Tuesday
December 17, 2013
Gautier, MS 39553

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held December 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 Mary Martin, Casey Vaughan, Rusty Anderson, Adam Colledge, City Manager Samantha Abell, City Clerk Cynthia Russell, City Attorney Charlie McVea and other concerned citizens. Absent were Council Members Johnny Jones and Hurley Ray Guillotte.

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

I. Call to Order

- **1 Prayer**
- **2 Pledge of Allegiance**

II. Agenda Order Approval

III. Announcements

- **1 Office closed December 24th, 25th and January 1st in observance of Christmas and New Year's Day**

IV. Presentation Agenda

- **1 Outstanding Citizen and Businessman Proclamation presented to Ace Necaise, District Manager Singing River Electric Association**
- **2 November 2013 Financial Reports by Teresa Montgomery, Comptroller**

V. Public Agenda

- **1 Agenda Comments**

VI. Business Agenda

- **1 Order approving Energy Services Contract with McNeil Rhoads**
- **2 Consideration of a Conditional Use-Major Permit for The Refuge Church at 2012 Highway 90, Suites 18 & 35 (GPC Case No. 13-27-CU)**
- **3 Order approving Hurricane Katrina Project closeouts and overpayment plan**
- **4 Order approving Streetscape Project #R-109-192-01-KCR Modification #13 (ending date change)**
- **5 Order authorizing FY2014 Tidelands Grant Agreement- Graveline Bayou Restoration Project (FY2014-P401-6GA)**

6 **Order approving revision of holiday pay policy**

7 **Order approving revision to overtime policy**

8 **Order approving Docket of Claims**

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

1 **Order approving October 2013 Utility Adjustments**

2 **Order approving Minutes from Regular Council Meeting held December 3rd**

3 **Order receiving November 2013 Privilege License Report**

4 **Order approving Change Order #7 for the Gautier Fire Station Project #BL1102**

STUDY AGENDA
CITY OF GAUTIER, MISSISSIPPI
December 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 January 7, 2013 @ 6:30 PM

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

Announcements

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

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Presentations

1. Outstanding Citizen and Businessman Proclamation presented to Ace Necaise, District Manager Singing River Electric Association

2. November 2013 Financial Reports by Teresa Montgomery, Comptroller

Proclamation

A proclamation of the Mayor and City Council
of
The City of Gautier, Mississippi

WHEREAS, Ace Necaise has dedicated 32 years of service to Singing River Electric in our community, and has announced that he will retire in January 2014; and

WHEREAS, he has been an integral part of the Gautier community as well as the Gautier Rotary Club; and

WHEREAS, he has served as Rotary President, Board Member, Rotarian of the Year, Assistant Governor and Governor for District 6480 and has served on many committees; and

WHEREAS, he presently serves as District Foundation Chair and through his Rotary involvement, he has assisted with Thanksgiving and Christmas basket deliveries in Gautier and initiated dictionary donations to local 3rd graders; and

WHEREAS, he also worked with the Rotary Club to coordinate building water fountains in Gautier Parks and has given his own personal time to build the water and electric lines needed for the water fountains; and

WHEREAS, he assisted Gautier Rotary to build over 100 storage sheds to help Gautier residents rescue possessions following Hurricane Katrina; and

WHEREAS, he has actively participated in civic affairs and projects, has held responsible positions on numerous boards and in various organizations, and has been a powerful influence for good in the growth and progress of the community; and

NOW, THERFORE, I, Gordon Gollott, Mayor of the City of Gautier, am honored to present this Proclamation of distinguished service and offer him congratulations and also those of the City Council and all our area citizens with appreciation for his many years of service.

IN TESTIMONY WHEREOF, I have given under my hand and affix the seal of the City of Gautier, Mississippi this the 17th day of December, 2013.

Gordon Gollott, Mayor

November 2013 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	$383,037.78
MS Development Loan Katrina	Depository Account	007-000-001	$2,460.45
CDBG-Downtown Revitalization	Depository Account	012-000-001	($3,598.86)
Transportation Enhancement	Depository Account	013-000-001	$45,000.00
CIAP-Town Center	Depository Account	014-000-001	($13,627.00)
Allen Road Widening	Depository Account	020-000-001	($38,631.00)
MOHS DUI Enforcement Grant	Depository Account	025-000-001	($3,511.02)
MDOT Safe Routes to School	Depository Account	029-000-001	$15,000.00
Hazard Mitigation 1794-23-01	Depository Account	100-000-001	
Martin Bluff Road Improvements	Depository Account	128-000-001	$238,490.50
U S Justice Equitable Sharing	Depository Account	157-000-001	$203,034.24
Fire Protection Fund	Depository Account	160-000-001	$160,790.97
FF Grant:EMW-2012-FO-02393	Depository Account	161-000-001	$0.50
DMR-BP Oil Spill Grant	Depository Account	165-000-001	($349.94)
MDOT-Youth Corp Program	Depository Account	166-000-001	($33,273.39)
Tidelands Grant	Depository Account	171-000-001	$237,375.00
Library Support Fund	Depository Account	172-000-001	$2,889.56
Shepard State Park Fund	Depository Account	176-000-001	$23,197.81
Solid Waste Fund	Depository Account	404-000-001	$131,165.44
	General Ledger Cash Balance		$1,349,451.04
	General Depository Reconciled Cash Balance		**$1,349,134.90**

ENTERPRISE FUND

Fund Name		Account #	Balance
Water & Sewer Utility	Enterprise Account-M&M	400-000-001	$220,566.08
	Enterprise Account-Hancock	400-000-002	$871,608.87
CIAP: Old Shell	Enterprise Account-Hancock	414-000-002	($189,389.85)
MDB Loan: Water Ion-X Project	Enterprise Account-Hancock	421-000-002	$2,860,676.86
Utility Bond Refunding	Enterprise Account-Hancock	430-000-002	$13,216.66
	General Ledger Cash Balance		$3,776,678.62
	Enterprise Reconciled Cash Balance		**$3,773,587.48**

General Fund Totals

		FY 2014 Budget	November 2013	Balance	16.66% % to date
	General Fund Revenues	9,259,267.00	770,636.56	8,488,630.44	*8.3%*
	Expenditures:				
001	Legislative	106,889.00	22,340.72	84,548.28	*20.9%*
010	City Court	299,473.00	68,170.47	231,302.53	*22.7%*
021	City Manager	172,381.00	30,235.84	142,145.16	*17.5%*
022	Human Resources	143,335.00	21,432.73	121,902.27	*14.9%*
040	City Clerk	270,849.00	42,058.50	228,790.50	*15.5%*
045	Finance	179,971.00	28,004.24	151,966.76	*15.5%*
060	City Attorney	95,000.00	23,750.01	71,249.99	*25.0%*
090	Economic Dev - Planning	816,457.00	147,280.99	669,176.01	*18.0%*
092	Building & General Expenses	384,100.00	80,307.72	303,792.28	*20.9%*
100	Police	3,546,291.00	455,420.00	3,090,871.00	*12.8%*
161	Fire	2,130,823.00	258,261.59	1,872,561.41	*12.1%*
170	Recreation	78,600.00	26,333.38	52,266.62	*33.5%*
201	PW: Streets	207,000.00	19,154.98	187,845.02	*9.2%*
205	PW: Maintenance	215,801.00	31,893.61	183,907.39	*14.7%*
680	Debt Service	0.00	0.00	0.00	
900	Interfund Transfers	798,146.00	0.00	798,146.00	
	General Fund Expenditures	9,445,116.00	1,254,644.78	8,190,471.22	*13.2%*
	Total Operating Expenditures	8,191,610.00	1,235,606.13	6,956,003.87	
	Total Capital Outlay Expenditur	250,304.00	19,038.65	231,265.35	
	Total Debt Service	205,056.00	0.00	205,056.00	
	Total Transfers Out	798,146.00	0.00	798,146.00	
	Check Total	9,445,116.00	1,254,644.78	8,190,471.22	
	Personnel	6,560,025.00	919,078.18	5,640,946.82	*14.0%*
	Supplies	457,485.00	73,238.38	384,246.62	*16.0%*
	Other Services	1,174,100.00	243,289.57	930,810.43	*20.7%*
	Capital Outlay	250,304.00	19,038.65	231,265.35	*7.6%*
	Debt Service	205,056.00	0.00	205,056.00	*0.0%*
	Interfund Transfers	798,146.00	0.00	798,146.00	*0.0%*
	Check Total	9,445,116.00	1,254,644.78	8,190,471.22	*13.2%*

Beginning Cash Balance	*742,186.47*
General Fund Revenue	*350,293.81*
General Fund Expenditures	*709,442.50*
Remaining balance	*383,037.78*

NOVEMBER 2013
YEAR TO DATE TOTALS

General Depository Special Funds	BUDGET FY 2014	As of November 2014	Balance	*16.33%* *% to date*
007 MS Dev 2.36M Katrina Bonds				
Revenues	**280,977.00**	0.00	**280,977.00**	
Expenditures	**282,027.00**	0.00	**282,027.00**	
012 CDBG Downtown Revitalization				
Revenues	**454,896.08**	2,698.00	**452,198.08**	*0.5%*
Expenditures	**454,551.88**	5,952.66	**448,599.22**	*1.3%*
013 TE-Downtown Revitalization				
Revenues	**420,000.00**	0.00	**420,000.00**	
Expenditures	**465,000.00**	0.00	**465,000.00**	
014 CIAP-Town Center				
Revenues	**804,143.75**	0.00	**804,143.75**	
Expenditures	**790,466.75**	0.00	**790,466.75**	
020 Allen Road Widening				
Revenues	**995,980.00**	0.00	**995,980.00**	
Expenditures	**957,349.00**	0.00	**957,349.00**	
025 MOHS DUI Enforcement Grant				
Revenues	**46,088.00**	0.00	**46,088.00**	
Expenditures	**46,088.00**	3,511.02	**42,576.98**	
029 MDOT Safe Routes to School				
Revenues	**125,000.00**	15,000.00	**110,000.00**	*12.00%*
Expenditures	**125,000.00**	0.00	**125,000.00**	
100 Hazard Mitigation Grant 1794-23-01				
Revenues	**16,800.00**	16,800.00	**0.00**	*100.00%*
Expenditures	**0.00**	0.00	**0.00**	
103 US DOJ Ballistic Vest Grant				
Revenues	**24,552.00**	0.00	**24,552.00**	
Expenditures	**24,552.00**	0.00	**24,552.00**	
128 Martin Bluff Road Project				
Revenues	**0.00**	0.00	**0.00**	
Expenditures	**50,000.00**	1,436.43	**48,563.57**	*2.80%*
157 US Justice Equitable Sharing				
Revenues	**0.00**	0.00	**0.00**	
Expenditures	**12,276.00**	3,775.26	**8,500.74**	
160 Fire Protection Fund				
Revenues	**98,641.00**	0.00	**98,641.00**	
Expenditures	**118,742.00**	0.00	**118,742.00**	

NOVEMBER 2013
YEAR TO DATE TOTALS

161 FF Grant: EMW-2012-FO-02393				
Revenues	29,379.00	0.00	29,379.00	
Expenditures	29,379.50	0.00	29,379.50	
166 MDOT Youth Corp Program				
Revenues	31,508.01	0.00	31,508.01	
Expenditures	35,000.00	1,014.46	33,985.54	*2.80%*
171 Combined Tidelands Grant				
Revenues	404,736.76	0.00	404,736.76	
Expenditures	642,111.76	0.00	642,111.76	
172 Library Support Fund				
Revenues	111,698.00	2,889.56	108,808.44	*2.5%*
Expenditures	111,698.00	7,927.33	103,770.67	*7.0%*
175 MSWFP Recreation Trails Grant				
Revenues	99,840.00	0.00	99,840.00	
Expenditures	99,840.00	0.00	99,840.00	
176 Shepard State Park				
Revenues	91,000.00	30,807.25	60,192.75	*19.1%*
Expenditures	86,000.00	21,964.67	64,035.33	*25.5%*
404 Solid Waste Fund				
Revenues	1,205,000.00	208,906.86	996,093.14	*17.30%*
Expenditures	1,205,500.00	81,257.27	1,124,242.73	*6.7%*

General Depository Special Fund

130 $7M GO Bond - Capital Improvements

Description	FY 2014 Budget	November 2013	Balance	16.66%
Revenue	**488,969.00**	319.23	**488,649.77**	*0.07%*
Capital Improvements	**2,040,022.79**	105,913.48	**1,934,109.31**	*5.1%*
Debt Service	**488,969.00**	2,000.00	**486,969.00**	*0.4%*
	2,528,991.79	107,913.48	**2,421,078.31**	*4.2%*

Beginning Cash Balance	***1,923,454.52***
GO Bond Revenues	***154.15***
GO Bond Expenditures	***76,298.56***
Ending Cash Balance	***1,847,310.11***

Water & Sewer Utility Fund Totals	**FY 2014 Budget**	**November 2013**	**Balance**	***16.66%* *% to date***
Utility Fund Revenues	**6,836,647.00**	**1,011,407.81**	**5,825,239.19**	*14.7%*
Administration	**1,937,700.00**	**327,691.19**	**1,610,008.81**	*16.9%*
Water & Sewer O & M	**2,343,727.00**	**348,107.91**	**1,995,619.09**	*14.8%*
Debt Service	**2,348,397.00**	**473,585.74**	**1,874,811.26**	*20.1%*
Transfers	**545,007.00**	**0.00**	**545,007.00**	
Utility Fund Expenditures	**7,174,831.00**	**1,149,384.84**	**6,025,446.16**	*16.0%*
Total Operating Expenditures	***4,121,427.00***	*675,799.10*	***3,445,627.90***	
Total Capital Outlay Expenditures	***160,000.00***	*0.00*	***160,000.00***	
Total Debt Service	***2,348,397.00***	*473,585.74*	***1,874,811.26***	
Total Interfund Transfers	***545,007.00***	*0.00*	***545,007.00***	
Check Total	***7,174,831.00***	*1,149,384.84*	***6,025,446.16***	
Personnel	***103,727.00***	*22,666.68*	***81,060.32***	*21.9%*
Supplies	***360,000.00***	*33,473.36*	***326,526.64***	*9.3%*
Other Services	***3,657,700.00***	*619,659.06*	***3,038,040.94***	*16.9%*
Capital Outlay	***160,000.00***	*0.00*	***160,000.00***	
Debt Service	***2,348,397.00***	*473,585.74*	***1,874,811.26***	*20.2%*
Interfund Transfers	***545,007.00***	*0.00*	***545,007.00***	
Check Total	***7,174,831.00***	*1,149,384.84*	***6,025,446.16***	*16.0%*

Beginning Cash Balance	***1,226,969.69***
Enterprise Fund Revenue	***590,655.56***
Enterprise Fund Expenditures	***725,450.30***
Remaining balance	***1,092,174.95***

Enterprise Special Fund

414 CIAP Funds: Old Shell Landing	**FY 2014 Budget**	**November 2013**	**Balance**	*16.66%*
Grant Proceeds	**474,615.12**		**474,615.12**	
Construction Phase Services	**474,615.12**	**189,389.85**	**285,225.27**	*39.9%*

421 MSB - Water Ionization Project	**FY 2014 Budget**	**November 2013**	**Balance**	*16.66%*
Loan Proceeds	**0.00**	**0.00**	**0.00**	
Expenditures	**2,864,351.86**	**3,675.00**	**2,860,676.86**	*0.1%*

Mayor Gollott recused himself from the meeting at 6:38 PM

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

ORDER NUMBER 302-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Energy Services Contract submitted by McNeil Rhoads 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 Vaughan**, seconded by **Councilman Anderson** and the following vote was recorded:

AYES:	Mary Martin Casey Vaughan Rusty Anderson Adan Colledge
NAYS:	None
ABSENT:	Johnny Jones Hurley Ray Guillotte
RECUSED:	Gordon Gollott

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Cindy Steen, Purchasing Agent
Through:	Cindy Russell
Date:	December 12, 2013
Subject:	Authorization to Approve Energy Services Contract

REQUEST:
The Purchasing Division requests City Council approval of the Energy Services Contract submitted by McNeil Rhoads.

BACKGROUND:
Request for Proposals were advertised by the City of Gautier. The Purchasing Division received one proposal from McNeil Rhoads.

Scope of Work: this project seeks a broad range of services and capital improvements in order to reduce the consumption and related costs of energy use in the facilities. These services and capital improvements will be provided and financed through an energy services contract. Essential services and improvements sought are those that will reduce energy consumption in the City of Gautier's facilities, upgrade water metering system, improve building operations and maintenance, and aid in meeting environmental management responsibilities.

DISCUSSION:
The Purchasing Division requests authorization to enter into an agreement with McNeil Rhoads for the Energy Services Contract that will reduce energy consumption in the City. This project will conclude with a report that details self-funding improvement projects that will be brought back to Council for approval.

RECOMMENDATION:
There is no financial impact with this contact award. City staff recommends that City Council approve to enter into an agreement for the Energy Services Contract.

The City Council may:
1. Approve the Proposal.
2. Disapprove the Proposal.

ATTACHMENT(S):
Request for Proposal

McNeil Rhoads

Request for Proposal:

City of Gautier
Energy Services Contract

McNeil Rhoads
1003 Underwood Drive Flowood, MS 39232
Phone (601) 398-4836
www.mcneilrhoads.com

December 2, 2013

City of Gautier
3330 HWY 90
Gautier, MS 39553
RFP for Energy Services

Subject: **Response to Request for Proposal**
City of Gautier Energy Services Contract

Dear Mrs. Steen and City Administration:

Thank you for the opportunity to be considered for the City of Gautier's Energy Services Project. In accordance with the City's RFP requirements, this proposal will address many of the compelling reasons why we confidently believe McNeil Rhoads is best qualified for this project. The business relationship being proposed between McNeil Rhoads and the City of Gautier will benefit the city in that McNeil Rhoads is skilled in overseeing the project from beginning to end; including analysis of existing energy consumption, operational savings, meter application, program management, inventory management, procurement of material and implementation.

Here is a partial summary for your review:

- Our key personnel have developed and managed more than $130M in energy service projects in the state of Mississippi with multiple different energy reduction and metering technologies. This experience represents the majority of all energy service projects done in the state the last 5 years.
- McNeil Rhoads is the only firm providing energy services that is incorporated in the state of Mississippi. This allows all dollars invested in the project to stay in state. Our executive management is well known throughout the state of Mississippi for our efficient planning, rapid deployment, and high quality work.
- McNeil Rhoads is not a manufacturer of products which means the City of Gautier does not have to spend its savings dollars on manufacturing facilities or R&D when it partners with us for a project. Your savings support cost that are directly related to your project.
- McNeil Rhoads does not have the bureaucracy nor the overhead of many of the corporations performing this type of work which means a faster development and more value to the City of Gautier.

We look forward to the opportunity to be of service to the City of Gautier and welcome a long term partnership between us that will be a lasting benefit to the citizens of your great city.

Sincerely,

Dusty Rhoads

Dusty Rhoads
CEO

Chris McNeil
Senior VP of Operations

MR
McNeil Rhoads
1003 Underwood Drive
Flowood, MS 39232
601-398-4836
McNeilRhoads.com
Utility Distribution · Energy Services

Cover Page

To: City of Gautier, Attention: Cindy Steen
RE: Response to RFP - Energy Services

Date: December 2, 2013
From: McNeil Rhoads

Firm Name: McNeil Rhoads
Address: 1003 Underwood Drive
General Phone Number: (601) 398-4836

Contact Person: Chris McNeil
Title: Senior VP of Operations
Phone: (601) 573-7130
E-mail Address (if applicable): chris@mcneilrhoads.com

Contact Person: Dusty Rhoads
Title: CEO
Phone: (601) 573-5915
E-mail Address (if applicable): dusty@mcneilrhoads.com

Table of Contents

SECTION 1

Company Information

McNeil Rhoads is pleased to submit the following Request for Proposals response for the City of Gautier Energy Efficiency Project. First and foremost, McNeil Rhoads strives to submit a fully compliant response to this project, using the structure and format as established by the RFP document. The City of Gautier will find, herein, all the required forms as requested by the City of Gautier. In addition to the stated documentation required in the response, McNeil Rhoads would like to elaborate on the following in this response: ***Unmatched experience designing and implementing energy conservation projects with local governments in Mississippi.***

No other company has the executive staff that has implemented more energy conservation projects with cities and counties in Mississippi than McNeil Rhoads and no other company has the staff that has provided more economic benefit to their customers as a result of these projects. In fact of the $146M in energy & water infrastructure ESPC contracts performed with local governments in Mississippi over the last 5 years, the ownership team of McNeil Rhoads was responsible for the development of $143M of these projects. This creates an unparalleled knowledge base of not only the technical aspects of how a city is operated but how to work to get projects approved and funded by the State of Mississippi.

McNeil Rhoads is committed to helping our clients reduce not only reduce their energy cost but provide a holistic approach to infrastructure and operational optimization programs. Our firms personnel have led the development of the some of the largest energy and operational cost reduction programs in the region. McNeil Rhoads is uniquely positioned to be your energy solutions partner.

Over the last decade, many of the energy conservation & infrastructure projects performed in the southeastern US have been performed by corporate conglomerates which carry high overhead rates. This overhead not only makes projects much harder to cash flow but takes money off the table that could be put into the infrastructure of the client. Also, many of these firms are manufacturing firms that develop projects with the intent of selling product which in many cases may not be the best use of savings for the client. By utilizing McNeil Rhoads, clients can have the experienced personnel that have developed and implemented large scale energy programs but avoid paying very costly corporate overhead rates and be subject to product biases to obtain those services. This provides more improvements for the savings to the client and gives the taxpayers the maximum value on their investment.

Firm Profile

In 2013, Chris McNeil and Dusty Rhoads founded the firm to provide cost effective energy services to clients in the state of Mississippi. Both of them have a track record of being the experts in the energy conservation and water infrastructure management business in the State of Mississippi. During their time of working together, for a Fortune 100 engineering conglomerate they developed and implemented over $150M in energy programs in the state. During that time though, they saw two key things that were not allowing the citizens of our state to maximize the benefits of these programs.

1. **Corporate Cost** - Many of the firms performing energy service programs in Mississippi are corporations which carry very heavy overhead rates. This means there is money that is leaving the local entity to support functions that the entity does not get to benefit from. With McNeil Rhoads, 100% of your savings dollars stay in our state and are invested in the communities which partner with us.
2. **Product Biases** - Besides having corporate expenses, many of the proposing firms carry product biases for all improvements in facilities. This leads to design recommendations that may not necessarily be cost effective but simply put more product in the project. This leads to less benefit to the tax payers. With McNeil Rhoads, the City of Gautier can always expect and honest response on engineering and design data when it comes to products.

With these market trends taken into account, McNeil Rhoads was formed to provide our clients with the best technical knowledge of any firm in the State of Mississippi while being cost effective to provide the maximum return on investment for the City of Gautier. McNeil Rhoads provides a full range of services and solutions to implement turn-key holistic infrastructure improvement projects.

Infrastructure Analysis & Consulting

The key to any successful operation is having a plan to be efficient and implementing that plan with precision. When a client chooses to partner with McNeil Rhoads, the foundation for a great program is the audit and planning during development which is where we pay attention to every detail. By starting with a great plan it leads to a better construction project and the best results long term for the client.

1. Energy Management Planning
2. Water Conservation Management
3. Sustainability Consulting
4. Infrastructure Master Planning
5. Energy & Operational Reduction Project Development
6. Government Program Management

High Performance Buildings

McNeil Rhoads understands how building systems work together and how a network of buildings working together can provide tremendous cost savings to the client. Our personnel have experience with almost any age and design building and their energy consuming systems and devices.

1. Lighting Retrofits

Lighting system re-designs, retrofits, and replacements will be a major part of most energy savings performance contacts. Lighting is the most apparent of the energy using systems in facilities and has a considerable effect on perceived quality, appearance, operating performance, and operating costs. Effective and economical lighting solutions will contribute substantially to the project's success.

McNeil Rhoads lighting solutions include:

1. Interior and exterior lighting replacement and/or retrofits
2. Lighting control improvements
3. Occupancy Sensors
4. LED exit sign, interior and exterior installation
5. Daylighting controls/Daylight harvesting

2. Energy Management Control Systems

McNeil Rhoads can provide you with an energy management control system that is functional and tailored for the City of Gautier. Energy Management Systems are great tools to use on the enterprise management level of facilities. However, unlike our competitors we strive to simplify the systems to maximize the savings without the need for excess products or equipment. Some of the optimization strategies include the following:

- Night Time Setback
- Demand Control Ventilation
- Staged Starts
- Occupancy based control

3. Water Conservation Program

McNeil Rhoads provides expertise in improving buildings by increasing efficiency in water system components and efficiency in water usage, both in domestic water systems and HVAC systems. Clean water sources, supply and cost are issues throughout the world, now and increasingly in the future. Some of the areas for implementation of water technologies include the following:

- Domestic use in bathrooms by faucets, water closets, urinals, showers and baths
- Low volume water closets
- Low flow showerheads and faucet laminar flow restrictors
- Cooling tower make-up water
- Condenser cooling for air conditions, chillers, refrigeration compressors
- Compressor cooling
- Floor and equipment washing
- Boiler make-up water and steam trap losses
- Kitchen use and dishwashers
- Swimming pool water consumption control techniques

4. HVAC Replacements

McNeil Rhoads evaluates and determines the most effective strategy to employ with respect to your facility's major mechanical systems. The following equipment may be modified, replaced, repaired, or optimized, based on such factors as condition, performance and reliability:

- Split Systems
- Package Units
- Compressed Air Systems
- Air Handlers
- Hot Water Heaters
- Boilers

5. Building Envelope Improvements

Energy conservation savings measures that are less frequently utilized but should be included in a comprehensive program include building envelope/weatherization modifications such as:

- Improved weatherization with more efficient insulation
- Window replacements
- New roofing materials
- Electric peak-shaving systems
- Electrical power system improvements

6. Building Maintenance Operations Cost Optimization

Through discussions with your facilities services staff and site inspections, McNeil Rhoads development team will determine the most effective strategy to employ with respect to the following:

- Service Programs
- Capital Expenditure Plans
- Personnel Management and Training
- Organizational Structure Flow
- Staffing Standards

Water Systems

One of the biggest challenges to municipal clients is their failing water system infrastructure and lack of funding to fix these problems. Our team has had the experience developing many of the largest water system optimization programs implemented in Mississippi which includes the largest water system ESPC contract in US history.

1. Water Meter Replacement

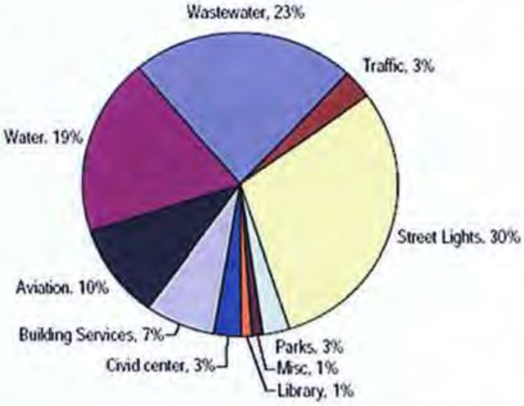
The fundamental principle behind the water meter retrofits is the fact that observable decline in measurement efficiency of a water meter is predictable over time. Also, factors affecting this decline are measurable and repeatable.

The major factors influencing decline in meter measurement accuracy are cumulative quantity of water measured through the meter over its service life, and the quality of the metered water. Meter age is also a factor contributing to meter accuracy decline, but it is a secondary factor to the two factors mentioned above. Subsequently, age is typically not considered a primary factor in determining expected meter efficiency. Based on initial investigation this appears to be the greatest opportunity for the City Gautier through this program.

2. Water/Wastewater Treatment

Historically, a typical municipality's energy consumption is distributed throughout the city departments with primary energy uses for street lighting and utilities services. The chart (right) highlights the major energy uses and illustrates that street lights, water distribution, and wastewater operations account for over 70% of the energy use in any typical City. Moreover, water and wastewater operations typically account for over 40% (and as high as 60% in certain municipalities) of a city's energy usage.

With the rapid rise in the cost of energy, cities are facing an ever-increasing burden on operating and maintenance (O&M) budgets to provide the same services as previous years without major increases to the O&M budget. To that end, McNeil Rhoads has focused its expertise in water and wastewater to implement energy reduction strategies at water and wastewater facilities. These solutions consistently assist our clients in managing their overall electrical costs and water usage.



3. SCADA Improvements

An increase in SCADA monitoring and control at each facility to allow remote control of each facility, in addition to the current remote monitoring capability would result in a number of benefits to the City of Gautier. These benefits would include energy cost savings, reduced operation and maintenance costs, and more accurate process control.

Energy cost savings would result from more efficient operation of pumps, valves, and chemical feed equipment. SCADA systems provide the ability to start and stop equipment remotely, and improve responsiveness to changes in the wastewater collection and treatment system. In implementation of process video in addition to SCADA system upgrades further allows remote operators to view the system operation and respond to changes in the treatment system.

SCADA systems can also monitor and provide trending analysis of equipment operation, and run-time; facilitating the scheduling of routine and preventive maintenance. This data may allow a more proactive approach to equipment maintenance, resulting in reduced operation and maintenance costs.

Custom Project Development

McNeil Rhoads offers several options for project implementation and financing services. We work to customize every project with our clients to meet their individual needs. By partnering with us, we take concepts and audits into financeable project.

DESIGN/BUILD METHOD

TRADITIONAL METHOD

1. Design-Build and Integrated Project Delivery
2. Project and construction management
3. Energy Savings Performance Contracts (ESPC)
4. Financial Modeling
5. Grants and State subsidized financing programs
6. Third-Party Financing

We are thankful to now have the opportunity to support and partner with the City of Gautier. It would be our privilege to help you provide your constituents and employees with facilities that are efficient, healthy, comfortable, safe, secure, and technologically advanced as well as a water metering system that is accurate and operationally efficient.

Personnel

McNeil Rhoads has the right local team to manage the project. Our executive staff is experienced in delivering energy cost saving projects that meet and exceed customers' expectations.

They have managed tens of millions of dollars in projects including everything from government facilities to K-12 schools, from water meter projects to chilled water plant additions, and so on. As is evident in reviewing their qualifications and experience, our project team have learned from hands on experience in a wide range of facilities.

Dusty Rhoads
Chief Executive Officer(Co-Founder)

Mr. Rhoads is CEO and co-founder of McNeil Rhoads. His responsibilities include setting long term vision for the company. He is also responsible to ensure the Company is appropriately organized and staffed to achieve the company vision.

Mr. Rhoads has close to a decade of experience in the construction and energy project development industry. Dusty began his career working for a privately held general construction firm as Regional Director of Business Development. During this time, the company doubled in size and grew to the largest in Southeast. During this growth period, he developed some the largest program and construction management contracts in the state of Mississippi.

In 2010, Mr. Rhoads began working for a global Fortune 100 engineering conglomerate as a Business Development Manager to assist the company in obtaining energy performance contracts with government entities. During his employment, he helped the company generate over $140M in contracts in the state of

Dusty Rhoads - Continued

Mississippi which equated to a 97% market share in the municipal government market. Mr. Rhoads also led all initiatives on legislation that relates to the energy conservation contracting field.

While Mr. Rhoads has spent a significant amount of time growing companies, he is also very passionate about affecting change in the communities in which he is engaged with. He is involved in many activism and non-profit groups to affect awareness on issues affecting public entities on energy & environmental policies. He also is serving his 3rd term as Alderman for the City of Flowood. He is very involved in Mississippi Municipal League in which he brings awareness and solutions to fixing environmental and infrastructure issues to municipal clients in Mississippi.

Mr. Rhoads earned a B.S. degree from Belhaven University. He was also a 4 year starter and All-Academic All American performer on the university football team. He still maintains an active role in the Alumni Association.

Chris McNeil
Sr. Vice President of Operations (Co-Founder)

Mr. McNeil is Sr. Vice President of Operations and co-founder of McNeil Rhoads and will serve as the point for person for the City of Gautier throughout the entire project. His responsibilities include management of the operational functions of the organization which include full P&L management, project risk analysis, project development, energy market research, expansion and acquisition review, as well as setting long term strategic growth plans for the company.

Mr. McNeil has close to a decade of experience in the construction and energy project development industry. Chris began his career working for a privately held mechanical construction firm as Director of Business Development. During this time, the company doubled in size and successfully opened a new branch operating office. He also successfully set a strategic growth plan for the company to take advantage of the energy crisis which included participation in performance contract projects and focus on government contract acquisition.

In 2009, Mr. McNeil began working for a global Fortune 100 engineering conglomerate as a Business Development Manager to assist the company in obtaining energy performance contracts with government entities. He successfully negotiated over $140 million in contracts which created over $11M per year in energy & operational savings to his clients and created 100's of jobs for people in the local community. During this same time, Mr. McNeil managed many aspects of the operations of an energy company to include: subcontractor management, procurement policies, legal negotiation, financial modeling, utility rate analysis, sales strategy, and government relations work.

While Mr. McNeil has put much focus into the technical side of his work, he is is very passionate about affecting change in the communities in which he is engaged with. He is involved in many activism and non-profit groups to affect awareness on issues affecting the nation on energy & environmental policies. He also works diligently to provide opportunities to small and disadvantaged businesses. Due to his efforts, Mr. McNeil was given the Chairman's Award by the Foundation for Eduction & Economic Development which was due to the his efforts in providing business opportunities minority business enterprises in the state of Mississippi.

Mr. McNeil earned a B.S. degree from Mississippi State University. He was also a 4 year starter and All-SEC performer on the university football team. He still maintains an active role in the M-Club and Alumni Association.

Emily McCoy
Chief Financial Officer

Ms. McCoy is the CFO and brings over 8 years of financial management experience and expertise to the organization. In this role, Emily directs all financial aspects of the business including accounting practices, budgeting, financial planning, interface with the financial community, financial analysis, acquisitions and ventures, and monitoring of financial performance.

Prior to joining the organization, Emily held various challenging positions at public accounting firms as well as corporate tax positions. Following graduating college, Ms. McCoy began her career as a tax accountant with a Big 4 global accounting firm focusing on tax compliance and consulting. This included leading several projects with Global Fortune 100 companies for record and SEC filing compliance.

After gaining several years of experience in public accounting, Ms. McCoy took her expertise to the commercial real estate market working as a tax manager for one of the largest publicly held real estate investment firms in the southeastern U.S. During her time she participated in several merger and acquisition projects as well as corporate efficiency programs.

Emily holds an MTX degree and a BA degree from Mississippi State University. Emily is a licensed CPA in the state of Mississippi as well as a member of the AICPA and MSCPA.

Lacy Walker
Project Coordinator

Ms. Walker main duty is to lead the administration side of project implementation for our infield project management team to ensure they are delivered on time, on budget, and to agreed quality standards for Mcneil Rhoads. Ms. Walker manages standards, procedures and practices of record-keeping of all the agreements and contracts of the company.

Ms. Walker also coordinates the construction efforts through in-house and contract labor for new construction and rebuilding projects. She is also responsible for construction personnel safety training and OSHA compliance. Ms. Walker acts as a medium between contractors, workers and senior leadership. She keeps a tab on the documentation of project controls, generates and updates the project files and reports, and presents key performance indicators to senior management along with the project management team. Ms. Walker also supervises and controls all the financial aspects, contracts and agreements relating to the multiple construction activities.

Ms. Walker earned a B.S. degree in accounting from Delta State University and Master in Taxation from University of Mississippi. Ms. Walker graduated Magna Cum Luade. She was also a named Accounting Student of the Year in 2004 at DeltaState University. In addition to her current responsibilities she is also pursuing a MBA at the University of Mississippi.

Corky Smith
Legal Counsel

Mr. Smith services a lead legal counsel for all external contracts as well as advisor for all merger, acquisition, and partnership agreements entered into by McNeil Rhoads. Mr. Smith is considered apart of the executive management team and provides support in developing the long term vision and growth strategies of the firm.

Corky Smith - Continued

In addition to serving as lead counsel for McNeil Rhoads, Mr. Smith is a partner in Sims & Sims law firm with a focus on corporate intellectual property litigation and environmental legal proceedings. He also has extensive knowledge of ethics policies and governmental contract compliance.

Mr. Smith earned a B.A in History as well as a M.B.A from Mississippi State University. He completed law school at Mississippi College School of Law graduating as a Dean's List Scholar with a Doctor of Jurisprudence. He is an active member of both the Mississippi and Alabama Bar Association.

Nathan Mothershead,EIT, EMIT, LEED AP
Project Developer

Nathan is an experienced professional of the energy engineering trade. Nathan has been in the been in the mechanical engineering arena his entire life since his family owns one of the largest mechanical construction firms in the southeast.

Prior to partnering with us as a Project Developer, Nathan worked for a global Fortune 100 engineering firm developing performance based contracts in the southeastern US. His experiences included the design of a very complex chilled water distribution plant as well as several automated metering projects that included over 100,000 points total. He is considered a well rounded expert in the project development field.

Nathan graduated with a B.S. in Mechanical Engineering with a minor in Mathematics and Statistics from Mississippi State University. He is a member of the Association of Energy Engineers and ASHRAE.

References

As previously mentioned, the founding members of McNeil Rhoads were personally responsible for the development of close to $150M in energy service projects in the state of Mississippi over the last 5 years. It is important when the City of Gautier reviews reference projects that references be of work that was performed by the members that will support the City of Gautier project because the people are the most important aspect of any project. McNeil Rhoads would encourage you to reach out to any of the below clients to hear about the results they had from work with Chris and Dusty.

Client	Project Amount	Improvements	Year	Estimated Annual Savings	Contact	Telephone
City of Jackson	$3,992,047	Traffic Lights, Lighting, Energy Management System, Water Conservation, Mechanical Upgrades	2012	$345,234	Jerriot Smash Energy Coordinator	601-960-2367
DeSoto County Board of Supervisors	$6,215,556	Lighting, Water Conservation, Energy Management System, New Chilled Water Plant	2012	$437,326	Tony Martin Facilities Director	662-404-3859

Client	Project Amount	Improvements	Year	Estimated Annual Savings	Contact	Telephone
DeSoto County Convention & Visitor's Bureau	$1,379,279	Interior Lighting, Water Conservation, Energy Mangement System, Sports lighting, Chilled Water Optimization	2012	$97,403	Todd Mastry General Manager	901-301-4565
Hollandale School District	$1,309,038	Lighting, Energy Management Systems, HVAC Upgrade	2012	$118,080	James Johnson Superintendant	662-827-2276
City of Southaven	$2,549,181	Lighting, Water Conservation, Energy Management System, Chiller Replacements	2013	$197,748	Chris Wilson CAO	901-246-0896
City of West Point	$5,873,336	Water & Electric Meter Replacement, Lighting, Energy Management System	2013	$448,998	Randy Jones CAO	662-524-0039
City of Fulton	$3,211,039	Water & Gas Meter Replacement, Lighting	2013	$249,843	Andy Graham PW Director	662-862-4929
City of Vicksburg	$7,642,827	Water & Gas Meter Replacement, Lighting, Energy Management System, Street Lighting	2013	$181,790	Walter Osborne City Clerk	601-634-4553
Washington County BOS	$940,492	Lighting, Water Conservation, Energy Management System, HVAC Replacement	2013	$95,059	Mark Hooker County Engineer	662-334-1865
City of Crystal Springs	$1,922,740	Water Meter Replacement	2014	$64,814	Sally Garland Mayor	601-892-1210
City of Jackson (Water Meter Project)	$90,983,106	Water Meter Replacement, Sewer Line Repairs, Water Treatment Plant Upgrades, Billing System Improvements	2015	$7,190,541	Jerriot Smash Energy Coordinator	601-960-2367
City of Columbus	$418,544	Lighting, Energy Management System	2013	$74,587	Todd Gale General Manager	662-243-7410
Columbus Light & Water	$3,060,190	Water Meter Replacement, Lighting, Energy Management System	2013	$287,387	Todd Gale General Manager	662-243-7410

SECTION 2

General Approach

1. General Approach

1.1 Project Summary (not to exceed 5 pages)

Summarize the Scope of Services (design, financial, operations, maintenance, training, etc.) that would be offered by your firm for this project. Please include a brief description of your firm's Approach to Project Management and the Specific Benefits to the City of Gautier.

McNeil Rhoads provides a full range of energy services for our clients. Our Cycle of Services is a continuum of facility offerings that commences with system design and development and continues through to facility management. Our integrated delivery of services is designed to offer the best solutions for our clients. This approach to projects is truly the essence of energy services. McNeil Rhoads's range of energy and utility management services that are available to our clients include the following:

Facility Auditing: Facility auditing consists of several steps designed to strategically focus on initiatives that have a high probability of energy savings success; minimizing audit costs, maximizing energy savings, and maximizing outside funding for our clients. McNeil Rhoads can provide these services with our in-house and local team.

Project and Plan Design Development: McNeil Rhoads is committed to providing the highest level of service to our clients and to creating innovative and cost efficient solutions to the design challenges throughout the plan and design development stage. McNeil Rhoads can provide these services with our in-house and local team.

Construction Expertise: McNeil Rhoads's experience enables our energy service teams to successfully complete projects for our clients. Our construction managers all have multi-discipline construction experience in all trades. McNeil Rhoads can provide these services with our in-house and local team.

Monitoring and Performance Assurance: McNeil Rhoads has a Measurement and Verification team that uses the latest remote monitoring technologies and web-based services to enable the flow of data and information from and to our clients. Dependent on our client needs, we provide the equipment and training as part of our energy service projects to the owner and staff so that they can carry out an ongoing program with their own resources. McNeil Rhoads can provide these services with our in-house and local team.

Operations and Maintenance: McNeil Rhoads has positioned its service and maintenance capability as one of its key components in its integrated delivery platform. Our team ensures that our client's facilities are well maintained and that the systems operate efficiently. McNeil Rhoads offers a wide range of services including 24-hour emergency service, maintenance and operation programs, remote monitoring and site engineering options. We are capable of supporting owners O&M needs at all levels. McNeil Rhoads can provide these services with our in-house and local team.

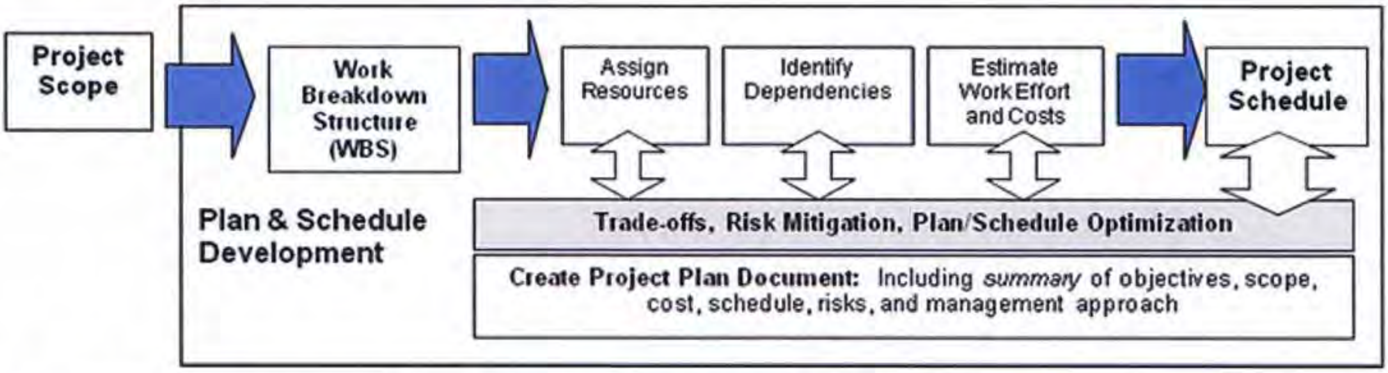
Commissioning: One of the most critical areas of focus for installed measures falls into the area of start up and commissioning. The best of installations and construction processes can often fall short of meeting the clients' objectives unless a thorough and well-managed commissioning process is implemented. McNeil Rhoads can provide these services with our in-house and local team.

Owner Training: Well-trained facilities staff has a direct correlation on insuring that annual savings are achieved, occupant comfort is maintained, and equipment life extended. We provide full training capabilities to help accentuate your staff's knowledge. McNeil Rhoads employs highly skilled tradesmen with successful and established track records of providing training services throughout the state. McNeil Rhoads can provide these services with our in-house and local team.

Financing: For our clients, McNeil Rhoads can fully fund all of the resulting energy and utility measures to be installed by tailoring the best financing options. McNeil Rhoads has the experience, expertise, and resources to secure these funds better than any other entity in Mississippi. Securing low interest funding through the State of Mississippi, requires significant financial knowledge and an extensive application process. We will bring this knowledge and dedication to find the best source of funding support for our clients. Because of our knowledge of the Mississippi energy marketplace, we know the programs at the state level to bring to our clients not the local level. We will include ALL fees that the client will encounter in our cash flows. We strive to never over promise, but rather use slightly conservative assumptions and deliver more on what is included in our analysis.

Approach to Management: McNeil Rhoads is not owned by a national concern which allows us to remain vendor and product neutral. This approach gives us the ability to truly seek out the best solutions for our clients without corporate pressure to sell a product or service like some of our competitors. Our organizational structure and management approach is simply committed to ensuring that the most successful development and installation of projects deliver high system performance, improved operations, enhanced standards of comfort, on-going performance assurance, and guaranteed occupant satisfaction.

Project Management Approach: The principal executives at McNeil Rhoads has managed the development and installation of over $143 million worth of building systems and water infrastructure in the state of Mississippi alone. This experience is a tremendous asset to developing and delivering projects on time, within scope, and on budget. McNeil Rhoads uses a combination of people and processes to manage every project. Our first priority is to have the right people assigned to the project. These include tenured and experienced staff that can use their experience to minimize any impacts to the key performance indicators of the project. McNeil Rhoads strongly believes that a successful project requires specific skills and that not every Project Manager can successfully manage this process. The roles and responsibilities of our staff are designed to match the flow of the integrated delivery project process.



All of our project development and construction management staff utilizes industry-standard scheduling tools (i.e., Microsoft Project) to formulate schedules. McNeil Rhoads will develop a construction work plan that details all of the major tasks associated with construction and includes information such as: the required completion date for each task, the status of each task, the responsible party, potential risks, and proactive measures taken to mitigate and minimize possible risks. Updates to the construction schedule and budget are done weekly and reviewed with the client to ensure the project is tracking to the planned path. Any deviations are noted and a plan is devised to minimize project impact. Every energy project we have worked on in Mississippi has incorporated this process and all have come in under budget, without major scope changes. The vast majority of energy projects McNeil Rhoads executive staff has completed are performed in occupied buildings, often in congested urban areas. Work on projects of this nature requires special consideration when construction begins. Prior to mobilization to site, we have a pre-construction meeting to discuss safety, mobilization, construction staging, site access, vehicular circulation, pedestrian circulation, noise, and other similar concerns. The results of this meeting are then incorporated into our construction work plans and site-specific safety plans. Our construction process for typical energy measures often requires little to no lay down area and is designed around a simple goal of minimizing impact to the ultimate end user, the building occupant.

Risk Mitigation: McNeil Rhoads starts every project with a kick-off meeting that outlines the process steps, the deliverables, and the risks that are associated with energy program development. Areas that will be addressed thoroughly with our customers include: energy savings calculations using a holistic approach that recognizes the interactive effect of measures being installed, utility rebates and outside funding sources, the GMAX pricing structure, McNeil Rhoads's open book pricing format, financing the project, maintenance recommendations, labor cost concerns of facilities, use of contingency funds,, and commissioning of the project. Ensuring that all of the client's requirements with the above items are addressed up front minimizes risk for the remainder of the project.

Engineering Design: Our effort during design is focused on providing the necessary evaluation and information needed for the staff to make timely and correct decisions around sustainable and energy efficient scenarios. McNeil Rhoads provides significant engineering knowledge related to designing utility and energy conservation measures. This knowledge can be leveraged to lead the integrated design team and is powered by our depth of highly skilled staff and by our unique position in the energy services industry in Mississippi. The following outlines basic elements of the design services McNeil Rhoads incorporates throughout our internal process:

1. **Scope Control** - In order to control the design scope for the project, we use a team approach consisting of an Engineer, Estimator, and Construction Manager. At the beginning of the schematic design process, we produce a flowchart describing the decision process for all design issues. This flowchart, which includes client and other shareholders input, then becomes a weekly design-scheduling tool.
2. **Design Criteria** - The schematic design process requires investigation of not only the applicable system options, but also a wide range of information about each option. We will provide the client with the following information in order to make the correct system choice: Design on applicable system options, IAQ Assessment, Structural Impacts and Trade-Offs, General Construction Considerations, Installation Cost ($/s.f.), and Annual O&M and Utility Expense ($/s.f.).

ENERGY EFFICIENT GREEN CONSTRUCTION

ENERGY STAR PARTNER

3. **Pre-Construction** - At McNeil Rhoads, we have a corporate commitment to provide quality professional design and pre-construction services. The goal in our efforts is to provide the analysis required to deliver clear and concise value driven options to our clients in order to achieve the best possible results for their construction dollars. To ensure maximization on each of our projects, we develop a pre-construction flowchart with the milestones for decisions laid out before the start of design.
4. **Quality Control** - McNeil Rhoads has spent nearly 50 years earning a reputation of taking pride in the final construction product and the design and pre-construction services offered early in the project. Our engineering group has built in checks and balances through a detailed review process that includes the Senior Design Engineer and the Director of Engineering. The Director of Engineering approves every project prior to receiving a stamp for construction.

QUALITY APPROVED CONTROL

5. **Document Control** - Our Senior Engineer assigned to the project works closely with the client and Construction Manager to coordinate milestone dates for the documents. In this way, there is continuity of drawing dates and revisions up

through and including the issuance of 100% complete construction drawings. Prior to issuing final drawings, the client and jurisdictional agency will review and approve.

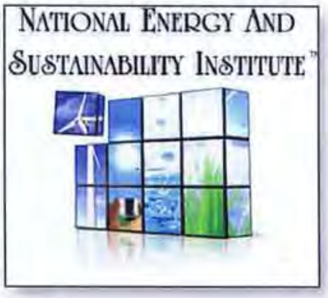
6. **Construction Administration** - The design team maintains a successful working relationship with our client by being a strong part of the quality control effort. While we have an intimate knowledge of the construction effort through contact with the McNeil Rhoads Construction Manager, the design team performs field inspections providing a formal report to all stakeholders.
7. **Constructability Review** – Our design team will provide regular input to the project team on issues relating to the constructability of various aspects of the design. This effort will enhance the design process and allow the finished product to maximize the value and utility of the installed systems for the client.
8. **Coordination Between Trades** - Our team will take responsibility to inform and update the other contractor team members regarding system selections and other issues that will affect the budgeting of their discipline.

9. **Codes and Permits** - McNeil Rhoads will work with the project team to determine the impact of the various code issues. Our local experience in the region with projects of every type makes us a valuable contributor to the code compliance aspects of the project.

1.2 Training Provisions

Please describe your firm's capabilities and proposed approach to provide technical training for the City of Gautier's facility personnel. Please describe your firm's involvement in developing training manuals for facility staff and indicate any specific areas of training you may likely recommend for this project. Please describe your firm's approach to implementing and measuring the savings associated with behavior modification strategies.

Training Provisions - McNeil Rhoads has a philosophy that training is a critical component on all projects, large and small. If people do not know how something works, chances are, it will not be operated correctly which could potentially impact energy savings. With the complexity of various systems today, it is important that the operational and maintenance staff have a thorough understanding of all systems. We view training as a comprehensive program providing a pathway from the construction close-out phase of the project to stabilized operation by client staff. This pathway consists of many key deliverables that McNeil Rhoads provides throughout the course of a project, which are summarized below:



On-Site Training – McNeil Rhoads will host onsite training sessions for all appropriate aspects of the project. McNeil Rhoads will lead the training sessions and any related client personnel will be encouraged to attend. At the training sessions, McNeil Rhoads will review detailed instructions for operations. Manufacturers training representatives will also attend these training sessions to impart factory knowledge. These training sessions will be recorded in an archive format for future use.

Standard Operating Procedure (SOP) – McNeil Rhoads will develop a formal SOP process to include typical procedures for Water Metering, Mechanical, Electrical, and Controls measures installed under the project. SOP outline will include normal, emergency, and maintenance procedures.

Operations & Maintenance (O&M) Manuals – McNeil Rhoads develops thorough O&M manuals detailing all of the specific equipment installed under the project with information pertinent to the project.

Vendor Information – For all materials and equipment utilized on the project, McNeil Rhoads provides contact information for appropriate vendor representatives.

As-Built–Detailed as-built drawings are developed for all of the trades on each project and combined into a comprehensive set of record drawings that depict the actual work completed.

Maintenance Planning and Strategy – As part of the training program, McNeil Rhoads provides instruction on a proper maintenance plan and strategy. While operating the systems are important, it is equally important to know how to maintain the systems.

Communication Protocols – Setup a communication protocol including procedures for event escalation, notification, response, documentation, and follow-up.

Emergency Planning – Assist the staff in designing any emergency response processes and procedures impacted by the project.

Prior to the start of any training program, McNeil Rhoads develops a complete list of the training activities proposed. This list is reviewed by the client and modified if necessary to incorporate other client specific desires, leading to a final training manual. After the training manual is finalized, McNeil Rhoads engages as many staff personnel as appropriate in the actual training activities. Typically, this may include building operators, maintenance personnel, and other staff members. We encourage early involvement so that facility personnel can gain an informal knowledge of the system and operation, prior to formal training activities. This involvement gives them a comfort level with the system, leading to confident operation of the systems in the future.

1.3 Company Fee Calculation

Please describe the methods for calculating your firm's fees. Please describe the specific services your firm will be paid for over the contract term. Describe the method by which you will be paid for those services and how often payments will be made. Describe your firm's overhead, profit, and pricing policies for these types of projects. Describe your firm's approach to and experience in providing open-book pricing.

Company Fee Calculations – Our philosophy as a company is built around openness and full transparency to ensure a long-term partnering atmosphere. Due to the fact that our mark-ups are clearly defined and in line with our profit motive, it becomes common practice for us to openly share the project financial performance with our clients on a regular basis. Our project team is equipped with the accounting procedures and tools necessary to provide clear and accurate financial performance at all points in the project. Several key aspects of financial performance procedures are as follows:

Guaranteed Cost Provision - McNeil Rhoads provides a guaranteed maximum project cost as part of the energy services agreement. This guarantee provision is intended to place the burden of project cost risk on McNeil Rhoads. We understand that clients are purchasing projects that have a specified minimum return on investment, and therefore the cost to the client cannot increase through the project implementation. If the project scope remains the same, and yet the project cost increases, then McNeil Rhoads will bear the burden of those cost increases and shelter the client. If the project cost increases outside the control of McNeil Rhoads, then we will manage those increases with our clients. For instance, in the event that the client requests additional work to be completed outside the scope of services, we add the cost of those added scope of services to guaranteed maximum price.

McNeil Rhoads has the most competitive mark-up structures in the industry. Our philosophy has always centered on developing long-term partnerships with our clients. As such, our interest is not focused on developing confusing fee or cost models. We believe that fair and open pricing is needed to develop a level of trust and transparency that will benefit all parties through a long-term relationship. McNeil Rhoads is also unique in that our fees are flexible and we strive to create value for our clients by adapting our fees to make projects work. Our commitment to our clients is to exhaust all avenues of funding and value engineering before removing a project from the list.

Construction Cost - Most publicly held ESCO's will charge their fees as a percentage of the overall project, which is called gross profit, and their targets are typically much higher for areas such as overhead and profit than McNeil Rhoads's. Our fees are calculated based first on the scope of work that is being implemented. This is done in an "open book" and transparent fashion. Before we ask our customers to sign a design and implementation contract, we expect that they have a thorough understanding of every fee that is being applied to the project and that it has an appropriate and justifiable task associated with it. We will provide backup documentation for each of these fees in order to gain this trust with our customers. As an example; for the design fee, we will typically have an hourly breakdown estimate of the necessary delivery of the tasks associated with designing the scope of the projects identified. We share this hourly cost analysis breakdown with our clients in order to gain the trust that we are charging appropriately for the task assigned. Additionally, in some cases, we may have actual quotes from vendors that we can show that back up the open-book pricing of our sub-contractors and sub-vendors. We do not hide any fee.

Open Book Pricing – McNeil Rhoads is not an equipment manufacture company and we do not have an R&D budget associated with product development. Therefore, we do not have to carry the overhead coverage for a national "home" office or product R&D. This allows McNeil Rhoads to be one of the most cost effective firms in the region. This fact allows us to be fee flexible and provide an open-book disclosure. Our open-book pricing allows our clients to see and receive all levels of project costs and fees. The following is an outline of our open-book pricing approach:

1. **Costs Presented in Open-Book Format** - The integrated delivery method is designed to ensure that competitive pricing of projects and initiatives is maintained. We will use an "Open-Book" pricing agreement with all projects. This pricing format allows the client to review our actual invoices, direct costs, overheads, mark-ups, discounts, and labor rates.
2. **Final Budget with No Changes** - When we submit a final proposal, a final budget and project maximum construction cost will be developed with input from all other team members. Once this budget and scope of work has been confirmed and approved, the owner would not expect any change order requests from McNeil Rhoads unless there has been a change in scope or client delays that result in documentable cost impacts. Given the in-house estimating experience that McNeil Rhoads has, this final budget can be developed and guaranteed at an early state in the process. However, the client can elect to add to the scope of work, at which time scope of work and associated cost estimates will be agreed upon.

Billing And Invoices – McNeil Rhoads's billing procedure is designed to be consistent, clear, accurate, and informative while at the same time remaining concise and scalable. The process begins during the pre- construction phase when the project team agrees on the billing schedule and the breakdown of the estimate. The billing schedule will coincide with the project schedule in order to lay out the framework for all billings through to the completion of the project. This schedule is used to clearly communicate the expectations of all parties involved prior to the start of the project. The breakdown of the estimate ties directly into our open book pricing practice and makes it easy to track cost from the budget phase throughout construction. The basis of McNeil Rhoads's billing cycle is typical to the construction industry. The following details our billing process:

1. On the 20th of the month, McNeil Rhoads requires that all consultants, sub-contractors and suppliers submit their invoices to our office, forecasting through the end of the month.
2. These subcontractor invoices are then checked for accuracy and incorporated into the project invoice.
3. By the 25th of the month, McNeil Rhoads has the invoice prepared and sends a draft to the owner.
4. McNeil Rhoads then recommends a short meeting to be held around the first of the month, either in person or via conference call. During this meeting, the team will review the invoice, discuss the status of the project, and promptly answer any billing questions that may arise.
5. Once the client is completely comfortable with the invoice, a final invoice is submitted for processing.

The actual invoice is comprised of four major components, described below:

1. **Cover Letter:** The first component is the cover letter, which identifies the project, the period included, a brief summary of the work completed during the period as well as the total amount of the request.
2. **Invoice:** This document summarizes the project's financial billing information, including the invoice for the period. It also includes any relevant information necessary for the client's internal auditing process so costs can be attributed to specific budgets, accounts, etc.
3. **Schedule of Values:** This document shows the various items that comprise the overall cost of the project. The format details all of the various costs for the project.
4. **Supporting Documentation:** These documents include any information that supports the invoiced costs, such as invoices that McNeil Rhoads has received from our subcontractors. The subcontractor invoices typically also have a schedule of values by trade that provides additional detail for the project.

Our billings are assembled in a consistent format that will make the review and approval of the invoice a quick process. Each subcontract invoice utilizes a standard cover sheet where the total is clearly indicated. This standard cover sheet is also numbered in order to allow the person reviewing the invoice to quickly identify where the subcontractor's total is carried forward onto the schedule of values. Understanding how the client reviews and processes invoices have played a substantial role in how our invoicing procedure was developed and will continue to drive future revisions.

1.4 Provision of Financing

Please briefly describe the types of financing arrangements used by your firm for past projects. Describe your firm's preferred approach to providing or arranging financing for this project including a description of the source of funds and the potential dollar amounts currently available to your firm to finance these types of projects. Please indicate what representative interest rates may be available, financing terms, and other variable economic factors associated with each method that you are aware of at the time of this submission. Describe how construction will be financed.

McNeil Rhoads uses an unbiased approach to financing of energy-efficiency projects. Better financing terms for projects - usually defined as the lowest cost of funds - directly translates into a greater net benefit to be realized by the City of Gautier. Focusing primarily on funding sources that have been already closed transactions with the State of Mississippi, McNeil Rhoads will work to provide the most cost effective, time efficient and structurally appropriate financing that will match the needs and abilities of the City of Gautier.

McNeil Rhoads is indifferent as to the financing source; we are looking for the lowest cost of capital available. As a policy, McNeil Rhoads does not "markup" financing. In addition, McNeil Rhoads does not receive any commission or compensation back from any lenders. Our approach is to conduct an RFP for financing. This RFP is sent to a selection of lenders that the State of Mississippi is familiar with and is known to be active in the Energy Efficiency finance market. In addition, McNeil Rhoads will send the RFP to any lenders that the City of Gautier may wish to be included in the process. The RFP will include the preferred borrowing structure but it will also allow potential lenders to propose alternative solutions. Responses will be sent directly to the State of Mississippi and the City of Gautier. The City of Gautier may choose from any of the respondents or it may select any other source of funding.

The following are the finance vehicles most commonly used to fund energy service programs:

- Tax Exempt Municipal Capital Lease
- Tax Exempt Municipal Operating Lease
- MDA Energy Efficient Lease Program
- MDA Revolving Loan Program
- General Obligation Bonds
- Certificate of Participation (COPs)
- Operating Leases
- Finance Leases

Each vehicle has its benefits and characteristics which serve some clients beter than others. The City of Gautier may find that a combination of several financing methods best meet their business goals. McNeil Rhoads will work closely with the City on a long-term, customized program. When it comes to financing energy service projects the most important factor is to get the lowest interest rate.

1.5 Investment Grade Technical Energy Audit

Please give a general description of your technical auditing and analysis procedures and any anticipated involvement of the City of Gautier's personnel in the provision of technical data and/or other support required or to be requested for the audit phase of this project.

Technical Energy Audit / Project Development Plan – The following matrix outlines our in-house approach to developing and auditing a facility from the Technical Energy Audit through the Project Development Plan.

Task	Task Description	Deliverable	McNeil Rhoads's Uniqueness
Utility Data Analysis	Collect several years' worth of utility information. Analyze, correlate weather, and index data to facilities of like usage in same geographic areThis analysis assists in identifying areas of energy use corresponding to demand and weather	Utility Data Analysis for benchmarking against other facilities.	McNeil Rhoads has extensive experience with Mississippi UDA data.

Task	Task Description	Deliverable	McNeil Rhoads's Uniqueness
Preliminary Walkthrough	"Survey building for energy cost savings & other resource conservation initiatives.Focus on staff-identified facility needs. Relevant documentation will be gathered."	List of areas of facility improvements that provides focus to the auditing team	Our executive management team has developed 98% of the municipal energy programs done the state of Mississippi
Develop Master Facility Improvement Measures	"Develop a list of all the potential initiatives, including lighting, mechanical systems, water resource conservation, electrical systems, renewable systems, rate restructures, envelope initiatives, water meters and operational expenditures Make contact with utilities and other resources that may be able to provide assistance Identify which initiatives are financially viable that should be pursued in more detail "	Comprehensive project list with associated benefits and estimated paybacks for review with stakeholders TEA report content reviewed here	Our team has the broadest experience in design standards and negotiating with outside parties than any other firm in Mississippi. By us having the resources in state to develop the program it creates a much faster streamlined approach.
Final TEA Report	Energy calculations, site walk notes, and all other TEA documentation is finalized and drafted into a standardized report format.The TEA is finalized after feedback is obtained from the State	Copies of the TEA to the stakeholders	McNeil Rhoads key management has prepared TEA documents for more than 90% of the energy projects in Mississippi.
Project Development Plan	Master facility improvement list is narrowed down to those that are to be implemented.	PDP project plan and schedule for moving forward with work	Experience with this affords the City of Gautier the confidence to choose projects with highest value & least risk
Site Visit & Data Logging	"Resources & tools used to gather detail info for accurate savings calcs & cost estimates Data logging is performed to eliminate TEA assumptions"	Site visit notes & data logger collected information	Our staff is local, providing local knowledge and reducing costs.

Task	Task Description	Deliverable	McNeil Rhoads's Uniqueness
Financial Analysis	Cost justification analysis (life cycle costing) prepared to determine viability.Funding stream & cash flow analysis prepared to analyze all financial resource options	Life cycle costing analysis report and Cash flow analysis report	Our team has experience with some of the largest energy funding programs to ever be done the state
Project Development Plan Final Report	PDP identifies the scope of work & the GMAX pricing for the overall implementation Site visit, data logs, preliminary design work, & construction cost estimates in one document Final PDP document becomes the	"Project Development Plan (PDP) with guaranteed energy savings PDP with GMAX "	McNeil Rhoads believes in controlling overhead so more improvements can be done for the energy savings dollar.

Baseline Calculation Methodology – McNeil Rhoads uses the "International Performance Measurement and Verification Protocol (IPMVP)" standards for setting and adjusting baselines. The IPMVP is the recognized industry standard for all performance based contracting and includes multiple paths to ensure that energy savings are meeting guaranteed levels through a specific measurement protocol. These methods all begin with a proper identification of the "baseline" of energy and/or water consumption. Using the IPMVP to establish the baseline ensures that our customers are receiving independently reviewed and approved procedures that are based on factual information.

Employing utility data analysis at the beginning of the project assists in getting a look at the building energy use. All utility data is imported into Utility Manager (UM) Software. More in-depth reports are created by exporting specific pieces of data from the UM database into McNeil Rhoads's utility data analysis spreadsheet that incorporates heating degree day regression analysis, end use breakdown, occupancy, optimal benchmark targets, and current rate application. The utility analysis remains an important check of the energy savings but as the project progresses the focus shifts toward measure- specific baselines with the clients' utility bill serving as a baseline and check and balance.

McNeil Rhoads strives to establish measure specific baselines. We accomplish this by isolating and measuring only the energy related to the specific initiative. In general, the more performance data that can be gathered (i.e. kW, run time, flow rates, etc.) relative to the specific measure, the more accurate the baseline will be. McNeil Rhoads focuses their effort in collecting this data with data logging equipment and one-time measurements, where applicable. In addition, McNeil Rhoads will also gather information from equipment logs, balancing reports, equipment specifications, and interviews with staff on the operation of the existing system.

Dollar Savings Calculations - McNeil Rhoads understands that rates are volatile,and the right rate to apply is not always the current rate. We will work with the Client to determine which rates to apply to minimize the risk and ensure the estimated savings reflect the best estimate of what rates will be during the payback period. There are also some cases where current rates reflect a temporary peak and, in these cases, we will recommend using recent historical average rates rather than the current rate. Ultimately, McNeil Rhoads has no control over the rate changes that a particular utility may apply. Subsequently, we will work closely with the client to ensure that all parties are comfortable with the rates applied to assign dollar values to the savings. McNeil Rhoads is familiar with the complexities of utility rate schedules and our dollar savings calculations account for these complexities. Here are some considerations that McNeil Rhoads takes into account when assigning rates to the savings:

1. Electric rate schedules normally charge a separate demand (kW) charge. It is common practice to blend the kWh and kW rates into a single rate for calculating energy cost savings. McNeil Rhoads does not blend kWh and kW unless specifically requested to do so by the customer – our standard practice is to carry kWh and kW savings separately and to apply the appropriate kWh and kW rates.
2. Most utilities use tiered rates for larger customers where the rate varies based on the usage. It is a mistake to average these tiers because energy savings often only affects the top billing tier for each month. To develop the cost savings, McNeil Rhoads determines the proper marginal tier based on historical monthly utility consumption history.
3. For seasonal rates where the rate varies based on the season of the year, an average yearly rate is calculated based on the facilities historical monthly usage profile. If an energy savings measure saves energy primarily in one season, the rate will be weighted appropriately for that season.
4. McNeil Rhoads accounts for rate complexities such as ratchet charges, power factor, kVAR, kVARh, state and local taxes if they are not built into the rate, monthly meter charges, conservation charges, minimum consumption requirements, critical demand, firm demand, and time of day cost adjustments.

5. Understanding rates allows McNeil Rhoads to identify and recommend opportunities to restructure the rates the customer is on to reduce costs. Sometimes an energy conservation measure necessitates a rate switch since the old optimal rate may not be optimal for the new usage profile.

Savings Calculations - McNeil Rhoads staff's responsibility is to calculate both pre and post-retrofit energy consumption values for facility improvement measures to create a project that self funds for the City of Gautier. Industry standardized practices are used throughout this process and peer review risk review meetings are employed to identify any potential inaccuracies. Preliminary energy cost savings are calculated utilizing a baseline energy analysis model with new input variables and logic to reflect the post-retrofit operation of the systems. The post-retrofit input variables are based on the new equipment's performance specifications and the performance criteria that are specified for the revised system conditions. The difference between the baseline energy consumption and the post retrofit energy consumption then becomes the target energy savings. Once the baseline has been established for a particular initiative, we will progress the energy savings calculations in methodical steps. The following outlines the typical progression of the energy savings calculations:

1. **Preliminary** - Early in project conceptual phase the savings estimates are based on a detailed Utility Data analysis on accepted rule of thumb for a particular initiative.
2. **ROM (Rough Order of Magnitude)** - During ROM stage, the calculations are developed using generally

accepted engineering standard calculations and are based on future operating assumptions versus the baseline. At this level, we consider the energy calculation to be within =/- 15% of guaranteed level.

3. **Final Calculations** - Based on extensive field study and measurement of equipment operation, detailed weather data, as well as input from owner staff on final sequence of operation that can be achieved.

McNeil Rhoads's energy development team use a combination of commercially available calculation programs such as Trace 700, Watergy, eQUEST, Utility Company VFD and motor calculation tools, as well as many spreadsheet tools that have been developed in-house by McNeil Rhoads. Having many calculation tools available allows the energy engineers to choose the right calculation tool for the specific system type, retrofit type, and customer specific requirements being studied. In all cases, assumptions are kept to a minimum for investment grade analysis. For preliminary calculations, assumptions are identified and flagged for further investigation in the final analysis used to determine the guaranteed savings. The tools used to verify and eliminate assumptions include more detailed site visits with additional trend-logging and measure specific detailed collection data sets.

Trane Trace 700 & DOE Simulation Software (eQUEST) - In situations where there is extensive interaction between different measures, McNeil Rhoads can make utilize modeling software to calculate energy savings.

Itron and MetrixTM Utility Accounting Software - We make extensive use of Itron and MetrixTM utility accounting software for correlation of data to weather or other varying parameters that influence energy savings.

Universal Translator - The Universal Translator (UT) is software designed for the management and analysis of data from loggers and trends from building management systems. The UT is ideal for large data sets from multiple sources. The software includes time correction features including the ability to synchronize data sets with different recording rates. The UT has data filtering mechanisms and a flexible graphing tool. UT analysis routines have been developed for equipment run-time, zone temperature variation, air-side economizers, and lighting controls. A routine that calculates statistics for each data set is available, and the UT has the ability to export data into other spreadsheet or analysis tools if necessary.

Custom Worksheets - Custom worksheets developed in MS Excel are utilized in situations where the energy savings calculation does not warrant simulation software. Two notable spreadsheet tools that McNeil Rhoads has developed in-house are our lighting tool and our standard bin calculation.

The development team has logging equipment to deploy on projects to gather field measurements and trend data. The following provides a summary of some of the tools McNeil Rhoads utilizes for collecting and analyzing data:

Electrical Logging Meters - Several different meters are available depending on the information to be gathered. Fluke hand held meters are generally used for gathering data such as amps, voltage, wattage on motors and smaller equipment, and lighting circuits. For information on larger loads that are found with chilled equipment and main distribution systems, we utilize Elite loggers made by Pacific Electronics.

Micro-Data Loggers - McNeil Rhoads will utilize HOBOTM loggers extensively for recording of outside and indoor air temperatures, light levels, humidity levels, and motor on/off states.

Energy Management Control Systems - Significant data can be gathered utilizing the trending and storage capabilities of both existing and new energy management systems. Time of day and holiday schedules, temperature and pressure set points and trends, flow measurements, and other dynamic information are usually available through these systems.

Indoor Air Quality Logging - CO2 monitoring devices are sometimes used as an indicator of existing indoor air quality levels.

Ultrasonic Meters - McNeil Rhoads has available ultrasound meters for use in determining flow rates of hydronic equipment. This equipment is often used to detect leaks in systems or diagnosing the operation of steam traps by measuring make-up water supplied to boiler system(s).

Flow Measurement - McNeil Rhoads has available air and water flow measuring equipment, which supports our balancing activities. Alnor manufactures the air and water measuring equipment. All tools are calibrated at regular intervals and are certified to meet NITS standards.

Remote Monitoring Station - McNeil Rhoads has staff dedicated to site information gathering, performance assurance, and commissioning of projects. Our remote monitoring capabilities allow us to dial directly into many Building Automation Systems to collect necessary data.

Vendors –McNeil Rhoads always involve our clients in decisions regarding products, vendors, sub-contractors and consultants, and recommend the most logical and cost effective manner to make selections. Many factors are taken into consideration when making recommendations, such as the existing system locations, client preferences for products or vendors, standardization and consistency of products, maintenance of equipment, ease of use, life of equipment, and prior experience with vendors. Where the lack of any existing benchmark is in place for selection, we will make recommendations based on our vast experience with products and vendors, the type of application it will be used for, equipment lifecycle cost analysis and the other factors listed above. However, the final decision of products and vendors will always be our clients.

Provision Of Warranties - McNeil Rhoads uses the following points as the minimum of the nature and terms of all warranties:

McNeil Rhoads guarantees its installation and workmanship for 1 year against latent defects. Equipment typically carries the manufacturer's warranties for 1 year all the way up to 20 years depending not the type of equipment. Arrangement for extended warranties can be accommodated upon request.

Sustainability–McNeil Rhoads is committed to sustainable design and construction. We believe in developing and executing a comprehensive waste management plan, and seek to minimize the waste stream from projects whenever feasible. Our waste management plan not only considers the existing materials that need to be removed from the jobsite, but also the construction methods and materials that will be used for any new work being installed. The following paragraphs describe the various components we take into consideration throughout the duration of the project.

Identification of Materials for Removal - The majority of all energy projects focus on the renovation or replacement of existing energy-consuming systems such as lights, boilers, chillers, ventilation systems, and other equipment as well as the replacement of water meters. Due to the nature of the projects, much of the existing materials need to be removed as part of the project. Prior to beginning any project, McNeil Rhoads identifies all of the material to be removed, the disposal method, and the handling procedure. For any materials the client chooses to retain and salvage, a list will be provided to McNeil Rhoads prior to construction to ensure we take particular care is taken with these items and a location is identified for us to drop off these items.

SECTION 3

Site Specific

2. Site Specific

2.1 Technical Site Analysis

Based on your preliminary assessment of the City of Gautier's facilities and information provided, please describe any equipment modifications, installations or replacements at the facilities that your company would consider installing as a part of this project. Please discuss site conditions, status of building systems, and needs of the City of Gautier.

The focus of this section is to identify possible savings opportunities that are available to the City of Gautier. The preliminary audit report consists of an examination of the various Facilities Improvement Measures (FIM's) that we believe are worth investigating further during the detailed audit stage.

Below is a brief description of each facility improvement measure. If the city decides to move forward in this process, McNeil Rhoads will evaluate the cost and savings associated with each opportunity to determine which improvements's will be included in the project. This decision is based on:

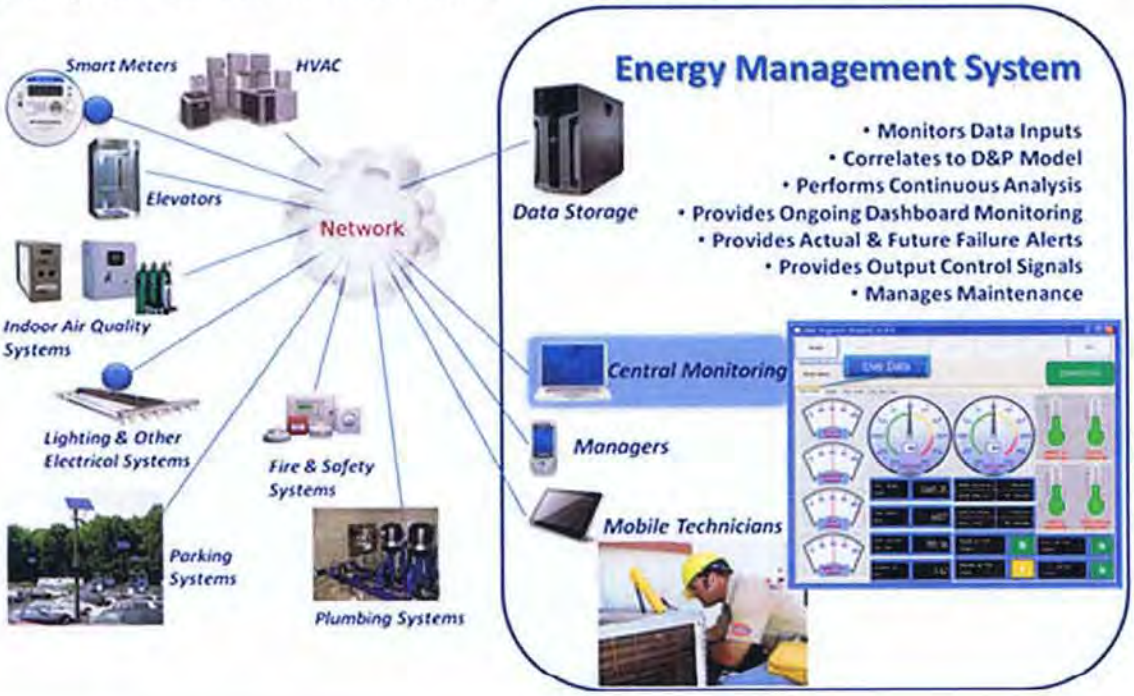
- Positive impact city operations
- Simple payback.
- Contribution toward avoided future capital costs.
- Achievement of identified facility operational goals.
- Ability to implement each FIM with least invasive impact on citizen

Site Specific Potential Facility Improvement Measures

During the site visits the following potential FIM's were identified:

FIM #1 - Lighting (City Wide)

This FIM will provide an enhanced working environment in the buildings. This will be accomplished by replacing all of the T12 incandescent fixtures with new 3rd generation T-8 fixtures. Lighting design will meet or exceed IES Standards of 50-foot candles. All of the work to be performed will comply with all current federal and local codes. Savings are based primarily on retrofitting high wattage lamps and ballasts with low wattage lamps and ballasts. Minimum savings are based on a decrease in run time hours.



FIM #2 - Energy Management Control System (City Wide)

This FIM provides energy cost savings by installing a direct-digital HVAC automation system that will operate HVAC equipment based on building operation schedules at eight all sites with full temperature control. The savings generated are found in two areas. The first being a reduction of runtime in the equipment which will reduce the utility load of the district by turning the equipment off and regulating the temperatures. The second savings is operational. Once the system is installed the equipment will not have the run hours as compared to the base study which will further the life the equipment. It will also assist the HVAC personnel in off site troubleshooting of the equipment.

FIM #3 - Mechanical Upgrades

Some mechanical upgrades were found to be needed as apart of the project. These upgrades are due to inefficiencies in the existing infrastructure, frequency of failures, and indoor air quality and comfort issues. These issues will be addressed based on the savings produced from other improvement measures

FIM #4 – Water Meter Replacements

The city currently has major issues on accuracy and readability of its current meter infrastructure. As a part of the project, McNeil Rhoads will retrofit the gas and water meters to be on an Automated Meter Infrastructure. This will allow from picking up the revenues that are currently being lost and reduce the operating cost by eliminating the need for monthly meter reading.

FIM #5 – Traffic Lights

One of the quickest payback items in any city is retrofitting the traffic lights from Incandescent technology to LED. During the development, McNeil Rhoads will survey all traffic lights within the city and recommend replacing all older technology to new LED lighting.

FIM #6 – Energy Policy

In order to maximize the energy savings within the City of Gautier, McNeil Rhoads will work with the City of Gautier Operations Team to develop an energy policy to be adopted by the board. This policy will outline operational strategies, temperature set points, summer program scheduling, and other policies to maximize the savings available to City of Gautier

FIM #7 – Staff Education

With any energy project, behavioral change has a major impact on the long term effectiveness of the program. During the installation phase of the program, McNeil Rhoads will coordinate with City of Gautier Operations Team to conduct training seminars with the staff on the FIM's implemented and ways they can get involved to benefit the program.

FIM #8 – Green Globes Certification

With the major energy retrofits being performed in this project, many of the buildings will be eligible to receive the Green Globes Certification. This is a 3rd party certification administered by the Green Building Initiative and recognizes the top performing buildings in the country on the basis of energy conservation and policy. McNeil Rhoads will perform an analysis once selected for this project and recommend a list of buildings to seek certification during the implementation stage.

FIM Identification and Evaluation:

Selected and agreed upon FIM's will become a part of the project scope and will be analyzed for feasibility by the following method:

1. Projected savings will be determined using standard engineering algorithms derived from ASHRAE, AEE and other accepted engineering references. Savings are derived from a combination of computer modeling and spreadsheet calculations depending on the FIM. Operational savings will be included in final proposal. If selected, McNeil Rhoads would carefully evaluate the actual expenditures that would be affected by this project.
2. Installation costs for each measure are determined by price quotes from equipment suppliers and subcontractors or McNeil Rhoads estimates.

Once McNeil Rhoads is selected and it is determined which FIM's will become a part of the project scope each one will be analyzed for feasibility utilizing the methods detailed above. Once our study is completed, McNeil Rhoads will prepare a proposal, detailing our survey findings and recommendations with the associated financial analysis and cash flows.

2.2 Equipment Maintenance Services

Please describe any major changes in operations or maintenance for the facility that your company foresees based on your knowledge and the types of maintenance services likely to be included in this project. Please address how you would approach the role of the City of Gautier's personnel in performing maintenance on existing and new equipment.

McNeil Rhoads seeks to support the City of Gautier in a positive way throughout the term of our agreement. Our financial guarantee requires that we monitor and track performance of the facilities' utilities and that we support the City of Gautier in any way that we can effectively support the performance of the program.

At McNeil Rhoads, we believe the better educated our customers are on the systems we install as apart of our projects, the better results the overall program will produce. As a part of the partnership we will provide training on all new technologies to the City of Gautier staff. With the current technical staff in place at City of Gautier, once training is done following the construction project, City of Gautier should be able to service all components of the new systems.

2.3 Project Commissioning

Please describe your firm's approach to equipment commissioning.

The McNeil Rhoads Project Commissioning Best Practice is designed to establish minimum guidelines for the process of commissioning all of our installed projects. It also includes guidelines for implementing customer training, and to gain customer acceptance of our installed solutions when the job is complete. At McNeil Rhoads our goal the day we are awarded the job is to gain customer acceptance of our work at its completion.

2.4 Construction Planning

Please describe your firm's proposed approach to scheduling and completion of work required to implement a energy services contract in the City of Gautier's facility(s).

Effective management of construction and project implementation is a critical component to the success of Performance Contracting in public institutions. To McNeil Rhoads, this is a straightforward process of assembling the correct team and resources to execute the project on-time and on-budget. As contractors, we understand the essentials of teamwork and coordination by all parties concerned. We are prepared to do as much of the work during off-hours as required in order to minimize the disruption to the City of Gautier. In all cases, there will be a McNeil Rhoads project manager overseeing all aspects of the project for the duration through commissioning. McNeil Rhoads has a remarkable track record of proven performance throughout the Southeast. Our District is staffed with full-time Project Managers, capable of managing multi-million dollar projects.

Managing a project of this scale and complexity fits well within the scope of the Teams capabilities. Our experience has taught us that the long-term success of any project or relationship requires dedication to the quality process as a first priority. All McNeil Rhoads projects, large or small, receive the same level of commitment to quality and customer satisfaction. The benefits of this commitment enable us to provide quality systems and services at the lowest possible cost.

Outlined below are the steps the Team will follow during this project to maintain the level of productivity with a detailed description following:

A. Pre-Construction Phase Process

Step 1. Conduct a partnering session with the City
Step 2. Obtain the City's basic data and background info
Step 3. Energy/Utilities System Audit and Analysis
Step 4. Create Design alternatives and constructability
Step 5. Develop preferred design and price
Step 6. Complete preliminary project development guidelines
Step 7. Review design / constructability"

B. Analytical Phase

Step 8. Coordinate Project scheduling
Step 9. Perform Hazardous substances review
Step 10.Organize pre-construction streamlining
Step 11.Conduct staff education and training

C. Construction Phase

Step 12. Procure project materials
Step 13. Manage project construction Phase
Step 14. Commissioning and Startup of projects

A. Pre-Construction Phase Process

Step 1: Conduct a Partnering Session with the City

Objective:

To develop a set of common goals and objectives in agreement with the City's strategic master plan, review objectives for the outcome of the project, and establish improvement measurements and communication plans. This process will begin to fine-tune the partnership between the City and our Team. We recommend that this be accomplished by conducting one or more team-building meetings.

Activities:

In a workshop setting, we will define and establish the mutual goals and objectives for the project. Roles will be determined. Issues will be addressed and assignments made for resolution. A preliminary project development schedule including review meetings will be created.

Roles and Responsibilities:

To collect and publish information which identifies needs, concerns, and commitments made by the teams. This will be distributed to all attendees. The Account Manager will be responsible for using the results as a guide to meet the needs of the project.

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Activities:
In a workshop setting, we will define and establish the mutual goals and objectives for the project. Roles will be determined. Issues will be addressed and assignments made for resolution. A preliminary project development schedule including review meetings will be created.

Roles and responsibilities:
To collect and publish information which identifies needs, concerns, and commitments made by the teams. This will be distributed to all attendees. The Account Manager will be responsible for using the results as a guide to meet the needs of the project.

Step 2: Obtain the City's Basic Data and Background Information

Objective:
To obtain the basic data and background information such as unique issues and special requirements, space and supporting requirements, existing site and facilities studies, design parameters, utility consumption, environmental systems, etc.

Activities:

- Determine system operation schedule to ensure that no system interruptions occur during construction and tie-in Phases
- Identify requirements
- Identify current electrical systems' design and operation
- Discuss master plan and other future issues
- Establish the energy consumption data
- Survey existing conditions
- Locate existing points of connection
- Review project-wide systems and operations
- Gather as-built information so that a clear understanding of process systems and energy retrofit requirements are obtained
- Obtain all code and permit requirements
- Obtain additional information related to the energy providers and potential rebates available for specific retrofits
- Meet with the City's staff to obtain additional data, as required
- Obtain and review site utility drawings, and electrical distribution information
- Review current energy management strategies

Roles and Responsibilities:
The designated Energy and Design Engineers will lead this task

Step 3: Energy/Utilities Systems Audit And Analysis

Objective:
To build the energy analysis model for use with the design criteria, and to investigate and develop the energy efficiency plan.

Activities:

- Use historical energy usage data to develop a modeling tool
- Utilize a third-party engineering company to review the energy audits, if required
- Utilize actual utility bill schedules to determine cost implications
- Compare and calibrate analysis against actual utility billing information for both energy and cost
- Begin to implement the continuous improvement process that includes building an energy baseline using optimum performance recommendations, existing environmental systems conditions, and documented existing problems

Roles and Responsibilities:

The Energy Engineer will be responsible for the creation and calibration of the energy model. The M&V Manager will coordinate the development of the electrical systems model, as required.

Step 4: Design Review and Constructability Development

Objective:

The objective of this step is to provide initial review of the detailed design and develop alternatives, if needed, in conjunction with all of the project's stakeholders.

Activities:

- In a workshop setting, discuss design and recommendations and identify all reasonable alternatives. Establish screening criteria which can be used to identify alternatives that should be developed in further detail
- Conduct energy modeling to establish the "best total solution" for systems integration and energy savings
- Evaluate alternatives and identify the preferred alternative

Roles and Responsibilities:

The Team will assist with energy modeling, development, direction, and oversight of alternatives.

Step 5: Develop Preferred Design and Price

Objective:

To develop the preferred alternative to a level of detail that clearly establishes a fixed price based upon a mutually agreed-upon economic impact.

Activities:

Develop project design criteria including size of equipment and energy efficiency parameters
Prepare layout drawings identifying major equipment and structural elements
Using the above information, establish preliminary cost estimate. Prepare capital and annual cost estimates, each of which will be used to support the project's economic requirements.
Prepare a detailed project schedule
Review the product as a quality control step

Roles and Responsibilities:

All of the design team members will be required to participate, including discipline leaders such as structural, architectural, electrical, and instrumentation. The Energy Engineer and the City's team members will review the preferred alternative.

Step 6: Complete Preliminary Project Development Guidelines

Objective:

To prepare the project management and execution plan per the City's requirements. Participate with the City in presenting the project to the reviewing committee or team members.

Activities:

Prepare the report in accordance with project development guidelines. Since the team has previously developed similar reports, this effort will be streamlined. Work with the City in preparing information required to present the project development guide.

Roles and Responsibilities:

The Energy Engineer will present the final guide. The Account Executive will conduct the Report review and project development presentation.

Step 7: Review Design / Constructability

Since many of the activities are similar, design is shown as one task. It is understood that the City will follow normal engineering design development and construction documents process with preliminary engineering, Technical Review Committee and Final Design.

Objective:

To prepare the required design information to meet the City's requirements for each step.

Activities:

Prepare and submit final facilities project development guide for the City review and approval. Prepare revised guaranteed net economic impact to reflect the improved level of detail. The Team will then develop a guaranteed price contract and a guaranteed level of savings for the project. In addition, the Team will provide the additional information required to develop a contract for performance solutions or design-build services.

Prepare design and construction documents. It is expected that detailed design criteria, equipment sizing, and layouts will be prepared. Structural, architectural, and electrical design will be developed. The results of the design development will be presented, including the net economic impact of benefits to the City. Review with client staff the recommended equipment for approval to ensure that equipment standards are met or exceeded.

Roles and Responsibilities:

All key team members will participate in these tasks. Local and national representatives of our team will participate in design reviews and quality control checks, which will follow established guidelines.

B. Analytical Phase

Critical paths, constraints, opportunities and problems are identified. New criteria are developed. This data illustrates the sequence of activities and activity interdependency. The project planning software has the ability to smooth constraints, but the Project Team provides the final solution.

Measurable Achievement Sets

The Project Manager now leads the team to complete the network diagram that begins and ends within the planned dates. The final step is to review the project schedule and plan for possible points of optimization. The completed diagram becomes a baseline schedule. This methodology provides an achievement-based schedule and plan, versus a strictly activity-based schedule. The schedule's viability and success have a high probability factor since all stakeholders are involved in the development, and there are clear and measurable achievement sets.

Financial Profiles

Task values are another dimension we add to the schedule that will be earned as work is completed. This integrates a quantitative basis for measured work achievements in terms of dollars. The scheduling tool then calculates the dollar value of milestones and deliverables through a roll-up function. Our simplified approach assigns a general ledger value to each task, and selects three or four increments of measurement for percent-complete assignments. The tasks not only produce time-schedule phasing of work activity, but also a time-Phase financial profile.

Step 8: Coordinate Project Scheduling

Objective:

Project scheduling and staffing is a significant part of the design process and is a team-based activity. "The Project Team" consists of the City representatives, our Team's Operations Manager, Project Manager, architects, and major subcontractors.

Our approach is focused on defining achievements versus tasks; "the ends, not the means". The project schedule is a sequence of achievements defined as milestones and assigned project resources.

Activities:

The team reviews the project charter (the business need for which the project was established, addressing the scope of work, constraints, assumptions, and to what criteria the project success will be measured).

The team selects the key milestone achievements that provide clear progress steps to meet all the agreed upon objectives.

For each milestone, a set of deliverables is defined. When all deliverables are completed, the milestone is achieved. The responsibility for each deliverable is assigned to a project team member. The required work to achieve each deliverable is identified as a task and assigned the appropriate resources. A task consists of a budget, duration of time and resources to do the work.

The project is organized in a hierarchical tier of milestones, deliverables and tasks. This data is entered into Microsoft Project with a planned project start and completion date. The necessary order of the predecessors and interdependency of the task work activities is determined. The necessary order of predecessors and successors are mapped in the schedule. With the project start and end dates by Phase, and the task duration and interdependency, we approach the analytical Phase of the schedule.

Roles and Responsibilities:

Roles and responsibilities will be determined by the project scope and the impact to each discipline. In this step, the resources accept their roles and responsibilities by defining the deliverables and tasks required, which will achieve the City's goals.

Step 9: Perform Hazardous Substances Review

The Team will work with the City to identify any hazardous substances and to facilitate the abatement process. Before any work begins, professional scientists and engineers in hazardous substances management will consult with the team and the City, review previous reports, survey the areas where the work is to be performed, and present a formal report as to site conditions, as required.

Step 10: Organize Pre-Construction Streamlining

McNeil Rhoads recognizes the need to identify and utilize every opportunity to streamline this project and capitalize on opportunities in the project schedule. This is essential to seamless installation of equipment in occupied facilities and also aids in efforts to reduce cost. Parameters for construction streamlining are determined in consultation with the owner and subcontractors and incorporated into the project plan.

Step 11: Conduct Staff Education And Training

An education program must be site-specific and people-specific, and created at the same time the technical scope-of-work for each new project is developed. The team's training program is detailed in Tab 6 of this proposal.

The Staff Education Program objective is to:

- Raise awareness of how energy is used and how it can be controlled
- Inform participants of the technical aspects of the program that will directly affect them and explain the benefits of the program and new technologies
- Demonstrate how the measures implemented will result in reduced consumption
- Keep participants informed at all stages of implementation

C. Construction Phase Process

Central to our Team's approach to the management of this project is a comprehensive project construction plan implemented by experienced construction personnel. The reputation of our Team is based on the quality of the work performed by our suppliers (i.e., subcontractors and vendors). We have established rigorous supplier management guidelines to ensure that project requirements are satisfied and that project installation proceeds in an orderly manner.

Step 12: Procure Project Materials

Objective:

To solicit, evaluate, negotiate and provide purchase order preparation for equipment, materials and construction contracts.

Activities:

- Review, with the City, the proposed equipment manufacturer selections
- Coordinate purchase milestones with the construction schedule so that long lead-time items are ordered in a timely manner
- Solicit and evaluate proposals from qualified manufacturers and select appropriate suppliers
- Solicit proposals from pre-qualified subcontractors for various disciplines, review and evaluate proposals with the City team, and select the most advantageous proposal
- Once complete, the evaluations are merged into an evaluation report to the City for final authorization

Step 13: Manage Project Construction Phase

Objective:

To provide key management/supervisory positions at the work site to coordinate, schedule, monitor, and report the work of subcontractors throughout this Phase.

Activities:

- Conduct construction-partnering sessions, as required, for all personnel involved in the construction of the project
- Lead the Quality Control Team
- Implement safety program
- Manage subcontractors
- Review submittals from subcontractors and suppliers
- Prepare supplemental drawings to respond to actual/changed field conditions
- Provide qualified inspectors, to include structural, architectural, mechanical, and electrical instrumentation
- Prepare as-built drawings

- Maintain project records and documentation locally
- Conduct weekly project meetings to include key staff, subcontractors, and the City
- Utilize and maintain system for tracking submittals, product data
- Sustain operation/maintenance manuals, correspondence and other documents
- Prepare/update construction schedule, including key construction sequence activities
- Coordinate with the City staff regarding sequencing issues necessary to minimize disruption due to construction activities

Roles and Responsibilities:

It is expected that all key team members will be involved. The Operations Manager of Construction will oversee the Project Management staff.

Inspections ensure technical performance. Frequent communication between the Project Manager and the subcontractor, on-site and at the project status meetings, promote coordinated solutions for emerging problems before they become significant.

Step 14: Implement Systems Commissioning

Objective:

To ensure that all project workmanship, materials and systems operations meet the specified requirements and perform to expectations over the term of the agreement. Provide energy accounting and reporting procedures to prove that guaranteed economic impact is delivered. Implement the continuous commissioning recommendations that have been approved by the team to keep equipment working properly and efficiently throughout the term of the contract.

Activities:

- Implement the monitoring and verification plan detailing the installation of energy metering equipment and the savings calculation methodology for determining economic impact
- Develop and implement a plan for documenting the calibration of energy metering equipment and related sensors
- Develop and implement pre-operational checkout procedures, including performance testing of each equipment item. Perform systems tests, which are designed to duplicate the operating conditions, as closely as possible
- Assemble a commissioning team consisting of a Quality Assurance Manager, the Project Manager, a third party engineer (if desired) and a the City representative
- Implement the commissioning and performance-monitoring plan including the energy analysis, cash flow analysis, and long-term equipment performance. The team will be equipped and ready to provide emergency repairs, adjustments, and corrections to equipment and systems. Prepare detailed plans for commissioning each process unit and each system.

City of Gautier
Energy Services Project

Purpose: Development of a turnkey energy/operational reduction and revenue enhancement project that will be self funded based on the savings produced from the project. All improvements to be included in project will be life cycle cost effective.

MS Code 31-7-14: Legislation that regulates the procurement of energy services, types of projects that can be included, and financing mechanisms to be used. Regulated by the Mississippi Development Authority.

Potential Projects: These improvement projects will be the focus point of analysis

1. Lighting - Retrofit of all Lighting in City owned assets
2. Energy Management System - Centralized control of HVAC systems
3. Water Meters - Change out of all water meters to AMR solution
4. Pump Stations - Analyze use of VFD's

Key Deliverables:

1. GMP on all Proposed Measures
2. Financial Analysis on each measure to determine life cycle cost effectiveness
3. Financial model and recommendation for funding of the projects

Next Steps:

Tonight - Selection of McNeil Rhoads
Dec. & Jan. - M/R will perform technical analysis of all systems
Early February - M/R presents findings of analysis
Late February - M/R presents contract to implement self funded items
Early March - City Administration presents recommendation to Council for approval
Late March - Project Financing through MDA
Early April - Begin Project

Support/Technical Experts for City of Gautier

1. ClearWater - CWS will review all scopes of work and proposed measures to ensure they are operational efficient and the scope is technical sound. They will also be engaged throughout the analysis to ensure all factors are considered on measures considered.
2. Mississippi Development Authority - The MDA will assist the city and reviewing the life cycle cost effectiveness of the measures as well as recommend financing programs available through their agency.

Chris McNeil
President
1003 Underwood Drive
Flowood MS 39232
601.573.7130 cell

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

ORDER NUMBER 303-2013

CITY OF GAUTIER
CONDITIONAL USE-MAJOR DEVELOPMENT PERMIT
GPC CASE NO. 13-27-CU

THE REFUGE CHURCH

REGARDING PARCEL ID NO: 82436045.000

The City of Gautier, at its regular meeting held on December 17, 2013, considered the application for a Conditional Use-Major Development Permit for a church as submitted by Michael Shane Russell, representative for The Refuge Church. The parcel subject to this Permit is located at 2012 Highway 90, Suites 18 & 35, Gautier, Mississippi, 39553. After due public notice, the City Council, having considered the favorable recommendation by the Planning Commission, application, testimony and exhibits presented by the applicant, the report of the City Staff and all other relevant testimony, exhibits and other evidence, pursuant to applicable provisions of the City's Unified Development Ordinance, hereby approves the Conditional Use-Major Development Permit and orders as follows:

1. This proposed Conditional Use-Major is consistent with the goals, objectives and policies of the City's Comprehensive Plan.

2. This proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use.

3. The proposed use, classified as a church, is permitted as a Conditional Use-Major in the C-3 District.

4. Therefore, the City Council accepts the recommendation of the Planning Commission and approves the application submitted on November 13, 2013 for a Conditional Use-Major Development Permit.

5. The following additional conditions will ensure that the operation of the proposed conditional use will minimize any detrimental effects on neighboring properties and shall apply to the project:

   a. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code. (See attached.)

   b. The physical location of the church and all operations shall be restricted to the location at 2012 Highway 90, Suites 18 & 35. Any further expansion shall require the permit to be amended.
   c. Noise levels shall meet the City's noise ordinance. (See attached.)

d. The location shall meet all parking requirements as set forth in Article VII of the Unified Development Ordinance.

6. The City Clerk shall have this permit recorded in the public records of Jackson County, at the expense of the applicant, and provide the applicant a copy of the permit with the recording information affixed.

7. The Gautier Planning Commission recommended approval of this Conditional Use-Major Development Permit on December 5, 2013.

8. The City Council adopted this Conditional Use-Major Development Permit on a recorded vote of _4___ ayes to __0___ nays to approve the application of The Refuge Church, located at 2012 Highway 90, Suites 18 & 35, in Gautier, Mississippi, and identified as Jackson County Parcel No. 82436045.000.

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

AYES: Mary Martin
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: None

ABSENT: Johnny Jones
Hurley Ray Guillotte

RECUSED: Gordon Gollott

December 17, 2013
Date of Issuance

____
Gordon Gollott, Mayor
City of Gautier, Mississippi
3330 Highway 90
Gautier, MS 39553

Attest:

____
Cynthia Russell
City Clerk

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Babs Logan, Planning Technician

Thru: Chandra Nicholson, Planning and Economic Development Director

Date: December 9, 2013

Subject: Conditional Use-Major Permit for The Refuge Church at 2012 Highway 90, Suites 18 & 35 (GPC Case No. 13-27-CU)

REQUEST:

The Economic Development/Planning Department has received a request from Michael Shane Russell, representative for The Refuge Church, for a Conditional Use-Major Permit that would allow a church in a C-3 Highway Commercial zoning district at 2012 Highway 90, Suites 18 & 35, PID #82436045.000. The application fee of $250 was paid on November 13, 2013. All public notice requirements have been met.

DISCUSSION:

Staff has attached a Staff Report with detailed project analysis. The Planning Commission held a public hearing on December 5, 2013 to consider the request and found that the proposed church will be compatible and harmonious with the C-3 district. The GPC recommends the approval of the Conditional Use-Major Development Permit and orders as follows:

1. This proposed Conditional Use-Major is consistent with the goals, objectives and policies of the City's Comprehensive Plan.

2. This proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use.

3. The proposed use, classified as a church, is permitted as a Conditional Use-Major in the C-3 District.

4. Therefore, the City Council accepts the recommendation of the Planning Commission and approves the application submitted on November 13, 2013 for a Conditional Use-Major Development Permit.

5. The following additional conditions will ensure that the operation of the proposed Conditional Use-Major will minimize any detrimental effects on neighboring properties and shall apply to the project:

a. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code.
b. The physical location of the church and all operations shall be restricted to the location at 2012 Highway 90, Suites 18 & 35. Any further expansion shall require the permit to be amended.
c. Noise levels shall meet the City's noise ordinance.
d. The location shall meet all parking requirements as set forth in Article VII of the Unified Development Ordinance.

RECOMMENDATION:

The Economic Development and Planning Director finds that the proposed church is consistent with the goals, objectives and policies of the City's Comprehensive Plan and recommends approval of the request with the conditions listed above.

The City Council may:

1. Approve the Conditional Use-Major Permit as recommended by the Planning Commission; or
2. Approve the Conditional Use-Major Permit with changes; or
3. Deny the Conditional Use-Major Permit.

ATTACHMENTS:

Conditional Use-Major Permit Development Order

Staff Report with Back Up

CITY OF GAUTIER
CONDITIONAL USE-MAJOR DEVELOPMENT PERMIT
GPC CASE NO. 13-27-CU

THE REFUGE CHURCH

REGARDING PARCEL ID NO: 82436045.000

The City of Gautier, at its regular meeting held on December 17, 2013, considered the application for a Conditional Use-Major Development Permit for a church as submitted by Michael Shane Russell, representative for The Refuge Church. The parcel subject to this Permit is located at 2012 Highway 90, Suites 18 & 35, Gautier, Mississippi, 39553. After due public notice, the City Council, having considered the favorable recommendation by the Planning Commission, application, testimony and exhibits presented by the applicant, the report of the City Staff and all other relevant testimony, exhibits and other evidence, pursuant to applicable provisions of the City's Unified Development Ordinance, hereby approves the Conditional Use-Major Development Permit and orders as follows:

1. This proposed Conditional Use-Major is consistent with the goals, objectives and policies of the City's Comprehensive Plan.

2. This proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use.

3. The proposed use, classified as a church, is permitted as a Conditional Use-Major in the C-3 District.

4. Therefore, the City Council accepts the recommendation of the Planning Commission and approves the application submitted on November 13, 2013 for a Conditional Use-Major Development Permit.

5. The following additional conditions will ensure that the operation of the proposed conditional use will minimize any detrimental effects on neighboring properties and shall apply to the project:

    a. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code. (See attached.)

    b. The physical location of the church and all operations shall be restricted to the location at 2012 Highway 90, Suites 18 & 35. Any further expansion shall require the permit to be amended.

    c. Noise levels shall meet the City's noise ordinance. (See attached.)

d. The location shall meet all parking requirements as set forth in Article VII of the Unified Development Ordinance.

6. The City Clerk shall have this permit recorded in the public records of Jackson County, at the expense of the applicant, and provide the applicant a copy of the permit with the recording information affixed.

7. The Gautier Planning Commission recommended approval of this Conditional Use-Major Development Permit on December 5, 2013.

8. The City Council adopted this Conditional Use-Major Development Permit on a recorded vote of _____ ayes to _____ nays to approve the application of The Refuge Church, located at 2012 Highway 90, Suites 18 & 35, in Gautier, Mississippi, and identified as Jackson County Parcel No. 82436045.000.

December 17, 2013
Date of Issuance

____
Gordon Gollott, Mayor
City of Gautier, Mississippi
3330 Highway 90
Gautier, MS 39553

Attest:

____
Cindy Russell
City Clerk

Gautier Planning Commission

Regular Meeting Agenda

December 5, 2013

GPC #13-27-CU

The Refuge Church

VII. NEW BUSINESS

A. QUASI-JUDICIAL

1. THE REFUGE CHURCH - REQUEST FOR A CONDITIONAL USE-MAJOR PERMIT FOR A CHURCH IN A C-3 DISTRICT; 2012 HIGHWAY 90 (GPC CASE #13-27-CU)

QUASI-JUDICIAL PROCEDURES

1. Announcement of Matter. Read the matter title to be considered.

2. Swear the Witnesses. All witnesses, parties, citizen participants and City Staff who plan to speak at the hearing shall collectively be sworn at the beginning of the hearing by the City Attorney.

3. Ex Parte Disclosure. All members must disclose on the record any ex parte communications, to include any physical inspections of the subject property. The disclosure should include with whom any communication has taken place, a summary of the substance of the communication, and the date of the site visit, if any. If anyone has received written communications, the writing must be presented, read into record or a copy provided to all participants, and made a part of the official record.

4. Applicant Presentation.

5. Questions directed to Applicant. The applicant should answer any questions by the public, the Planning Commission, or others.

6. Staff Presentation. This includes presentation of the staff report into the official record.

7. Objections from Applicant. Confirm whether there are objections from the applicant regarding the staff report or development order.

8. Questions directed to Staff. The staff answers any questions by the public, the Planning Commission, or others.

9. Public Comments. Members of the public should be allowed to make comments regarding the application.

10. Applicant rebuttal/final comments

11. Staff rebuttal/final comments

12. Call for final questions.

13. Close public portion of the hearing.

14. Motion & Deliberation. Planning Commission makes a motion, and debates and deliberates regarding the application and development order.

15. Vote.

16. Close the quasi-judicial proceeding.

CITY OF GAUTIER
STAFF REPORT
THE REFUGE CHURCH

To: Chairman and Members, Planning Commission

From: Babs Logan, Planning Technician

Through: Chandra Nicholson, Planning and Economic Development Director

Date: November 25, 2013

Subject: Conditional Use-Major Permit for a Church in a C-3 Zoning District at 2012 Highway 90, Suites 18 & 35 (GPC #13-27-CU)

REQUEST:

The Economic Development and Planning Department has received a request from Michael Shane Russell, representative for The Refuge Church, for a Conditional Use-Major Permit that would allow a church in a C-3 Highway Commercial zoning district at 2012 Highway 90, Suites 18 & 35, PID #82436045.000. The application fee of $250 was paid on November 13, 2013. All public notice requirements have been met.

BACKGROUND:

The request property is zoned C-3 Highway Commercial.

1. Location: 2012 Highway 90, Suites 18 & 35 (See Exhibit A)
   Principal Arterial: Highway 90

2. General features of the proposed project:
   Total Building Area: 14,241 square feet
   Sanctuary Area: approximately 1,657 square feet for initial use; approximately 9,250 for possible future use
   Off-Street Parking Area Required:
      Initial Sanctuary Area: 37 spaces required based on square footage or 20 spaces based on the number of seats; 1 to 2 of these spaces must be accessible spaces;
      Future Planned Area for Sanctuary: 206 spaces required based on square footage of the sanctuary area or 50 spaces based on the number of seats; 5 to 7 of these spaces must be accessible spaces
   Potable Water and Wastewater Services: Existing from City

3. Current Zoning: C-3 Highway Commercial

4. Current Surrounding Zoning (See Exhibit B): C-3 Highway Commercial to the east, west and south; PL Public/Semi-public to the north

5. Current Surrounding Existing Land Use (See Exhibit C): Office to the west and south; Office and Commercial-Retail to the east; Civic to the north

6. Comprehensive Plan Future Land Use Designation (See Exhibit D): Civic

The City's Code of Ordinance and State Statutes 67-1-51(3) Mississippi Code of 1972, prohibits any future alcohol-selling establishment from locating within 100 feet of the church.

DISCUSSION:

The following addresses the review criteria for a Major Conditional Use outlined in Section 4.17.5 of the UDO.

1. Is the proposed use listed in the list of possible Conditional Uses in the particular Zoning District?

   Applicant: Yes.

   Staff Finding: Yes. A church or place of worship is listed as a Conditional Use-Major in a C-3 zoning district.

2. Describe how the project is compatible with the character of development in the vicinity relative to (a) density, bulk and intensity of structures, (b) parking, and (c) other uses. Please attach parking plan, site plan, architectural rendering or other plans.

   Applicant Response: There are over 60 spaces existing at the site.

   Staff Finding: The proposed use will be located in an existing building and will not further impact the density, bulk and intensity of the structures in the vicinity. Table No. 9 of the UDO establishes minimum parking spaces required for churches as 1 for each 45 sf of GFA of the sanctuary, auditorium, or main place of worship (or 1 per 3 seats). Based on the proposed number of 50 seats the proposed use will initially need 20 parking spaces, with 1of those being an accessible space. Future plans to have 150 seats will require 50 spaces and 5 of these spaces must be accessible spaces.

3. Will your project negatively affect neighboring property values or pose a real or perceived threat to citizens? Explain.

   Applicant Response: No.

Staff Finding: There is no evidence to indicate the proposed use will negatively affect the property values, or cause a detriment to the surrounding properties.

4. Will your project adversely affect vehicular or pedestrian traffic in the vicinity? Explain.

   Applicant Response: No.

   Staff Finding: There is no evidence that the proposed church will have any adverse affect on vehicular or pedestrian traffic since the church will not be operating during regular business hours.

5. Can the proposed use be accommodated by existing or proposed public services and facilities including, but not limited to, water, sanitary sewer, streets, drainage, police and fire protection, and schools?

   Applicant Response: Yes.

   Staff Finding: The proposed use can be accommodated by existing public services and facilities.

6. Is the proposed use in harmony with the Comprehensive Plan? Explain how.

   Applicant: Yes.

   Staff Response: The Comprehensive Plan states that churches may be permitted as a conditional use in a highway commercial district with conditions imposed to ensure that the use is compatible with its surroundings.

7. Does the proposed use pose a hazardous, detrimental, or disturbing affect, either real or perceived, to present surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, electrical interference, or other nuisances? Explain.

   Applicant Response: No.

   Staff Finding: There is no evidence that the proposed use poses a hazardous, detrimental or disturbing affect to present surrounding uses.

8. Does the use conform to all district regulations for the applicable district in which it is located, or have other provisions been provided for? Explain.

Applicant Response: Yes.

Staff Finding: The proposed use can be made to conform to district regulations with certain conditions.

DETERMINATION OF APPLICABLE LAW:

1. The UDO defines conditional uses as specific uses which are enumerated in each zoning district and which because of their nature are not allowed by right but may be allowed after the required review process. The City may specify certain conditions as necessary to make the use compatible with other uses in the same district. Conditional uses are issued for uses of land and uses designated "Conditional Uses-Major" are transferable from one (1) owner of land to another.

   The UDO further defines Conditional Uses-Major as uses that are not allowed by right but require a recommendation by the Planning Commission and the approval of the City Council. Additionally, if the conditional use is transferred to a new owner, the new owner must submit a letter to the Economic Development Director agreeing to the current terms and conditions before a business license may be issued.
2. Conditional Uses-Major require a public hearing before the Planning Commission and approval by the City Council (Section 4.14 of the UDO).

RECOMMENDATION:

Staff finds that the proposed use may be compatible and harmonious with the Highway Commercial District and recommends approval with the following conditions:

1. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code. (See Exhibit F.)

2. The physical location of the church and all operations shall be restricted to the location at 2012 Highway 90, Suites 18 & 35. Any further expansion shall require the permit to be amended.

3. Noise levels shall meet the City's noise ordinance. (See Exhibit G.)

4. The location shall meet all parking requirements as set forth in Article VII of the Unified Development Ordinance.

CONCLUSION:

The Planning Commission may:

1. Recommend that City Council approve the Conditional Use-Major;

2. Recommend that City Council approve the Conditional Use-Major with changes; or
3. Recommend that City Council deny the Conditional Use-Major.

ATTACHMENTS:

1. Applicant's Exhibit 1 – Application
2. City's Exhibit A – Location Map
3. City's Exhibit B – Existing Zoning Map
4. City's Exhibit C – Existing Land Use Map
5. City's Exhibit D – Future Land Use Map
6. City's Exhibit E – Draft Conditional Use-Major Development Order
7. City's Exhibit F – Section 3409 of the International Building Code
8. City's Exhibit G – Section 15-5 City of Gautier's Code of Ordinances

EXHIBIT 1

ECONOMIC DEVELOPMENT/PLANNING DEPARTMENT
GAUTIER, MISSISSIPPI

CONDITIONAL USE-MAJOR HEARING APPLICATION

Hearing Number
GPC 13-27-CU

TYPE OF REQUEST:		**FEE:**
Conditional Use – Major	✓	$250.00

Major Conditional Use – These uses are not allowed by right, and **require** a recommendation by the Planning Commission and approval of the City Council.

Name of Applicant : Michael Shane Russell

Name of Business: The Refuge Church

Address: 15128 Old River Rd Vancleave Mailing Address (if different):

Email Address: rcoatings@bellsouth.net

Phone: 228-826-5176 Cell Phone: 228-366-1035

Reason for request, location and intended use of Property: The Refuge church must move from current location due to S.B. Mall property being renovated. We would like to move are church to this location to accomndate are members now and in the future.

ATTACHMENTS REQUIRED AS APPLICABLE: 2012 Hwy 90, Suites 18 + 35
PID 82436045.000

✓ 1. Diagram of intended use, showing dimensions and distances of property, building with setbacks, parking spaces, entrances and exits.
✓ 2. Legal descriptions and street address.
✓ 3. A detailed project narrative that also addresses the questions on the "Criteria for Approval" page of this application.
N/A 4. Copy of protective covenants or deed restrictions, if any.
N/A 5. Copies of approvals, or requests for approval, from other agencies, such as, but not limited to, the Mississippi State Department of Health, U.S. Army Corp of Engineers, Mississippi Department of Environmental Quality and Department of Marine Resources.
N/A 6. Any other information requested by the Economic Development/Planning Director and/or members of the Technical Review Committee.
✓ 7. Owner's Consent form, if anyone other than 100% sole owner makes application (see attached).

Signature of Applicant: Shane Russell

Date of Application: 11/13/13

FOR OFFICE USE ONLY

Date Received 11/13/13 **Verify as Complete** BK

Fee Amount Received $250.00

Initials of Employee Receiving Application BK

EXHIBIT 1

OWNERS CONSENT AND DESIGNATION OF AGENCY – CONDITIONAL USE

I, Kenneth O. Smith, the fee simple owner of the following described property (give legal description):

2012 Hwy 90, Suites 18 & 35
Gautier MS 39553

hereby petition to the City of Gautier to *Grant a Conditional Use of* a church in Gautier

and affirm that The Refuge Church is hereby designated to act as agent on my behalf to accomplish the above.

I certify that I have examined the application and that all statements and diagrams submitted are true and accurate to the best of my knowledge. Further, I understand this application; attachments and fees become part of the official records of the City of Gautier, MS, and are not returnable.

(Owner's Signature)

The foregoing instrument was acknowledged before me this 6th day of Nov. ________,

2013 by KENNETH O. SMITH, who is personally known to me or has produced ________ as identification and who did take an oath.

LANA H. SMEAL
(Printed Name of Notary Public)

Lana H Smeal
(Signature of Notary Public)

Commission # 23906. My commission expires Nov. 18, 2013.

(Notary's Seal)

LANA H SMEAL
ID No. 23906
Commission Expires November 18, 2013

EXHIBIT 1

MAJOR CONDITIONAL USE

Criteria for Approval
Major Conditional Use

1. Is the proposed use listed in the list of possible Conditional Uses in the particular Zoning District? yes

2. Please describe how the project is compatible with the character of development in the vicinity relative to (a) density, bulk and intensity of structures, (b) parking, and (c) other uses. Please attach parking plan, site plan, architectural rendering or other plans.
Over 60 spaces existing

3. Will your project negatively affect neighboring property values or pose a real or perceived threat to citizens? Explain. NO

4. Will your project adversely affect vehicular or pedestrian traffic in the vicinity? Explain. NO

5. Can the proposed use be accommodated by existing or proposed public services and facilities including, but not limited to, water, sanitary sewer, streets, drainage, police and fire protection, and schools? yes

6. Is the proposed use in harmony with the Comprehensive Plan? Explain how. yes

7. Does the proposed use pose a hazardous, detrimental, or disturbing affect, either real or perceived, to present surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, electrical interference, or other nuisances? Explain. NO

8. Does the use conform to all district regulations for the applicable district in which it is located, or have other provisions been provided for? Explain. yes

EXHIBIT 1

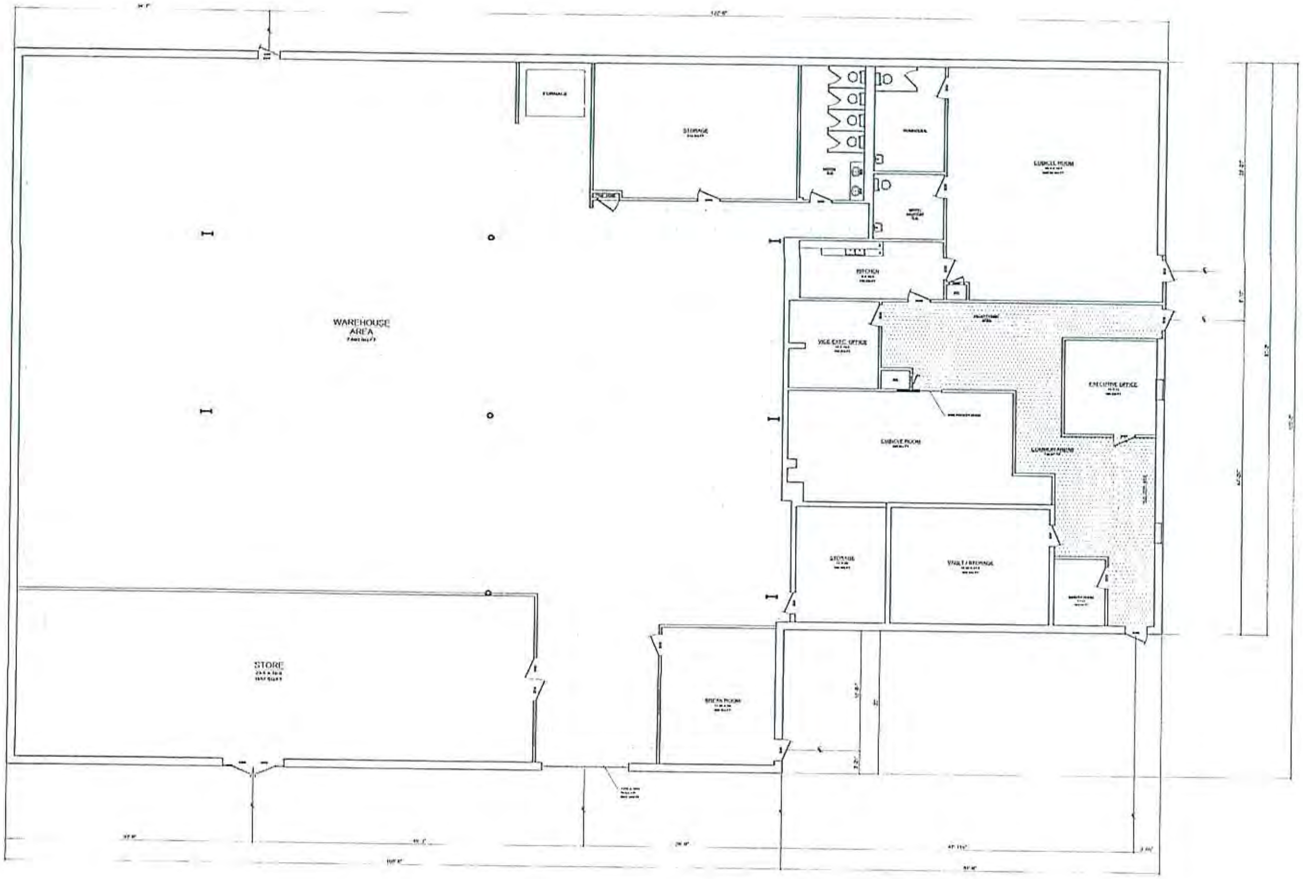
To Whom it may concern,

We the Refuge Church are being forced out of the Singing River Mall do to the demolition of the building we are currently occupying. We must be out by the 17 of December this year. We have at this time a congregation of about 50 people on average and wish to move to the mentioned property because the size of the structure will allow for growth as we begin to reach more people in Gautier and the surrounding cities and towns. The South section of the building will be used for the staff and Children's Church. The rectangle room in the North West corner will temporally be used as the sanctuary as we raise funds to renovate the empty warehouse section into a large sanctuary that will seat as many souls as the Fire Marshall will allow. The structure is perfect for the growth of our church in the years to come and it has adequate parking to the West and South of the building.

EXHIBIT 1

NORTH BLDG.

14,241 SQ FT
(TOTAL INSIDE EXT WALLS)



GENERAL NOTES:

1. SHARED SPACES SUCH AS HALLWAYS, WAITING AREAS, RECEPTIONIST AREAS, ETC., ARE ADDED TOGETHER IN SECTIONS NAMED COMMON AREAS. THESE SECTIONS ARE INDICATED WITH DOTTED PATTERNS.

2. TYPICAL INTERIOR WALL WIDTH IS 4 ½".

3. ROOMS THAT DO NOT SHOW DIMENSIONS FOR LENGTH AND WIDTH ARE EITHER OF AN ODD SHAPE OR CONTAIN A STRUCTURAL BEAM POCKET. AREA IN SUCH CASES IS CALCULATED USING CAD UTILITIES, AND ARE ROUNDED UP TO THE NEAREST HALF SQ FT.

Dungan Designs
Brian L. Dungan
(601) 447-7903

SMITH MITCHELL BUILDING

NORTH BLDG.

SCALE: ⅛" = 1'-0"

SHEET NUMBER
04
SHEET 4 OF 4

EXHIBIT 1

Parcel Information

PIDN: 82436045.000

GISP: 777.36-02-0002.00

Owner Information

Name: SMITH KENNETH O &

Percent of Ownership: 100

Name2: MITCHELL WILLIAM H

Mailing Address: P O BOX 819
GAUTIER MS 39553

Physical Address: 2012 HWY 90 GAUTIER

Land Information

Section, Township, Range: 36 7S 7W

Acreage: 2.92000007

Street Name: HWY 90

Value and Tax Information

Total Assessed Value: 219670

Total Appraised Value: 1464460

Improvement Value: 1227070

Land Value: 237390

Tax Amount: 28526

SQ. FT: 0

Year Built: 1968

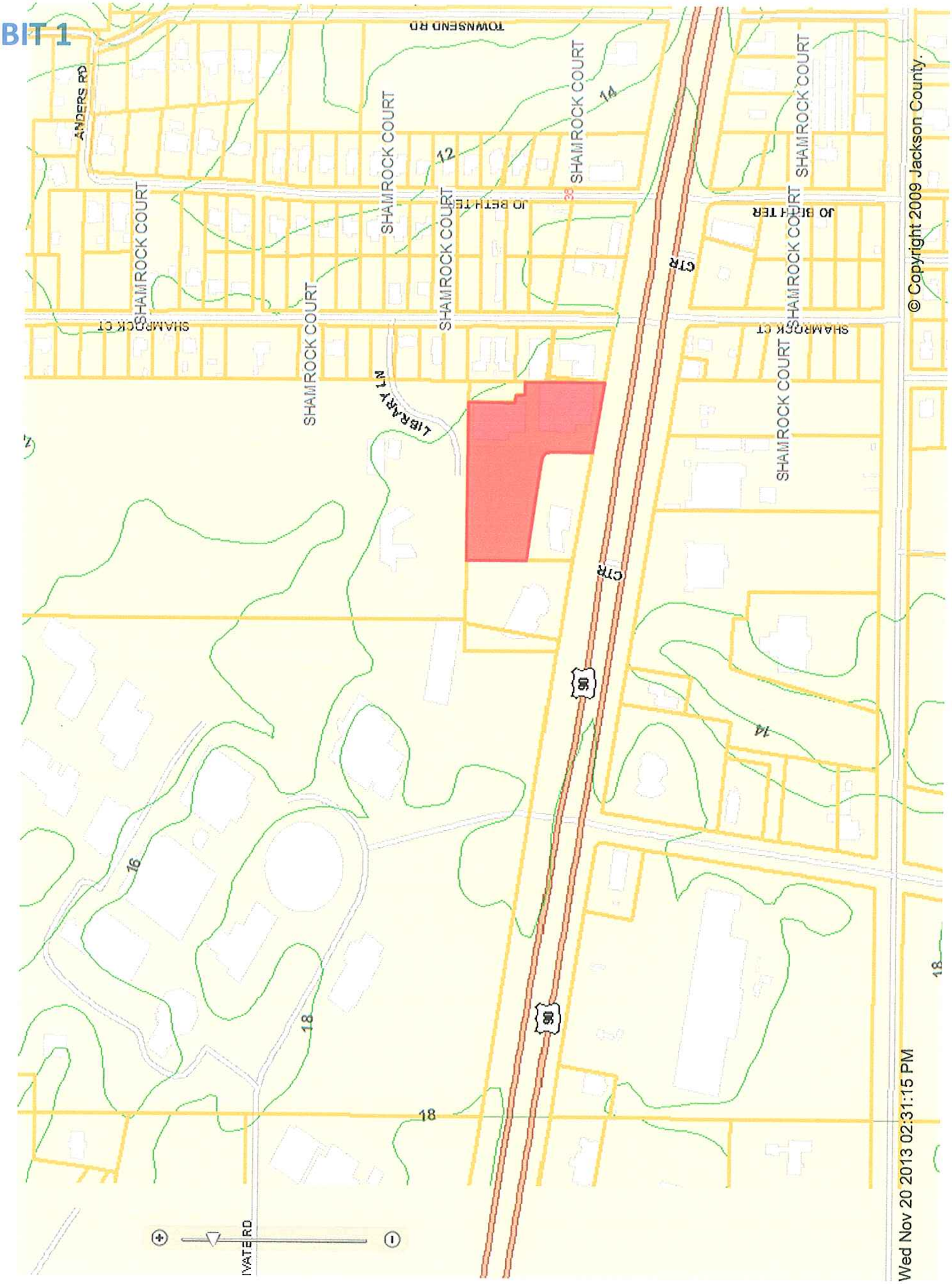
Legal Description

Description: COM NWC SEC 36 S 2640' E 1510' TO POB E 422.39' S 71.70' N 87* E 4' S 7.69' S 87* W 4' S 81.44' S 83* E 28.13' S 38.71' E 22.65' S 25' S 2* W 181.61' TO N/M HWY N 79* W 196.32' NLY & WLY 409' N 155.16' TO POB DB 1078-306 (2 Map777.36-02)

Deed Book / Page: 1078 / 306

Printed on Wed Nov 20 2013 02:31:15 PM.

EXHIBIT 1


TOWNSEND RD
ANDERS RD
SHAMROCK COURT
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SHAMROCK COURT
JO BETH TER
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38
SHAMROCK CT
SHAMROCK CT
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LIBRARY LN
12
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90
90
IVATE RD
© Copyright 2009 Jackson County.
Wed Nov 20 2013 02:31:15 PM

EXHIBIT A

Location Map

Refuge Church
2012 Highway 90
Conditional Use - Major

City Of Gautier
Economic Development/Planning

0 400 800
Feet

N
W E
S

Prepared by the
City of Gautier
GIS Division

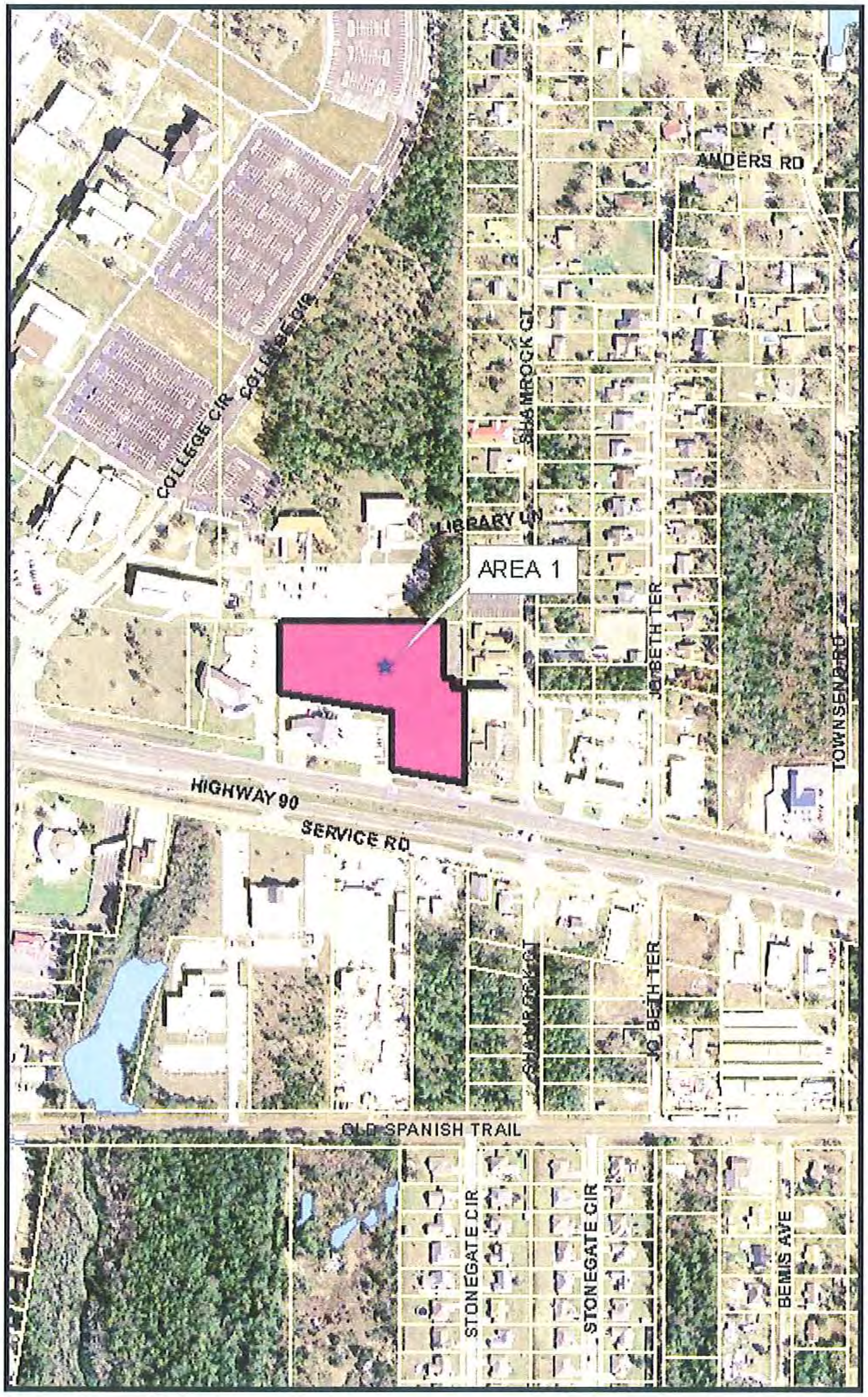


EXHIBIT B

Existing Zoning Map

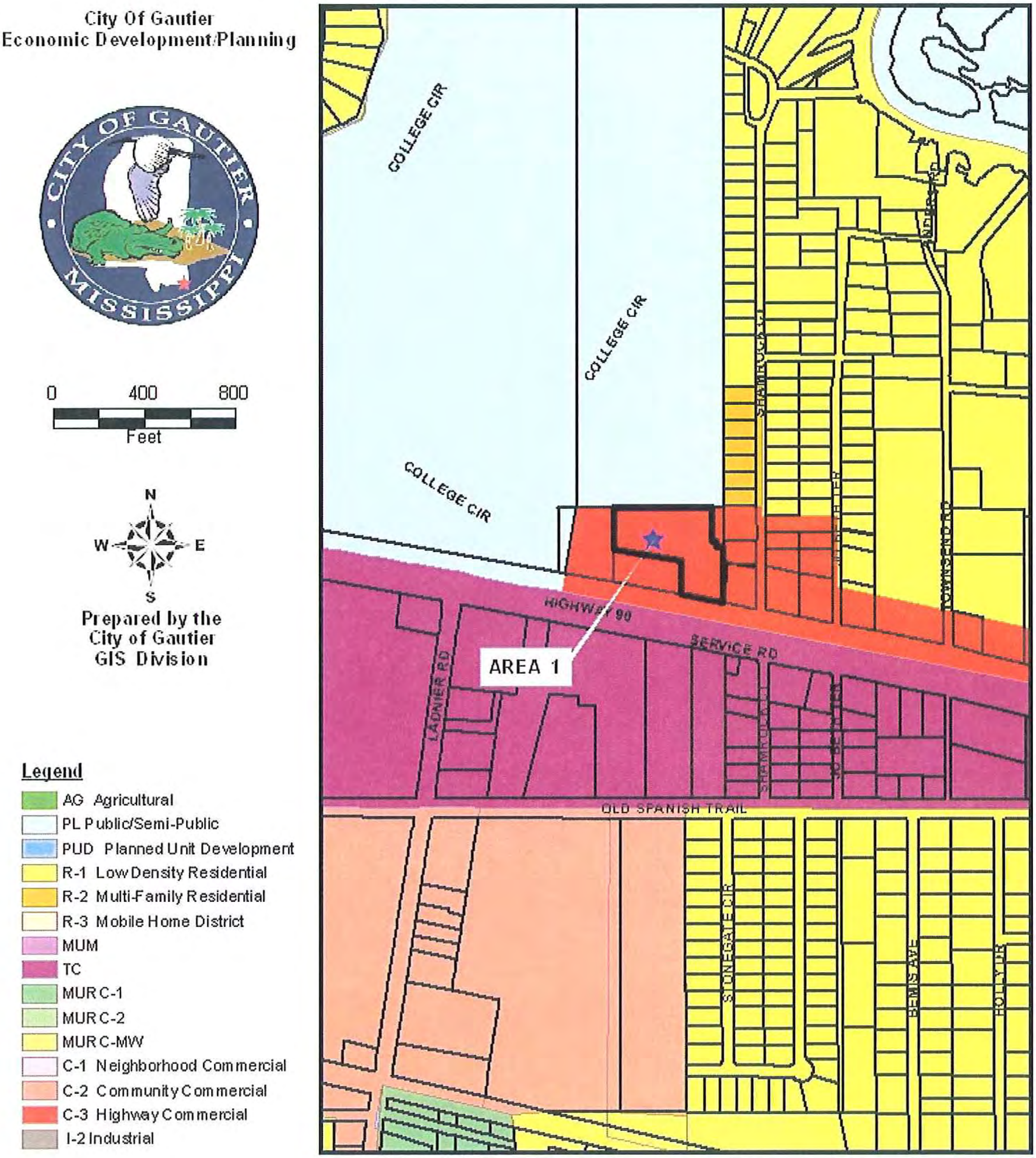


EXHIBIT C

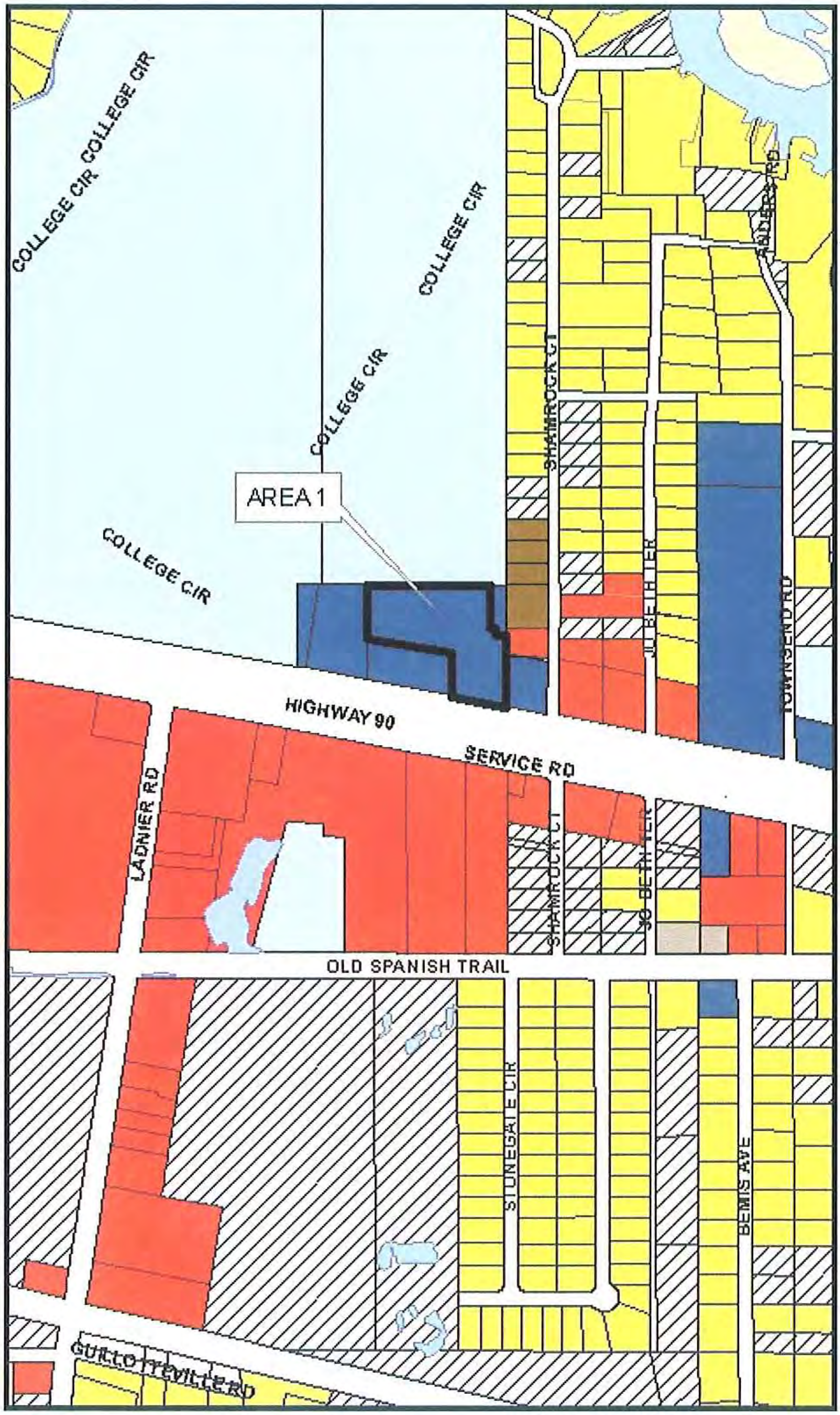
Existing Land Use Map

City Of Gautier
Economic Development/Planning

0 400 800
Feet

N
W E
S

Prepared by the
City of Gautier
GIS Division



Legend

EXISTING LAND USE

- 🟥 Commercial-Retail
- ⬜ Conservation
- ⬜ Civic
- ⬜ Industrial
- 🟩 Marina/Fish Camps
- 🟫 High Density Residential
- ⬜ Mobile Home
- 🟪 Mobile Home Park
- 🟧 Medium Density Residential
- 🟦 Office
- 🟩 Recreation
- 🟨 Very Low to Low Density Residential
- 🟫 Utility
- ▨ Vacant

EXHIBIT D

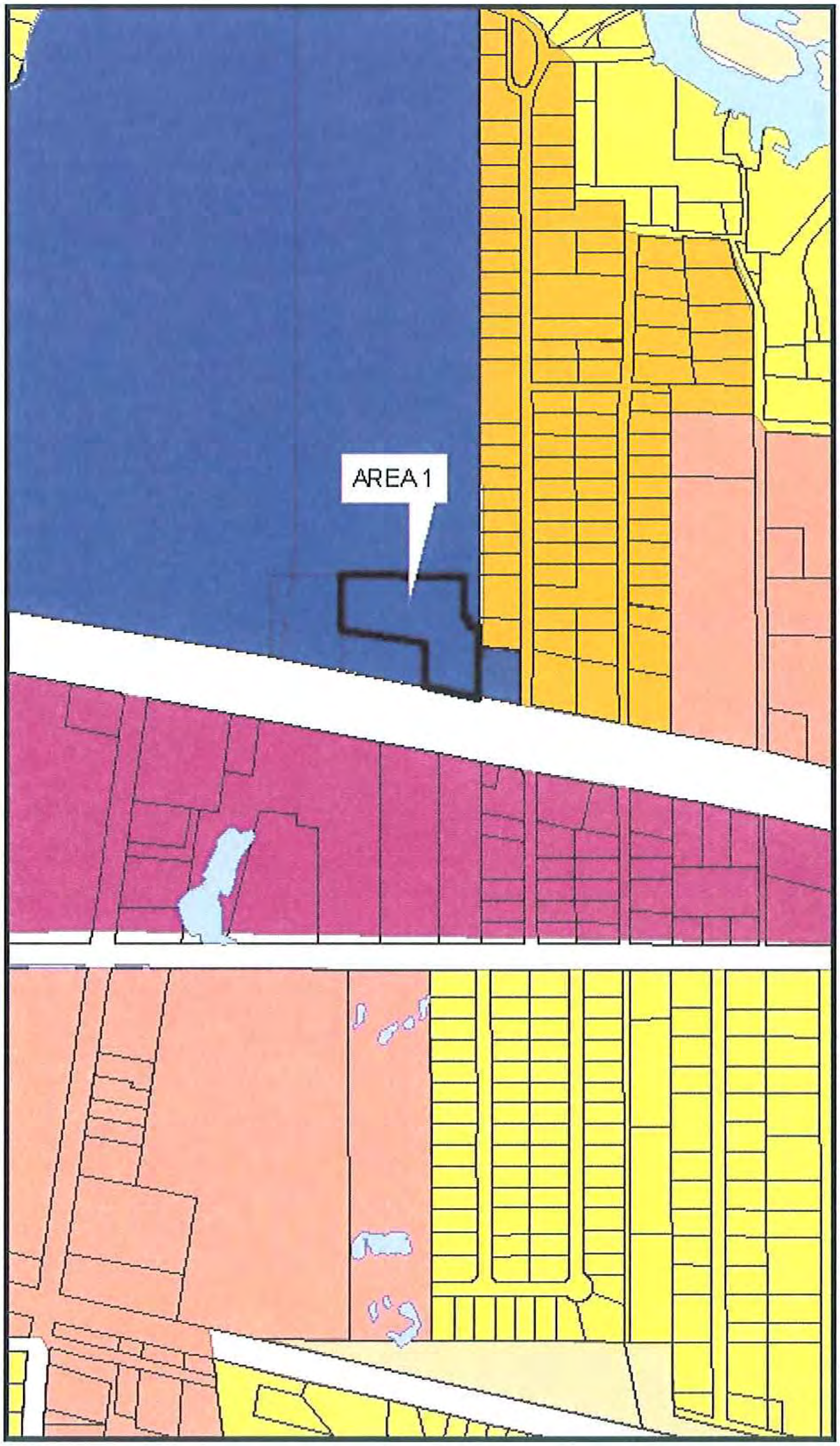
Future Land Use Map

City Of Gautier
Economic Development/Planning

0 400 800
Feet

N
W E
S

Prepared by the
City of Gautier
GIS Division



Legend

- 🟦 Civic
- 🟧 High Impact Commercial
- 🟨 Conservation
- 🟫 High Density Residential
- ⬜ Industrial
- 🟨 Low Density Residential
- 🟧 Medium Density Residential
- 🟪 Mobile Home Residential
- 🟨 Low Impact Commercial
- 🟩 Recreational
- 🟩 Recreational Commercial
- 🟥 Regional Scale Commercial
- 🟪 Mixed Use Residential
- 🟪 Town Center
- ⬜ Very Low Density Residential

EXHIBIT E

CITY OF GAUTIER
CONDITIONAL USE-MAJOR DEVELOPMENT PERMIT
GPC CASE NO. 13-27-CU

THE REFUGE CHURCH

REGARDING PARCEL ID NO: 82436045.000

The City of Gautier, at its regular meeting held on December 17, 2013, considered the application for a Conditional Use-Major Development Permit for a church as submitted by Michael Shane Russell, representative for The Refuge Church. The parcel subject to this Permit is located at 2012 Highway 90, Suites 18 & 35, Gautier, Mississippi, 39553. After due public notice, the City Council, having considered the favorable recommendation by the Planning Commission, application, testimony and exhibits presented by the applicant, the report of the City Staff and all other relevant testimony, exhibits and other evidence, pursuant to applicable provisions of the City's Unified Development Ordinance, hereby approves the Conditional Use-Major Development Permit and orders as follows:

1. This proposed Conditional Use-Major is consistent with the goals, objectives and policies of the City's Comprehensive Plan.

2. This proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use.

3. The proposed use, classified as a church, is permitted as a Conditional Use-Major in the C-3 District.

4. Therefore, the City Council accepts the recommendation of the Planning Commission and approves the application submitted on November 13, 2013 for a Conditional Use-Major Development Permit.

5. The following additional conditions will ensure that the operation of the proposed conditional use will minimize any detrimental effects on neighboring properties and shall apply to the project:

   a. The location shall meet all accessibility requirements for change of occupancy as stated in Section 3409 of the International Building Code. (See attached.)

   b. The physical location of the church and all operations shall be restricted to the location at 2012 Highway 90, Suites 18 & 35. Any further expansion shall require the permit to be amended.

   c. Noise levels shall meet the City's noise ordinance. (See attached.)

EXHIBIT E

d. The location shall meet all parking requirements as set forth in Article VII of the Unified Development Ordinance.

6. The City Clerk shall have this permit recorded in the public records of Jackson County, at the expense of the applicant, and provide the applicant a copy of the permit with the recording information affixed.

7. The Gautier Planning Commission recommended approval of this Conditional Use-Major Development Permit on December 5, 2013.

8. The City Council adopted this Conditional Use-Major Development Permit on a recorded vote of _____ ayes to _____ nays to approve the application of The Refuge Church, located at 2012 Highway 90, Suites 18 & 35, in Gautier, Mississippi, and identified as Jackson County Parcel No. 82436045.000.

December 17, 2013
Date of Issuance

Attest:

____
Gordon Gollott, Mayor
City of Gautier, Mississippi
3330 Highway 90
Gautier, MS 39553

____
Cindy Russell
City Clerk

EXHIBIT F

40 inches (1016 mm) wide by 36 inches (914 mm) long, located not more than 8 inches (203 mm) below the door.

3404.5 Opening protectives. Doors and windows along the fire escape shall be protected with $^3/_4$-hour opening protectives.

SECTION 3405
GLASS REPLACEMENT

3405.1 Conformance. The installation or replacement of glass shall be as required for new installations.

SECTION 3406
CHANGE OF OCCUPANCY

3406.1 Conformance. No change shall be made in the use or occupancy of any building that would place the building in a different division of the same group of occupancy or in a different group of occupancies, unless such building is made to comply with the requirements of this code for such division or group of occupancy. Subject to the approval of the building official, the use or occupancy of existing buildings shall be permitted to be changed and the building is allowed to be occupied for purposes in other groups without conforming to all the requirements of this code for those groups, provided the new or proposed use is less hazardous, based on life and fire risk, than the existing use.

3406.2 Certificate of occupancy. A certificate of occupancy shall be issued where it has been determined that the requirements for the new occupancy classification have been met.

3406.3 Stairways. Existing stairways in an existing structure shall not be required to comply with the requirements of a new stairway as outlined in Section 1009 where the existing space and construction will not allow a reduction in pitch or slope.

3406.4 Change of occupancy. When a change of occupancy results in a structure being reclassified to a higher occupancy category, the structure shall conform to the seismic requirements for a new structure.

Exceptions:

1. Specific seismic detailing requirements of this code or ASCE 7 for a new structure shall not be required to be met where it can be shown that the level of performance and seismic safety is equivalent to that of a new structure. Such analysis shall consider the regularity, overstrength, redundancy and ductility of the structure within the context of the existing and retrofit (if any) detailing provided.
2. When a change of use results in a structure being reclassified from Occupancy Category I or II to Occupancy Category III and the structure is located in a seismic map area where $S_{DS} < 0.33$, compliance with the seismic requirements of this code and ASCE 7 are not required.

SECTION 3407
HISTORIC BUILDINGS

3407.1 Historic buildings. The provisions of this code relating to the construction, repair, alteration, addition, restoration and movement of structures, and change of occupancy shall not be mandatory for historic buildings where such buildings are judged by the building official to not constitute a distinct life safety hazard.

3407.2 Flood hazard areas. Within flood hazard areas established in accordance with Section 1612.3, where the work proposed constitutes substantial improvement as defined in Section 1612.2, the building shall be brought into conformance with Section 1612.

Exception: Historic buildings that are:

1. Listed or preliminarily determined to be eligible for listing in the National Register of Historic Places; or
2. Determined by the Secretary of the U.S. Department of Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined to qualify as an historic district; or
3. Designated as historic under a state or local historic preservation program that is approved by the Department of Interior.

SECTION 3408
MOVED STRUCTURES

3408.1 Conformance. Structures moved into or within the jurisdiction shall comply with the provisions of this code for new structures.

SECTION 3409
ACCESSIBILITY FOR EXISTING BUILDINGS

3409.1 Scope. The provisions of Sections 3409.1 through 3409.9 apply to maintenance, change of occupancy, additions and alterations to existing buildings, including those identified as historic buildings.

Exception: Type B dwelling or sleeping units required by Section 1107 are not required to be provided in existing buildings and facilities.

3409.2 Maintenance of facilities. A building, facility or element that is constructed or altered to be accessible shall be maintained accessible during occupancy.

3409.3 Extent of application. An alteration of an existing element, space or area of a building or facility shall not impose a requirement for greater accessibility than that which would be required for new construction.

Alterations shall not reduce or have the effect of reducing accessibility of a building, portion of a building or facility.

3409.4 Change of occupancy. Existing buildings, or portions thereof, that undergo a change of group or occupancy shall have all of the following accessible features:

1. At least one accessible building entrance.

EXHIBIT F

2. At least one accessible route from an accessible building entrance to primary function areas.
3. Signage complying with Section 1110.
4. Accessible parking, where parking is being provided.
5. At least one accessible passenger loading zone, when loading zones are provided.
6. At least one accessible route connecting accessible parking and accessible passenger loading zones to an accessible entrance.

Where it is technically infeasible to comply with the new construction standards for any of these requirements for a change of group or occupancy, the above items shall conform to the requirements to the maximum extent technically feasible. Change of group or occupancy that incorporates any alterations or additions shall comply with this section and Sections 3409.5, 3409.6, 3409.7 and 3409.8.

3409.5 Additions. Provisions for new construction shall apply to additions. An addition that affects the accessibility to, or contains an area of, a primary function shall comply with the requirements in Section 3409.7.

3409.6 Alterations. A building, facility or element that is altered shall comply with the applicable provisions in Chapter 11 and ICC A117.1, unless technically infeasible. Where compliance with this sectionis technically infeasible, the alteration shall provide access to the maximum extent technically feasible.

Exceptions:

1. The altered element or space is not required to be on an accessible route, unless required by Section 3409.7.
2. Accessible means of egress required by Chapter 10 are not required to be provided in existing buildings and facilities.
3. The alteration to Type A individually owned dwelling units within a Group R-2 occupancy shall meet the provision for a Type B dwelling unit and shall comply with the applicable provisions in Chapter 11 and ICC/ANSI A117.1.

3409.7 Alterations affecting an area containing a primary function. Where an alteration affects the accessibility to, or contains an area of primary function, the route to the primary function area shall be accessible. The accessible route to the primary function area shall include toilet facilities or drinking fountains serving the area of primary function.

Exceptions:

1. The costs of providing the accessible route are not required to exceed 20 percent of the costs of the alterations affecting the area of primary function.
2. This provision does not apply to alterations limited solely to windows, hardware, operating controls, electrical outlets and signs.
3. This provision does not apply to alterations limited solely to mechanical systems, electrical systems, installation or alteration of fire protection systems and abatement of hazardous materials.
4. This provision does not apply to alterations undertaken for the primary purpose of increasing the accessibility of an existing building, facility or element.

3409.8 Scoping for alterations. The provisions of Sections 3409.8.1 through 3409.8.12 shall apply to alterations to existing buildings and facilities.

3409.8.1 Entrances. Accessible entrances shall be provided in accordance with Section 1105.

Exception: Where an alteration includes alterations to an entrance, and the building or facility has an accessible entrance, the altered entrance is not required to be accessible, unless required by Section 3409.7. Signs complying with Section 1110 shall be provided.

3409.8.2 Elevators. Altered elements of existing elevators shall comply with ASME A17.1 and ICC A117.1. Such elements shall also be altered in elevators programmed to respond to the same hall call control as the altered elevator.

3409.8.3 Platform lifts. Platform (wheelchair) lifts complying with ICC A117.1 and installed in accordance with ASME A18.1 shall be permitted as a component of an accessible route.

3409.8.4 Stairs and escalators in existing buildings. In alterations where an escalator or stair is added where none existed previously, an accessible route shall be provided in accordance with Sections 1104.4 and 1104.5.

3409.8.5 Ramps. Where steeper slopes than allowed by Section 1010.2 are necessitated by space limitations, the slope of ramps in or providing access to existing buildings or facilities shall comply with Table 3409.8.5.

TABLE 3409.8.5
RAMPS

SLOPE	MAXIMUM RISE
Steeper than 1:10 but not steeper than 1:8	3 inches
Steeper than 1:12 but not steeper than 1:10	6 inches

For SI: 1 inch = 25.4 mm.

3409.8.6 Performance areas. Where it is technically infeasible to alter performance areas to be on an accessible route, at least one of each type of performance area shall be made accessible.

3409.8.7 Dwelling or sleeping units. Where I-1, I-2 , I-3, R-1, R-2 or R-4 dwelling or sleeping units are being altered or added, the requirements of Section 1107 for Accessible or Type A units and Section 907 for accessible alarms apply only to the quantity of spaces being altered or added.

3409.8.8 Jury boxes and witness stands. In alterations, accessible wheelchair spaces are not required to be located within the defined area of raised jury boxes or witness stands and shall be permitted to be located outside these spaces where the ramp or lift access restricts or projects into the means of egress.

3409.8.9 Toilet rooms. Where it is technically infeasible to alter existing toilet and bathing facilities to be accessible, an

EXHIBIT G

Sec. 15-5. - Loud music and sounds.

(a) The operation and use of sound or loudspeaking machines or any equipment for magnifying, amplifying or projecting music, sound or noise on the streets of the city is hereby prohibited.

(b) It shall be unlawful for any person to use or allow to be used from their place of business, residence or any other location, equipment for magnifying or amplifying and/or enlarging music, sound or noise in an unreasonably loud and large volume, disturbing the public generally and/or citizens and residents in close proximity to such place or places.

(c) Religious, political, civic or public gatherings, speakings and meetings are specifically excluded from the effect of this section; provided, however, that such meeting or gathering be first approved by the chief of police and a formal written permit be issued by the planning director. Provided further, that any such permit so issued may, by the chief of police or planning director, be recalled and/or revoked at will if in the opinion of the chief of police or planning director the use of such equipment is objectionable or should for any reason not be allowed.

(Ord. No. 97, §§ 1—3, 12-3-96)

Editor's note—

Ord. No. 97, adopted Dec. 3, 1996, did not specifically amend the Code; hence, inclusion of §§ 1—3 of such ordinance as § 15-5 was at the discretion of the editor.

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

ORDER NUMBER 304-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Hurricane Katrina grant overpayment recovery plan proposed by the Mississippi Emergency Management Agency (MEMA) which will require that once the City of Gautier receives reimbursement in the amount of $775,948.79 for expenses related to Hurricane Katrina PW #1809, the City of Gautier will repay MEMA the overpaid amount of $50,200.05 for PW #796 within seven (7) days of receipt of the federal funding 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 Anderson**, seconded by **Councilman Colledge** and the following vote was recorded:

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

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Patty Huffman, Grants and Projects Manager

Through: Chandra Nicholson, Planning and Economic Development Director

Date: December 9, 2013

Subject: Hurricane Katrina Project Closeouts and Overpayment Plan

---

REQUEST:

The Economic Development and Planning Department requests approval of a Hurricane Katrina grant overpayment recovery plan proposed by the Mississippi Emergency Management Agency (MEMA) which will require that once the City of Gautier receives reimbursement in the amount of $775,948.79 for expenses related to Hurricane Katrina PW #1809, the City of Gautier will repay MEMA the overpaid amount of $50,200.05 for PW #796 within seven (7) days of receipt of the federal funding.

BACKGROUND:

The Economic Development and Planning Department staff has worked diligently with MEMA to close out large and small projects related to Hurricane Katrina. As a result of these efforts, the City of Gautier has successfully closed out the majority of the outstanding projects and is currently working to close out the few remaining project worksheets. Following an audit by the Office of the Inspector General, it was determined that the City had been overpaid $50,200.05 for Project Worksheet #796 (Emergency Protective Services). MEMA is prepared to reimburse the City of Gautier first for Project Worksheet #1809 (Sewer Lift Station Project) for the **$775,948.79** balance still owed to the City. Within seven days of receiving these funds from MEMA, a check in the amount of **$50,200.05** should be prepared by the City for pick-up by the MEMA Project Officer. Once the City refunds this amount, MEMA will then release the administrative allowance portion in the amount of **$3,929.57** for PW #1809 thus bringing the total amount paid to the City to **$779,878.36**. The result of these transactions will be a net payment to the City of **$729,678.31**.

DISCUSSION:

The attached documents contain detailed information regarding the amount of overpayment and balances due to the City of Gautier to close out PW #796 and PW #1809.

RECOMMENDATION:

Economic Development and Planning Department staff recommends that City Council accept the attached overpayment recovery plan to repay $50,200.05 for PW #796 to MEMA within 7 days of receipt of payment of $775,948.79 from MEMA for PW # 1809.

The City Council may:

1. Approve the proposed overpayment recovery plan for Hurricane Katrina project closeout;
2. Approve the proposed overpayment recovery plan with changes; or
3. Disapprove the proposed overpayment recovery plan.

ATTACHMENT(S):

Memo from MEMA Accounting Oversight Division
MEMA Overpayment Recovery Plan and Project Detail Reports

Tricia Thigpen

From:	Patty Huffman <phuffman@gautier-ms.gov>
Sent:	Monday, December 09, 2013 9:53 AM
To:	tthigpen@gautier-ms.gov
Cc:	'Cindy Russell'; cnicholson@gautier-ms.gov
Subject:	FW: MEMA Overpayment Recovery Plan for Hurricane Katrina projects
Attachments:	Agenda Item Request-MEMA Overpayment Plan (12-6-13).doc; Council memo regarding MEMA overpayment plan (Dec. 2013).doc; Project Detail Reports (PW 796 and 1809) Dec. 2013.pdf; Overpayment Plan (PW 796 and 1809) Dec. 2013.xls

Please use the memo below along with the attachments for the City Council agenda item regarding MEMA's proposed overpayment recovery plan. Samantha forwarded this item to Charlie McVea on Friday. Thanks.

Patty Huffman

From: "Sheri McDonald" <sheri.mcdonald@memahelp.com>
Date: December 6, 2013, 12:42:10 PM CST
To: <phuffman@gautier-ms.gov>
Cc: "Diane Sager" <dsager@mema.ms.gov>, <cfrench@mema.ms.gov>, "Vicki Cody" <Vicki.Cody@memahelp.com>, <Elisha.Hurst@memahelp.com>, "Mike White" <Mike.White@memahelp.com>
Subject: City of Gautier - Overpayment Recovery Plan

Dear Ms. Huffman,

Clayton French has communicated that you and he have discussed the Hurricane Katrina overpayment to The City of Gautier. I am following up with the attached supporting documentation.

Pursuant to our understanding, MEMA is prepared to reimburse The City of Gautier **$779,878.36** for expenses related to Hurricane Katrina. At the same time, we would like to recover **$50,200.05** which represents the overpaid balance of the Large Project Worksheet #796. The total net payment to The City of Gautier as a result of this transaction will be **$729,678.31.**

I am writing to provide instructions for repayment of the overpaid project worksheets. As a result of final inspection and reallocation of certain costs, there is an overpayment of **$50,200.05.**

If The City of Gautier is agreeable, MEMA will proceed with processing the federal payment to The City in the amount of **$775,948.79** *if* The City of Gautier agrees to repay the overpaid amount of **$50,200.05 within 7 days of receipt of the final federal funding.** Upon receipt of these funds from MEMA, please prepare a check in the amount of **$50,200.05**. When the check is ready, please contact Clayton French to coordinate its pick-up. His phone number is 228-860-1954.

Please note that the federal share and administrative allowance balance for PW 796 are accounted for separately and may not be offset against each other. Thus, when the federal balance is refunded by The City of Gautier for PW 796, we will issue a funding request in the amount of $3,929.57 to release the administrative allowance and officially clear the entire balance of this project worksheet. That admin balance along with the funding of PW 1809 will total $779,878.36 payable to The City of Gautier.

When we receive the refund check, we will log it and route it to the MEMA Headquarters office located in Pearl for deposit. At that point, your MississippiPA.org account will be credited and the balance on the overpaid project worksheet zeroed out.

Please note that several project worksheets have not yet been closed. We will re-evaluate the status of the remaining projects once they do close and will determine at that time if there are any additional overpayments that will need to be recovered.

For your records, I have attached a spreadsheet showing the overpaid balances we are seeking to recover as well as the supporting project detail reports from MississippiPA.org which is the official system that MEMA uses to track Hurricane Katrina Public Assistance expenditures. This serves as an invoice and confirms that the amount overpaid is **$50,200.05.**

Please "reply to all" to this email if you are in agreement with these terms.

Thank you,

Sheri

Sheri A. McDonald
MEMA PA Oversight Analyst
MEMA Accounting Oversight
Mobile: 228-669-0671
Email: sheri.mcdonald@memahelp.com

Visit us online at www.memahelp.com

<Overpayment Recovery Plan.xlsx>
<Project Detail Reports.pdf>

Project Detail Report

1604 City of Gautier

FEMA Disaster:	1604	**PW:**	796
Applicant:	City of Gautier	**Size:**	L
FIPS Number:	059-26860-00	**Type:**	Federal
Vendor #:	V0000108850		
Authorized Agent:	Patty Huffman, Grants & Project Manager		
Address:	PO Box 670 Gautier, MS 39553		

Funds Obligated--

Version	Obligated Amount		Federal Share	+ Admin =	Federal Funds	State Funds
796-0 (Pkg 46)	$662,743.00	>100.0%	$662,743.00	$14,254.86	$676,997.86	-
796-1 (Pkg 787)	($303,157.15)	<0.0%	($303,157.15)	($1,515.79)	($304,672.94)	-
Total	$359,585.85	100.0%	$359,585.85	$12,739.07	$372,324.92	$0.00

In Progress Funds

Pay #	Federal Share	+ Admin =	Federal Funds	State Funds
Total	$0.00	$0.00	$0.00	$0.00

Paid Funds

Pay #	Federal Share	+ Admin =	Federal Funds	State Funds
1	$409,785.90	$8,809.50	$418,595.40	$0.00
Total	$409,785.90	$8,809.50	$418,595.40	$0.00

Balance

	Federal Share	+ Admin =	Federal Funds	State Funds
	($50,200.05)	$3,929.57	($46,270.48)	$0.00

Project Detail Report

1604 City of Gautier

FEMA Disaster:	1604	**PW:**	1809
Applicant:	City of Gautier	**Size:**	L
FIPS Number:	059-26860-00	**Type:**	Federal
Vendor #:	V0000108850		
Authorized Agent:	Patty Huffman, Grants & Project Manager		
Address:	PO Box 670 Gautier, MS 39553		

Funds Obligated--

Version	Obligated Amount		Federal Share	+ Admin =	Federal Funds	State Funds
1809-0 (Pkg 77)	$921,986.00	30.3%	$829,787.40	$12,592.43	$842,379.83	-
1809-1 (Pkg 413)	$1,964,888.00	64.6%	$1,768,399.20	$19,648.88	$1,788,048.08	-
1809-2 (Pkg 429)	$0.00	0.0%	$288,687.40	$0.00	$288,687.40	-
1809-3 (Pkg 570)	($70,895.50)	<0.0%	($70,895.50)	($354.48)	($71,249.98)	-
1809-4 (Pkg 745)	$226,083.68	7.4%	$226,083.68	$1,130.42	$227,214.10	-
Total	$3,042,062.18	100.0%	$3,042,062.18	$33,017.25	$3,075,079.43	$0.00

In Progress Funds

Pay #	Federal Share	+ Admin =	Federal Funds	State Funds
Total	$0.00	$0.00	$0.00	$0.00

Paid Funds

Pay #	Federal Share	+ Admin =	Federal Funds	State Funds
2	$622,340.55	$9,444.32	$631,784.87	$0.00
13	$316,215.52	$1,037.70	$317,253.22	$0.00
15	$463,655.65	$5,178.22	$468,833.87	$0.00
16	$308,636.25	$3,446.93	$312,083.18	$0.00
21	$292,030.04	$3,261.46	$295,291.50	$0.00
24	$162,277.49	$1,812.35	$164,089.84	$0.00

33	$108,232.35	$1,561.81	$109,794.16	$0.00
Total	$2,273,387.85	$25,742.79	$2,299,130.64	$0.00

Balance

	Federal Share	+ Admin =	Federal Funds	State Funds
	$768,674.33	$7,274.46	$775,948.79	$0.00

City of Gautier
FIPS #: 059-26860-00
Overpayment Recovery Plan

Balances to recover from The City of Gautier:

Large PWs									
PW#	**Category**	**Size**	**County**	**Pay Status**	**Obligated**	**Paid**	**FED Balance**	**ADMIN Balance**	**TOTAL**
796	B	Large	Jackson	Overpaid	$359,585.85	$409,785.90	($50,200.05)	$0.00	($50,200.05)

Total to recover from The City of Gautier: **($50,200.05)**

Balances to fund to The City of Gautier:

Large PWs									
PW#	**Category**	**Size**	**County**	**Pay Status**	**Obligated**	**Paid**	**FED Balance**	**ADMIN Balance**	**TOTAL**
796	B	Large	Jackson	Administrative	$359,585.85	$409,785.90	$0.00	$3,929.57	$3,929.57
1809	F	Large	Jackson	Federal Balance	$3,042,062.18	$2,273,387.85	$768,674.33	$7,274.46	$775,948.79

Total to fund to The City of Gautier: **$779,878.36**

TOTAL NET funding to The City of Gautier: **$729,678.31**

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

ORDER NUMBER 305-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Budget Modification #13 for the Streetscape Project #R-109-192-01-KCR to extend the current project ending date from December 31, 2013 to March 31, 2014 to allow time for installation of the digital sign, final project monitoring, and Mississippi Development Authority (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 Vaughan**, seconded by **Councilman Colledge** and the following vote was recorded:

AYES: Mary Martin
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: None

ABSENT: Johnny Jones
Hurley Ray Guillotte

RECUSED: Gordon Gollott

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 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: December 9, 2013

Subject: Streetscape Project #R-109-192-01- KCR Modification #13
(Ending Date Change)

REQUEST:

Budget Modification #13 for the above referenced Hurricane Katrina Community Revitalization Streetscape Project is presented for City Council approval. The purpose of this modification is to extend the current project ending date from December 31, 2013 to March 31, 2014 to allow time for installation of the digital sign, final project monitoring, and Mississippi Development Authority (MDA) review and approval of project close-out documents.

DISCUSSION:

Once approved, the City Manager's signature is needed on three (3) originals. This ending date change is subject to MDA approval.

RECOMMENDATION:

The Economic Development and Planning Department recommends that City Council authorize the ending date change for the Streetscape Project as outlined above in order to complete the digital sign installation, finalize MDA monitoring, and submit the close-out package.

City Council may:

1) Approve the ending date change for the Streetscape Project to March 31, 2014;
2) Approve the ending date change for the Streetscape Project to a different date; or
3) Disapprove any change to the current ending date of December 31, 2013.

ATTACHMENT(S):

Mississippi Development Authority Modification Signature Sheet

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:
#13

5. Grant Identifier: (Funding Source & Year)
CFDA Number: 14.219 & 14.228

6. Beginning and Ending Date
12/1/08 – March 31, 2014

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 March 31, 2014 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:

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 306-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City of Gautier is hereby authorized to enter into a grant agreement with the Mississippi Department of Marine Resources (MDMR) for FY2014 Tidelands funding for the Graveline Bayou Restoration Project (FY2014-P401-6GA) in the amount of $250,000.00.

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

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

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

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Patty Huffman, Grants and Projects Manager

Through: Chandra Nicholson, Economic Development and Planning Director

Date: December 9, 2013

Subject: FY2014 Tidelands Grant Agreement- Graveline Bayou Restoration Project (FY2014-P401-6GA)

REQUEST:

The Economic Development and Planning Department requests City Council authorization to enter into a grant agreement with the Mississippi Department of Marine Resources (MDMR) for FY2014 Tidelands funding for the Graveline Bayou Restoration Project in the amount of $250,000.00.

BACKGROUND:

On December 2, 2013, the City of Gautier received notification from the Department of Marine Resources regarding a FY2014 Tidelands grant award in the amount of $250,000.00 for the Graveline Bayou Restoration Project.

DISCUSSION:

Once the Department of Marine Resources receives the City's signed grant agreement and an amended application with final project designs and plans, payments will be made to the City based on the work completed and the materials used. A Progress Report will be due June 30, 2014 and every six months thereafter for the duration of the project.

RECOMMENDATION:

The Economic Development and Planning Department recommends that City Council authorize entering into the FY2014 Tidelands grant agreement as presented.

City Council may:

1. Approve the FY2014 Tidelands grant agreement as presented;
2. Approve the FY2014 Tidelands grant agreement with changes; or
3. Disapprove the FY2014 Tidelands grant agreement.

ATTACHMENT(S):

FY2014 Tidelands Grant Award Notification Letter
Tidelands Grant Agreement-FY2014

STATE OF MISSISSIPPI
Phil Bryant
Governor

MISSISSIPPI DEPARTMENT OF MARINE RESOURCES
Jamie M. Miller, Executive Director

December 2, 2013

Mayor Gordon Gollott
City of Gautier
3330 Hwy 90
Gautier, MS 39553

Re: FY2014 Tidelands Grant Agreement- FY2014-P401-6GA– Graveline Bayou Restoration

Dear Mayor Gollott:

It is with great pleasure that I announce the awards of the Fiscal Year 2014 Tidelands Trust Fund Grant projects! I know that this is a long –awaited announcement, and I am sure you are anxious to receive your grant award. The Tidelands Trust Funds allocated for your project, City of Gautier- Graveline Bayou Restoration, are in the amount of **$250,000.00.** We will be contacting you in the near future to schedule a convenient time and date for presentation of your grant award.

Enclosed you will also find two original Tidelands Grant Agreements, Fiscal Year 2014 for the above referenced project. These documents are fully executed by the Department of Marine Resources, please retain one for your records and return the other to MDMR Tidelands Office at 1141 Bayview Avenue, Biloxi, MS 39530. The Department of Marine Resources shall make progress payments in installments based on the work completed and material used in the performance of a tidelands project only after receiving written verification of the work completed using attached Payment Request (Form TTF-3). One other provision of this agreement is to provide the Department of Marine Resources with a detailed progress report beginning June 30, 2014, and every six months thereafter for the duration of the project. The Department asks that you use the attached blank copy of the Progress Report (Form TTF-4) to submit your reports. Upon completion of the project, the attached Notice of Completion (Form

TTF-5) will need to be submitted and before final reimbursement can be paid. Additionally, the agreement states that a prominent sign be erected at all funded public access and construction-related projects. Please note that the exact wording of your project sign should be as follows:

> "Funds for this project appropriated by the Mississippi Legislature, 2014 Tidelands Trust Fund, through the Secretary of State, Delbert Hosemann, and the Mississippi Department of Marine Resources"

A new sign is needed to reflect the new fiscal year funding if your project is a continuation from the previous year.

Your cooperation and understanding are appreciated. Should you have any questions regarding this matter, please do not hesitate to contact me or Sonja Slater, at (228) 374-4138.

In appreciation,

Jamie M. Miller

Jamie M. Miller
Executive Director

Enclosure
cc: Patty Huffman, Grants & Projects Manager

FY2014-P401-6GA

MISSISSIPPI DEPARTMENT OF MARINE RESOURCES

Tidelands Grant Agreement
City of Gautier- Graveline Bayou Restoration Project
FISCAL YEAR 2014

The **City of Gautier** hereby agrees to expend funds as authorized by the 2014 Mississippi Legislature in H.B. 1657 and Mississippi Code Section 29-15-9.

The Mississippi Department of Marine Resources will disburse funds in the amount of **$250,000** for this project, City of Gautier – Graveline Bayou Restoration, upon (1) receipt of this signed document; (2) DMR possession of amended application with complete and final project designs and plans; and (3) release of funds from the Mississippi Department of Finance and Administration; and (4) availability of said funds. The Mississippi Department of Marine Resources shall make progress payments in installments based on work completed and material used in the performance of a tidelands project only after receiving written verification using Form TTF-3 and Form TTF-4 or Form TTF-5.

The **City of Gautier** agrees to:

1) Expend monies for the project as designated by the Legislature H.B. 1657 for **Graveline Bayou Restoration Project** and Mississippi Code Section 29-15-9, and be subject to an audit by the State Auditor.

2) Provide the Department of Marine Resources with detailed reports beginning June. 30, 2014, and every six months thereafter for the duration of project, using the attached form TTF-4. Project reports will include:

   -Final project design and Budget
   -Benefits to the public and community
   -Visual presentation (photographs) of project
   -Narrative description of project
   - Description of Work Completed
   - Milestones for Completion
   - Funds expended (to include Tidelands and Matching Funds)

3) Provide the Department of Marine Resources with a Notification of Completion – TTF-5 (to be included in final payment request-Form TTF-3) to include a detailed final report of entire project, using the attached forms.

4) Erect a prominent, permanent sign to be displayed at all funded public access and construction related projects. The sign shall read "Funds for this project appropriated by the Mississippi Legislature, 2014 Tidelands Trust Fund, through the Secretary of State, Delbert Hosemann, and the Mississippi Department of Marine Resources.

On behalf of the **City of Gautier** I have read, understand, and agree to all terms listed above, and recognize that failure to comply with any portion of this Grant Agreement could jeopardize the receipt of any future Tidelands Trust Funds Appropriations.

Jamie M. Miller

Jamie M. Miller, Executive Director
Department of Marine Resources

Date 12/2/2013

Mayor Gordon Gollott
City of Gautier

Date

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

ORDER NUMBER 307-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the revised holiday pay policy to authorize eight (8) hours of holiday pay for firefighters 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 **Councilman Anderson** and the following vote was recorded:

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

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

From: Charlie McVea [cmcvea@dwwattorneys.com]
Sent: Thursday, December 12, 2013 11:06 AM
To: jpugh@gautier-ms.gov
Cc: Samantha Abell; Celeste Laws
Subject: RE: legal sufficiency

Approved.

Charlie

W. Charles McVea
Dogan & Wilkinson, PLLC
734 Delmas Avenue
P.O. Box 1618
Pascagoula, MS 39567
(228) 762-2272
(228) 762-3223 Fax

From: Jason Pugh [mailto:jpugh@gautier-ms.gov]
Sent: Thursday, December 12, 2013 10:58 AM
To: Charlie McVea
Cc: 'Samantha Abell'
Subject: legal sufficiency

Charlie,
The attached is going on the agenda for Tuesday night in regards to the Holiday pay. Can you approve for legal sufficiency as per our procedure?
Thanks,

Jason D. Pugh
Human Resources Director
City of Gautier
3330 Hwy. 90
Gautier, MS 39553
Office (228) 497-8000
Cell (228) 219-6194
Fax (228) 497-9984
email: jpugh@gautier-ms.gov

CITY OF GAUTIER
MEMORANDUM

To: Samantha Abell, City Manager

From: Jason Pugh, Human Resources Director

Date: 12/12/13

Subject: Revision to Holiday Pay Policy

REQUEST

Approval of a revised holiday pay policy to authorize eight (8) hours of holiday pay for firefighters.

This policy change shall be effective starting with the pay period beginning 12/14/13.

BACKGROUND:

On December 20, 2011, the Gautier City Council approved a change to the way holidays are paid to police officers (Order No. 220 2011) by giving all police department shift employees eight (8) hours of holiday pay for each holiday whether they worked the holiday or not. Firefighters were not affected by this change and were paid according to their union contract.

DISCUSSION:

Mississippi Code Ann. (21-17-5(3)) declares that "the governing authority of any municipality shall enact leave policies to ensure that a public safety employee is paid or granted compensatory time for the same number of holidays for which any other municipal employee is paid."

In order to ensure fair and equitable treatment for all employees the City of Gautier should revise the holiday policy as attached to include eight (8) hours of holiday pay for all fire department shift employees whether they work the holiday or not. The policy revision will henceforth include all employees.

RECOMMENDATION:

The change has been reviewed and approved as legally sufficient by the City Attorney. The City Manager recommends approval of an order to authorize a revision to the holiday policy to pay eight (8) hours of holiday pay to firefighters for all legal holidays.

City Council may

1) authorize the proposed Holiday policy as presented;
2) authorize the proposed Holiday policy with changes; or
3) disapprove the Holiday policy as presented.

ATTACHMENT(S):

Revised Holiday Policy (Strike-Thru (old)/ Underline (new))
Miss. Code Ann. 21-17-5

SECTION 9. Holidays.

The City celebrates the following holidays off with pay for probationary and regular full-time employees. These holidays, or the dates when they occur or are observed, may change by proclamation of the Governor or the City Council or federal, state, or local law and such change(s) govern and override the listings contained in this employee handbook.

NEW YEAR'S DAY	January 1
MARTIN LUTHER KING, JR.	3rd Monday of January
PRESIDENT'S DAY	3rd Monday of February
GOOD FRIDAY	Friday before Easter
MEMORIAL DAY	Last Monday of May
INDEPENDENCE DAY	July 4
LABOR DAY	1st Monday of September
VETERAN'S DAY	November 11
THANKSGIVING DAY	4th Thursday of November
CHRISTMAS DAY	December 25

~~These holidays, or the dates when they occur or are observed, may change by proclamation of the Governor or the City Council or federal, state, or local law and such change(s) govern and override the listings contained in this employee handbook.~~ Holidays are observed from 12:00 a.m. (midnight) the eve of the holiday to 12:00 a.m. (midnight) the day of the holiday. Non-Public Safety employees will normally not be required to work on a day designated as a holiday and will receive their normal pay. Non-Public Safety employees who are required to work on a day designated as a holiday will receive straight time for all hours actually worked on the holiday, in addition to their regular pay.

The City compensates holiday pay for all employees as follows:

1) All employees who normally work a 40 hour week shall have the above listed days off with no reduction in pay. Any 40 hour per week employee who is required to work on one of the days listed above shall receive straight time pay for each hour actually worked in addition to their regular pay.

2) *Police Department* employees who normally work shifts (168 hours in a 28 day cycle) shall receive eight (8) hours straight time pay in addition to their normal pay for each of the days set out above.

3) *Fire Department* personnel who normally work shifts (216 hours in a 28 day cycle) shall ~~be paid Time and One-half for each hour they work on each of the days set out above per the terms of their contract. *Order No. 220-2011 Approved on December 20, 2011* (Pending Negotiation)~~ receive eight (8) hours straight time pay in addition to their normal pay for each of the days set out above.

When a holiday falls within an eligible employee's approved annual or medical leave period, the holiday shall not be counted as a leave day in computing the amount of leave deducted. An employee who is away from work and not in a paid leave status the day immediately preceding or following a holiday will not receive any pay for the holiday.

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Miss. Code Ann. § 21-17-5 (Copy w/ Cite) Pages: **2**

Miss. Code Ann. § 21-17-5

MISSISSIPPI CODE of 1972

*** Current through the 2013 Regular Session and 1st and 2nd Extraordinary Sessions ***

TITLE 21. MUNICIPALITIES
CHAPTER 17. GENERAL POWERS

Miss. Code Ann. § 21-17-5 (2013)

§ 21-17-5. Powers of governing authorities

(1) The governing authorities of every municipality of this state shall have the care, management and control of the municipal affairs and its property and finances. In addition to those powers granted by specific provisions of general law, the governing authorities of municipalities shall have the power to adopt any orders, resolutions or ordinances with respect to such municipal affairs, property and finances which are not inconsistent with the Mississippi Constitution of 1890, the Mississippi Code of 1972, or any other statute or law of the State of Mississippi, and shall likewise have the power to alter, modify and repeal such orders, resolutions or ordinances. Except as otherwise provided in subsection (2) of this section, the powers granted to governing authorities of municipalities in this section are complete without the existence of or reference to any specific authority granted in any other statute or law of the State of Mississippi. Unless otherwise provided by law, before entering upon the duties of their respective offices, the aldermen or councilmen of every municipality of this state shall give bond, with sufficient surety, to be payable, conditioned and approved as provided by law, in a penalty equal to five percent (5%) of the sum of all the municipal taxes shown by the assessment rolls and the levies to have been collectible in the municipality for the year immediately preceding the commencement of the term of office of said alderman or councilman; however, such bond shall not exceed One Hundred Thousand Dollars ($ 100,000.00). For all municipalities with a population more than two thousand (2,000) according to the latest federal decennial census, the amount of the bond shall not be less than Fifty Thousand Dollars ($ 50,000.00). Any taxpayer of the municipality may sue on such bond for the use of the municipality, and such taxpayer shall be liable for all costs in case his suit shall fail. No member of the city council or board of aldermen shall be surety for any other such member.

(2) Unless such actions are specifically authorized by another statute or law of the State of Mississippi, this section shall not authorize the governing authorities of municipalities to (a) levy taxes of any kind or increase the levy of any authorized tax, (b) issue bonds of any kind, (c) change the requirements, practices or procedures for municipal elections or establish any new elective office, (d) change the procedure for annexation of additional territory into the municipal boundaries, (e) change the structure or form of the municipal government, (f) permit the sale, manufacture, distribution, possession or transportation of alcoholic beverages, (g) grant any donation, or (h) without prior legislative approval, regulate, directly or indirectly, the amount of rent charged for leasing private residential property in which the municipality does not have a property interest.

(3) Nothing in this or any other section shall be construed so as to prevent any municipal governing authority from paying any municipal employee not to exceed double his ordinary rate of pay or awarding any municipal employee not to exceed double his ordinary rate of

compensatory time for work performed in his capacity as a municipal employee on legal holidays. The governing authority of any municipality shall enact leave policies to ensure that a public safety employee is paid or granted compensatory time for the same number of holidays for which any other municipal employee is paid.

(4) The governing authority of any municipality, in its discretion, may expend funds to provide for training and education of newly elected or appointed municipal officials before the beginning of the term of office or employment of such officials. Any expenses incurred for such purposes may be allowed only upon prior approval of the governing authority. Any payments or reimbursements made under the provisions of this subsection may be paid only after presentation to and approval by the governing authority of the municipality.

HISTORY: SOURCES: Codes, 1892, § 2925; 1906, § 3316; Hemingway's 1917, § 5813; 1930, § 2393; 1942, § 3374-114; Laws, 1950, ch. 491, § 114; Laws, 1985, ch. 487; Laws, 1989, ch. 526, § 1; Laws, 1990, ch. 418, § 1; Laws, 1992, ch. 430 § 1; Laws, 1998, ch. 315, § 1; Laws, 2000, ch. 363, § 2; Laws, 2000, ch. 515, § 2; Laws, 2006, ch. 419, § 1; Laws, 2007, ch. 546, § 2; Laws, 2009, ch. 467, § 11, eff from and after July 1, 2009.

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1 of 1

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Miss. Code Ann. § 21-17-5 (Copy w/ Cite) Pages: 2

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

ORDER NUMBER 308-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the revised overtime policy 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 **Councilman Anderson** and the following vote was recorded:

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

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

SECTION 6. Overtime/Compensatory Time.

An employee who is not exempt from the provisions of the Fair Labor Standards Act (FLSA) who works unscheduled hours and/or works hours beyond the threshold of FLSA for their job will be paid one and one-half times their regular rate of pay for each overtime hour worked. Paid or unpaid time off for holidays, annual leave or sick leave will not be counted as hours worked for the purposes of overtime calculations. (Revised 02/05/13)

During special details such as those occurring during holidays, the City Manager may authorize payment of overtime outside the guidelines of paragraph one (1) of this policy.

All overtime must be pre-approved by the department head and documented; working unauthorized overtime may be grounds for discharge even though compensation for those hours will be paid in accordance with FLSA.

The City compensates overtime for all employees as follows:

a) Non-Exempt – Non Public Safety: Overtime is compensated at a rate of one and a half (1.5) times the normal rate of pay for hours worked in excess of forty (40) hours per week.

~~b) Non-Exempt Fire Department: Shift personnel (Schedule 2808) shall refer to Article 24, Hours worked – Overtime of labor agreement between the City of Gautier and Local 3290.~~ Pending Negotiation

c) Police Officers. The scheduled hours worked for uniformed sworn personnel with powers of arrest, shall be 84 hours per 14-day work cycle. Overtime shall be paid at a rate of time and a half (1.5) the normal rate of pay for those police officers working more than 84 hours in a 14-day work cycle. (Change reflects existing practice)

d) Detectives and Non-Uniformed. The scheduled hours worked for non-uniformed sworn personnel with powers of arrest, shall be 40 hours per 7-day work cycle. Overtime shall be paid at a rate of one and a half (1.5) times the normal rate of pay for those Detectives working more than 40 hours in a 7 day work cycle. (Change reflects existing practice)

e) Dispatchers. The scheduled hours worked for uniformed dispatchers, covered by this agreement, vary from 36 hours to 48 hours per seven (7) day work cycle. Overtime shall be paid at a rate of one and a half (1.5) times the normal rate of pay for those Dispatchers actually working more than 40 hours in a seven (7) day work cycle.

f) Office and other. The scheduled hours worked for office and other employees, including the Animal Control Officer, shall be 40 hours per seven (7) day work cycle. Overtime shall be paid at a rate of one and a half (1.5) times the normal rate of pay to office and other employees actually working more than 40 hours in a seven (7) day work cycle.

Compensatory time: The City of Gautier does not use Compensatory time.

Exempt employees are expected to work the hours required to accomplish their jobs, which may be in excess of forty (40) hours per week. Exempt employees may take short periods of leave (four (4) hours or less without charge to their accruals, if approved by the Department Director and City Manager. Leave exceeding four (4) hours or more must be charged against the appropriate leave accrual.

Exempt employees are typically paid a salary that is not subject to deductions for hours not worked. Deductions from an exempt employee's salary, however, will be made for absences from work exceeding four (4) or more hours for personal reasons other than sickness or disability if the employee has no accrued annual or sick leave. Deductions from an Exempt employee's salary will also be made for a disciplinary suspension of one or more full days for workplace misconduct.

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

ORDER NUMBER 309-2013

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

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

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

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

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

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TLM      GLMCLM17 12/11/2013 15:51  ACCOUNTING CURRENT YEAR                                                    PAGE     1
                                                       Docket of Claims
                                                Release date from 12/17/2013 thru 12/17/2013

                                                 Trans  Release    Claim     Claim    Check      Claim
Fund    Name of Claimant                            #      Date      Date     Number   Number     Amount    Approved/Disapproved
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001   PASCAGOULA UTILITIES                       140461 12/17/2013 11/27/2013                          83.30 ___________________
                   Account Number      Description                  Invoice #     Date     P.O.      Amount
                    001-161-630       CENTRAL FIRE STN              1516500    11/25/2013                        29.16
                    001-161-630       SOUTH FIRE STN                1516679    11/25/2013                        54.14

001   GLOBALSTAR                                 140462 12/17/2013 12/02/2013                          52.90 ___________________
                   Account Number      Description                  Invoice #     Date     P.O.      Amount
                    001-092-605       MONTHLY SERVICE               5208869    11/16/2013                        52.90

001   MALLETTE BROTHERS CONSTRUCTION, INC        140463 12/17/2013 12/02/2013                         421.37 ___________________
                   Account Number      Description                  Invoice #     Date     P.O.      Amount
                    001-201-576       2.00 TN RAP FOB               17216      11/27/2013                        68.00
                    001-201-576       1.01 TN FILL CLASS FOB        17216      11/27/2013                        12.12
                    001-201-576       8.85 TN LIMESTONE FOB         17216      11/27/2013                       265.50
                    001-201-576       1.01 TN ASPHALT FOB           17216      11/27/2013                        75.75

001   STEINER SAW & MOWER                        140464 12/17/2013 12/02/2013                         335.00 ___________________
                   Account Number      Description                  Invoice #     Date     P.O.      Amount
                    001-170-639       MUFFLER                       870901     11/04/2013                       195.00
                    001-170-639       SPOOLS(8)                     870921     11/19/2013                        80.00
                    001-170-639       CS 2 CYCLE OIL                870926     11/25/2013                        60.00

001   BELL AUTO PARTS, INC.                      140467 12/17/2013 12/02/2013                         335.25 ___________________
                   Account Number      Description                  Invoice #     Date     P.O.      Amount
                    001-170-639       SWITCH W/KEYS                 40045      11/12/2013                        99.75
                    001-100-570       BRAKE PAD(2)                  D054013    11/19/2013                        55.50
                    001-161-638       ANTIFREEZ(4) & ROTELLA(2)     D054014    11/19/2013                        96.00
                    001-161-638       ROTELLA (4)                   D054015    11/19/2013                        84.00

001   LOWE'S HOME CENTER'S, INC.                 140471 12/17/2013 12/03/2013                       1,155.12 ___________________
                   Account Number      Description                  Invoice #     Date     P.O.      Amount
                    001-170-559       CREDIT RTN:8FT LIGHT BULB     917340     10/28/2013                       -13.28
                    001-205-559       LIGHTED EXIT SIGN             902050     10/28/2013                         9.50
                    001-170-559       8FT LIGHT BULB                913313     10/28/2013                        13.28
                    001-201-576       50LB PERMNT ASPHALT(3)        902035     10/28/2013                        39.84
                    001-170-559       8FT LIGHT BULB                913297     10/28/2013                        13.28
                    001-201-559       94LB CEMENT                   902304     10/29/2013                         9.26
                    001-170-559       24PK LIGHT BULBS              913513     10/29/2013                         9.48
                    001-170-559       SAFETY GLASSES,NOZZLE,HOSE    902570     10/31/2013                        40.78
                    001-205-559       INSECT SPRAY                  913330     11/01/2013                        12.33
                    001-201-576       CULVERT REPAIR:SOUND VIEW     902806     11/07/2013                       256.35
                    001-201-576       50LB PERMNT ASPHALT(5)        923350     11/08/2013                        66.40
                    001-205-559       BATTERY:CLOCK                 903918     11/08/2013                         4.15
                    001-201-559       CAULK GUN,ADHESIVE(2)         912893     11/12/2013                        15.59
                    001-161-635       SUPPLIES:TOILET REPAIR        915144     11/12/2013                        18.46
                    001-201-559       PLYWOOD,STEEL REBAR(15)       903998     11/12/2013                       104.17
                    001-205-559       ELECTRICAL SUPPLIES           902908     11/13/2013                        22.06
                    001-201-576       SUPPLIES:SOUNDVIEW CULVERT    901625     11/13/2013                       399.60
                    001-201-576       SUPPLIES:SOUNDVIEW CULVERT    902077     11/14/2013                        79.42
                    001-205-559       DECK SCREWS                   901715     11/18/2013                         8.05
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                                                 Docket of Claims
                                       Release date from 12/17/2013 thru 12/17/2013

                                         Trans  Release    Claim     Claim    Check      Claim
Fund    Name of Claimant                   #      Date      Date     Number   Number     Amount     Approved/Disapproved
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001   LOWE'S HOME CENTER'S, INC.          140471 12/17/2013 12/03/2013                        1,155.12 (CONTINUED)
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-170-559       RIGID STRAP(8)              903120     11/19/2013                         6.56
                   001-201-576       50LB PERMNT ASPHALT(3)      902322     10/29/2013                        39.84

001   TEC                                 140472 12/17/2013 12/04/2013                           37.46 ____________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-092-605       MONTHLY LONG DISTANCE       756385     12/01/2013                        37.46

001   AUTO TRUCK AND TRAILER PARTS INC    140474 12/17/2013 12/04/2013                        2,589.73 ____________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-161-638       SEAT VALVE:E3               238203     10/30/2013                        99.00
                   001-161-638       SEAT VALVE FITTING(4):E3    238244     10/30/2013                        30.00
                   001-100-570       OVER HAUL & TORQUE CONVERTER  238298   11/05/2013                       403.61
                   001-100-570       MINERAL SPIRIT              238343     11/07/2013                        48.31
                   001-100-570       BATTERY:#148                238462     11/13/2013                        95.00
                   001-100-570       TRANS FLUID(12):#121        238484     11/13/2013                        51.60
                   001-161-638       RADIATOR CAP:E4             238537     11/18/2013                         3.94
                   001-170-639       FITTING(3),LIGHT(2),LENS    238558     11/18/2013                        14.11
                   001-100-570       TRANS SUN SHELL             238600     11/19/2013                        93.00
                   001-100-570       FILTER,1QT TRANS FLUID(12)  238602     11/19/2013                        71.00
                   001-170-639       UNION(3),TEST LIGHT         238612     11/19/2013                        19.66
                   001-100-570       SERVO VALVE                 238618     11/19/2013                        62.32
                   001-161-638       DISC PAD KIT,BRAKE ROTOR(2)  238681    11/21/2013                     1,493.18
                   001-100-570       BATTERY:#14401              238699     11/22/2013                        95.00
                   001-100-570       CABLE END(3):#14401         238707     11/22/2013                        10.00

001   O'REILLY AUTO PARTS                 140478 12/17/2013 12/05/2013                          679.30 ____________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-100-570       FILTER(2),HAND CLNR         1978314971 11/05/2013                        16.87
                   001-100-570       TRANS BAND #148             1978315046 11/06/2013                        53.99
                   001-100-570       PIGTAIL/SOCK(4)             1978315195 11/07/2013                        25.52
                   001-100-570       BAND                        1978315622 11/11/2013                        53.99
                   001-100-570       PRIMARY WIRE (2)            1978315717 11/12/2013                        13.98
                   001-100-570       5QT MOTOR OIL(2) #11762     1978315769 11/13/2013                        38.98
                   001-100-570       2 CONVERTER GASKET #121     1978315785 11/13/2013                         5.22
                   001-161-638       WIPER BLADE(2)              1978315960 11/15/2013                        12.90
                   001-100-570       PRIMARY WIRE(200)           1978315961 11/15/2013                        40.00
                   001-170-638       WIPER BLADE(2),DIG MULTIMTR  1978315965 11/15/2013                       64.96
                   001-170-639       1GAL GEAR LUBE              1978316321 11/18/2013                        14.99
                   001-170-639       TAPE(3),FUSE HOLDER(2),SPLICE 1978316384 11/19/2013                      15.46
                   001-170-638       JACK KIT                    1978316488 11/20/2013                        39.99
                   001-100-570       BATTERY:#25                 1978316997 11/25/2013                        99.99
                   001-090-638       W.BLADE(4),FILTER(2),OIL(2)  1978317025 11/25/2013                       67.80
                   001-090-638       METALLIC PAD(2), OIL(3)     1978317090 11/26/2013                        83.73
                   001-090-638       CERAMIC PADS:#909           1978317144 11/26/2013                        53.92
                   001-205-559       HUB CAP COVERS              1978306623 08/19/2013                        70.00
                   001-205-559       HUB CAP COVERS              1978306624 08/19/2013                        70.00
                   001-205-559       HUB CAP COVERS              1978306625 08/19/2013                        70.00
                   001-205-559       CREDIT RTN:HUB CAP COVERS   1978317127 11/26/2013                      -210.00
                   001-100-570       DISCOUNT                    197831713D 11/26/2013                       -22.99
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TLM       GLMCLM17 12/11/2013 15:51  ACCOUNTING CURRENT YEAR                                          PAGE     3
                                               Docket of Claims
                                     Release date from 12/17/2013 thru 12/17/2013

                                              Trans  Release    Claim     Claim   Check      Claim
Fund    Name of Claimant                        #      Date      Date     Number  Number     Amount    Approved/Disapproved
-------------------------------------------------------------------------------------------------------------------------------

001   CABLE ONE                               140496 12/17/2013 12/05/2013                       99.95 __________________
                   Account Number       Description                    Invoice #    Date    P.O.      Amount
                    001-092-698       DEC 2013: 23421-102609-01-6     12052013    11/25/2013                         99.95

001   C SPIRE WIRELESS                        140498 12/17/2013 12/05/2013                    1,164.92 __________________
                   Account Number       Description                    Invoice #    Date    P.O.      Amount
                    001-021-605       CITY MGR CELL PHONES            0030759348 11/30/2013                         123.86
                    001-022-605       HR CELL PHONES                  0030759348 11/30/2013                         123.86
                    001-040-605       CITY CLERK CELL PHONES          0030759348 11/30/2013                         227.20
                    001-090-605       ECON DEV CELL PHONES            0030759348 11/30/2013                         361.95
                    001-161-605       FIRE DEPT CELL PHONES           0030759348 11/30/2013                         135.46
                    001-170-605       RECREATION CELL PHONES          0030759348 11/30/2013                          88.77
                    001-205-605       MAINT CELL PHONES               0030759348 11/30/2013                          26.84
                    001-021-559       LIFEPROOF CASE/BELT CLIP        0030759348 11/30/2013                          76.98

001   CUPIT SIGNS INC                         140501 12/17/2013 12/05/2013                       65.00 __________________
                   Account Number       Description                    Invoice #    Date    P.O.      Amount
                    001-100-559       NO WEAPON DECAL (10)            8444        04/09/2013                         65.00

001   FUELMAN OF MS                           140502 12/17/2013 12/05/2013                    2,946.04 __________________
                   Account Number       Description                    Invoice #    Date    P.O.      Amount
                    001-090-525       UNL FUEL                        NP39834854 12/02/2013                          68.82
                    001-092-525       UNL FUEL                        NP39834854 12/02/2013                          63.22
                    001-100-525       UNL FUEL                        NP39834854 12/02/2013                       2,395.22
                    001-161-525       UNL & DSL FUEL                  NP39834854 12/02/2013                         219.23
                    001-170-525       UNL & DSL FUEL                  NP39834854 12/02/2013                          68.46
                    001-205-525       UNL & DSL FUEL                  NP39834854 12/02/2013                         131.09

001   CREDIT CARD CENTER                      140505 12/17/2013 12/05/2013                      985.32 __________________
                   Account Number       Description                    Invoice #    Date    P.O.      Amount
                    001-090-559       TOTE BOX (4)                    317193      11/03/2013                         21.27
                    001-040-500       ADOBE ACROBAT FEE               245078      11/07/2013                         16.04
                    001-040-682       MAGPPA DUES:STEEN,C             014350      11/12/2013                         35.00
                    001-040-500       LEGAL PAPER,NOTEBOOOKS,PADS     099659      11/12/2013                         57.82
                    001-022-500       KRAFT ENVELOPES,POST ITS,TAPE   099659      11/12/2013                         51.64
                    001-045-500       100 CT FILE FOLDERS (5)         310940      11/15/2013                        169.54
                    001-022-615       WLOX EMP ADS:POLICE/FIRE        581077      11/18/2013                        190.00
                    001-090-681       ICC ANNUAL DUES:DUKE,Z          192961      11/20/2013                        125.00
                    001-022-615       CABLE ONE EMP ADS:POLICE/FIRE   353514      11/19/2013                        150.00
                    001-045-500       4 HP940XL INK,REPORT BINDERS    004274      11/18/2013                        169.01

001   IBM CORPORATION                         140506 12/17/2013 12/05/2013                      816.40 __________________
                   Account Number       Description                    Invoice #    Date    P.O.      Amount
                    001-040-730       AS400 PMT JAN 2014              I3049FI     12/01/2013                        816.40

001   MDH / BOILER SAFETY BRANCH              140507 12/17/2013 12/05/2013                      600.00 __________________
                   Account Number       Description                    Invoice #    Date    P.O.      Amount
                    001-092-635       INSPECTIONS: CITY HALL          14-107338   11/25/2013                        200.00
                    001-100-635       INSPECTIONS: POLICE STN         14-107338   11/25/2013                        200.00
                    001-161-635       INSPECTIONS: FIRE STNS          14-107338   11/25/2013                         40.00
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                                   Docket of Claims
                       Release date from 12/17/2013 thru 12/17/2013

                                        Trans  Release    Claim     Claim   Check      Claim
Fund    Name of Claimant                  #      Date      Date     Number  Number     Amount    Approved/Disapproved
----------------------------------------------------------------------------------------------------------------------

001   MDH / BOILER SAFETY BRANCH        140507 12/17/2013 12/05/2013                      600.00 (CONTINUED)
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-170-635       INSPECTIONS: REC BLDGS      14-107338  11/25/2013                    160.00

001   MS MUNICIPAL LEAGUE               140510 12/17/2013 12/05/2013                       85.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-001-681       SMALL TOWN CONF:MARTIN,M    19853      11/21/2013                     85.00

001   SECURE NETWORKS LLC               140511 12/17/2013 12/05/2013                    2,280.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-092-698       JAN 2014 NETWORK SERVICES   1916       11/14/2013                  2,280.00

001   SINGING RIVER E.P.A.              140512 12/17/2013 12/05/2013                    2,323.97 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-161-631       SOUTH FD    76008001        11172013   11/26/2013                    258.94
                   001-170-631       BACOT PARK  10137           11172013   11/26/2013                  1,923.21
                   001-201-629       SIGNAL LIGHTS  10138        11172013   11/26/2013                    141.82

001   SINGING RIVER ANIMAL HOSPITAL     140515 12/17/2013 12/05/2013                      150.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-100-514       CLAVAMOX 375MG (3)          69869      11/27/2013                    150.00

001   SYSCON INC                        140516 12/17/2013 12/05/2013                    1,475.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-010-698       DEC 2013 COURT SUPPORT      1-23903    12/02/2013                  1,475.00

001   G&K SERVICES INC                  140523 12/17/2013 12/06/2013                      206.04 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-205-535       MAINTENANCE                 1033433143 11/04/2013                     51.51
                   001-205-535       MAINTENANCE                 1033435283 11/11/2013                     51.51
                   001-205-535       MAINTENANCE                 1033437437 11/18/2013                     51.51
                   001-205-535       MAINTENANCE                 1033439579 11/25/2013                     51.51

001   INFORMATION TECHNOLOGY SERVICE    140526 12/17/2013 12/06/2013                      224.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-100-640       NOV 2013                    5224026    11/30/2013                    224.00

001   JOE'S GARAGE                      140527 12/17/2013 12/09/2013                      140.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-170-639       NEW TUBE:FLAT REPAIR        12972      11/27/2013                     50.00
                   001-170-639       MOUNT TIRE WITH VALVE STEMS 13155      11/27/2013                     90.00

001   DELTA SANITATION OF MS, LLC       140539 12/17/2013 12/10/2013                      175.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-170-698       FRAZIER PORT O LETS         0000335210 11/30/2013                    175.00

001   DPS CRIME LAB                     140542 12/17/2013 12/10/2013                      250.00 __________________
                  Account Number      Description                Invoice #    Date    P.O.      Amount
                   001-100-699       ANALYTICAL FEES             71114CL049 11/05/2013                    250.00
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                                              Docket of Claims
                                   Release date from 12/17/2013 thru 12/17/2013

                                         Trans  Release    Claim     Claim   Check      Claim
Fund    Name of Claimant                   #      Date      Date     Number  Number     Amount     Approved/Disapproved
------------------------------------------------------------------------------------------------------------------------

001  BOYS & GIRLS CLUBS OF JACKSON COUNTY,INC  140544 12/17/2013 12/10/2013                    833.33 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-090-645       NOV 2013 CLUB SUPPORT         11302013    12/05/2013                          833.33

001  CABLE ONE                            140545 12/17/2013 12/10/2013                          195.50 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-100-699       DEC 2013 23421-102608-02-6    12112013    12/04/2013                          195.50

001  DOGAN & WILKINSON PLLC               140546 12/17/2013 12/10/2013                        7,916.67 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-060-602       DEC 2013 RETAINER FEE         621-0023F   12/10/2013                        7,916.67

001  FUELMAN OF MS                        140547 12/17/2013 12/10/2013                        3,894.84 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-090-525       UNL FUEL                      NP39901539 12/09/2013                            36.81
                001-092-525       UNL FUEL                      NP39901539 12/09/2013                           114.31
                001-100-525       UNL FUEL                      NP39901539 12/09/2013                         3,228.42
                001-161-525       UNL & DSL FUEL                NP39901539 12/09/2013                           368.64
                001-170-525       DSL FUEL                      NP39901539 12/09/2013                            85.76
                001-205-525       UNL FUEL                      NP39901539 12/09/2013                            60.90

001  MS DEPT OF FINANCE & ADMIN           140550 12/17/2013 12/10/2013                       26,304.85 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-000-300       NOV 2013 COURT ASSESSMENTS    11302013    12/05/2013                       26,304.85

001  MS DEPT OF PUBLIC SAFETY             140551 12/17/2013 12/10/2013                          142.00 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-000-300       NOV 2013 SPECIAL ASSESSMENTS  11302013    12/05/2013                          142.00

001  LLOYD B MARSHALL, JR. CPA            140555 12/17/2013 12/11/2013                        2,578.00 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-092-600       PROGRESS PMT FY 2013          6           12/10/2013                        2,578.00

001  ALABAMA MEDIA GROUP                  140556 12/17/2013 12/11/2013                          199.58 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-040-615       RFP:DESIGNER-PW BLDG          06035610    11/17/2013                          108.90
                001-040-615       RFP:ENERGY AUDIT              06035825    11/17/2013                           50.60
                001-090-615       HEARING:CU-REFUGE CHURCH      06038703    11/20/2013                           18.48
                001-090-615       HEARING:PRE PLAT DEES LANDING 06038705    11/20/2013                           21.60

001  MID SOUTH UNIFORM & SUPPLY, INC.     140558 12/17/2013 12/11/2013                          317.40 ____________________
               Account Number       Description                 Invoice #    Date    P.O.      Amount
                001-100-559       20 SGT BARS (DK GOLD/NAVY)    507065      11/27/2013  140062                   58.20
                001-100-535       8 RAID JACKETS                507065      11/27/2013  140062                  159.20
                001-100-535       EMBROIDER FRONT               507065      11/27/2013  140062                   40.00
                001-100-535       EMBROIDER BACK 2" LTR         507065      11/27/2013  140062                   60.00
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                                                   Docket of Claims
                                          Release date from 12/17/2013 thru 12/17/2013

                                             Trans  Release    Claim     Claim   Check      Claim
Fund    Name of Claimant                       #      Date      Date     Number  Number     Amount    Approved/Disapproved
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001  A-1 AUTO PARTS                         140561 12/17/2013 12/11/2013                      389.88 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-100-570      MODE DOOR ACTUATOR: #105      10617      11/25/2013  140176             389.88

001  HILL MANUFACTURING CO., INC.           140562 12/17/2013 12/11/2013                      220.26 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-170-639      HILCO LUBE                    790161788  11/30/2013  140179             198.00
                 001-170-639      FREIGHT                       790161788  11/30/2013  140179              22.26

001  SUN COAST/CLAY'S                       140563 12/17/2013 12/11/2013                       85.54 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-161-500      UNV 10210 BINDER CLIPS        IN-1035947 12/02/2013  140165                .57
                 001-161-500      UNV-21126 SHEET               IN-1035947 12/02/2013  140165               1.89
                 001-161-500      BRTTN210BK TONER              IN-1035947 12/02/2013  140165              57.32
                 001-161-500      APOCG70335 TRANS FILM         IN-1035947 12/02/2013  140165              25.76

001  GREGG'S AFFORDABLE AUTO GLASS          140564 12/17/2013 12/11/2013                      175.00 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-100-638      FRONT WINDSHIELD #108         29787      12/05/2013  140207             175.00

001  PASCAGOULA TIRE & SERVICE              140565 12/17/2013 12/11/2013                      494.12 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-100-638      SET FS FIREHAWK GTZ #02301    56639      12/02/2013  140167             494.12

001  BAYOU CONCRETE, LLC                    140566 12/17/2013 12/11/2013                      722.00 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-201-576      8 YARDS 3000 PSI              95735      11/21/2013  140159             672.00
                 001-201-576      BAG FIBER (5)                 95735      11/21/2013  140159              40.00
                 001-201-576      FUEL CHARGE                   95735      11/21/2013  140159              10.00

001  COMM-TECH SOLUTIONS INC                140567 12/17/2013 12/11/2013                       97.50 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-161-605      REPAIR DEAD LINE 497-9975     14571      12/09/2013  140192              97.50

001  MISSISSIPPI COAST HARLEY-DAVIDSON      140572 12/17/2013 12/11/2013                      631.44 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-100-638      GASKET PRIMARY COVER          92267      12/21/2013  140129              35.69
                 001-100-638      BRAKE ROTOR RH FRONT          92267      12/21/2013  140129             122.90
                 001-100-638      PRIMARY COVER CHROME          92267      12/21/2013  140129             349.95
                 001-100-638      BRAKE ROTOR LH FRONT          92267      12/21/2013  140129             122.90

001  MISSISSIPPI JUDICIAL COLLEGE           140573 12/17/2013 12/11/2013                       60.00 __________________
                Account Number      Description                 Invoice #    Date    P.O.      Amount
                 001-010-559      LEGAL TERMINOLOGY HANDBOOK    12102013   10/18/2013  140067              40.00
                 001-010-559      SHIPPING                      12102013   10/18/2013  140067              20.00

FUND TOTAL   1 Claims        to       Checks     44 Total     64,933.98 Manual              Held              Total     64,933.98
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                                                       Docket of Claims
                                            Release date from 12/17/2013 thru 12/17/2013

                                                   Trans  Release    Claim     Claim   Check      Claim
Fund     Name of Claimant                            #      Date      Date     Number  Number     Amount     Approved/Disapproved
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128   LOWE'S HOME CENTER'S, INC.                140469 12/17/2013 12/03/2013                     131.86 ____________________
                   Account Number       Description                  Invoice #    Date    P.O.       Amount
                    128-201-757       100' FENCE ROLL(4),20LB SEED  902332     11/22/2013                        131.86

FUND TOTAL 128 Claims         to        Checks      1 Total        131.86 Manual              Held            Total        131.86
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                                                     Docket of Claims
                                          Release date from 12/17/2013 thru 12/17/2013

                                                Trans  Release    Claim     Claim   Check      Claim
Fund    Name of Claimant                          #      Date      Date     Number  Number     Amount    Approved/Disapproved
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130   BOLTON - LACK ARCHITECTS                 140517 12/17/2013 12/05/2013                      306.95 ____________________
                   Account Number      Description                  Invoice #   Date    P.O.      Amount
                    130-130-756       CONSTRUCTION ADMIN            2012-10    12/03/2013                       306.95

130   THE CLARION LEDGER                       140552 12/17/2013 12/10/2013                      483.70 ____________________
                   Account Number      Description                  Invoice #   Date    P.O.      Amount
                    130-130-770       RFP: APPRAISAL SERVICES       0004366740 12/01/2013                       182.28
                    130-130-770       RFP: LEGAL SERVICES           0004366740 12/01/2013                       147.52
                    130-130-770       RFP: ROW AGENT SERVICES       0004366740 12/01/2013                       153.90

130   ALABAMA MEDIA GROUP                      140557 12/17/2013 12/11/2013                      385.66 ____________________
                   Account Number      Description                  Invoice #   Date    P.O.      Amount
                    130-130-770       RFP: APPRAISAL SERVICES       06035831   11/17/2013                       146.96
                    130-130-770       RFP: LEGAL SERVICES           06035833   11/17/2013                       122.54
                    130-130-770       RFP: ROW AGENT SERVICES       06035836   11/17/2013                       116.16

130   COMM-TECH SOLUTIONS INC                  140568 12/17/2013 12/11/2013                      693.89 ____________________
                   Account Number      Description                  Invoice #   Date    P.O.      Amount
                    130-130-755       WIRELESS BRIDGE (FOUNTAIN)    14570      12/09/2013  140191               693.89

FUND TOTAL 130 Claims        to        Checks     4 Total      1,870.20 Manual             Held           Total       1,870.20
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                                                    Docket of Claims
                                        Release date from 12/17/2013 thru 12/17/2013

                                              Trans  Release    Claim     Claim   Check      Claim
Fund     Name of Claimant                       #      Date      Date     Number  Number     Amount    Approved/Disapproved
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157   BARNEYS POLICE AND HUNTING SUPPLIES       140543 12/17/2013 12/10/2013                      340.34 ____________________
                  Account Number       Description                  Invoice #   Date     P.O.      Amount
                   157-100-799       SL HOLSTER 6304,RH             10917      12/05/2013                        161.35
                   157-100-799       SL HOLSTER 6304,LH             10917      12/05/2013                        178.99

157   BARNEYS POLICE AND HUNTING SUPPLIES       140569 12/17/2013 12/11/2013                    3,843.50 ____________________
                  Account Number       Description                  Invoice #   Date     P.O.      Amount
                   157-100-799       TITAN ASSAULT YOKE (2)         10544      12/05/2013  131191                442.00
                   157-100-799       TITAN ASSAULT VEST (2)         10544      12/05/2013  131191              2,249.00
                   157-100-799       TITAN GROIN PROTECTOR (2)      10544      12/05/2013  131191                292.50
                   157-100-799       CERAMIN ARMOR PLATE (2)        10544      12/05/2013  131191                600.00
                   157-100-799       PROTECH MOLLE POUCH SET (2)    10544      12/05/2013  131191                260.00

157   BLAX SCREEN PRINTING & EMBROIDERY         140570 12/17/2013 12/11/2013                      224.50 ____________________
                  Account Number       Description                  Invoice #   Date     P.O.      Amount
                   157-100-799       EXPLORER POLOS EMBROIDERY      3502       12/06/2013  140190                224.50

FUND TOTAL 157 Claims         to         Checks      3 Total      4,408.34 Manual              Held            Total      4,408.34
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                                          Docket of Claims
                                  Release date from 12/17/2013 thru 12/17/2013

                                              Trans  Release    Claim    Claim   Check     Claim
Fund    Name of Claimant                        #      Date      Date    Number  Number    Amount    Approved/Disapproved
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161   MOTOROLA INC                           140576 12/17/2013 12/11/2013                  24,525.98 ___________________
                   Account Number       Description                 Invoice #    Date   P.O.       Amount
                    161-161-702        APX6500 MOBILE RADIO (3)      13989211   11/29/2013  140172           9,400.53
                    161-161-702        APX6000 PORTABLE RADIO (5)    13989211   11/29/2013  140172          15,125.45

FUND TOTAL 161 Claims         to         Checks       1 Total      24,525.98 Manual             Held              Total      24,525.98
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                                          Docket of Claims
                                 Release date from 12/17/2013 thru 12/17/2013

                                           Trans  Release    Claim     Claim    Check      Claim
Fund    Name of Claimant                     #     Date       Date     Number   Number     Amount    Approved/Disapproved
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176   BELL AUTO PARTS, INC.                140466 12/17/2013 12/02/2013                       332.80 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-639       5GAL HYD FLUID(2):PW13       40041      11/07/2013                     99.00
                   176-170-639       TIRE:EXMARK                  40043      11/08/2013                     95.20
                   176-170-639       BELT(2):EXMARK               40042      11/08/2013                     92.40
                   176-170-639       BELT:EXMARK                  40044      11/12/2013                     46.20

176   LOWE'S HOME CENTER'S, INC.           140468 12/17/2013 12/03/2013                     3,764.22 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-518       MATERIAL:DOG PARK FENCE      972027     09/20/2013                  3,520.36
                   176-170-513       SUPPLIES:HAUNTED TRAILS      902872     10/26/2013                     51.04
                   176-170-559       LIGHT BULB,SPOTLIGHT(2)      902527     11/05/2013                     21.79
                   176-170-559       UTILITY HEATER               902842     11/13/2013                     18.98
                   176-170-559       CERAMIC HEATER               913497     11/13/2013                     23.73
                   176-170-559       KEYED DOOR LOCK              902022     11/14/2013                     34.17
                   176-170-559       FLOOD LIGHT(3)               902799     11/19/2013                     43.64
                   176-170-635       DOOR CASING(3)               902022     11/20/2013                     27.12
                   176-170-559       PADLOCK,KEY HOLDER,BLANK KEY 914448     11/21/2013                     23.39

176   ENTERPRISE FUND                      140497 12/17/2013 12/05/2013                       550.35 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-632       PERIOD: 10/09-11/08/13       872968     12/17/2013                    550.35

176   C SPIRE WIRELESS                     140499 12/17/2013 12/05/2013                       227.19 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-605       CELL PHONES                  0030759348 11/30/2013                    227.19

176   FUELMAN OF MS                        140503 12/17/2013 12/05/2013                        67.54 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-525       UNL FUEL                     NP39834854 12/02/2013                     67.54

176   MDH / BOILER SAFETY BRANCH           140508 12/17/2013 12/05/2013                        80.00 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-635       INSPECTIONS: SHEPARD         14-107338  11/25/2013                     80.00

176   SINGING RIVER E.P.A.                 140513 12/17/2013 12/05/2013                     1,735.20 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-631       PARK FACILITIES  76854002    11172013   11/26/6013                  1,437.81
                   176-170-631       HOUSE/OFFICE     76855002    11172013   11/26/2013                    297.39

176   FUELMAN OF MS                        140548 12/17/2013 12/10/2013                        60.75 _________________
                  Account Number     Description                  Invoice #   Date    P.O.      Amount
                   176-170-525       UNL FUEL                     NP39901539 12/09/2013                     60.75

FUND TOTAL 176 Claims        to        Checks      8 Total      6,818.05 Manual            Held            Total      6,818.05
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                                            Docket of Claims
                                   Release date from 12/17/2013 thru 12/17/2013

                                                Trans  Release    Claim     Claim    Check      Claim
Fund     Name of Claimant                         #      Date      Date     Number   Number     Amount    Approved/Disapproved
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400   LOWE'S HOME CENTER'S, INC.               140470 12/17/2013 12/03/2013                      127.35 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-651-559      KWIKSET KEY(5)               902439      10/30/2013                          8.90
                  400-651-581      TORCH,PROPANE CYLINDER(2)    903709      10/31/2013                         34.40
                  400-651-559      ADAPTER FITTING              913493      11/13/2013                          9.38
                  400-651-559      STEEL REBAR(10),BLADE SET    902641      11/18/2013                         55.83
                  400-651-559      WOOD(3)                      902793      11/19/2013                          7.98
                  400-651-559      CLAMP,METAL ADAPTER(2)       915327      11/20/2013                         10.86

400   C SPIRE WIRELESS                         140500 12/17/2013 12/05/2013                      207.67 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-650-605      CELL PHONES                  0030759348 11/30/2013                         207.67

400   FUELMAN OF MS                            140504 12/17/2013 12/05/2013                      118.90 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-651-525      UNL FUEL                     NP39834854 12/02/2013                         118.90

400   MDH / BOILER SAFETY BRANCH               140509 12/17/2013 12/05/2013                      120.00 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-651-586      INSPECTIONS: PUBLIC WORKS    14-107338  11/25/2013                         120.00

400   SINGING RIVER E.P.A.                     140514 12/17/2013 12/05/2013                    3,113.16 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-651-631      LIFT STNS  17875             11172013   11/26/2013                         200.37
                  400-651-631      LIFT STNS  17884             11172013   11/26/2013                       1,203.01
                  400-651-631      LIFT STNS  17883             11172013   11/26/2013                       1,405.42
                  400-651-631      WATER WELL 17883             11172013   11/26/2013                         304.36

400   CLEARWATER SOLUTIONS LLC                 140518 12/17/2013 12/05/2013                  145,083.00 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-650-672      NOV 2013 OPERATION FEE       GAUTIER012 11/01/2013                     145,083.00

400   COMPANION PROPERTY & CASUALTY GROUP      140519 12/17/2013 12/05/2013                    7,641.60 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-650-625      COMMERCIAL PROPERTY          0003631775 12/04/2013                       7,641.60

400   MISSISSIPPI 811                          140520 12/17/2013 12/05/2013                    1,527.93 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-651-698      LINE LOCATES 11/12-10/13     140389     12/02/2013                       1,527.93

400   PITNEY BOWES PURCHASE POWER              140521 12/17/2013 12/05/2013                      600.00 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-650-607      POSTAGE METER                20060869   11/20/2013                         600.00

400   G&K SERVICES INC                         140524 12/17/2013 12/06/2013                       27.32 ___________________
                Account Number      Description                 Invoice #    Date     P.O.      Amount
                  400-651-559      UNIFORMS                     1033433143 11/04/2013                           6.83
                  400-651-559      UNIFORMS                     1033435283 11/11/2013                           6.83
                  400-651-559      UNIFORMS                     1033437437 11/18/2013                           6.83
                  400-651-559      UNIFORMS                     1033439579 11/25/2013                           6.83
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                                        Docket of Claims
                                Release date from 12/17/2013 thru 12/17/2013

                                       Trans  Release    Claim     Claim    Check      Claim
Fund   Name of Claimant                  #     Date       Date     Number   Number     Amount   Approved/Disapproved
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400  DPC ENTERPRISES, L.P.              140528 12/17/2013 12/09/2013                     1,789.11 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-580       CHLORINE 150# CYL           2120245113 11/19/2013                      596.37
                 400-651-580       CHLORINE 150# CYL           2120249713 11/25/2013                      596.37
                 400-651-580       CHLORINE 150# CYL           2120252113 12/02/2013                      596.37

400  BAY ICE                            140529 12/17/2013 12/09/2013                       114.55 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-559       REFILL ICE 90 @ .79         509944     10/21/2013                       71.10
                 400-651-559       REFILL ICE 55 @ .79         510299     11/18/2013                       43.45

400  ACCESS 24 MISSISSIPPI,INC          140540 12/17/2013 12/10/2013                       276.60 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-650-698       SERVICE 12/04-12/31/2013    131200124  12/04/2013                      276.60

400  WASTE MANAGEMENT OF MS-GLF COAST INC    140541 12/17/2013 12/10/2013                  371.26 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-583       ROLL OFF-TIMBERLANE         0583260213 12/01/2013                      371.26

400  FUELMAN OF MS                      140549 12/17/2013 12/10/2013                        51.37 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-525       UNL FUEL                    NP39901539 12/09/2013                       51.37

400  C&C OFFICE SUPPLY COMPANY, INC.    140559 12/17/2013 12/11/2013                       213.00 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-500       LEGAL SIZE FILE FOLDERS     81517      12/05/2013  140211              213.00

400  CUSTOM PRODUCTS CORPORATION        140560 12/17/2013 12/11/2013                       637.74 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-559       DRAIN SIGNS/QUOTE B253409   245750     12/09/2013  140180              619.70
                 400-651-559       FREIGHT                     245750     12/09/2013  140180               18.04

400  WARING OIL COMPANY LLC             140571 12/17/2013 12/11/2013                        77.25 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-584       JAX FGH 32                  001276228  12/05/2013  140210               77.25

400  COBURN'S                           140574 12/17/2013 12/11/2013                     1,586.78 ________________
                Account Number     Description                 Invoice #   Date    P.O.      Amount
                 400-651-581       JUMBO METER LIDS            606320235  11/26/2013  140052              294.00
                 400-651-581       3/4 CTS METER VALVES        606418439  11/26/2013  140168              349.84
                 400-651-581       3/4 CTS TEES                606418439  11/26/2013  140168               77.28
                 400-651-581       3/4 90 PEX COMPRESSED       606418439  11/26/2013  140168               52.32
                 400-651-581       4" BELL CLAMP FULL CIRCLE   606418439  11/26/2013  140168              249.04
                 400-651-581       2" LONG SCH 40 GLUE COUP    606418439  11/26/2013  140168               14.60
                 400-651-581       4" SCH 80 PIPE              606418439  11/26/2013  140168              276.00
                 400-651-581       4" SCH 40 MALE ADAPT        606418439  11/26/2013  140168               18.30
                 400-651-581       4" SCH 40 KNOCK ON          606418439  11/26/2013  140168              255.40
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                                                  Docket of Claims
                                        Release date from 12/17/2013 thru 12/17/2013

                                                  Trans  Release    Claim     Claim   Check      Claim
Fund    Name of Claimant                            #      Date      Date     Number  Number     Amount    Approved/Disapproved
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400  LYMAN WELL COMPANY                          140575 12/17/2013 12/11/2013                      400.00 ____________________
                   Account Number      Description                 Invoice #    Date    P.O.       Amount
                    400-651-581      REPL WELL MOTOR:HWY 57 WELL    1740      12/09/2013  140212              400.00

FUND TOTAL 400 Claims        to        Checks     20 Total    164,084.59 Manual             Held            Total    164,084.59
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                                        Docket of Claims
                              Release date from 12/17/2013 thru 12/17/2013

                                                  Trans  Release    Claim     Claim   Check     Claim
Fund    Name of Claimant                            #      Date      Date     Number  Number    Amount    Approved/Disapproved
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404   DELTA SANITATION OF MS, LLC             140473 12/17/2013 12/04/2013                      82,061.34 __________________
                 Account Number      Description               Invoice #    Date     P.O.      Amount
                   404-677-693       NOV 2013 RES GARBAGE SERV    7435      11/30/2013                    79,042.08
                   404-677-693       NOV 2013 RES CART RENTAL     7435      11/30/2013                     2,824.58
                   404-677-693       NOV 2013 COM CART RENTAL     7435      11/30/2013                       194.68

404   APPLEWHITE IND                          140525 12/17/2013 12/06/2013                         304.00 __________________
                 Account Number      Description               Invoice #    Date     P.O.      Amount
                   404-677-695       NOV 2013 152 @ 2.00          1740      11/30/2013                       304.00

FUND TOTAL 404 Claims         to         Checks      2 Total     82,365.34 Manual            Held            Total     82,365.34
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                                                          Docket of Claims
                                                 Release date from 12/17/2013 thru 12/17/2013

                                                      Trans  Release    Claim     Claim   Check     Claim
Fund     Name of Claimant                               #      Date      Date     Number  Number    Amount    Approved/Disapproved
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414   HUDSON CONTRACTING INC                         140522 12/17/2013 12/05/2013                      64,499.83 ____________________
                    Account Number       Description                  Invoice #    Date    P.O.        Amount
                     414-651-702        PROGRESS PMT 74.82% COMP       3          11/20/2013                       64,499.83

FUND TOTAL 414 Claims         to         Checks       1 Total     64,499.83 Manual               Held             Total     64,499.83
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                                                          Docket of Claims
                                               Release date from 12/17/2013 thru 12/17/2013
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SUMMARY OF ALL FUNDS

      FUND   1 Claims         to         Checks     44 Total     64,933.98 Manual              Held              Total     64,933.98

      FUND 128 Claims         to         Checks      1 Total        131.86 Manual              Held              Total        131.86

      FUND 130 Claims         to         Checks      4 Total      1,870.20 Manual              Held              Total      1,870.20

      FUND 157 Claims         to         Checks      3 Total      4,408.34 Manual              Held              Total      4,408.34

      FUND 161 Claims         to         Checks      1 Total     24,525.98 Manual              Held              Total     24,525.98

      FUND 176 Claims         to         Checks      8 Total      6,818.05 Manual              Held              Total      6,818.05

      FUND 400 Claims         to         Checks     20 Total    164,084.59 Manual              Held              Total    164,084.59

      FUND 404 Claims         to         Checks      2 Total     82,365.34 Manual              Held              Total     82,365.34

      FUND 414 Claims         to         Checks      1 Total     64,499.83 Manual              Held              Total     64,499.83
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                 Total for all Funds     Checks     84 Total    413,638.17 Manual              Held              Total    413,638.17
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There came for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NUMBER 310-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1-4 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 Colledge**, seconded by **Councilman Vaughan** and the following vote was recorded:

AYES:	Mary Martin Casey Vaughan Rusty Anderson Adan Colledge
NAYS:	None
ABSENT:	Johnny Jones Hurley Ray Guillotte
RECUSED:	Gordon Gollott

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

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

ORDER NUMBER 311-2013

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 October 23, 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.

IT IS FURHTER 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 Vaughan** and the following vote was recorded:

AYES: Mary Martin
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: None

ABSENT: Johnny Jones
Hurley Ray Guillotte

RECUSED: Gordon Gollott

____
MAYOR

ATTEST:

____
CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

UTILITY ADJUSTMENTS

CUSTOMER NAME	ACCT #	ADJUSTMENT		LATE CHG	TOTAL	REASON FOR ADJUSTMENT
		WATER	**SEWER**		**ADJUSTMENT**	
Burns, Rebecca	72834		$427.50		$427.50	Approved by City Manager
Grant, Jesse	871562		$23.69		$23.69	Leak

final account

transferred account

Approved by City Manager October 23, 2013

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

ORDER NUMBER 312-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Regular Council Meeting held December 3, 2013 are hereby approved.

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

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

AYES: Mary Martin
Casey Vaughan
Rusty Anderson
Adam Colledge

NAYS: None

ABSENT: Johnny Jones
Hurley Ray Guillotte

RECUSED: Gordon Gollott

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

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

ORDER NUMBER 313-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Privilege License Report for November 2013 is hereby received.

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

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

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

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting December 17, 2013.

City of Gautier
Business Registry
Nov-13

Acct.	License #	Business Name / Owner	Amt.
*1239	2014-11-0003880	Wonder Nails & Spa, LLC	$30.00
53	2014-10-0003881	Sioux Bayou Arms, LLC	$22.00
*1240	2014-11-0003882	Expert Jewelry Repair	$20.00
88	2014-11-0003883	Barbara Harvey, Attorney	$20.00
132	2014-11-0003884	Tom Terrific Lawn & Garden	$20.00
122	2014-11-0003885	Bobbie H. Sirin, C.P.A.	$20.00
121	2014-11-0003886	Bobbie H. Sirin, C.P.A.	$20.00
1103	2014-10-0003887	C&S Coast Cleaning	$22.00
86	2014-11-0003888	Goodwill Industry of South MS	$20.00
278	2014-10-0003889	Mowa Development, LLC	$33.00
*1241	2014-11-0003890	Community Hospice, Inc.	$20.00
126	2014-11-0003891	Sweet Tooth Bakery	$20.00
803	2014-11-0003892	Jackson Realty & Builders, Inc.	$20.00
*1242	2014-11-0003893	The Homework Station	$20.00
101	2014-11-0003894	Martin Bluff Storage	$20.00
92	2014-11-0003895	JMAT Software, LLC	$20.00
106	2014-11-0003896	Mississippi Mini Warehouses	$20.00
839	2014-05-0003897	Bayou Blasting	$23.00
73	2014-11-0003898	Car Wash I	$20.00
74	2014-11-0003899	Car Wash II	$20.00
79	2014-11-0003900	Coldwell Banker United Realtor	$30.00
1177	2014-10-0003901	L.K. Thompson	$22.00
66	2014-11-0003902	1st Stop Conoco	$40.00
1189	2014-11-0003903	Uncorked Chimes	$20.00
111	2014-11-0003904	Rustic Inn	$35.00
117	2014-11-0003905	Scotty's Barber Shop	$20.00
802	2014-11-0003906	Dallas Flint Consulting	$20.00
90	2014-11-0003907	Hunt Security	$30.00
91	2014-11-0003908	Isle of Pines Trailer Park	$20.00
*1243	2014-11-0003909	Bargain Furniture	$20.00
*1244	2014-11-0003910	MacNarb Gaming	$20.00
84	2014-11-0003911	DJ's Automotive	$20.00
134	2014-11-0003912	United Parcel Services	$84.00
112	2014-11-0003913	Highway 90 Pawn & Gun, LLC	$500.00
376	2014-11-0003914	B & G's Cleaning Service	$20.00
		Total	$1,331.00

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

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

ORDER NUMBER 314-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that Change Order #7 for the Gautier Fire Station Project #BL1102 to extend contract completion time by seventeen (17) days because of rain during the period of August 30, 2013 through November 27, 2013 is hereby approved.

IT IS FURHTER 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 Vaughan** and the following vote was recorded:

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

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of December 17, 2013.

CITY OF GAUTIER
MEMORANDUM

To:	Samantha Abell, City Manager
From:	Cindy Steen, Purchasing Agent
Through:	Cindy Russell, City Clerk
Date:	December 12, 2013
Subject:	Approval Change Order #7 for the Gautier Fire Station Project #BL1102

REQUEST:
Approval of Change Order #7 to the Gautier Fire Station Project #BL1102 to extend the contract completion time by seventeen (17) days because of rain during the period of August 30, 2013, through November 27, 2013.

RECOMMENDATION:
It is recommended that the City Council approve the Change Order #7 for the Gautier Fire Station Project #BL1102 to be extended by seventeen (17) days because of rain during the period of August 30, 2013 through November 27, 2013.

ATTACHMENT(S):
Change Order

CHANGE ORDER

AIA DOCUMENT G701

OWNER ☒
ARCHITECT ☒
CONTRACTOR ☒
FIELD ☐
OTHER ☐

PROJECT:
(name, address)

CHANGE ORDER NUMBER: 7

DATE: 12-3-13

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

ARCHITECT'S PROJECT NO: BL1102

CONTRACT DATE: 11-30-12

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

The Contract is changed as follows:

Contract time for completion to be extended by seventeen (17) days because of rain during the period August 30, 2013 through November 27, 2O13. See the attached request.

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

The original (Contract Sum) (Guaranteed Maximum Price) was	$ N/A
Net change by previously authorized Change Orders	$ N/A
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	$ N/A
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	$ N/A
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	$ N/A
The Contract Time will be (increased) (decreased) (unchanged) by	(12) days
The date of Substantial Completion as of the date of this Change Order therefore is	November 25, 2013

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

Bolton-Lack	Dan Hensarling, Inc.	City of Gautier, MS
ARCHITECT	CONTRACTOR	OWNER
101-A Rouselle Place Ocean Springs, MS	P.O. Box 3927 GULFPORT, MS 39504	
Address	Address	Address
BY William C.	BY CORNEL CLEMENT	BY
DATE 12-4-13	DATE 12/3/2013	DATE

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

DAN HENSARLING, INC.

CONTRACTORS

November 27, 2013

William Lack
Bolton/Lack Architects in Association
101-A Rouselle Place
Ocean Springs, MS 39564

RE: Fire Station for the City of Gautier
6200 Brown Road
Gautier, Mississippi

Dear Mr. Lack:

For the time period October 29, 2013 through November 27, 2013 we request the contract time be adjusted by **Six (6)** days to reflect the following rain day:

11/01/2013	.25" Rain	11/15/2013	.25" Rain
11/17/2013	.50" Rain	11/18/2013	.50" Rain
11/25/2013	.20" Rain	11/26/2013	1.25" Rain

Should you have questions or comments, please do not hesitate to call.

Sincerely,

DAN HENSARLING, INC.

Cornel Clement

CC/bfe

P.O. Box 3927 • Gulfport, Mississippi 39505 (228) 832-6622 • Fax: (228) 832-6681

DAN HENSARLING, INC.
CONTRACTORS

October 28, 2013

William Lack
Bolton/Lack Architects in Association
101-A Rouselle Place
Ocean Springs, MS 39564

RE: Fire Station for the City of Gautier
6200 Brown Road
Gautier, Mississippi

Dear Mr. Lack:

For the time period September 25, 2013 through October 28, 2013 we request the contract time be adjusted by **Six (6)** days to reflect the following rain day:

10/02/2013	.25" Rain	10/03/2013	.20" Rain
10/06/2013	.75" Rain	10/17/2013	.25" Rain
10/18/2013	.15" Rain	10/19/2013	.50" Rain

Should you have questions or comments, please do not hesitate to call.

Sincerely,

DAN HENSARLING, INC.

Cornel Clement

CC/bfe

P.O. Box 3927 • Gulfport, Mississippi 39505 (228) 832-6622 • Fax: (228) 832-6681

DAN HENSARLING, INC.

CONTRACTORS

September 24, 2013

William Lack
Bolton/Lack Architects in Association
101-A Rouselle Place
Ocean Springs, MS 39564

RE: Fire Station for the City of Gautier
6200 Brown Road
Gautier, Mississippi

Dear Mr. Lack:

For the time period August 30, 2013 through September 24, 2013 we request the contract time be adjusted by **Five (5)** days to reflect the following rain day:

09/03/2013	.90" Rain	09/16/2013	.75" Rain
09/17/2013	.20" Rain	09/18/2013	.25" Rain
08/21/2013	.21" Rain		

Should you have questions or comments, please do not hesitate to call.

Sincerely,

DAN HENSARLING, INC.

Cornel Clement

CC/bfe

P.O. Box 3927 • Gulfport, Mississippi 39505 (228) 832-6622 • Fax: (228) 832-6681

Motion was made by Councilman Colledge to approve City Manager to issue a $50.00 check to Merchants & Marine Bank to extend loan for Town Green. Motion was seconded by Councilman Vaughan and the following voted:

AYES: Mary Martin
Rusty Anderson
Adam Colledge

NAYS: None

ABSTAINED: Casey Vaughan

ABSENT: Johnny Jones
Hurley Ray Guillotte

RECUSED: Gordon Gollott

Motion failed.

Motion was made by Councilman Colledge to adjourn the meeting until January 7, 2014. Motion was seconded by Councilman Anderson and unanimously carried.

APPROVED BY:

MAYOR

ATTEST:

CITY CLERK

Submitted for approved of the Mayor and Members of the Council of the City of Gautier, Mississippi at the meeting of January 7, 2014.