Tuesday
September 17, 2013
Gautier, Mississippi

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Council of the City of Gautier, Mississippi was held September 17, 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.

AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
September 17, 2013 @ 6:30 PM

I. Call to Order

1 **Prayer**

2 **Pledge of Allegiance**

II. Agenda Order Approval

III. Announcements

1 **Autumn on the Bayou 2013 Deadline October 1st**

2 **Bras Across the River Saturday, October 12th at the Moss Point Bridge on Hwy 613**

3 **Gautier Mullet and Music Fest Saturday, October 19th and Sunday, October 20th between Lowe's and Singing River Mall**

4 **1st Annual Veterans Day Laying of the Wreath Ceremony Monday, November 11th 11:00 AM at the Veterans Tribute Tower**

IV. Presentation Agenda

1 **Recognition of Gautier High School's Boys Varsity Football Coach-Chris Peterson and Girls Varsity Cheer Coach-Jodi McKenzie for hosting the City's Summer Football Camp and Cheer Camp**

2 **Mrs. Jennifer Shuster's 3rd Grade Class from Martin Bluff Elementary officially requests a city dog park**

V. Public Agenda

1 **Agenda Comments**

VI. Business Agenda

1 Order approving Budget Amendments for FY2013

2 Order approving Schedule of Authorized Positions and revised Job Descriptions

3 Order approving loan agreement with First Insurance Funding to finance the City Of Gautier Liability Insurance premium for FY2014

4 Order approving Commercial Insurance for FY2014

5 Order approving Streetscape Project #R-109-192-01-KCR Budget Modification #12 (Ending Date Change)

6 Order authorizing submission of a grant application to Mississippi Department of Archives and History for a Community Heritage Preservation Grant for the former Gautier Colored School

7 Order authorizing submission of a grant application to the Mississippi State Department of Health, Office of Tobacco Control for a Technical Assistance Grant

8 Order approving Docket of Claims

9 Order authorizing proposal from highest qualified bidder to purchase the Public Works Department vehicles and equipment

10 Order approving surplus vehicles and equipment from the Public Works Department contingent upon acceptance of highest qualified proposal

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

1 Order approving G & K Uniform Services contract agreement

2 Order approving Water & Sewer adjustments dated September 6, 2013

3 Order approving Minutes from Council Meetings held August 29th; September 3rd; and September 10th

STUDY AGENDA
CITY OF GAUTIER, MISSISSIPPI
September 17, 2013

1 Discuss Citizen Comments

2 Discuss Council Comments

3 Discuss City Manager Comments

4 Discuss City Clerk Comments

5 Discuss City Attorney Comments

Adjourn until October 1, 2013 @ 6:30 PM

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Motion was made by Councilman Guillotte to move Business Item #4 – Order approving Commercial Insurance for FY 2014 to Business Item #3 and to approve agenda order. (Business Item #3 – Order approving loan agreement with First Insurance Funding to finance the City of Gautier Liability Insurance premium for FY 2014 was moved to Business Item #4). Motion was seconded by Councilwoman Martin and unanimously carried.

Announcements

1. **Autumn on the Bayou 2013 deadline October 1st**
2. **Bras Across the River Saturday, October 12th at the Moss Point Bridge on Hwy 613**
3. **Gautier Mullet and Music Fest Saturday, October 19th and Sunday, October 20th between Lowe's and Singing River Mall**
4. **1st Annual Veterans Day Laying of the Wreath Ceremony Monday, November 11th 11:00 AM at the Veterans Tribute Tower**

Presentation

1. **Recognition of Gautier High School's Boys Varsity Football Coach-Chris Peterson and Girls Varsity Cheer Coach-Jodi McKenzie for hosting the City's Summer Football and Cheer Camp**
2. **Mrs. Jennifer Shuster's 3rd Grade Class from Martin Bluff Elementary officially requests a city dog park**

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

ORDER NUMBER 225-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the attached Budget Amendments for FY2013 are hereby approved.

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

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

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

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 17, 2013.

FY 2013 BUDGET AMENDMENTS

GENERAL FUND: FUND 001	Budget	Amendment	New Budget
Budget Misc Revenue inc MEMA Grant & Donations			
Adjust for Revenue Shortfalls			
REVENUES			
Fines and Forfeits	1,010,000.00	(215,963.00)	794,037.00
Grants	53,000.00	(4,723.00)	48,277.00
Miscellaneous	38,504.00	72,000.00	110,504.00
Transfer from Solid Waste	289,877.00	(19,100.00)	270,777.00
EXPENDITURES			
LEGISLATIVE DEPARTMENT			
Personnel Services	87,013.00	3,180.00	90,193.00
Supplies	150.00	1,430.00	1,580.00
Other Services & Charges	10,872.00		10,872.00
CITY COURT			
Personnel Services	139,501.00	(8,800.00)	130,701.00
Supplies	5,000.00	(3,000.00)	2,000.00
Other Services & Charges	134,300.00	11,000.00	145,300.00
CITY MANAGER			
Personnel Services	152,013.00	360.00	152,373.00
Supplies	4,650.00	(1,400.00)	3,250.00
Other Services & Charges	10,500.00	17,400.00	27,900.00
HUMAN RESOURCES			
Personnel Services	124,857.00	200.00	125,057.00
Supplies	2,000.00	1,250.00	3,250.00
Other Services & Charges	7,750.00	(1,400.00)	6,350.00
ELECTIONS			
Supplies	1,000.00	60.00	1,060.00
Other Services & Charges	14,500.00	(460.00)	14,040.00
CITY CLERK			
Personnel Services	390,152.00	2,200.00	392,352.00
Supplies	19,000.00	(5,500.00)	13,500.00
Other Services & Charges	15,550.00	3,030.00	18,580.00
Capital Outlay	25,000.00	2,955.00	27,955.00
CITY ATTORNEY			
Personnel Services	80,787.00	(6,800.00)	73,987.00
BUILDINGS & FACILITIES			
Capital Outlay	0.00	33,700.00	33,700.00

FY 2013 BUDGET AMENDMENTS

POLICE			
Personnel Services	2,884,791.00	(10,499.00)	2,874,292.00
Debt Service	205,953.00	(9,667.00)	196,286.00
FIRE			
Other Services & Charges	45,350.00	6,000.00	51,350.00
RECREATON			
Personnel Services	95,452.00	1,600.00	97,052.00
Supplies	15,800.00	11,390.00	27,190.00
Other Services & Charges	44,800.00	5,500.00	50,300.00
Capital Outlay	5,000.00	(5,000.00)	0.00
PUBLIC WORKS - STREETS			
Supplies	54,030.00	3,500.00	57,530.00
PUBLIC WORKS - MAINTENANCE			
Personnel Services	178,369.00	100.00	178,469.00
PUBLIC WORKS - DRAINAGE SYSTEMS			
Supplies	0.00	8,486.00	8,486.00
INTERFUND TRANSFERS			
To Enterprise Fund	228,601.00	(228,601.00)	0.00
		0.00	

TRANSPORTATION ENHANCEMENT: FUND 013	Budget	Amendment	New Budget
Misc Revenue	0.00	15,000.00	15,000.00
Expenditure	450,000.00	15,000.00	465,000.00
Budget Receipt of County Funds: Hwy 57 Oaks		0.00	

ALLEN ROAD WIDENING: FUND 020	Budget	Amendment	New Budget
Revenue	0.00	995,980.00	995,980.00
Other Services & Charges	0.00	995,980.00	995,980.00
Budget Project funded by CAP Loan		0.00	

HAZARD MITIGATION (PD): FUND 100	Budget	Amendment	New Budget
Revenue	0.00	16,800.00	16,800.00
Transfer from Fund 157	0.00	5,600.00	5,600.00
Capital Outlay	0.00	22,400.00	22,400.00
Budget Grant Award: Wind Retrofit		0.00	

FY 2013 BUDGET AMENDMENTS

MARTIN BLUFF IMPROVEMENTS: FUND 128	Budget	Amendment	New Budget
Other Financing Sources	0.00	19,757.00	19,757.00
Capital Outlay	0.00	19,757.00	19,757.00
Budget Emergency Bridge Repair		0.00	

$7M CAPITAL IMP BOND: FUND 130	Budget	Amendment	New Budget
Revenue	0.00	244,027.05	244,027.05
Capital Outlay	2,535,825.00	105,405.00	2,641,230.00
Unappropriated	0.00	138,622.05	138,622.05
Budget FY2012 & FY2013 MDOT Reimbs		0.00	

US EQUITABLE SHARING: FUND 157	Budget	Amendment	New Budget
Revenue	0.00	61,431.43	61,431.43
Capital Outlay	0.00	22,811.02	22,811.02
Transfer to Fund 100	0.00	5,600.00	5,600.00
Unappropriated	0.00	33,020.41	33,020.41
Budget Receipt of Funds/Transfer		0.00	

FIRE PROTECTION: FUND 160	Budget	Amendment	New Budget
Loan Proceeds	80,000.00	4,151.00	84,151.00
Capital Outlay	160,000.00	4,151.00	164,151.00
Budget Cost Increase - Command Support Vehicle		0.00	

FF RADIO GRANT: FUND 161	Budget	Amendment	New Budget
Revenue	0.00	105,775.00	105,775.00
Capital Outlay	0.00	105,775.00	105,775.00
Budget Grant Award		0.00	

MDOT YOUTH CORP: FUND 166	Budget	Amendment	New Budget
Revenue	34,151.00	3,788.69	37,939.69
Personnel Services	28,775.00	(1,287.71)	27,487.29
Supplies	5,625.00	4,926.40	10,551.40
Other Services & Charges	600.00	150.00	750.00
Budget Additional Grant Activity		0.00	

FY 2013 BUDGET AMENDMENTS

TIDELANDS GRANT: FUND 171	Budget	Amendment	New Budget
Revenue	701,713.00	(36,651.24)	665,061.76
Capital Outlay	695,856.75	(36,651.24)	659,205.51
Adjust Grant to Actual Award		0.00	

SHEPARD STATE PARK: FUND 176	Budget	Amendment	New Budget
Revenue	0.00	55,000.00	55,000.00
Personnel Services	0.00	5,000.00	5,000.00
Supplies	0.00	13,000.00	13,000.00
Other Services & Charges	0.00	37,000.00	37,000.00
Budget Park Operations		0.00	

SOLID WASTE: FUND 404	Budget	Amendment	New Budget
Garbage Collection Fees	1,330,000.00	(69,100.00)	1,260,900.00
Transfers	348,827.00	(69,100.00)	279,727.00
Adjust for Revenue Shortfall		0.00	

ENTERPRISE FUND: FUND 400	Budget	Amendment	New Budget
Budget Auction Proceeds			
Adj Revenue Shortfalls - Reallocate Budget			
REVENUES			
Revenue-Surplus Property	0.00	6,792.00	6,792.00
Transfers	278,601.00	(278,601.00)	0.00
EXPENDITURES			
OPERATIONS & MAINTENANCE			
Personnel Services	268,880.00	9,992.00	278,872.00
Supplies	367,497.00	(113,200.00)	254,297.00
Other Services & Charges	3,142,200.00	(140,901.00)	3,001,299.00
Capital Outlay	30,000.00	(27,700.00)	2,300.00
		0.00	

CIAP-OLD SHELL LANDING: FUND 414	Budget	Amendment	New Budget
Revenue	513,825.00	19,860.00	533,685.00
Capital Outlay	513,825.00	19,860.00	533,685.00
Adjust Grant to Actual Award		0.00	

WATER ION-X PROJECT: FUND 421	Budget	Amendment	New Budget
Revenue	0.00	3,059,351.86	3,059,351.86
Other Services & Charges	0.00	277,000.00	277,000.00
Capital Outlay	0.00	2,782,351.86	2,782,351.86
Budget Project - Loan Proceeds		0.00	

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

RESOLUTION NUMBER 029-2013

A RESOLUTION APPROVING THE SCHEDULE OF AUTHORIZED POSITIONS AND ORGANIZATION CHART

WHEREAS, it is the desire of the Mayor and Council to approve the FY 2014 Schedule of Authorized Positions and Organizational Chart on September 17, 2013 as presented by the City Manager in accordance with Mississippi Code of 1972 Section 21-9-45.

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

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

CITY OF GAUTIER
FY 2014
SCHEDULE OF AUTHORIZED POSITIONS
(Underline New/Strike-Thru ~~Old~~)

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

Fleet Maintenance					
Mechanic II	2080	11	1		
Mechanic I	2080	10	1		
Total Funded			**6**		
Total Non-Funded					
CITY CLERK DEPT					
City Clerk	2080	21	1		
DCC / Executive Assistant	2080	11	1		
Purchasing Agent	2080	10	1		
Administrative Clerk	2080	8	1		
Court Division					
Court Clerk II	2080	10	1		
Deputy Court Clerk	2080	8	1		
Total Funded			**6**		
Total Non-Funded					
	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
POLICE DEPT					
Police Chief	2080	22	1		
~~Admin Asst.~~ Executive Assistant	2080	9	1		
CID					
Detective Captain	2080	15	1		
Detective Lieutenant	2080	14	1		
Detective Sergeant	2080	13/14	1		
Detective	2080	11/13	3		
FBI Task Force Officer	2080	13	1		
Narcotics Officer	2080	11	1		
Crime Prevention Officer	2080	11	1		
Records Clerk II	2080	~~7~~ 8	1		
Patrol					
Patrol Captain	2080	15	1		
Patrol Lieutenant	2184	11	4		
Patrol Sergeant	2184	10S	4		
Patrol Officer **	2184	9/10	14		
Dispatcher / TAC Officer	2080	10	1		
Dispatcher	2184	7	7		
Traffic/Admin					
Traffic/Admin Captain	2080	15	1		
K9 Officer	2080	13	1		
Traffic Sergeant	2184	10S	1		
Traffic Officer	2184	10	4		
School Guards	N/A	N/A		4	
Patrol Officer	N/A	N/A			21
Total Funded			**~~51~~ 50**	**4**	**21**
Total Non-Funded					

** Probationary officer 9

Certified officer 10

	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
FIRE DEPT					
Fire Chief	2080	22	1		
Fire Marshal	2080	15	1		
~~Admin Asst.~~ Executive Assistant	2080	9	1		
Fire Captains	2496	10	3		
Fire Lieutenant	2496	9	6		
Firefighters ***	2496	9/10	18		
P/T Firefighters ****	N/A	N/A		3	
Total Funded			**30**	3	
Total Non-Funded					

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

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

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

* Field Supervisor budgeted through Jan. 31, 2014

Summary of Authorized Positions	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
Judicial Dept: Funded		~~2~~ 1	
Executive Dept: Funded	2		
Finance Dept: Funded	3		
Human Resources Dept: Funded	6		
City Clerk Dept: Funded	6		
Police Dept: Funded	50	4	21
Non-Funded			
Fire Dept: Funded	30	3	
Econ Dev Dept: Funded	13		
Public Works Dept: Funded	2		
Non-Funded	1		
Total	**112**	**~~9~~ 8**	**21**
Total Non-Funded	**1**		

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

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

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

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

NAYS: **None**

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MAYOR

ATTEST:

____
CITY CLERK

PASSED AND ADOPTED by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Jason Pugh, Human Resources Director

Date: 09/10/13

Subject: Approval of Schedule of Authorized Positions and revised Job Descriptions

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REQUEST:
The Human Resources Department requests that the Gautier City Council approve the attached Schedule of Authorized Positions and modified job descriptions.

BACKGROUND:
Prior the start of FY2014, the Gautier City Council must approve a Schedule of Authorized Positions. This approval is required at the start of each budget year and any time during the year that changes are made to the Schedule.

DISCUSSION:
The attached Schedule of Authorized Positions and modified job descriptions require council approval prior to the start of FY2014. Revisions to the Schedule of Authorized Positions needing approval are:

1. Police Records Clerk changed from Grade 7 to Grade 8. The salary for this position will remain the same. The position is currently vacant and the grade change is for parity as this is the lowest grade in the city, save one. No financial impact.

2. Police and Fire Department Administrative Assistants title changed to Executive Assistant. The title change is for position parity interdepartmentally. No financial impact.

3. Remove the City Attorney from the Schedule of Authorized Positions as a part-time employee.

4. Public Works Field Supervisor will only be funded through January 31, 2014 as notated on the Schedule. (Due to retirement)

5. The planning technician job description is being revised to change who the position directly reports to on the job description. This position is currently reporting to the Grants and Project Manager and should be reporting directly to the Department Director. No financial impact.

There are no other changes to this Schedule of Authorized Positions and no financial impact to the city from any of the changes.

RECOMMENDATION:
Mississippi Code Annotated 21-9-45 establishes that the City Council may authorize positions upon recommendation of the City Manager. The City Manager recommends approval of the attached Schedule of Authorized Positions and revised job descriptions.

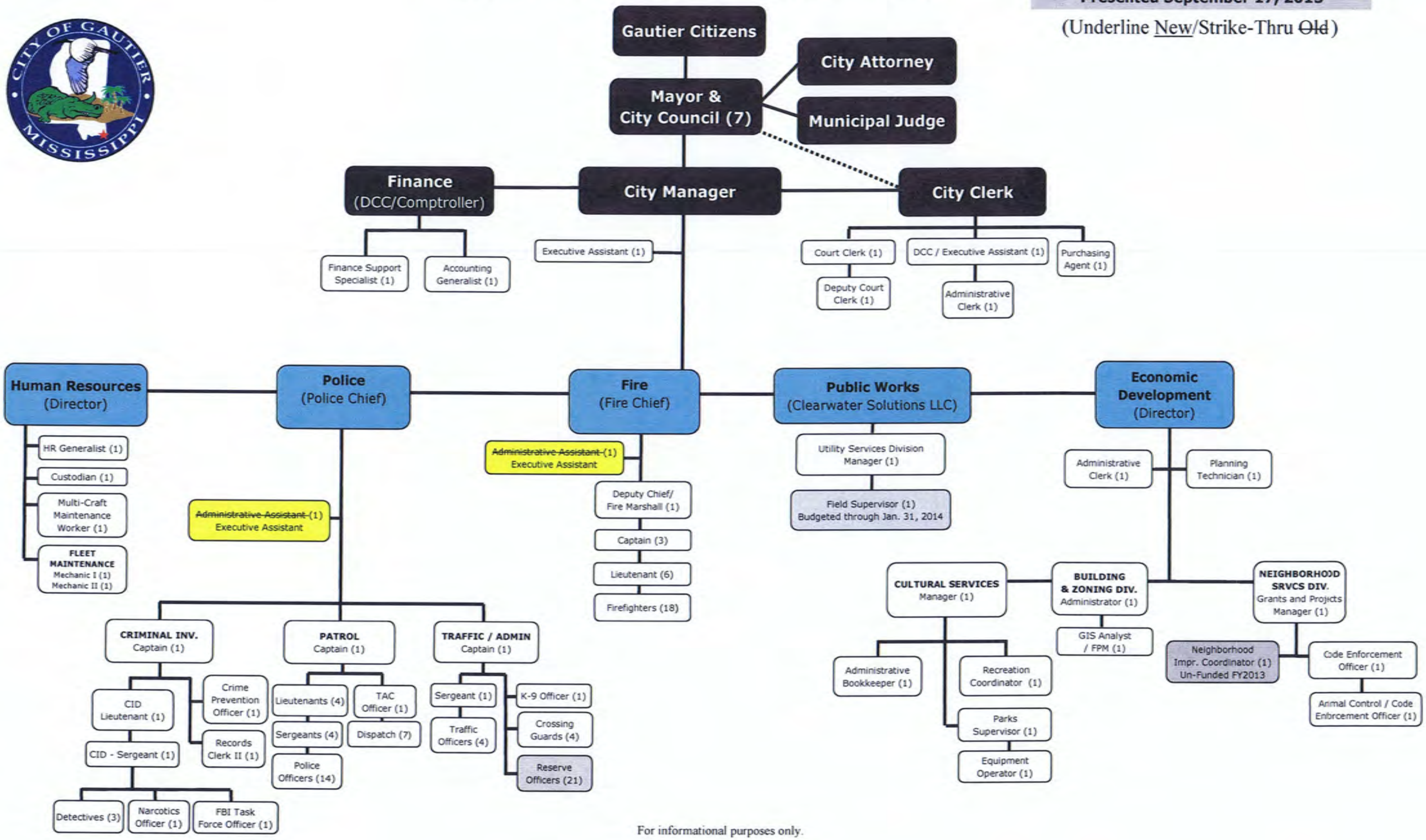
ATTACHMENT(S):
Schedule of Authorized Positions
Organizational Chart
Executive Assistant (Police Chief) Job Description
Executive Assistant (Fire Chief) Job Description
Records Clerk Job Description
Planning Technician Job Description

City of Gautier Organization Chart

FY 2013 - 2014

Presented September 17, 2013

(Underline <u>New</u>/Strike-Thru ~~Old~~)



For informational purposes only.

~~ADMINISTRATIVE ASSISTANT~~ EXECUTIVE ASSISTANT
(Police Department)

Department:	Police Department	**Pay Grade:**	09 (Schedule 2080)
Reports To:	Police Chief	**Exempt (Y/N):**	N
Competitive (Y/N):	Y		

SUMMARY:

Employ in this class performs secretarial tasks in accordance with well established procedures. Detailed instructions and close supervision are received at the beginning of work and new assignments, although regular routine assignments may be performed more independently and the exercise of initiative, independent judgment and discretion is expected as experience is gained. Work is subject to general supervision and is usually reviewed for content, accuracy and adherence to established standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

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

- Acts as receptionist and performs routine secretarial functions for a superior; meets the public, provides information, takes messages, schedules appointments, reserves accommodations, transmits orders and instructions with the authority of a superior; and relieves a superior of varied and routine details.
- Prepares purchase requisitions for the department.
- Answers a variety of inquiries from citizens and employees, in person, by letter and by telephone, on City services; on policies and procedural matters.
- Maintains files on relatively complex subject matters; keeps a variety of moderately complex records; compiles and prepares statistical and other data from such records.
- Types forms, letters, memorandum, reports, tabulations, statements and other materials from rough draft or detailed instructions.
- Checks, spelling, punctuations, grammar, format, etc. in draft or final form.
- Prepares budget estimates; assists in controlling expenditures of departmental operations.
- Assists in the development and maintenance of departmental policies and procedures, rules and regulations.
- Implements policies and procedures approved by department director.
- Assists other members in the department with complex personnel matters.
- Prepares technical and administrative reports.
- Acts as liaison with Federal, State, local and other agencies.
- Performs special projects and other duties as assigned by the Department Head.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

- Ability to write professional reports and correspondence.
- Ability to post entries from supporting documents to ledgers, journals and other computer files/software and make mathematical computations rapidly and accurately.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- Ability to operate standard office equipment and must possess strong Microsoft Office skills, specifically in Word, Excel.
- Knowledge of occupational hazards involved in the work place and the proper safety precautions for the safe performance of the job.
- Must be able to come to work promptly and regularly.
- Must be able to work under stress and deadlines.
- Must be able to concentrate and perform accurately.
- Must be able to react to change productively and to handle other tasks as assigned.

- Ability to establish and maintain effective working relationships as necessitated by work assignments.
- Must possess and maintain a valid Mississippi vehicle operator's license.

SUPERVISORY RESPONSIBILITIES:

This job has no supervisory responsibilities.

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

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

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

While performing the duties of this job, the employee is regularly required to use hands and fingers to hold or feel, reach with hands and arms, walk, talk and hear. The employee is occasionally required to stand, sit, climb, balance, stoop, and crouch. Specific vision abilities include close, distance, color, and peripheral vision, and depth perception. The employee regularly lifts and/or moves up to 25 pounds and occasionally lifts and/or moves up to 45 pounds.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

Associate's degree (A.A.) or equivalent form a two-year college or technical school and two (2) years related experience; or High school diploma or equivalent and six (6) years related experience of which must have included supervision, organization, coordination and performance of duties at a responsible level.

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

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

~~ADMINISTRATIVE ASSISTANT~~ EXECUTIVE ASSISTANT
(Fire Department)

Department:	Fire Department	**Pay Grade:**	09 (Schedule 2080)
Reports To:	Fire Chief	**Exempt (Y/N):**	N
Competitive (Y/N):	Y		

SUMMARY:

Employ in this class performs secretarial tasks in accordance with well established procedures. Detailed instructions and close supervision are received at the beginning of work and new assignments, although regular routine assignments may be performed more independently and the exercise of initiative, independent judgment and discretion is expected as experience is gained. Work is subject to general supervision and is usually reviewed for content, accuracy and adherence to established standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

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

- Acts as receptionist and performs routine secretarial functions for a superior; meets the public, provides information, takes messages, schedules appointments, reserves accommodations, transmits orders and instructions with the authority of a superior; and relieves a superior of varied and routine details.
- Prepares purchase requisitions for the department.
- Answers a variety of inquiries from citizens and employees, in person, by letter and by telephone, on City services; on policies and procedural matters.
- Maintains files on relatively complex subject matters; keeps a variety of moderately complex records; compiles and prepares statistical and other data from such records.
- Types forms, letters, memorandum, reports, tabulations, statements and other materials from rough draft or detailed instructions.
- Checks, spelling, punctuations, grammar, format, etc. in draft or final form.
- Prepares budget estimates; assists in controlling expenditures of departmental operations.
- Assists in the development and maintenance of departmental policies and procedures, rules and regulations.
- Implements policies and procedures approved by department director.
- Assists other members in the department with complex personnel matters.
- Prepares technical and administrative reports.
- Acts as liaison with Federal, State, local and other agencies.
- Performs special projects and other duties as assigned by the Department Head.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

- Ability to write professional reports and correspondence.
- Ability to post entries from supporting documents to ledgers, journals and other computer files/software and make mathematical computations rapidly and accurately.
- Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- Ability to operate standard office equipment and must possess strong Microsoft Office skills, specifically in Word, Excel.
- Knowledge of occupational hazards involved in the work place and the proper safety precautions for the safe performance of the job.
- Must be able to come to work promptly and regularly.
- Must be able to work under stress and deadlines.
- Must be able to concentrate and perform accurately.
- Must be able to react to change productively and to handle other tasks as assigned.

- Ability to establish and maintain effective working relationships as necessitated by work assignments.
- Must possess and maintain a valid Mississippi vehicle operator's license.

SUPERVISORY RESPONSIBILITIES:

This job has no supervisory responsibilities.

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

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

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

While performing the duties of this job, the employee is regularly required to use hands and fingers to hold or feel, reach with hands and arms, walk, talk and hear. The employee is occasionally required to stand, sit, climb, balance, stoop, and crouch. Specific vision abilities include close, distance, color, and peripheral vision, and depth perception. The employee regularly lifts and/or moves up to 25 pounds and occasionally lifts and/or moves up to 45 pounds.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

Associate's degree (A.A.) or equivalent form a two-year college or technical school and two (2) years related experience; or High school diploma or equivalent and six (6) years related experience of which must have included supervision, organization, coordination and performance of duties at a responsible level.

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

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

RECORDS CLERK II
(Police Department)

Department:	Police Department	**Pay Grade:**	~~07~~ 08(Schedule 2080)
Reports To:	CID-Captain	**Exempt (Y/N):**	N
Competitive (Y/N):	Y		

SUMMARY:

This is general and technical work of complexity and variety which involves the responsibilities for all matters pertaining to the operation of the records function in the Public Safety area.

Work involves the performance of a variety of clerical and office tasks in accordance with established procedures. Instructions and supervision may be available on new assignments, but regular assignments must be performed independently and initiative must be exercised as experience is gained. Although skilled and rapid typing is an essential duty, the volume of typing varies in this class. Employee in this class is required to exercise tact and sound judgment in dealing with the public. Work is reviewed for accuracy upon completion; adherence to procedures; through reports and conferences; and accomplishment of desired results.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

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

- Receives, reviews, classifies, and assigns case or file numbers and processes all reports.
- Processes criminal and traffic charges, and files them per procedures.
- Processes traffic accident reports by filing, numbering and making proper copies for dissemination.
- Processes juvenile related offenses; filing; numbering and making proper copies for dissemination.
- Transcribes tapes for Detective Division.
- Prepares monthly statistics to include but not limited to the Uniform Crime Report.
- Operates adding machines, calculators, copying machines, typewriters, computer key board, fax machines, and other office equipment.
- May answer variety of inquiries from citizens in person, by letter, and by telephone.
- Performs other duties as assigned.

City Manager __________ Date __________

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

- Ability to classify, file, and retrieve files on a variety of matters.
- Ability to post entries from supporting documents to ledgers, journals and computer files; and make mathematical computations rapidly and accurately.
- Ability to use common computer software programs, such as Word and Excel.
- Ability to operate adding machine, calculator, typewriter, cash register, computer key board, fax machine, and other office machines.
- Ability to establish and maintain effective working relations as necessitated by work assignments.
- Knowledge of English, spelling, punctuation, grammar, and arithmetic.
- Knowledge of modern office practices, procedures, equipment, and standard clerical techniques.
- Knowledge of occupational hazards involved in the work and the proper safety precautions for the safe performance of the job.
- Ability to understand and follow oral and written instructions.
- Skill in operating a typewriter.
- Ability to react to change productively, and handle other tasks as assigned.
- Must possess and maintain a valid Mississippi vehicle operator's license.

RECORDS CLERK II
(Police Department)

SUPERVISORY RESPONSIBILITIES:

This job has no supervisory responsibilities.

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

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

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

While performing the duties of this job, the employee is regularly required to use hands and fingers to hold or feel, reach with hands and arms, walk, talk and hear. The employee is occasionally required to stand, sit, climb, balance, stoop, and crouch. Specific vision abilities include close, distance, color, and peripheral vision, and depth perception. The employee regularly lifts and/or moves up to 25 pounds and occasionally lifts and/or moves up to 45 pounds.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

Graduation from high school or acceptable equivalent, including office procedures and two (2) years of related experience.

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

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

PLANNING TECHNICIAN

Department:	Economic Development / Planning Department	**Pay Grade:**	11 (Schedule 2080)
Reports To:	~~Grants and Projects Manager~~ Director	**Exempt (Y/N):**	N
Competitive (Y/N):	N		

SUMMARY:

This is entry-level paraprofessional work devoting a significant amount of time to routine administrative planning tasks. Incumbent provides technical assistance and information to staff, committees and the public in the administration of specific planning programs areas or ordinances. Work is subject to general supervision of the ~~Grants and Projects Manager~~ Director of Economic Development/Planning–and is usually reviewed for accuracy upon completion; through reports, conferences, and accomplishment of desired results.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

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

The position of Planning Technician will include, but is not limited to, the following duties:

- Perform routine office tasks in designated program areas, including data entry, file management, copying and answering telephone.
- Prepare narrative staff reports and recommendations of limited complexity, such as conditional use permits and variances.
- Research and compile information on a variety of economic development and planning issues from multiple sources.
- Prepare public notices or property owner verifications.
- Prepare maps, charts, tables of limited complexity.
- Investigate violations of planning regulations and ordinances, including site visits.
- Attend public meetings, assisting other planning staff as appropriate.
- Attend and participate in professional group meetings; stay abreast of new trends in the field of
- plans examination and building code compliance.
- Assist with economic development activities.
- Perform other duties as assigned.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

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

- Planning principles and practices, including pertinent specialties.
- Oral communication and interpersonal skills to explain rules and procedures clearly to the public.
- Problem-solving skills to gather relevant information to solve vaguely defined practical problems.
- Practices of research and data collection.
- Knowledge of effective writing techniques.
- Review plans and apply provisions of the ordinances and codes to determine compliance with such regulations
- Knowledge of computer hardware and software programs, which may include Microsoft Office, Internet applications, and GIS.
- Work on several projects or issues simultaneously
- Work independently or in a team environment as needed
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

City Manager _________ Date ___________

- Ability to concentrate, perform accurately and work under stress of deadlines.
- Ability to react to change productively and handle other tasks as assigned.
- Must be able to come to work promptly and regularly.
- Must maintain a valid Mississippi driver's license.

SUPERVISORY RESPONSIBILITIES:

This position has no supervisory responsibilities.

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

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

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

While performing the duties of this job, the employee is regularly required to use hands and fingers to hold or feel, reach with hands and arms, walk, talk and hear. The employee is occasionally required to stand, sit, climb, balance, stoop, and crouch. Specific vision abilities include close, distance, color, and peripheral vision, and depth perception. The employee regularly lifts and/or moves up to 25 pounds and occasionally lifts and/or moves up to 45 pounds.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

Bachelor's or Associate's Degree from an accredited college or university with major coursework in Urban Planning, Architecture, Construction Management, Public Administration or a related field; with two (2) years experience in plans review and zoning administration; Or

High School diploma or (GED) equivalent with a minimum ten (10) years experience in current and long range planning, plans review and/or zoning administration within a municipality.

REQUIRED LICENSES AND CERTIFICATES:

Must maintain a valid Mississippi driver's license.

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

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

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

ORDER NUMBER 226-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the City is hereby authorized to enter into a professional services agreement with Lemon Mohler Insurance and Fox Everett Inc. for insurance coverage of property, automobile and liability insurance coverage for FY 2014.

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 Anderson, 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 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Jason Pugh, Human Resources Director

Date: 09/10/13

Subject: Commercial Insurance for FY2014

REQUEST:

The Human Resources Department requests that the Gautier City Council approve entering into a professional services agreement with Lemon Mohler Insurance and Fox Everett Inc. for insurance coverage of property, automobile and liability insurance coverage for FY2014.

BACKGROUND:

The Human Resources Department has reviewed current commercial insurance policies and negotiated premiums with our insurance providers for FY2014.

DISCUSSION:

Total insurance premiums for FY2014 will be $275,809. This is an increase from FY2013 of $33,693.

Insurance coverage is as follows:

Fox Everett Inc. will provide:

- Commercial General Liability Insurance
- Auto Liability and Physical Damage Insurance
- Law Enforcement Liability Insurance
- Public Officials Liability Insurance
- Crime Insurance

Lemon Mohler Insurance will provide:

- Commercial Property Insurance
- Inland Marine Insurance (Heavy Equipment)
- Boat Insurance
- Police Reserves Insurance

RECOMMENDATION:

The Human Resources Director recommends the Gautier City Council approve entering into a professional services agreement with Fox Everett Inc. and Lemon Mohler Insurance to provide the city's insurance coverage needs for FY2014.

ATTACHMENT(S):

Fox Everett Premium Summary
Lemon Mohler Premium Summary

Fox Everett Inc.

Premium Summary

Based upon information you provided, your dedicated team at Fox/Everett has developed the following insurance solutions to protect you, your business and your employees.

Coverage	2013-2014 Estimated Premiums	2012-2013 Annualized Premiums
Commercial General Liability	$53,430	$52,445
Auto Liability & Physical Damage	$70,844	$56,827
Law Enforcement Liability	$33,256	$27,537
Public Officials Liability	$18,284	$15,160
Employment Practices Liability		Included
Crime	$500	$500
Total Premium:	**$176,314**	**$152,469**

Payment Options	Down Payment	Installments
Premium finance	$16,377.32	10 @ $16,377.32 Each
Full payment at inception	$176,314	N/A

The quotations presented in this proposal will expire on. However, Fox/Everett can withdraw our negotiated program at the time and date we deem appropriate.

The information disclosed in this document, as well as our negotiated program is proprietary, therefore we ask that you not share it with any external sources.

This summary is intended for reference only. For specific terms, conditions, limitations, and exclusions, please refer to actual coverage documents.
Fox/Everett, Inc.

Lemon Mohler

City of Gautier

PREMIUM SUMMARY –

Expiring Premiums:

Commercial Property	$ 78,877.00
Inland Marine	$ 3,375.00
Boat	$ 2,477.40
Police Reserve	$ 4,918.00
TOTAL ANNUAL PREMIUM	**$ 89,647.40**

Renewal Premiums:

Commercial Property	$ 86,414.00
Inland Marine	$ 5,686.00
Boat	$ 2,477.40
Police Reserve	~~$ 4,918.00~~
TOTAL ANNUAL PREMIUM:	**$ 99,495.40**

***Option 2** Commercial Property with $10,000 AOP deductible would be $82,968

***Option 3** Commercial Property with $25,000 AOP deductible would be $76,076

SERVICE TEAM

Your customer service contact is:

Brook Miller
P 228-762-7511
F 228-762-5319
E bmiller@lemonmohler.com

Your producer team is:

Charles Rivers
P 228-762-7511
E crivers@lemonmohler.com

Scott Lemon
P 228-875-7777
E slemon@lemonmohler.com

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

ORDER NUMBER 227-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the City is hereby authorized to enter into a loan agreement with First Insurance Funding to finance the Liability Insurance for FY2014 at the finance cost of $3,836.52 to allow for a monthly installment plan.

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 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Jason Pugh, Human Resources Director
Date:	09/10/13
Subject:	Request to enter into a loan agreement with First Insurance Funding to finance the City of Gautier Liability Insurance premium for FY2014.

REQUEST:

The Human Resources Department requests that the Gautier City Council consider entering into a loan agreement with First Insurance Funding to finance the Liability Insurance for FY2014 at a finance cost of $3,836.52 to allow for a monthly installment plan. Monthly installment plans are a routine practice for municipal government.

BACKGROUND:

The Gautier City Council approved the use of First Insurance Funding to finance the city's liability insurance policies last fiscal year.

DISCUSSION:

Upon approval of liability insurance renewals for FY2014, the city will be responsible for liability insurance premiums in the amount of $176,314. National Fire Insurance Company of Hartford will allow us to finance our premium through First Insurance Funding at a rate of $16,377.32 per month for eleven (11) months. The total finance charge to pay this premium monthly is $3,836.52 and results in an additional cost of $348.77 per month.

RECOMMENDATION:

The Human Resources Director recommends that the Gautier City Council enter into an agreement with First Insurance Funding to finance our liability insurance for FY2014. This will allow the City of Gautier to pay the liability insurance in monthly installments.

ATTACHMENT(S):

First Insurance Funding Finance Agreement and Disclosure Statement

LENDER:

FIRST INSURANCE FUNDING

A WINTRUST COMPANY

COMMERCIAL PREMIUM FINANCE AGREEMENT

450 Skokie Blvd, Suite 1000
Northbrook, IL 60062
P:(800)837-3707 F:(800)837-3709
www.firstinsurancefunding.com

Quote#: 000002480453

INSURED/BORROWER Customer ID:n/a	AGENT or BROKER 02035-0001
(Name and address as shown on Policy)	(Name and Business Address)
CITY OF GAUTIER	Fox-Everett, Inc.
3330 HWY 90	12260 Intraplex Pkwy
GAUTIER MS 39553	Gulfport MS 39503
Phone: (228) 497-8020 Contact: VENEICE BARNETT	

LOAN DISCLOSURE

Total Premiums, Taxes and Fees	Cash Down Payment	Unpaid Premium Balance	Documentary Stamp Tax (only applicable in Florida)	Amount Financed (amount of credit provided on your behalf)	FINANCE CHARGE (dollar amount the credit will cost you)	Total of Payments (amount paid after making all scheduled payments)	ANNUAL PERCENTAGE RATE (cost of credit as a yearly rate)
176,314.00	16,377.32	159,936.68	0.00	159,936.68	3,836.52	163,773.20	5.200

YOUR PAYMENT SCHEDULE WILL BE: ***Mail Payments to: FIRST Insurance Funding Corp., PO Box 66468, Chicago, IL 60666-0468***

Number of Payments	Amount of Each Payment	First Installment Due	Beginning 10/30/2013
10	16,377.32	Installment Due Dates	Monthly

SECURITY INTEREST. The named insured (herein referred to as "Insured") grants LENDER a security interest in the financed policies, including (but only to the extent permitted by applicable law) all return premiums, dividend payments (not applicable in KY), and loss payments which reduce unearned premium, subject to any mortgagee or loss payee interest. If any circumstances exist in which all premiums related to any financed policy could become fully earned in the event of loss, LENDER shall be named a loss-payee with respect to such policy.

FINANCE CHARGE. The finance charge begins accruing on the earliest effective date of the policies listed in the Schedule of Policies. The finance charge may include a nonrefundable service charge equal to the maximum amount permitted by law ($10 in AK, DE, NY & PA; $25 in NV; $12 in NJ; $15 in NC, RI & VA; $16 in MA; $20 in FL). The finance charge is computed using a 365-day calendar year.

LATE PAYMENT. A late charge will be assessed on any installment at least 5 days in default (7 days in VA or such later date as required by applicable law. 10 days in MA & TX). This late charge will equal 5% of the delinquent installment or the maximum late charge permitted by applicable law, whichever is less (greater of $10 or 5% in FL; greater of $25 or 1.5% in NJ; $5 maximum in DE, MT and ND; $100 maximum in MD; 5% in VA).

PREPAYMENT. The Insured is entitled to a refund of part or all of the unearned finance charge if the loan is prepaid in full prior to the last installment due date. The refund shall be computed according to applicable law subject to any nonrefundable service charge. In VA the refund shall be calculated using the short rate method. In CA the rebate is in compliance with Cal Fin Code § 18629.

SCHEDULE OF POLICIES

Policy Number	Full Name of Insurance Company and Name of General Agent or Company Office to Which Premium is Paid	Coverage	Policy Term	Effective Date	Premiums, Taxes, and Fees
GL	02129-001 - National Fire Ins Hartford 002337 - JWF Specialty	GL [ME%: 0.000 CX: 10]	12	09-30-2013 FIN TXS/FEES ERN TXS/FEES	53,430.00 0.00 0.00
AUTO	02129-001 - National Fire Ins Hartford 002337 - JWF Specialty	AUTO [ME%: 0.000 CX: 10]	12	09-30-2013 FIN TXS/FEES ERN TXS/FEES	70,844.00 0.00 0.00
	(Policies continued on next page.)			TOTAL	176,314.00

INSURED'S AGREEMENT:

1. In consideration of the premium payment being advanced by LENDER to the insurance companies listed in the Schedule of Policies, their representative or the Agent or Broker listed above, the Insured promises to pay, to the order of LENDER, the Total of Payments subject to all of the provisions set forth in this Agreement.
2. **POWER OF ATTORNEY.** INSURED IRREVOCABLY APPOINTS LENDER AS ITS "ATTORNEY-IN-FACT" with full power of substitution and full authority, in the event of default under this Agreement, to (i) cancel the financed policies in accordance with the provisions contained herein, (ii) receive all sums assigned to LENDER, and (iii) execute and deliver on behalf of the Insured all documents, forms and notices relating to the insurance policies listed on the Schedule of Policies in furtherance of this Agreement (clauses (ii) and (iii) are not applicable in Florida). Insured agrees that this right to cancel will terminate only after all of Insured's indebtedness under this Agreement is paid in full.
3. **SIGNATURE & ACKNOWLEDGEMENT.** Insured has signed and received a copy of this Agreement. If the Insured is not an individual, the undersigned is authorized to sign this Agreement on behalf of the Insured. All named Insured(s), jointly and severally if more than one, agree to all provisions set forth in this Agreement. **Insured acknowledges and understands that entry into this financing arrangement is not required as a condition for obtaining insurance coverage.**

NOTICE TO INSURED: (1) Do not sign this Agreement before you read both pages of it, or if it contains any blank space. (2) You are entitled to a completely filled-in copy of this Agreement. (3) Under the law, you have the right to pay off in advance the full amount due and under certain conditions to receive a partial refund of the finance charge. (4) Keep your copy of this Agreement to protect your legal rights.

Signature of Insured or Authorized Agent   Date   Signature of Agent   Date

Q#:000002480453 CONT_TYPE:STD PRN:091013 CFG:InternalRT:02035OPT2-F CRD:0 BP:Bill F/D: 000 SUB:FINCODEFAULT

The undersigned hereby warrants and agrees to the Agent or Broker Representations and Warranties set forth herein.

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SCHEDULE OF POLICIES

Policy Number And Prefix	Full Name of Insurance Company and Name and Address of General Agent or Company Office to Which Funds are Paid	Type of Insurance	Policy Term in Months	Effective Date Mo. Day. Yr.	Premiums, Taxes, and Fees
LAW	02129-001 - National Fire Ins Hartford 002337 - JWF Specialty	LIAB [ME%: 0.000 CX: 10]	12	09-30-2013 FIN TXS/FEES ERN TXS/FEES	31,016.00 0.00 2,240.00
PUB OFF	02129-001 - National Fire Ins Hartford 002337 - JWF Specialty	LIAB [ME%: 0.000 CX: 10]	12	09-30-2013 FIN TXS/FEES ERN TXS/FEES	18,284.00 0.00 0.00
CRIME	02129-001 - National Fire Ins Hartford 002337 - JWF Specialty	CRME [ME%: 0.000 CX: 10]	12	09-30-2013 FIN TXS/FEES ERN TXS/FEES	500.00 0.00 0.00

ADDITIONAL PROVISIONS OF PREMIUM FINANCE AGREEMENT

4. EFFECTIVE DATE. This Agreement will not become effective until it is accepted in writing by LENDER.

5. DEFAULT/CANCELLATION. Insured is in default under this agreement if (a) a payment is not received by LENDER when it is due, (b) a proceeding in bankruptcy, receivership, insolvency or similar proceeding is instituted by or against Insured, or (c) Insured fails to comply with any of the terms of this Agreement; provided, however, when required by applicable law, Insured may be deemed in default only under clause (a) above. Clauses (b) and (c) are not applicable in FL, MD, NV, NC or VA. At any time after default, LENDER can demand and has the right to receive immediate payment of the total unpaid amount due under this Agreement even if LENDER has not received any refund of unearned premium. If the Insured is in default, LENDER has no further obligation under this Agreement to pay premiums on the Insured's behalf, and LENDER may pursue any of the remedies provided in this Agreement or by applicable law. If a default by the Insured results in cancellation of any insurance policy listed in the Schedule of Policies, the Insured agrees to pay a cancellation charge where allowed by applicable law (not permitted in AK, FL, KS, KY, NV, NY, NC, PA, SC, TX or VA). If cancellation occurs, where permitted by law, the Insured agrees to pay LENDER interest on the balance due at the contract rate or at the maximum lawful rate, whichever is less, until the balance is paid in full or until such other date as provided by applicable law.

6. RETURNED CHECK CHARGE. If an Insured's check is dishonored for any reason and if permitted by law, the Insured will pay LENDER a returned check charge equal to the maximum fee permitted by law (not permitted in KY; $15 in FL & NV; $20 in VA; maximum of $25 in MD).

7. REINSTATEMENT. Once a Notice of Cancellation has been sent to any insurance company, LENDER has no duty to rescind it or to ask that the policy be reinstated, even if LENDER later receives a payment from Insured. In the event LENDER requests reinstatement, such request does not guarantee that coverage will be reinstated by the insurance company. Payments that LENDER receives after sending a Notice of Cancellation may be applied to Insured's account without changing any of LENDER's rights under this Agreement.

8. LENDER'S RIGHTS AFTER THE POLICIES ARE CANCELLED. After any financed policy is cancelled, whether by LENDER, the Insured, or the insurance companies listed in the Schedule of Policies, LENDER has the right to receive all unearned premiums and other funds assigned to LENDER as security herein and to apply them to Insured's unpaid balance under this Agreement or any other agreement between the Insured and LENDER (in VA funds cannot be applied to another agreement). Receipt of unearned premiums does not constitute payment of installments to LENDER, in full or in part. If the amount received is more than the amount owed by Insured, any excess amount will be refunded to Insured; the minimum refund is $1.00 (no minimum in VA). If the amount received is less than the amount owed by Insured, Insured will be responsible for the deficiency. Insured agrees that insurance companies may rely exclusively on LENDER's representations about the financed policies.

9. ASSIGNMENT. Insured may not assign any policy without LENDER's written consent. However, LENDER's consent is not needed to add mortgagees or other persons as loss payees to financed policies. LENDER may transfer its rights under this Agreement to anyone without the consent of Insured.

10. AGENT OR BROKER. Insured agrees that the insurance Agent or Broker issuing the policies or through whom the policies were issued is not the agent of LENDER, except for any action taken on behalf of LENDER with the express authority of LENDER, and LENDER is not bound by anything the Agent or Broker represents to the Insured, orally or in writing, that is not contained in this Agreement. Where permissible by law, LENDER may pay some portion of the finance charge or other form of compensation to the Agent or Broker executing this Agreement for aiding in the administration of this Agreement (Not applicable in VA). Any questions regarding this payment should be directed to the Agent or Broker.

11. COLLECTION COSTS. Insured agrees to pay reasonable attorney fees, courts costs, and other collection costs to LENDER to the extent permitted by law if this Agreement is referred to an attorney or collection agent who is not a salaried employee of LENDER to collect money that Insured owes (not permitted in KY or MD).

12. LIABILITY Insured understands and agrees that LENDER is not liable to Insured or any person or entity upon the exercise of LENDERS's right of cancellation, except in the event of willful or intentional misconduct by LENDER. This provision is not permitted in KY.

13. GOVERNING LAW. This Agreement is governed by and interpreted under the laws of the state where the Insured resides, except for conflict of laws principles thereof. If any court finds any part of this Agreement to be invalid, such finding shall not affect the remaining provisions of this Agreement.

14. WARRANTY OF ACCURACY. The Insured represents and warrants that to the best of its knowledge (i) the insurance policies listed in the Schedule of Policies are in full force and effect and that the Insured has not and will not assign any interest in the policies except for the interest of mortgagees and loss payees, (ii) that unless disclosed on Page 1, none of the polices listed in the Schedule of Policies are for personal, family or household purposes, (iii) the Cash Down Payment and any past due payments have been paid in full to the agent in cash or other immediately available funds, (iv) all information provided herein or in connection with this Agreement is true, correct, complete and not misleading, (v) no proceeding in bankruptcy, receivership, insolvency or similar proceeding is instituted by or against Insured, (vi) the Insured has no indebtedness to the insurers issuing the listed policies and none of those insurers have asserted any claims for payment against the Insured, and (vii) there is no term or provision in any listed policies that would require LENDER to notify or obtain consent from any other party to effect cancellation of such policies.

15. AUDIT AND REPORTING FORM POLICIES. If any financed policies are auditable, reporting form policies or subject to retrospective rating, the Insured agrees to fully comply with all audits and pay to the insurance company the earned premium computed in accordance with the policy provisions which is in excess of the amount of premium advanced by LENDER and retained by the insurance company.

16. CORRECTIONS. LENDER may insert the names of the insurance companies and policy numbers, if this information is not known at the time Insured signs this Agreement. LENDER is authorized to correct patent errors or omissions in this Agreement (Not applicable in KY or VA).

AGENT OR BROKER REPRESENTATIONS AND WARRANTIES

The Agent or Broker executing this Agreement represents, warrants, and agrees:

(1) The Insured has received a copy of this Agreement and has authorized this transaction, the Insured's signature is genuine and the cash down payment has been received from the Insured, (2) the listed policies are in full force and effect, and the information contained in the Schedule of Policies including the premium amount is correct, except for assigned risk policies where the actual premium amount may be unknown at this time, (3) the Agent or Broker is either the insurer's authorized policy issuing agent or the broker placing the coverage directly with the insurer, except where the name of the Issuing Agent or General Agent is listed in the Schedule of Policies, (4) no direct company bill, audit, or reporting form policies, or policies subject to retrospective rating or to minimum earned premium, are included, except as previously disclosed in writing to LENDER, and the deposit of provisional premiums is not less than anticipated premiums to be earned for the full term of the policies, (5) the polices can be cancelled by the Insured or LENDER (or its successors and assigns) with proper notice, and the unearned premiums will be computed on the standard short rate or pro rata table except as previously disclosed in writing to LENDER, (6) to the best of the undersigned's knowledge and belief, there are no bankruptcy, receivership, or insolvency proceedings affecting the Insured, (7) to hold LENDER, its successors and assigns harmless against any loss or expense (including attorney fees) resulting from violations of these Representations and Warranties or from errors, omissions, or inaccuracies of Agent or Broker in preparing this Agreement, (8) to pay all reasonable attorney fees, courts costs, and other collection costs incurred by LENDER in recovering amounts due from the Agent or Broker in connection with any breach of these Agent or Broker Representations and Warranties, (9) to indemnify LENDER for any and all losses LENDER incurs as a result of any error committed by the Agent or Broker in completing or failing to complete any portion of this Agreement, and (10) to hold in trust for LENDER any payments made or credited to the insured through or to the undersigned directly or indirectly, actually or constructively by the insurance companies or LENDER and to pay the monies as well as the unearned commissions to LENDER upon demand to satisfy the outstanding indebtedness of the Insured.

NC License #482. CA License #1850. VA License #PF146. California Borrowers: **FOR INFORMATION CONTACT THE DEPARTMENT OF FINANCIAL INSTITUTIONS, STATE OF CALIFORNIA**

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

ORDER NUMBER 228-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the Streetscape Project #R-109-192-01-KCR Budget Modification #12 to extend the current Project ending date from September 30, 2013 to December 31, 2013 to allow time for installation of the digital sign, final project monitoring, and MDA review and approval of project close-out documents 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
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 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Patty Huffman, Grants and Projects Manager
Through:	Chandra Nicholson, Economic Development & Planning Director
Date:	September 9, 2013
Subject:	Streetscape Project #R-109-192-01-KCR Modification #12 (Ending Date Change)

REQUEST:
Budget Modification #12 for the above referenced Streetscape Project is presented for City Council approval. The purpose of this modification is to extend the current Project ending date from September 30, 2013 to December 31, 2013 to allow time for installation of the digital sign, final project monitoring, and MDA review and approval of project close-out documents.

DISCUSSION:
The City Manager's signature is needed on three (3) originals.

ATTACHMENT(S):
Mississippi Development Authority Modification Signature Sheet (3 originals)

MISSISSIPPI DEVELOPMENT AUTHORITY
MODIFICATION SIGNATURE SHEET

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

1. Recipient's Name, Address, and Telephone No. City of Gautier 3330 Highway 90 Gautier, MS 39553 228-497-8000	2. Effective Date:
	3. Contract Number: R-109-192-01-KCR / Grant Number: R-109-192-01-KCR
	4. Modification Number: #12
	5. Grant Identifier: (Funding Source & Year) CFDA Number: 14.219 & 14.228
	6. Beginning and Ending Date 12/1/08 – 12/31/13
	7. Page 1 of 1

8. As a result of this modification, funds obligated are changed as follows:

KCDBG	**OTHER FEDERAL**	**OTHER (LOCAL-PRIVATE)**
FROM: No Change	**FROM:**	**FROM: No change**
TO:	**TO:**	**TO:**
INCREASE:	**INCREASE:**	**INCREASE:**
DECREASE:	**DECREASE:**	**DECREASE**

9. The above recipient is hereby modified as follows: The purpose of this modification is to extend the contract ending date to December 31, 2013 to allow for completion of construction, final project monitoring and submission of close out documents.

10. Except as hereby modified, all terms and conditions of the subcontract remain unchanged.

12. Approved for Agency:	13. Approved for Recipient:
MDA approval is not required	
Signature Date	Signature Date
Name:	Name: Samantha Abell
Title:	Title: City Manager

MISSISSIPPI DEVELOPMENT AUTHORITY
MODIFICATION SIGNATURE SHEET

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

1. Recipient's Name, Address, and Telephone No. City of Gautier 3330 Highway 90 Gautier, MS 39553 228-497-8000	2. Effective Date:	
	3. Contract Number: R-109-192-01-KCR	Grant Number: R-109-192-01-KCR
	4. Modification Number: #12	
	5. Grant Identifier: (Funding Source & Year) CFDA Number: 14.219 & 14.228	
	6. Beginning and Ending Date 12/1/08 – 12/31/13	
	7. Page 1 of __1_	

8. As a result of this modification, funds obligated are changed as follows:

KCDBG	**OTHER FEDERAL**	**OTHER (LOCAL-PRIVATE)**
FROM: No Change	**FROM:**	**FROM: No change**
TO:	**TO:**	**TO:**
INCREASE:	**INCREASE:**	**INCREASE:**
DECREASE:	**DECREASE:**	**DECREASE**

9. The above recipient is hereby modified as follows: The purpose of this modification is to extend the contract ending date to December 31, 2013 to allow for completion of construction, final project monitoring and submission of close out documents.

10. Except as hereby modified, all terms and conditions of the subcontract remain unchanged.

12. Approved for Agency: _MDA approval is not required____________________ Signature Date Name: Title:	13. Approved for Recipient: ____ Signature Date Name: Samantha Abell Title: City Manager

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

ORDER NUMBER 229-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the City is hereby authorized to submit a grant application to the Mississippi Department of Archives and History (MDAH) for a Community Heritage Preservation Grant for the Mississippi Landmark, the (former) Gautier Colored School also known as the West Pascagoula Colored School.

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 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Patty Huffman, Grants and Projects Manager

Through: Chandra Nicholson, Director of Economic Development and Planning

Date: September 10, 2013

Subject: Submission of an Application to MDAH for a Community Heritage Preservation Grant for the former Gautier Colored School

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REQUEST:

The Economic Development and Planning Department requests City Council authorization to submit a grant application to the Mississippi Department of Archives and History (MDAH) for a Community Heritage Preservation Grant for the *Mississippi Landmark,* the (former) Gautier Colored School also known as the West Pascagoula Colored School. The building is located at 902 De La Pointe Drive at the entrance to George Martin City Park. The grant application must be submitted by 5:00 p.m. on September 27, 2013.

BACKGROUND:

The Mississippi Legislature has approved the ninth round of funding for the Community Heritage Preservation Grant Program. This program authorizes the Mississippi Dept. of Archives and History to make grants available for the preservation, restoration, development and interpretation of historic courthouses and school buildings. To be eligible, a building must be designated a *Mississippi Landmark* under the Antiquities Law of Mississippi prior to application. Only two buildings in Gautier are currently designated as Mississippi Landmarks, the (former) Gautier Colored School and Gautier Elementary School. The structure was originally built in 1921 by patrons of the school as a one-room schoolhouse for Gautier's African-American children and was used as a school until 1946. Later the building was used as a community center and for voting. The building was designated as a *Mississippi Landmark* by MDAH on October 19, 2012.

DISCUSSION:

The Gautier Historic Preservation Commission has identified the Gautier Colored School as an important historic site for restoration and preservation. All grant applicants must provide evidence of cash matching funds (private, local or federal) in an amount not less than 20% of the total project. The total cost is estimated at $400,000 which will require a cash match of $80,000 for a grant request of $320,000. Grant awards will be paid to grantees on a reimbursable basis after the successful completion of the project. Applicants that receive grant awards must be prepared to cover all project costs prior to receiving reimbursement from the Department of Finance and Administration. Applicants will be notified in December 2013 of the Board of Trustees' decision. All projects must be completed by December 1, 2016.

RECOMMENDATION:

The Economic Development and Planning Department staff recommends that City Council authorize submission of a grant application to MDAH for Community Heritage Preservation funding as outlined above. City Council may:

1. authorize submission of a grant application to MDAH for the Gautier Colored School as outlined above; or
2. authorize submission of a grant application to MDAH with changes for the Gautier Colored School; or
3. disapprove submission of a grant application to MDAH for the Gautier Colored School.

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 230-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the City is hereby authorized to submit a grant application to the Mississippi State Department of Health, Office Tobacco Control in collaboration with the Mississippi Municipal League and Americans for Nonsmokers' Rights Foundation to provide technical assistance funds to educate the public on the benefits of a smoke-free air policy in public places.

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 Anderson, 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 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Patty Huffman, Grants and Projects Manager

Through: Chandra Nicholson, Director of Economic Development and Planning

Date: September 11, 2013

Subject: Submission of an Application to the Mississippi State Department of Health, Office of Tobacco Control for a Technical Assistance Grant to Educate the Public on the Benefits of a Smoke-Free Air Policy

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REQUEST:
The Economic Development and Planning Department requests City Council authorization to submit a grant application to the Mississippi State Department of Health, Office of Tobacco Control in collaboration with the Mississippi Municipal League and Americans for Nonsmokers' Rights Foundation to provide technical assistance funds to educate the public on the benefits of having a smoke-free air policy in public places.

BACKGROUND:
The Mississippi State Department of Health, Office of Tobacco Control is currently soliciting proposals from municipalities that are interested in educating their constituents on the benefits of a comprehensive community smoke-free policy. One of the four primary goals of the Office of Tobacco Control is to eliminate exposure to secondhand smoke in pubic environments (i.e. worksites, restaurants, and other public places). Each year over 500 non-smoking Mississippians die as a result of exposure to secondhand smoke. According to the U.S. Surgeon General, there is no safe level of exposure to secondhand smoke.

DISCUSSION:
Proposals are accepted from any city or town in the state of Mississippi that does not currently have a comprehensive smoke-free policy. The City of Gautier may apply for up to $5,000 from the Mississippi State Department of Health to educate the public on the health consequences of secondhand smoke exposure and the benefits of smoke-free environments through public meetings and forums. Other eligible grant expenses include printing and signage. If grant funding is awarded, the City will be reimbursed regardless whether or not a smoke-free ordinance is passed. If the City Council does pass a smoke-free policy, this funding can also be used for toolkits and signage for businesses.

RECOMMENDATION:
The Economic Development and Planning Department staff recommends that City Council authorize submission of a technical assistance grant application to the Mississippi Department of Health as outlined above. City Council may:

1. authorize submission of a technical assistance grant application to the Mississippi Department of Health as outlined above; or
2. authorize submission of a technical assistance grant application with changes to the Mississippi Department of Heath; or
3. disapprove submission of a technical assistance grant application to the Mississippi Department of Health.

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 231-2013

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

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

NAYS: None

____
MAYOR

ATTEST:

____
CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 17, 2013.

Docket of Claims

Release date from 09/17/2013 thru 09/17/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	INFORMATION TECHNOLOGY SERVICE	132817	09/17/2013	09/03/2013			224.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-640	AUG 2013	5222992	08/31/2013		224.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GLOBALSTAR	132818	09/17/2013	09/03/2013			63.36	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-605	MONTHLY SERVICE	4979731	08/16/2013		63.36

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PASCAGOULA UTILITIES	132819	09/17/2013	09/03/2013			38.45	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-630	CENTRAL FIRE STN	1491495	08/28/2013		16.37
001-161-630	SOUTH FIRE STN	1491674	08/28/2013		22.08

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	STEINER SAW & MOWER	132820	09/17/2013	09/03/2013			534.95	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-639	IDLER BEARING(2),DECK SPRING	970878	08/07/2013		46.00
001-170-639	SEAT & IGNITION SWITCH	970893	08/12/2013		28.00
001-170-639	CAP(2),IDLER PULLEY&BEARING(2)	970897	08/13/2013		80.00
001-170-639	WHEEL BEARING KIT(3),PTO BELT	870801	08/14/2013		90.00
001-201-639	FILTER,6PK OIL(2),3LB LINE	870816	08/19/2013		73.95
001-170-639	CARBURETOR:GENERATOR	870829	08/22/2013		99.00
001-170-639	BULB(2),FILTER(2),CARB,LINE	220805	08/27/2013		63.00
001-170-639	PULLEY,SPRING	220828	08/30/2013		55.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BELL AUTO PARTS, INC.	132822	09/17/2013	09/03/2013			423.85	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-559	5GAL GAS CAN,5GAL DIESEL CAN	D053796	08/13/2013		84.72
001-170-639	5GAL HYD FLUID(2):PW#13	39935	08/28/2013		99.00
001-170-639	5GAL HYD FLUID(2)	39936	08/29/2013		99.00
001-170-639	BATTERY	39938	08/29/2013		56.75
001-170-639	THROTTLE CABLE,SPRINGS(2)	39937	08/30/2013		84.38

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	O'REILLY AUTO PARTS	132825	09/17/2013	09/03/2013			1,936.14	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-638	MICRO-V BELT	1978304237	07/29/2013		44.25
001-201-638	STOP LEAK,SEAL,WIPER FLD(4)	1978304242	07/29/2013		29.14
001-100-570	CONDENSER:#107	1978304267	07/29/2013		144.36
001-100-570	WHEEL SEAL(2),SILICONE:#14401	1978304324	07/30/2013		11.15
001-201-638	BELT	1978304355	07/30/2013		48.98
001-100-570	FILTER(2),5QT OIL,1QT OIL(4)	1978304389	07/30/2013		39.83
001-100-570	DISC PAD SET:#9	1978304392	07/30/2013		61.16
001-201-638	CREDIT RTN:MICRO-V BELT	1978304467	07/31/2013		-44.25
001-100-570	BRK CALIPER:#9	1978304496	07/31/2013		65.54
001-100-570	BRK CALIPER:#9	1978304497	07/31/2013		66.49
001-100-570	BRAKE ROTOR(2):#9	1978304498	07/31/2013		93.56
001-201-638	ADAPTER,FLEX HANDLE,TENSIONER	1978305048	08/05/2013		91.04
001-100-570	BRAKE CALIPER,CERAMIC PADS	1978305059	08/05/2013		138.93
001-201-638	1GAL ANTIFRZ(2),MOTOR TRT	1978305144	08/06/2013		49.96
001-170-639	DRAIN PLUG	1978305252	08/07/2013		5.49
001-201-638	DEEP CREP(2),OIL PAN,FILTER	1978305262	08/07/2013		37.23

Docket of Claims

Release date from 09/17/2013 thru 09/17/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	O'REILLY AUTO PARTS	132825	09/17/2013	09/03/2013			1,936.14	(CONTINUED)

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-639	1GAL OIL(3),OIL FILTER	1978305363	08/08/2013		59.51
001-161-638	O-RING KIT,FREON:B-39	1978305376	08/08/2013		20.99
001-100-570	BLOWER MTR:#108	1978305417	08/08/2013		40.70
001-100-570	BATTERY(2)	1978305786	08/12/2013		62.20
001-201-639	MOTOR TRT(2),STABILIZER,S PLUG	1978305790	08/12/2013		39.93
001-170-559	HITCH BALL,BALL MOUNT	1978305798	08/12/2013		60.98
001-100-570	SWITCH(3):#14401	1978305841	08/12/2013		37.20
001-170-639	BATTERY	1978305845	08/12/2013		79.79
001-100-559	DEEP CREP(2)	1978305895	08/13/2013		21.98
001-170-639	FUEL FILTER(2)	1978305902	08/13/2013		5.58
001-201-639	STOP LEAK,CARB CL(2),FILTER(2)	1978305983	08/14/2013		67.81
001-170-639	BATTERY:PW13	1978305989	08/14/2013		99.99
001-170-639	1GAL OIL(4),FILTER	1978306011	08/14/2013		71.31
001-170-559	RECVRY STRAP(2)	1978306080	08/15/2013		59.98
001-201-639	ROPE&HANDLE,RATCHET,1QT OIL(2)	1978306081	08/15/2013		24.96
001-161-638	TOGGLE SWITCH	1978306554	08/19/2013		4.99
001-170-639	RUBBER CLAMP,NYLON CLAMP	1978306651	08/20/2013		6.78
001-170-638	PROTECT,CARWASH,ARMOR,SHINE	1978306762	08/21/2013		39.56
001-100-570	CAPSULE	1978307221	08/26/2013		3.99
001-100-570	IDLER PULLEY:#10652	1978307254	08/26/2013		30.87
001-100-570	GASKET,GLUE:#10652	1978307258	08/26/2013		10.68
001-201-559	CAPSULE,BEAM,TRT(2),GREASE(10)	1978307331	08/27/2013		82.76
001-201-638	TOW STRAP	1978307332	08/27/2013		23.99
001-100-570	OXYGEN SENSR	1978307374	08/27/2013		78.75
001-100-570	MINI LAMP:#10652	1978307393	08/27/2013		2.16
001-100-570	MINI LAMP:#10652	1978307387	08/27/2016		2.16
001-100-570	FOG CAPSULE(2):#10652	1978307437	08/28/2013		13.68

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TEC	132836	09/17/2013	09/04/2013			59.88	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-605	MONTHLY LONG DISTANCE	744650	09/01/2013		59.88

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUTO TRUCK AND TRAILER PARTS INC	132838	09/17/2013	09/04/2013			652.69	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-639	TRACTOR FLUID(2)	236152	08/07/2013		76.00
001-201-639	WISK BROOM(2),TRAILER JACK	236301	08/14/2013		35.50
001-201-559	OIL DRY(4)	236391	08/19/2013		25.00
001-161-638	AIR PRESSURE:ENG#4	236460	08/22/2013		19.95
001-201-639	FILTER,CARB CLEANER(2)	236537	08/26/2013		15.12
001-100-570	BATTERY	236573	08/27/2013		90.00
001-201-639	HYD HOSE,TIE WRAPS	236606	08/28/2013		43.43
001-100-559	AIR HOSE,HAND CLEANER	236621	08/28/2013		54.22
001-201-639	FILTER,5GAL HYD OIL	236624	08/28/2013		80.85
001-201-639	5GAL ROTELLA	236646	08/29/2013		75.00
001-201-639	ROTELLA	236647	08/29/2013		75.00
001-201-639	FILTER	236664	08/29/2013		62.62

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWE'S HOME CENTER'S, INC.	132848	09/17/2013	09/05/2013			391.39	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-559	RTN CREDIT:WATER SPRAYER(3)	914376	07/25/2013		-30.42
001-161-559	WATER SPRAYER(3)	914377	07/25/2013		28.44

Docket of Claims
Release date from 09/17/2013 thru 09/17/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWE'S HOME CENTER'S, INC.	132848	09/17/2013	09/05/2013			391.39	(CONTINUED)

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-559	WATER SPRAYER(3)	914375	07/25/2013		30.43
001-161-559	PERFORMANCE VALVE	912334	07/27/2013		12.17
001-092-559	SCHLAGE KEY(2)	902122	07/29/2013		3.56
001-161-559	DEGREASER,BRUSH(2),ROLLER CVRS	902063	07/29/2013		33.37
001-201-559	PLIER(2),SCREW DRIVER,WRENCH	913128	08/01/2013		52.88
001-170-639	AIR FILTER	901960	08/06/2013		22.77
001-170-559	SINK STRAINER	902738	08/07/2013		8.43
001-170-559	LIGHT REPAIR:CITY PARK PIER	902664	08/07/2013		9.46
001-170-559	SEC LIGHT(6),FLOOD LIGHT	902649	08/07/2013		50.41
001-201-576	CONCRETE MIX(3)	902957	08/09/2013		10.38
001-161-635	SINK DRAIN	902490	08/12/2012		6.24
001-170-639	1GAL PAINT:STORAGE CONTAINER	913106	08/12/2013		62.61
001-170-639	HITCH PIN(2)	913796	08/14/2013		13.48
001-201-559	SLOW SIGN	915908	08/15/2013		26.09
001-092-559	SUPPLIES:DOOR LIGHT	901250	08/19/2013		30.77
001-170-639	SKID GUARD TAPE(2),SAFETY TAPE	902769	08/20/2013		14.93
001-170-559	EXTENSION SPRING	902570	08/12/2013		5.39

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MALLETTE BROTHERS CONSTRUCTION, INC	132853	09/17/2013	09/06/2013			1,474.58	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-576	16.61 TN RAP FOB	17045	09/03/2013		564.74
001-201-576	6.97 CY FILL SAND FOB	17045	09/03/2013		83.64
001-201-576	20.04 TN A-BASE LIMESTONE FOB	17045	09/03/2013		601.20
001-201-576	3.00 TN ASPHALT FOB	17045	09/03/2013		225.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	JOE'S GARAGE	132854	09/17/2013	09/06/2013			70.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	FLAT REPAIR:#14399	12722	08/02/2013		12.00
001-100-638	MOUNT TIRE,FLAT REPAIR:#125	12819	08/20/2013		22.00
001-100-638	FLAT REPAIR:#14398	12828	08/21/2013		12.00
001-100-638	FLAT REPAIR:#106	12843	08/26/2013		12.00
001-100-638	FLAT REPAIR:#14397	12845	08/26/2013		12.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	G&K SERVICES INC	132858	09/17/2013	09/09/2013			1,253.17	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-201-535	STREETS	1033406243	08/07/2013		25.00
001-205-535	MAINTENANCE	1033406243	08/07/2013		45.84
001-201-535	STREETS	1033408396	08/14/2013		438.29
001-205-535	MAINTENANCE	1033408396	08/14/2013		28.42
001-205-535	MAINTENANCE	1033410535	08/21/2013		50.35
001-205-535	MAINTENANCE	1033412695	08/28/2013		45.72
001-170-698	RECREATION	1033406242	08/07/2013		4.91
001-201-535	STREETS	1033406242	08/07/2013		13.17
001-170-698	RECREATION	1033408395	08/14/2013		259.57
001-201-535	STREETS	1033408398	08/14/2013		341.90

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CABLE ONE	132864	09/17/2013	09/09/2013			195.50	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-699	SEP 2013:23421-102608-02-6	09112013	09/04/2013		195.50

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	C SPIRE WIRELESS	132865	09/17/2013	09/09/2013			982.02	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-021-605	CITY MGR CELL PHONES	0030759348	08/31/2013		123.86
001-022-605	HR CELL PHONES	0030759348	08/31/2013		123.86
001-040-605	CITY CLERK CELL PHONES	0030759348	08/31/2013		227.20
001-090-605	ECON DEV CELL PHONES	0030759348	08/31/2013		265.71
001-161-605	FIRE DEPT CELL PHONES	0030759348	08/31/2013		135.46
001-170-605	RECREATION CELL PHONES	0030759348	08/31/2013		88.77
001-205-605	MAINT CELL PHONES	0030759348	08/31/2013		17.16

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BUTLER SNOW O'MARA STEVENS & CANNADA	132869	09/17/2013	09/09/2013			1,500.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-699	CONTINUING DISCLOSURE STMT	CY 2013	08/15/2013		1,500.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FEDERAL EXPRESS	132870	09/17/2013	09/09/2013			83.71	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-559	SHIPPING	239025947	09/04/2013		26.04
001-022-559	SHIPPING	239025947	09/04/2013		32.12
001-090-607	SHIPPING	239025947	09/04/2013		25.55

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FOSTER'S AIR CONDITIONING & HEATING INC	132871	09/17/2013	09/09/2013			82.50	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-635	SERVICE CALL: CITY HALL	W932591	08/13/2013		82.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	IDENTI-KIT SOLUTIONS	132872	09/17/2013	09/09/2013			408.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-559	ANNUAL SOFTWARE LEASE FY12	102874	09/01/2012		408.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	IBM CORPORATION	132873	09/17/2013	09/09/2013			816.40	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-730	AS400 PMT OCT 2013	I13406FB	09/01/2013		816.40

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SYSCON INC	132876	09/17/2013	09/10/2013			1,475.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-698	SEP 2013 COURT SUPPORT	1-22906	09/03/2013		1,475.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	132877	09/17/2013	09/10/2013			2,280.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-698	OCT 2013 NETWORK SERVS	1842	08/14/2013		2,280.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MS DEPT OF FINANCE & ADMIN	132878	09/17/2013	09/10/2013			33,652.75	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-000-300	AUG 2013 COURT ASSESSMENTS	08312013	09/06/2013		33,652.75

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MS DEPT OF PUBLIC SAFETY	132879	09/17/2013	09/10/2013			179.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-000-300	AUG 2013 SPECIAL ASSESSMENTS	08312013	09/06/2013		179.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	132880	09/17/2013	09/10/2013			4,769.91	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-525	UNL FUEL	NP39013712	09/02/2013		170.20
001-092-525	UNL FUEL	NP39013712	09/02/2013		59.59
001-100-525	UNL FUEL	NP39013712	09/02/2013		3,766.01
001-161-525	UNL & DSL FUEL	NP39013712	09/02/2013		253.74
001-170-525	UNL & DSL FUEL	NP39013712	09/02/2013		366.41
001-205-525	UNL FUEL	NP39013712	09/02/2013		153.96

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	FUELMAN OF MS	132883	09/17/2013	09/10/2013			4,049.38	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-525	UNL FUEL	NP39087382	09/09/2013		42.07
001-100-525	UNL FUEL	NP39087382	09/09/2013		3,314.95
001-161-525	UNL & DSL FUEL	NP39087382	09/09/2013		466.82
001-170-525	UNL & DSL FUEL	NP39087382	09/09/2013		225.54

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CREDIT CARD CENTER	132887	09/17/2013	09/10/2013			105.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-559	MEMBERSHIP:USA FOOTBALL	7803373	08/13/2013		25.00
001-022-615	JOB PSTG:FIREFIGHTER	9547816	08/16/2013		80.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SBM REPORTING, LLC	132888	09/17/2013	09/10/2013			175.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-090-698	09/05/13 PLANNING MTG	MK143	09/06/2013		175.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	DELTA SANITATION OF MS, LLC	132889	09/17/2013	09/10/2013			175.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-698	FRAZIER PORT O LET	0000306677	08/31/2013		175.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ALABAMA MEDIA GROUP	132890	09/17/2013	09/10/2013			45.44	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-030-615	NOTICE:VOTING MACHINE TEST	1954393	08/09/2013		10.56
001-030-615	NOTICE:ABSENTEE VOTING	1954392	08/21/2013		34.88

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ALABAMA MEDIA GROUP	132891	09/17/2013	09/10/2013			986.22	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-615	AD: TAX INC/BUDGET HEARING	1954602	08/21/2013		493.11
001-040-615	AD: TAX INC/BUDGET HEARING	1956746	08/21/2013		493.11

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SUN HERALD	132892	09/17/2013	09/10/2013			4,276.36	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-615	AD: 2% RESOLUTION	16924101	08/05/2013		640.05
001-040-615	AD: 2% RESOLUTION	16924102	08/13/2013		512.04
001-040-615	AD: 2% RESOLUTION	16924103	08/20/2013		448.03
001-040-615	AD: TAX INC/BUDGET HEARING	17353801	08/25/2013		1,486.80
001-040-615	AD: TAX INC/BUDGET HEARING	17353802	09/01/2013		1,189.44

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ALABAMA MEDIA GROUP	132897	09/17/2013	09/11/2013			296.18	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-615	RFP:PRE EVENT DEBRIS RMVL	1952778	08/04/2013	131068	111.54
001-040-615	RFP:MONITORING SERVICES	1952778	08/04/2013	131068	114.40
001-090-615	HO HEARING:FIGUEREO,S	1954843	08/11/2013	131119	19.68
001-090-615	NOTICE:HEARING-LACY	1956187	08/21/2013	131121	19.32
001-090-615	NOTICE:REV GPC 13-20-ORD	1956188	08/28/2013	131121	31.24

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	INTERNATIONAL PERSONNEL MANAGEMENT ASSOC	132898	09/17/2013	09/11/2013			311.22	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-660	EMERGENCY DISPATCH TEST	24194315	08/15/2013	131099	311.22

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MID SOUTH UNIFORM & SUPPLY, INC.	132899	09/17/2013	09/11/2013			647.88	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-559	5 SS NAVY:SELOVER/WIMBERLY	502644	08/27/2013	131042	210.00
001-100-559	3 NAVY PANTS W/BLUE:WIMBERLY	502644	08/27/2013	131042	124.50
001-100-559	4 NAVY PANTS W/GOLD:SELOVER	502644	08/27/2013	131042	166.00
001-100-559	2 LS NAVY SHIRT:SELOVER	502644	08/27/2013	131042	89.00
001-100-559	SEW ON PATCHES	502644	08/27/2013	131042	9.38
001-100-559	NAVY 1" BRAID	502644	08/27/2013	131042	28.00
001-100-559	BRAID LT BLUE	502644	08/27/2013	131042	9.00
001-100-559	BRAID OLD GOLD	502644	08/27/2013	131042	12.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MISSISSIPPI FIRE ACADEMY	132900	09/17/2013	09/11/2013			288.00	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-681	FI 1041: HARRIS	21136	09/11/2013	131013	144.00
001-161-681	FI 1041: LATCH	21136	09/11/2013	131013	144.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LAWRENCE PRINTING COMPANY, INC.	132901	09/17/2013	09/11/2013			182.56	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-500	MINUTE BKS 16 & 17 FOR CITY CL	65115	08/29/2013	131049	170.00
001-040-500	SHIPPING	65115	08/29/2013	131049	12.56

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BAY PAPER COMPANY	132902	09/17/2013	09/11/2013			45.11	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-510	COTTON MOP HEAD UNS2020C	371750	08/27/2013	131115	13.16
001-092-510	CASE TOILET PAPER 2 PLY	371750	08/27/2013	131115	31.95

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SUN COAST/CLAY'S	132903	09/17/2013	09/11/2013			57.56	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-161-500	HEWC8766WN INK CART	IN-1028752	08/29/2013	131116	57.56

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PASCAGOULA TIRE & SERVICE	132904	09/17/2013	09/11/2013			1,164.32	________

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-638	SET FS FIREHAWKS: UNIT# 9	55269	09/04/2013	131093	500.36
001-100-638	SET FS DESTINATION:PATHFINDER	55298	09/05/2013	131130	663.96

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	132905	09/17/2013	09/11/2013			65.83	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-040-500	ENVELOPE MOISTENER	3207487427	08/21/2013	131107	5.97
001-040-500	SMALL PAPER CLIPS	3207487427	08/21/2013	131107	1.56
001-040-500	MONEY/RENT RECEIPT BOOK	3207487427	08/21/2013	131107	7.61
001-040-500	KEY TAGS	3207487427	08/21/2013	131107	7.42
001-040-500	EXPANDABLE CATALOG ENVELOPS	3207487427	08/21/2013	131107	29.73
001-040-500	PLASTIC BAGS 3X5	3207966804	08/28/2013	131107	13.54

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	GAMETIME	132906	09/17/2013	09/11/2013			225.95	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-170-559	ADAPTIVE SWING SAFETY BELT	824626	09/04/2013	131086	200.00
001-170-559	SHIPPING	824626	09/04/2013	131086	25.95

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MEDWORKS OCCUPATIONAL CLINIC	132907	09/17/2013	09/11/2013			75.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-604	PRE EMP PHYSICAL:FOWLER	6457	09/04/2013	131133	50.00
001-100-604	PRE EMP DRUG SCREEN:FOWLER	6457	09/04/2013	131133	25.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ECONOMY BOOTS SALES & SERVICE	132910	09/17/2013	09/11/2013			100.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-100-535	DUTY BOOTS: SCHINK	32165	09/05/2013	130371	100.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LLOYD B MARSHALL, JR. CPA	132911	09/17/2013	09/11/2013			200.00	

Account Number	Description	Invoice #	Date	P.O.	Amount
001-092-600	PROGRESS PMT FY 2012	10	09/11/2013		200.00

FUND TOTAL 1 Claims to Checks 44 Total 67,019.26 Manual Held Total 67,019.26

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
007	HANCOCK BANK	132861	09/17/2013	09/09/2013			500.00	____________________

Account Number	Description	Invoice #	Date	P.O.	Amount
007-680-803	AGENT/ADMIN FEES:GAUTIER210	19319	08/16/2013		500.00

FUND TOTAL 7 Claims to Checks 1 Total 500.00 Manual Held Total 500.00

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
128	O'REILLY AUTO PARTS	132826	09/17/2013	09/03/2013			77.69	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
128-201-757	BATTERY:MARTIN BLUFF BRIDGE	1978304319	07/30/2013		77.69

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
128	LOWE'S HOME CENTER'S, INC.	132846	09/17/2013	09/05/2013			326.07	____________

Account Number	Description	Invoice #	Date	P.O.	Amount
128-201-757	2'X 100' FENCE ROLL,SHOVEL(2)	902558	07/26/2013		51.93
128-201-757	SUPPLIES:BRIDGE RAIL	902719	08/07/2013		125.22
128-201-757	SUPPLIES:BRIDGE RAIL	902697	08/07/2013		148.92

FUND TOTAL 128 Claims to Checks 2 Total 403.76 Manual Held Total 403.76

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
130	LOWE'S HOME CENTER'S, INC.	132843	09/17/2013	09/05/2013			341.34	____________________
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	130-130-750 / MATERIAL:COUNCIL CHAMBER WALL			999331	07/12/2013		341.34	
130	BOLTON - LACK ARCHITECTS	132868	09/17/2013	09/09/2013			1,515.76	____________________
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	130-130-756 / CONSTRUCTION ADMIN			2012-7	09/04/2013		1,515.76	
130	DAN HENSARLING, INC	132875	09/17/2013	09/10/2013			98,205.30	____________________
	Account Number / Description			Invoice #	Date	P.O.	Amount	
	130-130-756 / CONSTRUCTION:NEW FIRE STN			8	09/03/2013		98,205.30	

FUND TOTAL 130 Claims to Checks 3 Total 100,062.40 Manual Held Total 100,062.40

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
160	HANCOCK BANK LEASING DEPT.	132860	09/17/2013	09/09/2013			75,862.52	____________________

Account Number	Description	Invoice #	Date	P.O.	Amount
160-161-811	LEASE #074966 FIRE TRUCK	170676	08/30/2013		75,862.52

FUND TOTAL 160 Claims to Checks 1 Total 75,862.52 Manual Held Total 75,862.52

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
166	LOWE'S HOME CENTER'S, INC.	132845	09/17/2013	09/05/2013			100.62	____________________

Account Number	Description	Invoice #	Date	P.O.	Amount
166-201-559	MULCH FORK(2),PICKUP TOOL(2)	914655	07/29/2013		100.62

FUND TOTAL 166 Claims to Checks 1 Total 100.62 Manual Held Total 100.62

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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	BELL AUTO PARTS, INC.	132821	09/17/2013	09/03/2013			39.50	___
176	O'REILLY AUTO PARTS	132823	09/17/2013	09/03/2013			21.41	___
176	LOWE'S HOME CENTER'S, INC.	132847	09/17/2013	09/05/2013			68.36	___
176	C SPIRE WIRELESS	132866	09/17/2013	09/09/2013			227.19	___
176	FUELMAN OF MS	132881	09/17/2013	09/10/2013			159.57	___
176	FUELMAN OF MS	132884	09/17/2013	09/10/2013			62.47	___
176	BALDWIN AUTO SALVAGE	132908	09/17/2013	09/11/2013			2,400.00	___

Claimant	Account Number	Description	Invoice #	Date	P.O.	Amount
BELL AUTO PARTS, INC.	176-170-559	REPAIR MANUAL	D053797	08/13/2013		39.50
O'REILLY AUTO PARTS	176-170-639	FUEL HOSE(8),HOSE CLAMP(10)	1978305299	08/07/2013		16.22
O'REILLY AUTO PARTS	176-170-639	EPOXY	1978305487	08/09/2013		5.19
LOWE'S HOME CENTER'S, INC.	176-170-559	COOLER,CUPS(2),32PK WATER(2)	902390	07/30/2013		59.16
LOWE'S HOME CENTER'S, INC.	176-170-559	128OZ HAND CLEANER	902871	08/14/2013		9.20
C SPIRE WIRELESS	176-170-605	CELL PHONES	0030759348	08/31/2013		227.19
FUELMAN OF MS	176-170-525	UNL FUEL	NP39013712	09/02/2013		159.57
FUELMAN OF MS	176-170-525	UNL FUEL	NP39087382	09/09/2013		62.47
BALDWIN AUTO SALVAGE	176-170-638	FRONT END ASSY:DODGE RAM 1500	15933	08/28/2013	131128	2,400.00

FUND TOTAL 176 Claims to Checks 7 Total 2,978.50 Manual Held Total 2,978.50

Docket of Claims
Release date from 09/17/2013 thru 09/17/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTIER	132815	09/17/2013	09/03/2013			18,763.42	________
400	O'REILLY AUTO PARTS	132824	09/17/2013	09/03/2013			408.83	________
400	CITY OF GAUTIER	132837	09/17/2013	09/03/2013			150,000.00	________
400	CITY OF GAUTIER	132842	09/17/2013	09/03/2013			105,683.39	________
400	LOWE'S HOME CENTER'S, INC.	132844	09/17/2013	09/05/2013			250.80	________
400	DPC ENTERPRISES, L.P.	132856	09/17/2013	09/09/2013			596.37	________
400	G&K SERVICES INC	132859	09/17/2013	09/09/2013			1,401.50	________
400	CLEARWATER SOLUTIONS LLC	132862	09/17/2013	09/09/2013			145,083.00	________

400 CITY OF GAUTIER — 132815

Account Number	Description	Invoice #	Date	P.O.	Amount
400-000-104	TR MDWFP WIRE-FUND 176	07122013	07/12/2013		18,763.42

400 O'REILLY AUTO PARTS — 132824

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-638	FILTER,5QT&1QT MOTOR OIL:#401	1978305143	08/06/2013		25.67
400-651-638	RAPID FIRE(8),IGN WIRE,RC KIT	1978305141	08/06/2013		98.41
400-651-638	CERAMIC PADS:#401	1978305191	08/06/2013		54.87
400-651-638	TORX SOCKET(2):#401	1978305194	08/06/2013		10.48
400-651-638	ROD CLIP(2),CAPSULE:#401	1978305254	08/07/2013		12.90
400-651-638	GASOLINE CAN(4),DIESEL CAN	1978305381	08/08/2013		77.95
400-651-559	ACETONE(2)	1978305984	08/14/2013		17.98
400-651-638	HITCH BL KIT:#402	1978306108	08/15/2013		39.99
400-651-638	CERAMIC PAD,11PC SOCKET SET	1978306767	08/21/2013		70.58

400 CITY OF GAUTIER — 132837

Account Number	Description	Invoice #	Date	P.O.	Amount
400-900-985	BUDGETED TRANSFER	09012013	09/03/2013		150,000.00

400 CITY OF GAUTIER — 132842

Account Number	Description	Invoice #	Date	P.O.	Amount
400-000-104	AUG 2013 GARBAGE PMTS	07302013	07/31/2013		105,683.39

400 LOWE'S HOME CENTER'S, INC. — 132844

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-638	IGLOO COOLER	914358	07/25/2013		23.73
400-651-559	BATTERY:2PK 9V,4PK D(2)	913480	07/30/2013		19.86
400-651-559	YELLOW SAFETY VEST	902467	07/31/2013		18.97
400-651-585	50LB PERMNT ASPHALT(8)	901859	08/01/2013		106.24
400-651-559	60LB MORTAR MIX(3),QUIKRETE	902486	08/06/2013		21.14
400-651-638	GAS CAN,2 CYCLE OIL(2),SPRAYER	901163	08/15/2013		26.91
400-651-559	STAIN REMOVER,CULTIVATOR(2)	914108	08/21/2013		33.95

400 DPC ENTERPRISES, L.P. — 132856

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-580	CHLORINE 150# CYL	2120018513	08/30/2013		596.37

400 G&K SERVICES INC — 132859

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-535	UNIFORMS	1033412695	08/28/2013		9.52
400-651-535	UNIFORMS	1033406242	08/07/2013		88.13
400-651-535	UNIFORMS	1033408395	08/14/2013		1,290.14
400-651-535	UNIFORMS	1033410534	08/21/2013		13.71

400 CLEARWATER SOLUTIONS LLC — 132862

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-698	AUG 2013 OPERATION FEES	GAUTIER009	09/01/2013		145,083.00

Docket of Claims
Release date from 09/17/2013 thru 09/17/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	BAY ICE	132863	09/17/2013	09/09/2013			173.80	______

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-559	REFILL ICE 80 @ .79	508083	08/12/2013		63.20
400-651-559	REFILL ICE 70 @ .79	508154	08/19/2013		55.30
400-651-559	REFILL ICE 70 @ .79	508257	08/26/2013		55.30

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	C SPIRE WIRELESS	132867	09/17/2013	09/09/2013			208.68	______

Account Number	Description	Invoice #	Date	P.O.	Amount
400-650-605	CELL PHONES	0030759348	08/31/2013		208.68

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	JACKSON COUNTY UTILITY AUTHORITY	132874	09/17/2013	09/09/2013			102,978.00	______

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-668	SEP 2013 TREATMENT CHGS	31145	09/03/2013		102,978.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	FUELMAN OF MS	132882	09/17/2013	09/10/2013			131.95	______

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-525	UNL FUEL	NP39013712	09/02/2013		131.95

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	FUELMAN OF MS	132885	09/17/2013	09/10/2013			194.58	______

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-525	UNL FUEL	NP39087382	09/09/2013		194.58

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CREDIT CARD CENTER	132886	09/17/2013	09/10/2013			296.36	______

Account Number	Description	Invoice #	Date	P.O.	Amount
400-650-500	CSR CASH DRAWERS	8067921	08/02/2013		280.32
400-651-559	DVD DECODER DOWNLOAD	2044497	08/20/2013		16.04

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SHEPPARD ELECTRIC MOTOR SERVICE LLC	132909	09/17/2013	09/11/2013			1,939.19	______

Account Number	Description	Invoice #	Date	P.O.	Amount
400-651-584	REPAIR MOTOR:WESTGATE LS7	19184	08/29/2013	131134	422.00
400-651-584	MATERIALS	19184	08/29/2013	131134	607.19
400-651-584	LABOR	19184	08/29/2013	131134	910.00

FUND TOTAL 400 Claims to Checks 15 Total 528,109.87 Manual Held Total 528,109.87

Docket of Claims

Release date from 09/17/2013 thru 09/17/2013

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	DELTA SANITATION OF MS, LLC	132849	09/17/2013	09/05/2013			80,261.77	________________

Account Number	Description	Invoice #	Date	P.O.	Amount
404-677-693	AUG 2013 RES GARBAGE SERV	7421	08/31/2013		77,262.50
404-677-693	AUG 2013 RES CART RENTAL	7421	08/31/2013		2,808.00
404-677-693	AUG 2013 COM CART RENTAL	7421	08/31/2013		191.27

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	APPLEWHITE IND	132855	09/17/2013	09/06/2013			36.00	________________

Account Number	Description	Invoice #	Date	P.O.	Amount
404-677-695	AUG 2013 18.00 @ 2.00	1657	08/31/2013		36.00

FUND TOTAL 404 Claims to Checks 2 Total 80,297.77 Manual Held Total 80,297.77

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

ORDER NUMBER 232-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the recommendation to approve Clearwater Solutions, LLC. as the highest qualified bid that meets the City's best interest for the sale of City vehicles and equipment due to the fact that this award will result in no delay or interruption of services; and also because Clearwater Solutions, LLC. Is registered with the Mississippi Secretary of State and remains in good standing evidencing its ability to purchase the vehicles and equipment within ten (10) business days; and also because the highest bid is of nominal difference and said bidder is not registered with the Secretary of State causing doubt as to it being licensed to conduct business within the state and further causing doubt as its ability to purchase vehicles and equipment within ten (10) 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 Jones, seconded by Councilwoman Martin and the following vote was recorded:

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

NAYS: **None**

ABSTAINED: Casey Vaughan

____
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 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Cindy Steen, Purchasing Agent

Through: Cindy Russell, City Clerk

Date: September 12, 2013th

Subject: Proposal from highest qualified bidder to purchase the City's Vehicles and Equipment.

REQUEST:
City Council authorization is requested to accept the proposal from Clearwater Solutions, LLC in the amount of $539,145.00 to purchase the Vehicles and Equipment from the City of Gautier as listed in the legal notice advertised August 28th and September 4th 2013.

BACKGROUND:
The City of Gautier issued legal notice to accept sealed proposals for Vehicles and Equipment according to state and local bid law procedures. Bids were received and reviewed by Staff. City Staff has recommended the highest qualified proposal that meets the City's best interest.

RECOMMENDATION
Based on the proposal provided, it is recommended that the Council approve the proposal from Clearwater Solutions, LLC in the amount of $539,145.00.

The City Council may:

1. Approve the proposal from Clearwater Solutions LLC; or
2. Disapprove the proposal from Clearwater Solutions LLC.

ATTACHMENT(S):
Proposals

Cindy Steen

From: Samantha Abell <sabell@gautier-ms.gov>
Sent: Tuesday, September 17, 2013 2:31 PM
To: 'Adam Colledge'; Casey Vaughan; 'Gordon Gollott'; 'Hurley Ray Guillotte'; 'Johnny Jones'; 'Mary Martin'; Rusty Anderson
Cc: Charlie McVea; csteen@gautier-ms.gov; tmontgomery@gautier-ms.gov; crussell@gautier-ms.gov
Subject: Results of Vehicle Bid
Attachments: Vehicle and Equipment Bid Scan.pdf

Importance: High

Council,
The results from this morning's bid tabulation are as follows:

- The top bid is approximately $19,431.00 above the second bidder. The third highest bid was slightly more than $100,000.00 below the top two.
- The top bid is deficient and is not in the best interest of the city, in the opinion of myself and the city attorney. The city attorney finds that the top bidder is named as a LLC, but the LLC is not listed on the MS Secretary of State website. Therefore, the City is unable to determine whether the highest bidder is in good standing with the Secretary of State. Further and more importantly, as this company is not listed on the Secretary of State's website the City is unable to determine whether the company is licensed to do business within the State of Mississippi. Secondly, the contact given for the business is a first name only. Third, the purchasing agent has not been able to cooberate that the top bidder is a legally licensed and operable business.
- The second bid was Clearwater. Awarding the contract to Clearwater is in the best interest of the city, as it allows Gautier to provide services to citizens with no interruption or delay in services. Further, Clearwater is registered with the Secretary of State and licensed to do business within the state.

Therefore, Charlie recommends that the Mayor and Council make a recommendation to approve Clearwater as the Highest Qualified Bid in the best interest of the City for the sale of city vehicles and equipment. The recommended motion tonight would be thus:

RECOMMENDATION TO APPROVE CLEARWATER SOLUTIONS LLC. AS THE HIGHEST QUALIFIED BID THAT MEETS THE CITY'S BEST INTEREST FOR THE SALE OF CITY VEHICLES AND EQUIPMENT DUE TO THE FACT THAT THIS AWARD WILL RESULT IN NO DELAY OR INTERRUPTION OF SERVICES; AND ALSO BECAUSE CLEARWATER SOLUTIONS, LLC IS REGISTERED WITH THE MISSISSIPPI SECRETARY OF STATE AND REMAINS IN GOOD STANDING EVIDENCING ITS ABILITY TO PURCHASE THE VEHICLES AND EQUIPMENT WITHIN 10 BUSINESS DAYS; AND ALSO BECAUSE THE HIGHEST BID IS OF NOMINAL DIFFERENCE AND SAID BIDDER IS NOT REGISTERED WITH THE SECRETARY OF STATE CAUSING DOUBT AS TO IT BEING LICENSED TO CONDUCT BUSINESS WITHIN THE STATE AND FURTHER CAUSING DOUBT AS ITS ABILITY TO PURCHASE VEHICLES AND EQUIPMENT WITHIN 10 BUSINESS DAYS.

Samantha D. Abell
City Manager
City of Gautier, MS
(o) 228.497.8017 | www.gautier-ms.gov

MISSISSIPPI SECRETARY OF STATE Business Services

Search Results Include Filings Through 09/12/2013 12:00 AM

Search Type: Starting With

Search Criteria: Equipment Solutions South, LLC

Search Date: 9/17/2013

Search Time: 13:46

No Records were found for the search criteria 'Equipment Solutions South, LLC' on 9/17/2013 1:46:22 PM

Equipment Solutions South, LLC
1302 Pearl Street
Columbia, MS 39429

September 17, 2013

City of Gautier
Office of Procurement
Bid for Vehicles and Equipment
Bid Due: Sept. 17, 2013 @ 10am
3330 Hwy 90
Gautier, MS 39553

Please submit the bid price below for consideration by the City for purchase of all items on the attached list excluding the items listed on the attached addendum.

1. Lump Sum Bid for All Items Listed $ 558.576.00

Please e-mail bid results to equipmentsolutionssouth@yahoo.com .

Thanks,

Jamie

MISSISSIPPI
SECRETARY OF STATE
Business Services

Search
- By Business Name
- By Business ID
- By Officer Name
- By Registered Agent
- New Corporations

Annual Report
- File Corporate Annual Report
- File LLC Annual Report

Verification
- Verify Certification

Online Orders
- Register for Online Orders
- Order Good Standing

Miscellaneous
- Look Up an SIC

Business

Home

Search Results Include Filings Through 09/12/2013 12:00 AM

Search Type: Starting With
Search Criteria: Clearwater Solutions, LLC
Search Date: 9/17/2013
Search Time: 13:47

Click on the Business Entity Name or Charter Number to view more information.

Business Entity Name	Business ID	Type	Status	Entity Creation Date
ClearWater Solutions, LLC	988851	Limited Liability Company	Good Standing	9/13/2011

Records Returned 1 to 1

Home | Accessibility Policy | Contact Us | E-mail Us | Links | Search

September 10, 2013

City of Gautier
Office of Procurement
3330 Highway 90
Gautier, MS 39553

To Whom It May Concern,

Please allow this letter to serve as Clearwater Solutions' ("CWS") response to the City of Gautier's (City) request for proposals regarding the purchase of equipment and vehicles. We are pleased to offer a price of $539,145 for the entire lot of equipment and vehicles as noted in the legal advertisement published August 28 and September 4, 2013.

We understand that all items being sold are used equipment and vehicles and are being sold in "AS IS" condition only. We understand that the City makes no guarantees or warranties, either expressed or implied, on any of the items offered for sale. We are prepared to make payment for the entire amount of $539,145 within 10 (ten) working days of the date of Notice of Award. Further, we understand that the successful Bidder shall be responsible for any and all taxes, fees, licenses, or other cost resulting from the purchase of these items from the City.

If you have any questions or require additional information, please do not hesitate to contact me on my cell at 334-524-2926 or by email at rick.ailiff@clearwatersol.com.

Best regards,

Rick Ailiff

Rick Ailiff
President
ClearWater Solutions, LLC

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

ORDER NUMBER 233-2013

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 declare Public Works Department vehicles and equipment surplus and remove from inventory.

IT IS FURTHER ORDERED that approval is contingent upon acceptance of highest qualified proposal.

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

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

NAYS: **None**

____
MAYOR

ATTEST:

____
CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of September 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Cindy Steen, Purchasing Agent

Through: Cindy Russell, City Clerk

Date: September 12th, 2013

Subject: Approval of Surplus Vehicles and Equipment from the Public Works Department Contingent upon acceptance of highest qualified proposal.

REQUEST:

City Council authorization is requested for the City of Gautier to declare and remove inventory items from the Public Works Department contingent upon acceptance of highest qualified proposal.

BACKGROUND:

These vehicles and equipment will be sold to the highest qualified bidder to meet the City's best interest

RECOMMENDATION:

Based on the attached surplus list, City staff recommends that City Council authorize declaring these items to be surplus and removed from city inventory contingent upon acceptance of highest qualified proposal.

ATTACHMENT(S):

Inventory Items

Vehicle and Equipment

2004 GMC Sierra	1GTEC14V94Z295965
2002 GMC Sierra	1GTEC14322271819
2004 GMC Sierra	1GTEC14V04Z295532
1995 Chevy Cheyenne P/U (Dump)	1GHC34K7SE225095
2004 GMC Sierra - Electrical Issues	1GTEC14V84Z329135
2008 Ford F-250 P/U	1FTSW20588EA35866
2007 Dodge 1 Ton	3D6WG46A17G768597
2004 GMC Sierra	1GTEC14V14Z329283
2004 GMC Sierra	1GTEC14V44Z333098
2004 GMC Sierra	1GTEC14V34Z332346
2005 Ford F-350 P/U	1FTWW30515EA45495
2001 Ford F-150 P/U	1FTRF12W47NA77268
1995 Ford N9M, Lowboy Truck - Needs front end	1FTYR90V4SVA61852
2005 Ford E-350 Van	1FBSS31S05HA64928
2012 Nissan Frontier - Extended Cab	1N6BD0CT9CC468862
2008 Ford F-350 P/U	1FDW36Y98ED50907
2008 Ford F-350 P/U	1FDWF36RX8ED50908
2008 Ford F-350 P/U	1FDWF36R18ED50909
2003 Dodge Ram	1D7HU18N43S153511
	VIN #
2008 Ford F350	1FTWW305X8EA69833
2005 Dodge Ram	1DHU18N26J112546
2008 Ford F-250 - Need steering box / windshield	1FTSW20TR98EE17633
1983 GMC C3500 BUCKET TRUCK	1GDHC34W1DV515099
	VIN #
2005 FORD F-750(DUMP TRUCK)	9/8/2004
FORD E-350 CAMERA TRUCK	
VACUUM TRUCK-VAC-CON	
CASE BACKHOE	
CASE 580M TURBO BACKHOE	
Pull Behind Street Sweeper	
KOBELCO TRACKHOE	
CLARK FORKLIFT	
YANMAR MINI EXCAVATOR	
BORING RIG	
ROLLER	
NEW HOLLAND TRACTOR W/EXCAVATOR	YLZ94105
NEW HOLLAND SIDE ARM TRACTOR	ACP271118
John Deere Riding Mower	
John Deere Riding Mower	
Trencher	

Vehicle and Equipment	VIN #
2006, Ford Trash Truck	3FRX75G56V296051
2010 INTL, Trash Truck	1HTMMAN0BH317970
VACUUM TRAILER-PAC MAC	11267 Serial
TRACTOR-FORD 6610, W/BOOM MOWER	Old Long Arm
TRACTOR-KUBOTA w/ Sidearm	10087/M1085
	A890047
	D8200039
Scag Turf Tiger 54" Cut Mower	A8900048
Scag Turf Tiger 54" Cut Mower	E2600292
Scag Turf Tiger 54" Cut Mower	E5400666
Weedeater	
Weedeater	
Weedeater	
Weedeater	
Weedeater	
Chainsaw	
Chainsaw	
Chainsaw	
Concrete Saw	
Concrete Saw	
Misc. Drills / Sawzall / Batteries / etc.	
Chop Saw	
Chop Saw	
Smoke Blower	
Tamp	
Tamp	
Small Generator	

Trailers	VIN #
6'5"X14' tandem axle dovetail w/ fold down ramp	
6'10"x16 tandem axle w/ fold down ramp	
6'4"X18' Tandem axle dovetail w/o ramp	
6'X12' Tandem axle dump w/ slide in ramps	17XFD122761067649
6'2"X16' Tandem axle flat bed w/o ramp	
6'2"X16' Tandem axle flat bed w/ fold down ramps	
8'X25' Dual Tandem axle dovetail w/ fold down ramps	
8'X25' Dual Tandem axle dovetail w/ fold down ramps	
8'6"X30' Dual Tandem axle Lowboy w/ hyd. Ramps	
6'10"X12' Tandem axle flatbed w/o ramps	
5'4"X10' Tandem axle w/ fold down ramp (asphalt roller)	
6'3"X15'5" Tandem axle w/ fold down ramps (Yanmar)	
6'X10' Single axle w/ fold down ramp	BR610X6429AFG5268
4'X6' Single axle w/o ramp (asphalt/military surp.)	
6'X12' Tandem axle w/o ramp (Ramjet)	
4'X4' Single axle Diesel engine directional sign	
4'X4' Single axle Diesel engine directional sign	

4'X4' Single axle Diesel engine directional sign	
4'X4' Single axle Diesel engine directional sign	
3'4"X7'7" Single axle Diesel engine 6" trash pump	
Single axle cement / mortar mixer	
Single axle gas engine air compressor	
Single axle diesel engine air compressor	
4'X10' Single axle fuel tank hauler w/ fold down ramp	
4'6"X8' Single axle fuel tank hauler	
Street sweeper tow behind	
Portable Light Tower	4FVLSBDA2AU415078
Portable Light Tower	4FVLSBDA0AU415077
6'6X20 Trailer Green	
Ingersoll Rand Air Compressor/ Blue	
Pipe Hunter Ram Jet	

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

ORDER NUMBER 234-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items #1 and #3 are hereby approved. Consent Item #2 was pulled for further discussion.

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

Motion was made by Councilman Colledge, seconded by Councilman Anderson 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 17, 2013.

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

ORDER NUMBER 235-2013

IT IS HEREBY ORDERED by the Mayor and Member of the Council of the City of Gautier, Mississippi that the City is hereby authorized to enter a contract agreement with G & K Uniform Services.

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

Motion was made by Councilman Colledge, seconded by Councilman Anderson 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 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Cindy Steen, Purchasing Agent
Through:	Cindy Russell, City Clerk
Date:	September 9, 2013th
Subject:	G&K Uniform Service

REQUEST:
City Council authorization is requested for the City to approve the Contract Agreement between the City and G&K Uniform Services.

BACKGROUND
The terms and conditions of this contract are for 60 months unless either party gives the other party written notice of non-renewal at least 90 days prior to the expiration of the initial term. This contract will provide uniforms for City employees' that were not privatized.

RECOMMENDATION:
Based on the contract provided, it is recommended that the Council approve the contract with G&K Uniform Service.

The City Council may:

1. Approve the contract from G&K Uniform Services
2. Disapprove the contract from G&K Uniform Services

ATTACHMENT(S):
Yes

G&K SERVICES SERVICE AGREEMENT	G&K Address 701 ST. ANTHONY STREET MOBILE, AL 36603	SERVICE AGREEMENT NUMBER C000000
CUSTOMER CITY OF GAUTIER		PHONE NUMBER 228-497-3518
ADDRESS 3330 HWY 90 GAUTIER MS 39553		

This Service Agreement, including the terms and conditions set forth below and in any attached written addenda, all of which are incorporated herein by this reference (collectively, "**Agreement**"), is entered into by the **Customer** referenced above and G&K Services, Inc. or one of its affiliates or subsidiaries ("**G&K**"). G&K agrees to provide the services and merchandise listed in this Agreement.

G&K's Service Guarantee:

- G&K will deliver to Customer all merchandise picked-up by G&K on a regularly scheduled delivery day by the next regularly scheduled delivery day;
- G&K will clean all merchandise using high standards in laundering methods;
- G&K will inspect, repair and deliver to Customer, on the next regularly scheduled delivery day, all merchandise needing repair that can reasonably be repaired;
- G&K will deliver to Customer, on the next regularly scheduled delivery day, replacement or additional uniforms ordered of a standard size and color and which are similar size and color as those in service at Customer, provided that G&K receives the order on a regular delivery day;
- G&K will replace worn-out merchandise of a standard size and color on the next regularly scheduled delivery day with merchandise meeting G&K's high quality standards, at no additional charge to Customer, except for merchandise damaged or lost and except for garment preparation charges;
- G&K will review with Customer, Customer's account for services and merchandise as needed or upon request; and
- G&K will meet or exceed Customer's needs, and respond to any Customer service request or concern within one business day.

THE G&K CUSTOMER PROMISE

G&K Services enhances your company's image and safety by consistently providing superior customer service and high quality work apparel and facility products and services. Our commitment to **Service Excellence** allows you to focus on what you do best while we focus on what we do best.

As a valued customer of G&K Services, we promise you that:

- Deliveries are complete, on time, and in good repair
- Billing is simple, accurate, and predictable
- Your needs are met promptly

If G&K fails to satisfy its Service Guarantee with respect to a particular piece of merchandise or a specific service, upon receipt of written notice from Customer, G&K will promptly undertake to correct the failure and issue Customer a credit for the specific item(s) or service(s) for the applicable service period. If G&K consistently fails to satisfy its Service Guarantee, Customer agrees to deliver written details of any failure to G&K. Upon its receipt, G&K will promptly undertake to correct any such failure, and will do so within **60** days. If G&K fails to correct the specific issue(s) within **60** days, Customer may terminate this Agreement by giving written notice of termination within 15 days after the end of such **60**-day period, provided all amounts due G&K are paid, G&K's merchandise is returned to G&K in good and usable condition (excepting ordinary wear and tear), or replacement value is paid for all G&K's merchandise that is unreturned or damaged and/or Non-standard Merchandise (as identified in the table below).

MERCHANDISE/SERVICE ITEMS

ITEM DESCRIPTION	NUMBER OF PERSONS/QTY.	INVENTORY PER PERSON/ITEM	CHARGE PER ITEM/UNIT PRICE	SERVICE FREQUENCY	CURRENT UNIT REPLACEMENT OR LOSS/DAMAGE VALUE	NON-STANDARD (✓)
INDUSTRIAL SHIRT		11	3.45	WKLY	21.07	
INDUSTRIAL PANT - SHORTS		11	3.45	WKLY	28.07	

COMMENTS

	AMOUNT		AMOUNT		AMOUNT
Preparation	PREP GUARD	Outsize/Special size	30 % / 30 %	Lockers/Soil lockers	/
Nametag		Image Guard		Auto replacement (Wipers)	5 %
Emblem		Environmental WW CHRG	11.17 % / $ min.	Auto replacement (Flat)	%
Direct embroidery		Energy CHRG	$8.82 % / $ min.	Auto replacement (Fluff)	%

This Agreement shall be effective and binding on Customer as of the date of execution by Customer. The initial term of this Agreement shall be **60** months ("Initial Term") from the date of installation. Following the end of the Initial Term, this Agreement shall renew automatically and continuously for successive periods of **60** months each (each, a "Renewal Term"), unless either party gives the other party written notice of non-renewal at least 90 days prior to the expiration of the Initial Term or any Renewal Term or otherwise terminates this Agreement as provided herein.

Delivering Uniform Service Excellence.

SERVICE AGREEMENT NUMBER
0

1. Customer agrees to pay all amounts invoiced by G&K under this Agreement even if Customer requests reduced or no service for a particular week or weeks. If G&K has extended credit to Customer, payment terms are net 10 days after the end of the month in which delivery was made. A late payment charge equal to the lesser of 1.5% per month or the highest rate permitted by law will be charged on any past due amounts. G&K may elect at any time to revoke credit and continue to provide merchandise or service only on a cash-on-delivery basis. Annually, G&K may increase amounts charged hereunder by up to **5%** over existing amounts. G&K may also separately increase such amounts, provided that G&K will provide advance written notice to Customer in the event such separate increases are required. At any time while this Agreement is in effect, G&K will charge Customer a minimum of the greater of $ **25** or 75% of the average weekly amounts invoiced by G&K to Customer for merchandise and service provided during (a) the first eight deliveries, or (b) any lesser period from commencement of this Agreement. Customer will also pay G&K for any of G&K's merchandise that is lost or damaged (ordinary wear and tear excepted), the price for which shall be G&K's then current replacement value.
2. All rental merchandise supplied to Customer under this Agreement remains the property of G&K. Any merchandise designated as "NOG" (or similarly) is Customer's property.
3. Customer agrees to notify G&K in writing of anything introduced onto the merchandise that may pose a health or environmental hazard or risk, or which requires unique handling, e.g., merchandise contaminated or which may be contaminated with lead or other heavy metals, bloodborne pathogens, toxic or hazardous waste or materials. G&K reserves the right not to handle or process any merchandise soiled with any such substances.
4. Absent G&K's gross negligence or willful misconduct, Customer agrees to be responsible for and hold G&K and its officers, directors, employees, agents and other representatives, harmless from any and all claims, liabilities, losses, damages, injuries or deaths arising directly or indirectly from provision of merchandise, Non-standard merchandise and/or services to Customer or the use thereof by Customer or others.
5. Customer represents that it has no commitment to any other company for services, merchandise or Non-standard merchandise described in or otherwise covered under this Agreement. Customer agrees to order from G&K all of its requirements for the type of merchandise, Non-standard merchandise and services provided by G&K to Customer under this Agreement. The individual signing this Agreement for Customer is authorized (or possesses the requisite apparent or actual authority) to enter into this Agreement on Customer's behalf.
6. Upon any termination, expiration or cancellation of this Agreement for any reason, Customer will return to G&K all of G&K's merchandise in good and usable condition (excepting ordinary wear and tear) or pay G&K's then current replacement value for any such merchandise not returned or that is returned in damaged condition, will purchase at G&K's then current replacement price all Non-standard Merchandise and will pay to G&K all amounts owed under this Agreement, including all accounts receivable, plus, if applicable, the early termination fee.
7. In the event Customer fails in any of its commitments under this Agreement or files voluntary or involuntary bankruptcy or a receiver is appointed, G&K may, at its discretion, suspend its performance or terminate this Agreement upon written notice to Customer. Customer's obligations set forth in this Agreement will survive any such termination of this Agreement, as necessary.
8. **OTHER THAN AS SPECIFICALLY SET FORTH IN THIS AGREEMENT, ANY MERCHANDISE, NON-STANDARD MERCHANDISE OR SERVICES ARE BEING PROVIDED "AS IS," WITHOUT ANY WARRANTY OF ANY KIND, WHETHER EXPRESS OR IMPLIED OR STATUTORY, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, GOOD AND WORKMANLIKE MANNER AND NON-INFRINGEMENT OF THIRD PARTY RIGHTS. CUSTOMER ACCEPTS SOLE RESPONSIBILITY FOR SELECTING THE TYPE AND AMOUNT OF MERCHANDISE, NON-STANDARD MERCHANDISE AND/OR SERVICES HEREUNDER. CUSTOMER ACKNOWLEDGES THAT THE MERCHANDISE, NON-STANDARD MERCHANDISE AND/OR SERVICES SUPPLIED UNDER THIS AGREEMENT ARE SUPPLIED FOR GENERAL PURPOSES, EXCEPT WITH RESPECT TO MERCHANDISE OR NON-STANDARD MERCHANDISE SPECIFICALLY IDENTIFIED AS "FIRE RETARDANT," "FLAME RESISTANT" OR FOR OTHER SPECIFICALLY IDENTIFIED SPECIAL PURPOSE. CUSTOMER HAS NOT RELIED UPON ANY REPRESENTATION BY G&K OR ITS REPRESENTATIVES IN CUSTOMER'S SELECTION OF MERCHANDISE, NON-STANDARD MERCHANDISE AND/OR SERVICES.**
9. **IN NO EVENT WILL G&K'S TOTAL LIABILITY RELATED TO OR UNDER THIS AGREEMENT EXCEED THE TOTAL AMOUNT PAID BY CUSTOMER TO G&K FOR THE MERCHANDISE, NON-STANDARD MERCHANDISE AND/OR SERVICES PROVIDED UNDER THIS AGREEMENT DURING THE 12 MONTHS PRECEDING ANY RELATED CLAIM. UNDER NO CIRCUMSTANCES SHALL G&K BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES, INCLUDING LOST WAGES, REVENUE, PROFIT, OPPORTUNITY OR DATA, OR LOSS OF USE, EXEMPLARY OR PUNITIVE DAMAGES.**
10. G&K reserves the right to substitute any rental merchandise with merchandise of similar likeness.
11. The Addendum to G&K Services Service Agreement shall be used to add additional merchandise or service items that do not fit onto the face of this Agreement, add additional merchandise or service items that are added after the Agreement is in effect, or to help clarify the terms of the Agreement itself.
12. No additional terms, conditions or agreements provided by Customer with any purchase order, request for service, remittance or other communication shall be binding on G&K regardless of whether signature is required.
13. This Agreement, and any claim or dispute between the parties arising from or relating to this Agreement, the parties' relationship, the services provided by supplier, merchandise or Non-standard merchandise provided by G&K will be governed by Minnesota law, or the laws of the Province of Canada in which the G&K facility servicing Customer is located, in each case, without regard to its respective conflict of laws provisions. Customer agrees that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state and federal courts located in the County of Hennepin, State of Minnesota, and under this mandatory provision, the courts located in Hennepin County, Minnesota shall have jurisdiction and venue over Customer for this purpose; provided, however, that with respect to Customers in Canada served by a G&K location in Canada, jurisdiction and venue shall be the Province of Canada in which the G&K facility servicing Customer is located. Any claim or dispute must be resolved only as provided herein. Prior to filing any legal proceeding in any court, the parties will first attempt in good faith to resolve the claim or dispute, including by negotiation at agreed upon time(s) and location(s). All negotiations are confidential and will be treated as settlement negotiations. Customer will reimburse G&K for all costs, including attorneys' fees and related expenses, incurred by G&K to enforce the obligations of Customer under this Agreement.
14. With the exception of Customer's payment obligations, any interruption of either party's usual operations, or delay or termination of service provided in this Agreement, whether by acts of God, fires, explosions, strikes, or other industrial disturbances, or any cause beyond the reasonable control of the affected party, will not be considered a breach of this Agreement, provided that the affected party promptly undertakes actions to correct the matter giving rise to any such interruption or delay.
15. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, the remaining terms and conditions will remain in full force and effect. This Agreement constitutes the entire agreement between the parties with respect to its subject matter and supersedes all prior or contemporaneous oral or written agreements between the parties. No waivers or statements made by any representative of G&K will be valid unless included in writing in this Agreement or otherwise agreed to in writing by the parties. No amendment to this Agreement will be binding unless in writing signed by the parties.
16. All notices permitted or required under this Agreement must be in writing and transmitted by nationally recognized postal service, personal delivery, a nationally recognized courier service, certified or registered mail, return receipt requested, facsimile (with confirmation) or, with respect to G&K, on Customer's invoice.
17. Customer may terminate this Agreement early for any reason, provided that Customer notifies G&K in writing prior to the effective date of any such termination, and complies with all the requirements of Section 6, including payment of an early termination fee. The early termination fee is calculated as follows: multiply the number of weeks remaining in the current term times an amount equal to 50% of the average weekly amounts invoiced by G&K to Customer during (a) the first eight deliveries by G&K to Customer, or (b) any lesser period from commencement of this Agreement. To the extent that Customer terminates this Agreement as a result of G&K's consistent failure to satisfy its Service Guarantee as set forth in this Agreement, Customer shall be required to pay G&K the amounts referenced above, excluding only the early termination fee.
18. The following applies to Non-standard Merchandise. Non-standard Merchandise consists of any flame resistant or retardant garments, high visibility garments, enhanced visibility garments, permanently embroidered garments, logo mats, or any other merchandise or service item set forth in this Agreement where the "Non-Standard" column is marked.
    - **Other than flame resistant or flame retardant merchandise normally stocked by G&K, Customer agrees to purchase any Non-standard Merchandise in service or in inventory for Customer upon termination of this Agreement at G&K's then current replacement price.**
    - **Customer is responsible for determining whether any Non-standard Merchandise is fit for a particular purpose and suitable for Customer's intended use, or the intended use of Customer's employees or others, and Customer assumes all risk and liability whatsoever in connection therewith.**
    - **Customer is hereby advised by G&K that certain Non-standard Merchandise may lose its properties over time as a result of a variety of factors, including repeat launderings, use of and/or damage to the merchandise. As a result, G&K makes no representation, guarantee or warranty whatsoever, including any implied warranty of merchantability or fitness for a particular purpose, that any Non-standard Merchandise will avert or prevent any particular safety occurrences or consequences which the Non-standard Merchandise may be designed to avert or prevent, whether laundered by G&K, Customer, or third parties.**
    - **G&K hereby disclaims, and Customer on behalf of itself, its employees and others, acknowledges and agrees that G&K shall have no liability whatsoever relating to the Non-standard Merchandise. Further, on behalf of itself, its employees and others, Customer hereby agrees to hold G&K and its officers, directors, employees, agents and other representatives, harmless from any and all claims, liabilities, losses, damages, injuries or deaths due directly or indirectly to the use, occurrences or consequences relating to the Non-standard Merchandise.**

CUSTOMER AUTHORIZATION	G&K SERVICES AUTHORIZATION	
CUSTOMER SIGNATURE	PROFESSIONAL SALES SIGNATURE	DATE
PRINTED NAME	PRINTED NAME JONATHAN ADAMS	TITLE ROUTE SALES REP
TITLE	G&K MGMT SIGNATURE	MGMT ACCEPTANCE DATE
DATE	G&K MGMT PRINTED NAME	TITLE

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

ORDER NUMBER 236-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Council Meetings held August 29, 2013; September 3, 2013; and September 10, 2013 are hereby approved

IT IS FURTHER ORDERED that the minutes from September 10, 2013 reflect City Attorney Charlie McVea was not present.

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 Council Anderson 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 17, 2013.

Mayor and Council discussed Consent Item #2 – Water & Sewer Adjustments

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

ORDER NUMBER 237-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the attached list of Water & Sewer adjustments dated September 6, 2013 are hereby approved.

WHEREAS, the City Council has authorized the City Manager to establish payment plans and fee adjustments contingent upon Council approval; and

WHEREAS, the City Council has adopted a Comprehensive Fee Schedule that establishes such fees for the equitable provision of services.

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 17, 2013.

ADJUSTMENTS APPROVED
BY CITY MANAGER
SEPTEMBER 6, 2013

NAME	ACCOUNT	WATER ADJUSTMENT	SEWER ADJUSTMENT	LATE FEE	REASON FOR ADJUSTMENT
Catherine Leader	73096	$249.06	$0.00	$100.00	Incorrect Billing
Nancey Highes	990365	$0.00	$17.06	$0.00	Spicket Leak
Conniw MeJia	70307	$0.00	$84.37	$100.00	Water Valve
Mary Dufrene	910972	$694.28	$794.90	$50.00	Tampering
Melissa Leblanc	930236	$0.00	$0.00	$25.00	Late Fee
Zachary Correia	61962	$0.00	$0.00	$25.00	Late Fee
Martin Bluff Storage	71000	$0.00	$0.00	$25.00	Late Fee
Rodney Gaudet	72562	$0.00	$0.00	$25.00	Late Fee

Motion was made by Councilman Vaughan that each Council Member appoint a representative and select three Council Members to serve on the "Friends of Gautier Colored School" Committee and work with the Historic Preservation Commission. Motion was seconded by Councilwoman Martin and unanimously carried.

Motion was made by Councilman Jones to adjourn the meeting until October 1, 2013 at 6:30 PM. Motion was seconded by Councilwoman Martin and unanimously carried.

APPROVED BY:

____
MAYOR

ATTEST:

____
CITY CLERK

Submitted for approval of the Mayor and Council of the City of Gautier, Mississippi at the meeting of October 1, 2013.