AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
April 4, 2017 @ 6:30 PM

I. Call to Order

1. **Pledge of Allegiance**

2. **Prayer**

II. Agenda Order Approval

III. Announcements

1. **6th Annual Easter Egg Hunt at Shepard State Park Saturday, April 8th from 9am to 11am.**

2. **Jackson County Household Hazardous Waste Collection Day in the Singing River Mall Parking Lot Saturday, April 22nd from 8am to 12pm.**

3. **Citywide Springs Cleanup Monday, April 24th through Monday, May 1st, Dumpsters will be placed at the following locations: Lamotte Bridge, Dolphin/Tarpon, Graveline/Ladnier, Martin Bluff (on the north side of the fire station) and Dolphin Drive (by the carwash).**

4. **Earth Day Celebration at George Martin City Park Saturday, April 22nd from 10am to 1pm.**

5. **Paint the Town Plein Air Art Competition Saturday, April 29th from 9am to 4pm.**

IV. Presentation Agenda

1. **Mississippi Maritime Museum Campaign Coordinator, Jan Hardy.**

2. **Father Harold F. Roberts, St Pierre's Episcopal Church.**

V. Public Agenda

1. **Agenda Comments**

VI. Business Agenda

1. **Amend Comprehensive Fee Schedule to add fees for Landfill Site Operating Permits.**

2. **Approval of a lease purchase agreement with Hancock Bank for a 2017 Ferrara-JC05 Cinder Custom Pumper Fire Truck**

3. **Order approving Docket of Claims**

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

1. **Approval and authorization to pay business landlord expenses to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000**

2. **Renewal of the contract with Singing River Services for the Lifecare Plus Employee Assistance Program.**

3. **Approval and authorization to pay last resort housing to Timothy and Sadie Richardson and DCD Construction, Inc. on behalf of Timothy and Sadie Richardson for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000.**

4. **Approval and authorization to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000**

5. **Approval of the revised Schedule of Authorized Positions.**

VIII. STUDY AGENDA

1. **Discuss City Attorney Comments**

2. **Discuss City Clerk Comments**

3. **Discuss City Manager Comments**

4. **Discuss Council Comments**

5. **Discuss Citizen Comments**

Recess until April 11, 2017
www.gautier-ms.gov

City of Gautier
6th Annual
Easter Egg Hunt

WHEN: April 8,2017

WHERE: Shepard State Park
1034 Graveline Road
Gautier, MS 39553

TIME: 9:00 am – 11:00 am
Easter Egg Hunt starts promptly @ 9:00 am

AGES: 1-10 years old

Easter Basket Decorating Contest!

Get crafty and put your personal spin on an Easter Basket and enter it for a chance to win an awesome prize at the 6th Annual Easter Egg Hunt. Prizes will be awarded in the following age groups: 1 – 2yrs old, 3 – 4 yrs. old, 5 – 7yrs. old, and 8 – 10 yrs.

Free

pictures w/ Easter Bunny, hay ride along the Bunny Trail, face painting, popcorn, and prizes!

BRING THE KIDS!

McDonald's

StateFarm

GAUTIER MISSISSIPPI
Nature's Playground

Jason Pilger HYUNDAI.COM
GAUTIER MS

JACKSON COUNTY HOUSEHOLD HAZARDOUS WASTE COLLECTION DAY

ACCEPTABLE ITEMS

Aerosols, All Purpose Cleaners, Ammonia, Anti-Freeze, Automobile Cleaners, Batteries, Brake Fluid, Charcoal Lighter Fluid, Chlorine Bleach, Detergents, Disinfectants, Drain Opener, Furniture Polish, Gasoline, Glass Cleaner, Herbicides, Insecticides, Mothballs, Motor Oil, Oven Cleaner, Paint, Paint Thinner, Pesticides, Pool Chemicals, Rodent Poisons, Rubber Cement, Rug & Upholstery Cleaner, Scouring Powder, Silver Polish, Snail & Slug Killers, Toilet Bowl Cleaner, Transmission Fluid, Tub & Tile Cleaner, Turpentine, Varnish, Water Seal, Wood Finish

A One Day **FREE**

Proper Disposal Turn-in Event

SATURDAY

APRIL 22, 2017

8 A.M. - 12 NOON

SINGING RIVER MALL PARKING LOT

HWY 90, GAUTIER

DO NOT BRING

Explosive Materials, Radioactive Materials, **PCB's, Medical Waste,** Syringes, Compressed Cylinders, Electronic Waste **NO CONTRACTORS NO WASTE FROM BUSINESSES**

Limit of 5 Tires

Take over 5 to Seaman Road Landfill

Put Toxic Waste In Its Place

Household Hazardous Waste

Unused or leftover portions of products containing toxic chemicals. Any product which is labeled CAUTION, POISONOUS, TOXIC, FLAMMABLE or CORROSIVE is considered a household hazardous waste.

A Safe Substitute

A safe alternative to a toxic product. Fact sheets are available to help you reduce the use of toxics and minimize health risks.

Legal Transportation

Leaving products in the original containers and making sure that the containers are sealed so that they will not leak. Transport containers in the trunk or in the back of the vehicle away from passengers.

DO NOT TRANSPORT OVER 5 GALLONS OR 50 POUNDS AT ONE TIME.

Proper Disposal

Extremely Important

It is dangerous and illegal to discard hazardous household materials in the trash or down the drain. Instead; use up the product as intended or take to a household hazardous waste event.

For More Information Call 228-872-8340 or visit http://www.co.jackson.ms.us/departments/solid-waste/

The collection event is a community service funded by the MS Department of Environmental Quality in cooperation with the Jackson County Board of Supervisors, Municipalities and the Jackson County Solid Waste Department.

City of Gautier

EARTH DAY CELEBRATION!

LIKE US ON facebook

Gautier Cultural Services
The City of Gautier

Art Work Created By Malaiti Capers College Park Elementary

Sponsored By

GAUTIER MISSISSIPPI Nature's Playground

WASTE PRO Caring For Our Communities

LOWE'S

ECO-TOURS OF SOUTH MISSISSIPPI GAUTIER, MS

Mississippi Sandhill Crane NATIONAL WILDLIFE REFUGE Office/Visitor Center

PASCAGOULA RIVER Audubon CENTER

GO GREEN REDUCE-REUSE-RECYCLE

Saturday, April 22, 2017

George Martin City Park

10:00 am - 1:00 pm

FARMERS MARKET. ECO TOURS . VENDORS . CHILDREN ACTIVITIES

GAUTIER
MISSISSIPPI
Nature's Playground

REGISTRATION:
9:00 A.M.—10: 00 A.M.

LOCATION:
GEORGE MARTIN CITY PARK

$250.00 CASH PRIZE ADULT DIVISION

REGISTRATION FEE:
$10.00

ART WILL BE JURIED

Suggested Painting Locations

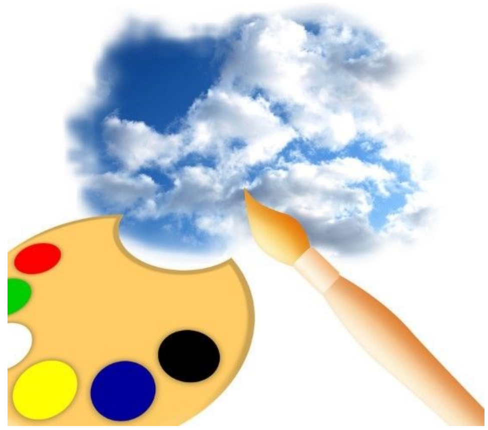
- **George Martin City Park**
  902 De La Pointe
- **Shepard State Park**
  1034 Graveline Rd
- **Indian Pointe Birding Trail**
  1600 Indian Point Pkwy
- **Sandhill Crane Refuge**
  7200 Crane Lane
- **Any Location within the City of Gautier**

1st Place
Adult Division
$250.00
1st Place
Youth Division
$50.00

City of Gautier Presents

PAINT the TOWN

Plein Air Art Competition



April 29, 2017
9:00 a.m. - 4:00 p.m

Plein Air Art Competition
Capture the beauty of the City of Gautier!

$250.00 Cash Prize
Adult Division

For official rules and guidelines, visit: www.gautier-ms.gov or
Facebook: Gautier Cultural Services & The City of Gautier

CITY OF GAUTIER
MEMORANDUM

To: Paula Yancey, City Manager
From: Joan Craswell, Customer Service
Date: 03/27/2017
Subject: Amend Comprehensive Fee Schedule to add fees for Landfill Site Operating Permits.

REQUEST:
Staff requests that Council approve to amend the Comprehensive Fee Schedule to add appropriate fees for Landfill Site Operating Permits. The requested fees are as follows: $150 for new facilities, expansions, and modification permits and $50 for annual renewal only permits with no change in operations.

BACKGROUND:
There are currently no fees included in The City of Gautier's Comprehensive Fee Schedule for Landfill Site Operating Permits.

DISCUSSION:
Due to the recent adoption of The City of Gautier's Landfill Site Ordinance, staff finds a need to request that Council approve to amend the Comprehensive Fee Schedule to add appropriate fees for Landfill Site Operating permits. These fees will be implemented to cover the administrative, review, and inspection costs.

RECOMMENDATION:
The staff recommends that Council approve the additional fees to the Comprehensive Fee Schedule.

ATTACHMENTS:
1. Amend Comprehensive Fee Schedule to add fees for Landfill Site Operating Permits.
2. Amend Comprehensive Fee Schedule

CITY OF GAUTIER
Business Agenda Item #1
Fact Sheet

Council Meeting:	**April 4, 2017**
Title:	**Approval of revisions to the Comprehensive Fee Schedule**
Introduced by:	
Contact Person/Telephone	**Scott Ankerson 497-8000 ext. 312**

Summary Explanation: Approval of the revisions to the Comprehensive Fee Schedule to add fees for the Landfill Site Operating Permits.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

RESOLUTION NUMBER 000-2017

RESOLUTION AMENDING THE ANNUAL COMPREHENSIVE FEE SCHEDULE FOR THE CITY OF GAUTIER

WHEREAS, the Municipal Code of the City of Gautier provides that certain filing fees, permit fees, inspection fees, deposits, and conditions of service may from time to time be established by the City Council, and

WHEREAS, the City Council of the City of Gautier has determined that the cost of providing certain services is not of general benefit but of benefit to the individual and, therefore, certain filing fees, permit fees, inspection fees and deposits should be required to pay for materials and special services performed by the City staff, and

WHEREAS, the City Council finds that the fees included in the Resolution represent a portion of the actual costs of the services provided or facilities funded and, therefore, there is a rational relationship between the fees charged and the services and facilities funded, and

WHEREAS, the City Council has found that since the fees represent a portion of the actual costs of the service or facilities provided, there is a reasonable relationship between the amount of the fee charged and the costs of the services provided to the person paying the fee, and

WHEREAS, the City Council may adjust fees for certain services from time to time and incorporate all adjusted and/or new fees for services provided into one comprehensive schedule; and

WHEREAS, the City Council finds that the recently adopted Landfill Site Ordinance requires that a Landfill Site Operating Permit be issued for all new, expanding, and modifications of landfill sites within the City of Gautier and said permits shall be renewed annually; and that appropriate fees shall be added to cover administrative costs of said required permits in the amount of $150 for new, expanding, and modifications of landfill sites and $50 for annual renewal/no change in operations.

WHEREAS, the City Council finds it necessary to add said fees for services and maintain a comprehensive document which incorporates most or all fees for services provided by the City into one schedule.

BLANK, by the City Council of the City of Gautier, of the State of Mississippi on the ___ of _____________, 2017.

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

AYES:

NAYS:

GORDON GOLLOTT, MAYOR

ATTEST:

CYNTHIA RUSSELL, CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of April 4, 2017.

ECONOMIC DEVELOPMENT

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	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	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	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			Includes demolition of commercial building and accessory structures only.
	0 - 5,000 square feet	Each	$250.00	
	5,001 - up square feet	Each	$250.00 for 5,000 sf + $50 each add'l 5,000 sf	
	Demolition - Commercial Site			Include demolition of site work improvements including pavement, utilities, septic tanks, wells, flag poles, retaining walls, bulk heads, etc.
	0 - 5 Acres	Each	$250.00	
	5.01 - Up Acres	Each	$250.00 for 5 ac + $50 each add'l 5 ac	
	Site Clearing/Demolition/Land Disturbance			
	0 - 0.9 Acres	Each	$25.00	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	
	5 - Up Acres	Each	$100.00	
	Protected Tree Removal	Each	$50.00	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	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/FEES			
	Commercial Signs	Each	$25.00	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	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	
	New Business	Each	$100.00	

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

*Projects funded/admininstered 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 residentail property.
	Temporary Use	Each	$25.00	Christmas Tree Sales Lot, Contractor's Temporary Office/ Storage Sheds (per building/structure), Portable Storage Container, Realestate Sales Office, Farm Produce/Non-Perishable Goods Sales, Special Events (Private Commercial Property). Special Events on public property will be approved by the City Clerk's Office.
	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	
	Work W/O Permit	Each	Up to 5x Normal Permit Fees	Building and Zoning Administrator will determine the fee based on the latest edition of the International Code Council
	City Construction Project		Permit is required, but no fee will be charged	
V.	CONTRACTOR LICENSE			
	General		no charge	Must have License issued by the State of Ms.
	Remodelers		$100 for Gautier License or No Charge if Licensed through State of Ms.	
	Electrical		$50 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	Includes any new house or addition/accessory structure over 750 sf
	Residential - Misc. Plan Review	Each	$25.00	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	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	
	annual renewal only	annually	$50.00	with no changes in operations
	Appeal Staff Decision to Planning Commission	Each	$100.00	
	Appeal Planning Commission Decision to Council	Each	$100.00	
	Right-of-Way Vacation	Each	$250.00	
	Conditional Use (Major/Minor)	Each	$250.00	
	Technical Review Committee (TRC) Review Meeting	Each	$50.00	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	
	Variance - Administrative	Each	$100.00	
	Zoning Change	Each	$300.00	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Text Amendment	Each	$250.00	
	Home Occupation	Each	$125.00	
	Lot Split/Rearrangement (Minor)	Each	$50.00	under 2.25 acres
	Lot Split/Rearrangement (Major)	Each	$100.00	over 2.25 acres and/or 2 lots
	Subdivision of Land Process - Preliminary/Final	Each	$100.00 + $6 per lot	
	Other Public Hearing Requests	Each	$100.00	

CULTURAL SERVICES

	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	$35.00 + $15 refundable deposit	
	pavilion -(12pm to 4pm)	Day	$35.00 + $15 refundable deposit	
	pavilion -(4pm to dusk)	Day	$35.00 + $15 refundable deposit	
	pavilion -(all day)		$100.00 + $30 refundable deposit	
	Senior Center Building			
	resident	Day	$100.00 + $100 refundable Deposit	
	non resident	Day	$100.00 + $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	$18.00	
	nightly (65 or older/ or disable)	Day	$13.00	
	monthly	Monthly	$360.00	
	camping (primitive)	Per Tent/Day	$13.00	
	Group/Scout Group (primitive)	per person/Day	$2.00	
	Yearly pass	Yearly	$42.00	Includes Daily Car Pass activities and archery lane use. Does not include facility rentals or camping.
	Daily Car Pass (Up to 6 People)	per car	$4.00	$.50 per person over 6. (Provides access to disc golf, dog park, playground, bike trails/ walking trails.~~, etc.)xx~~
	Daily Walk In Pass /Bus/Bike	per person/Day	$0.50	
	Boat Launch	per boat/Day	$7.00	Campers Exempt from Boat Launch Fee

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	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	
	Multi-purpose Field	per hour	$6.00	
	Multi-purpose Field w/lights	per hour	$12.00	
	SPECIAL EVENTS FEES			
	Bleacher Rental/ Setup			
	resident	Each	$75.00 + $75 refundable Deposit	No charge if bleachers are being used in conjunction with a field rental and the bleachers do not need to be moved. Must leave copy of valid driver's license with City Hall until fee is paid.
	non resident	Each	$95.00 + $95 refundable Deposit	
	Chair Rental			
	resident	Each	$1.00	Refundable Deposit $10 for each set of 20 chairs ($10 minimum). Must leave copy of valid driver's license with City Hall until fee is paid.
	non resident	Each	$2.00	
	Table 6FT./8FT Rentals			
	resident	Each	$5.00	Refundable Deposit $20 for each set of 20 Tables ($20 minimum). Must leave copy of valid driver's license with City Hall until fee is paid.
	non resident	Each	$7.50	
	Barricades Delivery			
	resident	Each	$10.00	Refundable Deposit $50 for each set of 20 Barricades ($50 minimum)
	non resident	Each	$15.00	
	CITY PROGRAM REGISTRATION FEES			
	Youth Football			
	Flag Football		$70.00	
	Tackle Football		$90.00	
	Youth Cheerleading		$90.00	
	Youth Basketball		$60.00	

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 1st ten employees and $3 for each additional employee. The cost of the license will be determined by the number of full time employees.(30 hrs. a week or more)
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	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
V.	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	
	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	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	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	
	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	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	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	
	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			
	1st Offense		$209.00	
	2nd Offense		$235.00	
	3rd 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	
	DESCRIPTION OF SERVICES	**UNIT**	**FEE**	**NOTES**
	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	
	Malicious Mischief (Face Value)		$203.25	
	Loud Music		$285.00	
	Litter Law Violation		$454.00	
	Stalking			
	1st Offense		$505.00	
	2nd Offense		FELONY	
	Boating Under the Influence			
	1st Offense		$594.00	
	2nd Offense		$794.00	
	3rd Offense		$1,193.25	
	Sell Tobacco to Minor		$234.00	
	Abstracts		$10.00	
	Affidavit		$10.00	
	Withdrawal Form		$10.00	

POLICE DEPARTMENT

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	MISCELLANEOUS FEES (POLICE)			
	Accident Reports	Each	$20.00	
	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	

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		$25.50	
	1000 Gallons Over the Minimum		$8.50	
III.	SEWER CHARGE			
	Minimum Charge of 3000 Gallons or Less			
	Sewer Charge		$12.30	
	1000 Gallons Over the Minimum		$4.10	
	Wastewater Treatment Charge		$14.70	
	1000 Gallons Over the Minimum		$4.90	
	Sewer Only (Residential) Monthly Charge		$42.00	
	Sewer Only (Commerical) Monthly Charge		$100.00	
IV.	GARBAGE CHARGE			
	1st Cart		$17.00	
	Additional Cart (Residential)		$3.40	
	Additional Cart (Commercial)		$5.25	
	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			
	Demand Fee for commerical accounts using under 2000 gallons monthly			
		3/4" meter	$25.00	
		1" meter	$50.00	
		2" meter	$150.00	
	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	
	DESCRIPTION OF SERVICES	**UNIT**	**FEE**	**NOTES**
	Meter Relocate Fee		$100.00	
	Meter Reread Fee		$30.00	
	Pool Fill (Meter Only)		$100.00	
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	meter cost plus two (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

CITY OF GAUTIER
MEMORANDUM

To:	Paula Yancey, City Manager
From:	Tricia Thigpen, Deputy City Clerk
Date:	03/28/2017
Subject:	Approval of a lease purchase agreement with Hancock Bank for a 2017 Ferrara-JC05 Cinder Custom Pumper Fire Truck

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REQUEST:

City Council approval is requested for the City to enter into a lease purchase agreement with Hancock Bank in the amount of $390,000 for a 2017 Ferrara-JC05 Cinder Custom Pumper Fire Truck

BACKGROUND:

This vehicle will be purchased under State of Mississippi Contract 8200027987 from Ferrara Firefighting Equipment, Inc., for $440,000.00. In accordance with this year's budget, we will be making a down payment of $50,000 from Fund 160 Insurance Rebate funds. The remaining balance of $390,000 will be financed by a lease purchase agreement from Hancock Bank for a four (4) year term at 2.25% interest rate.

The exact amount to be financed will be determined by final invoice, but will not exceed $390,000. As with previous large equipment purchases, loan payments will be budgeted against annual insurance rebate funds received from the State.

DISCUSSION:

This purchase was discussed and approved during the budget process. The initial expenditure will be partially offset by budgeted loan proceeds. The purchase was budgeted this way to minimize impact on the insurance rebate fund.

RECOMMENDATION:

Based on the interest rates from Hancock Bank, City staff recommends the City Council authorize the lease purchase agreement in the amount of $390,000.

ATTACHMENTS:

1. Approval of a lease purchase agreement with Hancock Bank for a 2017 Ferrara-JC05 Cinder Custom Pumper Fire Truck

CITY OF GAUTIER
Business Agenda Item #2
Fact Sheet

Council Meeting:	April 4, 2017
Title:	Approval to enter into a lease purchase agreement with Hancock Bank for a 2017 Ferrara-JC05 Cinder Custom Pumper Fire Truck.
Introduced by:	
Contact Person/Telephone	Chief Robert Jones 497-1656

Summary Explanation: Authorization for the City to enter into a lease purchase agreement with Hancock Bank in the amount of $390,000 for a 2017 Ferrara-JC05 Cinder Custom Pumper Fire Truck

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		AYES	NAYS	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2017

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 enter into a lease to purchase agreement with Hancock Bank in the amount of $390,000.00 for the purchase of a 2017 Ferrara-JC05 Cinder Custom Pumper Fire Truck. This vehicle will be purchased under State of Mississippi Contract 8200027987 from Ferrara Firefighting Equipment, Inc., for $440,000.00. In accordance with this year's budget, we will be making a down payment of $50,000 from Fund 160 Insurance Rebate funds. The remaining balance of $390,000 will be financed by a lease purchase agreement from Hancock Bank for a four (4) year term at 2.25% interest rate.

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

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 April 4, 2017.

CITY OF GAUTIER
Business Agenda Item #3
Fact Sheet

Council Meeting:	**April 4, 2017**
Title:	**Approval of Docket of Claims**
Introduced by:	
Contact Person/Telephone	**Teresa Montgomery 497-8000 ext. 309**

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:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2017

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 April 4, 2017.

Docket of Claims

Release date from 04/04/2017 thru 04/04/2017

Fund	Name of Claimant	Account Number	Trans #	Description	Release Date	Claim Date	Invoice #	Date	P.O.	Claim Amount	Amount	Approved/Disapproved
001	SECURE NETWORKS LLC		171342		04/04/2017	03/21/2017				2,430.00		
		001-092-698		MAY 2017 NETWORK SERVICES			3017	03/14/2017			2,280.00	
		001-092-698		MAY 2017 SYNCHRONIZED EMAIL			3017	03/14/2017			150.00	
001	GLOBALSTAR		171343		04/04/2017	03/21/2017				66.28		
		001-092-605		MONTHLY SERVICE			0008168955	03/16/2017			66.28	
001	AT&T		171365		04/04/2017	03/23/2017				75.91		
		001-092-605		MONTHLY SERVICE			2284977070	03/14/2017			75.91	
001	AT&T		171366		04/04/2017	03/23/2017				132.95		
		001-092-605		MONTHLY SERVICE			2284972172	03/14/2017			132.95	
001	DANCEL MULTIMEDIA		171370		04/04/2017	03/23/2017				250.00		
		001-092-698		APR 2017 WEBSITE HOSTING			8093	03/20/2017			250.00	
001	C SPIRE WIRELESS		171371		04/04/2017	03/23/2017				564.37		
		001-100-605		POLICE CELLS			0032680896	03/11/2017			564.37	
001	DELTA COMPUTER SYSTEMS INC		171373		04/04/2017	03/24/2017				430.00		
		001-092-698		ACCTG SOFTWARE MAINT			MN121972	03/15/2017			300.00	
		001-092-698		VOTER REG SOFTWARE MAINT			MN121972	03/15/2017			20.00	
		001-092-698		PRIV LIC SOFTWARE MAINT			MN121973	03/15/2017			110.00	
001	AT&T		171374		04/04/2017	03/24/2017				3,352.77		
		001-092-605		MONTHLY SERVICE			2284978000	03/14/2017			3,352.77	
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC		171385		04/04/2017	03/28/2017				833.33		
		001-170-645		FEB 2017 CLUB SUPPORT			02282017	03/16/2017			833.33	
001	BENJAMIN N MCQUAGGE		171386		04/04/2017	03/28/2017				498.00		
		001-100-681		PER DIEM: INTERDICTION CONF			04292017	02/13/2017			498.00	
001	KEVIN FINN		171387		04/04/2017	03/28/2017				54.00		
		001-161-681		PER DIEM:EXEC FIRE OFFICER			04182017	02/07/2017			54.00	

Docket of Claims

Release date from 04/04/2017 thru 04/04/2017

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	171388	04/04/2017	03/28/2017			2,921.82	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-525	UNL FUEL	NP49932446	03/20/2017		89.25
001-092-525	UNL FUEL	NP49932446	03/20/2017		41.18
001-100-525	UNL FUEL	NP49932446	03/20/2017		2,157.97
001-161-525	UNL & DSL FUEL	NP49932446	03/20/2017		476.41
001-170-525	UNL & DSL FUEL	NP49932446	03/20/2017		74.82
001-205-525	UNL & DSL FUEL	NP49932446	03/20/2017		82.19

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	171390	04/04/2017	03/28/2017			3,122.17	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-525	UNL FUEL	NP49964015	03/27/2017		48.53
001-100-525	UNL FUEL	NP49964015	03/27/2017		2,304.72
001-161-525	UNL & DSL FUEL	NP49964015	03/27/2017		525.76
001-170-525	UNL & DSL FUEL	NP49964015	03/27/2017		201.68
001-205-525	UNL FUEL	NP49964015	03/27/2017		41.48

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PITNEY BOWES GLOBAL FINANCIAL SERVS	171391	04/04/2017	03/28/2017			422.97	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-698	LEASE PMT: POSTAGE MACHINE	3303025763	03/07/2017		422.97

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	171392	04/04/2017	03/28/2017			250.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-699	SERVER BACKUP MAINT RENEWAL	3032	03/24/2017		250.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SOUTH MISSISSIPPI BUSINESS MACHINES INC	171393	04/04/2017	03/28/2017			360.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-699	BASE RATE CHG: MC17431-02	AR296695	03/15/2017		360.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TRIDENT INSURANCE SERVICES	171394	04/04/2017	03/28/2017			4,316.50	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-625	DEDUCTIBLE:ZONING-WHEELAN	85748	03/09/2017		4,316.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E P A	171395	04/04/2017	03/28/2017			650.53	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-631	BROWN FD 95237002	03122017	03/23/2017		305.38
001-161-631	MARTIN BLUFF FD 58380001	03132017	03/24/2017		185.41
001-201-629	SIGNAL LIGHTS 17546	03132017	03/24/2017		37.15
001-092-631	CITY LIMIT SIGN 17546	03132017	03/24/2017		28.53
001-100-631	MBLUFF SUB STN 58521002	03132017	03/24/2017		94.06

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E P A	171401	04/04/2017	03/28/2017			8,515.85	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-633	STREET LIGHTING 10554	03152017	03/27/2017		5,380.57
001-201-629	SIGNAL LIGHTS 10554	03152017	03/27/2017		1,026.98
001-092-631	CITY HALL 10554	03152017	03/27/2017		958.30
001-170-631	FRAZIER PARK 10554	03152017	03/27/2017		49.70
001-170-631	SENIOR BLDG 10554	03152017	03/27/2017		360.10
001-161-631	CENTRAL FD 10554	03152017	03/27/2017		314.38
001-170-631	CITY PARK 10554	03152017	03/27/2017		141.90

Docket of Claims
Release date from 04/04/2017 thru 04/04/2017

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E P A	171401	04/04/2017	03/28/2017			8,515.85	(CONTINUED)

Account Number	Description		Invoice #	Date	P.O.	Amount
001-092-631	PUBLIC WORKS	10554	03152017	03/27/2017		254.80
001-092-631	HWY 90 SIGN	10554	03152017	03/27/2017		29.12

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E P A	171402	04/04/2017	03/28/2017			1,974.25	____________

Account Number	Description		Invoice #	Date	P.O.	Amount
001-100-631	POLICE STATION	66298004	03152017	03/27/2017		1,173.36
001-201-629	SIGNAL LIGHT	89113001	03152017	03/27/2017		55.53
001-170-631	CITY PARK RESTRMS	89912001	03152017	03/27/2017		360.26
001-201-633	STREET LIGHTS	90345002	03152017	03/27/2017		255.85
001-092-631	RECORDS BLDG	90790001	03152017	03/27/2017		95.30
001-170-631	FRAZIER RESTRMS	98546001	03152017	03/27/2017		33.95

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E P A	171403	04/04/2017	03/28/2017			1,347.45	____________

Account Number	Description		Invoice #	Date	P.O.	Amount
001-201-633	DOLPHIN ST	94987002	03152017	03/27/2017		134.39
001-201-633	DOLPHIN ST	94988002	03152017	03/27/2017		153.86
001-201-633	DOLPHIN ST	94989002	03152017	03/27/2017		190.25
001-201-633	DOLPHIN ST	94990002	03152017	03/27/2017		541.23
001-201-633	WM PAYNE	100244001	03152017	03/27/2017		139.13
001-201-633	WM PAYNE	100245001	03152017	03/27/2017		188.59

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E P A	171413	04/04/2017	03/29/2017			1,631.39	____________

Account Number	Description		Invoice #	Date	P.O.	Amount
001-161-631	SOUTH FD	76008001	03172017	03/28/2017		215.07
001-170-631	BACOT PARK	10137	03172017	03/28/2017		1,298.01
001-201-629	SIGNAL LIGHTS	10138	03172017	03/28/2017		118.31

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BAYVIEW PET MEDICAL AND DENTAL CENTER	171416	04/04/2017	03/29/2017			264.00	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-514	WELLNESS EXAM-TESTS: JUSTICE	205269	03/27/2017		264.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FOSTERS A/C & HEATING INC	171417	04/04/2017	03/29/2017			95.00	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-635	SERVICE CALL: CENTRAL FD	W1012128	03/22/2017		95.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CAN'T MISS EMBROIDERY	171419	04/04/2017	03/29/2017			103.92	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-535	POLO SHIRT (4): VASQUEZ,M	18683	03/16/2017	170546	103.92

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TEAM ONE COMMUNICATIONS INC	171420	04/04/2017	03/29/2017			103.00	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-639	ROOF ANTENNA MOUNT ASSY:U #62	9080100201	03/14/2017	170571	103.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	REYNOLDS WHOLESALE CO	171421	04/04/2017	03/29/2017			244.90	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-559	CS BROWN MF TOWELS (2)	54336	03/17/2017	170584	39.90
001-170-559	1GAL ODO BAN (4)	54336	03/17/2017	170584	51.80
001-170-559	CS JR TISSUE	54336	03/17/2017	170584	25.50
001-170-559	BX 100/CT 38X58 CAN LINER (2)	54336	03/17/2017	170584	65.90
001-170-559	CS 12/8" BROWN TOWELS (2)	54336	03/17/2017	170584	47.90
001-170-559	BX 100/CT PF LATEX GLOVES (2)	54336	03/17/2017	170584	13.90

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ACTION PRINTING CENTER INC	171422	04/04/2017	03/29/2017			99.50	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-620	500 BUSINESS CARDS: VASQUEZ	91315	03/23/2017	170555	52.50
001-100-620	250 BUSINESS CARDS: BAXTER	91315	03/23/2017	170555	47.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MID SOUTH UNIFORM & SUPPLY INC	171423	04/04/2017	03/29/2017			577.46	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-535	SS NAVY SHIRT (3)	559866	03/17/2017	170486	129.78
001-100-535	NAVY PANTS W/GOLD STRIPE (3)	559866	03/17/2017	170486	126.63
001-100-535	SS ARMORSKIN BASE SHIRT WHITE	559866	03/17/2017	170486	46.25
001-100-535	ARMORSKIN CARRIER WHITE	559866	03/17/2017	170486	89.17
001-100-535	NAVY PANTS W/GOLD STRIPE (3)	559866	03/17/2017	170486	126.63
001-100-535	SEW ON PATCH (8)	559866	03/17/2017	170486	8.00
001-100-535	NAVY BRAID (6)	559866	03/17/2017	170486	25.50
001-100-535	OLD GOLD BRAID (6)	559866	03/17/2017	170486	25.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GULF COAST BUSINESS SUPPLY CO	171425	04/04/2017	03/29/2017			644.48	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-500	BRO TONER BLACK CARTRIDGE	145302	03/16/2017	170576	68.01
001-161-500	BRO TONER MAGENTA CARTRIDGE	145302	03/16/2017	170576	63.48
001-161-500	BRO TONER CYAN CARTRIDGE	145302	03/16/2017	170576	63.48
001-161-500	BRO TONER YELLOW CARTRIDGE	145302	03/16/2017	170576	63.48
001-161-500	CANNON TONER BLACK	145302	03/16/2017	170576	59.99
001-100-500	LEATHER CHAIR (2): DISPATCH	145783	03/23/2017	170580	326.04

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SUNBELT FIRE INC	171426	04/04/2017	03/29/2017			2,247.97	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-639	FLOW TEST/REPAIR SCBA (16)	112315	03/22/2017	170587	2,247.97

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SOUTHERN PIPE & SUPPLY	171428	04/04/2017	03/29/2017			1,023.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-559	5.5'X50' 275 SQ FT FLEXAMAT	605000-00	03/23/2017	170588	1,023.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PASCAGOULA TIRE & SERVICE INC	171429	04/04/2017	03/29/2017			1,049.22	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	FS FIREHAWK GT (2): U #34	73351	03/10/2017	170547	254.54
001-100-638	FS DESTINATION (2): U #14435	73593	03/24/2017	170597	285.60
001-100-638	FS FIREHAWK GT (4): U #11277	73516	03/23/2017	170586	509.08

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	THE SUN HERALD	171430	04/04/2017	03/29/2017			101.34	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-615	BID NOTICE:BOAT LAUNCH IMPROV	00189966	03/10/2017	170495	101.34

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	171431	04/04/2017	03/29/2017			3,460.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-699	SONICWALL NSA 2600:POLICE DEPT	3030	03/24/2017	170511	3,460.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	171432	04/04/2017	03/29/2017			444.70	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-500	200CT AVERY BUSINESS CARDS	3332475586	03/02/2017	170500	10.99
001-100-500	32GB USB FLASH DRIVE (6)	3333560864	03/15/2017	170559	94.14
001-100-500	CS COPY PAPER 8.5X11 (11)	3333299538	03/11/2017	170559	339.57

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CUPIT SIGNS INC	171434	04/04/2017	03/29/2017			40.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	SET OF NUMBERS(4):PATROL UNITS	141017	03/14/2017	170348	40.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ASSN OF STATE FLOODPLAIN MGRS INC	171435	04/04/2017	03/29/2017			50.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-681	US CFM RETAKE EXAM: MORGAN,R	7730	03/22/2017	170591	50.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SHERI HOKAMP	171436	04/04/2017	03/29/2017			990.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-681	EMGCY TELECOM TRNG: PRICE,D	308/31017	03/28/2017	170602	495.00
001-100-681	EMGCY TELECOM TRNG: LANGDON,A	308/31017	03/28/2017		495.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	OUT ON A LIMB TREE SERVICE	171437	04/04/2017	03/29/2017			1,400.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-698	TREE REMOVAL: 2721 HONDURAS	170323-B	03/27/2017	170460	700.00
001-201-698	TREE REMOVAL: 1604 SUNRISE	170323-A	03/27/2017	170463	700.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AFFORDABLE PAINT & BODY	171438	04/04/2017	03/29/2017			200.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	REPLACE DECALS: U #12418	408	03/13/2017	170554	200.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ANDAX INDUSTRIES LLC	171439	04/04/2017	03/29/2017			150.50	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-559	PELICAN 7069 BATTERY PACK (5)	114147	03/14/2017	170488	150.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GRAFIX SHOPPE	171440	04/04/2017	03/29/2017			486.84	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	REFLECT GRAPHICS KIT: U #34	113437	03/17/2017	170553	463.00
001-100-638	SHIPPING	113437	03/17/2017	170553	23.84

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BIS OFFICE SYSTEMS LLC	171441	04/04/2017	03/29/2017			337.75	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-639	REPL CANNON DRUM:MATERIAL CHG	GNV34357	03/24/2017	170570	202.75
001-161-639	LABOR	INV34357	03/24/2017	170570	135.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ULINE INC	171442	04/04/2017	03/29/2017			37.94	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-021-559	ULINE SECURITY TAPE (2)	85330739	03/20/2017	170585	26.00
001-021-559	SHIPPING	85330739	03/20/2017	170585	11.94

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PANDLE INC	171444	04/04/2017	03/29/2017			3,030.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	20.2 TN ASPHALT:R HIRAM BRIDGE		17-0154	03/06/2017	170543		3,030.00
001	AUDIOWAVE INC	171445	04/04/2017	03/29/2017			640.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-799	LED STROBES BLUE (8)		A47215	03/14/2017	170572		480.00
	001-100-638	REWIRE SWITCH BOX/REPR:U #130		A47077	02/22/2017	170475		160.00
001	RED RIVER SPECIALTIES INC	171446	04/04/2017	03/29/2017			185.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-559	CREDIT 41 EXTRA 2.5GAL (10)		1GAL48	03/21/2017	170589		150.00
	001-201-559	FREIGHT		583248	03/21/2017	170589		35.00
001	PRO-LOCK LOCKSMITH SERVICE	171447	04/04/2017	03/29/2017			130.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	CYLINDER REKEY(5)/DUP KEYS(14)		43808	02/15/2017	170449		130.00
001	MOTOROLA INC	171448	04/04/2017	03/29/2017			10,836.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-799	APX 4500 MOBILE RADIO (4)		41224057	03/20/2017	170558		10,836.00
001	CITY OF GAUTIER	171460	04/04/2017	03/30/2017			4,998.70	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-900-969	TR FRINGE MATCH: DUI GRANT		03312017	03/31/2017			4,998.70
001	LEMON MOHLER INSURANCE AGENCY	171461	04/04/2017	03/30/2017			641.36	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-625	SHEPARD OFFICE & MOBILEHOME		AMR4003802	03/28/2017			641.36

FUND TOTAL 1 Claims to Checks 52 Total 68,813.12 Manual Held Total 68,813.12

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
007	HANCOCK BANK	171396	04/04/2017	03/28/2017			600.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
007-680-803	AGENT/ADMIN FEES:KATRINA BOND	25372	03/03/2017		600.00

FUND TOTAL 7 Claims to Checks 1 Total 600.00 Manual Held Total 600.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
130	RIGHT OF WAY TECHNOLOGY INC	171409	04/04/2017	03/29/2017			38,600.00	________
	Account Number: 130-130-770	Description: RELOCATION ADVISORY SERVICES		Invoice #: 148	Date: 03/28/2017	P.O.	Amount: 38,600.00	
130	PRINGLE & ROEMER PLLC TRUST ACCT	171410	04/04/2017	03/29/2017			53,880.00	________
	Account Number: 130-130-770	Description: JEPD LLC: 001-03-00-W		Invoice #: STP-9194	Date: 03/28/2017	P.O.	Amount: 53,880.00	

FUND TOTAL 130 Claims to Checks 2 Total 92,480.00 Manual Held Total 92,480.00

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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	171427	04/04/2017	03/29/2017			20,294.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
160-161-799	MSA M7XT SCBA (4)	303307	03/17/2017	170484	11,956.00
160-161-799	30' CARBON FIBER CYLS (8)	303307	03/17/2017	170484	7,648.00
160-161-799	LRG FACE PIECE W/HUD (2)	303307	03/17/2017	170484	690.00

FUND TOTAL 160 Claims to Checks 1 Total 20,294.00 Manual Held Total 20,294.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
171	MORAN HAULING INC	171408	04/04/2017	03/29/2017			58,993.95	

Account Number	Description	Invoice #	Date	P.O.	Amount
171-176-779	BUILDING SITE WORK	3	03/28/2017		12,498.20
171-176-779	BUILDING RELOCATION	3	03/28/2017		14,249.43
171-176-779	C/O: PARKING AREA	3	03/28/2017		32,246.32

FUND TOTAL 171 Claims to Checks 1 Total 58,993.95 Manual Held Total 58,993.95

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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	171346	04/04/2017	03/21/2017			10,081.99	

Account Number	Description	Invoice #	Date	P.O.	Amount
172-350-650	LIBRARY SUPPORT	MAR 2017	03/21/2017		10,081.99

FUND TOTAL 172 Claims to Checks 1 Total 10,081.99 Manual Held Total 10,081.99

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Fund	Name of Claimant	Account Number	Description	Trans #	Release Date	Claim Date	Invoice #	Date	P.O.	Claim Number	Check Number	Claim Amount	Amount	Approved/Disapproved
176	AT&T			171367	04/04/2017	03/23/2017						240.20		____________________
		176-170-605	MONTHLY SERVICE				2284972244	03/14/2017					240.20	
176	AT&T			171368	04/04/2017	03/23/2017						248.99		____________________
		176-170-605	MAR 2017 DSL				2284970676	03/14/2017					110.00	
		176-170-605	MONTHLY SERVICE				2284970676	03/14/2017					138.99	
176	FUELMAN OF MS			171389	04/04/2017	03/28/2017						57.67		____________________
		176-170-525	UNL FUEL				NP49932446	03/20/2017					57.67	
176	SINGING RIVER E P A			171414	04/04/2017	03/29/2017						1,836.40		____________________
		176-170-631	PARK FACILITIES 76854002				03172017	03/28/2017					1,788.42	
		176-170-631	HOUSE 76855002				03172017	03/28/2017					47.98	

FUND TOTAL 176 Claims to Checks 4 Total 2,383.26 Manual Held Total 2,383.26

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTIER	171330	04/04/2017	03/16/2017			104,873.12	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	FEB 2017 GARBAGE PMTS		02282017	02/28/2017			104,873.12
400	CITY OF GAUTIER	171332	04/04/2017	03/16/2017			200,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-900-985	REIMB PRIOR YEAR GEN FUND TRX		BUDGETED	03/31/2017			200,000.00
400	AT&T	171344	04/04/2017	03/21/2017			58.12	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284972276	03/06/2017			58.12
400	CITY OF GAUTIER	171345	04/04/2017	03/22/2017			43,427.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-821	ST LNS #3 90/57 SWR		03092017	03/09/2017			7,877.45
	400-680-822	ST LNS #4 90/57 WTR		03092017	03/09/2017			10,948.67
	400-680-822	ST LNS #4 90/57 SWR		03092017	03/09/2017			9,019.22
	400-680-823	ST LNS #5 ALLEN RD		03092017	03/09/2017			2,149.95
	400-680-824	ST LNS #6 OLD SPAN TR		03092017	03/09/2017			3,765.83
	400-680-825	ST LNS #7 OLD SPAN TR		03092017	03/09/2017			9,665.99
400	AT&T	171369	04/04/2017	03/23/2017			85.05	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284974594	03/14/2017			85.05
400	AT&T	171375	04/04/2017	03/24/2017			119.05	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284975234	03/14/2017			119.05
400	DELTA COMPUTER SYSTEMS INC	171376	04/04/2017	03/27/2016			380.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	UTILITY SOFTWARE MAINT		MN121974	03/15/2017			320.00
	400-650-698	WORK ORDER SOFTWARE MAINT		MN121974	03/15/2017			60.00
400	CABLE ONE INC	171377	04/04/2017	03/27/2016			92.95	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	MAR 2017: #107663106		03162016	03/23/2017			92.95
400	ARISTA INFORMATION SYSTEMS INC	171397	04/04/2017	03/28/2017			4,122.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	FEB 2017 STATEMENTS		22899	03/14/2017			1,122.50
	400-650-698	FEB 2017 POSTAGE		1425201703	03/14/2017			3,000.00
400	2012 GUD BONDS DEBT SERVICE	171398	04/04/2017	03/28/2017			116,516.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-816	APR 2017 PRN PMT		04012017	03/31/2017			110,833.34
	400-680-817	APR 2017 INT PMT		04012017	03/31/2017			5,683.33

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SINGING RIVER E P A	171399	04/04/2017	03/28/2017			4,156.27	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-631	LIFT STNS 17881	03132017	03/24/2017		2,044.94
400-651-631	WATER WELLS 17881	03132017	03/24/2017		2,024.44
400-651-631	LIFT STNS 89627001	03132017	03/24/2017		63.39
400-651-631	LIFT STNS 89702001	03132017	03/24/2017		23.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SINGING RIVER E P A	171400	04/04/2017	03/28/2017			2,141.91	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-631	LIFT STATIONS 20649	03122017	03/23/2017		955.63
400-651-631	LIFT STATIONS 28779	03122017	03/23/2017		87.19
400-651-631	SCHOONER WELL 20688	03102017	03/21/2017		634.31
400-651-631	LIFT STATIONS 20688	03102017	03/21/2017		464.78

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SINGING RIVER E P A	171404	04/04/2017	03/28/2017			8,378.27	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-631	IONIZATION PLANT 99216002	03152017	03/27/2017		280.63
400-651-631	LIFT STATIONS 17882	03152017	03/27/2017		2,230.94
400-651-631	WATER WELLS 17882	03152017	03/27/2017		3,518.30
400-651-631	CITY HALL SOUTH 17882	03152017	03/27/2017		2,348.40

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	IRBY'S ANSWERING SERVICE	171407	04/04/2017	03/28/2017			577.73	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-650-698	SERVICE 03/22/17 - 04/18/2017	277-032217	03/22/2017		577.73

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SINGING RIVER E P A	171415	04/04/2017	03/29/2017			3,079.01	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-631	LIFT STNS 17875	03172017	03/28/2017		215.47
400-651-631	LIFT STNS 17883	03172017	03/28/2017		1,557.13
400-651-631	LIFT STNS 17884	03172017	03/28/2017		1,306.41

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	TONKA EQUIPMENT COMPANY	171418	04/04/2017	03/29/2017			134.58	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-581	14"X18"X1/8" GASKET (4)	0015166-IN	03/22/2017		134.58

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	HD SUPPLY WATERWORKS LTD	171424	04/04/2017	03/29/2017			3,917.02	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-583	CRDT RTN:COLLAR LEAK CLAMP (2)	G896538	03/17/2017	170439	-74.38
400-651-583	CRDT RTN: RESTOCK	G896538	03/17/2017	170439	-18.60
400-651-581	HYDRANT FLUSHER (2)	G854362	03/17/2017	170474	3,450.00
400-651-581	LOCKING DEVICE (2)	G854362	03/17/2017	170474	140.00
400-651-581	#4 HIGHFIELD BARREL LOCK (100)	G796702	03/16/2017	170459	420.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	STAPLES BUSINESS ADVANTAGE DEPT ATL	171433	04/04/2017	03/29/2017			31.20	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-500	1-LB PK RUBBERBANDS (2)	333724739	03/17/2017	170581	3.46
400-651-500	MS WIRELESS MOUSE	333724739	03/17/2017	170581	27.74

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	MILE X EQUIPMENT INC	171443	04/04/2017	03/29/2017			325.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-581	1HP VALDOR MOTOR VL3509A	61673	03/15/2017	170564	325.00

FUND TOTAL 400 Claims to Checks 19 Total 492,415.56 Manual Held Total 492,415.56

Docket of Claims

Release date from 04/04/2017 thru 04/04/2017

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	CITY OF GAUTIER	171331	04/04/2017	03/16/2017			200,000.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
404-900-985	BUDGETED TRX: ADMIN COSTS	03312017	03/31/2017		183,040.00
404-900-985	BUDGETED TRX: OVERAGE	03312017	03/31/2017		16,960.00

FUND TOTAL 404 Claims to Checks 1 Total 200,000.00 Manual Held Total 200,000.00

SUMMARY OF ALL FUNDS

FUND 1	Claims	to	Checks	52	Total	68,813.12	Manual	Held	Total	68,813.12
FUND 7	Claims	to	Checks	1	Total	600.00	Manual	Held	Total	600.00
FUND 130	Claims	to	Checks	2	Total	92,480.00	Manual	Held	Total	92,480.00
FUND 160	Claims	to	Checks	1	Total	20,294.00	Manual	Held	Total	20,294.00
FUND 171	Claims	to	Checks	1	Total	58,993.95	Manual	Held	Total	58,993.95
FUND 172	Claims	to	Checks	1	Total	10,081.99	Manual	Held	Total	10,081.99
FUND 176	Claims	to	Checks	4	Total	2,383.26	Manual	Held	Total	2,383.26
FUND 400	Claims	to	Checks	19	Total	492,415.56	Manual	Held	Total	492,415.56
FUND 404	Claims	to	Checks	1	Total	200,000.00	Manual	Held	Total	200,000.00
Total for all Funds			Checks	82	Total	946,061.88	Manual	Held	Total	946,061.88

CITY OF GAUTIER
MEMORANDUM

To:	Paula Yancey, City Manager
From:	Chassity Bilbo, Executive Assistant
Date:	03/27/2017
Subject:	Approval and authorization to pay business landlord expenses to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000

REQUEST:
The Executive Department requests approval and authorization to pay business landlord reestablishment expenses in the amount of $25,000.00, searching expenses in the amount of $855.56, and related nonresidential eligible expenses in the amount of $6,421.23 to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

BACKGROUND:
This project is intended to provide improved traffic operations and safety on Martin Bluff Road. The project limits are between Gautier-Vancleave Road and the Service Road north of Interstate 10. This project is now in the right-of-way acquisition phase.

DISCUSSION:
Business landlord reestablishment expenses are provided to make a new site suitable for business. Business searching expenses are provided to compensate the business owner for the time and effort required in locating a new business property. Business landlord nonresidential eligible expenses cover moving fees. Business reestablishment costs are subject to the federal maximum amount of $25,000,searching expenses in the amount of $2,500, and actual cost paid for nonresidential eligible expenses.

RECOMMENDATION:
The Executive Department recommends that City Council pay business landlord reestablishment expenses in the amount of $25,000.00 and searching expenses in the amount of $855.56, and nonresidential eligible expenses in the amount of $6,421.23 to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000

The City Council may:

1. Approve and authorize to pay business landlord reestablishment expenses in the amount of $25,000.00, searching expenses in the amount of $855.56, and related nonresidential eligible expenses in the amount of $6,421.23 to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000; or
2. Not approve and authorize to pay business landlord reestablishment expenses in the amount of $25,000.00, searching expenses in the amount of $855.56, and related nonresidential eligible expenses in the amount of $6,421.23 to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000.

ATTACHMENTS:

1. Approval and authorization to pay business landlord expenses to West Enterprises, LLC
2. West Enterprises, LLC Invoice

CITY OF GAUTIER
Consent Agenda Item #1
Fact Sheet

Council Meeting:	April 4, 2017
Title:	Approval and authorization to pay business landlord expenses to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000
Introduced by:	
Contact Person/Telephone	April Havens 497-8000 Ext. 315

Summary Explanation: Approval and authorization to pay business landlord reestablishment expenses in the amount of $25,000.00, searching expenses in the amount of $855.56, and related nonresidential eligible expenses in the amount of $6,421.23 to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		AYES	NAYS	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2017

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the business landlord reestablishment expenses in the amount of $25,000.00, searching expenses in the amount of $855.56, and related nonresidential eligible expenses in the amount of $6,421.23 to West Enterprises, LLC for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000. searching expenses in the amount $2,500.00 to Marie Kuffskie for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000 is hereby approved and authorized for payment.

IT IS FURTHER ORDERED that MDOT's relocation reviewer approves all relocation offer amount before the offer is made (even below $50,000).

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 April 4, 2017.

ROW-320

City of Gautier, Mississippi

Date March 15, 2017 **INVOICE - RIGHT OF WAY** P.O. Number 941/

State Vendor No. V99941ROWY0 Customer Acct. No.

Payee West Enterprises, LLC

Mortgagee N/A

Address 4101 Gautier Vancleave Road
Gautier, MS 39553

Acquired By:
Agreement
Settlement
Condemnation
Special
Circuit
Supreme

Nature of Title
Fee Simple
Perm. Ease
Temp. Ease
D.E.
84-01 RELOCATION

TIN NO.

Project No. STP 9194-00-(001) LPA/105069-801000 | County Jackson | File No. 4-1 West Enterprises, LLC

Description	Amount
BUSINESS LANDLORD	
Searching Expenses	$ 855.56
Reestablishment Expenses	$ 25,000.00
Related Nonresidential Eligible Expenses	$ 6,421.23
W-9 Signed - 4/12/16	
HOLD CHECK FOR RELOCATION AGENT	
TOTAL INVOICE	**$ 32,276.79**

Recommended For Payment
Mark Dye
Relocation Agent, Mark Dye

Relocation Reviewer, Bruce Fogg

Approved
Paula Yancey, City Manager
City of Gautier, Mississippi
By
Signature and Title

Paid By
Warrant No.
Req. No.
Date

OCA	Object Level 3	User Code 1 (Function)	User Code 2 (Part. Code	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres

CITY OF GAUTIER
MEMORANDUM

To:	Paula Yancey, City Manager
From:	Jason Pugh, Human Resources Director
Date:	03/27/2017
Subject:	Renewal of the contract with Singing River Services for the Lifecare Plus Employee Assistance Program.

REQUEST:

The Human Resources Department requests City Council approval to renew the contract between Singing River Services and the City of Gautier for the Employee Assistance Program (EAP) or Life Care Plus Program for the contract period of April 15, 2017 thru April 15, 2018.

BACKGROUND:

The Employee Assistance Program was first approved on April 6, 2004 by the Gautier City Council and has been a part of the City of Gautier's Wellness Benefit Program for employees since. The City of Gautier adopted a policy to provide these services to our employees as part of our benefit package and renews this contract annually.

DISCUSSION:

The Life Care Plus Program (EAP) essentially provides our employees with short term counseling services for a variety of life issues. This program is also designed to assist city management in handling and resolving employee problems such as:

Poor job performance
Absenteeism
On-the-job accidents
Employee/Employer relations
Presenteeism
Psychological evaluations (Fitness for duty exams)
24/7 Emergency crisis services
Substance abuse/Chemical dependency
Mental Health Treatment
Face to Face counseling sessions (6 sessions)

The contract renewal cost is $3,000 and is currently budgeted for fiscal year 2017.

RECOMMENDATION:

The Human Resources Department recommends that the Gautier City Council approve the renewal of the attached contract.

ATTACHMENTS:

1. Contract with Singing River Services for the Lifecare Plus Employee Assistance Program
2. EAP Contract for 2017-2018

CITY OF GAUTIER
Consent Agenda Item #2
Fact Sheet

Council Meeting:	**April 4, 2017**
	Order renewing Singing River Services Life Care Plus Program (EAP) Contract
Title:	
Introduced by:	
Contact Person/Telephone	**Jason Pugh 497-8000 ext. 307**

Summary Explanation: Order renewing the contract between Singing River Services and the City of Gautier for Employee Assistance Program or Life Care Plus Program for the contract period of April 15, 2017 thru April 15, 2018.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the renewal of the contract with Singing River Services for the Employee Assistance Program or Life Care Plus program for the period of April 15, 2017 thru April 15, 2018 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 April 4, 2017.

SINGING RIVER SERVICES

3407 Shamrock Court
Gautier, MS 39553

Phone (228) 497-0690 **Fax (228) 497-0794**

Satellites:

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

Substance Abuse:

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

Developmental Disabilities:

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

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

Clubhouses:

Outreach Clubhouse
1916 Ladnier Rd.
Gautier, MS 39553
(228) 497-6940
Fax (228) 497-6856

Center for Encouragement
94 Cowart Street
Lucedale, MS 39452
(604) 947-7110
Fax (601) 947-8812

Group Homes:

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

Children's/Elderly Services
4507 McArthur Street
Pascagoula, MS 39567
(228) 696-0030
Fax (228) 712-2783

Emergency Services:

(228) 497-0690

March 16, 2017

City of Gautier
3330 Highway 90
Gautier, MS 39553

Dear Mr. Pugh:

Enclosed is the EAP contract for Singing River Services and City of Gautier. The contract is for the period April 15, 2017 to April 15, 2018. After reviewing, if there are no questions, please sign and return to us at your convenience.

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

Sincerely:

Beth Fenech, M.S. CMHT, CAT

Beth Fenech, M.S, CMHT, CAT
Quality and Training Officer

Cc: Dr. Sherman F. Blackwell, II

PROPOSAL

FOR

LIFE CARE PLUS SERVICES

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

RECITALS

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

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

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

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

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

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

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

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

I. PROVIDER'S OBLIGATION:

The PROVIDER will use its best efforts to provide the following services ("EAP Services") from April 15, 2017 to April 15, 2018 (the "Contract Period") for beneficiaries.

A. General Program Development Services:

1. Emergency Crisis Services: The Provider agrees to provide an "emergency help line" telephone consultation service operated twenty-four (24) hours per day and seven (7) days per week. Normal EAP counseling hours are 8:00 a.m. – 5:00 p.m., Monday through Friday.

2. Arranging for Services: The Provider agrees to provide EAP counselor for face-to-face confidential emergency consultation with the Beneficiary within twenty-four (24) hours over the weekdays or forty-eight (48) hours over the weekend, if requested by the Beneficiary; the Provider agrees that Beneficiaries can reach an EAP counselor by making a phone call to Singing River Services from 8:00 a.m. to 5:00 p.m. Monday through Friday for an appointment. Telephone referrals will be made in severe crisis to the emergency room and support groups, etc., so that the recovery process can commence.

3. Extent of Services and Exclusions: Each beneficiary may have access to all mental health services available through the contractor at no out-of-pocket expense and at no charge to the Subscriber's insurance program subject to the following limitations:

a. Services normally provided by the Provider are covered. Service needs that are not normally provided at any of the Singing River Services facilities are not covered (i.e., hospitalization).

b. A legal DUI assessment fee of $100.00 will be charged to the Beneficiary arrested for DUI offense and who seeks counseling by referral to Singing River Services.

c. Receipt of funds pursuant to this agreement does not preclude the provider from charging other third parties covering beneficiaries for services. This includes Medicaid and insurance covering primarily other family members and special grant funds. In such event, funds received pursuant to this agreement will be used to pay co-payments, if any.

d. Room and board will be provided at The Stevens Center only. A Deductible of $250.00 will be charged to the beneficiary participating in the Stevens Center Residential treatment. The balance is covered by this contract.

e. A deductible of $100.00 will be charged to the beneficiary participating in the Phoenix Intensive Outpatient Alcohol and Drug Program. The balance will be covered by the contract.

f. Clinical visits are not to exceed six (6) visits per client.

4. Liaison Services: Provider agrees to provide an EAP coordinator to serve as a Liaison between the Subscriber and the Provider, to plan and help implement wellness and prevention programming, to encourage employee participation of the EAP, and to gain the recognition of problems which may later impede their work performance.

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

1. The EAP coordinator (or a member of Provider's Staff) agrees to refer Subscriber's employees and/or their dependents to an appropriate competent professional treatment program with Singing River Services at no cost or, if necessary, to an outside resource at the expense of the beneficiary for services not covered by this agreement. Such referrals and general assessments shall include the beneficiaries' problem list, social summary, assessment of mental status, tentative diagnosis, and recommended treatment.

2. The Provider agrees to supply the Subscriber's supervisors with a Supervisory guide for making referrals to the EAP. The EAP counselor will assist the employee in formulating an assistance plan, will identify appropriate therapeutic resources, and will document employee progress therein.

3. The Provider agrees to arrange, as appropriate and as needed, ongoing consultation with Subscriber regarding special handling or re-integration of employees after treatment.

4. The Provider will suggest that any employee seeking counseling regarding

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

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

C. Reporting Services:

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

2. Quarterly reports regarding employee usage will be submitted to ____________________.

II. SUBSCRIBER'S OBLIGATIONS:

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

A. Commitments:

1. To issue a policy directive announcing the availability of EAP services to its employees and shall allow on-the-job time for training sessions for supervisors as well as orientation programs for non-supervisory employees which sessions will be made available by the Provider. The Subscriber will assist in disseminating promotional and educational materials designed to encourage utilization.

2. To pay the Provider $3000.00 per year, in consideration of the Life Care Plus services performed by the Provider for the duration of the contract period. The agreement shall be extended automatically under the same terms unless either party shall notify the other party in writing at least thirty (30) days prior to the end of the initial term or any renewal terms that alterations or termination is desired. Fee rates remain the same until the anniversary date and may be renegotiated before continuance of EAP and counseling services and initiation of a new contact.

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

B. Miscellaneous:

1. <u>Licensure</u>: The Provider represents and warrants that it is duly licensed and certified to provide covered services in Mississippi, where covered services to beneficiaries are rendered and shall maintain such standing while an agreement is in effect.

2. <u>Professional Liability Insurance Coverage</u>: The Provider, at its sole cost and expense, shall provide and maintain such policies of general liability and professional liability insurance, other insurance as shall be necessary to insure the Provider and its personnel and agents against any claims for damages arising by reason of personal injuries or death occasions, directly or indirectly in connection with the performance of any service provided hereunder.

3. <u>Confidentiality of Records</u>: Both the Subscriber and Provider agree that mental health and substance abuse records of beneficiaries shall be treated as confidential so as to comply with all federal and state laws and regulations regarding the confidentiality of patient records. Provider reserves the right to use the information without disclosing the identity of the beneficiaries for reporting purposes.

4. <u>Termination for Cause</u>: The Agreement may be terminated for cause under the following conditions:

   a. Upon default by the Subscriber in payment of compensation in accordance with the Agreement. The Provider may terminate the Agreement thirty (30) days after the Provider has given written notice to the Subscriber of such default.

   b. Upon material breach of the Agreement by either party, the non-breaching party may terminate the Agreement after thirty (30) days written notice to the breaching party, specifying the facts and circumstances of the breach.

   c. If any legal action or other proceeding is brought for the enforcement of the Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with any provisions of the Agreement, recovery shall be limited to any and all damages available under Mississippi law to the extent proven in a Court of law.

5. Hold Harmless: The Provider shall hold harmless and indemnify the Subscriber from any claims, losses, damages, judgements, liabilities, costs expenses or obligations, including but not limited to attorney fees and expenses arising out of or resulting from the Provider's gross negligence or willful misconduct in its provisions of mental health and substance abuse services to beneficiaries.

6. Nothing in this agreement shall limit the responsibility of either party to fully comply with medical confidentiality requirements under any applicable state of federal law, including but not limited to HIPAA.

IN WITNESS WHEREOF, the parties have entered in to this agreement on the_________ day of _________________________, 2017.

SINGING RIVER SERVICES
Tax ID Number 64-0650708

BY: ____
Sherman F. Blackwell, II
Executive Director

CITY OF GAUTIER:

BY: ____
City Manager's Signature

CITY OF GAUTIER
MEMORANDUM

To:	Paula Yancey, City Manager
From:	Chassity Bilbo, Executive Assistant
Date:	03/27/2017
Subject:	Approval and authorization to pay last resort housing to Timothy and Sadie Richardson and DCD Construction, Inc. on behalf of Timothy and Sadie Richardson for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000.

REQUEST:

The Executive Department requests approval and authorization to pay last resort housing purchase supplement payment in the amount of $48,450.00, incidental expenses in the amount of $3,351.00, moving expenses in the amount of $1,850.00, purchase supplement payment – french drain in the amount of $4,300.00, purchase supplement payment – wood privacy fence in the amount of $5,423.00, purchase supplement payment – storage shed in the amount of $4,200.00 to Timothy Carter and Sadie Richardson, and purchase supplement payment – concrete driveway in the amount of $6,077.00 payable to DCD Construction, Inc. on behalf of Timothy Carter and Sadie Richardson, for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

BACKGROUND:

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

DISCUSSION:

Last resort housing is a relocation assistance term used when replacement housing payments exceed regulatory limits. (For people who live in a home being acquired for the project.) The regulatory limit for tenants is $7,200. The regulatory limit for owners is $31,000. Last resort housing has no regulatory limit because lawmakers require us to do whatever is necessary to provide replacement housing within a displaced person's financial means. MDOT's relocation reviewer approves all relocation offer amounts before the offer is made (even when offers are below $50,000).

Incidental expenses are the same thing as closing costs. These are one-time costs associated with buying a home that a buyer typically pays, and they are reasonable and necessary expenses. Examples of eligible incidental expenses would include loan origination fees, attorney fees, recording fee, home inspection fees, appraisal fees, pest inspection fees, owner's and lender's title insurance, etc. Examples of ineligible incidental expenses include Realtor fees, which are typically paid by the seller, and insurance/taxes, which are annual fees, not one-time expenses.

Additional project-specific purchase supplement payments related to this site are for correcting problems and adding amenities to the new home that were enjoyed in the home acquired for right of way.

RECOMMENDATION:

The Executive Department recommends that City Council pay last resort housing purchase supplement payment in the amount of $48,450.00, incidental expenses in the amount of $3,351.00, moving expenses in the amount of $1,850.00, purchase supplement payment – french drain in the amount of $4,300.00, purchase supplement payment – wood privacy fence in the amount of $5,423.00, purchase supplement payment –

storage shed in the amount of $4,200.00 to Timothy Carter and Sadie Richardson, and purchase supplement payment – concrete driveway in the amount of $6,077.00 payable to DCD Construction, Inc. on behalf of Timothy Carter and Sadie Richardson, for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

The City Council may:

1. Approve and authorize to pay last resort housing purchase supplement payment in the amount of $48,450.00, incidental expenses in the amount of $3,351.00, moving expenses in the amount of $1,850.00, purchase supplement payment – french drain in the amount of $4,300.00, purchase supplement payment – wood privacy fence in the amount of $5,423.00, purchase supplement payment – storage shed in the amount of $4,200.00 to Timothy Carter and Sadie Richardson, and purchase supplement payment – concrete driveway in the amount of $6,077.00 payable to DCD Construction, Inc. on behalf of Timothy Carter and Sadie Richardson, for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000; or
2. Not approve and authorize to pay last resort housing purchase supplement payment in the amount of $48,450.00, incidental expenses in the amount of $3,351.00, moving expenses in the amount of $1,850.00, purchase supplement payment – french drain in the amount of $4,300.00, purchase supplement payment – wood privacy fence in the amount of $5,423.00, purchase supplement payment – storage shed in the amount of $4,200.00 to Timothy Carter and Sadie Richardson, and purchase supplement payment – concrete driveway in the amount of $6,077.00 payable to DCD Construction, Inc. on behalf of Timothy Carter and Sadie Richardson, for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

ATTACHMENTS:

1. Approval and authorization to pay last resort housing to Timothy and Sadie Richardson and DCD Construction, Inc. on behalf of Timothy and Sadie Richar
2. Invoice Carter & Richardson Martin Bluff Rd

CITY OF GAUTIER
Consent Agenda Item #3
Fact Sheet

Council Meeting:	April 4, 2017
Title:	Approval and authorization to pay last resort housing to Timothy and Sadie Richardson and DCD Construction, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.
Introduced by:	
Contact Person/Telephone	April Havens 497-8000 Ext. 315

Summary Explanation: Approval and authorization to pay last resort housing in the amount of $48,450.00, incidental expenses in the amount of $3,351.00, moving expenses in the amount of $1,850.00, purchase supplement payment – french drain in the amount of $4,300.00, purchase supplement payment – wood privacy fence in the amount of $5,423.00, purchase supplement payment – storage shed in the amount of $4,200.00 to Timothy Carter and Sadie Richardson, and purchase supplement payment – concrete driveway in the amount of $6,077.00 payable to DCD Construction, Inc. on behalf of Timothy Carter and Sadie Richardson, for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		AYES	NAYS	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2017

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the last resort housing in the amount of $48,450.00, incidental expenses in the amount of $3,351.00, moving expenses in the amount of $1,850.00, purchase supplement payment – french drain in the amount of $4,300.00, purchase supplement payment – wood privacy fence in the amount of $5,423.00, purchase supplement payment – storage shed in the amount of $4,200.00 to Timothy Carter and Sadie Richardson, and purchase supplement payment – concrete driveway in the amount of $6,077.00 payable to DCD Construction, Inc. on behalf of Timothy Carter and Sadie Richardson, for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000. is hereby approved and authorized for payment.

IT IS FURTHER ORDERED that MDOT's relocation reviewer approves all relocation offer amount before the offer is made (even below $50,000).

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 April 4, 2017.

City of Gautier, Mississippi

Date March 22, 2017 **INVOICE - RIGHT OF WAY** P.O. Number 941/

State
Vendor No. V99941ROWY0 Customer Acct. No.

Payee Timothy Carter and Sadie Richardson

Mortgagee N/A

Address 5500 Collingswood
Gautier, MS 39553

Acquired By:
Agreement
Settlement
Condemnation
Special
Circuit
Supreme

Nature of Title
Fee Simple
Perm. Ease
Temp. Ease
D.E.
84-01 RELOCATION

TIN NO.

Project No.	STP 9194-00-(001) LPA/105069-801000	County	Jackson	File No.	016-00-00-W

Description	Amount
LAST RESORT HOUSING	
Residential - Owner	
Purchase Supplement Payment - Purchase Replacement Dwellin	$ 48,450.00
Incidental Expenses	$ 3,351.00
W-9s Signed on 04/04/16	
Martin Bluff Road Widening Project	
TOTAL INVOICE	**$ 51,801.00**

Recommended For Payment

Relocation Agent, Mark Dye

Relocation Reviewer, Bruce Fogg

Approved

Paula Yancey, City Manager
City of Gautier, Mississippi

By
Signature

Paid By
Warrant No.

Req. No.

Date

OCA	Object Level 3	User Code 1 (Function)	User Code 2 Part. Code	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres

City of Gautier, Mississippi

Date March 16, 2017 **INVOICE - RIGHT OF WAY** P.O. Number 941/

State
Vendor No. V99941ROWY0 Customer Acct. No.

Payee Timothy Carter and Sadie Richardson

Mortgagee N/A

Address 5500 Collingswood
Gautier, MS 39553

Acquired By:	**Nature of Title**
Agreement	Fee Simple
Settlement	Perm. Ease
Condemnation Special Circuit Supreme	Temp. Ease
	D.E.
	84-01 RELOCATION

TIN NO.

Project No. STP 9194-00-(001) LPA/105069-801000	County Jackson	File No. 016-00-00-W

Description	Amount
LAST RESORT HOUSING **Residential - Owner** Moving Expenses	$ 1,850.00
W-9s Signed on 04/04/16	
Martin Bluff Road Widening Project	
TOTAL INVOICE	**$ 1,850.00**

Recommended For Payment	Approved	Paid By
Relocation Agent, Mark Dye	Paula Yancey, City Manager City of Gautier, Mississippi	Warrant No.
		Req. No.
Relocation Reviewer, Bruce Fogg	By Signature	Date

OCA	Object Level 3	User Code 1 (Function)	User Code 2 Part. Code	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres

City of Gautier, Mississippi

Date March 16, 2017 **INVOICE - RIGHT OF WAY** P.O. Number 941/

State Vendor No. V99941ROWY0 Customer Acct. No. ______

Payee DCD Construction, Inc.

for Timothy Carter and Sadie Richardson

Mortgagee N/A

Address 6512 Rose Farm Road

Ocean Springs, MS 39564

Acquired By:	**Nature of Title**
Agreement ____	Fee Simple ____
Settlement ____	Perm. Ease ____
Condemnation	Temp. Ease ____
Special ____	
Circuit ____	D.E. ____
Supreme ____	84-01 RELOCATION

TIN NO.

Project No.	County	File No.
STP 9194-00-(001) LPA/105069-801000	Jackson	016-00-00-W

Description	Amount
LAST RESORT HOUSING **Residential - Owner** Purchase Supplement Payment - French Drain	$ 4,300.00
W-9 Signed on 03/23/17	
Martin Bluff Road Widening Project	
TOTAL INVOICE	**$ 4,300.00**

Recommended For Payment	Approved	Paid By
Relocation Agent, Mark Dye	Paula Yancey, City Manager City of Gautier, Mississippi	Warrant No. ______
Relocation Reviewer, Bruce Fogg	By ______ Signature	Req. No. ______ Date ______

OCA	Object Level 3	User Code 1 (Function)	User Code 2 Part. Code	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres

ROW-320

City of Gautier, Mississippi

Date March 16, 2017 **INVOICE - RIGHT OF WAY** P.O. Number 941/

State Vendor No. V99941ROWY0 Customer Acct. No.

Payee DCD Construction, Inc.

for Timothy Carter and Sadie Richardson

Mortgagee N/A

Address 6512 Rose Farm Road

Ocean Springs, MS 39564

Acquired By:

Agreement
Settlement
Condemnation
Special
Circuit
Supreme

Nature of Title

Fee Simple
Perm. Ease
Temp. Ease
D.E.
84-01 RELOCATION

TIN NO.

Project No. STP 9194-00-(001) LPA/105069-801000 | County Jackson | File No. 016-00-00-W

Description	Amount
LAST RESORT HOUSING **Residential - Owner** Purchase Supplement Payment - Wood Privacy Fence	$ 5,423.00
W-9 Signed on 03/23/17 **Martin Bluff Road Widening Project**	
TOTAL INVOICE	**$ 5,423.00**

Recommended For Payment

Relocation Agent, Mark Dye

Relocation Reviewer, Bruce Fogg

Approved

Paula Yancey, City Manager
City of Gautier, Mississippi

By
Signature

Paid By
Warrant No.

Req. No.

Date

OCA	Object Level 3	User Code 1 (Function)	User Code 2 Part. Code	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres

ROW-320

City of Gautier, Mississippi

Date March 16, 2017

INVOICE - RIGHT OF WAY

P.O. Number 941/

State Vendor No. V99941ROWY0 Customer Acct. No.

Payee DCD Construction, Inc.

for Timothy Carter and Sadie Richardson

Mortgagee N/A

Address 6512 Rose Farm Road

Ocean Springs, MS 39564

Acquired By:	**Nature of Title**
Agreement	Fee Simple
Settlement	Perm. Ease
Condemnation	Temp. Ease
Special	
Circuit	D.E.
Supreme	
	84-01 RELOCATION

TIN NO.

Project No.	County	File No.
STP 9194-00-(001) LPA/105069-801000	Jackson	016-00-00-W

Description	Amount
LAST RESORT HOUSING **Residential - Owner** Purchase Supplement Payment - Storage Shed	$ 4,200.00
W-9 Signed on 03/23/17	
Martin Bluff Road Widening Project	
TOTAL INVOICE	**$ 4,200.00**

Recommended For Payment

Relocation Agent, Mark Dye

Relocation Reviewer, Bruce Fogg

Approved

Paula Yancey, City Manager
City of Gautier, Mississippi

By
Signature

Paid By
Warrant No.

Req. No.

Date

OCA	Object Level 3	User Code 1 (Function)	User Code 2 Part. Code	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres

ROW-320

City of Gautier, Mississippi

Date March 16, 2017 **INVOICE - RIGHT OF WAY** P.O. Number 941/

State Vendor No. V99941ROWY0 Customer Acct. No.

Payee DCD Construction, Inc.

for Timothy Carter and Sadie Richardson

Mortgagee N/A

Address 6512 Rose Farm Road

Ocean Springs, MS 39564

Acquired By:

Agreement ____
Settlement ____
Condemnation
Special ____
Circuit ____
Supreme ____

Nature of Title

Fee Simple ____
Perm. Ease ____
Temp. Ease ____
D.E. ____
84-01 RELOCATION

TIN NO.

Project No. STP 9194-00-(001) LPA/105069-801000	County Jackson	File No. 016-00-00-W

Description	Amount
LAST RESORT HOUSING **Residential - Owner** Purchase Supplement Payment - Concrete Driveway	$ 6,077.00
W-9 Signed on 03/23/17	
Martin Bluff Road Widening Project	
TOTAL INVOICE	**$ 6,077.00**

Recommended For Payment	Approved	Paid By
Relocation Agent, Mark Dye	Paula Yancey, City Manager City of Gautier, Mississippi	Warrant No.
Relocation Reviewer, Bruce Fogg	By Signature	Req. No. Date

OCA	Object Level 3	User Code 1 (Function)	User Code 2 Part. Code	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres

CITY OF GAUTIER
MEMORANDUM

To:	Paula Yancey, City Manager
From:	Chassity Bilbo, Executive Assistant
Date:	03/29/2017
Subject:	Approval and authorization to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000

REQUEST:

The Executive Department requests approval and authorization to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land in the amount of $500.00 to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

BACKGROUND:

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

DISCUSSION:

This cost covers the quitclaim deed only for the property.

RECOMMENDATION:

The Executive Department recommends that City Council approve and authorize to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land in the amount of $500.00 to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000. The City Council may:

1. Approve and authorize payment for quitclaim deed 6,772 sq. foot (0.16 acres) of land in the amount of $500.00 to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc.; or
2. Not approve and authorize payment for quitclaim deed 6,772 sq. foot (0.16 acres) of land in the amount of $500.00 to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc.

ATTACHMENTS:

1. Approval and authorization to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterp
2. Invoice 1 Steve Wilson Enterprises

CITY OF GAUTIER
Consent Agenda Item #4
Fact Sheet

Council Meeting:	**April 4, 2017**
Title:	**Approval and authorization to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000**
Introduced by:	
Contact Person/Telephone	**April Havens 497-8000 Ext. 315**

Summary Explanation: Approval and authorization to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		AYES	NAYS	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2017

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that authorization to pay quitclaim deed-6,772 sq. foot (0.16 acres) of land to Pringle and Roemer, PLLC Trust Account for Steve Wilson Enterprises, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001)LPA/105069-801000 is hereby approved and authorized for payment.

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 April 4, 2017.

ROW-320

City of Gautier, Mississippi

Date March 28, 2017

INVOICE - RIGHT OF WAY

P.O. Number 941/

State
Vendor No. V000167376-1   Customer Acct. No.

Payee Pringle and Roemer, PLLC Trust Account
for Steve Wilson Enterprises, Inc.

Mortgagee N/A

Address P.O. Box 211
Biloxi, MS 39533

Acquired By:		**Nature of Title**	
Agreement	X	Fee Simple	X
Settlement		Perm. Ease	
Condemnation		Temp. Ease	
Special		D.E.	
Circuit			
Supreme		84-01 Acquisition	

TIN NO.

Project No.	STP-9194-00(001) LPA/105069-801000	County	Jackson	File No.	Parcel: 001-00-00-Q Steve Wilson Enterprises, Inc.

Description	Amount
Quitclaim Deed 6,772 sq ft (0.16 acres) of land	$ 500.00
IRS W-9 Form signed 03-28-17	
Martin Bluff Road Widening Project	
TOTAL INVOICE	**$ 500.00**

Recommended For Payment	Approved	Paid By
Acquisition Agent, Mark Dye	Paula Yancey, City Manager	Warrant No.
		Req. No.
Signature	Signature	Date

OCA	Object Level 3	User Code 1 (Function)	User Code 2 (Part. Code)	Project/Detail Property ID Maint. Sec.	Amount	Parcel No.	Acres
46720	3120	124	1	STP-9194-00(001)	$ 500.00	001-00-00-Q	0.16

CITY OF GAUTIER
MEMORANDUM

To: Paula Yancey, City Manager
From: Jason Pugh, Human Resources Director
Date: 03/29/2017
Subject: Approval of the revised Schedule of Authorized Positions.

REQUEST:

The City Manager requests the approval of the attached Schedule of Authorized Positions which include two new job positions and the deletion of one current job position. The new positions are titled 1.) Park and Facilities Manager and 2.) Community Activities Manager. (Position descriptions attached)

The Cultural Services Director position will be eliminated and the employees in the Cultural Services Department reorganized.

BACKGROUND:

The Cultural Services Division currently handles all event planning and recreational activities within the city as well as maintenance and beautification of all facilities, parks and grounds.

The Cultural Services Division has 5 full time employees and 1 part time employee assigned to handle these duties.

DISCUSSION:

The City Manager requests council approval of the revised Schedule of Authorized Positions which reflect the addition of a Parks and Facilities Manager and a Community Activities Manager (descriptions attached). The Cultural Services Director and Department will be eliminated. Employees within the Cultural Services Department will be reorganized under the two new divisions being created. (See attached Org. Chart).

The current Cultural Services Director will be reclassified as the new Parks and Facilities Manager whose duties will consist solely of maintaining city parks, grounds and facilities. The parks and grounds employees will be reorganized under this division. The salary for this position will be $44,220.80 annually.

The Community Activities Manager position will be posted in-house first and then outside if no suitable candidates are found. This position will supervise the Recreation Coordinator and they will be responsible for all city events, recreation and other activities. The salary for this position will be $44,220.80 annually.

Both new managers will report directly to the City Manager (See attached org. chart)

If approved these changes will take effect on April 8, 2017.

FINANCIAL IMPACT

The net budget impact for these changes will be $51,568.51 annually.

RECOMMENDATION:

The City Manager recommends the approval of the revised Schedule of Authorized Positions reflecting two (2) new positions and the elimination of one current position.

The City Council may:
- approve the agenda item as presented; or
- approve the agenda item with changes; or
- reject the agenda item as presented.

ATTACHMENTS:

1. Approval of the revised Schedule of Authorized Positions.
2. Schedule of Authorized Positions
3. Organizational Chart
4. Community Activities Manager Job Description
5. Parks and Facilities Manager Job Description

CITY OF GAUTIER
Consent Agenda Item #5
Fact Sheet

Council Meeting:	**April 4, 2017**
Title:	**Approval of the Revised Schedule of Authorized Positions.**
Introduced by:	
Contact Person/Telephone	**Jason Pugh 497-8000 ext. 307**

Summary Explanation: Approval of the Revised Schedule of Authorized Positions.

EXHIBITS FOR REVIEW

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

Staff Recommendation:
Approval

Motion Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Gollott	☐	Martin	☐	Jones	☐	Guillotte	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Gollott	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	Jones	☐	☐	☐	☐
Ward 2	Guillotte	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2017

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the approval of the Revised Schedule of Authorized Positions is hereby approved

IT IS HEREBY ORDERED that Cultural Services Director and Department will be eliminated. Employees within the Cultural Services Department will be reorganized under the two new divisions being created. The current Cultural Services Director will be reclassified as the new Parks and Facilities Manager whose duties will consist solely of maintaining city parks, grounds and facilities. The parks and grounds employees will be reorganized under this division. The salary for this position will be $44,220.80 annually. The Community Activities Manager position will supervise the Recreation Coordinator and they will be responsible for all city events, recreation and other activities. The salary for this position will be $44,220.80 annually. Both new managers will report directly to the City Manager

IT IS FURTHER ORDERED that changes will take effect on April 8, 2017.

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 April 4, 2017.

Approved by City Council 04/04/17	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
JUDICIAL DEPARTMENT					
City Judge	N/A	N/A		1	
Total Funded				**1**	
Total Non-Funded					
EXECUTIVE DEPARTMENT					
City Manager	N/A	N/A	1		
Executive Asst./Grants Asst.	2080	13	1		
Grants and Project Administrator	2080	16	1		
Economic Developer			Unfunded (1)		
Parks and Facilities Division					
Parks and Facilities Manager	2080	14	1		
Parks Supervisor	2080	12	1		
Grounds and Maintenance Oper.	2080	7	2		
Student Laborer	N/A	N/A		1	
Park Attendant	N/A	N/A		4	
Community Activities Division					
Community Activities Manager	2080	14	1		
Recreation Coordinator	2080	10	1		
Total Funded			**9**	**5**	
Total Non-Funded			**1**		
FINANCE DEPARTMENT					
Comptroller	2080	21	1		
Finance Support Specialist	2080	14	1		
Accounting Generalist	2080	11	1		

Total Funded			**3**
Total Non-Funded			
HUMAN RESOURCES DEPARTMENT			
Director	2080	21	1
HR Generalist	2080	10	1
Maintenance Division			
Mechanic	2080	12	2
Multi-Craft Maintenance Worker	2080	12	1
Custodian	2080	7	1
Total Funded			**6**
Total Non-Funded			
CITY CLERK DEPARTMENT			
City Clerk	2080	21	1
Deputy City Clerk	2080	15	1
Purchasing Agent	2080	12	1
Administrative Clerk	2080	8	1
Court Division			
Court Clerk	2080	13	1
Deputy Court Clerk	2080	9	1
Total Funded			**6**
Total Non-Funded			
PLANNING DEPARTMENT			
Director/Building Official	2080	21	1
Administrative Clerk	2080	8	2
Building and Code Inspector	2080	13	1
Animal Control/Code Enf. Officer	2080	9	1

Total Funded			**5**		
Total Non-Funded					
POLICE DEPARTMENT					
Police Chief	2080	22	1		
Administrative Assistant IV	2080	12	1		
Captain	2080	15	3		
CID					
Detective Lieutenant	2080	14	1		
Detective Sergeant	2080	13	1		
Detective	2080	12	2		
Detective	2080	12	Unfunded (1)		
FBI Task Force Officer	2080	12	1		
Narcotics Officer	2080	12	1		
Crime Prevention Officer	2080	12	1		
Records Clerk	2080	8	1		
Patrol					
Patrol Lieutenant	2184	11	4		
Patrol Sergeant	2184	10S	4		
Patrol Officer	2184	9 or 10*	15		
Dispatcher/TAC Officer	2080	11	1		
Dispatcher	2184	7 or 8	8		
Traffic					
Traffic Sergeant	2184	10S	1		
K9 Officer	2080	10	1		
Traffic Officer	2184	10	3		
Traffic Officer	2184	10	Unfunded (1)		
School Crossing Guard	N/A	N/A		4	
Reserve Officer	N/A	N/A			21
Total Funded			**50**	**4**	**21**

Total Non-Funded			**2**	

** Probationary Officer/Grade 9*
Certified Officer/Grade 10

FIRE DEPARTMENT				
Fire Chief	2080	22	1	
Deputy Fire Chief/Fire Marshall	2080	20	1	
Administrative Assistant I	2080	9	1	
Fire Captain	2496	12	3	
Fire Lieutenant	2496	11	9	
Firefighter	2496	9 or 10*	24	
Part Time Firefighter	N/A	N/A		3
Total Funded			**39**	**3**
Total Non-Funded				

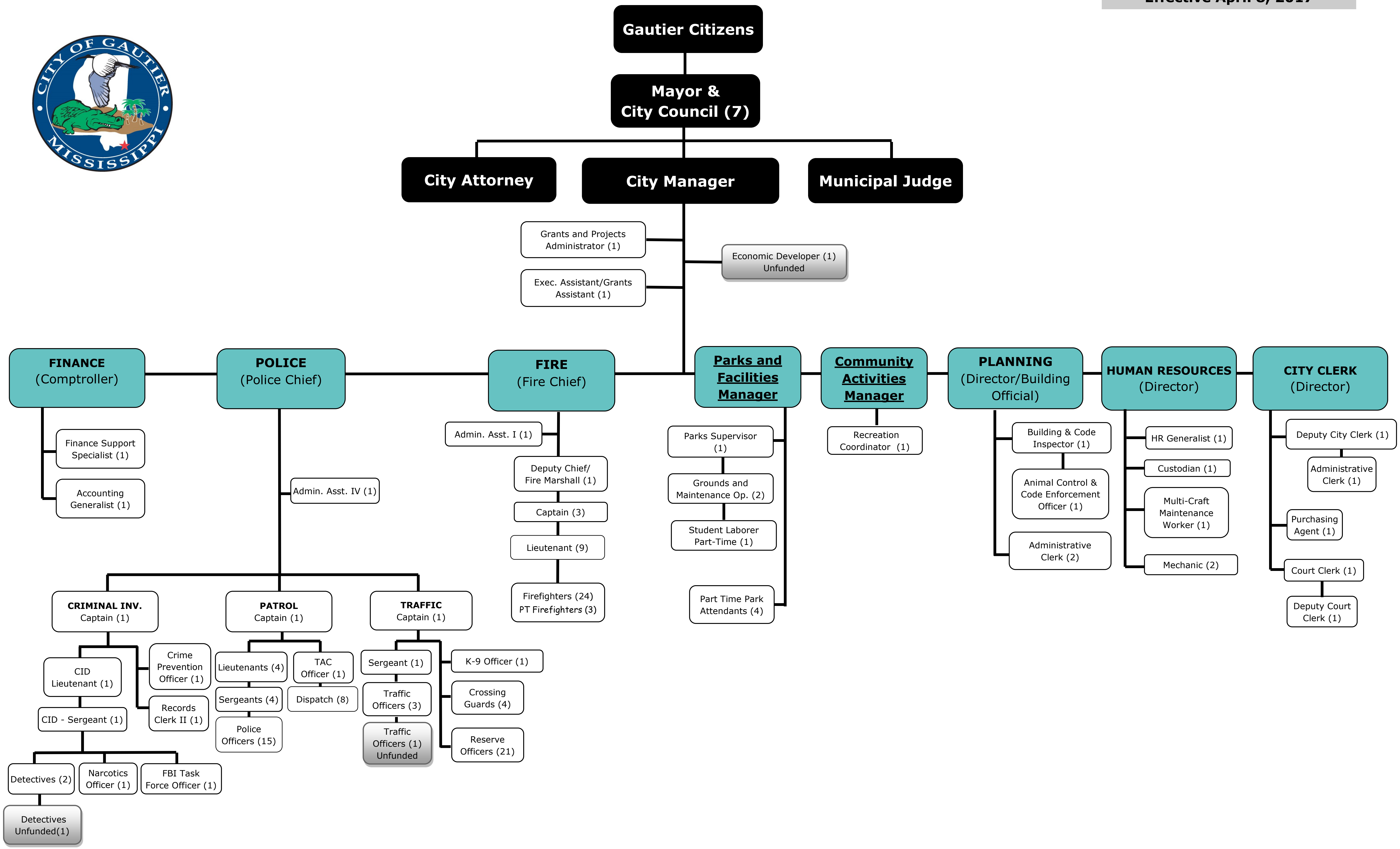
**Probationary Firefighter/Grade 9*
Certified Firefighter/Grade 10

Summary of Authorized Positions	**Full Time**	**Part Time**	**Reserve Positions**
Judicial: Funded		1	
Executive Dept: Funded	9	5	
Executive Dept: Unfunded	1		
Finance Dept: Funded	3		
Human Resources Dept: Funded	6		
City Clerk Dept: Funded	6		
Planning Dept: Funded	5		
Police Department: Funded	50	4	21
Police Department: Unfunded	2		
Fire Dept: Funded	39	3	
TOTAL	**118**	**13**	**21**
TOTAL UNFUNDED	**3**		

City of Gautier Organization Chart

FY 2017

Effective April 8, 2017



COMMUNITY ACTIVITIES MANAGER

Department:	Administration Department	**Pay Grade:**	14 (Schedule 2080)
Reports To:	City Manager	**Exempt (Y/N):**	Y
Competitive (Y/N):	N		

SUMMARY:

This position is a supervisory position responsible for planning, coordinating, and directing all community and recreational activities and special events. The Community Events Coordinator strategically develops, plans, and implements various special events and recreational activities for the community with ongoing evaluation of current events and potential development of new events to build community pride and increase economic development opportunities throughout the city.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Any one position of this class may not include all duties listed, nor do listed examples include all duties which may be found in positions of this class.)

- Develops, plans, and oversees seasonal/holiday special community events.
- Serves as the city liaison to private groups for special community events
- Develops and monitors the budget for scheduled community events.
- Documents and prepares reports related to activities and events.
- Plans and schedules events through the Senior Center and manages the Volunteer Senior Center Coordinator.
- Works closely with volunteers, coordinates volunteer activities to execute various programs and activities for the city.
- Ensures proper public relations with the media and community to ensure proper advertising of community events. Prepares and distributes promotional literature and press releases; coordinates media coverage of special programs.
- Oversees and supervises all recreation activities; makes recommendations to the City Manager on annual budget estimates and requests; and prepares regular reports of division activities.
- Finds sponsors for special events by soliciting area businesses and organizations.
- Attends Council meetings as needed; meets with individuals, civic and community groups, and other organizations to speak on matters pertaining to special events and recreation programs; cooperates with such groups in planning and organizing programs.
- Performs special projects and other duties as assigned by the City Manager.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

(Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.)

- Knowledge of occupational hazards involved in the work and the safety precautions for safe performance of the job.
- Ability to establish and maintain effective working relations; to express ideas clearly and concisely, orally and in writing, to groups, individuals, and in reports.
- Ability to initiate and organize policies and procedures pertaining to special events and parks and recreation programs and to supervise the work of subordinate personnel.
- Ability to plan, direct, and coordinate the work of volunteers, and to establish and maintain effective working relations as necessitated by work assignments.
- Ability to understand the needs of the community and to coordinate activities to fulfill these needs.
- Must be proficient in Microsoft Outlook, Word, Excel and Publisher.
- Ability to prepare, analyze, and administer budgets, prepare reports, and keep records.
- Must maintain a valid driver's license.

City Manager _________ Date ___________

SUPERVISORY RESPONSIBILITIES:

Directly manages the Recreation Coordinator.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job operates in a clerical office setting. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This is largely a sedentary role; however, some filing is required which would require the ability to lift files, open filing cabinets and bend or stand as necessary.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

Minimum of a High School diploma or GED equivalent plus five (5) years of related experience is required. Graduation with a bachelor's degree in a related field of study with related prior work experience is preferred. Past experience in event planning and coordination is essential. Any combination of education, skills, and experience sufficient to meet the requirements of the job will be considered.

REQUIRED LICENSES AND CERTIFICATES:

- Must maintain a valid driver's license.

CIVIL SERVICE MINIMUM QUALIFICATIONS: (Rule 4, Section 4.2)

For minimum qualifications established by the Mississippi Code, see Section 21-31-15.

PARKS AND FACILITIES MANAGER

Department:	Administration Department	**Pay Grade:**	14 (Schedule 2080)
Reports To:	City Manager	**Exempt (Y/N):**	Y
Competitive (Y/N):	N		

SUMMARY:

This is a supervisory position that is responsible for overseeing and facilitating the proper working condition and overall favorable appearance of city parks, facilities and grounds. This includes all city buildings and properties used by the public in accordance with City of Gautier policies and procedures and any valid use agreements.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Any one position of this class may not include all duties listed, nor do listed examples include all duties which may be found in positions of this class.)

- Demonstrates excellent customer service skills and a professional attitude with staff, contractors, and the public.
- Manages the office at Shepard State Park. Fills in at the Shepard State Park office in the absence of Park Attendants.
- Manages the grounds and building maintenance functions as they pertain to city facilities, parks, public lands, beautification projects and efforts.
- Provides direct supervision and oversight of the daily maintenance of city facilities, parks and beautification projects in the City of Gautier.
- Plans, prioritizes and implements work schedules for all employees under their supervision.
- Completes the necessary paperwork to complete daily tasks such as work orders, timesheets and material requisitions.
- Possesses the ability to safely use gardening hand tools and equipment including chainsaws, mowers, hedgers, augers and tool sharpening equipment.
- Provides training to staff in the proper and safe use of tools and equipment.
- Briefs the City Manager and makes recommendations on job status and personnel issues in the department.
- Supervises the Park Supervisor, Grounds and Maintenance Operators, Park Attendants, Student Laborer and Summer Workers when applicable.
- Performs special projects and other duties as assigned by the City Manager.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

(Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.)

- Thorough knowledge of the objectives and ideas of maintenance and beautification.
- Thorough knowledge of the equipment needed to manage city facilities and grounds.
- Knowledge of occupational hazards involved in the work and the safety precautions for safe performance of the job.
- Ability to establish and maintain effective working relations; to express ideas clearly and concisely, orally and in writing, to groups, individuals, and in reports.
- Ability to initiate and organize policies and procedures pertaining to grounds and facility maintenance and to supervise the work of subordinate personnel.
- Ability to plan, direct, and coordinate the work of volunteers, and to establish and maintain effective working relations as necessitated by work assignments.
- Must be proficient in Microsoft Outlook, Word, Excel and Publisher.
- Ability to prepare, analyze, and administer budgets, prepare reports, and keep records.
- Must maintain a valid driver’s license.

City Manager _________ Date ___________

SUPERVISORY RESPONSIBILITIES:

Directly manages the Park Supervisor, Grounds and Maintenance Operators, Park Attendants, Student Laborers and Seasonal Summer Workers.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, toxic or caustic chemicals, outdoor weather conditions, warm, cold and extreme heat. The employee is occasionally exposed to high, precarious places; risk of electric shock and vibration. The noise level in work environment is usually loud.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, heel, crouch, or crawl; and talk or hear. The employee frequently is required to walk and taste or smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds frequently and move up to 50 pounds at times. The employee will occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

High School diploma or GED equivalent with three (3) years of progressively responsible experience in the field of maintenance and beautification is preferred. Any combination of education, knowledge and experience to fulfill the requirements of the job will be accepted.

REQUIRED LICENSES AND CERTIFICATES:

- Must maintain a valid driver's license.

CIVIL SERVICE MINIMUM QUALIFICATIONS: (Rule 4, Section 4.2)

For minimum qualifications established by the Mississippi Code, see Section 21-31-15.