

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
January 3, 2023 @ 6:30 PM**

I. Call to Order

1. Prayer
2. Pledge of Allegiance

II. Agenda Order Approval

III. Announcements

IV. Presentation Agenda

1. Gautier Mayor's Youth Council Update by President Ciara Harvey and Vice President Katie Jamison

V. Business Agenda

1. Authorization to increase the contract amount between Butler Snow, LLP and the City of Gautier for redistricting services.

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

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

1. Approval of the Minutes from the Recessed Council Meeting held December 20, 2022
2. Authorization to approve a City of Gautier Grant Policy and Procedures document

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 January 17, 2023 at 6:30pm
www.gautier-ms.gov

**CITY OF GAUTIER, MISSISSIPPI
ANNOUNCEMENT AGENDA
January 3, 2023**

ITEM DESCRIPTION:

ANNOUNCEMENTS

1. Offices will be closed Monday, January 16th in observance of the birthdays for Martin Luther King, Jr. and Robert E. Lee

NOTES:

STATE HOLIDAYS

MISS. CODE ANN. § 3-3-7:

(1) Except as otherwise provided in subsection (2) of this section, the following are declared to be legal holidays, viz: the first day of January (New Year's Day); the third Monday of January (Robert E. Lee's birthday and Dr. Martin Luther King, Jr.'s birthday); the third Monday of February (Washington's birthday); the last Monday of April (Confederate Memorial Day); the last Monday of May (National Memorial Day and Jefferson Davis' birthday); the fourth day of July (Independence Day); the first Monday of September (Labor Day); the eleventh day of November (Armistice or Veterans' Day); the day fixed by proclamation by the Governor of Mississippi as a day of Thanksgiving, which shall be fixed to correspond to the date proclaimed by the President of the United States (Thanksgiving Day); and the twenty-fifth day of December (Christmas Day). In the event any holiday hereinbefore declared legal shall fall on Sunday, then the next following day shall be a legal holiday.

(2) In lieu of any one (1) legal holiday provided for in subsection (1) of this section, with the exception of the third Monday in January (Robert E. Lee's and Martin Luther King, Jr.'s birthday) and the eleventh day of November (Armistice or Veterans Day), the governing authorities of any municipality or county may declare, by order spread upon its minutes, Mardi Gras Day or any one (1) other day during the year, to be a legal holiday.

(3) August 16 is declared to be Elvis Aaron Presley Day in recognition and appreciation of Elvis Aaron Presley's many contributions, international recognition and the rich legacy left to us by Elvis Aaron Presley. This day shall be a day of recognition and observation and shall not be recognized as a legal holiday.

(4) May 8 is declared to be Hernando de Soto Day in recognition, observation and commemoration of Hernando de Soto, who led the first and most imposing expedition ever made by Europeans into the wilds of North America and the State of Mississippi, and in further recognition of the Spanish explorer's 187-day journey from the Tombigbee River basin on our state's eastern boundary, westward to the place of discovery of the Mississippi River on May 8, 1541. This day shall be a day of commemoration, recognition and observation of Hernando de Soto and European exploration and shall not be recognized as a legal holiday.

(5) Armistice Day (Veterans Day) shall be observed by appropriate exercises in all the public schools in the State of Mississippi. The superintendent of schools of each public school district is authorized to provide for the appearance of uniformed military personnel, uniformed veterans or the families of fallen military personnel/veterans at such public school exercises in honor of Armistice (Veterans) Day. The superintendent of schools is also authorized to permit the school band and its director(s) at any public school in the district to perform at Armistice (Veterans) Day exercises in the school district upon the request of public officials or veterans associations without loss of any program credit by participating students and without loss of leave by participating school personnel.

Holiday Proclamations from the Governor:

- New Year's Day (/Education-Publications/Pages/Proclamation-New-Years-Day.aspx)
- Independence Day -- July Fourth (/content/documents/ed_pubs/holidays/Proclamation_July42020.pdf)
- Veteran's Day -- November 11 (/content/documents/ed_pubs/holidays/Veteran%27s%20Day%202019%20Holiday%20Notice.pdf)
- Thanksgiving Day, Christmas Day, and New Year's Day (/content/documents/ed_pubs/holidays/Thanksgiving%20Christmas%20and%20New%20Year%27s%20Holidays%202019.pdf)

**CITY OF GAUTIER, MISSISSIPPI
PRESENTATION AGENDA
January 3, 2023**

ITEM DESCRIPTION:

PRESENTATION AGENDA

None

NOTES:

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

Council Meeting:
Title:

January 3, 2023
Authorization to increase the contract amount
between Butler Snow, LLP and the City of Gautier
for redistricting services

Introduced by:
Contact Person/Telephone

Paula Yancey 497-8000

Summary Explanation: Authorization to increase the contract amount between Butler Snow, LLP and the City of Gautier for redistricting services by \$15,000, giving the new total of \$50,000.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:

Vaughan ☐ Colledge ☐ George ☐ Jackson ☐ Gollott ☐ Anderson ☐ Elbin ☐

Second Made by:

Vaughan ☐ Colledge ☐ George ☐ Jackson ☐ Gollott ☐ Anderson ☐ Elbin ☐

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

Action Taken:

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

ORDER NUMBER 000-2023

WHEREAS, on December 7, 2021, City Council approved the contract between Butler Snow, LLP and the City of Gautier for redistricting services in an amount not to exceed \$35,000;

WHEREAS, the Butler Snow has performed work above the maximum amount approved by Council; and

WHEREAS, additionally, legal descriptions for the new wards are yet to be complete; and

WHEREAS, authorization from City Council is requested in order to increase the amount for redistricting services by \$15,000, providing a new “not to exceed: amount of \$50,000; and

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

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the contract amount between Butler Snow, LLP and the City of Gautier for redistricting services shall increase by \$15,000, providing a new total of \$50,000.

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 January 3, 2023.

**CITY OF GAUTIER
MEMORANDUM**

To: City Council

From: Paula Yancey, City Manager

Date: 12/28/2022

Subject: Authorization to increase the contract amount between Butler Snow, LLP and the City of Gautier for redistricting services by \$15,000, giving the new total of \$50,000

REQUEST:

The City Manager requests authorization from City Council to increase the amount for redistricting services by \$15,000, giving the new total of \$50,000.

BACKGROUND:

On December 7, 2021, City Council approved the contract between Butler Snow, LLP and the City of Gautier for redistricting services in an amount not to exceed \$35,000.

DISCUSSION:

Initially, the contract did not set a limit on fees. As of now, the total over the maximum amount approved by Council is \$11,635.85. However, legal descriptions for the new wards are still needing to be complete, as well. Therefore, the City requests the City Council's authorization to increase the amount by \$15,000, with the new amount being \$50,000 for redistricting services.

RECOMMENDATION:

The City Manager recommends approving the authorization to increase the amount for redistricting services by \$15,000, giving the new total of \$50,000.

The Council May:

1. Approve the increase for redistricting services by \$15,000, giving the new total of \$50,000; or
2. Not approve the increase for redistricting services by \$15,000, giving the new total of \$50,000.

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

Council Meeting: January 3, 2023
Title: 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:									
Vaughan	☐	Colledge	☐	George	☐	Jackson	☐	Gollott	☐
Anderson	☐	Elbin	☐						

Second Made by:									
Vaughan	☐	Colledge	☐	George	☐	Jackson	☐	Gollott	☐
Anderson	☐	Elbin	☐						

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

Action Taken:

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

ORDER NUMBER 000-2023

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 January 3, 2023.

Docket of Claims
Release date from 01/03/2023 thru 01/03/2023

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	COG 7M BOND ACCT	230846	01/03/2023	12/20/2022			44,190.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-104	TR MDOT WIRE: FUND 130		12162022	12/16/2022			44,190.88
001	MS DEVELOPMENT AUTHORITY	230851	01/03/2023	12/21/2022			46,323.96	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-680-830	ANNUAL PMT: 12-192-CP-1		GMS: 50758	02/01/2023			46,323.96
001	DAVID T BEVER	230857	01/03/2023	12/21/2022			230.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PER DIEM ADV: MACP CONFERENCE		01082023	12/06/2022			230.00
001	BALBINA CALDWELL	230859	01/03/2023	12/21/2022			56.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-698	COURT INTERPRETER		11282022	12/20/2022			56.00
001	MS RECREATION & PARK ASSOCIATION	230860	01/03/2023	12/21/2022			65.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-682	ANNUAL MEMBERSHIP: BILBO, C		3727	12/06/2022			65.00
001	POWELL CONSTRUCTION SERVICES INC	230861	01/03/2023	12/21/2022			660.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-698	EVAL TRAFFIC SIGNALS: G-V		4042	12/20/2022			660.00
001	SINGING RIVER HEALTH SYSTEM	230862	01/03/2023	12/21/2022			68.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-604	PHYS PERF TEST: NICHOLSON,T		536639	12/12/2022			68.00
001	PITNEY BOWES GLOBAL FINANCIAL SERVS	230888	01/03/2023	12/27/2022			537.54	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	LEASE PMT: POSTAGE MACHINE		3316765844	12/16/2022			537.54
001	C SPIRE WIRELESS	230889	01/03/2023	12/27/2022			1,167.19	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-001-605	COUNCIL PHONE		0030759348	11/30/2022			47.55
	001-021-605	CITY MGR CELL PHONE		0030759348	11/30/2022			47.55
	001-040-605	ADMIN CELL PHONE		0030759348	11/30/2022			81.88
	001-090-605	BLG-PLNG CELL PHONES		0030759348	11/30/2022			251.91
	001-090-698	IPAD SERV (3)		0030759348	11/30/2022			102.99
	001-094-605	GRANTS-PROJ CELL PHONES		0030759348	11/30/2022			142.65
	001-161-605	FIRE DEPT CELL PHONES		0030759348	11/30/2022			142.65
	001-170-605	RECREATION CELL PHONES		0030759348	11/30/2022			200.14
	001-205-605	MAINT CELL PHONES		0030759348	11/30/2022			149.87
001	LEE N BOND, CUSTODIAN	230893	01/03/2023	12/27/2022			690.35	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-559	PANTS W/ ALTS: HOLLINGSWORTH		10072022	10/07/2022			80.80
	001-100-559	CANDY: HALLOWEEN EVENTS		10132022	10/13/2022			449.46
	001-100-559	WASHERS: DISPATCH TVS		10202022	10/20/2022			8.80
	001-100-559	CAR TAG		10242022	10/24/2022			5.50

Docket of Claims
Release date from 01/03/2023 thru 01/03/2023

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LEE N BOND, CUSTODIAN	230893	01/03/2023	12/27/2022			690.35	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-559	CAR TAGS (4)		10042022	10/04/2022			24.00
	001-100-559	COURT RECORD FEES: CID REPORT		10272022	10/27/2022			32.98
	001-100-525	REIMB FUEL: MAY, F		11102022	11/10/2022			20.00
	001-100-559	OIL PLUGS		11072022	11/07/2022			8.81
	001-100-559	NRA MEMBERSHIP: ETHERIDGE,D		11102022	11/10/2022			60.00
001	SCOTT ANKERSON, CUSTODIAN	230894	01/03/2023	12/27/2022			138.55	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-638	CAR WASH-PILOT: COUNCIL		10112022	10/11/2022			10.00
	001-090-500	MOUSE PAD: FAGAN,P		12012022	12/01/2022			8.55
	001-092-607	STAMPS: CODE ENFORCEMENT		12122022	12/12/2022			24.00
	001-092-607	STAMPS: CODE ENFORCEMENT		12142022	12/14/2022			24.00
	001-092-607	STAMPS: ADMIN&BABS		12192022	12/19/2022			12.00
	001-092-607	STAMPS: CODE ENFORCEMENT		12202022	12/20/2022			60.00
001	AT&T	230895	01/03/2023	12/27/2022			35.91	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC LINE MONITORING		2284970262	12/14/2022			35.91
001	RJ YOUNG COMPANY LLC	230900	01/03/2023	12/27/2022			121.14	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	GEMG00-01 RENTAL FEE		INV6094255	12/21/2022			113.14
	001-161-698	ADMIN FEE		INV6094255	12/21/2022			8.00
001	RJ YOUNG COMPANY LLC	230901	01/03/2023	12/27/2022			470.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	GSHZ00-01 RENTAL FEE		INV6079481	12/14/2022			470.88
001	RJ YOUNG COMPANY LLC	230902	01/03/2023	12/27/2022			75.55	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	LEXMARK C4150: SERV FEE		INV6070842	12/09/2022			38.00
	001-100-699	RICOH IMC2500: SERV FEE		INV6070842	12/09/2022			37.55
001	SPARKLIGHT	230903	01/03/2023	12/27/2022			95.41	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	JAN 2023: CFD#122024086		12232022	12/23/2022			95.41
001	SPARKLIGHT	230904	01/03/2023	12/27/2022			85.46	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	JAN 2023: NFD 122024383		12232022	12/23/2022			85.46
001	SPARKLIGHT	230905	01/03/2023	12/27/2022			85.46	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	JAN 2023: SFD 122025091		12232022	12/23/2022			85.46
001	AT&T	230908	01/03/2023	12/27/2022			3,975.52	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284978000	12/14/2022			3,975.52

Docket of Claims
Release date from 01/03/2023 thru 01/03/2023

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GLOBALSTAR	230909	01/03/2023	12/27/2022			100.45	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		42962959	12/16/2022			100.45
001	SPARKLIGHT	230910	01/03/2023	12/27/2022			220.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	JAN 2023: BACOT	135939403	12232022	12/23/2022			220.88
001	FUELMAN	230916	01/03/2023	12/27/2022			3,408.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP63486467	12/19/2022			62.30
	001-092-525	UNL FUEL		NP63486467	12/19/2022			41.88
	001-100-525	UNL FUEL		NP63486467	12/19/2022			2,486.79
	001-161-525	UNL&DSL FUEL		NP63486467	12/19/2022			523.26
	001-170-525	UNL FUEL		NP63486467	12/19/2022			294.28
001	FUELMAN	230918	01/03/2023	12/27/2022			3,114.27	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP63510271	12/26/2022			59.72
	001-100-525	UNL&DSL FUEL		NP63510271	12/26/2022			2,342.73
	001-161-525	DSL FUEL		NP63510271	12/26/2022			357.86
	001-170-525	UNL&DSL FUEL		NP63510271	12/26/2022			275.88
	001-205-525	UNL FUEL		NP63510271	12/26/2022			78.08
001	MS ASSOC OF CHIEFS OF POLICE	230920	01/03/2023	12/27/2022			297.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-022-660	ENTRY LVL SS POST TEST (10)		SA52259	11/01/2022			175.00
	001-022-660	NATL DISPATCH SEL TEST (5)		SA52259	11/01/2022			90.00
	001-022-660	NDST EXAMINERS MANUAL		SA52259	11/01/2022			10.00
	001-022-660	SHIPPING		SA52259	11/01/2022			22.00
001	RJ YOUNG COMPANY LLC	230931	01/03/2023	12/28/2022			204.74	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	FNK100-01 RENTAL FEE		INV6087508	12/19/2022			196.74
	001-100-699	ADMIN FEE		INV6087508	12/19/2022			8.00
001	ALABAMA MEDIA GROUP	230932	01/03/2023	12/28/2022			52.92	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-615	PUBLIC NOTICE: GPC 22-44-CU		0010528445	12/18/2022	230320		18.12
	001-090-615	PUBLIC NOTICE: GPC 23-01-VAR		0010528448	12/18/2022	230320		19.44
	001-040-615	PUBLISH ORDINANCE 268-2022		0010526685	12/14/2022	230305		15.36
001	REYNOLDS WHOLESALE CO	230933	01/03/2023	12/28/2022			173.85	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-510	TISSUE 96/CS (3)		73494	12/15/2022	230316		173.85
001	SOUTHERN PIPE & SUPPLY CO INC	230937	01/03/2023	12/28/2022			85.59	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-559	K-6 6' TOILET AUGER W/BULB		7444926-00	12/08/2022	230282		85.59

Docket of Claims
Release date from 01/03/2023 thru 01/03/2023

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	UNIVERSITY OF MS / MS LAW RESEARCH	230940	01/03/2023	12/28/2022			160.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-559	MS FORM AFFIDAVIT BK (4)		5953	12/16/2022	230330		160.00
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	230943	01/03/2023	12/28/2022			629.13	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-500	LM B220Z00 IMAGING UNIT		3525644900	12/16/2022	230317		79.99
	001-010-500	36X24 2023 WALL CALENDAR (2)		3525775901	12/17/2022	230331		18.64
	001-010-500	POST-IT NOTES 24PK		3525775901	12/17/2022	230331		12.83
	001-010-500	CS 8.5X11 COPY PAPER (4)		3525775901	12/17/2022	230331		177.96
	001-010-500	2-PK HP 058 SY TONER (2)		3525775901	12/17/2022	230331		320.34
	001-010-500	FILE POCKET LTR 10/BOX		3525775901	12/17/2022	230331		19.37
001	MUNICIPAL EMERGENCY SERVICES INC	230949	01/03/2023	12/28/2022			39,603.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-702	S 789 E3 CUTTER-TOOL ONLY		IN1800708	12/12/2022	230086		10,781.00
	001-161-702	SP 555 E3 SPREADER-TOOL ONLY		IN1800708	12/12/2022	230086		11,981.00
	001-161-702	R 521 E3 RAM-TOOL ONLY		IN1800708	12/12/2022	230086		7,906.00
	001-161-702	EWXT/E3 CHARGER 110-240V (3)		IN1800708	12/12/2022	230086		1,476.00
	001-161-702	EWXT 9 AH BATTERY (6)		IN1800708	12/12/2022	230086		4,344.00
	001-161-702	CHAIN SET (KSV 11)		IN1800708	12/12/2022	230086		975.00
	001-161-702	HORIZ BRACKET S789EWXT		IN1800708	12/12/2022	230086		265.00
	001-161-702	HORIZ BRACKET SP555EWXT		IN1800708	12/12/2022	230086		295.00
	001-161-702	HORIZ/FLAT/VERT MNTG BRACKET		IN1800708	12/12/2022	230086		265.00
	001-161-702	HURST JAWS-LIFE RAM CLAW SET		IN1800708	12/12/2022	230086		1,040.00
	001-161-702	SHIPPING		IN1800708	12/12/2022	230086		275.00
001	AMAZON CAPITAL SERVICE	230953	01/03/2023	12/28/2022			1,278.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-500	UNIV MESSAGE STAMP: RECEIVED		1CHHQDRM1D	12/07/2022	230233		9.77
	001-090-500	PILOT BETTER REFILL BLUE 3/PK		1CHHQDRM1D	12/07/2022	230233		5.92
	001-090-500	2023 MTHLY PLANNER 9X11 SPIRAL		1CHHQDRM1D	12/07/2022	230233		6.99
	001-090-500	AVERY 3RING BINDER 1.5 INCH		1CHHQDRM1D	12/07/2022	230233		8.93
	001-090-500	AVERY OVAL LABELS 1.5X2.5		1CHHQDRM1D	12/07/2022	230233		12.14
	001-090-500	PILOT DR GRIP PEN REFILLABLE		1CHHQDRM1D	12/07/2022	230233		5.84
	001-090-500	2023-2024 DESK CALENDAR (2)		1CHHQDRM1D	12/07/2022	230233		13.98
	001-205-559	PRO GRADE TOOL BOX LINER		1CHHQDRM1D	12/07/2022	230233		22.98
	001-205-559	6/PK 18" TRAFFIC SFTY CONE		1CHHQDRM1D	12/07/2022	230233		63.50
	001-090-500	PILOT G2 PREM BLK PEN 12/CT		1CHHQDRM1D	12/07/2022	230233		12.98
	001-090-500	8.5X11 CARDSTOCK 300/PK (2)		1CHHQDRM1D	12/07/2022	230233		25.98
	001-161-575	FIRE-LIFE SFTY EDUCATOR BK(3)		19LVJGKV63	12/14/2022	230299		271.14
	001-205-560	10PK 8'LED SHOPLIGHT FIXTURE		1JM9RYLFFK	12/15/2022	230303		160.55
	001-100-689	5 GAL RED BUCKET/GAMMA LID		117C6TKPVG	12/18/2022	230313		31.57
	001-100-689	47" EXTRA HD REPTILE TONGS		117C6TKPVG	12/18/2022	230313		29.99
	001-205-559	SEALED LEAD ACID BATTERY CHGR		17JV3YHJ9Y	12/07/2022	230247		13.29
	001-100-635	BATTERY 6V 7000MAH (5)		1RMR3PWHXM	12/22/2022	230343		249.75
	001-170-577	FIELD STRIPING LINE MACHINE		1KML11VGGD	12/15/2022	230318		177.68
	001-170-577	FIELD MARKING PAINT 24/CS (2)		1KML11VGGD	12/15/2022	230318		155.90

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUDIOWAVE INC	230957	01/03/2023	12/28/2022			1,995.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-698	LABOR: INSTL EQUIP #12740		A 56047	12/05/2022	230283		1,835.00
	001-100-698	SHOP SUPPLIES		A 56047	12/05/2022	230283		160.00
001	STEINER SAW & MOWER	230958	01/03/2023	12/28/2022			391.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	REPR STIHL WEEDEATERS (3)		638866	11/15/2022	230183		391.00
001	SPARKLIGHT	230962	01/03/2023	12/29/2022			127.95	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-698	JAN 2023: GARAGE		12202022	12/20/2022			127.95
FUND TOTAL	1 Claims	to	Checks	35 Total	150,915.97	Manual	Held	Total 150,915.97

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
003	SUNBELT FIRE INC	230934	01/03/2023	12/28/2022			7,957.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	003-460-799	50'PONN SUPREME DJ HOSE (41)		335097	12/19/2022	220910		7,657.16
	003-460-799	SHIPPING		335097	12/19/2022	220910		300.00
FUND TOTAL	3 Claims	to	Checks	1 Total	7,957.16 Manual	Held	Total	7,957.16

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
156	SINGING RIVER PAINT & BODY	230936	01/03/2023	12/28/2022			2,400.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	156-100-799	PAINT 2012 HARLEY: V# 9665		12142022	12/14/2022	230189		1,200.00
	156-100-799	PAINT 2012 HARLEY: V# 0955		12142022	12/14/2022	230189		1,200.00
156	DANA SAFETY SUPPLY	230950	01/03/2023	12/28/2022			1,175.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	156-100-799	SLI PROTAC RAIL MOUNT 2 (10)		824515	12/12/2022	230261		1,150.00
	156-100-799	FREIGHT		824515	12/12/2022	230261		25.00
156	ZERO9 SOLUTIONS LTD	230955	01/03/2023	12/28/2022			1,010.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	156-100-799	FLASHLIGHT CASE (40)		5636	12/20/2022	230327		998.00
	156-100-799	SHIPPING		5636	12/20/2022	230327		12.50
FUND TOTAL 156 Claims	to	Checks	3 Total	4,585.50	Manual		Held	Total 4,585.50

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
157	DANA SAFETY SUPPLY	230951	01/03/2023	12/28/2022			4,884.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	157-100-799	SLI STINGER LED DS (40)		824226	12/09/2022	230234		4,639.60
	157-100-799	SLI RED TRAFFIC WAND (40)		824226	12/09/2022	230234		200.00
	157-100-799	FREIGHT		824226	12/09/2022	230234		45.00
FUND TOTAL 157 Claims	to	Checks	1 Total	4,884.60 Manual		Held	Total	4,884.60

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
160	SUNBELT FIRE INC	230935	01/03/2023	12/28/2022			29,472.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	160-161-740	NFPA EQUIPMENT:CLASS A PUMPER		145813EQ	12/18/2022	220740		29,472.00
FUND TOTAL 160 Claims	to	Checks	1 Total	29,472.00	Manual	Held	Total	29,472.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
171	AMAZON CAPITAL SERVICE	230954	01/03/2023	12/28/2022			279.99	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	171-176-779	SS COMM HAND DRYER 1800W 2PK	1M6G6Y3R4Y	12/14/2022	230310		279.99	
FUND TOTAL 171 Claims	to	Checks	1 Total	279.99 Manual		Held	Total	279.99

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	230847	01/03/2023	12/20/2022			1,767.26	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	172-350-650	LIBRARY SUPPORT		DEC 2022	12/20/2022			1,767.26
FUND TOTAL 172 Claims	to	Checks	1 Total	1,767.26 Manual		Held	Total	1,767.26

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	AD2 INC	230858	01/03/2023	12/21/2022			655.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-699	HOSTING FEE DEC 2022	3930	12/15/2022			36.50	
	176-170-699	SHOPPING CART	3930	12/15/2022			268.50	
	176-170-699	WEB SITE MAINT 11/15-12/14/22	3930	12/15/2022			350.00	
176	C SPIRE WIRELESS	230890	01/03/2023	12/27/2022			51.77	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	CELL PHONE	0030759348	11/30/2022			51.77	
176	AT&T	230896	01/03/2023	12/27/2022			617.13	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	MTHLY SERVICE 2 LINES	2284972244	12/14/2022			617.13	
176	SPARKLIGHT	230911	01/03/2023	12/27/2022			127.95	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-699	JAN 2023: SSP 136075116	12232022	12/23/2022			127.95	
176	SPARKLIGHT	230912	01/03/2023	12/27/2022			256.89	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-699	JAN 2023: SSP INET 132698937	12202022	12/20/2022			256.89	
176	STEINER SAW & MOWER	230919	01/03/2023	12/27/2022			53.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-639	FILTER CAP; 12" BAR	013603	12/09/2022			53.50	
176	HENZE ENTERPRISES INC	230939	01/03/2023	12/28/2022			1,500.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-586	30 TNS #57 LIMESTONE: SHEPARD	31636	12/09/2022	230281		1,500.00	
176	STAPLES BUSINESS ADVANTAGE DEPT ATL	230944	01/03/2023	12/28/2022			43.93	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-500	5-SUBJECT NOTEBOOK	3525253041	12/10/2022	230286		11.72	
	176-170-500	SHARPIE MARKER CHISEL DZ (2)	3525253041	12/10/2022	230286		17.22	
	176-170-500	JAM PAPER VB CARDSTOCK 500PK	3525464318	12/14/2022	230286		14.99	
FUND TOTAL 176 Claims	to	Checks	8 Total	3,306.17 Manual		Held	Total	3,306.17

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
255	THE PEOPLES BANK	230850	01/03/2023	12/21/2022			29,566.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	255-680-813	INT: GO REF BOND S2020		3322	11/18/2022			29,566.25
FUND TOTAL 255	Claims	to	Checks	1 Total	29,566.25	Manual	Held	Total 29,566.25

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
304	SEYMOUR ENGINEERING PLLC Account Number 304-510-763	230923	01/03/2023	12/27/2022			29,300.00	
	Description TO #5: CONS ADM/RES PROJ REP			Invoice # 8636	Date 12/26/2022	P.O.	Amount 29,300.00	
304	SEYMOUR ENGINEERING PLLC Account Number 304-510-763	230924	01/03/2023	12/28/2022			39,350.00	
	Description TO #6: AMPHITHEATER			Invoice # 8637	Date 12/26/2022	P.O.	Amount 39,350.00	
FUND TOTAL 304 Claims to		Checks	2 Total	68,650.00	Manual	Held	Total	68,650.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	COG DEPOSITORY ACCOUNT	230826	01/03/2023	12/15/2022			43,427.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-821	ST LNS #3 90/57 SWR		12092022	12/09/2022			7,877.45
	400-680-822	ST LNS #4 90/57 WTR		12092022	12/09/2022			10,948.67
	400-680-822	ST LNS #4 90/57 SWR		12092022	12/09/2022			9,019.22
	400-680-823	ST LNS #5 ALLEN RD		12092022	12/09/2022			2,149.95
	400-680-824	ST LNS #6 OLD SPAN TR		12092022	12/09/2022			3,765.83
	400-680-825	ST LNS #7 OLD SPAN TR		12092022	12/09/2022			9,665.99
400	2018-2019 BOND DEBT SERVICE FUND	230863	01/03/2023	12/21/2022			24,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-900-950	JAN 2023: 2018 BOND DS		01012023	01/01/2023			24,000.00
400	2018-2019 BOND DEBT SERVICE FUND	230864	01/03/2023	12/21/2022			32,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-900-950	JAN 2023: 2019 BOND DS		01012023	01/01/2023			32,000.00
400	WARREN PAVING INC	230865	01/03/2023	12/21/2022			1,032.36	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-585	6.12 TNS ASPHALT: CONT DAMAGE		70680	12/08/2022			514.08
	400-651-683	6.17 TNS ASPHALT: CAMBRIDGE SQ		70690	12/09/2022			518.28
400	COGENT STRATEGIES LLC	230887	01/03/2023	12/27/2022			7,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-601	PROF FEES: 12/6/22-01/5/23		2902	12/26/2022			7,500.00
400	C SPIRE WIRELESS	230891	01/03/2023	12/27/2022			47.55	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	CELL PHONE		0030759348	11/30/2022			47.55
400	AT&T	230897	01/03/2023	12/27/2022			171.62	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284975234	12/14/2022			171.62
400	AT&T	230898	01/03/2023	12/27/2022			73.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284972276	12/06/2022			73.50
400	RJ YOUNG COMPANY LLC	230899	01/03/2023	12/27/2022			225.91	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	GSI100-01 RENTAL FEE		INV6079482	12/14/2022			166.49
	400-650-698	IMC4500 USAGE: B/W		INV6079482	12/14/2022			11.02
	400-650-698	INC4500 USAGE: COLOR		INV6079482	12/14/2022			48.40
400	SOUTHERN LINC	230906	01/03/2023	12/27/2022			86.68	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	DEC 2022 SERV CHGS		122730	12/01/2022			80.00
	400-650-698	TAXES/FEES		122730	12/01/2022			6.68

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400	SPARKLIGHT	230913	01/03/2023	12/27/2022			106.55	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	JAN 2023: UTILITY	107663106	12232022	12/23/2022			106.55
400	ANSER	230914	01/03/2023	12/27/2022			512.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	BASE RATE: 12/21/22-1/17/23		227-122122	12/21/2022			500.00
	400-650-698	HOLIDAY CHGS		277-122122	12/21/2022			12.00
400	SINGING RIVER ELECTRIC COOPERATIVE	230915	01/03/2023	12/27/2022			742.92	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	SCHOONER WELL 20688		12122022	12/20/2022			522.46
	400-651-631	LIFT STATIONS 20688		12122022	12/20/2022			220.46
400	FUELMAN	230917	01/03/2023	12/27/2022			161.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP63486467	12/19/2022			161.60
400	FUELMAN	230921	01/03/2023	12/27/2022			185.71	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP63510271	12/26/2022			185.71
400	JACKSON COUNTY UTILITY AUTHORITY	230922	01/03/2023	12/27/2022			238,372.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-668	JAN 2023 TREATMENT CHGS		1999	01/01/2023			238,372.00
400	SOUTHERN PIPE & SUPPLY CO INC	230938	01/03/2023	12/28/2022			8,093.68	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-683	15X20 COR PLST CULV PIPE 200'		7466832-00	12/14/2022	230309		3,442.00
	400-651-581	10X2 CC (5)		6999909-01	12/13/2022	221168		1,133.10
	400-651-581	3/4 CTS SWVLNUT BALL CURB(100)		6955299-01	12/07/2022	221113		3,518.58
400	COAST CHLORINATOR & PUMP CO INC	230941	01/03/2023	12/28/2022			1,429.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	PM KIT MODEL 500 #KT5-100-VRC		75245	12/14/2022	230308		195.00
	400-651-581	SHOP LABOR HYDVR S/N 19881		75245	12/14/2022	230308		175.00
	400-651-581	PM KIT MODEL 500 #KT5-100-VRC		75245	12/14/2022	230308		195.00
	400-651-581	THREAD FILTER HOLDER #00175		75245	12/14/2022	230308		32.00
	400-651-581	SHOP LABOR HYDVR S/N 23373		75245	12/14/2022	230308		175.00
	400-651-581	REMOTE 3" METER KIT 100PPD		75245	12/14/2022	230308		82.00
	400-651-581	SHOP LABOR HYDR S/N 23105		75245	12/14/2022	230308		105.00
	400-651-581	ASO PM KIT SP-100 #KTA-SM1		75245	12/14/2022	230308		135.00
	400-651-581	SHOP LABOR HYDA S/N 040518		75245	12/14/2022	230308		115.00
	400-651-581	P/M KIT HYDRO EJ-1000		75245	12/14/2022	230308		105.00
	400-651-581	SHOP LABOR HYDRO EJECTOR		75245	12/14/2022	230308		115.00
400	BAY MOTOR WINDING INC	230942	01/03/2023	12/28/2022			2,163.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	REPR ELEC MOTOR: KINGSLEA LS		0123429	12/21/2022	230265		2,163.00

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400	G & O SUPPLY CO INC	230945	01/03/2023	12/28/2022			1,503.81	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-683	18" 45 DEGREE BEND (2)		G15372	12/07/2022	230275		671.86
	400-651-683	18" TEE		G15372	12/07/2022	230275		515.39
	400-651-683	18" SPLIT COUPLING (6)		G15372	12/07/2022	230275		316.56
400	AMERICAN READY MIX LLC	230946	01/03/2023	12/28/2022			745.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-683	3 CYD 3000 PSI W/ FIBER		3441	12/19/2022	230284		495.00
	400-651-683	SMALL LOAD FEE: 1912 LAMOTTE		3441	12/19/2022	230284		250.00
400	PHILLIPS BUILDING SUPPLY OF GULFPORT	230947	01/03/2023	12/28/2022			985.95	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-635	GALV DEADLOCK DOOR RHR		362139	12/27/2022	230079		985.95
400	CORE & MAIN LP	230948	01/03/2023	12/28/2022			2,012.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-583	1/2X1/4 SCH80 REDUCER (12)		S003438	12/08/2022	230159		24.72
	400-651-583	1X3/4 SCH80 PVC RED HXH (12)		S003438	12/08/2022	230159		49.80
	400-651-583	1X1/4 PVC SCH80 BUSHING (12)		S003438	12/08/2022	230159		49.80
	400-651-583	1 PVC SCH80 UNION (12)		S003438	12/08/2022	230159		82.20
	400-651-583	1-1/4 SCH80 UNION (12)		S003438	12/08/2022	230159		162.60
	400-651-583	1.25 GRPLK COMP CPL SPEAR(12)		S003438	12/08/2022	230159		678.24
	400-651-583	2" GRPLK COMP CPL SPEAR(12)		S003438	12/08/2022	230159		934.56
	400-651-583	SPEAR 1/2 SCH80 FFX CPL (12)		S003438	12/08/2022	230159		30.96
400	KEEN SOLUTIONS LLC	230952	01/03/2023	12/28/2022			525.96	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	SPARE PART KIT:CK VALVE(2)		K9496	12/02/2022	230212		340.00
	400-651-581	TUBE ASSY 5" TYGOTHANE (2)		K9496	12/02/2022	230212		148.00
	400-651-581	SHIPPING		K9496	12/02/2022	230212		37.96
400	LYMAN WELL COMPANY	230956	01/03/2023	12/28/2022			1,800.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	INSTL TAP SADDLE: HWY57 WELL		22-383	12/19/2022	230335		800.00
	400-651-581	FLOW TEST: HWY57 WELL		22-383	12/19/2022	230335		400.00
	400-651-581	PULL MOTOR: WESTGATE WELL		22-384	12/19/2022	230334		600.00
400	J H WRIGHT & ASSOCIATES INC	230959	01/03/2023	12/28/2022			800.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	20 ANCHOR CNTRL FLOAT:SPARES		448258	12/20/2022	230323		800.00
FUND TOTAL 400 Claims	to	Checks	26 Total	368,704.79 Manual		Held	Total	368,704.79

Docket of Claims
Release date from 01/03/2023 thru 01/03/2023

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	35 Total	150,915.97 Manual	Held	Total	150,915.97
FUND 3 Claims	to	Checks	1 Total	7,957.16 Manual	Held	Total	7,957.16
FUND 156 Claims	to	Checks	3 Total	4,585.50 Manual	Held	Total	4,585.50
FUND 157 Claims	to	Checks	1 Total	4,884.60 Manual	Held	Total	4,884.60
FUND 160 Claims	to	Checks	1 Total	29,472.00 Manual	Held	Total	29,472.00
FUND 171 Claims	to	Checks	1 Total	279.99 Manual	Held	Total	279.99
FUND 172 Claims	to	Checks	1 Total	1,767.26 Manual	Held	Total	1,767.26
FUND 176 Claims	to	Checks	8 Total	3,306.17 Manual	Held	Total	3,306.17
FUND 255 Claims	to	Checks	1 Total	29,566.25 Manual	Held	Total	29,566.25
FUND 304 Claims	to	Checks	2 Total	68,650.00 Manual	Held	Total	68,650.00
FUND 400 Claims	to	Checks	26 Total	368,704.79 Manual	Held	Total	368,704.79

Total for all Funds		Checks	80 Total	670,089.69 Manual	Held	Total	670,089.69

CITY OF GAUTIER
Consent Agenda Item #1
Fact Sheet

Council Meeting:

January 3, 2023

Title:

**Approval of Minutes from the Recessed Council Meeting
held December 20, 2022**

Introduced by:

Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Approval of Minutes from the Recessed Council Meeting held December 20, 2022

EXHIBITS FOR REVIEW

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

Staff Recommendation:

Approval

Motion Made by:

Vaughan ☐ **Colledge** ☐ **George** ☐ **Jackson** ☐ **Gollott** ☐ **Anderson** ☐ **Elbin** ☐

Second Made by:

Vaughan ☐ **Colledge** ☐ **George** ☐ **Jackson** ☐ **Gollott** ☐ **Anderson** ☐ **Elbin** ☐

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

Action Taken:

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

ORDER NUMBER 000-2023

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 Recessed Council Meeting held December 20, 2022 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 January 3, 2023.

Tuesday
December 20, 2022
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 December 20, 2022 at 6:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier Mississippi.

Those present were Mayor Casey Vaughan, Council Members Cameron George, Adam Colledge, Richard Jackson, Gordon Gollott, Rusty Anderson, and Dante Elbin. Also present were Teresa Montgomery, City Clerk; Paula Yancey, City Manager; Josh Danos, City Attorney and other concerned citizens.

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
December 20, 2022 @ 6:30 PM**

I. Call to Order

1. Prayer
2. Pledge of Allegiance

II. Agenda Order Approval

III. Announcements

1. City offices will be closed Friday, December 23rd and Monday, December 26th in observance of the Christmas Holiday; and Monday, January 2nd in observance of the New Year's Holiday.

IV. Presentation Agenda

1. Gautier Mayor's Youth Council Update by President Ciara Harvey and Vice President Katie Jamison

V. Business Agenda

1. Authorization to enter into a Professional Services Agreement with Seymour Engineering for work associated with the Shepard State Park RV Expansion Project

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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2. Resolution directing the placement of liens on properties located in Gautier, Mississippi, for fees and charges incurred by the City of Gautier to abate the unsafe

conditions of vacant structures, pursuant to Mississippi Code Section 21-19-11

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

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

1. Approval of Minutes from Special Call Meeting held November 29, 2022 and Regular Council Meeting held December 6, 2022.
2. Approval of water and sewer adjustments for December 2022 in the amount of \$11,864.90
3. Approval to amend the Comprehensive Fee Schedule for the Parks and Recreation Department and Police Department
4. Approval of a Customer Service Agreement with ACE Data Storage to shred outdated documents, as required by the Mississippi Retention Schedule
5. Authorization to accept an Emergency Watershed Protection Program grant from the US Department of Agriculture's Natural Resources Conservation Service and to execute any and all documents necessary to obtain NRCS grant funds
6. Authorization to advertise for bid for the Sanitary Sewer Mains Rehabilitation - College Park, Guillotville Road, and Valleywood Subdivision Project

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 January 3, 2022 at 6:30pm
www.gautier-ms.gov

Mayor Vaughan called the Meeting to order at 6:30pm.

Councilman Gollott made the motion to approve the agenda order, with the following revision:

1. Remove Gautier Mayor's Youth Council Update from the Presentation Agenda

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

Announcements

1. City offices will be closed Friday, December 23rd and Monday, December 26th in observance of the Christmas Holiday; and Monday, January 2nd in observance of the New Year's Holiday.
-

Presentation

Councilman Anderson made the motion to enter into a Professional Services Agreement with Seymour Engineering, as presented, for the work associated with the Shepard State Park RV Expansion project in an amount not to exceed \$221,800.00. Councilman Gollott 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 267-2022

WHEREAS, the City of Gautier requires engineering and other professional services in relation to the Shepard State Park RV Expansion Project; and

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

WHEREAS, Section 25 of House Bill 1353, 2022 Regular Legislative Session authorized expenditures from the 2022 Local Improvements Projects Fund in an amount not to exceed \$1.5 million to provide funding to assist the City of Gautier in paying costs associated with the expansion of RV sites and paving at Shepard State Park; and

WHEREAS, this project will upgrade the existing sewer system, create new RV pads, and pave roadways for accessible travel; and

WHEREAS, pursuant to this agreement, Seymour Engineering will provide topographic survey, engineering design, bidding package, construction administration, and resident project representative; and

WHEREAS, the cost of the contract is not to exceed \$221,800.00; 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 Professional Services Agreement with Seymour Engineering for work associated with the Shepard State Park RV Expansion Project 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 **Councilman Gollott**, and the following vote was recorded:

AYES:	Casey Vaughan Adam Colledge Cameron George Richard Jackson Gordon Gollott Rusty Anderson Dante Elbin
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NAYS:	None
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Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 20, 2022.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Brenda Greco, Project Specialist
Date: 12/13/2022
Subject: Shepard State Park RV Expansion Project – Professional Services Agreement
with Seymour Engineering

REQUEST:

The Grants and Projects Department requests City Council authorization to enter into a professional services agreement with Seymour Engineering for work associated with the Shepard State Park RV Expansion Project in an amount not to exceed \$221,800.

BACKGROUND:

Section 25 of House Bill 1353, 2022 Regular Legislative Session authorized expenditures from the 2022 Local Improvements Projects Fund in an amount not to exceed \$1.5 million to provide funding to assist the City of Gautier in paying costs associated with the expansion of RV sites and paving at Shepard State Park.

The funding for this project will upgrade the existing sewer system, create new RV pads, and pave roadways for accessible travel.

DISCUSSION:

Seymour will provide services including topographic survey, engineering design, bidding package, construction administration, and resident project representative.

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 Shepard State Park RV Expansion Project in an amount not to exceed \$221,800.

The City Council may:

1. Approve entering into a professional services agreement with Seymour Engineering, as presented; or
2. Not approve entering into a professional services agreement with Seymour Engineering, as presented.

ATTACHMENTS:

1. Shepard State Park Agreement 3

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

THIS IS AN AGREEMENT made as of _____, 2022, between the CITY OF GAUTIER (OWNER) and SEYMOUR ENGINEERING, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi 39532 (ENGINEER). OWNER intends to upgrade the existing sewer system, create new RV pads, and pave roadways within Shepard State Park 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. The Contract will extend through completion of project construction and submittal of all required closeout documents to the Owner.

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. Engineer shall provide record drawings to the Owner and provide written certification that the project was constructed according to the approved plans, specifications, and contract documents.

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 1.5.9.2.

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 1.5.12 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 2.1.4, 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.

2.1.4. Topographic Survey to assist with Design Phase.

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 for Items 2.1.1 and 2.1.2 as shown in Exhibit B. Item number 2.1.4 shall be paid monthly based on percentage complete of the Lump Sum Amount.

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 for Basic Services 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 OWNERS 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 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 of this Contract between the the City of Gautier and Seymour Engineering, are subject to the availability and amount of funding for this project.

5.2 The following Exhibits are attached to and made a part of this Agreement:

5.2.1 **Exhibit A** - Duties, Responsibilities and Limitations of Authority of the Resident Project Representative, consisting of 3 pages

5.2.2 **Exhibit B** - Seymour Engineering Man-Hour Fee Schedule, consisting of 1 page

5.2.2 **Exhibit C** - Payments to Engineer, consisting of 2 pages

5.3 This Agreement (consisting of pages 1 to 13, inclusive) together with the Exhibits and Schedules identified above constitute the entire agreement between OWNER and ENGINEER and superseded all prior written or oral understandings. This Agreement and said Exhibits and schedules may only be amended, supplemented, modified or cancelled by a duly executed written instrument.

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

OWNER:

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

ADDRESS FOR GIVING NOTICES:

**3330 HIGHWAY 90
GAUTIER, MS 39553**

DATE:

ENGINEER:

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

ADDRESS FOR GIVING NOTICES:

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

DATE:

EXHIBIT A

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

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

This is an Exhibit attached to, made a part of and incorporated by reference with the Agreement made on _____, 2022, 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 of 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.

NOTE: ALL TRAVEL COSTS SHALL NOT EXCEED THE ALLOWABLE REIMBURSEMENTS AS ADOPTED BY THE STATE OF MISSISSIPPI.

EXHIBIT C

TO AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

Dated _____
(for use with No. 1910-1, 1984 Edition)

PAYMENTS TO ENGINEER

This is an exhibit attached to, made part of, and incorporated by reference into the Agreement made on _____, 2022 between the CITY OF GAUTIER (OWNER) and SEYMOUR ENGINEERING (ENGINEER) providing for professional engineering services.

1. ADDITIONAL SERVICES:

A. Topographic Survey

Conduct a topographic survey of the project area with elevation cross-sections, existing structures, and pertinent drainage data will be collected. Existing sanitary sewer and water distribution lines will be located. A Topographic Survey drawing will be provided depicting existing conditions.

COST: LUMP SUM \$19,200.00

2. BASIC SERVICES:

A. Engineering Design / Bidding

1. Engineering Design

Construction drawings and specifications will be prepared for the Project, taking into consideration the fees and costs associated with the construction and the professional services and administration of the Project. The Project concept includes replacing the existing water and sewer systems, new RV pads, and roadway paving within Shepard State Park.

2. Bidding

Assist Owner in obtaining bids for the construction contract. Review submitted bids and recommend a contractor to perform the project. Consult with the Owner in the execution of Contract Documents.

COST: LUMP SUM \$137,600.00

B. Construction Administration / Resident Project Representative

1. Construction Administration

- a. Review the contractor's shop drawings and materials submittals for conformance with the construction documents.

- b. Serve as OWNER'S liaison with CONTRACTOR, work principally through CONTRACTOR'S superintendent and assist in understanding the intent of the Contract Documents.
- c. Payment Requests: Review applications for payment with CONTRACTOR for compliance with the established procedures for their submission and forward with recommendations to OWNER.
- d. Conduct final inspection in the company of OWNER and CONTRACTOR and prepare a final list of items to be completed or corrected.

2. Resident Project Representative

ENGINEER shall furnish a Resident Project Representative (RPR), in observing performance of the work of Contractor. (See Exhibit A)

COST: LUMP SUM \$65,000.00

TOTAL LUMP SUM COST: \$221,800.00

Councilman Colledge made the motion to approve the Resolution directing the placement of liens on properties located in Gautier, Mississippi, as presented, for fees and charges incurred by the City of Gautier to abate the unsafe conditions of vacant structures, pursuant to Mississippi Code Section 21-19-11. 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 188-2022

WHEREAS, in accordance with Section 21-19-11, Mississippi Code of 1972, the Council of the City of Gautier, Mississippi, hereby approved, after lawful notice and hearing, that the parcel of land described in "Exhibit A" was in such a state of uncleanness as to be a menace to the public health and safety of the community and authorized it to be abated by the City; and

WHEREAS, during the public hearing, the City Council approved assessment of the cost associated with the abatements, in addition to penalties, as indicated on Exhibit A; and

WHEREAS, the parcel has now been abated by the City of Gautier; and

WHEREAS, it is hereby resolved that the amount set for the parcel listed hereinafter is the actual cost of cleaning of the parcel, plus any penalties, as identified; and

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

SECTION 1. That the City Council for the City of Gautier hereby adopts the foregoing recitals as its findings.

SECTION 2. That the parcel of land identified in "Exhibit A," which is described by reference to deeds recorded at the appropriate pages in the Jackson County, Mississippi, Land Deed Books, is hereby charged with the cost of cleaning the parcel, plus any penalties, as identified.

SECTION 3. That these amounts are hereby declared to be an assessment and lien against the parcel listed in "Exhibit A," which shall be enrolled in the office of the Circuit Clerk of Jackson County, Mississippi, as judgements are enrolled, and the Jackson County Tax Collector, acting as collector of City taxes, is hereby directed to sell the parcel of land to satisfy the liens in the manner provided by law for the sale of land for delinquent taxes.

IT IS FURTHER RESOLVED 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 **Councilman George**, and the following vote was recorded:

AYES:	Casey Vaughan Adam Colledge Cameron George Richard Jackson Gordon Gollott Rusty Anderson Dante Elbin
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NAYS:	None
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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 December 20, 2022.



Mayor: Casey Vaughan
At Large: Adam Colledge
Ward 1: Cameron George
Ward 2: Richard Jackson
Ward 3: Gordon Gollott

CITY OF GAUTIER

Nature's Playground

Ward 4: Rusty Anderson
Ward 5: Dante Elbin
City Manager: Paula Yancey
City Attorney: Josh Danos
City Clerk: Teresa Montgomery

December 12, 2022

Re: Resolution For Lien Assessment

Dear Council Members:

I am requesting the Council approve the abatement costs of 1719 Laurelglen. The costs are associated with a previous order this Council issued for mowing, cleaning, and securing this dilapidated and dangerous property. The details of the abatement costs are provided below. If you need any further information, my number is 228-497-1868 ext 360 and my email address is pfagan@gautier-ms.gov.

EXHIBIT A

Parcel & Address	Owner & Mailing Address	Total Assessment
#85700146.000 1719 Laurelglen Gautier, MS 39553	Sera Luu 2445 Glen Fox San Jose, CA 95148	Cost: \$750 Penalty: \$1,500 Total Assessment: \$2,250

Sincerely,

Patrick Fagan

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

Councilman Colledge 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 Elbin 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 268-2022

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 **Councilman Colledge**, seconded by **Councilman Elbin**, and the following vote was recorded:

AYES:	Casey Vaughan
	Adam Colledge
	Cameron George
	Richard Jackson
	Gordon Gollott
	Rusty Anderson
	Dante Elbin

NAYS:	None
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MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 20, 2022.

Docket of Claims
Release date from 12/20/2022 thru 12/20/2022

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	DIRECTV LLC	230524	12/20/2022	11/22/2022			160.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	WEST STN: 022727663 (JAN)		X221214	12/14/2022			160.00
001	CREDIT CARD CENTER	230690	12/20/2022	12/06/2022			2,032.63	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-681	HOTEL-NFIP: FRANKLIN, J		10232022	10/27/2022			414.20
	001-040-681	HOTEL-CMC: FARABEE, S		10262022	10/28/2022			253.00
	001-094-681	HOTEL-GPA: STENNETT, A		11012022	11/05/2022			1,066.43
	001-100-681	ACT TEST: HOLLINGSWORTH, T		11102022	11/10/2022			99.00
	001-100-682	NRA 5YR MEMBERSHIP: ALLMAND		11112022	11/11/2022			100.00
	001-100-682	NRA 5YR MEMBERSHIP: HUNTER		11222022	11/22/2022			100.00
001	RELX INC DBA LEXISNEXIS	230691	12/20/2022	12/06/2022			123.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	NOV 2022 4254VNBSY		3094203520	11/30/2022			123.60
001	46 ENTERTAINMENT INC	230692	12/20/2022	12/06/2022			6,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-688	CONSULTANT SERVICES		1592	12/05/2022			6,500.00
001	MS DEPT OF FINANCE & ADMIN	230693	12/20/2022	12/06/2022			18,460.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	NOV 2022 COURT ASSESSMENTS		11302022	12/01/2022			18,460.25
001	MS DEPT OF PUBLIC SAFETY	230694	12/20/2022	12/06/2022			1,154.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	NOV 2022 SPECIAL ASSESSMENTS		11302022	12/01/2022			1,154.00
001	MS DEPT OF PUBLIC SAFETY	230695	12/20/2022	12/06/2022			291.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	NOV 2022 INTERLOCK FEES		11302022	12/01/2022			291.00
001	VICTIMS OF HUMAN TRAFFICKING FUND	230696	12/20/2022	12/06/2022			50.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	NOV 2022 STATE ASSESSMENT		11302022	12/01/2022			50.00
001	LEIGH ANNE GOMES	230697	12/20/2022	12/06/2022			100.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-513	ADDTL HR FACE PAINTING: L&L		12042022	12/06/2022			100.00
001	GOVERNMENT BRANDS SHARED SERVICES	230698	12/20/2022	12/06/2022			1,495.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-698	DEC 2022 COURT SUPPORT		INV4315530	12/01/2022			1,495.00
001	DELTA SANITATION OF MS LLC	230703	12/20/2022	12/06/2022			171.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	FRAZIER PORT O LET		0001268992	11/30/2022			35.00
	001-170-698	BACOT PORT O LET (2)		0001269086	11/30/2022			116.67
	001-170-698	DELIVERY CHARGE		0001269086	11/30/2022			20.00

Docket of Claims
Release date from 12/20/2022 thru 12/20/2022

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ADVANCE AUTO PARTS	230716	12/20/2022	12/06/2022			39.34	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	RAINX (2); PS FLUID (1)		231845437	11/14/2022		20.76	
	001-161-638	HALOGEN BULB; HAL HEADLAMP		231845437	11/14/2022		18.58	
001	FOSTERS A/C & HEATING INC	230717	12/20/2022	12/06/2022			176.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-635	ESA TUNE UP (2): PLANNING		P1116954	11/30/2022		176.00	
001	AUTOZONE INC	230719	12/20/2022	12/07/2022			99.39	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-638	100 AMP LITHIUM JUMP STARTER		4907291470	11/29/2022		99.39	
001	AUTO TRUCK AND TRAILER PARTS INC	230720	12/20/2022	12/07/2022			676.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	BATTERY: REC DEPT		301840	11/01/2022		54.00	
	001-170-639	CHUCK: REC DEPT		301907	11/03/2022		14.40	
	001-170-559	OIL DRY		301908	11/03/2022		17.00	
	001-100-570	G30 ANTI FREEZE (12): CHRGRS		302009	11/09/2022		192.00	
	001-100-570	RAGS (2): PD VEHICLES		302145	11/08/2022		66.40	
	001-100-570	G30 ANIT FREEZE (12): CHRGRS		302146	11/15/2022		192.00	
	001-100-570	WASHER FLUID(10): PD VEHICLES		302225	11/17/2022		45.00	
	001-170-639	ANTIFREEZE (6): REC DEPT		302225	11/17/2022		96.00	
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC	230721	12/20/2022	12/07/2022			833.33	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-642	NOV 2022 CLUB SUPPORT		11302022	12/06/2022		833.33	
001	LOWES HOME CENTERS INC	230728	12/20/2022	12/07/2022			2,525.74	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-635	1/2" PVC BALL VALVE		901048	10/25/2022		2.84	
	001-170-634	3/4 CDX PLYWD (3): FRASIER		901188	10/26/2022		138.45	
	001-161-559	6PK MC ELEC TAPE; ORANGE TAPE		901501	10/26/2022		13.92	
	001-170-634	BASE ADHSV (2); VCT ADHESV		902425	10/27/2022		23.70	
	001-205-635	ELEC REPAIR: MAINT SHOP		901694	10/27/2022		227.43	
	001-170-634	STL WOOL(2);ADH RMVR: FRASIER		901552	10/27/2022		19.90	
	001-100-689	LTHR WELDING GLOVES: ACO		985450	10/28/2022		14.24	
	001-205-635	ELEC REPAIR: MAINT SHOP		901845	10/28/2022		36.22	
	001-205-635	SCH 40 ADAPTER (2)		918436	10/31/2022		1.44	
	001-170-634	GFCI COVERS (8): BACOT		902751	10/31/2022		32.08	
	001-170-559	9-N-1 SCREWDRIVER LX		902751	10/31/2022		8.60	
	001-205-635	RTN CR: PVC ADPTR (2)		918434	10/31/2022		-2.64	
	001-205-635	ELEC COVR;VINYL PLUG;50'CORD		901637	10/31/2022		145.27	
	001-205-635	PVC TEE; ELBOW (2); ADPTR(2)		919757	10/31/2022		6.63	
	001-170-634	JOINT CMPND;WASHER(10):FRASIER		902981	11/02/2022		8.14	
	001-170-513	GE SLVR TREE TOPPER (6)		901694	11/03/2022		113.88	
	001-170-513	2X10 S40 PIPE(10); WW BOARD		901694	11/03/2022		174.58	
	001-170-513	SUPPLIES: LIGHTS-LAGNIAPPE		901694	11/03/2022		85.94	
	001-170-513	GE SLVR TREE TOPPER (4)		917321	11/03/2022		75.92	
	001-170-634	12OZ CS GLOSS PAINT (2)		901048	11/04/2022		11.36	

Docket of Claims
Release date from 12/20/2022 thru 12/20/2022

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWES HOME CENTERS INC	230728	12/20/2022	12/07/2022			2,525.74	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-559	CLNING SUPPLIES: SR CENTER		917868	11/07/2022			15.34
	001-170-577	FIRE ANT POISON (6)		901815	11/07/2022			79.68
	001-170-559	LACQUER THINNER, 4PK AAA BATT		901815	11/07/2022			14.69
	001-170-634	TOILET SEAT(2): FRASIER		901815	11/07/2022			56.96
	001-161-559	AC FILTER(4); 50' ROPE; WD40		901909	11/07/2022			66.34
	001-170-634	TOILET SEAT(4); FLAPR: FRASIER		901024	11/07/2022			119.13
	001-170-634	REPL MIRROR: FRASIER		901325	11/08/2022			239.71
	001-170-634	REPL MIRROR: FRASIER		901147	11/08/2022			82.60
	001-161-559	27' RATCHET TIE DOWN		901635	11/09/2022			45.52
	001-170-510	ACETONE, MOP HEADS (2)		901643	11/09/2022			26.73
	001-161-559	8PK C BATT (2); 50' ROPE		901021	11/10/2022			52.20
	001-170-634	RMV GRAFFITI: BACOT		901862	11/10/2022			29.20
	001-170-639	DSL EXHAUST FLD;100PK CBL TIE		901059	11/14/2022			24.97
	001-161-559	SGL PULLEY;27' RATCHET TIEDWN		902953	11/14/2022			53.26
	001-092-559	GAL CLOROX ALGAECIDE (2)		901977	11/14/2022			32.26
	001-170-559	SCHLAGE KEY		902054	11/15/2022			3.12
	001-170-634	RESTROOM REPR: BACOT		902117	11/16/2022			26.53
	001-170-559	LEATHER CONST GLOVE (2)		901329	11/18/2022			25.62
	001-170-634	DOOR REPR-RESTRM: BACOT		901241	11/21/2022			74.66
	001-205-559	KB REEL W/ 50' HYBRID HOSE		902767	11/23/2022			113.05
	001-205-559	CM 5 DRWR STL TOOL CHEST BLK		902767	11/23/2022			94.05
	001-205-635	#2 WW BOARD (3)		902775	11/23/2022			59.22
	001-170-513	10" SPIKE (40);800PK ZIP TIE		901807	11/23/2022			53.00
001	HUEY P STOCKSTILL LLC	230737	12/20/2022	12/08/2022			757.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	8.23 TN ASPHALT: POTHOLE		52977	11/08/2022			757.16
001	O'REILLY AUTO PARTS	230738	12/20/2022	12/08/2022			4,189.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-570	MDS SOLENOID (3): 16223		1978267697	10/31/2022			152.13
	001-100-570	MDS SOLEND;HOSE;GASKT: 16223		1978267745	10/31/2022			178.32
	001-100-570	CTRL ARM ASSY (2): 19687		1978267747	10/31/2022			162.24
	001-100-570	CTRL ARM: #19687		1978267748	10/31/2022			154.14
	001-100-570	BUSHING KIT;2PK FOB BATT(2)		1978267749	10/31/2022			26.56
	001-100-570	IRIDIUM SPRK PLUG(16): 16223		1978267764	10/31/2022			152.80
	001-100-570	FILTERS(3);WIPERS(2): 10636		1978267897	11/02/2022			74.42
	001-100-570	ROTORS TURNED(4): 10636		1978267897	11/02/2022			100.00
	001-100-570	8 QT OIL;EVAP PUMP:10636/19687		1978267899	11/02/2022			93.40
	001-100-570	COOLANT HOSE: 12406		1978267904	11/02/2022			53.11
	001-161-638	HALOGEN BULB		1978267911	11/02/2022			11.49
	001-100-570	ALTERNATOR: 12411		1978268128	11/03/2022			288.00
	001-100-570	BATTERY: 14402		1978268172	11/04/2022			124.82
	001-100-570	GAL ANTIFREEZE: 14402		1978268185	11/04/2022			14.99
	001-100-570	BATTERY: 16955		1978268456	11/07/2022			190.09
	001-100-570	FILTER(2);TERM PROTECTR:16955		1978268457	11/07/2022			22.43
	001-100-570	WARRANTY RTN: DRAIN PLUG (2)		1978268491	11/07/2022			-25.28
	001-161-638	4'HOSE/HOSE FITTING(2): E4		1978268589	11/08/2022			51.99
	001-100-570	BRAKE CLNR (12); WIRE BRUSH		1978268612	11/08/2022			42.37
	001-161-638	6 QT OIL; FILTER: 08409		1978268614	11/08/2022			27.56
	001-161-638	CAM SENSOR; ELECT CLNR: E4		1978268797	11/10/2022			42.51

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001	O'REILLY AUTO PARTS	230738	12/20/2022	12/08/2022			4,189.30	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-570	HEADLAMP BULB: 19686		1978269010	11/11/2022			7.24
	001-100-570	RTN CR: HEADLAMP BULB-19686		1978269012	11/11/2022			-7.24
	001-100-570	HEADLAMP BULB: 19686		1978269012	11/11/2022			4.48
	001-100-570	LWR RR CONTROL ARM(2):12406		1978269280	11/14/2022			154.14
	001-205-559	FLASHLIGHT (2): MAINT SHOP		1978269283	11/14/2022			51.98
	001-100-570	BELT; TENSIONER: 17823		1978269301	11/15/2022			69.50
	001-100-570	WIPER (2): 16955		1978269301	11/15/2022			5.56
	001-100-570	BATTERY: 15805		1978269326	11/15/2022			124.82
	001-100-570	FREON (2); LEAKSEAL: 12458		1978269326	11/15/2022			43.97
	001-100-570	RTN CR: BELT		1978269327	11/15/2022			-17.92
	001-100-570	METAL POLISH: MOTORCYCLES		1978269337	11/15/2022			9.99
	001-100-570	BATTERY: 19688		1978269421	11/16/2022			139.46
	001-100-570	BATTERY: 14401		1978269443	11/16/2022			102.82
	001-100-570	CTRL ARM ASSY (2): 19689		1978269446	11/16/2022			162.24
	001-100-570	CONTROL ARM (2): 19689		1978269448	11/16/2022			154.14
	001-100-570	PULLEY: 19688		1978269451	11/16/2022			14.12
	001-100-570	CTRL ARM ASSY: 12411		1978269489	11/17/2022			79.78
	001-161-638	FUEL FILTER: E4		1978269490	11/17/2022			11.35
	001-100-570	LWR CTRL ARM ASSY: 12411		1978269530	11/17/2022			82.46
	001-100-570	UPR CTRL ARM ASSY: 12411		1978269531	11/17/2022			131.43
	001-100-570	UPR CTRL ARM ASSY: 12411		1978269532	11/17/2022			120.26
	001-100-570	RADIATOR;COOLANT HOSE: 12406		1978269552	11/17/2022			172.58
	001-100-570	WARRANTY RTN: PULLEY		1978269554	11/17/2022			-14.12
	001-100-570	BLOWER MOTOR: 12405		1978269604	11/08/2022			85.82
	001-100-570	CATACLN;EMISSION TRMT: 19591		1978269604	11/08/2022			39.58
	001-100-570	WARRANTY RTN: BLOWER MOTOR		1978269623	11/18/2022			-89.57
	001-100-570	COOLNT HOSE;FILTER(2): 19591		1978269624	11/18/2022			90.17
	001-100-570	HTR HOSE ASSY;FUEL TRMT:19591		1978269624	11/18/2022			64.17
	001-100-570	2 PK FOB BATT: 19684		1978269691	11/18/2022			9.99
	001-205-638	7Q OIL;FILTR;ENG CLN: CE F150		1978269906	11/21/2022			52.05
	001-170-638	36Q OIL;FILTR(4): REC TRUCKS		1978269991	11/22/2022			193.26
	001-100-570	FLOORMATS: ACO 19591		1978270035	11/22/2022			29.98
	001-100-570	ENG MOUNT(2): 16223		1978270035	11/22/2022			86.08
	001-100-570	REAR MAIN SEAL; LUBE: 16223		1978270035	11/22/2022			32.67
	001-100-570	2PK FOB BATT: 19686		1978270096	11/22/2022			9.99
	001-100-570	BRUSH KIT: 16223		1978270116	11/23/2022			21.99
	001-100-570	GAL ANTIFREEZE: 19686		1978270317	11/25/2022			21.99
001	PASCAGOULA TIRE & SERVICE INC	230753	12/20/2022	12/08/2022			153.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	WHEEL ALIGNMENT: 22406		107748	11/18/2022			76.99
	001-100-638	WHEEL ALIGNMENT: 72411		107800	11/22/2022			76.99
001	COOPER FAMILY MED CENTER	230755	12/20/2022	12/09/2022			100.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-604	PHSICAL: HALL, L		618	12/07/2022			100.00
001	AIRGAS USA LLC	230757	12/20/2022	12/12/2022			241.89	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-588	CYLINDER RENTAL		9993124553	12/30/2022			241.89

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001	COG 7M BOND ACCT	230759	12/20/2022	12/12/2022			21,806.27	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-104	TR MDOT WIRE: FUND 130		11282022	11/28/2022			21,806.27
001	JLMB TRANSPORT LLC	230760	12/20/2022	12/12/2022			18,115.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-601	ABATE: PASSENGER TIRE (4855)		207	12/09/2022			14,565.00
	001-090-601	ABATE: TRUCK TIRE (283)		207	12/09/2022			2,830.00
	001-090-601	ABATE: TWR TIRE (72)		207	12/09/2022			720.00
001	M & E FEED & SEED	230761	12/20/2022	12/12/2022			139.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-514	DOG FOOD (2)		5665	11/30/2022			139.98
001	CINTAS CORPORATION	230763	12/20/2022	12/12/2022			543.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-535	NOV 02 2022 MAINT		4136118591	11/02/2022			108.70
	001-205-535	NOV 09 2022 MAINT		4136812249	11/09/2022			108.70
	001-205-535	NOV 16 2022 MAINT		4137548885	11/16/2022			108.70
	001-205-535	NOV 22 2022 MAINT		4138197064	11/22/2022			108.70
	001-205-535	NOV 30 2022 MAINT		4138890385	11/30/2022			108.70
001	RJ YOUNG COMPANY LLC	230764	12/20/2022	12/12/2022			204.74	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	KNK100-01 RENTAL FEE		INV6040174	11/22/2022			196.74
	001-100-699	ADMIN FEE		INV6040174	11/22/2022			8.00
001	TEC	230765	12/20/2022	12/12/2022			153.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY LONG DISTANCE		1062561	12/01/2022			153.60
001	ACE DATA STORAGE INC	230766	12/20/2022	12/12/2022			105.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NOV 2022 SHREDDING SERVICE		88290	12/01/2022			105.00
001	JACKSON COUNTY ADULT DETENTION CENTER	230767	12/20/2022	12/12/2022			8,925.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-696	NOV 2022 ADC CHGS		11302022	12/05/2022			8,925.00
001	SPARKLIGHT	230768	12/20/2022	12/12/2022			96.73	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	DEC 2022:SR BLDG #120793682		12012022	11/21/2022			96.73
001	SPARKLIGHT	230769	12/20/2022	12/12/2022			149.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	DEC 2022:#107571481		12012022	11/21/2022			149.20

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001	SPARKLIGHT	230770	12/20/2022	12/12/2022			136.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	DEC 2022: POLICE	#107718371	12082022	12/08/2022			136.51
001	SPARKLIGHT	230771	12/20/2022	12/12/2022			71.37	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	DEC 2022: CBL BOX	#118476316	12082022	12/08/2022			71.37
001	SHERRY FARABEE, CUSTODIAN PETTY CASH	230773	12/20/2022	12/13/2022			139.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-607	ROLL STAMP(2): PSTG MACH DWN		12092022	12/09/2022			120.00
	001-092-607	PRIORITY MAIL: BOND PMT(2)		12132022	12/13/2022			19.80
001	CENTERPOINT ENERGY	230775	12/20/2022	12/13/2022			199.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-630	CENTRAL FIRE:10/25-11/22/22		11000885-1	12/01/2022			144.82
	001-161-630	SOUTH FIRE:10/25-11/22/22		11000999-0	12/01/2022			54.18
001	SINGING RIVER ELECTRIC COOPERATIVE	230776	12/20/2022	12/13/2022			41.15	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-631	BACOT 114484001		11192022	11/28/2022			41.15
001	SINGING RIVER ELECTRIC COOPERATIVE	230777	12/20/2022	12/13/2022			289.56	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-631	SOUTH FD 76008001		11192022	11/28/2022			219.17
	001-170-631	BACOT SPLASH PAD 103751001		11192022	11/28/2022			25.10
	001-170-631	BACOT UPGRADES 113730001		11192022	11/28/2022			45.29
001	FUELMAN	230780	12/20/2022	12/13/2022			3,814.01	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP63409818	12/05/2022			137.69
	001-092-525	UNL FUEL		NP63409818	12/05/2022			46.50
	001-100-525	UNL&DSL FUEL		NP63409818	12/05/2022			2,874.54
	001-161-525	UNL&DSL FUEL		NP63409818	12/05/2022			373.42
	001-170-525	UNL FUEL		NP63409818	12/05/2022			327.36
	001-205-525	UNL FUEL		NP63409818	12/05/2022			54.50
001	FUELMAN	230782	12/20/2022	12/13/2022			3,810.07	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP63454358	12/12/2022			92.51
	001-100-525	UNL FUEL		NP63454358	12/12/2022			2,666.40
	001-161-525	UNL&DSL FUEL		NP63454358	12/12/2022			880.74
	001-170-525	UNL&DSL FUEL		NP63454358	12/12/2022			77.36
	001-205-525	UNL FUEL		NP63454358	12/12/2022			93.06
001	CARDMEMBER SERVICES	230784	12/20/2022	12/13/2022			10,638.96	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-513	RTN LAMP POST: LTS/LAGNIAPPE		12012022	12/02/2022			-39.00
	001-092-606	ONEWAY APP: NOV 2022		11022022	11/03/2022			75.00
	001-170-511	SUPPLIES: SENIOR THANKSGIVING		11042022	11/07/2022			257.81

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001	CARDMEMBER SERVICES	230784	12/20/2022	12/13/2022			10,638.96	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	PTS TRANSPORT: MCCRIMMON, AS		11102022	11/14/2022			6,733.00
	001-161-639	GAS DETECTOR: FIRE DEPT		11152022	11/16/2022			64.99
	001-161-635	LED LIGHTS: CFD&NFD TRK BAYS		11152022	11/16/2022			661.72
	001-092-698	WEBSITE FEE INC: PLAN CHG		11152022	11/16/2022			93.45
	001-170-511	SUPPLIES: SENIOR THANKSGIVING		11162022	11/17/2022			462.66
	001-001-615	THROWS: CHRISTMAS PARADE		11242022	11/25/2022			403.01
	001-170-513	SUPPLIES: LTS/LAGNIAPPE		11282022	11/29/2022			317.36
	001-170-513	SUPPLIES: LTS/LAGNIAPPE		11302022	12/01/2022			232.67
	001-170-511	SUPPLIES: SR CHRISTMAS		11302022	12/01/2022			114.06
	001-170-513	LAMP POST: LTS/LAGNIAPPE		12012022	12/02/2022			39.00
	001-001-615	9" FRISBEE (1000): M GRAS		12012022	12/02/2022			849.71
	001-001-615	STADIUM CUP (500): M GRAS		12012022	12/02/2022			373.52
001	C SPIRE WIRELESS	230785	12/20/2022	12/14/2022			270.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NCIC EQUIP CHGS 3000652433		652433-18	12/01/2022			270.00
001	TRANSUNION RISK-ALTERNATE DATA	SOLS INC	230786	12/20/2022	12/14/2022		346.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	NOV 2022 ACCT 6006920		202211-1	12/01/2022			346.00
001	FEDERAL EXPRESS	230787	12/20/2022	12/14/2022			102.68	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-607	SHIP GFD IMAGER: WTY REPR		796928724	12/07/2022			102.68
001	DEPT PUBLIC SAFETY	230788	12/20/2022	12/14/2022			120.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	ANALYTICAL FEES (NOV 2022)		90125867	12/07/2022			120.00
001	SEYMOUR ENGINEERING PLLC	230792	12/20/2022	12/14/2022			2,300.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-094-603	TOWN COMMONS MASTER PLAN		8541R	08/31/2022			2,300.00
001	GALLS LLC	230793	12/20/2022	12/14/2022			61.99	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	DRESS UNIFORM CAP-BLK VISOR		022919878	12/08/2022	230178		51.04
	001-100-535	SHIPPING		022919878	12/08/2022	230178		10.95
001	AUTO TRUCK AND TRAILER PARTS INC	230794	12/20/2022	12/14/2022			915.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	RED STROBE LIGHT (2)		302144	11/15/2022	230174		478.00
	001-161-638	HE0589676 AIR GAUGE		302144	11/15/2022	230174		437.60
001	TEAM ONE COMMUNICATIONS INC	230795	12/20/2022	12/14/2022			3,306.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-639	RADIO BATTERY 2900MAH (24)		1630012221	11/30/2022	230179		3,225.60
	001-100-639	FREIGHT		1630012221	11/30/2022	230179		81.00

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001	ACTION PRINTING CENTER INC	230796	12/20/2022	12/14/2022			124.55	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-620	#10 ENVELOPE (1000): PLNG		103886	11/30/2022	221347		124.55
001	MID SOUTH UNIFORM & SUPPLY INC	230797	12/20/2022	12/14/2022			714.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	TRAD DBL MAG CS (10)		634578	11/29/2022	230094		399.50
	001-100-535	STD HANDCUFF CS MOLLE (10)		634578	11/29/2022	230094		299.50
	001-100-535	FREIGHT		634578	11/29/2022	230094		15.00
001	GULF STATES DISTRIBUTORS	230798	12/20/2022	12/14/2022			2,823.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-587	12 GA RIFLE SLUG CS		1433217-IN	12/05/2022	230237		195.00
	001-100-587	.223 REM 55GR FMJ BT CS (6)		1433545-IN	12/08/2022	230237		2,628.00
001	MS FIRE ACADEMY	230799	12/20/2022	12/14/2022			525.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	PUBL INF OFCR 1035: DOSSETT		29893	12/13/2022	230297		175.00
	001-161-681	PUBL INF OFCR 1035: HUDSON		29893	12/13/2022	230297		175.00
	001-161-681	PUBL INF OFCR 1035: MCCLURE		29893	12/13/2022	230297		175.00
001	JACKSON COUNTY CHAMBER OF COMMERCE	230800	12/20/2022	12/14/2022			3,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	LEADERSHIP JC: BOND, L		32794	12/02/2022	230263		1,500.00
	001-161-681	LEADERSHIP JC: BROWN, J		32795	12/02/2022	230267		1,500.00
001	SUNBELT FIRE INC	230801	12/20/2022	12/14/2022			2,085.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	ANNUAL PUMP TEST: 05 PIERCE		130899	12/09/2022	230280		215.00
	001-161-638	TRAVEL: GAUTIER FD STN		130899	12/09/2022	230280		425.00
	001-161-638	ANNUAL PUMP TEST: 09 PIERCE		130900	12/12/2022	230280		215.00
	001-161-638	ANNUAL PUMP TEST: 08 PIERCE		130901	12/12/2022	230280		215.00
	001-161-638	ANNUAL PUMP TEST: 99 E-ONE		130902	12/12/2022	230280		215.00
	001-161-638	ANNUAL PUMP TEST: 17 FERRARA		130903	12/12/2022	230280		215.00
	001-161-559	ANODIZED ALUM TAG 2SD RED(39)		337793	12/12/2022	230224		585.00
001	PASCAGOULA TIRE & SERVICE INC	230804	12/20/2022	12/14/2022			1,278.06	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-570	FS FIREHWK PURSUIT(4): #19689		107439	11/17/2022	230061		472.04
	001-100-570	INSTALLATION PACKAGE		107439	11/17/2022	230061		97.00
	001-100-570	4 WHEEL ALIGNMENT		107439	11/17/2022	230061		69.99
	001-100-638	FS FIREHWK PURSUIT(4): #12456		107976	12/01/2022	230236		472.04
	001-100-638	INSTALLATION PACKAGE		107976	12/01/2022	230236		97.00
	001-100-638	4 WHEEL ALIGNMENT		107976	12/01/2022	230236		69.99
001	SUN HERALD	230806	12/20/2022	12/14/2022			303.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-615	NOTICE: HEARING-REDIST (2)		164794	11/30/2022	230097		303.00

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001	SPORTABOUT	230809	12/20/2022	12/14/2022			332.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-502	SUPERBOWL MEDAL (70)		10054	11/23/2022	230181		276.50
	001-170-502	SUPERBOWL JERSEY (2)		10105	12/14/2022	230304		56.00
001	GRAFIX SHOPPE	230810	12/20/2022	12/14/2022			643.80	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-570	ULT-2004 GRAPHIC KIT: #37 ACO		148094	12/07/2022	230216		615.00
	001-100-570	SHIPPING		148094	12/07/2022	230216		28.80
001	APOSTC LAW ENFORCEMENT ACADEMY	230811	12/20/2022	12/14/2022			40.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	RANGE FEE: ALLMAND, J		1652	11/30/2022	230228		20.00
	001-100-681	RANGE FEE: ETHERIDGE, D		1652	11/30/2022	230228		20.00
001	SOLAR CONTROL INC	230812	12/20/2022	12/14/2022			50.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	WINDSHLD TINT STRIP: ACO #37		120122	12/01/2022	230264		50.00
001	STREET COP TRAINING LLC	230814	12/20/2022	12/14/2022			1,196.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PRO-ACT PTL TACTICS: WARD		INV-003203	12/08/2022	230285		299.00
	001-100-681	PRO-ACV PTL TACTICS: DERBY		INV-003203	12/08/2022	230285		299.00
	001-100-681	PRO-ACT PTL TACTICS: NICHOLSON		INV-003203	12/08/2022	230285		299.00
	001-100-681	PRO-ACT PTL TACTICS: TRIPLETT		INV-003203	12/08/2022	230285		299.00
001	AMAZON CAPITAL SERVICE	230815	12/20/2022	12/14/2022			313.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-575	SS 1/2-12.3M BOLT HANGER 20PK		1CVJ9HGVQK	12/04/2022	230230		63.95
	001-100-500	PFLEX CLASS FOLDER 10/BX (5)		1GFTF6WCVJ	12/04/2022	230229		96.55
	001-100-500	2023 MTHLY DESK CAL 3/PK (5)		1GFTF6WCVJ	12/04/2022	230229		111.30
	001-100-500	2023 MTHLY WALL CALENDAR		1C3JMJGDxD	12/05/2022	230229		12.98
	001-161-500	GREEN MILITARY LOG BOOK (2)		1TR6WF7R1G	12/06/2022	230266		28.46
001	CANNON PAF LLC	230818	12/20/2022	12/14/2022			202.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-570	INSULATOR (4): CROWN VICS		244445	12/01/2022	230193		30.28
	001-100-570	RTN CR: INSULATOR (4)		CM244445	12/06/2022	230193		-30.28
	001-100-570	INSULATOR (4): CROWN VICS		CM244445	12/06/2022	230193		17.76
	001-100-570	DRAIN PLUG (4): PD F150S		244420	11/15/2022	230166		35.24
	001-100-638	REPROGRAM FRNT CAMERA: #16955		500964	11/11/2022	230165		149.00
001	860 PROPERTY MAINTENANCE	230819	12/20/2022	12/14/2022			1,100.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-601	CUT-CLEAN: 3000 LADNIER		INV000148	12/07/2022	230231		300.00
	001-090-601	TRASH REMOVAL: 3000 LADNIER		INV000148	12/07/2022	230231		50.00
	001-090-601	CUT-CLEAN: 1719 LAUREL GLEN		INV000149	12/10/2022	230232		300.00
	001-090-601	TRASH REMOVL: 1719 LAUREL GLN		INV000149	12/10/2022	230232		100.00
	001-090-601	BOARD DOORS-WNDWS: 1719 LAUREL		INV000149	12/10/2022	230232		350.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PERKINS TIRE & POLARIS	230820	12/20/2022	12/14/2022			2,946.21	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	GY EAGLE ENFORCER(1): #11882	55733	11/15/2022	230194		152.18	
	001-100-638	INSTALLATION FEES	55733	11/15/2022	230194		23.95	
	001-100-638	GY EAGLE ENFORCER(4): #13634	55689	11/09/2022	230176		608.72	
	001-100-638	GY EAGLE ENFORCER(4): #13096	55689	11/09/2022	230176		608.72	
	001-100-638	GY EAGLE ENFORCER(4): #13074	55689	11/09/2022	230176		608.72	
	001-100-638	GY EAGLE ENFORCER(4): #12740	55689	11/09/2022	230176		608.72	
	001-100-638	INSTALLATION FEES (4)	55689	11/09/2022	230176		335.20	
001	DELTA COMPUTER SYSTEMS INC	230825	12/20/2022	12/15/2022			625.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-606	JAN 2023 ACCT SOFTWARE MAINT	DHLMN08102	01/01/2023			430.00	
	001-092-606	JAN 2023 PRIV LIC SW MAINT	DHLMN08103	01/01/2023			175.00	
	001-092-606	JAN 2023 VOTER REG SW MAINT	HRMN010517	01/01/2023			20.00	
FUND TOTAL	1 Claims	to	Checks	67 Total	135,434.76 Manual	Held	Total	135,434.76

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
130	MICHAEL BAKER INTERNATIONAL Account Number 130-130-763	230789	12/20/2022	12/14/2022			23,200.35	
		Description		Invoice #	Date	P.O.	Amount	
		CONST ENG & INS: #16		1165986	12/14/2022		23,200.35	
FUND TOTAL 130 Claims	to	Checks	1 Total	23,200.35	Manual	Held	Total	23,200.35

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
156	AGJ SYSTEMS & NETWORKS INC	230816	12/20/2022	12/14/2022			1,851.78	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	156-100-799	DELL OPTIPLEX 3090: CID		100758	12/09/2022	230022		1,219.40
	156-100-799	24" MONITOR: CID		100758	12/09/2022	230022		193.69
	156-100-799	24" MONITOR: CID		100758	12/09/2022	230022		193.69
	156-100-799	MS OFFICE 2021 H-B: CID		100758	12/09/2022	230022		245.00
156	BEAR BAYOU HOLDINGS LLC DBA	230817	12/20/2022	12/14/2022			2,750.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	156-100-799	HOLOSUN RED DOT SIGHT (10)		101-39400	12/10/2022	230260		2,750.00
156	MOTOROLA INC	230822	12/20/2022	12/14/2022			217.54	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	156-100-799	3.2 OHM EXT SPEAKER (2)		8281465373	09/16/2022	221184		139.54
	156-100-799	DEVICE PROGRAMMING (2)		8230383190	09/22/2022	221184		78.00
FUND TOTAL 156 Claims	to	Checks	3 Total	4,819.32	Manual	Held	Total	4,819.32

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
160	LOWES HOME CENTERS INC	230733	12/20/2022	12/07/2022			4,429.90	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	160-161-702	CM 60 GAL AIR COMPRESSOR(4)	960704	10/31/2022				3,436.20
	160-161-702	DW 20V 2PK LITHIUM BATTERY KIT	986474	11/09/2022				189.05
	160-161-702	DW 18V-20V ADAPTER-BATTERY KIT	986474	11/09/2022				189.05
	160-161-702	DW 20V HT VAR IMPACT WRENCH	986474	11/09/2022				331.55
	160-161-702	DW 20V VAR RECIPROCATING SAW	986474	11/09/2022				284.05
FUND TOTAL 160 Claims	to	Checks	1 Total	4,429.90	Manual	Held	Total	4,429.90

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	BAY ICE COMPANY INC	230699	12/20/2022	12/06/2022			50.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-699	NOV 2022 BOX RENTAL FEE		670604	11/30/2022			50.00
176	LOWES HOME CENTERS INC	230734	12/20/2022	12/08/2022			1,068.73	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-586	MATERIAL: BIRD WATCHING STAND		960743	11/03/2022			459.34
	176-170-586	WOOD SCREW 50PK; GORILLA GLUE		902351	11/07/2022			14.22
	176-170-635	FENCING: RANGER HOUSE		986874	11/14/2022			464.97
	176-170-635	STOVE REPR: RANGER HOUSE		901965	11/14/2022			80.26
	176-170-635	FENCING: RANGER HOUSE		901217	11/17/2022			24.34
	176-170-635	DOOR SEAL: RANGER HOUSE		901511	11/22/2022			10.42
	176-170-635	DOOR KNOB: RANGER HOUSE		902766	11/23/2022			15.18
	176-170-559	1-10-6 WW BOARD (3)		902766	11/23/2022			52.38
	176-170-559	RTN CR: 1-10-6 WW BOARD (3)		918790	11/23/2022			-52.38
176	SINGING RIVER ELECTRIC COOPERATIVE	230778	12/20/2022	12/13/2022			2,310.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-631	PARK FACILITIES 76854002		11192022	11/28/2022			1,979.77
	176-170-631	HOUSE 76855002		11192022	11/28/2022			49.84
	176-170-631	SSP WELCOME CENTER 108928002		11192022	11/28/2022			255.60
	176-170-631	DUMP STATION 109931001		11192022	11/28/2022			25.10
FUND TOTAL 176 Claims	to	Checks	3 Total	3,429.04 Manual		Held	Total	3,429.04

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
355	WAGGONER ENGINEERING INC Account Number 355-723-763	230790	12/20/2022	12/14/2022			18,471.00	
		Description		Invoice #	Date	P.O.	Amount	
		CONSTR PHASE: TRMNT PLANT		40168	12/08/2022		18,471.00	
FUND TOTAL 355 Claims	to	Checks	1 Total	18,471.00	Manual		Held	Total 18,471.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CLEARWATER SOLUTIONS LLC	230700	12/20/2022	12/06/2022			170,690.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-672	DEC 2022 OPERATION FEE		GAUTIER120	12/01/2022			170,690.75
400	WASTE MANAGEMENT OF MS-GLF COAST INC	230701	12/20/2022	12/06/2022			2,738.63	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	NOV 2022: TIMBERLANE ROFF		8283547681	12/01/2022			2,730.13
	400-651-698	SEP 2022 ADMIN FEE		8283547681	12/01/2022			8.50
400	HENZE ENTERPRISES INC	230718	12/20/2022	12/06/2022			1,640.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-683	8 CY FILL DIRT: CAMINO GRANDE		31607	12/01/2022			80.00
	400-651-683	32 CY TOPSOIL: CAMINO GRANDE		31607	12/01/2022			480.00
	400-651-683	24 CY TOPSOIL: CAMINO GRANDE		31607	12/01/2022			360.00
	400-651-683	48 CY TOPSOIL: CAMINO GRANDE		31607	12/01/2022			720.00
400	LOWES HOME CENTERS INC	230735	12/20/2022	12/08/2022			2,559.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	BOILER DRAIN VALVE		901668	10/31/2022			7.11
	400-650-559	2.87 X 5 US FLAG (2)		917203	11/01/2022			18.96
	400-651-683	80LB CONCRETE(82);PALLET CHG		901402	11/02/2022			216.87
	400-650-635	CEILING REPAIR: UTY SERV BLDG		985854	11/02/2022			2,116.60
	400-651-581	MIP ELBOW (3): HWY 57 WELL		919018	11/03/2022			22.74
	400-651-581	HOSE; FITTINGS: HWY 57 WELL		919011	11/03/2022			48.72
	400-650-559	4PK CR2032 BATTERY		917672	11/15/2022			10.44
	400-650-635	PAINTERS TAPE;PLSTC SHEETING		901416	11/15/2022			32.46
	400-651-581	3/4X1/2 SCH 40 BSHNG (2)		901527	11/15/2022			3.56
	400-651-581	2' CROSS TEE WHT (15)		901851	11/16/2022			34.80
	400-651-581	MIP ELBOW (3); HOSE BIBB(2)		901327	11/18/2022			32.68
	400-651-583	REPAIR: M BLUFF LS		902672	11/22/2022			14.22
400	HUEY P STOCKSTILL LLC	230736	12/20/2022	12/08/2022			873.08	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-683	3.16 TN ASPHALT: OLD SHELL		52977	11/08/2022			290.72
	400-651-683	2.97 TN ASPHLT:OLD SHELL/OST		53055	11/10/2022			273.24
	400-651-683	3.36 TN ASPHLT:SEAHRS/MACKERL		53055	11/10/2022			309.12
400	O'REILLY AUTO PARTS	230739	12/20/2022	12/08/2022			99.99	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	BATTRY TENDR: MB GENERATOR		1978269555	11/17/2022			99.99
400	ARISTA INFORMATION SYSTEMS INC	230762	12/20/2022	12/12/2022			4,367.08	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	NOV 2022 PRINTING 2067001		0006541	11/30/2022			1,026.34
	400-650-698	NOV 2022 POSTAGE 2067001		0006541	11/30/2022			3,340.74
400	SHERRY FARABEE, CUSTODIAN PETTY CASH	230774	12/20/2022	12/13/2022			28.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	FILE TEMP EASEMNT: HEADSTART		12072022	12/07/2022			28.00

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400	SINGING RIVER ELECTRIC COOPERATIVE	230779	12/20/2022	12/13/2022			1,200.78	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	GAUTR/VANC LFT STN 114260001		11192022	11/28/2022			387.40
	400-651-631	LIFT STNS 17884		11192022	11/28/2022			813.38
400	FUELMAN	230781	12/20/2022	12/13/2022			133.77	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP63409818	12/05/2022			133.77
400	FUELMAN	230783	12/20/2022	12/13/2022			157.73	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP63454358	12/12/2022			157.73
400	SEYMOUR ENGINEERING PLLC	230791	12/20/2022	12/14/2022			7,497.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-603	JOBETH-TOWNSEND DRAINAGE		8541R	08/31/2022			3,197.50
	400-650-603	TOPOGRAPHIC SURVEY: PAT DR		8541R	08/31/2022			1,000.00
	400-650-603	PAT DR DRAINAGE		8541R	08/31/2022			1,800.00
	400-650-603	GENERAL DRAINAGE		8541R	08/31/2022			1,500.00
400	SOUTHERN PIPE & SUPPLY CO INC	230802	12/20/2022	12/14/2022			3,961.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	2 IPS ND GATE VALVE (12)		7395487-00	11/30/2022	230199		368.88
	400-651-581	C11-33-NL 3/4 PJXPJ CPLG (12)		7395487-00	11/30/2022	230199		324.72
	400-651-581	3/4 WATER METER CPLG (24)		7395487-00	11/30/2022	230199		225.36
	400-651-581	4"CI PLS X 4"CI PLS CPLG (12)		7395487-00	11/30/2022	230199		83.04
	400-651-683	100' 12X20 COR PLS CULV PIPE		7436636-00	12/06/2022	230277		1,238.00
	400-651-683	100' 15X20 COR PLS CULV PIPE		7436636-00	12/06/2022	230277		1,721.00
400	GIBSON ELECTRIC MOTOR SALES & SERV INC	230803	12/20/2022	12/14/2022			531.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	BC216M-250 CAPACITORS (20)		45798	11/22/2022	230211		531.00
400	COAST CHLORINATOR & PUMP CO INC	230805	12/20/2022	12/14/2022			2,964.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	BOOSTER PUMP 3PH: BEASLEY		75171	12/05/2022	230203		1,788.00
	400-651-581	1" S/80 PVC WYE STRAINER(8)		75179	12/05/2022	230158		840.00
	400-651-581	TRD OUT 2HP B PUMP: HWY 57		75244	12/14/2022	230289		336.00
400	STAPLES BUSINESS ADVANTAGE DEPT ATL	230807	12/20/2022	12/14/2022			244.41	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-500	LEXMARK B221HOO TONER (2)		3523485090	11/19/2022	230201		189.98
	400-650-500	#107 RUBBER BANDS 40/PK		3523485092	11/19/2022	230201		4.41
	400-650-500	HP62 B/C/M/Y STD CART 2PK		3523485093	11/19/2022	230210		41.88
	400-650-500	PM 8PK MED ASST PEN (2)		3523485093	11/19/2022	230210		8.14
400	CITY ELECTRIC SUPPLY CO	230808	12/20/2022	12/14/2022			509.12	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	90A 240V 3P BOLT ON BRKR (2)		PAS/084191	11/23/2022	230205		470.00
	400-651-584	BQ FRAME LUG (6): MBLUFF LS		PAS/084191	11/23/2022	230205		39.12

Docket of Claims
Release date from 12/20/2022 thru 12/20/2022

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	GRAND VIEW SECURITY LLC	230813	12/20/2022	12/14/2022			350.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-704	SECURITY CAMERA: UTY LOBBY		TLM6-8089	12/04/2022	230204		350.00
400	PERKINS TIRE & POLARIS	230821	12/20/2022	12/14/2022			683.71	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-638	265/170-16 GY WRG (4): R2		55716	11/14/2022	230187		487.96
	400-650-638	INSTALLATION PACKAGE		55716	11/14/2022	230187		95.80
	400-650-638	ALIGNMENT		55716	11/14/2022	230187		99.95
400	J H WRIGHT & ASSOCIATES INC	230823	12/20/2022	12/14/2022			285.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	IDEC DC POWER SUPPLY(2):SPARE		447954	12/07/2022	230274		260.00
	400-651-584	SHIPPING		447954	12/07/2022	230274		25.00
400	COG DEPOSITORY ACCOUNT	230824	12/20/2022	12/14/2022			130,420.04	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	NOV 2022 GARBAGE PMTS		11302022	11/30/2022			130,420.04
FUND TOTAL 400 Claims	to	Checks	21 Total	331,934.75 Manual		Held		Total 331,934.75

Docket of Claims
Release date from 12/20/2022 thru 12/20/2022

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	DELTA SANITATION OF MS LLC	230702	12/20/2022	12/06/2022			108,031.77	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	404-677-693	NOV 2022 RES GARBAGE (6419)		0001268927	11/30/2022		108,031.77	
FUND TOTAL 404 Claims	to	Checks	1 Total	108,031.77	Manual		Held	Total 108,031.77

Docket of Claims
Release date from 12/20/2022 thru 12/20/2022

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	67 Total	135,434.76 Manual	Held	Total	135,434.76
FUND 130 Claims	to	Checks	1 Total	23,200.35 Manual	Held	Total	23,200.35
FUND 156 Claims	to	Checks	3 Total	4,819.32 Manual	Held	Total	4,819.32
FUND 160 Claims	to	Checks	1 Total	4,429.90 Manual	Held	Total	4,429.90
FUND 176 Claims	to	Checks	3 Total	3,429.04 Manual	Held	Total	3,429.04
FUND 355 Claims	to	Checks	1 Total	18,471.00 Manual	Held	Total	18,471.00
FUND 400 Claims	to	Checks	21 Total	331,934.75 Manual	Held	Total	331,934.75
FUND 404 Claims	to	Checks	1 Total	108,031.77 Manual	Held	Total	108,031.77

Total for all Funds		Checks	98 Total	629,750.89 Manual	Held	Total	629,750.89

Councilman George made the motion to approve consent agenda items 1-6, as presented. 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 269-2022

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1-6 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 George**, seconded by **Councilman Colledge**, and the following vote was recorded:

AYES: **Casey Vaughan**
 Adam Colledge
 Cameron George
 Richard Jackson
 Gordon Gollott
 Rusty Anderson
 Dante Elbin

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 December 20, 2022.

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

ORDER NUMBER 270-2022

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 Special Call Meeting held November 29, 2022 and the Regular Council Meeting held December 6, 2022 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 George**, seconded by **Councilman Colledge**, and the following vote was recorded:

AYES: **Casey Vaughan**
 Adam Colledge
 Cameron George
 Richard Jackson
 Gordon Gollott
 Rusty Anderson
 Dante Elbin

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 December 20, 2022.

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

ORDER NUMBER 271-2022

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 December 2022 in the amount of \$11,864.90 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 George**, seconded by **Councilman Colledge**, and the following vote was recorded:

AYES: **Casey Vaughan**
 Adam Colledge
 Cameron George
 Richard Jackson
 Gordon Gollott
 Rusty Anderson
 Dante Elbin

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 December 20, 2022.

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

RESOLUTION NUMBER 189-2022

RESOLUTION AMENDING THE COMPREHENSIVE FEE SCHEDULE FOR THE PARKS AND RECREATION DEPARTMENT AND POLICE DEPARTMENT

BE IT RESOLVED, by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City of Gautier Comprehensive Fee Schedule for the Parks and Recreation Department shall be amended.

WHEREAS, the rental fee for the RV site will increase from \$18 to \$22; and

WHEREAS, the RV sites (veterans or 65+) will increase from \$13 to \$17; and

WHEREAS, the 30-day discounts will increase from \$360 to \$420; and

WHEREAS, primitive camping will increase from \$13 to \$17; and

BE IT RESOLVED, by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City of Gautier Comprehensive Fee Schedule for the Police Department shall be amended.

WHEREAS, the online accident reports will be \$15, with an additional \$5 online fee; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that amending the Comprehensive Fee Schedule for the Parks and Recreation Department to include the increase in RV sites (including price for veterans and 65+), 30-day discounts, and primitive camping at Shepard State Park is hereby approved.

IT IS FURTHER ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that amending the Comprehensive Fee Schedule to include additional online accident reports for the Gautier Police Department 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 George**, seconded by **Councilman Colledge**, and the following vote was recorded:

AYES: Casey Vaughan
Adam Colledge
Cameron George
Richard Jackson
Gordon Gollott
Rusty Anderson
Dante Elbin

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 December 20, 2022.

BUILDING/PLANNING

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	BUILDING, MECHANICAL, ELECTRICAL, & PLUMBING CONSTRUCTION PERMITS			
	Construction Valuation \$0 - 100,000	Each	\$25 for 1st \$1,000 + \$5 each add'l \$1,000 + \$1.00 Filing Fee	Construction valuation to be determined by the Building and Zoning Administrator based on the latest Building Valuation Data (BVD) from the International Code Council (ICC) or Certified Bid Tabulation.
	Construction Valuation \$100,001 - \$500,000	Each	\$520 for \$100,000 + \$4 each add'l \$1,000 + \$1.00 Filing Fee	Construction valuation to be determined by the Building and Zoning Administrator based on the latest Building Valuation Date (BVD) from the International Code Council (ICC) or Certified Bid Tabulation.
	Construction Valuation \$500,001 - up	Each	\$2120 for \$500,000 + \$3 each add'l \$1,000 + \$1.00 Filing Fee	Construction valuation to be determined by the Building and Zoning Administrator based on the latest Building Valuation Date (BVD) from the International Code Council (ICC) or Certified Bid Tabulation.
II.	SITE PREPARATION - PERMITS			
	Demolition - Commercial Structure			
	0 - 5,000 square feet	Each	250 + \$1.00 Filing Fee	Includes demolition of commercial building and accessory structures only.
	5,001 - up square feet	Each	\$250.00 for 5,000 sf + \$50 each add'l 5,000 sf + \$1.00 Filing Fee	
	Demolition - Commercial Site			
	0 - 5 Acres	Each	250 + \$1.00 Filing Fee	Include demolition of site work improvements including pavement, utilities, septic tanks, wells, flag poles, retaining walls, bulk heads, etc.
	5.01 - Up Acres	Each	\$250.00 for 5 ac + \$50 each add'l 5 ac + \$1.00 Filing Fee	
	Site Clearing/Demolition/Land Disturbance			
	0 - 0.9 Acres	Each	25.00 + \$1.00 Filing Fee	Required for land disturbance activities (mowing/bush hogging-only does not require a permit). Removal of protected trees requires a separate permit.
	1 - 4.9 Acres	Each	\$50.00 + \$1.00 Filing Fee	
	5 - Up Acres	Each	\$100.00 + \$1.00 Filing Fee	
	Bulk Head Construction Permit Fee	Each	\$50.00 + \$1.00 Filing Fee	
	Protected Tree Removal	Each	\$50.00 + \$1.00 Filing Fee	Live Oaks/Magnolia an any other significant trees are considered protected trees.
III.	MOBILE HOME/HOUSE MOVING PERMITS			
	New Placement or Moving Unit out of City	Each	\$150 + \$250 Refundable Deposit + \$1.00 Filing Fee (Unrefundable)	Mobile Home/Trailer Moving Companies proof shall be provided. Deposit will be refunded once the city has verified that no damage was incurred to the city right of ways, vacated lot is cleaned up (as applicable), and new placement is complete. (As required by Police Chief)
	Mechanical, Electrical, Plumbing Permits		See Section I. for permits fees based on new construction valuation	
IV.	MISCELLANEOUS PERMITS/FEEES			
	Special Exception Application Fee	Each	\$250.00 + \$1.00 Filing Fee	
	Commercial Signs	Each	\$25.00 + \$1.00 Filing Fee	Per Sign including, New Placement, Copy Change, or Repair (Free Standing, Wall, Canopy, Roof)
	Temporary Banners (Within Right-of-Way)	Each	\$0.00	Banners must meet the minimum Criteria of the City of Gautier's policy for Banners Within Public Rights-of-Way
	Temporary Banner (Private Commercial Property)	Each	\$20.00 + \$1.00 Filing Fee	Per Time Period Allowed by UDO. Fee will include any combination of banners/signage up to the square footage allowed.
	Power Service Authorization/Inspection	Each	\$25.00 + \$1.00 Filing Fee	
	New Business	Each	\$100.00 + \$1.00 Filing Fee	

*Projects funded/administered by the City of Gautier and/or the Pascagoula-Gautier School District are not subject to permitting fees.

*Projects funded/administered by the Pascagoula-Gautier School District are however, subject to applicable Review/Approval Process Fees.

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Rummage Sale	Each	\$0.00	Commercial Only. No permit required for residential property.
	Temporary Use	Each	\$25.00 + \$1.00 Filing Fee	Christmas Tree Sales Lot, Contractor's Temporary Office/Storage Sheds (per building/structure), Portable Storage
	Swimming Pools	Each	See Section I. for permits fees based on new construction valuation	
	Off-Site Improvements	Each		Bond required for all off-site improvements over \$10,000 valuation.
	Subdivision Infrastructure	Each		

	Re-inspection Fee	Each	\$25.00 + \$1.00 Filing Fee	
	Work W/O Permit	Each	Up to 5x Normal Permit Fees	on the latest edition of the International Code Council
	City Construction Project		Permit is required, but no fee will be charged	
	Golf Cart Registration		\$25.00 + \$1.00 Filing Fee	One time fee
V.	CONTRACTOR LICENSE			
	General		no charge	Must have License issued by the State of Ms.
	Remodelers		\$100 + \$1.00 Filing Fee for Gautier License or No Charge if Licensed through State of Ms.	
	Electrical		\$50 + \$1.00 Filing Fee for Gautier License or No Charge if Licensed through State of Ms.	
	Mechanical			
	Plumbing			
VI.	REVIEW/APPROVAL PROCESS FEE			
	Plan Review			
	Commercial Plan Review	Each	1/2 Permit Fee or Cost of 3rd Party Review (whichever is higher)	
	Subdivision Infrastructure Plan Review	Each		
	Residential - New House	Each	\$50.00 + \$1.00 Filing Fee	Includes any new house or addition/accessory structure over 750 sf
	Residential - Misc. Plan Review	Each	\$25.00 + \$1.00 Filing Fee	Includes sheds, decks, additions/accessory structures (under 750 sf), renovations, ramps, driveways, bulkheads, retaining walls, flag poles, boathouses, piers, etc.
	Major Development Order	Each	\$100.00 + \$1.00 Filing Fee	For all Commercial Developments over 2.25 acres (unless exempt by UDO). Or developments requesting Tier 3 approval. Required Planning Commission and City Council Review.
	Landfill Site Operating Permit			
	new, expanding and modifications	Each	\$150.00 + \$1.00 Filing Fee	
	annual renewal only	annually	\$50.00 + \$1.00 Filing Fee	with no changes in operations
	Appeal Staff Decision to Planning Commission	Each	\$100.00 + \$1.00 Filing Fee	
	Appeal Planning Commission Decision to Council	Each	\$100.00 + \$1.00 Filing Fee	
	Right-of-Way Vacation	Each	\$250.00 + \$1.00 Filing Fee	
	Conditional Use (Major/Minor)	Each	\$250.00 + \$1.00 Filing Fee	
	Special Exception Application Fee	Each	\$250.00 + \$1.00 Filing Fee	
	Technical Review Committee (TRC) Review Meeting	Each	\$50.00 + \$1.00 Filing Fee	TRC Fee is not charged if it is a part of another review process listed in this section.
	Technical Review Committee (TRC) Review without Meeting	Each	\$0.00	Review materials will be e-mailed to TRC members in lieu of having an official meeting if the applicant waives their right to attend a meeting.
	Variance - Greater than 30%	Each	\$175.00 + \$1.00 Filing Fee	
	Variance - Administrative	Each	\$100.00 + \$1.00 Filing Fee	
	Zoning Change	Each	\$300.00 + \$1.00 Filing Fee	
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Text Amendment	Each	\$250.00 + \$1.00 Filing Fee	
	Home Occupation	Each	\$125.00 + \$1.00 Filing Fee	
	Lot Split/Rearrangement (Minor)	Each	\$50.00 + \$1.00 Filing Fee	under 2.25 acres
	Lot Split/Rearrangement (Major)	Each	\$100.00 + \$1.00 Filing Fee	over 2.25 acres and/or 2 lots
	Subdivision of Land Process - Preliminary/Final	Each	\$100.00 + \$6 per lot + \$1.00 Filing Fee	
	Other Public Hearing Requests	Each	\$100.00 + \$1.00 Filing Fee	

PARKS & RECREATION

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	GENERAL PARK AND RECREATION (RENTAL FEES)			
	GEORGE MARTIN PARK			
	Whole Park Rental	Day	\$500.00 + \$250 refundable Deposit	
	pavilion -(8am to 12pm)	Day	\$40.00	
	pavilion -(12pm to 4pm)	Day	\$40.00	

	pavilion -(4pm to dusk)	Day	\$40.00	
	pavilion -(all day)		\$100.00	
	Senior Center Building			
	resident	Day	\$150.00 + \$100 refundable Deposit	
	non resident	Day	\$150.00 + \$100 refundable Deposit	
	BUDDY DAVIS PARK / BACOT PARK			
	Whole Park Rental	Day	\$500.00 + \$350 refundable Deposit	
	Field Rental (8am to 1pm)	Each	\$50.00 + \$50 refundable Deposit	Any one field
	Field Rental (1pm to 5pm)	Each	\$50.00 + \$50 refundable Deposit	Any one field
	Field Rental (5pm to 10pm)	Each	\$75.00 + \$100 refundable Deposit	Any one field
	Field Rental (All Day)	Each	\$150.00 + \$100 refundable Deposit	Any one field
	Field Light Charge when left on	Each Day	\$100.00	Any Field/Any Park
	SHEPARD STATE PARK			
	Camping (RV sites)			
	nightly	Day	\$22.00	
	nightly (65 or older/ or disable)	Day	\$17.00	
	monthly	Monthly	\$420.00	
	camping (primitive)	Per Tent/Day	\$17.00	
	Group/Scout Group (primitive)	per person/Day	\$2.00	
	Yearly pass	Yearly	\$42.00	not include facility rentals or camping. \$.30 per person over 6. (Provides access to disc golf, dog park, playground, bike trails/ walking trails, etc.)xx
	Daily Car Pass (Up to 6 People)	per car	\$4.00	
	Daily Walk In Pass /Bus/Bike	per person/Day	\$0.50	
	Boat Launch	per boat/Day	\$4.00	Campers Exempt from Boat Launch Fee
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Disc Golf	per vehicle	\$3.00	
	Archery Lane Use	per hour/ person	\$5.50	Must leave valid driver's license with park attendant until fee is paid upon leaving park.
	Park Pavilions	per day	\$35.00	
	Pavilion Parking	per vehicle	\$3.00	Vehicle parking fee with pavilion rental
	Multi-purpose Field	per hour	\$6.00	
	Multi-purpose Field w/lights	per hour	\$12.00	
	CITY PROGRAM REGISTRATION FEES			
	Youth Football			
	Flag Football		\$70.00	
	Tackle Football		\$90.00	
	Youth Cheerleading		\$90.00	
	Youth Basketball	per player	\$75.00	
	Baseball	per player	\$80.00	
	Softball	per player	\$80.00	

CITY CLERK

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	ADMINISTRATION FEES			
	Photocopies	page	\$0.30	
	NSF Check Fee	Each	\$40.00	
	Candidate Filing Fee	Each	\$10.00	
	Audio/Video Tape Copies	Each	\$25.00 + hourly rate	
II.	PRIVILEGE LICENSE			
	1 – 3 employees		\$20.00	

	4 – 10 employees		\$30.00	
	11 and above		\$30.00	the 1 st ten employees and \$3 for each additional employee. The cost of the license will be determined by the number of full time
III.	TRANSIENT VENDORS			
	Privilege License	Each	\$250.00	(should be renewed after 90 days for \$25.00)
	Privilege License Reprint	Each	\$15.00	
	Badge of Identifying Certificate	Each	\$15.00	
IV.	SUBPOENAS – personal appearance	Each	\$150.00	

PUBLIC WORKS/ UTILITIES

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	METER DEPOSIT FEES *			
	¾" meter		\$200.00	
	1" meter		\$250.00	
	1 ½" meter		\$300.00	
	2" meter		\$350.00	
	3" meter and above		meter cost plus two (2) months minimum bill	
*Move without notice will forfeit deposit				
II.	WATER CHARGE			
	Minimum Charge of 3000 Gallons or Less	residential	\$24.75	
	1000 Gallons Over the Minimum	residential	\$8.25	
	Minimum Charge of 3000 Gallons or Less	commercial	\$25.50	
	1000 Gallons Over the Minimum	commercial	\$8.50	
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
III.	SEWER CHARGE			
	Minimum Charge of 3000 Gallons or Less			
	Sewer Charge	residential	\$12.30	
	1000 Gallons Over the Minimum	residential	\$4.10	
	Wastewater Treatment Charge	residential	\$15.45	
	Minimum Charge of 3000 Gallons or Less			
	Sewer Charge	commercial	\$18.75	
	1000 Gallons Over the Minimum	commercial	\$6.25	
	Wastewater Treatment Charge	commercial	\$15.45	
	1000 Gallons Over the Minimum (wastewater treatment)		\$5.15	
	Sewer Only (Residential) Monthly Charge		\$42.00	
	Sewer Only (Commercial) Monthly Charge		\$100.00	
IV.	GARBAGE CHARGE			
	1 st Cart		\$21.00	
	Cart Delivery Fee (After Initial Set-up)		\$15.00	
	Special pick-up (one lift)	small load	\$50.00	
	Special pick-up (one lift)	large load	\$100.00	
V.	MISCELLANEOUS FEES			
	Capacity Charge (depending on usage)			
	0 to 9,999 gallons monthly		\$0.00	
	10,000 to 19,999 gallons monthly		\$50.00	
	20,000 to 49,999 gallons monthly		\$150.00	
	50,000 to 99,999 gallons monthly		\$350.00	
	100,000 to 199,999 gallons monthly		\$750.00	
	200,000 to 249,999 gallons monthly		\$1,000.00	
	greater than 250,000 gallons monthly		\$1,500.00	
	Reconnect for Lock off		\$65.00	
	Returned Check Fee		\$50.00	
	Late Charge Fee		\$35.00	
	Connection Service Fee		\$50.00	

	Reconnect Fee for Temporary Disconnect		\$30.00	
	Temporary Disconnect		\$30.00	
	Lock off for Non-payment		\$30.00	
	Illegal connection and/or Theft of Utilities		\$600.00 plus associated fees	
	Sewer Cleanout/Cap Tampering Fee		\$100.00	
	Sewer Inspection Fee (customer caused issue)		\$100.00	
	Transfer Fee		\$45.00	
	After Hours Calls - Other		\$50.00	
	3/4" Irrigation Meter - tap		\$255.00	
	1" Irrigation Meter - tap		\$375.00	
	Meter Locks		\$25.00	
	Meter Box Tamper Fee		\$60.00	
	Meter Relocate Fee		\$100.00	
	Meter Reread Fee		\$30.00	
	Pool Fill (Meter Only)		\$100.00	
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
VI.	TAP FEES (Includes Water & Sewer)			divide by half for water only or sewer only
	3/4" tap connection	plus meter deposit	\$640.00	plus time and material cost
	1" tap connection	plus meter deposit	\$640.00	plus time and material cost
	1 1/2" tap connection	plus meter deposit	\$640.00	plus time and material cost
	2" tap connection	plus meter deposit	\$640.00	plus time and material cost
	3" tap connection	(2) months minimum bill	\$640.00	plus time and material cost
	4" tap connection	meter cost plus two (2) months minimum bill	\$640.00	plus time and material cost
	6" tap connection	meter cost plus two (2) months minimum bill	\$640.00	plus time and material cost
	8" tap connection	meter cost plus two (2) months minimum bill	\$640.00	plus time and material cost

POLICE DEPARTMENT

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	MISCELLANEOUS FEES (POLICE)			
	Accident Reports	Each	\$20.00	
	(Online) Accident Reports	Each	\$15.00	Additional \$5.00 online fee
	Parking Lot Reports	Each	\$10.00	
	Offense Reports	Each	\$10.00	(No charge on domestic or assault reports)
	Fingerprints	Each	\$15.00	
	Background Checks	Each	\$15.00	

FINANCE DEPARTMENT COURT

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
V. I.	MUNICIPAL COURT FINES			
	IMPLIED CONSENT			
	DUI 1st offense		\$1,095.00	
	DUI 2nd offense		\$1,275.00	
	DUI 3rd offense		FELONY	
	DUI Drugs		\$1,095.00	
	ZERO TOLERANCE FOR MINORS			
	DUI 1st offense		\$575.00	
	DUI 2nd offense		\$825.00	
	TRAFFIC			
	following to close		\$172.00	

	handicap parking violation		\$250.00	
	improper parking		\$172.00	
	improper lane use		\$172.00	
	improper turn or failure to sign		\$172.00	
	improper passing		\$172.00	
	driving on wrong side of road		\$172.00	
	obstructing public street (obstruction of city street)		\$172.00	
	failure to chg. lanes-stopped emergency vehicle		\$343.00	
	pass stopped school bus		\$343.00	
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	failure to yield blue lights/siren		\$343.00	
	failure to obey police/traffic		\$343.00	
	failure to yield- right of way		\$172.00	
	failure to yield emergency vehicle		\$343.00	
	failure to dim headlights		\$172.00	
	ran red light		\$172.00	
	ran stop sign		\$172.00	
	careless driving		\$212.00	
	reckless driving		\$252.00	
	drag racing		\$252.00	
	no motorcycle endorsement		\$242.00	
	parking in fire lane		\$242.00	
	no seatbelt in use		\$75.00	
	child restraint violation		\$168.00	
	SPEEDING			
	speeding in school zone		\$247.00	
	over (1-9 miles)		\$176.00	
	over (10 miles)		\$186.00	
	over (11 miles)		\$187.00	
	over (12 miles)		\$188.00	
	over (13 miles)		\$189.00	
	over (14 miles)		\$190.00	
	over (15 miles)		\$191.00	
	over (16 miles)		\$198.00	
	over (17 miles)		\$200.00	
	over (18 miles)		\$202.00	
	over (19 miles)		\$204.00	
	over (20 miles)		\$216.00	
	over (23 miles)		\$228.00	
	over (24 miles)		\$231.00	
	over (25 miles)		\$234.00	
	over (26 miles)		\$239.00	
	over (27 miles)		\$244.00	
	over (28 miles)		\$249.00	
	over (29 miles)		\$254.00	
	over (30 miles)		\$269.00	
	over (31 miles)		\$272.00	
	No Motor Vehicle Liability Insurance		\$643.00	
	Running Railroad Crossing Arms		\$363.00	
	Allow Unauthorized unlicensed person to drive		\$172.00	
	No Driver's License		\$342.00	
	Expired Driver's License		\$343.00	
	Suspended Driver's License-Alcohol involved		\$568.00	
	Suspended Driver's License		\$343.00	
	Leaving Scene Of An Accident		\$342.00	
	Leaving Scene w/Injuries		\$542.00	
	Improper Equipment		\$172.00	
	Failure To Wear Crash Helmet		\$172.00	
	Improper Load		\$172.00	
	Expired Tag		\$274.00	
	Improper Tag		\$274.00	
	No Tag		\$274.00	
	Switched Tag		\$274.00	
	Improper Display of Tag		\$274.00	
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	TINTED WINDOWS			

	1st offense		\$205.00	
	2nd offense		\$242.00	
	3rd offense		\$342.00	
	ASSAULT AND WEAPONS			
	child neglect		\$553.00	
	domestic violence - 1st		\$553.00	
	domestic violence - 2nd		\$954.00	
	knowingly violate a protective		\$538.00	
	assault & battery		\$553.00	
	assault by threat		\$553.00	
	assault with weapon		\$704.00	
	assault on a minor		\$553.00	
	carry concealed weapon		\$405.00	
	discharge weapon		\$505.00	
	exhibit weapon		\$505.00	
	THEFT AND FALSE PRETENSE			
	solicit without permit		\$254.00	
	use credit card w/intent defraud		\$504.00	
	embezzlement		\$505.00	
	embezzlement (\$500.00 & over)		FELONY	
	false pretense		\$553.00	
	false reporting of a crime		\$553.00	
	home repair fraud		\$804.00	
	gambling		\$305.00	
	operate gambling house		\$490.00	
	trespass less than larceny		\$505.00	
	petit larceny		\$505.00	
	defrauding an innkeeper		\$553.00	
	theft of utilities		\$505.00	
	meter tampering		\$505.00	
	machine, coin oper/breaking in		\$505.00	
	giving away MDSE by employee		\$505.00	
	harassing, profane, telephone		\$490.00	
	bad check		\$553.00	
	uttering forgery		\$604.00	
	forgery		FELONY	
	receive stolen property (MISD)		\$505.00	
	receive stolen property (MISD)		FELONY	
	SHOPLIFTING			
	1st offense		\$553.00	
	2nd offense		\$953.00	
	3rd offense		FELONY	
	shoplifting, encourage or aid person under 18		\$553.00	
	ARREST AND POLICE OFFICER			
	false identifying information		\$304.00	
	simple assault on officer		\$653.00	
	resisting arrest		\$653.00	
	fleeing arrest		\$653.00	
	impersonate a police officer		\$653.00	
	interfere with duties of a police officer		\$304.00	
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	ALCOHOLIC BEVERAGES			
	sell or give alcohol to minor		\$605.00	
	sell beer without license		\$605.00	
	unlawful to consume alcohol in public place		\$230.75	
	purchase or posses alcohol for minor		\$369.00	
	public drunk		\$305.00	
	NARCOTICS			
	Possession of Schedule III, IV, V		\$1,203.25	
	Possession of Marijuana		\$504.00	
	Possession of (Drug) Paraphernalia		\$504.00	
	ALLOW DOGS TO RUN LOOSE			
	1 st Offense		\$209.00	

	2 nd Offense		\$235.00	
	3 rd Offense		\$284.00	
	NO RABIES VACCINATION		\$304.00	
	Confinement Violations		\$304.00	
	General Owner Responsibility Violation		\$283.00	
	Dangerous Animals Non-Compliance		\$505.00	
	Failure to provide Vet care		\$283.00	
	Animal Cruelty		\$553.00	
	Animal Neglect		\$283.00	
	Fowl and Livestock Violation		\$283.00	
	Aggravated animal abuse		\$553.00	
	Smoking in Public Building		\$209.00	
	Public Profanity		\$304.00	
	Disturbing the Peace		\$304.00	
	Disorderly Conduct Failure to comply with Law Enforcement		\$304.00	
	Disorderly Conduct refuse to leave premises		\$304.00	
	Disorderly Conduct phys acts/profane language		\$304.00	
	Contempt of Court (Failure to Compile)		\$274.00	
	Contempt of Court (Failure to appear)		\$274.00	
	Contempt of Court (Failure to pay)		\$274.00	
	Aiding & Abetting in Bail Bond Jumping		\$505.00	
	Bail Bond Jumping MISD		\$553.00	
	Disturbance Nuisance - danger neighborhood		\$209.00	
	Disturbing Family Peace		\$304.00	
	Interference with City Officer		\$304.00	
	Care of Premises		\$233.00	
	Extortion		\$505.00	
	Curfew Violation		\$234.00	
	Contribute to Delinquency of Minor		\$505.00	
	Possession of Handgun by a Minor		\$505.00	
	Indecent Exposure		\$505.00	
	Obscene/Harassing Phone Calls		\$505.00	
	Escape		\$505.00	
	911 Abusive Calls		\$515.00	
	Misdemeanor Hindering Prosecution		\$505.00	
	Conspiracy to Commit a Crime		\$505.00	
	Fireworks Inside City Limits		\$219.00	
	Prostitution		\$505.00	
	Vagrancy		\$489.00	
	Hitch-Hiking		\$255.00	
	Trespassing		\$353.00	
	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Malicious Mischief (Face Value)		\$203.25	
	Loud Music		\$285.00	
	Litter Law Violation		\$454.00	
	Stalking			
	1 st Offense		\$505.00	
	2 nd Offense		FELONY	
	Boating Under the Influence			
	1 st Offense		\$594.00	
	2 nd Offense		\$794.00	
	3rd Offense		\$1,193.25	
	Sell Tobacco to Minor		\$234.00	
	Abstracts		\$10.00	
	Affidavit		\$10.00	
	Withdrawal Form		\$10.00	

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

ORDER NUMBER 272-2022

WHEREAS, the City of Gautier follows the Mississippi Retention Schedule that is set in place by the Mississippi Department of Archives and History; and

WHEREAS, pursuant to this agreement, ACE Data Storage has agreed to shred outdated documents, as required by the Mississippi Retention Schedule; and

WHEREAS, the service agreement fee will be \$2,925.00 for an estimated 45 totes to shred outdated documents on-site; and

WHEREAS, the Mayor and Council Members find that this service agreement is in the best interests of the City;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Customer Service Agreement with ACE Data Storage to shred outdated documents, as required by the Mississippi Retention Schedule is 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 George**, seconded by **Councilman Colledge**, and the following vote was recorded:

AYES: Casey Vaughan
Adam Colledge
Cameron George
Richard Jackson
Gordon Gollott
Rusty Anderson
Dante Elbin

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 December 20, 2022.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Deputy City Clerk
Date: 12/08/2022
Subject: Approval of a Customer Service Agreement with ACE Data Storage to shred outdated documents that are required to be destroyed by the Mississippi Retention Schedule.

REQUEST:

City Council approval is requested for a Customer Service Agreement with ACE Data Storage to shred outdated documents that are required to be destroyed by the Mississippi Retention Schedule. The service agreement fee will be \$2,925 for an estimated 45 totes to shred on-site outdated documents.

BACKGROUND:

The City of Gautier follows the Mississippi Retention Schedule that is set in place by the Miss. Dept. of Archives & History and we need to shred some outdated documents that have been in storage. This will allow us to clean out the file room so there will be room for the current documents that we are required to keep.

DISCUSSION:

ACE Data Storage will come to City Hall and shred the outdated documents on-site with a mobile shred truck. ACE Data Storage will provide a Certificate of Destruction following the service. ACE Data and Storage estimated that it will be 45 totes that need to be shredded and the cost will be \$2,925.

RECOMMENDATION:

City Hall Staff recommends the City Council approve the shredding agreement with ACE Data Storage for \$2,925 one-time purging of outdated documents.

ATTACHMENTS:

1. ACE Data Storage Service Agreement for shredding services



CUSTOMER SERVICE AGREEMENT: City of Gautier

- Screened personnel will retrieve material from the location.
- Material will be shredded with a mobile shred truck **on-site**.
- ACE Data Storage provides a Certificate of Destruction following each service.
- If you are not already a scheduled shredding customer, Payment is due the day of.
- If your outstanding balance is placed with our collection agency, you will be responsible for collection fees, attorney fees, and court costs.

One-Time Purging:

On-site

(96) Gallon Totes = \$65 per tote

Estimated 45 Totes = \$2,925

On-site Shredding: Boxes will be left on-site for your disposal or reuse.

On-site Shredding: \$300 flat rate is added to dispose of boxes (optional).

If boxes are not on ground level without access to the elevator-your rate will increase per box.

If paying with a credit card, a 3.5 percent transaction fee is added.

There are no additional fees associated with this service.

A handwritten signature in blue ink that reads "Kate M. Ellis".

Director of Marketing & Business Development
Ace Data Storage, Inc.

11/30/22

Date

ACCEPTED and AGREED - PLEASE SIGN BELOW

Printed Name

Date

Signature



3305 33rd Street Suite A
Gulfport, MS 39501
228-864-6223
www.acedatastorage.com



Copy Paper Size Boxes
Small Banker Boxes
Size: 12"x15"x10" or smaller
Approx. 1.0-1.6 cubic feet

Transfer Boxes
Size: 24"x15"x10" or smaller
Approx. 1.7-2.2 cubic feet



Executive Console
Holds 3 Copy Boxes
Approx. 60-70lbs
Measures: 21"Wx16"Dx36"H
Scheduled Shredding



64 Gallon Tote
Holds Approx. 200-250lbs
5-6 Copy Boxes or
3 Transfer Boxes
Measures: 23"Wx24"Dx43"H
Scheduled Shredding

96 Gallon Tote
Holds Approx. 250-300lbs
8-10 Copy Boxes or
4-5 Transfer Boxes
Measures: 24"Wx35"Dx45"H
Scheduled Shredding & Purging

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

ORDER NUMBER 273-2022

WHEREAS, On December 13, 2022, the City was notified that it had received a total of \$104,362.50 in Emergency Watershed Protection Program grant funds for drainage work in two locations across the City; and

WHEREAS, the areas approved for drainage work include streambank stabilization with riprap and debris/sediment removal at Cypress Landing/Ferry Point Road and San Lorenzo; and

WHEREAS, this is a 75/25 grant, and the estimated total project cost is \$126,500 (\$94,875 in federal funds and \$31,625 in local match); and

WHEREAS, NRCS will also provide up to \$9,487.50 for technical assistance to aid with related engineering costs; and

WHEREAS, the pre-award documents, including the contact information form, certification regarding lobbying, federal assistance SF-424 form, operation and maintenance agreement, operation and maintenance plan, and assurances-construction program form, are required before a formal grant agreement can be drafted by NRCS; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, to accept an Emergency Watershed Protection Program grant from the US Department of Agriculture's Natural Resources Conservation Service.

IT IS FURTHER ORDERED that the City Manager is authorized to execute any and all documents necessary to obtain NRCS grant funds, including but not limited to, the recipient contact information form, certification regarding lobbying, federal assistance SF-424 form, operation and maintenance agreement, operation and maintenance plan, and assurances-construction program form.

IT IS FURTHER ORDERED and confirmed that requisite matching funds are available.

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 George**, seconded by **Councilman Colledge** and the following vote was recorded:

AYES: Casey Vaughan
Adam Colledge
Cameron George
Richard Jackson
Gordon Gollott
Rusty Anderson
Dante Elbin

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 December 20, 2022.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Brenda Greco, Project Specialist
Date: 12/13/2022
Subject: NRCS Emergency Watershed Protection Program 2021 Pre-Award Documents

REQUEST:

The Grants and Projects Department requests City Council authorization to accept an Emergency Watershed Protection Program grant from the U.S. Department of Agriculture's Natural Resources Conservation Service and to execute any and all documents necessary to obtain NRCS grant funds, including, but not limited to, the recipient contact information form, certification regarding lobbying, federal assistance SF-424 form, operation and maintenance agreement, operation and maintenance plan, and assurances-construction program form.

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 December 13, 2022, that it had received a total of \$104,362.50 in Emergency Watershed Protection Program grant funds for drainage work in two locations across the City. This is a 75/25 grant, and the estimated total project cost is \$126,500 (\$94,875 in federal funds and \$31,625 in local match). NRCS will also provide up to \$9,487.50 for technical assistance to aid with related engineering costs.

Areas approved for drainage work include:

- Streambank stabilization with riprap and debris/sediment removal at Cypress Landing/Ferry Point Road and at San Lorenzo.

DISCUSSION:

These pre-award documents, including the contact information form, certification regarding lobbying, federal assistance SF-424 form, operation and maintenance agreement, operation and maintenance plan, and assurances-construction program form, are required before a formal grant agreement can be drafted by NRCS.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council accept an Emergency Watershed Protection Program grant from the U.S. Department of Agriculture's Natural Resources Conservation Service and approve the execution of any and all documents necessary to obtain NRCS grant funds, including, but not limited to, the recipient contact information form, certification regarding lobbying, federal assistance SF-424 form, operation and maintenance agreement, operation and maintenance plan, and assurances-construction program form.

The City Council may:

1. Approve the required documents as presented; or

2. Not approve the required documents as presented.

ATTACHMENTS:

1. City of Gautier 5306 Pre-Award Package

*Mayor
Casey Vaughan*

*City of Gautier
Gautier, Mississippi*

*City Manager
Paula Yancey*

*City Clerk
Teresa Montgomery*

*Council
At Large Adam Colledge
Ward 1 Cameron George
Ward 2 Richard Jackson
Ward 3 Gordon Gollott
Ward 4 Charles "Rusty" Anderson
Ward 5 Dante Elbin*



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

August 19, 2021

Kurt Readus, State Conservationist
Natural Resources Conservation Service
100 W. Capitol Street, Suite 1321
Jackson, MS 39269-1602

RE: Emergency Watershed Protection (EWP) Assistance Request

Dear Mr. Readus:

We are requesting Federal assistance under the provisions of Section 216 of the Flood Control Act of 1950, Public Law 81-516 or Section 403 of the Agricultural Credit Act Of 1978, Public Law 95-334, to restore damages sustained in City of Gautier by the extreme rainfall that occurred during June 19, 2021 (TS Claudette) storm event. Roads, streams, utilities, and structures in our area were adversely impacted as a result of this storm event.

We understand that as sponsors of an Emergency Watershed Protection (EWP) Program project, our responsibilities will include acquiring land rights and potentially any permits needed for construction. We also agree to operate and maintain the proposed measures. We are prepared to provide local funding and support for the cost of construction work in dollars.

We have exhausted or have insufficient funding or other resources available to provide adequate relief from applicable hazards. We acknowledge that NRCS will not provide funding for activities undertaken by a sponsor prior to the signing of an agreement between NRCS and the sponsor.

The administrative and technical contact person for our organization is:

April Stennett, Grants and Projects Director
3330 Hwy. 90
Gautier, MS 39553
Phone: 228-497-1878 ext. 315
Email: astennett@gautier-ms.gov

Thank you for your consideration of our request

Sincerely,

Paula Yancey

RECIPIENT CONTACT INFORMATION

RECIPIENT ORGANIZATION NAME: City of Gautier

Recipient Project Manager for Agreement
Name:
Title:
Street Address:
City:
Zip Code:
PO Box:
Zip Code:
Office Phone:
Cell Phone:
Fax Number:
Email Address:

Recipient Financial Point of Contact
Name:
Title:
Street Address:
City:
Zip Code:
PO Box:
Zip Code:
Office Phone:
Cell Phone:
Fax Number:
Email Address:

Recipient Official Authorized to Sign the Agreement
Name:
Title:
Street Address:
City:
Zip Code:
PO Box:
Zip Code:
Office Phone:
Cell Phone:
Fax Number:
Email Address:

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: * First Name: Middle Name:
* Last Name: Suffix:
* Title:

* SIGNATURE: * DATE:

OPERATION AND MAINTENANCE PLAN
EMERGENCY WATERSHED PROTECTION

SITE(s): **Cypress Landing @ Ferry Point Rd and San Lorenzo**

I. Operation

The Sponsor(s) **City of Gautier** is responsible for the operation and maintenance (O&M) for this project. Operation includes the administration, management, and performing of non-maintenance actions needed to keep a completed practice safe and functioning as planned for the life span of the practice.

II. Maintenance

The Sponsor(s) shall be responsible for promptly performing or have performed maintenance determined by either the Sponsor(s) or the NRCS. Maintenance includes performance of work and providing the materials to prevent the deterioration of practices and/or repair damage to, or replacement of, the practice if one or more of its components fail. This includes both routine and recurring needs in a timely manner. Damages to completed practices caused by normal deterioration, drought, flooding caused by rainfall in excess of design rainfall, or vandalism are considered to be maintenance. Maintenance may include replacing displaced rocks, re-chinking, removing gravel and debris, filling undercut areas, repair of eroded banks, and vegetative treatment.

It is anticipated that the following items of maintenance, repair, or replacement will be needed during the effective life of the practice.

1. Vegetation

- a. Reshape as necessary and either reseed or resod, and fertilize areas of poor stand, including those areas damaged by erosion, freezing, or drought.
- b. Fertilize vegetation as required to maintain a vigorous stand.
- c. Mow grass at regular intervals to maintain optimum cover.

- d. Spray or cut undesirable brush. Maintain desired brush. Cuttings for propagation on other sites are allowed with NRCS prior approval.

2. Structures

- a. Remove and properly dispose of logs, trees and debris impacting flows.
- b. Maintain diversions. Reshape areas to eliminate depressions and rills caused by concentrated runoff.
- c. Repair structures; streambanks; reshape and repair rock basins and rock flumes as needed, to keep functional. Add rock as needed.

3. The estimated average annual cost of providing the necessary maintenance for this site(s) is \$_____. Funds to finance this cost will be provided by the Sponsor.

III. Inspection

As part of the Operation and Maintenance duties, the Sponsor is responsible for making the necessary inspections. If a problem is encountered, the Sponsor is encouraged to contact the Natural Resource Conservation Service (NRCS) representative to assist in developing a solution. The Sponsor shall not make any changes to, or within proximity of, the practice that will alter the original designed function without prior approval of NRCS. The Sponsor shall notify NRCS of any work to be done in a timely manner.

Inspections shall be performed on an annual basis before May 15 and also after major storm events. Inspection shall include but is not limited to:

1. Condition of the rock:

- a. check all rocks for accelerated weathering and displacement including chinking

2. Condition of the channel bed and banks:

- a. streambed scour at the toe rock or erosion of adjacent banks
- b. failure of adjacent structures
- c. gravel or debris build-up in the vicinity of the practice
- d. soil settlement or ground cracks in the vicinity of the practice
- e. presence of burrows due to animals

- f. damage due to vandalism, vehicles, livestock, etc.

- 3. Condition of the vegetation:

- a. health/vigor of vegetation used as/in conjunction with the practice
- b. bio-engineering/planting techniques during the establishment period

A written report will be made of each inspection. If it is determined during the inspection, that the items above could affect the functioning of the site, corrective action and repairs will be made immediately in order to reduce the possibility of further damage and/or failure. A follow-up report will be provided when all corrective action has been accomplished.

IV. Land Rights

Project Sponsors must have or obtain land rights adequate for carrying out their O&M responsibilities.

OPERATION AND MAINTENANCE AGREEMENT

This agreement is entered into by and between the Natural Resources Conservation Service, United States Department of Agriculture, hereinafter referred to as NRCS, and the following organization(s), hereinafter referred to as the Sponsor(s):

City of Gautier (MS)

The Sponsor(s) and the Service agree to carry out the terms of this agreement for the operation and maintenance of the project measures in the State of Mississippi. The project measures covered by this agreement are identified as follows: Streambank stabilization with rock riprap- **28-04-21-5306-310: Cypress Landing @ Ferry Point Rd and 28-04-21-5306-311: San Lorenzo**

I. OPERATIONS

- A. The Sponsor(s) will be responsible for operating the measure without cost to the Service as follows:
 - 1. In compliance with applicable Federal, State and local laws;
 - 2. In compliance with the conditions set out in the instruments by which rights were acquired to install, operate and maintain the measure(s);
 - 3. In a manner that will protect the environment and permit the measure(s) to serve the purpose for which installed as set forth in the program agreement;
 - 4. In keeping with the requirements to provide inspection, operation and maintenance reports within the time frame provided in the attached plan.
- B. The Service will, upon request of the Sponsor(s) and to the extent that its resources permit, provide consultative assistance in the operation of the structural measures.
- C. Admission or users fees shall be charged only as necessary to produce revenues required by the Sponsor(s) to amortize its share of installation costs for that portion of the measures pertaining to recreation of fish and wildlife and to provide adequate inspection, operation, maintenance, and replacement of the same.
- D. In a recreation or fish and wildlife measure the Sponsor(s) may dispense such services and commodities, or arrange with private concessionaires for the dispensing of such services and commodities, which will contribute to the full use and enjoyment of the measure by the public at prices which are reasonable and compatible with prices for similar services and commodities within the area served by the measure.

II. MAINTENANCE

- A. The Sponsor(s) will:
 - 1. Be responsible for and promptly perform or have performed without cost to the Service all maintenance of the measures determined by either the Sponsor(s) or the Service to be needed.

2. Obtain prior Service approval of all plans, designs and specifications for maintenance work.
- B. The Service will upon request of the Sponsor(s) and to the extent that its resources will permit, provide consultative assistance in the maintenance of the measure(s).

III. REPLACEMENT

- A. The Sponsor(s) will be responsible for the replacement of parts or portions of the measure(s) which has a physical life of less duration than the evaluated life of the measure(s).
- B. The Service will upon request of the Sponsor(s), provide consultative assistance in the replacement of measure parts or portions.

IV. PLAN OF OPERATION AND MAINTENANCE

The Service and the Sponsor(s) will prepare a detailed plan of operation and maintenance for each measure covered by the agreement. More than one measure may be included in a single plan provided that the measures are sufficiently similar to warrant such action. Each such plan shall be attached to become a part of this agreement.

V. INSPECTIONS AND REPORTS

- A. The sponsor(s) will inspect the measures at least annually and after each major storm or occurrence of any unusual conditions that might adversely affect the measure(s).
- B. The Service or Federal land administering agency may inspect the measures at any reasonable time during the period covered by this agreement. At the discretion of the State Conservationist, Service personnel may assist the Sponsor(s) in their inspection.
- C. A written report will be made of each inspection. A copy of each report will be provided by the inspecting party to the other party within ten days of the date on which the inspection was made. The report will describe the conditions found and list any corrective action needed with a time frame to complete each action.

VI. TIME OF RESPONSIBILITY

The Sponsor(s)' responsibility for operation and maintenance begins when a part of or all of the work of installing a measure is completed and accepted or is determined complete by the Service. This responsibility shall continue until the expiration of the evaluated life of all the installed project measures. This does not relieve the Sponsor(s)' liability which continues throughout the life of the measure or until the measure is modified to remove potential loss of life or property.

VII. RECORDS

The Sponsor(s) will maintain in a centralized location a record of all inspections and significant actions taken, cost of performance and completion date with respect to operation, maintenance and replacement. The Service may inspect these records at any reasonable time during the term of the agreement.

VIII. GENERAL

- A. The Sponsor(s) will:
1. Prohibit the installation of any structure or facilities that will interfere with the operation or maintenance of the project measures.
 2. Obtain prior Service approval of the plans and specifications for any alteration or improvement to the structural measures.
 3. Obtain prior Service approval of any agreement to be entered into with other parties for the operation or maintenance of all or any part of the agreement after it has been signed by the Sponsor(s) and the other party.
- B. Service personnel will be provided the right to free access to the project measures at any reasonable time for the purpose of carrying out the terms of this agreement.
- C. The responsibilities of the Sponsor(s) under this agreement are effective simultaneously with the acceptance of the project measures in whole or part.
- D. Comply with the attached PROPERTY MANAGEMENT STANDARDS.

Name of Sponsor: **City of Gautier (MS)**

By: _____ Title: _____ Date: _____

This action was authorized at an official meeting of the Sponsor named immediately above on _____ at _____

Attest: _____ Title: _____

Natural Resources Conservation Service, United States Department of Agriculture

By: _____ Title: _____ Date: _____

Application for Federal Assistance SF-424		
* 1. Type of Submission: ☐ Preapplication ☒ Application ☐ Changed/Corrected Application		
* 2. Type of Application: ☒ New ☐ Continuation ☐ Revision		
* If Revision, select appropriate letter(s): * Other (Specify): 		
* 3. Date Received: 		4. Applicant Identifier:
5a. Federal Entity Identifier: 		5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
* a. Legal Name: Sponsor Name Here		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 		* c. Organizational DUNS:
d. Address:		
* Street1:		
Street2:		
* City:		
County/Parish:		
* State:		
Province:		
* Country: USA: UNITED STATES		
* Zip / Postal Code:		
e. Organizational Unit:		
Department Name: 		Division Name:
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:		* First Name:
Middle Name:		
* Last Name:		
Suffix:		
Title:		
Organizational Affiliation: 		
* Telephone Number:		Fax Number:
* Email:		

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

USDA, Natural Resources Conservation Service

11. Catalog of Federal Domestic Assistance Number:

10.923

CFDA Title:

Emergency Watershed Protection Program

* 12. Funding Opportunity Number:

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☐ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number:

Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☐ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☐ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. Organizational DUNS:

d. Address:

* Street1:

Street2:

* City:

County/Parish:

* State:

Province:

* Country:

 USA: UNITED STATES

* Zip / Postal Code:

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

Title:

Organizational Affiliation:

* Telephone Number:

Fax Number:

* Email:

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal

* b. Applicant

* c. State

* d. Local

* e. Other

* f. Program Income

* g. TOTAL

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☐ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number:

Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

INSTRUCTIONS FOR THE SF-424

This is a standard form required for use as a cover sheet for submission of pre-applications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the federal agency (agency). Required fields on the form are identified with an asterisk (*) and are also specified as "Required" in the instructions below. In addition to these instructions, applicants must consult agency instructions to determine other specific requirements.

Item	Entry:	Item:	Entry:
1.	Type of Submission: (Required) Select one type of submission in accordance with agency instructions. • Pre-application • Application • Changed/Corrected Application – Check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this form to submit changes after the closing date.	10.	Name Of Federal Agency: (Required) Enter the name of the federal agency from which assistance is being requested with this application.
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. • New – An application that is being submitted to an agency for the first time. • Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision - Any change in the federal government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. A. Increase Award D. Decrease Duration B. Decrease Award E. Other (specify) C. Increase Duration	11.	Catalog Of Federal Domestic Assistance Number/Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
3.	Date Received: Leave this field blank. This date will be assigned by the Federal agency.	12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
4.	Applicant Identifier: Enter the entity identifier assigned by the Federal agency, if any, or the applicant's control number if applicable.	13.	Competition Identification Number/Title: Enter the competition identification number and title of the competition under which assistance is requested, if applicable.
5a.	Federal Entity Identifier: Enter the number assigned to your organization by the federal agency, if any.	14.	Areas Affected By Project: This data element is intended for use only by programs for which the area(s) affected are likely to be different than the place(s) of performance reported on the SF-424 Project/Performance Site Location(s) Form. Add attachment to enter additional areas, if needed.
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned federal award identifier number. If a changed/corrected application, enter the federal identifier in accordance with agency instructions.	15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For pre-applications, attach a summary description of the project.
6.	Date Received by State: Leave this field blank. This date will be assigned by the state, if applicable.		
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the state, if applicable.		
8.	Applicant Information: Enter the following in accordance with agency instructions:		
	a. Legal Name: (Required) Enter the legal name of applicant that will undertake the assistance activity. This is the organization that has registered with the Central Contractor Registry (CCR). Information on registering with CCR may be obtained by visiting www.Grants.gov .	16.	Congressional Districts Of: 15a. (Required) Enter the applicant's congressional district. 15b. Enter all district(s) affected by the program or project. Enter in the format: 2 characters state abbreviation – 3 characters district number, e.g., CA-005 for California 5th district, CA-012 for California 12 district, NC-103 for North Carolina's 103 district. If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. If nationwide, i.e. all districts within all states are affected, enter US-all. If the program/project is outside the US, enter 00-000. This optional data element is intended for use only by programs for which the area(s) affected are likely to be different than place(s) of performance reported on the SF-424 Project/Performance Site Location(s) Form. Attach an additional list of program/project congressional districts, if needed.
	b. Employer/Taxpayer Number (EIN/TIN): (Required) Enter the employer or taxpayer identification number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.	17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.
	c. Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting www.Grants.gov .	18.	Estimated Funding: (Required) Enter the amount requested, or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
	d. Address: Enter address: Street 1 (Required); city (Required); County/Parish, State (Required if country is US), Province, Country (Required), 9-digit zip/postal code (Required if country US).	19.	Is Application Subject to Review by State Under Executive Order 12372 Process? (Required) Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State.
		20.	Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of federal debt include; but, may not be limited to: delinquent audit disallowances, loans and taxes. If yes, include an explanation in an attachment.

	e. Organizational Unit: Enter the name of the primary organizational unit, department or division that will undertake the assistance activity.		21.	Authorized Representative: To be signed and dated by the authorized representative of the applicant organization. Enter the first and last name (Required); prefix, middle name, suffix. Enter title, telephone number, email (Required); and fax number. A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain federal agencies may require that this authorization be submitted as part of the application.)
	f. Name and contact information of person to be contacted on matters involving this application: Enter the first and last name (Required); prefix, middle name, suffix, title. Enter organizational affiliation if affiliated with an organization other than that in 7.a. Telephone number and email (Required); fax number.			
9.	Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions.			
	A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority	M. Nonprofit N. Private Institution of Higher Education O. Individual P. For-Profit Organization (Other than Small Business) Q. Small Business R. Hispanic-serving Institution S. Historically Black Colleges and Universities (HBCUs) T. Tribally Controlled Colleges and Universities (TCCUs) U. Alaska Native and Native Hawaiian Serving Institutions V. Non-US Entity W. Other (specify)		

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses <i>and all other TA costs TA</i>	\$ 350,000.00	\$.00	\$ 350,000.00
2. Land, structures, rights-of-way, appraisals, etc.	\$.00	\$.00	\$ 0.00
3. Relocation expenses and payments	\$.00	\$.00	\$ 0.00
4. Architectural and engineering fees <i>(see above) TA</i>	\$.00	\$.00	\$ 0.00
5. Other architectural and engineering fees <i>(see above) TA</i>	\$.00	\$.00	\$ 0.00
6. Project inspection fees <i>(see above) TA</i>	\$.00	\$.00	\$ 0.00
7. Site work	\$.00	\$.00	\$ 0.00
8. Demolition and removal	\$.00	\$.00	\$ 0.00
9. Construction <i>FA</i>	\$ 4,666,667.00	\$.00	\$ 4,666,667.00
10. Equipment	\$.00	\$.00	\$ 0.00
11. Miscellaneous	\$.00	\$.00	\$ 0.00
12. SUBTOTAL (sum of lines 1-11)	\$ 5,016,667.00	\$ 0.00	\$ 5,016,667.00
13. Contingencies	\$.00	\$.00	\$ 0.00
14. SUBTOTAL	\$ 5,016,667.00	\$ 0.00	\$ 5,016,667.00
15. Project (program) income	\$.00	\$.00	\$ 0.00
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ 5,016,667.00	\$ 0.00	\$ 5,016,667.00
FEDERAL FUNDING			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.	Enter eligible costs from line 16c Multiply X <u>75 % of FA</u> <u>100 % of TA</u>		\$ 3,850,000.00

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$	\$	\$
2. Land, structures, rights-of-way, appraisals, etc.	\$	\$	\$
3. Relocation expenses and payments	\$	\$	\$
4. Architectural and engineering fees	\$	\$	\$
5. Other architectural and engineering fees	\$	\$	\$
6. Project inspection fees	\$	\$	\$
7. Site work	\$	\$	\$
8. Demolition and removal	\$	\$	\$
9. Construction	\$	\$	\$
10. Equipment	\$	\$	\$
11. Miscellaneous	\$	\$	\$
12. SUBTOTAL (<i>sum of lines 1-11</i>)	\$	\$	\$
13. Contingencies	\$	\$	\$
14. SUBTOTAL	\$	\$	\$
15. Project (program) income	\$	\$	\$
16. TOTAL PROJECT COSTS (<i>subtract #15 from #14</i>)	\$	\$	\$
FEDERAL FUNDING			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter eligible costs from line 16c Multiply X % Enter the resulting Federal share.			\$

INSTRUCTIONS FOR THE SF-424C

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0041), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This sheet is to be used for the following types of applications: (1) "New" (means a new [previously unfunded] assistance award); (2) "Continuation" (means funding in a succeeding budget period which stemmed from a prior agreement to fund); and (3) "Revised" (means any changes in the Federal Government's financial obligations or contingent liability from an existing obligation). If there is no change in the award amount, there is no need to complete this form. Certain Federal agencies may require only an explanatory letter to effect minor (no cost) changes. If you have questions, please contact the Federal agency.

Column a. - If this is an application for a "New" project, enter the total estimated cost of each of the items listed on lines 1 through 16 (as applicable) under "COST CLASSIFICATION."

If this application entails a change to an existing award, enter the eligible amounts *approved under the previous award* for the items under "COST CLASSIFICATION."

Column b. - If this is an application for a "New" project, enter that portion of the cost of each item in Column a. which is *not* allowable for Federal assistance. Contact the Federal agency for assistance in determining the allowability of specific costs.

If this application entails a change to an existing award, enter the adjustment [+ or (-)] to the previously approved costs (from column a.) reflected in this application.

Column. - This is the net of lines 1 through 16 in columns "a." and "b."

Line 1 - Enter estimated amounts needed to cover administrative expenses. Do not include costs which are related to the normal functions of government. Allowable legal costs are generally only those associated with the purchases of land which is allowable for Federal participation and certain services in support of construction of the project.

Line 2 - Enter estimated site and right(s)-of-way acquisition costs (this includes purchase, lease, and/or easements).

Line 3 - Enter estimated costs related to relocation advisory assistance, replacement housing, relocation payments to displaced persons and businesses, etc.

Line 4 - Enter estimated basic engineering fees related to construction (this includes start-up services and preparation of project performance work plan).

Line 5 - Enter estimated engineering costs, such as surveys, tests, soil borings, etc.

Line 6 - Enter estimated engineering inspection costs.

Line 7 - Enter estimated costs of site preparation and restoration which are not included in the basic construction contract.

Line 9 - Enter estimated cost of the construction contract.

Line 10 - Enter estimated cost of office, shop, laboratory, safety equipment, etc. to be used at the facility, if such costs are not included in the construction contract.

Line 11 - Enter estimated miscellaneous costs.

Line 12 - Total of items 1 through 11.

Line 13 - Enter estimated contingency costs. (Consult the Federal agency for the percentage of the estimated construction cost to use.)

Line 14 - Enter the total of lines 12 and 13.

Line 15 - Enter estimated program income to be earned during the grant period, e.g., salvaged materials, etc.

Line 16 - Subtract line 15 from line 14.

Line 17 - This block is for the computation of the Federal share. Multiply the total allowable project costs from line 16, column "c." by the Federal percentage share (this may be up to 100 percent; consult Federal agency for Federal percentage share) and enter the product on line 17.

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

SF-424D (Rev. 7-97) Back

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

ORDER NUMBER 274-2022

WHEREAS, the Grants and Projects Department is requesting the authorization to advertise for bid for the Sanitary Sewer Mains Rehabilitation - College Park, Guillotteville Road, and Valleywood Subdivision Project; and

WHEREAS, the residential neighborhoods of College Park, Guillotteville Road, and Valleywood Subdivision were developed utilizing clay pipes for the sanitary sewer infrastructure, and due to age and deterioration, the existing sanitary sewer system has significant inflow and infiltration (I&I) problems; and

WHEREAS, this project will identify problem areas using CCTV, manhole inspections, and smoke testing to make recommendations on lining (CIPP) of problem areas and lining of manholes in order to decrease the amount of inflow and infiltration; and

WHEREAS, the advertisement will run in the Sun Herald on January 6 and January 13, 2023, with the bid opening on January 30, 2023 at 10am; and

WHEREAS, the Mayor and Council Members hereby find that advertising for bids on this project is in the best interests of the city of Gautier;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized to advertise for bids for CCTV, smoke testing, manhole inspection and reporting services related to the Sanitary Sewer Mains Rehabilitation- College Park, Guillotteville Road, and Valleywood Subdivision Project.

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

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

AYES: **Casey Vaughan**
 Adam Colledge
 Cameron George
 Richard Jackson
 Gordon Gollott
 Rusty Anderson
 Dante Elbin

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 December 20, 2022.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Stennett, Grants and Projects Director
Date: December 15, 2022
Subject: Authorization to Advertise for Bid for CCTV, Smoke Testing, and Manhole Inspection and Reporting for the Sanitary Sewer Mains Rehabilitation — College Park, Guillotville Road, and Valleywood Subdivisions Project

REQUEST:

The Grants and Projects Department requests authorization to advertise for bid for CCTV, smoke testing, and manhole inspection and reporting services related to the Sanitary Sewer Mains Rehabilitation — College Park, Guillotville Road, and Valleywood Subdivisions Project.

BACKGROUND:

The residential neighborhoods of College Park, Guillotville Road and Valleywood subdivisions were developed utilizing clay pipes for the sanitary sewer infrastructure. Due to the age and condition of the existing system, these pipes need relining. Currently, the existing sanitary sewer system has significant inflow and infiltration (I&I) problems. These conditions result in sewer overflows. The existing systems become surcharged and raw sanitary sewer is released inside homes, front yards, roads, and ditches.

The project will identify problem areas by using CCTV, manhole inspections, and smoke testing to make recommendations on lining (CIPP) of problem areas and lining of manholes in order to decrease the amount of inflow and infiltration (I&I).

DISCUSSION:

If approved, this advertisement will publish in the *Sun Herald* on January 6 and January 13, 2023. A pre-bid meeting will be held on January 23, 2023, at the office of Seymour Engineering for prospective bidders. Bids will be opened at 10 a.m. on January 30, 2023.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council authorize advertisement for bid for CCTV, smoke testing, and manhole inspection and reporting services related to the Sanitary Sewer Mains Rehabilitation — College Park, Guillotville Road, and Valleywood Subdivisions Project.

The City Council may:

1. Approve the advertisement, as presented; or
2. Not approve the advertisement, as presented.

ATTACHMENT(S):

1. Advertisement for bids

ADVERTISEMENT FOR BIDS

NOTICE OF INVITATION FOR BID

Notice is hereby given that the City of Gautier, Mississippi, will receive sealed bids at City Hall, City of Gautier, 3330 Highway 90, Gautier, Mississippi 39533 until 10:00 a.m. (CDT) on Monday, January 30th, 2023, and then said bids will be publically opened and read aloud at 11:00 a.m. for the following:

SANITARY SEWER MAINS REHABILITATION CCTV, SMOKE TESTING, AND MANHOLE INSPECTION AND REPORTING GAUTIER, MISSISSIPPI

These bids are invited to provide all labor, design, material, tools, equipment and layout in performing the Video Inspection of Sewer Pipelines, smoke testing, and manhole inspections in Gautier, Mississippi.

A Pre-Bid meeting will be held at 10:00 a.m. on Monday, January 23rd, 2023 at the office of Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi. It is strongly suggested that all prospective Bidders attend this meeting.

All bids must be accompanied by cash, certified check of the bidder payable to the order of The City of Gautier, or a bid bond prepared on the form of bid bond attached hereto, duly executed by the bidder as principal and having as surety hereon a surety company approved by the Owner, in the amount of five percent (5%) of the bid.

All Bids submitted in excess of \$50,000.00 by a prime or subcontractor to do any erection, building, construction, repair, maintenance or related work, must comply with Section 31-3-21, Mississippi Code of 1972, by having a current Certificate of Responsibility from the State Board of Public Contractors. The Contractor's classification should include the ability to perform work in regards to one of the following: Heavy Construction, Municipal and Public Works, Underground Utilities, Directional Boring and Pipe Installation, or Sewer Pipe Cleaning.

Bid documents are being made available via paper copy or digital copy (CD). All Prospective Bidders and Plan Holders are required to register for an account and log-in at www.SeymourEngPlans.com. At this site, plans can be viewed at no charge or physically purchased. All Prospective Bidders and Plan Holders must have a valid email address for registration. Purchased bid documents are non-refundable and must be purchased through the website. A view only copy of the plans, specifications, and proposal documents are also available at the office of Seymour Engineering, 925 Tommy Munro Drive, Suite G, Biloxi, Mississippi. The Seymour Engineering Project Manager is Amelia Dye, P.E., and can be contacted at the listed address or at adye@seymoureng.com regarding the project. Plans and Contract Documents may be examined online or at the office of Seymour Engineering during regular business hours (8:00 a.m. – 5:00 p.m., Monday – Friday).

Bids may be submitted via envelope or electronically at www.SeymourEngPlans.com until the time specified. Bids received after the specified time will be returned unopened. Bids submitted by envelope must be addressed to LEOQUEITA REDDIX, PURCHASING AGENT, City of Gautier, City Hall, 3330 Highway 90, Gautier, Mississippi 39533 and designated as Bid for:

SANITARY SEWER MAINS REHABILITATION CCTV, SMOKE TESTING, AND MANHOLE INSPECTION AND REPORTING GAUTIER, MISSISSIPPI

The current Certificate of Responsibility Number shall be indicated on the exterior of the sealed bid envelope in order to be opened. All Bids submitted for \$50,000 or less shall be so marked on the exterior of the sealed bid envelope.

The City of Gautier reserves the right to reject any and all bids received and to award said bid in the best interest of the City. Bids may be held for a period not to exceed ninety (90) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the Contract.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, THIS THE 20th DAY OF DECEMBER, 2022.

PAULA YANCEY, CITY MANAGER
CITY OF GAUTIER
3330 US-90
GAUTIER, MS 39553

Run 2 times	-1/06/2023
	-1/13/2023
Open	-1/30/2022

Councilman Colledge made the motion to Adjourn until January 3, 2023 at 6:30pm.
Councilman Anderson 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 January 3, 2023.

CITY OF GAUTIER
Consent Agenda Item #2
Fact Sheet

Council Meeting:

January 3, 2023

Title:

Authorization to approve a City of Gautier Grant Policy and Procedures document

Introduced by:

Contact Person/Telephone

Paula Yancey 497-8000

Summary Explanation: Authorization to approve a City of Gautier Grant Policy and Procedures document

EXHIBITS FOR REVIEW

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

Staff Recommendation:

Approval

Motion Made by:

Vaughan ☐ **Colledge** ☐ **George** ☐ **Jackson** ☐ **Gollott** ☐ **Anderson** ☐ **Elbin** ☐

Second Made by:

Vaughan ☐ **Colledge** ☐ **George** ☐ **Jackson** ☐ **Gollott** ☐ **Anderson** ☐ **Elbin** ☐

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

Action Taken:

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

ORDER NUMBER 000-2023

WHEREAS, grants come with special requirements that the recipient must follow; and

WHEREAS, such requirements can apply to the general operations of the grant, specific compliance rules, monitoring of other parties that may receive resources from the grants, specific time frame, and specialized reporting requirements;

WHEREAS, an effective grant policy provides guidance to staff as it relates to associated processes and procedures to maximize the benefits of receiving grant funding and to minimize the risks associated with managing the funds; and

WHEREAS, as such, Staff requests approval of the attached Grant Policy and Procedures;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City of Gautier Grant Policy and Procedures 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 January 3, 2023.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Brenda Greco, Project Specialist
Date: 12/27/2022
Subject: Approval of Grant Policy and Procedures

REQUEST:

The Grants and Projects Department requests City Council authorization to approve a City of Gautier Grant Policy and Procedures document.

BACKGROUND:

Best practices dictate that governments should develop a formal, written grants policy and that any adopted grant policy should address steps to take prior to applying for or accepting grants. Grants come with special requirements that the recipient must follow. Such requirements can apply to the general operations of the grant, specific compliance rules, monitoring of other parties that may receive resources from the grants, specific time frame, and specialized reporting requirements. There are typically negative consequences for failing to meet grant requirements, and, in addition, grants may commit a government to financially maintaining a program or asset after the expiration of the grant.

DISCUSSION:

An effective grants policy provides guidance to staff as it relates to associated processes and procedures to maximize the benefits of receiving grant funding and to minimize the risks associated with managing the funds. This grant policy will help the City more effectively go after grants and maintain the awards. Additionally, it contains language that is federally required for certain funding sources.

RECOMMENDATION:

The Grants and Projects Department recommends that City Council approve a City of Gautier Grant Policy and Procedures document.

The City Council may:

1. Approve the Grant Policy and Procedures, as presented; or
2. Not approve the Grant Policy and Procedures, as presented.

ATTACHMENTS:

1. Grant Policy and Procedures

City of Gautier
Grant Policy and Procedures



Adopted by the Gautier City Council on January 3, 2023



Grant Policy and Procedures

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Grant Policy and Procedures

CHAPTER 1: PURPOSE, DEFINITION, AND AUTHORITY

1.1 PURPOSE

The purpose of these policies and procedures is to develop, implement, and maintain effective grant oversight and coordination for the City of Gautier (the “City”), thereby increasing grant-related revenue, enhancing compliance, limiting the City’s exposure to grant-related legal liability, and improving the efficiency, effectiveness, and impact of programs and services funded through grants. These policies and procedures are intended to encourage prudent financial stewardship and foster public trust through a rigorous adherence to ethical and professional standards. Adherence to these policies and procedures will promote efficiency, enhance transparency and accountability, and create a strict approach to funding opportunities, while placing the City in a more competitive position to secure grant funds. Grants to local governments support new initiatives, build on or broaden the immediate concerns of local government, and help address issues difficult for localities to fund. They can diversify local government funding bases and help improve or expand services to citizens in need. Because entering into grant agreements may also have a cost to local governments (e.g., matching requirements, required continuation of service(s) without additional financial assistance, and/or indirect costs), responsible local governments provide systems for weighing benefits and costs of grant programs under consideration. It is the goal of the City of Gautier to seek funding opportunities that are well suited to local needs while controlling the costs associated with financial assistance.

1.2 DEFINITION OF A GRANT

A grant is a type of financial assistance (in cash or in kind) bestowed by a government or other organization (called the grantor) for specified purposes to an eligible recipient (called the grantee). Grants are conditional upon certain qualifications and are bound by some type of contractual obligation as to the use, maintenance of specified standards, or a proportional contribution (cost share or match) by the grantee or other grantor(s).

A grant can be defined in, but is not exclusive to, the following forms:

- Loan Contract
- Loan Guarantee
- Intergovernmental Agreement
- Contractual Agreement
- Joint Participation Agreement
- Cooperative Agreement



Grant Policy and Procedures

A grant can be restricted or unrestricted to be used by the recipient in any manner within the parameters of the recipient organization's activities or for a specific purpose by the grantor. A grant from the federal government will retain its character and will not lose its identity even when it is passed through the state. City departments must ensure all federal regulations are followed throughout the grant period. Where there are discrepancies between federal, state, and local requirements during implementation of the grant, staff must follow the most stringent of the rules and regulations.

1.3 GRANT TYPES

In addition to grants, there are other types of financial assistance the City receives that may not include the term "grant" but are also covered by this policy. The City considers the term "grant" to include, but not be limited to, contracts or agreements that fall under the purview of 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, also known as the Uniform Guidance. This circular incorporates guidance previously found in OMB Circulars A-87, A-102, and A-133.

Discretionary Grants: A discretionary grant awards funds on the basis of a competitive process. The Grantor reviews applications, through a formal review process, in light of the legislative and regulatory requirements and published selection criteria established for a program.

Block Grants: A broad, intergovernmental transfer of funds or other assets by the U.S. Congress to state or local governments for specific activities. Block grants are distributed according to legal formulas defining broad functional areas such as health, income security, education, or transportation. They are used for a variety of activities, largely at the recipient's discretion, and can include a wide range of government programs under one funding umbrella.

Continuation Grants: A continuation grant provides additional funding for budget periods subsequent to the initial budget period. Also referred to as a "renewal grant."

Cooperative Agreements and Contracts: A type of grant assistance awarded by a federal agency when it anticipates having substantial involvement with the grantee during the performance of a funded project.

Corporate Grants: A grant made by a corporation.

Foundation Grants: A grant made by a philanthropic foundation.

Pass Through Grants: Grant funds received from one grantor, but passed through another grantor or funding source.

Earmarks: Refers to a provision in legislation requiring that a portion of a certain source of revenue be designated for specific projects, usually at the request of a legislator. Typically, the



Grant Policy and Procedures

City submits requests for projects to state and federal legislators, who seek to obtain funds for those requests, usually to be spent in the district the legislator represents.

Formula Grants: A grant that a federal agency is directed by Congress to make to grantees, for which the amount is established by a formula based on criteria written into the legislation and program regulations. This funding is directly awarded and administered in the federal agency's program offices.

1.4 GOVERNING LAWS AND REGULATIONS

- Federal Grant and Cooperative Agreement Act of 1977, as incorporated in Title 31 Section 6304 of the U.S. code.
- 2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, and 230 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for federal Awards (a.k.a. the "Omni Circular").
- Single Audit Act of 1984 as amended in 1996.
- OMB Circular A-133 and compliance supplements.

1.5 UPDATES AND REVISIONS

This living document contains federal, state, and city policies and procedures that by its nature may be revised over time as regulations change, new tools emerge, new processes are designed, and risks change. This document may be updated or amended at any time by a majority vote of the Gautier City Council.

CHAPTER 2: GRANTS MANAGEMENT POLICY

The City encourages its agencies and departments to seek supplemental grant funding to support functions and programs that are beneficial to the public. All City departments are subject to the policies and procedures of the Grant Policy and Procedures for application, acceptance, and implementation of all grant awards. However, for those grants that require no application or were received on an entitlement basis, the grant application, grant award, or other portions of this policy may not be applicable. Any questions regarding the applicability of portions of the policy should be resolved by contacting the Grants and Projects Director.

2.1 GENERAL PRINCIPLES

The Grants Policy and Procedures establishes the following principles:

- The City of Gautier has a **centralized** grant department, meaning that all grant applications and activities must be coordinated through the Grants and Projects Department.
- The total additional costs associated with each new grant, including estimated indirect costs, must be identified for all grants.



Grant Policy and Procedures

- **Upon grant expiration, all approved matching City funds and all positions funded by the grant will end.** The City Manager or City Council may continue funding a program or position previously funded from grant revenues.
- The benefitting department is responsible for adhering to all policies and procedures attached to the grant by the grantor.
- All City departments must follow the procedures outlined in the Grant Policy and Procedures unless otherwise authorized by the City Council and/or City Manager.

2.2 APPLICATION APPROVAL

Departments may submit grant applications without the approval of the City Council except in the following circumstances:

- The grantor requires it.
- There is matching fund (cash) requirement of more than \$25,000.
- There are future or ongoing contributions required after the grant period expires.
- The grant, if awarded, would require City Council execution and the City Council could not refuse to accept the grant.
- There may be controversy resulting from the application or receipt of the grant.

2.3 APPLICATION PROCESS

- a) Departmental Assessment – Prior to applying for a grant, a department should assess its capacity to aid in the application of and manage the grant in question. City departments that seek and utilize grant funds are responsible for assisting with: planning for grant acquisition; preparation and submission of grant proposals; grant writing; preparing City Council agenda items; preparing budget revision requests to accept grant funds; grant orientation and review; managing grant programs and projects; preparing and submitting reports to grantors; managing and monitoring subrecipients whenever applicable; and properly closing out grant projects as detailed in this policy and the grant agreement or award letter that delineates the terms and conditions of the grant.
- b) Approval Process – Departments interested in applying for a grant must first contact the Grants and Projects Department to discuss the opportunity, well in advance of the grant application deadline. Departments may write their own grants or coordinate with the Grants and Projects Department to have the grant written.
- c) City Attorney Review – When required and prior to application submission, the City Attorney shall conduct a legal review of grant applications.
- d) City Council Approval – When City Council approval is required for the submission of an application, the Grants and Project Department shall be responsible for preparing the agenda item, unless a different department is writing the grant.



Grant Policy and Procedures

- e) Mayor's/City Manager's Signature – In time sensitive cases, to meet a grant application or grant agreement deadline, where the next City Council meetings is after the grantor's deadline, the Mayor/City Manager has authority to sign grant applications.
- f) Federal and State Grants Systems – The Grants and Projects Department has the sole responsibility of managing and renewing the City of Gautier's registration with the U.S. Government's System for Award Management (SAM) and for managing user access to federal and state grants systems that are used by multiple departments to apply for grants.
- g) A copy of all grant applications (including all attachments) must be filed with the Grants and Projects Department.

2.4 GRANT AWARD AND ACCEPTANCE

To ensure fiscal control, the City of Gautier must approve all contracts and/or accept all grants on behalf of the City. The Mayor/City Manager, or designee, signs grant agreements that have been approved by City Council, with copies of all executed agreements given to the Grants and Projects Department and Purchasing Clerk. In time sensitive cases, where the next City Council meeting is after the grantor's deadline, the Mayor/City Manager has authority to sign grant agreements.

CHAPTER 3: ROLES AND RESPONSIBILITIES

All City personnel engaged in preparing grant proposals, administering grant awards, or who are responsible for grant-funded assets serve an important role in the success of project outcomes and objectives and ensuring that all grant terms, conditions, budgetary requirements, and regulatory requirements are met. Below are the "key players" in the management and administration of grant-funded projects received by the City and a representational list of the responsibilities.

City Council: The City Council has the authority to set policies and budgets.

City Manager: The City Manager is the Authorized Organizational Representative (AOR) on behalf of the City within SAM.gov and has the authority to grant waivers to the grant process and procedures.

Grants and Projects Department: The Grants and Projects Department ensures overall management of grant contracts/agreements are in compliance with all regulatory requirements and in alignment with the City's strategic plan, policies, and goals. The Department is also responsible for:

- 1) Developing, revising, and distributing the official grants policies and procedures of the City of Gautier.



Grant Policy and Procedures

- 2) Coordinating the tracking of grant applications, awards, and major project management decisions associated with awarded grants.
- 3) Assisting departments with the interpretation and application of city, county, state, federal or other grants policies.
- 4) Assisting with the resolution of disputes between the City of Gautier and funding sources.
- 5) Offering grants training and technical assistance services.
- 6) Preparing agenda items for City Council meetings for grant awards.
- 7) Researching appropriate funding opportunities.
- 8) Informing all departments about relevant funding opportunities.
- 9) Writing grant proposals.
- 10) Reviewing proposals written by other departments, upon request.
- 11) Offering training and technical assistance in proposal writing.
- 12) Ensuring that requests for grant funds are promptly submitted to minimize the advance use of City funds.
- 13) Ensuring that project reporting requirements and deadlines for submissions are observed.
- 14) Recording revenues and expenditures associated with approved grants.

CHAPTER 4: GRANT PRE-AWARD PROCESS

The pre-award process involves all steps from project development to submitting a grant proposal to a grantor. In some cases, the pre-award process may take years depending on the complexity of the project. Organizations that are successful with obtaining funds for their projects are cognizant of the fact that you should never chase the dollar when it comes to grants. A project that is not well developed will often fail even if the proposal is awarded for funding.

4.1 Project/Program Development

A grant project or program should be well defined prior to seeking grant funds. In general, projects should align with the City's and/or the department's strategic plan or in support of City functions. The project should be well thought out prior to seeking grant funds. Once a Notice of Funding Opportunity (NOFO) is posted, the typical timeframe for application submission is between 8-12 weeks. A well thought out project/program will reduce the stress of preparing a grant application when funding is made available. The following are questions to consider when developing a project:

- Is the project/program temporary or permanent?
- If it's permanent, is there funding to support the project/program once the grant expires?



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- What is the goal or end product?
- Are the goals and objectives achievable and measurable?
- What are the steps necessary to achieve end results?
- Have similar projects/programs been done before by another agency?
- If needed, are there any existing funds or programs that can be utilized as leveraging or matching?
- Will additional staff be needed to support the project/program? If so, will the grant support the position, or will the position be requested as part of the City budget?
- Will the project/program require outside partnership? If so, has the organization been contacted for interest? Is there an agreement in place with the partners?
- What is the anticipated project/program cost?
- Will the grant cost more to implement than it is worth?

When possible and if potential funding is identified, it is best to prepare the application ahead of time in anticipation of the NOFO. This is especially true for those NOFOs that are likely to recur every year.

4.2 Review of Grant Opportunities

Each grant proposal will be reviewed and analyzed for the following considerations:

A. Financial

- Total anticipated project cost
- Matching requirements and sources
- Project income considerations
- Staffing requirements
- Cash flow needs
- A continuation plan for sustaining the program after expiration of grant funds (if applicable)

B. Programmatic

- Alignment with City strategic priorities and department's mission
- Provision or expansion of services to address critical needs and core services
- Capacity to administer the financial and administrative aspects of the grant
- Consideration of potentially political or conflict issues

4.3 Grant Search

There are thousands of grants available in the United States. Grants can come from all different sources: federal, state, foundations, and private philanthropy. No matter the source of the grant, the commonality is the grant has to meet the objectives of the grant source. The best resources in searching for funding are through competitors and colleagues.



Grant Policy and Procedures

4.4 Application Preparation

The Grants and Projects Department is available to provide technical support and assist with the preparation of grant applications.

- A. Once a Notice of Funding opportunity (NOFO) or Funding Opportunity Announcement (FOA) has been identified for a proposed project/program, the most important thing is to read the entire NOFO or FOA as soon as possible. Keep in mind that you will be re-reading the NOFO or FOA a few times prior to submitting the application. Things to identify up front before starting the preparation are:
 - a. Grantee eligibility
 - b. Funding goals, priorities, and ceilings
 - c. Letter of intent (if applicable)
 - d. Submission deadline
 - e. Matching requirements
 - f. Letters of support or commitment
 - g. Partnership requirements
 - h. Grantor points of contact

One or more of the previous items can help determine if the grant is feasible. It is recommended that a department not waste time on applying for a grant if there is not sufficient time to prepare a good proposal. Good projects/programs are rejected all the time by grantors for incomplete or ineligible applications.

- B. If a federal grant is being considered, keep in mind the federal government has stringent principles on how grant funds can be spent and managed by grantees. Super circular Title 2 CFR 200 is the "Uniform Administrative Requirements, Cost Principles, an Audit Requirements for Federal Award." Its policies went into effect for grants awarded after December 26, 2014. Also, pay close attention to the NOFO for guidance as to what is an eligible cost under the grant.
- C. If unsuccessful in being awarded the grant, contact the grantor for a debriefing. Granting agencies routinely provide review comments or telephone debriefings for proposals they do not award.

CHAPTER 5: GRANT POST-AWARD PROCESS

When the City receives a grant from an outside source, it generally incurs obligations. At a minimum in accepting the grant, the City assumes the obligation of ensuring that the grant money is spent only for the specific purposes attached to the grant. In addition, there may be impacts to internal service departments, reporting obligations, compliance with nondiscrimination laws, indemnity and releases—all of which become City obligations upon receipt of the grant funds.



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5.1 Award Notification, Review, and Acceptance Procedures

Grant agreements are legal contracts. It is the City's responsibility to carry out grant activities to accomplish its objectives, while adhering to the regulatory and budgetary terms and conditions prescribed by the grantor in the grant agreement. Failure to do so exposes the City to legal liability and compromises current and future grant funding. The City carries a significant legal and ethical responsibility when accepting grant funding, and management of grant awards requires heightened awareness throughout the organization.

It is the responsibility of the Grants and Projects Department and/or the benefitting department to review the contract or agreement, especially the scope of work, to ensure the department concurs with the language and conditions stipulated within the document.

5.2 Fiscal Accountability

- No grant funds shall be disbursed until contracts are fully executed between grantor and grantee.
- Grant funds may only be used for grant-related expenses and expended within the period of performance identified in the grant agreement.
- Departments receiving grant funds shall adhere to City policies and procedures regarding revenue collection and accounting and reporting of grants received by the City.
- Modifications or reallocations to the awarded budget that alters the grant amount or moves funds from one budget line item to another must adhere to grantor and City policy and procedures.
- Grant funds awarded to the City shall not be used to supplant an existing expense so that current funds can be diverted to another use, unless such use of grants funds is explicitly identified as allowable in writing by the grantor in the grant award.
- All income resulting from a grant-funded project or program shall be managed and maintained as established in the grant agreement.
- All procurement activity associated with grant-funded projects or programs shall follow grantor and City policy and procedures for procurement of goods. Where there is discrepancy between the two, always use the more stringent of the two policies.

5.3 Allowable and Unallowable Costs

Grant managers are ultimately responsible for adhering to the requirements and conditions of the approved grant agreement and ensuring that only allowable and eligible expenditures are incurred. This means that they are allowable, allocable, necessary, and reasonable and provide a direct benefit to the grant-funded project. Authorized expenditures are:



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- Not included as a cost or used to meet the matching requirement for another federal grant
- Consistent with grantee policies, regulations, and procedures regarding federal awards
- Determined in accordance with Generally Accepted Accounting Principles (GAAP)

A. Expenditure Monitoring/Award Reconciliation

a. It is critical to the overall success of a project that grant funds are expended accurately. After initial setup, grant awards should be monitored on a regular basis to ensure:

- Expenditures are allowable, allocable, necessary, and reasonable based on terms and conditions of the grant award.
- Expenditures are adequately supported by documentation.
- Expenditures are charged to the correct project.
- Award spending is commensurate with the project timeframe.

b. It is important that grant budgets (revenues and expenditures) are reconciled on a regular basis but, more importantly, at the end of each fiscal year. The revenues and expenditures for each grant contract must be reconciled prior to the closing of a grant contract.

B. Equipment and Real Property Management

- All property and equipment acquired through grant funds shall follow the grantor and City policy and procedures for property or inventory control.
- Property and equipment purchased with grant sources shall be used exclusively during the life of the grant for the project or program for which it was acquired.
- Grant-purchased equipment must be properly maintained and safeguarded, and equipment records must be maintained per City inventory policy and procedure.
- After the grant award is closed and equipment is no longer needed for its originally authorized purpose, the grantee shall request disposition instructions from the grantor and follow City policy and procedures for property and inventory control.
- Grant-purchased equipment cannot be transferred to another project or department after the grant award is closed without approval from the grantor.
- Title 2 CFR 200.313 provides guidance on use and disposition of equipment.

5.4 Procurement and Suspension/Debarment

It is the responsibility of the recipient department to properly procure goods and services and follow all procurement rules. There are some differences between the federal, state, and city procurement rules. The recipient department must comply with the most stringent of the rules



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in procurement. It is also the responsibility of the department to ensure that any subcontractor or sub-awardee that will be funded through a grant award is not prohibited from receiving federal funds due to suspension or debarment. A person or entity debarred or suspended is excluded from federal financial and non-financial assistance and benefits under federal programs and activities. Debarment or suspension of a participant in a program by one agency has government-wide, reciprocal effect.

Prime contractors for federal projects must be current with their registration in SAM.gov and have an active DUNS/UEI number. The project manager must ensure that the federal Excluded Parties List System (EPLS) within SAM.gov is verified and the proof of verification is printed or record keeping prior to entering into any contractual relationship or use of services.

5.5 Grant Reporting

The recipient department is responsible for coordinating the timely and accurate preparation and submission of all reports per the grant agreement.

5.6 General Standards for Supporting Documentation

Costs claimed by the City under grants must be allowable, allocable, and reasonable, and adequate documentation to support charges to the grant must be maintained for audit trails (reference 2 CFR 200). Expenditures under most cost reimbursement grants are governed by the cost principles established by federal, state, and other grantors and must conform to respective policies, grant special provisions, and City policies.

Typical grant transactions may include: personnel costs, purchase of equipment and supplies, costs for contracted services, grant income or revenue, etc.

Documentation of eligible expenses may include copies of invoices, receipts, payroll or labor reports, or other proof that complies with federal and state audit standards. Proof of payment of expenditures may include a copy of a credit card receipt, receipt showing cash payment, cancelled checks, bank statements, or other proof that complies with federal and state audit standards.

5.7 Contract Extension or Amendment

There are times when grantees find it necessary to amend the scope of work or extend the contract timeline. It is important to follow the procedures written in the grant agreement or in the guidelines provided by the grantor when making such a request. Grantees cannot spend funds on items that are not within the original scope of work until the amendment is pre-approved by the grantor. Keep in mind, time extension is a reflection of the recipient's ability to perform the contract.



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5.8 Grant Closeout

Grant closeout is the process by which the City performs all necessary administrative and financial actions to satisfactorily complete all requirements set forth in the grant agreement and generally addresses the physical completion of work and the administrative requirements for closeout.

Best Practices

- 90 days prior to the end of a project or grant agreement, determine if an extension would be needed from the grantor in order to complete the project.
- Notify all sub-recipients, contractors, subcontractors to submit final invoices.
- Reconcile revenues and expenses prior to the last request for payment to grantor. Coordinate with finance department for a final reconciliation prior to preparation of the closeout report to the grantor.
- Review the terms of the award and ensure that all deliverables are submitted by the designated due dates including final progress/technical reports.
- Submit copies of the closeout report to the finance department.

5.9 Grant Termination

Unless approved by City Manager or the City Council, the City will not continue a grant-funded program once the grant ends. Therefore, all grant-supported staff positions will be abolished if the grant funding supporting them is eliminated. The recipient department may choose to continue operating capital expenses from an expired grant using other funds available.

5.10 Record Retention

In accordance with record keeping rules, grant documents must be kept for five (5) years after the audit year of the last expenditures. If any litigation, claim, negotiation, audit, or other action involving grant records has been started before the expiration of the five-year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period, whichever is later. Grantors may require retention periods in excess of the City's policy of five years. Departments must ensure they comply with retention requirements specified by each grantor when they exceed the City's retention policy.

5.11 Conflict of Interest

Actual or perceived conflicts of interest can damage the reputation and credibility of the City. One of the key purposes of this policy is to eliminate or mitigate the risk, either in actual or in appearance, of a conflict of interest or breach of trust by an official or employee of the City.



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- A. No official or employee of the City shall have any interest, financial or otherwise, direct or indirect, or arrangement concerning prospective employment that will, or may be reasonably expected to bias the design, conduct, or reporting, of a grant-funded project on which they are involved.
- B. Any official or employee shall ensure that in the use of project funds, officials or employees of the City, nongovernmental recipients, or sub recipients shall avoid any action that might result in, or create the appearance of:
 - a. Using their official position for private gain,
 - b. Giving preferential treatment to any person or organization,
 - c. Losing partial or complete independence,
 - d. Making an official decision outside official channels, or
 - e. Adversely affecting public confidence or trust in the grant-funded program in particular and the City in general.
- C. In addition to any other ethics rules or standards of conduct established by the City, no employee, official, or agent of the City, shall participate in the selection, awarding, or administration, of a contract supported by federal funds if participation creates an actual conflict of interest. Such a conflict would arise when:
 - f. The employee, official or agent;
 - g. Any member of their immediate family;
 - h. Their partner; or
 - i. An organization which employs, or is about to employ, any of the above, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract or award.
- D. Organizational Conflicts of Interest in Federally Funded Procurements: An organizational conflict of interest exists where there is a relationship between a bidder or other potential contractor and the City, which is equivalent to that of a parent company, affiliate, or subsidiary organization. In such cases, the entity having an organizational conflict of interest with the guidance and/or approval from the federal awarding agency. At a minimum, for quotes and formal solicitations, the entity having an organizational conflict of interest should not have participated in the preparation of the City's specifications for the quote or solicitation and should meet all material requirements applicable to other eligible respondents.

CHAPTER 6: FEDERAL REQUIREMENTS FOR CONSTRUCTION PROJECTS

The recipient department must comply with federal requirements involving construction-related projects. Departments should plan accordingly to ensure that adequate time, funding, and staffing are available to carry out the federal requirements for construction projects. The requirements flow down to all subcontractors and subrecipients funded through a federal grant award.



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Federal Labor Standards and Compliance

Any construction project that will be bid to a private contractor and cost in excess of \$2,000 must adhere to the federal labor standards provisions as follows:

- Davis Bacon Act – This law requires that laborers and mechanics receive not less than the wages and benefits determined by the Secretary of Labor to be ‘prevailing’ in the area for the type of work performed. The wage determination for the proper classification of work must be included in the bid document. Wage determinations are issued by the Department of Labor (DOL) and can be found on their website. These are not necessarily the same as union wages.
- Contract Work Hours and Safety Standards Act (CWHSSA) – This law applies only if the construction contract is over \$100,000 and defines overtime as all hours worked over forty (40) in any work week; requires overtime compensation at not less than 1 ½ times the regularly hourly rate (not including fringe benefits) be paid for such hours to all laborers, mechanics, watchmen, and guards; and makes employers responsible for back wages and for liquidated damages at the rate of \$40 per day if there are violations.
- Copeland Act (Anti-Kickback Act) – This law provides that all workers be paid unconditionally, and without deductions (except those that are permissible), based on DOL criteria. Deductions that meet such criteria include taxes, legally permissible voluntary deductions and those required by court action. It also requires the maintenance and submission of weekly payroll reports and statements of compliance. Furthermore, it is a criminal offense for any person to induce an employee to give up any portion of his/her compensation.
- Fair Labor Standards Act (FLSA) – This covers wages, overtime (even if the project is not subject to CWHSSA), record keeping and child labor standards for other employees hired by the contractor (i.e., those not covered by the federal labor standards provision.)

Uniform Relocation Assistance Act of 1970

The Uniform Relocation Assistance Act of 1970 is a federal law that establishes minimum standards for federally-funded programs and projects that require the acquisition of real property (real estate) or displace persons from their homes, businesses, or farms. The Uniform Relocation Assistance Act’s protections and assistance apply to the acquisition, rehabilitation, or demolition of real property for federally-funded projects. When relocation is needed for a project, there are very specific legal responsibilities to affected property owners and displaced persons that must be addressed.



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Conflicts of Interest

As a part of the grant application process, the grant preparer must positively state on any grant form, when asked, that there is an absence of a financial or other interest or affiliation held by them or a member of their immediate family in the funding agency or in companies from which goods and services will be obtained under the supported activity.

CHAPTER 7: OTHER IMPORTANT FEDERAL GUIDELINES AND POLICIES

Disadvantaged Business Enterprises (MBE/WBE)

The City of Gautier is committed to developing mutually beneficial relationships with minority-owned, woman-owned, and disadvantaged business enterprises. Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, shall have maximum opportunity to participate in the performance of contracts for the City, specifically for those projects financed in whole or in part with federal funds under grants, contracts, or cooperative agreements.

The City encourages DBEs to compete for contracts and subcontracts and encourages joint ventures between DBE and non-DBE firms who compete for City contracts and subcontracts.

Civil Rights

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq. and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance. In most cases, when a recipient receives Federal financial assistance for a particular program or activity, all operations of the recipient are covered by Title VI, not just the part of the program that uses the Federal assistance.

American with Disabilities Act (ADA)/Section 504 of the Rehabilitation Act

In the broadest sense, it requires that state and local governments be accessible to people with disability. This requirement is applicable to subcontractors and sub recipients.

Lobbying Restrictions

Lobbying restrictions can be found in Section 200.450 of the federal administrative requirements. This section also identifies other agency regulations that discuss lobbying restrictions. Generally, federal grantees and sub-recipients are prohibited from using federal funds to influence federal employees or members of Congress and their staff. If a federal grantee or sub-recipient engages in lobbying activities, they must submit a form SF-LLL, Disclosure of Lobbying Activities, with their grant application.



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Limited English Proficiency (LEP)

Language for LEP individuals can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibility, or understanding other information provided by federally funded programs and activities. Title VI of the Civil Rights Act of 1964 requires that recipients take reasonable steps to ensure meaningful access to the information, programs, and services they provide.

Drug-Free Workplace

2 CFR 182, Government-wide requirements for Drug-Free Workplace (Financial Assistance) requires federal grantees and sub-grantees to agree to maintain a drug-free workplace.

**CITY OF GAUTIER, MISSISSIPPI
STUDY AGENDA
January 3, 2023**

ITEM DESCRIPTION:

Citizen Comments

City Council Comments

City Manager Comments

City Clerk Comments

City Attorney Comments

NOTES:
