

Tuesday
September 3, 2013
Gautier, Mississippi

BE IT REMEMBERED THAT A REGULAR MEETING of the Mayor and Council of the City of Gautier, Mississippi was held September 3, 2013 at 6:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

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

REVISED-AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
September 3, 2013 @ 6:30 PM

- I. Call to Order
 - 1 Prayer
 - 2 Pledge of Allegiance
- II. Agenda Order Approval
- III. Announcements
 - 1 Adopt FY 2014 Budget Tuesday, September 10th, 6:30 PM
- IV. Presentation Agenda
 - 1 Presentation by Ancient Tracker Productions Representative, RH Doty
 - 2 Presentation by Volunteers In Medicine Gautier Representative, Sheila Jenkins
 - 3 Presentation by Smoke Free Mississippi Gulf Coast Director, Aimee Barresi
- V. Public Agenda
 - 1 Agenda Comments
- VI. Business Agenda
 - 1 Conduct Public Hearing for FY 2014 Proposed Budget
 - 2 Order approving Professional Services Agreement with Lloyd B. Marshall to audit fiscal years 2013-2014
 - 3 Order approving funding rates for City of Gautier Health Insurance Renewal FY 2014
 - 4 Order approving FY 2014 Renewal of City of Gautier Health Plan Items
 - 5 Order requesting Jackson County to pave identified roads

- 6 Order approving Docket of Claims
- 7 Order approving City Attorney/Prosecutor Contract

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

- 1 Order approving City of Gautier 2013 Continuing Disclosure Submission
- 2 Order ratifying TEC Long Distance Service Contract
- 3 Order approving Minutes from Budget Work Sessions held August 12th; August 13th; August 15th; and Council Meeting held August 20th
- 4 Resolution approving continuance of Deep Water Horizon Oil Spill Emergency
- 5 Order approving Firehouse Subs Public Safety Foundation Grant Submission
- 6 Order approving Minutes from Civil Service Meetings held January 10, 2013; February 14, 2013; March 14, 2013; April 11, 2013; May 9, 2013; June 13, 2013; & July 11, 2013
- 7 Order approving Revised Employee Evaluation Form
- 8 Order approving Designation of ADA Coordinator for the City of Gautier

**STUDY AGENDA
CITY OF GAUTIER, MISSISSIPPI
September 3, 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 September 10, 2013 @ 6:30 PM
www.gautier-ms.gov

Agenda Order of Approval

Motion made by Councilman Anderson, to table Presentation Items 1 until October 15, 2013. Motion seconded by Councilwoman Martin and unanimously carried.

Announcements

- 1 Adopt FY 2014 Budget Tuesday, September 10th, 6:30 PM

Presentation Agenda

- 1 Presentation by Volunteers In Medicine Gautier Representative, Sheila Jenkins
- 2 Presentation by Smoke Free Mississippi Gulf Coast Director, Aimee Barresi

Conducted Public Hearing for FY 2014 Proposed Budget

City of Gautier
October 1, 2013 - September 30, 2014
Annual Budget

GENERAL FUND: FUND 001	BUDGET	PROPOSED
REVENUES	FY 2013	BUDGET
		FY 2014
Licenses & Permits	\$ 58,700.00	\$ 65,700.00
Inter-Governmental Revenue:		
In Lieu of Taxes	\$ 377,500.00	\$ 382,400.00
Franchise Fees	\$ 170,000.00	\$ 150,000.00
General Sales Tax	\$ 2,235,000.00	\$ 2,235,000.00
ABC Licenses	\$ 13,500.00	\$ 12,500.00
Homestead Reimbursement	\$ 65,000.00	\$ 70,000.00
Motor Fuel Tax	\$ 12,000.00	\$ 9,000.00
Shared Revenues - Road Tax	\$ 550,000.00	\$ 500,000.00
Shared Revenues - Recreation	\$ 132,000.00	\$ 132,000.00
Rail Car Tax	\$ 850.00	\$ 700.00
Privilege Tax-Heavy Duty Vehicle	\$ 4,650.00	\$ 4,900.00
Municipal Aid Surplus	\$ 7,000.00	\$ 9,300.00
FEMA/MEMA Reimbursement		
Fine & Forfeits	\$ 1,010,000.00	\$ 780,000.00
Grants	\$ 53,000.00	\$ 26,000.00
Surplus Property	\$ -	\$ 114,548.00
Loan - HIDTA Vehicle	\$ 25,200.00	\$ -
Loan - Police Cars	\$ -	\$ 200,000.00
Miscellaneous	\$ 38,504.00	\$ 43,000.00
Transfer from Other Funds	\$ -	\$ -
Transfer from Solid Waste Fund	\$ 289,877.00	\$ 100,500.00
Transfer from Enterprise Fund	\$ 590,075.00	\$ 545,007.00
Total revenue from sources other than taxation	\$ 5,632,856.00	\$ 5,380,555.00
Balance at beginning of year	\$ 300,000.00	\$ 486,000.00
Total from all sources other than taxation	\$ 5,932,856.00	\$ 5,866,555.00
Amount necessary to be raised by tax levy	\$ 3,626,357.00	\$ 3,878,712.00
Total available cash and anticipated revenue	\$ 9,559,213.00	\$ 9,745,267.00
GENERAL FUND		
EXPENDITURES		
LEGISLATIVE DEPARTMENT		
Personnel Services	\$ 87,013.00	\$ 95,889.00
Supplies	\$ 150.00	\$ 1,000.00
Other Services & Charges	\$ 10,872.00	\$ 10,000.00
Total	\$ 98,035.00	\$ 106,889.00
CITY COURT		
Personnel Services	\$ 139,501.00	\$ 124,923.00
Supplies	\$ 5,000.00	\$ 3,000.00
Other Services & Charges	\$ 134,300.00	\$ 171,550.00
Total	\$ 278,801.00	\$ 299,473.00
CITY MANAGER		
Personnel Services	\$ 152,013.00	\$ 156,281.00
Supplies	\$ 4,650.00	\$ 2,500.00
Other Services & Charges	\$ 10,500.00	\$ 13,600.00
Total	\$ 167,163.00	\$ 172,381.00
HUMAN RESOURCES		
Personnel Services	\$ 124,857.00	\$ 126,335.00
Supplies	\$ 2,000.00	\$ 3,500.00
Other Services & Charges	\$ 7,750.00	\$ 13,500.00
Total	\$ 134,607.00	\$ 143,335.00
ELECTIONS		
Supplies	\$ 1,000.00	\$ -
Other Services & Charges	\$ 14,500.00	\$ -
Total	\$ 15,500.00	\$ -
CITY CLERK		
Personnel Services	\$ 416,007.00	\$ 230,195.00
Supplies	\$ 19,000.00	\$ 11,500.00
Other Services & Charges	\$ 15,550.00	\$ 19,350.00
Capital Outlay	\$ 25,000.00	\$ 9,804.00
Total	\$ 475,557.00	\$ 270,849.00
FINANCE		
Personnel Services	\$ -	\$ 178,471.00
Supplies	\$ -	\$ 1,500.00
Total	\$ -	\$ 179,971.00

CITY ATTORNEY		
Personnel Services	\$ 80,878.00	\$ -
Other Services & Charges		\$ 95,000.00
Total	\$ 80,878.00	\$ 95,000.00
ECONOMIC DEVELOPMENT & PLANNING		
Personnel Services	\$ 487,085.00	\$ 723,057.00
Supplies	\$ 23,500.00	\$ 18,700.00
Other Services & Charges	\$ 112,600.00	\$ 74,700.00
Total	\$ 623,185.00	\$ 816,457.00
ANTIQUE FAIR		
Supplies	\$ 3,400.00	\$ -
Other Services & Charges	\$ 1,600.00	\$ -
Total	\$ 5,000.00	\$ -
BUILDINGS AND FACILITIES		
Personnel Services	\$ 31,700.00	\$ -
Supplies	\$ 10,700.00	\$ 9,500.00
Other Services & Charges	\$ 331,500.00	\$ 374,600.00
Total	\$ 373,900.00	\$ 384,100.00
POLICE DEPARTMENT		
Personnel Services	\$ 2,884,791.00	\$ 2,732,735.00
Supplies	\$ 247,000.00	\$ 238,000.00
Other Services & Charges	\$ 145,000.00	\$ 133,000.00
Capital Outlay	\$ 31,700.00	\$ 237,500.00
Debt Service	\$ 205,953.00	\$ 205,056.00
Total	\$ 3,514,444.00	\$ 3,546,291.00
FIRE DEPARTMENT		
Personnel Services	\$ 1,720,016.00	\$ 1,999,588.00
Supplies	\$ 43,700.00	\$ 66,035.00
Other Services & Charges	\$ 45,350.00	\$ 62,200.00
Capital Outlay	\$ -	\$ 3,000.00
Total	\$ 1,809,066.00	\$ 2,130,823.00
RECREATION DEPARTMENT		
Personnel Services	\$ 95,452.00	\$ -
Supplies	\$ 15,800.00	\$ 28,500.00
Other Services & Charges	\$ 44,800.00	\$ 50,100.00
Capital Outlay	\$ 5,000.00	\$ -
Total	\$ 161,052.00	\$ 78,600.00
PUBLIC WORKS DEPARTMENT		
ADMINISTRATION		
Personnel Services	\$ 26,059.00	\$ -
Supplies	\$ 950.00	\$ -
Other Services & Charges	\$ 632.00	\$ -
Total	\$ 27,641.00	\$ -
STREETS		
Personnel Services	\$ 54,060.00	\$ -
Supplies	\$ 6,700.00	\$ 53,000.00
Other Services & Charges	\$ 160,235.00	\$ 154,000.00
Total	\$ 220,995.00	\$ 207,000.00
MAINTENANCE		
Personnel Services	\$ 114,766.00	\$ 192,551.00
Supplies	\$ 2,750.00	\$ 20,750.00
Other Services & Charges	\$ 250.00	\$ 2,500.00
Total	\$ 117,766.00	\$ 215,801.00
DEBT SERVICE		
FEMA CDL 1604MS18	\$ 86,161.00	\$ -
Total	\$ 86,161.00	\$ -
INTERFUND TRANSFERS		
Transfer to Other Funds	\$ 768,094.00	\$ 798,146.00
Transfer to Enterprise Fund	\$ 250,000.00	\$ -
Total	\$ 1,018,094.00	\$ 798,146.00
TOTAL EXPENDITURES	\$ 9,207,845.00	\$ 9,445,116.00
YEAR END BALANCE	\$ 351,368.00	\$ 300,151.00
BALANCE	\$ 9,559,213.00	\$ 9,745,267.00

MS DEVELOPMENT BANK KATRINA LOAN FUND: FUND 007 (Original issue \$2.5 million)**REVENUE**

Balance at beginning of year	\$	3,495.00	\$	2,960.45
Debt Service Reserve Fund - Restricted Funds	\$	-	\$	-
Debt Service Interest Fund - Restricted Funds	\$	-	\$	-
Transfer from General Fund	\$	278,566.00	\$	280,977.00
Total available cash and anticipated revenue	\$	282,061.00	\$	283,937.45

EXPENDITURES

Annual Fees	\$	1,050.00	\$	1,050.00
Ms Dev Katrina Loan - Debt Service	\$	278,566.00	\$	280,977.00

TOTAL EXPENDITURES

\$	279,616.00	\$	282,027.00
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YEAR END BALANCE

\$	2,445.00	\$	1,910.45
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BALANCE

\$	282,061.00	\$	283,937.45
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CDBG-DOWNTOWN REVITALIZATION - FUND 012**REVENUES**

Balance at beginning of year	\$	(213,563.47)	\$	(344.20)
Grant	\$	3,093,900.20	\$	454,896.08
Total available cash and anticipated revenue	\$	2,880,336.73	\$	454,551.88

EXPENDITURES

Capital Outlay	\$	2,880,336.73	\$	454,551.88
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TOTAL EXPENDITURES

\$	2,880,336.73	\$	454,551.88
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YEAR END BALANCE

\$	-	\$	-
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BALANCE

\$	2,880,336.73	\$	454,551.88
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TRANSPORTATION ENHANCEMENT - DOWNTOWN: FUND 13**REVENUE**

Balance at beginning of year	\$	-	\$	45,000.00
Grant	\$	420,000.00	\$	420,000.00
Transfer from Bond Fund	\$	30,000.00	\$	-
Total available cash and anticipated revenue	\$	450,000.00	\$	465,000.00

EXPENDITURES

Capital Outlay	\$	450,000.00	\$	465,000.00
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TOTAL EXPENDITURES

\$	450,000.00	\$	465,000.00
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YEAR END BALANCE

\$	-	\$	-
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BALANCE

\$	450,000.00	\$	465,000.00
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CIAP - TOWN CENTER: FUND 14**REVENUE**

Balance at beginning of year	\$	-	\$	(13,677.00)
Grant	\$	777,000.00	\$	774,143.75
Transfer from General Fund	\$	-	\$	30,000.00
Total available cash and anticipated revenue	\$	777,000.00	\$	790,466.75

EXPENDITURES

Other Services and Charges	\$	17,000.00	\$	466.75
Capital Outlay	\$	760,000.00	\$	760,000.00
Debt Service	\$	-	\$	30,000.00

TOTAL EXPENDITURES

\$	777,000.00	\$	790,466.75
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YEAR END BALANCE

\$	-	\$	-
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BALANCE

\$	777,000.00	\$	790,466.75
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ALLEN ROAD WIDENING: FUND 20**REVENUES**

Balance at beginning of year	\$	-	\$	(38,631.00)
CAP Loan	\$	-	\$	995,980.00
Total available cash and anticipated revenue	\$	-	\$	957,349.00

EXPENDITURES

Other Services & Charges	\$	-	\$	957,349.00
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TOTAL EXPENDITURES

\$	-	\$	957,349.00
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YEAR END BALANCE

\$	-	\$	-
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BALANCE

\$	-	\$	957,349.00
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MOHS DUI ENFORCEMENT: FUND 25**REVENUES**

Balance at beginning of year	\$	-	\$	-
Grant	\$	-	\$	46,088.00
Total available cash and anticipated revenue	\$	-	\$	46,088.00

EXPENDITURES

Personnel Services	\$	-	\$	37,020.00
Supplies	\$	-	\$	1,713.00
Capital Outlay	\$	-	\$	7,355.00

TOTAL EXPENDITURES	\$	-	\$	46,088.00
YEAR END BALANCE	\$	-	\$	-
BALANCE	\$	-	\$	46,088.00

MDOT SAFE ROUTES TO SCHOOL: FUND 29**REVENUES**

Balance at beginning of year	\$	-	\$	-
Grant	\$	-	\$	100,000.00
Other Funding Sources	\$	-	\$	25,000.00
Total available cash and anticipated revenue	\$	-	\$	125,000.00

EXPENDITURES

Street Improvements (Sidewalks)	\$	-	\$	125,000.00
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TOTAL EXPENDITURES	\$	-	\$	125,000.00
YEAR END BALANCE	\$	-	\$	-
BALANCE	\$	-	\$	125,000.00

HAZARD MITIGATION 1794-23-01: FUND 100**REVENUES**

Balance at beginning of year	\$	-	\$	(16,800.00)
Grant	\$	-	\$	16,800.00
Total available cash and anticipated revenue	\$	-	\$	-

EXPENDITURES

Building Improvements	\$	-	\$	-
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TOTAL EXPENDITURES	\$	-	\$	-
YEAR END BALANCE	\$	-	\$	-
BALANCE	\$	-	\$	-

US DOJ BALLISTIC VEST GRANT: FUND 103**REVENUES**

Balance at beginning of year	\$	-	\$	-
Grant	\$	-	\$	12,276.00
Transfer from Fund 157	\$	-	\$	12,276.00
Total available cash and anticipated revenue	\$	-	\$	24,552.00

EXPENDITURES

Capital Outlay	\$	-	\$	24,552.00
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TOTAL EXPENDITURES	\$	-	\$	24,552.00
YEAR END BALANCE	\$	-	\$	-
BALANCE	\$	-	\$	24,552.00

MARTIN BLUFF ROAD PROJECT: FUND 128**REVENUES**

Balance at beginning of year	\$	259,683.00	\$	240,330.69
Total available cash and anticipated revenue	\$	259,683.00	\$	240,330.69

EXPENDITURES

Capital Outlay	\$	-	\$	50,000.00
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TOTAL EXPENDITURES	\$	-	\$	50,000.00
YEAR END BALANCE	\$	259,683.00	\$	190,330.69
BALANCE	\$	259,683.00	\$	240,330.69

\$7M CAPITAL IMPROVEMENT BOND ISSUE - FUND 130**REVENUES**

Balance at beginning of year	\$	2,565,825.00	\$	2,040,022.79
Interest	\$	2,100.00	\$	1,800.00
Transfer from GF Debt Service	\$	484,488.00	\$	487,169.00
Total available cash and anticipated revenue	\$	3,052,413.00	\$	2,528,991.79

EXPENDITURES

Annual Bond Fees	\$	2,100.00	\$	2,100.00
Annual Bond Payment - Debt Service	\$	484,488.00	\$	486,869.00
Capital Improvements	\$	2,535,825.00	\$	2,040,022.79
Transfer to General Fund	\$	30,000.00	\$	-

TOTAL EXPENDITURES	\$	3,052,413.00	\$	2,528,991.79
YEAR END BALANCE	\$	-	\$	-
BALANCE	\$	3,052,413.00	\$	2,528,991.79

U S JUSTICE EQUITABLE SHARING: FUND 157**REVENUES**

Balance at beginning of year	\$	169,000.00	\$	206,397.66
Assets Forfeited	\$	-	\$	-
Total available cash and anticipated revenue	\$	169,000.00	\$	206,397.66

EXPENDITURES

Capital Outlay	\$	-	\$	-
Transfer to Fund 103	\$	-	\$	12,276.00

TOTAL EXPENDITURES	\$	-	\$	12,276.00
YEAR END BALANCE	\$	169,000.00	\$	194,121.66
BALANCE	\$	169,000.00	\$	206,397.66

FIRE PROTECTION FUND: FUND 160**REVENUES**

Balance at beginning of year	\$	225,631.00	\$	160,790.49
Fire Insurance Rebate	\$	93,659.00	\$	95,500.00
MS Code Rebate	\$	3,126.00	\$	3,141.00
Loan Proceeds	\$	80,000.00	\$	-
Total available cash and anticipated revenue	\$	402,416.00	\$	259,431.49

EXPENDITURES

Other Services & Charges	\$	8,126.00	\$	8,141.00
Capital Outlay	\$	172,000.00	\$	12,000.00
Debt Service	\$	75,863.00	\$	93,313.00
Transfer to Fund 161	\$	-	\$	5,288.00

TOTAL EXPENDITURES	\$	255,989.00	\$	118,742.00
YEAR END BALANCE	\$	146,427.00	\$	140,689.49
BALANCE	\$	402,416.00	\$	259,431.49

FF GRANT EMW-2012-FO-02393: FUND 161**REVENUES**

Balance at beginning of year	\$	-	\$	0.50
Grant			\$	24,091.00
Transfer from Fund 160	\$	-	\$	5,288.00
Total available cash and anticipated revenue	\$	-	\$	29,379.50

EXPENDITURES

Capital Outlay	\$	-	\$	29,379.50
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TOTAL EXPENDITURES	\$	-	\$	29,379.50
YEAR END BALANCE	\$	-	\$	-
BALANCE	\$	-	\$	29,379.50

MDOT YOUTH CORP PROGRAM - FUND 166**REVENUES**

Balance at beginning of year	\$	(34,150.53)	\$	(31,508.01)
Grant	\$	29,110.97	\$	31,508.01
Transfer from General Fund	\$	5,039.56	\$	-
Total available cash and anticipated revenue	\$	-	\$	-

EXPENDITURES

Personnel Services	\$	28,775.00	\$	28,775.00
Supplies	\$	5,625.00	\$	5,625.00
Service and Other charges	\$	600.00	\$	600.00

TOTAL EXPENDITURES	\$	35,000.00	\$	35,000.00
YEAR END BALANCE	\$	(35,000.00)	\$	(35,000.00)
BALANCE	\$	-	\$	-

TIDELANDS GRANT FUND - FUND 171**REVENUES**

Balance at beginning of year	\$	(5,856.00)	\$	237,375.00
Grant	\$	701,713.00	\$	404,736.76
Total available cash and anticipated revenue	\$	695,857.00	\$	642,111.76

EXPENDITURES

Capital Outlay	\$	695,857.00	\$	642,111.76
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TOTAL EXPENDITURES

\$	695,857.00	\$	642,111.76
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YEAR END BALANCE

\$	-	\$	-
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BALANCE

\$	695,857.00	\$	642,111.76
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LIBRARY SUPPORT FUND: FUND 172**REVENUES**

Balance at Beginning of Year	\$	-	\$	-
Amount to be raised by tax levy	\$	117,603.00	\$	111,698.00
Total available cash and anticipated revenue	\$	117,603.00	\$	111,698.00

EXPENDITURES

Other Services & Charges	\$	117,603.00	\$	111,698.00
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TOTAL EXPENDITURES

\$	117,603.00	\$	111,698.00
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YEAR END BALANCE

\$	-	\$	-
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BALANCE

\$	117,603.00	\$	111,698.00
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MSWFP RECREATION TRAILS: FUND 175**REVENUES**

Balance at Beginning of Year	\$	-	\$	-
Grant	\$	-	\$	99,840.00
Total available cash and anticipated revenue	\$	-	\$	99,840.00

EXPENDITURES

Capital Outlay	\$	-	\$	99,840.00
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TOTAL EXPENDITURES

\$	-	\$	99,840.00
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YEAR END BALANCE

\$	-	\$	-
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BALANCE

\$	-	\$	99,840.00
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SHEPARD STATE PARK: FUND 176**REVENUES**

Balance at beginning of year	\$	-	\$	4,000.00
Camping Fees	\$	-	\$	90,000.00
Admission Fees/Day Use	\$	-	\$	1,000.00
Total available cash and anticipated revenue	\$	-	\$	95,000.00

EXPENDITURES

Personnel Services	\$	-	\$	20,000.00
Supplies	\$	-	\$	17,500.00
Service and Other charges	\$	-	\$	48,500.00

TOTAL EXPENDITURES

\$	-	\$	86,000.00
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YEAR END BALANCE

\$	-	\$	9,000.00
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BALANCE

\$	-	\$	95,000.00
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WATER AND SEWER UTILITY FUND: FUND 400**REVENUES**

Water Sales	\$	2,700,000.00	\$	2,840,000.00
Sewer Sales	\$	1,640,000.00	\$	1,730,000.00
Wastewater Treatment Collections	\$	1,258,000.00	\$	1,240,000.00
Service Connections	\$	50,000.00	\$	50,000.00
Inspection Fees	\$	250.00	\$	250.00
Miscellaneous	\$	431,800.00	\$	431,800.00
Surplus Property	\$	-	\$	424,597.00
Transfer from Solid Waste Fund	\$	50,000.00	\$	120,000.00
Transfer from General Fund	\$	250,000.00	\$	-

Total Revenue from All Sources

\$	6,380,050.00	\$	6,836,647.00
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Balance at Beginning of Year

\$	920,000.00	\$	800,000.00
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Total available cash and anticipated revenue

\$	7,300,050.00	\$	7,636,647.00
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EXPENDITURES**WATER & SEWER - ADMINISTRATION**

Personnel Services	\$	33,166.00	\$	-
Supplies	\$	-	\$	-
Other Services & Charges	\$	103,500.00	\$	1,937,700.00
Capital Outlay	\$	-	\$	-
Total Water & Sewer	\$	136,666.00	\$	1,937,700.00

WATER & SEWER - OPERATION & MAINTENANCE

Personnel Services	\$	234,040.00	\$	103,727.00
Supplies	\$	42,500.00	\$	360,000.00
Other Services & Charges	\$	3,663,000.00	\$	1,540,000.00
Capital Outlay	\$	-	\$	160,000.00
Total Water & Sewer	\$	3,939,540.00	\$	2,163,727.00

OTHER

Debt Service	\$	2,016,748.00	\$	2,348,397.00
Transfer to General Fund	\$	590,075.00	\$	545,007.00
Total Other	\$	2,606,823.00	\$	2,893,404.00

TOTAL EXPENDITURES**YEAR END BALANCE****BALANCE**

\$	6,683,029.00	\$	6,994,831.00
\$	617,021.00	\$	641,816.00
\$	7,300,050.00	\$	7,636,647.00

SOLID WASTE FUND: FUND 404**REVENUES**

Balance at beginning of year	\$	49,800.00	\$	3,500.00
Garbage Collection Fees	\$	1,330,000.00	\$	1,205,000.00
Total available cash and anticipated revenue	\$	1,379,800.00	\$	1,208,500.00

EXPENDITURES**Public Works - Sanitation**

Personnel Service	\$	6,542.00	\$	-
Supplies	\$	2,200.00	\$	-
Other Services & Charges	\$	920.00	\$	-
Transfer to Other Funds	\$	339,877.00	\$	220,500.00
Total Solid Waste Fund	\$	349,539.00	\$	220,500.00

Solid Waste Collection

Other Services and Charges	\$	1,028,000.00	\$	985,000.00
Total Solid Waste Collection	\$	1,028,000.00	\$	985,000.00

TOTAL EXPENDITURES**YEAR END BALANCE****BALANCE**

\$	1,377,539.00	\$	1,205,500.00
\$	2,261.00	\$	3,000.00
\$	1,379,800.00	\$	1,208,500.00

CIAP - OLD SHELLING LANDING: FUND 414**REVENUES**

Balance at beginning of year	\$	-	\$	-
Grant	\$	513,825.00	\$	474,615.12
Total available cash and anticipated revenue	\$	513,825.00	\$	474,615.12

EXPENDITURES

Capital Outlay	\$	513,825.00	\$	474,615.12
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TOTAL EXPENDITURES**YEAR END BALANCE****BALANCE**

\$	513,825.00	\$	474,615.12
\$	-	\$	-
\$	513,825.00	\$	474,615.12

MSB - WATER IONIZATION PROJECT: FUND 421**REVENUES**

Balance at beginning of year	\$	-	\$	2,864,351.86
Loan Proceeds	\$	-	\$	-
Total available cash and anticipated revenue	\$	-	\$	2,864,351.86

EXPENDITURES

Other Services & Charges	\$	-	\$	82,000.00
Capital Outlay	\$	-	\$	2,782,351.86

TOTAL EXPENDITURES**YEAR END BALANCE****BALANCE**

\$	-	\$	2,864,351.86
\$	-	\$	-
\$	-	\$	2,864,351.86

RESERVE FUND: 2012 GUD BOND REFINANCE: FUND 495**REVENUES**

Balance at Beginning of Year	\$	484,230.00	\$	484,740.00
Miscellaneous - Interest	\$	480.00	\$	480.00
Total available cash and anticipated revenue	\$	484,710.00	\$	485,220.00

EXPENDITURES

Other Services and Charges	\$	-	\$	-
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TOTAL EXPENDITURES	\$	-	\$	-
YEAR END BALANCE	\$	484,710.00	\$	485,220.00
BALANCE	\$	484,710.00	\$	485,220.00

GUD BOND ESCROW FUND 602 - RESTRICTED DEBT SERVICE**REVENUES**

Cash at Beginning of Year	\$	846,515.00	\$	820,596.24
Miscellaneous - Interest	\$	60.00	\$	600.00
Transfers from Enterprise Fund	\$	1,414,275.00	\$	1,395,800.00
Total available cash and anticipated revenue	\$	2,260,850.00	\$	2,216,996.24

EXPENDITURES

Bonds Payable	\$	1,441,000.00	\$	1,395,800.00
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TOTAL EXPENDITURES	\$	1,441,000.00	\$	1,395,800.00
YEAR END BALANCE	\$	819,850.00	\$	821,196.24
BALANCE	\$	2,260,850.00	\$	2,216,996.24

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

ORDER NUMBER 208-2013

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 enter into a Professional Service Agreement with Lloyd Marshall Jr. to audit the years ending September 30th, 2013-2014.

IT IS FURTHER ORDERED that Lloyd B. Marshall Jr. will audit fiscal year 2013 for the fixed fee amount of \$27,950.00.

IT IS FURTHER ORDERED the Lloyd B. Marshall Jr. will audit fiscal year 2014 for the fixed fee amount of \$27,950.00.

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

Motion was made by Councilman Vaughan, seconded by Jones and the following vote was recorded:

AYES:	Gordon Gollott Mary Martin Johnny Jones Hurley Ray Guillotte Casey Vaughan Rusty Anderson Adam Colledge
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NAYS:	None
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Steen, Purchasing Agent
Through: Cindy Russell, City Clerk
Date: August 29, 2013
Subject: Enter into a Professional Service Agreement with Lloyd B. Marshall Jr. for fiscal years 2013-2014.

REQUEST:

City Council authorization is requested for the City of Gautier to enter into a Professional Service Agreement with Lloyd B. Marshall, Jr. to audit the years ending September 30th, 2013-2014. Mr. Marshall will audit the City for the amount of a fixed fee of \$27,950.00 per fiscal year 2013 and a fixed fee of \$27,950.00 for fiscal year 2014.

BACKGROUND:

The proposed audit will include the audit of all funds in accordance with government auditing standards prescribed by the United States General Accounting Office (GAO) and the corresponding Yellow Book standards and requirements, and the Office of The State Auditor (OSA) guidelines, including Mississippi State Laws and Regulations, and the Single Audit Act, as delineated in OMB Circular A-133

RECOMMENDATION:

Based on the attached information, City staff recommends that City Council authorize entering into a Professional Service Agreement with Lloyd B. Marshall Jr.

The City Council may:

1. Authorize entering into a Professional Service Agreement or:
2. Not entering into a Professional Service Agreement with Lloyd Marshall Jr.

ATTACHMENT(S):

Lloyd B. Marshall Jr.

CITY OF GAUTIER, MISSISSIPPI
PROPOSAL FOR FY 2013 & 2014 AUDITS

CITY OF GUATIER

RESPONSE TO REQUEST FOR QUOTE FOR AUDIT SERVICES

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In response to your request for audit services from Purchasing Agent Cindy Steen, I submit the summary information disclosed in this document.

In order to be brief and to the point, I have summarized most of the information about my firm. I can respond in more detail as you may request.

I appreciate your willingness to review my qualifications for the Annual Audit Engagement for the City of Gaither.

I thank you for your time and willingness, and await your favorable response. Please understand that I am available at your convenience, given sufficient notice, to meet with you, and/or the Mayor and Council.

As a postscript, let me add that, if engaged by your City, I will be performing the audit with very little, and only part time, staff assistance needed. Thus my fees include little or no overhead. Also, I will be the only one visiting your office, hence there will be no need to allow for significant office space for my audit field work, and hopefully a lesser amount of your valuable staff time.

Respectfully Submitted,



Lloyd Marshall

OVERVIEW OF QUALIFICATIONS

MEMBER: American Institute of CPA's
Mississippi Society of CPA's

LLOYD B. MARSHALL, JR.
CERTIFIED PUBLIC ACCOUNTANT

4321 Gautier Vancleave Road
Suite A
Gautier, Mississippi 39564

Overview of Qualifications.

- Experience – over 35 years experience in governmental accounting and auditing.
- Audited engagements have included a Junior College, a School District, numerous municipalities, as listed later, several rural water associations, several corporate entities, and numerous non-profit organizations.
- Certified Public Accountant practicing in Mississippi since 1985. Line share of experience has been in governmental auditing and taxation.
- Just completed my third PEER Review, which is enclosed later, with unmodified opinions on all reviews, with no letter of comment, and no matters for consideration. This is the highest level of opinion that is given for a PEER Review.
- Bachelor of Science and Master of Business Administration degree from Mississippi College.
- Have served on the Governmental Accounting Committee of the Mississippi Society of Certified Public Accountants.
- Also hold the Certified Governmental Financial Manager designation.
- Currently Yellow Book qualified, and continue my qualifications with the appropriate Continuing Education Hours in Governmental Accounting and Auditing.
- Have either participated in, or completed on my own, several OMB Circular A-133 Single Audits, in accordance with the Yellow Book and Generally Accepted Governmental Accounting Standards.

LLOYD B. MARSHALL, JR.
CERTIFIED PUBLIC ACCOUNTANT
4321 Gautier Vancleave Road
Gautier, Mississippi 39553

Audit engagements participated in or completed by my firm.

Existing audit clientele of my firm for which I have completed and signed the audit reports:

- City of Gautier – Fiscal Years 2009 , 2010 & 2011; OMB Circular A-133, Single Audit, Yellow Book engagement.
- Town of Braxton – audited for the last seven years.
- Two Rural Water Associations – audited for the last seven years. Two of which have been OMB Circular A-133, Yellow Book engagements.
- Three non-profit organizations – one in Jackson and two in North Mississippi. Have audited those for several years. See list later.

Participated in and/or served as the lead auditor:

- Hinds Community College – Audited the Federal Student Aid Programs for seven years. When completed, the State Auditor's Office included our report with their report of the college, with no modifications to our report.
- City of Magee – Served as the lead auditor for seven years.
- City of Pearl, and City Florence – Served as lead auditor for one year
- Southern Rankin Water Association, South Central Water Association and Poplar Springs Water Supply District – served as lead auditor for seven years.
- Audited several contractors and manufacturing facilities – prefer not to mention those by name, since they are not public entities, and therefore their audits are not a matter of public record.
- Town of Silver Creek – served as lead auditor for one year.
- Prepared Indirect Cost proposals for the MS Department of Energy & Transportation for four years, and the MS Authority for Educational Television for six years. All were accepted as submitted, approving the requested negotiated fixed rate with carry forward.

CURRENT PEER REVIEW

System Review Report

To the Owner of
Lloyd B. Marshall, Jr. CPA
and the Peer Review Committee of the Mississippi Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Lloyd B. Marshall, Jr. CPA (the firm) in effect for the year ended December 31, 2010. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

In our opinion, the system of quality control for the accounting and auditing practice of Lloyd B. Marshall, Jr. CPA in effect for the year ended December 31, 2010, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Lloyd B. Marshall, Jr. CPA has received a peer review rating of *pass*.

Jackson, Mississippi
September 23, 2011

Breazeale, Saunders & O'Neil, Ltd.

MEMBER: American Institute of CPA's
Mississippi Society of CPA's

LLOYD B. MARSHALL, JR.
CERTIFIED PUBLIC ACCOUNTANT

4321 Gautier Vancleave Road
Suite A
Gautier, Mississippi 39564

228-497-2788

August 25, 2013

Ms. Cindy Steen
Purchasing Agent
City of Gautier
3330 HWY 90
Gautier, MS 39553

Dear Ms. Steen:

In response to your request for proposals and qualifications, I am pleased to submit the following.

My proposal for the services for the Audit for City of Gautier for the years ending September 30, 2013 & 2014.

My proposed audit will include all the audit of all funds in accordance with government auditing standards prescribed by the United States General Accounting Office (GAO) and the corresponding Yellow Book standards and requirements, and the Office of The State Auditor (OSA) guidelines, including Mississippi State Laws and Regulations, and the Single Audit Act, as delineated in OMB Circular A-133.

Audit Objectives

The objective of my audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information when considered in relation to the financial statements taken as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control related to major programs and an opinion (or a disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.
- Independent auditors' report on compliance with Mississippi State Laws and Regulations.

The reports on internal control and compliance will each include a statement that the report is intended for the information and use of the Mayor & City Council, City Manager, senior management, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. However, the reports are a matter of public record, and their distribution is not limited.

My audit will further include issuance of a Comprehensive Financial Report in accordance with GASB Statement 34 and, as mentioned, the Single Audit Act including all additional required reports, schedules and statements.

My audit will be conducted in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of your accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures I consider necessary to enable me to express such an opinion and to render the required reports. If my opinion on the financial statements or the Single Audit compliance opinion is other than unqualified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or are unable to form or have not formed an opinion, I may decline to express an opinion or to issue a report as a result of this engagement.

In response to your request for additional services, I submit the following :

- For the performance of other accounting services of to be used at the discretion of the City, I propose an hourly rate of \$ 47.50 per hour, regardless of the appropriate personnel assigned. These services will be performed personally by me, and will include, as requested by the City, the tasks as listed in your RFP. [As a clarification, let me state that my standard billing rate is much higher than \$47.50. However, because I would prefer to have personal participation in, and oversight of, this service, I have quoted my lowest staff billing rate.]

In response to the remainder of your requests, I submit the following:

- Subsequent auditors will have complete access to all of my workpapers. I have no reservations about any reasonable access to my work products by any responsible interested party or parties. You will note in this package that I have received my recent Peer Review with an unmodified opinion, as has been the case on all of my previous reviews. This review consists of a comprehensive review of my selected workpapers. Allow me to state, with all appropriate humility, and yet with appropriate frankness, that all which were examined were found to be compliant with all the high Quality Control Standards of the American Institute of CPA's.
- Upon completion of the Audit, I will plan to deliver thirty-five (35) copies of my report to the City Clerk, in addition to an electronic version of the report by May 30, 2014 for the Fiscal Year 2013 Audit, and by May 30, 2015 for the Fiscal Year 2014 Audit. Also, I will prepare and submit the Auditor's portion of the Data Collection Form (DCF), as required by the Yellow Book and A-133, and will assist, the City, at no additional fee, with the preparation and submission of the auditee's portion of the DCF.
- As fixed fee for my Audit Services for the Fiscal Year 2013, I propose a fixed fee of \$ 27,950, and for the Fiscal Year 2014, also a fixed fee of \$ 27,950. Given the fact that this fee is likely less than a customary fee for the audit of a City with a budget level of Gautier, please be advised that, nevertheless, my level of professionalism and the comprehensive nature of my audit steps will in no way be limited or compromised.

As additional background information, as suggested in your request, I submit the additional documents in this binder, regarding my prior experience, qualifications, and capabilities with regard to Municipal Auditing and Accounting in Mississippi. In order to be brief and to the point, I have summarized most of the information about my firm. I can respond in more detail as you may request.

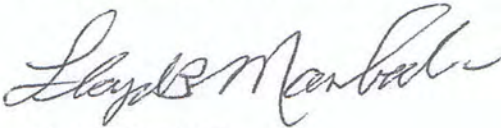
Let me summarily add to those documents, that I have been performing Municipal Audits since 1974, and have either audited or served as a staff auditor, senior auditor, auditor in charge, supervising auditor, manager, or partner, in a number of audits of Mississippi Municipalities. This has been in both in public accounting in the private sector, and as a supervising staff auditor with the Office of The State Auditor. In addition, I maintain a continuing contact with recognized Governmental Accounting and Auditing professionals. Among those are Mr. Bill Wagner, CPA, who is one of the most recognized Governmental Auditors and AICPA Staff Instructors in the country; Mr. Bill Broadus, CPA, author the original GAO Yellow Book; and also Mr. Palmer Marcantonio (now retired), former senior official at the Office of Management and Budget (OMB), and primary author of OMB Circular A-133 (the Single Audit), and OMB Circulars A-87 and

A-102. I speak with them often, sharing our respective ideas regarding evolving Government Accounting Principles and Auditing Standards. My goal in this respect is to stay closely informed with current accounting changes, and progress of the United States toward the application of International Accounting Standards.

As a postscript, let me add that, if engaged by your City, I will performing the audit with very little, and only part time, staff assistance needed. Thus my fees include little or no overhead. Also, for the most part, I will likely be the only one visiting your office. Hence there will be a need to allow for only limited office space for my audit field work, and hopefully a lesser amount of your valuable staff time.

I thank you for your time and willingness to accept my proposal, and I await your favorable response. Please understand that I am available at your convenience, given sufficient notice, to meet with you, the City Manager/City Clerk and/or the Mayor and Council regarding my proposal.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Lloyd Marshall".

Lloyd Marshall

SUMMARY RESUME & REFERENCES

LLOYD B. MARSHALL, JR.

4321 Gautier Vancleave Rd. Suite A
Gautier, MS 39553

Phone: 228-497-2788

OVERVIEW

Senior level CPA with over 35 years experience in financial management with 20 years in non-profit state government agencies and public educational television. Experienced in supervising functions including accounting, data processing, personnel, purchasing, engineering, investments, grants, and auditing. Expertise in staff development and effective communication with administration, boards, and other internal and external publics. Areas of expertise include:

- | | |
|---|--|
| ☐ Financial Administration/Reporting | ☐ Facility Financing and Management |
| ☐ Operations Management | ☐ Policy-Making |
| ☐ Accounting Systems Design/Implementation | ☐ Inventory Management |
| ☐ Budgeting and Strategic Planning | ☐ Grantsmanship |
| ☐ Data Processing | ☐ Investment Management |
| ☐ Taxation and Auditing | ☐ Public Speaking/Presentations |
| ☐ Board and Legislative Reporting | |

CAREER HIGHLIGHTS

- ☐ Served as the MS Dept. of Wildlife, Fisheries, and Parks primary contact with the Mississippi Legislature, the Mississippi Department of Finance and Administration, Bureau of Buildings and Grounds, and the Legislative Budget Office.
- ☐ Have a demonstrated record of success with legislative budget requests. ETV received from the state legislature \$6.8 million for a new microwave system, \$7.2 million for new building construction, and \$5 million bond issue to initiate digital conversion.
- ☐ Initiated concept, prepared documentation, and received state funding in the amount of \$2.5 million for a new transmission tower for ETV.
- ☐ Managed multi-million dollar capital improvements projects.
- ☐ Prepared eight indirect cost proposals that were all approved by two different federal agencies.
- ☐ Have substantial experience in non-profit auditing in accordance with OMB Circular A-133 with substantial experience in auditing community colleges, school districts, municipalities, and small corporations. Highly respected by the state's Director of Auditing for Schools and Universities with some reports accepted at face value. Received no exceptions in ETV's annual audits and audited one community college for seven years without amendments to reports by the State Auditor's office.
- ☐ Directed transition to a new statewide automated accounting system (SASS) for ETV that enhanced financial reporting by providing real-time, on-line information.
- ☐ Served as integral member of statewide committee to design updated accounting system for Mississippi state government.

**EDUCATION: Bachelor of Science
Administration**

Accounting, Math & Physics

Master of Business

Emphasis in Accounting -Finance

REFERENCES

Gerald Lee, Ph.D., Professor
School of Business
Mississippi College
Clinton, MS 39056
Phone: (601) 925-3220

Greg Mitchell, former Mayor
City of Picayune
(601) – 798 - 2642

Lloyd Roberts, Ph.D., Dean
School of Business
Mississippi College
Clinton, MS 39056
Phone: (601) 925-3419

Mike Eddlemon, Elder
Church of Christ at Creekwood
8051 Suzanne Way
Mobile, AL 36695
Phone: (251)-422-6224

William C. "Bill" Wagner, CPA
AICPA Nationally Recognized Lecturer in Governmental Accounting & Auditing
1009 Manor Vue Court
Belmont, PA
Phone: (724) 468-3293 (difficult to reach, travels nationwide, but will call back)

Charles E. Ellis, CPA
Former Treasurer – J. W. Underwood & Company
and Professor of Accounting
Mississippi College
*(Deceased. Letter of recommendation written
before death is available upon request.)*

John Gilbert, CPA, CGFM
Director, Office of Internal Accountability
MS State Dept. of Education
Jackson, MS
Cell Phone: (601)-940-3400 (difficult to reach at times)

Robert "Bob" Wilson
Executive Director
MS Mainstreet Association, Inc.
Jackson, MS
Phone: (601) 944-0113

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

ORDER NUMBER 209-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the following is hereby authorized for the FY 2014 Budget effective October 1, 2013, to provide funding for the self-insured health insurance policy.

1. To continue to pay 100% of premiums for employee only coverage in the amount of \$405.65 per month.
2. To continue to pay 87.056% of premiums for employee/child coverage in the amount of \$595.70 per month – total premium \$684.26 per month. Employee portion will be in the amount of \$88.56 per month.
3. To continue to pay 86.378% of premiums for employee/spouse coverage in the amount of \$707.30 per month – total premium \$818.84per month. Employee portion will be in the amount of \$111.54 per month.
4. To continue to pay 86.961% of premiums for family coverage in the amount of \$916.78 per month – total premium \$1,054.24 per month. Employee portion will be in the amount of \$137.46 per month.
5. To continue to pay an annual fee of \$5,760 to Consult A Doctor.
6. To continue to pay 100% of premiums for life only covered employees in the amount of \$6.00 per month.

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

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

NAYS: None

ABSTAINED Hurley Ray Guillotte

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason D. Pugh, Human Resources Director
Date: August 27, 2013
Subject: Renewal of FY 2014 Funding Rates for Self-Insured Health Benefits

REQUEST:

The Human Resources Department requests City Council approval to renew funding rates for the self-insured medical and dental insurance plans for FY2014 with Fox Everett Inc.

BACKGROUND:

The Human Resources Department has received the medical and dental renewal funding rates for FY 2014 from Fox Everett Inc. with no changes. This also includes a no specific deductible laser endorsement. This company has provided exceptional TPA services to the municipality and its municipal employees since October 1, 2004.

RECOMMENDATION:

Staff recommends the City Council authorize the continuation of medical and dental funding rates for the self-insured insurance plans with no changes for FY 2014.

The City Council may:

1. Approve the attached order; or
2. Disapprove the attached order.

ATTACHMENT(S):

Recap of Costs October 1, 2013
Fully-Insured Transplant Coverage Proposal

City of Gautier
Recap of Costs
October 1, 2013

	HCC Life					Westport	Optum
SPECIFIC EXCESS COVERAGE	Current	Renewal	Option 1	Option 2	Option 3		
Coverage's	Medical & Rx Drugs	Medical & Rx Drugs	Medical & Rx Drugs	Medical & Rx Drugs	Medical & Rx Drugs		
Contract Basis	12/15	12/15	12/15	12/15	12/15		
Contingent Laser	\$500K	Removed					
1. Individual Specific Deductible	\$ 65,000	\$ 65,000	\$ 70,000	\$ 65,000	\$ 65,000		
2. Employees without dependents	50	50	50	50	50		
3. Families (including employees)	58	58	58	58	58		
4. Monthly Premium Rates - Single	\$ 79.27	\$ 86.86	\$ 82.22	\$ 79.56	\$ 88.48		
5. Monthly Premium Rates - Family	\$ 203.59	\$ 217.26	\$ 206.18	\$ 212.54	\$ 224.73		
6. Estimated Annual Specific Premium	\$ 189,261	\$ 203,329	\$ 192,833	\$ 195,664	\$ 209,500		
AGGREGATE EXCESS LOSS							
Coverage's	Medical & Rx Drugs	Medical & Rx Drugs	Medical & Rx Drugs	Medical & Rx Drugs	Medical & Rx Drugs		
Contract Basis	12/15	12/15	12/15	12/15	12/15		
Maximum Aggregate Reimbursement	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000		
Individual Claim Limit	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000		
Aggregate Corridor	125%	125%	125%	125%	125%		
7. Monthly Aggregate Factor - Single	\$ 361.46	\$ 371.59	\$ 373.96	\$ 364.18	\$ 363.27		
8. Monthly Aggregate Factor - Family	\$ 907.91	\$ 944.32	\$ 949.86	\$ 1,011.07	\$ 912.45		
9. Minimum Annual Aggregate Attachment Point	\$ 848,781	\$ 880,201	\$ 885,479	\$ 922,213	\$ 853,027		
10. Expected Annual Claims	\$ 679,025	\$ 704,161	\$ 708,383	\$ 737,770	\$ 682,422		
11. Monthly Premium Rate - Composite	(\$7.94 PEPM)	(\$8.80 PEPM)	(\$8.82 PEPM)	(\$8.49 PEPM)	(\$7.13 PEPM)		
12. Estimated Annual Aggregate Premium	\$ 10,290	\$ 11,405	\$ 11,431	\$ 11,003	\$ 9,240		
FULLY INSURED TRANSPLANT POLICY - Fairmont							
13. Monthly Premium Rates - Single	\$ 5.87	\$ 5.87	\$ 5.87	\$ 5.87	\$ 5.87		
14. Monthly Premium Rates - Family	\$ 15.32	\$ 15.32	\$ 15.32	\$ 15.32	\$ 15.32		
15. Estimated Annual Transplant Premium	\$ 14,185	\$ 14,185	\$ 14,185	\$ 14,185	\$ 14,185		
ADMINISTRATIVE FEES							
16. Medical Claims Administration - (PEPM)	\$ 14.50	\$ 15.26	\$ 15.26	\$ 15.26	\$ 15.26		
17. Consult A Doc (PEPM)	\$ 3.20	\$ 3.20	\$ 3.20	\$ 3.20	\$ 3.20		
18. Broker Fee - (PEPM)	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00		
19. Dental Fee - (PEPM)	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00		
20. COBRA & HIPAA Administration - (PEPM)	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.50		
21. Pre-Admission Certification - (PEPM)	\$ 1.46	\$ 1.46	\$ 1.46	\$ 1.46	\$ 1.46		
22. PPO Access Fee - (PEPM)	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95	\$ 4.95		
23. PPACA - (PEPM)	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00		
24. Bloodhound "Claims Edit" - (PEPM)	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50		
25. Estimated Annual Administration Cost	\$ 42,911	\$ 43,896	\$ 43,896	\$ 43,896	\$ 43,896		
TOTAL ANNUAL COST							
26. Minimum annual cost* (\$0- claims)	\$ 259,142	\$ 275,310	\$ 264,840	\$ 264,747	\$ 279,317		
27. Expected annual cost*	\$ 938,167	\$ 979,471	\$ 973,223	\$ 1,002,517	\$ 961,739		
28. Maximum annual cost*	\$ 1,107,924	\$ 1,155,511	\$ 1,150,319	\$ 1,186,960	\$ 1,132,344		
29. MS CHIRPA (PEPM: MS Residents =104)	\$2,496.00	\$2,496.00	\$2,496.00	0	\$2,496.00		
	\$2.00	\$2.00	\$3.00	0	\$3.00		
PGORI - \$1 per covered life annually ; Transitional Reinsurance Fee - \$5.25 per covered life monthly.							

City of Gautier

Underwritten for: Fox-Everett

TPA: Fox-Everett

Effective Date: October 1, 2013

Fully-Insured Transplant Coverage

Commissions	0%
Single Rate (74 Lives)	\$4.99
Family Rate (80 Lives)	\$13.02
Estimated Annual Premium	\$16,930
Lifetime Maximum	\$1,000,000

Brief Description of Benefits:

- \$0.00 Deductible
- Other Lifetime Maximum Options may be available upon request
- 12-month "Incurred" Benefit Period
- Transplant Services Coverage for:
heart, heart/kidney, heart/lung(s), lung(s), liver, liver/cadaveric, liver/kidney, liver/live donor, pancreas, kidney, simultaneous kidney and pancreas, pancreas after kidney, small bowel, allogeneic related, allogeneic unrelated, autologous, synogeneic, cord blood, peripheral stem cell transplants
- Case Management by Fairmont Specialty
- Fairmont Specialty Transplant Network
- Excluded: Common cornea transplants and other minor cost procedures

Please refer to the Policy for expenses incurred for treatment arising from Pre-Existing Conditions.

Note additional disclosure requirements shown on Underwriting Requirements page.

Carrier: United States Fire Insurance Company
Underwriter: Sabrina Chvojicek

Sign: _____
Date: _____

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

ORDER NUMBER 210-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the Gautier Dental Insurance Self-Funded Plan submitted by Sun Life Financial and by Fox Everett Inc. to renew the voluntary dental insurance for FY 2014 is hereby accepted.

IT IS HEREBY ORDERED that the renewal notification for dental coverage submitted by Sun Life Financial for FY 2014 is hereby accepted. This renewal will maintain current benefits and does not include a rate increase. All dental premiums are 100% employee funded.

IT IS HEREBY ORDERED that the renewal notification for vision coverage by Always Care Benefits for FY 2014 is hereby accepted. This renewal maintains current benefits and does not include a rate increase. All vision premiums are 100% employee funded.

IT IS HEREBY ORDERED that the renewal notification for a Cancer & Specified Disease policy by Bay Bridge Administrators, LLC for FY 2014 is hereby accepted. The optional insurance will be offered as long as there are a sufficient number of participants. If a plan drops below the requisite number of participants, the benefit will be cancelled. All premiums are 100% employee funded.

IT IS HEREBY ORDERED that the renewal notification for UNUM voluntary benefits at the employees' expense for life, accidental death & dismemberment, disability and accident/injury for FY 2014 is hereby accepted. This optional insurance will be offered as long as there are a sufficient number of participants. If a plan drops below the requisite number of participants, the benefit will be cancelled. All premiums are 100% employee funded.

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

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

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

NAYS:	None
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ABSTAINED	Hurley Ray Guillotte
------------------	-----------------------------

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason D. Pugh, Human Resources Director
Date: August 30, 2013
Subject: Renewal of FY 2014 Employee Voluntary Insurance Benefits

REQUEST:

The Human Resources Department requests City Council approval to renew employee voluntary insurance benefits for FY 2014.

BACKGROUND:

The Human Resources Department has received the renewal premium rates for the employee voluntary insurance plans for FY 2014 from Fox Everett Inc. These plans include dental, vision, Life Term, Accidental Death & Dismemberment (Employee and Dependents), Accident (On & Off job) policy, Cancer, etc. all of which are paid by the employee.

RECOMMENDATION:

Staff recommends the City Council authorize the renewal of the aforementioned voluntary benefits for full-time employees for FY2014.

The City Council may:

1. Approve the attached order;
2. Approve the attached order with changes; or
3. Disapprove the attached order.

ATTACHMENT(S):

Summaries of Benefits



City of Gautier
Dental Plan
Effective: **October 1, 2012**



Plan Design:

➤ Type I:		Deductible:
➤ Type II, III:	Individual:	Waived
	Family:	\$50
		\$150
➤ Coinsurance:		
➤ Type I:		100%
➤ Type II:		80%
➤ Type III:		50%

➤ Maximum Benefit/Period:	
➤ Type I, II, III	\$1000/calendar year
➤ Type I Plan Pays 100%	
➤ Oral Examinations (Non-Emergency)	
➤ Dental Cleaning	
➤ X-Rays	
➤ Fluoride Treatment (under age 15)	
➤ Sealants (under age 15)	
➤ Space Maintainers (under age 15)	
➤ Type II Plan Pays 80% after deductible for benefits including:	
➤ Emergency Oral Examinations	
➤ Repairs to Dentures, Crowns and Bridges	
➤ Fillings	
➤ Extractions	
➤ Palliative Treatment	
➤ Consultations	
➤ Type III Plan Pays 50% after deductible for benefits including:	
➤ Crowns	
➤ Dentures	
➤ Bridge Work	
➤ Periodontics (Non-Surgical)	
➤ Scaling and Root Planning	
➤ Periodontics (Surgical)	
➤ Gingivectomy	
➤ Gingival Curettage	
➤ Endodontics	
➤ Oral Surgery	

Coverage Frequencies

Full Mouth X-Rays:	Once in 60 months
Fluoride Treatments:	Once in 12 months for dependents under 15
Scaling/Root Planning	Once per quadrant in 36 months
Prosthodontics Replacement	10 years

Dental Rates
Effective: October 1, 2012

	<u>Bi-Weekly Rate</u>	<u>Monthly Rate</u>
Employees Only	\$12.20	\$24.40
Employee & Spouse	\$24.40	\$48.80
Employee & Child(ren)	\$27.45	\$54.90
Employee & Family	\$45.41	\$90.82

6/17/2013

Veneice Barnett
City of Gautier (2COGA1010)
PO Box 670
Gautier, MS 39553

Dear Veneice:

Thank you for being a client of AlwaysCare Benefits, Inc. (A Starmount Life Insurance Company). We appreciate your business. We have completed the annual review of your group policy. Based on your group's current plan design and the most recent claims activity, underwriting has recommended no rate change for your 10/01/2013 renewal date. Listed below are your renewal rates.

Coverage	Current Premium	Renewal Premium
Vision		
Employee only	\$7.04	\$7.04
Employee + spouse	\$14.06	\$14.06
Employee + child(ren)	\$14.82	\$14.82
Employee + family	\$23.30	\$23.30

We look forward to serving City of Gautier, its employees, and their dependents for many years. It is our pleasure to provide competitive benefits at affordable rates with outstanding customer service. If you have any questions, please feel free to contact your account manager at 888-729-5433 ext. 5, or your agent.

Sincerely,

Account Management

CC: Fox-Everett, Inc. & Rogers Benefit Group

Renewing your Unum benefits

City of Gautier
133110
133111

Thank you for choosing Unum as your benefits provider. We are committed to providing insurance plans and services that are responsive to both your organization's – and to your employees' – unique and individual needs. This commitment has enabled Unum to become the world's leading provider of income protection and related coverages, and that leadership is benefiting you through innovative plan designs, unparalleled service offerings, and proven expertise in claimant care, return-to-work assistance and absence management.

As we near the time to renew our partnership with you, we have evaluated claim trends and activity in your industry and size segment. Based on this information and on your company's specific claims experience and history, the current rates will remain inforce, effective November 1, 2013:

Policy 133110	Inforce & Renewal	Rate Guarantee
Long Term Disability	See Attached	November 1, 2014
Short Term Disability	See Attached	November 1, 2014
Life	0.23/\$1000	November 1, 2014
AD&D	0.02/\$1000	November 1, 2014

Policy 133110	Inforce & Renewal	Rate Guarantee
Lifestyle Life & AD&D	See Attached	November 1, 2014

Again, we thank you for choosing Unum as your benefits provider. We look forward to strengthening our relationship and continuing to serve your company's benefit needs.

Sincerely,

Steven Lee

Steven Lee
Sales Consultant

Contact your sales representative to further discuss any renewal options or alternatives for your current Unum benefits plan.

unum.com

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MK-2869 (6-12) **FOR BROKERS AND EMPLOYERS**

Unum's accident insurance offers you and your family the following benefits. Please refer to the chart below for the benefit amounts payable for covered injuries and accident-related expenses.

Covered injuries	Benefit amount	Treatment and other services	Benefit amount
Fractures		Doctor's office initial visit	\$50
Open	Up to \$5,000	Surgery benefit	
Closed	Up to \$2,500	Open abdominal, thoracic	\$1,000
Chips	25% of closed amount	Exploratory	\$100
Dislocations		Follow-up treatment for accident (initial follow-up visit)	\$50
Open	Up to \$4,000	Physical therapy (6 treatments)	\$25 per treatment
Closed	Up to \$2,000	Prosthetic device or artificial limb	
Burns		One	\$500
Second degree for 36% or more of body surface	\$750	More than one	\$1,000
Third degree covering at least 9 but less than 35 square inches of body surface	\$1,500	Appliance	\$100
Third degree for 35 or more square inches of body surface	\$10,000	Blood, plasma and platelets	\$300
Skin grafts	25% of burn benefit	Transportation (100+ miles up to 3 trips)	\$300
Concussion	\$100	Lodging (per night up to 30 days)	\$100
Ruptured disc	\$400	Accidental death and other covered losses	Benefit amount
Knee cartilage		Accidental death	
Torn	\$500	Employee	\$25,000
Exploratory	\$100	Spouse	\$10,000
Laceration	\$25-\$400	Child	\$5,000
Tendon/ligament and rotator cuff		The accidental death benefit doubles if the insured individual is injured as a fare-paying passenger on a common carrier: Employee - \$50,000; spouse - \$20,000; child - \$10,000	
Repair of one	\$400	Catastrophic accident — Loss of use of sight, hearing, speech, arms or legs (exceptions for PA, NJ and VT noted below)	
Repair of more than one	\$600	Employee (under 65 years old)	\$100,000
Exploratory only	\$100	Spouse or child (under 65 years old)	\$50,000
Dental work, emergency		Ages 65-69	Amount reduced by 50%
Extraction	\$50	70+ years old	Amount reduced by 75%
Crown	\$150	Loss of finger, toe, hand, foot or sight of an eye	
Eye injury (requires surgery or removal of foreign body)	\$200	Loss of both hands, feet, sight of both eyes, or any combination of two or more losses	\$15,000
Emergency and hospitalization benefits	Benefit amount	Loss of one hand, foot or sight in one eye	\$7,500
Ambulance	\$100	Loss of two or more fingers, toes or any combination of two or more losses	\$1,500
Air ambulance	\$500	Loss of one finger or toe	\$750
Emergency room treatment (includes X-rays)	\$150		
Hospital admission (per admission)	\$750		
Hospital confinement (per day up to 365 days)	\$200		
Hospital intensive care unit	\$400		

Benefits may vary by state. For CO, FL, NC, NH and WA, please refer to the state-specific forms for benefit variations. Not approved in CT. Plan 2 is not approved in NY and PA. Non-cancellable in MA.

Catastrophic accident benefit exceptions: Catastrophic accident benefits are payable after fulfilling a 365-day elimination period. See policy for details. In PA, NJ and VT, the benefit is paid immediately upon written proof of loss. Sight, hearing and speech are not covered.

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AE-1023 (8-10)

PLANS 1 & 2

This information is not intended to be a complete description of the insurance coverage available. The policy or its provisions may vary or be unavailable in some states. The policy has exclusions and limitations which may affect any benefits payable. For complete details of coverage and availability, please refer to Policy Form L-21762 or contact your Unum representative.

Underwritten by: Provident Life and Accident Insurance Company, Chattanooga, TN
unum.com

THIS IS A LIMITED POLICY.

On & Off-Job Plan

Voluntary Workplace Benefits - Accident Insurance

Semi-Monthly Premiums

On & Off-Job Plan

These rates are not for use in California or New York

Family Coverage Options			
Individual	Individual and Spouse	One Parent Family	Two Parent Family
\$8.19	\$11.70	\$15.60	\$19.11

May not be available in all states.

Humana Insurance Company

Cancer & Specified Disease Policy Form HIC-CAN-POL-2010 -MS 02/10

PROPOSED PLAN HIGHLIGHTS

SEE OUTLINE OF COVERAGE FOR COMPLETE LIST OF BENEFITS PROVIDED

WELLNESS BENEFIT

**Pays Actual Charge – Up \$100 Per Calendar Year
Per Covered Person**

Includes tests such as mammograms, flexible sigmoidoscopy, pap smear, chest x-ray, hemocult stool specimen, and prostate screen.

FIRST DIAGNOSIS BENEFIT

**Pays – \$2,500 (Option I) or \$5,000 (Option II)
or \$10,000 (Option III) – Per Covered Person**

Benefit Based on Option Selected

Pays a one-time benefit when a covered person is diagnosed for the first time as having cancer (other than skin cancer) or a specified disease. Pays this benefit only once for each covered person.

NATIONAL CANCER INSTITUTE DESIGNATED

COMPREHENSIVE CANCER TREATMENT CENTER EVALUATION/CONSULTATION BENEFIT

The Company will pay the expense incurred limited to a **lifetime maximum up to \$750 for evaluation** if an Insured Person is diagnosed with Internal Cancer and seeks evaluation or consultation from a National Cancer Institute designated Comprehensive Cancer Treatment Center. If the Comprehensive Cancer Treatment Center is located more than 30 miles from the Insured Person's place of residence, the Company will also pay the transportation and lodging expenses incurred limited to a **lifetime maximum up to \$350 for transportation and lodging**. This benefit is not payable on the same day a Second or Third Surgical Opinion Benefit is payable and is in lieu of the Non-Local Transportation Benefits of the policy.

RADIATION, RADIOACTIVE ISOTOPES THERAPY, CHEMOTHERAPY OR IMMUNOTHERAPY

Administered by a radiologist, chemotherapist or oncologist or used to modify or destroy cancerous tissue..

Includes Hormone Therapy

Pays Actual Charge – Up to \$10,000 Per Month

NO LIFETIME MAXIMUM

MISCELLANEOUS THERAPY CHARGES

Pays Actual Charge – Up To \$10,000 – Per Covered Person

Pays actual charges up to a lifetime maximum of \$10,000 for services performed while a person is receiving one or more of the treatments shown above. This includes lab work and its interpretations; or routine or diagnostic x-rays, scans, and interpretations.

SELF-ADMINISTERED OR ORAL CHEMOTHERAPY OR IMMUNOTHERAPY

Includes Hormone Therapy

Pays Actual Charge – Up To \$4,000 Per Month

NO LIFETIME MAXIMUM

COLONY STIMULATING FACTORS

Pays Actual Charge – Up To \$4,000 Per Month

Pays the cost of the chemical substances and their administration to stimulate the production of blood cells.

NO LIFETIME MAXIMUM

BREAST PROSTHESIS

Pays **Actual Charge Incurred** for a prosthesis to restore normal body contour lost due to breast cancer and the implantation of the prosthesis.

NO LIFETIME MAXIMUM

SURGERY

Pays the amount listed on the surgical schedule but not to exceed **\$3,000 (Option I) or \$4,500 (Options II and III)**. It does not pay an amount which exceeds the actual surgeon's fees for the surgery

Benefit Based on Option Selected

BONE MARROW AND STEM CELL TRANSPLANT.

**Pays Actual Charge – Up To \$15,000
Per Covered Person**

Pays Actual Charges per Covered Person for surgical and anesthetic charges associated with bone marrow transplant and/or peripheral stem cell transplant combined lifetime maximum of \$15,000

HOSPITAL CONFINEMENT. \$100 per day, up to 60 days. Benefit is two times the amount for covered children under age 21. **No Lifetime Maximum.**

EXTENDED BENEFITS. If hospital confinement is more than 60 days continuous, we will pay- three times the selected hospital confinement benefit shown on the schedule page. Payment will begin on the 61st day of continuous hospital confinement. This benefit is payable in lieu of the Hospital Confinement Benefit. **No Lifetime Maximum.**

Mississippi Only 3 Option Highlights of Coverage with Payroll Deduction Monthly Premium Rates

The Policy Also Provides Specific Benefits For

<i>Positive Diagnosis Test</i>	<i>Private Duty Nursing</i>
<i>Second and Third Surgical Opinions</i>	<i>Artificial Limb or Prosthesis</i>
<i>Non-Local Transportation</i>	<i>Physical or Speech Therapy</i>
<i>Adult Companion Lodging and Transportation</i>	<i>Extended Benefits</i>
<i>Ambulance</i>	<i>Extended Care Facility</i>
<i>Blood Plasma and Platelets</i>	<i>At Home Nursing</i>
<i>Donor-Benefit Bone Marrow and Stem Cell Transplant</i>	<i>New or Experimental Treatment</i>
<i>Daily Hospital Confinement</i>	<i>Hospice Care</i>
<i>Anesthesia</i>	<i>Government or Charity Hospital</i>
<i>Ambulatory Surgical Center</i>	<i>Hairpiece</i>
<i>Drugs and Medicines</i>	<i>Rental or Purchase of Durable Goods</i>
<i>Outpatient Anti-Nausea Drugs</i>	<i>Physician's Attendance</i>

Waiver of Premium

Covered Diseases. Cancer; Addison's Disease; Amyotrophic Lateral Sclerosis (Lou Gehrig's Disease); Cystic Fibrosis; Diphtheria; Encephalitis; Epilepsy; Hansen's Disease; Legionaire's Disease; Lupus Erythematosus; Lyme Disease; Malaria; Meningitis; Multiple Sclerosis; Muscular Dystrophy; Myasthenia Gravis; Nieman-Pick Disease; Osteomyelitis; Poliomyelitis; Rabies; Reye's Syndrome; Rheumatic Fever; Rocky Mountain Spotted Fever; Scarlet Fever; Sickle Cell Anemia; Tay-Sachs Disease; Tetanus; Toxic Epidermal Necrolysis; Tuberculosis; Tularemia; Typhoid Fever; Undulant Fever; Whipple's Disease

PLUS

All Benefits Are Payable in Addition to Any Other Insurance or Medicare	Benefits Provided for Cancer or Specified Disease Do Not Reduce Because of Age
Guaranteed Renewable for Life	Portable – Take it with You If You Change Jobs or Retire

All Benefits Are Subject to the Provisions of the Policy.

Read the Policy for Complete Descriptions of Benefits Provided and the Exceptions and Limitations.

Cancer & Specified Disease Insurance Monthly Payroll Deduction Premium Rates

Issue Age	Under 44			45 - 54			55 - 64			65 +		
	Option I	Option II	Option III	Option I	Option II	Option III	Option I	Option II	Option III	Option I	Option II	Option III
Monthly Individual	\$27.72	\$31.90	\$37.91	\$31.23	\$35.93	\$42.70	\$60.67	\$70.69	\$85.13	\$75.25	\$88.85	\$108.47
Monthly Single Parent	\$37.73	\$42.92	\$50.44	\$41.24	\$46.97	\$55.26	\$70.87	\$81.94	\$97.92	\$83.73	\$98.37	\$119.54
Monthly Family	\$57.46	\$65.88	\$77.95	\$64.03	\$73.44	\$86.93	\$122.66	\$142.85	\$171.73	\$154.48	\$182.85	\$223.40

Optional Intensive Care Unit Rider Available for Additional Monthly Payroll Deduction Premium

Issue Age	0 - 44			45 - 54			55 - 64			65 +		
	Daily Benefit Amount			Daily Benefit Amount			Daily Benefit Amount			Daily Benefit Amount		
	\$325.00	\$625.00	\$825.00	\$325.00	\$625.00	\$825.00	\$325.00	\$625.00	\$825.00	\$325.00	\$625.00	\$825.00
Individual	\$2.49	\$4.79	\$6.33	\$2.81	\$5.40	\$7.13	\$3.42	\$6.58	\$8.68	\$3.54	\$6.81	\$8.99
Single Parent	\$4.01	\$7.71	\$10.18	\$4.33	\$8.32	\$10.99	\$4.97	\$9.56	\$12.61	\$5.09	\$9.79	\$12.92
Family	\$5.64	\$10.84	\$14.31	\$6.24	\$12.00	\$15.84	\$7.10	\$13.66	\$18.03	\$6.40	\$12.30	\$16.24

This is a brief description of the coverage available. The Policy will contain limitations, exclusions and termination provisions. Humana Insurance Company has its principal place of business in Green Bay, Wisconsin.

These Are Highlights of the Coverage Proposed and To Be Used Only With Outline of Coverage

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

ORDER NUMBER 211-2013

**ORDER APPROVING JACKSON COUNTY DISTRICT 3 PAVING IMPROVEMENTS FOR
ROADS MORE Particularly DESCRIBED IN THE BODY OF THIS ORDER**

WHEREAS, the City of Gautier has an inter-local agreement with Jackson County, Mississippi for the paving of certain roads in the City of Gautier; and

WHEREAS, the City of Gautier identifies roads necessary for repair and asphalt paving by Jackson County, Mississippi.

NOW, THEREFORE, IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Jackson County, Mississippi add John Daley Drive (Sioux Bayou), Martin Bluff Road Bridge, Portion of Westgate Parkway, Rolling Meadows, Seabass, Oxford Dr., Auburn Dr., Calle Hermosa, Calle Desoto, Gatti Place, Mawaki, Guillotteville Dr., Townsend Rd., Shamrock, Shaw, Garden Lane, Seamist, Ruth Street, and Bayou Vista as more particularly described in the attached project description for necessary repair and asphalt paving.

IT IS FURTHER ORDERED that the City Manager is to submit this Order to Jackson County, Mississippi for approval by the Board of Supervisors, along with any and all associated documents necessary.

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

AYES: **Hurley Ray Guillotte
Rusty Anderson**

NAYS: **Gordon Gollott
Mary Martin
Johnny Jones
Casey Vaughan
Adam Colledge**

MAYOR

ATTEST:

CITY CLERK

DENIED AND FAILED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

Ward 1 - Johnny Jones

No.	Asphalt	Description	Length (ft)	Width (ft)	Area (sy)	Volume (Tons)	Milling (sy)	Approx. Cost	Notes
1	Oakwood	1-1/2" Overlay						\$ 16,887.50	FY2012 Funds
2	C-Byrd	New Asphalt						\$ -	FY2012 Funds
3	Seabass	1-1/2" Overlay	2271	20	5047	416.35		\$ 41,635.00	
4	Honduras	1-1/2" Overlay	3381	20	7513	619.85		\$ 61,985.00	
5	Bahama	1-1/2" Overlay	1823	22	4456	367.638		\$ 36,763.83	
6	Hakes	1-1/2" Overlay	400	14	622	51.3333		\$ 5,133.33	Prefer Old Shell Landing Striping if out of budget
7	Pompano	1-1/2" Overlay	1370	18	2740	226.05		\$ 22,605.00	
			TOTAL:					\$ 168,122.17	does not include Oakwood
Drainage									
1									
2									
3									
4									
5									
			TOTAL:					\$ -	
Misc.									
1	Old Shell Landing	Striping - Thermoplast						\$ 8,960.00	
2									
3									
4									
5									
			TOTAL:					\$ 8,960.00	

Ward 2 - Hurley Ray Goillotte

No.	Asphalt	Description	Length (ft)	Width (ft)	Area (sy)	Volume (Tons)	Milling (sy)	Approx. Cost	Notes
1	Oxford Dr.	Mill & 1-1/2" Overlay	1398	24	3728.0	307.56	3728	\$ 45,668.00	
2	Auburn Drive	Mill & 1-1/2" Overlay	2400	24	6400.0	528	6400	\$ 78,400.00	
3	Calle Hermosa	Mill & 1-1/2" Overlay	1697	24	4525.3	373.34	4525	\$ 55,434.00	
4	Calle Desoto	Mill & 1-1/2" Overlay	845	24	2253.3	185.9	225	\$ 19,490.00	
5								\$ -	
TOTAL:								\$ 198,992.00	
Drainage									
1	De La Forrest	Clean & Grade ditch							Pursue grants???
2	College Park	Clean & Grade ditch							Pursue grants???
3	Ladnier	Clean & Grade ditch							Pursue grants???
4									
5									
TOTAL:								\$ -	
Misc.									
1									
2									
3									
4									
5									
TOTAL:								0	

Ward 3 - Casey Vaughn

No.	Asphalt	Description	Length (ft)	Width (ft)	Area (sy)	Volume (Tons)	Milling (sy)	Approx. Cost	Notes
1	Gatti Place	1-1/2" Overlay	610	12	813.3	67.1		\$ 6,710.00	
2	Mawaki	1-1/2" Overlay	447	12	596.0	49.2		\$ 4,917.00	
3	Guillottville Dr.	1-1/2" Overlay	846	18	1692.0	139.6		\$ 13,959.00	
4	Townsend Rd. (south of Hwy 90)	1-1/2" Overlay	500	18	1000.0	82.5		\$ 8,250.00	
5	Shamrock (south of Hwy 90)	1-1/2" Overlay	600	18	1200.0	99.0		\$ 9,900.00	
6	Shaw	1-1/2" Overlay	545	16	968.9	79.9		\$ 7,993.33	
7	Garden Lane	1-1/2" Overlay	1377	18	2754.0	227.2		\$ 22,720.50	
8	Seamist	1-1/2" Overlay	606	15	1010.0	83.3		\$ 8,332.50	
9	Ruth Street	1-1/2" Overlay	583	15	971.7	80.2		\$ 8,016.25	
10	Bayou Vista	1-1/2" Overlay	1115	20	2477.8	204.4		\$ 20,441.67	
TOTAL:								\$ 111,240.25	
Drainage									
1	Soundview/ McRae Cemetery	New 15" & 18" pipe w/2 drain inlets						\$ 7,500.00	Work to be completed by CWS
2									
3									
4									
5									
TOTAL:								\$ 7,500.00	
Misc.									
1	Bemis Sewer Rehab								Pursue grants???
2	Johnston Road Failure	Mill, Base, 1-1/2" Overlay						\$ 34,500.00	Waiting on estimate from Mallette
3									
4									
5									
TOTAL:								\$ 34,500.00	

Ward 4 - Rusty Anderson

No.	Asphalt	Description	Length (ft)	Width (ft)	Area (sy)	Volume (Tons)	Milling (sy)	Approx. Cost	Notes
1	John Daley Drive (Sioux Bayou)	1-1/2" Overlay, Milling						\$ 16,000.00	
	Martin Bluff Bridge patch	Patch Roadway	50	25	139	11		\$ 1,145.83	
2	Westgate Parkway	1-1/2" Overlay, Milling	9504	48	50688	4182	50688	\$ 620,928.00	
3	Rolling Meadows	1-1/2" Overlay	2016	18	4032	333		\$ 33,264.00	
4	Charesholm Dr.	1-1/2" Overlay, Milling	1327	24	3539	292	3539	\$ 43,348.67	
5	Hamstead Ave.	1-1/2" Overlay, Milling	550	24	1467	121	1467	\$ 17,966.67	
6	Collingswood Blvd	1-1/2" Overlay, Milling	586	24	1563	129	1563	\$ 19,142.67	
							TOTAL:	\$ 734,650.00	
	<u>Drainage</u>								
1									
2									
3									
4									
5									
							TOTAL:	\$ -	
	<u>Misc.</u>								
1									
2									
3									
4									
5									
							TOTAL:	0	

Ward 5 - Colledge

No.	Asphalt	Description	Length (ft)	Width (ft)	Area (sy)	Volume (Tons)	Milling (sy)	Approx. Cost	Notes
1	Hastings (from just east of Meadowfair to bridge on Fish Hawk Rd.)	1-1/2" Overlay	3150	22	7700.0	698.8		\$ 69,877.50	County Funds
2	Highland Road	1-1/2" Overlay	2296	18	4592.0	416.7		\$ 41,672.40	County Funds
3	Bayou Castelle Dr.	1-1/2" Overlay	3145	20	6988.9	634.2		\$ 63,424.17	County Funds
4	Bacot Dr.	1-1/2" Overlay	1443	18	2886.0	261.9		\$ 26,190.45	County Funds
5	Acorn Dr.	1-1/2" Overlay	1003	16	1783.1	161.8		\$ 16,181.73	County Funds
6	Enarc	1-1/2" Overlay	1425	14	2216.7	201.2		\$ 20,116.25	County Funds
7	End of Springridge	Mill and 1-1/2" Overlay	660	20	1466.7	133.1	74	\$ 13,606.00	County Funds
8	Timberlane Drive	Mill and 1-1/2" Overlay	2944	24	7850.7	712.4	7850	\$ 102,644.80	County Funds
9	Riverside Drive (includes Ward 5 and Ward 3)	Mill and 1-1/2" Overlay	3646	24	9722.7	882.3	9722	\$ 127,121.20	County Funds
10	Kingfisher Drive (includes Ward 5 and Ward 3)	Mill and 1-1/2" Overlay	2570	24	6853.3	621.9	6854	\$ 89,610.00	County Funds
TOTAL:								\$ 570,444.50	
Drainage									
1	Cotita/Lagrange/Hickory Hills	Engineering Drainage Survey						\$ 19,670.00	FY2012 Funds - Thompson Engineering Contract
2	Cotita/Lagrange/Hickory Hills	Drainage Improvements							
3									
4									
5									
TOTAL:								\$ -	
Misc.									
1	Frontage	1-1/2" Overlay	8250	26	23833.3	1966.3		\$ 196,625.00	Streetscape project = multi-use pathway
2	Realign Martin Bluff / Bridge (near Brookside)							\$ -	County Project - inhouse
3	Sidewalk along Martin Bluff from Lark to Lima							\$ -	LPA Grant???
4	Add Ingress / Egress to Hickory Hills							\$ -	Across Buddy Davis Park / Land swap with Sand Hill Refuge
5	Various Dredging:							\$ -	Between Meadowdale Dr. and Narcissus Dr. (6,250 cubic yards)
								\$ -	Waterway between Bayou View Cr. and Longwood Dr. (5,750 cubic yards)
								\$ -	Waterway south of Hastings Rd. (5,000 cubic yards)
6	Phase 2 Color Removal Project								
TOTAL:								\$ 196,625.00	

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

ORDER NUMBER 212-2013

**ORDER APPROVING JACKSON COUNTY DISTRICT 3 PAVING IMPROVEMENTS FOR
ROADS MORE Particularly DESCRIBED IN THE BODY OF THIS ORDER**

WHEREAS, the City of Gautier has an inter-local agreement with Jackson County, Mississippi for the paving of certain roads in the City of Gautier; and

WHEREAS, the City of Gautier identifies roads necessary for repair and asphalt paving by Jackson County, Mississippi.

NOW, THEREFORE, IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Jackson County, Mississippi add a portion of Martin Bluff Road where culvert was replaced and those roads allocated by Ward 2 (Oxford Drive, Auburn Drive, Calle Hermosa and Calle Desoto) as more particularly described in the attached project description for necessary repair and asphalt paving.

IT IS FURTHER ORDERED that the City Manager is to submit this Order to Jackson County, Mississippi for approval by the Board of Supervisors, along with any and all associated documents necessary.

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

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

NAYS: Johnny Jones

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

Ward 2 - Hurley Ray Goillotte

<u>No.</u>	<u>Asphalt</u>	<u>Description</u>	<u>Length</u> <u>(ft)</u>	<u>Width (ft)</u>	<u>Area (sy)</u>	<u>Volume</u> <u>(Tons)</u>	<u>Milling</u> <u>(sy)</u>	<u>Approx. Cost</u>
1	Oxford Dr.	Mill & 1-1/2" Overlay	1398	24	3728.0	307.56	3728	\$ 45,668.00
2	Auburn Dr	Mill & 1-1/2" Overlay	2400	24	6400.0	528	6400	\$ 78,400.00
3	Calle Herm	Mill & 1-1/2" Overlay	1697	24	4525.3	373.34	4525	\$ 55,434.00
4	Calle Deso	Mill & 1-1/2" Overlay	845	24	2253.3	185.9	225	\$ 19,490.00
5								\$ -

Ward 4 - Rusty Anderson

<u>No.</u>	<u>Asphalt</u>	<u>Description</u>	<u>Length</u> <u>(ft)</u>	<u>Width (ft)</u>	<u>Area (sy)</u>	<u>Volume</u> <u>(Tons)</u>	<u>Milling</u> <u>(sy)</u>	<u>Approx. Cost</u>
1	John Daley	1-1/2" Overlay, Milling						\$ 16,000.00
	Martin Blu	Patch Roadway	50	25	139	11		\$ 1,145.83
2	Westgate	1-1/2" Overlay, Milling	9504	48	50688	4182	50688	\$ 620,928.00
3	Rolling Me	1-1/2" Overlay	2016	18	4032	333		\$ 33,264.00
4	Charesholr	1-1/2" Overlay, Milling	1327	24	3539	292	3539	\$ 43,348.67
5	Hamstead	1-1/2" Overlay, Milling	550	24	1467	121	1467	\$ 17,966.67
6	Collingswo	1-1/2" Overlay, Milling	586	24	1563	129	1563	\$ 19,142.67
							TOTAL:	\$ 734,650.00

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

ORDER NUMBER 213-2013

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

Docket of Claims
Release date from 09/03/2013 thru 09/03/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AT&T	132724	09/03/2013	08/21/2013			52.40	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284977070	08/14/2013			52.40	
001	AT&T	132727	09/03/2013	08/21/2013			60.05	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284972172	08/14/2013			60.05	
001	AT&T	132729	09/03/2013	08/23/2013			1,451.61	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284978000	08/14/2013			1,451.61	
001	RJ YOUNG	132734	09/03/2013	08/28/2013			630.55	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-699	2238C ANNUAL MAINT	22607	08/24/2013			570.00	
	001-100-699	2238C OVERAGE	22607	08/24/2013			60.55	
001	AD2 INC	132735	09/03/2013	08/28/2013			275.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	AUG 2013 WEBSITE MAINT	2262	08/15/2013			250.00	
	001-092-698	JUL 2013 HOST FEE	2262	08/15/2013			25.00	
001	C SPIRE WIRELESS	132739	09/03/2013	08/28/2013			460.74	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-605	POLICE CELLS	0032680896	08/11/2013			460.74	
001	FOSTER'S AIR CONDITIONING & HEATING INC	132740	09/03/2013	08/28/2013			136.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-639	CH:INSTALL WET SWITCH	0000148904	08/12/2013			136.00	
001	JACKSON COUNTY ADULT DETENTION CENTER	132741	09/03/2013	08/28/2013			19,401.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-010-696	JUL 2013 ADC CHGS	07312013	08/15/2013			19,401.00	
001	PTS SOLUTIONS, INC	132743	09/03/2013	08/28/2013			17,850.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	GPD SOFTWARE MAINT	2013048-M	08/09/2013			17,850.00	
001	SBM REPORTING, LLC	132745	09/03/2013	08/28/2013			175.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-698	08/02/13 PLANNING MTG	AF-120	08/20/2013			175.00	
001	SECURE NETWORKS LLC	132746	09/03/2013	08/28/2013			350.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	FIREWALL MAINT-SOUTH PD	1837	08/13/2013			350.00	
001	DONNA K DAVIS	132749	09/03/2013	08/28/2013			164.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-010-681	PER DIEM:COURT CLERK SEMINAR	09102013	08/22/2013			164.00	

Docket of Claims
Release date from 09/03/2013 thru 09/03/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MS DEPT OF PUBLIC SAFETY	132750	09/03/2013	08/28/2013			400.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-000-300	MAY 2013 SPECIAL ASSESSMENTS	05312013	08/20/2013		172.00		
	001-000-300	JUN 2013 SPECIAL ASSESSMENTS	06302013	08/20/2013		228.00		
001	DELTA COMPUTER SYSTEMS INC	132752	09/03/2013	08/28/2013			330.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	ACCT SOFTWARE MAINT	98870	08/15/2013		230.00		
	001-092-698	VOTER REG SOFTWARE MAINT	98870	08/15/2013		20.00		
	001-092-698	PRIV LIC SOFTWARE MAINT	98871	08/15/2013		80.00		
001	DANNY GLASKOX	132755	09/03/2013	08/28/2013			846.20	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	DATABASE BUILD SEMS/GEMS	08062013	08/28/2013		400.00		
	001-030-699	TESTING,SET UP,SUPPORT	08272013	08/28/2013		446.20		
001	JOE BARLOW	132756	09/03/2013	08/28/2013			437.40	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	TESTING,SET UP,SUPPORT	08272013	08/28/2013		437.40		
001	BETTY C CASTIGLIOLA	132757	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013		100.00		
001	JERI T DERSCHIED	132758	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013		100.00		
001	MARY C DYLE	132759	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013		100.00		
001	CAROL A GATES	132760	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013		100.00		
001	YURICA HARTLEY	132761	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013		100.00		
001	TROY LYNN HARVEY	132762	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013		100.00		
001	D'ANNA LYNN JOHNSON	132763	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013		100.00		

Docket of Claims
Release date from 09/03/2013 thru 09/03/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	JANICE P NASH	132764	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013			100.00	
001	MILTON RICKS, JR	132765	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013			100.00	
001	CHARLES RAY WRIGHT	132766	09/03/2013	08/28/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-030-699	SPECIAL: POLL MANAGER	08272013	08/28/2013			100.00	
001	FUELMAN OF MS	132767	09/03/2013	08/28/2013			4,553.77	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP38867875	08/19/2013		120.45		
	001-092-525	UNL FUEL	NP38867875	08/19/2013		49.83		
	001-100-525	UNL FUEL	NP38867875	08/19/2013		3,489.87		
	001-161-525	UNL & DSL FUEL	NP38867875	08/19/2013		498.37		
	001-170-525	UNL & DSL FUEL	NP38867875	08/19/2013		300.28		
	001-205-525	UNL FUEL	NP38867875	08/19/2013		94.97		
001	FUELMAN OF MS	132774	09/03/2013	08/28/2013			4,818.46	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP38921001	08/26/2013		87.07		
	001-092-525	UNL FUEL	NP38921001	08/26/2013		72.86		
	001-100-525	UNL FUEL	NP38921001	08/26/2013		3,670.83		
	001-161-525	UNL & DSL FUEL	NP38921001	08/26/2013		621.40		
	001-170-525	UNL & DSL FUEL	NP38921001	08/26/2013		257.17		
	001-205-525	UNL FUEL	NP38921001	08/26/2013		109.13		
001	SINGING RIVER E.P.A.	132776	09/03/2013	08/28/2013			9,693.97	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	STREET LIGHTING	08162013	08/26/2013		4,765.08		
	001-201-629	SIGNAL LIGHTS	08162013	08/26/2013		1,256.48		
	001-092-631	CITY HALL	08162013	08/26/2013		1,637.74		
	001-170-631	FRAZIER PARK	08162013	08/26/2013		43.15		
	001-170-631	SENIOR BLDG	08162013	08/26/2013		739.20		
	001-161-631	CENTRAL FD	08162013	08/26/2013		499.84		
	001-170-631	CITY PARK	08162013	08/26/2013		262.21		
	001-092-631	PUBLIC WORKS	08162013	08/26/2013		470.02		
	001-092-631	HWY 90 SIGN	08162013	08/26/2013		20.25		
001	SINGING RIVER E.P.A.	132777	09/03/2013	08/28/2013			2,861.87	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-631	POLICE STATION	66298004	08162013	08/26/2013	1,836.12		
	001-201-629	SIGNAL LIGHT	89113001	08162013	08/26/2013	53.71		
	001-170-631	CITY PARK RESTRMS	89912001	08162013	08/26/2013	363.57		
	001-201-633	STREET LIGHTS	90345002	08162013	08/26/2013	386.00		
	001-092-631	RECORDS BLDG	90790001	08162013	08/26/2013	222.47		

Docket of Claims
Release date from 09/03/2013 thru 09/03/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E.P.A.	132778	09/03/2013	08/28/2013			2,346.49	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-631	MARTIN BLUFF FD	58380001	08152013	08/23/2013		286.52	
	001-201-629	SIGNAL LIGHTS	17546	08152013	08/23/2013		31.23	
	001-092-631	CITY LIMIT SIGN	17546	08152013	08/23/2013		20.25	
	001-161-631	SOUTH FD	76008001	08182013	08/27/2013		307.81	
	001-170-631	BACOT PARK	10137	08182013	08/27/2013		1,553.36	
	001-201-629	SIGNAL LIGHTS	10138	08182013	08/27/2013		147.32	
001	SINGING RIVER E.P.A.	132779	09/03/2013	08/28/2013			1,272.92	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-201-633	DOLPHIN ST	94987002	08162013	08/26/2013		143.93	
	001-201-633	DOLPHIN ST	94988002	08162013	08/26/2013		170.87	
	001-201-633	DOLPHIN ST	94989002	08162013	08/26/2013		205.87	
	001-201-633	DOLPHIN ST	94990002	08162013	08/26/2013		752.25	
001	CHANDRA NICHOLSON, CUSTODIAN	132786	09/03/2013	08/30/2013			190.05	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-090-559	PAINTERS TAPE	07302012	06/30/2013			4.21	
	001-090-559	SURGE PROTECTORS	07122012	06/30/2013			22.41	
	001-090-559	KEYS	08062012	06/30/2013			6.38	
	001-090-561	LEGAL DOCUMENTS	08092012	06/30/2013			2.00	
	001-090-500	BLACK REPORT COVERS	08162012	06/30/2013			14.54	
	001-090-500	CLEAR REPORT COVERS	08162012	06/30/2013			11.97	
	001-090-559	NAIL APRONS	10192012	06/30/2013			10.49	
	001-090-500	2013 DESK CALENDAR	11162012	06/30/2013			5.35	
	001-090-559	MDA MTG FRUIT TRAY	11282012	06/30/2013			40.64	
	001-090-559	MDA MTG SUPPLIES	11282012	06/30/2013			4.63	
	001-090-559	PLAT COPY	12042012	06/30/2013			10.00	
	001-090-500	BINDER, INDEX SHEETS	02032013	06/30/2013			5.69	
	001-090-559	INSPECTION STICKER	02052013	06/30/2013			5.00	
	001-090-559	BATTERIES	02022013	06/30/2013			8.18	
	001-090-607	POSTAGE:GRANT APP	03012013	06/30/2013			6.60	
	001-090-559	BAIT:PARK FIELD TRIP	03262013	06/30/2013			10.50	
	001-090-559	TACKLE:PARK FIELD TRIP	03252013	06/30/2013			6.42	
	001-090-559	RECEPTACLE TESTER	04122013	06/30/2013			8.54	
	001-090-559	SURVEY DEED	04162013	06/30/2013			1.50	
	001-090-559	PLAT COPY	05072013	06/30/2013			5.00	
001	ABELL, SAMANTHA	132787	09/03/2013	08/30/2013			185.58	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-021-681	FAIRHOPE LUNCH MTG (4)	04262012	07/03/2013			52.11	
	001-021-559	DRINKS	01292013	07/03/2013			3.97	
	001-021-559	LAMINATED COLOR PRINTS	10192012	07/03/2013			26.00	
	001-021-681	PARKING: MOBILE AL	02202013	07/03/2013			6.00	
	001-021-559	LUNCH MTG-MALL REDEV (4)	04032013	07/03/2013			39.24	
	001-092-525	REIMS UNL FUEL	02042013	07/03/2013			22.16	
	001-040-559	INSPECTION STICKERS (2)	01082013	07/03/2013			10.00	
	001-022-559	REKEY OFFICE LOCK:BARNETT	06182013	07/03/2013			12.00	
	001-021-559	POSTAGE:EXPRESS MAIL	07032013	07/03/2013			14.10	

Docket of Claims
Release date from 09/03/2013 thru 09/03/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CINDY RUSSELL, CUSTODIAN	132788	09/03/2013	08/30/2013			110.62	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-559	MAPS	02122013	06/30/2013		11.50		
	001-040-559	TAG TITLE FEE	02262013	06/30/2013		39.00		
	001-040-559	TAG TITLE FEE	02262013	06/30/2013		39.00		
	001-030-559	MISC ELECTION SUPPLIES	06032013	06/30/2013		18.44		
	001-040-559	DUPLICATE KEY	06062013	06/30/2013		2.68		
001	ROBERT JONES, CUSTODIAN	132789	09/03/2013	08/30/2013			144.55	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-559	SHIPPING:LED REPL/REPAIR	02132013	06/30/2013		11.66		
	001-161-639	TERMINAL	02202013	06/30/2013		5.77		
	001-161-635	PLUMBING SUPPLIES	03102013	06/30/2013		22.52		
	001-161-559	SPLIT RING	03182013	06/30/2013		2.08		
	001-161-559	WATER	03162013	06/30/2013		6.40		
	001-092-510	CAN LINERS	04242013	06/30/2013		9.51		
	001-161-559	SHIPPING	05072013	06/30/2013		20.38		
	001-161-635	WELD STEEL TUBING	05292013	06/30/2013		14.24		
	001-161-559	WATER	06072013	06/30/2013		16.99		
	001-161-682	STATE EMT:LATCH	06072013	06/30/2013		35.00		
001	DANTE ELBIN	132794	09/03/2013	08/30/2013			747.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	DUPLICATE KEYS	07252012	06/30/2013		8.00		
	001-100-559	CLEAR CAULK	08142012	06/30/2013		8.80		
	001-100-559	CID CAR TAGS	09112013	06/30/2013		45.40		
	001-100-559	P-TOUCH LABEL TAPE	09242012	06/30/2013		38.99		
	001-100-559	PLAQUE	09272012	06/30/2013		30.00		
	001-100-559	CITY PHOTO DISK	09282012	06/30/2013		25.00		
	001-100-559	DETAIL VEHICLE	10292012	06/30/2013		125.00		
	001-100-559	ACO VEHICLE TAG	11142012	06/30/2013		13.15		
	001-100-559	UNIFORM ITEMS	12172012	06/30/2013		53.48		
	001-100-559	VEHICLE TAGS (4)	01162012	06/30/2013		65.15		
	001-100-559	TAG: 2006 F250	01032013	06/30/2013		15.90		
	001-100-559	POSTAGE:PRIORITY MAIL	01162013	06/30/2013		5.15		
	001-100-559	MONEY ORDER	01172013	06/30/2013		2.40		
	001-100-559	OFFICER OF YEAR PLAQUE	01232013	06/30/2013		8.00		
	001-100-559	SHIPPING:EVIDENCE	02062013	06/30/2013		23.90		
	001-100-559	DIGI CAMERA,CASE,BATTERY	03272013	06/30/2013		91.99		
	001-100-559	POSTAGE: PARCEL	04092013	06/30/2013		5.54		
	001-100-559	SAMSUNG TV ADAPTER	04192013	06/30/2013		53.49		
	001-100-559	TAG TITLES: TAHOE & 300	05142013	06/30/2013		82.59		
	001-100-559	DUPLICATE KEY	06062013	06/30/2013		2.00		
	001-100-559	DUPLICATE KEY	06062013	06/30/2013		2.00		
	001-100-559	BOAT KEY	06062013	06/30/2013		11.09		
	001-100-559	REIMB FUEL #26 KONRAD	05192013	06/30/2013		29.98		

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Pund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CITY OF GAUTIER	132795	09/03/2013	08/30/2013			200.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	INSPECTION STICKER #15810	07262013	06/30/2013		4.00		
	001-100-559	PARKING SIGNS	08132013	06/30/2013		40.00		
	001-100-559	TAG: 2001 GMC YUKON	01282013	06/30/2013		17.20		
	001-100-559	TAG: HIDTA TRUCK	02272013	06/30/2013		17.20		
	001-100-559	VEHICLE TAG #14397	04082013	06/30/2013		17.20		
	001-100-559	DECALS: NO WEAPONS	04082013	06/30/2013		60.00		
	001-100-559	REIMB GAS #14401 CARLIN	05202013	06/30/2013		10.00		
	001-100-559	TAG: PATHFINDER	05292013	06/30/2013		17.20		
	001-100-559	TAG: 05 CHEROKEE	06072013	06/30/2013		17.20		
001	CABLE ONE	132796	09/03/2013	08/30/2013			99.95	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	SEP 2013: 23421-102609-01-6	09052013	08/24/2013		99.95		
001	ACTION PRINTING CENTER INC	132797	09/03/2013	08/29/2013			194.22	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-021-559	BUSINESS CARDS:C COUNCIL	80707	08/20/2013	131108	194.22		
001	GULF COAST BUSINESS SUPPLY CO.	132798	09/03/2013	08/29/2013			122.34	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-500	HEWC8767WN INK CART	75622	08/27/2013	131117	69.98		
	001-092-510	48-LOD-WH-100 CAN LINERS	75620	08/27/2013	131114	43.47		
	001-161-500	PIL32210RED PILOT PENS	75620	08/27/2013	131114	8.89		
001	SINGING RIVER PAINT & BODY	132800	09/03/2013	08/29/2013			4,273.24	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-638	REPAIR HAIL DAMAGE #S48	2170646	07/27/2013	130958	634.04		
	001-161-638	AFTERMARKET PARTS	2170646	07/27/2013	130958	522.00		
	001-161-638	BODY LABOR	2170646	07/27/2013	130958	902.00		
	001-161-638	PAINT LABOR	2170646	07/27/2013	130958	1,249.60		
	001-161-638	PAINT SUPPLIES	2170646	07/27/2013	130958	965.60		
001	MISSISSIPPI WHOLESALE TROPHIES, INC.	132801	09/03/2013	08/29/2013			58.35	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	NAME/SERVING BAR:CARLIN	0005	07/10/2013	130925	28.20		
	001-100-559	NAME/SERVING BAR:COOKSEY	0005	07/10/2013	130925	28.20		
	001-100-559	SHIPPING	0005	07/10/2013	130925	1.95		
001	COMM-TECH SOLUTIONS INC	132805	09/03/2013	08/29/2013			357.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-559	REPAIR DEAD LINE 497-9975	14439	08/06/2013	131076	97.50		
	001-100-559	REPAIR DEAD LINE 497-2486	14439	08/06/2013	131076	97.50		
	001-092-559	REPAIR 497-8000 (STATIC)	14439	08/06/2013	131076	130.00		
	001-092-559	DISCONNECT 497-8031	14439	08/06/2013	131076	32.50		

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001	BELK / GECRB	132806	09/03/2013	08/29/2013			40.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-021-559	SHIRTS:C COUNCIL	XVVJOX#	08/13/2013	131046		40.00	
001	SECURE NETWORKS LLC	132807	09/03/2013	08/29/2013			265.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-559	128MB SDRAM: PLOTTER	1860	08/22/2013	131102		250.00	
	001-090-559	SHIPPING	1860	08/22/2013	131102		15.00	
FUND TOTAL	1 Claims	to	Checks	46 Total	76,555.83 Manual	Held	Total	76,555.83

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
128	CITY OF GAUTIER 7M BOND ACCT	132731	09/03/2013	08/23/2013			1,118.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	128-000-104	ERC CK#173 SWS INC	08072013	08/07/2013			1,118.00	
128	BURNS COOLEY DENNIS INC	132751	09/03/2013	08/28/2013			165.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	128-201-757	TEST CONSTRUCTION MATERIALS	23983	07/27/2013			165.00	
128	CONSOLIDATED PIPE & SUPPLY	132803	09/03/2013	08/29/2013			3,734.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	128-201-757	8 MJ GATE VALVE	3034511	07/15/2013	130969		1,180.00	
	128-201-757	8MJ TRANS ACC SET	3034511	07/15/2013	130969		48.00	
	128-201-757	8MJ ASS SET	3034511	07/15/2013	130969		96.00	
	128-201-757	10 C900 DR-18 PVC PIPE	3034511	07/15/2013	130969		630.00	
	128-201-757	10 PVC MEGALUGS	3034511	07/15/2013	130969		600.00	
	128-201-757	10 MJ ACC SET	3034511	07/15/2013	130969		130.00	
	128-201-757	8 CDI MJ CUT IN SLV	3034511001	08/23/2013	130969		360.00	
	128-201-757	10 MJ45	3034511001	08/23/2013	130969		460.00	
	128-201-757	10 CDI MJ CUT IN SLV	3034511001	08/23/2013	130969		230.00	
FUND TOTAL 128 Claims	to	Checks	3 Total	5,017.00 Manual		Held	Total	5,017.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
166	KILLEN, ALBERT E.	132742	09/03/2013	08/28/2013			32.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	166-201-559	CPR CERT CARDS(8)	100	08/10/2013		32.00		
FUND TOTAL 166 Claims	to	Checks	1 Total	32.00 Manual		Held	Total	32.00

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Pund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
171	CHRISTIAN PREUS LANDSCAPE ARCHITECTURE	132747	09/03/2013	08/28/2013			1,500.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	171-021-779	MASTER PLANNING SERVICES	2083	06/28/2013		1,500.00		
FUND TOTAL 171 Claims	to	Checks	1 Total	1,500.00 Manual	Held	Total	1,500.00	

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	132711	09/03/2013	08/20/2013			4,338.43	
	Account Number		Description	Invoice #	Date	P.O.	Amount	
	172-350-650		LIBRARY SUPPORT	JUL 2013	07/22/2013		1,403.66	
	172-350-650		LIBRARY SUPPORT	AUG 2013	08/20/2013		2,934.77	
FUND TOTAL 172 Claims	to	Checks	1 Total	4,338.43 Manual		Held	Total	4,338.43

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	AT&T	132725	09/03/2013	08/21/2013			107.64	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	MONTHLY SERVICE	2284972244	08/14/2013			107.64	
176	AT&T	132728	09/03/2013	08/21/2013			176.10	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-605	MONTHLY SERVICE	2284970676	08/14/2013			66.10	
	176-170-605	AUG 2013 DSL	2284970676	08/14/2013			110.00	
176	AD2 INC	132736	09/03/2013	08/28/2013			140.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-699	HOST FEE AUG 2013	2263	08/15/2013			25.00	
	176-170-699	SHOPPING CART AUG 2013	2263	08/15/2013			115.00	
176	ENTERPRISE FUND	132738	09/03/2013	08/28/2013			488.19	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-632	PERIOD 07/13-08/15/13	872968	09/17/2013			488.19	
176	FUELMAN OF MS	132768	09/03/2013	08/28/2013			190.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-525	UNL FUEL	NP38867875	08/19/2013			190.50	
176	SINGING RIVER E.P.A.	132780	09/03/2013	08/28/2013			2,170.07	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-631	PARK FACILITIES	76854002	08182013	08/27/2013		1,854.87	
	176-170-631	HOUSE/OFFICE	76855002	08182013	08/27/2013		315.20	
176	ZOGHBY'S UNIFORMS	132809	09/03/2013	08/29/2013			321.48	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	176-170-559	373749 NAVY SHIRT L (1)	2918	06/06/2013	130859		26.79	
	176-170-559	373749 NAVY SHIRT XL (11)	2918	06/06/2013	130859		294.69	
FUND TOTAL 176 Claims		to	Checks	7 Total	3,593.98 Manual	Held	Total	3,593.98

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	ACCESS 24 MISSISSIPPI, INC	132709	09/03/2013	08/19/2013			294.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	SERVICE	08/14-09/10/2013	130800147	08/14/2013		294.50	
400	AT&T	132710	09/03/2013	08/19/2013			59.73	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284972276	08/06/2013		59.73	
400	AT&T	132723	09/03/2013	08/21/2013			52.77	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284974594	08/14/2013		52.77	
400	AT&T	132726	09/03/2013	08/21/2013			52.77	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284975234	08/22/2013		52.77	
400	AT&T	132730	09/03/2013	08/23/2013			1,774.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284978000	08/14/2013		1,774.20	
400	CABLE ONE	132737	09/03/2013	08/28/2013			59.85	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	SEP 2013:23421-132488-01-8		082713	08/16/2013		59.85	
400	2012 GUD BONDS DEBT SERVICE	132744	09/03/2013	08/28/2013			116,325.06	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-816	SEP 2013 PRN PMT		09012013	08/31/2013		103,529.32	
	400-680-817	SEP 2013 INT PMT		09012013	08/31/2013		12,795.74	
400	ARISTA INFORMATION SYSTEMS INC	132748	09/03/2013	08/28/2013			4,565.26	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	JUL 2013 STATEMENTS		15330	08/16/2013		1,565.26	
	400-650-698	JUL 2013 POSTAGE		1425201308	08/16/2013		3,000.00	
400	DELTA COMPUTER SYSTEMS INC	132753	09/03/2013	08/28/2013			250.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	UTILITY SOFTWARE MAINT		98872	08/15/2013		200.00	
	400-650-698	WORK ORDER SOFTWARE MAINT		98872	08/15/2013		50.00	
400	DPC ENTERPRISES, L.P.	132754	09/03/2013	08/28/2013			596.37	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-580	CHLORINE 150# CYL		2120017613	08/20/2013		596.37	
400	FUELMAN OF MS	132769	09/03/2013	08/28/2013			243.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-525	UNL FUEL		NP38867875	08/19/2013		243.31	

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	FUELMAN OF MS	132775	09/03/2013	08/28/2013			71.08	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-525	UNL FUEL	NP38921001	08/26/2013			71.08	
400	SINGING RIVER E.P.A.	132781	09/03/2013	08/28/2013			4,189.18	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STNS 17881	08152013	08/23/2013		2,133.17		
	400-651-631	WATER WELLS 17881	08152013	08/23/2013		1,966.55		
	400-651-631	LIFT STNS 89627001	08162013	08/23/2013		65.51		
	400-651-631	LIFT STNS 89702001	08152013	08/23/2013		23.95		
400	SINGING RIVER E.P.A.	132782	09/03/2013	08/28/2013			2,142.70	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STATIONS 20649	08132013	08/22/2013		774.42		
	400-651-631	SCHOONER WELL 20688	08112013	08/20/2013		1,090.92		
	400-651-631	LIFT STATIONS 20688	08112013	08/20/2013		193.74		
	400-651-631	LIFT STATIONS 28779	08132013	08/22/2013		83.62		
400	SINGING RIVER E.P.A.	132783	09/03/2013	08/28/2013			3,341.29	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STNS 17875	08182013	08/27/2013		201.61		
	400-651-631	LIFT STNS 17884	08182013	08/27/2013		1,383.37		
	400-651-631	LIFT STNS 17883	08182013	08/27/2013		1,652.21		
	400-651-631	WATER WELL 17883	08182013	08/27/2013		104.10		
400	SINGING RIVER E.P.A.	132784	09/03/2013	08/28/2013			15,410.75	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-631	LIFT STATIONS 17882	07182013	07/26/2013		2,194.21		
	400-651-631	WATER WELLS 17882	07182013	07/26/2013		3,133.53		
	400-651-631	CITY HALL SOUTH 17882	07182013	07/26/2013		2,088.32		
	400-651-631	LIFT STATIONS 17882	08162013	08/26/2013		2,517.84		
	400-651-631	WATER WELLS 17882	08162013	08/26/2013		3,183.89		
	400-651-631	CITY HALL SOUTH 17882	08162013	08/26/2013		2,292.96		
400	GULF SALES AND SUPPLY, INC.	132799	09/03/2013	08/29/2013			31.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	136-9108 BRUSH PARTS:OVAL SASH 415415		08/19/2013	131095	31.50		
400	MICRO METHODS, INC.	132802	09/03/2013	08/29/2013			100.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-667	2 SAMPLES: ST ANN/SUSAN	1306174186	06/13/2013	130886	50.00		
	400-651-667	2 SAMPLES: IOWANA	1305481186	05/31/2013	130824	50.00		
400	PASCAGOULA TIRE & SERVICE	132804	09/03/2013	08/29/2013			509.96	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-638	WEIGHT/LABOR/STEM/DISPOSAL	54939	08/13/2013	131104	64.00		
	400-651-638	4 PS DESTINATION AT054273	54939	08/13/2013	131104	445.96		

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	WARING OIL COMPANY LLC	132808	09/03/2013	08/29/2013			77.25	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	JAX PG AW 32:BEASLEY WELL	001249518	08/09/2013	131094		77.25	
400	JOHNSON DIESEL, INC	132810	09/03/2013	08/29/2013			695.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-639	WIRING REPAIR:TRASH TRUCK	52118	05/20/2013	131105		695.00	
400	J H WRIGHT & ASSOCIATES, INC.	132811	09/03/2013	08/29/2013			1,190.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	CONTROLLER PC2000	370106	08/19/2013	131100		595.00	
	400-651-581	CONTROLLER PC2000	370107	08/19/2013	131100		595.00	
FUND TOTAL 400 Claims		to	Checks	22 Total	152,032.53 Manual	Held	Total	152,032.53

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
421	GOODWYN, MILLS & CAWOOD INC	132785	09/03/2013	08/28/2013			5,000.00	
	Account Number		Description	Invoice #	Date	P.O.	Amount	
	421-652-601		DESIGN PHASE	CM 0B12004110	08/23/2013		5,000.00	
FUND TOTAL 421 Claims	to	Checks	1 Total	5,000.00 Manual		Held	Total	5,000.00

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	46 Total	76,555.83 Manual	Held	Total	76,555.83
FUND 128 Claims	to	Checks	3 Total	5,017.00 Manual	Held	Total	5,017.00
FUND 166 Claims	to	Checks	1 Total	32.00 Manual	Held	Total	32.00
FUND 171 Claims	to	Checks	1 Total	1,500.00 Manual	Held	Total	1,500.00
FUND 172 Claims	to	Checks	1 Total	4,338.43 Manual	Held	Total	4,338.43
FUND 176 Claims	to	Checks	7 Total	3,593.98 Manual	Held	Total	3,593.98
FUND 400 Claims	to	Checks	22 Total	152,032.53 Manual	Held	Total	152,032.53
FUND 421 Claims	to	Checks	1 Total	5,000.00 Manual	Held	Total	5,000.00
Total for all Funds		Checks	82 Total	248,069.77 Manual	Held	Total	248,069.77

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

ORDER NUMBER 214-2013

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 enter into a Legal Services Agreement with Dogan & Wilkinson, PLLC as City Attorney/Prosecutor.

IT IS FURTHER ORDERED that the Attorney shall perform all duties of the City Attorney as set forth in the job description, attached hereto as Exhibit "A" to the agreement, and other duties as may be assigned from time to time by the City Manager and/or City Council.

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

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

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

NAYS:	None
--------------	-------------

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

Professional Services Agreement
Legal Services
Gautier, Mississippi

Section 1. Employment . The City hereby agrees to employ **Dogan & Wilkinson, PLLC** as City Attorney in accordance with the terms and provisions of this agreement hereinafter set forth.

Section 2. Duties. Attorney shall perform all duties of the City Attorney as set forth in the job description, attached hereto as Exhibit "A" to this agreement, and other duties as may be assigned from time to time by the City Manager and/or City Council.

Section 3. Commencement of Employment - Term. Attorney employment shall commence effective as of August 29, 2013, and shall continue unless terminated in the manner provided in this agreement from year to year.

Section 4. Compensation. City Attorney will be paid a retainer in the amount of seven thousand nine hundred sixteen dollars and sixty-seven cents (\$7,916.67) per month. This amount is a true retainer fee and its payment by client to attorney guarantees that the attorney will set time aside for providing legal services. The retainer provides for Attorney attendance at the customary twice monthly meetings of the City Council, as well as all customary and usual services performed as City Attorney including but not limited to those duties provided in Exhibit "A". Likewise, the above retainer will include all City Prosecutor services.

All litigation services are included in the above retainer amount with the exception of Reasonable Expenses as provided in Section 5. **Dogan & Wilkinson, PLLC** reserves the right to renegotiate all litigation services at an hourly rate after the first year of employment.

The above retainer shall not include legal services related to bonds and/or annexation.

The City will provide no medical, dental, vision, life, disability and other insurance policies for the attorney. Further, as the City has hired a firm of attorneys, no contribution for retirement benefits will be remitted.

Section 5. Reasonable Expenses. City agrees to pay all reasonable costs including but not limited to: postage costs, including First Class and Overnight, as needed. costs include filing fees, service of papers, deposition and transcript costs, appraisals, photocopying and faxing.

Section 6. Termination of Employment. By ninety (90) day written notice sent via registered United States Mail.

Section 7. Professional Liability. Attorney to provide.

Section 8. General Provisions

A. This agreement constitutes the entire agreement between the parties, and both parties

acknowledge that there are no other agreements, oral or otherwise.

B. The parties hereby further agree that this agreement cannot be amended or modified without the written concurrence of both parties.

C. If any provision or portion of this agreement is held to be unconstitutional, invalid, or unenforceable, the City shall have the right, at its option, to declare the agreement void and enter into negotiations with the Attorney for execution of a new personal services agreement.

D. Notice. Any notices required to be given by the City to Attorney or by Attorney to the City shall be delivered to the following parties at the following addresses:

City Address:
3330 U.S. 90
Gautier, MS 39553

Attorney Address:
734 Delmas Avenue
Pascagoula, MS 39567

Exhibit A
to Professional Services Agreement
Legal Services
Gautier, Mississippi

Typical Duties (not exhaustive):

1. Provide general legal advice.
2. Represent the City in limited administrative litigation and related negotiations.
3. Maintain a knowledge of issues facing the City of Gautier and be prepared to offer legal opinions.
4. Contracts--as needed prepare, review, consult, and approve.
5. City Council actions--review and approve legislative documents.
6. Purchasing--participate and recommend appropriate purchasing actions.
7. Grants--assist Agency in federal and state grant process when requested.
8. Work with other assigned counsel, departments, and elected officials as required.
9. Attend work sessions and meetings with City Manager, City Council and/or staff when requested.
10. Report to and receive assignments from the City Manager and/or City Counsel.
11. Counsel will provide advice and interpretation of municipal corporation law as it applies to the City of Gautier including federal laws as well as state and local statutes and ordinances.
12. Work with state and federal reviewing agencies on City related matters.
13. Attend twice monthly meeting of the City Council.
14. Any other matters so approved by the City Council.

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

ORDER NUMBER 215-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Consent Agenda Items 1, 3-8 is hereby approved.

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

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

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

NAYS:	None
--------------	-------------

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

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

ORDER NUMBER 216-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City of Gautier 2013 Continuing Disclosure Submission from Butler, Snow, O'Mara, Stevens & Cannada, PLLC in connection with the \$7,000,000 City of Gautier General Obligation Bonds Series 2010 dated August, 1, 2010 (CUSIP Number 368069 AA8) and \$9,195,000 Combined Utility System Revenue Refunding Bonds, Series 2012 (GUSIP Number 36806P AG9) is hereby received and approved.

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

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

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

NAYS:	None
--------------	-------------

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

August 15, 2013

VIA E-MAIL AT MAYOR@GAUTIER-MS.GOV

Mr. Gordon Gollott, Mayor
Ms. Cindy Russell, City Clerk
3330 Highway 90
Gautier, MS 39553

Re: City of Gautier, Mississippi 2013 Continuing Disclosure Submission

Dear Mayor Gollott and Ms. Russell:

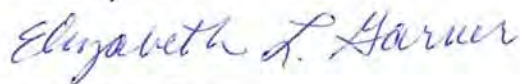
A full copy of the City's 2013 Disclosure Submission was e-mailed to the above referenced e-mail address. Enclosed please find a copy of the City's 2013 Disclosure Submission that was filed (without the audits and budgets) for and on behalf of the City. Please review and make sure that all of the information contained in the 2013 Disclosure Submission is correct. If there are any revisions, please e-mail the changes to elizabeth.garner@butlersnow.com. Upon receipt of the revisions, I will file a supplement to the 2013 Disclosure Submission with the appropriate repository. If there are no changes, please retain a copy of the 2013 Disclosure Submission for your records. We suggest that the 2013 Disclosure Submission be spread upon the minutes of the Board at its next meeting. In order to be in compliance with your Continuing Disclosure Agreement, please send me a copy of the 2012 Audit for submission. If the 2012 Audit is not complete, please send unaudited financials for 2012 and a copy of the audited financials when final.

I have also enclosed our Statement of Services. Please place the Statement in line for payment at your earliest convenience and return a copy of the Statement for Services with your payment.

If you have any questions, please do not hesitate to contact us. I appreciate the opportunity to work with you again this year and look forward to working with you in the future.

Very truly yours,

BUTLER, SNOW, O'MARA, STEVENS & CANNADA, PLLC



Elizabeth L. Garner

Post Office Box 6010
Ridgeland, MS 39158-6010

ELIZABETH LAMBERT GARNER
601.985.4406
elizabeth.garner@butlersnow.com

Suite 1400
1020 Highland Colony Parkway
Ridgeland, MS 39157

T 601.948.5711 · F 601.985.4500 · www.butlersnow.com

BUTLER, SNOW, O'MARA, STEVENS & CANNADA, PLLC

STATEMENT FOR SERVICES

Mr. Gordon Gollott, Mayor
Ms. Cindy Russell, City Clerk
3330 Highway 90
Gautier, MS 39553

Client Matter #: 022787.044519

Re: Gautier, Mississippi Continuing Disclosure

Fees and expenses for legal services rendered
for preparation and submission of Continuing
Disclosure Statement

\$1,500.00

ButlerSnow 16989764v1

*Post Office Box 6010
Ridgeland, MS 39158-6010*

*T 601.948.5711
F 601.985.4500
www.butlersnow.com*

*Suite 1400
1020 Highland Colony Parkway
Ridgeland, MS 39157*



Submission ID:EP604053
03/28/2013 11:34:40

CONTINUING DISCLOSURE (SUBMISSION STATUS: PUBLISHED)

FINANCIAL/OPERATING FILING (CUSIP-9 BASED)

Rule 15c2-12 Disclosure

Annual Financial Information and Operating Data: Economic and Demographic Information, 2011 Audit, 2013 Budget, for the year ended 09/30/2012

Audited Financial Statements or CAFR: 2011 Audit, for the year ended 09/30/2011

Failure to Provide Annual Financial Information: Notice of Failure to File Annual Financial Information, for the year ended 09/30/2012

DOCUMENTS

Financial Operating Filing

gautierdiscl.pdf posted 03/28/2013

Gautier11.pdf posted 03/28/2013

gautiernotice.pdf posted 03/28/2013

THE FOLLOWING ISSUERS ARE ASSOCIATED WITH THIS CONTINUING DISCLOSURE SUBMISSION:

CUSIP-6	State	Issuer Name
368069	MS	GAUTIER MISS
36806P	MS	GAUTIER MISS COMBINED UTIL SYS REV

THE FOLLOWING 27 SECURITIES HAVE BEEN PUBLISHED WITH THIS CONTINUING DISCLOSURE SUBMISSION:

CUSIP-9	Maturity Date
368069AA8	08/01/2011
368069AB6	08/01/2012
368069AC4	08/01/2013
368069AD2	08/01/2014

368069AE0	08/01/2015
368069AF7	08/01/2016
368069AG5	08/01/2017
368069AH3	08/01/2018
368069AJ9	08/01/2019
368069AK6	08/01/2020
368069AL4	08/01/2021
368069AM2	08/01/2022
368069AN0	08/01/2023
368069AP5	08/01/2024
368069AQ3	08/01/2025
368069AR1	08/01/2026
368069AS9	08/01/2027
368069AT7	08/01/2028
368069AU4	08/01/2029
368069AV2	08/01/2030
36806PAA2	03/01/2013
36806PAB0	03/01/2014
36806PAC8	03/01/2015
36806PAD6	03/01/2016
36806PAE4	03/01/2017
36806PAF1	03/01/2018
36806PAG9	03/01/2019

Submitter's Contact Information

Company: Butler Snow O'Mara Stevens & Cannada, PLLC
 Name: ELIZABETH GARNER
 Address: P.O. BOX 22567
 City, State Zip: JACKSON, MS 39225
 Phone Number: 6019854406
 Email: elizabeth.garner@butlersnow.com

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**CONTINUING DISCLOSURE INFORMATION STATEMENT
BY THE CITY OF GAUTIER, MISSISSIPPI
(2013)**

Pursuant to the Continuing Disclosure Agreements (the "Continuing Disclosure Agreement") executed by the City of Gautier, Mississippi (the "City"), in connection with the following bond issues:

1. \$7,000,000 City of Gautier, Mississippi General Obligation Bonds Series 2010 dated: August 1, 2010 (CUSIP Number 368069 AA8); and
2. \$9,195,000 City of Gautier, Mississippi Combined Utility System Revenue Refunding Bonds, Series 2012 (CUSIP Number 36806P AG9).

the City hereby provides the information described in such Continuing Disclosure Agreement.

Section 1. Annual Report.

- A. Updated financial information and operating data of the City; attached hereto as **APPENDIX A** and information on the City combined utility system; attached hereto as **APPENDIX B**;
- B. Updated financial statements of the City¹; attached hereto as **APPENDIX C** and **APPENDIX D**; and
- C. Updated budgeted or estimated revenues and expenditures of the City; attached hereto as **APPENDIX E**.

Section 2. Event Notice.

The City certifies that none of the event notices have occurred with respect to the Bonds.

Section 3. Certification.

We, the undersigned officers of the City, hereby certify as follows:

That the information, representations and warranties of the City contained herein are true and correct in all material respects on and as of the date of this Continuing Disclosure Information Statement. Further, this Continuing Disclosure Information Statement does not contain any untrue statements of material fact or omit to state any material fact necessary in order to make the statements made herein in light of the circumstances under which they were made, not misleading.

¹ If the audited financial statement for the City is not available as of the date of this disclosure, the City will provide a copy of same when the audit report becomes available.

IN WITNESS WHEREOF, the City has caused this Continuing Disclosure Information Statement to be executed in its name by its undersigned officer, duly authorized, all as of the date first above written.

CITY OF GAUTIER, MISSISSIPPI

By: Larry Lorton
MAYOR

(SEAL)

ATTESTED:

By: Cynthia Russell
CITY CLERK

ECONOMIC AND DEMOGRAPHIC INFORMATION

General Description

The City of Gautier, Mississippi (the "City") was established in 1867 at the mouth of the Pascagoula River Basin by Fernando Gautier. The City was incorporated in 1986 and is located in Jackson County, Mississippi (the "County"), on more than 70 miles of waterfront on the Mississippi Gulf Coast. The City is approximately 105 miles east of New Orleans, Louisiana, approximately 17 miles east of Biloxi, Mississippi, and approximately 182 miles south of Jackson, Mississippi, the capitol of Mississippi (the "State").

Population

The population of the City has been recorded as follows:

1990	2000	2010
10,088	11,681	18,572

SOURCE: Census Data information at website: www.census.gov; March, 2013.

Government

The City is governed by a Major and a six-member City Council (the "Council"), with five members of the Council being elected from designated wards or precincts, and the Mayor and one member of the Council being elected at large. The current Mayor and members of the Council, elected for concurrent four year terms expiring on July 1, 2012, are as follows:

Name	Occupation	Position Held Since
Tommy L. Fortenberry	Mayor	July, 2009
Mary Martin - At Large	Councilwoman	November, 2010
Johnny Jones	Councilman	July, 2009
Hurley Ray Guillotte	Councilman	July, 2009
Gordon Gollott	Councilman	July, 2009
Scott D. Macfarland	Councilman	July, 2009
Adam Colledge	Councilman	July, 2009

Major Employers

The following is a listing of the County's major employers, their products or services and their approximate number of employees:

Jackson County, Mississippi		
Employer	Employees	Product/Service
Huntington Ingalls Industries	10,176	Shipbuilding
Singing River Health System	2,356	Medical Services
Jackson County School District	1,221	Education
Chevron U.S.A. Inc.	1,214	Oil Refinery
Pascagoula School District	1,200	Education
VT Halter	804	Manufacturing/Shipbuilding
Knight Marine & Industrial Services	742	Shipbuilding and Repair
AT&T	724	Telecommunications
Ocean Springs Municipal Separate School	600	Education
Wal-Mart (Pascagoula)	525	Retail

SOURCE: Jackson County Economic Development Foundation, Inc.; September 2011.

Per Capita Income¹

Year	County	Mississippi	United States	County as % Of U.S.
2011	\$35,748	\$32,000	\$41,560	86%
2010	34,960	30,841	39,791	88
2009	34,067	30,013	38,637	88
2008	34,748	30,945	40,947	85
2007	33,931	29,568	39,506	86

SOURCE: Bureau of Economic Analysis: Regional Economic Accounts at website: www.bea.gov, 2007-2011; March, 2013.

¹ Per capita personal income was computed using Census Bureau midyear population estimates. Estimates for 2007-2011 reflect county population estimates available as of April, 2012.

Unemployment Statistics of the County

	2012	2011	2010	2009	2008
January	10.7%	10.9%	11.1%	7.9%	6.0%
February	10.2	11.1	10.3	7.8	5.3
March	9.6	11.0	10.1	7.5	5.2
April	9.1	10.6	9.3	7.0	4.7
May	9.2	10.8	9.3	7.6	5.4
June	9.8	11.9	9.2	8.2	6.4
July	10.1	12.0	9.4	8.5	6.9
August	8.3	11.1	8.5	7.9	6.1
September	9.2	11.6	9.3	8.5	6.2
October	8.4	11.5	9.5	8.8	5.9
November	7.8	10.9	9.9	8.8	5.8
December	9.5	10.9	10.2	9.7	6.9
Annual Average	9.3%	11.2%	9.7%	8.2%	5.9%

SOURCE: Mississippi Department of Employment Security: Labor Market Data at website: www.mdes.ms.gov; March, 2013.

Employment Statistics of the County

	2012	2011	2010	2009	2008
RESIDENCE BASED EMPLOYMENT					
I. Civilian Labor Force	64,860	64,220	64,410	61,620	61,340
II. Unemployed	6,040	7,190	6,230	5,050	3,620
Rate	9.3%	11.2%	9.7%	8.2%	5.9%
III. Employed	58,820	57,030	58,180	56,570	57,720
ESTABLISHMENT BASED EMPLOYMENT					
I. Manufacturing	13,730	13,940	15,830	16,080	16,080
II. Non-manufacturing	39,300	37,290	38,670	37,200	38,440
A. Agriculture, Forestry, Fishing & Hunting	30	30	20	30	10
B. Mining	90	80	100	120	150
C. Utilities	420	420	450	420	410
D. Construction	5,100	4,280	4,580	4,340	4,740
E. Wholesale Trade	490	480	470	460	470
F. Retail Trade	4,850	4,890	4,720	4,900	5,280
G. Transportation & Warehousing	1,050	1,040	1,040	1,100	1,000
H. Information	590	560	620	670	770
I. Finance & Insurance	1,130	1,070	1,110	1,100	1,160
J. Real Estate, Rental & Leasing	470	450	490	470	540
K. Prof., Scientific & Technical Service	1,740	1,640	1,890	2,000	2,240
L. Management of Companies & Entertainment	450	420	160	150	150
M. Administrative Support & Waste Management	2,570	2,430	3,270	2,050	2,570
N. Educational Services	90	90	90	120	80
O. Health Care & Social Assistance	3,430	3,240	3,250	3,150	3,140
P. Arts, Entertainment & Recreation	430	400	420	260	250
Q. Accommodation & Food Service	4,720	4,460	4,400	4,390	4,470
R. Other Services (except Public Administration)	860	810	870	1,030	1,110
S. Government	10,790	10,500	10,720	10,440	9,900
Education	4,420	4,300	4,220	4,210	4,090
III. Total Nonagricultural Employment	53,030	51,230	54,500	53,280	54,520

SOURCE: Mississippi Department of Employment Security: Annual Averages: Labor Force and Establishment Based Employment 2001-2010 and 2011 Forward, Labor Market Information Department at website: www.mdes.ms.gov; March, 2013.

Retail Sales

State Fiscal Year Ended June 30	Gautier
2012	\$172,968,970
2011	182,840,111
2010	187,833,646
2009	209,593,729
2008	212,120,332

SOURCE: Annual Report for each year shown, Mississippi Department of Revenue; March, 2013.

Educational Facilities

The Pascagoula School District (the "District") currently consists of the entire City of Gautier, most of the City of Pascagoula and certain outlying areas in Jackson County not located in the city limits of the City of Gautier and the City of Pascagoula. The District currently operates nineteen (19) schools - ten elementary schools (K-5), two middle schools (6-8), two sixth grade academies, two high schools (9-12), and three specialty schools. Currently the District employs a total of approximately 1,300 people, with approximately 650 of those being certified teachers.

Enrollment figures for the District's 2012-13 scholastic year and the previous four years are as follows:

Scholastic Year	Enrollment
2012-13	6,812
2011-12	6,877
2010-11	6,954
2009-10	7,015
2008-09	7,124

SOURCE: Pascagoula School District and Office of Research and Statistics, Mississippi Department of Education; March, 2013.

TAX INFORMATION

Assessed Valuation²

Assessment Year	Real Property	Personal Property ³	Public Utility Property	Total
2012	\$93,536,535	\$21,788,167	\$6,347,293	\$121,671,995
2011	88,995,895	27,345,754	5,430,578	121,772,327
2010	91,289,319	28,050,556	5,570,524	124,910,399
2009	94,824,776	24,259,527	7,009,852	126,094,155
2008	91,333,048	24,599,023	6,554,648	122,486,719

SOURCE: Jackson County Tax Assessor; March, 2013.

Assessed valuations are based upon the following assessment ratios:

- (a) Real and personal property (excluding single-family owner-occupied residential real property and motor vehicles, respectively), fifteen percent (15%) of true value;
- (b) Single-family owner-occupied residential real property, ten percent (10%) of true value;
- (c) Motor vehicles and public utility property, thirty percent (30%) of true value.

The 1986 Session of the Mississippi Legislature adopted House Concurrent Resolution No. 41 (the "Resolution"), pursuant to which there was proposed an amendment to the Mississippi Constitution of 1890 (the "Amendment"). The Amendment provided, *inter alia*, that the assessment ratio of any one class of property shall not be more than three times the assessment ratio on any other class of property.

The Amendment set forth five classes of property and the assessment ratios which would be applicable thereto upon the adoption of the Amendment. The assessment ratios set forth in the Amendment are identical to those established by Section 27-35-4, Mississippi Code of 1972, as it existed prior to the Amendment, except that the assessment ratio for single-family, owner-occupied residential real property under the Amendment is set at ten percent (10%) of true value as opposed to fifteen percent (15%) of true value under previously existing law.

² The total assessed valuation is approved in September preceding the fiscal year of the City and represents the value of real property, personal property and public utility property for the year indicated on which taxes are assessed for the following fiscal year's budget. For example, the taxes for the assessed valuation figures for 2012 are collected starting in January, 2013 for the 2012-2013 fiscal year budget of the City.

³ Personal Property includes mobile homes and automobiles.

Procedure for Property Assessments

The Tax Assessor of Jackson County assesses all real and personal property subject to taxation in the County, including property in the City, except motor vehicles and property owned by public service corporations, both of which are required by law to be assessed by the State Tax Commission.

Section 21-33-9, Mississippi Code of 1972, as amended, provides that the governing authorities of a municipality which is located within a county having completed a county-wide reappraisal approved by the State Tax Commission and which has been furnished a true copy of that part of the county assessment roll containing the property located within a municipality as provided in Section 27-35-167, Mississippi Code of 1972, as amended, shall adopt such assessment rolls for its assessment purposes. The City is utilizing the assessment rolls of the County.

The City may not correct or revise such assessment rolls except for the purpose of conforming the municipal assessment roll to corrections or revisions made to the County assessment roll. All objections to the municipal assessment roll may be heard by the Board of Supervisors of the County at the time and in the manner that objections to the County assessment roll are heard. The Board of Supervisors shall notify, in writing, the Governing Body and the Tax Assessor of the City of any corrections or revisions made by it to the part of the County assessment roll adopted as the municipal assessment roll.

Tax Levy Per \$1,000 Valuation⁴

	2012-13	2011-12	2010-11	2009-10	2008-09
General Purposes	24.35	24.35	21.93	21.93	20.44
Debt Service	6.75	6.75	2.84	.00	.00
Library	1.00	1.00	1.00	1.00	1.00
Total Levy	32.10	32.10	25.77	22.93	21.44

SOURCE: Office of the City Clerk; March, 2013.

Ad Valorem Tax Collections⁵

Gautier, Mississippi			
Fiscal Year Ended September 30	Amount Budgeted	Amount Collected	Difference Over/(Under)
2012	\$3,757,323	\$3,439,166	\$(318,157)
2011	2,851,700	2,945,426	93,726
2010	2,594,933	2,646,612	51,679
2009	3,150,773	2,659,675	(491,098)
2008	2,878,740	2,845,573	(33,167)

SOURCE: Office of the City Clerk; March, 2013.

⁴ Tax levy figures are given in mills.

⁵ Does not include school taxes.

Procedure for Tax Collections

The Governing Body is required to levy a special tax upon all of the taxable property within the geographical limits of the City each year sufficient to provide for the payment of the principal of and interest on the City's general obligation bonds. If any taxpayer neglects or refuses to pay his taxes on the due date thereof, the unpaid taxes bear interest at the rate of one percent (1%) per month or fractional part thereof from the delinquent date to the date of payment of such taxes. When enforcement officers take action to collect delinquent taxes, other fees, penalties and costs may accrue. Both real property and personal property are subject to public tax sale.

Section 21-33-63, Mississippi Code of 1972, as may be amended from time to time, and related statutes provide that after the fifteenth day of February and after the fifteenth day of August in each year, the tax collector for each municipality shall advertise all lands in such municipality on which all the taxes due and in arrears have not been paid, as well as all land liable for sale on the first Monday of April or the third Monday of September following, as the case may be.

Reappraisal of Property and Limitation on Ad Valorem Levies

Senate Bill No. 2672, General Laws of Mississippi, Regular Session 1980, codified in part as Sections 27-35-49 and 27-35-50, Mississippi Code of 1972 (the "Reappraisal Act"), provides that all real and personal property in the State shall be appraised at true value and assessed in proportion to true value. To insure that property taxes do not increase dramatically as the counties complete reappraisals, the Reappraisal Act provides for the limit on increase in tax revenues discussed below.

The statute limits ad valorem tax levies by the City subsequent to October 1, 1980, to a rate which will result in an increase in total receipts of not greater than ten percent (10%) over the previous year's receipts, excluding revenue from ad valorem taxes on any newly constructed properties, any existing properties added to the tax rolls or any properties previously exempt which were not assessed in the next preceding year. This limitation does not apply to levies for the payment of the principal of and the interest on general obligation bonds issued by the City or to certain other specified levies. The limitation may be increased only if the proposed increase is approved by a majority of those voting in an election held on such question.

On August 20, 1980, the Mississippi Supreme Court rendered its decision in State Tax Commission v. Fondren, 387 So.2d 712, affirming the decree of the Chancery Court of the First Judicial District of Hinds County, Mississippi, wherein the State Tax Commission was enjoined from accepting and approving assessment rolls from any county in the State for the tax year 1983 unless the State Tax Commission equalized the assessment rolls of all of the counties. Due to the intervening passage of the Reappraisal Act, the Supreme Court reversed that part of the lower court's decree ordering the assessment of property at true value (although it must still be appraised at true value), holding instead that assessed value may be expressed as a percentage of true value. Pursuant to the Supreme Court modification of the Chancellor's decree, on November 15, 1980, the State Tax Commission filed a master plan to assist counties in determining true value. On February 7, 1983, the Chancery Court granted an extension until July

1, 1984, of its previous deadline past which the State Tax Commission could not accept and approve tax rolls from counties which had not yet reappraised. The City has completed reappraisal.

Homestead Exemption

The Mississippi Homestead Exemption Law of 1946 reduces the local tax burden on homes qualifying by law and substitutes revenues from other sources of taxation on the State level as a reimbursement to the local taxing units for such tax loss. Provisions of the homestead exemption law determine qualification, define ownership and limit the amount of property that may come within the exemption. The exemption is not applicable to taxes levied for the payment of the Bonds, except as hereinafter noted.

Those homeowners who qualify for the homestead exemption and who have reached the age of sixty-five (65) years on or before January 1 of the year for which the exemption is claimed, service-connected, totally disabled American veterans who were honorably discharged from military service and those qualified as disabled under the federal Social Security Act are exempt from any and all ad valorem taxes on qualifying homesteads not in excess of \$7,500 of assessed value thereof.

The tax loss resulting to local taxing units from properly qualified homestead exemptions is reimbursed by the State Tax Commission. Beginning with the 1984 supplemental ad valorem tax roll and for each roll thereafter, no taxing unit shall be reimbursed an amount in excess of one hundred six percent (106%) of the total net reimbursement made to such taxing unit in the next proceeding year.

Largest Taxpayers

The ten largest taxpayers in the City of Gautier for assessment year 2012 are as follows:

Taxpayer	Assessed Valuation	Taxes Collected
KLP TOULON APARTMENTS LP	\$1,549,372	\$49,734.84
FOREST CITY SOUTHERN GROUP LLC	1,076,191	\$34,545.73
FOREST CITY SOUTHERN GROUP	1,037,834	\$33,314.47
RESERVE OF GAUTIER LLC	994,048	\$30,303.94
LOWE'S HOME CENTERS LLC	852,517	\$27,365.80
SINGING RIVER LLC (MALL)	688,531	\$22,101.85
SINGING RIVER LLC (SEARS)	202,709	\$6,506.96
VILLAS OF HICKORY HILLS INC.	616,206	\$19,780.21
BAYOU VILLAGE APARTMENTS LP	513,373	\$16,479.27
GAUTIER ASSOCIATES	461,736	\$14,821.73
Total	\$7,992,517	\$254,954.80

SOURCE: Office of the County Tax Collector; March, 2013.

DEBT INFORMATION

Legal Debt Limit Statement

(as of March, 2013)

	15% Limit	20% Limit
Authorized Debt Limit (Last Completed Assessment for Taxation - \$121,671,995)	\$18,250,799	\$24,250,159
Present Debt Subject to Debt Limits	8,250,000	8,250,000
Margin for Further Debt Under Debt Limits		

Statutory Debt Limits

The City is subject to a general statutory debt limitation under which no municipality in the State may incur general obligation bonded indebtedness in an amount which will exceed fifteen percent (15%) of the assessed value of the taxable property within such municipality according to the last completed assessment for taxation.

In computing general obligation bonded indebtedness for purposes of such fifteen percent (15%) limitation, there may be deducted all bonds or other evidences of indebtedness issued for school, water and sewerage systems, gas and light and power purposes and for the construction of special improvements primarily chargeable to the property benefited, or for the purpose of paying a municipality's proportion of any betterment program, a portion of which is primarily chargeable to the property benefited. However, in no case may a municipality contract any indebtedness payable in whole or in part from proceeds of ad valorem taxes which, when added to all of its outstanding general obligation indebtedness, both bonded and floating, exceeds twenty percent (20%) of the assessed value of the taxable property within such municipality.

In arriving at the limitations set forth above, bonds issued for school purposes, bonds payable exclusively from the revenues of any municipally-owned utility, general obligation industrial bonds issued under the provisions of Sections 57-1-1 to 57-1-51, Mississippi Code of 1972, as amended, and special assessment improvement bonds issued under the provisions of Sections 21-41-1 to 21-41-53, Mississippi Code of 1972, as amended, are not included. Also excluded from both limitations are contract obligations subject to annual appropriations.

Outstanding General Obligation Bonded Debt

(as of March, 2013)

Issue	Date of Issue	Outstanding Principal
General Obligation Katrina Loan Refunding Bonds, Series 2010	02/01/10	\$1,735,000
General Obligation Bonds, Series 2010	08/01/10	6,515,000
Total		\$8,250,000

Revenue Bond Debt

(as of March, 2013)

Issue	Date of Issue	Outstanding Principal
State Revolving Fund Loan #3 ⁶	01/06	\$ 1,236,760.65
State Revolving Fund Loan #4 ⁶	09/06	1,497,190.52
State Revolving Fund Loan #4 ⁶	10/06	1,817,479.22
State Revolving Fund Construction Loan #5 ⁶	06/08	410,640.45
State Revolving Fund Construction Loan #6 ⁶	09/09	783,292.64
State Revolving Fund Construction Loan #7 ⁶	09/09	2,010,525.92
Combined Utility System Revenue Refunding Bonds, Series 2012 ⁷	5/23/12	7,915,000.00
Total		

SOURCE: Office of the City Clerk; March, 2013.

⁶ The SRF Loans of the State to the City were for the benefit of the City combined water and sewer system (the "System"). The SRF Loans have a lien on Revenues of the System; however, the debt service is collected by the Mississippi State Tax Commission by diverting sales tax collections prior to remittance of the sales tax to the City.

⁷ Payable solely from the revenues derived from the operation of the combined utility system of the City, subject to the prior payment of the reasonable and necessary expense of operating and maintaining the System and the payment of the SRF loans as described in the bond resolution.

General Obligation Annual Debt Service Requirements

FY Ending September 30	Existing Debt		
	Principal	Interest	Total
2013	\$480,000.00	\$283,053.75	\$763,053.75
2014	500,000.00	267,845.01	767,845.01
2015	515,000.00	251,746.26	766,746.26
2016	545,000.00	235,088.76	780,088.76
2017	565,000.00	217,572.51	782,572.51
2018	580,000.00	199,347.51	779,347.51
2019	600,000.00	180,627.51	780,627.51
2020	630,000.00	161,262.51	791,262.51
2021	370,000.00	145,868.76	515,868.76
2022	385,000.00	134,768.76	519,768.76
2023	405,000.00	122,256.26	527,256.26
2024	390,000.00	109,093.76	499,093.76
2025	400,000.00	95,443.76	495,443.76
2026	405,000.00	81,443.76	486,443.76
2027	415,000.00	66,762.50	481,762.50
2028	420,000.00	51,200.00	471,200.00
2029	425,000.00	34,400.00	459,400.00
2030	435,000.00	17,400.00	452,400.00
Total	\$8,465,000.00	\$2,655,181.38	\$11,120,181.38

Overlapping/Underlying General Obligation Indebtedness

(as of March, 2013)

Political Subdivision	2010 Population	Current Assessed Valuation	General Obligation Bonded Debt	General Obligation Bonded Debt Per Capita
Jackson County	139,668	\$1,576,832,969	\$22,440,000	\$160.66

School District	Current Assessed Valuation	General Obligation Bonded Debt
Pascagoula School District	\$697,657,712	\$0.00

ButlerSnow 15764241v1

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

ORDER NUMBER 217 -2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Budget Work Sessions held August 12th; August 13th; August 15th; and Council Meeting held August 20th are hereby approved

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

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

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

NAYS:	None
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

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

**RESOLUTION NUMBER 027-2013
PROCLAMATION
(A Local Emergency)**

WHEREAS, the City Council of the City of Gautier, Mississippi does hereby find that the conditions of extreme peril to the safety of persons and property within the City of Gautier, Mississippi, is forecast to receive oil slick in the Gulf of Mexico due to the explosion and collapse of the Deep Water Horizon oil rig in the Gulf of Mexico.

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

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

IT IS FURTHER PROCLAIMED AND RESOLVED that the City Manager or City Clerk is hereby authorized to executed any and all documents necessary.

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

AYES:	Gordon Gollott Mary Martin Johnny Jones Hurley Ray Guillotte Casey Vaughan Rusty Anderson Adam Colledge
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NAYS:	None
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

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

ORDER NUMBER 218-2013

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 to the Firehouse Subs Public Safety Foundation for department equipment needs.

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

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

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

NAYS:	NONE
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Dante Elbin, Chief of Police
Date: August 28, 2013
Subject: Firehouse Subs Public Safety Foundation Grant Submission

REQUEST:

The Gautier Police Department requests City Council approval to submit a grant application to the Firehouse Subs Public Safety Foundation for department equipment needs.

BACKGROUND:

The Firehouse Subs Restaurant established a non-profit foundation in 2005, Firehouse Subs Public Safety Foundation, with the goal to provide funding, life saving equipment, disaster assistance, and educational opportunities for first responders and public safety organizations.

DISCUSSION:

The Firehouse Subs Public Safety Foundation has a quarterly grant cycle and funds organizations within 60 miles of a Firehouse Subs Restaurant. Grants are available to Fire Departments, Law Enforcement, and EMS agencies as well as public safety organizations. Eligible equipment purchases include items such as thermal imagery cameras, extrication tools, Automated External Defibrillators (AEDs), stabilization tools, turnout gear, radios, and inflatable rescue boats. The typical funding range is between \$10,000 and \$20,000. The Police Department requests authorization to apply for an equipment grant in an amount up to \$20,000.00. The deadline for grant application submission for this quarter is September 15, 2013.

RECOMMENDATION:

The Police Department recommends that City Council approve submission of an online grant application to the Firehouse Subs Foundation for department equipment needs prior to the September 15, 2013 deadline for up to \$20,000.00.

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):

N/A

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

ORDER NUMBER 219-2013

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 January 10, 2013; February 14, 2013; March 14, 2013; April 11, 2013; May 9, 2013; June 13, 2013; & July 11, 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 Councilwoman Martin, seconded by Councilman Jones and the following vote was recorded:

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

NAYS:	NONE
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

MINUTES
Gautier Civil Service Commission
January 10, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on January 10, 2013. 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
January 10, 2013
6:00 p.m.

1. Approve Agenda Order
Motion_____ Second_____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held December 13, 2012.
Motion_____ Second_____ AYES: _____ NAYS: _____

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

3. Receive Personnel Order: Probationary Appointment/AI R. Stanton/Recreation Coordinator/effective November 21, 2012
4. Receive Personnel Order: Probationary Appointment/William K. Young/Cultural Services Manager/effective November 21, 2012
5. Receive Personnel Order: Probationary Appointment/Rachel S. Honea/Administrative Bookkeeper/effective November 21, 2012
6. Receive Personnel Order: Probationary Appointment/Cynthia L. Russell/City Clerk/effective December 14, 2012
7. Receive Personnel Order: Termination of Employment/Kena K. Ehlers/Dispatcher/effective January 6, 2013
8. Receive Personnel Order: Termination of Employment/Joshua C. Vaughn/Firefighter/effective January 2, 2013
9. Receive City of Gautier Schedule of Authorized Positions & Organization Chart approved November 6, 2012

ITEMS 3 THRU 9

Motion_____ Second_____ AYES: _____ NAYS: _____

10. Elect Civil Service Commission Chairman.
Motion_____ Second_____ AYES: _____ NAYS: _____
11. Other Business.
12. Adjourn meeting until February 14, 2013 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 December 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 9; and the following vote was recorded:

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

Motion carried.

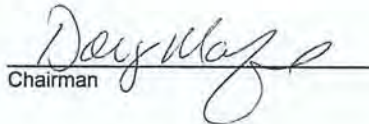
Motion was made by Parol, seconded by Torjusen, to elect Doug Mansfield as Civil Service Commission Chairman for a consecutive two (2) year term to expire, January 10, 2015; and the following vote was recorded:

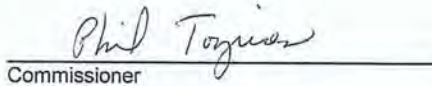
AYES: Phil Torjusen, Susan Parol
 NAYS: None
 ABSTAINED: Doug Mansfield

Motion carried.

There being no further business, the meeting was adjourned until February 14, 2013 at 6:00 p.m.

APPROVED:


 Chairman


 Commissioner

MINUTES
 Gautier Civil Service Commission
 February 14, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on February 14, 2013. 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
 February 14, 2013
 6:00 p.m.

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

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

3. Receive Personnel Order: Probationary Appointment/Lawrence M. Sovell III/Firefighter/effective February 5, 2013
4. Receive Personnel Order: Permanent Appointment/Donna K. Kissane/Dispatcher/effective January 30, 2013
5. Receive Personnel Order: Permanent Appointment/Hope F. Merrell/Dispatcher/effective January 3, 2013
6. Receive Personnel Order: Permanent Appointment/Dante Elbin/Police Chief/effective January 16, 2013
7. Receive Personnel Order: Termination of Employment/Matthew S. Hoggatt/Detective (Sergeant)/effective February 7, 2013
8. Receive Vacancy Announcement: Dispatcher/posted January 22 thru February 5, 2013
9. Receive Vacancy Announcement: Police Officer/posted January 22 thru February 21, 2013
10. Receive Vacancy Announcement: Utility Division Manager/posted January 25, 2013 thru January 31, 2013
11. Receive City of Gautier Schedule of Authorized Positions & Organization Chart approved February 5, 2013

ITEMS 3 THRU 11

Motion_____ Second_____ AYES:_____ NAYS:_____

12. Approve Eligibility List for Utility Division Manager/posted January 25 thru January 31, 2013.

Motion_____ Second_____ AYES:_____ NAYS:_____

13. Approve Eligibility List for Dispatcher/posted January 22 thru February 5, 2013.

Motion_____ Second_____ AYES:_____ NAYS:_____

14. Induct the following employees who have successfully completed probation into Civil Service:

Dante Elbin	Police Chief
Donna K. Kissane	Dispatcher
Hope F. Merrell	Dispatcher

15. Receive request to void the Eligibility List for Sergeant and reopen the promotion process.

16. Other Business.

17. Adjourn meeting until March 14, 2013 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 January 10, 2013; 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 11; 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 Utilities Division Manager/posted January 25 thru January 31, 2013; 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 Dispatcher/posted January 22 thru February 5, 2013; 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 induct the following employee who has successfully completed probation into Civil Service:

Dante L. Elbin	Police Chief
Donna K. Kissane	Dispatcher
Hope F. Merrell	Dispatcher

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 request to void the Eligibility List for Sergeant/posted August 21 thru September 4, 2013 and reopen the promotion process; and the following vote was recorded:

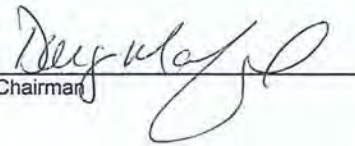
AYES: Doug Mansfield, Phil Torjusen, Susan Parol
NAYS: None

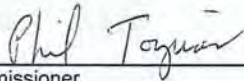
Motion carried.

In other business, Jason D. Pugh, HR Director requested authorization to proceed with changes to the Civil Service Commission Rules and Regulations for clarity by removing the title of City Clerk and replacing it with Human Resources Director in accordance with the Schedule of Authorized Positions. An update was also provided on revisions to the Employee Handbook with policies approved by City Council on February 5, 2013. A copy of said handbook and current policies will be provided on March 14, 2013.

There being no further business, the meeting was adjourned until March 14, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
March 14, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on March 14, 2013. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; Jason D. Pugh, HR Director and Police Chief Dante Elbin.

The agenda was as follows:

AGENDA
Civil Service Commission
March 14, 2013
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held February 14, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____

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

3. Receive Personnel Order: Temporary Appointment/Zachary A. Lebhart/Police Officer/effective March 18, 2013
4. Receive Personnel Order: Permanent Appointment/Eric A. Meyer/Director of Economic Development/Planning Department/effective March 5, 2013
5. Receive Personnel Order: Permanent Appointment/Jonathan G. Allmand/Police Officer/effective March 24, 2013
6. Receive Personnel Order: Termination of Employment/Guy L. Funk Jr. /Animal Control Officer/effective April 1, 2013

Motion was made by Torjusen, seconded by Parol, to induct the following employee who has successfully completed probation into Civil Service:

Eric A. Meyer
Jonathan G. Allmand

Director of Economic Development/Planning Dept.
Police Officer

and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the request to hire certified police officer Zachary A. Lebhart; and the following vote was recorded:

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

Motion carried.

Gautier Police Department
Chief of Police Dante Elbin

MEMO

TO: Civil Service Commission
FROM: Dante Elbin, Police Chief
DATE: 3/12/2013
SUBJECT: Hiring of Certified Police Officer

I respectfully request the Civil Service Commission to consider allowing me to hire Zachary A. Lebhart. Mr. Lebhart is a State certified Police Officer and has only been separated from the Gautier Police Department for approximately one (1) year after one (1) year and five (5) months of service. He has taken a Civil Service Exam with the City of Gautier and passed with a score of 80% on November 2, 2010. Mr. Lebhart's experience and current qualifications as a certified police officer would be a valuable asset to the Gautier Police Department at a time where we face a shortage of available candidates.

Thank you in advance for your consideration.



3329 Hwy 90
Gautier, MS 39553
(228) 497-2486 / Fax (228) 497-8013



In other business, Jason Pugh, HR Director discussed the status of promotional exams for Police Captain and Lieutenant. Due to the retirement of Captain Kenneth A. McMellon; the HR Department will schedule written examination dates to continue with the promotional process originally put on hold due to lack of vacant position(s). Because there are no additional applicants eligible for these positions, Mr. Pugh requested that Human Resources be authorized to use the Eligibility List of Police Captain and Police Lieutenant both approved by the commission September 13, 2012 to proceed with the promotional process. Police Chief Dante Elbin agreed to this process and after discussion, the Civil Service Commission had no additional comments and allowed the use of these eligibility lists from September 13, 2012 to continue the promotional process.

There being no further business, the meeting was adjourned until April 11, 2013 at 6:00 p.m.

APPROVED:

Chairman

Commissioner

7. Receive Personnel Order: Termination of Employment/Jonathan D. Jenkins/Police Officer/effective March 11, 2013
8. Receive Vacancy Announcement: Police Sergeant/posted February 19 thru February 26, 2013
9. Receive Vacancy Announcement: Animal Control Officer/posted March 11 thru April 2, 2013
10. Receive City of Gautier Employee Handbook & New Policies approved February 5, 2013

ITEMS 3 THRU 10

Motion _____ Second _____ AYES: _____ NAYS: _____

11. Approve Eligibility List for Police Officer/posted January 22 thru February 21, 2013.

Motion _____ Second _____ AYES: _____ NAYS: _____

12. Approve Eligibility List for Police Sergeant/posted February 19 thru February 26, 2013.

Motion _____ Second _____ AYES: _____ NAYS: _____

13. Approve Master Register for Dispatcher/Test date: March 6, 2013

Motion _____ Second _____ AYES: _____ NAYS: _____

14. Induct the following employees who have successfully completed probation into Civil Service:

Eric A. Meyer Director of Economic Development/Planning Department
Jonathan G. Allmand Police Officer

15. Receive request to hire certified police officer Zachary A. Lebhart.

16. Other Business.

17. Adjourn meeting until April 11, 2013 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, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held February 14, 2013; and the following vote was recorded:

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

Motion carried.

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

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Police Sergeant/posted February 19 thru February 26, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Master Register for Dispatcher/Test Date: March 6, 2013; and the following vote was recorded:

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

Motion carried.

MINUTES
Gautier Civil Service Commission
April 11, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on April 11, 2013. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; Jason D. Pugh, HR Director.

The agenda was as follows:

AGENDA
Civil Service Commission
April 11, 2013
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held March 14, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 5)

3. Receive Personnel Order: Probationary Appointment/Michael T. Steward/Dispatcher/effective April 12, 2013
4. Receive Personnel Order: Permanent Appointment/Cynthia L. Russell/City Clerk Department/effective April 4, 2013
5. Receive Personnel Order: Termination of Employment/Kenneth A. McMellon/Captain/effective March 29, 2013

ITEMS 3 THRU 5

- Motion _____ Second _____ AYES: _____ NAYS: _____
6. Approve Eligibility List for Animal Control Officer/posted March 11, 2013 thru April 2, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____
 7. Approve Master Register for Police Officer/Test date: April 3, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____
 8. Induct the following employee who has successfully completed probation into Civil Service:
Cynthia L. Russell City Clerk
Motion _____ Second _____ AYES: _____ NAYS: _____
 9. Other Business.
 10. Adjourn meeting until May 9, 2013 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, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held March 14, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 5; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Animal Control Officer/posted March 11, 2013 thru April 2, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Master Register for Police Officer/Test Date: April 3, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to induct the following employee who has successfully completed probation into Civil Service:

Cynthia L. Russell City Clerk

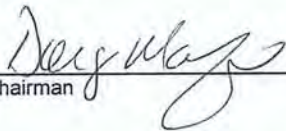
and the following vote was recorded:

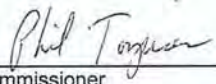
AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until May 9, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
May 9, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on May 9, 2013. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; Jason D. Pugh, HR Director.

The agenda was as follows:

AGENDA
Civil Service Commission
May 9, 2013
6:00 p.m.

1. Approve Agenda Order
 Motion_____ Second_____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held April 11, 2013.
 Motion_____ Second_____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 8)

3. Receive Personnel Order: Probationary Appointment/Brittany T. Carlin/Police Officer/effective May 4, 2013
4. Receive Personnel Order: Probationary Appointment/Anthony R. Malis/Animal Control/Code Enforcement Officer/effective May 8, 2013
5. Receive Personnel Order: Permanent Appointment/Lee N. Bond/Police Department/effective May 1, 2013
6. Receive Personnel Order: Permanent Appointment/Don M. Sawyer/Police Department/effective April 23, 2013
7. Receive Personnel Order: Permanent Appointment/Rachel S. Honea/Economic Development/Planning Department/effective April 1, 2013
8. Receive Personnel Order: Termination of Employment/Charles A. Thornburg/Deputy Fire Chief/Fire Marshall/effective May 10, 2013

ITEMS 3 THRU 8

Motion_____ Second_____ AYES: _____ NAYS: _____

9. Approve Promotional Register for Police Captain/Test Date: April 4, 2013.
 Motion_____ Second_____ AYES: _____ NAYS: _____
10. Approve Promotional Register for Police Lieutenant/Test Date: April 8, 2013
 Motion_____ Second_____ AYES: _____ NAYS: _____
11. Approve Promotional Register for Police Sergeant/Test Date: April 3, 2013
 Motion_____ Second_____ AYES: _____ NAYS: _____
12. Receive request to waive six (6) month probationary period for Milton Ricks Jr.
 Motion_____ Second_____ AYES: _____ NAYS: _____
13. Induct the following employees who have successfully completed probation into Civil Service:

Lee N. Bond	Police Officer
Don M. Sawyer	Dispatcher
Rachel S. Honea	Administrative Bookkeeper

 Motion_____ Second_____ AYES: _____ NAYS: _____
14. Other Business.
15. Adjourn meeting until June 13, 2013 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, Susan Parol, Phil Torjusen
 NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held April 11, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 8; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the Promotional Register for Police Captain/Test Date: April 4, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the Promotional Register for Police Lieutenant/Test Date: April 8, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the Promotional Register for Police Sergeant/Test Date: April 3, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to waive the six (6) month probationary period for Milton Ricks Jr.; and the following vote was recorded:

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

Motion carried.

CITY OF GAUTIER
MEMORANDUM

To: Civil Service Commission
From: Samantha U. Abell, City Manager
Date: April 16, 2013
Subject: Waiver of Probationary Period for Milton Ricks Jr.

REQUEST:
I formally request that the six (6) month probationary period of Milton Ricks Jr. as Utilities Division Manager be waived.

BACKGROUND:
Mr. Ricks has worked out of task as the Utilities Division Manager for six (6) months. It is during this time that I have supervised his performance and feel that the productivity of the Utilities Division and the assigned projects under his supervision are more than satisfactory and are owed to the City of Gautier and Commerce Solutions LLC.

DISCUSSION:
Rule 11 Section 11.5 of the Civil Service Rules states, "The promotion of an eligible employee to any position shall be considered probationary and not deemed complete until a period of six (6) months has elapsed. During this probationary period, the promoted employee must perform to the standards of the position. During this period of probation, the promoted employee may be reverted to his original position or equivalent, or be over that the employee's performance does not meet required standards. The appointing authority shall advise the Commission of any such reversion."

RECOMMENDATION:
I recommend that Milton Ricks Jr.'s six (6) month probationary period be waived so that he may continue to work with Commerce Solutions LLC on daily tasks and special projects that are in progress.

The Civil Service Commission may:
1. Approve the request; or
2. Disapprove the request.

ATTACHMENT:
None

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

Lee N. Bond	Police Officer
Don M. Sawyer	Dispatcher
Rachel S. Honea	Administrative Bookkeeper

and the following vote was recorded:

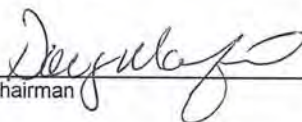
AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

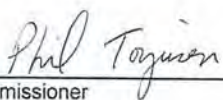
Motion carried.

In other business, Jason Pugh, HR Director discussed the Civil Service Rules and suggested that the City Clerk be removed throughout the rules and changed to HR Director. Rule 4 was also discussed and the question was raised regarding whether or not the Civil Service Commission, City Council or City Manager should approve all job descriptions. Commissioner Susan Parol suggested that the HR Director, Jason Pugh defer to City Attorney, Robert G. Ramsay for advisement. All commissioners requested that a clean copy of the Civil Service Rules be provided at the meeting on June 12, 2013 @ 6:00 p.m.

There being no further business, the meeting was adjourned until June 13, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

22. Adjourn meeting until July 11, 2013 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, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve the minutes of the Civil Service Meeting held May 9, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 17; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Dispatcher/TAC Officer/posted May 31 thru June 3, 2013; and the following vote was recorded:

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

Motion carried.

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

Al R. Stanton	Recreation Coordinator
William K. Young	Cultural Services Manager

and the following vote was recorded:

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

Motion carried.

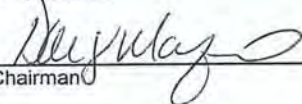
Motion was made by Parol, seconded by Torjusen, to amend the Civil Service Rules by removing the wording "for approval" and adding a period (.) after the term commission; and the following vote was recorded:

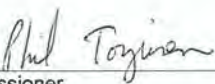
AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until July 11, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
June 13, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on June 13, 2013. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; Jason D. Pugh, HR Director.

The agenda was as follows:

AGENDA
Civil Service Commission
June 13, 2013
6:00 p.m.

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held May 9, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 17)

3. Receive Personnel Order: Temporary Appointment/Chandra C. Nicholson/Director of Economic Development-Planning/effective July 8, 2013
4. Receive Personnel Order: Probationary Appointment/Jerry T. Cooksey/Police Captain/effective May 11, 2013
5. Receive Personnel Order: Probationary Appointment/Larry L. Gowins/Police Sergeant-Patrol/effective May 11, 2013
6. Receive Personnel Order: Probationary Appointment/Daniel D. Patrick/Police Sergeant – CID/effective May 11, 2013
7. Receive Personnel Order: Probationary Appointment/Derrick J. Welton/Police Lieutenant – Patrol/effective May 11, 2013
8. Receive Personnel Order: Transfer/Leonard S. Wilson/Police Lieutenant – CID/effective May 11, 2013
9. Receive Personnel Order: Permanent Appointment/AI R. Stanton/Recreation Coordinator/Economic Development-Planning Department/effective May 19, 2013
10. Receive Personnel Order: Permanent Appointment/William K. Young/Cultural Services Manager/Economic Development-Planning Department/effective May 19, 2013
11. Receive Personnel Order: Termination of Employment/Ray A. Frair/Fire Chief/effective June 28, 2013
12. Receive Personnel Order: Termination of Employment/Melissa A. Ezell/Dispatcher-TAC Officer/effective May 30, 2013
13. Receive Personnel Order: Termination of Employment/Eric A. Meyer/Director of Economic Development-Planning Department/effective June 18, 2013
14. Receive Vacancy Announcement: Dispatcher-TAC Officer/posted May 31 thru June 3, 2013
15. Receive Vacancy Announcement: Director of Economic Development-Planning/posted June 6 thru June 20, 2013
16. Receive Vacancy Announcement: Fire Chief/posted June 6 thru July 8, 2013
17. Receive Vacancy Announcement: Deputy Fire Chief-Fire Marshall/posted June 6 thru July 8, 2013

ITEMS 3 THRU 17

Motion _____ Second _____ AYES: _____ NAYS: _____

18. Approve Eligibility List for Dispatcher-TAC Officer/posted May 31 thru June 3, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____

19. Induct the following employees who have successfully completed probation into Civil Service:

AI R. Stanton	Recreation Coordinator
William K. Young	Cultural Services Manager

Motion _____ Second _____ AYES: _____ NAYS: _____

20. Discuss revisions to Rule 4 of Civil Service Rules.

Motion _____ Second _____ AYES: _____ NAYS: _____

21. Other Business.

MINUTES
Gautier Civil Service Commission
July 11, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on July 11, 2013. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; Jason D. Pugh, HR Director.

The agenda was as follows:

AGENDA-REVISED
Civil Service Commission
July 11, 2013
6:00 p.m.

1. Approve Agenda Order.
Motion_____ Second_____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held June 13, 2013.
Motion_____ Second_____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 5)

3. Receive Personnel Order: Termination of Employment/Carey L. Faulkner/Dispatcher/effective June 23, 2013
4. Receive Personnel Order: Termination of Employment/Jackson E. Culpepper Jr. /Police Officer/effective July 15, 2013
5. Receive Vacancy Announcement: Deputy Court Clerk/posted June 25 thru June 29, 2013

ITEMS 3 THRU 5

Motion_____ Second_____ AYES: _____ NAYS: _____

6. Approve Eligibility List for Director of Economic Development-Planning/posted June 6 thru June 20, 2013.
Motion_____ Second_____ AYES: _____ NAYS: _____
7. Approve Eligibility List for Deputy Court Clerk/posted June 25 thru June 29, 2013.
Motion_____ Second_____ AYES: _____ NAYS: _____
8. Approve Eligibility List for Deputy Fire Chief-Fire Marshall/posted June 6 thru July 8, 2013.
Motion_____ Second_____ AYES: _____ NAYS: _____
9. Approve Eligibility List for Fire Chief/posted June 6 thru July 8, 2013.
Motion_____ Second_____ AYES: _____ NAYS: _____
10. Receive request to begin hiring/testing process for Dispatchers.
Motion_____ Second_____ AYES: _____ NAYS: _____
11. Receive comments on revisions to Civil Service Rules.
12. Request approval of revisions to Civil Service Rules.
Motion_____ Second_____ AYES: _____ NAYS: _____
13. Other Business.
14. Adjourn meeting until August 8, 2013 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, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the minutes of the Civil Service Meeting held June 13, 2013; and the following vote was recorded:

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

Motion was made by Torjusen, seconded by Parol, to receive items 3 thru 5; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Director of Economic Development-Planning/posted June 6 thru June 20, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Deputy Court Clerk/posted June 25 thru June 29, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Deputy Fire Chief/posted June 6 thru July 8, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Fire Chief/posted June 6 thru July 8, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the request to begin the hiring/testing process for Dispatcher and abolish the previous Master Register/Tested: March 6, 2013; and the following vote was recorded:

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

Motion carried.

City Attorney, Robert G. Ramsay advised the Commission that the proposed revisions to the Civil Service Rules and Regulations would have no direct impact on covered employees and with no further comments the Commission may proceed with the approval or further instruction on the Civil Service Rules and Regulations revisions.

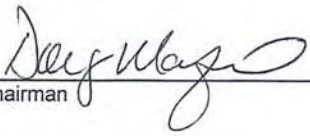
Motion was made by Torjusen, seconded by Parol, to approve the revisions to the Civil Service Rules and Regulations; and the following vote was recorded:

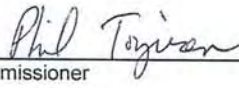
AYES: Doug Mansfield, Susan Parol, Phil Torjusen
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until August 8, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

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

ORDER NUMBER 220-2013

IT IS HEREBY ORDERED by the Mayor and Council of the City of Gautier, Mississippi, that the attached revised Employee Evaluation Form is hereby approved.

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

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

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

NAYS:	NONE
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason Pugh, Human Resources Director
Date: 08/26/2013
Subject: Approval of Revised Employee Evaluation Form

REQUEST:

The Human Resources Department requests that the Gautier City Council approve the attached Revised Employee Evaluation Form

BACKGROUND:

Employee performance evaluations are an integral part developing a highly trained and motivated workforce. The City of Gautier has traditionally conducted employee performance evaluations annually.

DISCUSSION:

With the creation of the Human Resources Department in 2012, all employee personnel matters are overseen and managed through the Human Resources Department under the direction of the Human Resources Director. In order to ensure the Human Resources Director has oversight in the employee evaluation process, the standard evaluation form has been revised to include a line for the Human Resources Director to sign off and approve the evaluation upon reviewing it and before forwarding the evaluation to the City Manager for final approval.

No other changes have been made to the standard evaluation form.

RECOMMENDATION:

The Human Resources Director recommends the approval of the attached Employee Evaluation form.

ATTACHMENT(S):

Revised Employee Evaluation Form

CITY OF GAUTIER
EMPLOYEE EVALUATION

EMPLOYEE _____

DATE OF EVALUATION _____

DEPARTMENT _____

JOB TITLE _____

OVERALL PERFORMANCE RATING _____

PERFORMANCE RATING STANDARDS

NR = Not Rated

- 1 UNACCEPTABLE** Performance does not meet minimum requirements. Important requirements and objectives are not met.
- 2 NEEDS IMPROVEMENT** Performance does not meet expectations in one or more critical areas. Some requirements are not met and not all objectives accomplished within established standards.
- 3 MEETS EXPECTATIONS** Consistently meets established standards. All requirements and objectives are accomplished within established standards.
- 4 EXCEEDS EXPECTATIONS** Performance often exceeds established standards in most areas of responsibility. Most requirements and objectives are achieved above established standards.
- 5 EXCEPTIONAL** Performance is exceptional in all areas of responsibility. All objectives are achieved well above established standards.

JOB KNOWLEDGE: Detailed understanding of job requirements and responsibilities plus familiarity with both Departmental and City procedures and policies.

Rating 1 2 3 4 5 NR

ACCURACY: Completes work thoroughly and completely. Pays attention to detail.

Rating 1 2 3 4 5 NR

DEPENDABILITY: Ability to follow instructions, perform work and maintain high productivity in a consistent manner. Demonstrates commitment, dedication, and cooperation.

Rating 1 2 3 4 5 NR

ADAPTABILITY: Effectively and willingly adjusts to changes in routines, processes, assignments and deadlines. (Flexible)

Rating 1 2 3 4 5 NR

INITIATIVE: Actively seeks additional assignments. Steps in and does what is needed. Willing to learn.

Rating 1 2 3 4 5 NR

COMMUNICATIONS: Communicates clearly and effectively, orally, and in writing. Exchanges information in a timely manner and uses confidential information with discretion.

Rating 1 2 3 4 5 NR

SELF-SUFFICIENCY: Works independently with little need for direct supervision, maintains composure during emergencies. Makes practical routine decisions.

Rating	1	2	3	4	5	NR
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WORK/TIME MANAGEMENT: Effectively plans and organizes work. Productive during work time, completes work projects, duties and tasks in a timely manner.

Rating	1	2	3	4	5	NR
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CONDUCT: Follows Rules & Policies. Respectful of Co-Workers; promotes teamwork. Responds and acts appropriately to confrontational situations.

Rating	1	2	3	4	5	NR
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ATTENDANCE: Works as scheduled. Does not disrupt operations or shirk job duties by being habitually or unnecessarily absent. Adheres to lunch schedules.

Rating	1	2	3	4	5	NR
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I have reviewed this performance evaluation with the employee, made suggestions/Recommendations for improvement or suggestions/recommendations for sustained superior performance.

Supervisor Comments:

Supervisor Signature

Date

Employee Comments:

Employee Signature

Date

Division Manager Signature

Date

Department Director Signature

Date

Human Resources Director

Date

City Manager's Signature

Date

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

ORDER NUMBER 221-2013

IT IS HEREBY ORDERED by the Mayor and Council of the City of Gautier, Mississippi, that Veneice Barnett, Human Resources Generalist is hereby designated as ADA (Americans with Disabilities Act) Coordinator for the City of Gautier.

IT IS FURTHER ORDERED that the ADA Coordinator must conduct a self-evaluation of the City of Gautier public buildings.

IT IS FURTHER ORDERED that the ADA Coordinator must prepare a transition plan with timelines for completion by December 2013.

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

Motion was made by Councilwoman Martin, seconded by Councilman Jones² and the following vote was recorded:

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

NAYS:	NONE
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason D. Pugh, HR Director
Date: August 28, 2012
Subject: Designation of ADA Coordinator

REQUEST:

The Human Resources Department requests City Council to designate Veneice Barnett, HR Generalist as the ADA Coordinator.

BACKGROUND:

Veneice Barnett has been designated as the ADA Coordinator since May 17, 2011 and attends training courses related to the Americans with Disabilities Act of 1990 (ADA) and completes and submits all documentation related to the ADA and Title VI Assessments as required by Federal and State agencies.

DISCUSSION:

MDOT is required by Federal regulations to perform annual reviews of the programs and activities of its sub-recipients to ensure nondiscrimination in the expenditure of awarded federal funds. The City of Gautier must designate an ADA Coordinator to develop a policy statement and draft a complaint procedure. Once these items are complete the ADA Coordinator must conduct a self-evaluation of City of Gautier public buildings followed by a transition plan with timelines for completion or planned implementation by December each year. Failure to comply with these requirements would result in no additional federal funding.

RECOMMENDATION:

The Human Resources Department recommends that City Council approve the designation of Veneice Barnet, HR Generalist as the ADA Coordinator.

The City Council may:

1. Approve the designation;
2. Approve the designation with changes; or
3. Disapprove the designation

ATTACHMENT(S):

Notice Under Americans with Disabilities Act
Grievance Procedure under Americans with Disabilities Act of 1990



CITY OF GAUTIER

Grievance Procedure under Americans with Disabilities Act of 1990

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of a disability in the provision of services, activities, programs, or benefits by the City of Gautier. The City of Gautier's Personnel Handbook governs employment-related complaints of disability discrimination.

All complaints should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 180 calendar days after the alleged violation to:

Veneice A. Barnett
ADA/Section 504 Coordinator / HR Generalist
P.O. Box 670
Gautier, MS 39553-0670

Within 15 calendar days after receipt of the complaint, the ADA/Section 504 Coordinator or her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA/Section 504 Coordinator or her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, interpreter, or audio tape. The response will explain the position of the City of Gautier and offer options for substantive resolution of the complaint.

If the response by the ADA/Section 504 Coordinator or her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to Samantha D. Abell, City Manager.

Within 15 calendar days after receipt of the appeal, the City Manager will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the City Manager will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA/Section 504 Coordinator, appeals to the City Manager, and responses from these two offices will be retained by the City of Gautier for at least three (3) years.

Individuals also have the right to file a complaint alleging discrimination with any federal agency providing financial assistance to the City of Gautier. An informational handout is available upon request for individuals wishing to pursue this avenue of complaint.



NOTICE UNDER AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Gautier will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment

The City of Gautier does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA and Section 504 of the Rehabilitation Act of 1973.

Effective Communication

The City of Gautier will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City of Gautier programs, services, and activities, including qualified sign language interpreters, documents in large print, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures

The City of Gautier will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in City of Gautier offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Gautier, should contact the office of the ADA/Section 504 Coordinator at (228) 497-2539 or the Gautier City Hall at 3330 Highway 90, Gautier, MS, as soon as possible but no later than 72 hours before the scheduled event.

The ADA does not require the City of Gautier to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the City of Gautier is not accessible to persons with disabilities should be directed to the ADA/Section 504 Coordinator, Venice A. Barnett at (228) 497-2539 or the Gautier City Hall at 3330 Highway 90, Gautier, MS 39553.

The City of Gautier will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

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

ORDER NUMBER 222-2013

IT IS HEREBY ORDERED by the Mayor and Council of the City of Gautier, Mississippi, that the authorization to ratify contract entered into between the City of Gautier and TEC Long Distance Service with the corrections of contact information and billing address and dated September 1, 2013 is hereby approved.

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

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

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

NAYS:	None
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MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 3, 2013.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Steen, Purchasing Agent
Through: Cindy Russell
Date: August 28th, 2013
Subject: Ratify Contract with TEC Long Distance Service

REQUEST:

City Council authorization is requested to ratify the contract with TEC Long Distance Service.

BACKGROUND

TEC Long Distance Service provides long distance calling codes for each individual line. To access the long distance within the City of Gautier a code must be placed behind the long distance number dialed. Records show what individual has placed the long distance call.

RECOMMENDATION:

The Council may:

- (1) Ratify the Contract
- (2) Terminate the Contract

ATTACHMENT(S):

Contract with TEC



July 30, 2013

City Of Gautier
Adrian Howell
P. O. Box 670
Gautier, MS 39553

Dear Mr. Howell:

TEC has a history and reputation for providing the highest quality services at some of the most cost-effective rates in the industry. I thank you for your business over the years, and look forward to continue working with you to achieve and maintain your telecom objectives.

Your term agreement with us has expired and as a Customer Care Consultant it is my responsibility to analyze and re-evaluate your services and costs, to secure and reaffirm the best solution to your service needs.

Enclosed is a term renewal agreement with the best plan for your needs. By signing this term, you will be locked in at these rates regardless of any increases we may incur during the upcoming months/years.

In addition, a month-to-month rating has also been enclosed. An absent term renewal by **8/15/13** will result in the attached month-to-month rate schedule which will become effective with your **Sept 1**

I am available to discuss at your convenience, please feel free to call me at 1-800-748-9090.

Sincerely,

Anne Bailey
Customer Care Consultant



P. O. Box 940
Jackson, MS 39205-0940

Enrollment Form, Service Commitment and Term Agreement

BROADBAND.VOICE.DATA

TERM COMMITMENT SCHEDULE

Customer agrees to a term commitment as indicated here:

12 month Term _____ 24 Month Term _____ **X** 36 Month Term _____

THE TERM OF THIS AGREEMENT COMMENCES ON THE FIRST DAY OF THE MONTH NEXT FOLLOWING THE DATE OF THIS AGREEMENT.

SERVICE OPTION

Customer elects the following service (see service descriptions below): Local _____ N/A _____ Long Distance **X** _____ DSL **N/A** _____ Bandwidth **N/A** _____

RATE GUARANTEE

In consideration for the Customer's term commitment specified above, TEC agrees to provide the rates as listed below for the duration of this Term Agreement (except as noted below).

CUSTOMER NAME City Of Gautier CONTACT NAME Cindy Russell
CONTACT TELEPHONE NUMBER 228.497.2332 CONTACT E-MAIL _____ CONTACT FAX _____
BILLING ADDRESS P. O. Box 670 CITY Gautier STATE MS ZIP 39553
BILLING CONTACT 228.497.2332 BILLING CONTACT E-MAIL _____ BILLING CONTACT PHONE # 228.497.2332

☐ BILL STUB ONLY ☐ DETAIL BILLING BY MAIL 30 PER MONTH ☐ REGISTER FOR ELECTRONIC INVOICE AT <http://www.tec.com> ☐ FAX INVOICE # _____

TEC LOCAL TELEPHONE SERVICE
CUSTOMER SUBSCRIBES TO TEC LOCAL TELEPHONE SERVICE AS DESCRIBED IN THE SERVICE PROPOSAL THAT IS ATTACHED TO THIS TERM AGREEMENT AND MADE A PART HEREOF. CUSTOMER FURTHER AGREES THAT THE GENERAL TERMS AND CONDITIONS OF THIS AGREEMENT HAVE BEEN READ AND ACCEPTED. BY EXECUTION OF THIS DOCUMENT, CUSTOMER RELEASES TEC AS ITS PRIMARY INTEREST AND LIABILITY, LONG DISTANCE CARRIER AND AUTHORIZES TEC TO BILL AS ITS

TEC DSL/BANDWIDTH SERVICE
CUSTOMER SUBSCRIBES TO TEC DSL/BANDWIDTH SERVICES AS DESCRIBED BELOW:

BEST EFFORT PLUS LINE	BEST EFFORT	MONTHLY MINIMUM	ADDITIONAL CHARGE	HARDWARE	HARDWARE
1.5M x 256K with Business Line	1.5M x 256K				
3M x 384K with Business Line	3M x 384K				
5M x 512K with Business Line	5M x 512K				

BUSINESS CLASS:

768K x 512K MINIMUM					
1.5M x 512K MINIMUM					

OTHER SERVICE:

TEC LOCAL TELEPHONE SERVICE	TEC DSL/BANDWIDTH SERVICE	TEC LONG DISTANCE SERVICE

TEC LONG DISTANCE SERVICE
DEDICATED LOOP MONTHLY RECURRING CHARGE _____ per min
DEDICATED ACCESS OUTBOUND _____ per min
SWITCHED ACCESS OUTBOUND \$ 0.06 per min
CONFERENCE ON DEMAND _____ per min
TEC reserves the right to discontinue service (loop) price available for the dedicated services for which the Customer subscribes, and invoices Customer for its cost. Customer will be notified of such discontinuance of service or changes in monthly recurring charges for loops will be passed along to Customer.

INSTALLATION CHARGE _____
DEDICATED ACCESS TOLL FREE _____ per min
SWITCHED ACCESS TOLL FREE \$ 0.06 per min
TECCONNECT CARD _____ per min

SPECIAL INSTRUCTIONS: Renewal contract on existing long distance service

CHANGES IN LOCAL SERVICE PROVIDER MAY RESULT IN PRICE RENEGOTIATIONS OR MODIFICATION

References

Bank: _____ Acct # _____ Phone # _____ Contact Name _____
Other: _____ Acct # _____ Phone # _____ Contact Name _____

The undersigned ("Customer") acknowledges that this Enrollment Form and Term Agreement is subject to approval by TEC and hereby authorizes TEC to verify all listed information and secure credit information. Customer understands that a change in long distance provider may involve a one-time charge by its local service provider.

AUTHORIZED SIGNATURE **X** Cindy Steen TITLE **X** Purchasing DATE **X** 9/9/13
NAME (PLEASE PRINT) **X** Cindy Steen SEE GENERAL TERMS AND CONDITIONS ON REVERSE TA 2010 01-19

GENERAL TERMS AND CONDITIONS**1 SUBSCRIPTION**

Subscriber applies to TEC for the services described in this agreement and agrees to pay established rate for such services. TEC reserves the right to make routine credit investigations and Subscriber authorizes TEC to conduct such investigations as it deems necessary.

2 RATES, FEES AND CHARGES

The rates for services requested by Subscriber are noted in this Subscription for Service. In the event Subscriber changes local service provider, TEC reserves the right to adjust all rates then being charged effective with the date of the local service provider change. In addition to the rates noted on the reverse hereof, Subscriber agrees to pay:

- A Minimum use charge of \$5.00 per account.
- B Restoration of service charge if the account is disconnected for non-payment.
- C A surcharge on all toll-free calls originated from a pay telephone.
- D Return check charge for any payment returned by Subscriber's financial institution for any reason.
- E Late charges, consistent with appropriate state law, imposed on any balance due TEC remaining unpaid 30 days from the date of the bill.
- F Access charge.
- G Toll-free minimum usage charge.

3 DUE DATE OF BILLING AND PAYMENT TERMS

All accounts are due and payable upon receipt of the bill. All accounts are considered delinquent after 15 days from the billing date. Service is subject to interruption if the account remains unpaid for a period of 30 days or more from the date of billing. Subscriber agrees to reimburse TEC for all reasonable expenses, including reasonable attorney's fees for expenses to TEC in collection of past due balances.

4 TERMINATION OF SERVICE

Service may be terminated by TEC, with or without notice in the event:

- A If the acts of the Subscriber, including furnishing false credit information, are such to indicate intention to defraud TEC.
- B In the event Subscriber, with intent to annoy, telephones another and addresses to or about such person any obscene language or addresses any threat to inflict injury to a person or property of the person addressed, or to a family member, telephones another person without disclosing his true identity to the person answering the telephone.
- C TEC finds it necessary to do so to protect itself from intentional abuse.
- D Upon non-payment of any sum; upon a violation of or noncompliance with any of the conditions included in this Agreement.
- E For any reason, 10 days after mailing notice of intention to discontinue service.
- F Any subscriber-provided equipment is used with facilities provided by TEC in violation of any law.
- G TEC is informed that the service is used in such a manner that will adversely affect TEC's service to others.
- H In the event Customer terminates service prior to the expiration of the Service Term Commitment, Customer shall pay to TEC an early termination fee equal to 100% of Customer's monthly recurring charges multiplied by the number of whole and partial months remaining in the unexpired Service Term Commitment, in addition to any waived installation or hardware fees or charges. In the event Customer has an existing Term Contract with another provider, and it is cancelled prior to its expiration, Customer will be responsible for that termination penalty.
- I All requests to terminate this Agreement must be made in writing to TEC no later than the 15th day of the month preceding the month in which the desired action is to take effect.
- J Customer shall not be entitled to receive any other discount or promotion from TEC in connection with the service to which this Agreement relates. The rates and/or discounts set forth on the opposite side do not apply to any service other than that service specifically set forth therein and is incorporated herein in its entirety.
- K The Agreement is subject to, and governed by, all the terms and conditions set forth in the General Exchange Tariff of TEC on file with the appropriate Regulatory body. This form and the terms of the General Exchange Tariff of TEC supersede any prior or contemporaneous proposals, discussions or agreements, written or oral, concerning the services herein.

5 SERVICE DISPUTE RESOLUTION

Any objection to billed charges must be reported to TEC within 60 days from the date the invoice is issued.

6 SERVICE AVAILABILITY

All service is subject to the availability of necessary equipment and network facilities, including those provided by underlying carriers. TEC reserves the right to make changes and modifications in service and equipment, and to change rates and terms of service offerings from time to time. Upon notice, TEC reserves the right to change access numbers and authorization codes from time to time.

7 SUBSCRIBER RESPONSIBILITY UPON SUBSCRIPTION OR TERMINATION

It is the Subscriber's responsibility to notify all previous or subsequent carriers of any changes in services to or from TEC.

8 OTHER FEES AND CHARGES

In addition to fees, rates and charges specifically noted herein, Subscriber further agrees to pay such other fees as may be assessed from time to time, including, but not limited to, PIC charges, Federal or State Universal Service Fund charges. If at any future time a County, Municipality, Parish or other local taxing authority acquires the legal right to impose an occupation tax, license, gross receipts tax, permit fee, franchise fee or similar charge upon TEC and imposes the same by ordinance or otherwise, such taxes, fees or charges may be billed to the Subscribers.

9 IN NO EVENT SHALL TEC BE LIABLE FOR ANY SPECIAL, CONSEQUENTIAL, PUNITIVE, OR INCIDENTAL DAMAGES INCLUDING LOSS OF USE, PROFITS, REVENUE OR GOODWILL. TEC SHALL NOT BE LIABLE FOR ANY FAILURE OF PERFORMANCE DUE TO CAUSES AND/OR CIRCUMSTANCES BEYOND ITS CONTROL, NOR SHALL TEC BE LIABLE FOR ANY ACT OR OMISSION FOR ANY OTHER COMPANY FURNISHING ANY PORTION OF SERVICE TO SUBSCRIBER, INCLUDING, BUT NOT LIMITED TO, ANY PREMISE EQUIPMENT OWNED BY THE SUBSCRIBER, ANY EQUIPMENT SUPPLIED TO SUBSCRIBER BY TEC OR ANY OTHER SUPPLIER OF EQUIPMENT TO SUBSCRIBER (UNDER WARRANTY, SERVICE AGREEMENT, OR OTHERWISE), OR FOR ANY NETWORK SERVICE CONTRACTED BY SUBSCRIBER OR TEC.**10 AUTHORIZATION TO AMEND AGREEMENT IN THE EVENT OF REGULATORY/GOVERNMENT CHANGES.**

Customer recognizes that TEC and the telecommunications industry are strictly regulated by local, state and federal governmental authorities, including the Federal Communications Commission (the "Government"). TEC's ability to provide the contracted services is subject to changes in the telecommunications industry due to actions, decrees and orders of the Government (including but not limited to rights to use and/or third party communications). In the event a change in the regulatory environment occurs that would materially and adversely affect the ability of TEC to profitably provide the contracted services, then TEC may unilaterally terminate or amend this agreement by providing forty-five (45) days advance notice to Customer of the termination or amendment. A proposed amendment shall not be effective if the Customer shall, within twenty-five (25) days of the date of the notice reject such amendment in writing using the procedure outlined in the notice. If the Customer rejects the proposed amendment and the Customer and TEC are unable to reach an agreement within forty-five (45) days of the date of the original notice, then the existing agreement shall automatically terminate, without penalty to the Customer.

11 CUSTOMER PROPRIETARY NETWORK INFORMATION (CPNI)

Customer Proprietary Network Information (CPNI) is defined as: Information that relates to the quantity, technical configuration, type, destination and amount of use of a telecommunications service subscribed to by any customer of a telecommunications carrier, and that is made available to the carrier by the customer solely by virtue of the carrier-customer relationship, and information contained in the bills pertaining to telephone exchange service or telephone toll service received by a customer.

Subscriber grants use of TEC CPNI unless otherwise revoked in writing. Notice of such revocation should be sent to TEC, 700 South West Street, Jackson, MS 39201, Attention: CPNI.

12 TEC shall provide Customer with 911 services and, where available, Enhanced 911 services (collectively "911 Services"). TEC shall provide

such 911 Services to Customer at the service delivery address associated with the telecommunications services identified on the Enrollment Form executed by Customer. Should Customer cause TEC's telephone services to be extended beyond the service delivery address other than that listed on the Enrollment Form, then Customer agrees to indemnify TEC for any and all losses sustained (including damages, fees, expenses, fines attorney fees, and interest) and liability incurred as a result of, or arising out of, or in any way relating to Customer's extension of TEC telephone services to addresses beyond the service delivery address identified on the Enrollment Form, including losses and liability resulting from, arising out of, or relating to TEC's provision of 911 Services to Customer. Customer further agrees, at TEC's election, to defend and hold TEC harmless from and against any and all claims, causes of action, suits, proceedings, inquiries or investigations, which results from, or arises out of, or in any way relates to Customer's extension of telephone services beyond the delivery address.

13 NONDISCLOSURE.

This Agreement is private contract between TEC and the Customer. Customer agrees that it will maintain the confidentiality of this Agreement and not disclose the terms of this Agreement or provide a copy of this Agreement to any person or entity, except with the prior written consent of TEC or as may be required by order of a duly authorized government agency or court.


Customer Initials



F. O. Box 940
Jacksboro, MS 39205-0940
800-748-3063
www.tec.com

SERVICE PROPOSAL FOR:

City of Gautier

BROADBAND, VOICE, DATA

Account: 036634
Address: 3330 Hwy 90
Gautier, MS 39553

Date: September 9, 2013

LONG DISTANCE USAGE	MINUTES	CURRENT CHARGES		TEC Month-to-Month		TEC Proposed 36-Month	
		RATE	TOTAL	RATE	TOTAL	RATE	TOTAL
1+ Nationwide Long Distance	6007	\$ 0.069	\$ 41.41	\$ 0.099	\$ 59.42	\$ 0.06	\$ 36.01
PackCode Index				\$ 1.000	\$ 5.00		\$ 5.00
Toll Free			N/A		N/A		N/A
Metaswitch Conference			N/A		N/A		N/A
		* \$	41.41	* \$	64.42	* \$	41.01

*TOTALS SHOWN ABOVE DO NOT INCLUDE APPLICABLE TAXES, REGULATORY CHARGES or ACCESS FEES.

TEC IS NOT RESPONSIBLE FOR ANY CHARGES WHICH MAY RESULT FROM THE TERMINATION OF ANY EXISTING AGREEMENT.

PROPOSAL IS GOOD FOR 30 DAYS

City of Gautier

Company Name

X *Cindy Steen*

Authorized Signature

Cindy Steen

Print Name

Purchasing Agent

Title

Date

9/9/13

TEC Manager

Motion made by Councilwoman Martin to recess until September 10, 2013 at 6:30 p.m. Motion seconded by Councilman Colledge and unanimously carried.

APPROVED BY:

MAYOR

ATTEST:

CITY CLERK

Submitted for approval by the Mayor and Council of the City of Gautier, Mississippi, at the meeting of September 17, 2013.