREDIT CARD CENTER	203156	09/15/2020	09/08/2020			234.35	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-559	CABLE, CORDLESS PHONE		740082	08/18/2020			34.36
	176-170-559	BROWNING TRAIL CAMERA WL PRO		440258	08/18/2020			199.99
176	FOSTERS A/C & HEATING INC	203157	09/15/2020	09/08/2020			105.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-635	SERV CALL: BATH HOUSE UNIT		W1072443	08/21/2020			105.00
176	FUELMAN	203160	09/15/2020	09/08/2020			28.47	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP58813813	09/07/2020			28.47
176	C SPIRE WIRELESS	203169	09/15/2020	09/08/2020			51.47	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	CELL PHONE		0037059348	08/31/2020			51.47
176	CODY D DICKERSON	203208	09/15/2020	09/08/2020			3,464.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-635	NEW METAL ROOF: MOBILE HOME		62921	09/08/2020	200900		3,264.00
	176-170-635	SET-UP/BREAK-DOWN/CLEAN-UP		62921	09/08/2020	200900		200.00
FUND TOTAL 176 Claims	to	Checks	8 Total	6,724.11	Manual		Held	Total 6,724.11

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
306	DAVID RUSH CONSTRUCTION LLC	203189	09/15/2020	09/08/2020			12,588.22	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	306-176-721	RENOVATION 100%		007	08/03/2020		12,588.22	
FUND TOTAL 306 Claims	to	Checks	1 Total	12,588.22	Manual	Held	Total	12,588.22

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CABLE ONE INC	203087	09/15/2020	08/28/2020			71.41	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	SEPT 2020: #107663106		08162020	08/20/2020			71.41
400	SINGING RIVER ELECTRIC COOPERATIVE	203114	09/15/2020	09/01/2020			5,859.47	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 89627001		08172020	08/25/2020			69.59
	400-651-631	LIFT STNS 89702001		08172020	08/25/2020			27.17
	400-651-631	LIFT STNS 17881		08172020	08/25/2020			2,742.79
	400-651-631	WATER WELL 17881		08172020	08/25/2020			3,019.92
400	SINGING RIVER ELECTRIC COOPERATIVE	203115	09/15/2020	09/01/2020			8,371.07	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	IONIZATION PLANT 99216002		08182020	08/26/2020			299.06
	400-651-631	LIFT STATIONS 17882		08182020	08/26/2020			3,141.71
	400-651-631	WATER WELLS 17882		08182020	08/26/2020			3,062.64
	400-651-631	CITY HALL SOUTH 17882		08182020	08/26/2020			1,867.66
400	SINGING RIVER ELECTRIC COOPERATIVE	203116	09/15/2020	09/01/2020			3,678.62	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 17875		08192020	08/27/2020			230.50
	400-651-631	LIFT STNS 17883		08192020	08/27/2020			2,064.05
	400-651-631	LIFT STNS 17884		08192020	08/27/2020			1,384.07
400	O'REILLY AUTO PARTS	203120	09/15/2020	09/01/2020			158.87	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-638	OIL FILTER (3), RANGURD BEAM(4)		1978176659	08/04/2020			48.54
	400-650-638	1QT MOTOR OIL SYNO-20 (5)		1978176659	08/04/2020			32.45
	400-650-638	1QT MOTOR OIL SYN5-30 (12)		1978176659	08/04/2020			77.88
400	JACKSON COUNTY UTILITY AUTHORITY	203122	09/15/2020	09/01/2020			200,859.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-668	SEP 2020 TREATMENT CHGS		828	09/01/2020			190,128.00
	400-651-668	FY 2019 ACTUAL FLOW ADJ		828	09/01/2020			10,731.00
400	LOWES HOME CENTERS INC	203126	09/15/2020	09/01/2020			223.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-559	15OZ MRKG CAUTION BLU PAINT(4)		918189	07/29/2020			22.72
	400-651-581	SUPPLIES: BEASLEY WELL		917509	08/07/2020			112.24
	400-650-559	SHUT-OFF KEY(2), HAND PUMP (2)		918054	08/19/2020			76.68
	400-650-559	KEYCHAIN, HM KEY BLANK (3)		901373	08/20/2020			11.61
400	FUELMAN	203144	09/15/2020	09/04/2020			50.65	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP58744670	08/31/2020			50.65
400	MALLETTE BROTHERS CONSTRUCTION INC	203146	09/15/2020	09/04/2020			543.90	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-585	18.13 RAP TN		21744	08/31/2020			543.90

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CLEARWATER SOLUTIONS LLC	203148	09/15/2020	09/04/2020			170,690.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-672	AUG 2020 OPERATION FEE		GAUTIER093	09/01/2020			170,690.75
400	AUTO TRUCK AND TRAILER PARTS INC	203152	09/15/2020	09/04/2020			165.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-639	BIO CLEAN (4): GENERATOR		284519	08/26/2020			132.88
	400-650-639	FILTER (3): GENERATOR		284519	08/26/2020			32.37
400	CITY OF GAUTIER	203153	09/15/2020	09/07/2020			126,518.73	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	AUG 2020 GARBAGE PMTS		08312020	08/31/2020			126,518.73
400	COGENT STRATEGIES LLC	203159	09/15/2020	09/08/2020			7,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-601	PROFESSIONAL FEES		1998	09/04/2020			7,500.00
400	FUELMAN	203161	09/15/2020	09/08/2020			73.97	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP58813813	09/07/2020			73.97
400	TYLER TECHNOLOGIES INC	203170	09/15/2020	09/08/2020			3,459.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	INCODE COMPONENT: ANNUAL FEE		025-307210	09/01/2020			2,520.00
	400-650-698	EQUIP MAINT: 3 EPSON PRINTER		025-307210	09/01/2020			609.00
	400-650-698	EQUIP MAINT: 3 BAR CODE SCNR		025-307210	09/01/2020			210.00
	400-650-698	EQUIP MAINT: 3 AUTO CASH DRWR		025-307210	09/01/2020			120.00
400	SOUTHERN LINC	203171	09/15/2020	09/08/2020			89.48	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	SEP 2020 SERV CHGS		10671810	09/01/2020			80.00
	400-650-698	TAXES/FEES		10671810	09/01/2020			9.48
400	WASTE MANAGEMENT OF MS-GLF COAST INC	203172	09/15/2020	09/08/2020			2,077.94	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	ROLL-OFF TIMBERLANE		2421847681	09/01/2020			2,077.94
400	BANCORPSOUTH EQUIPMENT FINANCE	203174	09/15/2020	09/08/2020			143,724.87	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-831	WATER METERS 002-0070322-002		10012020	09/08/2020			143,724.87
400	PROFESSIONAL SOLUTIONS USA INC	203176	09/15/2020	09/08/2020			968.06	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	INSERT:WATER QTY REPORT(7500)		382651	06/12/2020			968.06
400	SOUTHERN PIPE & SUPPLY	203199	09/15/2020	09/08/2020			2,571.94	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	1-1/2 SCH 40 PVC BALL VAL (12)		4512592-00	09/02/2020	200933		35.88
	400-651-581	1 CTS POLY TUBING (200) FT		4512592-00	09/02/2020	200933		94.00
	400-651-581	1 PVC COMP COUP		4512592-00	09/02/2020	200933		18.72

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SOUTHERN PIPE & SUPPLY	203199	09/15/2020	09/08/2020			2,571.94	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-651-581	1/5 PVC GRIP COUP 1100	4512592-00	09/02/2020	200933		66.00	
	400-651-581	1" CCXCTS PL BALL CORP (12)	4512592-00	09/02/2020	200933		1,066.20	
	400-651-581	1.5 PVC IPS GRIP COUP STOP(18)	8512592-00	09/02/2020	200933		318.06	
	400-651-581	BRBNL (12)	4512592-00	09/02/2020	200933		96.00	
	400-651-581	2 SCH 40 PVC 45 DEG ELL (6)	4512592-00	09/02/2020	200933		5.88	
	400-651-583	2X20 SDR21 PVC GASKET(300) FT	4512592-00	09/02/2020	200933		165.00	
	400-651-581	15" JUMBO WATER METER BOX (2)	4512592-00	09/02/2020	200933		64.30	
	400-651-583	SDR21 3" PVC GASKET COUP (12)	4512592-00	09/02/2020	200933		216.84	
	400-651-581	3.46-3.70X7.5 FORD (2)	4512592-00	09/02/2020	200933		168.66	
	400-651-581	3X12 REPAIR CLAMPS PVC (2)	4512592-00	09/02/2020	200933		144.40	
	400-651-581	3X15 REP CLAMP	4512592-00	09/02/2020	200933		112.00	
	400-651-581	MISSION ARC CLAMP (12)	4037775-02	09/02/2020			315.24	
	400-651-581	CDT RTN:MISSION ARC CLAMP (12)	4544858-00	09/02/2020			-315.24	
400	C & M ELECTRIC MOTOR SERVICE INC	203203	09/15/2020	09/08/2020			1,680.65	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-651-583	7.5HP SUB PUMP: WESTGATE LS	12277	08/18/2020	200917		1,487.90	
	400-651-583	BC 460-552 CAPACITOR: SPARES	12276	08/18/2020	200916		192.75	
400	SECURE NETWORKS LLC	203205	09/15/2020	09/08/2020			300.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-650-500	VGA ADAPTER: DARLENE MONITOR	4295	08/27/2020	200915		30.00	
	400-650-500	MS HOME & BUSINESS 2019	4295	08/27/2020	200915		265.00	
	400-650-500	SHIPPING	4295	08/27/2020	200915		5.00	
400	STAPLES BUSINESS ADVANTAGE DEPT ATL	203206	09/15/2020	09/08/2020			264.43	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-650-500	HP305A C/M/Y TONER 3/PK	3454945501	08/28/2020	200937		264.43	
400	GIBSON ELECTRIC MOTOR SALES & SERV INC	203219	09/15/2020	09/09/2020			3,900.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	400-651-581	G12495 110HP	44540	09/02/2020	200975		2,533.00	
	400-651-583	G12645 3HP	44540	09/02/2020	200975		1,367.00	
FUND TOTAL 400 Claims	to	Checks	24 Total	683,801.31 Manual		Held	Total	683,801.31

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	DELTA SANITATION OF MS LLC	203187	09/15/2020	09/08/2020			106,399.26	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	404-677-693	AUG 2020 RES GARBAGE (6322)		0001107905	08/31/2020		106,399.26	
FUND TOTAL 404 Claims	to	Checks	1 Total	106,399.26	Manual	Held	Total	106,399.26

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	65 Total	100,406.34 Manual	Held	Total	100,406.34
FUND 172 Claims	to	Checks	1 Total	2,792.24 Manual	Held	Total	2,792.24
FUND 176 Claims	to	Checks	8 Total	6,724.11 Manual	Held	Total	6,724.11
FUND 306 Claims	to	Checks	1 Total	12,588.22 Manual	Held	Total	12,588.22
FUND 400 Claims	to	Checks	24 Total	683,801.31 Manual	Held	Total	683,801.31
FUND 404 Claims	to	Checks	1 Total	106,399.26 Manual	Held	Total	106,399.26
Total for all Funds			Checks	100 Total	912,711.48 Manual	Held	Total 912,711.48

Councilman Vaughan made the motion to approve Consent Agenda Items 1-8, as presented. Councilwoman Martin seconded the motion. The vote was carried unanimously.

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

ORDER NUMBER 436-2020

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1-8, 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 **Councilman Vaughan**, seconded by **Councilwoman Martin** 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 September 17, 2020.

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

ORDER NUMBER 437-2020

WHEREAS, Jackson County owns a 2004 Ford F-250 Pickup Truck (further described on the attached inventory master record), for which it no longer has any use; and

WHEREAS, Jackson County also owns a 60 Gallon Fuel Tank (further described on the attached inventory master record), for which it no longer has any use; and

WHEREAS, the County road department has indicated this item is available for the City of Gautier to acquire; and

WHEREAS, the City Manager has requested approval to purchase this item from Jackson County for \$10.00; and

WHEREAS, pursuant to Miss. Code Ann. Section 31-7-13(m)(iv), Jackson County may sell items to the City of Gautier for an amount below fair market value so long as the sale is in the best interests of the taxpayers of the State of Mississippi; and

WHEREAS, the Mayor and Council Members hereby find that these purchases would be in the best interests of the City and the taxpayers of the State of Mississippi;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the purchases of a 2004 Ford F-250 Pickup Truck and a 60 Gallon Fuel Tank from Jackson County is hereby approved.

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

Motion was made by **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

GLMGBI01 ACCTCYPQ	FIXED ASSETS INVENTORY FILE INQUIRY	GLWGBI97/R4
Asset Number 714	Affiliated Asset No	Status M (Marked)
Tag Decal No 0000050843		Cond G (Good,Satisf,Unsat)
Asset Type 016	TRUCK, PICKUP	
Class	Mobile Equipment	
Location	350 ROAD DEPT. (BRIDGE & CULVERT)	
Fund.....	150 ROAD	
Department	300	
Cost	14622.00	Check No
Purchase From	ESTABROOK MOTOR CO.	Purchase Order No 41662
Purchase Date	2 / 18 / 2004	PO Line No
Description	TRUCK, PICKUP	Serial No 1FTNF20L14EC37194
2004.		Model No F-250
		Manufacturer FORD
		Warranty Expires / /
		Warranty Note TAG:G29291 TITLE:C192254-01
Disposition	2015	
		Date Disposed / /
		Minute Book Page
		License Expires / /
Insurance		
Added 2 / 19 / 2004 by EEA		Changed 7 / 30 / 2020 by DMD
Copyright 2003, Delta Computer Systems, Inc. - All Rights Reserved 04/29-MWW		
F13-PAPERLINK		
F3 for next record,F5-Addendum,F6-Show Depreciation,Page-Up for previous		

Asset Number 15926 Affiliated Asset No 714

Status M (Marked)

Tag Decal No 0000050975

Cond G (Good,Satisf,Unsat)

Asset Type 060 TANK, FUEL/OIL/WATER

Class Other Furniture and Equipment

Location 350 ROAD DEPT. (BRIDGE & CULVERT)

Fund..... 160 BRIDGE

Department 300

Cost 562.50 Check No

Purchase Order No 43328

Purchase From AUTO TRIM DESIGN

PO Line No

Purchase Date 4 / 13 / 2004

Serial No

Description

Model No

TANK, FUEL

Manufacturer

Warranty Expires / /

Warranty Note

ON #714

2015

Disposition

Date Disposed / /

Minute Book Page

License Expires / /

Insurance

Added 5 / 13 / 2004 by EEA

Changed 6 / 25 / 2015 by DMD

Copyright 2003, Delta Computer Systems, Inc. - All Rights Reserved 04/29-MWW

F13-PAPERLINK

F3 for next record,F5-Addendum,F6-Show Depreciation,Page-Up for previous

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

**ORDER ADOPTING JACKSON COUNTY, MISSISSIPPI
AD VALOREM TAX ASSESSMENT ROLLS AS THE ASSESSMENT
ROLLS FOR THE CITY OF GAUTIER**

ORDER NUMBER 438-2020

WHEREAS, the 2020 ad valorem tax assessment roll of Jackson County has been filed with the Board of Supervisors; and

WHEREAS, the Chancery Clerk of Jackson County has delivered to and filed with the City Clerk a true copy of the part of the 2020 Jackson County assessment roll containing the property located within the City of Gautier; and

WHEREAS, the total assessed value of the real property within the City of Gautier is \$89,252,925.00; and

WHEREAS, the total assessed value of all personal property within the City of Gautier is \$34,671,860.00; and

WHEREAS, the total assessed value of all property, both real and personal, within the City of Gautier is \$123,924,785.00; and

NOW, THEREFORE, IT IS ORDERED that said part of the assessment rolls of Jackson County, Mississippi, filed with the City Clerk by the Chancery Clerk of Jackson County, Mississippi, is hereby adopted as the tax assessment rolls of the City of Gautier for the year 2020.

Motion was made by **Casey Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

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

ORDER NUMBER 439-2020

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 August 2020 are 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 **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

		City of Gautier		
		Business Registry		
		Aug-20		
<u>ACCOUNT#</u>	<u>LICENSE #</u>	<u>BUSINESS NAME/OWNER</u>	<u>AMOUNT</u>	<u>STATUS</u>
1006	2021-08-0006937	Infinity & Beyond Hair Essential	\$20.00	Current
1498	2021-08-0006938	Caminando Hacia La Conquista	\$20.00	Current
1615	2021-08-0006939	Gulf Coast Fitness	\$20.00	Current
565	2021-08-0006940	Baywood Travel	\$20.00	Current
1656	2021-08-0006941	Southern Sweet Cheeks Boutique	\$20.00	New Business
1499	2021-08-0006942	Bunny Bread Thrift Store	\$50.00	Current
680	2021-08-0006943	Country Gentleman	\$51.00	Current
1329	2021-07-0006944	World Finance	\$20.00	Delinquent
1227	Closed	Gregg's Affordable Auto Glass	\$0.00	Closed
1540	2021-04-0006945	Rod's Flooring	\$22.60	Delinquent
1378	2021-08-0006946	Mary's Alterations & Designs	\$20.00	Current
1282	2021-09-0006947	Jennart Ad Design	\$20.00	Current
1094	2021-09-0006948	Hot Nails	\$30.00	Current
1618	2021-08-0006949	Vernis D' OR	\$20.00	Current
1226	2021-08-0006950	Preventive Medicine & Primary Care	\$20.00	Current
1657	2021-08-0006951	Corazon De La Costa	\$20.00	Current
524	2021-08-0006952	McClure's Comfort Zone	\$20.00	Current
484	2021-05-0006953	Auto Air of Gautier	\$22.40	Delinquent
1379	2021-08-0006954	Bienville Orthopedic Specialists	\$150.00	Current
1383	2021-09-0006955	B & D Plastics	\$150.00	Current
1620	2021-09-0006956	Flynn Consulting & Tutoring	\$20.00	Current
511	2021-09-0006957	Primo Engineering	\$20.00	Current
1658	2021-09-0006958	Gator Chop Babershop	\$20.00	New Business
1170	2021-09-0006959	Grand View Security	\$20.00	Current
1636	Closed	Tony's Smokehouse BBQ & Catering	\$0.00	Closed
1659	2021-08-0006960	Tony's Smokehouse BBQ & Catering (New Location)	\$45.00	New Business
557	2021-09-0006961	Awesome Maintenance & Janitorial	\$20.00	Current
1563	Closed	Sylvia's She Shed (GAMP)	\$0.00	Closed
1564	Closed	Deep South Sportz Cards (GAMP)	\$0.00	Closed
1565	Closed	Politis (GAMP)	\$0.00	Closed
1566	Closed	C.Scotts (GAMP)	\$0.00	Closed
1567	Closed	D.Wilson (GAMP)	\$0.00	Closed
1568	Closed	Jeanies This & That (GAMP)	\$0.00	Closed
1569	Closed	Eugene Jolley (GAMP)	\$0.00	Closed
1570	Closed	Mike Daniels (GAMP)	\$0.00	Closed
1571	Closed	Eagles Nest (GAMP)	\$0.00	Closed
1572	Closed	Cruzado (GAMP)	\$0.00	Closed
1573	Closed	Mig Gomez (GAMP)	\$0.00	Closed
1574	Closed	Brian Gomez (GAMP)	\$0.00	Closed
1575	Closed	Kimberly Ray (GAMP)	\$0.00	Closed
1576	Closed	Rachel Roddy (GAMP)	\$0.00	Closed
1578	Closed	One of a Kind (GAMP)	\$0.00	Closed
1579	Closed	Bishop's Dream Candles & Soap (GAMP)	\$0.00	Closed
1580	Closed	Renegade Enterprises (GAMP)	\$0.00	Closed
1581	Closed	James Meeks (GAMP)	\$0.00	Closed
1582	Closed	Books & Stuff (GAMP)	\$0.00	Closed
1583	Closed	Pat Higginbotham (GAMP)	\$0.00	Closed
580	2021-08-0006962	Preferred Painters	\$20.00	Current
1584	Closed	Julia's Find (GAMP)	\$0.00	Closed
1585	Closed	Designs By Kimmie (GAMP)	\$0.00	Closed
1587	Closed	Tiffany Banh (GAMP)	\$0.00	Closed
1588	Closed	Cletus F. McNease (GAMP)	\$0.00	Closed
1589	Closed	Angela Jordan (GAMP)	\$0.00	Closed
1591	Closed	April Richardson (GAMP)	\$0.00	Closed
1592	Closed	Dazzling Paparazzi (GAMP)	\$0.00	Closed
1660	2021-08-0006963	That Gumbo Life	\$20.00	New Business
1593	Closed	John Tavares (GAMP)	\$20.00	Closed
1594	Closed	Glenda Nelson (GAMP)	\$0.00	Closed
1595	Closed	Lionel V. Clark (GAMP)	\$0.00	Closed

1596	Closed	Joyce Terry (GAMP)	\$0.00	Closed
1597	Closed	Tom Orton (GAMP)	\$0.00	Closed
1599	Closed	Maria Reed (GAMP)	\$0.00	Closed
1601	Closed	Darren Driggers (GAMP)	\$0.00	Closed
1602	Closed	Frances Smith (GAMP)	\$0.00	Closed
1603	Closed	Jacqueline Daniels (GAMP)	\$0.00	Closed
1604	Closed	Lorena Smith (GAMP)	\$0.00	Closed
1605	Closed	Bill Lester (GAMP)	\$0.00	Closed
1608	Closed	Rita Wirtz (GAMP)	\$0.00	Closed
1609	Closed	Nellie Broadnax (GAMP)	\$0.00	Closed
1610	Closed	Technical Assistance Group (GAMP)	\$0.00	Closed
1611	Closed	Mitchells Travel Cloting (GAMP)	\$0.00	Closed
1612	Closed	Bernard Suthoff (GAMP)	\$0.00	Closed
1613	Closed	Bobbie's Booth (GAMP)	\$0.00	Closed
1616	Closed	Greater Teams Promotion (GAMP)	\$0.00	Closed
573	2021-08-0006964	McGee Construction	\$20.00	Current
1424	2021-04-0006965	Star Life Entertainment	\$22.60	Current
862	2021-08-0006966	Studio 1 Productions	\$20.00	Current
261	2021-09-0006967	Dugger Pediatric Clinic	\$20.00	Current
1442	2021-08-0006968	Sala Sno	\$20.00	Current
532	2021-09-0006969	Legacy Funeral Services (O'Keefe)	\$20.00	Current
1236	Closed	Flawless Fades	\$0.00	Closed
		Total	\$1,043.60	
		New Business	4	
		Transient Vendor	0	
		Closed Business	48 - (45) Flea Market	
		Delinquent Renewals Issued	3	

Gamp- Great American Market Place
Flea Market

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

RESOLUTION NUMBER 073-2020

WHEREAS, on March 16, 2020, Mayor of Gautier, Phil Torjusen issued a proclamation of a local emergency due to conditions of extreme peril to the safety of persons and property which have arisen within said City of Gautier, Mississippi due to the COVID-19 outbreak; and

WHEREAS, on March 17, 2020, the City Council of Gautier ratified the proclamation of local emergency and continued the existence of same; and

WHEREAS, the City Council finds that it is necessary and in the best interest of the public welfare and safety to continue the state of local emergency as indicated in that resolution.

NOW, THEREFORE, BE IT RESOLVED that a local emergency does continue to exist throughout said City of Gautier, Mississippi, as indicated; and

IT IS FURTHER PROCLAIMED AND RESOLVED that said local emergency shall be deemed to continue to exist until further notice.

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

Motion was made by **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

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

ORDER NUMBER 440-2020

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 the Regular Council Meeting held September 1, 2020 and Recessed Council Meeting held September 8, 2020 are hereby approved.

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

Motion was made by **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

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

ORDER NUMBER 441-2020

WHEREAS, Miss. Code Ann. 21-35-13 requires a budget report to be presented to the governing authority at the regular meeting each month.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Finance Report for June 2020 is hereby received.

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

Motion was made by **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

JUN 2020 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	\$4,152,514.88
MS Development Loan Katrina	Depository Account	007-000-001	
CDBG-Downtown Revitalization	Depository Account	012-000-001	
Transportation Enhancement	Depository Account	013-000-001	
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	
SE MS METRO TASK FORCE	Depository Account	156-000-001	\$107,939.84
U S Justice Equitable Sharing	Depository Account	157-000-001	\$291,901.45
Fire Protection Fund	Depository Account	160-000-001	\$139,772.40
Tidelands Grant	Depository Account	171-000-001	\$24,280.07
Library Support Fund	Depository Account	172-000-001	\$4,483.46
MSWFP Recreation Trails Grant	Depository Account	175-000-001	
Shepard State Park Fund	Depository Account	176-000-001	\$65,031.07
USDA NRCS EWP Program	Depository Account	300-000-001	\$43,916.51
Pine Cone Drive Spillway	Depository Account	301-000-001	
Robert Hiram Bridge Sheet Pile Wall	Depository Account	302-000-001	
MDOT TA Grant: Martin Bluff Sidewalk	Depository Account	303-000-001	\$460,123.37
Solid Waste Fund	Depository Account	404-000-001	\$53,385.29
EPA: Brownfields Assessment	Depository Account	409-000-001	
General Ledger Cash Balance			\$5,346,331.77
General Depository Reconciled Cash Balance			\$5,345,551.31

ENTERPRISE FUND

Fund Name		Account #	Balance
Elevated Water Tank	Enterprise Account	350-000-002	\$139,735.25
Bemis Sewer Project	Enterprise Account	351-000-002	
OST-GV Sewer Improvements	Enterprise Account	360-000-002	\$5,513.50
Water & Sewer Utility	Enterprise Account	400-000-002	\$3,658,249.08
MDB Loan: Water Ion-X Project	Enterprise Account	421-000-002	\$51,562.52
Water Meter Project	Enterprise Account	422-000-002	
Hurricane Katrina (PW Bldg)	Enterprise Account	449-000-002	
General Ledger Cash Balance			\$3,855,060.35
Enterprise Reconciled Cash Balance			\$3,851,387.09

BOND & RESTRICTED FUNDS

Fund Name		Account #	Balance
7M GO Bond S2010	Bond Fund	130-000-001	\$879,212.43
W&S Bond S2018-S2019: Debt Service	Debt Service Fund	250/252-000-007	\$263,186.07
W&S Bond S2018-S2019: DS Reserve	Restricted Fund	251/253-000-003	\$726,263.96
W&S Bond S2018-S2019: Contingency	Restricted Fund	251/253-000-005	\$20,382.85
W&S Bond S2018-S2019: Depreciation	Restricted Fund	251/253-000-009	\$20,382.85
Infrastructure Imp Funds: Town Commons	Restricted Fund	304-000-004	\$491,676.67
S2019 Construction Fund MPI GO Bond	Bond Fund	Funds 304-308	\$3,350,345.94
S2019 Cash w/ Fiscal Agent (Debt Service)	Restricted Fund	305-000-014	\$116,077.20
W&S Bond S2018-S2019: Construction	Bond Fund	Funds 351-358	\$7,120,960.44
MS Dev Bank SO Bond S2013: DS Reserve	Restricted Fund	497-000-001	\$273,028.22
Customer Meter Deposit Funds	Restricted Fund	406-000-001	\$794,164.79
Total Bond & Restricted Reconciled Cash Balances			\$14,055,681.42

**JUN 2020
YEAR TO DATE TOTALS**

General Fund Totals

	BUDGET FY 2020	JUN 2020	Balance	75.00% % to date
General Fund Revenues	10,464,681.00	8,454,574.72	2,010,106.28	80.7%
Expenditures:				
001 Legislative	161,985.00	128,912.34	33,072.66	79.5%
010 City Court	339,259.00	203,307.85	135,951.15	59.9%
021 City Manager	260,609.00	184,814.46	75,794.54	70.9%
022 Human Resources	67,635.00	47,810.88	19,824.12	70.6%
040 City Clerk	223,582.00	154,399.61	69,182.39	69.0%
045 Finance	273,700.00	223,447.58	50,252.42	81.6%
060 City Attorney	130,000.00	90,284.58	39,715.42	69.4%
090 Economic Dev - Planning	385,274.00	262,976.53	122,297.47	68.2%
092 Building & General Expenses	646,600.00	477,921.04	168,678.96	73.9%
094 Grants & Project Admin	197,862.00	142,858.36	55,003.64	72.2%
100 Police	3,614,040.00	2,501,976.91	1,112,063.09	69.2%
161 Fire	2,650,678.00	1,764,713.46	885,964.54	66.5%
170 Recreation	580,676.00	406,682.82	173,993.18	70.0%
201 PW: Streets	264,000.00	98,844.56	165,155.44	37.4%
205 PW: Maintenance	232,837.00	163,512.60	69,324.40	70.2%
900 Interfund Transfers	840,143.00	407,179.58	432,963.42	48.4%
General Fund Expenditures	10,868,880.00	7,259,643.16	3,609,236.84	66.7%
<i>Total Operating Expenditures</i>	<i>9,686,042.00</i>	<i>6,632,674.17</i>	<i>3,053,367.83</i>	
<i>Total Capital Outlay Expenditures</i>	<i>235,425.00</i>	<i>167,247.52</i>	<i>68,177.48</i>	
<i>Total Debt Service</i>	<i>107,270.00</i>	<i>52,541.89</i>	<i>54,728.11</i>	
<i>Total Transfers Out</i>	<i>840,143.00</i>	<i>407,179.58</i>	<i>432,963.42</i>	
<i>Total Unappropriated</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
<i>Check Total</i>	<i>10,868,880.00</i>	<i>7,259,643.16</i>	<i>3,609,236.84</i>	
 <i>Personnel</i>	 <i>7,576,527.00</i>	 <i>5,445,230.96</i>	 <i>2,131,296.04</i>	
<i>Supplies</i>	<i>484,917.00</i>	<i>265,365.26</i>	<i>219,551.74</i>	
<i>Other Services</i>	<i>1,624,598.00</i>	<i>922,077.95</i>	<i>702,520.05</i>	
<i>Capital Outlay</i>	<i>235,425.00</i>	<i>167,247.52</i>	<i>68,177.48</i>	
<i>Debt Service</i>	<i>107,270.00</i>	<i>52,541.89</i>	<i>54,728.11</i>	
<i>Interfund Transfers for DS</i>	<i>840,143.00</i>	<i>407,179.58</i>	<i>432,963.42</i>	
<i>Unappropriated</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
<i>Check Total</i>	<i>10,868,880.00</i>	<i>7,259,643.16</i>	<i>3,609,236.84</i>	

JUN 2020
YEAR TO DATE TOTALS

Special Funds	BUDGET FY 2020	As of JUN 2020	Balance	75.00% % to date
007 MS Dev 2.36M Katrina Bonds				
Revenues	280,000.00	279,911.95	88.05	99.9%
Expenditures	280,394.00	280,343.75	50.25	99.9%
013 TE-Downtown Revitalization				
Revenues	40,971.45	40,971.45	0.00	100.0%
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%
030 MDAH 2014 Community Heritage				
Revenues	0.00	0.00	0.00	
Expenditures	2,983.43	0.00	2,983.43	
128 Martin Bluff Road Project				
Expenditures	102,012.64	102,012.64	0.00	100.0%
130 \$7M GO Bond - Capital Improvements				
Revenues	4,347,810.71	106,656.26	4,241,154.45	2.4%
Expenditures	5,654,281.58	535,248.17	5,119,033.41	9.4%
156 SE MS METRO TASK FORCE				
Revenues	0.00	114,705.44	(114,705.44)	
Expenditures	0.00	6,765.60	(6,765.60)	
157 US Justice Equitable Sharing				
Revenues	0.00	1,440.00	(1,440.00)	
Expenditures	152,392.00	105,546.34	46,845.66	69.2%
160 Fire Protection Fund				
Revenues	109,000.00	0.00	109,000.00	
Expenditures	185,991.43	102,753.70	83,237.73	55.2%
171 Combined Tidelands Grant				
Revenues	242,858.31	157,480.82	85,377.49	64.8%
Expenditures	210,775.39	101,117.83	109,657.56	47.9%
172 Library Support Fund				
Revenues	111,724.00	102,141.50	9,582.50	91.4%
Expenditures	111,724.00	103,004.35	8,719.65	92.1%
176 Shepard State Park				
Revenues	105,320.00	71,643.50	33,676.50	68.0%
Expenditures	145,057.00	79,535.62	65,521.38	54.8%
250 2018 W&S Bond Debt Service				
Revenues	352,000.00	199,667.15	152,332.85	56.7%
Expenditures	286,782.00	286,781.26	0.74	99.9%

JUN 2020
YEAR TO DATE TOTALS

Special Funds	BUDGET FY 2020	As of JUN 2020	Balance	75.00% % to date
251 2018 W&S Bond Debt Serv Reserve				
Revenues	15,000.00	12,857.64	2,142.36	85.7%
Expenditures	0.00	8,309.78	(8,309.78)	
252 2019 W&S Bond Debt Service				
Revenues	0.00	204,336.49	(204,336.49)	
Expenditures	0.00	0.00	0.00	
253 2019 W&S Bond Debt Serv Reserve				
Revenues	0.00	438,119.79	(438,119.79)	
300 USDA-NRCS EWP				
Revenues	176,191.78	132,973.25	43,218.53	75.4%
Expenditures	161,250.00	108,863.90	52,386.10	67.5%
301 Pine Cone Drive Spillway				
Expenditures	43,160.53	43,160.53	0.00	100.0%
303 MDOT-TA Grant: Martin Bluff Sidewalk				
Revenues	602,012.64	102,012.64	500,000.00	16.9%
Expenditures	1,002,864.25	42,740.88	960,123.37	4.2%
304 Town Commons Park Project				
Revenues	794,776.74	4,331.36	790,445.38	0.5%
Expenditures	2,918,589.93	193,461.10	2,725,128.83	6.6%
305 S2019 MPI GO Bond Construction Fund				
Revenues	30,000.00	63,910.57	(33,910.57)	213.0%
Expenditures	137,403.48	145,945.61	(8,542.13)	106.2%
306 Welcome Center PII (SSP)				
Revenues	136,700.00	132,308.70	4,391.30	96.7%
Expenditures	433,425.00	469,450.09	(36,025.09)	108.3%
307 Bacot Park Improvements				
Revenues	0.00	0.00	0.00	
Expenditures	1,687,250.00	53,500.00	1,633,750.00	3.1%
308 Boardwalk - Shepard State Park				
Revenues	375,050.00	23,700.00	351,350.00	6.3%
Expenditures	570,500.00	12,600.00	557,900.00	2.2%
350 Elevated Water Tank				
Revenues	591,000.00	580,714.25	10,285.75	98.2%
Expenditures	1,216,012.00	1,065,991.00	150,021.00	87.6%
351 Bemis Sewer Project				
Revenues	290,605.00	382,383.58	(91,778.58)	131.5%
Expenditures	488,923.07	446,063.95	42,859.12	91.2%

JUN 2020
YEAR TO DATE TOTALS

Special Funds	BUDGET FY 2020	As of JUN 2020	Balance	75.0% % to date
352 2018 Bond General Construction/Admin				
Revenues	60,000.00	20,925.08	39,074.92	34.8%
Expenditures	496,854.00	0.00	496,854.00	
353 Hwy 57 Utility Line Relocation				
Revenues	1,031,008.70	188,468.40	842,540.30	18.2%
Expenditures	1,996,025.00	579,004.34	1,417,020.66	29.0%
354 Robinson Still Road Utility Extension				
Revenues	0.00	0.00	0.00	
Expenditures	565,898.00	244,999.00	320,899.00	43.2%
355 Water Supply & Treatment Plant				
Revenues	0.00	0.00	0.00	
Expenditures	499,800.00	414,986.32	84,813.68	83.0%
358 2019 Bond General Construction/Admin				
Revenues	0.00	6,027,849.58	(6,027,849.58)	
Expenditures	0.00	543,893.75	(543,893.75)	
360 OST-GV SEWER IMPROVEMENTS				
Revenues	2,327,950.00	353,886.10	1,974,063.90	15.2%
Expenditures	2,327,950.00	348,372.60	1,979,577.40	14.9%
404 Solid Waste Fund				
Revenues	1,567,440.00	1,034,847.43	532,592.57	66.0%
Expenditures	1,606,440.00	1,151,156.91	455,283.09	71.6%
421 MSB - Water Ionization Plant				
Expenditures	56,287.52	4,725.00	51,562.52	8.3%
497 DS Fund: 2013 SO Bond				
Revenues	5,200.00	2,019.95	3,180.05	38.8%
Expenditures	6,000.00	2,212.08	3,787.92	36.8%

**JUN 2020
YEAR TO DATE TOTALS**

Enterprise Fund (400)

	BUDGET FY 2020	JUN 2020	Balance	75.00% % to date
Utility Fund Revenues	9,001,000.00	6,830,696.65	2,170,303.35	75.8%
Administration	2,991,183.00	2,147,061.91	844,121.09	71.7%
Water & Sewer O & M	3,336,002.00	2,300,532.14	1,035,469.86	68.9%
Debt Service	1,077,284.00	798,248.61	279,035.39	74.0%
Transfers	1,316,808.00	1,013,154.00	303,654.00	76.9%
Contingencies	275,000.00	0.00	275,000.00	
Utility Fund Expenditures	8,996,277.00	6,258,996.66	2,737,280.34	69.5%
 <i>Total Operating Expenditures</i>	 6,215,185.00	 4,364,515.07	 1,850,669.93	
<i>Total Capital Outlay Expenditures</i>	112,000.00	83,078.98	28,921.02	
<i>Total Debt Service</i>	1,077,284.00	798,248.61	279,035.39	
<i>Total Interfund Transfers</i>	1,316,808.00	1,013,154.00	303,654.00	
<i>Total Contingency Expenditures</i>	275,000.00	0.00	275,000.00	
<i>Check Total</i>	8,996,277.00	6,258,996.66	2,737,280.34	
 <i>Personnel</i>	 418,444.00	 316,081.44	 102,362.56	
<i>Supplies</i>	304,000.00	149,514.96	154,485.04	
<i>Other Services</i>	5,492,741.00	3,898,918.67	1,593,822.33	
<i>Capital Outlay</i>	112,000.00	83,078.98	28,921.02	
<i>Debt Service</i>	1,077,284.00	798,248.61	279,035.39	
<i>Interfund Transfers</i>	1,316,808.00	1,013,154.00	303,654.00	
<i>Contingencies</i>	275,000.00	0.00	275,000.00	
<i>Check Total</i>	8,996,277.00	6,258,996.66	2,737,280.34	

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

ORDER NUMBER 442-2020

WHEREAS, Miss. Code Ann. 21-35-13 requires a budget report to be presented to the governing authority at the regular meeting each month.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Finance Report for July 2020 is hereby received.

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

Motion was made by **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

JUL 2020 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	\$3,607,051.90
MS Development Loan Katrina	Depository Account	007-000-001	
CDBG-Downtown Revitalization	Depository Account	012-000-001	
Transportation Enhancement	Depository Account	013-000-001	
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	
SE MS METRO TASK FORCE	Depository Account	156-000-001	\$101,811.50
U S Justice Equitable Sharing	Depository Account	157-000-001	\$291,570.72
Fire Protection Fund	Depository Account	160-000-001	\$139,772.40
Tidelands Grant	Depository Account	171-000-001	\$30,420.00
Library Support Fund	Depository Account	172-000-001	\$4,309.91
MSWFP Recreation Trails Grant	Depository Account	175-000-001	
Shepard State Park Fund	Depository Account	176-000-001	\$63,806.00
USDA NRCS EWP Program	Depository Account	300-000-001	\$43,916.51
Pine Cone Drive Spillway	Depository Account	301-000-001	
Robert Hiram Bridge Sheet Pile Wall	Depository Account	302-000-001	
MDOT TA Grant: Martin Bluff Sidewalk	Depository Account	303-000-001	\$460,123.37
Solid Waste Fund	Depository Account	404-000-001	\$212,849.32
EPA: Brownfields Assessment	Depository Account	409-000-001	
General Ledger Cash Balance			\$4,958,615.06
General Depository Reconciled Cash Balance			\$4,957,927.60

ENTERPRISE FUND

Fund Name		Account #	Balance
Elevated Water Tank	Enterprise Account	350-000-002	\$133,235.25
Bemis Sewer Project	Enterprise Account	351-000-002	
OST-GV Sewer Improvements	Enterprise Account	360-000-002	(\$9,473.00)
Water & Sewer Utility	Enterprise Account	400-000-002	\$3,779,648.51
MDB Loan: Water Ion-X Project	Enterprise Account	421-000-002	\$47,562.52
Water Meter Project	Enterprise Account	422-000-002	
Hurricane Katrina (PW Bldg)	Enterprise Account	449-000-002	
General Ledger Cash Balance			\$3,950,973.28
Enterprise Reconciled Cash Balance			\$3,947,083.49

BOND & RESTRICTED FUNDS

Fund Name		Account #	Balance
7M GO Bond S2010	Bond Fund	130-000-001	\$1,289,293.70
W&S Bond S2018-S2019: Debt Service	Debt Service Fund	250/252-000-007	\$315,245.18
W&S Bond S2018-S2019: DS Reserve	Restricted Fund	251/253-000-003	\$722,939.58
W&S Bond S2018-S2019: Contingency	Restricted Fund	251/253-000-005	\$20,386.82
W&S Bond S2018-S2019: Depreciation	Restricted Fund	251/253-000-009	\$20,386.82
Infrastructure Imp Funds: Town Commons	Restricted Fund	304-000-004	\$491,772.45
S2019 Construction Fund MPI GO Bond	Bond Fund	Funds 304-308	\$3,253,007.81
S2019 Cash w/ Fiscal Agent (Debt Service)	Restricted Fund	305-000-014	\$116,077.20
W&S Bond S2018-S2019: Construction	Bond Fund	Funds 351-358	\$6,984,501.98
MS Dev Bank SO Bond S2013: DS Reserve	Restricted Fund	497-000-001	\$272,347.19
Customer Meter Deposit Funds	Restricted Fund	406-000-001	\$801,752.61

Total Bond & Restricted Reconciled Cash Balances \$14,287,711.34

JUL 2020
YEAR TO DATE TOTALS

General Fund Totals

	BUDGET FY 2020	JUL 2020	Balance	83.33% % to date
General Fund Revenues	10,464,681.00	9,083,760.96	1,380,920.04	86.8%
Expenditures:				
001 Legislative	161,985.00	141,977.36	20,007.64	87.6%
010 City Court	339,259.00	224,308.07	114,950.93	66.1%
021 City Manager	260,609.00	199,982.18	60,626.82	76.7%
022 Human Resources	67,635.00	52,412.61	15,222.39	77.4%
040 City Clerk	223,582.00	170,473.68	53,108.32	76.2%
045 Finance	273,700.00	241,327.54	32,372.46	88.1%
060 City Attorney	130,000.00	100,284.58	29,715.42	77.1%
090 Economic Dev - Planning	385,274.00	289,822.97	95,451.03	75.2%
092 Building & General Expenses	646,600.00	498,249.41	148,350.59	77.0%
094 Grants & Project Admin	197,862.00	158,964.56	38,897.44	80.3%
100 Police	3,614,040.00	2,880,746.36	733,293.64	79.7%
161 Fire	2,650,678.00	1,942,757.36	707,920.64	73.2%
170 Recreation	580,676.00	443,505.86	137,170.14	76.3%
201 PW: Streets	264,000.00	107,005.32	156,994.68	40.5%
205 PW: Maintenance	232,837.00	180,463.95	52,373.05	77.5%
900 Interfund Transfers	840,143.00	816,996.86	23,146.14	97.2%
General Fund Expenditures	10,868,880.00	8,449,278.67	2,419,601.33	77.7%
<i>Total Operating Expenditures</i>	<i>9,686,042.00</i>	<i>7,256,576.13</i>	<i>2,429,465.87</i>	
<i>Total Capital Outlay Expenditures</i>	<i>235,425.00</i>	<i>268,438.52</i>	<i>-33,013.52</i>	
<i>Total Debt Service</i>	<i>107,270.00</i>	<i>107,267.16</i>	<i>2.84</i>	
<i>Total Transfers Out</i>	<i>840,143.00</i>	<i>816,996.86</i>	<i>23,146.14</i>	
<i>Total Unappropriated</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
<i>Check Total</i>	<i>10,868,880.00</i>	<i>8,449,278.67</i>	<i>2,419,601.33</i>	
<i>Personnel</i>	<i>7,576,527.00</i>	<i>5,983,738.00</i>	<i>1,592,789.00</i>	
<i>Supplies</i>	<i>484,917.00</i>	<i>285,473.63</i>	<i>199,443.37</i>	
<i>Other Services</i>	<i>1,624,598.00</i>	<i>987,364.50</i>	<i>637,233.50</i>	
<i>Capital Outlay</i>	<i>235,425.00</i>	<i>268,438.52</i>	<i>-33,013.52</i>	
<i>Debt Service</i>	<i>107,270.00</i>	<i>107,267.16</i>	<i>2.84</i>	
<i>Interfund Transfers for DS</i>	<i>840,143.00</i>	<i>816,996.86</i>	<i>23,146.14</i>	
<i>Unappropriated</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
<i>Check Total</i>	<i>10,868,880.00</i>	<i>8,449,278.67</i>	<i>2,419,601.33</i>	

**JUL 2020
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2020	As of JUL 2020	Balance	83.33% % to date
007 MS Dev 2.36M Katrina Bonds				
Revenues	280,000.00	279,911.95	88.05	99.9%
Expenditures	280,394.00	280,343.75	50.25	99.9%
013 TE-Downtown Revitalization				
Revenues	40,971.45	40,971.45	0.00	100.0%
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%
030 MDAH 2014 Community Heritage				
Revenues	0.00	0.00	0.00	
Expenditures	2,983.43	0.00	2,983.43	
128 Martin Bluff Road Project				
Expenditures	102,012.64	102,012.64	0.00	100.0%
130 \$7M GO Bond - Capital Improvements				
Revenues	4,347,810.71	516,737.53	3,831,073.18	11.8%
Expenditures	5,654,281.58	535,248.17	5,119,033.41	9.4%
156 SE MS METRO TASK FORCE				
Revenues	0.00	114,705.44	(114,705.44)	
Expenditures	0.00	12,893.94	(12,893.94)	
157 US Justice Equitable Sharing				
Revenues	0.00	1,440.00	(1,440.00)	
Expenditures	152,392.00	105,877.07	46,514.93	69.4%
160 Fire Protection Fund				
Revenues	109,000.00	0.00	109,000.00	
Expenditures	185,991.43	102,753.70	83,237.73	55.2%
171 Combined Tidelands Grant				
Revenues	242,858.31	163,620.75	79,237.56	67.3%
Expenditures	210,775.39	101,117.83	109,657.56	47.9%
172 Library Support Fund				
Revenues	111,724.00	106,451.41	5,272.59	95.2%
Expenditures	111,724.00	107,487.81	4,236.19	96.2%
176 Shepard State Park				
Revenues	105,320.00	80,555.00	24,765.00	76.4%
Expenditures	145,057.00	89,672.19	55,384.81	61.8%
250 2018 W&S Bond Debt Service				
Revenues	352,000.00	217,681.56	134,318.44	61.8%
Expenditures	286,782.00	286,781.26	0.74	99.9%

**JUL 2020
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2020	As of JUL 2020	Balance	83.33% % to date
251 2018 W&S Bond Debt Serv Reserve				
Revenues	15,000.00	12,921.74	2,078.26	86.1%
Expenditures	0.00	9,613.80	(9,613.80)	
252 2019 W&S Bond Debt Service				
Revenues	0.00	238,381.19	(238,381.19)	
Expenditures	0.00	0.00	0.00	
253 2019 W&S Bond Debt Serv Reserve				
Revenues	0.00	438,205.11	(438,205.11)	
Expenditures	0.00	2,161.84	(2,161.84)	
300 USDA-NRCS EWP				
Revenues	176,191.78	132,973.25	43,218.53	75.4%
Expenditures	161,250.00	108,863.90	52,386.10	67.5%
301 Pine Cone Drive Spillway				
Expenditures	43,160.53	43,160.53	0.00	100.0%
303 MDOT-TA Grant: Martin Bluff Sidewalk				
Revenues	602,012.64	102,012.64	500,000.00	16.9%
Expenditures	1,002,864.25	42,740.88	960,123.37	4.2%
304 Town Commons Park Project				
Revenues	794,776.74	4,427.14	790,349.60	0.5%
Expenditures	2,918,589.93	208,706.10	2,709,883.83	7.1%
305 S2019 MPI GO Bond Construction Fund				
Revenues	30,000.00	64,555.38	(34,555.38)	215.1%
Expenditures	137,403.48	145,945.61	(8,542.13)	106.2%
306 Welcome Center PII (SSP)				
Revenues	136,700.00	132,308.70	4,391.30	96.7%
Expenditures	433,425.00	505,238.03	(71,813.03)	116.5%
307 Bacot Park Improvements				
Revenues	0.00	0.00	0.00	
Expenditures	1,687,250.00	81,500.00	1,605,750.00	4.8%
308 Boardwalk - Shepard State Park				
Revenues	375,050.00	23,700.00	351,350.00	6.3%
Expenditures	570,500.00	31,550.00	538,950.00	5.5%
350 Elevated Water Tank				
Revenues	591,000.00	580,714.25	10,285.75	98.2%
Expenditures	1,216,012.00	1,072,491.00	143,521.00	88.1%
351 Bemis Sewer Project				
Revenues	290,605.00	382,383.58	(91,778.58)	131.5%
Expenditures	488,923.07	446,063.95	42,859.12	91.2%

**JUL 2020
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2020	As of JUL 2020	Balance	83.33% % to date
352 2018 Bond General Construction/Admin				
Revenues	60,000.00	21,221.99	38,778.01	35.3%
Expenditures	496,854.00	0.00	496,854.00	
353 Hwy 57 Utility Line Relocation				
Revenues	1,031,008.70	197,726.43	833,282.27	19.1%
Expenditures	1,996,025.00	668,861.75	1,327,163.25	33.5%
354 Robinson Still Road Utility Extension				
Revenues	0.00	0.00	0.00	
Expenditures	565,898.00	252,686.00	313,212.00	44.6%
355 Water Supply & Treatment Plant				
Revenues	0.00	0.00	0.00	
Expenditures	499,800.00	464,541.32	35,258.68	92.9%
358 2019 Bond General Construction/Admin				
Revenues	0.00	6,028,935.59	(6,028,935.59)	
Expenditures	0.00	543,893.75	(543,893.75)	
360 OST-GV SEWER IMPROVEMENTS				
Revenues	2,327,950.00	353,886.10	1,974,063.90	15.2%
Expenditures	2,327,950.00	363,359.10	1,964,590.90	15.6%
404 Solid Waste Fund				
Revenues	1,567,440.00	1,300,374.12	267,065.88	82.9%
Expenditures	1,606,440.00	1,257,219.57	349,220.43	78.2%
421 MSB - Water Ionization Plant				
Expenditures	56,287.52	8,725.00	47,562.52	15.5%
497 DS Fund: 2013 SO Bond				
Revenues	5,200.00	2,022.34	3,177.66	38.8%
Expenditures	6,000.00	2,895.50	3,104.50	48.2%

**JUL 2020
YEAR TO DATE TOTALS**

ENTERPRISE FUND (400)

	BUDGET FY 2020	JUL 2020	Balance	83.33% % to date
Utility Fund Revenues	9,001,000.00	7,646,490.41	1,354,509.59	84.9%
Administration	2,991,183.00	2,375,055.49	616,127.51	79.4%
Water & Sewer O & M	3,336,002.00	2,537,072.10	798,929.90	76.0%
Debt Service	1,077,284.00	841,675.72	235,608.28	78.1%
Transfers	1,316,808.00	1,065,154.00	251,654.00	80.8%
Contingencies	275,000.00	0.00	275,000.00	
Utility Fund Expenditures	8,996,277.00	6,818,957.31	2,177,319.69	75.7%
<i>Total Operating Expenditures</i>	<i>6,215,185.00</i>	<i>4,827,882.61</i>	<i>1,387,302.39</i>	
<i>Total Capital Outlay Expenditures</i>	<i>112,000.00</i>	<i>84,244.98</i>	<i>27,755.02</i>	
<i>Total Debt Service</i>	<i>1,077,284.00</i>	<i>841,675.72</i>	<i>235,608.28</i>	
<i>Total Interfund Transfers</i>	<i>1,316,808.00</i>	<i>1,065,154.00</i>	<i>251,654.00</i>	
<i>Total Contingency Expenditures</i>	<i>275,000.00</i>	<i>0.00</i>	<i>275,000.00</i>	
<i>Check Total</i>	<i>8,996,277.00</i>	<i>6,818,957.31</i>	<i>2,177,319.69</i>	
 <i>Personnel</i>	 <i>418,444.00</i>	 <i>348,704.84</i>	 <i>69,739.16</i>	
<i>Supplies</i>	<i>304,000.00</i>	<i>160,674.63</i>	<i>143,325.37</i>	
<i>Other Services</i>	<i>5,492,741.00</i>	<i>4,318,503.14</i>	<i>1,174,237.86</i>	
<i>Capital Outlay</i>	<i>112,000.00</i>	<i>84,244.98</i>	<i>27,755.02</i>	
<i>Debt Service</i>	<i>1,077,284.00</i>	<i>841,675.72</i>	<i>235,608.28</i>	
<i>Interfund Transfers</i>	<i>1,316,808.00</i>	<i>1,065,154.00</i>	<i>251,654.00</i>	
<i>Contingencies</i>	<i>275,000.00</i>	<i>0.00</i>	<i>275,000.00</i>	
<i>Check Total</i>	<i>8,996,277.00</i>	<i>6,818,957.31</i>	<i>2,177,319.69</i>	

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

ORDER NUMBER 443-2020

WHEREAS, the City Council has authorized the City Manager to establish payment plans and fee adjustments contingent upon Council approval; and

WHEREAS, the City Council has adopted a Comprehensive Fee Schedule that establishes such fees for the equitable provision of services;

WHEREAS, based on the reasons included on the attached documentation, the Mayor and Council hereby find that, due to unforeseen events, the respective users did not receive the benefit of the relevant utility;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the attached list of water and sewer adjustments dated September 2020 in the amount of \$5,805.91 is hereby approved.

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

Motion was made by **Councilman Vaughan**, seconded by **Councilwoman Martin**, 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 September 17, 2020.

SEPTEMBER 2020 UTILITY ADJUSTMENTS							
THESE FOLLOW POLICY/ RECOMMEND APPROVAL							
ACCT #	100 WATER	400 SEWER	195 L/C	130 CAPACITY	800 TAX	TOTAL ADJ	REASON FOR ADJUSTMENT
005-07201-000		202.38	35.00			237.38	FAUCET
013-17201-000		68.17				68.17	POOL FILL
013-23701-000		135.97				135.97	POOL FILL
013-27401-002		52.97				52.97	POOL FILL
015-12501-002		61.52				61.52	POOL FILL
015-17401-002		88.43				88.43	POOL FILL
016-29001-011		45.60				45.60	POOL FILL
020-04401-000		260.11				260.11	BROKEN WATER LINE
021-12501-000		163.54				163.54	POOL FILL
050-03601-000		81.13				81.13	POOL FILL
056-05801-000		190.09				190.09	POOL FILL
074-06701-002		113.77				113.77	POOL FILL
077-01501-002		151.52				151.52	BROKEN WATER LINE
077-05201-002		192.96				192.96	POOL FILL
077-22301-000		99.34				99.34	POOL FILL
080-11501-003		62.63				62.63	POOL FILL
080-17701-001		73.80				73.80	POOL FILL
080-23001-001		100.08				100.08	POOL FILL
086-08901-000		29.60				29.60	POOL FILL
089-01901-007		110.54				110.54	BROKEN WATER LINE
089-02401-005		171.78				171.78	POOL FILL
089-07601-004		869.10				869.10	BROKEN WATER LINE
095-13601-007		119.51				119.51	BROKEN WATER LINE
101-12001-004		113.12				113.12	FAUCET
101-14601-005		326.52				326.52	FAUCET
102-17701-001		313.30				313.30	FAUCET
113-28201-001		157.80				157.80	POOL FILL
116-14501-002		329.67				329.67	POOL FILL
116-36201-002		286.03				286.03	FAUCET
116-39001-000		61.32				61.32	POOL FILL
119-15201-003		487.66				487.66	BROKEN WATER LINE
119-15901-000		101.01				101.01	BROKEN WATER LINE
139-42001-000		149.94				149.94	BROKEN WATER LINE
TOTAL	0.00	5,770.91	35.00	0.00	0.00	5,805.91	
COMPLETED							

Councilman Vaughan made the motion to Adjourn until October 6, 2020 at 6:30 pm.
Councilman Jackson seconded the motion. The vote was carried unanimously.

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 October 6, 2020.

Thursday
September 24, 2020
Gautier, Mississippi

BE IT REMEMBERED THAT A SPECIAL CALL MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held September 24, 2020 at 12:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those present were Council Members Mary Martin, Cameron George, Rusty Anderson. Also present were Paula Yancey, City Manager and Teresa Montgomery, City Clerk. Present by teleconference were Mayor Torjusen, Councilmembers Adam Colledge, Casey Vaughan, and Josh Danos, City Attorney. Absent was Councilman Richard Jackson.

**September 24, 2020
CALL FOR SPECIAL MEETING**

WHEREAS, there exist certain matters which the below signed Mayor and Council Members of the City of Gautier desire to handle prior to the next regular meeting; and

NOW, THEREFORE, the undersigned Mayor and Council Members of the City of Gautier hereby call for a Special Meeting of the Mayor and Council of the City of Gautier, said meeting to be held in the Gautier Municipal Building, 3330 HWY 90, Gautier, Mississippi, on September 24, 2020 at 12:30 PM. This Special Meeting is called in accordance with Section 21-9-39, Mississippi Code of 1972.

The agenda of said Special Meeting shall be as follows:

**AGENDA
CITY OF GAUTIER
September 24, 2020
12:30 PM**

- I. Call to Order**
- II. Agenda Order Approval**
- III. Business Agenda**
 - 1. Approval of a resolution requesting the Department of Finance and administration to adopt a resolution to declare the necessity for issuance of state general obligation bonds**
 - 2. Approval of FY 2020 Final Budget Amendments**

Adjourn until October 6, 2020 at 6:30pm
www.gautier-ms.gov

/s/ Phil Torjusen
Phil Torjusen, Mayor

/s/ Adam Colledge
Adam Colledge

/s/ Rusty Anderson
Rusty Anderson

/s/ Mary Martin
Mary Martin

/s/ Casey Vaughan
Casey Vaughan

/s/ Richard Jackson
Richard Jackson

/s/ Cameron George
Cameron George

Meeting was called to order by Mayor Torjusen at 12:30pm.

Councilman Colledge made the motion to approve the agenda order, as presented. Councilman Vaughan seconded the motion. The vote was carried unanimously.

Mayor Torjusen made the motion to approve a resolution of the City of Gautier, as presented, requesting the Department of Finance and Administration to adopt a resolution to declare the necessity for issuance of \$1,500,000.00 in State General Obligation Bonds. Councilman Anderson seconded the motion. The vote was carried unanimously.

**RESOLUTION OF THE CITY OF GAUTIER REQUESTING THE DEPARTMENT OF FINANCE
AND ADMINISTRATION TO ADOPT A RESOLUTION TO DECLARE THE NECESSITY FOR
ISSUANCE OF STATE GENERAL OBLIGATION BONDS**

RESOLUTION NUMBER 074-2020

WHEREAS, the City of Gautier has undertaken a project as defined in Section 88 of House Bill 1730, 2020 Regular Legislative Session, to assist in paying costs associated with the purchase of land located between US Highway 90 and Dolphin Boulevard in the City of Gautier (hereinafter "the Project"), with an anticipated completion date of May 15, 2021; and

WHEREAS, during the 2020 Regular Legislative Session, House Bill 1730 was approved and sent to the Governor; and

WHEREAS, Section 88 of House Bill 1730, 2020 Regular Legislative Session, authorizes the issuance of State General Obligation Bonds, in an amount not to exceed \$1,500,000.00 to provide funding to assist the City of Gautier with the Project; and

WHEREAS, the City of Gautier has now determined that there is a necessity to request that these bonds be issued and the proceeds thereof disbursed to the City of Gautier.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF GAUTIER, pursuant to Section 88 of House Bill 1730, 2020 Regular Legislative Session, the Department of Finance and Administration will adopt a resolution to be resented to the State Bond Commission declaring the necessity for the issuance of \$1,500,000.00 in General Obligation Bonds to assist the City of Gautier with the Project for the purpose as stated in paragraph one; and

BE IT 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 **Mayor Torjusen**, seconded by **Councilman Anderson**, and the following vote was recorded:

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

NAYS: **None**

ABSENT: **Richard Jackson**

Phil Torjusen, Mayor

ATTEST:

Teresa Montgomery, City Clerk

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 24, 2020.

*Mayor
Phil Forjusen*

***City of Gautier
Gautier, Mississippi***

*City Manager
Paula Yancey*

*City Clerk
Teresa Montgomery*

*Council
At Large Mary F. Martin
Ward 1 Cameron George
Ward 2 Richard "DJ" Jackson
Ward 3 Casey Vaughan
Ward 4 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*

September 17, 2020

Gilda Reyes, Director
Bond Advisory Division
MS Department of Finance and Administration
Post Office Box 267
Jackson, Mississippi 39205-0267

Re: Declaration of necessity to issue bonds

Dear Mrs. Reyes:

Section 88 of House Bill 1730, 2020 Regular Legislative Session, (hereinafter "the Project"), authorizes the issuance of \$1,500,000 in State General Obligation Bonds to provide funds to assist the City of Gautier in paying the costs associated with the Project.

By this letter, we are declaring the necessity for the issuance of said bonds, and thus, request that you include the \$1,500,000 in the Resolution of the Department of Finance and Administration ("DFA") for the bond sale. Additionally, enclosed is a resolution adopted by the City of Gautier and a completed W-9 Form.

We understand that once the bonds are issued and the proceeds are available, we will execute a Funding Grant Agreement ("FGA") between us and the DFA detailing the specific requirements for expenditure as authorized by the legislation, in addition to submitting a letter requesting the transfer of proceeds, both of which documents will be provided to us by the DFA.

Should you need additional information, please contact Teresa Montgomery at 228-497-8000 or via email at tmontgomery@gautier-ms.gov.

Sincerely,


Paula Yancey, City Manager



MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION

DATE: 09/18/2020

PROJECT NAME: City of Gautier

MAILING
ADDRESS: P O Box 670

Gautier MS 39553



CONTACT UPDATE LIST

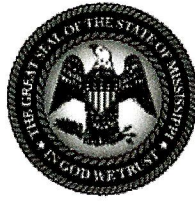
PROVIDE 3 FORMS OF CONTACT INCLUDING: EMAIL ADDRESS AND PHONE NUMBER
FOR EACH PERSON

(BE SURE TO UPDATE THIS FORM EACH TIME YOU HAVE CHANGES IN PERSONNEL)

Name	Phone Number	Email Address
Paula Yancey, City Manager	(228) 497-8000	pyancey@gautier-ms.gov
Teresa L Montgomery, City Clerk	(228) 497-8000	tmontgomery@gautier-ms.gov
Emily Cumbest, Deputy City Clerk	(228) 497-8000	ecumbest@gautier-ms.gov


AUTHORIZED PERSONNEL SIGNATURE

DFA USE ONLY
COMPLIANCE OFFICER
INITIAL: _____



STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

Please provide the following information as listed below and return this form, along with the requested information, to the Bond Advisory Division of the Department of Finance and Administration via email to BondAdvisory@dfa.ms.gov no later than September 30, 2020.

Contact Information:

Legal Name of Organization: City of Gautier
DBA Name of Organization (if applicable): N/A
Form of Organization (ex. 501(c)(3), governmental, etc.): Governmental
Governing Authority (ex. board of supervisors): City Council

Primary Contact:

Name: Paula Yancey
Job Title: City Manager
Mailing Address: 3330 Hwy. 90
Gautier, MS 39553
Phone Number: 228-497-8000
Email: pyancey@gautier-ms.gov

Secondary Contact:

Name: Teresa Montgomery
Job Title: City Clerk/Comptroller
Mailing Address: 3330 Hwy. 90
Gautier, MS 39553
Phone Number: 228-497-8000
Email: tmontgomery@gautier-ms.gov

Project Information:

Location of Project (i.e. Address and/or parcel #):
2800 Hwy. 90
Gautier, MS 39553
Legal Owner of Property: Singing River, LLC.
Start Date of Project (actual or projected): 12/01/2020
Completion Date of Project (actual or projected): 05/15/2021
Estimated Useful Life of Completed Asset: Unlimited

Project Information (Continued):

Project Description: (Attach additional pages if necessary.)

This project includes the purchase and redevelopment of the former Singing River Mall property, a 55-acre parcel that was demolished in February 2014. The old Singing River Mall parcel is located on the northeast corner of the U.S. 90/Dolphin Road intersection, where more than 36,000 vehicles pass each day. Redevelopment of the old mall site has been stifled for years due to the large size of the parcel, as well as a changing retail environment (more online sales, closing of brick and mortar locations, etc.). Developers found they could not carry an expensive note on such a large piece of property, given that the property must likely be developed in phases. The city has an option to purchase the property for \$5.5 million, and the city has been actively marketing the property to developers.

In April 2019, House Bill 1724 was passed to approve Local and Private Legislation to allow the city to acquire the mall property and lease the land to a developer at less than fair market value in order to incentivize the development of retail on the property. Without this legislation, it is impossible to compete with surrounding states for retail and commercial development, given the limited incentives available through state statute.

The \$5.5 million land purchase will be accomplished through this \$1.5 million state bond bill, a \$3.5 million Gulf Coast Restoration Fund grant through the Mississippi Development Authority, and \$500,000 in City of Gautier funds.

Private Activity Use Test:

Is the project being funded by State bond proceeds going to be used for public use? ☒ Yes ☐ No

Will any of the State bond proceeds be used for any private business use? ☐ Yes ☒ No

Will the payment of the principal of, or the interest on the State bond proceeds either directly or indirectly:

(A) be secured by an interest in:

(i) the property used or to be used for a private business use? ☐ Yes ☒ No

(ii) payments in respect of such property? ☐ Yes ☒ No

--OR--

(B) be derived from payments in respect of property, or borrowed money, used or to be used for a private business use? ☐ Yes ☒ No

Will the State bond proceeds be used (directly or indirectly) to make or finance loans to persons other than governmental units? ☐ Yes ☒ No

NOTE: For the purposes of this form, and the section titled "Private Activity Use Test", all terms will be construed to have the same meaning as defined in 26 U.S. Code § 141, et. seq. (Subpart A - Private Activity Bonds).

Project Information (Continued)

Project Finances:

Total Estimated Project Cost: \$ 5,500,000.00

Funding Source	Amount	Funds Received
State Bond Bill	\$ 1,500,000.00	No
Gulf Coast Restoration Fund/MDA	\$ 3,500,000.00	No
City of Gautier	\$ 500,000.00	No
		No
		No
		No
		No
		No
		No
		No
		No
		No
		No
		No
Total Project Funding	\$ 5,500,000.00	

Other Funding Sources:

Other than the funding sources listed above, have any other sources of funding for this project been considered, including but not limited to the following: **(Check all that apply)**

- ☐ Local government bonds;
- ☐ Tax increases or implementation;
- ☐ Grants (Federal);
- ☐ Grants (State);
- ☐ Grants (Other);
- ☐ Loans (including but not limited to sources such as the MS Development Bank, MS Development Authority, the MS Department of Environmental Quality, USDA Rural Development, etc.);
- ☐ Direct appropriation;
- ☐ Private funding; and/or
- ☒ Other Considered USDA Loan - didn't qualify. Considered govt bond, but SMPDD loan was better option
- ☐ No other funding sources have been actively pursued.

In the chart below, provide the requested information related to each box checked above. If more space is needed, please attach an additional page to this form.

Other Funding Source	Type of Funds	Amount of Request	Date of Request	Status of Request
	Local government bonds			Denied
	Local government bonds			Denied
	Local government bonds			Denied
	Local government bonds			Denied
	Local government bonds			Denied
	Local government bonds			Denied

Project Information (Continued)

Expense Reimbursement and Recurring Expenses:

Will any project expenses be incurred prior to the receipt of these State bond proceeds?

☐ Yes ☒ No

If yes, will the State bond proceeds be used to pay for project expenses that were incurred prior to the receipt of the State bond proceeds? ☐ Yes ☐ No

If yes, have you previously obtained a Declaration of Intent to Issue the Bonds from the State Bond Commission? ☐ Yes ☐ No

If yes, provide the date of such Declaration of Intent_____.

Will any of the State bond proceeds be used to pay recurring operational expenses (ex. salaries)? ☐ Yes ☒ No

NOTE: The information requested above is basic project information that will be compiled for further review by the State of Mississippi's Bond Commission members and their respective staffs. Commission members may request additional information at any time throughout the pre-issuance and post-issuance process. When such information is requested, your organization will be expected to provide the information in a manner that is timely and satisfactory to the Commission.

The submission of this project information should not be construed as approval of the State bond funds. The State Bond Commission must approve all funding before State bonds will become available. It is strongly advised that no reliance should be made on the receipt of State bonds until the Bond Commission has approved the bond funding during a public meeting.

(Remainder of page left blank intentionally.)

Under penalty of perjury, I, the undersigned authority, swear and affirm that the above information is true and correct to the best of my knowledge.

Paula Yancey
Signature of Applicant

Paula Yancey

Printed Name

City Manager

Title

9/22/20

Date

Sworn to and subscribed before me this 22 day of September, 2020.

State of Mississippi

County of: Jackson

Notary Public

Lekeisha S. Hill

My Commission Expires:

Jan. 20, 2023



Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

CITY OF GAUTIER MISSISSIPPI

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) ► **MUNICIPALITY - DIVISION OF STATE OF MISSISSIPPI**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **3**

Exemption from FATCA reporting code (if any) **C**

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

P O BOX 670

6 City, state, and ZIP code

GAUTIER MS 39553-0670

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

- -

or

Employer identification number

6 4 - 0 7 3 2 3 6 9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Jeresa L Montgomery

Date ►

9/18/20

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Councilwoman Martin made the motion to approve the Final Budget Amendments, as presented, for fiscal year 2020. 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:

RESOLUTION NUMBER 075-2020

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 Final Year End Budget Amendments for FY 2020 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 September 24, 2020.

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

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

NAYS: **None**

ABSENT: **Richard Jackson**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 24, 2020.

**FY 2020
YEAR END
BUDGET AMENDMENTS**

GENERAL FUND: FUND 001	Budget	Amendment	New Budget
EXPENDITURES			
CITY CLERK			
Other Services & Charges	21,900.00	4,500.00	26,400.00
GENERAL EXPENSES & FACILITIES			
Other Services & Charges	572,600.00	(4,500.00)	568,100.00

Reallocate funds to cover end of year and budget publication expense increases.

FUND 172: LIBRARY SUPPORT FUND	Budget	Amendment	New Budget
REVENUES			
Amount Raised by Tax Levy	111,724.00	<u>9,770.00</u>	121,494.00
		9,770.00	
EXPENDITURES			
Other Services & Charges	111,724.00	<u>9,770.00</u>	121,494.00
		9,770.00	

Budget additional millage received on Automobiles.

FUND 354: ROBINSON STILL RD UTILITY EXTENSION	Budget	Amendment	New Budget
EXPENDITURES			
Water Lines: Other Services & Charges	10,175.00	575.00	10,750.00
Water Lines: Capital Outlay	158,724.50	1,200.00	159,924.50
Sewer Lines: Other Services & Charges	5,912.00	5,912.00	11,824.00
Transfers Out	320,899.00	<u>(7,687.00)</u>	313,212.00
		0.00	

Adjust final costs and actual overage transferred to Fund 352.

Mayor Torjusen made the motion to Adjourn until October 6, 2020 at 6:30 pm. Councilwoman Martin seconded the motion. The vote was carried unanimously. Absent was Councilman Jackson.

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 October 6, 2020.

CITY OF GAUTIER
Consent Agenda Item #5
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Authorization of City Petty Cash Funds

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Authorization of City Petty Cash Funds by Department.

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 Council of the City of Gautier, Mississippi, the following:

RESOLUTION NUMBER 000-2020

WHEREAS, MCA § 7-7-60, Miss. Code Ann. (1972), provides authority for municipalities to operate petty cash funds in accordance with regulations set forth by the Office of the State Auditor; and

WHEREAS, said regulations require that establishment of petty cash funds be authorized by the governing authority and spread upon the minutes; and

WHEREAS, the City has determined that petty cash funds are necessary for the continued efficient operation of City business;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Gautier, Mississippi:

SECTION 1. That a petty cash fund is hereby issued to the following custodians to be used for legally budgeted purposes:

1. City Clerk	\$200.00
2. Planning Director	\$200.00
3. Police Chief	\$800.00
4. Fire Chief	\$150.00
5. Recreation Director	\$200.00

SECTION 2. That cash funds shall be spent for purchases in accordance with purchasing laws of the State and the policies of the City.

SECTION 3. 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 Council of the City of Gautier, Mississippi, at the meeting of October 6, 2020.

CITY OF GAUTIER
Consent Agenda Item #6
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Approval of Municipal Compliance
Questionnaire for FY 2019 – 2020

Introduced by:
Contact Person/Telephone

Teresa L Montgomery

Summary Explanation: Approval of Municipal Compliance Questionnaire for FY 2019- 2020.

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, as part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Municipal Compliance Questionnaire for FY 2019 - 2020 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 October 6, 2020.

Municipal Compliance Questionnaire

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

Information

Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no," and, as a result, more information on this questionnaire may be required and/or separate work papers may be needed.

1. Name and address of municipality:

CITY OF GAUTIER

3330 HWY 90 GAUTIER MS 39553

2. List the date and population of the latest official U.S. Census or most recent official census:

JULY 1 2019 18,490 (US CENSUS ESTIMATE)

3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).

ATTACHED

4. Period of time covered by this questionnaire:

From: OCTOBER 2019

To: SEPTEMBER 2020

5. Expiration date of current elected officials' term: JUNE 2021

MUNICIPAL COMPLIANCE QUESTIONNAIRE

Year Ended September 30, 2020

Answer All Questions: Y - YES, N - NO, N/A - NOT APPLICABLE

PART I - General

1. Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13) Y
2. Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-27) Y
3. Are municipal records open to the public? (Section 25-61-5) Y
4. Are meetings of the board open to the public? (Section 25-41-5) Y
5. Are notices of special or recess meetings posted? (Section 25-41-13) Y
5. Are all required personnel covered by appropriate surety bonds?
 - Board or council members (Sec. 21-17-5) Y
 - Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter) Y
 - Municipal clerk (Section 21-15-38) Y
 - Deputy clerk (Section 21-15-23) Y
 - Chief of police (Section 21-21-1) Y
 - Deputy police (Section 45-5-9) (if hired under this law) N/A
7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-19) Y
8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting? (Section 21-15-33) Y
9. Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53) Y
10. Did all officers, employees of the municipality, or their relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (Section 25-4-105) Y
11. Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (Section 21-35-31) Y

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance?
(Section 21-35-31 or 21-17-19)

Y

PART II - Cash and Related Records

1. Where required, is a claims docket maintained?
(Section 21-39-7)
2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9)
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued?
(Section 21-39-7)
4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13)
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn?
(Section 21-39-13)
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9)
7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23)
8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, & 27-39-205)
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25)
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25)

Y

Y

Y

Y

Y

Y

Y

Y

Y

N- AUG

11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) N
12. Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (Section 21-35-13) Y
13. Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (Section 21-35-17) Y
14. Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363) Y
15. Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) Y
16. Are donations restricted to those specifically authorized by law? [Section 21-17-5 (Section 66, Miss. Constitution) -- Sections 21-19-45 through 21-19-59, etc.] Y
17. Are fixed assets properly tagged and accounted for? (Section II - Municipal Audit and Accounting Guide) Y
18. Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? Y
19. Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) Y

PART III - Purchasing and Receiving

1. Are bids solicited for purchases, when required by law (written bids and advertising)? [Section 31-7-13(b) and (c)] Y
2. Are all lowest and best bid decisions properly documented? [Section 31-7-13(d)] Y
3. Are all one-source item and emergency purchases documented on the board's minutes? [Section 31-7-13(m) and (k)] Y
4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) Y

IV-B3

PART IV - Bonds and Other Debt

1. Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303) Y
2. Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87) Y
3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65) Y
4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317) Y
5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5) Y

PART V - Taxes and Other Receipts

1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167) Y
2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53) Y
3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) Y-County
4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) Y
5. Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321) Y
6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5) Y
7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1) Y
8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37) Y

9. Has the municipality levied or appropriated not less than 1/4 mill for fire protection and certified to the county it provides its own fire protection or allowed the county to levy such tax? (Sections 83-1-37 and 83-1-39) Y
10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.) Y
11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21) Y
12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1) Y
13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347) Y
14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (Section 17-17-348) Y
15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG) Y

Contact Information for Officials of the City of Gautier, Mississippi

Mayor

Phil Torjusen
319 Pierre Cove
Gautier, MS 39553
228-990-4141

City Manager

Paula Yancey
3330 Hwy 90
Gautier, MS 39553
228-623-1800

City Attorney

Josh Danos
3330 Hwy 90
Gautier, MS 39553
228-215-1367

City Clerk

Teresa Montgomery
3330 Hwy 90
Gautier, MS 39553
228-497-8000

Councilwoman at Large

Mary Martin
5904 Martin Bluff Road
Gautier, MS 39553
228-217-2792

Councilman Ward 1

Cameron George
4313 Cobblestone Lane
Gautier, MS 39553
228-219-4137

Councilman Ward 2

Richard "DJ" Jackson
1920 C W Webb Road
Gautier, MS 39553
228-424-5615

Councilman Ward 3

Casey Vaughan
3109 Bemis Avenue
Gautier, MS 39553

Councilman Ward 4

Rusty Anderson
2021 Robertsdale Drive
Gautier, MS 39553

Councilman Ward 5

Adam Colledge
8124 Meadowdale Drive
Gautier, MS 39553

CITY OF GAUTIER
Certification to Municipal Compliance Questionnaire
Year Ended September 30, 2020

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Gautier, and, to the best of our knowledge and belief, all responses are accurate.

(City Clerk's Signature)

(Mayor's Signature)

(Date)

(Date)

Minute Book References:

Book Number _____

Page _____

(Clerk is to enter minute book references when questionnaire is accepted by board.)

CITY OF GAUTIER
Consent Agenda Item #7
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Authorization to approve Seymour Engineering as
authorized agent on behalf of the City of Gautier
for NRCS Drainage Improvements (2019)

Introduced by:
Contact Person/Telephone

April Stennett 497-8000

Summary Explanation: Authorization to approve Seymour Engineering to act as an authorized agent on behalf of the City related to the Mississippi Department of Maine Resources permitting process for the NRCS Drainage Improvements projects (2019 round of funding).

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 000-2020

WHEREAS, the City has retained Seymour Engineering to provide engineering and other professional services in relation to the NRCS Drainage Improvements projects (2019 round of funding); 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 Seymour Engineering 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 Seymour Engineering 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 NRCS Drainage Improvements project (2019 round of funding).

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 October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants and Projects Director
Date: 9/24/2020
Subject: NRCS Drainage Improvements (2019) – Seymour Engineering Agent Authorization for Mississippi Department of Marine Resources Permit Application

REQUEST:

The Grants and Projects Department requests City Council approval to allow Seymour Engineering to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the NRCS Drainage Improvements project (2019 round of funding).

BACKGROUND:

The Emergency Watershed Protection Program (EWP) was established by Congress to respond to emergencies created by natural disasters. The EWP Program is designed to help people and conserve natural resources by relieving imminent hazards to life and property caused by floods, fires, drought, windstorms, and other natural occurrences. The U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) administers the EWP Program.

DISCUSSION:

The Department of Marine Resources requires the City to execute an Agent Authorization form in order to allow Seymour Engineering 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 Seymour Engineering to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the NRCS Drainage Improvements project.

The City Council may:

- 1) Approve Seymour Engineering to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the NRCS Drainage Improvements project as presented; or
- 2) Not approve Seymour Engineering to act as an authorized agent on behalf of the City related to the Mississippi Department of Marine Resources permitting process for the NRCS Drainage Improvements project as presented.

ATTACHMENTS:

1. MDMR Agent Authorization form



MISSISSIPPI DEPARTMENT OF MARINE RESOURCES

Agent Authorization

I authorize the person(s) and/or company listed below to act as my agent regarding the proposed project as described in the Joint Application and Notification at the location listed below:

Seymour Engineering, Reed Bryant

(name of agent)

925 Tommy Munro Dr., Suite G

(address)

Biloxi, MS 39532

(city, state, zip code)

228-385-2350

(agent phone number)

City of Gautier, Jackson County, MS

(location of project)

Martin Bluff Drive

Beasley Road

Paula Yancey, City Manager

(print applicant name)

(applicant signature)

(date)

Do you want the permit mailed to the agent? ____ Yes ____ No

CITY OF GAUTIER
Consent Agenda Item #8
Fact Sheet

Council Meeting:
Title:

October 6, 2020
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

Summary Explanation: Authorization to accept the following monetary donations for the City of Gautier's Cruisin' Through the Decades Event to be held October 4, 2020 starting at 6:30 P.M.: Jerry Lee's - \$200, Bronze Sponsor - \$500.00 – Coldwell Banker Smith Homes, Realtors, Bronze Sponsor - \$500.00 – Compton Engineering, Inc., Silver Sponsor - \$1,000 – Chevron Pascagoula Refinery, Gold Sponsor - \$2,500 – 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 000-2020

WHEREAS, the 23rd Annual Cruisin' the Coast will be held October 4, 2020 through October 11, 2020 on the Mississippi Gulf Coast and will feature activities like cruise-ins, headline bands & oldies entertainment, a swap meet, the CTC/Vicari Auto Auction and much more; and

WHEREAS, this is an excellent opportunity for the City of Gautier to promote and bring favorable recognition to the City of Gautier and will have a great economic impact to the local businesses within the City of Gautier; and

WHEREAS, several sponsors have offered donations to the City for the purpose of hosting this event; and

WHEREAS, the Mayor and Council Members have determined that acceptance of these donations is in the best interest of the City of Gautier.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that acceptance of the monetary donations from Jerry Lee's (\$200), Coldwell Banker Smith Homes, Realtors (\$500.00), Compton Engineering, Inc. (\$500.00), Chevron Pascagoula Refinery (\$1,000), and Seymour Engineering (\$2,500) for the City of Gautier's Cruisin' Through the Decades Event to be held October 4, 2020 starting at 6:30 P.M. is hereby approved.

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

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

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Recreation Director
Date: 9/28/2020
Subject: Approval to accept monetary donations for The City of Gautier's Cruisin' Through the Decades Event

REQUEST:

The Recreation Department is seeking authorization from City Council to accept the following monetary donation for the City of Gautier's Cruisin' Through the Decades Event held on October 4, 2020.

BACKGROUND:

The 24th Annual Cruisin' the Coast will be held Oct. 4 – 11, 2020 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 4, 2020 starting at 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. Jerry Lee's - \$200
2. Bronze Sponsor - \$500- Coldwell Banker Smith Homes, Realtors
3. Bronze Sponsor-\$500- Compton Engineering, Inc.
4. Silver Sponsor - \$1,000Chevron Pascagoula Refinery
5. Gold Sponsor - \$2,500- Seymour Engineering

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

8527

7/29/2020

PAY TO THE
ORDER OF **CITY OF GAUTIER**

\$2,500.00

Two Thousand Five Hundred and 00/100

DOLLARS

PROTECTED AGAINST FRAUD



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



MEMO

GOLD SPONSOR



COMPTON ENGINEERING, INC.
P.O. Box 686
Pascagoula, MS 39568-0686
Phone: 228/762-3970

HANCOCK BANK
PASCAGOULA, MS
85-368/655

86907

PAY **Five Hundred and no/100**

DATE	CHECK	CHECK AMOUNT
08/03/20	86907	\$500.00

TO THE
ORDER
OF **CITY OF GAUTIER**
3330 HIGHWAY 90
GAUTIER MS 39553

REGISTERED **500 DOLS 00 CTS**
A8P115943

Reece Pettis





COLDWELL BANKER
SMITH HOMES,
REALTORS®

COLDWELL BANKER SMITH HOMES, REALTORS
PO Box 819
Gautier, MS 39553
228.497.1800

HANCOCK BANK
Gautier, MS 39553
85-368/655

19342

7/14/2020

PAY TO THE
ORDER OF City of Gautier

\$**500.00

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

PROTECTED AGAINST FRAUD



CITY OF GAUTIER
P.O. Box 670
Gautier MS 39553



[Signature]
[Signature]



MEMO

Acct. # 873118

BRONZE SPONSORSHIP

[Redacted]



Chevron Products Company
A Division of Chevron U.S.A. Inc.
P.O. Box 6042
San Ramon CA 94583

62-20
311

No. 0025648562

07/24/2020

PAY TO CITY OF GAUTIER MISSISSIPPI
ORDER OF 3330 HIGHWAY 90
GAUTIER MS 39553-5124

\$\$\$\$\$\$\$\$\$\$\$1,000.00

NOT VALID AFTER 1 YEAR

Chevron
AUTHORIZED SIGNATURE

One Thousand and 00/100 Dollars

CITIBANK, N.A.
ONE PENN'S WAY, NEW CASTLE, DE 19720

[Redacted]

115369



[REDACTED]

**CITY OF GAUTIER
Consent Agenda Item #9
Fact Sheet**

Council Meeting:
Title:

October 6, 2020
Authorization to remove office equipment from the City of Gautier's inventory and declare such items surplus.

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Authorization to remove various office equipment from the City of Gautier's inventory and other miscellaneous items from City Hall and Utilities Department and declare such items 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	☐
☐		☐		☐		☐		☐	

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

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

Action Taken:

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

RESOLUTION NUMBER 000-2020

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING OFFICE EQUIPMENT FROM THE CITY OF GAUTIER'S INVENTORY AND DECLARE THE EQUIPMENT SURPLUS

WHEREAS, the City Clerk Department is requesting the following equipment be removed from inventory and declared surplus:

Brother DCP Printer - Asset #278
2 Drawer Wood File Cabinet - Asset #289
2 Drawer Filing Cabinet - Asset #294
Computer - Asset #295
3 Shelf Bookcase - Asset #301
Lexmark Printer - Asset #304
Stationary Safe - Asset #306
HP Printer - Asset #309

Chairs - Asset #313 & #314
Motorola Radio Base - Asset #320 & #323
Motorola Radios - Asset #321, #322, and #324
Table - Asset #325
Desk - Asset #327
Chair - Asset #55
Scanner - Asset #74

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 therefore removal from inventory and declaring them as surplus is in the best interest of the City of Gautier.

BE IT, THEREFORE, RESOLVED that the equipment described above 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 6th of October, 2020.

MAYOR

ATTEST:

CITY CLERK

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Date: 9/29/2020
Subject: Resolution removing broken office equipment and lost inventory items.

REQUEST:

City Council authorization is requested for the City Clerk department to remove the following office equipment from the City of Gautier's inventory from the Utilities Department and City Hall Department and declare the equipment surplus. The office equipment is a Brother DCP Printer asset number 278, 2 drawer wood file cabinet asset number 289, 2 drawer filing cabinet asset number 294, computer asset number 295, 3 shelf bookcase asset number 301, Lexmark printer asset number 304, stationary safe asset number 306, HP printer asset number 309, chairs asset numbers 313 and 314, Motorola Radio Base asset numbers 320 and 323, Motorola Radios asset numbers 321, 322 and 324, table asset number 325 and desk asset number 327. These items were listed under the Utility Department and can not be located or they are broken and can no longer can be used. The City Hall department had items: Chair asset number 55 and scanner asset number 74 and these items are broken. These items were purchased years ago and never were removed properly when they were broke or could not be used.

BACKGROUND:

The City Clerk's Department has determined that the items are no longer in working order and have been replaced. Removal from inventory is in the best interest of the City of Gautier.

DISCUSSION:

The items have been missing for several years and they are not able to be located. These items have been replaced.

RECOMMENDATION:

The City staff recommends that City Council authorize the removal of these items listed from inventory so the inventory spreadsheet can be updated.

ATTACHMENTS:

CITY OF GAUTIER
Consent Agenda Item #10
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Approval of Sponsorship for the 2020 Gautier
Mullet & Music Festival

Introduced by:
Contact Person/Telephone

Chassity Bilbo 497-8000

Summary Explanation: Approval of Sponsorship for the 2020 Gautier Mullet and Music Festival

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 Gautier Mullet and Music Festival will be held on October 24, 2020; and

WHEREAS, the Gautier Mullet and Music Festival has requested that the City sponsor the event by providing in-kind services, including but not limited to the following:

- i) Advertisement of the event on the City's electronic signs;
- ii) Provision of traffic control at the event (2 officers with an all-terrain vehicle);
- iii) Provision of 4 sets of bleachers;
- iv) Banner placement at the highway City entrances;
- v) Provision of the 16X16 wooden stage;
- vi) Provision of the large and small tents;
- vii) Provision of 4 - night light plants;
- viii) Provision of 8 Tables and Chairs
- ix) Provision of setting up and taking down barricades / orange netting

WHEREAS, in exchange for these services, the City of Gautier will be recognized as a sponsor of this event; and

WHEREAS, the Mayor and Members of the Council have determined that the sponsorship of the 2020 Gautier Mullet & Music Festival is an economic development tool to bring favorable notice, opportunities, possibilities and resources to the City of Gautier; and

WHEREAS, in the judgment of the Council, the sponsorship will be helpful toward advancing the moral, financial and other interests of the City.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the sponsorship described above is hereby approved.

IT IS FURTHER ORDERED that, as an additional form of sponsorship, the Singing River Mall Site, currently leased by the City, will be made available as the location for the 2020 Gautier Mullet & Music Fest pursuant to the previously approved Limited Use Agreement.

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 October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Recreation Director
Date: 9/29/2020
Subject: 2020 Gautier Mullet & Music Festival Sponsorship

REQUEST:

The Recreation Department has received a request from the Gautier Mullet and Music Festival Committee to sponsor the 2020 Gautier Mullet and Music Festival by providing in-kind services.

BACKGROUND:

The 30th Annual Gautier Mullet and Music Festival will be held on Saturday, October 24th from 9:00 a.m. to 7:00 p.m. The free event features arts and craft vendors, live entertainment, heritage and educational displays, children's area, classic cars, and food booths.

DISCUSSION:

Gautier Mullet and Music Festival have requested that the City sponsor the event by providing in-kind services, including but not limited to the following:

1. Advertisement of the event on the City's electronic signs
2. Provision of traffic control and fire department at the event (2 officers with an all-terrain vehicle);
3. Provision of 4 sets of bleachers
4. Banner placement at the highway city entrances
5. Provision of the 16X16 wooden stage
6. Provision of the large and small tents
7. Provision of 4-night light plants
8. Provision of 8 Tables and Chairs
9. Provision of setting up and taking down barricades/ orange netting

RECOMMENDATION:

The Recreation Department has determined that it is in the best interest of the City to provide sponsorship for the festival as this event is an economic tool that brings into favorable notices the opportunities, possibilities, and resources of the City of Gautier.

City Council may:

- 1) Approve a sponsorship for the 2020 Gautier Mullet & Music Festival as requested;
- 2) Not approve a sponsorship for the 2020 Gautier Mullet & Music Festival as requested.

ATTACHMENTS:

1. Sponsorship Request 2020



CITY OF GAUTIER

SPECIAL EVENT PERMIT APPLICATION

Submit This Form to the City Clerk Office at least thirty (30) days prior to requested event.

(Please print or type all information below)

Event Information:
Date of Event 10/24/2020 Day or Week SATURDAY Starting Time 9:00 AM/PM
Ending Time: 7:00 AM/PM Proposed Location of the Event: DOLPHIN @ OLD MALL
Describe the type of event to be conducted: FESTIVAL

Reason for Event, Demonstration or March:

GAUTIER MULLET & MUSIC FESTIVAL
(ANNUAL FALL FESTIVAL)

If Event includes a city property or streets, give proposed route: BOUNDARIES

- | | (Street) | (Direction Turn) | (Street) |
|----|--|------------------|----------|
| 1. | <u>DOLPHIN ST, NORTH OF HWY 90</u> | | |
| 2. | <u>HWY 90 @ DOLPHIN, EAST TO 1ST LIGHT</u> | | |
| 3. | <u>WEST END OF OLD MALL PROPERTY</u> | | |
| 4. | | | |
| 5. | | | |

ATTACH A DETAILED MAP OF THE PROPOSED ROUTE IF REQUESTING A STREET CLOSURE FOR THE EVENT. ATTACH A LIST OF THE ADJACENT BUSINESS OWNERS

Applicant Information:

Organization: GAUTIER MULLET & MUSIC FEST Phone: 228 218 6649

Name: P.O. BOX 852 GAUTIER MS 35993

Address: CIVIC City: MS State: 64 Zip: 8827574

Type of Organization: CIVIC Profit: ☒ Non-Profit Federal ID# 64-8827574

Individual Making Application for Organization:

Name: GUY CAGNOLATTI Phone (Home): CELL 228 218 6649

Address: 1908 SHADY POINT CIRCLE Phone (Work): (N/A)

City: GAUTIER State: MS Zip Code: 39553

Position with Organization: TREASURER, FINANCIAL OFFICER

Individual(s) Responsible for keeping order and maintenance:

Name: DAVID DIBONA Phone (H): 228 218 9272 (W) ()

Name: Phone (W): () (W) ()

Public Demonstrations and Parades are covered under city of Gautier Code of Ordinances

Requirements of Applicant:

- | | | |
|--|--|----------------------------------|
| ☐ Security | ☐ Clean up During Event | ☐ Staging |
| ☐ Traffic Direction | ☐ Clean up After Event | ☐ Fencing |
| ☐ Barricades | ☐ Trash Receptacles/Bag | ☐ Other |
| ☐ Set Up Barricades | | |

SEE "IN KIND" REQUEST LETTER

In applying for this permit, I the undersigned, as the responsible individual of the above named organization; AGREE TO HOLD THE CITY OF GAUTIER FREE AND HARMLESS OF ANY LIABILITY WHICH MAY RESULT FROM SAID EVENT, AND ACCEPT FULL RESPONSIBILITY FOR ANY SUCH LIABILITY.

Applicant's Signature: Guy M Cagnolatti

Date: 9/25/20

FOR OFFICE USE ONLY

Date Rec'd: _____ Received By: _____

Event has been: _____

Approved: _____ Disapproved: _____

Approval/Disapproval Authority

Date: _____



GAUTIER MULLET AND MUSIC FEST

OCTOBER 24, 2020

List of "In Kind" services from the City of Gautier that GMMF is requesting:

1. Announcements on flashing yellow signs on Gautier Vancleave Rd. and Hwy. 90 two weeks prior to festival. Also, City Hall "Movie" sign.
2. Police security/traffic control and fire department presence day of festival.
3. Bleachers – 4 sets.
4. Setting up and taking down barricades, orange plastic fencing as required.
5. Banner placement – 4 X 8, city hwy entrances, large banner over Dolphin Rd.
6. Small gator ATV's – what is available?
7. Large and small tent set up, take down – 30X50 & 20X20.
8. 4 each Night Light Plants.
9. 8 Tables with Chairs from Senior Center.
10. \$1.000 sponsorship to cover expenses - insurance
11. Small wooden "Community Stage" set up and takedown.

Administrative

11. Special Event Permit Approval.
12. Mall Property Usage Agreement/Authorization if required.
13. Coordinated Ambulance service – arranging through Acadian Ambulance Service.

CITY OF GAUTIER
Consent Agenda Item #11
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Authorization for the Chief LPA official to request project activation from the Mississippi Department of Transportation for the Railroad Crossing Overpass Study

Introduced by:
Contact Person/Telephone

April Stennett 497-8000

Summary Explanation: Authorization for the Chief LPA official to request project activation from Mississippi Department of Transportation for Railroad Crossing Overpass Study

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 000-2020

WHEREAS, the City was awarded a study grant to investigate the feasibility of constructing a railroad overpass to provide emergency access to the south side of the City; and

WHEREAS, federal funds were awarded through the Gulf Regional Planning Commission is \$56,888, with a local match of \$14,222, for a total of \$71,110; and

WHEREAS, the Grants and Projects Department requests the City Council to authorize the Chief LPA to request project activation from the Mississippi Department of Transportation for the Railroad Crossing Overpass Study; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City authorizes the Chief LPA to request project activation from the Mississippi Department of Transportation for the Railroad Crossing Overpass Study.

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 October 6, 2020.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants and Projects Director
Date: 9/29/2020
Subject: Railroad Crossing Overpass Study – MDOT Project Activation Request

REQUEST:

The Grants and Projects Department requests City Council authorization for the Chief LPA Official to request project activation from the Mississippi Department of Transportation for the Railroad Crossing Overpass Study.

BACKGROUND:

The City was awarded a study grant to investigate the feasibility of constructing a railroad overpass to provide emergency access to the south side of the City. The federal funds awarded through the Gulf Regional Planning Commission is \$56,888, with a local match of \$14,222 for a total cost of \$71,110.

DISCUSSION:

The MDOT Project Development Manual outlines the procedures for project activation. The City Council must authorize the Chief LPA Official to request project activation before the project can move forward.

RECOMMENDATION:

Staff recommends that City Council authorize the Chief LPA Official to request project activation from the Mississippi Department of Transportation for the Railroad Crossing Overpass Study.

City Council may:

- 1) Authorize the Chief LPA Official to request project activation from MDOT for the Railroad Crossing Overpass Study as described above; or
- 2) Not authorize the Chief LPA Official to request project activation from MDOT for the Railroad Crossing Overpass Study as described above.

ATTACHMENTS:

1. Request to Activate Project

Mayor
Phil Torjusen

City of Gautier

Gautier, Mississippi

City Manager
Paula Yancey

City Clerk
Cynthia 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

October 6, 2020

David H. Seyfarth, P.E. District 6, LPA Coordinator
Mississippi Department of Transportation
16499 B Highway 49
Saucier, MS 39574

Re: RAILROAD CROSSING OVERPASS STUDY
CITY OF GAUTIER, MISSISSIPPI
PROJECT INITIATION REQUEST

Dear Mr. Seyfarth,

The City of Gautier respectfully requests that the Mississippi Department of Transportation initiate the above referenced project. Enclosed please find a copy of the resolution adopted by the City on October 6, 2020, which requests that the project be initiated by MDOT. Also enclosed is a project vicinity map.

Please feel free to contact me for additional information concerning this project. Thank you for your attention in this matter.

Sincerely,

Paula Yancey,
City Manager, City of Gautier

Enclosures: City Resolution
Vicinity Map
LPA Training Certificate

**CITY OF GAUTIER
Consent Agenda Item #12
Fact Sheet**

Council Meeting:
Title:

**October 6, 2020
Receive August 2020 Finance Report**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Receive August 2020 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 000-2020

WHEREAS, Miss. Code Ann. 21-35-13 requires a budget report to be presented to the governing authority at the regular meeting each month.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Finance Report for August 2020 is hereby received.

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

Motion was made by **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 October 6, 2020.

AUG 2020 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	\$3,666,234.88
MS Development Loan Katrina	Depository Account	007-000-001	
CDBG-Downtown Revitalization	Depository Account	012-000-001	
Transportation Enhancement	Depository Account	013-000-001	
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	
SE MS METRO TASK FORCE	Depository Account	156-000-001	\$301,076.66
U S Justice Equitable Sharing	Depository Account	157-000-001	\$86,273.95
Fire Protection Fund	Depository Account	160-000-001	\$251,814.17
Tidelands Grant	Depository Account	171-000-001	\$24,960.95
Library Support Fund	Depository Account	172-000-001	\$2,792.24
MSWFP Recreation Trails Grant	Depository Account	175-000-001	
Shepard State Park Fund	Depository Account	176-000-001	\$65,429.70
USDA NRCS EWP Program	Depository Account	300-000-001	\$43,916.51
Pine Cone Drive Spillway	Depository Account	301-000-001	
Robert Hiram Bridge Sheet Pile Wall	Depository Account	302-000-001	
MDOT TA Grant: Martin Bluff Sidewalk	Depository Account	303-000-001	\$452,086.65
Solid Waste Fund	Depository Account	404-000-001	(\$48,233.83)
EPA: Brownfields Assessment	Depository Account	409-000-001	
General Ledger Cash Balance			\$4,849,335.31
General Depository Reconciled Cash Balance			\$4,848,554.85

ENTERPRISE FUND

Fund Name		Account #	Balance
Elevated Water Tank	Enterprise Account	350-000-002	\$129,112.00
Bemis Sewer Project	Enterprise Account	351-000-002	
OST-GV Sewer Improvements	Enterprise Account	360-000-002	\$5,513.50
Water & Sewer Utility	Enterprise Account	400-000-002	\$4,041,247.77
MDB Loan: Water Ion-X Project	Enterprise Account	421-000-002	\$47,562.52
Water Meter Project	Enterprise Account	422-000-002	
Hurricane Katrina (PW Bldg)	Enterprise Account	449-000-002	
General Ledger Cash Balance			\$4,223,435.79
Enterprise Reconciled Cash Balance			\$4,221,356.62

BOND & RESTRICTED FUNDS

Fund Name		Account #	Balance
7M GO Bond S2010	Bond Fund	130-000-001	\$1,289,293.70
W&S Bond S2018-S2019: Debt Service	Debt Service Fund	250/252-000-007	\$370,768.09
W&S Bond S2018-S2019: DS Reserve	Restricted Fund	251/253-000-003	\$723,056.10
W&S Bond S2018-S2019: Contingency	Restricted Fund	251/253-000-005	\$20,390.10
W&S Bond S2018-S2019: Depreciation	Restricted Fund	251/253-000-009	\$20,390.10
Infrastructure Imp Funds: Town Commons	Restricted Fund	304-000-004	\$491,851.59
S2019 Construction Fund MPI GO Bond	Bond Fund	Funds 304-308	\$3,034,481.91
S2019 Cash w/ Fiscal Agent (Debt Service)	Restricted Fund	305-000-014	\$116,077.20
W&S Bond S2018-S2019: Construction	Bond Fund	Funds 351-358	\$6,981,052.44
MS Dev Bank SO Bond S2013: DS Reserve	Restricted Fund	497-000-001	\$272,350.40
Customer Meter Deposit Funds	Restricted Fund	406-000-001	\$807,851.60

Total Bond & Restricted Reconciled Cash Balances \$14,127,563.23

AUG 2020
YEAR TO DATE TOTALS

General Fund Totals

	BUDGET FY 2020	AUG 2020	Balance	91.66% % to date
General Fund Revenues	10,562,706.00	9,788,449.97	774,256.03	92.6%
Expenditures:				
001 Legislative	172,865.00	155,042.38	17,822.62	89.6%
010 City Court	321,259.00	245,329.18	75,929.82	76.3%
021 City Manager	253,109.00	214,445.25	38,663.75	84.7%
022 Human Resources	64,635.00	57,148.69	7,486.31	88.4%
040 City Clerk	228,377.00	189,424.90	38,952.10	82.9%
045 Finance	277,960.00	258,724.14	19,235.86	93.0%
060 City Attorney	126,000.00	110,284.58	15,715.42	87.5%
090 Economic Dev - Planning	373,274.00	316,145.73	57,128.27	84.6%
092 Building & General Expenses	618,100.00	531,320.69	86,779.31	85.9%
094 Grants & Project Admin	197,862.00	172,620.82	25,241.18	87.2%
100 Police	3,683,650.00	3,112,859.25	570,790.75	84.5%
161 Fire	2,650,678.00	2,112,678.83	537,999.17	79.7%
170 Recreation	590,586.00	471,558.98	119,027.02	79.8%
201 PW: Streets	264,000.00	118,214.85	145,785.15	44.7%
205 PW: Maintenance	232,837.00	197,002.92	35,834.08	84.6%
900 Interfund Transfers	911,713.00	816,996.86	94,716.14	89.6%
General Fund Expenditures	10,966,905.00	9,079,798.05	1,887,106.95	82.7%
<i>Total Operating Expenditures</i>	<i>9,643,922.00</i>	<i>7,886,592.96</i>	<i>1,757,329.04</i>	
<i>Total Capital Outlay Expenditures</i>	<i>304,000.00</i>	<i>268,941.07</i>	<i>35,058.93</i>	
<i>Total Debt Service</i>	<i>107,270.00</i>	<i>107,267.16</i>	<i>2.84</i>	
<i>Total Transfers Out</i>	<i>911,713.00</i>	<i>816,996.86</i>	<i>94,716.14</i>	
<i>Total Unappropriated</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
<i>Check Total</i>	<i>10,966,905.00</i>	<i>9,079,798.05</i>	<i>1,887,106.95</i>	
<i>Personnel</i>	<i>7,565,912.00</i>	<i>6,505,006.74</i>	<i>1,060,905.26</i>	
<i>Supplies</i>	<i>544,912.00</i>	<i>301,932.04</i>	<i>242,979.96</i>	
<i>Other Services</i>	<i>1,533,098.00</i>	<i>1,079,654.18</i>	<i>453,443.82</i>	
<i>Capital Outlay</i>	<i>304,000.00</i>	<i>268,941.07</i>	<i>35,058.93</i>	
<i>Debt Service</i>	<i>107,270.00</i>	<i>107,267.16</i>	<i>2.84</i>	
<i>Interfund Transfers for DS</i>	<i>911,713.00</i>	<i>816,996.86</i>	<i>94,716.14</i>	
<i>Unappropriated</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
<i>Check Total</i>	<i>10,966,905.00</i>	<i>9,079,798.05</i>	<i>1,887,106.95</i>	

AUG 2020
YEAR TO DATE TOTALS

Special Funds	BUDGET FY 2020	As of AUG 2020	Balance	91.66% % to date
007 MS Dev 2.36M Katrina Bonds				
Revenues	280,000.00	279,911.95	88.05	99.9%
Expenditures	280,394.00	280,343.75	50.25	99.9%
013 TE-Downtown Revitalization				
Revenues	40,971.45	40,971.45	0.00	100.0%
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%
030 MDAH 2014 Community Heritage				
Revenues	0.00	0.00	0.00	
Expenditures	2,983.43	0.00	2,983.43	
128 Martin Bluff Road Project				
Expenditures	102,012.64	102,012.64	0.00	100.0%
130 \$7M GO Bond - Capital Improvements				
Revenues	4,356,310.71	518,515.51	3,837,795.20	11.9%
Expenditures	5,662,781.58	535,248.17	5,127,533.41	9.4%
156 SE MS METRO TASK FORCE				
Revenues	320,914.60	320,915.04	(0.44)	100.0%
Expenditures	320,914.60	19,838.38	301,076.22	6.1%
157 US Justice Equitable Sharing				
Revenues	207,649.60	1,440.00	206,209.60	0.6%
Expenditures	360,041.60	311,173.84	48,867.76	86.4%
160 Fire Protection Fund				
Revenues	109,000.00	112,041.77	(3,041.77)	102.7%
Expenditures	185,991.43	102,753.70	83,237.73	55.2%
171 Combined Tidelands Grant				
Revenues	358,148.07	163,620.75	194,527.32	45.6%
Expenditures	326,065.15	106,576.88	219,488.27	32.6%
172 Library Support Fund				
Revenues	111,724.00	109,243.65	2,480.35	97.7%
Expenditures	111,724.00	111,797.72	(73.72)	100.0%
176 Shepard State Park				
Revenues	105,320.00	91,874.00	13,446.00	87.2%
Expenditures	145,057.00	99,367.49	45,689.51	68.5%
250 2018 W&S Bond Debt Service				
Revenues	352,000.00	237,000.38	114,999.62	67.3%
Expenditures	286,782.00	286,781.26	0.74	99.9%

**AUG 2020
YEAR TO DATE TOTALS**

Special Funds	BUDGET FY 2020	As of AUG 2020	Balance	91.66% % to date
251 2018 W&S Bond Debt Serv Reserve				
Revenues	24,758.00	12,974.55	11,783.45	52.4%
Expenditures	9,758.00	9,613.80	144.20	98.5%
252 2019 W&S Bond Debt Service				
Revenues	308,800.00	274,585.28	34,214.72	88.9%
Expenditures	308,800.00	0.00	308,800.00	
253 2019 W&S Bond Debt Serv Reserve				
Revenues	438,294.00	438,275.38	18.62	99.9%
Expenditures	438,294.00	2,161.84	436,132.16	0.4%
300 USDA-NRCS EWP				
Revenues	176,191.78	132,973.25	43,218.53	75.4%
Expenditures	161,250.00	108,863.90	52,386.10	67.5%
301 Pine Cone Drive Spillway				
Expenditures	43,160.53	43,160.53	0.00	100.0%
303 MDOT-TA Grant: Martin Bluff Sidewalk				
Revenues	602,012.64	102,012.64	500,000.00	16.9%
Expenditures	1,002,864.25	50,777.60	952,086.65	5.0%
304 Town Commons Park Project				
Revenues	1,107,590.98	166,136.28	941,454.70	14.9%
Expenditures	3,231,404.17	223,201.10	3,008,203.07	6.9%
305 S2019 MPI GO Bond Construction Fund				
Revenues	214,841.00	65,078.73	149,762.27	30.2%
Expenditures	322,244.48	176,466.91	145,777.57	54.7%
306 Welcome Center PII (SSP)				
Revenues	225,591.30	221,200.00	4,391.30	98.0%
Expenditures	522,316.30	505,238.03	17,078.27	96.7%
307 Bacot Park Improvements				
Revenues	0.00	0.00	0.00	
Expenditures	1,687,250.00	81,500.00	1,605,750.00	4.8%
308 Boardwalk - Shepard State Park				
Revenues	482,059.00	23,700.00	458,359.00	4.9%
Expenditures	677,509.00	456,104.25	221,404.75	67.3%
350 Elevated Water Tank				
Revenues	591,000.00	591,000.00	0.00	100.0%
Expenditures	1,216,012.00	1,086,900.00	129,112.00	89.3%
351 Bemis Sewer Project				
Revenues	382,383.58	382,383.58	0.00	100.0%
Expenditures	446,063.95	446,063.95	0.00	100.0%

AUG 2020
YEAR TO DATE TOTALS

Special Funds	BUDGET FY 2020	As of AUG 2020	Balance	91.66% % to date
352 2018 Bond General Construction/Admin				
Revenues	840,371.70	832,206.69	8,165.01	99.0%
Expenditures	1,277,225.70	0.00	1,277,225.70	
353 Hwy 57 Utility Line Relocation				
Revenues	229,805.70	271,730.93	(41,925.23)	118.2%
Expenditures	1,194,822.00	1,119,869.70	74,952.30	93.7%
354 Robinson Still Road Utility Extension				
Revenues	0.00	0.00	0.00	
Expenditures	565,898.00	565,898.00	0.00	100.0%
355 Water Supply & Treatment Plant				
Revenues	5,486,506.00	5,486,506.00	0.00	100.0%
Expenditures	5,986,306.00	455,219.37	5,531,086.63	7.6%
358 2019 Bond General Construction/Admin				
Revenues	6,030,400.00	6,030,032.55	367.45	99.9%
Expenditures	6,030,400.00	6,030,399.75	0.25	99.9%
360 OST-GV SEWER IMPROVEMENTS				
Revenues	2,327,950.00	368,872.60	1,959,077.40	15.8%
Expenditures	2,327,950.00	363,359.10	1,964,590.90	15.6%
404 Solid Waste Fund				
Revenues	1,586,240.00	1,300,374.12	285,865.88	81.9%
Expenditures	1,625,240.00	1,518,302.72	106,937.28	93.4%
421 MSB - Water Ionization Plant				
Expenditures	56,287.52	8,725.00	47,562.52	15.5%
497 DS Fund: 2013 SO Bond				
Revenues	5,200.00	2,025.55	3,174.45	38.9%
Expenditures	6,000.00	2,895.50	3,104.50	48.2%

**AUG 2020
YEAR TO DATE TOTALS**

ENTERPRISE FUND (400)

	BUDGET FY 2020	AUG 2020	Balance	91.66% % to date
Utility Fund Revenues	9,001,000.00	8,358,917.26	642,082.74	92.8%
Administration	2,916,183.00	2,601,458.49	314,724.51	89.2%
Water & Sewer O & M	3,286,002.00	2,788,497.63	497,504.37	84.8%
Debt Service	1,077,284.00	885,102.83	192,181.17	82.1%
Transfers	1,516,808.00	1,117,154.00	399,654.00	73.6%
Contingencies	200,000.00	0.00	200,000.00	
Utility Fund Expenditures	8,996,277.00	7,392,212.95	1,604,064.05	82.1%
<i>Total Operating Expenditures</i>	<i>6,080,185.00</i>	<i>5,305,571.14</i>	<i>774,613.86</i>	
<i>Total Capital Outlay Expenditures</i>	<i>122,000.00</i>	<i>84,384.98</i>	<i>37,615.02</i>	
<i>Total Debt Service</i>	<i>1,077,284.00</i>	<i>885,102.83</i>	<i>192,181.17</i>	
<i>Total Interfund Transfers</i>	<i>1,516,808.00</i>	<i>1,117,154.00</i>	<i>399,654.00</i>	
<i>Total Contingency Expenditures</i>	<i>200,000.00</i>	<i>0.00</i>	<i>200,000.00</i>	
<i>Check Total</i>	<i>8,996,277.00</i>	<i>7,392,212.95</i>	<i>1,604,064.05</i>	
 <i>Personnel</i>	 <i>418,444.00</i>	 <i>381,324.50</i>	 <i>37,119.50</i>	
<i>Supplies</i>	<i>269,000.00</i>	<i>167,337.23</i>	<i>101,662.77</i>	
<i>Other Services</i>	<i>5,392,741.00</i>	<i>4,756,909.41</i>	<i>635,831.59</i>	
<i>Capital Outlay</i>	<i>122,000.00</i>	<i>84,384.98</i>	<i>37,615.02</i>	
<i>Debt Service</i>	<i>1,077,284.00</i>	<i>885,102.83</i>	<i>192,181.17</i>	
<i>Interfund Transfers</i>	<i>1,516,808.00</i>	<i>1,117,154.00</i>	<i>399,654.00</i>	
<i>Contingencies</i>	<i>200,000.00</i>	<i>0.00</i>	<i>200,000.00</i>	
<i>Check Total</i>	<i>8,996,277.00</i>	<i>7,392,212.95</i>	<i>1,604,064.05</i>	

CITY OF GAUTIER
Consent Agenda Item #13
Fact Sheet

Council Meeting:
Title:

October 6, 2020
Approval of water and sewer adjustments dated
October 2020 in the amount of \$3,255.77.

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497- 8000

Summary Explanation: Approval of water and sewer adjustments dated October 2020 in the amount of \$3,255.77.

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 Council has authorized the City Manager to establish payment plans and fee adjustments contingent upon Council approval; and

WHEREAS, the City Council has adopted a Comprehensive Fee Schedule that establishes such fees for the equitable provision of services;

WHEREAS, based on the reasons included on the attached documentation, the Mayor and Council hereby find that, due to unforeseen events, the respective users did not receive the benefit of the relevant utility;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the attached list of water and sewer adjustments dated October 2020 in the amount of \$3,255.77 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 **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 October 6, 2020.

OCTOBER 2020 UTILITY ADJUSTMENTS							
THESE FOLLOW POLICY/ RECOMMEND APPROVAL							
ACCT #	100 WATER	400 SEWER	195 L/C	130 CAPACITY	800 TAX	TOTAL ADJ	REASON FOR ADJUSTMENT
029-12901-003		134.21				134.21	Busted Pipe
033-02701-004		80.65				80.65	Pool Fill
035-13011-001		792.31		400.00		1,192.31	Pool Fill
039-15401-000		67.34				67.34	Pool Fill
041-02801-007		48.75				48.75	Pool Fill
041-08801-001		131.72				131.72	Pool Fill
044-03301-000		162.43				162.43	Pool Fill
047-22801-001		69.84				69.84	Pool Fill
050-12001-002		270.57	140.00			410.57	Busted Pipe
050-13201-000		155.77				155.77	Pool Fill
050-14701-001		202.85				202.85	Pool Fill
053-10301-000		143.00				143.00	Pool Fill
056-09901-000		56.33				56.33	Outside Faucet
102-00101-000				400.00		400.00	Busted Pipe
TOTAL	0.00	2,315.77	140.00	800.00	0.00	3,255.77	
COMPLETED							

**CITY OF GAUTIER, MISSISSIPPI
STUDY AGENDA
October 6, 2020**

ITEM DESCRIPTION:

Citizen Comments

City Council Comments

City Manager Comments

City Clerk Comments

City Attorney Comments

NOTES:
