Tuesday
December 15, 2015
Gautier, Mississippi

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held December 15, 2015 at 6:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those present were Mayor Gordon Gollott, Council Members, Mary Martin, Johnny Jones, Hurley Ray Guillotte, Casey Vaughan, Rusty Anderson and Adam Colledge. Also present were Samantha Abell, City Manager; Cynthia Russell, City Clerk; and Josh Danos, City Attorney and other concerned citizens.

AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
December 15, 2015 @ 6:30 PM

I. Call to Order

1. **Prayer**

2. **Pledge of Allegiance**

II. Agenda Order Approval

III. Announcements

1. **Office closed Thursday, December 24th and Friday, December 25th in observance of Christmas Day; Thursday, December 31st and Friday, January 1st in observance of New Year's Day.**

IV. Presentation Agenda

V. Public Agenda

1. **Agenda Comments**

VI. Business Agenda

1. **Consideration of an amendment to the Animal Control Ordinance to address animals at unoccupied premises, with General Procedure Updates.**

2. **Order re-bidding the Initial Stabilization Phase of the Gautier Colored School House Rehabilitation Project.**

3. **Order approving a Professional Services Agreement from Right of Way Technology, Inc. for the Martin Bluff Road Bridge and Road Improvements in the amount of $9,200.00 to acquire four (4) parcels.**

4. **Order authorizing an amendment to existing services agreement with Ad2, Inc. to increase hosting service fees for Shepard State Park from monthly charge of $31.50 to a monthly charge of $36.50.**

5. **Order approving Docket of Claims.**

6. **Discussion of FY2016 Legislative Priorities.**

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

1. **Order authorizing the change of City's Applicant Agent for Hurricane Katrina Projects to April Havens, Grants & Projects Manager.**

2. **Order designating April Havens, Grants & Projects Manager, as the City's Certified Local Government Coordinator for the Mississippi Department of Archives and History.**

3. **Order authorizing an Amended Project Agreement for an extension with the Mississippi Dept. of Wildlife, Fisheries and Parks for the Mississippi Recreational Trails Program Grant #28-RTP-0234.**

4. **Order approving Tidelands Funds Reallocation Requests to the Mississippi Department of Marine Resources for the FY2010 Tidelands Project in the amount of $348,811.50.**

5. **Order authorizing a Grant Agreement Modification for an extension with the Mississippi Department of Environmental Quality Local Government Solid Waste Assistance Program (SWC426-M2).**

6. **Order authorizing the acceptance of a sponsorship from Merchants & Marine Bank in the amount of $489.74 for Mayor Gollott's One Coast Mayor's Forum.**

7. **Order receiving November 2015 Privilege License Report.**

8. **Order approving minutes from Regular Council Meeting held December 1, 2015.**

9. **Consideration of a Home Occupation Application/Permit Fee for refund for Teri Gautier dba Gulf Commercial Group, 2603 Guillotteville Road (GPC #15-11-HO).**

10. **Order approving a contract for Professional Services with Covington Civil & Environmental, LLC to evaluate costs and operations of Jackson County Utility Authority.**

STUDY AGENDA

1. **Discuss Citizen Comments**
2. **Discuss Council Comments**
3. **Discuss City Manager Comments**
4. **Discuss City Clerk Comments**
5. **Discuss City Attorney Comments**

Adjourn until January 5, 2016 at 6:30 PM
www.gautier-ms.gov

Councilman Colledge made the motion to revise and approve the agenda as follows:

1. Revised Business Agenda Item #2 - Authorization to reject all bids and re-advertise/re-bid the Initial Stabilization Phase of the Gautier Colored School Rehabilitation Project.

2. Revised Business Agenda Item #4 - Authorization of an amendment to existing services agreement with Ad2, Inc. to increase fees for Shepard State Park from monthly charge of $25.00 to a monthly charge of $36.50.

3. Add Business Agenda Item #7 - Authorization to amend contract with Brown, Mitchell & Alexander, Inc., relating to the new fishing pier at Graveline Bayou, to include contract administration services previously removed by Council on November 3, 2015.

4. Pull Consent Agenda Item #6 - Order authorizing the acceptance of a sponsorship from Merchants & Marine Bank in the amount of $489.74 for Mayor Gollott's One Coast Mayor's Forum.

5. Table Business Item #6 - Discussion of FY2016 Legislative Priorities till the next Council Meeting on January 5, 2016.

Councilman Vaughan seconded the motion and the vote carried unanimously.

Announcements:

1. Office closed Thursday, December 24th and Friday, December 25th in observance of Christmas Day; Thursday, December 31st and Friday, January 1st in observance of New Year's Day.

PROCLAMATION

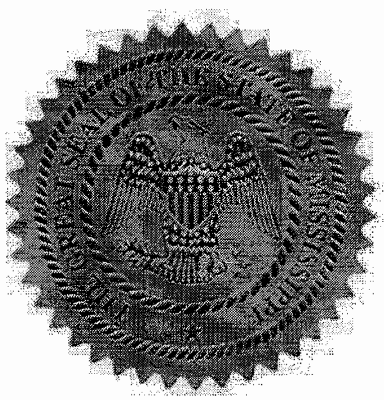
WHEREAS, pursuant to Miss. Code Ann. Section 3-3-7, Thanksgiving Day, Christmas Day and New Year's Day are declared legal holidays in the State of Mississippi; and

WHEREAS, during the Thanksgiving holiday and Christmas and New Year's season, many state employees will spend time with their families in Mississippi and in other states:

NOW, THEREFORE, I, Phil Bryant, Governor of the State of Mississippi, pursuant to the authority vested in me under the Constitution of the State of Mississippi and applicable statutes of the State of Mississippi, do hereby authorize the closing of all offices of the State of Mississippi on Thursday, November 26, 2015, in observance of THANKSGIVING DAY; on Friday, December 25, 2015, in observance of CHRISTMAS DAY; and on Friday, January 1, 2016, in observance of NEW YEAR'S DAY.

IN ADDITION, I hereby authorize the executive officers of all state agencies, in their discretion after considering the interests of the people of the State of Mississippi and the staffing needs of their respective agencies, to close all offices of the State of Mississippi on Friday, November 27, 2015, in further observance of the Thanksgiving holiday, on Thursday, December 24, 2015, in further observance of Christmas and on Thursday, December 31, 2015, in further observance of New Year's Day; and to staff their respective agencies as needed during the Thanksgiving holiday and Christmas and New Year's season.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Mississippi to be affixed.



DONE in the City of Jackson, on the 5th day of November in the year of our Lord, two thousand and fifteen, and of the Independence of the United States of America, the two hundred and fortieth.

Phil Bryant

PHIL BRYANT
GOVERNOR

BY THE GOVERNOR

C. Delbert Hosemann, Jr.

C. DELBERT HOSEMANN, JR.
SECRETARY OF STATE

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

ORDINANCE NUMBER 227-2015

AN ORDINANCE OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, TO AMEND CHAPTER 4: ANIMAL CONTROL OF THE CODE OF ORDINANCES OF THE CITY OF GAUTIER, PROHIBITING ANIMALS FROM BEING KEPT AT UNOCCUPIED PREMISES AND TO UPDATE GENERAL PROCEDURES

WHEREAS, is hereby found and determined that an update to the Animal Control Ordinances is needed.

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

SECTION 1. Chapter 4 of the Gautier Code of Ordinances shall be enacted as follows:

Section 4-2. Definitions.

Add the following definitions after *"Nuisance animal"*:

> "*Occupied Dwelling*" means any single family or multi-family attached or detached structure providing complete, independent human living facilities for living, sleeping, eating, cooking, and sanitation in which one or more persons routinely reside on a daily basis for eight (8) or more hours a day or fifty (50) hours in a single week.
>
> "*Occupied Premises*" means a premises containing an occupied dwelling.

Add the following definitions after *"Person"*:

> "*Premises*" means land together with structures.

Section 4-13. Confinement to premises.

Delete the section title and replace with the following:

> "Section 4-13. Confinement to occupied premises".

Redesignate subsection "(g)" to "(h)" and add a new paragraph at the end of the sub-section:

“(3) Move animals to a compliant premises.”

Insert a new subsection (g):

“(g) Animals shall only be kept on a premises containing an occupied dwelling.”

Section 4-37. Permit Required.

Delete the entire section and replace with the following:

“Section 4-37. Permit Required

All individuals residing in districts (except in AG Districts) desiring to keep livestock or fowl in the city shall first apply to the Department of Economic Development and Planning to obtain the required free permit.”

Section 4-41. Variances allowed on space requirements.

Delete the entire part (b) and replace with the following:

“(b) How variance obtained. An application for variance as set out in the preceding paragraph should be made on the appropriate form available at the Department of Economic Development and Planning, along with the appropriate fee in accordance with the City’s Fee Schedule. A public hearing will be conducted at the next available Planning Commission meeting and then sent to the City Council with recommendations. The City Council will review and render a final decision. Notice will be sent to the adjoining property owners, within five hundred (500) feet, a minimum of fifteen (15) days prior to the public hearing. Published notice prior to the public hearing shall following the same requirements as a zoning variance thereof.”

SECTION 2. All provisions of the ordinances of the City in conflict with the provisions of this section shall be and the same are hereby repealed and all other provisions of the ordinances of the City not in conflict with the provisions of this section shall remain in full force and effect.

SECTION 3. Should any sentence, paragraph subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole and, to that extent, the same shall remain in full force and effect.

SECTION 4. This ordinance shall become effective as provided by law.

Thereupon, upon motion duly made by **Councilwoman Martin**, seconded by **Councilman Anderson** to adopt the foregoing ordinance and received the following votes:

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **Hurley Ray Guillotte**

Thereupon, the Mayor declared said Ordinance approved, passed and adopted on this the **15th** day of **December**, 2015.

____
Gordon Gollott, Mayor

Attest: __________________________
C**ynthia Russell**
City Clerk

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Chandra Nicholson, Economic Development and Planning Director

Date: December 9, 2015

Subject: Consideration of an Amendment to the Animal Control Ordinance to Address Animals at Unoccupied Dwellings and General Procedure Updates

---

REQUEST:

The Economic Development and Planning Department is requesting an amendment to the Animal Control Ordinance. The amendment would not allow animals to be kept at unoccupied dwellings. Also, a few general procedures would be updated.

BACKGROUND:

Currently the Animal Control Ordinance does not address keeping of animals at vacant dwellings. Also, the Animal Control Ordinance requires the City Clerk's office to issue Livestock and Fowl Permits. Lastly, the Ordinance requires the applicant to gather names and addresses of adjoining property owners within 500'and file an affidavit with the City for Variance requests.

DISCUSSION:

The city has received neighborhood complaints concerning nuisance noise and odors related to animals being kept at vacant homes. City staff have investigated the complaints and have determined that changes to the Animal Control Ordinance are warranted.

In addition, Animal Control falls under the Economic Development & Planning Department, so the Livestock and Fowl Permits should be issued from that department.

Lastly, City staff gathers names/contact information for adjacent property owner notification, so there would be no need for the applicant to gather/provide that information or provide an affidavit for Variance requests.

RECOMMENDATION:

The City Council may:

1. Approve the proposed Animal Control Ordinance Amendment as presented; or
2. Approve the proposed Animal Control Ordinance Amendment with changes; orDeny the proposed Animal Control Ordinance Amendment.

ATTACHMENTS:

1. Draft Ordinance

DRAFT ORDINANCE

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

ORDINANCE NUMBER _________-2015

AN ORDINANCE OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, TO AMEND CHAPTER 4: ANIMAL CONTROL OF THE CODE OF ORDINANCES OF THE CITY OF GAUTIER, PROHIBITING ANIMALS FROM BE KEPT AT UNOCCUPIED PREMISES AND TO UPDATE GENERAL PROCEDURES

WHEREAS, is hereby found and determined that an update to the Animal Control Ordinances is needed.

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

SECTION 1. Chapter 4 of the Gautier Code of Ordinances shall be enacted as follows:

Section 4-2. Definitions.

Add the following definitions after *"Nuisance animal"*:

> "*Occupied Dwelling"* means any single family or multi-family attached or detached structure providing complete, independent human living facilities for living, sleeping, eating, cooking, and sanitation in which one or more persons routinely reside on a daily basis for eight (8) or more hours a day or fifty (50) hours in a single week.
>
> "*Occupied Premises"* means a premises containing an occupied dwelling.

Add the following definitions after *"Person"*:

> "*Premises"* means land together with structures.

Section 4-13. Confinement to premises.

Delete the section title and replace with the following:

> "Section 4-13. Confinement to occupied premises".

Redesignate subsection "(g)" to "(h)" and add a new paragraph at the end of the sub-section:

> "(3) Move animals to a compliant premises."

Insert a new subsection (g):

> "(g) Animals shall only be kept on a premises containing an occupied dwelling."

Section 4-37. Permit Required.

Delete the entire section and replace with the following:

> "Section 4-37. Permit Required
>
> All individuals residing in districts (except in AG Districts) desiring to keep livestock or fowl in the city shall first apply to the Department of Economic Development and Planning to obtain the required free permit."

Section 4-41. Variances allowed on space requirements.

Delete the entire part (b) and replace with the following:

> "(b) How variance obtained. An application for variance as set out in the preceding paragraph should be made on the appropriate form available at the Department of Economic Development and Planning, along with the appropriate fee in accordance with the City's Fee Schedule. A public hearing will be conducted at the next available Planning Commission meeting and then sent to the City Council with recommendations. The City Council will review and render a final decision. Notice will be sent to the adjoining property owners, within five hundred (500) feet, a minimum of fifteen (15) days prior to the public hearing. Published notice prior to the public hearing shall following the same requirements as a zoning variance thereof."

SECTION 2. All provisions of the ordinances of the City in conflict with the provisions of this section shall be and the same are hereby repealed and all other provisions of the ordinances of the City not in conflict with the provisions of this section shall remain in full force and effect.

SECTION 3. Should any sentence, paragraph subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole and, to that extent, the same shall remain in full force and effect.

SECTION 4. This ordinance shall become effective as provided by law.

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

AYES:

NAYS:

Thereupon, the Mayor declared said Ordinance approved, passed and adopted on this the ___th day of ____________, 2015.

____
Gordon Gollott, Mayor

Attest: __________________________
Cynthia Russell
City Clerk

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

ORDER NUMBER 238-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized reject all bids and re-advertise/re-bid the Initial Stabilization Phase of the Gautier Colored School Rehabilitation Project.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: April Havens, Grants & Projects Manager

Through: Chandra Nicholson, Economic Development and Planning Director

Date: December 11, 2015

Subject: Gautier Colored School Rehabilitation Project Bid Review/Consideration

---

REQUEST:

The Economic Development & Planning Department requests that the City Council reject the bid received and re-advertise/re-bid the Initial Stabilization Phase of the Gautier Colored School Rehabilitation Project.

BACKGROUND:

The Gautier Historic Preservation Committee has recognized the Gautier Colored School for its architectural significance and identified it as an important historic site for rehabilitation and preservation. Ultimately, this structure will be used as a Welcome Center/Visitors' Center and will include an exhibit honoring the former one-room schoolhouse for African-American children.

The City of Gautier received a grant award from the Mississippi Department of Archives and History (MDAH) for $80,000 in Community Heritage Preservation Grant funding, with a $20,000 local match requirement to begin the stabilization of the former Gautier Colored School. The City subsequently received a $50,000 grant award from the Mississippi Department of Marine Resources (MDMR) as part of the Mississippi Gulf Coast National Heritage Area FY2015 Community Grant program, for a total of $150,000 in grants and local match funds. The total estimated cost of rehabilitating the school is $425,000. The first phase of construction will focus on stabilizing the building, and a future phase will focus on restoring the front porch and making accessible and/or repairing existing flooring and walls after foundation repair.

The City had anticipated using the $50,000 MDMR grant as a match to the next round of MDAH funding, but the City of Gautier did not received additional MDAH funding this year, which was posted last week.

DISCUSSION:

Only one bid was received for the project on October 20, 2015, from David Rush Construction, LLC of Pass Christian, MS. The base bid was $125,000 and the one alternate was $45,000. Of the $150,000 in grant funds, the City has used $28,000 for design fees, which leaves $122,000 for construction and construction administration fees.

RECOMMENDATION:

The Economic Development and Planning Department recommends that City Council reject all bids and re-advertise/re-bid the Initial Stabilization Phase of the Gautier Colored School Rehabilitation Project.

The City Council may:

1. Reject all bids and re-advertise; or
2. Accept the lowest bid and award the base bid only for $125,000; or
3. Accept the lowest bid and award the base bid & the one alternate for $170,000.

ATTACHMENT(S):

1. Official Bid Tabulation

Dale Partners Architects, PA
Project No. 13050

Gautier Old School House Stabilization Plan

BIDS DUE BY: October 20, 2015

BIDDER	Certificate of Responsibility No	Bid Bond	ADDENDA 1	2	Base Bid	Alt #1	Totals
David Rush Construction, LLC 18391 Runnymede Rd Pass Christian, MS 39571 (228) 255-1286	14565-MC	FCCI Insurance	✓	✓	125,000.00	45,000.00	**170,000.00**

I certify that this is a correct tabulation of all bids received for this Project on the date stated above.

DALE PARTNERS ARCHITECTS, PA

Certified by: _______________ DATE: 10.21.15

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

ORDER NUMBER 239-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Professional Services Agreement from Right of Way Technology, Inc. for the Martin Bluff Road Bridge and Road Improvements in the amount of $9,200.00 for the acquisition of four (4) parcels and authorization for the City Attorney to do title work and closing 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 **Councilman Colledge** seconded by **Councilwoman Martin** and the following vote was recorded:

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

CITY OF GAUTIER

CITY MANAGER MEMORANDUM

To: Honorable Mayor and Council

From: Samantha D. Abell, City Manager

Date: December 11, 2015

Subject: Approval of a professional services agreement from Right of Way Technology, Inc. for the land acquisition of four parcels.

REQUEST:

The attached services agreement allows for the acquisition of four parcels for Martin Bluff Bridge.

BACKGROUND:

The Martin Bluff Road Bridge Elevation project will elevate the existing bridge located on the northern end of Martin Bluff Road in order to prevent future flooding during major storms. The County will install a pile-supported 96± foot bridge at no city cost. However, state statute prohibits the county from purchasing rights-of-way within the city's jurisdiction. Therefore, the city must acquire the rights-of-way. The attached services agreement will secure these services.

FINANCIAL IMPACT:

Total cost is $9,200 for the services agreement. The city attorney will prepare title work and closing. All permits have been received.

RECOMMENDATION:

The City Manager recommends City Council approval of this professional services agreement with Right Of Way Technology, Inc.

Attached:

Services Agreement

RIGHT OF WAY TECHNOLOGY, INC.

PROPOSAL

CITY OF GAUTIER
MARTIN BLUFF ROAD BRIDGE AND ROAD IMPROVEMENTS

DECEMBER 4, 2015

SERVICE	FEE PER PARCEL
Acquisition Fee – Project consisting of 4 Parcels	$2,300

The above fee is for services described in MDOT's acquisition scope of work.

INVOICING

Acquisition Services Our invoice will be submitted after the parcel is accepted as amicably acquired or recommended for condemnation.

I certify that this cost proposal is true and correct, and that it will remain valid for 90 days from the date above.

Mark Dye

Right-of-Way Technology, Inc.
Mark Dye, President
593 Risher Road
Carthage, MS 39051
601-650-0800
mrdye@me.com

Cindy Russell

From: Samantha Abell <sabell@gautier-ms.gov>
Sent: Tuesday, December 08, 2015 8:45 AM
To: crussell@gautier-ms.gov
Cc: 'Chassity Bilbo'; cnicholson@gautier-ms.gov
Subject: FW: Bridge - Fee Proposal
Attachments: RTI Fee Proposal.pdf

Please include for next agenda. I'll do a brief memo.

Thanks.

-----Original Message-----
From: Chandra Nicholson [mailto:cnicholson@gautier-ms.gov]
Sent: Sunday, December 06, 2015 5:39 PM
To: Samantha Abell
Subject: FW: Bridge - Fee Proposal

Sam,

It would be $9200 for the ROW acquisition for the 4 parcels for the Bridge.
I told him our city attorney would handle the title work and closing. I also told him that the surveying, plat, appraisal, and review appraisals were complete. This is just for the negotiations and deeds.

Let me know if you want anything else added in.

Thanks, Chandra

-----Original Message-----
From: mrdye@me.com [mailto:mrdye@me.com]
Sent: Friday, December 04, 2015 6:44 PM
To: Chandra Nicholson <cnicholson@gautier-ms.gov>
Subject: Bridge - Fee Proposal

Chandra,
Fee proposal is attached.

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

ORDER NUMBER 240-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the amendment to existing services agreement with Ad2, Inc. to increase fees for Shepard State Park from monthly charge of $25.00 to a monthly charge of $36.50 which is an increase of $11.50 and remove the sentence "This Agreement is for a one year term from the date herein." and add a termination clause which states the City of Gautier reserves the right to terminate this agreement at its convenience upon a thirty (30) day written notice to AD2, Inc. at P.O. Box 336, Mandeville, La. 70470 and P.O. Box 969, Gautier, Ms. 39553 is hereby authorized.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

Art : Photography of each site and the park provided by City staff

Host Server: Ad2, Inc. VPS

Timeline:
The estimated timeline is based on the assumption that all approvals, requests for assets, and other client dependant interactions are done in a timely manner. With this in mind, the beta version can be live within 4 weeks of agreement and finalized site within 4 weeks of beta approval. This timeline is dependent upon the client's ability to provide access to requested information.

Site Build Fees: $3,275.00

Additional charges:

SSL Certificate:	$65/year	Hosting:	$25/month
Domain Registrations:	$50/year	Shopping Cart:	$115/month

*Additional fees, such as financial processing fees, will be in addition to the contract and will be presented to client for prior approval.

Samantha D Abell

City of Gautier, P O Box 670, Gautier, MS 39553

Samantha D. Abell, City Manager 06.19.13

Printed Name, Title Date

This is an estimate based on current information. Changes in the scope of work will be reflected in the actual billing. Billing may be more or less, in the event changes occur that will increase the cost, the client will be notified in writing for preapproval. Standard terms for website build are 1/2 at template review, 1/4 upon beta version approval; balance due upon site completion or 45 days from work commencement, whichever comes first. Hosting fees listed above provide up to 10GB. Monthly charges will be billed the 15th of each month, annual fees will be billed at time of renewal and are due upon receipt. Finance charges of 1.5% will be applied to any/all past due balances. Your signature indicates authorization of the assessment of late charges on any past due amounts and agree to pay any collection expenses incurred by Ad2, Inc. on your account (which includes but is not limited to collections, legal fees, etc.)

Cc: Kimberlie Ritter

Recognized by the Ms. Dept. of Economic Development
as a Woman Owned Business

P.O. Box 336 • Mandeville, LA 70470 • Phone 504.908.2721 • Fax 985.778.0163
P.O. Box 969 • Gautier, MS 39553 • Phone 228.822.9890 • Fax 228.522.1800

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Cindy Steen, Purchasing Agent

Through: Cindy Russell, City Clerk

Date: December 8, 2015

Subject: Amendment to existing services agreement with Ad2 Inc.

REQUEST:

Authorization is requested by Ad2 to increase the hosting service fees for Shepard State Park from the monthly charge of $25.00 (twenty five dollars) to a monthly charge of $36.50 (thirty six dollars and fifty cents) which is an increase of $11.50 (eleven dollars and fifty cents). The vendor is aware that the City plans to bring this service in house in the near future.

This revised agreement has been approved for legal sufficiency

RECOMMENDATION:

The City desires a 60- day notice of termination clause. However, the agreement provided allows for a one- year agreement with no terms for termination.
Based on the information provided, the Council may:

1. Approve the increase per the agreement ; or
2. Approve the agreement with changes for Ad2 Inc.'s approval; or
3. Disapprove the increase per the agreement

ATTACHMENT(S):
Agreement from AD2 Inc.
Correspondences

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

ORDER NUMBER 241-2015

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

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SBM REPORTING LLC	160436	12/15/2015	11/30/2015			175.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-698	11/5/15 PLANNING MTG	MB625	11/25/2015		175.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	160437	12/15/2015	11/30/2015			2,280.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-698	JAN 2016 NETWORK SERVICES	2579	11/13/2015		2,280.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GLOBALSTAR	160440	12/15/2015	11/30/2015			53.10	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-605	MONTHLY SERVICE	6941283	11/16/2015		53.10

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BELL AUTO PARTS, INC.	160442	12/15/2015	12/01/2015			964.50	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-638	VOLTAGE REGULATOR:FD #3	41097	11/04/2015		98.95
001-205-639	HYSTER STARTER	41098	11/04/2015		295.00
001-100-570	BX/100CT BOLTS	41099	11/09/2015		39.95
001-170-639	JD SPROCKET:DIESEL GATOR	41100	11/10/2015		99.50
001-161-638	SCREWS(100),BOLTS(48)	41101	11/13/2015		42.60
001-170-639	JD SPROCKET:DIESEL GATOR	41102	11/16/2015		99.50
001-170-639	JD SPROCKET:DIESEL GATOR	41103	11/18/2015		99.50
001-170-639	JD SPROCKET:DIESEL GATOR	41104	11/20/2015		99.50
001-170-639	CHAINS(2),LINKS(4)	41107	11/24/2015		90.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TEC	160451	12/15/2015	12/02/2015			85.23	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-605	MONTHLY LONG DISTANCE	841994	12/01/2015		85.23

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PASCAGOULA UTILITIES	160452	12/15/2015	12/02/2015			33.92	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-630	CENTRAL FIRE STN	1784241500	11/30/2015		10.90
001-161-630	SOUTH FIRE STN	1814714000	11/30/2015		23.02

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUTO TRUCK AND TRAILER PARTS INC	160453	12/15/2015	12/02/2015			357.86	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-638	IGN SWITCH,PLATE SWITCH:E4	254015	11/13/2015		63.29
001-161-638	RELAY(11)	254033	11/16/2015		41.64
001-161-638	VALVE:E5	254064	11/17/2015		29.50
001-161-638	BRAKE KNOB:E5	254065	11/17/2015		5.00
001-161-638	D-2 AIR GOVERNOR:E5	254068	11/17/2015		19.95
001-161-638	BELT(2),FILTER(4),ROTELLA:R1	254169	11/30/2015		91.78
001-161-638	1GAL ROTELLA(5):R1	254170	11/30/2015		82.50
001-161-638	FUEL FILTER:R1	254172	11/30/2015		24.20

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	G&K SERVICES INC	160459	12/15/2015	12/03/2015			276.95	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-205-535	MAINTENANCE	1033658024	10/26/2015		55.39
001-205-535	MAINTENANCE	1033660231	11/02/2015		55.39
001-205-535	MAINTENANCE	1033662460	11/09/2015		55.39
001-205-535	MAINTENANCE	1033664653	11/16/2015		55.39

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	G&K SERVICES INC	160459	12/15/2015	12/03/2015			276.95	(CONTINUED)

Account Number	Description	Invoice #	Date	P.O.	Amount
001-205-535	MAINTENANCE	1033666857	11/23/2015		55.39

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	O'REILLY AUTO PARTS	160461	12/15/2015	12/03/2015			1,082.65	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-570	VALVE COVER,SWITCH: #11	1978397817	10/30/2015		84.90
001-100-570	VALVE COVER: #11	1978397818	10/30/2015		46.20
001-100-570	AIR FILTER: #14435	1978398318	11/04/2015		13.94
001-100-570	TEMP SENSOR,OIL SEAL: #12400	1978398319	11/04/2015		37.00
001-100-570	WHL SEAL & BEARING,GASKET	1978398408	11/05/2015		28.87
001-100-570	AIR FILTER,S-PLUG(8): #13408	1978398413	11/05/2015		88.08
001-100-570	STARTER: #16160	1978398420	11/05/2015		171.83
001-040-638	FUEL PRESS REGULATOR: #A2	1978398796	11/09/2015		105.99
001-090-638	1QT OIL(6),OIL FILTER	1978398797	11/09/2015		26.63
001-100-570	MANIFOLD SET	1978398817	11/09/2015		22.07
001-100-570	CAR PAINT(2),SANDPAPER(2)	1978399009	11/11/2015		20.82
001-100-570	SWITCH, WHL SEAL & BEARING	1978399109	11/12/2015		86.99
001-161-638	ADH CLEANER	1978399220	11/13/2015		9.92
001-170-638	S-PLUG(8),MAP SENSOR: #302	1978399221	11/13/2015		41.30
001-100-570	CAPSULE	1978399576	11/16/2015		6.39
001-170-559	MINERAL SPIRITS	1978399640	11/16/2015		81.84
001-100-570	WIPER BLADE(3)	1978399821	11/18/2015		23.43
001-100-570	SENSOR,AIR FILTER	1978399939	11/19/2015		41.48
001-100-570	SENSOR	1978399942	11/19/2015		32.94
001-100-570	GASKET	1978400082	11/20/2015		46.37
001-161-638	1QT TRAN FLUID(2)	1978400391	11/23/2015		14.98
001-100-570	OIL FILTER(2)	1978400397	11/23/2015		11.20
001-161-638	1QT TRANS FLUID(2)	1978400398	11/23/2015		14.98
001-100-570	MINI BULBS(3)	1978400418	11/23/2015		24.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SYSCON INC	160477	12/15/2015	12/03/2015			1,475.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-010-698	DEC 2015 COURT SUPPORT	1-32641	12/01/2015		1,475.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GERALD WAYNE JONES	160479	12/15/2015	12/03/2015			315.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-010-602	JUDGE PRO TEM 11/16/15	3.5 HRS	11/24/2015		315.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MS DEPT OF FINANCE & ADMIN	160480	12/15/2015	12/03/2015			18,457.50	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-000-300	NOV 2015 COURT ASSESSMENT	11302015	12/01/2015		18,457.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MS DEPT OF PUBLIC SAFETY	160481	12/15/2015	12/03/2015			123.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-000-300	NOV 2015 SPECIAL ASSESSMENTS	11302015	12/01/2015		123.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MDH / BOILER SAFETY BRANCH	160482	12/15/2015	12/03/2015			150.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-635	INSPECTIONS: CITY HALL	16-113766	11/25/2015		150.00

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LEE N BOND	160486	12/15/2015	12/03/2015			45.75	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-681	PER DIEM: FLOOD PLAIN MGT	11302015	12/03/2015		45.75

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	REDD PEST CONTROL OF GULFPORT, INC.	160487	12/15/2015	12/03/2015			115.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-698	SR BLDG: TERMITE WARRANTY	12245	11/17/2015		115.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TURF MASTERS LAWN CARE INC	160488	12/15/2015	12/03/2015			3,771.28	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-021-596	CHRISTMAS LAWN DECORATIONS	12732	11/23/2015		3,771.28

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	OCCUPATIONAL HEALTH CENTER INC	160489	12/15/2015	12/03/2015			759.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-604	TWINRIX VACCINE: HERMES,T	85076	11/30/2015		125.00
001-161-604	OCC MED EVAL: JONES,JESSE	85076	11/30/2015		634.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	160490	12/15/2015	12/03/2015			2,285.48	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-525	UNL FUEL	NP45955007	11/23/2015		40.13
001-092-525	UNL FUEL	NP45955007	11/23/2015		34.47
001-100-525	UNL FUEL	NP45955007	11/23/2015		1,778.32
001-161-525	UNL & DSL FUEL	NP45955007	11/23/2015		292.53
001-170-525	UNL FUEL	NP45955007	11/23/2015		79.26
001-205-525	UNL FUEL	NP45955007	11/23/2015		60.77

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	160492	12/15/2015	12/03/2015			1,753.63	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-525	UNL FUEL	NP45994405	11/30/2015		64.11
001-100-525	UNL FUEL	NP45994405	11/30/2015		1,391.97
001-161-525	UNL & DSL FUEL	NP45994405	11/30/2015		199.38
001-170-525	DSL FUEL	NP45994405	11/30/2015		38.80
001-205-525	DSL FUEL	NP45994405	11/30/2015		59.37

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TERRENCE DOSSETT	160493	12/15/2015	12/03/2015			540.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-681	PER DIEM: FF 1001	01042016	12/03/2015		540.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E.P.A.	160494	12/15/2015	12/03/2015			8,773.11	

Account Number	Description		Invoice #	Date	P.O.	Amount
001-201-633	STREET LIGHTING	10554	11132015	11/24/2015		4,998.58
001-201-629	SIGNAL LIGHTS	10554	11132015	11/24/2015		1,357.49
001-092-631	CITY HALL	10554	11132015	11/24/2015		1,025.60
001-170-631	FRAZIER PARK	10554	11132015	11/24/2015		48.94
001-170-631	SENIOR BLDG	10554	11132015	11/24/2015		551.61
001-161-631	CENTRAL FD	10554	11132015	11/24/2015		329.51
001-170-631	CITY PARK	10554	11132015	11/24/2015		114.07
001-092-631	PUBLIC WORKS	10554	11132015	11/24/2015		322.99
001-092-631	HWY 90 SIGN	10554	11132015	11/24/2015		24.32

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E.P.A.	160495	12/15/2015	12/03/2015			1,656.13	
001	SINGING RIVER E.P.A.	160496	12/15/2015	12/03/2015			1,714.58	
001	SINGING RIVER E.P.A.	160498	12/15/2015	12/03/2015			397.72	
001	PATRICK EVANS	160499	12/15/2015	12/03/2015			540.00	
001	ROBERT JOHNSON	160500	12/15/2015	12/03/2015			60.00	
001	ANTONIO COLSTON	160502	12/15/2015	12/03/2015			390.00	
001	DAVID MCCALL	160503	12/15/2015	12/03/2015			30.00	
001	DENNIS HOLIFIELD	160504	12/15/2015	12/03/2015			120.00	
001	SINGING RIVER E.P.A.	160510	12/15/2015	12/04/2015			1,771.10	

SINGING RIVER E.P.A. — 160495

Account Number	Description		Invoice #	Date	P.O.	Amount
001-100-631	POLICE STATION	66298004	11132015	11/24/2015		1,263.06
001-201-629	SIGNAL LIGHT	89113001	11132015	11/24/2015		58.86
001-170-631	CITY PARK RESTRMS	89912001	11132015	11/24/2015		45.49
001-201-633	STREET LIGHTS	90345002	11132015	11/24/2015		89.70
001-092-631	RECORDS BLDG	90790001	11132015	11/24/2015		152.91
001-170-631	FRAZIER RESTRMS	98546001	11132015	11/24/2015		46.11

SINGING RIVER E.P.A. — 160496

Account Number	Description		Invoice #	Date	P.O.	Amount
001-201-633	DOLPHIN ST	94987002	11132015	11/24/2015		193.21
001-201-633	DOLPHIN ST	94988002	11132015	11/24/2015		256.73
001-201-633	DOLPHIN ST	94989002	11132015	11/24/2015		237.10
001-201-633	DOLPHIN ST	94990002	11132015	11/24/2015		632.80
001-201-633	WM PAYNE	100244001	11132015	11/24/2015		164.84
001-201-633	WM PAYNE	100245001	11132015	11/24/2015		229.90

SINGING RIVER E.P.A. — 160498

Account Number	Description		Invoice #	Date	P.O.	Amount
001-161-631	MARTIN BLUFF FD	58380001	11112015	11/23/2015		206.55
001-201-629	SIGNAL LIGHTS	17546	11112015	11/23/2015		37.89
001-092-631	CITY LIMIT SIGN	17546	11112015	11/23/2015		28.33
001-100-631	MBLUFF SUB STN	58521002	11112015	11/23/2015		124.95

PATRICK EVANS — 160499

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-502	OFFICIATE FOOTBALL GAME (18)	2015	11/15/2015		540.00

ROBERT JOHNSON — 160500

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-502	OFFICIATE FOOTBALL GAME (2)	2015	11/11/2015		60.00

ANTONIO COLSTON — 160502

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-502	OFFICIATE FOOTBALL GAME (13)	2015	11/11/2015		390.00

DAVID MCCALL — 160503

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-502	OFFICIATE FOOTBALL GAME	2015	11/11/2015		30.00

DENNIS HOLIFIELD — 160504

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-502	OFFICIATE FOOTBALL GAME (4)	2015	11/11/2015		120.00

SINGING RIVER E.P.A. — 160510

Account Number	Description		Invoice #	Date	P.O.	Amount
001-161-631	SOUTH FD	76008001	11152015	11/28/2015		269.50
001-170-631	BACOT PARK	10137	11152015	11/28/2015		1,350.31
001-201-629	SIGNAL LIGHTS	10138	11152015	11/28/2015		151.29

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MALLETTE BROTHERS CONSTRUCTION, INC	160515	12/15/2015	12/04/2015			2,058.58	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-576	2.59 TN ASPHALT	18542	11/30/2015		194.25
001-201-576	6.67 TN RAP	18542	11/30/2015		226.78
001-201-576	25.95 TN RIP RAP	18542	11/30/2015		1,427.25
001-201-576	7.01 TN A-BASE LIMESTONE	18542	11/30/2015		210.30

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	INFORMATION TECHNOLOGY SERVICE	160517	12/15/2015	12/07/2015			394.05	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-640	NOV 2015	5232371	11/30/2015		224.00
001-100-640	ANNUAL MAINT 7/1/15-6/30/16	5232371	11/30/2015		170.05

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	M & E FEED & SEED	160521	12/15/2015	12/07/2015			125.97	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-514	DOG FOOD	4949	11/03/2015		41.99
001-100-514	DOG FOOD	4952	11/06/2015		41.99
001-100-514	DOG FOOD	4956	11/20/2015		41.99

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWE'S HOME CENTER'S, INC.	160525	12/15/2015	12/08/2015			1,890.26	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-205-559	WATER HEATER SUPPLIES	902045	10/26/2015		26.50
001-170-634	PAINT,LUMBER(20):BOAT LUNCH	902240	10/27/2015		224.69
001-170-634	5LB EXT PAINT:BOAT LUNCH	903630	10/28/2015		27.91
001-205-559	SHRINK WRAP(2)	902916	10/30/2015		14.88
001-161-559	BATTERY(7),32CT WATER(10)	902677	11/03/2015		122.37
001-170-559	75W BULBS(4),BASE CONTROL	902766	11/04/2015		56.69
001-170-634	LUMBER(16),PAINT,BRUSH(4)	902831	11/04/2015		27.66
001-161-559	AMERICAN FLAG,SCREWS(5)	914675	11/04/2015		38.34
001-161-559	HOSE HANGER(2)	909293	11/05/2015		18.58
001-170-559	PADLOCK(3),BOLTS(2),HINGE	902957	11/10/2015		28.84
001-161-638	MIRROR MOUNTS(4)	902899	11/10/2015		7.37
001-205-559	3PK FOLDING HEX	902625	11/18/2015		9.29
001-170-634	TREATED LUMBER	902015	11/20/2015		6.96
001-021-596	SUPPLIES:CHRISTMAS DECOR	909014	11/23/2015		1,221.70
001-021-596	SUPPLIES:CHRISTMAS DECOR	902836	11/24/2015		32.22
001-021-596	SUPPLIES:CHRISTMAS DECOR	902759	11/24/2015		21.32
001-021-596	SUPPLIES:CHRISTMAS DECOR	902885	11/24/2015		4.94

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FEDERAL EXPRESS	160526	12/15/2015	12/08/2015			60.72	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-607	OVERNIGHT GRANT PKGS (2)	25704975-2	12/02/2015		60.72

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	RJ YOUNG	160527	12/15/2015	12/08/2015			183.89	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-698	METER OVERAGE: COLOR	1137972	12/02/2015		183.89

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	160528	12/15/2015	12/08/2015			2,250.15	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-525	UNL FUEL	NP46114507	12/07/2015		43.49
001-100-525	UNL FUEL	NP46114507	12/07/2015		1,753.31

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	160528	12/15/2015	12/08/2015			2,250.15	(CONTINUED)

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-525	UNL & DSL FUEL	NP46114507	12/07/2015		345.70
001-170-525	UNL FUEL	NP46114507	12/07/2015		71.95
001-205-525	UNL FUEL	NP46114507	12/07/2015		35.70

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	C SPIRE WIRELESS	160529	12/15/2015	12/08/2015			1,171.68	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-021-605	CITY MGR CELL PHONES	0030759348	11/30/2015		123.88
001-022-605	HR CELL PHONES	0030759348	11/30/2015		137.99
001-040-605	ADMIN CELL PHONES	0030759348	11/30/2015		163.87
001-090-605	ECON DEV CELL PHONES	0030759348	11/30/2015		309.70
001-161-605	FIRE DEPT CELL PHONES	0030759348	11/30/2015		191.82
001-170-605	RECREATION CELL PHONES	0030759348	11/30/2015		217.57
001-205-605	MAINT CELL PHONES	0030759348	11/30/2015		26.85

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CREDIT CARD CENTER	160531	12/15/2015	12/08/2015			3,009.77	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-021-682	ICMA ANNUAL DUES: ABELL,S	700417	10/30/2015		704.00
001-001-681	MML MID-WINTER CONF: GOLLOTT	8641	11/06/2015		135.00
001-001-681	MML MID-WINTER CONF: ANDERSON	8641	11/06/2015		135.00
001-001-681	MML MID-WINTER CONF: MARTIN	8641	11/06/2015		135.00
001-205-702	SANITAIRE BAGLESS HEPA VACUUM	690971	11/04/2015		630.33
001-161-681	HOTEL: TRAINING-ROSSCUP,R	043674	11/02/2015		84.99
001-092-625	VPI PET INSURANCE: JUSTICE	428917	11/05/2015		531.17
001-170-645	CHRISTMAS PARADE THROWS	000116	11/16/2015		98.75
001-022-596	CHRISTMAS PARTY TABLEWARE	000124	11/16/2015		152.76
001-170-645	SANTA BAG,GLOVES & GLASSES	692323	11/19/2015		31.92
001-170-645	CHRISTMAS FLOAT BALLOONS	187260	11/23/2015		25.36
001-170-645	TREE LIGHTING: CANDY CANES	5912	11/23/2015		66.80
001-170-645	CHRISTMAS FLOAT DECORATIONS	183878	11/23/2015		147.20
001-170-645	CHRISTMAS DECORATIONS	951750	11/24/2015		100.96
001-092-698	FINANCE CHARGE	951750	11/27/2015		30.53

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CABLE ONE	160533	12/15/2015	12/08/2015			108.51	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-698	DEC 2015: #107571481	11242015	12/01/2015		108.51

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LLOYD B MARSHALL JR CPA	160536	12/15/2015	12/08/2015			2,786.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-600	PROGRESS PMT FY 2015	4	12/07/2015		2,786.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BLOSSMAN GAS, INC.	160549	12/15/2015	12/09/2015			167.25	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-630	PROPANE: NORTH STN	206987	11/19/2015		167.25

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GALLS, LLC	160550	12/15/2015	12/09/2015			548.98	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-559	BLK LEATHER HOLDER LOOP (5)	BC0215703	12/01/2015	160148	47.35
001-100-559	LP145 BW SAM BROWN BELT	BC0215703	12/01/2015	160148	39.99
001-100-559	LP145 BW SAM BROWN BELT	BC0215703	12/01/2015	160148	39.99
001-100-559	CLOSED TOP CUFF CASE (2)	BC0215703	12/01/2015	160148	58.78
001-100-559	K-FORCE DOUBLE MAG (2)	BC0215703	12/01/2015	160148	72.88

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GALLS, LLC	160550	12/15/2015	12/09/2015			548.98	(CONTINUED)

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-559	LED STANDARD CHARGE (2)	BC0215703	12/01/2015	160148	220.00
001-100-559	LP145 BW SAM BROWN BELT	BC0215703	12/01/2015	160148	39.99
001-100-559	SHIPPING CHARGES	BC0215703	12/01/2015	160148	30.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MID SOUTH UNIFORM & SUPPLY, INC.	160551	12/15/2015	12/09/2015			606.22	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-535	NAVY SS SHIRT:(3)	538904	11/19/2015	160125	126.00
001-100-535	NAVY LS SHIRT:(3)	538904	11/19/2015	160125	133.92
001-100-535	NAVY PANTS W/BLUE:(3)	538904	11/19/2015	160125	124.50
001-100-535	RAID COACH JACKET LG:(2)	538904	11/19/2015	160125	48.00
001-100-535	RAID COACH JACKET 2XL:(2)	538904	11/19/2015	160125	53.76
001-100-535	RAID COACH JACKET XL	538904	11/19/2015	160125	24.00
001-100-535	SEW ON PATCHES:(12)	538904	11/19/2015	160125	8.04
001-100-535	NAVY BRAID:(3)	538904	11/19/2015	160125	12.75
001-100-535	LT BLUE BRAID:(3)	538904	11/19/2015	160125	12.75
001-100-535	EMBROID FRONT:(5)	538904	11/19/2015	160125	25.00
001-100-535	EMBROID BACK:(30)	538904	11/19/2015	160125	37.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GULF STATES DISTRIBUTORS	160552	12/15/2015	12/09/2015			125.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-559	12GA 1OZ SLUG TACTICAL	1230411-IN	12/04/2015	160011	125.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GREGG'S AFFORDABLE AUTO GLASS	160554	12/15/2015	12/09/2015			35.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	REPR WINDSHIELD: U#8	34368	12/04/2015	160244	35.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PASCAGOULA TIRE & SERVICE	160555	12/15/2015	12/09/2015			985.40	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-638	WHEEL BALANCE WEIGHTS (4)	66703	12/01/2015	160195	12.00
001-090-638	WHEEL BALANCE LABOR (4)	66703	12/01/2015	160195	34.00
001-090-500	VALVE STEM (4)	66703	12/01/2015	160195	6.00
001-090-638	TIRE DISPOSAL FEE (4)	66703	12/01/2015	160195	12.00
001-090-638	SET BRIDGESTONE DUELER (4)	66703	12/01/2015	160195	690.04
001-090-638	TPMS SENSOR ASSEMBLY	66703	12/01/2015	160195	39.99
001-090-638	ALIGNMENT: ACO UNIT	66703	12/01/2015	160195	69.99
001-100-638	FS FIREHAWK GTZ TIRE: U#56	66470	12/01/2015	160152	121.38

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	160557	12/15/2015	12/09/2015			326.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-500	E-PORT PLUS DOCK: GRANTS	2596	11/19/2015	160185	207.00
001-090-500	DELL CRT MONITOR STAND	2596	11/19/2015	160185	104.00
001-090-500	SHIPPING	2596	11/19/2015	160185	15.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	160559	12/15/2015	12/09/2015			310.16	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-010-559	ETROS BLACK CHAIR: NANCY	3281509518	10/21/2015	160073	189.99
001-040-500	BROTHER TN660 TONER (2)	3281509518	10/21/2015	160073	101.98
001-040-559	BATTERY AA 36PK	3281509518	10/21/2015	160073	18.19

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CUPIT SIGNS INC	160560	12/15/2015	12/09/2015			192.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-021-596	4X8 HOLIDAY SPONSOR BANNER	12016	12/02/2015	160211	192.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AFFORDABLE PAINT & BODY	160561	12/15/2015	12/09/2015			1,125.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	INSTALL GRAPHICS: 5 NEW UNITS	372	12/03/2015	160176	1,125.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GRAFIX SHOPPE	160562	12/15/2015	12/09/2015			197.94	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	POLICE/GAUTIER LETTERING RT	104317	11/19/2015	160180	90.00
001-100-638	POLICE/GAUTIER LETTERING LT	104317	11/19/2015	160180	90.00
001-100-638	SHIPPING: U#12406	104317	11/19/2015		17.94

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ECONOMY BOOTS SALES & SERVICE	160565	12/15/2015	12/09/2015			200.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-535	SWAT DUTY BOOTS:VASQUEZ	37827	10/16/2015	160012	100.00
001-100-535	SWAT DUTY BOOTS:MCQUAGGE	37945	11/06/2015	160124	100.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MOTOROLA INC	160566	12/15/2015	12/09/2015			10,836.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-799	APX4500 MOBILE RADIO (4)	41216501	11/27/2015	160043	10,680.00
001-100-799	RADIO PROGRAMMING (4)	41216501	11/27/2015	160043	156.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BORDIS & DANOS PLLC	160570	12/15/2015	12/09/2015			8,268.17	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-060-602	DEC 2015 RETAINER	13	12/03/2015		7,916.67
001-060-602	LITIGATION: FIRE UNION	12	12/03/2015		351.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY,INC	160582	12/15/2015	12/10/2015			2,499.99	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-645	SEP 2015 CLUB SUPPORT	09302015	12/09/2015		833.33
001-170-645	OCT 2015 CLUB SUPPORT	10312015	12/09/2015		833.33
001-170-645	NOV 2015 CLUB SUPPORT	11302015	12/09/2015		833.33

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	JACKSON COUNTY ADULT DETENTION CENTER	160583	12/15/2015	12/10/2015			7,690.36	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-010-696	NOV 2015 ADC CHGS	11302015	12/03/2015		7,665.00
001-010-696	PHARMACY CHARGES	11302015	12/03/2015		25.36

FUND TOTAL 1 Claims to Checks 58 Total 98,705.54 Manual Held Total 98,705.54

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
020	BROWN MITCHELL & ALEXANDER INC	160543	12/15/2015	12/08/2015			4,377.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
020-201-603	PRE ENG I10/57 MASTER PLAN	21114	10/28/2015		4,377.00

FUND TOTAL 20 Claims to Checks 1 Total 4,377.00 Manual Held Total 4,377.00

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
029	GOODWYN, MILLS & CAWOOD INC	160505	12/15/2015	12/04/2015			774.23	

Account Number	Description	Invoice #	Date	P.O.	Amount
029-201-750	PROFESSIONAL SERVICES	C MOB1300207	11/25/2015		774.23

FUND TOTAL 29 Claims to Checks 1 Total 774.23 Manual Held Total 774.23

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
130	LOWE'S HOME CENTER'S, INC.	160522	12/15/2015	12/08/2015			119.40	

Account Number	Description	Invoice #	Date	P.O.	Amount
130-130-755	SUPPLIES:RENOVATE FIRE STN	909071	11/13/2015		119.40

FUND TOTAL 130 Claims to Checks 1 Total 119.40 Manual Held Total 119.40

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	BELL AUTO PARTS, INC.	160443	12/15/2015	12/01/2015			181.60	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-639	IGN SWITCH,IGN KEY(4)	41106	11/24/2015		92.80
176-170-639	LATCHET(2),NUT:DIESEL GATOR	41105	11/24/2015		88.80

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	O'REILLY AUTO PARTS	160476	12/15/2015	12/03/2015			324.37	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-639	FIX A FLAT(2)	1978397619	10/29/2015		18.98
176-170-638	COMPRESSOR	1978398834	11/09/2015		276.43
176-170-638	FREON(3),PAG OIL	1978398846	11/09/2015		38.96
176-170-638	COMPRESSOR	1978398923	11/10/2015		-10.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	FUELMAN OF MS	160491	12/15/2015	12/03/2015			18.63	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-525	UNL FUEL	NP45955007	11/23/2015		18.63

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	SINGING RIVER E.P.A.	160509	12/15/2015	12/04/2015			1,646.72	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-631	PARK FACILITIES 76854002	11152015	11/25/2015		1,322.85
176-170-631	HOUSE 76855002	11152015	11/25/2015		323.87

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	LOWE'S HOME CENTER'S, INC.	160524	12/15/2015	12/08/2015			412.24	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-635	SUPPLIES:SHEPARD BATHHOUSE	901002	10/27/2015		117.61
176-170-635	TOILET SUPPLY LINE	902519	10/28/2015		5.11
176-170-635	TOILET FLANGE,RING,BOLTS	902514	10/28/2015		10.29
176-170-635	SUPPLIES:SHEPARD BATHHOUSE	902659	10/29/2015		165.64
176-170-513	CRDT RTN:HAUNTED TRAILS(6)	918701	10/30/2015		-23.82
176-170-513	SUPPLIES:HAUNTED TRAILS	909418	10/30/2015		44.14
176-170-513	SUPPLIES:HAUNTED TRAILS	909317	10/30/2015		22.53
176-170-513	CAULK,POWER ADHESIVE	902816	10/30/2015		5.46
176-170-559	CRDT RTN:PADLOCK	918207	11/05/2015		-5.21
176-170-559	INSECT SPRAY(2),UNIV PLUNGER	914720	11/05/2015		38.07
176-170-519	ARCHERY RANGE SUPPLIES	902183	11/16/2015		9.27
176-170-519	ARCHERY RANGE SUPPLIES	910224	11/20/2015		23.15

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	C SPIRE WIRELESS	160530	12/15/2015	12/08/2015			61.94	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-605	CELL PHONE	0030759348	11/30/2015		61.94

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	CARD SERVICES	160535	12/15/2015	12/08/2015			406.05	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-559	9" DISC FLYERS W/ IMPRINT	530916	11/17/2015		406.05

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	GMS SOCCER CLUB	160537	12/15/2015	12/08/2015			55.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
176-170-513	HAUNTED TRAILS CONCESSIONS	10302015	12/08/2015		55.00

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	GAUTIER HIGH SCHOOL	160538	12/15/2015	12/08/2015			77.00	
	Account Number 176-170-513; Description HAUNTED TRAILS CONCESSIONS			Invoice # 10302015	Date 12/08/2015	P.O.	Amount	77.00
176	MGCCC	160539	12/15/2015	12/08/2015			107.00	
	Account Number 176-170-513; Description HAUNTED TRAILS CONCESSIONS			Invoice # 10302015	Date 12/08/2015	P.O.	Amount	107.00
176	GAUTIER HIGH SCHOOL NJROTC	160540	12/15/2015	12/08/2015			201.00	
	Account Number 176-170-513; Description HAUNTED TRAILS CONCESSIONS			Invoice # 10302015	Date 12/08/2015	P.O.	Amount	201.00
176	GHS SOCCER BOOSTER CLUB	160541	12/15/2015	12/08/2015			385.00	
	Account Number 176-170-513; Description HAUNTED TRAILS CONCESSIONS			Invoice # 10302015	Date 12/08/2015	P.O.	Amount	385.00
176	GAUTIER POLICE OFFICER'S ASSN	160542	12/15/2015	12/08/2015			490.00	
	Account Number 176-170-513; Description HAUNTED TRAILS CONCESSIONS			Invoice # 10302015	Date 12/08/2015	P.O.	Amount	490.00

FUND TOTAL 176 Claims to Checks 13 Total 4,366.55 Manual Held Total 4,366.55

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CABLE ONE	160438	12/15/2015	11/30/2015			87.17	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-698 / NOV 2015: #107663106			11162015	11/23/2015			87.17
400	JACKSON COUNTY UTILITY AUTHORITY	160444	12/15/2015	12/01/2015			177,677.00	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-668 / DEC 2015 TREATMENT CHGS			63764	12/01/2015			168,775.00
	400-651-668 / FY 2014 ACTUAL FLOW ADJ			63764	12/01/2015			8,902.00
400	CLEARWATER SOLUTIONS LLC	160458	12/15/2015	12/03/2015			222,740.75	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-650-672 / NOV 2015 OPERATION FEE			GAUTIER036	12/01/2015			183,975.00
	400-650-672 / PRORATED BACK PMT: FEE INC			GAUTIER036	12/01/2015			38,765.75
400	MDH / BOILER SAFETY BRANCH	160485	12/15/2015	12/03/2015			90.00	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-586 / INSPECTIONS: PW COMPLEX			16-113766	11/25/2015			90.00
400	ANDERSON'S MECHANICAL COMPANY LLC	160506	12/15/2015	12/04/2015			362.40	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-586 / REPLACE THERMOSTAT			10797	11/23/2015			362.40
400	MISSISSIPPI 811	160507	12/15/2015	12/04/2015			1,884.15	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-698 / LINE LOCATES 11/14-10/15			160359	11/30/2014			1,884.15
400	REGIONS BANK	160508	12/15/2015	12/04/2015			66,453.13	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-680-819 / INT PMT: MDB BOND S2013			5703	11/19/2015			66,453.13
400	SINGING RIVER E.P.A.	160511	12/15/2015	12/04/2015			8,504.51	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-631 / LIFT STATIONS 17882			11132015	11/24/2015			2,295.04
	400-651-631 / WATER WELLS 17882			11132015	11/24/2015			4,094.63
	400-651-631 / CITY HALL SOUTH 17882			11132015	11/24/2015			1,883.74
	400-651-631 / IONIZATION PLANT 99216002			11132015	11/24/2015			231.10
400	SINGING RIVER E.P.A.	160512	12/15/2015	12/04/2015			97.33	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-631 / LIFT STNS 89627001			11112015	11/23/2015			73.83
	400-651-631 / LIFT STNS 89702001			11112015	11/23/2015			23.50
400	SINGING RIVER E.P.A.	160513	12/15/2015	12/04/2015			3,605.35	
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	400-651-631 / LIFT STNS 17881			11112015	11/23/2015			2,238.12
	400-651-631 / WATER WELLS 17881			11112015	11/23/2015			1,367.23

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SINGING RIVER E.P.A.	160514	12/15/2015	12/04/2015			3,456.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-631	LIFT STNS 17875	11152015	11/25/2015		207.92
400-651-631	LIFT STNS 17884	11152015	11/25/2015		1,706.67
400-651-631	LIFT STNS 17883	11152015	11/25/2015		1,541.41

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	MALLETTE BROTHERS CONSTRUCTION, INC	160516	12/15/2015	12/04/2015			1,035.48	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-585	23.34 CY FILL SAND	18542	11/30/2015		278.88
400-651-585	25.22 TN A-BASE LIMESTONE	18542	11/30/2015		756.60

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	J H WRIGHT & ASSOCIATES, INC.	160518	12/15/2015	12/07/2015			510.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-584	M625-M800 MAIN I/O BOARD	387336	09/23/2015		250.00
400-651-584	RADIO ADAPTER ASSEMBLY	387336	09/23/2015		250.00
400-651-584	FREIGHT: SPARE	387336	09/23/2015		10.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	IRBY'S ANSWERING SERVICE	160519	12/15/2015	12/07/2015			437.63	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-650-698	SERVICE 12/2/15 - 12/29/15	277-120215	12/02/2015		437.63

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	WASTE MANAGEMENT OF MS-GLF COAST INC	160520	12/15/2015	12/07/2015			431.47	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-583	ROLL OFF-TIMBERLANE	6309432134	12/01/2015		431.47

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	LOWE'S HOME CENTER'S, INC.	160523	12/15/2015	12/08/2015			73.11	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-583	CEMENT BAG(5): REPR MANHOLES	909484	10/30/2015		20.29
400-651-584	PARTS: HOYT LS	902833	11/18/2014		52.82

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	MICRO METHODS INC	160532	12/15/2015	12/08/2015			45.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-667	COLOR SAMPLES (20)	1512123186	12/07/2015		45.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	HANSON PIPE & PRODUCTS, INC.	160553	12/15/2015	12/09/2015			1,530.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-583	6" ADJ RINGS (4)	11314109	10/31/2015	160084	260.00
400-651-583	1-1/4 JOINT WRAP (30)	11314109	10/31/2015	160084	210.00
400-651-583	4" ADJ RINGS (12)	11323668	11/24/2015	160084	540.00
400-651-583	6" ADJ RINGS (8)	11323668	11/24/2015	160084	520.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SOUTHERN WATERWORKS SUPPLY, INC	160556	12/15/2015	12/09/2015			1,041.60	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-583	23 1/4" RAIN STOPPER (24)	62275	12/03/2015	160188	1,041.60

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SECURE NETWORKS LLC	160558	12/15/2015	12/09/2015			204.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-500	LEXMARK LASER PRINTER:DEBBIE	2602	12/01/2015	160071	194.00
400-651-500	SHIPPING	2602	12/01/2015		10.00

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	MCNEIL RHOADS LLC	160563	12/15/2015	12/09/2015			1,950.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-581	MUELLER 452 COMPO METER:(6)	144	11/30/2015	160061	1,950.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	GULF COAST UNDERGROUND	160564	12/15/2015	12/09/2015			8,900.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-583	MOBILIZATION	2189-DB	11/14/2015	160069	1,500.00
400-651-583	PREP EXIST 48" MANHOLE (4)	2189-DB	11/14/2015	160069	1,000.00
400-651-583	INSTALL SPECTRA SHIELD (4)	2189-DB	11/14/2015	160069	5,400.00
400-651-583	CONCRETE PATCH WORK	2189-DB	11/14/2015	160069	1,000.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	J H WRIGHT & ASSOCIATES, INC.	160567	12/15/2015	12/09/2015			1,790.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-584	PC2000 CONTROLLER LS (2)	388810	12/03/2015	160173	1,250.00
400-651-584	CONERY ROTO FLOAT (10)	388810	12/03/2015	160173	540.00

FUND TOTAL 400 Claims to Checks 23 Total 502,906.08 Manual Held Total 502,906.08

Docket of Claims
Release date from 12/15/2015 thru 12/15/2015

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
421	TYLER TECHNOLOGIES, INC	160584	12/15/2015	12/10/2015			13,886.64	

Account Number	Description	Invoice #	Date	P.O.	Amount
421-652-704	ENERGOV DEPLOYMENT	025-141940	12/02/2015		12,625.00
421-652-704	TRAVEL:PER DIEM,MILEAGE,HOTEL	025-141940	12/02/2015		1,261.64

FUND TOTAL 421 Claims to Checks 1 Total 13,886.64 Manual Held Total 13,886.64

SUMMARY OF ALL FUNDS

FUND 1	Claims	to	Checks	58	Total	98,705.54	Manual	Held	Total	98,705.54
FUND 20	Claims	to	Checks	1	Total	4,377.00	Manual	Held	Total	4,377.00
FUND 29	Claims	to	Checks	1	Total	774.23	Manual	Held	Total	774.23
FUND 130	Claims	to	Checks	1	Total	119.40	Manual	Held	Total	119.40
FUND 176	Claims	to	Checks	13	Total	4,366.55	Manual	Held	Total	4,366.55
FUND 400	Claims	to	Checks	23	Total	502,906.08	Manual	Held	Total	502,906.08
FUND 421	Claims	to	Checks	1	Total	13,886.64	Manual	Held	Total	13,886.64
	Total for all Funds		Checks	98	Total	625,135.44	Manual	Held	Total	625,135.44

Councilman Colledge made the motion to amend the motion to include not to exceed $17,340.00 for construction administration services based on a provided rate schedule. **Councilman Anderson** seconded the motion and the vote carried unanimously.

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

ORDER NUMBER 242-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the amended contract with Brown, Mitchell & Alexander, Inc., relating to the new fishing pier at Graveline Bayou, to include contract administration services previously removed by Council on November 3, 2015 is hereby authorized.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

bma BROWN, MITCHELL & ALEXANDER, INC.
CONSULTING ENGINEERS
www.bmaengineers.com

401 Cowan Road, Suite A
Gulfport, MS 39507
228-864-7612
fax 228-864-7676

796 Vieux Marche, 2nd Floor
Biloxi, MS 39530
228-436-7612
fax 228-436-7676

December 15, 2015

Ms. Samantha Abell, City Manager
City of Gautier
3330 Highway 90
Gautier, Mississippi 39553

RE: Professional Engineering Services
New Fishing Pier at Graveline Bayou
Gautier, Mississippi

Dear Ms. Abell:

Brown, Mitchell & Alexander, Inc. is pleased to submit this proposal for professional engineering services for the civil design, bidding and construction administration services associated with the new fishing pier at Graveline Bayou in Gautier. Tasks and fees will be as follows:

A. Topographic Survey
- Control and Topographic Survey of site (no bathymetric range to be provided);

Fee: $1,388.00 (Hourly, Not to Exceed)

B. Civil Design
- Development of Plans, Specifications and Opinion of Probable Construction Costs for the construction of new fishing pier;
- Coordination with City of Gautier as to Design and Scope of Work;
- Coordination of preliminary test pile(s) on behalf of the City of Gautier;

Fee: $13,596.00 (Lump Sum)

C. Bidding Assistance
- Distribution of construction documents (Plans and Specifications);
- Receipt and review of bids;
- Preparation of Bid Tabulation and Recommendation of Award;

Fee: $3,790.00 (Lump Sum)

C. Construction Administration
- Oversight of construction activities
- Review and recommendation of potential Change Orders to City of Gautier;
- Review of Pay Applications;
- Part-time Resident Project Representation;

Fee: $17,340.00 (Lump Sum)

The above services can be performed for a combined hourly and lump sum fee of **$36,114.00** and billed hourly in accordance with the attached Standard Rate Schedule (Attachment A). Attachment B, "General Conditions for Engineering, Surveying & Environmental Activities" is attached to and a part of this agreement. Reimbursable expenses are in addition to fees for service and will be billed accordingly. Invoices are submitted monthly and payment shall be made upon receipt of and in accordance with BMA's itemized invoice.

If this letter satisfactorily sets forth our agreement, please execute in the space designated below and return to this office via email. If you have any questions or need additional information, please contact me at (228) 864-7612.

Thank you for considering us for this work and we look forward to working with you on this project.

Sincerely,

Dax Alexander

Dax Alexander, P.E.
President

Attachments

ACCEPTED AND AGREED TO ON THIS _____ DAY OF DECEMBER, 2015

____

City of Gautier

P:\3399-03 Graveline Bayou Pier\Proposal ltr (12-15-15).docx

ATTACHMENT A

BROWN, MITCHELL & ALEXANDER, INC.
STANDARD HOURLY RATES

Engineering Staff	
Principal Engineer	$168.00
Professional Engineer V	$149.00
Professional Engineer IV	$137.00
Professional Engineer III	$124.00
Professional Engineer II	$113.00
Professional Engineer I	$100.00
Engineer Intern II	$97.00
Engineer Intern I	$82.00
Senior Design Technician	$88.00
Engineer Technician	$65.00
Project Representation Staff	
Resident Project Representative IV	$88.00
Resident Project Representative III	$82.00
Resident Project Representative II	$72.00
Resident Project Representative I	$65.00
Drafting Staff	
CADD Production Manager	$95.00
Design/CADD Technician	$91.00
CADD Operators/Drafters	$85.00
Surveying Staff	
Registered Land Surveyor II	$100.00
Registered Land Surveyor I	$97.00
Land Surveyor Intern	$65.00
Survey Crew Chief	$58.00
Instrument Man	$52.00

Alternate personnel may be utilized at their regular hourly rates, which will not exceed listed rates.
These hourly rates are subject to an annual increase of up to 5%.
January 1, 2015

ATTACHMENT A

BROWN, MITCHELL & ALEXANDER, INC.
STANDARD HOURLY RATES

Surveying Staff (Cont'd)

1-Man Survey Crew	$90.00
2-Man Survey Crew	$125.00
3-Man Survey Crew	$150.00

OVERTIME:

1-Man Survey Crew	$115.00
2-Man Survey Crew	$155.00
3-Man Survey Crew	$180.00

Administrative Staff

Administrative III	$70.00
Administrative II /Specifications Technician	$60.00
Administrative I	$52.00
Clerical	$45.00

Alternate personnel may be utilized at their regular hourly rates, which will not exceed listed rates.
These hourly rates are subject to an annual increase of up to 5%.
January 1, 2015

ATTACHMENT B

BROWN, MITCHELL & ALEXANDER, INC.
GENERAL CONDITIONS
FOR
ENGINEERING, SURVEYING & ENVIRONMENTAL ACTIVITIES

1. **PARTIES AND SCOPE OF WORK:** Brown, Mitchell & Alexander, Inc. ("BMA") shall include said company, or its particular division, subsidiary or affiliate performing the work. "WORK" means the service(s) performed by BMA for Client or at Client's direction. "This agreement" consists of BMA's proposal, BMA's Schedule of Fees and Services, Client's written acceptance thereof if accepted by BMA, and these General Conditions. "Client" refers to the person or business entity ordering the work to be done by BMA. If the Client is ordering work on behalf of another, Client represents and warrants that Client is the duly authorized agent of said party for the purpose of ordering and directing said work and in such case the term "Client" also includes the principal for whom the work is being performed. Prices quoted and charged by BMA for its work are predicated upon the conditions and the allocations of risks and obligations expressed in this agreement. Unless this agreement specifically provides that BMA is to perform its work pursuant to specified Federal, State or local regulations, Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by Client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of BMA's work. BMA shall have no duty or obligation to any party other than those duties and obligations expressly set forth in this agreement. Ordering work from BMA shall constitute acceptance of the terms of this agreement.

2. **SCHEDULING OF WORK:** The services set forth in BMA's proposal and Client's acceptance will be accomplished in a timely and workmanlike manner by BMA personnel. If BMA is required to delay any part of its work to accommodate the requests or requirements of Client, regulatory agencies, or third parties or due to any causes beyond the direct reasonable control of BMA, additional charges may be applicable~~, which Client agrees to pay.~~

3. **ACCESS TO SITE:** Client will arrange and provide access to each site upon which it will be necessary for BMA to perform its work. In the event work is required on any site not owned by Client, Client represents and warrants to BMA that Client has obtained all necessary permissions for BMA to enter upon the site and conduct its work. Client shall, upon request, provide BMA with evidence of such permission as well as acceptance of the other terms and conditions set forth herein by the owner(s) and tenant(s), if applicable, of such site(s) in form acceptable to BMA. Any work performed by BMA with respect to obtaining permission to enter upon and do work on the lands of others as well as any work performed by BMA pursuant to this agreement shall be deemed as being done on behalf of Client. ~~and Client agrees to assume all risks thereof~~. BMA shall take reasonable measures and precautions to minimize damage to each site and any improvements located thereon as the result of its work and the use of its equipment; however, BMA has not included in its fee the cost of restoration of damage which may occur. If Client ~~or the possessor of any interest in any site~~ desires or requires BMA to restore site to its former conditions, upon written request of Client, BMA will perform such additional work as is necessary to do and Client agrees to pay to BMA the cost thereof **(under separate written agreement).**

4. **CLIENT'S DUTY TO NOTIFY ENGINEER:** Client represents and warrants that he has advised BMA of any known or suspected hazardous materials, utility lines, and pollutants at any site at which BMA is to do work hereunder. ~~and unless BMA has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save BMA harmless from all claims, suits, losses, costs and expenses, including reasonable attorneys fees as a result of personal injury, death or property damage occurring with respect to BMA's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof was not revealed to BMA by Client.~~

5. PUBLIC RESPONSIBILITY: Both the Client and BMA owe a duty of care to the public and to the environment that requires them to conform to applicable codes, standards, regulations and ordinances, principally to protect the public health and safety and the environment. The Client shall make no request of BMA that, in BMA's reasonable opinion, would be contrary to BMA's professional responsibilities to protect the public and the environment. The Client shall take all actions and render all reports required of the Client in a timely manner. Should the Client fail to take any required actions or render any required notices to appropriate governmental authorities in a timely manner, the Client agrees that BMA has the right to exercise its professional judgment in reporting to appropriate public officials or taking other necessary action. The Client agrees to take no action against or attempt to hold BMA liable in any way for carrying out what BMA reasonably believes to be its public responsibility. In addition, the Client agrees that BMA shall not be held liable in any respect for reporting said conditions. ~~Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless BMA, its officers, directors, employees and sub-BMAs against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with BMA's notifying or failing to notify appropriate public officials.~~

~~**6. LIMIT OF LIABILITY CLAUSE:** In recognition of the relative risks and benefits of the Project to both the Client and BMA, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of BMA to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of BMA to the Client shall not exceed $50,000, or BMA's total fee for services rendered on this Project, whichever is less. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.~~

7. STATUTE OF LIMITATIONS: Statute of Limitations will commence to run at the Date of Substantial Completion of the Work. The Client and BMA hereby agree that any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all event not later than the relevant Date of Substantial Completion of the Work, **or as otherwise provided by Mississippi law.**

~~**8. INDEMNITY:** In the event that the Client or the Client's principal shall bring any suit, cause of action or counterclaim against BMA, to the extent that BMA shall prevail, the party initiating such action shall pay to BMA the costs and expenses incurred to answer and or defend such action, including reasonable attorney's fees and court costs. In no event shall BMA indemnify any other party for the consequences of the party's negligence, including failure to follow BMA's recommendations.~~

9. PAYMENT: Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the maximum interest rate permitted under applicable law, until paid. ~~Client agrees to pay BMA's cost of collection of all amounts due and unpaid after thirty (30) days, including court costs and reasonable attorney's fees.~~ BMA shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein BMA waives any rights to a mechanics' lien, or any provision conditioning BMA's right to receive payment for its work upon payment to Client by any third party. These general conditions are notice, where required, that BMA shall file a lien whenever necessary to collect past due amounts.

10. TERMINATION: This agreement may be terminated by either party upon seven (7) day's prior written notice. In the event of termination, BMA shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses.

11. WITNESS FEES: BMA's employees shall not be retained as expert witnesses except by separate, written agreement. ~~Client agrees to pay BMA pursuant to BMA's then current fee schedule for any BMA employee subpoenaed by any party as an occurrence witness as a result of BMA's work.~~

12. HAZARDOUS MATERIALS: Client assumes full responsibility for compliance with the provisions of the Resource Conservation and Recovery Act, 42 USCA, Sec. 6901, seq., as amended ("RCRA") and any other Federal or State statue or regulation governing the handling, treatment, storage and disposal of pollutants.

13. LIMITATIONS OF PROCEDURES, EQUIPMENT AND TESTS: Information obtained from field observations, analysis and testing of sample materials shall be accurately reported on boring logs. Such information is considered evidence with respect to the detection, quantification and identification of pollutants, but any inference or conclusion based thereon is necessarily an opinion also based upon engineering judgement and shall not be construed as a representation of fact. Ground water levels and composition may vary due to seasonal and climatical changes and extrinsic conditions and, unless samples and testing are conducted over an extended period of time pollutants contained therein may escape detection. A site at which pollutants are not found to exist or at the time of the field observation do not, in fact, exist, may later, due to intervening causes such as natural ground water flows or human intervention, become contaminated. There is a risk that sampling techniques may themselves result in contamination of certain subsurface areas such as when a probe or boring device moves through a contaminated area linking it to an aquifer, underground stream or other hydrous body not previously contaminated and capable of transporting pollutants. ~~Because~~ The risks set forth in this paragraph are unavoidable and ~~because~~ the sampling techniques to be employed are a necessary aspect of BMA's work on Client's behalf~~, Client agrees to assume these risks.~~

14. DISCOVERY OF UNANTICIPATED ENVIRONMENTAL CONDITIONS: The discovery of certain environmental conditions may make it necessary for BMA to take immediate measures to protect health and safety and the environment. BMA agrees to notify Client as soon as practically possible should such environmental conditions be suspected or discovered~~. Client agrees to reimburse BMA for the reasonable cost of implementing such measures under the circumstances~~.

15. SOIL AND SAMPLE DISPOSAL: Unless otherwise agreed in writing, soils known at the time to be contaminated will be placed in containers, labeled and left on the site for proper disposition by Client; and samples removed by BMA to a testing laboratory will, upon completion of testing, be disposed of by the testing laboratory in an approved manner.

16. DELIVERY OF ELECTRONIC FILES: In accepting and utilizing any drawings, reports and data on any form of electronic media generated and furnished by BMA, the Client agrees that all such electronic files are instruments of service of BMA, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights. The Client agrees not to reuse these electronic files, in whole or in part, for any purpose other than for the Project and agrees not to transfer these electronic files to others without the prior written consent of BMA. ~~The Client further agrees to waive all claims against BMA resulting in any way from any unauthorized changes to or reuse of the electronic files for any other project by anyone other than BMA.~~
The Client is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by BMA and electronic files, the signed or sealed hard-copy construction documents shall govern. ~~In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless BMA, its officers, directors, employees and sub-BMAs against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising from any changes made by anyone other than BMA or from any reuse of the electronic files without prior written consent of BMA.~~

Under no circumstances shall delivery of electronic files for use by the Client be deemed a sale by BMA, and BMA makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. ~~In no event shall BMA be liable for indirect or consequential damages as a result of the Client's use or reuse of the electronic files.~~

17. SITE SAFETY: BMA's site responsibilities are limited solely to the activities of BMA and BMA's employees on site. These responsibilities shall not be inferred by any party to mean that BMA has responsibility for site safety. Safety in, on, or about the site is the sole and exclusive responsibility of the Contractor alone. The Contractor's methods of work performance, superintendence of the Contractor's employees, and sequencing of construction are also the sole and exclusive responsibilities of the Contractor alone. Client warrants that: 1) The Contractor's responsibilities will be made clear in Client's agreement with the Contractor; 2) Client's agreement with the Contractor shall require the Contractor to indemnify, defend, and hold Client and BMA harmless from any claim or liability for injury or loss arising from Client's or BMA's alleged failure to exercise site safety responsibility; and 3) Client's agreement with the Contractor shall require the Contractor to make Client and BMA additional insureds under the Contractor's general liability insurance policy, which insurance protection shall be primary protection for Client and BMA. ~~Given the foregoing, Client also shall, to the fullest extent permitted by law, waive any claim against BMA, and indemnify, defend, and hold BMA harmless from any claim or liability for injury or loss arising from BMA's alleged failure to exercise site safety responsibility. Client also shall compensate BMA for any time spent or expenses incurred by BMA in defense of any such claim. Such compensation shall be based upon BMA's prevailing fee schedule and expense reimbursement policy. (The term "any claim" used in this provision means "any claim in contract, tort, or statute alleging negligence, errors, omissions, strict liability, statutory liability, breach of contract, breach of warranty, negligent misrepresentation, or other acts giving rise to liability.")~~

18. <u>CONSTRUCTION OBSERVATION:</u> If included as a service or task in this agreement, BMA shall visit the site at intervals to the stage of construction, or as otherwise agreed to in writing by the Client and BMA, in order to observe the progress and quality of the Work completed by the Contractor. Such visits and observation are not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather are to allow BMA to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the Contract Documents. Based on this general observation, BMA shall keep the Client informed about the progress of the Work and shall advise the Client about observed deficiencies in the Work. If the Client desires more extensive project observation or full-time project representation such as a Resident Project Representative (RPR), the Client shall request that such services be provided by BMA and such tasks may be included in the scope of services in the agreement. In any case, BMA shall not supervise, direct, or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents.

If construction observation is not included as a service in the agreement, it is understood and agreed that BMA's scope of services under this Agreement does not include project observation or review of the Contractor's performance or any other construction phase services, and that such services will be provided for by the Client. The Client assumes all responsibility for interpretation of the contract documents and for construction observation. ~~and the Client waives any claims against BMA that may be in any way connected thereto. In addition, the Client agrees to the fullest extent permitted by law, to indemnify and hold harmless BMA, its officers, directors, employees and any sub-consultants of BMA against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of BMA.~~

19. <u>ENTIRE AGREEMENT:</u> This agreement contains the entire understanding between the parties. Client acknowledges that no representations, warranties, undertakings or promises have been made other than and except those expressly contained herein. This agreement may be amended, modified or terminated only by a written instrument signed by each of the parties hereto.

The name and registration number of the professional engineer who will bear the primary responsibility for the engineering work on this project is: Dax B. Alexander, Mississippi Registration No. 14208.

The name and registration number of the professional land surveyor who will bear the primary responsibility for the land surveying work on this project is: George M. Hataway, Mississippi Registration No. 1776.

Business Agenda Item #6 - Discussion of FY2016 Legislative Priorities tabled till the next Council meeting on January 5, 2016.

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

ORDER NUMBER 243-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Items 1-9 are hereby approved.

IT IS FURTHER ORDERED that Consent Item #6 is pulled from the agenda.

IT IS FURTHER ORDERED that Consent Item #10 was pulled for further discussion.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

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

ORDER NUMBER 244-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that April Havens, Grants & Projects Manager, is hereby designated as the City's Applicant Agent of Hurricane Katrina projects.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: April Havens, Grants & Projects Manager

Through: Chandra Nicholson, Economic Development and Planning Director

Date: December 15, 2015

Subject: Authorization of Change of Applicant’s Agent for Hurricane Katrina Projects

---

REQUEST:

The Economic Development and Planning Department requests that the City of Gautier authorize changing the Applicant’s Agent for the City’s remaining Hurricane Katrina projects from Chassity Bilbo to April Havens.

BACKGROUND:

Each city or county included in a Presidential disaster declaration under Public Law 93-228 and Public Law 100-707 may be eligible for federal assistance to repair or replace damaged public facilities. When the disaster is declared, each local government must designate an Applicant’s Agent who will be authorized by the City Council to represent the city with federal and state agencies managing these public assistance programs. The Agent will be the contact person for federal and state agencies dealing with the disaster programs and will be responsible for managing federal funds, for following state and local bid and contract procedures, for maintaining auditable records, and for ensuring that all work is accomplished before completion dates are reached.

DISCUSSION:

The designation must be made by the action of the full City Council and must be recorded in the official record. Due to the hiring of a new Grants & Projects Manager, it is necessary to designate April Havens as the Applicant’s Agent for Hurricane Katrina projects.

RECOMMENDATION:

City staff recommends that April Havens be designated as the Applicant’s Agent for the City of Gautier for Hurricane Katrina projects as of the date of this meeting.

ATTACHMENT(S):

Designation of Applicant Agent (MEMA Form PA-1)
Local Applicant’s Agent Job Description
State-Local Disaster Assistance Agreement

DESIGNATION OF APPLICANT AGENT

BE IT RESOLVED BY: Mayor and City Council OF: the City of Gautier, Mississippi
Governing Body City, County, Other Entity

THAT April Havens, Grants and Projects Manager
Name of Designated Agent Official Position

ADDRESS: City of Gautier, TELEPHONE (W) (228) 497-8000 (H)

3330 Highway 90, Gautier, MS 39553

is hereby authorized to execute for and in behalf of the City of Gautier, Mississippi
City, County, Other Entity
a public entity established under the laws of the State of Mississippi, applications for the purpose of obtaining and administering certain federal financial assistance under the Disaster Relief Act of 1974 (Public Law 93-228), amended by Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, (Public Law 100-707) and to file them with the Governor's Authorized Representative.

PASSED AND APPROVED THIS 15th DAY OF December 20 15.

Gordon Gollott, Mayor Name and Title	Casey Vaughan, Councilman Ward 3 Name and Title
Johnny Jones, Councilman Ward 1 Name and Title	Charles "Rusty" Anderson, Councilman Ward 4 Name and Title
Hurley Ray Guillotte, Councilman Ward 2 Name and Title	Adam Colledge, Councilman Ward 5 Name and Title

Mary Martin, Councilwoman-at-Large

CERTIFICATION

I, Gordon T. Gollott, duly appointed Mayor
Title
of, the City of Gautier, Mississippi, do hereby certify that the above is a true and

correct copy of a resolution passed and approved by the Mayor and City Council
Governing Body
of the City of Gautier, Mississippi on the 15th day of December, 20 15.

December 15, 2015
DATE

SIGNATURE

MEMA PA-1 (REV 5/03)

LOCAL APPLICANT'S AGENT

Each city or county included in a Presidential disaster declaration under Public Law 93-228 and Public Law 100-707 may be eligible for federal assistance to repair or replace damaged public facilities (such as debris removal, evacuation, sand bagging, etc.). When this happens, the local government must designate an Applicant's Agent who will be authorized by the City Council/Board of Supervisors to represent the city or county with federal and state agencies managing these public assistance programs.

Much of the work of an Applicant's Agent will start as soon as the disaster occurs. To save time in the first few days following a disaster, MEMA recommends that the Applicant's Agent be designated BEFOREHAND. By doing this, the city or county will give the person selected a chance to become familiar with these programs and to establish local procedures and systems before the disaster occurs.

The City Council/County Board should be particularly selective in naming an Applicant Agent. The designation must be made by the action of the full body and should be recorded in the official record as any other ordinance or resolution would be. The City Council/County Board should carefully select a person who is able to perform the duties that will be assigned.

The person selected must also be able to spend the major amount of time required to do the job. Once the Applicant's Agent is selected the City Council or County Board must give their support and help.

In simplest terms, the Applicant's Agent will represent the local government in managing the city or county applications for federal disaster assistance funds. The agent will be the contact person for Federal and State agencies dealing with the disaster programs. This person will be responsible for managing federal funds provided for the community, for following state and local bid and contract procedures, for maintaining auditable records and for seeing that all work is accomplished before the completion dates are reached.

The position of Applicant's Agent is highly responsible and requires a good deal of time and strong managerial skills. The person selected must have the full confidence of the City Council/County Board and must be given sufficient authority to take the steps required under Federal regulations.

Some counties have appointed the Chancery Clerk, County Administrator, County Engineer, or Emergency Management Director, City Manager or others. The choice is entirely up to the governing body.

MEMA PA-1-A (REV 5/03)

STATE OF MISSISSIPPI
MISSISSIPPI EMERGENCY MANAGEMENT AGENCY

STATE-LOCAL DISASTER ASSISTANCE AGREEMENT

DISASTER: FEMA-DR-1604-MS Hurricane Katrina

APPLICANT ID NO: 059-26860-00

APPLICANT NAME: City of Gautier, MS

This Agreement is between the State of Mississippi, Mississippi Emergency Management Agency and the undersigned State Agency and political subdivision of the State, private nonprofit organizations or authorized tribal organizations. This Agreement shall be effective on the date signed by the State and Applicant. It shall apply to all assistance funds provided by or through the State to the Applicant as a result of the above-referred disaster.

The designated representative of the Applicant certifies that:

1. The representative has legal authority to apply for assistance on behalf of the Applicant.
2. The Applicant will provide all necessary financial and managerial resources to meet the terms and conditions of receiving federal and state disaster assistance.
3. The Applicant will use disaster assistance funds solely for the purpose for which these funds are provided and as approved by the Governor's Authorized Representative.
4. The Applicant is aware of and shall comply with cost-sharing requirements for Federal and State assistance. While the cost share is subject to change depending on the severity of a disaster, the minimum Federal cost share is 75 percent of the eligible costs. The normal cost share is 75% Federal and the non-federal share is split equally by the State and local. The exception is with PNPs who are responsible for the entire 25% non-federal share.
5. The Applicant is aware that limited funding, which requires cost sharing, may be made available for mitigation of future damages.
6. The Applicant will establish and maintain a proper accounting system to record revenues and expenditures of disaster assistance funds in accordance with generally accepted accounting standards and OMB circulars A-87, A-102, A-110, A-122, A-128, and A-133 as applicable and/or as directed by the Governor's Authorized Representative.
7. The Applicant shall provide Quarterly Reports to the State which indicate the anticipated completion date for each project, together with any other circumstances that may affect the completion date, the scope of work, the project costs, or any other factor that may affect compliance of this Agreement.
8. The Applicant shall comply with the Single Audit Act of 1984 and will provide copies of audit reports when issued, 44CFR Part 14. All audit reports should be forwarded to the Governor's Authorized Representative, Attention: Public Assistance.
9. The Applicant will give state and federal agencies designated by the Governor's Authorized Representative, access to and the right to examine all records and documents related to use of disaster assistance funds.
10. The Applicant will return to the State, within thirty (30) days of such request by the Governor's Authorized Representative, any advance funds which are not supported by audit or other federal or state review of documentation maintained by the Applicant.
11. The Applicant will comply with all applicable codes and standards in completion of eligible repair or replacement of damaged public facilities.

12. The Applicant will comply with all applicable provisions of federal and state law and regulation in regard to procurement of goods and services and to contract for repair or restoration of public facilities.

13. The Applicant will begin and complete all items of work within the time limits established by the Governor's Authorized Representative in agreement with all applicable Federal regulations.

14. The Applicant will comply with regulations implementing the Drug-Free Workplace Act of 1988, 44 CFR Part 17, Subpart F.

15. The Applicant will comply with all federal and state statues and regulations relating to nondiscrimination.

16. The Applicant will comply with provisions of the Hatch Act limiting the political activities of public employees and 44CFR Part 18, New Restrictions on Lobbying.

17. The Applicant will comply, as applicable, with provisions of the Davis-Bacon Act relating to labor standards.

18. The Applicant will comply with the flood insurance purchase requirements of the Flood Disaster Protection Act of 1973 which may require purchase of flood insurance.

19. The Applicant will not enter into cost-plus-percentage-of-cost contracts for completion of disaster restoration or repair work.

20. The Applicant will not enter into contracts for which payment is contingent upon receipt of state or federal disaster funds.

21. The Applicant will not enter into any contract with any party which is debarred or suspended from participation in federal assistance programs.

22. The applicant will return all unspent federal funds for uncompleted small projects prior to requesting additional funds for other projects.

23. The Applicant authorizes the Governor's Authorized Representative to recoup the unspent funds referenced in item 22 above, by subtracting that amount from other federal funds owed to it for another approved work when the amount owed is larger than the refund.

24. The Applicant will comply with all uniform administrative requirements which are set forth in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-107, and implemented by 44CFR Part 206.

25. The applicant will provide copies of every audit report issued on the entity at the time of its receipt by the entity to the State.

Signed for the Applicant (Certifying Representative):

April Havens		December 15, 2015
NAME	SIGNATURE	DATE

Signed for the State (Governor's Authorized Representative):

ROBERT R. LATHAM, JR.		
NAME	SIGNATURE	DATE

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

ORDER NUMBER 245-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that April Havens, Grants & Projects Manager, is hereby designated as the City's Certified Local Government Coordinator for the Mississippi Department of Archives and History

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: April Havens, Grants & Projects Manager

Through: Chandra Nicholson, Economic Development and Planning Director

Date: December 15, 2015

Subject: Designation of a Certified Local Government Coordinator for the Mississippi Department of Archives and History

---

REQUEST:
The Economic Development and Planning Department requests that the City of Gautier authorize changing the City's Certified Local Government Coordinator with the Mississippi Department of Archives and History (MDAH) from Chassity Bilbo to April Havens.

BACKGROUND:
The Certified Local Government (CLG) Program is a federal-state-local partnership established in 1980 by amendments to the National Historic Preservation Act of 1966. The CLG program permits local governments that have established their own historic preservation programs–meeting both federal and state standards–to participate directly in the national historic preservation program and processes. CLG communities receive special technical assistance and training from MDAH staff, including:

- programs to heighten local preservation awareness,
- assistance with drafting preservation ordinances,
- training workshops for the local preservation commission,
- and assistance in
  - establishing local historic districts,
  - identifying architecturally and historically significant buildings and sites,
  - preparing National Register nominations,
  - compiling design review guidelines for historic districts, and
  - many other kinds of projects to promote preservation of the community's historic resources.

DISCUSSION:
The Gautier Historic Preservation Commission has recommended that the City's new Grants & Projects Manager, April Havens, be designated as the CLG Coordinator. The responsibilities of this position are outlined in the attached CLG Coordinator Agreement.

RECOMMENDATION:
City staff recommends that April Havens be designated as the Certified Local Government Coordinator for the City of Gautier as of the date of this meeting.

ATTACHMENT(S):
State of Mississippi Local Government Coordinator Agreement

STATE OF MISSISSIPPI

CERTIFIED LOCAL GOVERNMENT COORDINATOR AGREEMENT

This agreement between the Mississippi Department of Archives and History, Historic Preservation Division, also known as the State Historic Preservation Office (hereinafter called the SHPO) and the City of Gautier (hereinafter called the Certified Local Government, or CLG) states that **April Havens** shall be designated as the Certified Local Government Coordinator for the City of Gautier, and shall serve as CLG Coordinator from the date of this agreement until such time as a new CLG Coordinator shall be appointed.

The Certified Local Government Coordinator shall be responsible for ensuring that the CLG carries out its duties and responsibilities in accordance with state and local preservation law as well as the *State of Mississippi Procedures for the Certified Local Government Program*. These responsibilities include:

implementation of appropriate state or local legislation for the designation and protection of historic properties;

maintaining a system for a building by building survey and inventory of historic properties that is coordinated with, complementary to, and approved by the State Historic Preservation Office;

ensuring that all inventory material is maintained securely, is accessible to the public, and is periodically updated to reflect changes, alterations, and demolitions;

ensuring that the Historic Preservation Commission exists as authorized under the Mississippi Local Government Historic Preservation Act of 1978 (Chapter 472, Laws of Mississippi, 1978, as amended);

ensuring that a current roster of commission members and their current resumes will be forwarded to the Local Government Assistance Coordinator with the Department annually;

ensuring that vacancies on the Historic Preservation Commission are filled as quickly as possible following the procedure established by the CLG's historic preservation ordinance;

ensuring that the business of the Commission is conducted as required by the local ordinance which created it, that all meetings are open to the public and that careful minutes are kept of all the decisions and actions of the Commission, including the reasons for making these decisions, that copies of these minutes are transmitted to the Department's Local Government Assistance Coordinator at the same time they are transmitted to the members of the Commission, and that copies of the minutes are kept on file and made available to the public in accordance with the provisions of the Public Records Act of the State of Mississippi, Section 25-61-1-17, 1972;

ensuring that at least one member of the Commission attends at least one informational or educational meeting, approved by the Department, per year and that material from this meeting is presented at the next regularly scheduled commission meeting;

ensuring that an annual report of the activities of the Commission is transmitted to the State Historic Preservation Office within sixty days from the end of the CLG's fiscal year, that includes, at a minimum, the number of cases reviewed, new designations made, progress to survey activities, revised resumes for Commission members, attendance records, and documentation for any educational and informational meetings attended by any Commissioners;

ensuring that the CLG promotes public participation in the nomination of properties to the National Register of Historic Places as outlined in the *State of Mississippi Procedures for the Certified Local Government Program*, Section III, D;

ensuring that the State Historic Preservation Office is informed of any activity affecting any property listed on the National Register of Historic Places;

ensuring that the CLG is in compliance with the Mississippi Antiquities Law (Section 39-7-1) and with Section 106 of the National Historic Preservation Act of 1966 as amended; and

ensuring that all Certified Local Government Pass-through Grant projects are properly and efficiently administrated by providing such records and reports as required by the Local Government Assistance Coordinator.

At such time as a new person may be designated to replace April Havens as the Certified Local Government coordinator, the City will promptly notify the SHPO and a new agreement will be executed.

The Honorable Gordon Gollott — Date
Mayor, City of Gautier

April Havens
CLG Coordinator — Date

Barry White — Date
Local Government Assistance Coordinator
Historic Preservation Division
Mississippi Department of Archives and History
State Historic Preservation Office

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

ORDER NUMBER 246-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Amended Project Agreement for an extension with the Mississippi Department of Wildlife, Fisheries and Parks (MDFWP) for the Mississippi Recreational Trails Program Grant #28-RTP-0234 for Trail Improvements at Shepard State Park to extend the project ending date to June 30, 2016 is hereby authorized.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: April Havens, Grants and Projects Manager

Through: Chandra Nicholson, Director of Economic Development and Planning

Date: December 15, 2015

Subject: Authorization for an Amended Project Agreement with the MS Dept. of Wildlife, Fisheries and Parks for the MS Recreational Trails Program Grant #28-RTP-0234

REQUEST:

The Economic Development and Planning Department requests City Council authorization for an Amended Project Agreement with the Mississippi Department of Wildlife, Fisheries and Parks (MDFWP) for the MS Recreational Trails Program Grant for Trail Improvements at Shepard State Park to extend the project ending date to June 30, 2016.

BACKGROUND:

The Recreational Trails Program provides funds to states to develop and maintain recreational trails and trail-related facilities for motorized and non-motorized recreational trail uses. The City of Gautier previously received a grant award for $99,840.00 with an in-kind match of $24,960.00 and a project period of January 16, 2014 through December 31, 2015.

DISCUSSION:

Due to a slowdown in volunteering during the holiday season, city staff requested a six-month extension from MDWFP to complete the needed trail improvements at Shepard State Park. The Recreational Trails Program has approved the extension and forwarded the attached Amended Project Agreement to the City for authorization and signature.

RECOMMENDATION:

The Economic Development and Planning Department staff recommends that City Council authorize the attached Amended Project Agreement with the Mississippi Department of Wildlife, Fisheries and Parks for the Recreational Trails Program Grant for Shepard State Park extending the project ending date from December 31, 2015, to June 30, 2016.

City Council may:

1. Authorize the attached Amended Project Agreement; or
2. Disapprove the attached Amended Project Agreement.

ATTACHMENT(S):

Cover Letter from MS Dept. of Wildlife, Fisheries and Parks
Amended Project Agreement for Project #28-RTP-0234

MISSISSIPPI
DEPARTMENT OF WILDLIFE, FISHERIES, AND PARKS

Sam Polles, Ph.D.
Executive Director

November 30, 2015

The Honorable Gordon Gollott
Mayor, City of Gautier
3330 Highway 90
Gautier, MS 39553

Re: Recreational Trail Program #28-RTP-0234
Shepard State Park

Dear Mayor Gollott:

Enclosed please find two amended project agreements for the referenced project. As requested the end date has been extended to June 30, 2016. The project should not change in scope and only approved trail related items listed in the project agreement and proposed budget are eligible for reimbursement. Should the scope of the trail project change, please notify this office in writing. The RTP office will notify you in writing if the change is eligible for reimbursement.

Please sign both project agreements and return one project agreement in the enclosed envelope. Please feel free to contact me at 601-432-2227, if you have questions or need assistance with information concerning this project.

Sincerely,

Terry McDill

Terry McDill, Administrator
Recreational Trails Program

Enclosures

1505 Eastover Drive • Jackson, Mississippi 39211-6374 • (601) 432-2400

Amended Project Agreement
between
Mississippi Department of Wildlife, Fisheries and Parks
Recreational Trails Program
1505 Eastover Drive
Jackson, MS 39211-6374
and
Project Sponsor

State: Mississippi	**Project Number**: 28-RTP-0234.2
Project Sponsor: The Honorable Gordon Gollott Mayor, City of Gautier 3330 Highway 90 Gautier, MS 39553	Project Contact: April M. Havens ahavens@gautier-ms.gov
Project Period: January 16, 2014 – ~~June 30, 2015~~ ~~December 31, 2015~~ June 30, 2016	**Project Stage:** Trail Improvements

Project Title: Shepard State Park Trail Improvements

Project Type: Non-Motorized - Single Use

Project Location: from 1505 Eastover Drive, Jackson MS - Highway 49 South to Highway 90 to Gautier – MS 57 intersects with Highway 90 – approx 4.5 miles to Ladnier Road – turn right – 1.5 miles to Graveline Road turn left.

Project Scope (Description of Project): Trail cost / design / development include limited engineering fees, (up to 8% of total PROJECT agreement cost) site preparation. Repair approximately 5000 linear feet of existing trail – removal of trees and bridge construction, rental equipment (bobcat, pile driver, walk behind compactor, marker/sign footings – concrete, Boardwalk / piling – (8") 1500 lf, piling – (10") 260 lf, 2400 concrete pavers, drainage pipe, 100 trail markers, trail map, utility trailer to maintain trail, and other trail amenities as approved – ADA Compliance - 1 marked Handicap Parking Space per 25 parking spaces and Required Recreational Trail Program Signage.

Project Cost 80/20 Reimbursement		Project Sponsor: Mayor, City of Gautier
RTP Reimbursement	$99,840.00	
Sub recipient Share	$24,960.00	Gordon Gollott Date
Total Agreement Cost	$124,800.00	Terry McDill
Total Project Cost		Terry McDill, RTP Administrator terrym@mdwfp.state.ms.us 11/30/2015 Amended Agreement Prepared

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

ORDER NUMBER 247-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the reallocation request to the Mississippi Department of Marine Resources for the FY2010 Tidelands Project in the amount of $348,811.50 to the open FY2016 Tidelands Project 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 **Councilwoman Martin** seconded by **Councilman Colledge** and the following vote was recorded:

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: April Havens, Grants and Projects Manager

Through: Chandra Nicholson, Economic Development and Planning Director

Date: December 15, 2015

Subject: Tidelands Funds Reallocation Requests

REQUEST:

The Economic Development and Planning Department requests City Council approval of a reallocation request to the Mississippi Department of Marine Resources for the FY2010 Tidelands Project in the amount of $348,811.50 to the open FY2016 Tidelands Project. The reallocation is a budgetary "housekeeping" matter, and all funds will be utilized as anticipated for City Park and Town Commons Park. There are no changes to the project scopes.

BACKGROUND:

The City of Gautier currently has a balance of $348,811.50 in unspent funds from the FY2010-P407 grant, which is set to expire December 31, 2015. To preserve the funds, the City is requesting that the Department of Marine Resources reallocate all of these funds to the open FY16-P618-02 City Park Community Center Phase III Project. Originally, the City was awarded $50,000 for FY2010-P407, but DMR reallocated $618,470.96 to that project from a variety of leftover project funds. To date, the City has spent $319,659.46 for work at City Park and Town Commons, leaving $348,811.50 for this reallocation request. The City was awarded $187,500 for FY16-P618-02, and if this reallocation is granted, that project balance will increase to $536,311.50.

DISCUSSION:

DMR has instituted a five-year maximum for all Tidelands projects. City staff was instructed by DMR to submit a reallocation request to preserve the $348,811.50 in unspent funds under the FY2010-P407 project. FY2010-P407 and FY16-P618-02 are like projects, which means they are easily combined.

RECOMMENDATION:

The Economic Development and Planning Department staff recommends that City Council approve the reallocation request as proposed.

The City Council may:

1. Approve the proposed reallocation plan.
2. Approve the proposed reallocation plan with changes; or
3. Disapprove the proposed reallocation plan .

ATTACHMENT(S):

MDMR Request for Reallocation of Funds

MISSISSIPPI DEPARTMENT OF MARINE RESOURCES

ENHANCE • PROTECT • CONSERVE

REQUEST FOR REALLOCATION OF FUNDS
TIDELANDS TRUST FUND PROGRAM

APPROPRIATED PROJECT 1. TIDELANDS PROJECT NUMBER FY2010-P407	2. TIDELANDS PROJECT TITLE City of Gautier-City Park Community Center, Phase III
REQUESTED REALLOCATION TO 3. TIDELANDS PROJECT NUMBER FY16-P618-02 MUST BE AN INCOMPLETE APPROPRIATED PROJECT	4. TIDELANDS PROJECT TITLE City Park Community Center Phase III
6. REQUESTING ORGANIZATION NAME City of Gautier STREET ADDRESS 3330 Hwy. 90 CITY, STATE ZIP Gautier, MS 39553	8. REQUESTED AMOUNT TO BE REALLOCATED ORIGINAL AWARD AMOUNT $ 50,000.00 PLUS ANY ALLOCATIONS $ 618,470.96 LESS PROJECT AWARD SPENT - $ 319,659.46 REALLOCATION AMOUNT REQUESTED $ 348,811.50

8. REASON AND PURPOSE FOR REQUESTED REALLOCATION
–REQUEST MUST BE WITHIN THE SCOPE OF THE RECEIVING PROJECT'S APPLICATION

Request to combine like projects to the current project year.

SIGNATURE OF AUTHORIZED OFFICIAL	DATE REQUEST SUBMITTED
TYPED OR PRINTED NAME AND TITLE	TELEPHONE
CHIEF FINANCIAL OFFICER, MDMR	DATE APPROVED
JAMIE M. MILLER, EXECUTIVE DIRECTOR, MDMR	DATE APPROVED

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

ORDER NUMBER 248-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the attached Grant Agreement Modification for an extension with the Mississippi Department of Environmental Quality (MDEQ) for the City's Local Government Solid Waste Assistance Grant in order to extend the project end date from December 31, 2015 to December 31, 2016 is hereby authorized.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting December 15, 2015.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: April Havens, Grants and Projects Manager

Through: Chandra Nicholson, Director of Economic Development and Planning

Date: December 9, 2015

Subject: Grant Agreement Modification for the Mississippi Department of Environmental Quality Local Government Solid Waste Assistance Program (SWC426-M2)

REQUEST:

The Economic Development and Planning Department requests City Council authorization for a Grant Agreement Modification with the Mississippi Department of Environmental Quality (MDEQ) for the City's Local Government Solid Waste Assistance Grant in order to extend the project end date from December 31, 2015, to December 31, 2016.

BACKGROUND:

The Mississippi Department of Environmental Quality awarded the City of Gautier a $25,000 solid waste assistance grant for the cleanup of illegal dumps. The City has requested and received from MDEQ a one-year extension for the project to allow sufficient time for City staff to fully expend the remaining $13,505 in grant funds.

RECOMMENDATION:

The Economic Development and Planning Department staff recommends that City Council authorize the Grant Agreement Modification with MDEQ for the Local Government Solid Waste Assistance Grant to extend the project end date from December 31, 2015, to December 31, 2016.

City Council may

1. approve the attached MDEQ Local Government Solid Waste Assistance Grant Agreement Modification as outlined above; or
2. disapprove the MDEQ Grant Agreement Modification as described above.

ATTACHMENT(S):

MDEQ Solid Waste Assistance Grant Agreement Modification Letter
MDEQ Grant Award Agreement Modification

STATE OF MISSISSIPPI
PHIL BRYANT
GOVERNOR
MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY
GARY C. RIKARD, EXECUTIVE DIRECTOR

December 7, 2015

Ms. Patty Huffman
City of Gautier
3380 Highway 90
Gauiter, MS 39553

Dear Ms. Huffman:

Please find enclosed three copies of the modification for the Grant Agreement between the Mississippi Department of Environmental Quality and **City of Gautier.**

Please have the proper authority **sign all three copies and return them as soon as possible to me (Attn: Lenora Townsend).** After execution of the Grant Agreement Modification by our Executive Director, an original will be returned to you for your files.

Please feel free to call me at (601) 961-5665 with any questions you may have.

Sincerely,

Lenora Townsend

Lenora Townsend
Contract Analyst Senior
Enclosures

CONTRACTS DIVISION
POST OFFICE BOX 2261 • JACKSON, MISSISSIPPI 39225-2261 • TEL: (601) 961-5107 • FAX: (601) 961-5715 • www.deq.state.ms.us
AN EQUAL OPPORTUNITY EMPLOYER

MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY ASSISTANCE AGREEMENT		ASSISTANCE ID NO. SWC426-M2
		DATE OF STAFF APPROVAL 12/04/2014
AGREEMENT TYPE		**RECIPIENT TYPE**
COOPERATIVE AGREEMENT		CITY
GRANT AGREEMENT	X	**TAX ID NO.**
ASSISTANCE AMENDMENT		

RECIPIENT CITY OF GAUTIER 3380 HIGHWAY 90 GAUTIER, MS 39553	**PROJECT MANAGER** PATTY HUFFMAN
ISSUING OFFICE MS DEPT. OF ENVIRONMENTAL QUALITY OFFICE OF POLLUTION CONTROL P. O. BOX 2261 JACKSON, MS 39225	**PROJECT MANAGER** AVELEKA MOORE SOLID WASTE POLICY, PLANNING & GRANTS BRANCH
ASSISTANCE PROGRAM LOCAL GOVERNMENT SOLID WASTE ASSISTANCE PROGRAM	**STATUTORY AUTHORITY** SECTION 17-17-65, MS CODE ANN.

PROJECT TITLE AND DESCRIPTION

UNAUTHORIZED DUMP CLEAN-UP PROGRAM.

PROJECT LOCATION **CITY** GAUTIER **COUNTY** JACKSON **STATE** MS	**PROJECT PERIOD** The project period shall begin upon execution of the grant agreement by the Executive Director of MDEQ and end no later than **DECEMBER 31, 2016.** **TOTAL PROJECTED PERIOD COST** **$25,000.00**

FUNDS	**FORMER AWARD**	**THIS ACTION**	**AMENDED TOTAL**
MDEQ Amount This Action -- Allocated (4049)			
MDEQ Amount This Action -- Competitive (4050)	$25,000.00		
MDEQ Amount This Action -- Tire (4032)			
Recipient Contribution			
Total Project Cost	$25,000.00		
APPROVED BUDGET			
Personnel (Enforcement Officer)			
Indirect			
Travel			
Equipment			
Supplies			
Educational Material			
Construction			
Other	$25,000.00		
Total Charges	$25,000.00		

METHOD OF PAYMENT

Advance	
Reimbursement	X

MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY
CITY OF GAUTIER
GRANT AGREEMENT MODIFICATION NO. 2

Modification No. 2 extends the end date from **December 31, 2015 to December 31, 2016**.

Except as it is modified by the provisions of this **Grant Agreement Modification No. 2** the Standard Terms and Conditions of this Grant Agreement Number **SWC426** remain in full force and effect and all other provisions thereof are hereby incorporated and reaffirmed as if fully set forth herein.

The State of Mississippi, acting by and through the Mississippi Department of Environmental Quality, hereby offers assistance/amendment to **CITY OF GAUTIER** up to and not exceeding **$25,000.00** for the support of approved budget period effort described in application (including all application modifications) cited in this **UNAUTHORIZED DUMP CLEAN-UP PROGRAM.**

MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY

______________________________ ____________________
Gary C. Rikard Date
Executive Director

CITY OF GAUTIER

______________________________ ____________________
Authorized Signature Date

____
Printed/Typed Name Title

Consent Agenda Item #6 - Authorization to accept a sponsorship from Merchants & Marine Bank in the amount of $489.74 for Mayor Gollott's One Coast Mayor's Forum was pulled.

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

ORDER NUMBER 249-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Privilege License Report for November 2015 is hereby received.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting December 15, 2015.

City of Gautier
Business Registry
Nov-15

Acct.	License #	Business Name /Owner	Amt.
84	2016-11-0004765	DJ'S Automotive	$20.00
878	2016-10-0004766	Pearson Bulders	$20.00
112	2016-11-0004767	Highway 90 Pawn & Gun LLC	$500.00
******514	2015-09-0004768	Pankonin Mobile Home	$24.60
******514	2016-09-0004769	Pankonin Mobile Home	$20.00
524	2016-11-0004770	Mcclure's Comfort Zone	$20.00
90	2016-11-0004771	Hunt Security	$30.00
******1177	2016-10-0004772	Firestone of Gautier	$22.00
******857	2016-08-0004773	All God's Children Learning Center	$33.60
876	2016-11-0004774	Redbox Automated Retail	$90.00
1243	2016-11-0004775	Bargain Furniture	$20.00
******1184	2016-10-0004776	Toulon Apartments	$33.00
*1340	2016-11-0004777	Fresh Cuts & Styles	$20.00
802	2016-11-0004778	Dallas Flint Consulting	$20.00
******23	2015-10-0004779	Gautier Animal Clinic	$24.40
******23	2016-10-0004780	Gautier Animal Clinic	$22.00
******39	2015-10-0004781	Magnolia Oaks Apartments	$24.40
******39	2016-10-0004782	Magnolia Oaks Apartments	$22.00
******278	2016-10-0004783	MOWA Development	$33.00
******38	2016-10-0004784	Lincoln on Demand Agency	$22.00
******1171	2016-09-0004785	Logistics on Demand	$22.20
*1341	2016-11-0004786	Gulf Commerical Group	$20.00
1035	2016-12-0004787	Sioux Bayou	$35.00
******29	2016-10-0004788	Home Port Videos	$22.00
140	2016-12-0004789	Brewer Optical	$45.00
*****25	closed business	Gryphon Technologies LC	closed
******3	2016-10-0004790	Advanced American Auto	$22.00
******617	2016-06-0004791	Glass Pac Industries	$22.80
809	2016-12-0004792	Cash Inc	$20.00
*1342	2016-11-0004793	The Peacock Gallery	$20.00
*****92	closed business	JMAT Software LLC	closed
*****1186	closed business	Unique's Family Kitchen	closed
179	2016-12-0004794	Vulcan Construction Materials LLC	$300.00
******935	2016-09-0004795	Saltywater Bed & Breakfast	$22.20
148	2016-12-0004796	Dodge Store	$82.50
26	2015-11-0004797	Hancock Bank Gautier	$30.00
*1343	2016-11-0004798	Matresses of Mississippi	$20.00
166	2016-12-0004799	Southern Hideaway Estates	$20.00
873	2016-10-0004800	Final Enviromental Service	$22.00
1288	2016-11-0004801	Community Service for Vision Rehabilitation	$20.00
117	2016-11-0004802	Scotty's Barber Shop	$20.00
422	2016-11-0004803	Singing River Mini Wharehouses	$20.00
1109	2016-11-0004804	Smoke Screen LLC	$20.00
1105	2016-11-0004805	Crystal Visions Media	$20.00
*1344	2016-11-0004806	Dronet Realty & Property Management	$20.00
*1345	2016-11-0004807	Antebellum Management PLLC	$20.00
		Total	**$1,886.70**

*	New Business	6
**	Slot Amusement	0
***	Due Refund	0
****	Transient Vendor	0
*****	Closed Business	3
******	Delinquent Renewals Issued	16

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

ORDER NUMBER 250-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the minutes from Regular Council Meeting held December 1, 2015 are hereby approved.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

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

ORDER NUMBER 251-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the refund in the amount of $100 for Teri Gautier dba Gulf Commercial Group, located at 2603 Guillotteville Road, for a Home Occupation Application /Permit Fee 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 **Councilwoman Martin** seconded by **Councilman Colledge** and the following vote was recorded:

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Chandra Nicholson, Economic Development & Planning Director

Date: December 11, 2015

Subject: Consideration of a Home Occupation Application/Permit Fee Refund for Teri Gautier dba Gulf Commercial Group, 2603 Guillotteville Road (GPC #15-11-HO)

REQUEST:

The Economic Development and Planning Department requests City Council refund the $100 Home Occupation Application/Permit Fee for a new business at 2603 Guillotteville Road.

DISCUSSION:

The City Council upheld the Planning Commission's determination that a new Home Occupation Permit was not needed since a Home Occupation Permit had already been obtained for a similar business at the same location. Since a permit is not needed, staff recommends a refund of the Home Occupation Application/Permit fee to Ms. Teri Gautier. The fee of $100 was paid on 8/14/15.

ACTION NEEDED:

The City Council may:

1. Approve the Refund Request; or
2. Deny the Refund Request.

ATTACHMENTS:

1. Home Occupation Application
2. Copy of Receipt of Payment
3. Council Resolution (determination that a new permit was not needed)

ECONOMIC DEVELOPMENT/PLANNING DEPARTMENT
GAUTIER, MISSISSIPPI

HOME OCCUPATION APPLICATION

Hearing Number: GPC 15-11-HO

TYPE OF REQUEST:		FEE:
Home Occupation	✓	$100.00

Name of Applicant: TERI GAUTIER

Name of Business: GULF COMMERCIAL GROUP

Address: 2603 GUILLOTTEVILLE RD Mailing Address (if different): P.O. BOX 145

Email Address: gautier.inc@mindspring.com

Phone: 228-497-6896 Cell Phone: 228-324-1156

Reason for request, location and intended use of Property: Business startup. Home occupation permit with conditional use on file; office for phone/computer work and location for courier packages.

ATTACHMENTS REQUIRED AS APPLICABLE:

N/A 1. Diagram showing dimensions of home and dimensions of area to be used for home occupation.
✓ 2. Legal description and street address.
✓ 3. A detailed project narrative.
N/A 4. Copy of protective covenants or deed restrictions, if any.
N/A 5. Any other information requested by the Economic Development/Planning Director.
N/A 6. Owner's Consent form, if anyone other than 100% sole owner makes application (see attached).

Signature of Applicant: Teri Gautier

FOR OFFICE USE ONLY

Date Received 8/14/15 **Verify as Complete** 8/18/15

Fee Amount Received 100.00

Initials of Employee Receiving Application RM

RECEIPT DATE 8/14/15 **No.** 990696

RECEIVED FROM Teri Gautier **$** 100.00

One Hundred & no/xxxx DOLLARS

○ FOR RENT
○ FOR Home Occupation Application

ACCOUNT		
PAYMENT	100	–
BAL. DUE		

○ CASH
⊘ CHECK
○ MONEY ORDER
○ CREDIT CARD

FROM ______ TO ______

BY Ramona Moy

3-11

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

ORDER NUMBER 204-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the request by Teri Gautier, owner of Gulf Commercial Group (GPC Case No. 15-11-HO) at 2603 Guillotteville Road to continue with the Home Occupation Permit based on the recommendation by the Gautier Planning Commission that no additional Home Occupation Permit is required because She already has one is hereby authorized.

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

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of October 20, 2015.

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

ORDER NUMBER 252-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the contract for professional services with Covington Civil & Environmental, LLC, and authorize the City Manager to execute the related documents with the understanding that costs to the City of Gautier will not exceed one-fourth (1/4) of the total contract price as presented is hereby approved.

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

AYES: **Gordon Gollott**
Mary Martin
Johnny Jones
Hurley Ray Guillotte
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 15, 2015.

October 30, 2015 **DRAFT** **Via E-Mail**

Jackson County Utility Authority Task Force
C/o Mr. Robert Wilkinson, Attorney
Dogan & Wilkinson, PLLC
734 Delmas Avenue
Pascagoula, MS 39567

Re: Proposal for Professional Services to Evaluate Costs and Operations of Jackson County Utility Authority, Jackson County, MS

Dear Task Force Members:

Covington Civil & Environmental, LLC (Covington) wishes to first thank you for giving us the opportunity to attend your Task Force Meeting on October 27, 2015 to gain a better understanding of the issues associated with the operations and costs of the Jackson County Utility Authority (JCUA). From that meeting, we understand that the JCUA Task Force wishes to engage a professional engineering firm without any ties to the JCUA to:

1. Evaluate the costs and rates of the JCUA in comparison to other utility authorities operating on the Mississippi Gulf Coast, if available;

2. Meet with individual JCUA Task Force members to discuss and gain an understanding of specific issues the Task Force members have with JCUA;

3. Review and evaluate operational and cost data obtained from JCUA either from direct contact with JCUA or from other sources to determine:
    a. Capital, Administrative, Operation and Maintenance Costs allocated to wholesale and retail portions of JCUA's business;
    b. Other costs utilized to determine rates for JCUA's wholesale and retail business;
    c. Existing debt service and Allocation of Bond Funds; and
    d. Operational and Maintenance Plan for JCUA's operations

4. Review Master Plan of Development for the JCUA, if available;

5. Identify potential future environmental compliance issues and associated costs;

6. Prepare a DRAFT report of findings along with recommendations to the JCUA Task Force;

7. Incorporate comments of the JCUA Task Force into a final report.

In addition to the tasks outlined above, Covington personnel will be available to attend JCUA Task Force and other meetings as requested to give updates on findings and issues that have and may become available.

Fax: (228) 396-0487 2510 14th Street, Suite 1010
Gulfport, Mississippi 39501 Phone: (228) 396-0486

At this time, it is difficult to establish a budget for the proposed services, but Covington will provide the required services on a "time and materials" basis in accordance with the attached Rate Sheet and General Conditions. Below are suggested budgets for the work to be completed, but as the project proceeds, these budgets may need to be adjusted.

1.	Discovery, information gathering and evaluations	**$25,000 - $40,000**
2.	Development of Draft Report for JCUA Task Force Review	**$5,000**
3.	Incorporate JCUA comments into final report	**$5,000**

Covington will provide a bi-weekly report of the work that has been performed and the cost of those services so that the Task Force members will be kept informed, can anticipate costs and can direct the work. We will, however, need to establish who will be engaging Covington and who Covington will be reporting to.

If you accept this proposal, please return a signed copy to us at your convenience, or fax the signature page to (228) 396-0487. We appreciate being given the opportunity to provide you with these services.

Sincerely,
Covington Civil and Environmental, LLC.

John F. Szabo, P.E.
Principal Engineer

ENCLOSURES

Accepted by:

____
(Sign and Date)

CIVIL AND ENVIRONMENTAL

Rate Sheet v09/01/2015

Item	Basis	Std. Rate
Principal	per hr.	$157.00
Principal Engineer	per hr.	$157.00
Chief Scientific Officer	per hr.	$175.00
Senior Scientist	per hr.	$165.00
Certified Industrial Hygienist	per hr.	$130.00
Sr. Consultant	per hr.	$100.00
Sr. Geologist	per hr.	$125.00
Sr. Biologist	per hr.	$125.00
Registered Engineer	per hr.	$115.00
GIS Operator	per hr.	$85.00
Sr. Estimator	per hr.	$80.00
AutoCAD Operator	per hr.	$80.00
Technician	per hr.	$65.00
Supervisor	per hr.	$40.00
Laborer	per hr.	$35.00
Clerical	per hr.	$45.00
Third-Party Services/Sub-Contractors		Cost + 20%
Laboratory Charges		Cost + 25%
Other Expenses (hotel, food, etc.)		Cost + 15%
Vehicles:		
Personal	per mile	$0.75
Pick-Up Truck	per day	$75.00
Four-Wheeler	per day	$50.00
Shipping		Cost + 20%
Copying:		
Black & White		
8.5x11		$0.20
11x17		$0.30
24x36	per s/f	$0.40
Color		
8.5x11		$1.00
11x17		$1.50
24x36	per s/f	$0.60
Faxes:		
Local	per sheet	$1.00
Long-Distance	per sheet	$1.50

Fax: (228) 396-0487

2510 14th Street, Suite 1010
Gulfport, Mississippi 39501

Phone: (228) 396-0486

Councilwoman Martin made the motion to go into closed session to determine whether to go into executive session. **Councilman Colledge** seconded the motion and the vote carried unanimously.

Councilman Colledge made the motion to go into executive session to discuss employment details of the city manager. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilman Vaughan made the motion to direct the Human Resources Director to provide to the council members (via email and hard copy) evaluation forms for all appointed positions for discussion at the January 5, 2016 council meeting. **Councilman Colledge** seconded the motion and the vote carried unanimously.

Councilman Colledge made the motion to go into open session. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilman Vaughan made the motion to adjourn until January 5, 2016 at 6:30PM. Motion seconded by **Councilwoman Martin** and unanimously carried.

APPROVED BY:

____

MAYOR

ATTEST:

____

CITY CLERK

Submitted for approval of the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 5, 2016.