

**Tuesday
May 7, 2013
Gautier, Mississippi**

BE IT REMEMBERED THAT A REGULAR MEETING of the Mayor and Council of the City of Gautier, Mississippi was held May 7, 2013 at 5:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those present were Mayor Tommy Fortenberry, Council Members Johnny Jones, Hurley Ray Guillotte, Gordon Gollott, Mary Martin, Scott Macfarland, Adam Colledge, City Manager Samantha Abell, Finance Director Teresa Montgomery, City Attorney Robert Ramsay and other concerned citizens.

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
May 7, 2013 @ 5:30 PM**

- I. Call to Order**
 - 1 Prayer**
 - 2 Pledge of Allegiance**
- II. Agenda Order Approval**
- III. Announcements**
 - 1 JC Ducks Walk/Run May 11th, 7AM at MGCCC Gautier Campus**
 - 2 2nd Annual Gautier Bicycle Safety Rodeo Saturday, May 18th 10AM – 2PM**
 - 3 Office closed Monday, May 27th in observance of Memorial Day**
- IV. Presentation Agenda**
- V. Public Agenda**
 - 1 Agenda Comments**
- VI. Business Agenda**
 - 1 Order approving Dixie League Facility Use Agreement**
 - 2 Order approving Streetscape Project #R-109-192-01-KCR Budget Modification #9**
 - 3 Resolution approving amendments to the Schedule of Authorized Positions and Organizational Chart for the purpose of Animal Control**
 - 4 Order authorizing Fire Marshal Charles Thornburg to retain badge and name plate due to retirement**

5 Order approving Change Order #2 for the Gautier Fire Station Project #BL1102

6 Order approving Docket of Claims

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

1 Resolution authorizing a ballot measure on June 4th to levy a 2% sales tax for the purpose of parks and recreation, contingent upon citizens approval

2 Order approving a request to waive fees in the amount of \$2400.00 for the purpose of the business expansions of B & D Plastics

3 Order approving Civil Service minutes from October 18, 2012; November 8, 2012; and December 13, 2012

4 Order approving Gautier Election Commission

5 Order approving Gautier Resolution Board

6 Order accepting donation of netting from Omega Protein Inc.

7 Order approving Planning Commission minutes from October 18, 2012; December 6, 2012; January 3, 2013; and February 7, 2013

8 Order approving Council Meeting minutes from April 16, 2013

9 Order approving Gautier Police Department body armor policy and safety procedures

10 Order approving submission of grant application for bulletproof vests to the U.S. Department of Justice, Bureau of Justice

11 Order approving Forfeited Assets

12 Order accepting a 15' utility easement conveyed by Mildred G. and Howard J. Green located at 2201 Guillotteville Road Lot #17

**STUDY AGENDA
CITY OF GAUTIER, MISSISSIPPI
May 7, 2013**

1 Discuss Citizen Comments

2 Discuss Council Comments

3 Discuss City Manager Comments

4 Discuss City Clerk Comments

5 Discuss City Attorney Comments

Recess until May 21, 2013 @ 6:30 PM
www.gautier-ms.gov

Motion was made by Councilman Macfarland, seconded by Councilwoman Martin and unanimously carried to approve the agenda order.

ANNOUNCEMENTS

Gautier's 2nd Annual **BICYCLE SAFETY RODEO**

Hosted by...
Gautier Police Department
Gautier Fire Fighters Assoc.
Jackson County 4-H Club

Saturday, May 18, 2013 • 10 am - 2pm
MGCCC North Parking Lot

Obstacle Course Training *Bicycle Safety Tips*
Helmet Safety *Bicycle Repair* *First Aid Training*
Bicycle Registration *Helmet Design Station* and More...



All kids invited!
Bring your bicycle and helmet if you can or use ours!
Parents must remain on site with children



JC Ducks Walk/Run



May 11, 2013 Fundraiser for Boston Marathon Victims

On May 11, 2013 at the MGCCC Gautier Campus the JC Ducks and City of Gautier will host its first annual 5K Run/Walk event.

Registration will begin at 7am

Pre-registration: Shepard State Park 228-497-2244

Address: 1034 Graveline Dr. Gautier MS 39553

!!!!LETS RUN FOR BOSTON!!!!

Contact for Questions

☎ 228-731-7515/228-497-2244

🌐 league lineup.com/jacksoncountyducks

✉ cjbaileyacademy@gmail.com

For the Love of the Game : About us

JCDucks is a Youth Football Organization committed to teaching young male athletes the skills and discipline needed to become successful men in their communities.

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

ORDER NUMBER 103-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Dixie League Facility Use Agreement 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 Macfarland, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Keith Young, Cultural Service Manager
Through: Eric Meyer, Director of Economic Development and Planning
Date: May 1, 2013
Subject: Facility Use Agreement

REQUEST:

The Cultural Services Division requests City Council approval of the Facility Use Agreement.

BACKGROUND:

This Facility Use Agreement sets forth the terms and limits associated with the use of Cultural Services Division's athletic facilities. The terms of this agreement are not subject to alteration and must be signed annually by both the league/association President and the Cultural Services Division, before any use will be assigned.

DISCUSSION:

In the past the City's Parks and Recreation Division has never had a Facility Use Agreement with any of our recreation leagues. In October 2012, the City of Gautier formed a Cultural Service Division which produced this Facility Use Agreement that sets out the responsibilities for the City and the recreation leagues and other potential users.

RECOMMENDATION:

The Cultural Services and Parks Department staff recommends that City Council approve the Facility Use Agreement as described above. City Council may

- 1) Authorize the Facility Use Agreement.
- 2) Authorize the Facility Use Agreement with changes; or
- 3) Disapprove the Facility Use Agreement as presented.

ATTACHMENT(S):

Facility Use Agreement



City of Gautier's Cultural Services Division Facility Use Agreement

This agreement sets forth the terms and limits associated with the use of City of Gautier Cultural Services Division athletic facilities. The terms of this agreement are not subject to alteration and must be signed annually by both the League/Association president and the Cultural Services Manager, or designee, before any use will be assigned.

Facility Requested _____

Date(s) Requested _____

League/Association Making Request _____

The City of Gautier's Cultural Services Division supports the **F.U.N. Principles** in all of our Youth Programs:

- F – Fun-** Making sure every participant has fun while learning to play the game the right way.
- U - Understanding** – Every participant will learn the proper rules of the game, and the concepts of teamwork, self-esteem, and good sportsmanship.
- N – Never Quit-** Participants learn to work hard and never give up no matter what the score. When they do that, win or lose, everyone is a winner.

A violation of the F.U.N. Principles will be deemed grounds for termination of this Facility Agreement.

League Responsibilities/Guidelines

1. The League will furnish the City of Gautier's Cultural Services Division (CSD) with a copy of all rosters (to include name, address, phone #, email) of all participants prior to the start of the season.
2. All youth coaches and volunteers must complete an approved coach's application on an annual basis and a criminal background check must be passed prior to the coach being assigned a team each season.
3. The League will furnish CSD with a list of contacts (to include name, address, phone #, email) for League officials before registration and a coach's contact list (to include name, address, phone #, email) prior to the start of the season.
4. The League will furnish CSD with a copy of their articles of organization, by-laws, and a copy of their playing rules for all ages. If at any time rules or by-laws are changed a copy must be provided to CSD.
5. The League shall notify CSD of all registration dates, times, etc. at least two weeks prior to the start of registration. All schedules (games, tournaments, etc.) shall be provided to CSD as soon as they are available, but no less than one week prior to game play. Any changes made to the schedule must be provided in writing to CSD.
6. The League shall be responsible for all daily clean-up of concession areas, storage facilities, dug-out areas, and the removal of all litter into provided trash receptacles. Restrooms must be maintained in clean operating condition.
7. The League must also maintain their own cleaning supplies with the exception of paper towels and toilet paper for the restrooms.
8. The League will provide at least two work days per season with at least five volunteers where painting, pressure washing, fence repair, goal anchoring, net install/repair, and other maintenance work is performed by League volunteers. The League will notify the Recreation Coordinator of the work days and the materials needed to perform the work one week prior to the work days.
9. The League shall report any maintenance problems to CSD the morning after the problem was noted by the League. CSD will then place a work order for the problem to be corrected as soon as possible.
10. All changes or improvements made to the facilities must be requested in writing and approved, prior to any action being taken by the League, by the City of Gautier Cultural Services Manager.
11. The League will handle all disciplinary problems in the manner prescribed by their by-laws. Any disciplinary problems involving fighting or physical altercations, or anytime the police are called, the League must notify the CSD in writing within 24 hours of the incident.
12. The League shall maintain accident insurance for participants. The League will report all accidents or injuries requiring medical assistance to the CSD in writing within 24 hours of the incident.
13. All signs to be placed on fences or buildings must be approved by the CSD.
14. In the event of inclement weather, the CSD will make the determination of unsafe or unplayable conditions by 2:00pm weekdays. It is the responsibility of the League to contact the Recreation Coordinator.

15. The League officials' meetings will be considered public and it is recommended that a one week notification be made of all public meetings. Notify the CSD as soon as a meeting is called.
16. The League is responsible for the collection of all litter created by concession sales. This includes, but is not limited to, peanut hulls and paper from straws. All boxes will be placed in a dumpster located at the site.
17. The League is responsible to collect state taxes as set forth by the MS State Tax Commission to include sales and admissions. The payment of these taxes will be the responsibility of the League and paid directly to the Tax Commission. The League will provide proof to CSD that they have met this responsibility.

The City of Gautier Cultural Services Division (CSD) will be responsible for the following:

1. CSD will provide safe playing fields and facilities for the League practices and games.
2. CSD will provide the League with materials for the two scheduled work days such as paint, fence materials, goal anchors, nets, etc. The Cultural Services Division Manager shall approve/disapprove the list of improvements based on budgetary constraints.
3. CSD will ensure that the grass is cut on a planned rotation, lay-out and line fields for scheduled games. CSD will construct pitching mounds, repair dug-outs and handle all general maintenance such as plumbing and electrical repairs to facilities.
4. CSD will provide training to coaches upon request from the League. It is recommended that all coaches be certified.
5. CSD will allow the League to use the facilities for meetings and registration at no cost. Facilities will be scheduled based on availability.
6. CSD will empty trash barrels at all facilities for the League at regularly scheduled games. Special events, tournaments and other functions requiring extra trash removal must be approved by the CSD.
7. CSD will pay all utilities for all fields and facilities. CSD will furnish and maintain all lighting at fields and make repairs as necessary. CSD will furnish bases, home plates, pitching rubbers, goals, nets, etc.
8. CSD will assist the League, if needed, with scheduling, clerical assistance, team organization, etc. The CSD may make recommendations for scheduling in the best interest of players. It is expected that if the League has too few teams register, then the League will seek games with nearby Leagues in order to afford players more experience and competition.
9. CSD will offer training clinics for League coaches and volunteers, based on availability. Clinics will be scheduled in advance at a convenient time for the League and the CSD.
10. CSD may charge the League a fee for repair of damages to any facility, caused by negligence of the League or board members. The League may also be charged for items lost (such as locks or CSD equipment).
11. CSD is here to assist your League in any way to make your season a success. Please keep us informed of League needs in a timely manner.

I agree to all of the terms and conditions set forth in the above agreement. I understand that if the League does not abide by the agreement then use may be terminated with a seven-day notice from the CSD.

_____	_____
League President/Chairperson	Date

_____	_____
Mailing Address of League	Date

_____	_____
City of Gautier	Date
Cultural Services Manager	

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

ORDER NUMBER 104-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Streetscape Project #R-109-192-01-KCR Budget Modification #9 to extend the current project ending date from April 30, 2013 to June 30, 2013 allowing time for completion of construction activities and final project monitoring is hereby approved.

IT IS FURTHER ORDERED that approval is contingent upon Mississippi Development Authority (MDA) review and approval of project close-out documents.

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 Gollott, seconded by Councilman Macfarland and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Patty Huffman, Grants and Projects Manager
Through: Eric Meyer, Economic Development/Planning Director
Date: April 23, 2013
Subject: Streetscape Project #R-109-192-01-KCR Modification #9
(Ending Date Change)

REQUEST:

Budget Modification #9 for the above referenced Streetscape Project is presented for City Council approval. The purpose of this modification is to extend the current Project ending date from April 30, 2013 to June 30, 2013 to allow time for completion of construction activities, final project monitoring, and MDA review and approval of project close-out documents.

DISCUSSION:

The City Manager's signature is needed on five (5) originals.

ATTACHMENT(S):

Mississippi Development Authority Modification Signature Sheet (5 originals)

MISSISSIPPI DEVELOPMENT AUTHORITY
MODIFICATION SIGNATURE SHEET

DISASTER RECOVERY DIVISION
POST OFFICE BOX 849
JACKSON, MISSISSIPPI 39205-0849

1. Recipient's Name, Address, and Telephone No. City of Gautier 3330 Highway 90 Gautier, MS 39553 228-497-8000	2. Effective Date: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">3. Contract Number: R-109-192-01-KCR</td> <td style="width: 50%; padding: 2px;">Grant Number: R-109-192-01-KCR</td> </tr> </table> 4. Modification Number: #9 5. Grant Identifier: (Funding Source & Year) CFDA Number: 14.219 & 14.228 6. Beginning and Ending Date 12/1/08 – 6/30/13 7. Page 1 of <u> 1 </u>	3. Contract Number: R-109-192-01-KCR	Grant Number: R-109-192-01-KCR													
3. Contract Number: R-109-192-01-KCR	Grant Number: R-109-192-01-KCR															
8. As a result of this modification, funds obligated are changed as follows: <table style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="text-align: left; width: 33%;"><u>KCDBG</u></th> <th style="text-align: left; width: 33%;"><u>OTHER FEDERAL</u></th> <th style="text-align: left; width: 33%;"><u>OTHER (LOCAL-PRIVATE)</u></th> </tr> </thead> <tbody> <tr> <td>FROM: No Change</td> <td>FROM:</td> <td>FROM: No change</td> </tr> <tr> <td>TO:</td> <td>TO:</td> <td>TO:</td> </tr> <tr> <td>INCREASE:</td> <td>INCREASE:</td> <td>INCREASE:</td> </tr> <tr> <td>DECREASE:</td> <td>DECREASE:</td> <td>DECREASE:</td> </tr> </tbody> </table>		<u>KCDBG</u>	<u>OTHER FEDERAL</u>	<u>OTHER (LOCAL-PRIVATE)</u>	FROM: No Change	FROM:	FROM: No change	TO:	TO:	TO:	INCREASE:	INCREASE:	INCREASE:	DECREASE:	DECREASE:	DECREASE:
<u>KCDBG</u>	<u>OTHER FEDERAL</u>	<u>OTHER (LOCAL-PRIVATE)</u>														
FROM: No Change	FROM:	FROM: No change														
TO:	TO:	TO:														
INCREASE:	INCREASE:	INCREASE:														
DECREASE:	DECREASE:	DECREASE:														
9. The above recipient is hereby modified as follows: The purpose of this modification is to extend the project ending date to June 30, 2013 to allow time for completion of construction activities, final project monitoring and MDA review and approval of project close out documents.																
10. Except as hereby modified, all terms and conditions of the subcontract remain unchanged.																
12. Approved for Agency: Signature _____ Date _____ Name: Title:	13. Approved for Recipient: Signature Date <u>4/19/13</u> Name: Samantha Abell Title: City Manager															

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

RESOLUTION NUMBER 016-2013

A RESOLUTION APPROVING THE SCHEDULE OF AUTHORIZED POSITIONS AND REORGANIZATION CHART

WHEREAS, it is the desire of the Mayor and Council to approve the Schedule of Authorized Positions and Organizational Chart on May 7, 2013 as presented by the City Manager in accordance with Mississippi Code of 1972 Section 21-9-45.

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

SECTION 1. The schedule of authorized funded full-time, part-time, and reserve positions listed below is hereby adopted, as amended.

**CITY OF GAUTIER
FY 2013
SCHEDULE OF AUTHORIZED POSITIONS
(Underline New/Strike-Thru ~~Old~~)**

	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<u>JUDICIAL</u>					
City Judge	N/A	N/A		1	
City Attorney	N/A	N/A		1	
Total Funded				2	
Total Non-Funded					
<u>EXECUTIVE DEPT</u>					
City Manager	N/A	N/A	1		
Executive Asst	2080	10	1		
Total Funded			2		
Total Non-Funded					
<u>FINANCE DEPT</u>					
Comptroller	2080	21	1		
Finance Support Specialist	2080	11	1		
Accounting Generalist	2080	10	1		
Total Funded			3		
Total Non-Funded					
<u>HUMAN RESOURCES DEPT</u>					
Director	2080	21	1		
HR Generalist	2080	10	1		
Custodian	2080	6	1		
Multi-Craft Maintenance Worker	2080	10	1		

<i>Fleet Maintenance</i>					
Mechanic II	2080	11	1		
Mechanic I	2080	10	1		
Total Funded			6		
Total Non-Funded					
<i>CITY CLERK DEPT</i>					
City Clerk	2080	21	1		
DCC / Executive Assistant	2080	11	1		
Purchasing Agent	2080	10	1		
Administrative Clerk	2080	8	1		
<i>Court Division</i>					
Court Clerk II	2080	10	1		
Deputy Court Clerk	2080	8	1		
Total Funded			6		
Total Non-Funded					
	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<i>POLICE DEPT</i>					
Police Chief	2080	22	1		
Admin Assistant	2080	9	1		
<i>CID</i>					
Detective Captain	2080	15	1		
Detective Lieutenant	2080	14	1		
Detective Sergeant	2080	13/14	1		
Detective	2080	11/13	3		
FBI Task Force Officer	2080	13	1		
Narcotics Officer	2080	11	1		
Crime Prevention Officer	2080	11	1		
Records Clerk II	2080	7	1		
<i>Patrol</i>					
Patrol Captain	2080	15	1		
Patrol Lieutenant	2184	11	4		
Patrol Sergeant	2184	10S	4		
Patrol Officer **	2184	9/10	14		
Dispatcher / TAC Officer	2080	10	1		
Dispatcher	2184	7	7		
<i>Traffic/Admin</i>					
Traffic/Admin Captain	2080	15	1		
K9 Officer	2080	13	1		
Traffic Sergeant	2184	10S	1		
Traffic Officer	2184	10	4		
Animal Control Officer	2080	6	1		
School Guards	N/A	N/A		4	
Patrol Officer	N/A	N/A			21
Total Funded			54-50	4	21
Total Non-Funded					

** Probationary officer 9
Certified officer 10

	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<u>FIRE DEPT</u>					
Fire Chief	2080	22	1		
Fire Marshall	2080	15	1		
Admin Assistant	2080	9	1		
Fire Captains	2808	10	3		
Fire Lieutenant	2808	9	6		
Firefighters ***	2808	9/10	18	3	
Total Funded			30	3	
Total Non-Funded					

*** Probationary firefighter 9
 Firefighter 10
 PT Firefighters (\$10.00/hr.)

	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<u>ECONOMIC DEV DEPT</u>					
Director	2080	22	1		
Administrative Bookkeeper	2080	10	1		
Administrative Clerk	2080	8	1		
<u>Building & Zoning</u>					
Building & Zoning Administrator	2080	13	1		
GIS Analyst/Draftsman	2080	11	1		
<u>Neighborhood Services</u>					
Grants and Projects Manager	2080	13	1		
Code Enforcement Officer	2080	10	1		
Planning Tech	2080	11	1		
Animal Control/ Code Enforcement Officer	2080	9	1		
Neighborhood Improv Coord	2080	10	unfunded		
<u>Cultural Services</u>					
Cultural Services Manager	2080	14	1		
Recreation Coordinator	2080	11	1		
Parks Supervisor	2080	11	1		
Equip Operator	2080	8	1		
Total Funded			42-13		
Total Non-Funded			1		

	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<u>PUBLIC WORKS DEPT</u>					
<u>Utility Services</u>					
Division Manager	2080	14	1		
Field Supervisor	2080	13	1		
Total Funded			2		
Total Non-Funded					

Summary of Authorized Positions	Number of Full-	Number of Part-	Number of Reserve
---------------------------------	-----------------	-----------------	-------------------

	Time Authorized Positions	Time Authorized Positions	Authorized Positions (Not Paid)
Judicial Dept: Funded		2	
Executive Dept: Funded	2		
Finance Dept: Funded	3		
Human Resources Dept: Funded	6		
City Clerk Dept: Funded	6		
Police Dept: Funded	51 50	4	21
Non-Funded			
Fire Dept: Funded	30	3	
Econ Dev Dept: Funded	12 13		
Public Works Dept: Funded	2		
Non-Funded	1		
Total	112	9	21
Total Non-Funded	1		

SECTION 2. The City Manager is authorized and encouraged to supplement authorized personnel strength with voluntary workers, community service workers, and prisoners labor from any available source.

SECTION 3. The City Manager or City Clerk is authorized to execute any and all documents necessary.

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

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
Adam Colledge

NAYS: None

MAYOR

ATTEST:

CITY CLERK

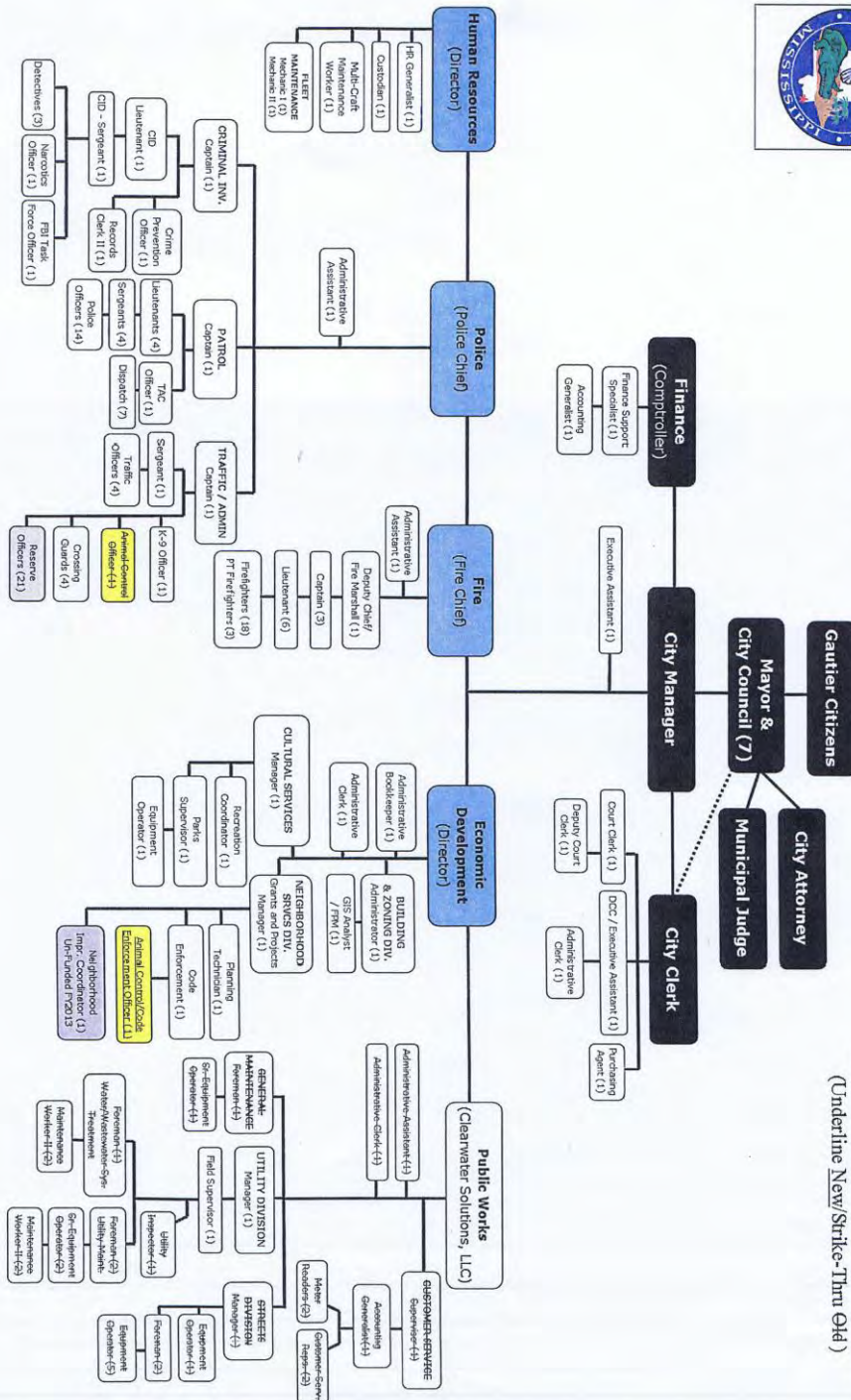
PASSED AND ADOPTED by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 7, 2013.



CITY OF GAUTIER ORGANIZATION CHART

FY 2013

Presented for Approval May 7, 2013
(Underline New/Strike-Thru Old)



**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason Pugh, Human Resources Director
Date: 04/30/13
Subject: Approve updated Schedule of Authorized Positions, Organizational Chart and revised Animal Control job description.

REQUEST:

The Human Resources Department requests that the Gautier City Council approve the attached Schedule of Authorized Positions, Organizational Chart and Job Description reflecting the reorganization and transfer of the Animal Control Officer from the Gautier Police Department to the Neighborhood Services Division within the Economic Development Department.

BACKGROUND:

Animal Control services have traditionally been handled by the Gautier Police Department. By transferring Animal Control to the Neighborhood Services Division, Animal Control can also enforce ordinances and related codes relative to care of premises and property when not enforcing Animal Control ordinances.

DISCUSSION:

The attached Schedule of Authorized Positions and Organizational Chart reflect the reorganization of Animal Control Services from the Gautier Police Department to the Economic Development Department where it will be overseen and supervised by Neighborhood Services and specifically Code Enforcement. Under this reorganization, the Animal Control Officer will be directly supervised by the Code Enforcement Officer. The Animal Control Officer's primary duties will be animal control but will also assist with code enforcement duties as assigned.

RECOMMENDATION:

The City Manager and Human Resources Director recommend that the Gautier City Council approve the attached Schedule of Authorized Positions, Organizational Chart and Job Description.

ATTACHMENT(S):

Revised Schedule of Authorized Positions
Revised Organizational Chart
Revised Animal Control/Code Enforcement Officer Job Description



ANIMAL CONTROL/CODE ENFORCEMENT OFFICER

Department:	Economic Development/Planning Department	Pay Grade:	06-09 (Schedule 2080)
Reports To:	Code Enforcement Officer Neighborhood Services Division	Exempt (Y/N):	No

NATURE OF WORK

This is semi-skilled work in the answering of complaints and enforcing ordinances regulating the keeping of animals within the City of Gautier. This position operates under the supervision of the Code Enforcement Officer in the Neighborhood Services Division of the Economic Development/Planning Department. General code enforcement duties shall be assigned as necessary.

An employee in this class is usually responsible for the apprehension of animals and enforcement of laws and ordinances governing animals. Work is performed in accordance with departmental rules and regulations and consists of routine patrol answering calls from citizens. Employee will be required to work independently, and initiative is required as experience is gained. Work is usually reviewed through reports and accomplishment of desired results.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

Answers call and complaints involving animals running at large.

Contacts owners of dogs and other animals running at large and has them confined or places them in the Jackson County animal shelter.

Makes arrangement to confine any animal suspected to be rabid.

Responds to all major calls concerning animals.

Appears in municipal court to present evidence and testify against persons accused of violation of City ordinance.

Prepares reports on animal control activities.

Drives a light duty truck when performing patrol functions.

Performs other Code Enforcement duties as assigned.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the geography of the City of Gautier or the ability to acquire this knowledge rapidly.

Thorough knowledge of the principles and skills used to capture a variety of animals.

Working knowledge of the occupational hazards involved in the work and the proper safety precautions for the safe performance of the job.

Ability to understand and carry out oral and written instructions.

Ability to deal with citizens to elicit their support for the animal control policies of the City.

Ability to analyze situations and to adopt quick, effective and reasonable course of action.

Ability to understand and follow oral and written instructions.

Ability to express ideas effectively, orally and in writing.

City of Gautier
City Manager _____

Page 1 of 2

Date _____



ANIMAL CONTROL/CODE ENFORCEMENT OFFICER

Ability to prepare clear and comprehensive reports in writing of activities.

Ability to establish and maintain effective working relations as necessitated by work assignments.

Physical condition adequate to perform activities such as running, jumping, throwing, and other such physical actions which may be necessary to catch and control animals.

Ability to read, comprehend, and explain City ordinances especially as they relate to animal control.

Skill in the operation and care of a light duty truck.

Ability to react to change productively, and to handle other tasks as assigned.

Must have and maintain a valid Mississippi vehicle operator's license.

SUPERVISORY RESPONSIBILITIES

None

WORK ENVIRONMENT

Ability to work a flexible and adaptable schedule, including evenings, weekends, and holidays, as well as a rotating "on call" schedule. Work is predominantly performed outdoors, driving, and in animal shelter environments in varying temperatures; exposure to excessive noise (such as barking dogs); aggressive and/or dangerous animals; animal waste and dead animals; dust, chemicals from cleaning agents; disinfectants; and sewage. Work performed in this job may place the employee at risk of occupational exposure to blood borne pathogens. (Vaccinations will be offered.)

PHYSICAL DEMANDS

Constant lifting and carrying of objects weighing up to 10 pounds and occasionally up to 100 pounds with maximum distance of five (5) feet. Frequent standing and walking; sufficient stamina to exert physical effort to restrain animals for a substantial period. Work requires climbing, balancing, crouching, crawling, reaching, standing, walking, lifting, and grasping. Vocal communication is required for expressing or exchanging ideas by means of the spoken word. Hearing is required to perceive information at normal spoken word levels. Visual acuity is required for preparing and analyzing written or computer data, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

Graduation from high school or acceptable equivalent and four (4) years of related experience.

CIVIL SERVICE MINIMUM QUALIFICATIONS (Rule 4, Section 4.2)

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

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

ORDER NUMBER 106-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Fire Marshal Charles Thornburg is here authorized to retain his fire department badge and name plate due to his retirement effective May 10, 2013.

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

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

Mayor
Tommy Fortenberry

Council
At Large Mary F. Martin
Ward 1 Johnny Jones
Ward 2 Hurley Ray Guillotte
Ward 3 Gordon J. Sallott
Ward 4 Scott D. Macfarland
Ward 5 Adam D. Colledge

City of Gautier
Gautier, Mississippi



City Manager
Samantha D. Abell
Interim City Clerk
Teresa L. Montgomery

3330 Highway 90
Gautier, MS 39558
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

TO: Samantha Abell, City Manager *SA*
FROM: Chief Ray Frair, Gautier Fire Department

DATE: April 22, 2013

SUBJECT: Request for Fire Marshal Charles Thornburg to Retain Badge and Name Plate Due to Retirement

REQUEST:

The Gautier Fire Department requests that Fire Marshal Thornburg be allowed to retain his fire department badge and name plate due to his retirement effective May 10, 2013.

BACKGROUND:

Fire Marshal Thornburg became a member of the Gautier Fire Department on November 18, 1989. He has had a very productive and beneficial career with the Gautier Fire Department. He worked his way through the ranks as a firefighter, lieutenant, captain and finally was promoted to the rank Fire Marshal/Deputy Chief in the summer of 2010.

DISCUSSION:

During a previous City Manager's presence, a directive was given to the fire chief to personalize the badges for the fire chief and the fire marshal/deputy chief. Therefore, when the badges were ordered, Fire Marshal Thornburg's name was included on the badge. And it goes without saying that his name plate was also personalized.

RECOMMENDATION:

The Gautier Fire Department recommends Fire Marshal Thornburg be allowed to keep his badge and name plate because since these two items were personalized for Fire Marshal Thornburg they cannot be reissued to his successor and therefore they are of no value to the Gautier Fire Department.

The City Council may:

1. Approve this request; or
2. Disapprove this request.

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

ORDER NUMBER 107-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Change Order #2 to the Gautier Fire Station Project #BL1102 in the amount of \$11,323.00 is hereby approved.

IT IS FURTHER ORDERED that the contractor will furnish and install Daltile Dorado FD03 12" x 12" ceramic tile with matching base in lieu of the specified VCT and rubber base.

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 Macfarland, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Steen, Purchasing Agent
Through: Cindy Russell, City Clerk
Date: May 2, 2013
Subject: Approval Change Order #2 for the Gautier Fire Station Project

REQUEST:

Approval of Change Order #2 to the Gautier Fire Station Project #BL1102 in the amount of \$11,323.00. This Change Order will allow the Contractor to furnish and install Daltile Dorado FD03 12" x 12" ceramic tile with matching base in lieu of the specified VCT and rubber base.

BACKGROUND:

This is an upgrade from the vinyl tile that was specified in the original specifications to a ceramic tile. The vinyl tile is high maintenance and would require frequent repair and replacement. Ceramic tile will have longer life expectancy for the Fire Station.

DISCUSSION:

RECOMMENDATION:

It is recommended that the City Council approve the Change Order #2 for the Gautier Fire Station Project #BL1102 in the amount of \$11,323.00.

ATTACHMENT(S):

Change Order

CHANGE ORDER

AIA DOCUMENT G701

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

X
X
X
☐
☐

PROJECT: Gautier Fire Station
(name, address) 620 Brown Rd, Gautier, MS

CHANGE ORDER NUMBER: 2

DATE: 4-22-13

TO CONTRACTOR:
(name, address)
Dan Hensarling, Inc.
Gulfport, MS

ARCHITECT'S PROJECT NO: BL1102

CONTRACT DATE: 11-30-12

CONTRACT FOR: New Fire Station for City of
Gautier, MS

The Contract is changed as follows:

Contractor to furnish and install Daltile Dorado FD03 12"X12" ceramic tile with matching base
in lieu of the specfied VCT and rubber base.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (XXXXXXXXXXXXXXXXXXXX) was \$ 747,000.00
Not change by previously authorized (XXXXXXXXXXXX) Change Directive \$ 4,132.00
The (Contract Sum) (XXXXXXXXXXXXXXXXXXXX) prior to this Change Order was \$ 751,132.00
The (Contract Sum) (XXXXXXXXXXXXXXXXXXXX) will be (increased) (XXXXXXX)
(XXXXXXXXXX) by this Change Order in the amount of \$ 11,323.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be \$ 762,455.00

The Contract Time will be (XXXXXXXXXX) (unchanged) by

The date of Substantial Completion as of the date of this Change Order therefore is September 21, 2013

0 days

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by
Construction Change Directive

Bolton-Lack
ARCHITECT
101-A ROUSSEAU PLACE
Address
Ocean Springs, MS 39564
BY William L. Lack
DATE 4-23-2013

Dan Hensarling, Inc.
CONTRACTOR
P.O. Box 3927
Address
Gulfport, MS 39505
BY CORNEL CLEMENS
DATE 4/22/2013

City of Gautier, MS
OWNER
Address
BY
DATE



CAUTION: You should sign an original AIA document which has this caution printed in red.
An original assures that changes will not be obscured as may occur when documents are reproduced.

AIA DOCUMENT G701 • CHANGE ORDER • 1987 EDITION • AIA® • ©1987 • THE
AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, D.C. 20006

G701-1987

WARNING: Unlicensed photocopying violates U.S. copyright laws and is subject to legal prosecution.

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

ORDER NUMBER 108-2013

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

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

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

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AIRGAS USA, LLC	131574	05/07/2013	04/12/2013			187.76	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-205-568	CYLINDER RENTAL	9908586399	03/31/2013		187.76		
001	MTLC/NFL	131578	05/07/2013	04/15/2013			12.99	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-559	IGAL ANT SPRAY	200080303	03/06/2013		12.99		
001	DELTA COMPUTER SYSTEMS INC	131593	05/07/2013	04/18/2013			330.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	ACCTG SOFTWARE MAINT	96919	04/15/2013		230.00		
	001-092-698	VOTER REG SOFTWARE MAINT	96919	04/15/2013		20.00		
	001-092-698	PRIV LIC SOFTWARE MAINT	96920	04/15/2013		80.00		
001	AT&T	131599	05/07/2013	04/22/2013			51.74	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284977070	04/14/2013		51.74		
001	AT&T	131600	05/07/2013	04/22/2013			1,439.68	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284978000	04/14/2013		1,439.68		
001	AT&T	131606	05/07/2013	04/24/2013			51.28	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284972172	04/14/2013		51.28		
001	CITY OF GAUTIER 7M BOND ACCT	131628	05/07/2013	04/25/2013			9,186.26	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-000-104	TR 04/25 MDOT WIRE	03202013	04/25/2013		9,186.26		
001	GLOBALSTAR	131642	05/07/2013	04/29/2013			42.30	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	4666005	04/16/2013		42.30		
001	NICHOLSON, VINCE	131652	05/07/2013	05/01/2013			135.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-681	HOTEL:LEADS ONLINE CONFERENCE	05252013	04/25/2013		135.00		
001	JONATHAN WHITFIELD	131653	05/07/2013	05/01/2013			135.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-681	HOTEL:LEADS ONLINE CONFERENCE	05252013	04/25/2013		135.00		
001	PASCAGOULA UTILITIES	131654	05/07/2013	05/01/2013			104.56	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-630	CENTRAL FIRE STN	1458275	04/29/2013		34.28		
	001-161-630	SOUTH FIRE STN	1458454	04/29/2013		70.28		

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SUN HERALD	131655	05/07/2013	05/01/2013			500.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-001-615	TOP 10 BUS LEADERS EVENT	04102013	04/04/2013		250.00		
	001-021-615	TOP 10 BUS LEADERS EVENT	04102013	04/04/2013		250.00		
001	DOGAN & WILKINSON PLLC	131657	05/07/2013	05/01/2013			150.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-614	QUITCLAIM DEED-HR UNIT 5	1755-0633M	04/12/2013		150.00		
001	AD2 INC	131663	05/07/2013	05/01/2013			275.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	APR 2013 WEBSITE MAINT	2176	04/15/2013		250.00		
	001-092-698	MAR 2013 HOST FEE	2176	04/15/2013		25.00		
001	BLOSSMAN GAS, INC.	131665	05/07/2013	05/01/2013			463.64	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-630	PROPANE-NORTH PD	122547	02/28/2013		63.87		
	001-161-630	PROPANE-NORTH PD	122619	03/07/2013		161.09		
	001-161-630	PROPANE-NORTH PD	122711	03/14/2013		83.22		
	001-161-630	PROPANE-NORTH PD	122872	03/28/2013		155.46		
001	C SPIRE WIRELESS	131666	05/07/2013	05/01/2013			396.18	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-605	POLICE CELL PHONES	0032680896	04/11/2013		396.18		
001	CABLE ONE	131667	05/07/2013	05/01/2013			105.01	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	MAY 2013:23421-102609-01-6	05052013	04/25/2013		105.01		
001	FIRST INSURANCE FUNDING CORP	131670	05/07/2013	05/01/2013			13,946.48	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-625	MAY 2013 LIABILITY	05012013	04/14/2013		13,946.48		
001	FUELMAN OF MS	131671	05/07/2013	05/01/2013			3,759.29	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP37692647	04/08/2013		183.52		
	001-092-525	UNL FUEL	NP37692647	04/08/2013		106.28		
	001-100-525	UNL FUEL	NP37692647	04/08/2013		2,931.55		
	001-161-525	UNL & DSL FUEL	NP37692647	04/08/2013		231.09		
	001-170-525	UNL & DSL FUEL	NP37692647	04/08/2013		165.72		
	001-205-525	UNL FUEL	NP37692647	04/08/2013		141.13		
001	FUELMAN OF MS	131674	05/07/2013	05/01/2013			4,234.89	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP37734356	04/15/2013		111.03		
	001-092-525	UNL FUEL	NP37734356	04/15/2013		88.21		
	001-100-525	UNL FUEL	NP37734356	04/15/2013		3,216.22		
	001-161-525	UNL & DSL FUEL	NP37734356	04/15/2013		497.36		
	001-170-525	UNL & DSL FUEL	NP37734356	04/15/2013		205.63		
	001-205-525	UNL & DSL FUEL	NP37734356	04/15/2013		116.44		

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Pund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	131676	05/07/2013	05/01/2013			4,488.68	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP37783632	04/22/2013		43.65		
	001-092-525	UNL FUEL	NP37783632	04/22/2013		36.20		
	001-100-525	UNL FUEL	NP37783632	04/22/2013		3,677.90		
	001-161-525	UNL & DSL FUEL	NP37783632	04/22/2013		455.74		
	001-170-525	UNL & DSL FUEL	NP37783632	04/22/2013		213.97		
	001-205-525	UNL & DSL FUEL	NP37783632	04/22/2013		61.22		
001	GULF COAST COMMUNICATIONS & SECURITY	131679	05/07/2013	05/01/2013			444.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-698	BACOT PARK: 11/12-11/13	935	11/30/2012		241.50		
	001-170-698	CITY PARK: 12/12-12/13	958	03/08/2012		202.50		
001	IBM CORPORATION	131680	05/07/2013	05/01/2013			816.40	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-730	AS400 PMT JUN 2013	1268696	05/01/2013		816.40		
001	JACKSON COUNTY ADULT DETENTION CENTER	131681	05/07/2013	05/01/2013			16,965.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-010-696	MAR 2013 ADC CHGS	03312013	04/16/2013		16,965.00		
001	PITNEY BOWES PURCHASE POWER	131685	05/07/2013	05/01/2013			700.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-607	POSTAGE METER	20060869	04/21/2013		700.00		
001	RJ YOUNG	131687	05/07/2013	05/01/2013			3,260.17	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-730	MAINT CONTRACT-NEW COPIER	320191	01/31/2013		3,260.17		
001	SEN REPORTING, LLC	131690	05/07/2013	05/01/2013			175.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-698	04/04/13 PLANNING MTG	MR-111	04/12/2013		175.00		
001	LOWE'S HOME CENTER'S, INC.	131691	05/07/2013	05/01/2013			781.40	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-559	NAILS, HAMMER, SAWBLADE	902043	03/25/2013		32.14		
	001-170-559	SAW WHEEL (3), CUTTING WHEEL (4)	902002	03/25/2013		24.56		
	001-092-559	SAFETY GLASSES, DRILL BIT SET	901513	03/26/2013		31.29		
	001-170-559	SCREW (2), LOCK, SAFETY HASP (2)	902344	03/27/2013		32.18		
	001-092-559	DRYWALL SCREWS	901550	03/27/2013		6.15		
	001-170-559	FILTER, 1GAL PAINT THINNER	913052	03/28/2013		14.96		
	001-161-559	SCREWDRIIVER BIT, DRILL BIT SET	914900	04/01/2013		15.90		
	001-201-576	SUPPLIES: SEACLIFF CULVERT	902515	04/02/2013		113.95		
	001-170-577	300' FIBERGLASS MEASURE TAPE	901701	04/02/2013		22.78		
	001-161-559	32PK NIAGARA WATER (12)	902784	04/03/2013		45.24		
	001-170-635	SPRAY PAINT, BOWL BRUSH	913425	04/04/2013		7.80		
	001-201-576	SCOTTS LAWN SPREADER	902992	04/05/2013		15.17		
	001-170-635	TOILET FLAP, FLUSH LEVER	913702	04/05/2013		10.88		
	001-092-635	WOOD STAIN (2)	902690	04/08/2013		9.06		

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Pund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWE'S HOME CENTER'S, INC.	131691	05/07/2013	05/01/2013			781.40	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-559	6FT STEP LADDER	901972	04/08/2013		91.18		
	001-092-559	SAFETY GLASSES,GLOVES	902709	04/15/2013		12.78		
	001-201-559	CUPS,SGAL BEVERAGE COOLER	903049	04/16/2013		28.46		
	001-092-559	SAND PAPER	902834	04/16/2013		11.39		
	001-201-576	SUPPLIES:BATOU VIEW CULVERT	902955	04/22/2013		155.37		
	001-201-576	SUPPLIES:BATOU VIEW CULVERT	902169	04/23/2013		30.83		
	001-092-559	ELECTRIC STRIP	902211	04/23/2013		28.47		
	001-170-635	PIPE,HOSE BIRB(2)	919930	04/23/2013		11.93		
	001-161-559	5/8"X100' WATER HOSE	914335	04/23/2013		36.08		
	001-092-559	SHOP VAC FILTER,BULBS(2)	902415	04/24/2013		26.20		
	001-092-559	DISCOUNT APPLIED	04252013	04/25/2013		-33.45		
001	SECURE NETWORKS LLC	131692	05/07/2013	05/01/2013			1,409.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-699	MAINT RENEWAL:DELL SERVER	1750	04/25/2013		299.00		
	001-092-698	FIREWALL RENEWAL:N FIRE STN	1747	04/24/2013		425.00		
	001-092-698	SONICWALL RENEWAL:CITY HALL	1747	04/24/2013		685.00		
001	SINGING RIVER E.P.A.	131695	05/07/2013	05/01/2013			9,054.93	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	STREET LIGHTING	04192013	04/25/2013		4,963.44		
	001-201-629	SIGNAL LIGHTS	04192013	04/25/2013		1,437.33		
	001-092-631	CITY HALL	04192013	04/25/2013		1,281.24		
	001-170-631	FRASIER PARK	04192013	04/25/2013		41.66		
	001-170-631	SENIOR BLDG	04222013	04/25/2013		470.78		
	001-161-631	CENTRAL PD	04192013	04/25/2013		386.00		
	001-170-631	CITY PARK	04192013	04/25/2013		98.12		
	001-092-631	PUBLIC WORKS	04192013	04/25/2013		356.11		
	001-092-631	BNY 90 SIGN	04192013	04/25/2013		20.25		
001	SINGING RIVER E.P.A.	131696	05/07/2013	05/01/2013			2,435.75	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-631	POLICE STATION	66298004	04192013	04/25/2013	1,397.16		
	001-201-629	SIGNAL LIGHT	89113001	04192013	04/25/2013	55.19		
	001-170-631	CITY PARK RESTRMS	89912001	04192013	04/25/2013	416.87		
	001-201-633	STREET LIGHTS	90345002	04192013	04/25/2013	455.60		
	001-092-631	RECORDS BLDG	90790001	04192013	04/25/2013	110.93		
001	SINGING RIVER E.P.A.	131697	05/07/2013	05/01/2013			1,240.33	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-631	MARTIN BLUFF PD	58380001	04172013	04/24/2013	221.65		
	001-201-629	SIGNAL LIGHTS	17546	04172013	04/24/2013	32.17		
	001-092-631	CITY LIMIT SIGN	17546	04172013	04/24/2013	20.25		
	001-161-631	SOUTH PD	76008001	04202013	04/26/2013	235.41		
	001-170-631	BACOT PARK	10137	04202013	04/26/2013	580.08		
	001-201-629	SIGNAL LIGHTS	10138	04202013	04/27/2013	150.80		
001	SINGING RIVER E.P.A.	131698	05/07/2013	05/01/2013			1,179.22	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	DOLPHIN ST	94987002	04192013	04/25/2013	186.46		
	001-201-633	DOLPHIN ST	94988002	04192013	04/25/2013	248.21		

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E.P.A.	131698	05/07/2013	05/01/2013			1,179.22	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	DOLPHIN ST	94989002	04/19/2013	04/25/2013		583.63	
	001-201-633	DOLPHIN ST	94990002	04/19/2013	04/25/2013		160.92	
001	HATHY'S FRAME WORKS	131705	05/07/2013	05/01/2013			47.21	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-645	CITY KEY: MICHAEL SMITH	29120	04/30/2013			47.21	
001	HAYGOOD'S INDUSTRIAL ENGRAVERS, INC.	131706	05/07/2013	05/01/2013			38.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-645	PLAQUE: MICHAEL SMITH	16293	04/26/2013			38.00	
001	AUTO TRIM DESIGN OF SOUTH MS INC	131709	05/07/2013	05/02/2013			110.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-559	ACC UNIT LETTERING	162	04/23/2013	130667		110.00	
001	DEES PAPER COMPANY, INC.	131710	05/07/2013	05/02/2013			167.76	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-559	SWE-MDL7941 OIL DRI	469612	04/10/2013	130637		167.76	
001	GULF COAST BUSINESS SUPPLY CO.	131712	05/07/2013	05/02/2013			115.31	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-510	48-LOD-MH-100 LINSSES	70362	04/26/2013	130678		43.47	
	001-092-510	PGC 45112 DAWN LIQUID	70362	04/26/2013	130678		71.84	
001	TREE TOPPERS	131713	05/07/2013	05/02/2013			650.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-576	REMOVE PINE:4212 G-V ROAD	04152013	04/10/2013	130595		650.00	
001	M & R FEED & SEED	131714	05/07/2013	05/02/2013			124.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-634	FIELD MARKER 20 BAGS	4690	03/14/2013	130531		124.00	
001	SHERWIN-WILLIAMS	131715	05/07/2013	05/02/2013			725.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-634	A100 LATEX PAINT:BACOT	8310-7	04/27/2013	130653		725.00	
001	STAPLES CREDIT PLAN	131717	05/07/2013	05/02/2013			487.15	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-500	ENVELOPES, CD-R, PENS, POST-ITS	39673	04/04/2013	130616		201.80	
	001-030-559	ELECTION SUPPLIES	88029	03/26/2013	130575		61.95	
	001-021-500	NOTEBOOKS	88030	03/26/2013	130576		14.97	
	001-040-500	CORRECTION TAPE	88030	03/26/2013	130576		2.00	
	001-040-500	NOTEPADS	88030	03/26/2013	130576		4.00	
	001-040-500	FLASH DRIVE	88030	03/26/2013	130576		19.99	
	001-021-500	HP 74/75 INK	88030	03/26/2013	130576		33.99	
	001-030-559	POSTCARDS	88896	04/03/2013	130615		77.97	
	001-040-500	LAMINATING PAPER	88896	04/03/2013	130615		54.99	
	001-022-500	CARD STOCK	88896	04/03/2013	130615		15.49	

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BAUDVILLE, INC	131719	05/07/2013	05/02/2013			436.21	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-022-596	#7929710: 10 YR PIN	2536220	04/09/2013	130634	19.90		
	001-022-596	#737208K: PIN BOX	2536220	04/09/2013	130634	4.59		
	001-022-596	#7933705: 5 YR PIN	2536220	04/09/2013	130634	94.90		
	001-022-596	SHIPPING	2536220	04/09/2013	130634	19.08		
	001-022-596	#712368R: 20 YR PIN	2537894	04/11/2013	130634	13.35		
	001-022-596	#712368D: 15 YR PIN	2537849	04/11/2013	130634	26.70		
	001-022-596	#76721: GLASS AWARD TORCH	2539507	04/15/2013	130634	140.85		
	001-022-596	#75289: RECTANGLE TROPHY	2539507	04/15/2013	130634	39.95		
	001-022-596	#75285: ROUND TROPHY	2539507	04/15/2013	130634	33.95		
	001-022-596	SHIPPING	2539507	04/15/2013	130634	42.94		
001	BAYOU CONCRETE, LLC	131722	05/07/2013	05/02/2013			612.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-576	6 YDS. SLURRY MIX	87392	04/09/2013	130625	612.00		
001	A & B DISCOUNT TIRE INC	131724	05/07/2013	05/02/2013			79.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-638	SERVICE CALL: E2 & E4	62273	04/16/2013	130652	79.00		
001	SOUTHERN REGIONAL SAFETY INST.	131726	05/07/2013	05/02/2013			3,000.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-681	ACADEMY-BASIC: ALLMAND, J	156	04/22/2013	130482	3,000.00		
001	COMMERCIAL & COIN LAUNDRY EQUIPMENT CO	131727	05/07/2013	05/02/2013			17.42	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-639	DOOR MAGNET	6766081	04/22/2013	130680	17.42		
001	HIDDEN VISIONS, LLC	131728	05/07/2013	05/02/2013			379.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-639	POWER SUPPLY-SECURITY CAMERA	20130419A	04/19/2013	130665	379.00		
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	131731	05/07/2013	05/02/2013			910.25	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-500	SHARPIE MEDIUM POINT PENS (BLA	3196524709	04/05/2013	130620	16.35		
	001-040-500	DURACELL AA COPPERTOP ALKALINE	3196524709	04/05/2013	130620	28.58		
	001-040-500	AVERY 5868 PRINT NOTARIAL LABR	3196524709	04/05/2013	130620	3.15		
	001-021-500	BIC 24-ROLLERBALL PENS, FINE P	3196524709	04/05/2013	130620	13.24		
	001-040-500	STAPLES LETTER SIZE LAMINATING	3196524709	04/05/2013	130620	43.64		
	001-040-500	BROTHER LC65HYCL COLOR INK CAR	3196524709	04/05/2013	130620	34.62		
	001-022-596	STAPLES LEATHERETTE FRAMES, 8-	3197241273	04/10/2013	130638	74.90		
	001-022-559	LEXMARK CS40HLMG, BLACK RETURN	3197241273	04/10/2013	130638	69.99		
	001-022-559	LEXMARK CS40HLMG MAGENTA RETUR	3197241273	04/10/2013	130638	83.99		
	001-022-596	STAPLES DOUBLE TICKET ROLL, 1	3197241273	04/10/2013	130638	6.33		
	001-040-500	CE505A PRINTER CARTRIDGE	3198020979	04/20/2013	130664	187.26		
	001-040-500	COPY PAPER	3198020979	04/20/2013	130664	368.20		

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	APPLIED CONCEPTS INC	131733	05/07/2013	05/02/2013			131.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-639	REPAIR RADAR DETECTOR	235150	04/24/2013	130673		131.50	
001	VULCAN SIGNS	131734	05/07/2013	05/02/2013			108.78	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-576	STREET SIGNS-QUOTE 286052-000	234491	04/23/2013	130611		108.78	
001	MISSISSIPPI COAST HARLEY-DAVIDSON	131735	05/07/2013	05/02/2013			235.48	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-570	LH-RH FRONT BRAKE ROTORS	82494	04/23/2013	130668		235.48	
001	TRI-STAR	131736	05/07/2013	05/02/2013			2,700.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-561	ASATMENT-7301 PINEVIEW	040813	04/08/2013	130655		2,700.00	
001	MEDWORKS OCCUPATIONAL CLINIC	131737	05/07/2013	05/02/2013			85.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-604	PRE-EMP PHYSICAL:LEBHART,Z	5452	04/26/2013	130529		50.00	
	001-100-604	DRUG SCREEN:LEBHART,Z	5452	04/26/2013	130529		35.00	
001	RICH PRINTING INC	131739	05/07/2013	05/02/2013			618.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-559	MAY 2013 RECREATION INSERT	144328	04/25/2013	130684		618.00	
001	ECONOMY BOOTS SALES & SERVICE	131740	05/07/2013	05/02/2013			2,100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-535	WORK BOOTS 21 PAIR	488114	04/16/2013	130393		2,100.00	
001	AUDIO WAVE	131741	05/07/2013	05/02/2013			1,485.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	MV EQUIP TO 2011 UNITS (2)	A39179	04/15/2013	130571		1,485.00	
FUND TOTAL	1 Claims	to	Checks	57 Total	93,819.01 Manual	Held	Total	93,819.01

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
012	DOWNTOWN DECORATIONS, INC	131659	05/07/2013	05/01/2013			47,880.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	012-021-750	BANNERS:DOWNTOWN REVIT	23130	04/15/2013			47,880.00	
FUND TOTAL	12 Claims	to	Checks	1 Total	47,880.00 Manual	Held	Total	47,880.00

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
130	DAN HENSARLING, INC	131660	05/07/2013	05/01/2013			64,327.35	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	130-130-756	CONSTRUCTION:NEW FIRE STN	3	03/27/2013		64,327.35		
130	CONSOLIDATED PIPE & SUPPLY	131661	05/07/2013	05/01/2013			404.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	130-130-756	SUPPLIES FOR TAP	3032370	04/17/2013		404.00		
130	LOWE'S HOME CENTER'S, INC.	131686	05/07/2013	05/01/2013			469.88	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	130-130-750	OAK HARDWOOD(S):DISPLAY CASE	958385	03/25/2013		236.90		
	130-130-750	SUPPLIES:DISPLAY CASE	901040	04/10/2013		232.98		
FUND TOTAL 130 Claims	to	Checks	3 Total	65,201.23 Manual		Held	Total	65,201.23

Docket of Claims
 Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	131581	05/07/2013	04/17/2013			3,823.23	
	ACCOUNT Number	Description		Invoice #	Date	P.O.	Amount	
	172-350-650	LIBRARY SUPPORT		APR 2013	04/17/2013		3,823.23	
FUND TOTAL 172 Claims		to	Checks	1 Total	3,823.23 Manual	Held	Total	3,823.23

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	AT&T	131597	05/07/2013	04/22/2013			91.68	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	MONTHLY SERVICE	2284972244	04/14/2013		91.68		
176	ENTERPRISE FUND	131669	05/07/2013	05/01/2013			434.91	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-632	PERIOD ENDING 04/09/13	872968	05/14/2013		434.91		
176	FUELMAN OF MS	131672	05/07/2013	05/01/2013			138.15	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-525	UNL FUEL	NP37692647	04/08/2013		138.15		
176	FUELMAN OF MS	131677	05/07/2013	05/01/2013			141.82	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-525	UNL FUEL	NP37783632	04/22/2013		141.82		
176	LOWE'S HOME CENTER'S, INC.	131682	05/07/2013	05/01/2013			93.92	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-635	GLOVES(3), MINI BLIND 30X64	914449	03/25/2013		11.13		
	176-170-559	SCREW(4), LOCK(8), WRENCH SET(6)	913699	03/27/2013		24.30		
	176-170-635	MINI BLIND 36X64	918345	04/05/2013		-5.01		
	176-170-635	MINI BLIND 32X64	913681	04/05/2013		4.66		
	176-170-635	MINI BLIND 30X64	918340	04/05/2013		-4.06		
	176-170-635	MINI BLIND 36X64	913667	04/05/2013		5.01		
	176-170-635	MINI BLIND 34X64	917547	04/08/2013		4.66		
	176-170-635	MINI BLIND 32X64	918611	04/08/2013		-4.66		
	176-170-559	SHOVEL, PRO PICKUP TOOL(2)	913776	04/17/2013		57.89		
176	RJ YOUNG	131688	05/07/2013	05/01/2013			1,178.40	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-699	ANNUAL MAINT: M7980700086	320197	01/31/2013		1,178.40		
176	SINGING RIVER S.P.A.	131699	05/07/2013	05/01/2013			1,704.19	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-631	PARK FACILITIES	76854002	04/21/2013	04/26/2013	1,586.96		
	176-170-631	RENTAL HOUSE	76855002	04/21/2013	04/26/2013	117.23		
176	AT&T	131707	05/07/2013	05/01/2013			221.57	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	NEW LINE/SERVICE	2284970676	04/14/2013		221.57		
176	ACTION PRINTING CENTER INC	131708	05/07/2013	05/02/2013			102.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-500	STANTON BUSINESS CARDS	79651	04/30/2013	130565	102.00		
176	STAPLES CREDIT PLAN	131718	05/07/2013	05/02/2013			99.56	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-559	CANON INK CARTRIDGES (4)	89051	04/04/2013	130617	99.56		

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	SECURE NETWORKS LLC	131730	05/07/2013	05/02/2013			317.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-559	ZYXEL ADSL2 ROUTER	1746	04/19/2013	130660	125.00		
	176-170-559	NETGEAR PROSAFE PLUS SWITCH	1746	04/19/2013	130660	107.50		
	176-170-559	APC 8 OUTLET 550VA 120V SURGE	1746	04/19/2013	130660	85.00		
176	DADE PAPER COMPANY	131738	05/07/2013	05/02/2013			518.41	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-559	847E TORK DISPENSER	337927	04/23/2013	130661	74.00		
	176-170-559	JUMBO DISPENSER	337927	04/23/2013	130661	19.06		
	176-170-559	TORK UNIV NATURAL ROLL TOWEL	337927	04/23/2013	130661	19.06		
	176-170-559	VICTORIA BAY TISSUE 376016	337927	04/23/2013	130661	25.30		
	176-170-559	VIC BAY ADX-12 BOTANICAL FOAM	337927	04/23/2013	130661	46.41		
	176-170-559	0712 12Q BANNER LIQ ENZYM BIO	337927	04/23/2013	130661	63.19		
	176-170-559	0510 112Q ALCOHOL GLASS CLNR	337927	04/23/2013	130661	31.17		
	176-170-559	0352 12Q NON ACID DISINFECT	337927	04/23/2013	130661	36.68		
	176-170-559	0352 4/1 NON ACID BATHRM CLNR	337927	04/23/2013	130661	39.10		
	176-170-559	BATHRM CLNR NEUTRAL DAMPCOP	337927	04/23/2013	130661	33.81		
	176-170-559	0510 12 BULLDOZER A/P CLNR	337927	04/23/2013	130661	40.01		
	176-170-559	VIC BAY BULLDOZER ALL PURPOSE	337927	04/23/2013	130661	34.83		
	176-170-559	VIC BAY POWDER FREE LTX GLOVE	337927	04/23/2013	130661	49.79		
	176-170-559	FUEL SURCHARGE	337927	04/23/2013	130661	6.00		
FUND TOTAL 176 Claims	to	Checks	12 Total	5,042.11 Manual	Held	Total	5,042.11	

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTHIER	131576	05/07/2013	04/16/2013			43,427.11	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-680-821	ST LNS #3 90/57 SWR	04162012	04/18/2012		7,877.45		
	400-680-822	ST LNS #4 90/57 WTR	04162012	04/16/2012		10,948.67		
	400-680-822	ST LNS #4 90/57 SWR	04162012	04/16/2012		9,019.22		
	400-680-823	ST LNS #5 ALLEN RD	04162012	04/16/2012		2,149.95		
	400-680-824	ST LNS #6 OLD SPAN TR	04462012	04/16/2012		3,765.83		
	400-680-825	ST LNS #7 OLD SPAN TR	04162012	04/16/2012		9,665.99		
400	MTLC/NFL	131577	05/07/2013	04/16/2013			204.56	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-639	1GAL PROPANE(5)	20080296	03/04/2013		17.45		
	400-651-584	SPRAYER,GAS CAN,CVCLB OIL(6)	20080311	03/12/2013		43.12		
	400-651-638	BLK CABLE,24"UVB CABLE TIB(2)	20080313	03/12/2013		21.07		
	400-651-559	TWIN BREAKER(2)	20080315	03/12/2013		19.98		
	400-651-581	PROPANE TORCH HEAD	20080351	03/25/2013		27.99		
	400-651-584	BATTERIES,150W LIGHT BULBS	20080354	03/25/2013		27.98		
	400-651-638	SAFETY LOCK:#419	20080356	03/26/2013		3.99		
	400-651-559	COMMERCIAL HOSE,2PC NOZZLE SET	20080366	03/27/2013		42.98		
400	DELTA COMPUTER SYSTEMS INC	131594	05/07/2013	04/18/2013			250.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-698	UTILITY SOFTWARE MAINT	96921	04/15/2013		200.00		
	400-650-698	WORK ORDER SOFTWARE MAINT	96921	04/15/2013		50.00		
400	AT&T	131595	05/07/2013	04/18/2013			61.33	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-605	MONTHLY SERVICE	2284972276	04/06/2013		61.33		
400	DPC ENTERPRISES, L.P.	131596	05/07/2013	04/22/2013			1,192.74	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-580	CHLORINE 150# CYL	2120068813	04/09/2013		596.37		
	400-651-580	CHLORINE 150# CYL	2120075213	04/15/2013		596.37		
400	AT&T	131598	05/07/2013	04/22/2013			51.84	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-605	MONTHLY SERVICE	2284974594	04/14/2013		51.84		
400	AT&T	131601	05/07/2013	04/22/2013			1,759.60	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-605	MONTHLY SERVICE	2284978000	04/14/2013		1,759.60		
400	AT&T	131605	05/07/2013	04/24/2013			44.79	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-605	MONTHLY SERVICE	2284975234	04/14/2013		44.79		
400	IRBY'S ANSWERING SERVICE INC	131641	05/07/2013	04/29/2013			275.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-605	SERVICE 04/24-05/21/2013	130400464	04/24/2013		275.00		

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Pund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	2012 GUD BONDS DRY SERVICE	131651	05/07/2013	05/01/2013			116,324.99	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-816	MAY 2013 PRN PMT		05012013	04/30/2013		103,529.28	
	400-680-817	MAY 2013 INT PMT		05012013	04/30/2013		12,795.71	
400	CITY OF GAUTIER	131656	05/07/2013	05/01/2013			111,433.90	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	MAR 2013 GARBAGE PMTS		03312013	03/31/2013		111,433.90	
400	ARISTA INFORMATION SYSTEMS INC	131664	05/07/2013	05/01/2013			5,661.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	MAR 2013 STATEMENTS		14611	04/10/2013		1,361.60	
	400-650-698	MAR 2013 POSTAGE		1425201304	04/11/2013		4,300.00	
400	CABLE ONE	131668	05/07/2013	05/01/2013			35.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	MAY 2013:23421-132488-01-8		04272013	04/18/2013		35.50	
400	FUELMAN OF MS	131673	05/07/2013	05/01/2013			74.12	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-525	UNL FUEL		NP37692647	04/08/2013		74.12	
400	FUELMAN OF MS	131675	05/07/2013	05/01/2013			131.02	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-525	UNL FUEL		NP37734356	04/15/2013		131.02	
400	FUELMAN OF MS	131678	05/07/2013	05/01/2013			244.53	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-525	UNL FUEL		NP37783632	04/22/2013		244.53	
400	J H WRIGHT & ASSOCIATES, INC.	131683	05/07/2013	05/01/2013			93.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-583	FILL CAP COVER: LS 1		366960	04/04/2013		93.00	
400	MICRO METHODS, INC.	131684	05/07/2013	05/01/2013			52.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-667	BOIL WATER HWY 57 & 90		1304132186	04/10/2013		52.00	
400	R & R ENVIRONMENTALS, INC	131689	05/07/2013	05/01/2013			1,139.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-583	REPAIR CAMERA		9516	04/01/2013		1,139.20	
400	SHEPPARD ELECTRIC MOTOR SERVICE LLC	131693	05/07/2013	05/01/2013			3,354.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	REPAIR PUMP LS 7 WBST		18462	04/24/2013		3,354.31	
400	STINGING RIVER B.P.A.	131700	05/07/2013	05/01/2013			2,926.69	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 17875		04262013	04/26/2013		202.11	
	400-651-631	LIFT STNS 17884		04262013	04/26/2013		1,024.79	

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SINGING RIVER E.P.A.	131700	05/07/2013	05/01/2013			2,926.69	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 17883		04262013	04/26/2013		1,499.13	
	400-651-631	WATER WELL 17883		04262013	04/26/2013		190.66	
400	SINGING RIVER E.P.A.	131701	05/07/2013	05/01/2013			6,526.44	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS 17882		04192013	04/25/2013		1,850.72	
	400-651-631	WATER WELLS 17882		04192013	04/25/2013		3,097.26	
	400-651-631	CITY HALL SOUTH 17882		04192013	04/25/2013		1,578.46	
400	SINGING RIVER E.P.A.	131702	05/07/2013	05/01/2013			4,010.64	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 17881		04172013	04/24/2013		2,066.62	
	400-651-631	WATER WELLS 17881		04172013	04/24/2013		1,847.09	
	400-651-631	LIFT STNS 89627001		04172013	04/24/2013		60.52	
	400-651-631	LIFT STNS 89702001		04172013	04/24/2013		36.41	
400	SINGING RIVER E.P.A.	131703	05/07/2013	05/01/2013			2,212.42	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS 20649		04162013	04/23/2013		760.35	
	400-651-631	SCHOONER WELL 20688		04142013	04/19/2013		1,205.70	
	400-651-631	LIFT STATIONS 20688		04142013	04/19/2013		164.45	
	400-651-631	LIFT STATIONS 28779		04162013	04/23/2013		81.92	
400	LOWE'S HOME CENTER'S, INC.	131704	05/07/2013	05/03/2013			322.22	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-559	SAW BLADE SET, MORTAR MIX		902337	03/27/2013		26.55	
	400-651-559	HOSE BIBB (2)		915486	03/28/2013		10.12	
	400-651-559	SAW BLADE SET, BATTERY TOOL		902681	04/03/2013		109.42	
	400-651-559	DEMALT DRILL		902842	04/04/2013		94.05	
	400-651-559	PAIL, LID, SHOVEL		914846	04/16/2013		19.50	
	400-651-638	BRASS BUSHING ADAPTOR		915531	04/22/2013		3.78	
	400-651-585	PERMANENT ASPHALT (2)		902354	04/24/2013		26.56	
	400-651-585	PERMANENT ASPHALT (2)		902338	04/24/2013		26.56	
	400-651-581	ANGLE BROOM		902412	04/24/2013		5.68	
400	HD SUPPLY WATERWORKS, LTD	131711	05/07/2013	05/02/2013			102.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	KRYLON QUICK MARK BLUE		6473429	04/11/2013	130612	34.08	
	400-651-583	KRYLON QUICK MARK GREEN		6473429	04/11/2013	130612	34.08	
	400-651-581	KRYLON QUICK MARK WHITE		6473429	04/11/2013	130612	34.08	
400	MICRO METHODS, INC.	131716	05/07/2013	05/02/2013			339.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-667	2 WATER SAMPLES		1304249186	04/16/2013	130645	52.00	
	400-651-667	2 WATER SAMPLES		1304288186	04/17/2013	130645	53.00	
	400-651-583	TEST TIMBERLANE SITE		1304300186	04/23/2013	130656	235.00	
400	C & M ELECTRIC MOTOR SERVICE, INC.	131720	05/07/2013	05/02/2013			243.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	CAPACITOR 590-708		11230	04/11/2013	130649	243.00	

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	M T DEASON COMPANY INC	131721	05/07/2013	05/02/2013			118.22	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	#4 HIGHFIELD KEYS (10)	27190	04/16/2013	130651	111.00		
	400-651-581	SHIPPING	27190	04/16/2013	130651	7.22		
400	BAYOU CONCRETE, LLC	131723	05/07/2013	05/02/2013			280.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-583	3 YDS 3000 PSI	87899	04/23/2013	130669	270.00		
	400-651-583	FUEL CHARGE	87899	04/23/2013	130669	10.00		
400	SHIPYARD SUPPLY	131725	05/07/2013	05/02/2013			141.25	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-583	COTTON TSHIRT BAG	059495	04/23/2013	130670	141.25		
400	SOUTHERN WATERWORKS SUPPLY, INC	131729	05/07/2013	05/02/2013			3,380.12	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	3/4 BRASS CURB STOP (24)	47553	04/04/2013	130613	681.60		
	400-651-581	3/4 BRASS HOSE BIB (12)	47553	04/04/2013	130613	55.20		
	400-651-581	3/4 SCH 40 MALE ADAPTER (12)	47553	04/04/2013	130613	2.40		
	400-651-583	4" SDR CLEANOUT W/PLUG (12)	47553	04/04/2013	130613	45.00		
	400-651-583	4" SDR 35 COUP (12)	47553	04/04/2013	130613	15.24		
	400-651-583	4" SDR 35 45 (16)	47553	04/04/2013	130613	30.40		
	400-651-581	RAIN R SHINE (12)	47553	04/04/2013	130613	114.00		
	400-651-581	PURPLE PRIMER (12)	47553	04/04/2013	130613	90.00		
	400-651-581	3/4 X 7 METER RIGER (2)	47554	04/04/2013	130587	180.86		
	400-651-583	2" GALVANIZED 90 (4)	47655	04/12/2013	130628	28.20		
	400-651-581	HAND PUMPS (2)	47656	04/12/2013	130627	68.42		
	400-651-581	3/4 X 5/8 MASTER METER (36)	47657	04/12/2013	130624	1,728.00		
	400-651-581	3/4 METER VALVES (12)	47574	04/08/2013	130622	340.80		
400	STAPLES BUSINESS ADVANTAGE DEPT ATL	131732	05/07/2013	05/02/2013			106.22	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-500	TN-650 TONER CARTRIDGE	3196524710	04/06/2013	130623	106.22		
400	STEINER SAW & MOWER	131742	05/07/2013	05/02/2013			240.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-639	STARTER 807383	927236	04/04/2014	130599	240.00		
400	J H WRIGHT & ASSOCIATES, INC.	131743	05/07/2013	05/02/2013			1,960.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	LC1D8007 CONTACTORS	367277	04/17/2013	130648	250.00		
	400-651-581	LRD3363 OVERLOADS	367277	04/17/2013	130648	230.00		
	400-651-581	PCI000 CONTROLLER	367277	04/17/2013	130648	500.00		
	400-651-581	MISC WIRING	367277	04/17/2013	130648	50.00		
	400-651-581	LABOR	367277	04/17/2013	130648	930.00		
FUND TOTAL 400 Claims	to	Checks	35 Total	308,719.60 Manual		Held	Total	308,719.60

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

Pund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
414	SEYMOUR ENGINEERING, PLLC	131659	05/07/2013	05/01/2013			4,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	414-651-702	DESIGN ENGINEERING 904		4413	04/11/2013		4,500.00	
FUND TOTAL 414 Claims	to	Checks	1 Total	4,500.00 Manual		Held	Total	4,500.00

Docket of Claims
Release date from 05/07/2013 thru 05/07/2013

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	57 Total	93,819.01 Manual	Held	Total	93,819.01
FUND 12 Claims	to	Checks	1 Total	47,880.00 Manual	Held	Total	47,880.00
FUND 130 Claims	to	Checks	3 Total	65,201.23 Manual	Held	Total	65,201.23
FUND 172 Claims	to	Checks	1 Total	3,823.23 Manual	Held	Total	3,823.23
FUND 176 Claims	to	Checks	12 Total	5,042.11 Manual	Held	Total	5,042.11
FUND 400 Claims	to	Checks	35 Total	308,719.60 Manual	Held	Total	308,719.60
FUND 414 Claims	to	Checks	1 Total	4,500.00 Manual	Held	Total	4,500.00
Total for all Funds		Checks	110 Total	528,985.18 Manual	Held	Total	528,985.18

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

RESOLUTION NUMBER 015-2013

BE IT RESOLVED, by the Mayor and Council of the City of Gautier, Mississippi that it is their intention to levy a 2% tax upon every person, firm or corporation operating a restaurant or other such business in the City of Gautier where prepared food and drink is sold to the public and also upon every person, firm or corporation operating a hotel or motel in the City of Gautier on the gross proceeds of sales from room rentals; and

WHEREAS, the Council hereby sets June 4, 2013 as the date for an election to be held on the question; and

WHEREAS, if approved the tax levy shall be effective on August 1, 2013; and

WHEREAS, that the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **Mayor Fortenberry**, seconded by **Councilwoman Martin** and the following vote was recorded:

AYES: **Tommy Fortenberry**
 Johnny Jones
 Hurley Ray Guillotte
 Gordon Gollott
 Mary Martin
 Scott Macfarland
 Adam Colledge

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 7, 2013.

MISSISSIPPI LEGISLATURE

REGULAR SESSION 2013

By: Representative Read

To: Local and Private
Legislation

COMMITTEE SUBSTITUTE
FOR
HOUSE BILL NO. 1722

1 AN ACT TO AMEND CHAPTER 951, LOCAL AND PRIVATE LAWS OF 2012,
2 TO REVISE THE AMOUNT OF TAX THAT MAY BE LEVIED BY THE GOVERNING
3 AUTHORITIES OF THE CITY OF GAUTIER, MISSISSIPPI, FROM 1% TO 2%
4 UPON THE GROSS PROCEEDS OF SALES OF RESTAURANTS AND UPON THE GROSS
5 SALES OF HOTELS AND MOTELS DERIVED FROM ROOM RENTALS FOR THE
6 PURPOSE OF PROVIDING FUNDS TO IMPROVE PARKS AND RECREATION
7 FACILITIES FOR THE PURPOSE OF TOURISM AND ECONOMIC DEVELOPMENT
8 WITHIN THE CITY; AND FOR RELATED PURPOSES.

9 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MISSISSIPPI:

10 **SECTION 1.** Chapter 951, Local and Private Laws of 2012, is
11 amended as follows:

12 Section 1. As used in this act, the following terms have the
13 meanings ascribed to them in this section unless the context
14 clearly indicates otherwise:

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

16 (b) "Governing authorities" means the governing
17 authorities of the City of Gautier, Mississippi.

18 (c) "Prepared food" means food prepared on the premises
19 of a restaurant or bar.

20 (d) "Restaurant" means all places within the corporate
21 limits of the city where prepared food and beverages are sold for

H. B. No. 1722
13/HR40/R2203CS
PAGE 1 (OM\BD)



~ OFFICIAL ~

L3/5

22 consumption, whether such food is consumed on the premises or not.
23 The term "restaurant" does not include any: school; hospital;
24 convalescent or nursing home; restaurant-like facility operated by
25 or in connection with a school, hospital, medical clinic,
26 convalescent or nursing home providing food for students,
27 patients, visitors or their families; or convenience store or
28 service station where the sale of prepared food constitutes less
29 than fifty percent (50%) of the gross sales.

30 (e) "Hotel" or "motel" means any establishment engaged
31 in the business of furnishing or providing rooms intended or
32 designed for dwelling, lodging or sleeping purposes to transient
33 guests, which establishment consists of six (6) or more guest
34 rooms, and does not encompass any hospital, convalescent or
35 nursing home or sanitarium, or any hotel-like facility operated by
36 or in connection with a hospital or medical clinic providing rooms
37 exclusively for patients and their families.

38 Section 2. (1) For the purpose of providing funds to
39 improve parks and recreation facilities for the purpose of tourism
40 and economic development within the city, the governing
41 authorities of the City of Gautier, Mississippi, in their
42 discretion, may levy, assess and collect a tax from persons, firms
43 or corporation specified in this subsection, a tax, which shall be
44 in addition to all other taxes or assessments imposed. The tax
45 shall be imposed as follows:



46 (a) Upon every person, firm or corporation operating a
47 restaurant or such other business in the City of Gautier,
48 Mississippi, where prepared food and drink is sold to the public,
49 at a rate not to exceed * * * two percent (2%) of the gross
50 proceeds of the sales of such restaurant or business.

51 (b) Upon every person, firm or corporation operating a
52 hotel or motel in the City of Gautier, Mississippi, at a rate not
53 to exceed * * * two percent (2%) of the gross proceeds of sales
54 from room rentals for each such hotel or motel.

55 (2) Persons, firms, corporations or other entities liable
56 for the tax imposed under subsection (1) of this section shall add
57 the amount of the tax to the sales price of the food and beverages
58 and shall collect, insofar as practicable, the amount of the tax
59 due from the person purchasing the food or beverages at the time
60 of payment therefor.

61 Section 3. Before any tax authorized under this act may be
62 imposed, the governing authorities shall adopt a resolution
63 declaring its intention to levy the tax, setting forth the amount
64 of the tax to be imposed, the date upon which the tax shall become
65 effective and calling for an election to be held on the question.
66 The date of the election shall be fixed in the resolution. Notice
67 of the intention and the election shall be published once each
68 week for at least three (3) consecutive weeks in a newspaper
69 published or having a general circulation in the city, with the
70 first publication of the notice to be made not less than



71 twenty-one (21) days before the date fixed in the resolution for
72 the election and the last publication to be made not more than
73 seven (7) days before the election. At the election, all
74 qualified electors of the city, may vote, and the ballots used in
75 the election shall have printed thereon a brief statement of the
76 amount and purposes of the proposed tax levy and the words "FOR
77 THE TAX" and, on a separate line, "AGAINST THE TAX" and the voters
78 shall vote by placing a cross (X) or check (✓) opposite their
79 choice on the proposition. When the results of the election shall
80 have been canvassed and certified, the city may levy the tax if
81 sixty percent (60%) of the qualified electors who vote in the
82 election vote in favor of the tax. At least thirty (30) days
83 before the effective date of the tax, the governing authorities
84 shall furnish to the Department of Revenue a certified copy of the
85 resolution evidencing the tax.

86 Section 4. (1) On or before the fifteenth day of the month
87 preceding the date on which the city will begin to levy the tax
88 authorized under Section 2 of this act, the governing authorities
89 shall give written notification to the Commissioner of Revenue of
90 the date on which the tax will become effective.

91 (2) The tax must be collected by and paid to the Department
92 of Revenue in the same manner that state sales taxes are computed,
93 collected and paid, and the full enforcement provisions and all
94 other provisions of Chapter 65, Title 27, Mississippi Code of
95 1972, will apply as necessary for the implementation of this act.



96 (3) Except for any amount retained by the Department of
97 Revenue under Section 27-3-58, Mississippi Code of 1972, the
98 revenue from the special tax collected under this act must be paid
99 to the city on or before the fifteenth day of the month following
100 the month in which collected.

101 (4) Accounting for receipts and expenditures of the revenue
102 from the tax shall be made separately from the accounting of
103 receipts and expenditures of the general fund and any other funds
104 of the city. The records reflecting the receipts and expenditures
105 of the revenue from the tax shall be audited annually by an
106 independent certified public accountant, and the accountant shall
107 make a written report of his audit to the governing authorities.
108 The audit shall be made and completed as soon as practicable after
109 the close of the fiscal year, and expenses of the audit shall be
110 paid from the funds derived pursuant to this act.

111 (5) The proceeds of the tax may not be considered by the
112 city as general fund revenues but must be placed into a special
113 fund apart from the city general fund and any other funds and
114 expended by the city strictly for the purposes prescribed under
115 Section 2 of this act.

116 Section 5. This act shall be repealed from and after July 1,
117 2016.

118 **SECTION 2.** The governing authorities of the City of Gautier,
119 Mississippi, are directed to submit this act, immediately upon
120 approval by the Governor, or upon approval by the Legislature



121 subsequent to a veto, to the Attorney General of the United States
122 or to the United States District Court for the District of
123 Columbia in accordance with the provisions of the Voting Rights
124 Act of 1965, as amended and extended.

125 **SECTION 3.** This act shall take effect and be in force from
126 and after the date it is effectuated under Section 5 of the Voting
127 Rights Act of 1965, as amended and extended.

H. B. No. 1722
13/HR40/R2203CS
PAGE 6 (OM\BD)



~ OFFICIAL ~

ST: City of Gautier; authorize to revise tax on
restaurants, hotels and motels.

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

ORDER NUMBER 109-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

CITY OF GAUTIER
CITY MANAGER MEMORANDUM

To: Honorable Mayor and Council
From: Samantha D. Abell, City Manager
Date: May 2, 2013
Subject: B & D Plastics Request for a Waiver of Tap Fees at 5500 Allen Road

REQUEST:

B & D Plastics has requested a waiver of fees to establish utility hook-ups for the second major expansion of its plastics fabrication business. A waiver of fees requires Council approval, per the City's Comprehensive Fee Schedule.

BACKGROUND:

B & D Plastics has requested a waiver of fees not to exceed \$2,400 for a new tap necessary for its recent major expansion. The cost includes the City extending water and sewer taps under an existing drive.

This most recent B & D Plastics expansion represents a total private investment of \$790,000 including \$240,000 for building, \$500,000 for new equipment and \$50,000 for other equipment. It is the second expansion for this company in three years. B&D Plastics has continued to add competitive wage-jobs to meet the demands of its dual laminate plastics fabrication business.

RECOMMENDATION:

The City Manager recommends approval of this request.

ATTACHMENTS:

Application for Tap Fees



City of Gautier
Utilities Department
P O Box 670
Gautier, Ms 39553



Request for Water and/or Sewer Installation

Date: 5-1-13 Work Order # _____
Name: TOM REEVES BDA Plastics
Telephone: 875-5865 Work: 547-7308 Cell: _____ Fax: 875-5834
Location: 5500 Allen Rd
Lot # _____ Subdivision: _____

Type of installation:

☐ Single dwelling residence (House)
☒ Commercial type of business
☐ Townhouse, Restaurants, Apartments
(All commercial, townhouses, apartments, etc., must provide the City of Gautier with drawings and specifications that will be reviewed by the water and sewer manager before a quote is provided.)

Meter size requested: 1"

Sewer size requested: 2" { Gravity _____
Force Main _____
Pump required Yes

Administration Fee (Water) \$ 450.00
Administration Fee (Sewer) \$ 350.00

Tap Fees:

Water & Sewer Tap \$ 1600.00
2nd Water Meter \$ _____
Meter Deposit \$ _____
Sales Tax \$ _____

Sewer Inspection \$ 15.00
Connection Fee \$ 30.00
Additional Charges \$ _____

Total Charges \$ _____

Estimated number of working days to install: _____

Received by: _____
Quote given by: J. Shush
Customer contacted by: _____

Date: _____
Date: 5-1-13
Date: _____

Comments: Please waive charges for the above service
and proceed as soon as possible.
THANK YOU
[Signature]

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

ORDER NUMBER 110-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Civil Service Meetings held October 18, 2012; November 8, 2012; & December 13, 2013 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

MINUTES
Gautier Civil Service Commission
June 14, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on June 14, 2012. Those present were Commissioners Doug Mansfield, Susan Parol, and Phil Torjusen; and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
June 14, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held May 10, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 7)

3. Receive Personnel Order: Permanent Appointment/Smith, Christopher W./Patrolman/effective March 21, 2012
4. Receive Personnel Order: Permanent Appointment/Montgomery, Glen R./Patrolman/effective April 18, 2012
5. Receive Personnel Order: Probationary Appointment/Vaughn, Joshua C./Firefighter/effective April 21, 2012
6. Receive Personnel Order: Probationary Appointment/Mixon, Zachery T./Foreman-Equipment Operator/effective May 20, 2012
7. Receive Vacancy Announcement: Equipment Operator/posted May 25 thru June 5, 2012

ITEMS 3 THRU 7

- Motion _____ Second _____ AYES: _____ NAYS: _____
8. Approve Eligibility List for Equipment Operator/posted May 25 thru June 5, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 9. Induct the following employees who have successfully completed probation into Civil Service:

Christopher W. Smith	Patrolman
Glen W. Montgomery	Patrolman

Motion _____ Second _____ AYES: _____ NAYS: _____
 10. Other Business.
 11. Adjourn meeting until July 12, 2012 at 6:00 p.m.

Motion was made by Parol, seconded by Torjusen, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held May 10, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol

NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Equipment Operator/
posted May 25 thru June 5, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Mansfield, to induct the following employees who have successfully completed probation into Civil Service:

Christopher W. Smith	Patrolman
Glen W. Montgomery	Patrolman

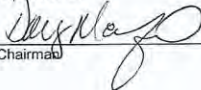
And the following vote was recorded:

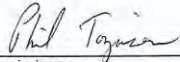
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until July 12, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
July 12, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on July 12, 2012. Those present were Commissioners Doug Mansfield and Susan Parol; and other concerned employees. ABSENT: Phil Torjusen

The agenda was as follows:

AGENDA
Civil Service Commission
July 12, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held June 14, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 9)

3. Receive Personnel Order: Termination of Employment/Patrolman
4. Receive Personnel Order: Termination of Employment/Patrolman
5. Receive Personnel Order: Termination of Employment/Patrolman
6. Receive Personnel Order: Probationary Appointment/Ezell, Melissa A./Dispatcher-TAC Officer/
effective June 2, 2012
7. Receive Vacancy Announcement: Police Chief/posted June 18 thru July 3, 2012

8. Receive Vacancy Announcement: Police Officer/posted June 18 thru July 10, 2012
9. Receive Vacancy Announcement: Fire Fighter/posted June 18 thru July 20, 2012

ITEMS 3 THRU 9

Motion _____ Second _____ AYES: _____ NAYS: _____

10. Approve Eligibility List for Police Chief/posted June 18 thru July 3, 2012

Motion _____ Second _____ AYES: _____ NAYS: _____

11. Issue Selection Register for Dispatcher/Test Date: November 02, 2011

Motion _____ Second _____ AYES: _____ NAYS: _____

12. Receive Gautier Fire Department Seniority Roster

Motion _____ Second _____ AYES: _____ NAYS: _____

13. Other Business.

14. Adjourn meeting until August 09, 2012 at 6:00 p.m.

Motion was made by Parol, seconded by Mansfield, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held June 14, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to receive items 3 thru 9; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Eligibility List for Police Chief/posted June 18 thru July 3, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

Motion was made by Parol, seconded by Mansfield, to issue Selection Register for Dispatcher/Test Date November 02, 2011; and the following vote was recorded:

AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

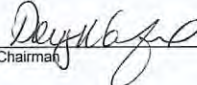
Motion was made by Parol, seconded by Mansfield, to receive Gautier Fire Department Seniority Roster, and the following vote was recorded:

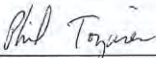
AYES: Doug Mansfield, Susan Parol
NAYS: None
ABSENT: Phil Torjusen

Motion carried.

There being no further business, the meeting was adjourned until August 09, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
August 09, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on August 09, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
August 09, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held July 12, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 7)

3. Receive Personnel Order: Termination of Employment/Police Chief
4. Receive Personnel Order: Termination of Employment/Firefighter
5. Receive Personnel Order: Probationary Appointment/Hooks, Michael L./Equipment Operator/
effective July 9, 2012
6. Receive Personnel Order: Probationary Appointment/Elbin, Dante L./Police Chief/
effective July 16, 2012
7. Receive Personnel Order: Temporary Appointment/Pugh, Jason D./Human Resources Director/
effective July 30, 2012

ITEMS 3 THRU 7

- Motion _____ Second _____ AYES: _____ NAYS: _____
8. Approve Eligibility List for Police Officer/posted June 18 thru July 10, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 9. Approve Master Register for Police Officer/Test Date: August 01, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

10. Receive Memo concerning Firefighter Physical Agility Exam
Motion _____ Second _____ AYES: _____ NAYS: _____
11. Approve Eligibility List for Firefighter/posted June 18 thru July 20, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
12. Approve request to waive 90 day notification requirement as stated in Rule 7 Section 7.1.1 to allow certified firefighter candidate to be processed as a lateral hire
Motion _____ Second _____ AYES: _____ NAYS: _____
13. Other Business.
14. Adjourn meeting until September 13, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held July 12, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Police Officer/posted June 18 thru July 10, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Master Register for Police Officer/Test Date: August 01, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive Memo concerning Firefighter Physical Agility Exam; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Firefighter/posted June 18 thru July 20, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

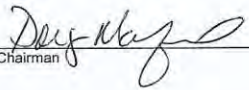
Motion was made by Torjusen, seconded by Parol, to approve request to waive 90 day notification requirement as stated in Rule 7 Section 7.1.1 to allow certified firefighter candidate to be processed as a lateral hire; and the following vote was recorded:

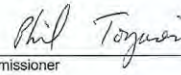
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until September 13, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
September 13, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Jason D. Pugh, Interim HR Director; Chief Dante Elbin and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
September 13, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held August 9, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 7)

3. Receive Personnel Order: Probationary Appointment/Robert J. Noonan/Firefighter/ effective August 18, 2012
4. Receive Vacancy Announcement: Human Resources Director/posted August 21 thru September 4, 2012
5. Receive Vacancy Announcement: Police Captain/posted August 21 thru September 4, 2012
6. Receive Vacancy Announcement: Police Lieutenant/posted August 21 thru September 4, 2012
7. Receive Vacancy Announcement: Police Sergeant/posted August 21 thru September 4, 2012

ITEMS 3 THRU 7

- Motion _____ Second _____ AYES: _____ NAYS: _____
8. Approve Eligibility List for Human Resources Director/posted August 21 thru September 4, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 9. Approve Eligibility List for Police Captain/posted August 21 thru September 4, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

10. Approve Eligibility List for Police Lieutenant/posted August 21 thru September 4, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
11. Approve Eligibility List for Police Sergeant/posted August 21 thru September 4, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
12. Receive memo concerning amendment of Firefighter Eligibility List approved August 9, 2012.
Motion _____ Second _____ AYES: _____ NAYS: _____
13. Approve Master Register for Firefighter/ Test Date: September 5, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
14. Approve request to waive 1 year probationary period for Jerry R. Killingsworth as stated in Rule 13 Section 13.2 to allow applicant to test for Police Sergeant.
Motion _____ Second _____ AYES: _____ NAYS: _____
15. Approve request to waive 2 year Sergeants' experience for Police Lieutenant as stated in Rule 11 Section 11.2 to allow all applicants to test for Police Lieutenant.
Motion _____ Second _____ AYES: _____ NAYS: _____
16. Other Business.
17. Adjourn meeting until October 11, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held September 13, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 7; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Eligibility List for Human Resources Director/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Police Captain/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Police Lieutenant/posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Eligibility List for Police Sergeant/ posted August 21 thru September 4, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve amendment to Eligibility List for Firefighter approved August 9, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Master Register for Firefighter/Test Date: September 5, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve request to waive one (1) year probationary period for Jerry R. Killingsworth as stated in Rule 13 Section 13.2 to allow applicant to test for Police Sergeant; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

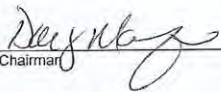
Motion was made by Torjusen, seconded by Parol, to approve request to waive two (2) year Sergeants' experience for Police Lieutenant as stated in Rule 11 Section 11.2 to allow all applicants to test for Police Lieutenant; and the following vote was recorded:

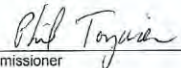
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until October 11, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
October 11, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Jason D. Pugh, HR Director; Teresa L. Montgomery, Interim City Clerk and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
October 11, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meeting held September 13, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 14)

3. Receive Personnel Order: Termination of Employment/Patrolman
4. Receive Personnel Order: Termination of Employment/Neighborhood Improvement Coordinator
5. Receive Personnel Order: Termination of Employment/Sr. Equipment Operator
6. Receive Personnel Order: Termination of Employment/Maintenance Worker II
7. Receive Personnel Order: Probationary Appointment/Pugh, Jason D. /Human Resources Director/
effective September 14, 2012
8. Receive Personnel Order: Probationary Appointment/Allmand, Johnathan G./Patrolman/effective
September 24, 2012
9. Receive Personnel Order: Probationary Appointment/Cagle, Justin A./Patrolman/effective
September 24, 2012
10. Receive Personnel Order: Probationary Appointment/Richardson, Matthew
T./Patrolman/effective
October 8, 2012
11. Receive Personnel Order: Reclassification/Bang, Addie L. /Administrative Clerk/effective October
1, 2012
12. Receive Personnel Order: Temporary Appointment/Honea, Rachel/Administrative
Bookkeeper/effective October 1, 2012
13. Receive Schedule of Authorized Positions approved September 24, 2012
14. Receive City of Gautier Organization Chart approved September 24, 2012

ITEMS 3 THRU 14

- Motion _____ Second _____ AYES: _____ NAYS: _____
15. Receive complaint and request for an investigation into the hiring procedures for Human Resources Director.
Motion _____ Second _____ AYES: _____ NAYS: _____
 16. Receive request for an investigation and public hearing into the termination of Jerry P. Lowe.
Motion _____ Second _____ AYES: _____ NAYS: _____
 17. Receive request for an investigation and public hearing into the termination of Anissia L. White.
Motion _____ Second _____ AYES: _____ NAYS: _____
 18. Receive waiver request for Jason D. Pugh as Human Resources Director.
Motion _____ Second _____ AYES: _____ NAYS: _____
 19. Other Business.
 20. Adjourn meeting until November 8, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve agenda order, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held September 13, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 14; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive the complaint and request for an investigation into the hiring procedures of Human Resources Director; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

The Commission conducted a public hearing into the hiring procedures of the Human Resources Director position. Prior to the commencement of said hearing, Commissioner Mansfield addressed the open assembly stating that CSC would conduct the hearing in accordance with Civil Service regulations and would be confined to the determination of whether the hiring procedures for the Human Resources Director were or were not made in good faith or cause. The following individuals were present for testimony:

Samantha D. Abell, City Manager, City of Gautier
Teresa L. Montgomery, Interim City Clerk, City of Gautier
Veneice Barnett, HR Generalist, City of Gautier
Joseph E. Belles Jr., Code Enforcement Officer, Complainant

Motion was made by Torjusen, seconded by Parol, and the findings were recorded; the Commission finds that all CSC hiring procedures of the Human Resources Director position were followed and the complaint received for item #15 was fully investigated in accordance with CSC Rule 16, Section 16.1.

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive requests for investigations and public hearings from Jerry P. Lowe and Anissia L. White and to conduct a combined Public Hearing into their terminations to be held October 18, 2012, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

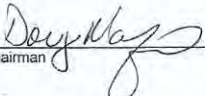
Motion was made by Torjusen, seconded by Mansfield, to receive the waiver request for Jason D. Pugh as Human Resources Director; and the following vote was recorded:

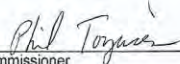
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was recessed until October 18, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
October 18, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Police Department/Municipal Courtroom at 6:00 p.m. on September 13, 2012. Those present were Commissioners Doug Mansfield, Phil Torjusen, and Susan Parol; Samantha D. Abell, City Manager; Robert G. Ramsay, City Attorney; Jason D. Pugh, Interim HR Director; Chief Dante Elbin and other concerned employees.

The agenda was as follows:

October 16, 2012

CALL FOR SPECIAL MEETING

WHEREAS, there exists certain matters which the Chairman of the Civil Service Commission desires to handle prior to the next regular meeting; and

NOW, THEREFORE, the Chairman of the Civil Service Commission of the City of Gautier hereby calls for a Special Meeting of the Civil Service Commission of the City of Gautier. Said meeting to be held in the Gautier Police Department/Municipal Courtroom – 3329 Hwy 90, Gautier, Mississippi, on October 18, 2012 at 6:00 p.m.

The Agenda of said Special Meeting shall be as follows:

AGENDA
Civil Service Commission
October 18, 2012
6:00 p.m.

1. Public Hearing for requests received by Jerry P. Lowe Jr. and Anissia L. White.
2. Adjourn until November 8, 2012 at 6:00 p.m.

The Commission conducted a public hearing into the termination actions of Jerry P. Lowe and Anissia L. White in accordance with CSC Rule 16, Section 16.2.1. The City of Gautier was represented by Robert G. Ramsay, City Attorney.

Mr. Ramsay subpoenaed the following witnesses for testimony:

Samantha D. Abell, City Manager, City of Gautier
Jason D. Pugh, HR Director, City of Gautier
Catherine Huyett, Meter Reader, City of Gautier
Ruby Mitchell, Meter Reader, City of Gautier

Mr. Lowe and Ms. White failed to appear before the Commission for the public hearing.

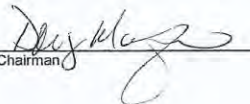
Motion was made by Mansfield, seconded by Parol, to affirm the City of Gautier's termination actions of Jerry P. Lowe and Anissia L. White in accordance with CSC Rule 16, Section 16.2.2; and the following vote was recorded:

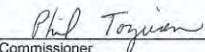
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until November 8, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
November 8, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on November 8, 2012. Those present were Commissioners Doug Mansfield and Phil Torjusen; Jason D. Pugh, HR Director and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
November 8, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held October 11, 2012 and October 18, 2012.
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 10)

3. Receive Personnel Order: Temporary Appointment/Cynthia L. Russell/City Clerk/effective October 22, 2012
4. Receive Personnel Order: Permanent Appointment/LeKeisha S. Hill/Administrative Clerk/effective August 15, 2012
5. Receive Personnel Order: Permanent Appointment/Paul B. Fox/Multi-Craft Maintenance Worker/effective April 11, 2012
6. Receive Personnel Order: Permanent Appointment/Jerry R. Killingsworth/Patrolman/effective October 10, 2012
7. Receive Personnel Order: Permanent Appointment/Jere Shuster/Field Supervisor/effective October 24, 2012
8. Receive Personnel Order: Termination of Employment/Dennis W. Reeves/Public Works Director/effective October 26, 2012
9. Receive Personnel Order: Termination of Employment/Rodney K. Havard/Detective-FBI Task Force/effective October 28, 2012
10. Receive Vacancy Announcement: City Clerk/posted October 29, 2012 thru November 12, 2012

ITEMS 3 THRU 10

- Motion _____ Second _____ AYES: _____ NAYS: _____
13. Receive Lateral Transfer Request for Michael L. Hines for Gautier Police Department.
Motion _____ Second _____ AYES: _____ NAYS: _____
 14. Other Business.
 15. Adjourn meeting until December 13, 2012 at 6:00 p.m.

Motion was made by Torjusen, seconded by Mansfield, to approve agenda order, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held October 11, 2012 and October 18, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive items 3 thru 10; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive the Lateral Transfer Request for Michael L. Hines for Gautier Police Department; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive requests for investigations and public hearings from Jerry P. Lowe and Anissia L. White and to conduct a combined Public Hearing into their terminations to be held October 18, 2012, and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to induct the following employees who have successfully completed probation into Civil Service:

Le'Keisha S. Hill	Administrative Clerk
Paul B. Fox	Multi-Craft Maintenance Worker
Jerry R. Killingsworth	Patrolman
Jere Shuster	Field Supervisor

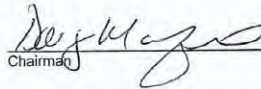
And the following vote was recorded:

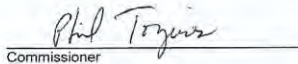
AYES: Doug Mansfield, Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

There being no further business, the meeting was recessed until December 13, 2012, at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
December 13, 2012

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on December 13, 2012. Those present were Commissioners Doug Mansfield and Phil Torjusen; Jason D. Pugh, HR Director and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
December 13, 2012
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held November 8, 2012.
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 35)

3. Receive Personnel Order: Temporary Appointment/AI R. Stanton/Recreation Coordinator/effective November 19, 2012
4. Receive Personnel Order: Temporary Appointment/William K. Young/Cultural Services Manager/effective November 19, 2012
5. Receive Personnel Order: Permanent Appointment/Patty R. Huffman/Grants and Projects Manager/effective November 7, 2012
6. Receive Personnel Order: Termination of Employment/Carlton L. Logan/Patrolman/effective October 25, 2012
7. Receive Personnel Order: Termination of Employment/Herman G. Barnett/Water & Wastewater Systems Treatment-Foreman/effective November 30, 2012
8. Receive Personnel Order: Termination of Employment/Antwan L. Berry/Maintenance Worker/effective November 30, 2012
9. Receive Personnel Order: Termination of Employment/Darlene S. Brown/Accounting Generalist/effective November 30, 2012
10. Receive Personnel Order: Termination of Employment/Terry J. Burkes/Maintenance Worker/effective November 30, 2012
11. Receive Personnel Order: Termination of Employment/Darrell D. Davis/Foreman/effective November 30, 2012
12. Receive Personnel Order: Termination of Employment/Philip C. Denney/Sr. Equipment Operator/effective November 30, 2012
13. Receive Personnel Order: Termination of Employment/Charles W. Dickson/Foreman/effective November 30, 2012
14. Receive Personnel Order: Termination of Employment/Glen A. Ellis/Equipment Operator/effective November 30, 2012
15. Receive Personnel Order: Termination of Employment/Edward E. Estes/Equipment Operator/effective November 30, 2012
16. Receive Personnel Order: Termination of Employment/Stacey D. Ford/Administrative Clerk (Public Works Department)/effective November 30, 2012
17. Receive Personnel Order: Termination of Employment/Norman L. Hand/Equipment Operator/effective November 30, 2012
18. Receive Personnel Order: Termination of Employment/Debra K. Holmes/Customer Service Representative/effective November 30, 2012
19. Receive Personnel Order: Termination of Employment/Michael L. Hooks/Equipment Operator/effective November 30, 2012
20. Receive Personnel Order: Termination of Employment/Catherine L. Huyett/Meter Reader/effective November 30, 2012
21. Receive Personnel Order: Termination of Employment/Robert E. Maxwell/Equipment Operator/effective November 30, 2012
22. Receive Personnel Order: Termination of Employment/Mark F. Medlen/Foreman-Equipment Operator/effective November 30, 2012
23. Receive Personnel Order: Termination of Employment/Ruby A. Mitchell/Meter Reader/effective November 30, 2012
24. Receive Personnel Order: Termination of Employment/Zachery T. Mixon/Foreman-Equipment Operator/effective November 30, 2012
25. Receive Personnel Order: Termination of Employment/Stanley L. Nash/Maintenance Worker/effective November 30, 2012
26. Receive Personnel Order: Termination of Employment/John B. Noble/Sr. Equipment Operator/effective November 30, 2012
27. Receive Personnel Order: Termination of Employment/Dianne Patterson/Customer Service Representative/effective November 30, 2012
28. Receive Personnel Order: Termination of Employment/Dale A. Pierce/Equipment Operator/effective November 30, 2012

29. Receive Personnel Order: Termination of Employment/Raymond W. Roach/Maintenance Worker/effective November 30, 2012
30. Receive Personnel Order: Termination of Employment/Steve O. Trehern/Utility Inspector/effective November 30, 2012
31. Receive Personnel Order: Termination of Employment/Cathy J. Wells/Administrative Assistant/effective November 30, 2012
32. Receive Personnel Order: Termination of Employment/Roland L. Westbrook/Sr. Equipment Operator/effective November 30, 2012
33. Receive Vacancy Announcement: Cultural Services Manager/posted November 8 thru November 15, 2012
34. Receive Vacancy Announcement: Recreation Coordinator/posted November 8 thru November 18, 2012
35. Receive Vacancy Announcement: Administrative Bookkeeper/posted November 8, 2012 thru November 18, 2012

ITEMS 3 THRU 35

- Motion _____ Second _____ AYES: _____ NAYS: _____
36. Approve Eligibility List for Cultural Services Manager/posted November 8 thru November 18, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 37. Approve Eligibility List for Recreation Coordinator/posted November 8 thru November 18, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 38. Approve Eligibility List for City Clerk/posted October 29 thru November 13, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 39. Induct the following employee who has successfully completed probation into Civil Service:
Patty R. Huffman Grants and Projects Manager
 40. Receive request to waive the competitive examination for Administrative Bookkeeper.
 41. Approve Eligibility List for Administrative Bookkeeper/posted November 8 thru November 18, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 42. Other Business.
 43. Adjourn meeting until January 10, 2013 at 6:00 p.m.

Motion was made by Parol, seconded by Mansfield, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held November 8, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 35; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Mansfield, seconded by Parol, to approve Eligibility List for Cultural Services Manager/posted November 8 thru November 18, 2012; and the following vote was recorded:

29. Receive Personnel Order: Termination of Employment/Raymond W. Roach/Maintenance Worker/effective November 30, 2012
30. Receive Personnel Order: Termination of Employment/Steve O. Trehern/Utility Inspector/effective November 30, 2012
31. Receive Personnel Order: Termination of Employment/Cathy J. Wells/Administrative Assistant/effective November 30, 2012
32. Receive Personnel Order: Termination of Employment/Roland L. Westbrook/Sr. Equipment Operator/effective November 30, 2012
33. Receive Vacancy Announcement: Cultural Services Manager/posted November 8 thru November 15, 2012
34. Receive Vacancy Announcement: Recreation Coordinator/posted November 8 thru November 18, 2012
35. Receive Vacancy Announcement: Administrative Bookkeeper/posted November 8, 2012 thru November 18, 2012

ITEMS 3 THRU 35

- Motion _____ Second _____ AYES: _____ NAYS: _____
36. Approve Eligibility List for Cultural Services Manager/posted November 8 thru November 18, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 37. Approve Eligibility List for Recreation Coordinator/posted November 8 thru November 18, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 38. Approve Eligibility List for City Clerk/posted October 29 thru November 13, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 39. Induct the following employee who has successfully completed probation into Civil Service:
Patty R. Huffman Grants and Projects Manager
 40. Receive request to waive the competitive examination for Administrative Bookkeeper.
 41. Approve Eligibility List for Administrative Bookkeeper/posted November 8 thru November 18, 2012
Motion _____ Second _____ AYES: _____ NAYS: _____
 42. Other Business.
 43. Adjourn meeting until January 10, 2013 at 6:00 p.m.

Motion was made by Parol, seconded by Mansfield, to approve agenda order; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held November 8, 2012; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 35; and the following vote was recorded:

AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

Motion carried.

Motion was made by Mansfield, seconded by Parol, to approve Eligibility List for Cultural Services Manager/posted November 8 thru November 18, 2012; and the following vote was recorded:

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

ORDER NUMBER 111-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Gautier Election Commission 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.



CITY OF GAUTIER **ELECTION COMMISSION**

3 Year Terms
(Requires 3 Members)

1. Ms. Ja'Leasa N. Walden

2530 Calle Hermosa
Gautier, MS 39553
(228) 990-6233 (M)
Msgautier07@aol.com

WARD 2

Appointed: May 7, 2013

Term Expires: July 3, 2013

(Replaced Serina Outland –Resigned 4/18/2013)

2. Agatha Mathews

4922 Fairwood Drive
Gautier, MS 39553
(228) 249-1429 (M)

WARD 4

Appointed: February 19, 2013

Term Expires: July 3, 2013

(Replaced George Martin – Due to Resignation 1/01/2013)

3. Vivian Dailey

2135 Kingslea Drive
Gautier, MS 39553
(228) 238-6674 (M)
vdailey@cableone.net

WARD 5

Appointed: November 2, 2010

Term Expires: July 3, 2013

(Replaced Edwina Grimsley – Due to Resignation 10/29/2010)

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

ORDER NUMBER 112-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Gautier Resolution Board 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.



CITY OF GAUTIER
Resolution Board
3 Year Terms
(Requires 6 Members)

1. Darlene Brown
2004 Sailfish Road
Gautier, MS 39553
228-497-4097 (H)
Ward 1
Appointed: May 7, 2013
Term Expires: July 3, 2013
2. Lynda Leanne Coleman
2004 Dartmouth Drive
Gautier, MS 39553
228-235-8313 (H)
Ward 2
Appointed: May 7, 2013
Term Expires: July 3, 2013
3. Donna Davis
2513 Oxford Drive
Gautier, MS 39553
228-623-5294 (H)
Ward 2
Appointed: May 7, 2013
Term Expires: July 3, 2013
4. Stacey Ford
2524 Barbados
Gautier, MS 39553
228-497-5951 (H)
Ward 1
Appointed: May 7, 2013
Term Expires: July 3, 2013
5. Debra Holmes

1908 Arcadian Drive
Gautier, MS 39553
228-497-3637 (H)

Ward 4

Appointed: May 7, 2013

Term Expires: July 3, 2013

6. Nancy Lebhart

2500 Tampica Road
Gautier, MS 39553
228-497-3345

Ward 1

Appointed: May 7, 2013

Term Expires: July 3, 2013

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

ORDER NUMBER 113-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized to accept a donation of approximately 150' x 300' to 500' of netting from Omega Protein Inc.

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

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

Tricia Thigpen

From: Samantha Abell <sabell@gautier-ms.gov>
Sent: Friday, April 19, 2013 12:13 PM
To: tthigpen@gautier-ms.gov
Subject: FW: Net Donation

Tricia,
Please add this to the next consent agenda, if you haven't already done so.

Thanks,
Sam

From: Eric Meyer [<mailto:emeyer@gautier-ms.gov>]
Sent: Tuesday, April 02, 2013 8:49 AM
To: Samantha Abell
Subject: Fwd: Net Donation

I would like to add this donation to the agenda tonight.

Eric Meyer
Sent from my phone

Begin forwarded message:

From: Al Stanton <astanton@gautier-ms.gov>
Date: March 27, 2013, 5:42:15 PM CDT
To: Eric Meyer <emeyer@gautier-ms.gov>
Subject: Fwd: Net Donation

Sent from my iPhone

Begin forwarded message:

From: Jimmy Watson <watsonj@omegaprotein.com>
Date: March 27, 2013, 4:53:33 PM CDT
To: "astanton@gautier-ms.gov" <astanton@gautier-ms.gov>
Subject: Net Donation

Mr. Stanton,

Omega Protein Inc. in Moss Point will donate approximately 150' x 300' to 500' of webbing to the City of Gautier.

Upon your arrival to receive the webbing please have the security guard at our main gate contact Raymond Ryan in the net department. He will load the net for you.

Please feel free to contact me if needed at 228-627-9216.

Jimmy Watson

Omega Protein, Inc.
5735 Elder Ferry Road
Moss Point, MS 39563
Phone 228.475.1252 | Fax 228.475.1252
Email watsonj@omegaprotein.com | <http://www.omegaprotein.com>

CONFIDENTIALITY STATEMENT

This message from Omega Protein Corporation may contain information or advice which is confidential or privileged and is solely for the use of the intended recipient. All proprietary rights including copyright, are specifically reserved. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use is prohibited. If you have received this communication in error, please notify us immediately by phone (713) 623-0060 or by e-mail.

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

ORDER NUMBER 114-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Planning Commission Meetings held October 18, 2013; December 6, 2012; January 3, 2013 and February 7, 2013 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

OCTOBER 18, 2012

GAUTIER, MISSISSIPPI

BE IT REMEMBERED THAT a regular meeting of the Gautier Planning Commission of the City of Gautier, Mississippi, was held on October 18, 2012, at 6:00 P.M. in the Council chambers of the Gautier Municipal Building at 3330 Highway 90, Gautier, Mississippi.

Commission members present: Larry Dailey, Vice-Chairman, Richard Johnson, James Torrey, and Jerry Akins. Absent were Marilyn Minor, David Wooten and Greg Spanier. Also present were Eric Meyer, Economic Development Director, Babs Logan, Planning Technician, and Melissa Burdine, Court Reporter.

Larry Dailey, Vice-Chairman, called the meeting to order and presented the minutes from the September 6 and September 13, 2012 meetings for approval. The minutes were approved as submitted.

APPROVAL OF AGENDA

There were no changes to the agenda.

AGENDA

GAUTIER PLANNING COMMISSION

OCTOBER 18, 2012

6:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE (VOLUNTEER)
- III. APPROVAL OF MINUTES – (SEPTEMBER 6, 2012 & SEPTEMBER 13, 2012)
- IV. APPROVAL OF AGENDA

V. PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON THE AGENDA)

VI. OLD BUSINESS

NONE

VII. NEW BUSINESS

A. LEGISLATIVE

1. CONSIDER ADOPTION OF UNIFIED DEVELOPMENT ORDINANCE REVISIONS (GPC #12-18-UDO)

VIII. DIRECTOR'S REPORT

IX. ADJOURN

PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON AGENDA)

There were no public comments.

OLD BUSINESS:

Commissioner Johnson asked that Commissioners come prepared to make their nomination for the 2012 Larry Moran Excellence Award at the next meeting which is scheduled for November 15, 2012. He asked that they have a first, second and third choice. Commissioner Johnson stated that he would like to vote for the winner at the December 6th meeting and present the award at the January 2013 meeting.

NEW BUSINESS:

A. LEGISLATIVE

1. CONSIDER ADOPTION OF UNIFIED DEVELOPMENT ORDINANCE REVISIONS (GPC #12-18-UDO)

Mr. Meyer noted that this was the second public hearing on changes to the Unified Development Ordinance (UDO), the first being on September 6, 2012. He stated that the changes are primarily grammatical and typographical changes with the exception of a few items that were noted in the Staff Report. Those items are as follows: 1) addition of thirteen hundred twenty-five (1,325)

square feet minimum living area of dwelling units in Agricultural zoning districts, Section 5.4.2; 2) amending Section 5.4.3 Minimum Setbacks for Principal Structure side yard to fifty (50) feet for corner lots; 3) moving Minimum Living Area for Single Family Detached Dwelling in Section 5.4.7 from Regulations for Manufactured and Mobile Home Parks to Regulations for Manufactured or Modular Home Subdivisions; 4) exemption of governmental buildings from the Architectural Standards in Article VIII; and 5) addition of Special Events to Section 6.8.2 Temporary Uses Permitted.

Staff has received no written comments or phone calls from the public regarding the changes. Mr. Meyer advised the Commissioners that any major changes that may be proposed this spring or summer, such as reviewing Architectural Standards or signage, will be publicized more than just the required notice in the local newspaper. Staff may interview contractors, realtors, and business owners for input on the codes and possibly have a town meeting regarding changes. There will also be Planning Commission work sessions.

On a motion by Commissioner Akins to recommend approval of the changes to the UDO as noted and a second by Commissioner Torrey, the following vote was recorded:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINED</u>
Larry Dailey		David Wooten	
Richard Johnson		Greg Spanier	
Jerry Akins		Marilyn Minor	
James Torrey			

DIRECTOR'S REPORT

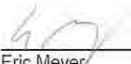
Mr. Meyer told the Commissioners that paperwork had been completed for the City to borrow one million dollars (\$1,000,000) from the Mississippi Department of Agriculture (MDA) for Allen Road improvements and that the City was expecting the director of MDA to approve the request next week.

Staff has not received final construction drawings from Bienville Orthopedic for the new medical complex but Mr. Meyer has spoken with the

project engineer who says there are ongoing discussions with the doctors regarding a few items but the development will still be moving forward this year.

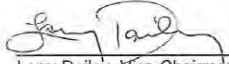
Commissioner Akins asked about the status of the RE Residential Estate rezoning in the northern part of Hickory Hills. Ms. Logan stated that Mr. Ramsay, the City Attorney, had advised her earlier in the week that the area was still zoned R-1 Low Density Single Family Residential. An appeal by Silvergirl, LLC of a Council decision regarding the proposed Cypress Landing subdivision in the area has delayed the rezoning. Commissioner Dailey questioned why the rezoning was being delayed because of the appeal of a subdivision preliminary plat. Mr. Meyer said he would check with Mr. Ramsay and report back at the next meeting.

SUBMITTED BY:


Eric Meyer
Economic Development Director

DATE: 4/16/13

APPROVED:


Larry Dailey, Vice-Chairman
Gautier Planning Commission

DATE: 4/4/13

DECEMBER 6, 2012

GAUTIER, MISSISSIPPI

BE IT REMEMBERED THAT a regular meeting of the Gautier Planning Commission of the City of Gautier, Mississippi, was held on December 6, 2012, at 6:00 P.M. in the Council chambers of the Gautier Municipal Building at 3330 Highway 90, Gautier, Mississippi.

Commission members present: David Wooten, Chairman, Larry Dailey, Richard Johnson, James Torrey, Greg Spanier and Marilyn Minor. Also present were Zack Duke, Building and Zoning Administrator; Babs Logan, Planning Technician, and Melissa Burdine-Rodolfich, Court Reporter.

David Wooten, Chairman, called the meeting to order and presented the minutes from the October 18, 2012 meeting for approval. The minutes were approved as submitted.

APPROVAL OF AGENDA

There were no changes to the agenda.

AGENDA

GAUTIER PLANNING COMMISSION

DECEMBER 6, 2012

6:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE (VOLUNTEER)
- III. APPROVAL OF MINUTES – (OCTOBER 18, 2012)
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON THE AGENDA)

VI. OLD BUSINESS

NONE

VII. NEW BUSINESS

A. LEGISLATIVE

1. CONSIDER ADOPTION OF 2012 INTERNATIONAL BUILDING CODES AND 2011 NATIONAL ELECTRICAL CODE (GPC #12-24-UDO)

B. QUASI-JUDICIAL

1. REQUEST FOR A CONDITIONAL USE-MAJOR PERMIT FOR A TELECOMMUNICATION FACILITY IN A TCMU TOWN CENTER MIXED USE DISTRICT, JO BETH TERRACE, (CELLULAR SOUTH/C-SPIRE) (GPC CASE #12-22-CU) *APPLICANT WITHDREW REQUEST*

VIII. DIRECTOR'S REPORT

IX. ADJOURN

PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON AGENDA)

There were no public comments.

OLD BUSINESS:

There was no old business to discuss.

NEW BUSINESS:

A. LEGISLATIVE

1. CONSIDER ADOPTION OF 2012 INTERNATIONAL BUILDING CODES AND 2011 NATIONAL ELECTRICAL CODE (GPC #12-24-UDO)

Mr. Duke advised the Commissioners that the City needed to adopt the 2012 International Building Codes and 2011 National Electrical Code to keep insurance rates low for the City of Gautier citizens. The insurance rates are based on the City's Building Code Effectiveness Grading Schedule (BCEGS) rating. One of the main items the City is graded on for its BCEGS rating is the Code edition the City has adopted for use and its enforcement. Mr. Duke further explained that the City is allowed to be two (2) Code cycles/editions behind

before the City is penalized, therefore the City must either adopt the proposed Codes or the 2009 edition of the Codes. Citizens currently receive 15% off a standard insurance policy because of the City's current BCEGS rating.

Commissioner Dailey stated that he had spoken with the Director of the Rating Bureau and was told that the City currently has a rating of five (5) with ten (10) being the lowest rating. He said the Director advised him that if more current codes were not adopted the City's rating would automatically go from a five (5) to a nine (9).

Commissioner Wooten asked Mr. Duke to explain the requirement regarding sprinkler systems in new residential construction that he was advising the City to delete from the Codes. Mr. Duke explained that in 2006 the requirement that new residential construction have sprinkler systems was an appendix to the Codes that did not have to be adopted. In 2009 the sprinkler system requirement was actually a part of the Codes. At that time the Building Official Association asked the International Code Council (ICC) to remove it from the Codes and place it back as an Appendix. It seemed as though the ICC was going to place it back as an Appendix but when the 2012 Codes came out the sprinkler system requirement was still a part of the Codes.

Mr. Duke stated that he had met with Building Officials from Jackson County, Pascagoula, Ocean Springs and Moss Point several times over the last few months and they were going to delete the sprinkler requirement from the Codes when they adopted them also. Commissioner Dailey stated that when he spoke with the Director from the Rating Bureau he was told that D'Iberville had already made their presentation to adopt the Codes with the deletion and he found no objection to them doing so.

Mr. Duke advised the Commissioners that the 2012 International Building Codes refer to the 2011 National Electrical Code (NEC) which is why the 2011 NEC needs to be adopted also. He noted that the other two major changes in the Code are that arc fault receptacles and tamper proof receptacles are required throughout the house. These extra safety measures are important and will not add any substantial cost to building.

Commissioner Dailey made a motion to recommend adoption of the 2012 International Building Codes with the exclusion of conflicts with City of Gautier Flood Damage Prevention Ordinance, the 2012 International Residential Code excluding Section R313 and including Appendix E, 2012 International Fire Code, 2012 International Fuel Gas Code, 2012 International Mechanical Code, 2012 International Plumbing Code, the ICC 600-2008 Standard for Residential Construction in High-Wind Regions and the 2011 National Electrical Code. Commissioner Spanier seconded the motion and the following vote was recorded:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINED</u>
-------------	-------------	---------------	------------------

Larry Dailey

Richard Johnson

Marilyn Minor

James Torrey

Greg Spanier

David Wooten

B. QUASI-JUDICIAL

1. REQUEST FOR A CONDITIONAL USE-MAJOR PERMIT FOR A TELECOMMUNICATION FACILITY IN A TCMU TOWN CENTER MIXED USE DISTRICT, JO BETH TERRACE (CELLULAR SOUTH/C-SPIRE) (GPC CASE #12-22-CU) *APPLICANT WITHDREW REQUEST*

The applicant withdrew this request prior to the meeting but after public notice was made. Therefore it had to be placed on the agenda.

Chairman Wooten read emails from Commissioner Akins and Commissioner Johnson regarding their resignations. Commissioner Akins' resignation was effective immediately and Commissioner Johnson's is effective after the February 2012 meeting. The Commission noted its appreciation for both men and their service to the City of Gautier.

Commissioner Johnson advised the other Commissioners that nominations for the 2012 Larry Moran Excellence Award will be accepted at the

January 2013 meeting. After receiving all nominations a vote will be taken at the end of the meeting. The presentation of the award is scheduled for the February 7, 2013 meeting.

DIRECTOR'S REPORT

Ms. Logan stated that she was instructed by Mr. Meyer, the Planning and Economic Development Director, to get the Commissioners thoughts on allowing Conex containers as accessory buildings. The Commissioners basically agreed with Mr. Meyer's thoughts that in order to allow a Conex container the property must consist of at least five (5) acres and the container could not be visible from the right-of-way or the neighbor's primary residence. Commissioner Dailey suggested that it not be visible from the neighbor's property line. Commissioner Wooten wanted each application to be heard by the Planning Commission as a Major Conditional Use.

The Commissioners were also interested in how neighboring cities dealt with requests to use Conex containers as accessory buildings. They noted that some schools used them for storage as did Walmart stores.

It was decided that the issue would be researched and brought back before them for further discussion.

SUBMITTED BY:


Eric Meyer
Economic Development Director

DATE: 4/10/13

APPROVED:


David Wooten, Chairman
Gautier Planning Commission

DATE: 4-4-13

JANUARY 3, 2013

GAUTIER, MISSISSIPPI

BE IT REMEMBERED THAT a regular meeting of the Gautier Planning Commission of the City of Gautier, Mississippi, was held on January 3, 2013, at 6:00 P.M. in the Council chambers of the Gautier Municipal Building at 3330 Highway 90, Gautier, Mississippi.

Commission members present: David Wooten, Chairman, Larry Dailey, Richard Johnson, James Torrey, and Greg Spanier. Absent was Marilyn Minor. Also present were Eric Meyer, Economic Development Director; Bob Ramsay, City Attorney; Babs Logan, Planning Technician, and Michele Keenlance, Court Reporter.

David Wooten, Chairman, called the meeting to order and presented the minutes from the December 6, 2012 meeting for approval. The minutes were approved as submitted.

APPROVAL OF AGENDA

There were no changes to the agenda.

AGENDA

GAUTIER PLANNING COMMISSION

JANUARY 3, 2013

6:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE (VOLUNTEER)
- III. APPROVAL OF MINUTES – (DECEMBER 6, 2012)
- IV. APPROVAL OF AGENDA
- V. PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON THE AGENDA)

VI. OLD BUSINESS

NONE

VII. NEW BUSINESS

A. APPEAL

1. REQUEST FOR AN APPEAL TO STAFF DECISION REGARDING OCCUPYING A HOUSE IN A C-3 ZONING DISTRICT AS A RESIDENCE, 3608 HIGHWAY 90 (TONY LUONG DBA HLV, LLC) (GPC CASE #12-26-AP)

B. LARRY MORAN EXCELLENCE AWARD

1. RECEIVE NOMINATIONS AND VOTE FOR 2012 WINNER

VIII. DIRECTOR'S REPORT

IX. ADJOURN

PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON AGENDA)

There were no public comments.

OLD BUSINESS:

There was no old business to discuss.

NEW BUSINESS:

A. APPEAL

1. REQUEST FOR AN APPEAL TO STAFF DECISION REGARDING OCCUPYING A HOUSE IN A C-3 ZONING DISTRICT AS A RESIDENCE, 3608 HIGHWAY 90 (TONY LUONG DBA HLV, LLC) (GPC CASE #12-26-AP)

There came before the Planning Commission an appeal to a Staff decision on the part of Tony Luong dba HLV, LLC, regarding occupying a house located in a C-3 Highway Commercial zoning district as a residence. The house is located at 3608 Highway 90, PID #82434024.000, and has recently been occupied by a commercial business.

C-3 Highway Commercial zoning does not allow single-family dwellings. The property, with its existing residence, was annexed in 2002 and zoned C-3.

As long as the house was occupied as a residence it was considered a legal preexisting non-conforming use, but once it was used as a commercial business it lost its legal non-conforming status.

The applicant stated that the renter had asked him about running a psychic reading business out of the house and he told him he had no problem with it. He said he was not aware that the house would lose its legal preexisting non-conforming status if a business was allowed at the house and he would not be able to rent the house out again as a residence.

Commissioner Dailey felt the house had maintained residential status even though the psychic reading business had been there. He stated that the business should have been handled as a home occupation instead of a commercial business because the house was still being used as a residence. He suggested that a process be put in place to assure that property owners were aware of, and approved of, any changes in the status or possible status of their property.

Commissioner Wooten noted that the lease stated that a business could be ran out of the house, that a privilege license was issued and that a commercial sign had been placed on the property, therefore making the use commercial. Mr. Ramsay stated that when a business license was obtained and a business sign was put up the primary use became commercial.

Commissioner Wooten asked Mr. Ramsay if the Commissioners could legally reverse the decision of Staff and allow the structure. Mr. Ramsay advised that the Commissioners could make a motion that Staff made the right decision or, that because in their opinion the property owner was misled by the renter in this process, that Staff did not make the proper decision, and the property should not have lost its status as a legal preexisting non-conforming use, and the primary use of the structure during this whole period was as a residence, so it still is a residential use in a commercial district.

Commissioner Dailey made a motion to reverse Staff decision and allow the structure to be occupied as a residence based on his opinion that the house was maintained as a residence for the entire time of occupancy, and that the

lease does not reflect the intention of the land owner for the use of that property,
Commissioner Spanier seconded the motion and the following vote was
recorded:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINED</u>
Larry Dailey	David Wooten	Marilyn Minor	
Greg Spanier	James Torrey		
	Richard Johnson		

B. LARRY MORAN EXCELLENCE AWARD

1. RECEIVE NOMINATIONS AND VOTE FOR 2012 WINNER

Commissioner Johnson asked for the Commissioners nominations for the
2012 Larry Moran Excellence Award which is given in memory of former
Planning Commission Chairman Larry Moran. The award is given to a business,
group or individual who has exhibited planning and/or zoning excellence, has
significantly contributed to increased quality of life for the citizens of Gautier, has
consistent and on-going customer service that is worthy of recognition, etc.

The nominees were Handy Lock Self Storage, NFL Lumber, Kenny Smith,
Flower Patch, Tiki Restaurant, Gautier Pride and Mallette Brothers. Kenny Smith,
Gautier Pride and Handy Lock Self Storage were the top three nominees with
Kenny Smith winning the award.

The award will be presented at the February 7, 2013, Planning
Commission meeting.

DIRECTOR'S REPORT

Mr. Meyer gave a brief update on some ongoing projects within the City.
He advised that the sculpture for the round-a-bout on Dolphin Road should be
completed within six to eight weeks, that progress on the Bienville Medical
Complex plans has been slow due to the project manager having to work on
some IT issues for the company, and that MDOT has approved the expansion of
Martin Bluff Road.

Mr. Meyer also informed Commissioners that the Cultural Services/Recreation Division would be moving their office to Shepard State Park on January 28, 2013 and that the Master Plan for Recreation should be completed by April 2013.

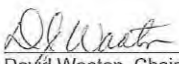
SUBMITTED BY:



Eric Meyer
Economic Development Director

DATE: 4/16/13

APPROVED:



David Wooten, Chairman
Gautier Planning Commission

DATE: 4-4-13

FEBRUARY 7, 2013

GAUTIER, MISSISSIPPI

BE IT REMEMBERED THAT a regular meeting of the Gautier Planning Commission of the City of Gautier, Mississippi, was held on February 7, 2013, at 6:00 P.M. in the Council chambers of the Gautier Municipal Building at 3330 Highway 90, Gautier, Mississippi.

Commission members present: David Wooten, Chairman, Larry Dailey, Richard Johnson, Marilyn Minor, and Greg Spanier. Absent was James Torrey. Also present were Eric Meyer, Economic Development Director; Bob Ramsay, City Attorney; Babs Logan, Planning Technician; and Michele Keenlance, Court Reporter.

David Wooten, Chairman, called the meeting to order and presented the minutes from the January 3, 2013 meeting for approval. The minutes were approved as submitted.

APPROVAL OF AGENDA

There were no changes to the agenda.

AGENDA
GAUTIER PLANNING COMMISSION
FEBRUARY 7, 2013
6:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE (VOLUNTEER)
- III. APPROVAL OF MINUTES – (JANUARY 3, 2013)
- IV. APPROVAL OF AGENDA
- V. PRESENTATION OF 2012 LARRY MORAN EXCELLENCE AWARD

- VI. PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON THE AGENDA)
- VII. OLD BUSINESS
 - NONE
- VIII. NEW BUSINESS
 - A. QUASI-JUDICIAL
 - 1. REQUEST FOR A CONDITIONAL USE-MAJOR TO ALLOW A CHURCH IN A C-2 ZONING DISTRICT, 1443 HIGHWAY 90 (STEPHEN BRYAN CIRLOT, PASTOR OF CHURCH AT THE SQUARE) (GPC CASE #13-01-CU)
 - B. DISCUSSION
 - 1. AQUA-AGRICULTURE
- IX. DIRECTOR'S REPORT
- X. ADJOURN

PRESENTATION OF 2012 LARRY MORAN EXCELLENCE AWARD

Commissioner Johnson explained that the Larry Moran Excellence Award was established in 2009 and is given in memory of former Planning Commissioner and Chairman Larry Moran who passed away several years ago. Commissioner Moran had served on the Planning Commission for over thirteen years and had served as Chairman for many of those years. He served the citizens of Gautier by volunteering his time in many ways. Commissioner Johnson further explained that the award was given to a business or individual for achievement in job creation, community contributions, customer service, adherence to Planning and Zoning Ordinances and retail excellence.

Commissioner Wooten and Ms. Logan presented a plaque to Kenny Smith, owner of Smith Homes, Inc., as winner of the 2012 Larry Moran Excellence Award. Mr. Smith thanked the Planning Commission for the award.

Mr. Moran's family was asked to stand and a bouquet of flowers were presented to Mr. Moran's widow.

PUBLIC COMMENTS (MATTERS OF THE PLANNING COMMISSION NOT LISTED ON AGENDA)

Chairman Wooten reminded the Commissioners that Commissioner Johnson had turned in his resignation and that this would be his last meeting. Chairman Wooten thanked Commissioner Johnson for the time and dedication he had given to the Planning Commission over the past four years.

OLD BUSINESS:

There was no old business to discuss.

NEW BUSINESS:

A. QUASI-JUDICIAL

1. REQUEST FOR A CONDITIONAL USE-MAJOR TO ALLOW A CHURCH IN A C-2 ZONING DISTRICT, 1443 HIGHWAY 90 (STEPHEN BRYAN CIRLOT, PASTOR OF CHURCH AT THE SQUARE) GPC CASE #13-01-CU)

There came before the Planning Commission a request on the part of Stephen Bryan CirLOT, Pastor of Church at the Square, for a Conditional Use-Major permit that would allow a church in a C-2 Community Commercial zoning district at 1443 Highway 90, PID #82436570.000.

The applicant explained that the church began as a Bible study in his home and then moved to the Baptist Student Union at Mississippi Gulf Coast Community College as their congregation grew. They have now outgrown the Baptist Student Union with sixty to seventy members and need a bigger place to meet. The applicant stated that they currently have one worship service a week and that is at 9:30 a.m. on Sundays. They hope to add a second Sunday service in the near future.

Commissioner Johnson asked if the services included contemporary music such as drums, guitars, etc. The applicant stated that they did have drums, guitars and other instruments that were used during the music portion of the services. Commissioner Johnson advised him that the sound would have to be

contained within the building so as not to disturb neighboring residences. The applicant said that would not be a problem.

Commissioner Johnson then asked the applicant if he understood the conditions of the permit regarding handicap accessibility to the building and if he would be able to comply with those regulations. The applicant said that would not be a problem either.

Commissioner Minor made a motion to recommend approval of the request with the following conditions recommended by Staff:

1. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code.
2. The physical location of the church and all operations shall be restricted to the location at 1441-B and 1443 Highway 90. Any further expansion shall require the permit to be amended.
3. Noise levels shall meet the City's noise ordinance.

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINED</u>
Larry Dailey		James Torrey	
Greg Spanier			
David Wooten			
Richard Johnson			
Marilyn Minor			

B. DISCUSSION

1. AQUA-AGRICULTURE

This item was not discussed due to the interested party calling prior to the meeting stating that due to unforeseen circumstances he will not be able to pursue this project at this time.

DIRECTOR'S REPORT

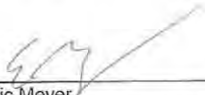
Mr. Meyer gave a brief update on some ongoing projects within the City. He advised that a site plan for the new Walmart was not available yet but that it would be approximately 150,000 square feet, the largest on the coast; that the

City had just received an Economic Development Award from the Mississippi Economic Development Council for retaining B & D Plastics and their expansion within the City; and that the City had assumed operation and maintenance of Shepard State Park on January 28th.

Mr. Meyer invited the Planning Commissioners to the Town Hall Meeting on March 11th at the Community College Cafetorium. The focus of the meeting will be recreation.

Commissioner Wooten asked about the widening of Martin Bluff Road. Mr. Meyer stated that the Federal Highway Commission had approved the environmental proponents of the project and that the next step is to hire someone to handle acquiring the forty-eight properties on the north side of Martin Bluff Road from Gautier-Vandervee Road to Homestead Boulevard. The project will have a twelve foot path on the north side of Martin Bluff Road to Homestead Boulevard, there it will switch over to a sidewalk on the south side to Martin Bluff Elementary. The City is working with the engineer to find the additional funding to have the sidewalk extend to Frontage Road.

SUBMITTED BY:


Eric Meyer
Economic Development Director

DATE: 4/16/13

APPROVED:


David Wooten, Chairman
Gautier Planning Commission

DATE: 4-4-13

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

ORDER NUMBER 000-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the minutes from Council Meeting held April 16, 2013 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

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

ORDER NUMBER 116-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Gautier Police Department body armor policy and safety procedures 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

Gautier Police Department
Law Enforcement
Policies and Procedures

SUBJECT: Body Armor	POLICY NUMBER:
ISSUE DATE:	REVISIONS DATE:
AUTHORITY TITLE:	AUTHORITY SIGNATURE:

POLICY:

It is the policy of the Gautier Police Department to maximize officer safety through the use of body armor in combination with prescribed safety procedures. While body armor provides a significant level of protection, it is not a substitute for observance of officer safety procedures.

DEFINITIONS:

Field Activities: Duty assignments and/or tasks that place or could reasonably be expected to place officers in situations where they would be required to act in enforcement rather than administrative or support capacities.

DISCUSSION:

The Gautier Police Department shall make ballistic vests available to all sworn officers. The wearing of the vests is regulated by the officer's assignment.

PROCEDURES:

A. Issuance of Body Armor

1. All body armor issued must comply with protective and related requirements prescribed under current standards of the National Institute of Justice.
2. All officers shall be issued Gautier Police Department approved body armor.
3. Body armor that is worn or damaged shall be replaced by the City of Gautier. Body armor that must be replaced due to misuse or abuse will be paid for by the officer.

Restricted Law Enforcement Data This data is proprietary and shall not be duplicated, disclosed, or discussed, without the written permission of this agency. Data subject to this restriction is contained throughout this publication. Page 1 of 3

Law Enforcement Policies and Procedures, Body Armor
--

B. Use of Body Armor

1. Officers shall wear Gautier Police Department approved body armor while on duty.
2. Body armor shall be worn by officers during both classroom and field training.
3. Officers that are assigned to a uniformed function and non-uniformed sworn officers are required to wear body armor while engaged in field activities Both on duty and during off duty employment unless exempt as follows:
 - a. When an Gautier Police Department approved physician determines that an officer has a medical condition that would preclude wearing body armor.
 - b. When the officer is involved in undercover or plain clothes work that his/her supervisor determines could be compromised by wearing body armor; or
 - c. When the Gautier Police Department determines that circumstances make it inappropriate to mandate wearing body armor.

C. Inspections of Body Armor

1. Supervisors shall be responsible for ensuring that body armor is worn and maintained as required by this policy through routine observation and periodic documented inspections.
2. Annual inspections of body armor shall be conducted for fit, cleanliness, sign of damage, abuse and wear.

D. Care, Maintenance and Replacement of Body Armor

1. Officer shall routinely inspect personal body armor for signs of damage and for general cleanliness.

Restricted Law Enforcement Data This data is proprietary and shall not be duplicated, disclosed, or discussed, without the written permission of this agency. Data subject to this restriction is contained throughout this publication. Page 2 of 3

Law Enforcement Policies and Procedures, Body Armor
--

2. As dirt and perspiration may erode ballistic panels, each officer shall be responsible for cleaning personal body armor in accordance with the manufacturer's instructions.
3. Officers are responsible for the proper storage, maintenance and care of the body armor in accordance with manufacturer's instructions.
4. Officers are responsible for reporting damage or excessive wear to the ballistic panels or cover to their supervisor and the individual responsible for the uniform supply function.
5. Body armor will be replaced in accordance with guidelines and protocols established by the National Institute of Justice.

E. Training

The training officer will be responsible for:

1. Monitoring technological advances in the body armor industry that may necessitate a change in body armor.
2. Assessing weapons and ammunition currently in use and the suitability of approved body armor to protect against those threats.
3. Providing training program that demonstrate body armor's stopping power under actual firing conditions and that emphasize its safe and proper use.
4. Maintaining statistics on incidents where armor has or has not protected officers from harm, including traffic accidents.

F. Command and Administrative Personnel:

Command and Administrative personnel are those officers who work from 8:00 a.m. - 5:00 p.m., Monday through Friday and perform administrative duties as designated by the Chief of Police. All officers classified as "Command" or "Administrative Personnel" will be required to wear a ballistic vest under the Chief of Police discretion.

Restricted Law Enforcement Data This data is proprietary and shall not be duplicated, disclosed, or discussed, without the written permission of this agency. Data subject to this restriction is contained throughout this publication. Page 3 of 3

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

ORDER NUMBER 117-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Gautier Police Department is hereby authorized to submit a grant application for bulletproof vests to the U.S. Department of Justice, Bureau of Justice Assistance.

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

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
Thru: Teresa Montgomery, City Comptroller
From: Dante Elbin, Chief of Police
Date: May 1, 2013
Subject: U.S. Department of Justice Bulletproof Vest Partnership (BVP) Grant Application

REQUEST:

The Gautier Police Department requests City Council approval to submit a grant application for bulletproof vests to the U.S. Department of Justice, Bureau of Justice Assistance.

BACKGROUND:

The Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique U.S. Department of Justice initiative designed to provide a critical resource to state and local law enforcement.

DISCUSSION:

The Gautier Police Department estimates that 36 bulletproof vests need to be replaced. The department received a quote of \$672.00 per vest from Mid South Uniform. The total cost of this project is estimated at \$24,192.00. The selected vest meets the required NIJ Standard-0101.06 for Ballistic-Resistance of Body Armor. The Bulletproof Vest Partnership determines the level of funding available once all applications are received. The program is designed to pay up to 50% of the total cost of each vest in the application. The Police Department plans to use asset forfeiture funds for the 50% local match requirement, which will not affect the 2013-14 budget. The current deadline is May 20, 2013. Vests must be received and payment requested within two years of the approval date.

The grant also requires that applicants have a mandatory wear policy in effect at the time of the grant application submission. A mandatory wear policy has been developed and is also submitted for City Council approval.

RECOMMENDATION:

The Police Department recommends that City Council approve submission of an online grant application for bulletproof vests to the U.S. Department of Justice as outlined above prior to the May 20, 2013 deadline. We make this recommendation based on the critical safety needs of our officers and requirements mandated by the State insurance policy.

The City Council may:

1. Approve the above grant application submission as presented;
2. Approve the above grant application submission with changes; or
3. Disapprove submission of this grant application.

ATTACHMENT(S):

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

ORDER NUMBER 118-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the request to add forfeited firearms to the Gautier Police Department inventory, forfeited equipment to Public Works Department and forfeited funds to the City's general fund account 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 Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

MEMORANDUM

TO: Mayor and City Council
FROM: Dante Elbin
Chief of Police
DATE: April 24, 2013
SUBJECT: Forfeited Assets (Firearms, Cash and Equipment)

REQUEST:

The Gautier Police Department is requesting the Mayor and City Council to approve adding forfeited firearms to our department inventory, forfeited equipment to Public Works and forfeited funds to the City of Gautier's general fund account.

BACKGROUND:

The MS Code 21-39-21 provides for Municipalities to dispose of abandoned property.

DISCUSSION:

On April 23, 2013, Gautier Municipal Court Judge, Jason Thornton, signed an order to forfeit the firearms, equipment and abandoned money to the City of Gautier. The forfeited items are an accumulation of criminal cases that have been investigated by the Gautier Police Department. Upon conclusion of the investigations the items were stored in the evidence locker. The Gautier Police Department has made several attempts over the years to locate the owners of the property. The remaining items were either found/abandoned or ordered to be surrendered through the court system.

RECOMMENDATION:

The Mayor and City Council approve to place forfeited cash into the general fund, place equipment/tools on public works inventory and add firearms to the police department inventory.

ATTACHMENTS:

Gautier Municipal Court order forfeiting firearms, equipment and money to the City of Gautier.

IN THE MUNICIPAL COURT OF GAUTIER, MISSISSIPPI

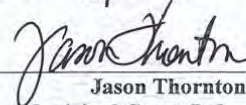
IN RE: THE FORFEITURE OF
CONFISCATED FIREARMS AND EQUIPMENT

ORDER FORFEITING FIREARMS, EQUIPMENT AND MONEY TO THE CITY OF GAUTIER

Upon request of the Gautier Police Department, the firearms and equipment identified on the attached Inventory list are found to have been previously forfeited, surrendered or confiscated by the Gautier Police Department, but such firearms and equipment are in cases that have been disposed of by the Municipal Court of Gautier and have some value to the City or its law enforcement agency, and therefore it is appropriate to forfeit such firearms and equipment to the custody of the city to be added to its inventory for the city's use as provided in MS Code 21-39-21. The attached list will be provided to the governing authorities of the City of Gautier. The Gautier Police Department has conducted criminal investigation and one or more of the following conditions exist in reference to the items on the attached list.

1. The item has been abandoned or surrendered to the Gautier Police Department.
2. The item is believed to be stolen and the rightful owner cannot be located.
3. The item has been lost and the rightful owner cannot be located.
4. The item was possessed illegally by a prohibited person by state or federal law. (Such as possession of a weapon by a convicted felon or person convicted of domestic violence.)
5. The item was seized during the commission of a crime. (Such as discharging a firearm in the city limits, exhibiting a weapon, and or domestic violence.)

SO ORDERED AND ADJUDGED on this 23 day of April, 2013.


Jason Thornton
Municipal Court Judge

Criminal Investigation Division

Gautier Police Department
Power Equipment Log

Description	Serial Number	Case Number	Status
Honda Push Mower	None	2012050362	
Briggs and Stratton Pressure Washer	1005045674002	2012052246	
Toro 190cc Lawn Mower	909145045160	2012060985	
Craftsman Edger	000572257S2K153	2012060985	

Criminal Investigation Division

Gautier Police Department
Forfeited Gun Log

Description	Serial Number
Star .45	1813093
Raven .25	1444093
Jimenez .380	49510
Cobra .380	CPO17936
Phoenix .25	3177684
Smith and Wesson 44 Magnum	AHS2561
Deringer .22	10144
Lorcin .380	084901
NAA .22	E189308
Smith and Wesson .40	RAY5015
Smith and Wesson .38	49927
Smith and Wesson .38 SPC	61214
Taurus .38 SPC	686968
Rohm .22	35767
Jimenez .380	021066
Taurus .357	20118
Hi-Point (S&W) .40	737665
Rohm .22 (Short)	1102248
H&R .22	AP120784
Taurus .40	SZJ31590
Bryco-Jennings Nine	1557753
Cobra .22 Leinad	G000054
Lorcin .380	342402
Bryco-Jennings Nine	1313703
Titan .25	A74664
Remington 870	B265542M
Mossberg 500	P765025
Marlin .22	0017184
Winchester 190	B1692462
Mossberg 12 GA	J708433
Winchester .22	B1633333
Springfield BA .22	R044642
Winchester 1300 12 GA	L3508066

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

ORDER NUMBER 119-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the 15' utility easement owned by Mildred G. and Howard J. Green on Lot #17 located at 2201 Guillotteville Road is hereby accepted.

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

Motion was made by Mayor Fortenberry, seconded by Councilwoman Martin and the following vote was recorded:

AYES: Tommy Fortenberry
Johnny Jones
Hurley Ray Guillotte
Gordon Gollott
Mary Martin
Scott Macfarland
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 May 7, 2013.

STATE OF MISSISSIPPI

COUNTY OF JACKSON

UTILITY EASEMENT

FOR AND IN CONSIDERATION of the price and sum of TWO THOUSAND THREE HUNDRED AND NO/ 100 DOLLARS (\$2,300.00), cash in hand paid and other good and valuable consideration, the receipt of all which is hereby acknowledged. WE, MILDRED G. GREEN & HOWARD J. GREEN, do hereby bargain, sell, convey and grant unto the CITY OF GAUTIER, Mississippi, a drainage easement over and across the following described property to wit;

A parcel of land required for a 15' Utility Easement situated in Fractional Section 12, Township 8 South, Range 5: 7 West, Jackson County MS, being more particularly described as:

Commencing at a Flagged 1\2" Iron Pin at the Southeast Corner of Fractional Section 2, Township 8 South, Range 7 West; Jackson County, MS, said iron pin being on the Western line of Fractional Section 12, Township 8 South, Range 7 West; thence run N06°48'16"W 399.03 feet along the Western line of said Fractional Section 12 to a found iron pin; thence run N07 16'54"W 240.38 feet along said Western line to the Northwest Corner of Lot 17, College Park- North Subdivision, said point being the POINT OF BEGINNING; thence run N06°58'58"W 305.29 feet along said Western line to a found 1.5" pipe; thence run N05°28'10"W 37.54 feet along said Western line; thence run N84°31'41"E 15.00 feet; thence run S05°28'10"E 37.34 feet; thence run S06°58'58" E 310.59 feet to the North line of College Park- North Subdivision; thence run N76 51'S8"W 15.97 feet along said North line back to the POINT OF BEGINNING.

Containing 5,181 square feet or 0.119 Acres, more or less.

As part of the consideration of the grant of this easement the City of Gautier Mississippi agrees that should it perform any work over and across this easement it will return the surface of this property as near as possible to the condition that existed prior to the commencement of work.

WITNESS THE EXECUTION OF THIS INSTRUMENT, on April 9 2013.

Mildred G. Green
Mildred G. Green

Howard J. Green
Howard J. Green

STATE OF MISSISSIPPI

COUNTY OF JACKSON

PERSONALLY CAME AND APPEARED before me, the undersigned authority in and for the aforesaid parties, Mildred G. Green and Howard J. Green, who acknowledge to me that they executed the above and foregoing instrument on the date therein written as their free and voluntary act and deed and for the uses and purposes therein contained.

GIVEN UNDER MY HAND, this the 9 day of April 2013

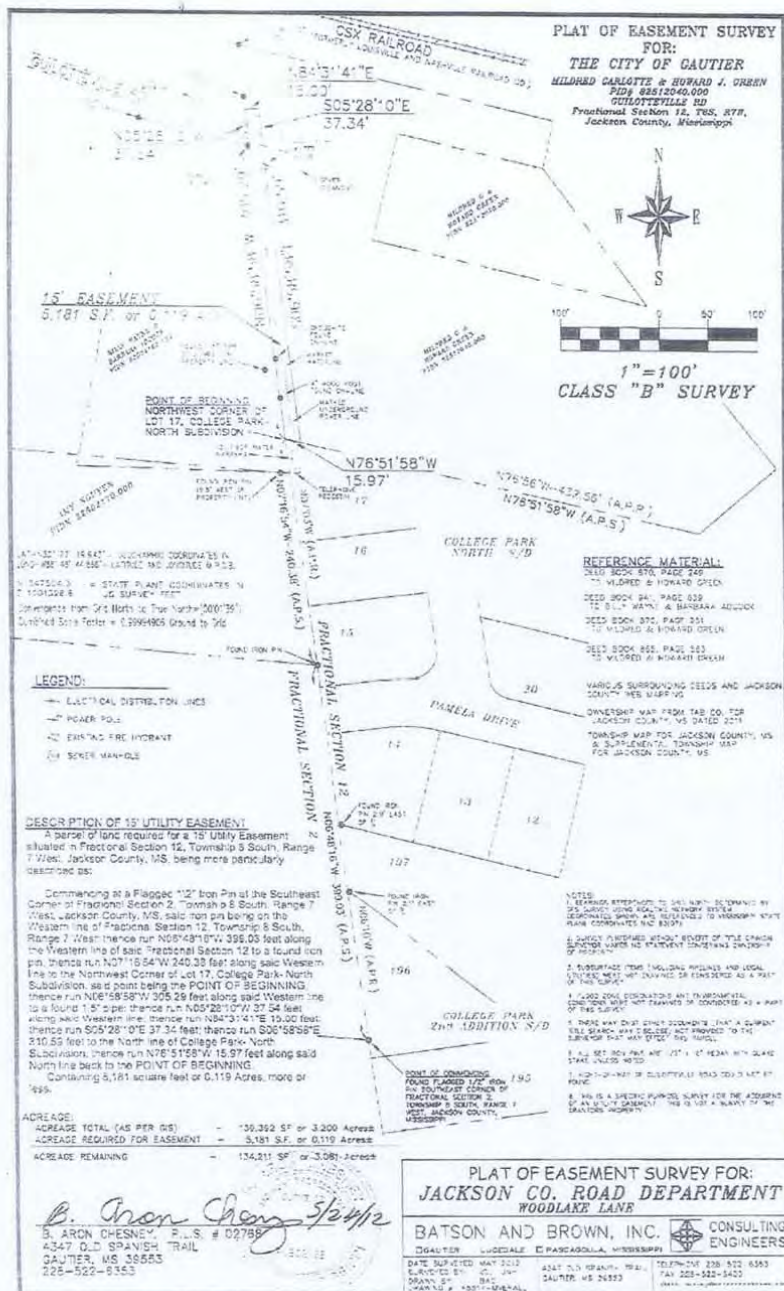
My commission expires:

Oct. 28, 2014

OFFICIAL SEAL OF OFFICE



Breiana N. Martin
NOTARY PUBLIC



Motion was made by Mayor Fortenberry to go into Closed Session to discuss pending litigation. Motion was seconded by Councilman Macfarland and unanimously carried.

Motion was made by Mayor Fortenberry to go into Executive Session to discuss legal matters with Fire Department. Motion was seconded by Councilman Colledge and unanimously carried.

Motion was made by Mayor Fortenberry to go back into Open Session. Motion was seconded by Councilman Macfarland and unanimously carried.

City Attorney announced Council went into Executive Session and discussed pending litigation. No action was taken.

Motion was made by Mayor Fortenberry, seconded by Councilman Macfarland and unanimously carried to recess until May 21, 2013 at 6:30 PM.

APPROVED BY:

MAYOR

ATTEST:

CITY CLERK

Submitted for approval of the Mayor and Council of the City of Gautier, Mississippi at the meeting of May 21, 2013.