

Tuesday
February 4, 2014
Gautier, Mississippi

BE IT REMEMBERED THAT A REGULAR MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held February 4, 2014 at 6:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

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

REVISED AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
February 4, 2014 @ 6:30 PM

- I. Call to Order
 - 1 Prayer
 - 2 Pledge of Allegiance
- II. Agenda Order Approval
- III. Announcements
 - 1 Gautier Youth Baseball & Softball Registration January 13th – February 28th
 - 2 Office closed Monday, February 17th in observance of President's Day
 - 3 Gautier Men's Club's 25th Annual Mardi Gras Parade Saturday, February 22nd at 7:00 pm
- IV. Presentation Agenda
 - 1 **Presentation of Arbor Day Proclamation to the Gautier Garden Club by Mayor Gollott**
 - 2 **City Manager's Annual Report**
- V. Public Agenda
 - 1 Agenda Comments
- VI. Business Agenda
 - 1 Ratification of a Proclamation declaring Local Emergency
 - 2 Conduct public hearing (Quasi-Judicial Procedures) to consider 3824 Kendal Drive as a menace to public health, safety and welfare
 - 3 Conduct public hearing (Quasi-Judicial Procedures) to consider 2209 Laural Glen Road as a menace to public health, safety and welfare
 - 4 Resolution authorizing Gautier Men's Club's 25th Annual Mardi Gras Parade In-Kind Services and Financial Support Request

- 5 Order authorizing Gautier Streetscape Ph. 3 STP-0494-00(008)LPA/106378-701000 Memorandum of Understanding (MOU) Amendment No. 1
- 6 Order approving City Council Selection of a firm for Professional Design Services for Public Works Back Building Repairs (Hurricane Katrina Project #4214)
- 7 Resolution approving revisions to the Schedule of Authorized Positions
- 8 **Order authorizing notice of termination to City's probationary provider, Court Programs, Inc.**
- 9 Order approving Docket of Claims
- 10 **Resolution supporting the repeal of Senate House Bill No. 3100, Section 42 Housing Law**
- 11 **Resolution requesting that the Legislature approve a local and private bill to authorize the governing authorities to levy a tax on the gross receipts of restaurants and bars and related purposes**

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

- 1 Order approving Minutes from Recessed Council Meeting held January 21, 2014
- 2 Order approving Minutes from Civil Service Meetings held August 8, 2013; September 12, 2013; October 10, 2013; October 31, 2013 and November 14, 2013
- 3 Order approving November 2013 Utility Adjustments
- 4 Order authorizing submittal of Transportation Enhancement Grant

**STUDY AGENDA
CITY OF GAUTIER, MISSISSIPPI
February 4, 2014**

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

Recess until February 18, 2014 @ 6:30 PM
www.gautier-ms.gov

Motion was made by Councilwoman Mary Martin to approve the revised agenda. Motion was seconded by Councilman Colledge and unanimously carried.

Announcements

- 1 **Gautier Youth Baseball & Softball Registration January 13th – February 28th**
- 2 **Office closed Monday, February 17th in observance of President's Day**
- 3 **Gautier Men's Club 25th Annual Mardi Gras Parade Saturday, February 22nd at 7:00 pm**
- 4 **Dedication for "The Bark Park" at Shepard Park Friday, February 7th at 10:00 am**

Gautier Youth Baseball & Softball

Registration is Now Open !!!

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January 13, 2014 – February 28, 2014

For questions regarding the league, registration, or to volunteer, contact Danny Buford, the District Commissioner by email to bufordd@bellsouth.net or call (228) 219-7386 or (228) 522-0315.



TO THE OFFICERS AND EMPLOYEES OF THE STATE OF MISSISSIPPI:

WHEREAS, the Legislature has designated the third Monday of February as the day for the observance of the birthday of GEORGE WASHINGTON, and under the provisions of Section 3-3-7, Mississippi Code of 1972, is a legal holiday in the State of Mississippi;

THEREFORE, all officers and employees of the State of Mississippi are authorized and empowered, at the discretion of the executive head of the department or agency, to close their respective offices in observance of the holiday on

MONDAY, FEBRUARY 17, 2014

GIVEN under my hand and seal of office at Jackson, Mississippi, this the 30th day of January 2014.



C. Delbert Hosemann, Jr.

C. DELBERT HOSEMANN, JR.
SECRETARY OF STATE
STATE OF MISSISSIPPI

Contact: Chassity Bilbo
City of Gautier
3330 Hwy 90
Gautier, MS 39553
Phone 228.497.8000 Ext. 306
Cell: 228- 219-7644
email:cbilbo@gautier-ms.gov

City of Gautier

Press Release

The City of Gautier & Ingalls Shipbuilding will host a dedication for “The Bark Park”, located at Shepard Park. Third graders from Martin Bluff Elementary approached the Gautier Mayor and Council with their request for a dog park to be built in the City of Gautier. Students forewent recess to write letters draw pictures and draft dioramas of dog park designs. Students also collected funds at a lemonade stand and presented to Council. This idea was accepted by Mayor Gordon Gollott and the City Council and put into action through community partnership with Ingalls Day of Caring 2013 and Martin Bluff Elementary students. Please join us to celebrate this community partnership.

For a list of dog park rules and allowable breeds, click here [Shepard Park Bark Park Rules](#)

What: Dedication for “The Bark Park” located at Shepard Park

When: Friday, February 7, 2014 at 10:00 a.m.

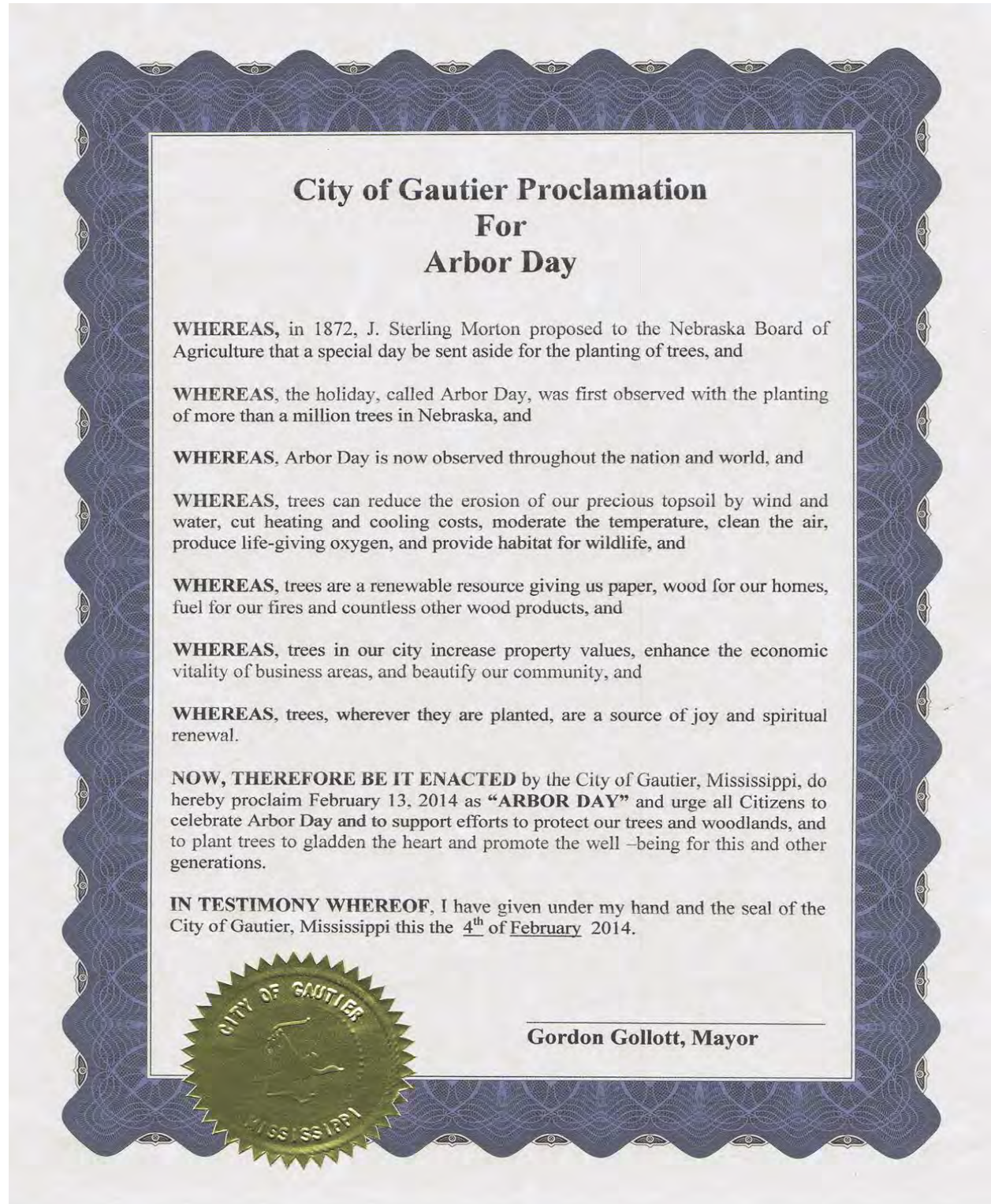
Where: Shepard Park 1034 Graveline Rd, Gautier, MS 39553

For immediate release.

Presentation

- 1 Presentation of Arbor Day Proclamation to the Gautier Garden Club by Mayor Gollott
- 2 City Manager's Annual Report

Motion was made by Councilwoman Martin to accept the City Manager's Annual Report. Motion was seconded by Councilman Jones and unanimously carried.



2013 Annual CM Report

For the Year Starting January 1

The “2013 Annual CM Report” marks the second occasion that the Gautier City Manager has produced an annual report-type document. As part of the City’s efforts to communicate about local government and provide a greater level of transparency, we are producing an annual report that provides both a review of the prior year’s challenges and accomplishments and a look-forward for the upcoming year.

In addition to providing information to the public about what’s happening in the community, the annual report again acknowledges the important role that volunteers play when serving on City boards and commissions. This year we continue to increase recruitment efforts for volunteer service to the community.

The City of Gautier remains focused on making continuous improvements to services and programs for our residents, businesses and visitors. Distinctive neighborhoods, growing business districts, renowned educational institutions, superlative waterfront parks and nature preserves, award-winning sustainability efforts, a strong commitment to historic preservation, festive events and recreational opportunities are helping Gautier to grow. Sales tax continues to increase, along with the numbers of building permits, school-aged children, and business licenses.

“2013 was a year most notable for the city’s significant progresses in infrastructure. At the same time, we’re strengthening neighborhood services, parks and recreation, and continuing our economic development success.”

-City Manager, Samantha Abell

In September 2013, with 5 of 7 seats filled with returning incumbents, the City Council underwent its first annual review of the city’s 5-Year Strategic Plan. The Council also adopted a Council-Manager Roles and Responsibilities Manual now in distribution by the Mississippi Municipal League. With these solid goals and communication plan, we have aligned many city services for increased efficiency and savings.

2013 was a year most notable for the city’s significant progresses in infrastructure. At the same time, we’re strengthening neighborhood services, parks and recreation, and continuing our economic development success.

Infrastructure

Like the rest of the Coast, Gautier has identified the need for improved drainage and channel restoration as critical for preventing flooding and preserving our natural habitats. Drainage improvements will aid with shoreline protection/restoration improved recreation opportunities, increased tourism, and allows the continuation of a viable seafood industry for future generations. The City Council contracted with a service provider to operate and maintain (O&M) the city's public works, including routine annual maintenance on major drainage ways. The service provider's parent engineering company continues to inspect miles of drainage ditches south of HWY 90 for upcoming improvements made possible by 2013 state funds and the O&M contract. Additionally, in 2013 the City surveyed drainage improvements in the Hickory Hills neighborhood also to be funded by 2013 state funds.



Gautier City Manager talks shoreline restoration with MDEQ Executive Director, Trudy Fisher

The Graveline Bayou Restoration Project is an initiative spearheaded by citizens committed to the restoration of this important oyster reef and major drainage basin to the Sound. The project has been awarded Tidelands Funds for a restoration plan, and the city manager coordinated several notable meetings in 2013 between regional, state and federal authorities including the Executive Director of the Department of Environmental Quality, Trudy Fisher.

Also in 2013, MDOT granted Gautier request for improved lighting along our two interstate corridors into the city. In addition to improved lighting which will increase visitor traffic, MDOT is now installing traffic lights at Gautier-Vancleave Road/I-10 and also has plans for a park and ride facility for commuters.

Gautier's clear water ion exchange filtration system is fully designed and funded. The regional permit process to discharge treated water into the sewer system has been in review since last June. Once approved from the regional authority, this project can be bid out and fast underway. In 2012, the City refinanced old utility bonds for a lower interest rate, passing the savings towards the purchase of the water filtration system so that clear water will result in NO additional charge to residents. And best yet, with the routine treatment of the water system by the city's new O&M provider, already has residents experiencing improved water clarity.

Innovation and creative problem-solving continue to be a keystone of Gautier management. Gautier has recently undergone an energy performance audit in order to find cost-savings energy upgrades. This project will allow for the newest technology in water meters, providing internet-based customer service to residents and reliable service, in addition to other city system energy upgrades. This project was made possible by the Mississippi Development Authority's Energy and Natural Resources Division. Look for new meters and improved hi-tech service in 2014.

Streets

In 2013, Gautier made major strides on the Martin Bluff Road widening project. In April, a field review was conducted with MDOT and the Gulf Regional Planning Commission. The outcome of that review is that Martin Bluff Road will now have a 10' wide multi-use pathway, a wide "green belt", in addition to improved lighting, a decorative median, wider roads, and turn lanes. The improvements will extend on Martin Bluff Road from Gautier-Vancleave north to Martin Bluff Elementary School. The project has now entered the Right-of-Way acquisition stage. The City is now applying for a grant to continue the multi-use pathway from an upcoming park-and ride facility at Gautier-Vancleave Road and Frontage Road eastward to Martin Bluff Road.

The traffic roundabout, fountain, and sculpture were completed behind the mall as part of the Streetscape Project. The roundabout will be a wonderful complement to the mall redevelopment and the development of the new Lowe's outparcels.

Additionally, Gautier has installed "share the roadway" bicycle safety signs in neighborhoods such as Hickory Hills and Point Clear, with plans to continue this year.

Awards and Accolades

For its efforts to retain a much sought after plastics company along the I-10 Corridor, Gautier received a MEDC Community Economic Development Award for Business Retention and Expansion, February of 2013. This February, Gautier will again receive a MEDC Award, for the Town Center Streetscape Project branding the city as "Nature's Playground". The streetscape's dedication ceremony was held March 22, 2013. Gautier also received a Municipal Excellence Award for Community Spirit at the Mississippi Municipal League Conference, July 2013. Finally, Gautier's City Manager Samantha Abell became a

member of the Roland Weeks Leadership Hall of Fame, for being named in 2013 as one of the Top 10 Business Leaders Under 40 by The Journal of South Mississippi Business.

Neighborhood Services

Gautier's Neighborhood Services Division coordinates with all city departments, acting as a liaison between community needs and funding resources, volunteer efforts, and city resources. In 2013 Gautier saw the successful transition of Animal Control from the Police Department to Code Enforcement within the Neighborhood Services Division (May 2013). A Community Heritage Preservation grant totaling \$80,000 was awarded for the restoration of the West Pascagoula Black School House. A Safe Routes to School grant was awarded in the amount of \$100,000 and Gautier received \$25,000 to remove illegal trash dumps. In all \$771,324 in new grant funds was awarded in 2013 with direct benefits to city services and neighborhoods.

Administration

During Council's first three months in office, Council adopted an annual budget and held a Manager-Council Retreat, which will be followed by February's State of the City address at the Mississippi Gulf Coast Community College, and a subsequent Town Hall meeting. The City held its second annual Christmas employee appreciation dinner, coordinated a Youth in Government Week with a month-long Facebook campaign kick-off in partnership with the school district's gifted students program, and has planned the third annual employee appreciation picnic for Spring. The Human Resources Department created a brand new employee training program, starting with supervisors, to reduce risk and liability and increase productivity. The Finance Department continues to work with all city departments in a transparent and helpful manner for greater efficiency and innovation in problem-solving. The Economic Development & Planning Department continues to make improvements to processes and codes to make the department more "business friendly".

Economic Development

Along the Highway 57/I-10 Corridor, the City is redesigning the connector road to meet the expanding needs of a 16+-acre medical campus. A Master Plan has been developed for the area. Property owners, hotel and retail developers are working with the city for the planned growth and development of this area. City staff is working with MDOT and JCUA to ensure new roadway connections and utility relocations associated with the Highway 57 project align with the City's Master Plan.

Major projects on the horizon are the \$90 million mall demolition and redevelopment, development of the newly created Lowe's outparcels, and the development of the 32-acre town green.

Parks and Recreation

The Cultural Services Division and Recreation Advisory Committee were created in 2013. Gautier approved a Parks and Recreation Plan for improvements resulting from an anticipated 2% sales tax on prepared meals and hotel beds on a city referendum. The referendum failed by less than 50 votes, with low voter turnout. A second referendum for 2014 is planned.

The Cultural Services Division started a city run youth football and cheerleading league. The league had 140 participants in its first year. The Fire Department Association assisted with the league by operating concessions during the games.

The Fire Department Association and Cultural Services Division teamed up for the first annual Haunted Trails and Halloween Festival at Shepard State Park. More than 1000 people went through the haunted trails. The city opened up the festival area to school clubs for fund raising opportunities.

The Cultural Services Division continued throughout 2013 to provide support for sponsored events such as the Mullet Festival, Mardi Gras Parade, Christmas Parade, and 5k runs.

Public Safety

For public safety departments, the biggest challenge continues to be employee retention. Council approved a step increase for trained and qualified public safety employees this year, yet it isn't enough. The City of Gautier has not kept pace with its neighboring governments offering annual step increases. In future budget years, the city will explore merit-based step increases as a gap measure. It will take time, community support and economic development to restore our long-term fiscal health. Written exit interviews by departing employees have shown that employees are leaving almost exclusively due to low pay, yet a vast majority states their willingness to return to the city if wages were improved.

Fire

In 2013, Chief Robert Jones was promoted within the Fire Department. Fire Marshall Charles Thornburg

and Fire Chief Ray Frair both retired. The new Fire Station West is substantially complete, and the upcoming hiring of six new firefighters will result in maintaining low fire insurance ratings for citizens. Other milestones included the purchase of a new Command Vehicle for fire and rescue operations, increased efficiency through "out of the box" ideas, superlative teamwork and unity between members within the fire department as well as between all city employees (ex. Lip Dub, Central station roof repair, Haunted Trail, Youth football program).

Police

In 2013, the Police Department established the Inter-local Narcotics Task Force (SMMET) with Pascagoula and Moss Point. The department also implemented the Police Rescue Dive Team to assist with operations that occur on our waterways, and joined the Inter-local S.W.A.T. Task Force with Pascagoula P.D. 2013 also garnered a trained and certified State Accredited Accident Reconstruction Officer. Other accomplishments this year included the awarding of grants for DUI Enforcement and Ballistic Vests, and the purchase of (7) new vehicles with new patrol car design.

Neighborhood safety programs continue to be a priority with goals in the 5-Year Strategic Plan. The Police Department is opening a College Park neighborhood police substation at Bacot Park. The department also engaged youth with a kick-off for a successful Explorer Program, and continues to hold monthly neighborhood watch meetings with the city's crime prevention officer.

As you can see, the City of Gautier has had another successful year in large part due to the engagement of our volunteers who serve on boards and commissions. I encourage you to visit the city's improved website and Facebook page. Take a look at the City's Strategic Plan (www.gautier-ms.gov) for a complete description of services, programs, and projects that every City department is undertaking. As we look for creative ways to provide core services and new programs, we appreciate your feedback about how we are doing. We have a great challenge and opportunity in planning for the future. I look forward to hearing from you.

Sincerely,

Samantha D. Abell

City Manager

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

RESOLUTION NUMBER 003-2014
PROCLAMATION OF EXISTENCE OF LOCAL EMERGENCY
(BY MAYOR GORDON GOLLOTT)

WHEREAS, Mayor, Gordon Gollott, of the City of Gautier, Mississippi does hereby find that conditions of extreme peril to the safety of persons and property have arisen within said City, caused by Winter Weather Event commencing on or about 12:00 pm on the 28th day of January 2014; and

WHEREAS, as of the time of the making of this proclamation, a severe winter storm is moving easterly along the Gulf Coast of the United States, bringing with it extremely cold temperatures and freezing precipitation; and

WHEREAS, the aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency in order to provide for the health and safety of the citizens and the protection of their property within the affected jurisdiction; and

WHEREAS, the Governor of the State of Mississippi has issued a Disaster Declaration for the six counties along the Gulf Coast of Mississippi; and

WHEREAS, in view of the pending arrival of this winter storm, it is appropriate for the City of Gautier, Mississippi to likewise declare a state of emergency pursuant to the Mississippi Emergency Management law, Section 33-15-17(d) of the Mississippi Code of 1972 as amended; and

WHEREAS, I find and determine that the public interest requires that I proclaim a state of local emergency as authorized by law;

NOW, THEREFORE, I, MAYOR GORDON GOLLOTT, HEREBY PROCLAIM that a local emergency exists in the City of Gautier, Mississippi as of 12:00 pm on the 28th day of January 2014 and **HEREBY DECLARE** that the City shall exercise all powers and authority granted unto it under the laws of the State of Mississippi to address this emergency.

BE IT FURTHER PROCLAIMED, that this state of local emergency shall continue until the next regular meeting of the City Council of the City of Gautier, Mississippi, wherein the same may be ratified and extended, if necessary, as provided in the aforesaid statute.

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

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

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

Motion was made by Councilwoman Martin to end the declaration of emergency for the Winter Weather Event that was signed January 28, 2014. Motion was seconded by Councilman Vaughan and unanimously carried.

PROCLAMATION OF EXISTENCE OF LOCAL EMERGENCY
(BY MAYOR GORDON GOLLOTT)

WHEREAS, the Mayor, Gordon Gollott, of the City of Gautier, Mississippi does hereby find that conditions of extreme peril to the safety of persons and property have arisen within said City, caused by Winter Weather Event commencing on or about 12:00 pm on the 28th day of January 2014; and

WHEREAS, as of the time of the making of this proclamation, a severe winter storm is moving easterly along the Gulf Coast of the United States, bringing with it extremely cold temperatures and freezing precipitation; and

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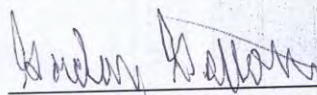
WHEREAS, the Governor of the State of Mississippi has issued a Disaster Declaration for the six counties along the Gulf Coast of Mississippi; and

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WHEREAS, I find and determine that the public interest requires that I proclaim a state of local emergency as authorized by law:

NOW, THEREFORE, I, MAYOR GORDON GOLLOTT, HEREBY PROCLAIM that a local emergency exists in the City of Gautier, Mississippi as of 12:00 pm on the 28th day of January 2014 and **HEREBY DECLARE** that the City shall exercise all powers and authority granted unto it under the laws of the State of Mississippi to address this emergency.

BE IT FURTHER PROCLAIMED, that this state of local emergency shall continue until the next regular meeting of the City Council of the City of Gautier, Mississippi, wherein the same may be ratified and extended, if necessary, as provided in the aforesaid statute.



Gordon Gollott
Mayor of Gautier, Mississippi



West's Annotated Mississippi Code [Currentness](#)

Title 33. Military Affairs

[Chapter 15. Emergency Management and Civil Defense](#)

[Article 1. Emergency Management Law \(Refs & Annos\)](#)

§ 33-15-17. Emergency management local organization

(a) Each county and municipality, or counties and the municipalities therein acting jointly, or two (2) or more counties acting jointly, of this state are hereby authorized and directed to establish a local organization for emergency management in accordance with the state emergency management plan and program, if required and authorized so to do by such state emergency management plan. Each local organization for emergency management shall have a director who shall be appointed by the governing body of the political subdivision, or political subdivisions acting jointly, and who shall have direct responsibility for the organization, administration and operation of such local organization for emergency management, subject to the direction and control of such governing body. Each local organization for emergency management shall perform emergency management functions within the territorial limits of the political subdivision within which it is organized, and, in addition, shall conduct such functions outside of such territorial limits as may be required pursuant to the provisions of the state emergency management plan. Each county shall develop an emergency management plan and program that is coordinated and consistent with the State Comprehensive Emergency Management Plan and program. Counties that are part of an interjurisdictional emergency management agreement entered into pursuant to this section shall cooperatively develop an emergency management plan and program that is coordinated and consistent with the state emergency management plan and program.

(b) In carrying out the provisions of this article each county and municipality, or the two (2) acting jointly, or two (2) or more counties acting jointly, where there is joint organization, in which any disaster as described in [Section 33-15-5](#) occurs, shall have the power to enter into contracts and incur obligations necessary to combat such disaster, protecting the health and safety of persons and property, and providing emergency assistance to the victims of such disaster. Each county and municipality is authorized to exercise the powers vested under this section in the light of the exigencies of the extreme emergency situation without regard to time-consuming procedures and formalities prescribed by law pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, the levying of taxes and the appropriation and expenditure of public funds.

(c) Each county and each municipality, or two (2) or more counties acting jointly, shall have the power and authority:

(1) To appropriate and expend funds, make contracts, obtain and distribute equipment, materials, and supplies for emergency management purposes; provide for the health and safety of persons and property, including emergency

assistance to the victims of any enemy attack or man-made, technological or natural disasters; and to direct and coordinate the development of emergency management plans and programs in accordance with the policies and plans set by the federal and state emergency management agencies;

(2) To appoint, employ, remove, or provide, with or without compensation, air raid wardens, rescue teams, auxiliary fire and police personnel, and other emergency management workers;

(3) To establish, as necessary, a primary and one or more secondary emergency operating centers to provide continuity of government, and direction and control of emergency operation during an emergency;

(4) To donate public funds, supplies, labor and equipment to assist any governmental entity in a county or municipality in which a disaster as described in [Section 33-15-5](#) occurs;

(5) Subject to the order of the Governor, or the chief executive of the political subdivision, to assign and make available for duty, the employees, property or equipment of the subdivision relating to fire fighting, engineering, rescue, health, medical and related services, police, transportation, construction, and similar items or services for emergency management purposes either within or outside of the limits of the subdivision;

(6) Subject to the order of the chief executive of the county or municipality or the Governor to order the evacuation of any area subject to an impending or existing enemy attack or man-made, technological or natural disaster;

(7) Subject to the order of the chief executive of the county or municipality or the Governor, to control or restrict egress, ingress and movement within the disaster area to the degree necessary to facilitate the protection of life and property;

(8) To enter into mutual aid agreements in the manner authorized by [Section 33-15-19](#).

(d) A local emergency as defined in [Section 33-15-5](#) may be proclaimed by the mayor or governing body of a municipality or the governing body of a county. In the event a local emergency is proclaimed by the mayor of a municipality, the governing body of such municipality shall review and approve or disapprove the need for continuing the local emergency at its first regular meeting following such proclamation or at a special meeting legally called for such review. Thereafter, the governing body shall review the need for continuing the local emergency at least every thirty (30) days until such local emergency is terminated, and shall proclaim the termination of such local emergency at the earliest possible date that conditions warrant. During a local emergency, the governing body of a political subdivision may promulgate orders and regulations necessary to provide for the protection of life and property, including orders or regulations imposing a curfew within designated boundaries where necessary to preserve the public order and safety. Such orders and regulations and amendments and rescissions thereof shall be in writing and shall be given widespread notice and publicity. The authorization granted by this section to impose a curfew shall not be construed as restricting in any manner the existing authority to impose a curfew pursuant to police power for any other lawful purpose.

CREDIT(S)

Laws 1942, Ch. 206, § 7; Laws 1952, Ch. 312, § 9; Laws 1980, Ch. 491, § 9; Laws 1983, Ch. 420, § 4; Laws 1995, Ch. 333, § 9, eff. July 1, 1995. Amended by Laws 2005, 5th Ex.Sess., Ch. 20, § 1, eff. from and after passage (approved October 24, 2005); Laws 2010, Ch. 347, § 1, eff. July 1, 2010. Amended by Laws 2012, Ch. 359, § 2, eff. July 1, 2012.

HISTORICAL AND STATUTORY NOTES

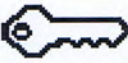
Derivation:

Code 1942, § 8610-09.

CROSS REFERENCES

Disaster Assistance Act, definitions, see § 33-15-305.

LIBRARY REFERENCES

War and National Emergency  61 to 65.
WESTLAW Topic No. 402.
C.J.S. War and National Defense §§ 62 to 66.

JUDICIAL DECISIONS

In general 1
Conflict of interest 6
Construction with other laws 3
Equipment rental 9
Immunity 7
Interlocal agreements 4
Powers of board of supervisors 2
Separation of powers 5
Travel expenses 8

1. In general

County, rather than town, was liable to creditor for purchases made on county's charge account on behalf of town during a declared state of emergency, even though the purchases were not spread upon the county board of supervisor's minutes; the statute governing public purchases when an emergency exists in regard to the purchase of any commodities or repair contracts and requiring a report in the minutes did not apply, but the Emergency Management Law

applied. *Bolivar County v. Wal-Mart Stores, Inc.* (Miss. 1999) 797 So.2d 790, rehearing denied. *Counties*



116; Public Contracts



123

An emergency management agency may purchase with funds appropriated to it by the county and distribute to the general public within its jurisdiction such written or printed information regarding emergency actions and emergency assistance as it finds, consistent with fact, and encompasses such findings of fact in an order finding the necessity for such purpose, are necessary and proper for emergency management purposes and are neither inconsistent nor in conflict with the policies and plans set by the federal and state emergency management agencies, but if such purchases are made during a period of time when there is no emergency, such purchases must be made pursuant to the public purchasing laws set forth in [Sections 31-7-1, et seq.](#), and in no event may such purchases be made for political purposes in violation of [Section 33-15-33](#). Op.Atty.Gen. No. 99-0251, Souderes, May 21, 1999.

The position of director of emergency management under § 33-15-17 is not a position to which appointment of a relation is prohibited by [§ 25-1-53](#), the Nepotism Statute. Op.Atty.Gen. Langston, Nov. 9, 1989.

The procedure of notification for a special meeting must be reasonably calculated to insure that a person could find out when and where a special meeting will be held. In an emergency the Mississippi Emergency Management Agency and local emergency management organizations may call a special meeting provided the required notice is posted within one hour and the procedure of notification is reasonably calculated to insure that a person could find out when and where the special meeting will be held. Op.Atty.Gen. Maher, Feb. 19, 1992.

While the Mississippi Emergency Management agency has the authority to set up a statewide emergency management response program that is coordinated with local programs, since the legislature left [section 33-15-49](#) intact, a county may engage in debris clean-up and removal from private property only upon an emergency proclamation by the governor or president. Op.Atty.Gen. No. 96-0338, Holliman, July 8, 1996.

2. Powers of board of supervisors

A county may enter into a contract without regard to purchasing laws provided that the contract is entered into while there is a declaration of emergency properly in effect. Where there is debris which has collected as a result of a disaster, the county can enter into contracts which cover the clean-up and removal of that debris and the county can pay the amount in question if the board of supervisors finds, consistent with fact, that: a declaration of emergency was in effect at the time the contract was entered into; that the quantity of work claimed was actually performed; and, that the work was necessary "to combat such disaster ..." Op.Atty.Gen. No. 2002-0393, Bailey, August 9, 2002.

If the County Board of Supervisors finds, as a matter of fact, that training expenses are necessary and reasonable in relation to the benefit gained by the county, and not for individual benefit, then the expenses may be authorized; however, the payment of any certification fee charged by the certifying body would be a prohibited donation, since the certificate would be in the name of the individual and not the county. Op.Atty.Gen. Scott, Jan. 29, 1992.

Section 33-15-17 makes it clear that the Civil Defense Director exercises power under the control and direction of the governing authority that hired the director; and, in the absence of a stated term in a contract the person appointed as Civil Defense Director serves until removed by the appointing authority. In effect, the Director serves at the will and pleasure of the board of supervisors and may be removed in their discretion. Op.Atty.Gen. No. 93-0173, Jones, April 7, 1993.

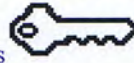
Section 33-15-17 authorizes the County Board of Supervisors, under its emergency management powers, to regulate the mooring of vessels inside the corporate limits of municipalities located within the county. Op.Atty.Gen. No. 94-0361, Meadows, July 15, 1994.

Under Section 33-15-17 a county board of supervisors may impose a curfew that could include all municipalities within the county, without the municipalities having to adopt their own curfew. Op.Atty.Gen. No. 94-0268, Smith, June 2, 1994.

The Harrison County Board of Supervisors, under its emergency powers, may act through its local organization for emergency management, to order the evacuation of boats from marinas along the coast line of Harrison County in the event of an emergency, such as a hurricane. Op.Atty.Gen. No. 98-0560, Meadows, Sept. 4, 1998.

3. Construction with other laws

Emergency Management Law authorizing counties and municipalities to enter contracts and incur obligations necessary to combat disaster and assist victims governs in a declared state of emergency and is not to be read in pari materia with statute governing public purchases when an emergency exists in regard to the purchase of any commodities or repair contracts. *Bolivar County v. Wal-Mart Stores, Inc.* (Miss. 1999) 797 So.2d 790, rehearing denied.

Counties  116; Municipal Corporations  235; Public Contracts  123

Despite the declaration of emergency after Hurricane Katrina, the Harrison County Board of Supervisors does not have authority to exercise discretion in the awarding of compensation increases to the Tax Assessor and/or his deputies, where the language of [Section 27-3-52](#) is mandatory, and orders and regulations under Section 33-15-17 may only be issued to protect life and property. Op.Atty.Gen. No. 2005-0551, Meadows, November 14, 2005, 2005 WL 3775659.

4. Interlocal agreements

DeSoto County has ample authority to enter into interlocal agreements with the municipalities within the county for emergency management purposes. Whether or not this will render DeSoto County eligible for federal emergency management funds calls for the interpretation of federal law. Op.Atty.Gen. No. 2001-0759, Chamberlin, December 20, 2001.

5. Separation of powers

A county supervisor serving in an executive position (such as a Emergency Management Director), would be a violation of the separation of powers doctrine. Further, if a person enters into office in a separate branch of government, he automatically vacates his prior office. Op.Atty.Gen. No. 2002-0106, Walley, March 15, 2002.

6. Conflict of interest

Mississippi Const. Art. 4, § 109 and § 25-4-105(2) prohibit a board of supervisors from authorizing an employment contract with a member of the board of supervisors for the position of compensated or uncompensated emergency management director as authorized in § 33-15-17(a). Op.Miss. Ethics Comm. No. 02-019-E

7. Immunity

In a state of emergency due to a crisis in medical care, and declared by the Governor, the state and the county and its board of supervisors, employees and agents are entitled to full immunity as provided by [Section 33-15-21](#). Those individuals not covered by the Emergency Management Act, arguably such as the doctors, would not be entitled to the protection of full immunity. In such an emergency, the provisions of Sections 33-15-17(b) and [33-15-11\(b\)\(16\)](#) may possibly be invoked to provide such immunity. Op.Atty.Gen. No. 2003-0054, Meadows, January 30, 2003.

8. Travel expenses

The Director of Harrison County's Emergency Management Agency is not prohibited from accepting airfare, hotel, and meals from the government of the Bahamas to attend a conference on hurricanes and hurricane recovery, and if such travel is considered by the county to be county business, it would be subject to any county-adopted travel policies and appropriate approval thereunder. Op.Atty.Gen. No. 2006-0027, [Meadows, February 8, 2006, 2006 WL 1900685](#).

9. Equipment rental

In light of the declaration of emergency relating to Hurricane Katrina and the authority contained in Section 33-15-17(b), the City of Long Beach is authorized to pay city firemen for the use of their privately owned four wheelers in accordance with rates approved by FEMA and the governing authorities of the municipality. Op.Atty.Gen. No. 2006-00370, [McCreary, August 11, 2006, 2006 WL 2789795](#).

Miss. Code Ann. § 33-15-17, MS ST § 33-15-17

Current through End of 2013 Regular Session and 1st & 2nd Ex. Sessions

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END OF DOCUMENT

Cindy Russell

From: Charlie McVea <cmcvea@dwwattorneys.com>
Sent: Tuesday, January 28, 2014 11:18 AM
To: Casey Vaughan
Cc: jpugh@gautier-ms.gov; adamcolledge@aol.com; councilmanward1@gautier-ms.gov; councilmanward2@gautier-ms.gov; councilmanward4@gautier-ms.gov; councilmanward5@gautier-ms.gov; councilwomanatlarge@gautier-ms.gov; gollottd@bellsouth.net; Jfjones1@cableone.net; marymartincouncilwomanatlarge@yahoo.com; mayor@gautier-ms.gov; Rusty Anderson; sabell@gautier-ms.gov; Cindy Russell; Celeste Laws; Amy St. Pe
Subject: RE: update
Attachments: Westlaw_Document_11_11_31.rtf

After some additional discussion with Eddie Williams this morning, we have a better plan. The statute was recently amended to deal with scenarios just like this. See the highlighted text within section (d) authorizing the Mayor to declare a state of emergency. I am preparing the declaration now. I will send it out to everyone, but only the Mayor will execute. He can then scan it in or fax it to me. The Mayor will keep the original and return it to the City upon his return. The Council at the next scheduled Council meeting will either approve or disapprove the continued state of emergency.

Mayor,

Please be on standby for the next 15 minutes. Your declaration will be delivered via email shortly.

Thanks to everyone for their patience.
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: Casey Vaughan [mailto:councilmanward3@gautier-ms.gov]
Sent: Monday, January 27, 2014 9:32 PM
To: Charlie McVea
Cc: <jpugh@gautier-ms.gov>; <adamcolledge@aol.com>; <councilmanward1@gautier-ms.gov>; <councilmanward2@gautier-ms.gov>; <councilmanward4@gautier-ms.gov>; <councilmanward5@gautier-ms.gov>; <councilwomanatlarge@gautier-ms.gov>; <gollottd@bellsouth.net>; <Jfjones1@cableone.net>; <marymartincouncilwomanatlarge@yahoo.com>; <mayor@gautier-ms.gov>; Rusty Anderson; <sabell@gautier-ms.gov>; Cindy Russell; Celeste Laws
Subject: Re: update

Charlie,

Thank you for the information. I am in town and can be available whenever is good for the rest. I spoke with Hurley and he said he would be available too.

Thanks,
Casey

On Jan 27, 2014, at 8:36 PM, "Charlie McVea" <cmcvea@dwwattorneys.com> wrote:

Good evening all,

Attached is the statute controlling special call meetings. The problem we presently have is some of our council and staff are in Jackson for the Municipal conference. This is the case for most if not all cities on the coast. However, to address this matter, upon receipt of a declared state of emergency, I will circulate among you via email to confirm our desire to declare the same. I will request the Mayor give me permission to sign on his behalf.

Also, please identify which council members are in Jackson versus those reachable in the City. Another possibility would be to have all council members email a written consent to hold a special call meeting. If we have a quorum, we can meet and declare a state of emergency and I will again with the permission of the Mayor sign on his behalf.

Please understand that either approach is not strictly compliant with the statute and if challenged could result in an inability to obtain government funding. This is the case for our surrounding cities as well. We will do the best we can with what we are given.

Please standby for further updates. Hunker down and stay warm.

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: Casey Vaughan [<mailto:councilmanward3@gautier-ms.gov>]
Sent: Monday, January 27, 2014 6:13 PM
To: <jpugh@gautier-ms.gov>
Cc: <adamcolledge@aol.com>; <councilmanward1@gautier-ms.gov>; <councilmanward2@gautier-ms.gov>; <councilmanward3@gautier-ms.gov>; <councilmanward4@gautier-ms.gov>; <councilmanward5@gautier-ms.gov>; <councilwomanatlarge@gautier-ms.gov>; <gollottd@bellsouth.net>; <Jfjones1@cableone.net>; <marymartincouncilwomanatlarge@yahoo.com>; <mayor@gautier-ms.gov>; Rusty Anderson; <sabell@gautier-ms.gov>; Charlie McVea; Cindy Russell
Subject: Re: update

Jason,

In reference to your text message update regarding the state and county planning to make an emergency declaration effective at 8:00 a.m. don't this mean we have to do the same thing?

Thanks,
Casey Vaughan

On Jan 27, 2014, at 4:57 PM, "Jason Pugh" <jpugh@gautier-ms.gov> wrote:

Mayor and Council,

This is an update to inform you that after the latest weather briefing, we are going to close City Hall through Wednesday. Only essential personnel will be required to come in. Ocean Springs, Moss Point and Jackson County, along with the Pascagoula School District have all issued statements closing their offices until Thursday due to the inclement weather as well.

If you receive any calls from residents about trash pickup, Waste Pro has confirmed to me by telephone that they are definitely closed tomorrow; they will make a determination about Wednesday's pickup sometime after noon tomorrow. As of now, they will be picking up Tuesday's trash on Wednesday. They have advised that they will issue a press release after they meet tomorrow on this topic. This is the latest information I have. If it changes, I will let you know.

We have issued a press release explaining this and will post it on city maintained web sites.

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

<Westlaw_Document_20_25_41.doc>

PROCLAMATION OF EXISTENCE OF A LOCAL EMERGENCY
(by Jackson County Board of Supervisors)

WHEREAS, Jackson County Board of Supervisors does hereby find that conditions of extreme peril to the safety of persons and property have arisen within said County, caused by Winter Weather Event commencing on or about 0800 hrs on the 28th day of January 2014; and

WHEREAS, the aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency in order to provide for the health and safety of the citizens and the protection of their property within the affected jurisdiction;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that in accordance with Section 33-15-17(d), Mississippi Code of 1972, as amended, a local emergency now exists throughout said County; and shall be reviewed every seven (7) days until such local emergency is no longer in effect and proclaimed terminated by the Board of Supervisors of the County of Jackson, State of Mississippi.

IT IS FURTHER PROCLAIMED AND ORDERED that all County agencies and departments shall render all possible assistance and discharge their emergency responsibilities as set forth in the County Emergency Operations Plan.

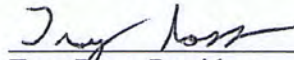
DATE:

1/27/14

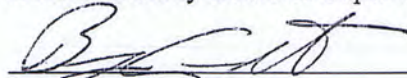
ATTEST:



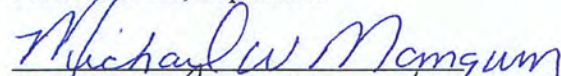
Chancery Clerk for Jackson
County Board of Supervisors
State of Mississippi

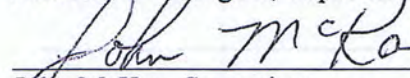

Troy Ross, President

Jackson County Board of Supervisors


Barry Cumbest, Supervisor

Melton Harris, Supervisor


Michael W. Mangum, Supervisor


John McKay, Supervisor


W. Brian Fulton


Earl E. [unclear]

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

ORDER NUMBER 023-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, pursuant to the Mississippi Codes Annotated, 1972 & Title 21, Chapter 19, Section 11 and based on all evidence and testimony presented at the public hearing, including the Planning and Economic Development Department's discussion paper, that the property owned by – Norman E. Thompson (Deceased), 3824 Kendale Drive, Lot #63 Northwood Hills Subdivision and made the subject of this public hearing, to be a menace to public health, safety and welfare.

Based on these findings, the Mayor and Members of the Council hereby approve and authorize abatement proceedings as recommended by the Planning and Economic Development Department – Norman E. Thompson (Deceased), 3824 Kendal Drive, PIDN 86026063.000, Lot #63 Northwood Hills Subdivision, Deed Bk 636, Page 355.

IT IS FURTHER ORDERED that the City is authorized to cleanup and secure subject property.

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Joe Belles, Code Enforcement Officer
Through: Patty Huffman, Grants and Project Manager
Chandra Nicholson, Planning and Economic Development Director
Date: January 13, 2014
Subject: 3824 Kendale Drive Gautier, Mississippi 39553.
Conduct public hearing to determine if the property or parcel of land is a menace to the public health, safety and welfare of the community.

REQUEST:

Pursuant to the Mississippi Codes Annotated, 1972 § Title 21, Chapter 19, Section 11, the City of Gautier, the Mayor and City Council will conduct a public hearing and receive public comment(s) regarding staff's recommendation to clean this private property and render the structure safe by securing all windows and doors.

BACKGROUND:

An initial telephone complaint from a neighbor concerned with code violations was reviewed and substantiated by code enforcement and a code violation file was opened against the property in July 2009. Code enforcement has dealt with repeated minor code violations since July 2009. The most recent case was reopened when the Crime Prevention Officer requested code enforcement clean and secure the property as neighbors have complained at neighborhood watch meetings repeatedly. Code enforcement learned the owner was deceased (December 2, 2006) and began working with the appointed executor Ms. Wendy Neary and the appointed attorney Michael J Vallette, to correct the minor recurring violations. Initially both individuals would respond and correct the violations when requested. In May 2012, code enforcement contacted Ms. Wendy Neary concerning code violations and Ms. Neary responded by informing code enforcement she was no longer the appointed executor of the property. Code enforcement has sent four letters to the appointed attorney and the last three have not received a reply. In addition, telephone calls to the attorney's office have not been answered. The 2011 and 2012 taxes remain unpaid by the estate; however, the appointed attorney Michael J. Vallette, for the last four years has redeemed the most delinquent taxes to prevent a tax sale of the property. The vacant property continues to show signs of disrepair with visible signs of decaying wood surfaces noticeable from the public right-of-way.

Property owners in the vicinity remain concerned with the visible appearance of this overgrown property and the unsecured/unsafe structure. Neighbors are concerned for the health, safety and welfare of their neighborhood. Code enforcement informed the owners by letter on December 9, 2012, the property would be recommended for a public hearing if not in compliance by January 9, 2014. On January 4, 2014, the Mayor and City Council set a public hearing date of February

4, 2014, and all interested parties were notified by letter. Additionally, both the property and city bulletin board were posted with a copy of the public hearing notice two weeks prior to the scheduled hearing.

DISCUSSION:

The primary goal is to clean up and maintain the overgrown property pursuant to the Mississippi Codes Annotated, 1972 § Title 21, Chapter 19, Section 11, and secure the structure in accordance with the International Building Code requirements.

RECOMMENDATION:

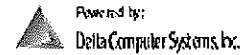
Staff recommends the Mayor and Council should allow the responsible party has until February 28, 2014, to clean up the property and secure the structures doors and windows. If the property is not cleaned and structures doors, windows secured by February 28, 2014, the Mayor, and Council should direct staff to commence with clean up of the property as prescribed after the statutory 10-day appeal period from the date of Council action and adjournment.

ATTACHMENT(S) 13:

1. Quasi-Judicial Procedures
2. Property tax document
3. Parcel information
4. Jan 9, 2013, Letter of notification public hearing
5. Public Notice Document Posted two weeks prior to public hearing
6. Dec 9, 2013, Letters of notification to set date for public hearing
7. May 31, 2012, Letter of violation
8. May 12, 2011. Letter of violation
9. Aug 10, 2009, Letter of violation
10. Jul 20, 2009, Letter of violation
11. Jul 9, 2009. code violation notice
12. Chancery Court, Cause No. 2009-1089-NH (5 pgs)
13. Misc Photos of property (4 pgs)

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 Council, 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 Council, 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. Council makes a motion, and debates and deliberates regarding the application and development order.
15. Vote.
16. Close the quasi-judicial proceeding.



Property Link

JACKSON COUNTY, MS

Current Date 12/ 5/2013

 Tax Year 2013
 Records Last Updated 12/ 4/2013

OWNER THOMPSON NORMAN E
 1201 HUNTER CREEK RD APT F
 NORTHPORT AL 35479

ACRES : **NA**
LAND VALUE : 20000
IMPROVEMENTS : 50630
TOTAL VALUE: 70630
ASSESSED : 10595

PARCEL 86026063.000
ADDRESS 3824 KENDALE

TAX INFORMATION

YEAR 2013	TAX DUE	PAID	BALANCE
COUNTY	544.25	0.00	544.25
CITY	365.95	0.00	365.95
SCHOOL	491.50	0.00	491.50
TOTAL	1401.70	0.00	1401.70

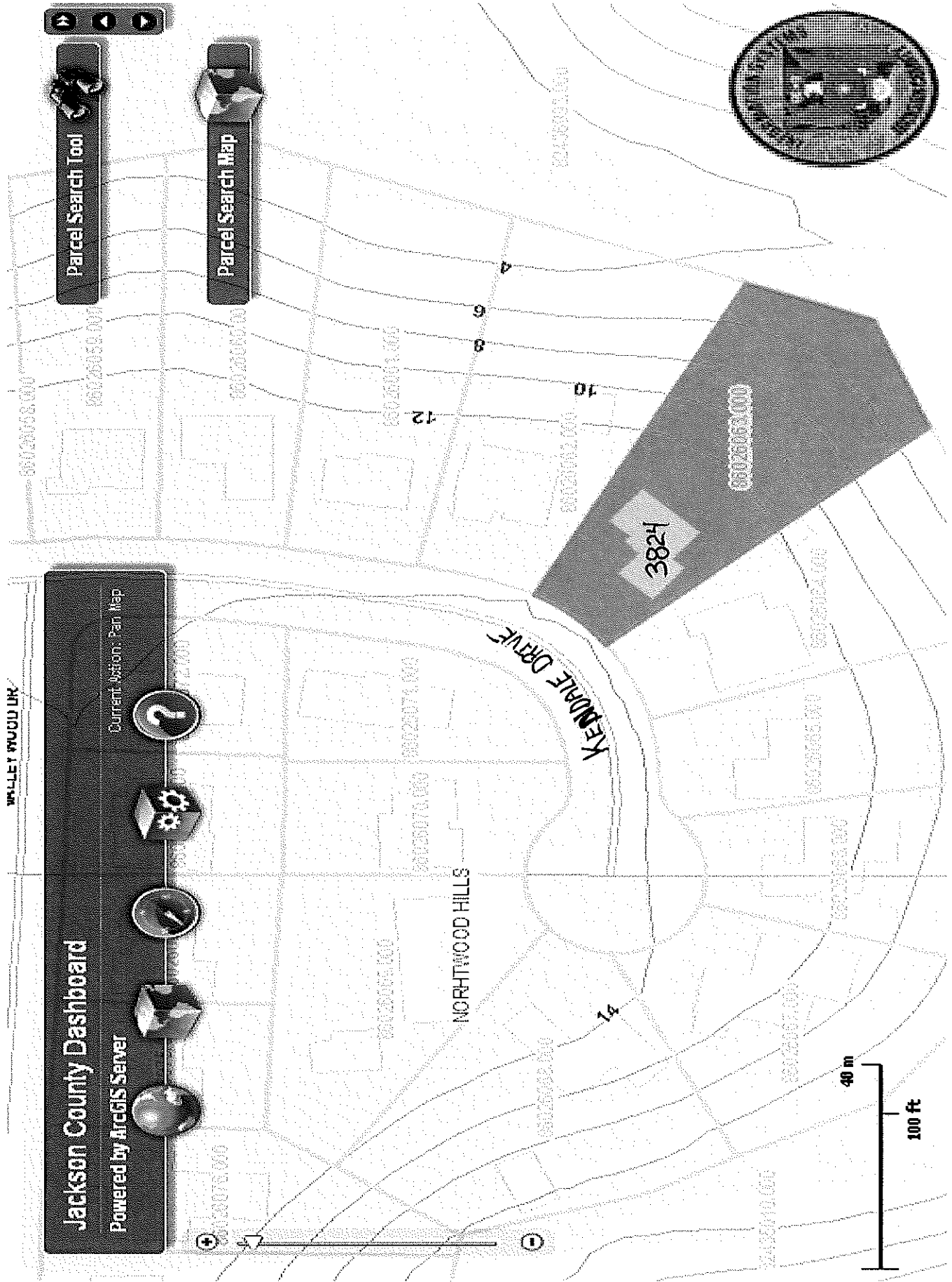
To Pay Online, WWW.MS1STOP.COM**LAST PAYMENT DATE **NA****
TAXES DELINQUENT PRIOR YEAR
MISCELLANEOUS INFORMATION

EXEMPT CODE LEGAL LOT 63 NORTHWOOD HILLS S/D
HOMESTEAD (12 Map777.36-02) DB 636-355
CODE None
TAX DISTRICT 3840 DB 915-294
PPIN 071306
SECTION 36
TOWNSHIP 7S
RANGE 7W

Book **Page**

TAX SALESPURCHASE COUNTY TAX SALE FILES

<u>Year</u>	<u>Sold To</u>	<u>Redeemed Date/By</u>
2012	GNART LLC	NOT REDEEMED
2011	SABINE E LADNER	NOT REDEEMED
2010	PUBLICAN ASSET MANAGEMENT	8/23/2013 VALLETTE MICHAEL J
2009	K SCOTT SAUCIER	8/31/2012 MICHAEL VALLETTE
2008	RADLAW LAND INVESTMENTS LLC	8/30/2011 VALLETTE MICHAEL FOR THOMPSON
2007	MARILYN SWANSON	8/20/2010 MICHAEL VALLETTE
2006	DAVID DALEY	8/24/2009 VALLETTE MICHAEL
2005	ADAIR ASSET MANAGEMENT, LLC / US	7/25/2008 WENDY NEARY



Parcel Information

PIDN: 86026063.000
GISP: 777.36-02-0012.00

Owner Information

Name: THOMPSON NORMAN E Percent of Ownership: 100
Name2:
Mailing Address: 1201 HUNTER CREEK RD APT F Physical Address: 3824 KENDALE DR GAUTIER
NORTHPORT AL 35479

Land Information

Section, Township, Range: 36 7S 7W Acreage: 0.54000002
Street Name: KENDALE DR

Value and Tax Information

Total Assessed Value: 10595 Total Appraised Value: 70630
Improvement Value: 50630 Land Value: 20000
Tax Amount: 1375 SQ. FT: 1392 Year Built: 1975

Legal Description

Description: LOT 63 NORTHWOOD HILLS S/D (12 Map777.36-02) DB 636-355 DB 915-294

Deed Book / Page: 636 / 355

Mayor
Tommy Fortenberry

City of Gautier
Gautier, Mississippi

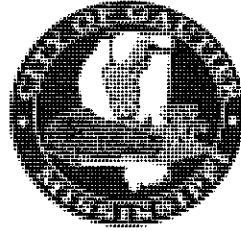
City Manager
Samantha D. Abell

City Clerk
Wendy S. McClain

3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028

Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

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



January 9, 2013

Michael J. Vallette
Arthur D. Carlisle, Executor
900 Washington Avenue
Ocean Springs, Mississippi 39564

COPY
mailed 1-09-14
JB

Reference: Norman Emmett Thompson, Estate at 3824 Kendale Drive Gautier, MS 39553

Mr. Vallette & Mr. Carlisle

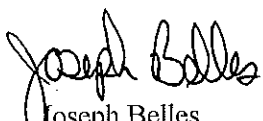
The City of Gautier, Mayor and City Council has approved and scheduled a public hearing for Tuesday, February 4, 2014, at 6:30 PM. The location for the hearing is the Gautier City Hall, 3330 Highway 90 Gautier, Mississippi 39553. The purpose of this public hearing is to determine whether or not the property referenced above is in such a state of uncleanness as to be a menace to the public health, safety, and welfare of the community per Mississippi Code Annotated 1972 § Title 21, Chapter 19, Section 11.

If at the scheduled hearing, the governing authority decides the property or parcel of land is in a condition determined to be a menace to the public health, safety, and welfare of the community, the city shall proceed to clean the land by the use of municipal workers or by contract. The scope of the work to be performed may include cutting grass/weeds, removing rubbish, draining cesspools/standing water from the property, removing dilapidated fences/building, removing personal property and other debris from the property.

Additionally, the municipality may reenter the property or parcel of land for a period of one year after the hearing without any further hearings. A notice will be posted on the property or parcel of land and at city hall or another place in the municipality where such notices are generally posted at least seven days before the property or parcel of land is reentered for cleaning.

If you have any questions you can contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-1878 ext 318, or cell number (228) 219-7035.

Sincerely,


Joseph Belles
Code Enforcement Officer

PUBLIC NOTICE

Public Notice is hereby given by the Mayor and Members of the Gautier City Council that a public hearing will be held at 6:30 PM on FEBRUARY 4, 2014, in the Council Chambers of the Gautier Municipal Building, 3330 Highway 90, Gautier, Mississippi, for the purpose of receiving testimony as to why substandard building conditions should not be abated at the following described location:

That certain property listed on the Jackson County land rolls as belonging to Norman E. Thompson, (Arthur D, Carlisle, Executor) being generally described as 3824 Kendale Drive, Gautier, MS, and more specifically described as PIDN #86026063.000, Lot 63, Northwood Hills Subdivision, AS RECORDED IN DEED BOOK 636, PAGE 355, RECORD OF OFFICIAL PLATS ON FILE IN THE OFFICE OF THE CHANCERY CLERK OF JACKSON COUNTY, MISSISSIPPI.

Persons having an interest in said properties are hereby notified that in accordance with 21-19-11 of the Codes of Mississippi of 1972, as amended, the City may upon a finding the property or parcel of land in its existing condition to be a menace to the public health, safety, and welfare of the community proceed to clean the property or parcel of land as allowed by MS Code 21-11-19. The costs of which may be charged as a lien against such properties to be collected upon sale of the property or through civil proceedings.

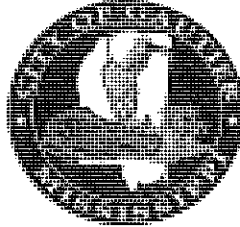
Mayor
Tommy Fortenberry

City of Gautier
Gautier, Mississippi

City Manager
Samantha D. Abell

City Clerk
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Council
At Large Mary F. Martin
Ward 1 Johnny Jones
Ward 2 Hurley Ray Guillotte
Ward 3 Gordon T. Gollott
Ward 4 Scott D. Macfarland
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3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

December 9, 2013

Michael J. Vallette
900 Washington Avenue
Ocean Springs, Mississippi 39564

COPY
Mailed + Posted
12-10-13
JB

Reference: Norman Emmett Thompson Estate at 3824 Kendale Drive Gautier, MS 39553

Mr. Vallette,

This letter is to inform you the City of Gautier; Planning and Economic Development Department will recommend to the governing authority the property at 3824 Kendale Drive Gautier, Mississippi is a menace to the public health, safety, and welfare of the community. Code Enforcement will request the mayor and city council review the history of the code violations on this property during a scheduled January 2014 council meeting. If the mayor and council determine the property meets the criteria for abatement they will set a public hearing for a scheduled February 2014 council meeting. The purpose of the hearing is to listen to testimony and determine if the property meets the requirements outlined in Mississippi Code Annotated 1972 § Title 21, Chapter 19, Section 11 to begin the necessary clean-up of this property.

Code enforcement is requesting the property be in compliance by January 6, 2014. If you have any questions you can contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-8802/1878 or cell number (228) 219-7035.

Sincerely,

A handwritten signature in black ink that reads 'Joseph Belles'.
Joseph Belles
Code Enforcement Officer

Mayor
Tommy Fortenberry

City of Gautier
Gautier, Mississippi

City Manager
Samantha D. Abell

City Clerk
Wendy S. McClain

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



3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

December 9, 2013

Property Owner or
Estate Executor
1201 Hunter Creek Road Apt F
Northport, Alabama 35479

COPY
mailed + posted
12-10-13 JB

Reference: Norman Emmett Thompson Estate at 3824 Kendale Drive Gautier, MS 39553

To Whom It May Concern:

This letter is to inform you the City of Gautier; Planning and Economic Development Department will recommend to the governing authority the property at 3824 Kendale Drive Gautier, Mississippi is a menace to the public health, safety, and welfare of the community. Code Enforcement will request the mayor and city council review the history of the code violations on this property during a scheduled January 2014 council meeting. If the mayor and council determine the property meets the criteria for abatement they will set a public hearing for a scheduled February 2014 council meeting. The purpose of the hearing is to listen to testimony and determine if the property meets the requirements outlined in Mississippi Code Annotated 1972 § Title 21, Chapter 19, Section 11 to begin the necessary clean-up of this property.

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Sincerely,

Joseph Belles
Code Enforcement Officer

Mayor
Sammy Fontenberry

City of Gautier

Gautier, Mississippi

City Manager
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3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

May 31, 2012

Michael J. Vallette
900 Washington Avenue
Ocean Springs, Mississippi 39564

COPY

mailed 5-31-12
JB

Reference: Norman Emmett Thompson Estate at 3824 Kendale Drive Gautier, MS 39553

Mr. Vallette,

The property address referenced above is in violation of the City of Gautier, property code ordinance after previously sending you three letters of violation. On May 29 2012, the property received another complaint regarding the overgrown vacant property, declining property condition and the general state of disrepair of the structure. Many wood surfaces are decaying and visible from the city street. The City of Gautier, Unified Development Ordinance, Article XVI, Section 16.7, Care of Property and Premises States:

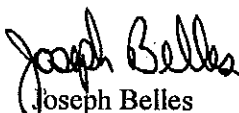
The general site and/or premises shall be maintained in general with particular references to insuring that appearance will be and remain compatible and harmonious with properties in the general area and will not be so at variance with other properties in the general area as to cause a substantial depreciation of such property values.

The owner or tenant is responsible for maintaining all landscaping in good condition to present a healthy, neat, and orderly appearance. All property and yards shall be maintained free from weeds or plant growth in excess of six (6) inches. Weeds shall be defined as all grasses and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated plants, flowers and gardens.

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare of the community. All exterior surfaces, including but not limited to, doors, door and window frames, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted.

You may contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-8802/1878. Code Enforcement will be happy to assist you with any questions that you may have. The property will be reviewed for compliance on/about June 25, 2012.

Sincerely,


Joseph Belles
Code Enforcement Officer

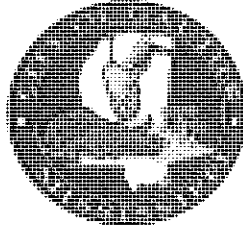
Mayor
Tommy Fontenberry

City of Gautier
Gautier, Mississippi

City Manager
Sidney M. Runnels

City Clerk
Wendy S. McClain

Council
At Large Mary Martin
Ward 1 Johnny Jones
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3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

May 12, 2011

COPY

mailed 5-13-11

JB

Michael J. Vallette
900 Washington Avenue
Ocean Springs, Mississippi 39564

Reference: Norman Emmett Thompson Estate (Property Maintenance)

Mr. Vallette,

On May 10, 2011, a Code Enforcement Officer for the City of Gautier received another property code complaint against the property address referenced above. I understand you are still the attorney for this estate. The property is overgrown with grass and weeds and has a dead tree located on the property. The dead tree has already dropped a large branch that damaged a storage-building roof on the neighbor's property. The neighbor is not asking for the cost of the damage to her property but she would like to have the tree removed so it will not cause any additional damage as we approach the hurricane season. Additionally, the property needs to be maintained to an amicable appearance with other property owners in this area.

You may contact the City of Gautier, Code Enforcement Office, Monday - Thursday, 8:00 AM - 5:00 PM at (228) 497-8802/1878. I will be happy to assist you with any questions you may have. We gratefully appreciated your cooperation in this matter.

Sincerely,

Joseph Belles
Code Enforcement Officer

Cc: Ms Wendy Neary



City of Gautier

COMMUNITY SERVICES DEPARTMENT

P.O. Box 670
3305 Gautier - Vancleave Road
Gautier, MS 39553

Community Services
Anthony Matheny, Director
Phone: (228) 497-1878
Fax: (228) 497-1038

COPY

mailed 8-11-09

JB

August 10, 2009

Michael J. Vallette
900 Washington Avenue
Ocean Springs, Mississippi 39564

Reference: Norman Emmett Thompson Estate (Property Maintenance)

Mr. Vallette,

On August 10, 2009, I noticed someone had worked on the vacant home of Mr. Thompson and had cut the grass/weeds and trimmed some shrubs. Neighbors informed me there was a person (female) at the property over the weekend who informed neighbors she was in charge of the property and was attempting to sell the vacant home. I just wanted to inform you during my inspection this morning the property was found unsecured (front door wide open) and whoever performed the yard maintenance left the grass and leaves scattered all over the driveway.

I appreciate your initial help resolving the property maintenance complaint I received and would like to know if someone else should be contacted regarding other concerns or problems that arise. You can contact the City of Gautier, Code Enforcement Office, Monday – Friday; 8:00 AM - 5:00 PM at (228) 497-8802 or my cell number (228) 219-7035. We gratefully appreciated your cooperation in this matter.

Sincerely,

Joseph Belles
Code Enforcement Officer

Cc: File



City of Gautier

COMMUNITY SERVICES DEPARTMENT

P.O. Box 670
3305 Gautier - Vancleave Road
Gautier, MS 39553

Community Services
Anthony Matheny, Director
Phone: (228) 497-1878
Fax: (228) 497-1038

COPY
mailed 7-20-09
JB

July 20, 2009

Michael J. Vallette
900 Washington Avenue
Ocean Springs, Mississippi 39564

Reference: Norman Emmett Thompson Estate (Property Maintenance)

Mr. Vallette,

On July 9, 2009, a Code Enforcement Officer for the City of Gautier received a complaint regarding a code of ordinance violation at 3824 Kendale Drive Gautier, Mississippi. After some research, I discovered you were handling the estate of the deceased owner. The property was being maintained by someone until recently and now needs routine property maintenance to correct the minor code violations. The property needs mowing, trimming shrubs and raking the yard to return the property to within code requirements. I appreciate you returning my phone call and working to correct these minor violations. At this time, we would like to see the minimum maintenance performed to maintain an amicable appearance with other property owners in this area.

You can contact the City of Gautier, Code Enforcement Office, Monday – Friday; 8:00 AM - 5:00 PM at (228) 497-8802 or my cell number (228) 219-7035. I will be happy to assist you with any questions you may have. We gratefully appreciated your cooperation in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Joseph Belles".

Joseph Belles
Code Enforcement Officer

Cc: File

CITY OF GAUTIER
Planning Department
"CODE OF ENFORCEMENT"

Date July 9, 2009

Owner/Occupant: _____

Address: 3824 KENDALL

In the interest of protecting the welfare of the neighborhood and the quality of life in the City of Gautier, YOU are advised that this property is found to be in violation of City Ordinance(s) for the following Reason(s):

- ☐ Failure to have required street numbers prominently displayed on house or building
- ☒ Over grown grass and unkept property
- ☐ Accumulation of trash and debris
- ☐ Open garbage and/or garbage in front yard or on Public Right of Way
- ☐ Abandoned, derelict, inoperable or otherwise unsightly vehicle(s) in yard or driveway
- ☐ Vehicle(s) parked in yard, not on hard surface(s)
- ☐ Other _____

City Ordinance No. 24 Section 14:6

IT SHALL BE UNLAWFUL FOR THE OWNER OR OCCUPANT OF A BUILDING, STRUCTURE, OR PROPERTY TO UTILIZE THE PREMISES OF SUCH PROPERTY FOR THE OPEN STORAGE OF ANY ABANDONED MOTOR VEHICLE, OR PARTS THEREOF, ICE BOX, REFRIGERATOR, STOVE, BUILDING MATERIAL, RUBBISH OR SIMILAR ITEMS. IT SHALL BE THE DUTY AND RESPONSIBILITY OF EVERY SUCH OWNER OR OCCUPANT TO KEEP THE PREMISES OF SUCH PROPERTY CLEAN AND TO REMOVE FROM THE PREMISES ALL SUCH ABANDONED ITEMS LISTED ABOVE. FURTHERMORE, THE GENERAL SITE AND/OR PREMISES SHALL BE MAINTAINED IN GENERAL WITH PARTICULAR REFERENCE TO INSURING THAT APPEARANCE WILL BE AND REMAIN COMPATIBLE, AND HARMONIOUS WITH PROPERTIES IN THE GENERAL AREA AND WILL NOT BE SO AT VARIANCE WITH OTHER PROPERTIES IN THE GENERAL AREA AS TO CAUSE A SUBSTANTIAL DEPRECIATION OF SUCH PROPERTY VALUES.

Joe @ 497 8802

Owner/Occupant: YOU will have 7 days from the date of this notice in which to correct the above checked violation(s). If you have any difficulty in complying with the above City Ordinance in the allotted time please call me at 228-497-1878. If you fail to contact me or comply with the City Ordinance, a citation can be issued for you to appear in court regarding this matter.

Code Enforcement
City of Gautier

IN THE CHANCERY COURT OF JACKSON COUNTY, MISSISSIPPI
IN THE MATTER OF THE ESTATE OF
NORMAN EMMETT THOMPSON, DECEASED

FILED

JUN 26 2009
EBB 53 29 17 207
TERRY MILLER, CLERK
By *Valerie King*

CAUSE NO. 2009-1089-NH

WENDY NEARY
ARTHUR D. CARLISLE, ESQ.

PETITIONER
EXECUTOR, CTA

LETTERS TESTAMENTARY

TO ALL WHOM THESE PRESENT SHALL COME—GREETINGS:

WHEREAS, NORMAN EMMETT THOMPSON, late of Jackson County, Mississippi, Deceased, had while he lived, at the time of his death, divers goods, rights and credits within the County and State aforesaid, and did make and publish his Last Will and Testament, and thereby constituted and appointed the said WENDY NEARY, Executrix thereof, and whereas, the said Will has been ADMITTED TO PROBATE in solemn form in our said Court, and the Court has appointed ARTHUR D. CARLISLE, to serve as Executor, CTA, and he has taken the oath and given bond as required by law:

WE DO THEREFORE HEREBY GRANT unto the said ARTHUR D. CARLISLE, these our Letters Testamentary, CTA authorizing and empowering the said ARTHUR D. CARLISLE to make inventory of the estate of said testator and return the same to our Court as by law required; to pay first the debts of said testator, and then the legacies contained in said Will so far as the goods, chattels and credits will extend and the law shall charge the said ARTHUR D. CARLISLE, to execute and perform the said Last Will and Testament according to the true intent and meaning and thereof; and lastly to render a just and true account of her actions and doings herein, when thereto required by this Court.

WITNESS, HONORABLE, D Neil Harris Judge of the Chancery Court
of Jackson County, Mississippi, on the 26th day of June, 2009
ISSUED the 26th day of June, 2009.

Terry Miller
CHANCERY CLERK
BY: Valerie S. Surrency
DEPUTY CLERK

MICHAEL J. VALLETTE, MBN 6075
900 WASHINGTON AVE.
OCEAN SPRINGS, MS 39564
228-875-6700 PH.
228-875-6702 FAX.

IN THE CHANCERY COURT OF JACKSON COUNTY, MISSISSIPPI

NOTICE OF COURT SETTING

COPY

TO: Michael J. Vallette
900 Washington Avenue

Ocean Springs MS 39564

FILED

MAY 14 2009

TERRY MILLER, CLERK

By 2/2

RE: CAUSE NO. 2009-1089
NORMAN EMMETT THOMPSON, DEC. ESTATE OF:

in the above styled and numbered cause has been SET for:
ADMIT WILL TO PROBATE IN SOLEMN FORM (PER JUDGE)

on June 25th 2009
at 09:00 A.M. IN Jackson County
before D. Neil Harris, Sr.

CERTIFICATE

I, the undersigned, do hereby certify that I have
this day May 14th 2009, mailed, postage prepaid
the notice of court setting to above named attorney
at the address stated above.

Theresa Ryan
Court Administrator
228-769-3193

PROBATE

Judge D. Neil Harris, Sr.

Case Number 2009-1089

File No. 76215 Type 1

Styled

NORMAN EMMETT THOMPSON, DEC'D., ESTATE

-VS-

Probate

Party Number 3 Party Type 10 EXECUTOR/TRIX
On Behalf N (P/D/Na) F5-Search ==> 1=Plaint,2=Def,3=P Atty,4=D Atty
Pro Se (Y/N)
Attorney No. 5867 (Enter only if Party is an Attorney)
Party Name CARLISLE, ARTHUR D.
Display Name Arthur D. Carlisle

Address 900 Washington Avenue

Ocean Springs MS 39564
Title
Phone Number 228-872-5568
Comments

Active Y (Y/N) Primary Y (Y/N)

Copyright © 2006, Delta Computer Systems, Inc. - All Rights Reserved 02/23-RAQ
F3-SEARCH EVENTS F9-DELETE THIS RECORD F12-SEARCH ATTORNEYS

PROBATE

Judge D. Neil Harris, Sr.

Case Number 2009-1089

File No. 76215 Type 1

Styled

NORMAN EMMETT THOMPSON, DEC'D., ESTATE

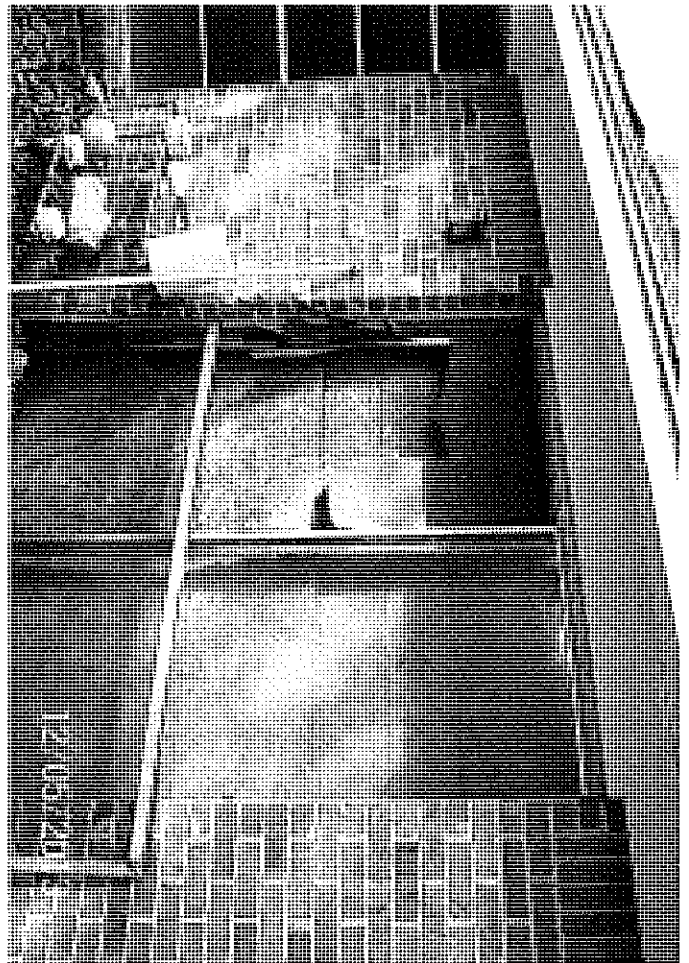
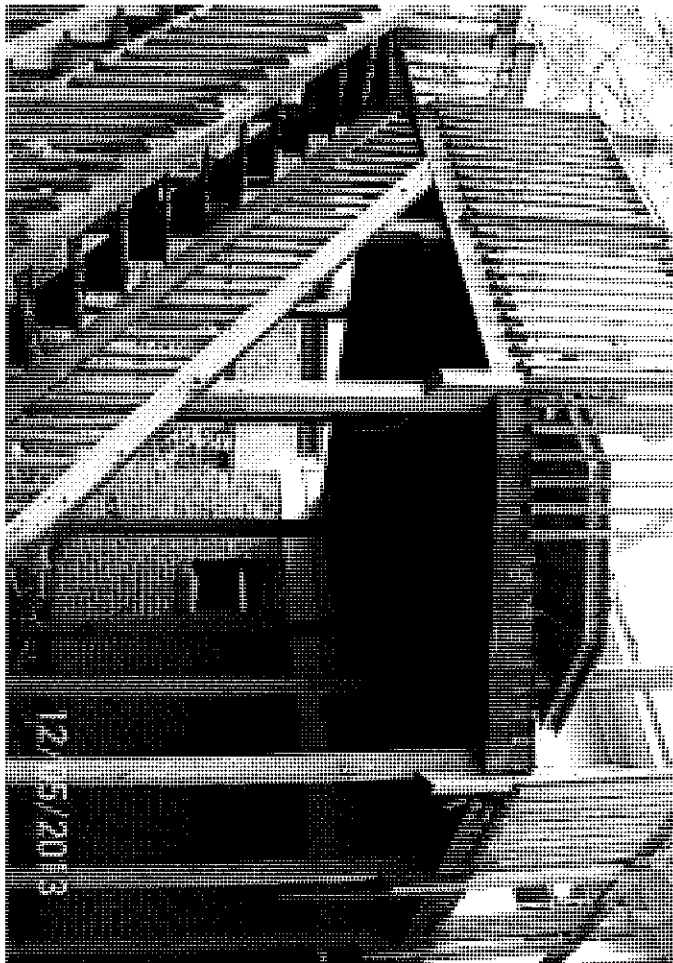
-VS-

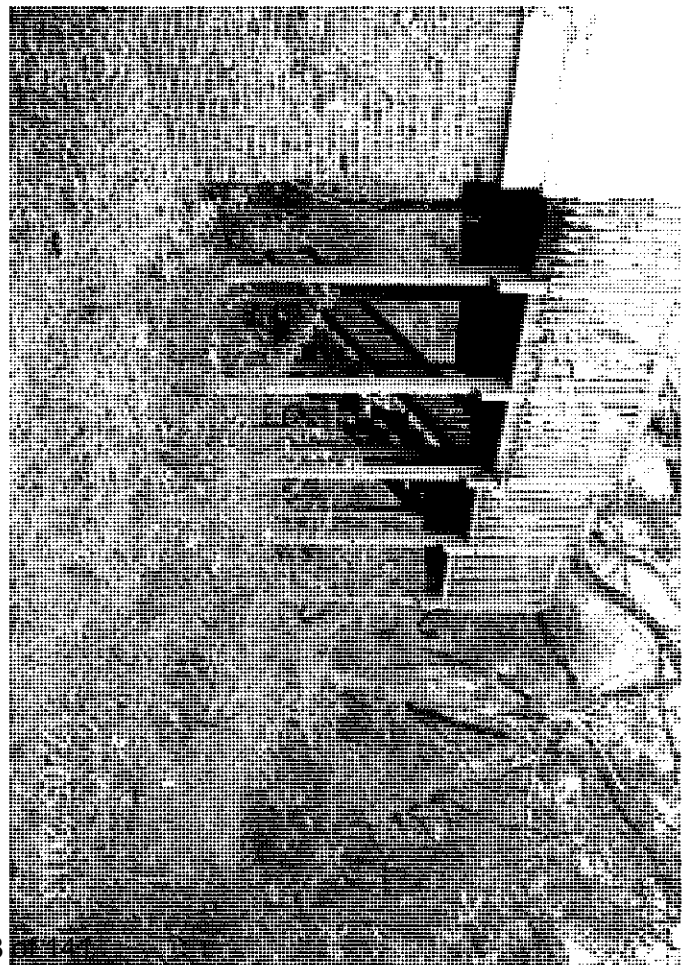
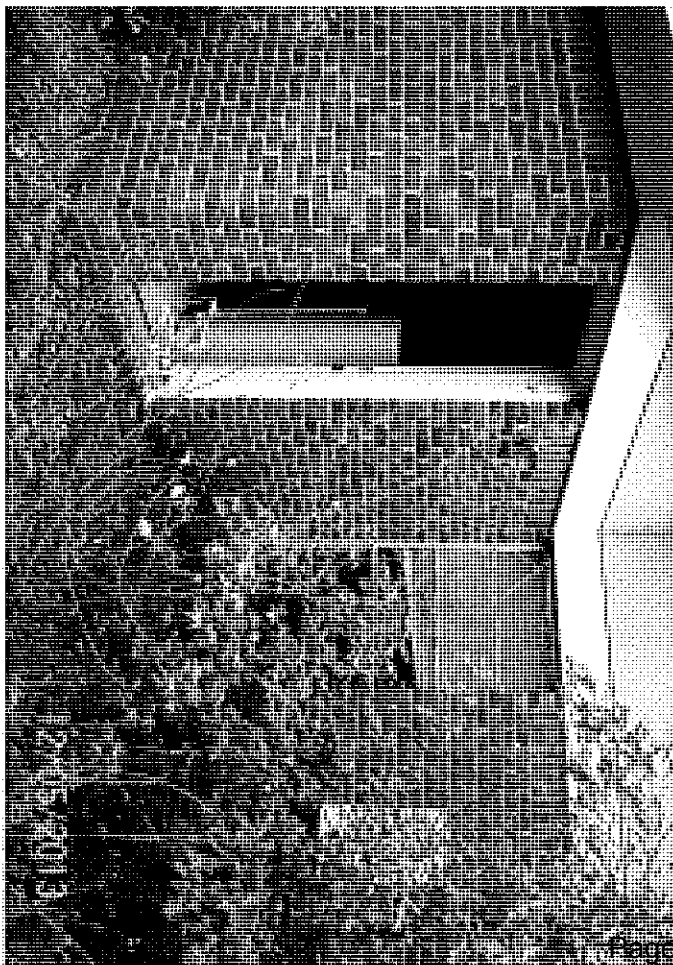
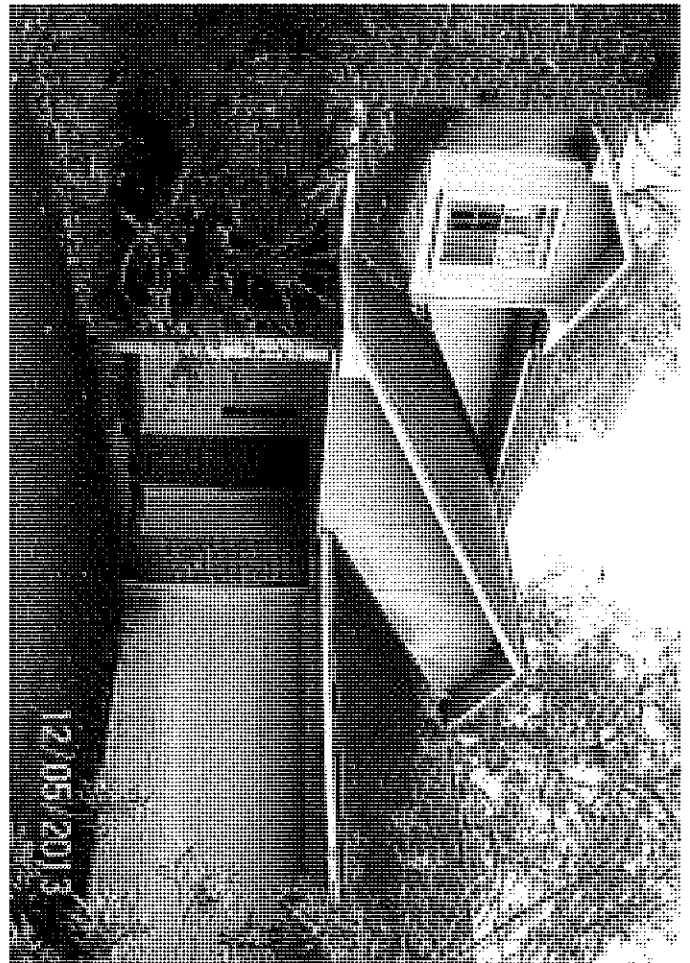
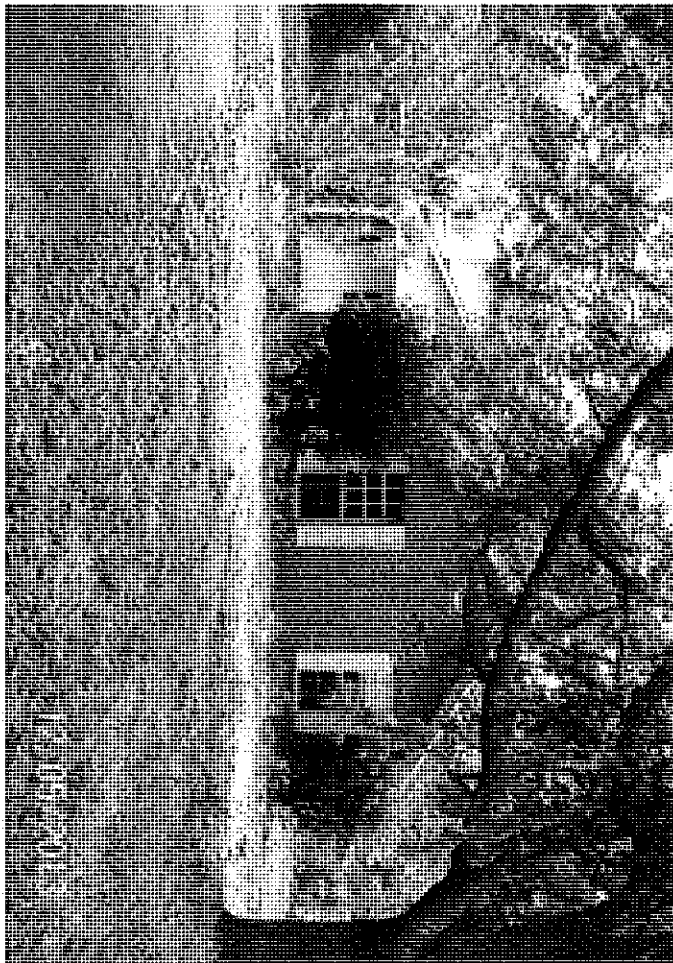
Probate

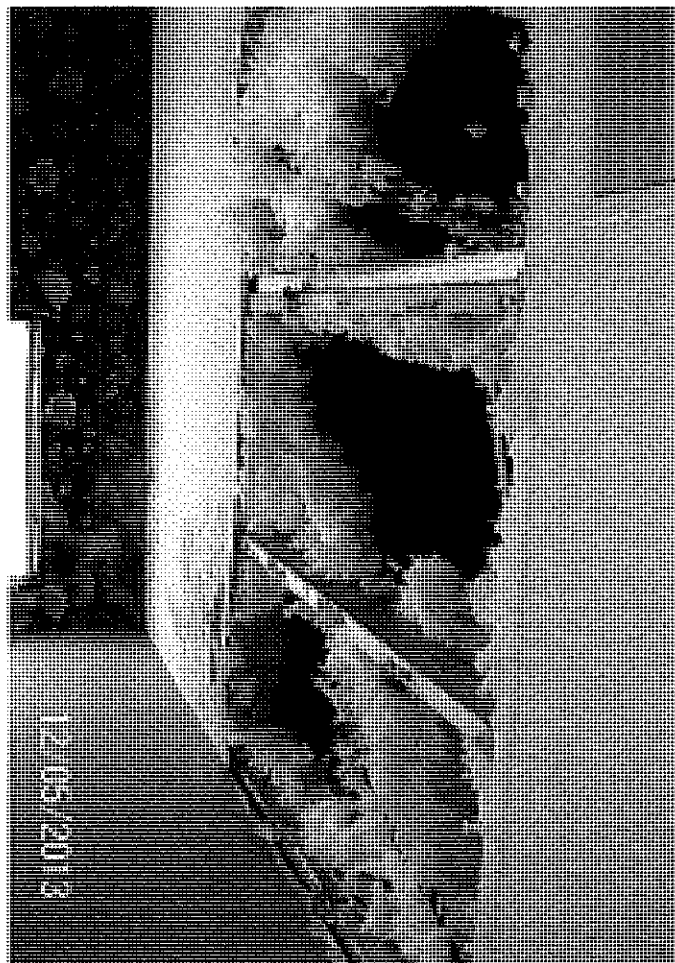
Party Number 2 Party Type 3 PLAINTIFF ATTORNEYS
On Behalf P (P/D/Na) F5-Search ==> 1=Plaint,2=Def,3=P Atty,4=D Atty
Pro Se (Y/N)
Attorney No. 6075 (Enter only if Party is an Attorney)
Party Name VALLETTE, MICHAEL J.
Display Name Michael J. Vallette
Address 900 Washington Avenue
Ocean Springs MS 39564
Title
Phone Number 228-875-6700
Comments

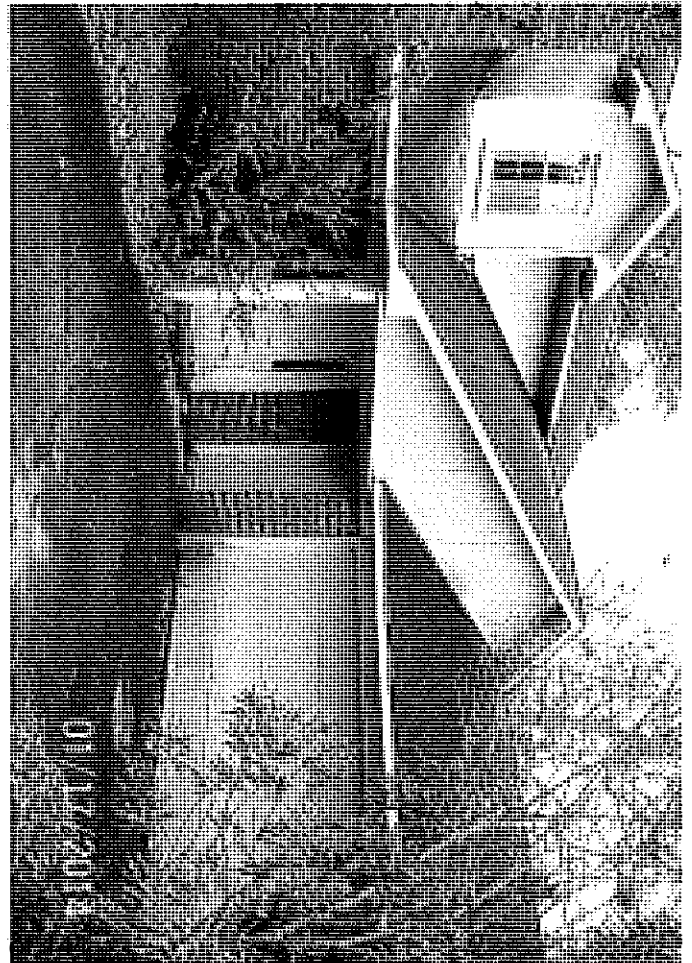
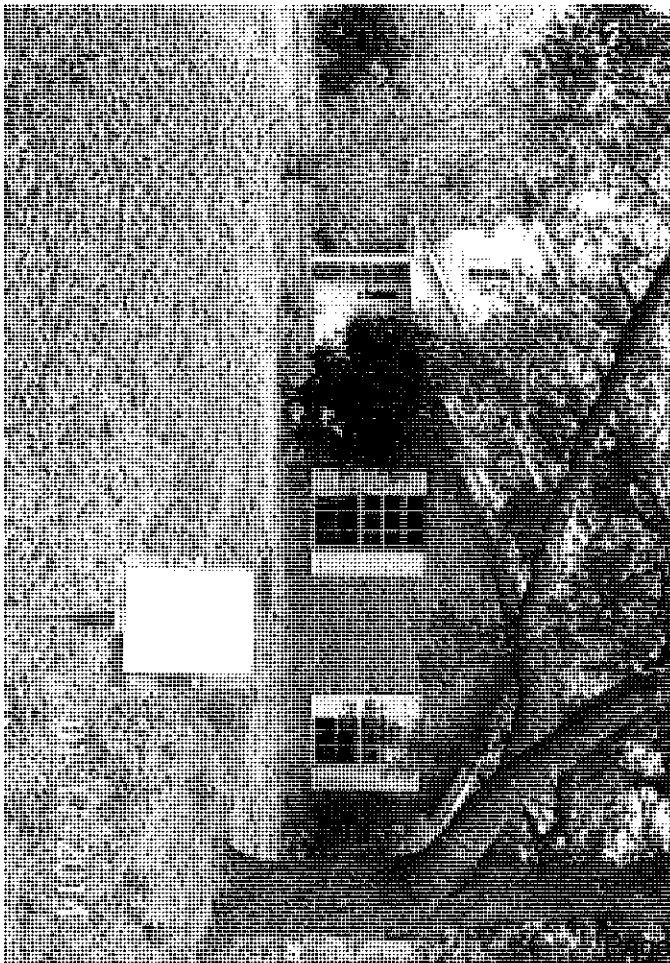
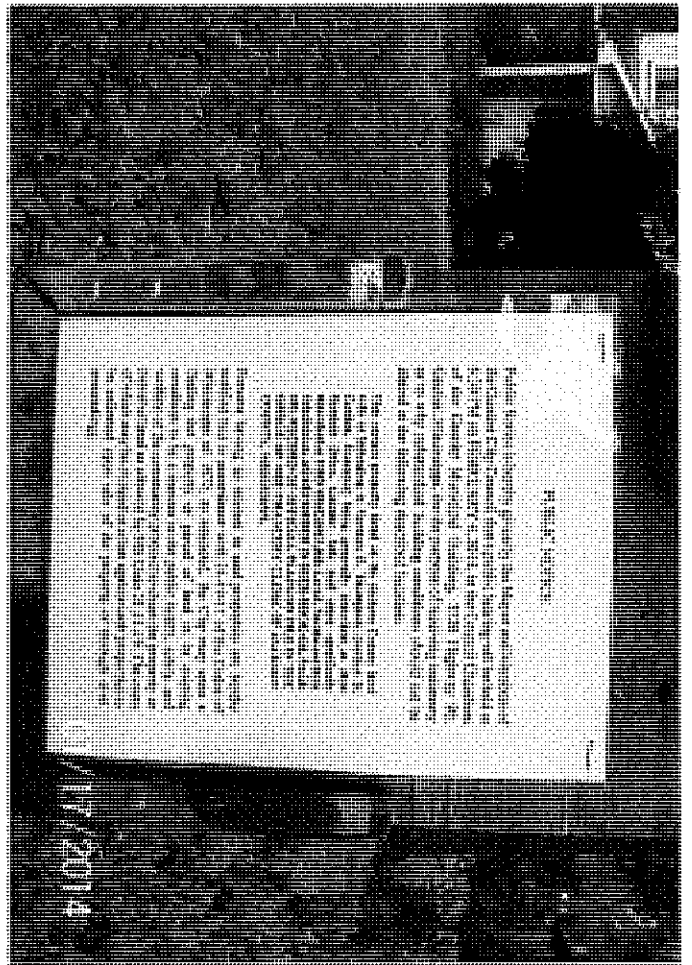
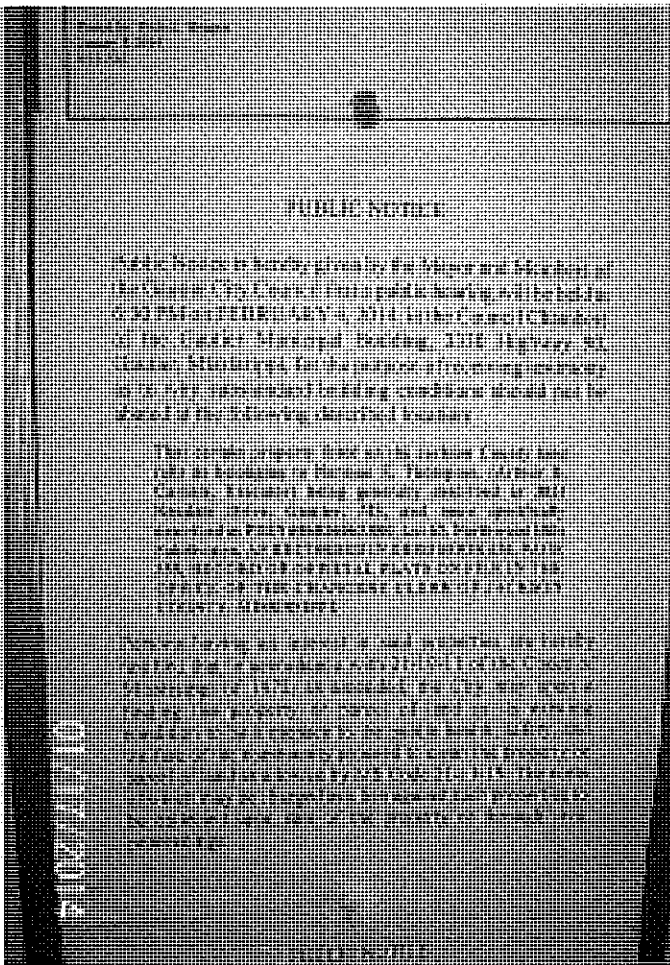
Active Y (Y/N) Primary Y (Y/N)

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F3-SEARCH EVENTS F9-DELETE THIS RECORD F12-SEARCH ATTORNEYS









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

ORDER NUMBER 024-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, pursuant to the Mississippi Codes Annotated, 1972 & Title 21, Chapter 19, Section 11 and based on all evidence and testimony presented at the public hearing, including the Planning and Economic Development Department's discussion paper, that the property owned by – Diana Musick, 2209 Laurel Glen Road, Gautier, Lot #20 Dellwood Hgts Subdivision and made the subject of this public hearing, to be a menace to public health, safety and welfare.

Based on these findings, the Mayor and Members of the Council hereby approve and authorize abatement proceedings as recommended by the Planning and Economic Development Department – Diana Musick, owner, 2209 Laurel Glenn Road, PIDN 85700107.000, COM NEC Lot #20 Dellwood Hgts S/D N 66 Deg E 81.7' E 310' to POB E 75' S 150' N 150' to POB PT Lot #5 James Martin EST S/D Deed BK 1631, page 830.

IT IS FURTHER ORDERED that the City is authorized to clean up and secure property with a thirty (30) day grace period.

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Joe Belles, Code Enforcement Officer
Through: Patty Huffman, Grants and Project Manager
Chandra Nicholson, Planning and Economic Development Director
Date: January 13, 2014
Subject: 2209 Laurel Glen Road Gautier, Mississippi 39553.
Conduct public hearing to determine if the property or parcel of land is a menace to the public health, safety and welfare of the community.

REQUEST:

Pursuant to the Mississippi Codes Annotated, 1972 § Title 21, Chapter 19, Section 11, the City of Gautier, the Mayor and City Council will conduct a public hearing and receive public comment(s) regarding staff's recommendation to clean this private property and removal or demolition of the unauthorized structure.

BACKGROUND:

In March 2013, code enforcement observed this vacant overgrown property scattered with trash and debris while reviewing other properties in Hickory Hills. The out of state owner Ms. Musick had a For Sale sign on the street right-of-way and code enforcement attempted to contact the owner by telephone. When there was no return calls, code enforcement sent a letter of violation to the owner's Texas address. In April 2013, code enforcement talked to Ms. Musick and explained the problems with the vacant manufactured home. Ms. Musick then informed code enforcement there was a problem with her securing the title in her name from the previous owner. Code enforcement sent additional letters to the owner in May and August 2013. In addition, Ms. Musick has kept in telephone contact with code enforcement since April 2013. Ms. Musick has obtained an attorney to resolve the title/ownership issues but the last several months nothing to the knowledge of code enforcement has been resolved. The vacant property has not had water or electricity since 2012. This area of the city was rezoned R-1 several years ago and the manufactured home (nonconforming structure) has been vacant more than sixty consecutive days and can no longer can be occupied per the Unified Development Ordinance Chapter XIII.

The property remains overgrown, and scattered with trash and debris. Neighbors complain, not only concerning the blight this vacant home reflects on the neighborhood but have repeatedly complained about rodents on the property. The 2012 taxes remain unpaid by the owner who is concerned about paying for a manufactured home she does not own. The vacant property continues to show signs of disrepair and is visible from the public right-of-way.

Property owners in the vicinity remain concerned with the visible appearance of this overgrown property and the dilapidated structure. Neighbors are concerned for the health, safety and welfare of their neighborhood. Code enforcement informed the owner by letter on December 9, 2012, the property would be recommended for a public hearing if not in compliance by January 6, 2014. On January 4, 2014, the Mayor and City Council set a public hearing date of February 4, 2014, and all interested parties were notified by letter. Additionally, both the property and city bulletin board were posted with a copy of the public hearing notice two weeks prior to the scheduled hearing.

DISCUSSION:

The primary goal is to clean up and maintain the overgrown property pursuant to the Mississippi Codes Annotated, 1972 § Title 21, Chapter 19, Section 11, and remove or demolish the unauthorized structure.

RECOMMENDATION:

Staff recommends the Mayor and Council should allow the responsible party until February 28, 2014, to clean up the property and relocate or demolish the structure. If the property is not cleaned and structure relocated or demolished by February 28, 2014, the Mayor and Council should direct staff to commence with clean up of the property as prescribed after the statutory 10-day appeal period from the date of Council action and adjournment.

ATTACHMENT(S):

Enclosures 10:

1. Quasi-Judicial procedures
2. Property tax document
3. Parcel information
4. Jan 9, 2013, Letter of notification public hearing
5. Public Notice Document Posted two weeks prior to public hearing
6. Dec 9, 2013, Letters of notification to set date for public hearing
7. Aug 14, 2013, Letter of violation
8. May 14, 2013. Letter of violation
9. Mar 15, 2013, Letter of violation
10. Misc Photos of property (4 pgs)

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 Council, 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 Council, 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. Council makes a motion, and debates and deliberates regarding the application and development order.
15. Vote.
16. Close the quasi-judicial proceeding.

Jackson County Mississippi

Powered by:
Della Computer Systems, Inc.

Property Link

JACKSON COUNTY, MS

Current Date 12/ 5/2013

Tax Year 2013

Records Last Updated 12/ 4/2013

PROPERTY DETAIL

OWNER MUSICK DIANA
3800 NE 23RD

AMARILLO TX 79107

ACRES : .26
LAND VALUE : 9300
IMPROVEMENTS : 2550
TOTAL VALUE: 11850
ASSESSED : 1778

PARCEL 85700107.000
ADDRESS 2209 LAUREL GLEN

TAX INFORMATION

YEAR 2013	TAX DUE	PAID	BALANCE
COUNTY	91.33	0.00	91.33
CITY	61.41	0.00	61.41
SCHOOL	82.48	0.00	82.48
TOTAL	235.22	0.00	235.22

To Pay Online, WWW.MS1STOP.COM

LAST PAYMENT DATE **NA**

TAXES DELINQUENT PRIOR YEAR**MISCELLANEOUS INFORMATION**

EXEMPT CODE
HOMESTEAD CODE None
TAX DISTRICT 5840
PPIN 070337
SECTION 12
TOWNSHIP 7S
RANGE 7W

LEGAL COM NEC LOT 20 DELLWOOD HGTS
S/D N 66 DEG E 81.7' E 310' TO
POB E 75' S 150' W 75' N 150'
TO POB PT LOT 5 JAMES MARTIN
EST S/D DB 1631-830
(34 Map771.12-02)

Book **Page**

TAX SALESPURCHASE COUNTY TAX SALE FILES

<u>Year</u>	<u>Sold To</u>	<u>Redeemed Date/By</u>
2012	STATE OF MISSISSIPPI	NOT REDEEMED
2010	WALTER H YATES JR	7/16/2012 MUSICK DIANA & YOUNG JAMES
2009	THE MAINE REASON LLC	7/16/2012 MUSICK DIANA & YOUNG JAMES
2007	JASWANT KAUR	11/12/2008 MUSICK DIANA L

[Back](#)

[HOME](#) | [CHANCERY CALENDAR](#) | [CHANCERY CASES](#) | [REAL PROPERTY TAX](#) | [LOG IN](#) | [LOG OUT](#) | [CHECKOUT](#) | [TERMS OF USE](#) | [PRIVACY POLICY](#)



Parcel Information

PIDN: 85700107.000
GISP: 771.12-02-0034.00

Owner Information

Name: MUSICK DIANA Percent of Ownership: 100
Name2:
Mailing Address: 3800 NE 23RD Physical Address: 2209 LAUREL GLEN RD GAUTIER
AMARILLO TX 79107

Land Information

Section, Township, Range: 12 7S 7W Acreage: 0.25999999
Street Name: LAUREL GLEN RD

Value and Tax Information

Total Assessed Value: 1395 Total Appraised Value: 9300
Improvement Value: 0 Land Value: 9300
Tax Amount: 181 SQ. FT: 0 Year Built: 1980

Legal Description

Description: COM NEC LOT 20 DELLWOOD HGTS S/D N 66 DEG E 81.7' E 310' TO POB E 75' S 150' W 75' N 150' TO POB
PT LOT 5 JAMES MARTIN EST S/D DB 1631-830 (34 Map771.12-02)

Deed Book / Page: 1631 / 830

Mayor
Tommy Fortenberry

City of Gautier

Gautier, Mississippi

City Manager
Samantha D. Abell

City Clerk
Wendy S. McClain

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



3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

January 9, 2014

Diana Musick
3800 NE 23 Road
Amarillo, Texas 79107

COPY
mailed 1-09-14
JB

Reference: 2209 Laurel Glen Road Gautier, Mississippi 39553

Ms Musick,

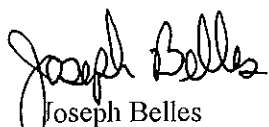
The City of Gautier, Mayor and City Council has approved and scheduled a public hearing for Tuesday, February 4, 2014, at 6:30 PM. The location for the hearing is the Gautier City Hall, 3330 Highway 90 Gautier, Mississippi 39553. The purpose of this public hearing is to determine whether or not the property referenced above is in such a state of uncleanliness as to be a menace to the public health, safety, and welfare of the community per Mississippi Code Annotated 1972 § Title 21, Chapter 19, Section 11.

If at the scheduled hearing, the governing authority decides the property or parcel of land is in a condition determined to be a menace to the public health, safety, and welfare of the community, the city shall proceed to clean the land by the use of municipal workers or by contract. The scope of the work to be performed may include cutting grass/weeds, removing rubbish, draining cesspools/standing water from the property, removing dilapidated fences/building, removing personal property and other debris from the property.

Additionally, the municipality may reenter the property or parcel of land for a period of one year after the hearing without any further hearings. A notice will be posted on the property or parcel of land and at city hall or another place in the municipality where such notices are generally posted at least seven days before the property or parcel of land is reentered for cleaning.

If you have any questions you can contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-1878 ext 318, or cell number (228) 219-7035.

Sincerely,


Joseph Belles
Code Enforcement Officer

PUBLIC NOTICE

Public Notice is hereby given by the Mayor and Members of the Gautier City Council that a public hearing will be held at 6:30 PM on FEBRUARY 4, 2014, in the Council Chambers of the Gautier Municipal Building, 3330 Highway 90, Gautier, Mississippi, for the purpose of receiving testimony as to why substandard building conditions should not be abated at the following described location:

That certain property listed on the Jackson County land rolls as belonging to Diane Musick, being generally described as 2209 Laurel Glen Road, Gautier, MS, and more specifically described as PIDN #85700107.000, Lot 20, Dellwood Hgts Subdivision, AS RECORDED IN DEED BOOK 1631, PAGE 830, RECORD OF OFFICIAL PLATS ON FILE IN THE OFFICE OF THE CHANCERY CLERK OF JACKSON COUNTY, MISSISSIPPI.

Persons having an interest in said properties are hereby notified that in accordance with 21-19-11 of the Codes of Mississippi of 1972, as amended, the City may upon a finding the property or parcel of land in its existing condition to be a menace to the public health, safety, and welfare of the community proceed to clean the property or parcel of land as allowed by MS Code 21-11-19. The costs of which may be charged as a lien against such properties to be collected upon sale of the property or through civil proceedings.

Mayor
Tommy Fortenberry

City of Gautier
Gautier, Mississippi

City Manager
Samantha D. Abell

City Clerk
Wendy S. McClain

Council
At Large Mary F. Martin
Ward 1 Johnny Jones
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Ward 3 Gordon T. Gollott
Ward 4 Scott D. Macfarland
Ward 5 Adam D. Colledge



3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

December 9, 2013

Diana Musick
3800 NE 23 Road
Amarillo, Texas 79107

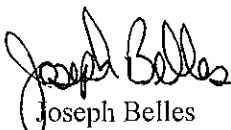
Reference: 2209 Laurel Glen Road Gautier, Mississippi 39553

Ms Musick,

This letter is to inform you the City of Gautier; Planning and Economic Development Department will recommend to the governing authority the property at 2209 Laurel Glen, Gautier, Mississippi is a menace to the public health, safety, and welfare of the community. Code Enforcement will request the mayor and city council review the history of the code violations on this property during a scheduled January 2014 council meeting. If the mayor and council determine the property meets the criteria for abatement they will set a public hearing for a scheduled February 2014 council meeting. The purpose of the hearing is to listen to testimony and determine if the property meets the requirements outlined in Mississippi Code Annotated 1972 § Title 21, Chapter 19, Section 11 to begin the necessary clean-up of this property.

Code enforcement is fully aware of the situation you have shared and appreciate all the communication we have had in the past concerning this property and manufactured home. Code enforcement is requesting the property be in compliance by January 6, 2014. If you have any questions you can contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-1878 or my cell number (228) 219-7035.

Sincerely,


Joseph Belles
Code Enforcement Officer

COPY

mailed

12-10-13

JB

Mayor
Gordon T. Gallott

City of Gautier
Gautier, Mississippi

City Manager
Samantha D. Abell

City Clerk
Cindy Russell

Council
At Large Mary F. Martin
Ward 1 Johnny Jones
Ward 2 Hurley Ray Guillotte
Ward 3 Casey C. Vaughan
Ward 4 Charles "Rusty" Anderson
Ward 5 Adam D. Colledge



3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

August 14, 2013

Diana Musick
3800 NE 23 Road
Amarillo, Texas 79107

COPY
mailed 8-14-13
JB

Reference: 2209 Laurel Glen Road Gautier, Mississippi 39553

Ms Musick,

The property address referenced above remains in violation of the City of Gautier, zoning ordinances after previously sending you two letters of violation and discussing the violations with you on the phone. On August 14, 2013, the property was reviewed for compliance and your property has a manufactured home that has been vacant more than sixty days and must conform to the City's existing code requirements. There is a scattered trash, debris and the manufactured home remains in a dilapidated condition. There has not been any contact from you since our phone conversation in July 2013. The City of Gautier, Unified Development Ordinance, Article XIII, Section 13.3.1, Termination of Nonconforming Use states:

A nonconforming building, structure, dwelling, or land use or portion thereof, existing at the time of adoption of these regulations, which is, or hereafter becomes vacant for any reason, for a period in excess of sixty consecutive days any subsequent use shall conform to the regulations of this Ordinance for the district in which it is located.

A summons to appear in court will be issued or the violations may be referred to the Mayor and City Council to consider if abatement (clean up/demolition) of the property is in the best interest of the city considering the health, safety and welfare of this neighborhood. Code Enforcement will review the property again September 13, 2013. You may contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-1878, if you have any questions. Code enforcement gratefully appreciates your cooperation in this matter.

Sincerely,

Joseph Belles
Joseph Belles
Code Enforcement Officer

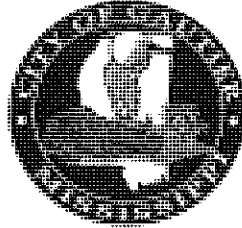
Mayor
Tommy Fontenberry

City of Gautier
Gautier, Mississippi

City Manager
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Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

May 14, 2013

Diana Musick
3800 NE 23 Road
Amarillo, Texas 79107

COPY

mailed 5-14-13 JB

Reference: 2209 Laurel Glen Road Gautier, Mississippi 39553

Ms Musick,

On March 14, 2013, a Code Enforcement Officer for the City of Gautier received a telephone complaint regarding a code of ordinance violation at your property address referenced above. This letter will serve as code enforcements second notice of violation and you have thirty days to correct the problem or notify the code enforcement office if you cannot meet this suspense. Your property has a manufactured home that has been vacant more than sixty days and must conform to the City's existing code requirements. There is a scattered trash, debris and the home is in a state of disrepair. There has not been any contact from you since our phone conversation last month. At this time, code enforcement would like to discuss our observations to maintain an amicable appearance with other property owners in this area. The City of Gautier, Unified Development Ordinance, Article XIII, Section 13.3.1, Termination of Nonconforming Use states:

A nonconforming building, structure, dwelling, or land use or portion thereof, existing at the time of adoption of these regulations, which is, or hereafter becomes vacant for any reason, for a period in excess of sixty consecutive days any subsequent use shall conform to the regulations of this Ordinance for the district in which it is located.

You can contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-1878. Code Enforcement will be happy to assist you with any questions you may have. As you know this area of the city is no longer zoned for manufactured homes. The property will be reviewed for compliance on/about June 11, 2013.

Sincerely,

Joseph Belles
Code Enforcement Officer

Mayor
Tommy Fontenberry

City of Gautier
Gautier, Mississippi

City Manager
Samantha D. Abell

City Clerk
Cindy Russell

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3330 Highway 90
Gautier, MS 39553
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gautier-ms.gov
Website: www.gautier-ms.gov

March 15, 2013

Diana Musick
3800 NE 23 Road
Amarillo, Texas 79107

COPY
mailed 3-15-13
JB

Reference: 2209 Laurel Glen Road Gautier, Mississippi 39553

Ms Musick,

On March 14, 2013, a Code Enforcement Officer for the City of Gautier received a telephone complaint regarding a code of ordinance violation at your property address referenced above. This letter will serve as code enforcements initial notice of violation and you have thirty days to correct the problem or notify the code enforcement office if you cannot meet this suspense. Your property has a manufactured home that has been vacant more than sixty days and must conform to the City's existing code requirements. There is a scattered trash, debris and the home is in a state of disrepair. At this time, code enforcement would like to discuss our observations to maintain an amicable appearance with other property owners in this area. The City of Gautier, Unified Development Ordinance, Article XIII, Section 13.3.1, Termination of Nonconforming Use states:

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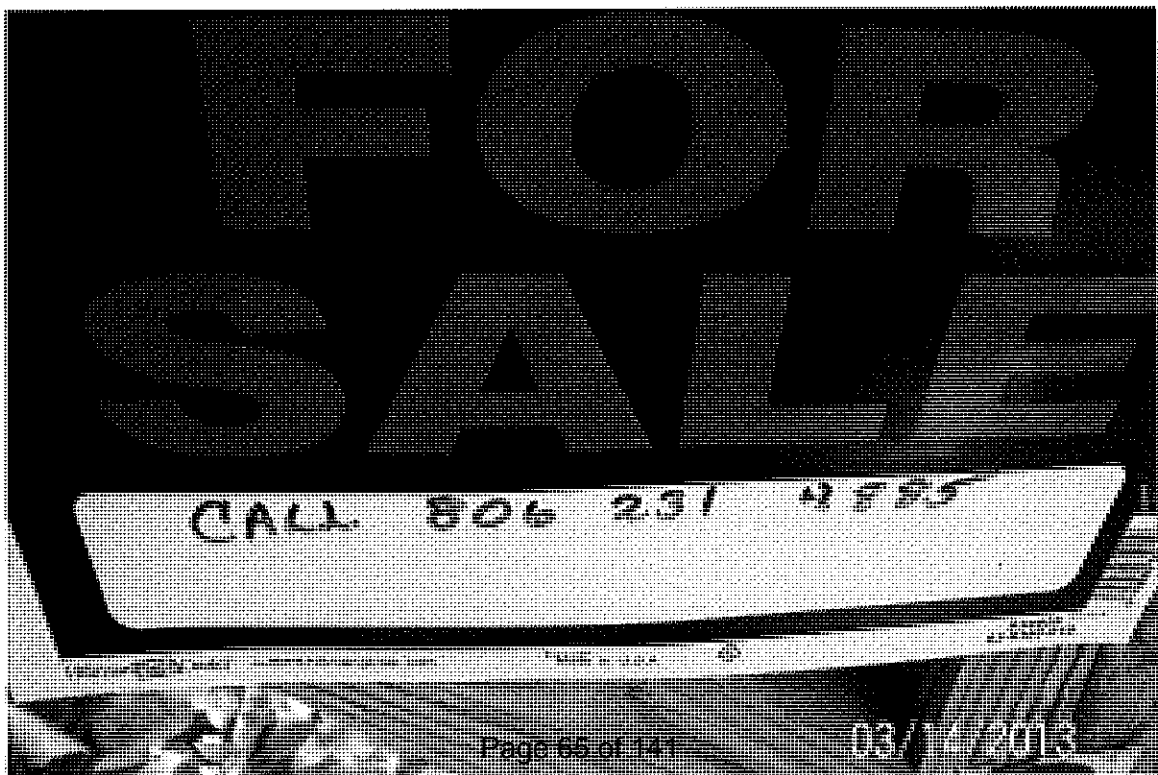
You can contact the City of Gautier, Code Enforcement Office, Monday – Thursday, 8:00 AM - 5:00 PM at (228) 497-1878. Code Enforcement will be happy to assist you with any questions you may have. The property will be reviewed for compliance on/about April 9, 2013.

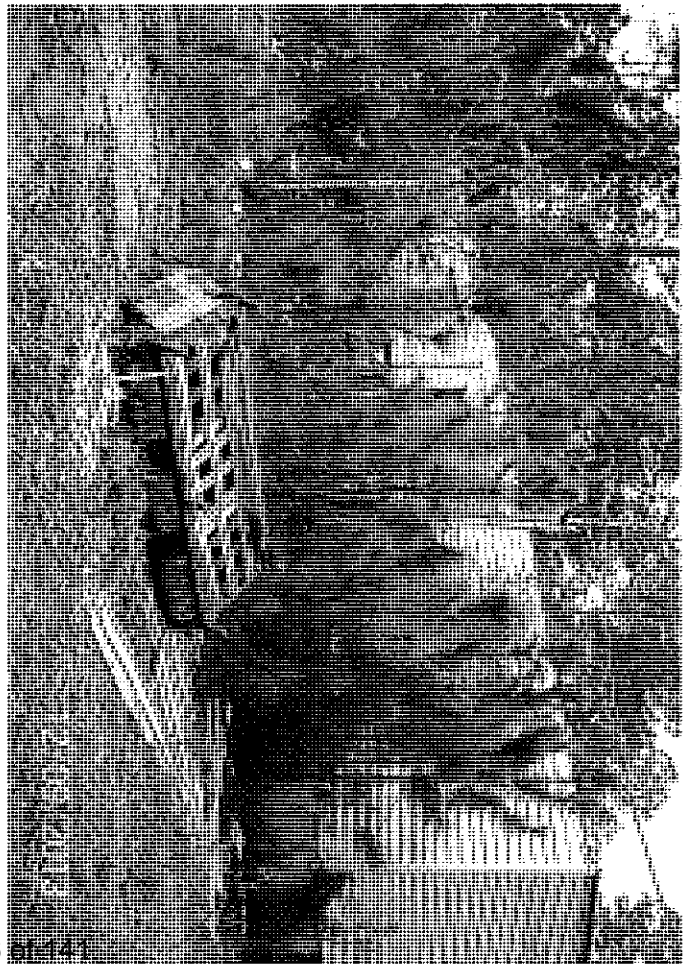
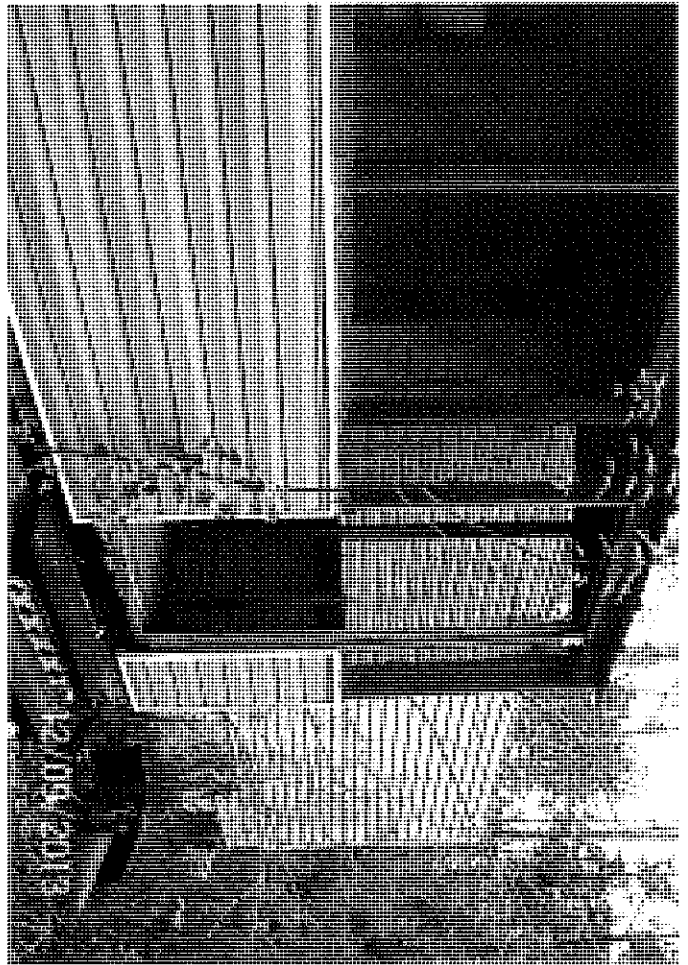
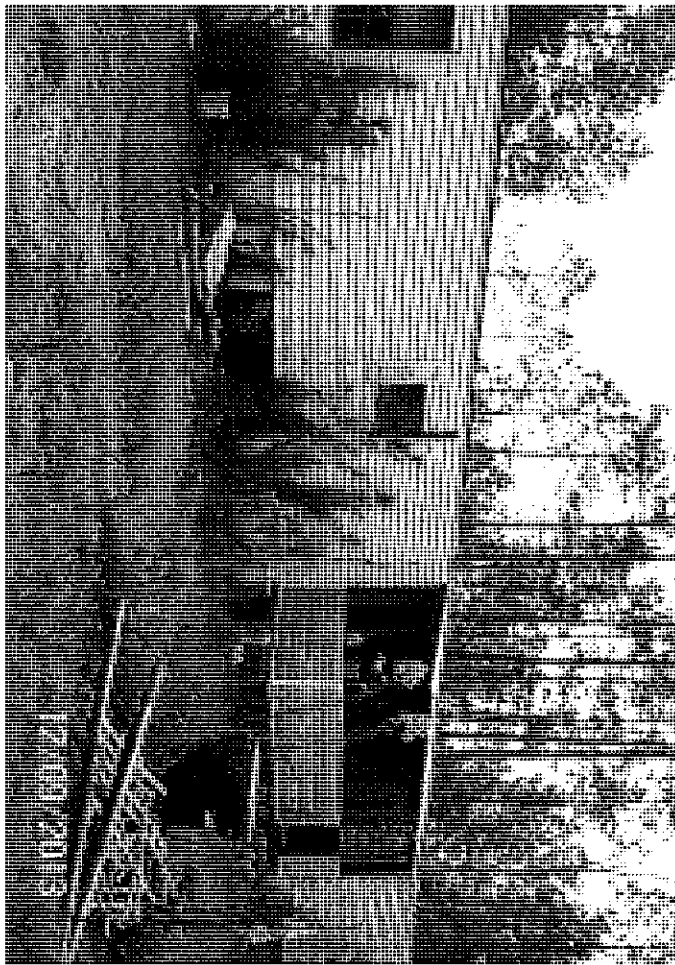
Sincerely,

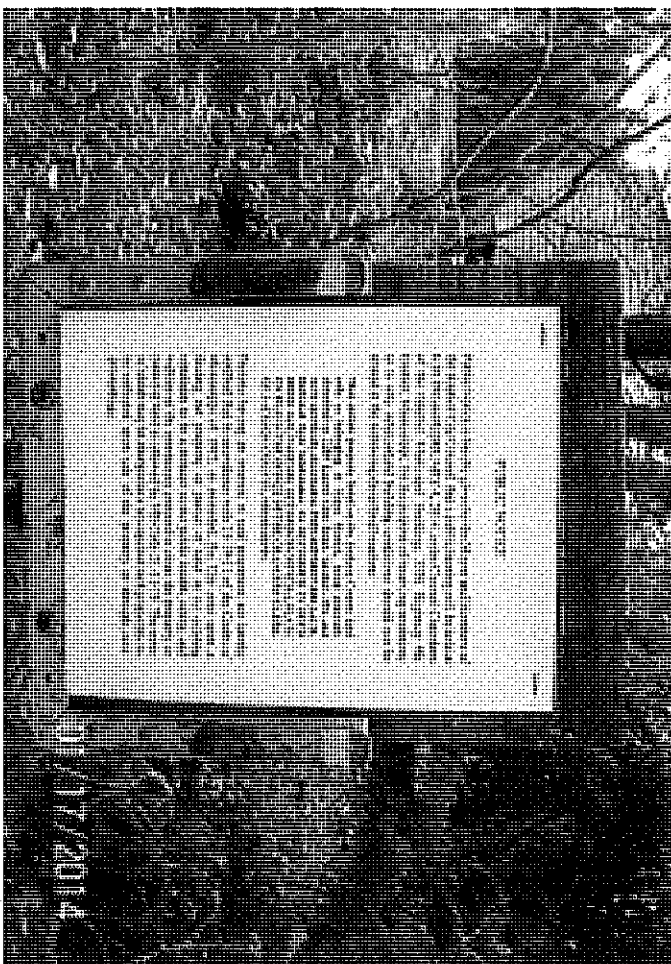
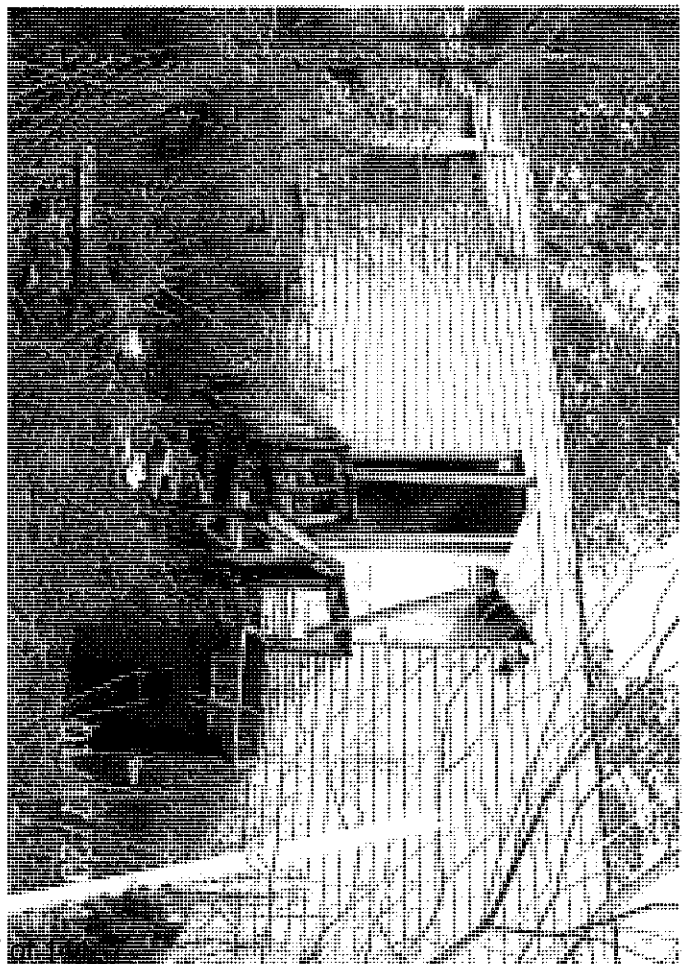
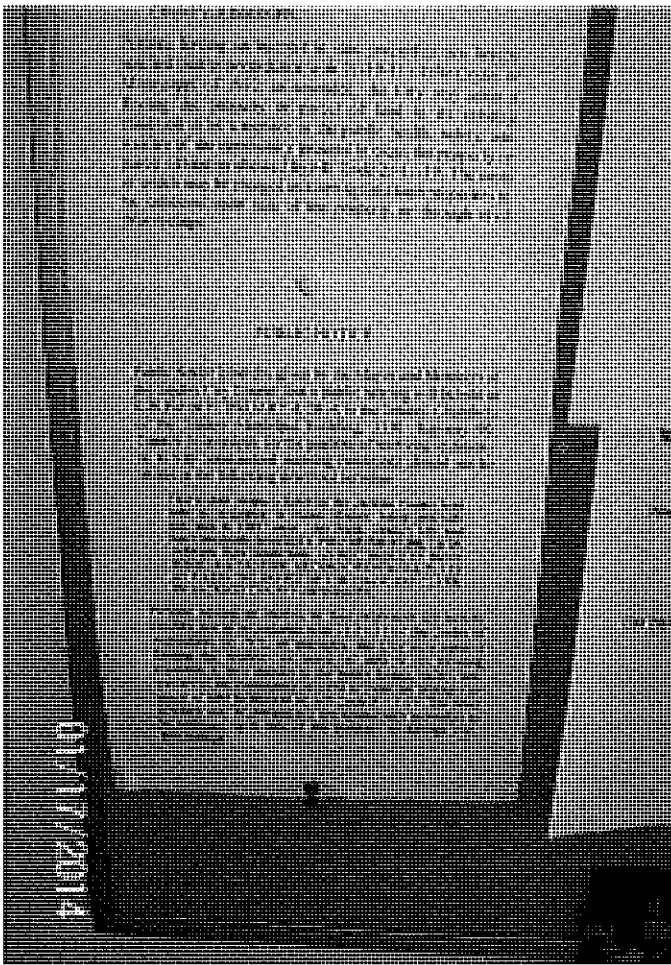
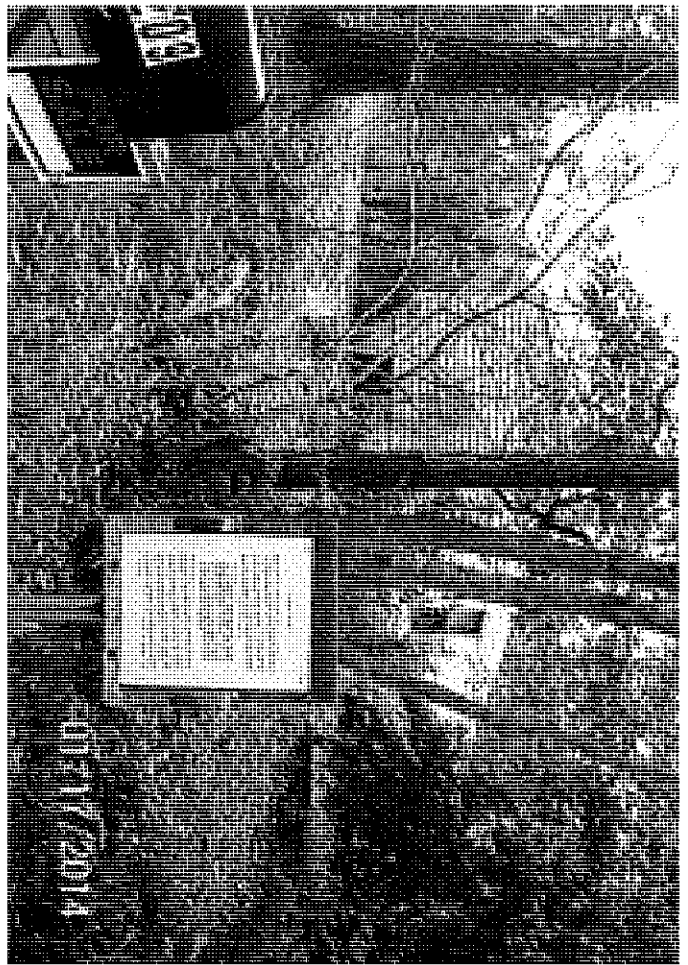

Joseph Belles

Code Enforcement Officer









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

RESOLUTION NUMBER 004-2014

WHEREAS, the Gautier Men's Club has requested the Mayor and Members of the Council of the City of Gautier, Mississippi to provide in-kind services and financial support from the City of Gautier, Cultural Services Department, and the Police Department, for the Gautier Men's Club's 25th Annual Mardi Gras Parade to be held Saturday, February 22nd at 7:00 PM.

WHEREAS, the Mayor and Members of the Council have determined that this event is an economic development tool to bring favorable notice, opportunities, possibilities and resources to the City of Gautier.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Members of the Council of the City of Gautier, Mississippi, as follows to-wit:

SECTION 1. In-kind services are hereby authorized from the Police Department to provide four (4) traffic officers and six (6) patrol officers at five (5) hours each for traffic control and security for this event. Reserve officers have also been scheduled to assist with the event. The Police Department estimates their in-kind contribution will equal \$1,089.00; and

SECTION 2. In-kind services are hereby authorized from the Cultural Services Division to provide labor (2 employees @ 15 hours each) for set-up and use of barricades and bleachers for the judging area, port-a-lets and clean-up of the parade route after the event. The Cultural Services Division estimates their in-kind contribution to be \$640.00. The total cost of City in-kind services is therefore estimated at \$1,729.00.

SECTION 3. The Gautier Men's Club request for financial support from the City of Gautier for the Mardi Gras Parade in the amount of \$1,416.00 is hereby authorized.

SECTION 4. The City Manager or City Clerk is authorized to execute any and all documents necessary.

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Keith Young, Cultural Services Division Manager
Through: Chandra Nicholson, Director of Economic Development & Planning
Dante Elbin, Chief of Police
Date: January 27, 2014
Subject: 2014 Gautier Mardi Gras Parade In-kind Services and Financial Support Request

REQUEST:

The Gautier Men's Club requests City Council authorization for in-kind services and financial support to be provided by the City for the Annual Gautier Mardi Gras Parade.

BACKGROUND:

The Gautier Men's Club's 25th Annual Mardi Gras Parade will be held on Saturday, February 22nd at 7:00 p.m. The City has historically provided logistical services and financial support as well as traffic control and security for this event.

DISCUSSION:

The Mardi Gras Parade organizers have submitted an in-kind services and financial support request to the City for the following.

In-kind:

- Safety and Traffic Control as well as Police units to lead the parade
- Set-up and Use of Barricades and Bleachers for the Judging Area
- Port-a-lets and Clean-up of the Parade Route after the Event

The Police Department estimates their in-kind contribution will equal \$1,089.00 based on four (4) traffic officers and six (6) patrol officers at five (5) hours each. Reserve officers have also been scheduled to assist with the event. The Cultural Services Division estimates approximately \$640.00 for in-kind costs for the requested labor (2 employees @ 15 hours each). The total cost of City in-kind services is therefore estimated at \$1,729.00.

Financial Support Needs:

In addition, the Gautier Men's Club requests financial support from the City for the Mardi Gras Parade in the amount of \$1,416.00.

RECOMMENDATION:

The Economic Development & Planning Department recommends that City Council authorize the in-kind services and financial support requested by the Gautier Men's Club for the Mardi Gras Parade as submitted. City Council may:

- 1) approve the level of in-kind services and amount of financial support requested;
- 2) approve a different amount of financial support and/or level of in-kind services; or
- 3) may decline to authorize any in-kind services or financial support to the parade.

ATTACHMENT(S):

Gautier Men's Club In-kind Services and Financial Support Request (01-27-14)

To: City of Gautier

From: Gautier Men's Club

Date: January 27, 2014
Gautier Mardi Gras Parade

Our parade is scheduled for February 22, 2014 at 7:00 PM.

We are providing the following detail for our request for services for this year's parade.

Services::

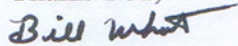
Request the Police Department provide units to lead the parade and traffic control.

City to set up and provide barricades, senior citizen bleachers, portalets, Post clean-up of parade route.

Support for:

In Kind Services of \$1,416.00 (Financial Request)

Thank You,



Bill Whatley

2014 Mardi Gras Parade Chairman

Email:

(228-627-1887)

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

ORDER NUMBER 025-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Gautier Streetscape Ph. 3 STP-0494-00(008)LPA/106378-701000 Memorandum of Understanding (MOU) Amendment No. 1 between MDOT and the City of Gautier is hereby approved.

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

CITY OF GAUTIER MEMORANDUM

To: Samantha D. Abell, City Manager
From: Patty Huffman, Grants and Projects Manager
Thru: Chandra Nicholson, Planning and Economic Development Director
Date: January 28, 2014
Subject: Gautier Streetscape Ph. 3 STP-0494-00(008)LPA/106378-701000
Memorandum of Understanding (MOU) Amendment No. 1

REQUEST:

City Council action is requested to approve Amendment 1 to the MOU between MDOT and the City of Gautier for the Gautier Streetscape Ph. 3 Project.

BACKGROUND:

The Gautier Streetscape Phase 3 Project was initiated in 2012. The original MOU was executed on September 26, 2012 and had a funding obligation deadline of December 31, 2013. Due to streetscape improvements shifting from the city's scope to the mall's scope (due to impending redevelopment) and the development agreement, the project scope has been shifted to Dolphin east/west and William Payne Adams Blvd. Now that the Lowe's/Misty Meadows/William Payne Adams Blvd. property issues have been resolved, the project is now able to move forward.

DISCUSSION:

The City requested a funding obligation extension which was approved by MDOT, so now the MOU must be revised to officially reflect the new funding obligation deadline. The City must have a contractor selected and a construction contract fully executed by the new funding obligation deadline. The project cannot move forward until an MOU Amendment is executed.

RECOMMENDATION:

Staff recommends approval of Amendment 1 to the Memorandum of Understanding between MDOT and the City of Gautier for Gautier Streetscape Ph. 3. The City Council may:

1. Authorize the execution of Amendment No. 1 to the Memorandum of Understanding dated September 26, 2012 for Gautier Streetscape Ph. 3;
OR
2. Decline to authorize the execution of Amendment No. 1 to the Memorandum of Understanding dated September 26, 2012 for Gautier Streetscape Ph. 3.

ATTACHMENT(S):

1. MOU Amendment No. 1 MDOT Cover Letter
2. MDOT letter of approval of date extension date January 15, 2014.
3. MOU Amendment No. 1
4. Memorandum of Understanding dated September 26, 2012

Mark C. McConnell
Deputy Executive Director/
Chief Engineer

Lisa M. Hancock
Deputy Executive Director/
Administration



Melinda L. McGrath
Executive Director

Tom King
Southern District Commissioner

Kelly R. Castleberry
District 6 Engineer

Albert L. White
District 7 Engineer

P. O. Box 551 / Hattiesburg, MS 39403-0055 / Telephone (601) 544-6511 / FAX (601) 544-0227 / GoMDOT.com

16499-B Highway 49, Saucier, MS 39574-9740
January 28, 2014

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

RE: Amendment to Memorandum of Understanding, MOU, for TE Project
Streetscape Improvements

Dear Ms. Abell,

Attached are the duplicate copies of the amendment to the Memorandum of Understanding, MOU, for the above referenced project for your review and processing. The amendment updates the funding deadline in accordance with the attached letter. Please execute the MOU amendment in duplicate and return with council/board minutes signifying approval to my office. Please mail to:

Mississippi Department of Transportation
Attn: David Seyfarth
16499-B Highway 49
Saucier, MS 39574-9740

In accordance with the MOU, please remember to include the MDOT in any public relations activities or press release for this project. The MDOT public relations liaison for District VI is Layla Essary, telephone number 601-466-1881.

Should you need additional information, contact my office at 228-832-0682.

Sincerely,

David H. Seyfarth, PE, PS
Special Projects Engineer

cc: Project File 16-10 w/ attachments



Mark C. McConnell
Deputy Executive Director/
Chief Engineer

Charles R. Carr
Director
Office of Intermodal Planning



Melinda L. McGrath
Executive Director

Lisa M. Hancock
Deputy Executive Director/
Administration

Willie Huff
Director
Office of Enforcement

MISSISSIPPI DEPARTMENT OF TRANSPORTATION

P. O. Box 1850 / Jackson, Mississippi 39215-1850 / Telephone (601) 359-7001 / FAX (601) 359-7110 / www.GoMDOT.com

January 15, 2014

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

Subject: STP-0494-00(008)LPA/106378-701000 - Transportation Enhancement

Dear Mayor Gollott,

I am writing to inform you that Commissioner Tom King has allowed a final extension to the subject project. The new obligation deadline for the project will be **June 30, 2014**. To meet the obligation deadline, the project will have to be granted Ad Authority as described in the LPA Project Development Manual by the above deadline.

Should the new deadline not be met, the money will be rescinded. Please continue the development of your project in coordination with the District LPA Coordinator. If you have any questions, please don't hesitate to contact me.

Sincerely,

Jeffrey C. Altman, P.E.
State Engineer for Local Public Agencies

Cc: Commissioner Tom King - Southern District
James Williams - Asst. Chief Engineer, Operations
David Seyfarth - District 6 LPA Coordinator
LPA Division Project File

RECEIVED
JAN 21 2014
GULF COAST REGIONAL OFFICE
GULFPORT



Amendment No. 1 to
Memorandum of Understanding

STP-0494-00(008)LPA/106378-701000
Streetscape Improvements
Gautier, MS

This Agreement is made between the **Mississippi Transportation Commission**, a body Corporate of the State of Mississippi (The "COMMISSION"), acting by and through the duly authorized Executive Director of the Mississippi Department of Transportation ("MDOT") and **City of Gautier**, *Local Public Agency*, "LPA" (hereinafter referred to as the "LPA"), effective as of the date of the last execution below for purposes of amending the original Memorandum of Understanding between the parties which bears an effective date of September 26, 2012.

WHEREAS, the COMMISSION and the LPA entered into an agreement whereby the LPA was to make improvements including, but not limited to, landscaping, signs, and banners along multiple routes; (hereinafter referred to as the "PROJECT"); and

NOW, THEREFORE, for and in consideration of the premises and agreements of the parties as hereinafter contained, the LPA and the COMMISSION mutually agree to amend the earlier Memorandum of Understanding between said parties as follows, to wit:

The language contained on page 1, 3rd Paragraph (2nd "WHEREAS") are deleted in entirety and replaced with the following language:

WHEREAS, it is anticipated that approximately **\$ 420,000.00** in federal funds (80% federal match and 20% local match) for the construction of the PROJECT, and the above mentioned federal funds will expire if the construction contract is not awarded and fully executed on or before **June 30, 2014**. The above funds are subject to normal reductions and obligational limitations; and

The remainder of the original Memorandum of Understanding shall remain in full force and effect as to all other terms except those amended above.

(Remainder of Page Intentionally Blank)

ARTICLE VII. AUTHORITY TO CONTRACT

Both parties hereto represent that they have authority to enter into this Memorandum of Understanding.

So agreed this the _____ day of _____, 20____.

City of Gautier

Samantha Abell, City Manager

So Agreed this the _____ day of _____, 20____.

MISSISSIPPI TRANSPORTATION COMMISSION
By and through the duly authorized
Executive Director

Melinda L. McGrath, Executive Director
Mississippi Department of Transportation

Book _____, Page _____,

Mark C. McConnell
Deputy Executive Director/
Chief Engineer

Charles R. Carr
Director
Office of Intermodal Planning



Jackie Duckworth
Deputy Executive Director/
Administration

Willie Huff
Director
Office of Enforcement

Melinda L. McGrath
Executive Director

P. O. Box 1850 / Jackson, Mississippi 39215-1850 / Telephone (601) 359-7001 / FAX (601) 359-7110 / www.GoMDOT.com

16499-B Highway 49, N. Trailer, Saucier, MS 39574
October 8, 2012

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

Re: STP-0494-00(008) LPA 106378/701000 City of Gautier/Jackson Co.
Streetscape Improvements

Dear Ms. Abell:

Attached you will find one original approved executed MOU on the above referenced project for your files.

Sincerely,

David H. Seyfarth, PE, PS
Special Projects Engineer

Cc: 16-10
Dennis Reeves, PE Director of Public Works-City of Gautier

DHS/an

Memorandum of Understanding

STP-0494-00(008)LPA/106378-701000

**Streetscape Improvements
Gautier, MS**

This Agreement is made between the **Mississippi Transportation Commission**, a body Corporate of the State of Mississippi (The "COMMISSION"), acting by and through the duly authorized Executive Director of the Mississippi Department of Transportation ("MDOT") and **City of Gautier, Local Public Agency, "LPA"** (hereinafter referred to as the "LPA"), for the purpose of establishing the agreed conditions under which the LPA may utilize Transportation Enhancement and subsequent acts to complete the proposed project as described below, effective as of the date of the last execution below.

WHEREAS, the LPA has announced its intentions to make improvements including, but not limited to, landscaping, signs, and banners along multiple routes; (hereinafter referred to as the "PROJECT"); and

WHEREAS, it is anticipated that approximately **\$ 420,000.00** in federal funds (80% federal match and 20% local match) for the construction of the PROJECT, and the above mentioned federal funds will expire if the construction contract is not awarded and fully executed on or before **December 31, 2013**. The above funds are subject to normal reductions and obligational limitations; and

WHEREAS, the LPA agrees that if funds from FHWA are utilized that the LPA will be bound by, and will comply with, any and all federal requirements and the MDOT operating procedures, even though the federal requirements, when coupled with MDOT procedures, specify that no retainage is to be withheld.

WHEREAS, if this is an Safe Routes To Schools (SRTS) PROJECT approved by the, COMMISSION a maximum of **\$ N/A** for preliminary engineering and construction of the PROJECT approved, and **\$ N/A** for non-infrastructure activities is approved, for a total of **\$ N/A** in SRTS federal funds, which may be available over a period of time and are subject to normal reductions and obligation limitations, and

WHEREAS, the LPA will be responsible for all PROJECT cost over and above the maximum amount of Federal Funds allocated to the PROJECT by the COMMISSION, and

WHEREAS, the MDOT requires the LPA to provide the local state share previously stated; and

WHEREAS, the COMMISSION is hereby consenting to allow the LPA to manage the PROJECT under the terms and provisions of this Memorandum of Understanding; and

WHEREAS, the LPA and the COMMISSION desire to set forth more fully the understandings of the parties with respect to the process by which this will be accomplished.

NOW, THEREFORE, for and in consideration of the premises and agreements of the parties as hereinafter contained, the LPA and the COMMISSION mutually enter into the following Memorandum of Understanding for these and any future federal funds that may be allocated to this PROJECT

ARTICLE I. DUTIES AND RESPONSIBILITIES

A. The LPA, which is hereby designated as the Local Sponsor for the purposes herein, will:

1. Designate a full time employee of the LPA as the Project Director, who will serve as the person of responsible charge for the PROJECT and will coordinate all PROJECT activities with the MDOT District LPA Coordinator.
2. Follow the procedures set out in the latest online version of the Project Development Manual for Local Public Agencies (PDM) necessary for the PROJECT including, but not limited to, project activation, consultant selection, environmental process, preliminary design, Right of Way acquisition (if required), advertisement for and selection of a contractor, construction oversight, and project close out.
3. Submit to the MDOT four (4) complete sets of "as-built" plans in printed form and the original electronic files in a format that is compatible with Microstation prior to MDOT acceptance. Upon request, MDOT may waive this requirement for selected projects.
4. Be responsible for all maintenance of the PROJECT during and after completion.
5. Agree to be bound by any and all federal requirements and the MDOT operating procedures, even though the federal requirements, when coupled with MDOT procedures, specify that no retainage is to be withheld.
6. Agree that if any act of omission or commission on the part of the LPA causes loss of Federal funding from FHWA or any other source, or any penalty being imposed by the United States of America under the Clean Water Act, 33 U.S.C. § 1251, et seq. or any other provision of law, the LPA will be solely responsible for all additional costs.
7. If this is a Transportation Enhancement (TE) PROJECT then execute a Facilities Ownership and Use Policy that will allow the LPA to maintain and operate or provide for the maintenance and operation of the completed PROJECT. If this is a Transportation Museum or Welcome Center it shall be staffed by the LPA a minimum of forty (40) hours per week. All TE PROJECTS will have a permanently mounted plaque or sign identifying the FHWA and MDOT as providing funding for the PROJECT. No changes will be made to the completed PROJECT that would affect the traffic and/or traffic control on the PROJECT and/or alter the approved definition of the PROJECT as a *Transportation Enhancement Project* without the prior approval of the MDOT. Acceptable change must be in conformance with current standards and with provisions of the Manual on Uniform Traffic Control Devices for Streets and Highways and American Association of State Highway and Transportation Officials (AASHTO). The LPA understands that failure to

fulfill this responsibility in regard to maintenance of the PROJECT, its operation or regulation will disqualify the LPA from receiving any *Transportation Enhancement Funds* until such time as the deficiencies are corrected to the satisfaction of the MDOT and FHWA, and if the deficiencies are not corrected the LPA may be required to reimburse the MDOT for all project cost.

8. If this is a SRTS PROJECT, then all participating communities will be required to participate in the project evaluation which includes data collection using tools developed by the National Center for Safe Routes to School. The tools are the Student Travel Tally and the Parent Survey. These tools will be administered three times - at the beginning of the project (required to complete the application), at the completion of the infrastructure project(s) and one year after. The SRTS coordinator can provide copies of the tallies and surveys as needed and can assist with entering the data for results. Additional evaluation required includes reporting overall changes realized by the community as a result of the Safe Routes to School program.

9. Promptly pay any consultants or contractors monies due them within 30 days of submittal of invoice from the consultant or contractor.

10. If there is any requirement for "matching" funds, or if the anticipated cost of construction will exceed the available Federal-aid funds, the LPA shall be solely responsible for providing said local share at such time as the funds may be required.

All contracts and subcontracts shall include a provision for compliance with Senate Bill 2988 from the 2008 Session of the Mississippi Legislature entitled "The Mississippi Employment Protection Act," as published in the General Laws of 2008 and codified in the Mississippi Code of 1972, as amended (Sections 71-11-1 and 71-11-3), and any rules or regulations promulgated by the COMMISSION, the Department of Employment Security, the State Tax Commission, the Secretary of State, or the Department of Human Services in accordance with the Mississippi Administrative Procedures Law (Section 25-43-1, et seq., Mississippi Code of 1972, as amended) regarding compliance with the Act. Under this Act, the LPA and every sub-recipient or subcontractor shall register with and participate in a federal work authorization program operated by the United States Department of Homeland Security to electronically verify information of newly hired employees pursuant to the Illegal Immigration Reform and Immigration Responsibility Act of 1996, Public Law 104-208., Division C, Section 403(a); 8 USC, Section 1324a .

11. The LPA will be required to acknowledge the MDOT and the FHWA for their participation in the project in any news releases or other promotional material for the PROJECT. The PROJECT sponsor shall notify the MDOT LPA Division of any ceremonies related to the PROJECT.

B. THE COMMISSION WILL:

1. Allow the LPA to design and construct the proposed transportation improvements provided that the design meets with MTC and FHWA approval and that all costs of the improvements that are not covered by federal funds are borne by the LPA.

2. Enter into any cooperative agreements or permits necessary to allow the LPA access to the property of the COMMISSION for the purposes of constructing the proposed transportation improvements.
3. Work with the LPA, through the District LPA Coordinator, during the various phases of the work with the goal of producing a project that will be acceptable to the COMMISSION upon completion.
4. Review all submittals in a timely manner, in accordance with the PDM, to allow the project to progress in an orderly fashion.
5. During the progress of the PROJECT, assist the LPA in obtaining reimbursements of federal funding for any phase that is eligible for reimbursement. All costs associated with this process, and any other involvement by the MDOT staff in this PROJECT, will be charged as a project cost.
6. Submit all documents to the Federal Highway Administration (FHWA) when required or requested by the FHWA.

ARTICLE II. GENERAL PROVISIONS

- A. Should the LPA fail to complete the construction of the proposed transportation improvements as contemplated by this agreement after construction is commenced, the LPA agrees that it will bear all costs of completion over and above the funds supplied by the FHWA through MDOT. The COMMISSION shall have the right to audit all accounts associated with the PROJECT, and should there be any overpayment by the COMMISSION to the LPA, the LPA agrees to refund any such overpayment within 30 days of written notification. Should the LPA fail to reimburse the COMMISSION, the COMMISSION shall have the right to offset the amount due from any other funds in its possession that are due the LPA on this or any other project, current or future.
- B. This Memorandum of Understanding shall be subject to termination at any time upon thirty (30) days written notice by either party. Such notice shall not, however, cancel any contract made in reliance upon this agreement and underway at the time of termination. Any contract underway shall be allowed to conclude under its own terms. The LPA agrees to bear complete and total legal and financial responsibility for any such agreement. Additionally, funds may be suspended/terminated under the provisions of Section E, below.
- C. It is understood that this is a Memorandum of Understanding and that more specific requirements for the conduct of the design of the transportation improvement project are contained in the Federal Statutes, the Code of Federal Regulations, the Mississippi Code, and the Standard Operating Procedures for MDOT, and other related regulatory authorities. The LPA agrees that it will abide by all such applicable authority.
- D. In the event that any act of omission or commission on the part of the LPA causes loss of Federal funding from FHWA or any other source, or any penalty being imposed by the United States of America under the Clean Water Act, 33 U.S.C. § 1251, et seq. or any other provision of law, the LPA shall be solely responsible for all additional costs.

E. The Executive Director of MDOT may withhold federal funds for the PROJECT for any of the following reasons:

- a. Failure to proceed with the work when so instructed by the MDOT or to adhere to the requirements of the contract.
- b. Failure to perform the work with sufficient workmen, equipment and materials to assure completion within contract time.
- c. Performing unacceptable work, or neglecting or refusing to remove materials or to perform any such work as may be rejected as unacceptable.
- d. Discontinuing the prosecution of the work.
- e. Failure to comply with all federal, state and local laws, ordinances, regulations, permits, and all orders and decrees of bodies or tribunals having jurisdiction or authority which affect those engaged or employed on the work or affect the conduct of the work.
- f. Becoming insolvent, being declared bankrupt or committing any act of bankruptcy or insolvency.
- g. Allowing a final judgment to stand unsatisfied.
- h. Making an assignment for the benefit of creditors.
- i. Failure for any other cause whatsoever to carry on the work in an acceptable manner.

Before federal Funds are terminated, the LPA will be notified in writing by the Executive Director of the conditions which make termination of funds imminent. If no effective effort has been made by the LPA, its agents, employees, contractors or subcontractors, to correct the conditions of which complaint is made, within fifteen (15) calendar days after notice is given, the Executive Director may declare the Federal Funds suspended for the PROJECT and notify the LPA accordingly. The LPA will then have forty-five (45) days in which to correct all conditions of which complaint is made. If all conditions are not corrected within forty-five (45) days, the Executive Director may declare the federal funds for the PROJECT terminated and notify the LPA accordingly. If all conditions are corrected, within the forty-five (45) day period, the LPA will be reimbursed under the terms of this agreement, for all work satisfactorily completed during the forty-five days period.

ARTICLE III. NOTICE & DESIGNATED AGENTS

A. For purposes of implementing this section and all other sections of this Agreement with regard to notice, the following individuals are herewith designated as agents for the respective parties unless otherwise indented in the addenda hereto:

For Contractual Administrative Matters:
COMMISSION:
Melinda L. McGrath, Executive Director
MDOT
P.O. Box 1850
Jackson, MS 39215-1850
Phone: (601) 359-7002
Fax: (601) 359-7110

LPA:
Samantha Abell, City Manager
City of Gautier
3330 Highway 90
Gautier, MS 39553
Phone: 228-497-8000
Fax: 228-497-8028

For Technical Matters:
COMMISSION:
David Seyfarth, PE
District LPA Coordinator – District Six
MDOT
16499-B Hwy 49
Saucier, MS 39574
Phone: 228-832-0682
Fax: 228-832-0681

LPA:
Dennis Reeves, PE
Director of Public Works
City of Gautier
3330 Highway 90
Gautier, MS 39553
Phone: 228-497-4283
Fax: 228-497-8028

B. All notices given hereunder shall be by U.S. Certified Mail, return receipt requested, or by facsimile and shall be effective only upon receipt by the addressee at the above addresses or telephone numbers.

ARTICLE IV. RELATIONSHIP OF THE PARTIES

A. The relationship of the LPA to the COMMISSION is that of an independent contractor, and said LPA, in accordance with its status as an independent contractor, covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of the COMMISSION by reason hereof. The LPA will not by reason hereof, make any claim, demand or application or for any right or privilege applicable to an officer or employee of the COMMISSION, including but not limited to workers' compensation coverage, unemployment insurance benefits, social security coverage, retirement membership or credit, or any form of tax withholding whatsoever.

B. The COMMISSION executes all directives and orders through the MDOT. The LPA executes all directives and orders pursuant to applicable law, policies, procedures and regulations. All notices, communications, and correspondence between the COMMISSION and the LPA shall be directed to the designated agent shown above in Article III.

ARTICLE V. RESPONSIBILITIES FOR CLAIMS AND LIABILITY

To the extent permitted by law, the Commission and the LPA agree that neither party nor their agents, employees, contractors or subcontractors, will be held liable for any claim, loss, damage, cost, charge or expenditure arising out of any negligent act, actions, neglect or omission caused solely by the other party, its agents, employees, contractors or subcontractors.

ARTICLE VI. MISCELLANEOUS

No modification of this Memorandum of Understanding shall be binding unless such modification shall be in writing and signed by all parties. If any provision of this Memorandum of Understanding shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Memorandum of Understanding is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

ARTICLE VII. AUTHORITY TO CONTRACT

Both parties hereto represent that they have authority to enter into this Memorandum of Understanding.

So agreed this the 17 day of July, 2012

City of Gautier

Samantha D. Abell
Samantha Abell, City Manager

So Agreed this the 26th day of Sept., 2012

MISSISSIPPI TRANSPORTATION COMMISSION
By and through the duly authorized
Executive Director

Melinda L. McGrath
Melinda L. McGrath, Executive Director
Mississippi Department of Transportation

Book 16, Page 2189

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

ORDER NUMBER 178-2012

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Manager is authorized to enter into a Memorandum of Understanding with the Mississippi Department of Transportation concerning the TE Project Streetscape Improvement.

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

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

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

NAYS: None


MAYOR

ATTEST:


INTERIM CITY CLERK

PASSED AND ADOPTED by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of July 17, 2012.

Mark C. McConnell
Deputy Executive Director/
Chief Engineer

Charles R. Carr
Director
Office of Intermodal Planning



Jackie Duckworth
Deputy Executive Director/
Administration

Willie Huff
Director
Office of Enforcement

Melinda L. McGrath
Executive Director

P. O. Box 1850 / Jackson, Mississippi 39215-1850 / Telephone (601) 359-7001 / FAX (601) 359-7110 / www.GoMDOT.com

16499-B Highway 49, Saucier, MS 39574-9740
June 29, 2012

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

RE: Project number and Memorandum of Understanding, MOU, for TE Project
Streetscape Improvements

Dear Ms. Abell,

The above referenced federal aid project has been activated and assigned a project number-STP-0494-00(008)LPA/ 106378-701000. This number should be used in its entirety on all correspondence for this project.

Attached are the duplicate copies of the MOU for the above referenced project for your review and processing. The MOU outlines responsibilities and funding as required by the MDOT project development manual, PDM, for federal funding. Please execute the MOU in duplicate and return with governing council or board minutes signifying approval. Please mail to:

Mississippi Department of Transportation
Attn: David Seyfarth
16499-B Highway 49
Saucier, MS 39574-9740

In accordance with the MOU, please remember to include the MDOT in any public relations activities or press release for this project. The MDOT public relations liaison for District VI is Layla Essary, telephone number 601-466-1881.

Should you need additional information, contact my office at 228-832-0682.

Sincerely,

David H. Seyfarth, PE, PS
Special Projects Engineer

cc: Project File 16-10 w/ attachments

Councilman Colledge recused himself at 7:42 pm from the discussion and vote of Business Item #6- Approval of a firm for Professional Design Services for the Public Works Back Building Repair Project (Hurricane Katrina Project #4214).

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

ORDER NUMBER 026-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Machado and Patano is hereby selected as the Professional Design Services Firm for Public Works Back Building Repair Project (Hurricane Katrina Project #4214).

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

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

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

NAYS: None

RECUSED: Adam Colledge

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

CITY OF GAUTIER MEMORANDUM

To: Samantha D. Abell, City Manager
From: Patty Huffman, Grants and Projects Manager
Thru: Chandra Nicholson, Planning and Economic Development Director
Date: January 28, 2014
Subject: City Council Selection of a Firm for Professional Design Services for Public Works Back Building Repairs (Hurricane Katrina Project #4214)

REQUEST:

City Council action is requested to approve a firm for Professional Design Services for the Public Works Back Building Repair Project (Hurricane Katrina Project #4214).

BACKGROUND:

The Public Works Back Building Project #4214 is the final project to be completed for the City of Gautier's Hurricane Katrina related damage. This project has been under appeal with FEMA for over two years. Ultimately FEMA disapproved the City's request to demolish and rebuild the building. The City therefore plans to complete the repairs originally authorized by FEMA and MEMA which include roof repairs, awnings, fencing, and other minor repairs to the back building.

DISCUSSION:

The City advertised a Request for Qualifications (RFQ) with a deadline of December 5, 2013 for Professional Design Services for this project. The City received seven (7) proposals. A Selection Committee comprised of City staff members reviewed the proposals individually and then met to evaluate and score the proposals based on the advertised RFQ criteria.

<u>Firms</u>	<u>Committee Score (max. 100 points)</u>
Machado and Patano	90
Allred Architectural Group	75
Goodwyn, Mills & Cawood	75
Michael Reeves Architect	65
William Lack, Architect	60
Pryor and Morror, Architects & Engineers	60
Hardy & Associates Architect	60

RECOMMENDATION:

Based on the scores above, the Selection Committee recommends the firm of Machado and Patano for the Professional Design Services needed for the Public Works Back Building Repair Project (Hurricane Katrina #4214). The City Council may:

1. authorize selection of the recommended firm for the Public Works Building Repair Project;
or
2. decline to authorize selection of the recommended firm for the Public Works Building Repair Project.

ATTACHMENT(S):

Recommendation of Consultant Selection Committee

**RECOMMENDATION OF
CONSULTANT SELECTION
COMMITTEE**

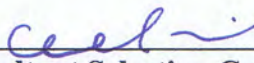
RE: Public Works Back Building Repair Project #4214 (Professional Design Services)

The following proposals were received in the Purchasing Agent's Office no later than **2:00 p.m. on Thursday, December 5, 2013.** The Consultant Selection Committee met on **January 9, 2014** to review the proposals received from the following firms and/or individuals:

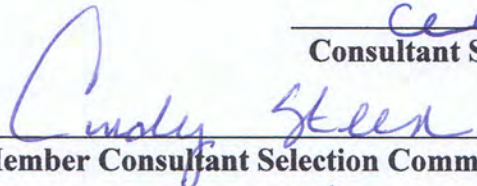
1. Allred Architectural Group, PA
2. Goodwyn, Mills & Cawood, PLLC
3. Hardy & Associates Architect, PLLC
4. Machado and Patano
5. Michael Reeves Architect, PLLC
6. Pryor and Morrow, Architects and Engineers, PA
7. William Lack, Architect, PLLC

The Selection Committee used a point system to evaluate the proposals submitted. After careful review of the content of the submissions, the Committee awarded the highest number of points to Machado and Patano. We therefore recommend the awarding of a contract with **Machado and Patano** for this project based on the points assigned below.

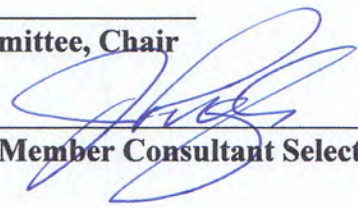
FIRM NAME	Total (100 pts)
Machado and Patano	90
Allred Architectural Group, PA	75
Goodwyn, Mills & Cawood, PLLC	75
Michael Reeves Architect, PLLC	65
William Lack, Architect, PLLC	60
Pryor and Morrow, PA	60
Hardy & Associates Architect, PLLC	60



Consultant Selection Committee, Chair



Member Consultant Selection Committee



Member Consultant Selection Committee



Member Consultant Selection Committee

Councilman Colledge rejoined the meeting at 7:45 pm.

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

RESOLUTION NUMBER 005-2014

A RESOLUTION APPROVING THE SCHEDULE OF AUTHORIZED POSITIONS AND ORGANIZATION CHART

WHEREAS, it is the desire of the Mayor and Council to approve the FY 2014 Schedule of Authorized Positions and Organizational Chart on February 4, 2014 as presented by the City Manager in accordance with Mississippi Code of 1972 Section 21-9-45.

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

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

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

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

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

** Probationary officer 9
Certified officer 10

	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<u>FIRE DEPT</u>					
Fire Chief	2080	22	1		
Fire Marshal	2080	15	1		
Executive Assistant	2080	9	1		
Fire Captains	2496	10	3		
Fire Lieutenant	2496	9	6		
Firefighters ***	2496	9/10	18 24		
P/T Firefighters ****	N/A	N/A		3	
Total Funded			30 36	3	
Total Non-Funded					

*** Probationary firefighter 9

Firefighter 10

**** PT Firefighters (\$10.00/hr.)

	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<u>ECONOMIC DEV DEPT</u>					
Director	2080	22	1		
Planning Tech	2080	11	1		
Administrative Clerk	2080	8	1		
<u>Building & Zoning</u>					
Building & Zoning Administrator	2080	13	1		
GIS Analyst/Draftsman	2080	11	1		
<u>Neighborhood Services</u>					
Grants and Projects Manager	2080	13	1		
Code Enforcement Officer	2080	10	1		
Animal Control/Code Enforcement Officer	2080	9	1		
Neighborhood Improv Coord	2080	10	unfunded		
<u>Cultural Services</u>					
Cultural Services Manager	2080	14	1		
Administrative Bookkeeper	2080	10	1		
Recreation Coordinator	2080	11	1		
Parks Supervisor	2080	11	1		
Equipment Operator-Grounds and Maintenance Operator	2080	8	1		
Grounds and Maintenance Operator	2080	8	unfunded		
Total Funded			13		
Total Non-Funded			4 2		
	Pay Scale	Pay Grade	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
<u>PUBLIC WORKS DEPT</u>					
<u>Utility Services</u>					
Division Manager	2080	14	1		
Field Supervisor *	2080	13	4		
Total Funded			2 1		
Total Non-Funded					

* Field Supervisor budgeted through Jan. 31, 2014

Summary of Authorized Positions	Number of Full-Time Authorized Positions	Number of Part-Time Authorized Positions	Number of Reserve Authorized Positions (Not Paid)
Judicial Dept: Funded		1	
Executive Dept: Funded	2		
Finance Dept: Funded	3		
Human Resources Dept: Funded	6		
City Clerk Dept: Funded	6		
Police Dept: Funded	50	4	21
Non-Funded			
Fire Dept: Funded	30 36	3	
Econ Dev Dept: Funded	13		
Public Works Dept: Funded	2 1		
Non-Funded	1 2		
Total	112 117	8	21
Total Non-Funded	1 2		

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

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason Pugh, Human Resources Director
Date: 01/30/14
Subject: Approval of the Schedule of Authorized Positions

REQUEST:

The Human Resources Department requests that the Gautier City Council approve the attached Schedule of Authorized Positions to include:

1. Six (6) new firefighter positions as budgeted in the FY2014 budget. Funding for these positions became available in January of this year.
2. Rename the current Equipment Operator in the Cultural Services Division to Grounds and Maintenance Operator and approve the creation of an additional Grounds and Maintenance Operator position in the Cultural Services Division.
3. Remove the Field Supervisor position in the Public Works Department. This position is vacant and was only funded in this year's budget through January 31, 2014.

BACKGROUND:

Firefighters

The Gautier City Council approved a budget for FY 2014 that included the addition of six (6) new firefighters to man the new West Fire Station. Funding for those positions was not available in the budget until January of this year. These positions should now be added to the Schedule of Authorized Positions.

Grounds and Maintenance Operator

Since accepting responsibility for Shepard State Park and privatization of city public works, the duties for maintaining city parks and property has increased for the Cultural Services Division and additional personnel are needed.

Field Supervisor

The Field Supervisor position was only budgeted through January 31, 2014. The position is now vacant and should be removed from the Schedule of Authorized Positions.

DISCUSSION:

With the completion of the new fire station at hand and with funding now available to recruit and hire new firefighters for the station, the Human Resources Department requests that the City Council approve the attached Schedule of Authorized Positions to include six (6) new firefighter positions as anticipated in the 2014 budget.

It is also requested that the City Council approve renaming the current Equipment Operator position in the Cultural Services Division to Grounds and Maintenance Operator and also creating an additional Grounds and Maintenance Operator to assist in maintaining the city parks and properties. Funding for this position will be determined at a later time and brought before council for approval.

This Schedule of Authorized Positions also reflects the removal of the Field Supervisor position in the Public Works Department. This position is vacant and was only funded in this year's budget through January 31, 2014.

There are no other changes to this Schedule of Authorized Positions.

FINANCIAL IMPACT:

No financial impact at this time.

RECOMMENDATION:

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

City Council may

- 1) authorize the proposed Schedule of Authorized Positions as presented;
- 2) authorize the proposed Schedule of Authorized Positions with changes; or
- 3) disapprove the Schedule of Authorized Positions as presented.

ATTACHMENT(S):

Schedule of Authorized Positions

Organizational Chart

Job Description/Grounds and Maintenance Operator

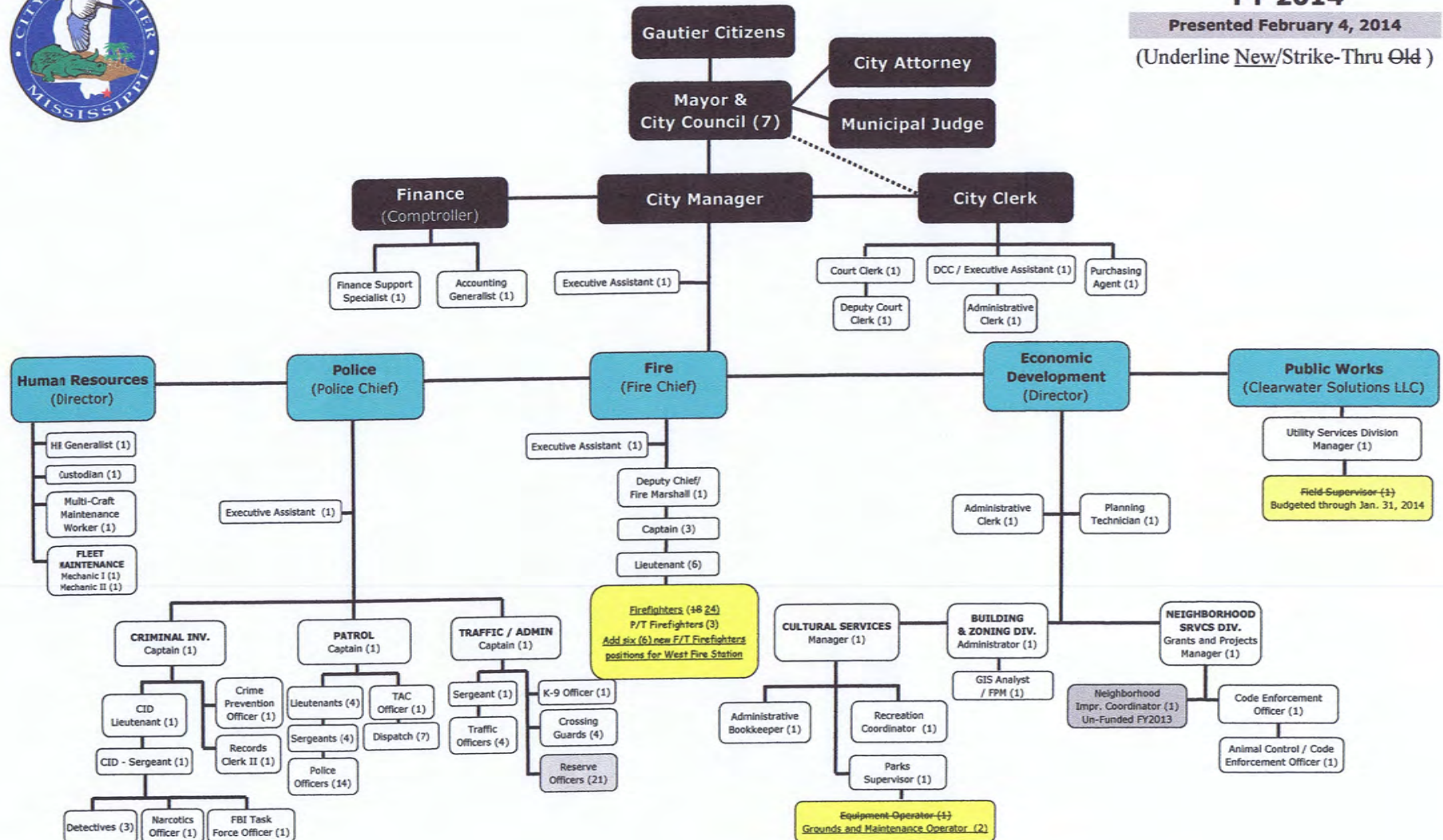
City of Gautier Organization Chart



FY 2014

Presented February 4, 2014

(Underline New/Strike-Thru Old)





EQUIPMENT OPERATOR GROUNDS AND MAINTENANCE OPERATOR
(Economic Development / Planning Department)

Department:	Economic Development / Planning Department	Pay Grade:	08 (Schedule 2080)
Reports To:	Parks Supervisor	Exempt (Y/N):	N
Competitive (Y/N):	N		

SUMMARY:

This is skilled work in the operation of light to medium automotive equipment and/or, semi-skilled manual labor.

Work may involve the operation of small trucks, riding power mowers, push lawn mowers, weed-eaters, edgers, light tractors, medium size dump trucks, and similar automotive equipment requiring little or no technical training. Operation of a variety of such equipment may be predominant task of this class. The predominant work of this class will likely be manual tasks of a semi-skilled nature requiring special knowledge acquired through work performance. Assignments may include use of standard specialized hand tools, power operated devices, or other equipment.

Assignments may be received in the form of specific orders or general instructions depending on the assignment. Work may be performed without direct supervision after instructions are received. Work is reviewed in progress and upon completion for conformance to established policies and procedures, and for accomplishment of desired results.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

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

- Performs semi-skilled duties in several trades, may provide some supervision over seasonal employees and Adult Detention Center workers or may work independently from the direct supervision of a superior in carrying out such duties.
- Operates a truck in support of crews carrying out maintenance of all parks and City Hall facilities as delegated by Parks Supervisor.
- Operates riding power mower and tractor equipped with grass cutting and ditching attachments; operates push lawn mowers, weed-eaters, edgers, and similar lawn care devices.
- Performs special projects and other duties as assigned by the Parks Supervisor.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

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

- Considerable knowledge of the occupational hazards involved in the work and the proper safety precautions for the safe performance of the job.
- Working knowledge of the methods, materials, tools, and equipment utilized in area of assignment.
- Knowledge of the operating characteristics of assigned equipment.
- Skill in the operation of assigned equipment and physical strength and agility sufficient to perform the work of the class.
- Knowledge of the applicable traffic laws, ordinances, and regulations involved in the operation of assigned equipment.
- Ability to establish and maintain effective working relations as necessitated by work assignments.
- Ability to understand and follow oral and written instructions.
- Ability to write and read to properly complete necessary maintenance records on equipment and prepare work reports when required.
- Ability and knowledge to perform preventive maintenance on variety of equipment.
- Ability to react to change productively, and handle other tasks as assigned.



EQUIPMENT OPERATOR GROUNDS AND MAINTENANCE OPERATOR **(Economic Development / Planning Department)**

- Ability to supervise on occasion a crew of workers such as summer youth workers, inmates, and community service workers.
- Must have and maintain a valid commercial Mississippi vehicle operator's license and work to obtain a CDL Classic Passenger Endorsement within 2 months of hire.

SUPERVISORY RESPONSIBILITIES:

May provide some supervision over seasonal employees and Adult Detention Center workers or may work independently from the direct supervision of a superior in carrying out such duties.

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

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, toxic or caustic chemicals, outdoor weather conditions, warm, cold and extreme heat. The employee is occasionally exposed to high, precarious places; risk of electric shock and vibration. The noise level in work environment is usually loud.

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

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, heel, crouch, or crawl; and talk or hear. The employee frequently is required to walk and taste or smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 25 pounds frequently and move up to 50 pounds, and occasionally lift and/or move up to 100 pounds, Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral. Vision: depth perception and ability to adjust focus.

MINIMUM REQUIRED EDUCATION AND EXPERIENCE:

High school diploma or acceptable equivalent and two (2) years of related experience. Up to one (1) year of vocational or technical school may substitute for one (1) year of experience.

REQUIRED LICENSES AND CERTIFICATES:

- Must have First Aid / CPR certification within six (6) months.
- Must maintain a valid Mississippi driver's license.

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

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

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

ORDER NUMBER 027-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Attorney is hereby authorized to send a notice of termination to the City's probationary services provider, Court Programs, Inc.

IT IS FURTHER ORDERED that the City Attorney shall request 90 days interim service by Court Programs, Inc. during an advertised request for proposals to be authorized by Council at the February 18, 2014 Council Meeting.

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 Guillotte**, seconded by **Councilman Anderson** and the following vote was recorded:

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

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

ORDER NUMBER 028-2014

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

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	DELTA COMPUTER SYSTEMS INC	140845	02/04/2014	01/21/2014			330.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	ACCTG SOFTWARE MAINT	DL101612	01/15/2014			230.00	
	001-092-698	VOTER REG SOFTWARE MAINT	DL101612	01/15/2014			20.00	
	001-092-698	PRIV LIC SOFTWARE MAINT	DL101613	01/15/2014			80.00	
001	AT&T	140864	02/04/2014	01/22/2014			68.98	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284972172	01/14/2014			68.98	
001	AT&T	140865	02/04/2014	01/22/2014			52.03	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284977070	01/14/2014			52.03	
001	AT&T	140869	02/04/2014	01/24/2014			3,179.87	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	2284978000	01/14/2014			3,179.87	
001	BLOSSMAN GAS, INC.	140876	02/04/2014	01/27/2014			393.45	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-630	PROPANE:NORTH STN	201118	11/29/2013			186.17	
	001-161-630	PROPANE:NORTH STN	201400	12/19/2013			207.28	
001	C SPIRE WIRELESS	140878	02/04/2014	01/27/2014			521.21	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-605	POLICE CELLS	0032680896	01/11/2014			521.21	
001	DANCEL MULTIMEDIA	140879	02/04/2014	01/27/2014			1,941.68	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-698	OCT 2013 WEBSITE HOSTING	749	10/18/2013			250.00	
	001-092-698	NOV 2013 WEBSITE HOSTING	763	11/08/2013			250.00	
	001-092-698	DEC 2013 WEBSITE HOSTING	782	12/01/2013			250.00	
	001-092-698	WEBSITE PMT 1	765	10/25/2013			291.67	
	001-092-698	WEBSITE PMT 2	764	11/15/2013			291.67	
	001-092-698	WEBSITE PMT 3	750	12/02/2013			291.67	
	001-092-698	WEBSITE TRANSFER PMT 1	747	12/01/2013			316.67	
001	LLOYD B MARSHALL, JR. CPA	140880	02/04/2014	01/27/2014			1,736.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-600	PROGRESS PMT FY 2013	9	01/27/2014			1,736.00	
001	GLOBALSTAR	140893	02/04/2014	01/30/2014			53.05	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-605	MONTHLY SERVICE	5337422	01/16/2014			53.05	
001	MEDC	140897	02/04/2014	01/30/2014			150.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-001-681	TICKETS:AWARDS LUNCHEON (3)	01162014	01/16/2014			150.00	

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	JERRY COOKSEY	140898	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	DANNY PATRICK	140899	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	SCOTT WILSON	140900	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	NICKOLAS CROCKER	140901	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	BECKY THIBODEAUX	140902	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	SHANNON AGUILAR	140903	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	DANTE ELBIN	140904	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	MICHAEL HINES	140905	02/04/2014	01/30/2014			500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-536	FY 2014 CLOTHING ALLOWANCE		FY 2014	01/24/2014			500.00
001	SINGING RIVER E.P.A.	140906	02/04/2014	01/30/2014			283.74	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-631	MARTIN BLUFF FD	58380001	01132014	01/23/2014			225.86
	001-201-629	SIGNAL LIGHTS	17546	01132014	01/23/2014			34.38
	001-092-631	CITY LIMIT SIGN	17546	01132014	01/23/2014			23.50
001	SINGING RIVER E.P.A.	140907	02/04/2014	01/30/2014			9,997.90	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-633	STREET LIGHTING		01152014	01/24/2014			4,995.12
	001-201-629	SIGNAL LIGHTS		01152014	01/24/2014			1,524.19
	001-092-631	CITY HALL		01152014	01/24/2014			2,025.98
	001-170-631	FRAZIER PARK		01152014	01/24/2014			48.84
	001-170-631	SENIOR BLDG		01152014	01/24/2014			483.53
	001-161-631	CENTRAL FD		01152014	01/24/2014			355.71
	001-170-631	CITY PARK		01152014	01/24/2014			195.01
	001-092-631	PUBLIC WORKS		01152014	01/24/2014			346.02
	001-092-631	HWY 90 SIGN		01152014	01/24/2014			23.50

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E.P.A.	140908	02/04/2014	01/30/2014			2,345.55	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-631	POLICE STATION	66298004	01152014	01/24/4014		1,310.81	
	001-201-629	SIGNAL LIGHT	89113001	01152014	01/24/2014		61.51	
	001-170-631	CITY PARK RESTRMS	89912001	01152014	01/24/2014		339.68	
	001-201-633	STREET LIGHTS	90345002	01152014	01/24/2014		473.54	
	001-092-631	RECORDS BLDG	90790001	01152014	01/24/2014		160.01	
001	SINGING RIVER E.P.A.	140909	02/04/2014	01/30/2014			1,333.13	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-633	DOLPHIN ST	94987002	01152014	01/24/4014		165.88	
	001-201-633	DOLPHIN ST	94988002	01152014	01/24/2014		185.39	
	001-201-633	DOLPHIN ST	94989002	01152014	01/24/2014		348.42	
	001-201-633	DOLPHIN ST	94990002	01152014	01/24/2014		633.44	
001	SINGING RIVER E.P.A.	140910	02/04/2014	01/30/2014			368.52	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-631	SOUTH FD	76008001	01162014	01/27/2014		228.98	
	001-201-629	SIGNAL LIGHTS	10138	01162014	01/27/2014		139.54	
001	FUELMAN OF MS	140916	02/04/2014	01/30/2014			3,876.66	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP40239271	01/20/2014		77.45		
	001-092-525	UNL FUEL	NP40239271	01/20/2014		60.47		
	001-100-525	UNL FUEL	NP40239271	01/20/2014		2,904.28		
	001-161-525	UNL & DSL FUEL	NP40239271	01/20/2014		468.34		
	001-170-525	UNL & DSL FUEL	NP40239271	01/20/2014		153.57		
	001-205-525	UNL & DSL FUEL	NP40239271	01/20/2014		212.55		
001	FUELMAN OF MS	140919	02/04/2014	01/30/2014			3,644.40	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP40286606	01/27/2014		36.70		
	001-100-525	UNL FUEL	NP40286606	01/27/2014		2,951.24		
	001-161-525	UNL & DSL FUEL	NP40286606	01/27/2014		362.92		
	001-170-525	UNL & DSL FUEL	NP40286606	01/27/2014		196.48		
	001-205-525	UNL & DSL FUEL	NP40286606	01/27/2014		97.06		
001	GALLS LLC	140923	02/04/2014	01/31/2014			217.42	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-559	MK111 DEFENSE SPRAY (5)	BC0047732	01/08/2014	140293	72.25		
	001-100-559	RADIO HOLDER W/ SWIVEL (2)	BC0047732	01/08/2014	140293	101.98		
	001-100-559	INNER BELT BUCKLELESS	BC0047732	01/08/2014	140293	43.19		
001	TEAM ONE COMMUNICATIONS, INC	140924	02/04/2014	01/31/2014			320.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-639	NTN9858C RADIO BATTERY (4)	902000437	01/09/2014	140304	320.00		

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ACTION PRINTING CENTER INC	140925	02/04/2014	01/31/2014			100.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-559	ENVELOPES		82080	01/30/2014	140338		100.11
001	BELL AUTO PARTS, INC.	140927	02/04/2014	01/31/2014			606.96	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	FRONT STRUTS U# 14405		D054095	01/15/2014	140279		260.00
	001-170-639	SPINDLES FOR MOWER		40106	01/10/2014	140307		346.96
001	LAWRENCE PRINTING COMPANY, INC.	140928	02/04/2014	01/31/2014			90.48	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-500	MINUTE BK SHEETS L 28218		70010	01/23/2014	140138		82.00
	001-040-500	SHIPPING		70010	01/23/2014	140138		8.48
001	SUNBELT FIRE, INC.	140929	02/04/2014	01/31/2014			2,911.65	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-639	10045831 ALARM		103795	01/21/2014	140268		25.50
	001-161-639	10087301 REGULATOR		103795	01/21/2014	140268		53.04
	001-161-639	10087295 VALVE CORE		103795	01/21/2014	140268		167.28
	001-161-639	473250 GUAGE		103795	01/21/2014	140268		146.88
	001-161-639	488885 1ST STAGE		103795	01/21/2014	140268		769.08
	001-161-639	482226 4500PSI		103795	01/21/2014	140268		12.24
	001-161-639	TRAVEL		103795	01/21/2014	140268		133.40
	001-161-639	1.5 HOURS LABOR		103795	01/21/2014	140268		60.00
	001-161-639	SHIPPING ON PARTS		103795	01/21/2014	140268		21.98
	001-161-639	TEST 18 MSA SCBA UNITS		103905	01/23/2014	140332		1,522.25
001	COOPER FAMILY MED CENTER	140930	02/04/2014	01/31/2014			425.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-604	RESERVE PHYSICAL:GOODARD,A		31521	01/15/2014	140292		145.00
	001-100-604	RESERVE PHYSICAL:CAUDILL,M		31542	01/15/2014	140292		140.00
	001-100-604	ACADEMY PHYSICAL:BURKES,J		31542	01/15/2014	140292		140.00
001	MISSISSIPPI TOOL SUPPLY	140932	02/04/2014	01/31/2014			210.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-559	REGAL 49 RAINCOAT (7)		4483400	01/13/2014	140284		188.65
	001-100-559	SHIPPING CHARGE		4483400	01/13/2014	140284		21.46
001	RIVIERA FINANCE OF TEXAS INC	140933	02/04/2014	01/31/2014			643.48	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-638	P23570R17 BFG TRAIL TOUR (4)		580604	01/27/2014	140349		548.88
	001-090-638	MOUNT BALANCE (4)		580604	01/27/2014	140349		63.80
	001-090-638	VALVE STEMS (4)		580604	01/27/2014	140349		15.80
	001-090-638	WASTE FEE (4)		580604	01/27/2014	140349		15.00
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	140934	02/04/2014	01/31/2014			571.70	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-500	HP TONER 426038		3220014920	01/15/2014	140313		99.53
	001-090-500	STAPLES HANGING FILE FOLDERS		3220014920	01/15/2014	140313		22.62
	001-090-500	SANDFORD SHARPIES		3220014920	01/15/2014	140313		2.39

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	140934	02/04/2014	01/31/2014			571.70	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-022-559	HP OFFICEJET PRO 8600 PRINTER	3220014923	01/15/2014	140315		229.95	
	001-022-559	HP 950XL/HP 951 COMBO INK	3220014923	01/15/2014	140315		93.99	
	001-022-559	STAPLES LEATHERETTE FRAMES	3220014923	01/15/2014	140315		7.49	
	001-040-500	EASY PEEL ADDRESS LABELS	3220476798	01/18/2014	140352		63.48	
	001-040-500	LAMINATING POUCHES	3220476798	01/18/2014	140352		43.64	
	001-040-500	DATE BOOK	3220476798	01/18/2014	140352		8.61	
001	J & T COMMUNICATIONS	140937	02/04/2014	01/31/2014			1,185.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-681	NAED CERT CLASS:KELLY,HURD	117	01/27/2014	140263		790.00	
	001-100-681	NAED CERT CLASS:DENNIS	117	01/27/2014	140263		395.00	
001	TRAININGABC,LLC	140938	02/04/2014	01/31/2014			275.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-022-681	HARASSMENT MADE SIMPLE DVD	20679	01/17/2014	140324		275.50	
001	RJ YOUNG	140939	02/04/2014	01/31/2014			387.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-500	ITB UNIT: FINANCE PRINTER	INV203242	01/13/2014	140311		199.50	
	001-040-500	LABOR	INV203242	01/13/2014	140311		187.50	
001	AUDIOWAVE INC	140940	02/04/2014	01/31/2014			1,325.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-639	EQUIP 2009 CHARGERS (2)	A40364	01/14/2014	140170		1,225.00	
	001-100-638	DETAIL FORFEITED 06 FUSION	A40948	01/17/2014	140320		100.00	
FUND TOTAL	1 Claims	to	Checks	39 Total	43,545.58 Manual	Held	Total	43,545.58

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
013	NEEL-SCHAPFER INC	140922	02/04/2014	01/31/2014			13,750.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	013-021-750	PRE ENGINEERING (55%)		1011717-R	01/22/2014		13,750.00	
FUND TOTAL	13 Claims	to	Checks	1 Total	13,750.00	Manual	Held	Total 13,750.00

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
130	DAN HENSARLING, INC	140881	02/04/2014	01/27/2014			167.40	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	130-130-756	REIMB ELECTRICITY COSTS	01072014	01/23/2014			167.40	
FUND TOTAL 130 Claims	to	Checks	1 Total	167.40 Manual		Held	Total	167.40

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
171	TERESA RANKIN APPRAISAL COMPANY	140882	02/04/2014	01/27/2014			2,500.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	171-021-779	UASFLA APPRAISAL REVIEW	MS 30.701	01/23/2014			2,500.00	
171	GLOBAL VALUATION SERVICES INC	140883	02/04/2014	01/27/2014			4,000.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	171-021-779	APPRAISAL REPORT	13-1709	12/20/2013			4,000.00	
FUND TOTAL 171 Claims	to	Checks	2 Total	6,500.00 Manual		Held	Total	6,500.00

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	140847	02/04/2014	01/21/2014			35,953.51	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	172-350-650	LIBRARY SUPPORT	JAN 2014	01/21/2014		35,953.51		
FUND TOTAL 172 Claims	to	Checks	1 Total	35,953.51 Manual	Held	Total	35,953.51	

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Check Number	Claim Amount	Approved/Disapproved
176	AT&T	140867	02/04/2014	01/22/2014		123.86	
	Account Number	Description	Invoice #	Date	P.O.	Amount	
	176-170-605	MONTHLY SERVICE	2284972244	01/14/2014			123.86
176	AT&T	140868	02/04/2014	01/22/2014		185.02	
	Account Number	Description	Invoice #	Date	P.O.	Amount	
	176-170-605	MONTHLY SERVICE	2284970676	01/17/2014			75.02
	176-170-605	JAN 2014 DSL	2284970676	01/17/2014			110.00
176	ENTERPRISE FUND	140888	02/04/2014	01/30/2014		488.19	
	Account Number	Description	Invoice #	Date	P.O.	Amount	
	176-170-632	SERVICE 12/10-01/13/14	872968	02/18/2014			488.19
176	SINGING RIVER E.P.A.	140911	02/04/2014	01/30/2014		3,126.43	
	Account Number	Description	Invoice #	Date	P.O.	Amount	
	176-170-631	PARK FACILITIES	76854002	01162014	01/27/6014		2,519.22
	176-170-631	HOUSE/OFFICE	76855002	01162014	01/27/2014		607.21
176	FUELMAN OF MS	140917	02/04/2014	01/30/2014		134.18	
	Account Number	Description	Invoice #	Date	P.O.	Amount	
	176-170-525	UNL & DSL FUEL	NP40239271	01/20/2014			134.18
176	FUELMAN OF MS	140920	02/04/2014	01/30/2014		66.85	
	Account Number	Description	Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL	NP40286606	01/27/2014			66.85
176	STAPLES BUSINESS ADVANTAGE DEPT ATL	140935	02/04/2014	01/31/2014		244.26	
	Account Number	Description	Invoice #	Date	P.O.	Amount	
	176-170-500	POST IT FLAGS	3220014922	01/15/2014	140314		24.28
	176-170-500	COPY PAPER	3220014922	01/15/2014	140314		191.60
	176-170-500	TOPS STENO BOOKS	3220014922	01/15/2014	140314		28.38
FUND TOTAL 176 Claims to		Checks	7 Total	4,368.79 Manual	Held	Total	4,368.79

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTIER	140842	02/04/2014	01/17/2014			108,566.85	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	DEC 2013 GARBAGE PMTS		12312013	12/31/2013		108,566.85	
400	CITY OF GAUTIER	140843	02/04/2014	01/17/2014			43,427.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-821	ST LNS #3 90/57 SWR		11182013	11/18/2013		7,877.45	
	400-680-822	ST LNS #4 90/57 WTR		11182013	11/18/2013		10,948.67	
	400-680-822	ST LNS #4 90/57 SWR		11182013	11/18/2013		9,019.22	
	400-680-823	ST LNS #5 ALLEN RD		11182013	11/18/2013		2,149.95	
	400-680-824	ST LNS #6 OLD SPAN TR		11182013	11/18/2013		3,765.83	
	400-680-825	ST LNS #7 OLD SPAN TR		11182013	11/18/2013		9,665.99	
400	AT&T	140844	02/04/2014	01/21/2014			59.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284972276	01/06/2014		59.51	
400	DELTA COMPUTER SYSTEMS INC	140846	02/04/2014	01/21/2014			290.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	UTILITY SOFTWARE MAINT		DL101614	01/15/2014		240.00	
	400-650-698	WORK ORDER SOFTWARE MAINT		DL101614	01/15/2014		50.00	
400	AT&T	140866	02/04/2014	01/22/2014			83.33	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284974594	01/14/2014		83.33	
400	DPC ENTERPRISES, L.P.	140877	02/04/2014	01/27/2014			1,192.74	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-580	CHLORINE 150# CYL		2120006314	01/13/2014		596.37	
	400-651-580	CHLORINE 150# CYL		2120012014	01/21/2014		596.37	
400	2012 GUD BONDS DEBT SERVICE	140890	02/04/2014	01/30/2014			116,316.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-816	FEB 2014 PRN PMT		02012014	01/31/2014		104,166.67	
	400-680-817	FEB 2014 INT PMT		02012014	01/31/2014		12,150.00	
400	ARISTA INFORMATION SYSTEMS INC	140891	02/04/2014	01/30/2014			3,713.65	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	NOV 2013 STATEMENTS		16231	01/20/2014		1,113.65	
	400-650-698	NOV 2013 POSTAGE		1425201401	01/21/2014		2,600.00	
400	CABLE ONE	140892	02/04/2014	01/30/2014			65.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	FEB 2014 23421-132488-01-8		01272014	01/17/2014		65.10	
400	AT&T	140895	02/04/2014	01/30/2014			60.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284975234	01/14/2014		60.88	

Docket of Claims
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Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	FOSTER'S AIR CONDITIONING & HEATING INC	140896	02/04/2014	01/30/2014			195.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-586	REPAIR WIRING/COIL RELAY		W939107	01/13/2014		195.00	
400	SINGING RIVER E.P.A.	140912	02/04/2014	01/30/2014			1,974.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS 20649		01122014	01/22/2014		777.04	
	400-651-631	SCHOONER WELL 20688		01092014	01/20/2014		849.16	
	400-651-631	LIFT STATIONS 20688		01092014	01/20/2014		255.29	
	400-651-631	LIFT STATIONS 28779		01122014	01/22/2014		92.76	
400	SINGING RIVER E.P.A.	140913	02/04/2014	01/30/2014			4,619.33	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 17881		01132014	01/23/2014		2,354.02	
	400-651-631	WATER WELLS 17881		01132014	01/23/2014		2,168.83	
	400-651-631	LIFT STNS 89627001		01132014	01/23/2014		72.98	
	400-651-631	LIFT STNS 89702001		01132014	01/23/2014		23.50	
400	SINGING RIVER E.P.A.	140914	02/04/2014	01/30/2014			7,760.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS 17882		01152014	01/24/2014		3,595.10	
	400-651-631	WATER WELLS 17882		01152014	01/24/2014		2,424.46	
	400-651-631	CITY HALL SOUTH 17882		01152014	01/24/2014		1,740.84	
400	SINGING RIVER E.P.A.	140915	02/04/2014	01/30/2014			3,669.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 17875		01162014	01/27/2014		219.18	
	400-651-631	LIFT STNS 17884		01162014	01/27/2014		1,727.82	
	400-651-631	LIFT STNS 17883		01162014	01/27/2014		1,444.92	
	400-651-631	WATER WELL 17883		01162014	01/27/2014		277.19	
400	FUELMAN OF MS	140918	02/04/2014	01/30/2014			127.58	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-525	UNL FUEL		NP40239271	01/20/2014		127.58	
400	FUELMAN OF MS	140921	02/04/2014	01/30/2014			64.38	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-525	UNL FUEL		NP40286606	01/27/2014		64.38	
400	ACTION PRINTING CENTER INC	140926	02/04/2014	01/31/2014			88.06	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-559	DOOR HANGERS		82128	01/30/2014	140340	88.06	
400	BAUDVILLE, INC	140931	02/04/2014	01/31/2014			58.45	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-559	SERVICE AWARD:SHUSTER,J		2646859	01/14/2014	140317	58.45	

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	STAPLES BUSINESS ADVANTAGE DEPT ATL	140936	02/04/2014	01/31/2014			208.29	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-500	MED BK BP PENS 606117	3219936581	01/14/2014	140309	4.12		
	400-651-500	UNIBALL BLUE 461375	3219936581	01/14/2014	140309	24.03		
	400-651-500	SHEET PROTECTOR 923674	3219936581	01/14/2014	140309	11.54		
	400-651-500	2 PART PAPER 380482	3219936581	01/14/2014	140309	145.82		
	400-651-500	NOTE PADS 163865	3219936581	01/14/2014	140309	8.64		
	400-651-500	NOTE PADS 163873	3219936581	01/14/2014	140309	5.98		
	400-651-500	CALCULATOR TAPE 531178	3219936581	01/14/2014	140309	8.16		
FUND TOTAL 400 Claims	to	Checks	20 Total	292,540.69 Manual	Held	Total	292,540.69	

Docket of Claims
Release date from 02/04/2014 thru 02/04/2014

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
602	FIRST NATIONAL BANK TRUST DEPT	140889	02/04/2014	01/30/2014			1,329,150.00	
	Account Number		Description	Invoice #	Date	P.O.	Amount	
	602-000-133		MAR 2014 PRINCIPAL PMT	03012014	01/15/2014		1,250,000.00	
	602-000-133		MAR 2014 INTEREST PMT	03012014	01/15/2014		79,150.00	
FUND TOTAL 602 Claims	to	Checks	1 Total	1,329,150.00	Manual	Held	Total	1,329,150.00

Docket of Claims

Release date from 02/04/2014 thru 02/04/2014

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	39 Total	43,545.58 Manual	Held	Total	43,545.58
FUND 13 Claims	to	Checks	1 Total	13,750.00 Manual	Held	Total	13,750.00
FUND 130 Claims	to	Checks	1 Total	167.40 Manual	Held	Total	167.40
FUND 171 Claims	to	Checks	2 Total	6,500.00 Manual	Held	Total	6,500.00
FUND 172 Claims	to	Checks	1 Total	35,953.51 Manual	Held	Total	35,953.51
FUND 176 Claims	to	Checks	7 Total	4,368.79 Manual	Held	Total	4,368.79
FUND 400 Claims	to	Checks	20 Total	292,540.69 Manual	Held	Total	292,540.69
FUND 602 Claims	to	Checks	1 Total	1,329,150.00 Manual	Held	Total	1,329,150.00
Total for all Funds		Checks	72 Total	1,725,975.97 Manual	Held	Total	1,725,975.97

Motion was made by Councilman Vaughan to table submittal of Business Item #10 - Authorization for City Manager to forward the 2014 Legislative Priorities White Paper Packet to the Mississippi Legislators for consideration until next meeting. Motion was seconded by Councilwoman Martin and unanimously carried.

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

RESOLUTION NUMBER 006-2014

The Mayor and Members of the Council of the City of Gautier, Mississippi, took up for consideration the matter of requesting the Mississippi Legislature to support the repeal of certain 2005 legislation, Senate Bill No. 3100, granting ad valorem tax breaks to federally subsidized Section 42 housing properties across Mississippi. After full discussion of the subject, Council Member Vaughan offered and moved the adoption of the following resolution:

RESOLUTION OF THE MAYOR AND MEMBERS OF THE COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI, URGING THE MISSISSIPPI LEGISLATURE TO REPEAL THAT CERTAIN 2005 LEGISLATION, SENATE BILL NO. 3100, GRANTING AD VALOREM TAX BREAKS TO FEDERALLY SUBSIDIZED SECTION 42 HOUSING PROPERTIES SO THAT THE CITY OF GAUTIER DOES NOT CONTINUE TO LOSE LOCAL TAX REVENUES THAT COULD BE USED TO SUPPORT IMPORTANT CITY OF GAUTIER SERVICES.

WHEREAS, the Mayor and Members of the Council of the City of Gautier, Mississippi (the “City of Gautier”), hereby finds, determines and declares as follows:

I.

Senate Bill No. 3100, passed in the 2005 Regular Session of the Mississippi Legislature, and now codified as Section 27-35-50(4)(d), Mississippi Code of 1972, as amended (“Senate Bill No. 3100”), has been interpreted by the Mississippi State Department of Revenue (the “Department”) and the Mississippi Supreme Court (the “Court”) to allow certain federally subsidized Section 42 multifamily and, in some cases, single family residences to unfairly escape payment of their entire portion of the City of Gautier’s tax burden; and

II.

As a result of the recent Court decision, the City of Gautier will be required to refund these Section 42 developers approximately \$101,885.00, with an additional \$32,000.00 per year loss to the City, or \$833,000.00 over the life of the project; and

III.

Because the Section 42 developers are not paying their entire portion of local taxes, the burden of local taxation is being shifted to other property owners that are not federally subsidized; and

IV.

If Senate Bill No. 3100 is repealed, the tax assessor could return to the use of generally accepted appraisal principles, allowed under prior law, to establish the “true value” of these Section 42 properties by considering the substantial federal subsidies as a part of the property’s value and by using typical expenses in calculating the net income generated by these properties; and

V.

If Senate Bill No. 3100 is repealed, the City of Gautier federally subsidized Section 42 developers will no longer enjoy a tax advantage at the expense of the other property owners in the City of Gautier.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that it strongly urges the Mississippi Legislature to repeal Senate Bill 3100 as such action is in the best interest of the City of Gautier and its citizens by decreasing their tax burden and improving local services that the City of Gautier provides such as roads, police and fire protection and infrastructure.

Following the reading of the foregoing resolution, Council Member Martin seconded the motion for its adoption. The Mayor put the question to a vote, and the members voted unanimously to adopt the Resolution and the following vote was recorded:

Mayor Gordon Gollott	<u>AYE</u>
Councilmember Mary Martin	<u>AYE</u>
Councilmember Johnny Jones	<u>AYE</u>
Councilmembers Hurley Ray Guillotte	<u>AYE</u>
Councilmember Casey Vaughan	<u>AYE</u>
Councilmember Rusty Anderson	<u>AYE</u>
Councilmember Adam Colledge	<u>AYE</u>

The motion having received the unanimous affirmative vote of the Mayor and Members of Council of the of the City of Gautier, Mississippi, that Mayor declared the motion carried and the resolution adopted, on this the 4th day of February, 2014.

APPROVED BY:

Mayor Gordon Gollott

ATTEST:

City Clerk



PRESIDENT, MAYOR TIM WALDRUP, ELLISVILLE
FIRST VICE PRESIDENT, MAYOR ALTON SHAW, WESSON • SECOND VICE PRESIDENT, MAYOR JIMMY COCKROFT, KOSCIUSKO
SHARI T. VEAZEY, EXECUTIVE DIRECTOR

SECTION 42 PROPERTY DAY AT THE CAPITOL: FEBRUARY 11, 2014

As you know, in the 2005 session, the Mississippi State Legislature passed a bill that gave considerable tax breaks to the owners/developers of federally subsidized housing developments. This legislation is commonly referred to as Section 42 Housing legislation. This legislation has no effect on individuals who must live in these housing developments.

This legislation has cost cities, counties and school districts across our state hundreds of thousands of dollars, putting a larger tax burden on every tax-paying citizen in the state. These funds impact roads, schools, public safety programs and many other services citizens expect and deserve from their local governments.

Since 2005, the MML has worked with a coalition of the Mississippi Association of Supervisors and the Mississippi Tax Collectors and Assessors Association to try and reverse this legislation, including through litigation. Unfortunately, last fall the Mississippi Supreme Court ruled in favor of the developers of Section 42 Housing.

Again this session, the MML will be joining the MAS in pushing for this harmful and unfair legislation to be changed so that our cities, counties and school systems can again be made whole. **Please consider passing a resolution at your February 4, 2014 board or council meeting in support of this effort. The resolution template is attached.**

In addition, on **February 11, 2014**, the MAS has set aside a day to be called **"Section 42 Property Day at the Capitol."** They will hold a press conference at the Capitol at 10:30 a.m. that day. They have asked us to encourage our members to attend and show support for this joint effort. We need to continue to send a strong message to our leaders at the Capitol that this legislation should be reversed!

Please call the MML office if you have questions.

[FORM OF RESOLUTION SUPPORTING REPEAL OF SECTION 42 HOUSING LAW]

The [Mayor and Board of Aldermen] [City Council] of the [City] [Town] of _____, Mississippi, took up for consideration the matter of requesting the Mississippi Legislature to support the repeal of that certain 2005 legislation, Senate Bill No. 3100, granting ad valorem tax breaks to federally subsidized Section 42 housing properties across Mississippi. After full discussion of the subject, [Alderman] [Councilman] _____ offered and moved the adoption of the following resolution:

RESOLUTION OF THE [MAYOR AND BOARD OF ALDERMEN] [CITY COUNCIL] OF THE [CITY] [TOWN] OF _____, MISSISSIPPI, URGING THE MISSISSIPPI LEGISLATURE TO REPEAL THAT CERTAIN 2005 LEGISLATION, SENATE BILL NO. 3100, GRANTING AD VALOREM TAX BREAKS TO FEDERALLY SUBSIDIZED SECTION 42 HOUSING PROPERTIES SO THAT THE [CITY] [TOWN] DOES NOT CONTINUE TO LOSE LOCAL TAX REVENUES THAT COULD BE USED TO SUPPORT IMPORTANT [CITY] [TOWN] SERVICES.

WHEREAS, the [Mayor and Board of Aldermen] [City Council] of the [City] [Town] of _____, Mississippi (the "[City] [Town]"), hereby finds, determines and declares as follows:

I.

Senate Bill No. 3100, passed in the 2005 Regular Session of the Mississippi Legislature, and now codified as Section 27-35-50(4)(d), Mississippi Code of 1972, as amended ("Senate Bill No. 3100"), has been interpreted by the Mississippi State Department of Revenue (the "Department") and the Mississippi Supreme Court (the "Court") to allow certain federally subsidized Section 42 multifamily and, in some cases, single family residences to unfairly escape payment of their entire portion of the [City's] [Town's] tax burden; and

II.

As a result of the recent Court decision, the [City] [Town] will be required to refund these Section 42 developers approximately \$_____, with approximately \$_____ of the refund having to be paid by the _____ [NAME] School District; **[IF THIS DOES NOT APPLY TO YOUR CITY/TOWN, USE THIS LANGUAGE INSTEAD:** As a result of the recent Court decision, the [City] [Town] will lose approximately \$_____ annually in ad valorem tax revenue that the Section 42 developers should pay for [City] [Town] services, and this burden will be passed on to other properties owners in the [City] [Town];] and

III.

Because the Section 42 developers are not paying their entire portion of local taxes, the burden of local taxation is being shifted to other property owners that are not federally subsidized; and

IV.

If Senate Bill No. 3100 is repealed, the tax assessor could return to the use of generally accepted appraisal principles, allowed under prior law, to establish the "true value" of these Section 42 properties by considering the substantial federal subsidies as a part of the property's value and by using typical expenses in calculating the net income generated by these properties; and

V.

If Senate Bill No. 3100 is repealed, the [City] [Town] federally subsidized Section 42 developers will no longer enjoy a tax advantage at the expense of the other property owners in the [City] [Town].

NOW, THEREFORE, BE IT RESOLVED by the [Board of Aldermen] [City Council] of the [City] [Town] that it strongly urges the Mississippi Legislature to repeal Senate Bill 3100 as such action is in the best interest of the [City] [Town] and its citizens by decreasing their tax burden and improving local services that the [City] [Town] provides such as roads, police and fire protection and infrastructure.

Following the reading of the foregoing resolution, [Alderman] [Councilman] _____ seconded the motion for its adoption. The [President][Mayor] put the question to a vote, and the members voted unanimously to adopt the Resolution.

The motion having received the unanimous affirmative vote of the [Board of Aldermen] [City Council] of the [City] [Town] of _____, Mississippi, the [Mayor][President] declared the motion carried and the resolution adopted, on this the ____ day of _____, 2014.

APPROVED: _____

[Mayor][President]

ATTEST:

City Clerk

Motion was made by Councilman Colledge to table Business Item #12 - Resolution requesting that the Legislature approve a local and private bill to authorize the governing authorities to levy a 2% sales tax on the gross receipts of restaurants, bars, hotel/motel beds and any related purposes until next meeting. Motion was seconded by Councilman Vaughan.

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

ORDER NUMBER 029-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1-3 are hereby approved. Consent Item #4 was pulled for further discussion.

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

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

ORDER NUMBER 030-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Recessed Council Meeting January 21, 2014 are hereby approved.

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

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

ORDER NUMBER 031-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Civil Service Meetings held August 8, 2013; September 12, 2013; October 10, 2013; October 31, 2013 and November 14, 2013 are hereby approved.

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

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

MINUTES
Gautier Civil Service Commission
August 8, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on August 8, 2013. Those present were Commissioners Doug Mansfield, Susan Parol, Phil Torjusen and staff Jason D. Pugh, HR Director; Chief Dante Elbin, Police Chief; and Robert Jones, Interim Fire Chief.

The agenda was as follows:

AGENDA
Civil Service Commission
August 8, 2013
6:00 p.m.

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

(Please consider one motion to receive items 3 thru 11)

3. Receive Personnel Order: Temporary Appointment/Marc W. Lebhart/Dispatcher/effective July 20, 2013
4. Receive Personnel Order: Temporary Appointment/John M. Burkes/Police Officer/effective July 27, 2013
5. Receive Personnel Order: Temporary Appointment/Jackie R. Wimberley/Police Officer/effective July 29, 2013
6. Receive Personnel Order: Probationary Appointment/Chandra C. Nicholson/Director of Economic Development-Planning/effective July 13, 2013
7. Receive Personnel Order: Termination of Employment/Diane E. Schmid/Crime Prevention Officer/effective July 26, 2013
8. Receive Personnel Order: Termination of Employment/Thomas G. Spicer/Police-Lieutenant/effective July 31, 2013
9. Receive Personnel Order: Termination of Employment/Robert J. Noonan/Firefighter/effective August 9, 2013
10. Receive Vacancy Announcement: Dispatcher/posted July 15 thru July 31, 2013
11. Receive Vacancy Announcement: Police Officer/posted July 15 thru August 15, 2013

ITEMS 3 THRU 11

- Motion_____ Second_____ AYES: _____ NAYS: _____
12. Approve Eligibility List for Dispatcher/posted July 15 thru July 31, 2013.
Motion_____ Second_____ AYES: _____ NAYS: _____
 13. Approve Master Register for Deputy Court Clerk/Test Date: July 16 & 18, 2013.
Motion_____ Second_____ AYES: _____ NAYS: _____
 14. Receive request to begin hiring/testing process for Firefighters.
Motion_____ Second_____ AYES: _____ NAYS: _____
 15. Receive request to hire Mr. Jackie R. Wimberley, Jr. as a lateral transfer.
Motion_____ Second_____ AYES: _____ NAYS: _____
 16. Receive request to approve Board of Examiners appointments.
Motion_____ Second_____ AYES: _____ NAYS: _____
 17. Other Business.
 18. Adjourn meeting until September 12, 2013 at 6:00 p.m.

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

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

Motion carried.

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

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to receive items 3 thru 11; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve Eligibility List for Dispatcher/posted July 15 thru July 31, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Master Register for Deputy Court Clerk/Test date: July 16 & 18, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the request to begin hiring/testing process for Firefighters; and the following vote was recorded:

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

Motion carried.

MEMO

TO: Civil Service Commission
FROM: Robert O. Jones, Interim Fire Chief 
DATE: 8/5/2013
SUBJECT: Request to begin hiring/testing process for Firefighters

I respectfully request the Civil Service Commission to abolish the current Master Register for Firefighter which was last tested on September 5, 2012. We were unable to find suitable candidates to fill vacancies from this register.

Thank you in advance for your consideration.

Motion was made by Parol, seconded by Torjusen, to approve the request to hire Jackie R. Wimberley as a lateral transfer; and the following vote was recorded:

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

Motion carried.

MEMO

TO: Civil Service Commission
THROUGH: Samantha D. Abell, City Manager
FROM: Dante Elbin 
Chief of Police
DATE: 7/17/2013
SUBJECT: Hiring Certified Police Officer

I respectfully request that the Civil Service Commission consider allowing me to hire Jackie R. Wimberley, Jr. as a lateral transfer. Mr. Wimberley is a Mississippi State certified Police Officer and recently moved to our area. He was employed with Nettleton Police Department until 6/30/2013. Mr. Wimberley has over thirteen (13) years' experience in the field of Law Enforcement which includes two(2) separate occasions as Police Chief. Mr. Wimberley's experience and current qualifications as a certified Officer would be a valuable asset to the Gautier Police Department.

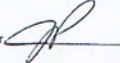
Please find attached a copy of his resume and certifications. Thank you in advance for your consideration.

Motion was made by Torjusen, seconded by Parol, to approve the Board of Examiners appointments; and the following vote was recorded:

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

Motion carried.

MEMO

TO: Civil Service Commission
FROM: Jason D. Pugh, HR Director 
DATE: 8/5/2013
SUBJECT: Board of Examiners Appointments

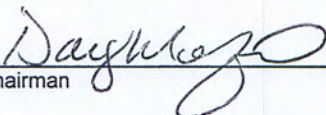
In accordance with Rule 2, Section 2.3 of the Civil Service Regulations; I hereby present the following individuals for appointment to the Board of Examiners:

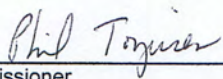
Employee Name	Department
Robert O. Jones	Interim Fire Chief (Fire Department)
Dante L. Elbin	Police Chief (Police Department)
Venceice A. Barnett (Alternate)	HR Generalist (HR Department)

Consistent with these rules and regulations, the Board of examiners shall be responsible for the testing and grading of applicants for all appointments and promotions determined by the Commission to require testing.

There being no further business, the meeting was adjourned until September 12, 2013, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
September 12, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on September 12, 2013. Those present were Commissioners Doug Mansfield and Susan Parol and staff Jason D. Pugh, HR Director; Chief Dante Elbin, Police Chief; and Robert Jones, Interim Fire Chief. ABSENT: Commissioner Phil Torjusen

The agenda was as follows:

AGENDA - REVISED
Civil Service Commission
September 12, 2013
6:00 p.m.

1. Approve Agenda Order.
 Motion_____ Second_____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held August 8, 2013.
 Motion_____ Second_____ AYES: _____ NAYS: _____

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

3. Receive Personnel Order: Probationary Appointment/Nancy A. Lebhart/Deputy Court Clerk/ effective August 24, 2013
4. Receive Personnel Order: Probationary Appointment/Jackie R. Wimberley/Police Officer/ effective August 10, 2013
5. Receive Personnel Order: Temporary Appointment/Tonya M. Fowler/Crime Prevention Officer/ effective September 9, 2013
6. Receive Personnel Order: Termination of Employment/William H. Morris/Police Officer/ effective August 28, 2013
7. Receive Personnel Order: Termination of Employment/David R. Hammond/Firefighter/effective ~~September 15, 2013~~ September 19, 2013
8. Receive Personnel Order: Termination of Employment/Donna K. Kissane/Dispatcher/effective September 19, 2013
9. Receive Vacancy Announcement: Firefighter/posted August 13 thru September 18, 2013

ITEMS 3 THRU 9

- Motion_____ Second_____ AYES: _____ NAYS: _____
10. Approve Eligibility List for Police Officer/posted July 15 thru August 15, 2013.
 Motion_____ Second_____ AYES: _____ NAYS: _____
 11. Approve Master Register for Dispatcher/Test Date: August 29, 2013.
 Motion_____ Second_____ AYES: _____ NAYS: _____
 12. Receive request to fill Records Clerk II vacancy.
 Motion_____ Second_____ AYES: _____ NAYS: _____
 13. Receive request to hire Tonya M. Fowler as a lateral transfer.
 Motion_____ Second_____ AYES: _____ NAYS: _____
 14. Other Business.
 15. Adjourn meeting until October 10, 2013 at 6:00 p.m.

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

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

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held August 8, 2013; and the following vote was recorded:

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

Motion carried.

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

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

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Eligibility List for Police Officer/posted July 15 thru August 15, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve Master Register for Dispatcher/Test date: August 29, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve the request to use the Deputy Court Clerk Master Register to fill Records Clerk II vacancy; and the following vote was recorded:

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

Motion carried.

MEMO

TO: Civil Service Commission
THROUGH: Samantha D. Abell, City Manager
FROM: Dante Elbin _____
Chief of Police
DATE: August 19, 2013
SUBJECT: Request to fill Records Clerk II Vacancy

I respectfully request the Civil Service Commission to authorize the filling of a vacancy for Records Clerk II, vacated on August 24, 2013, with the applicants listed on the Master Register for Deputy Court Clerk approved on August 8, 2013.

Both of these positions require the same test which is CS1-B for all clerical positions classified as a pay grade 8 and lower. With the lack of funding remaining to order any additional tests for new applicants, we would be able to fill this position as soon as possible using the test scores of approved applicants already in place.

Thank you in advance for your consideration.

Motion was made by Parol, seconded by Mansfield, to approve the request to hire Tonya M. Fowler as a lateral transfer; and the following vote was recorded:

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

Motion carried.

MEMO

TO: Civil Service Commission
THROUGH: Samantha D. Abell, City Manager
FROM: Dante Elbin 
Chief of Police
DATE: 9/10/2013
SUBJECT: Hiring Certified Police Officer (Tonya M. Fowler)

I respectfully request that the Civil Service Commission consider allowing me to hire Tonya M. Fowler as a lateral transfer. Officer Fowler is a State certified Police Officer and is currently working for the MGGCC-Jackson County Campus with Campus Police. Mrs. Fowler has over seven (7) years' experience in the field of Law Enforcement including tenures with the Gautier Police Department and Jackson County Sheriff's Office. Officer Fowler's experience and current qualifications as a certified officer would be a valuable asset to the Gautier Police Department at this time when we face a shortage of available candidates. Your consideration will be greatly appreciated.

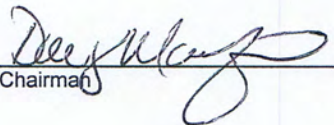
Motion was made by Torjusen, seconded by Parol, to approve the Board of Examiners appointments; and the following vote was recorded:

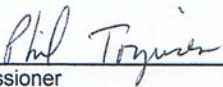
AYES: Doug Mansfield and Susan Parol
ABSENT: Phil Torjusen
NAYS: None

Motion carried.

There being no further business, the meeting was adjourned until October 10, 2013, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
October 10, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 6:00 p.m. on October 10, 2013. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; Jason D. Pugh, HR Director; Police Chief Dante Elbin; and Interim Fire Chief Robert Jones and other concerned employees.

The agenda was as follows:

AGENDA
Civil Service Commission
October 10, 2013
6:00 p.m.

1. Approve Agenda Order.
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held September 12, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____

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

3. Receive Personnel Order: Probationary Appointment/Tonya M. Fowler/Crime Prevention Officer/ effective September 14, 2013
4. Receive Personnel Order: Probationary Appointment/Keisha E. Keyes/Records Clerk II/ effective September 23, 2013
5. Receive Personnel Order: Probationary Appointment/Marc W. Lebhart/Dispatcher/effective October 5, 2013
6. Receive Personnel Order: Reclassification/Shannon D. Aguilar/Executive Assistant (Police Department/ effective September 17, 2013
7. Receive Personnel Order: Reclassification/Linda A. Bonham/Executive Assistant (Fire Department)/ effective September 17, 2013
8. Receive Schedule of Authorized Positions and Citywide Organization Chart approved September 17, 2013

ITEMS 3 THRU 8

- Motion _____ Second _____ AYES: _____ NAYS: _____
9. Approve Eligibility List for Firefighter/posted August 13 thru September 18, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____
 10. Receive memo on employee evaluation process with revised evaluation form approved by council on September 3, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____
 11. Other Business.
 12. Adjourn meeting until November 14, 2013 at 6:00 p.m.

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

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

Motion carried.

Motion was made by Parol, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held September 12, 2013; and the following vote was recorded:

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

Motion carried.

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

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

Motion carried.

Motion was made by Parol, seconded by Torjusen, to approve Eligibility List for Firefighter/posted August 13 thru September 18, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Parol, to approve the employee evaluation process with the revised evaluation form approved by City Council on September 3, 2013 and the following vote was recorded:

CITY OF GAUTIER
 HUMAN RESOURCES DEPARTMENT

To: Civil Service Commission
 From: Jason Pugh, Human Resources Director
 Re: Civil Service Rule 17/Employee Evaluations
 Date: 10-03-13

The City of Gautier has reinstituted employee evaluations in accordance with Civil Service rule 17. Civil Service covered employee evaluations will be conducted annually at the close of each fiscal year. Evaluations for probationary employees will be conducted after six (6) months from the date of hire and at the end of the one (1) year probationary period. Employees whose one (1) year probationary period is extended due to poor performance will be re-evaluated before being processed to covered status. In accordance with Civil Service rule 11.5, promoted employees will be evaluated after a six (6) month probationary period before being processed to covered status.

Department Directors have been trained to conduct the evaluations in accordance with Civil Service rule 17.2. Employees will be evaluated on a scale of 1 to 5 with 5 being the highest in the following ten (10) categories: job knowledge, accuracy, dependability, adaptability, initiative, communications, self-sufficiency, work/time management, conduct and attendance. Supervisors will discuss the evaluation with the employees and give the employee an opportunity to comment on his/her evaluation form and require the employee to sign the form. At this time, all city departments will use this same form and process for evaluations.

Attached is a copy of the revised employee evaluation form approved by the Gautier City Council on 09-03-13. (The only change to this form from the preceding form is the addition of the Human Resources Director for approval.)

Attachment:
 Revised Employee Evaluation Form

CITY OF GAUTIER
 EMPLOYEE EVALUATION

EMPLOYEE	DATE OF EVALUATION
DEPARTMENT	JOB TITLE
OVERALL PERFORMANCE RATING	
PERFORMANCE RATING STANDARDS NR = Not Rated	
1 UNACCEPTABLE	Performance does not meet minimum requirements. Important requirements and objectives are not met.
2 NEEDS IMPROVEMENT	Performance does not meet expectations in one or more critical areas. Some requirements are not met and not all objectives accomplished within established standards.
3 MEETS EXPECTATIONS	Consistently meets established standards. All requirements and objectives are accomplished within established standards.
4 EXCEEDS EXPECTATIONS	Performance often exceeds established standards in most areas of responsibility. Most requirements and objectives are achieved above established standards.
5 EXCEPTIONAL	Performance is exceptional in all areas of responsibility. All objectives are achieved well above established standards.
JOB KNOWLEDGE: Detailed understanding of job requirements and responsibilities plus familiarity with both Departmental and City procedures and policies.	
Rating	1 2 3 4 5 NR
ACCURACY: Completes work thoroughly and completely. Pays attention to detail.	
Rating	1 2 3 4 5 NR
DEPENDABILITY: Ability to follow instructions, perform work and maintain high productivity in a consistent manner. Demonstrates consistent, dedication, and cooperation.	
Rating	1 2 3 4 5 NR
ADAPTABILITY: Effectively and willingly adjusts to changes in routines, processes, assignments and deadlines. (Flexible)	
Rating	1 2 3 4 5 NR
INITIATIVE: Actively seeks additional assignments. Steps in and does what is needed. Willing to learn.	
Rating	1 2 3 4 5 NR
COMMUNICATIONS: Communicates clearly and effectively, orally, and in writing. Exchanges information in a timely manner and uses confidential information with discretion.	
Rating	1 2 3 4 5 NR

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

Rating 1 2 3 4 5 NR

WORK/TIME MANAGEMENT: Effectively plans and organizes work. Productive during work time, completes work projects, duties and tasks in a timely manner.

Rating 1 2 3 4 5 NR

CONDUCT: Follows Rules & Policies. Respectful of Co-Workers; promotes teamwork. Responds and acts appropriately to confrontational situations.

Rating 1 2 3 4 5 NR

ATTENDANCE: Works as scheduled. Does not disrupt operations or shift job duties by being habitually or unnecessarily absent. Adheres to lunch schedules.

Rating 1 2 3 4 5 NR

I have reviewed this performance evaluation with the employee, made suggestions/recommendations for improvement or suggestions/recommendations for sustained superior performance.

Supervisor Comments:

Supervisor Signature _____ Date _____

Employee Comments: _____

Employee Signature _____ Date _____

Department Manager Signature _____ Date _____

Department Director Signature _____ Date _____

Human Resources Director _____ Date _____

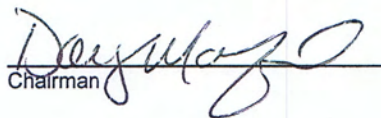
City Manager's Signature _____ Date _____

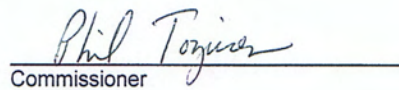
AYES: Doug Mansfield, Susan Parol and Phil Torjusen
 NAYS: None

Motion carried.

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

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
October 31, 2013

The meeting was called to order by Commissioner Mansfield in the Gautier Municipal Building Council Chambers at 5:30 p.m. on October 31, 2013. Those present were Commissioners Doug Mansfield, Susan Parol and Phil Torjusen; Jason D. Pugh, HR Director; Police Chief Dante Elbin; Interim Fire Chief Robert Jones and other concerned employees and applicants.

The agenda was as follows:

October 28, 2013

CALL FOR SPECIAL MEETING

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

NOW, THEREFORE, the Chairman of the Civil Service Commission of the City of Gautier hereby calls for a Special Meeting of the Civil Service Commission of the City of Gautier. Said meeting to be held in the Gautier City Hall-Council Chambers, 3330 Hwy 90, Gautier, Mississippi, on October 31, 2013 at 5:30 p.m.

The Agenda of said Special Meeting shall be as follows:

AGENDA
Civil Service Commission
October 31, 2013
5:30 p.m.

1. Receive request to waive the entry level testing score for police officer applicants and approval of an open posting for police officer recruiting.

Motion _____ Second _____ AYES: _____ NAYS: _____

2. Recess until November 14, 2013 at 6:00 p.m.

Motion was made by Torjusen, seconded by Parol, to approve the request of Police Chief Dante Elbin to waive the entry level testing score for police officer applicants and approve an open posting for recruitment purposes for a period of ninety (90) days. After the ninety (90) days has expired, the Civil Service Commission will review the progress and make a decision on whether to extend the waiver or open posting; and the following vote was recorded:

TO: Civil Service Commission
THRU: Human Resources Department
FROM: Dante Elbin
Chief of Police
DATE: October 28, 2013
SUBJECT: Waiver of Entry Level Testing Score for Police Officer Applicants and Approval of Open Posting for Police Officer Recruiting

I respectfully request that the Civil Service Commission waive the passing score for entry level Police Officer from seventy percent (70%) to sixty percent (60%). The exam administered October 29, 2013 revealed that most of the applicants tested did not make the seventy percent (70%) requirement and are scoring in the mid to high sixty percentile. By reducing the percentage at this time it would add additional names to our Master Register to be interviewed for reasons stated in the following paragraph.

Our department has experienced many resignations over the last year due to the failing economy. We have found it difficult to receive qualified candidates since our city is unable to offer a competitive salary with our adjacent police departments. As a result, we are looking at different ways to recruit qualified officers. In addition to lowering the test score to sixty percent (60%); we are also requesting the Civil Service Commission allow an open posting of the police officer position for a period of ninety (90) days. Though we do not foresee this being a permanent problem, I believe that this approach is necessary in preventing the delay in hiring additional manpower with the expectation of additional resignations.

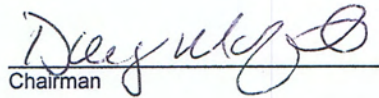
Thank you in advance for your consideration.

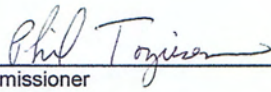
AYES: Doug Mansfield, Susan Parol and Phil Torjusen
NAYS: None

Motion carried.

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

APPROVED:


Chairman


Commissioner

MINUTES
Gautier Civil Service Commission
November 14, 2013

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

The agenda was as follows:

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

1. Approve Agenda Order
Motion _____ Second _____ AYES: _____ NAYS: _____
2. Approve Minutes for CSC Meetings held October 10 and October 31, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____

(Please consider one motion to receive items 3 thru 15)

3. Receive Personnel Order: Probationary Appointment/Ashley L. Kelly/Dispatcher/effective October 10, 2013
4. Receive Personnel Order: Probationary Appointment/Letrance L. Dennis/Dispatcher/effective October 28, 2013
5. Receive Personnel Order: Probationary Appointment/Joseph E. Hurd/Dispatcher/effective October 28, 2013
6. Receive Personnel Order: Probationary Appointment/Robert O. Jones/Fire Chief/effective November 2, 2013
7. Receive Personnel Order: Permanent Appointment/Justin A. Cagle/Police Officer/effective September 24, 2013
8. Receive Personnel Order: Permanent Appointment/Jerry T. Cooksey/CID-Captain/effective November 11, 2013
9. Receive Personnel Order: Permanent Appointment/Derrick J. Welton/Police-Lieutenant/effective November 11, 2013
10. Receive Personnel Order: Permanent Appointment/Larry L. Gowins/Police-Sergeant/effective November 11, 2013
11. Receive Personnel Order: Termination of Employment/Alexis N. Barnes/Dispatcher/effective October 23, 2013
12. Receive Personnel Order: Termination of Employment/Jackie R. Wimberley Jr. /Police Officer/effective October 27, 2013
13. Receive Personnel Order: Termination of Employment/Shawn C. Freeman/Police-Sergeant/effective November 17, 2013
14. Receive Personnel Order: Termination of Employment/Russell B. Young/Firefighter/effective November 14, 2013
15. Receive Vacancy Announcement: Police Officer/posted November 13 thru February 13, 2014

ITEMS 3 THRU 15

Motion _____ Second _____ AYES: _____ NAYS: _____

16. Approve Master Register for Police Officer/Test Date: October 22, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____
17. Approve Master Register for Firefighter/Test Date: October 29, 2013.
Motion _____ Second _____ AYES: _____ NAYS: _____
18. Induct the following employees who have successfully completed probation into Civil Service:

Justin A. Cagle	Police Officer
Jerry T. Cooksey	CID-Captain
Derrick J. Welton	Police-Lieutenant
Larry L. Gowins	Police-Sergeant

Motion _____ Second _____ AYES: _____ NAYS: _____

19. Other Business.
20. Adjourn meeting until December 12, 2013 at 6:00 p.m.

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

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

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve the minutes of the Civil Service Meeting held October 10 and October 31, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to receive items 3 thru 15; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Master Register for Police Officer/Test Date: October 22, 2013; and the following vote was recorded:

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

Motion carried.

Motion was made by Torjusen, seconded by Mansfield, to approve Master Register for Firefighter/Test Date: October 29, 2013; and the following vote was recorded:

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

Motion carried.

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

Justin A. Cagle	Police Officer
Jerry T. Cooksey	CID – Captain
Derrick J. Welton	Patrol – Lieutenant
Larry L. Gowins	Patrol – Sergeant

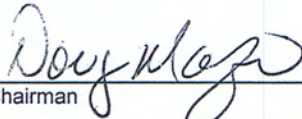
; and the following vote was recorded:

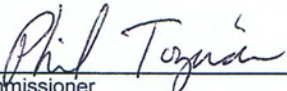
AYES: Doug Mansfield and Phil Torjusen
NAYS: None
ABSENT: Susan Parol

Motion carried.

There being no further business, the meeting was adjourned until December 12, 2013 at 6:00 p.m.

APPROVED:


Chairman


Commissioner

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

ORDER NUMBER 032-2014

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the attached list of November 2013 Water & Sewer Adjustments approved by City Manager on January 22, 2014 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 FURTHER ORDERED that the City Manager or City Clerk is authorized to execute any and all documents necessary.

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

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

NOVEMBER UTILITY ADJUSTMENTS

CUSTOMER NAME	ACCT #	ADJUSTMENTS		GARBAGE	LATE CHG	TOTAL	REASON FOR ADJUSTMENT
		WATER	SEWER			ADJUSTMENT	
Winnie Whitehurst	940207	\$831.72	\$952.26		\$25.00	\$1,808.98	Water Leak
Rachel Freelon	61874		\$403.84			\$403.84	Water Leak
Valencia Robinson	72813		\$123.24			\$123.24	Water Leak
Barbara Johnson	960797		\$95.74		\$75.00	\$170.74	Water Leak
Effie Asproudis	40025		\$126.09			\$126.09	Water Leak
Victoria Jenkins	61014		\$387.73		\$125.00	\$512.73	Water Leak
Lawuita Ramey	61811		\$82.00		\$100.00	\$182.00	Water Leak
Shane Title Loan	871708		\$230.83			\$230.83	Water Leak
Tasha Owens	71317		\$172.54		\$100.00	\$272.51	Water Leak
Sony Chugani	920282		\$71.10		\$50.00	\$121.10	Water Leak
April Shepard	610-T		\$83.94		\$50.00	\$133.94	Water Leak
Audney Petterson	61538		\$403.85		\$50.00	\$453.85	Water Leak
Adeline Barnett	40297		\$235.57		\$50.00	\$285.57	Water Leak
Albert Pattat	61342		\$204.77		\$75.00	\$279.77	Water Leak
Family Dental Care	910618	\$444.35	\$474.79			\$919.14	Adjust Unit Over Charge
Scarlett kelly	894921			\$159.80		\$159.80	Overcharge - Only One Can
Delores lee	940386	\$30.23	\$34.61		\$25.00	\$89.84	Tampering (Police Report)

final account

transferred account

APPROVED BY CITY MANAGER : JANUARY 22, 2014

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

ORDER NUMBER 033-2014

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 proceed with the submittal of a Transportation Alternatives Project Grant Application to MDOT in the amount of \$1 million dollars for the multi-model improvements of Frontage Road.

IT IS FURTHER ORDERED that we certify that no known foreseeable legal impediments exist that would prohibit completion of the project and that the project complies with applicable code, standards, and/or regulations required for completion.

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

NAYS: None

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 4, 2014.

Motion was made by Councilman Colledge to go into Closed Session to discuss the need for an Executive Session. Motion was seconded by Councilwoman Martin and unanimously carried.

Motion was made by Councilwoman Martin to return to open session. Motion was seconded by Councilman Colledge and unanimously carried.

Motion was made by Councilman Colledge to go into Executive Session to discuss Silvergirl LLC Litigation. Motion was seconded by Councilwoman Martin and unanimously carried.

Motion was made by Councilman Vaughan to return to Open Session. Motion was seconded by Councilwoman Martin and unanimously carried.

Motion was made by Councilwoman Martin to recess the meeting until February 18, 2014 at 6:30 pm. Motion seconded by Councilman Vaughan and unanimously carried.

APPROVED BY:

MAYOR

ATTEST:

CITY CLERK

Submitted for approval of the Mayor and Members of the Council of the City of Gautier, Mississippi at the meeting of February 18, 2014.