

AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
May 1, 2018 @ 6:30 PM

I. Call to Order

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

II. Agenda Order Approval

III. Announcements

- 1. National Day of Prayer Thursday, May 3rd, 12:00 P.M. at the City Hall Veterans Tribute Tower.**
- 2. 2nd Annual Paint the Town Plein Air Art Competition is May 5, 2018 at Gautier City Hall from 9:00 A.M. to 4:00 P.M.**
- 3. Photography Work Shop is May 5, 2018 at Indian Point Resort from 8:00 A.M. to 4:00 P.M.**
- 4. Farmers Market May-October (2nd Saturday Monthly) 8:00 AM until 12:00 PM at George Martin City Park.**

IV. Presentation Agenda - None

V. Business Agenda

- 1. Resolution directing the Sale and Award of Combined Utility System Revenue Bonds.**

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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2. Resolution approving Policies and Procedures for Continuing Disclosure/SEC Rule 15C2-12 Compliance.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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3. Resolution approving and adopting a Tax Compliance Policy for the City of Gautier.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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4. Approval of Engineering Services Agreement with Seymour Engineering for the relocation of the City's water lines on Hwy 57 due to the MDOT expansion of Hwy 57.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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5. Approval of Engineering Services Agreement with Seymour Engineering for the relocation of the City's sewer lines on Hwy 57 due to the MDOT expansion of Hwy 57.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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6. Approval of Docket of Claims.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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VI. Consent Agenda (All items approved in one motion)

1. Receive March 2018 Finance Report.
2. Approval of minutes from Recessed Council Meeting held April 17, 2018.
3. Approval of water and sewer adjustments dated April 2018 in the amount of \$12,209.59.
4. Approval to waive the deposit in the amount of (\$30.00) and rental fee in the amount of (\$100.00) associated with the use of the pavilions at George Martin City Park for the Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort.

5. Resolution authorizing the City of Gautier to file an application to the State of Mississippi for a grant under its Fiscal Year 2018 CDBG Program and execution of a Grant Agreement with the State of Mississippi should the application be funded.
6. Resolution stating the City of Gautier will provide local matching funds towards the completion of the City's proposed Fiscal Year 2018 Community Development Block Grant Public Facilities Project.
7. Resolution authorizing a maintenance commitment in support of the City of Gautier application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.
8. Order authorizing the hiring of Sample, Hicks & Associates, Inc. for submission of the City of Gautier's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.
9. Order accepting and approving an amended Organizational Chart.

VII. STUDY AGENDA

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

Recess until May 15, 2018 at 6:30 P.M.

www.gautier-ms.gov

**CITY OF GAUTIER, MISSISSIPPI
ANNOUNCEMENT AGENDA
May 1, 2018**

ITEM DESCRIPTION:

ANNOUNCEMENTS

1. National Day of Prayer Thursday, May 3rd, 12:00 P.M. at the City Hall Veterans Tribute Tower.
2. 2nd Annual Paint the Town Plein Air Art Competition is May 5, 2018 at Gautier City Hall from 9:00 A.M. to 4:00 P.M.
3. Photography Work Shop is May 5, 2018 at Indian Point Resort from 8:00 A.M. to 4:00 P.M.
4. Farmers Market May-October (2nd Saturday Monthly) 8:00 AM until 12:00 PM at George Martin City Park.

NOTES:



REGISTRATION:

9:00 A.M.—10:00 A.M.

LOCATION:

GAUTIER CITY HALL

**\$250.00 CASH PRIZE
ADULT DIVISION**

**\$100.00 CASH PRIZE
YOUTH DIVISION**

REGISTRATION FEE:

\$25.00

ART WILL BE JURIED

Suggested Painting Locations

- **George Martin City Park**
902 De La Pointe
- **Shepard State Park**
1034 Graveline Rd
- **Indian Pointe Birding Trail**
1600 Indian Point Pkwy
- **Sandhill Crane Refuge**
7200 Crane Lane
- **Any Location within the
City of Gautier**



City of Gautier 2nd Annual

PAINT theTOWN

Plein Air Art Competition



May 5, 2018

9:00 a.m. - 4:00 p.m.

May 4th

Plein Air Work Shop By:

Artist Craig Reynolds (limited spaces available)

9 am - 4 pm (Gautier Senior Center)

Nature Photography Work Shop By:

Robert Smith WILDLIFE MISSISSIPPI

8 am - 4 pm (Indian Point Resort)



Plein Air Art Competitio

Capture the beauty of the City of Gautier

For official rules and guidelines, visit: www.gautier-ms.gov or

Facebook: City of Gautier Recreation & Community Events or The City of Gautier



Nature's Playground

2nd Saturday

Farmers MARKET



MAY — OCTOBER
2ND SATURDAY MONTHLY
8:00 A.M. UNTIL 12:00 P.M.
GEORGE MARTIN CITY PARK
902 DE LA POINTE DR.

FOR MORE INFORMATION OR TO BECOME A
VENDOR CONTACT RACHEL HONEA AT 228-219-3259



**CITY OF GAUTIER, MISSISSIPPI
PRESENTATION AGENDA
May 1, 2018**

ITEM DESCRIPTION:

PRESENTATION AGENDA - None

NOTES:

**CITY OF GAUTIER
Business Agenda Item #1
Fact Sheet**

Council Meeting:

May 1, 2018

Title:

**Resolution directing the Sale and Award of
Combined Utility System Revenue Bonds**

Introduced by:

Contact Person/Telephone

City Manager 497-8000 ext. 306

Summary Explanation: Resolution directing the sale and award of Combined Utility System Revenue Bonds, Series 2018, of the City of Gautier, Mississippi, in the principal amount of \$4,000,000.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

RESOLUTION NUMBER 000-2018

RESOLUTION DIRECTING THE SALE AND AWARD OF COMBINED UTILITY SYSTEM REVENUE BONDS, SERIES 2018, OF THE CITY OF GAUTIER, MISSISSIPPI (THE “CITY”), IN THE PRINCIPAL AMOUNT OF FOUR MILLION DOLLARS (\$4,000,000) (THE “BONDS”); AND FOR RELATED PURPOSES.

WHEREAS, the Mayor and City Council of the City of Gautier, Mississippi (the “**Governing Body**”), acting for and on behalf of the City of Gautier, Mississippi (the “**City**”), hereby find, determine, adjudicate and declare as follows:

1. The Governing Body on April 3, 2018, did adopt a resolution directing that Combined Utility System Revenue Bonds, Series 2018 (the “Bonds”), of the City in the principal amount of Four Million Dollars (\$4,000,000) be offered for sale on sealed bids to be received up to and until the hour of 4:30 o’clock p.m. on May 1, 2018, by, and at the office of, the City Clerk located in the City Hall of the City, for subsequent presentation to the Governing Body of the City at 6:30 o’clock p.m. on May 1, 2018, in its meeting place in the City Hall located at 3330 Hwy 90, Gautier, Mississippi 39553.

2. As directed by the aforesaid resolution, notice of sale of the Bonds was duly published in the *Mississippi Press*, a newspaper published in the City of Pascagoula, Mississippi, and having a circulation in the City and qualified under the provisions of Section 13-3-31, Mississippi Code of 1972, as amended, said notice having been published in said newspaper on April 18 and 25, 2018, the first publication having been made at least ten (10) days preceding the date fixed herein for the receipt of bids, all as shown by the proof of publication of said notice filed in the office of the City Clerk and attached hereto as **EXHIBIT A**.

3. The Governing Body did meet at their meeting place in the City Hall, located at 3330 Hwy 90, Gautier, Mississippi 39553, at 6:30 o’clock p.m. on the May 1, 2018.

4. At said time and place, _____ (_____) sealed proposals for the purchase of the Bonds were presented by the City Clerk and examined and considered by the Governing Body, said bids having heretofore been presented to and being on file with the City Clerk and attached hereto as **EXHIBIT B**.

5. The Governing Body does now find, determine and adjudicate that the highest and best bid made and offered for the Bonds on the basis of the lowest net interest cost over the life of the issue was made by _____, _____, _____, and said bid was accompanied by a cashier’s check, certified check or exchange payable to the City of Gautier, Mississippi, in the amount of Eighty Thousand Dollars (\$80,000.00), issued or certified by a bank located in the State of Mississippi, as a guarantee that said bidder would carry out its contract and purchase the Bonds if its bid be accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY AS FOLLOWS:

SECTION 1. The Bonds are hereby awarded and sold to _____,
in accordance with the offer submitted to Governing Body in words and figures as follows:

[The remainder of this page is intentionally left blank.]

INSERT COPY OF WINNING BID

SECTION 2. The Mayor and City Clerk are hereby authorized and directed to endorse upon a copy or duplicate of the aforesaid offer a suitable notation as evidence of the acceptance thereof, for and on behalf of the City.

SECTION 3. The good faith checks filed by all unsuccessful bidders shall forthwith be returned to them upon their respective receipts therefor, and the good faith check filed by the successful bidder shall be retained by the Governing Body as a guarantee that said bidder shall carry out its contract and purchase the Bonds. If said successful bidder fails to purchase the Bonds pursuant to its bid and contract, the amount of such good faith check shall be retained by the City as liquidated damages for such failure.

SECTION 4. The Bonds will be issued in fully registered form; will be dated the date of delivery thereof; shall be of the denomination of Five Thousand Dollars (\$5,000) each, or integral multiples thereof up to the amount of a single maturity; will be numbered from one upward; will be payable, both as to principal and interest, in lawful money of the United States of America to a bank to be chosen pursuant to Section 5 of the bond resolution adopted by the City April 3, 2018, that will act as paying agent, registrar and transfer agent for said Bonds; will bear interest from the date thereof at the rate or rates hereinafter set forth, payable on May 1 and November 1 in each year (each an “***Interest Payment Date***”), commencing May 1, 2019; and will mature and become due and payable serially, on May 1 in the years and principal amounts as follows:

<u>YEAR</u>	<u>AMOUNT</u>	<u>INTEREST RATE</u>
2019	\$135,000	_____ %
2020	140,000	_____
2021	145,000	_____
2022	150,000	_____
2023	160,000	_____
2024	165,000	_____
2025	170,000	_____
2026	175,000	_____
2027	185,000	_____
2028	190,000	_____
2029	200,000	_____
2030	205,000	_____
2031	215,000	_____
2032	225,000	_____
2033	235,000	_____
2034	240,000	_____
2035	250,000	_____
2036	260,000	_____
2037	270,000	_____
2038	285,000	_____

Bonds maturing on May 1, 2029, and thereafter, are subject to redemption prior to their stated dates of maturity at par, plus accrued interest to the date of redemption, either in whole or in part, on any date on or after May 1, 2028.

SECTION 5. All orders, resolutions, or proceedings of the Governing Body in conflict with the provisions of this resolution shall be and are hereby repealed, rescinded and set aside, but only to the extent of such conflict.

SECTION 6. For cause, this resolution shall become effective immediately upon the adoption thereof.

Councilperson _____ moved and Councilperson _____ seconded the motion to adopt the foregoing resolution, and the question being put to a roll call vote, the result was as follows:

Mayor Phil Torjusen	voted: _____
Councilwoman Mary Martin	voted: _____
Councilman Cameron George	voted: _____
Councilman Richard Jackson	voted: _____
Councilman Casey Vaughan	voted: _____
Councilman Charles Anderson	voted: _____
Councilman Adam Colledge	voted: _____

The motion having received the affirmative vote of a majority of the members present, the Mayor declared the motion carried and the resolution adopted, on this the 1st day of May, 2018.

MAYOR

ATTEST:

CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

(SEAL)

EXHIBIT A

PROOF OF PUBLICATION OF NOTICE OF BOND SALE

EXHIBIT B
PROPOSAL

**CITY OF GAUTIER
Business Agenda Item #2
Fact Sheet**

Council Meeting:
Title:

May 1, 2018
**Resolution approving Policies and Procedures for
Continuing Disclosure/SEC Rule 15C2-12
Compliance**

Introduced by:
Contact Person/Telephone

City Manager 497-8000 ext. 306

Summary Explanation: Resolution authorizing and approving the form of and adoption of Policies and Procedures for Continuing Disclosure/SEC Rule 15C2-12 Compliance; and related purposes.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

RESOLUTION NUMBER 000-2018

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI AUTHORIZING AND APPROVING THE FORM OF AND ADOPTION OF POLICIES AND PROCEDURES FOR CONTINUING DISCLOSURE/SEC RULE 15C2-12 COMPLIANCE; AND FOR RELATED PURPOSES.

WHEREAS, pursuant to Securities and Exchange Commission Rule 15c2-12, as amended from time to time (the “**Rule**”), the City of Gautier, Mississippi (the “**City**”) is required to provide on an annual basis certain financial information and operating data to the Municipal Securities Rulemaking Board (the “**MSRB**”) through the MSRB’s Electronic Municipal Market Access system at <http://www.emma.msrb.org> (“**EMMA**”), in the electronic format then prescribed by the Securities and Exchange Commission (the “**SEC**”) (the “**Required Electronic Format**”) pursuant to the Rule (the “**Annual Filing**”);

WHEREAS the Mayor and City Council of the City of Gautier, Mississippi (the “**Governing Body**”), acting for and on behalf of the City, finds that it is in the best interest of the City to monitor post issuance compliance in connection with the City’s outstanding bond obligations and pursuant to the City’s continuing disclosure agreements/certificates executed in connection with the City’s outstanding bond obligations and to approve the form of and execution of the Policies and Procedures For Continuing Disclosure/SEC Rule 15c2-12 Compliance (the “**Policy**”), to be dated as of the date of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body, acting for and on behalf of the City, as follows:

SECTION 1. The form of the Policy is hereby approved, and the Mayor and the City Clerk are hereby authorized and directed to execute said Policy on behalf of the City. All provisions of the Policy, when executed as authorized herein, shall be incorporated herein, and shall be deemed to be a part of this resolution fully and to the same extent as if separately set out verbatim herein, which said Policy shall be in substantially the form attached hereto as **EXHIBIT A**, with such completions, changes, insertions and modifications as shall be approved by the officers executing and delivering the same.

SECTION 2. The Mayor, the City Clerk, and any other authorized officer of the Governing Body are hereby authorized and directed to take any and all such actions on behalf of the City as may be required by the City to carry out and to give effect to the aforesaid documents authorized pursuant to this resolution and to execute all papers, documents, certificates and other instruments that may be required for the carrying out of the authority conferred by this resolution in order to evidence said authority.

SECTION 3. All orders, resolutions or proceedings of the Governing Body in conflict with any provision hereof shall be, and the same are hereby repealed, rescinded and set aside, but only to the extent of such conflict. For cause, this resolution shall become effective upon the adoption hereof.

Councilperson _____ moved and Councilperson _____ seconded the motion to adopt the foregoing resolution, and the question being put to a roll call vote, the result was as follows:

Mayor Phil Torjusen	voted: _____
Councilwoman Mary Martin	voted: _____
Councilman Cameron George	voted: _____
Councilman Richard Jackson	voted: _____
Councilman Casey Vaughan	voted: _____
Councilman Charles Anderson	voted: _____
Councilman Adam Colledge	voted: _____

The motion having received the affirmative vote of a majority of the members present, the Mayor declared the motion carried and the resolution adopted, on this the 1st day of May, 2018.

MAYOR

ATTEST:

CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

(SEAL)

EXHIBIT A

POLICY

GAUTIER, MISSISSIPPI
POLICIES AND PROCEDURES
FOR CONTINUING DISCLOSURE/SEC RULE 15c2-12 COMPLIANCE

DATED: May 1, 2018

I. Statement of Purpose

This Policies and Procedures for Continuing Disclosure/SEC Rule 15c2-12 Compliance (this “**Policy**”) designates specific policies of the City of Gautier, Mississippi (the “**Issuer**”) to monitor and ensure post issuance compliance under and pursuant to its continuing disclosure agreements/certificates (the “**CDA**”) in connection with certain bond obligations (the “**Obligations**”) issued by the Issuer with applicable provisions of the Securities and Exchange Commission’s (“**SEC**”) Rule 15c2-12 (the “**Rule**”).

This Policy describes various procedures and systems designed to identify on a timely basis facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations in order that the Obligations be, or continue to be, in compliance with the CDA and the Rule. The Issuer recognizes that compliance with the Rule is an on-going process, necessary, during the entire term of the Obligations, and is an integral component of the Issuer’s overall debt management policies. Accordingly, the analysis of those facts and implementation of this Policy will require on-going monitoring and may require consultation with Butler Snow LLP (“Bond Counsel”) or other professionals beyond the scope of their initial engagement with respect to the issuance of particular Obligations.

II. Responsible Parties

- A. The City Manager shall identify an appropriate officer (currently the City Clerk) to be responsible for monitoring the Issuer’s post-issuance compliance issues (the “**Staff Designee**”). The City Manager’s designee shall be responsible for ensuring an adequate succession plan for transferring post-issuance compliance responsibility when changes in officers and staff occur.
- B. The Staff Designee will coordinate procedures for record retention and review of such records.
- C. The Staff Designee will review post-issuance compliance procedures and systems on a periodic basis, but not less than annually, will keep a log to document such reviews, and will consult as necessary with the Issuer’s financial advisor and Bond Counsel.
- D. The Staff Designee shall maintain originals and copies of all documents and other records relating to the Obligations.
- E. The Staff Designee will review each issue of Obligations for compliance with this Policy on a periodic basis, but not less than annually, and will keep a log to document such reviews.

III. General Recordkeeping

The Staff Designee will maintain and store a copy of the following documents on file at all times for the life of the Obligations plus three (3) years:

- Financing transcript (may be in CD form);
- Copy of the CDA for each Obligation;
- Copy of the Official Statement for each Obligation;
- Copy of any rating reports or analysis;
- Copy of any defeasance, refunding or redemption notices;
- Copy of any Material Event Notice (as defined below);
- Copy of any Notice of Failure to File Annual Report (as defined below);
- Copy of any Annual Filing (as defined below);
- Copy of Financial Statements of the Issuer; and
- Copy of Current Budget information of the Issuer.

IV. Annual Filing

The following relate to compliance with the Rule regarding Annual Filings of Obligations.

The Staff Designee will:

- A. Appoint or engage Bond Counsel or a dissemination agent (the “**Agent**”) to assist in carrying out its obligations under this Policy, each CDA and the Rule. If the Issuer does not engage an Agent to file its Annual Filing, the Staff Designee shall be responsible for submitting the information required in this Policy directly to the MSRB (as defined below) through EMMA (as defined below) pursuant to each CDA.
- B. Confirm that the Agent has filed with the Municipal Securities Rulemaking Board (the “**MSRB**”) through the EMMA Dataport (“**EMMA**”) at <http://www.emma.msrb.org>; information which is consistent with the requirements under its CDA (the “**Annual Filing**”) no later than the date required for the reporting of each Annual Filing as determined by each CDA (the “**Report Date**”). The Annual Filing may be submitted as a single document or as separate documents comprising a package, and may be submitted separately from the balance of the Annual Filing.
- C. If the Issuer is unable to provide the Annual Filing or portions of the Annual Filing by the Report Date, confirm that the Agent has filed on the Report Date a notice to the MSRB (the “**Notice of Failure to File**”) in substantially the form attached hereto as **EXHIBIT A**.
- D. Confirm that the Agent has filed audited financial statements by the Report Date. If audited financial statements are unavailable by the Report Date, confirm that the Agent has filed a Notice of Failure to File on the Report Date.
- E. Confirm that the Agent has filed the budget for the next fiscal year by the Report Date.
- F. Confirm that the Annual Report contains the appropriate information as required by its CDA. Examples of the following information typically required in an Annual Report are as follows:

1. Audited Financial Statements;
2. Budget for next fiscal year;
3. Accounting principles pursuant to which the Audited Financial Statements were prepared;
and
4. Operating and financial information contained in the official statement in connection with the Obligation.

G. Confirm that no listed event as required by the Issuer's CDA has occurred. If the Issuer determines that a listed event has occurred, confirm that the Agent causes a notice of such occurrence (the "**Material Event Notice**") to be filed with the MSRB on or before the time period prescribed by the Rule, through EMMA, together with a cover sheet in substantially the form attached hereto as **EXHIBIT B**.

V. Material Event Notice

The following policies relate to compliance with regulations regarding the filing of a Material Event Notice.

The Staff Designee will:

- A. Notify Bond Counsel and the Agent of any Listed Event (defined below) within ten (10) days after the occurrence of the event.
- B. Confirm that the Material Event Notice of such Listed Event was provided to the MSRB, through EMMA, within ten (10) days after the occurrence of an event.

Listed Events include:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves, if any, reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Obligations, or other material events affecting the tax status of the Obligations;
- (7) Modifications to rights of Bondholders, if material;

- (8) Bond calls, if material, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property, if any, securing repayment of the Obligations, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership, or similar event of the City;
- (13) The consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of the assets of the City, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

VI. Rating Changes

The following policies relate to compliance with regulations regarding any rating changes. Rating changes may include, without limitation, any change in rating on the Obligations

The Staff Designee will:

- A. Notify Bond Counsel and the Agent of any rating change within ten (10) days after the occurrence of the event.
- B. Confirm that the rating change was provided to the MSRB, through EMMA, within ten (10) days after the rating change in the form of the Material Event Notice.

VII. Defeasance of Obligations

The following policies relate to compliance with regulations regarding any defeasance of any Obligations.

The Staff Designee will:

- A. Confirm Bond Counsel and the Agent has filed notice of the defeasance in the form of a Material Event Notice and that the Material Event Notice provides explicit disclosure as to whether the Obligations have been escrowed to maturity or escrowed to call, as well as appropriate disclosure of the timing of maturity or call.

VIII. Training

The following policies relate to compliance with regulations regarding training of staff in connection with the Policy.

The Staff Designee will consult with Bond Counsel and the Agent on appropriate training of responsible employees and staff in connection with this Policy.

[The remainder of this page is intentionally left blank.]

EXHIBIT A

NOTICE OF FAILURE TO FILE ANNUAL REPORT

Name of Issuer: City of Gautier, Mississippi

Date of Issuance: _____, 20____

CUSIP Numbers: _____, _____, _____

NOTICE IS HEREBY GIVEN that the City has not provided an Annual Report as required by its continuing disclosure undertakings. The City anticipates that the Annual Report will be filed by

_____.

Dated: _____

CITY OF GAUTIER, MISSISSIPPI

By: _____

Authorized Officer

EXHIBIT B

MATERIAL EVENT NOTICE COVER SHEET

Name of Issuer: City of Gautier, Mississippi

Date of Issuance: _____, 20__

CUSIP Numbers: _____, _____, _____

Description of the attached Material Event Notice (Check One):

1. _____ Principal and interest payment delinquencies
2. _____ Non-Payment related defaults, if material
3. _____ Unscheduled draws on debt service reserves, if any, reflecting financial difficulties
4. _____ Unscheduled draws on credit enhancements reflecting financial difficulties
5. _____ Substitution of credit or liquidity providers, or their failure to perform
6. _____ Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (ITS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the bonds, or other material events affecting the tax status of the Bonds
7. _____ Modifications to rights of Bondholders, if material
8. _____ Bond calls, if material, and tender offers
9. _____ Defeasances
10. _____ Release, substitution, or sale of property, if any, securing repayment of the securities
11. _____ Rating changes
12. _____ Bankruptcy, insolvency, receivership or other similar event of the State
13. _____ The consummation of a merger, consolidation or acquisition involving the State or the sale of all or substantially all of the assets of the State, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material

14. _____ Appointment of a successor or additional trustee or the change of name of a trustee, if material
15. _____ Failure to provide annual financial information as required by the Rule
16. _____ Other material event notice (specify) _____

I hereby represent that I am authorized by the City/Other Obligated Person or its agent to distribute this information publicly:

Signature: _____

Name: _____ Title: _____

Employer: _____

Address: _____

Issuer, State, Zip Code: _____

Voice Telephone Number: _____

**CITY OF GAUTIER
Business Agenda Item #3
Fact Sheet**

Council Meeting:

May 1, 2018

Title:

**Resolution approving and adopting a Tax
Compliance Policy for the City of Gautier**

Introduced by:

Contact Person/Telephone

City Manager 497-8000 ext. 306

Summary Explanation: Resolution approving and adopting a Tax Compliance Policy for the City of Gautier; authorizing the implementation of such Tax Compliance Policy; and related purposes.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

RESOLUTION NUMBER 000-2018

RESOLUTION APPROVING AND ADOPTING A TAX COMPLIANCE POLICY FOR THE CITY OF GAUTIER, MISSISSIPPI; AUTHORIZING THE IMPLEMENTATION OF SUCH TAX COMPLIANCE POLICY; AND FOR RELATED PURPOSES

WHEREAS, the Mayor and City Council of the City of Gautier, Mississippi (the “**Governing Body**”), acting for and on behalf of the City of Gautier, Mississippi (the “**Municipality**”), is authorized by various laws of the State of Mississippi, as the same may be amended and supplemented from time to time, to issue bonds, notes and other evidences of indebtedness (the “**Debt**”) of the Municipality; and

WHEREAS, the Governing Body may issue such Debt as taxable or tax-exempt for federal income tax purposes; and

WHEREAS, if such Debt is issued as tax-exempt for federal income tax purposes, the Municipality must ensure that the Debt complies with the provisions of the Internal Revenue Code of 1986, as amended and supplemented from time to time (the “**Code**”) throughout its term; and

WHEREAS, in order to ensure compliance with the Code, the Governing Body has determined that it is necessary and advisable to adopt a policy for tax compliance in connection with all tax-exempt Debt issued or to be issued by the Municipality and

WHEREAS, there has been prepared and submitted to the Governing Body the form of a Tax-Exempt Financing Compliance Procedure (the “**Tax Policy**”) setting forth the Municipality’s tax compliance procedures in connection with its outstanding and future tax-exempt Debt; and

WHEREAS, it appears that such Tax Policy which is now before the Governing Body, is in appropriate form and is an appropriate document for the purposes identified; and

WHEREAS, it is proposed that the Governing Body should now take such actions as necessary to adopt the Tax Policy and authorize its implementation.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE MUNICIPALITY, ACTING FOR AND ON BEHALF OF THE MUNICIPALITY, AS FOLLOWS:

SECTION 1. This resolution is adopted pursuant to the applicable laws of the State of Mississippi.

SECTION 2. The Tax Policy, in the form submitted to this meeting and attached hereto as **EXHIBIT A**, is hereby approved and adopted. The Governing Body hereby authorizes and directs the appropriate officers of the Municipality to implement the Tax Policy and, in connection with any outstanding or future Debt of the Municipality, to take such actions and file such documents as may be required by the Tax Policy, the Code, the Internal Revenue Service, the Municipal Securities Rulemaking Board and the Securities and Exchange Commission.

SECTION 3. All acts and doings of the officers of the Municipality which are in conformity with the purposes and intents of this resolution and in furtherance of the Tax Policy shall be, and the same hereby are, in all respects approved and confirmed.

SECTION 4. This resolution shall become effective immediately and all orders, resolutions or proceedings of the Governing Body in conflict with the provisions of this resolution shall be and are hereby repealed, rescinded and set aside, but only to the extent of such conflict.

Councilperson _____ moved and Councilperson _____ seconded the motion to adopt the foregoing resolution, and the question being put to a roll call vote, the result was as follows:

Mayor Phil Torjusen	voted: _____
Councilwoman Mary Martin	voted: _____
Councilman Cameron George	voted: _____
Councilman Richard Jackson	voted: _____
Councilman Casey Vaughan	voted: _____
Councilman Charles Anderson	voted: _____
Councilman Adam Colledge	voted: _____

The motion having received the affirmative vote of a majority of the members present, the Mayor declared the motion carried and the resolution adopted, on this the 1st day of May, 2018.

MAYOR

ATTEST:

CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

(SEAL)

EXHIBIT A

POLICY

GAUTIER, MISSISSIPPI
Post-Issuance Compliance Policies and Procedures

Adopted on May 1, 2018

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ATTACHMENT 1 – FORM OF ANNUAL COMPLIANCE CHECKLIST

Section 1. Purpose

It is the policy of Gautier, Mississippi, a political subdivision duly organized and existing under the laws of the State of Mississippi (the “Borrower”) to comply with federal tax law applicable to its tax-exempt debt borrowings (“Tax-Exempt Debt”) to ensure that interest paid on such Tax-Exempt Debt remains exempt from federal income tax. The federal tax law requires compliance with numerous rules and regulations, including but not limited to, filing requirements, yield restriction limitations, arbitrage rebate requirements, use of proceeds and financed projects limitations and recordkeeping requirements. Given the increasing complexity of the federal tax law, the Borrower hereby formally adopts the following policies and procedures concerning its Tax-Exempt Debt (the “TE Policies and Procedures”). These TE Policies and Procedures are intended to serve as a guide for the Borrower to facilitate compliance with federal tax law applicable to its Tax-Exempt Debt.

As background, a qualified issuer of state and local government bonds (the “Issuer”) actually “issues” the tax-exempt obligations and the Borrower “borrows” the proceeds of such tax-exempt obligations from the Issuer. For purposes of these procedures, the reference to Issuer will mean the respective Issuer for the Borrower’s Tax-Exempt Debt. In the event these policies and procedures conflict, in whole or in part, with the federal tax agreement or federal tax certificate prepared on behalf of the Borrower in connection with its borrowing of Tax-Exempt Debt (the “Tax Certificate”), the terms of the applicable Tax Certificate will control.

Section 2. Compliance Officer Designation

The City Manager of the Borrower is hereby designated as the Borrower’s Compliance Officer. Except as otherwise described herein, the Borrower’s designated Compliance Officer (the “Compliance Officer”) will have primary responsibility for ensuring that the Borrower’s outstanding Tax-Exempt Debt is, and remains, in compliance with federal tax law. The Borrower may appoint a new Compliance Officer from time to time as needed. Also, the Compliance Officer may delegate duties herein as deemed necessary.

The Compliance Officer will at all times be aware of the Borrower’s obligations set forth in these TE Policies and Procedures, including the Borrower’s ongoing recordkeeping and compliance responsibilities associated with its Tax-Exempt Debt. The Compliance Officer will at all times be familiar with these TE Policies and Procedures and will be authorized to consult with the Issuer and third-party professionals (e.g., legal counsel, bond counsel and arbitrage calculating agents), as necessary, to ensure compliance with these TE Policies and Procedures. In addition, the Compliance Officer will be familiar with the Internal Revenue Service’s (“IRS”) Publication 4077 “Tax-Exempt Bonds for 501(c)(3) Charitable Organizations,” and IRS Publication 4078 “Tax-Exempt Private Activity Bonds Compliance Guide”. The Compliance Officer will be familiar with the IRS’s website at www.irs.gov/Tax-Exempt-Bonds and aware that such website contains information, forms and publications pertaining to tax-exempt bonds.

Section 3. Tax-Exempt Debt Borrowings

I. Tax Certificates. The Tax Certificate (which is generally prepared by bond counsel and signed by both the Issuer and Borrower) will serve as the operative document for purposes of establishing reasonable expectations of the Borrower as of the date of the borrowing. Each Tax Certificate provides a summary of the federal tax rules applicable to each Tax-Exempt Debt borrowing. Prior to each borrowing, the Compliance Officer will review each Tax Certificate to confirm that the expectations set forth in the Tax Certificate are reasonable and accurate and to become familiar with the requirements set forth therein.

II. Internal Revenue Service Form 8038 – Tax-Exempt Bonds. IRS Form 8038, Information Return for Tax-Exempt Private Activity Bond (“Form 8038”) is generally prepared by bond counsel as of the date of issuance of the Tax-Exempt Debt. The Borrower understands that each Form 8038 must be filed by the Issuer with the IRS no later than the 15th day of the 2nd calendar month after the close of the calendar quarter in which the Tax-Exempt Debt is issued. The Compliance Officer will cooperate with the Issuer to ensure that the proper information is documented in the Form 8038.

III. Public Approval Requirement. Generally, prior to issuance, qualified private activity bonds (including qualified 501(c)(3) bonds) must be approved by an applicable elected representative for the governmental entity issuing the qualified private activity bonds and, in some cases, for each governmental entity having jurisdiction over the area in which the financed facility is to be located. Unless otherwise agreed, the Borrower will rely on the Issuer to ensure that the public approval requirements applicable to the Tax-Exempt Debt are satisfied. The Compliance Officer will cooperate with the Issuer to ensure that the Issuer has the proper information for this process.

IV. Reimbursement Declarations of Official Intent. Under Section 1.150-2 of the Treasury Regulations, the Borrower is permitted to use proceeds of Tax-Exempt Debt to reimburse certain expenditures paid before the date of issuance of the Tax-Exempt Debt (subject to certain requirements). One requirement is that the Borrower (or Issuer) must adopt a declaration of official intent to reimburse expenditures not later than 60 days after the reimbursed expenditure is paid. If proceeds of the Tax-Exempt Debt will be used for reimbursement purposes, the Compliance Officer will coordinate with the Issuer to ensure the timely adoption of such declaration of official intent.

V. Qualified Hedge. If the Borrower enters into a qualified hedge (i.e. swap transaction) pursuant to Section 1.148-4(h) of the Treasury Regulations in connection with its Tax-Exempt Debt, the Compliance Officer will immediately inform the Issuer and cooperate with the Issuer to ensure compliance with the Treasury Regulations required for integration (to the extent integration is desired by the Borrower).

Section 4. Use of Debt Proceeds – Tax-Exempt Bonds

I. Private Business Use. The Borrower will not knowingly take or permit to be taken any action that would cause any of its outstanding Tax-Exempt Debt to become taxable “private activity bonds,” as described below. Generally, an issue of qualified 501(c)(3) tax-exempt bonds

under Section 145 of the Code will be considered taxable “private activity bonds” if more than 5% of the proceeds are used directly or indirectly in any trade or business carried on by a private business user and more than 5% of the debt service is directly or indirectly (1) secured by any interest in property used or to be used in any trade or business carried on by a private business user, or (2) derived from payments made in respect of property used or to be used in any trade or business carried on by a private business user.

The Compliance Officer will annually review the “use” of its facilities financed with its outstanding Tax-Exempt Debt for compliance with the applicable use restrictions imposed on tax-exempt financed facilities, as set forth in the Tax Certificate. Prior to entering into certain arrangements that could give rise to an impermissible amount of private business use, the Compliance Officer will consult with its counsel before entering into such arrangements that include, but are not limited to, management contracts, operating agreements, licenses, leases, subleases, naming rights agreements, research agreements, cellular tower or solar panel placement agreements, clinical trial agreements, and joint venture or partnership arrangements.

In the event the Compliance Officer determines the Borrower has entered into an arrangement involving any of its facilities financed with Tax-Exempt Debt which may give rise to an impermissible amount of private business use, the Borrower will consult its counsel to determine whether such arrangement impacts the tax-exempt status of the Borrower’s Tax-Exempt Debt. The Compliance Officer will provide the Issuer with written notice of any such actions by the Borrower that would adversely impact the tax-exempt status of the Tax-Exempt Debt.

II. Sale of Debt-Financed Property. Prior to selling or otherwise disposing of any facilities financed with outstanding Tax-Exempt Debt, the Compliance Officer will obtain approval from the Issuer and will consult with its counsel to determine what impact, if any, such arrangement would have on the tax-exempt status of the Borrower’s outstanding Tax-Exempt Debt.

III. Remedial Actions. The Compliance Officer will be aware of the remedial action rules contained in Treasury Regulations Section 1.141-12, providing, in certain circumstances, a mechanism to voluntarily remediate violations of the private business tests or private loan financing test. Although the Borrower intends that none of its Tax-Exempt Debt will require the application of the remedial action rules, prior to taking any action that would cause its outstanding Tax-Exempt Debt to, absent a remedial action, violate the private business use tests or private loan financing test, the Compliance Officer will consult with its counsel regarding the applicability of the remedial action rules to such action and the ability to remediate the impacted Tax-Exempt Debt. The Compliance Officer will provide the Issuer with written notice of any remedial action by the Borrower that would adversely impact the tax-exempt status of the Tax-Exempt Debt.

IV. Private Loans. The Borrower’s Tax-Exempt Debt will be considered taxable “private loan bonds” if more than 5% of the proceeds of the Tax-Exempt Debt is used, directly or indirectly, to make or finance loans to private persons. The Borrower will not take or permit to be taken any action that would cause any of its Tax-Exempt Debt to be considered taxable “private loan bonds.” The Borrower will not loan the proceeds of its Tax-Exempt Debt to any

third party without first consulting with its counsel. The Compliance Officer will consult with its counsel prior to any such loans being made by the Borrower.

Section 5. Arbitrage Rebate and Arbitrage Limitations Imposed on Tax-Exempt Debt

I. Hiring an Arbitrage Calculating Agent. With regard to each of the Borrower's outstanding Tax-Exempt Debt borrowings, the Borrower will retain an arbitrage calculating agent to (a) determine whether the Tax-Exempt Debt in question qualifies for an exception to the arbitrage rebate rules and (b) perform calculations to ascertain whether an arbitrage rebate payment or yield reduction payment is owed to the IRS, unless, in the judgment of the Borrower and in compliance with these TE Policies and Procedures and the Tax Certificate, there is no reasonable prospect of any arbitrage rebate or yield reduction payment liability. The Compliance Officer will coordinate the timely hiring of an arbitrage calculating agent as required by these TE Policies and Procedures.

II. Payment of Arbitrage Rebate and Yield Reduction Liability. The arbitrage calculating agent retained by the Borrower (discussed above) will determine whether an arbitrage rebate payment or yield reduction payment is owed to the IRS. If payment is owed to the IRS, the Borrower will instruct the arbitrage calculating agent to prepare IRS Form, 8038-T, Arbitrage Rebate Yield Reduction and Penalty Payment in Lieu of Arbitrage Rebate ("Form 8038-T"). The Compliance Officer or arbitrage calculating agent will obtain the Issuer's signature and remit the Form 8038-T, with the required payment, to the IRS on behalf of the Issuer.

The Compliance Officer will consult with its arbitrage calculating agent within thirty (30) days of the issue date of its Tax-Exempt Debt as to the required "installment computation dates" for purposes of calculating arbitrage rebate and yield reduction liability. As background, for these purposes, within 60 days after each installment computation date, the Issuer must cause to be paid to the Internal Revenue Service at least 90% of the amount of arbitrage rebate and yield reduction payment liability owed. In addition, within 60 days after the final installment computation date, the Issuer must cause to be paid to the Internal Revenue Service 100% of the amount of arbitrage rebate and yield reduction payment liability owed. Each completed Internal Revenue Service Form 8038-T, Arbitrage Rebate Yield Reduction and Penalty in Lieu of Arbitrage Rebate, together with full payment in the amount equal to the arbitrage rebate or yield reduction payment liability calculated by the arbitrage calculating agent, must be filed with the Internal Revenue Service at the applicable address which is currently, Internal Revenue Service Center, Ogden, UT 84201.

III. Yield Restriction Limitations. For each Tax-Exempt Debt borrowing, the Borrower will comply with the applicable yield restriction investment limitations and temporary periods with regard to its outstanding Tax-Exempt Debt, as described in the respective Tax Certificate. The Compliance Officer will monitor the Borrower's compliance with these applicable yield restriction limitations.

IV. Timely Expenditure of Tax-Exempt Debt Proceeds. The IRS generally requires that conduit borrowers of Tax-Exempt Debt reasonably expect to spend eighty-five percent of the proceeds of such borrowings within three years of the issue date of such Tax-Exempt Debt.

Accordingly, it is the Borrower's policy to utilize tax-exempt financing for projects that it reasonably expects will be substantially completed within three years, unless otherwise approved by its counsel. Upon receipt of proceeds from Tax-Exempt Debt borrowings, the Compliance Officer will regularly monitor the expenditure of such proceeds. If the majority of such proceeds will not be fully expended within three years of the issue date of the Tax-Exempt Debt, the Compliance Officer will determine how quickly such amounts can be spent, and if needed, contact its counsel to determine whether remedial action as described above (or some other form of action) will be needed.

Section 6. Recordkeeping

I. Means of Maintaining Records. The Borrower may maintain all records required to be held as described in this Section 6 in paper and/or electronic (e.g., CD, disks, tapes) form. It is the policy of the Borrower to maintain as much of its records electronically as feasible. The Compliance Officer will be responsible for verifying the Borrower's continued compliance with the recordkeeping requirements set forth in this Section 6 with regard to the Borrower's Tax-Exempt Debt.

II. Retention Period. The Borrower will maintain, or cause to be maintained, all records relating to the tax-exempt status of its Tax-Exempt Debt and the representations, certifications and covenants set forth in its respective Tax Certificates until the later of the date set forth in any such Tax Certificate or the date four (4) years after the last outstanding obligation of the issue to which such records and Tax Certificate relate has been retired.

If the Borrower borrows Tax-Exempt Debt to refund prior debt, the Borrower will maintain all of the records described in this Section 6 with respect to the refunded debt as well (whether taxable or tax-exempt) until the later of the date set forth in any Tax Certificate executed in connection with such the Tax-Exempt Debt or the date that is four (4) years after the Tax-Exempt Debt, the proceeds of which were used to refund the prior debt, has been retired. For example, if the Borrower borrows Tax-Exempt Debt in 2013 (2013 Bonds) to refund Tax-Exempt Debt borrowed in 2009 (2009 Bonds), the Borrower will maintain the records described herein with respect to the 2009 Bonds until the later of the date set forth in any Tax Certificate executed in connection with the 2009 Bonds or the date four (4) years after the date the last outstanding 2013 Bond has been retired. If the 2009 Bonds themselves refunded prior debt, the Borrower will also maintain records related to such prior debt for the same period of time.

III. Required Records.

The Borrower will maintain detailed records with respect to the following:

- A. Transcript of Proceedings for the Borrower's Tax-Exempt Debt.
- B. Documentation evidencing the expenditure of proceeds of the Borrower's Tax-Exempt Debt.
- C. Documentation evidencing any private business use of facilities financed with proceeds of the Borrower's Tax-Exempt Debt.

- D. Documentation evidencing all sources of payment or security for the Borrower's Tax-Exempt Debt.
- E. Documentation pertaining to any investment of proceeds of the Borrower's Tax-Exempt Debt, including documentation pertaining to broker's fees paid (if at all) or other administrative costs with respect to such investments.
- F. Documentation pertaining to the public approval/TEFRA process.
- G. Records of arbitrage rebate payment and yield reduction payment calculations performed by the arbitrage calculating agent (irrespective of whether any amount was determined to be owed to the Internal Revenue Service), as well as records related to any arbitrage rebate payments or yield reduction payments made to the Internal Revenue Service, including the calculations performed by the arbitrage calculating agent substantiating such payments, together with the Internal Revenue Service Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate, that accompanied all such payments.
- H. Documentation authorizing the reimbursement of expenditures using proceeds of the Tax-Exempt Debt.
- I. Appraisals, demand surveys and feasibility studies related to projects financed or refinanced with the Borrower's Tax-Exempt Debt.
- J. Documentation relating to any third-party funding for the Borrower's projects to which proceeds of the Borrower's Tax-Exempt Debt will be applied (including government grants).
- K. Records of any Internal Revenue Service audits or compliance checks, or any other Internal Revenue Service inquiry related to the Borrower's Tax-Exempt Debt.

Section 7. Voluntary Closing Agreement Program

The Compliance Officer will be aware of the IRS's TEB Voluntary Closing Agreement Program ("VCAP") and its ability, pursuant to IRS Notice 2008-31, 2008-11 I.R.B. 592 (or a successor notice as the case may be), to request a voluntary closing agreement with the IRS to resolve compliance violations on the part of the Borrower with the applicable federal tax rules to its outstanding Tax-Exempt Debt. A copy of Internal Revenue Service Notice 2008-31 is available on the Internal Revenue Service's website at www.irs.gov.

Section 8. Annual Compliance and Continuing Education

I. Annual Compliance. The Compliance Officer will complete the Annual Compliance Checklist within 60 days of the end of each "bond year," as defined in the Tax Certificate. A copy of the Annual Compliance Checklist is attached hereto as Attachment 1. The

Compliance Officer will deliver a copy of the Annual Compliance Checklist to the Issuer annually, upon request of the Issuer.

II. Continuing Education. The Compliance Officer will consult with its counsel regarding the federal tax rules applicable to the Borrower's outstanding Tax-Exempt Debt and any changes to the federal tax law. The Borrower will update these policies and procedures as needed to reflect any such changes. The Borrower will encourage its Compliance Officer to attend continuing education events and conferences, as needed, pertaining to tax-exempt municipal bonds.

Section 9. Miscellaneous

The Borrower reserves the right to amend or withdraw these TE Policies and Procedures at any time and from time to time to reflect changes in federal tax laws or other applicable laws concerning its outstanding Tax-Exempt Debt. The Compliance Officer will consult with its counsel as it deems necessary to ensure the applicable federal tax law requirements are satisfied. These TE Policies and Procedures do not, and are not intended to, limit the actions of the Borrower solely to those federal tax matters listed above, but are intended to provide the Borrower with broad discretion and general guidelines in addressing any and all federal tax matters that may affect its outstanding Tax-Exempt Debt.

Section 10. Consultation with Counsel

Should the Borrower, including the Compliance Officer, have further questions regarding these Post-Issuance Compliance Policies and Procedures or any other questions concerning the Borrower's Tax-Exempt Debt borrowings, please contact Butler Snow LLP attorney, Troy Johnston at (601) 985-4419.

ATTACHMENT 1 – FORM OF ANNUAL COMPLIANCE CHECKLIST

[Attached]

FORM ANNUAL COMPLIANCE REPORT & CHECKLIST

[BOND CAPTION]

The Compliance Officer shall complete this Form Annual Compliance Report and Checklist (the “Annual Checklist”) for each of the Borrower’s outstanding tax-exempt bonds on an annual basis, within 60 days of the close of the applicable bond year, which should be set forth in the Tax Certificate. The tax-exempt bonds identified below shall hereinafter be referred to as the “Bonds.” The project(s) financed or refinanced with proceeds of the Bonds shall hereinafter be referred to as the “Project.” The Bond Year covered by this Annual Checklist shall hereinafter be referred to as the “Annual Period.”

If the Compliance Officer identifies any compliance deficiencies in this Annual Checklist, the Compliance Officer should immediately contact Bond Counsel, as identified in the Borrower’s TE Policies and Procedures and take the actions required in the Tax Certificate or TE Policies and Procedures.

If the Compliance Officer has any questions pertaining to completion of this Annual Checklist, please contact Butler Snow LLP attorney, Troy Johnston at (601) 985-4419 (“Tax Counsel”).

1. GENERAL QUESTIONS

Bond Caption: _____
Date of Issuance of Bonds: _____
Applicable Annual Period: _____
Date of Annual Checklist: _____
Name of Compliance Officer: _____
Description of Project: _____

2. PROJECT OWNERSHIP

Has the Project been continuously owned by the Borrower during the Annual Period: _____

If ownership of the Project has changed during the Annual Period, contact Tax Counsel: _____

3. PROJECT COMPLETION & EXPENDITURE OF PROCEEDS OF BONDS (FOR NEW MONEY PROJECTS)

Amount of proceeds of Bonds originally allocated to construct the Project: _____

Have all such proceeds
(including interest earned
thereon) been spent:

If not, does the Borrower
expect such amounts will be
expended in accordance with
its expectations set forth in the
Tax Certificate:

If all such proceeds have not
been spent, has more
than three years elapsed since
the Date of Issuance of Bonds:

Has the Project been completed
and placed in service:

If Project has been completed
and placed in service, has the
Borrower completed a “final
allocation” of Bond proceeds:

If Project has been completed, if
any proceeds of the Bonds allocated
to construct the Project remain
unspent, contact Tax Counsel:

If Project has been completed
during the Annual Period, has
written notice been sent to the
Issuer:

4. USE OF PROJECT

During the Annual Period, has
any portion of the Project been
managed by another entity:

If so, has the arrangement been
determined to be compliant with
Revenue Procedure 2017-13 (if not,
contact Tax Counsel):

During the Annual Period, has
any portion of the Project been

leased to another entity:

If so, has the arrangement been determined to be compliant with Revenue Procedure 2017-13 (if not, contact Tax Counsel):

During the Annual Period, has any portion of the Project been used for research by another entity:

If so, has the arrangement been determined to be compliant with Revenue Procedure 2007-47 (if not, contact Tax Counsel):

During the Annual Period, has the Borrower entered into any agreements with respect to the Project that could result in private business use (such as naming rights agreements, cell tower or wind generation agreements, or other types of arrangements) (if yes, contact Tax Counsel):

If the Borrower intends to use the Project in a manner that may jeopardize the tax-exempt status of the Bonds, contact Tax Counsel:

5. REFUNDINGS

If the Bonds were issued for current refunding purposes, were such proceeds of the Bonds spent within 90 days of the issue date of the Bonds (if no, contact Tax Counsel):

If the Bonds were issued for advance refunding purposes, are the refunded Bonds being redeemed by the

escrow agent in accordance with the requirements in the Escrow Agreement (if no, contact Tax Counsel):

6. ARBITRAGE AND REBATE

Have all rebate and yield reduction calculations mandated in the Tax Certificate been prepared:

If a rebate and yield calculation was prepared during the Annual Period, has the Borrower retained a copy and filed an 8038-T with the IRS if required (if no, contact Tax Counsel):

7. RECORD KEEPING

Has the Borrower maintained all records as required by the Tax Certificate and the TE Policies and Procedures (if no, contact Tax Counsel):

8. CORRESPONDENCE WITH INTERNAL REVENUE SERVICE

During the Annual Period, has the Borrower received any correspondence from the IRS pertaining to the Bonds:

If yes, please describe:

If yes, has the Borrower contacted Tax Counsel:

9. QUALIFIED HEDGE CONTRACTS

During the Annual Period, has the Borrower entered into a new hedge contract:

If the Borrower previously integrated a hedge contract with the Bonds, has the Borrower taken action to terminate the hedge contract during the Annual Period (if yes, contact Tax Counsel): _____

10. MODIFICATIONS TO BOND DOCUMENTS

During the Annual Period, has the Borrower entered into an arrangement that modified the terms of the bond documents: _____

If yes, please describe and contact Tax Counsel: _____

11. CONTINUING EDUCATION

During the Annual Period, describe any continuing education events and/or conferences attended by the Compliance Officer: _____

During the Annual Period, has the Compliance Officer consulted with Tax Counsel regarding federal tax rules pertaining to the Bonds as needed: _____

12. REMEDIAL ACTION

During the Annual Period, has the Compliance Officer identified a violation that may necessitate the need for the Issuer to take remedial action with regard to the Bonds (if yes, contact Tax Counsel): _____

13. VCAP

During the Annual Period, has the Compliance Officer identified a violation that may

necessitate utilization of the IRS's
Voluntary Closing Agreement
Program (if yes, contact Tax
Counsel): _____

A COPY OF THIS ANNUAL CHECKLIST SHOULD BE FILED WITH THE BORROWER'S
RECORDS PERTAINING TO THE ISSUANCE OF THE BONDS.

IF COMPLETION OF THIS CHECKLIST REQUIRES CONSULTATION WITH TAX
COUNSEL, CONTACT ONE OF THE FOLLOWING ATTORNEYS WITH
BUTLER SNOW LLP:

TROY JOHNSTON at (601) 985-4419

**CITY OF GAUTIER
Business Agenda Item #4
Fact Sheet**

Council Meeting:
Title:

May 1, 2018
Approval of a Services Agreement with Seymour Engineering for engineering services relating to the relocation of the City's water line on Hwy 57.

Introduced by:
Contact Person/Telephone

City Manager 497-8000 ext. 305

Summary Explanation: Approval of a Services Agreement with Seymour Engineering for engineering services relating to the relocation of the City's water line on Hwy 57 due to the MDOT expansion on Hwy 57, designated as project STP-0066-01(007); 103060-201500.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☒
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

WHEREAS, the City requires engineering services relating to relocation of the City's water line on Hwy 57 due to the MDOT expansion on Hwy 57, designated as project STP-0066-01(007); 103060-201500; and

WHEREAS, the Mississippi Department of Transportation has prepared plans and will submit for highway construction, a section of the SR known as Highway No. 57 in Jackson County and to be designated as STP-0066-01(007); 103060-201500; and

WHEREAS, Seymour Engineering is capable of providing all necessary Engineering and Surveying services for relocation and/or abandoning existing utilities (Water) and their appurtenances; and

WHEREAS, the City Council finds this work is necessary, and that it is in the best interests of the City to engage Seymour Engineering to perform these services;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the professional services agreement with Seymour Engineering is hereby approved.

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

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: City Council

From: Paula Yancey, City Manager

Date: April 25, 2018

Subject: Approval of Engineering Services Agreement with Seymour Engineering for the relocation of the City's water line on Hwy 57 due to the MDOT expansion of Hwy 57.

REQUEST:

The City Manager requests that the City Council approve the contract with Seymour Engineering for engineering services relating to the relocation of the City's water line on Hwy 57 due to the MDOT expansion on Hwy 57, designated as project STP-0066-01(007); 103060-201500.

BACKGROUND:

The project, as covered in this agreement, shall consist of providing all necessary Engineering and Surveying services for relocation and/or abandoning existing utilities (Water) and their appurtenances.

DISCUSSION:

The services to be performed under this agreement are divided into two main phases of work: Preliminary & Design Engineering and Construction Engineering. Upon the advice of MDOT, the preliminary cost estimates are conservative and may most likely be less. With the assistance of Seymour Engineering we were able to get MDOT to pay approximately 54.8%.

RECOMMENDATION:

The City Manager recommends the City Council approve the contract for relocating City Utilities on Hwy 57 provided by Seymour Engineering.

The City Council may:

- 1) Approve the Contract with Seymour Engineering; or
- 2) Not approve the Contract with Seymour Engineering

Attachments:

1. Agreement for Engineering Services

Instructions for ROW-044 Engineering Agreement Form

Please fill in the below text boxes with the required information (if not previously filled in). The document below will automatically insert the information in the correct place when the document is printed (If you click File Tab>Print for a print preview and then go back to the Home Tab the information will update). You will only be able to change the information in these boxes on this page. Then print the document, sign accordingly, and return to the MDOT Utility Coordinator managing your relocation. If there are any questions, please contact your MDOT Utility Coordinator.

Project Number: STP-0066-01(007); 103060-201500 State of: Mississippi
Project County: Jackson Route Designation: US Route Number: 57
Route Description: SR
Termini: SR 57 from I-10 to Humphrey Road

Engineering Agreement Date: _____

Utility Owner: City of Gautier
Owner Street Address: 3330 Highway 90
City, State, ZIP: Gautier, MS 39533
Owner Authorized Representative: Paula Yancey
Title: City Manager

Engineering Company: Seymour Engineering
Engineering Company Address: 925 Tommy Drive; Suite G
City, State, ZIP: Biloxi, MS 39532
Engineering Company Authorized Representative: Mark M. Seymour Jr., P.E.
Title: President

Compensation (Item III):

(Figures for Total Cost derived from Attachment A of this document. Please make sure the amounts below match the amounts in the ROW-044 Attachment A spreadsheet.)

Phase A, Preliminary & Design Engineering: (Covers all preliminary and design costs associated with the relocation project prior to the construction phase as outlined in Item III-Phase A of the ROW-044. For further explanation, please consult the ROW-044 document text.)

Phase A, Total Cost: \$59,908.72

Phase B, Construction Engineering: (Covers all Construction Engineering items once the construction phase of the relocation project begins, separated into the according subparts as outlined in Item III Phase B of the ROW-044. For further explanation, please consult the ROW-044 document text.)

Phase B, Subparts 1, 2, 5, 6, 7, 8, &9 Total Cost: \$60,449.94

Phase B, Subpart 3

Survey Crew Hourly Rate: \$101.44

Number of Party Members: 2

Maximum amount for construction stakeout: \$4,783.52

Phase B, Subpart 4

Resident Inspection Hourly Rate: \$84.66

Maximum amount for resident inspection:
\$27,581.60

*****Please print pages 8, 9, and 10 from the ROW-044 Attachment A Spreadsheet and attach them to this document in place of the corresponding pages.**

**MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES**

THIS AGREEMENT made the ____ day of ____, 20____ by and between City of Gautier (hereinafter called the OWNER) and Seymour Engineering (hereinafter designated as the ENGINEER).

W I T N E S S E T H :

WHEREAS, the Mississippi Department of Transportation (hereinafter designated as the DEPARTMENT) has prepared plans and will submit for highway construction, a section of the SR known as Highway No. 57 in Jackson County/Countries and to be designated as STP-0066-01(007); 103060-201500; and

WHEREAS, pursuant to a separate and distinct agreement to be entered into by and between the OWNER and the DEPARTMENT relating to the aforesaid highway project, the OWNER proposes to relocate and/or abandon their existing utilities which traverse on, under, or across property within the limits of the highway project; and

WHEREAS, the OWNER desires to engage the services of the ENGINEER to make surveys and investigations, to design and prepare preliminary and final construction plans, construction cost estimates, and permit applications as required in connection with the proposed relocation and/or abandonment of the utilities, hereinafter referred to as the "PROJECT"; and,

WHEREAS, the ENGINEER is agreeable to performing the Engineering and Survey in services under the conditions and for the fees satisfactory to the owner.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

I. **THE OWNER** hereby employs and retains the ENGINEER who agrees to proceed with all Engineering and Surveying services necessary to the performance in proper sequence of the items of work for the project as hereinafter set forth.

II. **DESCRIPTION OF THE PROJECT**. The project as covered by this agreement shall consist of providing all necessary Engineering and Surveying services for relocation and/or abandoning existing utilities (Waterworks) and their appurtenances which are owned by the OWNER that will conflict with the proposed construction of Mississippi Department of Transportation project STP-0066-01(007); 103060-201500, Jackson County/Countries, Mississippi.

III. **SCOPE OF WORK**. The services to be performed under this agreement are divided into two (2) main phases of work:

PHASE A: PRELIMINARY & DESIGN ENGINEERING

Phase A shall include all Engineering and Surveying work involved from the initiation of the project to the beginning of actual construction and shall include the following:

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

- (1) Detailed surveys and underground investigations necessary for the preparation of plans;
- (2) Development of detailed plans, specifications and designs acceptable to the OWNER and the DEPARTMENT;
- (3) Preparation of detailed cost estimates;
- (4) Preparation of permit applications for utilities crossing the Mississippi Department of Transportation's facility;
- (5) Prepare advertisement for/or solicitation of bids from legitimate contractors and rendering of assistance to OWNER in award of contract and assembling of contract documents.

PHASE B. CONSTRUCTION ENGINEERING:

Construction Engineering shall be all Engineering work involved in the actual construction of the project. The work shall include:

- (1) Furnishing of plans and specifications for construction purposes.
- (2) The general administration of the project and making of periodic visits to the construction site to observe the progress and quality of the construction work and to determine, in general, if the results of the construction work are in accordance with the plans and specifications.
- (3) Setting all stakes, including centerline stakes, right-of-way stakes, grade stakes, stakes for structures (location and grade), and any other stakes necessary to control the work.
- (4) Making the technical observations of construction as required or as directed by the OWNER and the DEPARTMENT, by a qualified inspector during the performance by the Contractor of any work of consequence to assure that the Contractor's work is performed in accordance with the plans and specifications.
- (5) Maintaining a project diary as the official project record for each project, showing the Contractor's daily Construction Operations; also the Engineering Personnel's Daily Activities by names, functions performed and hours worked.
- (6) Checking and verifying the quantities of all materials incorporated in the project.
- (7) Promptly verifying and recommending payment of all Contractor's monthly estimates.
- (8) Providing consultation and advice during construction.
- (9) Making final inspection of project, preparing "Record Plans, verifying and promptly submitting final estimate and supporting documents to the OWNER for approval and payment. [Such records shall be available at all reasonable times during the contract period and for three (3) years from the date of payment of the final estimate. These records, documents, and data shall be available for inspection by the OWNER and the DEPARTMENT and copies thereof shall be furnished if requested.]

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AGREEMENT FOR ENGINEERING SERVICES

IV. MDOT APPROVED OVERHEAD. The ENGINEER employed and retained by OWNER should have a current accepted overhead rate on file with the MDOT. The ENGINEER shall use the current accepted overhead rate to determine a schedule of rates included in an attached Appendix "A." The current overhead rate shall be submitted by the ENGINEER and approved by the DEPARTMENT within nine (9) months of the end of the ENGINEER's fiscal period. The current overhead rate shall be the ENGINEER's overhead rate for the ENGINEER's most recent previous fiscal period. All overhead rates submitted to the DEPARTMENT for approval shall comply with the AASHTO Audit Guide, 2010, as amended. In addition, the ENGINEER shall submit written certification in accordance with FHWA Order 4470.1A, as amended, that the indirect cost rate submitted does not include any costs which are expressly unallowable and the indirect cost rate was established only with allowable costs in accordance with the applicable cost principles contained in the Federal Acquisition Regulations (FAR) of 48 CFR part 31.

Direct Costs: The DEPARTMENT will reimburse the ENGINEER's actual documented expenses; or the amount allowable under the current edition of the MDOT State Travel Handbook, whichever is lower. Except as otherwise specifically provided herein, the procedures generally outlined in the MDOT State Travel Handbook shall govern the allowability of any expense reimbursement (e.g. no meal reimbursement when there is no overnight stay). All Direct costs shall be substantiated with supporting documentation in accordance with MDOT State Travel Handbook. All direct costs (except meals) must be substantiated by supporting data, i.e. mileage, log books, receipts, etc.

All other expenses will be reimbursed upon receipt of acceptable paid invoices.

Actual Hourly Pay Rate: The hourly pay rate shall not exceed the pay rate actually paid to an employee performing services reasonably necessary for the completion of the Scope of Work set forth under Item III in this AGREEMENT.

V. COMPENSATION. For work covering Item III - PHASE A, Preliminary & Design Engineering, The OWNER agrees to pay the ENGINEER based upon a schedule of rates included in an attached Appendix "A". The maximum amount for preliminary engineering is FIFTY-NINE THOUSAND NINE HUNDRED EIGHT DOLLARS AND SEVENTY-TWO CENTS (\$59,908.72). Payment will be due upon approval by the OWNER and the DEPARTMENT of the plans and specifications and rendering of a proper billing by the ENGINEER.

For work covering Item III, PHASE B, Construction Engineering Subparts 1, 2, 5, 6, 7, 8 and 9. The OWNER agrees to pay the ENGINEER based upon a schedule of rates included in an attached Appendix "A". The maximum amount for engineering supervision is SIXTY THOUSAND FOUR HUNDRED FORTY NINE DOLLARS AND NINETY-FOUR CENTS (\$60,449.94).

For work covering Item III, Phase B, Construction Engineering Subpart 3, the OWNER agrees to pay the ENGINEER the sum of ONE HUNDRED ONE DOLLARS AND FORTY FOUR CENTS (\$101.44) per hour for a (2) member field party for a onetime construction stakeout. The maximum amount for construction stakeout is FOUR THOUSAND SEVEN HUNDRED EIGHTY THREE DOLLARS AND FIFTY-TWO CENTS (\$4,783.52).

For work covering Item III, Phase B, Construction Engineering Subpart 4, the OWNER agrees to pay the ENGINEER the sum of EIGHTY FOUR DOLLARS AND SIXTY-SIX CENTS (\$84.66) per hour for resident inspection. The maximum amount payable under this agreement for resident inspection is TWENTY SEVEN THOUSAND FIVE HUNDRED EIGHT-ONE DOLLARS AND SIXTY CENTS (\$27,581.60).

Payment for Construction Engineering will be payable monthly when a proper billing is rendered by the ENGINEER.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

VI. COVENANT AGAINST CONTINGENT FEES. The ENGINEER warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of the making of this contract, price, or consideration, or otherwise, recover, the full amount of such fee, commission, percentage, brokerage fee, gift or other contingent fee.

VII. OWNERSHIP OF DOCUMENTS. All project document, including tracings, drawings, estimates, specifications, field notes, investigation, studies, etc., as instruments of service shall be the property of the ENGINEER. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in his possession, and shall provide the OWNER with one set of reproducible drawings.

VIII. CHANGES IN WORK. A Supplemental Agreement may be entered into between the OWNER and the ENGINEER to increase the maximum amount payable under this contract for additional labor costs, provided there is a change in scope, character or complexity of the work to be performed. This Supplemental Agreement must be approved by the DEPARTMENT prior to the performance of additional work by the ENGINEER for which additional reimbursement will be requested.

IX. SCHEDULE AND EXTENSIONS. Engineering services shall be performed on a reasonable schedule for both the construction contract and the preparation of reports and estimates and final documents. Any delay for submission will be requested by letter to the DEPARTMENT giving reasons for the request and the approximate date proposed for submission of that data.

X. TERMINATION OR SUSPENSION. The terms of this contract shall be binding upon the parties hereto until the work has been completed and accepted by the OWNER and all payments required to be made to the ENGINEER have been made; but this contract may be terminated under any or all of the following conditions:

- A. By mutual agreement and consent of the parties hereto.
- B. By the OWNER as a consequence of the failure of the ENGINEER to comply with the terms, progress or quality of work in a satisfactory manner, proper allowance being made for circumstances beyond the control of the ENGINEER.
- C. By either party upon failure of the other party to fulfill its obligations as set forth in this contract.
- D. By the OWNER due to the departure for whatever reasons of any principal member or members of the ENGINEERING FIRM.
- E. By satisfactory completion of all services and obligations described herein.
- F. By the OWNER by thirty (30) days' notice to the ENGINEER in writing and paying fees which both parties agree are due for completed work.

If termination is made by the OWNER under Condition F after work has started, the ENGINEER will be paid for actual services rendered on the basis of their certified and itemized direct payroll cost plus the applicable percentage rates to cover payroll and overhead costs plus direct cost; however, the fixed fee will be adjusted to allow the same percentage of the original agreed upon fixed fee that the amount earned is of the original estimated cost of the work. Upon termination, the ENGINEER shall deliver to the OWNER all documents specified in Section VI and the OWNER shall pay in full for all work accomplished up to the date of termination, including any retained percentage earned to date. Should the OWNER desire to suspend the work, but not definitely terminate the contract, this may be done by thirty (30) days' notice given by the OWNER in writing to that effect, and the work may be reinstated and resumed in full force and effect upon receipt from the OWNER of thirty (30) days' notice in writing to that effect.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

XI. DISPUTES. Any construction disputes will be mediated by the OWNER and the ENGINEER and concurred in by the DEPARTMENT.

XII. CLAIMS AND LIABILITY. The ENGINEER shall save harmless the owner from all claims and liability due to his negligent acts, errors or commissions, or the negligent acts, errors or commissions of his sub-contractors, agents, or employees.

XIII. GENERAL COMPLIANCE WITH LAWS. The ENGINEER hereby agrees to comply with all Federal, State and Local Laws and Ordinances applicable to the work.

XIV. SUBLETTING, ASSIGNMENT OR TRANSFER OF WORK. The Subletting, Assignment or Transfer of any part of these engineering services, other than the testing of materials, to any other person, firm or engineering, consultant is expressly prohibited.

XV. EQUAL OPPORTUNITY PROVISIONS. During the performance of this contract, the ENGINEER, for itself, its assignees and successors in interest (hereinafter referred to as the CONTRACTOR) agrees as follows:

A. **Selection of Labor:** During the performance of this contract, the contractor shall not discriminate against labor from any other State, possession or territory of the United States.

B. **Employment Practices:** If the maximum amount of this contract stipulated in Section IV or any subcontract as a result of this contract is in excess of \$10,000, the contractors and/or subcontractor shall comply with the provisions of Executive Order 11246, entitled "Equal Employment Opportunity" as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR 60).

C. **Civil Rights:** The contractor or any of his subcontractors shall comply with Title VI of the Civil Rights Act of 1964, as amended, and with the provisions of 49 CFR 21 through Appendix H and 23 CFR 710.405 (b).

XVI. MINORITY BUSINESS ENTERPRISES:

A. **Policy.** It is the policy of the (United States) Department of Transportation (DOT) that minority business enterprises as defined in 49 CFR, Part 23 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal Funds under this agreement. Consequently, the MBE requirements of 49 CFR, Part 23 apply to this agreement.

B. **MBE Obligation.** The OWNER and the ENGINEER agree to ensure that minority business enterprises as defined in 49 CFR, Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard the OWNER and ENGINEER shall take all necessary and reasonable steps in accordance with 49 CFR, part 23 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts. The OWNER and ENGINEER shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contracts.

C. The OWNER shall advise each... ENGINEER ... that failure to carry out the requirements set forth in Section 23.43 (a) shall constitute a breach of contract and, after the notification of the (DOT), may result in termination of the ... Contract by the OWNER or such remedy as the OWNER deems appropriate.

XVII. RE-NEGOTIATION. If a work order to commence construction has not been issued to the construction contractor within 12 months from the date of this contract, the fees specified in Item IV, Compensation, are subject to revision.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

I, Mark M. Seymour Jr., P.E., hereby certify that I am the President and duly authorized representative of the firm of Seymour Engineering, whose address is 925 Tommy Drive, Suite G, Biloxi, MS 39532, and:

That, except as expressly stated and described herein, neither I nor the firm of Seymour Engineering has, in connection with its contract with City of Gautier, entered in pursuant to provisions of an agreement between the aforementioned utility and the State of Mississippi, as a part of Federal-Aid project STP-0066-01(007); 103060-201500,

(a) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm, company, or person, other than a bona fide employee working solely for me of the aforementioned firm, to solicit or secure the contract, or

(b) agreed, as an express or implied condition for obtaining the award of the contract, to employ or retain the services of any firm, or person in connection with the carrying out of the contract, or

(c) paid, or agreed to pay, to any firm, company, organization, or person, other than a bona fide employee working solely for me or the aforementioned firm, any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

(Statement and explanation of exceptions, if any):

I acknowledge that this certificate is to be furnished to the Mississippi Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with the aforementioned project involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Date

Signature

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

The OWNER and the ENGINEER each binds himself, his partners, successors, executors, administrators and assigns to the other party to this AGREEMENT, and to the partners, successors, executors, administrators and assigns of each party in respect of all covenants of this AGREEMENT.

OWNER

ENGINEER

City of Gautier

Seymour Engineering

3330 Highway 90

925 Tommy Drive; Suite G

Gautier, MS 39533

Biloxi, MS 39532

BY: _____

Paula Yancey, City Manager

BY: _____

Mark M. Seymour Jr., P.E., President

DATE: _____

DATE: _____

This agreement between the OWNER and the ENGINEER shall become effective and binding as of the date it is approved by the Director of the Mississippi Department of Transportation.

APPROVED:

EXECUTIVE DIRECTOR
MISSISSIPPI DEPARTMENT OF TRANSPORTATION

BOOK _____ PAGES _____ & _____

ATTEST:

SECRETARY

(SEAL)

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

APPENDIX "A"
ESTIMATED COST

Project No.: STP-0066-01(007); 103060-201500

Estimated time and labor costs for the various classifications of personnel (Please do not enter information in gray cells):

Personnel	# Basic Hourly Rate	* Other Payroll Costs	Overhead	Net Fee	xx Total Hourly Rate	Estimated Number of Hours	Estimated Costs
ITEM III PHASE A: PRELIMINARY ENGINEERING							
Principal Engineer	\$80.00	\$47.72	\$80.81	\$25.02	\$233.55	36	\$8,407.80
Project Manager	\$43.27	\$25.81	\$43.71	\$13.53	\$126.32	75	\$9,474.00
Project Engineer I	\$36.06	\$21.51	\$36.42	\$11.28	\$105.27	200	\$21,054.00
Project Engineer II	\$48.08	\$28.68	\$48.57	\$15.04	\$140.37	8	\$1,122.96
Party Chief	\$24.23	\$14.45	\$24.47	\$7.58	\$70.73	8	\$565.84
Instrument Man	\$19.00	\$11.33	\$19.19	\$5.94	\$55.46	24	\$1,331.04
Rodman	\$15.75	\$9.39	\$15.91	\$4.93	\$45.98	24	\$1,103.52
Autoeod Technician I	\$25.00	\$14.91	\$25.25	\$7.82	\$72.98	184	\$13,428.32
Autoeod Technician II	\$22.00	\$13.12	\$22.22	\$6.88	\$64.22	46	\$2,954.12
Secretary	\$20.00	\$11.93	\$20.20	\$6.26	\$58.39	8	\$467.12
SUBTOTAL ESTIMATED PHASE A							\$59,908.72

ITEM III PHASE B: CONSTRUCTION ENGINEERING, SUBPARTS 1, 2, 5, 6, 7, 8, & 9

Principal Engineer	\$80.00	\$47.72	\$80.81	\$25.02	\$233.55	40	\$9,342.00
Project Manager	\$43.27	\$25.81	\$43.71	\$13.53	\$126.32	120	\$15,158.40
Project Engineer	\$36.06	\$21.51	\$36.42	\$11.28	\$105.27	160	\$16,843.20
Engineer Intern		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Party Chief	\$24.23	\$14.45	\$24.47	\$7.58	\$70.73	0	\$0.00
Instrument Man	\$19.00	\$11.33	\$19.19	\$5.94	\$55.46	30	\$1,663.80
Rodman	\$15.75	\$9.39	\$15.91	\$4.93	\$45.98	30	\$1,379.40
Autoeod Technician I	\$25.00	\$14.91	\$25.25	\$7.82	\$72.98	40	\$2,919.20
Autoeod Technician II	\$22.00	\$13.12	\$22.22	\$6.88	\$64.22	10	\$642.20
Inspector I	\$29.00	\$17.30	\$29.29	\$9.07	\$84.66	80	\$6,772.80
Inspector II	\$24.04	\$14.34	\$24.28	\$7.52	\$70.18	60	\$4,210.80
Secretary	\$20.00	\$11.93	\$20.20	\$6.26	\$58.39	26	\$1,518.14
SUBTOTAL ESTIMATED PHASE B, SUBPARTS 1,2,5,6,7,8 & 9							\$60,449.94

NOTES:

Basic hourly salary rate for productive work

* See attached schedule of percentages added for "Other Payroll Costs" and "Overhead"

xx Transportation included in Overhead Costs. Construction Engineering hourly rates based on anticipated salary increase for 20

Hourly rate fixed. See item XVI Re-Negotiation

Project No.: STP-0066-01(007); 103060-201500

Personnel	# Basic Hourly Rate	* Other Payroll Costs	Overhead	Net Fee	xx Total Hourly Rate	Estimated Number of Hours	Estimated Costs
ITEM III PHASE B: CONSTRUCTION ENGINEERING, SUBPART 3							
Principal Engineer		\$0.00	\$0.00	\$0.00			\$0.00
Project Engineer		\$0.00	\$0.00	\$0.00			\$0.00
Engineer Intern		\$0.00	\$0.00	\$0.00			\$0.00
Party Chief	\$24.23	\$14.45	\$24.47	\$7.58	\$70.73	16	\$1,131.68
Instrument Man	\$19.00	\$11.33	\$19.19	\$5.94	\$55.46	36	\$1,996.56
Rodman	\$15.75	\$9.39	\$15.91	\$4.93	\$45.98	36	\$1,655.28
Autocad Technician		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
SUBTOTAL ESTIMATED PHASE B, SUBPART 3							\$4,783.52

ITEM III PHASE B: CONSTRUCTION ENGINEERING, SUBPART 4				
Principal Engineer	\$0.00	\$0.00	\$0.00	\$0.00
Project Engineer	\$0.00	\$0.00	\$0.00	\$0.00
Engineer Intern	\$0.00	\$0.00	\$0.00	\$0.00
Party Chief	\$0.00	\$0.00	\$0.00	\$0.00
Instrument Man	\$0.00	\$0.00	\$0.00	\$0.00
Rodman	\$0.00	\$0.00	\$0.00	\$0.00
Autocad Technician	\$0.00	\$0.00	\$0.00	\$0.00
Inspector I	\$29.00	\$17.30	\$29.29	\$9.07
Inspector II	\$24.04	\$14.34	\$24.28	\$7.52
				\$84.66
				160
				\$13,545.60
				200
				\$14,036.00
SUBTOTAL ESTIMATED PHASE B, SUBPART 4				\$27,581.60

xx Hourly rate fixed. See item XVI Re-Negotiation

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

SUMMARY OF OPERATING COSTS
OF

Direct Payroll **100.00** %

I. Direct Salary Additives to Direct Payroll

Vacation, Sick, Holidays, Incentive	31.88
F I C A	12.11
Hospitalization & Life Insurance	10.19
Workman's Compensation	0.76
Unemployment Comp. Insurance	0.46
Retirement	4.25
 Total Direct Salary Additives to Payroll	 59.65 %

II. Indirect of Overhead Costs

Administrative, Secretarial	57.68
Office Expense	7.44
Supplies	1.17
Reproduction	1.84
Transportation	3.84
Postage & Express	0.01
Dues & Subscriptions	2.19
Insurance	5.08
Equipment Depreciation	4.22
Building Depreciation	0.00
Utilities	1.68
Telephone	1.41
Equipment Repair and Maintenance	1.50
Cont. Education and Prof. Conf.	0.08
Legal and Accounting	0.42
Miscellaneous Expense	11.26
Janitorial Salary	0.74
Taxes	0.45
 Total Percent of Payroll Burden to be added to the Basic Hourly Rate	 101.01 %

GRAND TOTAL (Combined Rate)(accepted overhead rate) **160.66** %

CERTIFICATE:

The above percentage has been computed from my records or costs and expenses for doing business.

SIGNED: _____

DATE: _____

**CITY OF GAUTIER
Business Agenda Item #5
Fact Sheet**

Council Meeting:
Title:

May 1, 2018
Approval of a Services Agreement with Seymour Engineering for engineering services relating to the relocation of the City's sewer lines on Hwy 57.

Introduced by:
Contact Person/Telephone

City Manager 497-8000 ext. 305

Summary Explanation: Approval of a Services Agreement with Seymour Engineering for engineering services relating to the relocation of the City's sewer lines on Hwy 57 due to the MDOT expansion on Hwy 57, designated as project STP-0066-01(007); 103060-201500.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☒
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
Anderson	☐	Colledge	☐						

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
Anderson	☐	Colledge	☐						

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

WHEREAS, the City requires engineering services relating to relocation of the City's sewer lines on Hwy 57 due to the MDOT expansion on Hwy 57, designated as project STP-0066-01(007); 103060-201500; and

WHEREAS, the Mississippi Department of Transportation has prepared plans and will submit for highway construction, a section of the SR known as Highway No. 57 in Jackson County and to be designated as STP-0066-01(007); 103060-201500; and

WHEREAS, Seymour Engineering is capable of providing all necessary Engineering and Surveying services for relocation and/or abandoning existing utilities (sewer) and their appurtenances; and

WHEREAS, the City Council finds this work is necessary, and that it is in the best interests of the City to engage Seymour Engineering to perform these services;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the professional services agreement with Seymour Engineering is hereby approved.

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

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: City Council

From: Paula Yancey, City Manager

Date: April 25, 2018

Subject: Approval of Engineering Services Agreement with Seymour Engineering for the relocation of the City's sewer line on Hwy 57 due to the MDOT expansion of Hwy 57.

REQUEST:

The City Manager requests that the City Council approve the contract with Seymour Engineering for engineering services relating to the relocation of the City's sewer line on Hwy 57 due to the MDOT expansion on Hwy 57, designated as project STP-0066-01(007); 103060-201500.

BACKGROUND:

The project, as covered in this agreement, shall consist of providing all necessary Engineering and Surveying services for relocation and/or abandoning existing utilities (Wastewater) and their appurtenances.

DISCUSSION:

The services to be performed under this agreement are divided into two main phases of work: Preliminary & Design Engineering and Construction Engineering. Upon the advice of MDOT, the preliminary cost estimates are conservative and may most likely be less. With the assistance of Seymour Engineering we were able to get MDOT to pay approximately 48.4% on Wastewater.

RECOMMENDATION:

The City Manager recommends the City Council approve the contract for relocating City Utilities on Hwy 57 provided by Seymour Engineering.

The City Council may:

- 1) Approve the Contract with Seymour Engineering; or
- 2) Not approve the Contract with Seymour Engineering

Attachments:

1. Agreement for Engineering Services

Instructions for ROW-044 Engineering Agreement Form

Please fill in the below text boxes with the required information (if not previously filled in). The document below will automatically insert the information in the correct place when the document is printed (If you click File Tab>Print for a print preview and then go back to the Home Tab the information will update). You will only be able to change the information in these boxes on this page. Then print the document, sign accordingly, and return to the MDOT Utility Coordinator managing your relocation. If there are any questions, please contact your MDOT Utility Coordinator.

Project Number: STP-0066-01(007); 103060-201500 State of: Mississippi
Project County: Jackson Route Designation: US Route Number: 57
Route Description: SR
Termini: SR 57 from I-10 to Humphrey Road

Engineering Agreement Date: _____

Utility Owner: City of Gautier
Owner Street Address: 3330 Highway 90
City, State, ZIP: Gautier, MS 39533
Owner Authorized Representative: Paula Yancey
Title: City Manager

Engineering Company: Seymour Engineering
Engineering Company Address: 925 Tommy Drive; Suite G
City, State, ZIP: Biloxi, MS 39532
Engineering Company Authorized Representative: Mark M. Seymour Jr., P.E.
Title: President

Compensation (Item III):

(Figures for Total Cost derived from Attachment A of this document. Please make sure the amounts below match the amounts in the ROW-044 Attachment A spreadsheet.)

Phase A, Preliminary & Design Engineering: (Covers all preliminary and design costs associated with the relocation project prior to the construction phase as outlined in Item III-Phase A of the ROW-044. For further explanation, please consult the ROW-044 document text.)

Phase A, Total Cost: \$87,544.86

Phase B, Construction Engineering: (Covers all Construction Engineering items once the construction phase of the relocation project begins, separated into the according subparts as outlined in Item III Phase B of the ROW-044. For further explanation, please consult the ROW-044 document text.)

Phase B, Subparts 1, 2, 5, 6, 7, 8, &9 Total Cost: \$100,537.50

Phase B, Subpart 3

Survey Crew Hourly Rate: \$101.44

Number of Party Members: 2

Maximum amount for construction stakeout: \$10,944.40

Phase B, Subpart 4

Resident Inspection Hourly Rate: \$84.66

Maximum amount for resident inspection:
\$29,564.40

*****Please print pages 8, 9, and 10 from the ROW-044 Attachment A Spreadsheet and attach them to this document in place of the corresponding pages.**

**MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES**

THIS AGREEMENT made the ____ day of ____, 20____ by and between City of Gautier (hereinafter called the OWNER) and Seymour Engineering (hereinafter designated as the ENGINEER).

W I T N E S S E T H :

WHEREAS, the Mississippi Department of Transportation (hereinafter designated as the DEPARTMENT) has prepared plans and will submit for highway construction, a section of the SR known as Highway No. 57 in Jackson County/Countries and to be designated as STP-0066-01(007); 103060-201500; and

WHEREAS, pursuant to a separate and distinct agreement to be entered into by and between the OWNER and the DEPARTMENT relating to the aforesaid highway project, the OWNER proposes to relocate and/or abandon their existing utilities which traverse on, under, or across property within the limits of the highway project; and

WHEREAS, the OWNER desires to engage the services of the ENGINEER to make surveys and investigations, to design and prepare preliminary and final construction plans, construction cost estimates, and permit applications as required in connection with the proposed relocation and/or abandonment of the utilities, hereinafter referred to as the "PROJECT"; and,

WHEREAS, the ENGINEER is agreeable to performing the Engineering and Survey in services under the conditions and for the fees satisfactory to the owner.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

I. THE OWNER hereby employs and retains the ENGINEER who agrees to proceed with all Engineering and Surveying services necessary to the performance in proper sequence of the items of work for the project as hereinafter set forth.

II. DESCRIPTION OF THE PROJECT. The project as covered by this agreement shall consist of providing all necessary Engineering and Surveying services for relocation and/or abandoning existing utilities (Wastewater) and their appurtenances which are owned by the OWNER that will conflict with the proposed construction of Mississippi Department of Transportation project STP-0066-01(007); 103060-201500, Jackson County/Countries, Mississippi.

III. SCOPE OF WORK. The services to be performed under this agreement are divided into two (2) main phases of work:

PHASE A: PRELIMINARY & DESIGN ENGINEERING

Phase A shall include all Engineering and Surveying work involved from the initiation of the project to the beginning of actual construction and shall include the following:

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

- (1) Detailed surveys and underground investigations necessary for the preparation of plans;
- (2) Development of detailed plans, specifications and designs acceptable to the OWNER and the DEPARTMENT;
- (3) Preparation of detailed cost estimates;
- (4) Preparation of permit applications for utilities crossing the Mississippi Department of Transportation's facility;
- (5) Prepare advertisement for/or solicitation of bids from legitimate contractors and rendering of assistance to OWNER in award of contract and assembling of contract documents.

PHASE B. CONSTRUCTION ENGINEERING:

Construction Engineering shall be all Engineering work involved in the actual construction of the project. The work shall include:

- (1) Furnishing of plans and specifications for construction purposes.
- (2) The general administration of the project and making of periodic visits to the construction site to observe the progress and quality of the construction work and to determine, in general, if the results of the construction work are in accordance with the plans and specifications.
- (3) Setting all stakes, including centerline stakes, right-of-way stakes, grade stakes, stakes for structures (location and grade), and any other stakes necessary to control the work.
- (4) Making the technical observations of construction as required or as directed by the OWNER and the DEPARTMENT, by a qualified inspector during the performance by the Contractor of any work of consequence to assure that the Contractor's work is performed in accordance with the plans and specifications.
- (5) Maintaining a project diary as the official project record for each project, showing the Contractor's daily Construction Operations; also the Engineering Personnel's Daily Activities by names, functions performed and hours worked.
- (6) Checking and verifying the quantities of all materials incorporated in the project.
- (7) Promptly verifying and recommending payment of all Contractor's monthly estimates.
- (8) Providing consultation and advice during construction.
- (9) Making final inspection of project, preparing "Record Plans, verifying and promptly submitting final estimate and supporting documents to the OWNER for approval and payment. [Such records shall be available at all reasonable times during the contract period and for three (3) years from the date of payment of the final estimate. These records, documents, and data shall be available for inspection by the OWNER and the DEPARTMENT and copies thereof shall be furnished if requested.]

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

IV. MDOT APPROVED OVERHEAD. The ENGINEER employed and retained by OWNER should have a current accepted overhead rate on file with the MDOT. The ENGINEER shall use the current accepted overhead rate to determine a schedule of rates included in an attached Appendix "A." The current overhead rate shall be submitted by the ENGINEER and approved by the DEPARTMENT within nine (9) months of the end of the ENGINEER's fiscal period. The current overhead rate shall be the ENGINEER's overhead rate for the ENGINEER's most recent previous fiscal period. All overhead rates submitted to the DEPARTMENT for approval shall comply with the AASHTO Audit Guide, 2010, as amended. In addition, the ENGINEER shall submit written certification in accordance with FHWA Order 4470.1A, as amended, that the indirect cost rate submitted does not include any costs which are expressly unallowable and the indirect cost rate was established only with allowable costs in accordance with the applicable cost principles contained in the Federal Acquisition Regulations (FAR) of 48 CFR part 31.

Direct Costs: The DEPARTMENT will reimburse the ENGINEER's actual documented expenses; or the amount allowable under the current edition of the MDOT State Travel Handbook, whichever is lower. Except as otherwise specifically provided herein, the procedures generally outlined in the MDOT State Travel Handbook shall govern the allowability of any expense reimbursement (e.g. no meal reimbursement when there is no overnight stay). All Direct costs shall be substantiated with supporting documentation in accordance with MDOT State Travel Handbook. All direct costs (except meals) must be substantiated by supporting data, i.e. mileage, log books, receipts, etc.

All other expenses will be reimbursed upon receipt of acceptable paid invoices.

Actual Hourly Pay Rate: The hourly pay rate shall not exceed the pay rate actually paid to an employee performing services reasonably necessary for the completion of the Scope of Work set forth under Item III in this AGREEMENT.

V. COMPENSATION. For work covering Item III - PHASE A, Preliminary & Design Engineering, The OWNER agrees to pay the ENGINEER based upon a schedule of rates included in an attached Appendix "A". The maximum amount for preliminary engineering is EIGHTY SEVEN THOUSAND FIVE HUNDRED FORTY FOUR DOLLARS AND EIGHTY-SIX CENTS (\$87,544.86). Payment will be due upon approval by the OWNER and the DEPARTMENT of the plans and specifications and rendering of a proper billing by the ENGINEER.

For work covering Item III, PHASE B, Construction Engineering Subparts 1, 2, 5, 6, 7, 8 and 9. The OWNER agrees to pay the ENGINEER based upon a schedule of rates included in an attached Appendix "A". The maximum amount for engineering supervision is ONE HUNDRED THOUSAND FIVE HUNDRED THIRTY SEVEN DOLLARS AND FIFTY CENTS (\$100,537.50).

For work covering Item III, Phase B, Construction Engineering Subpart 3, the OWNER agrees to pay the ENGINEER the sum of ONE HUNDRED ONE DOLLARS AND FORTY FOUR CENTS (\$101.44) per hour for a (2) member field party for a onetime construction stakeout. The maximum amount for construction stakeout is TEN THOUSAND NINE HUNDRED FORTY FOUR DOLLARS AND FORTY CENTS (\$10,944.40).

For work covering Item III, Phase B, Construction Engineering Subpart 4, the OWNER agrees to pay the ENGINEER the sum of EIGHTY FOUR DOLLARS AND SIXTY-SIX CENTS (\$84.66) per hour for resident inspection. The maximum amount payable under this agreement for resident inspection is TWENTY NINE THOUSAND FIVE HUNDRED SIXTY FOUR DOLLARS AND FORTY CENTS (\$29,564.40).

Payment for Construction Engineering will be payable monthly when a proper billing is rendered by the ENGINEER.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

VI. COVENANT AGAINST CONTINGENT FEES. The ENGINEER warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of the making of this contract, price, or consideration, or otherwise, recover, the full amount of such fee, commission, percentage, brokerage fee, gift or other contingent fee.

VII. OWNERSHIP OF DOCUMENTS. All project document, including tracings, drawings, estimates, specifications, field notes, investigation, studies, etc., as instruments of service shall be the property of the ENGINEER. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in his possession, and shall provide the OWNER with one set of reproducible drawings.

VIII. CHANGES IN WORK. A Supplemental Agreement may be entered into between the OWNER and the ENGINEER to increase the maximum amount payable under this contract for additional labor costs, provided there is a change in scope, character or complexity of the work to be performed. This Supplemental Agreement must be approved by the DEPARTMENT prior to the performance of additional work by the ENGINEER for which additional reimbursement will be requested.

IX. SCHEDULE AND EXTENSIONS. Engineering services shall be performed on a reasonable schedule for both the construction contract and the preparation of reports and estimates and final documents. Any delay for submission will be requested by letter to the DEPARTMENT giving reasons for the request and the approximate date proposed for submission of that data.

X. TERMINATION OR SUSPENSION. The terms of this contract shall be binding upon the parties hereto until the work has been completed and accepted by the OWNER and all payments required to be made to the ENGINEER have been made; but this contract may be terminated under any or all of the following conditions:

- A. By mutual agreement and consent of the parties hereto.
- B. By the OWNER as a consequence of the failure of the ENGINEER to comply with the terms, progress or quality of work in a satisfactory manner, proper allowance being made for circumstances beyond the control of the ENGINEER.
- C. By either party upon failure of the other party to fulfill its obligations as set forth in this contract.
- D. By the OWNER due to the departure for whatever reasons of any principal member or members of the ENGINEERING FIRM.
- E. By satisfactory completion of all services and obligations described herein.
- F. By the OWNER by thirty (30) days' notice to the ENGINEER in writing and paying fees which both parties agree are due for completed work.

If termination is made by the OWNER under Condition F after work has started, the ENGINEER will be paid for actual services rendered on the basis of their certified and itemized direct payroll cost plus the applicable percentage rates to cover payroll and overhead costs plus direct cost; however, the fixed fee will be adjusted to allow the same percentage of the original agreed upon fixed fee that the amount earned is of the original estimated cost of the work. Upon termination, the ENGINEER shall deliver to the OWNER all documents specified in Section VI and the OWNER shall pay in full for all work accomplished up to the date of termination, including any retained percentage earned to date. Should the OWNER desire to suspend the work, but not definitely terminate the contract, this may be done by thirty (30) days' notice given by the OWNER in writing to that effect, and the work may be reinstated and resumed in full force and effect upon receipt from the OWNER of thirty (30) days' notice in writing to that effect.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

XI. DISPUTES. Any construction disputes will be mediated by the OWNER and the ENGINEER and concurred in by the DEPARTMENT.

XII. CLAIMS AND LIABILITY. The ENGINEER shall save harmless the owner from all claims and liability due to his negligent acts, errors or commissions, or the negligent acts, errors or commissions of his sub-contractors, agents, or employees.

XIII. GENERAL COMPLIANCE WITH LAWS. The ENGINEER hereby agrees to comply with all Federal, State and Local Laws and Ordinances applicable to the work.

XIV. SUBLETTING, ASSIGNMENT OR TRANSFER OF WORK. The Subletting, Assignment or Transfer of any part of these engineering services, other than the testing of materials, to any other person, firm or engineering, consultant is expressly prohibited.

XV. EQUAL OPPORTUNITY PROVISIONS. During the performance of this contract, the ENGINEER, for itself, its assignees and successors in interest (hereinafter referred to as the CONTRACTOR) agrees as follows:

A. **Selection of Labor:** During the performance of this contract, the contractor shall not discriminate against labor from any other State, possession or territory of the United States.

B. **Employment Practices:** If the maximum amount of this contract stipulated in Section IV or any subcontract as a result of this contract is in excess of \$10,000, the contractors and/or subcontractor shall comply with the provisions of Executive Order 11246, entitled "Equal Employment Opportunity" as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR 60).

C. **Civil Rights:** The contractor or any of his subcontractors shall comply with Title VI of the Civil Rights Act of 1964, as amended, and with the provisions of 49 CFR 21 through Appendix H and 23 CFR 710.405 (b).

XVI. MINORITY BUSINESS ENTERPRISES:

A. **Policy.** It is the policy of the (United States) Department of Transportation (DOT) that minority business enterprises as defined in 49 CFR, Part 23 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal Funds under this agreement. Consequently, the MBE requirements of 49 CFR, Part 23 apply to this agreement.

B. **MBE Obligation.** The OWNER and the ENGINEER agree to ensure that minority business enterprises as defined in 49 CFR, Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard the OWNER and ENGINEER shall take all necessary and reasonable steps in accordance with 49 CFR, part 23 to ensure that minority business enterprises have the maximum opportunity to compete for and perform contracts. The OWNER and ENGINEER shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of DOT-assisted contracts.

C. The OWNER shall advise each... ENGINEER ... that failure to carry out the requirements set forth in Section 23.43 (a) shall constitute a breach of contract and, after the notification of the (DOT), may result in termination of the ... Contract by the OWNER or such remedy as the OWNER deems appropriate.

XVII. RE-NEGOTIATION. If a work order to commence construction has not been issued to the construction contractor within 12 months from the date of this contract, the fees specified in Item IV, Compensation, are subject to revision.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

I, Mark M. Seymour Jr., P.E., hereby certify that I am the President and duly authorized representative of the firm of Seymour Engineering, whose address is 925 Tommy Drive, Suite G, Biloxi, MS 39532, and:

That, except as expressly stated and described herein, neither I nor the firm of Seymour Engineering has, in connection with its contract with City of Gautier, entered in pursuant to provisions of an agreement between the aforementioned utility and the State of Mississippi, as a part of Federal-Aid project STP-0066-01(007); 103060-201500,

(a) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm, company, or person, other than a bona fide employee working solely for me of the aforementioned firm, to solicit or secure the contract, or

(b) agreed, as an express or implied condition for obtaining the award of the contract, to employ or retain the services of any firm, or person in connection with the carrying out of the contract, or

(c) paid, or agreed to pay, to any firm, company, organization, or person, other than a bona fide employee working solely for me or the aforementioned firm, any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

(Statement and explanation of exceptions, if any):

I acknowledge that this certificate is to be furnished to the Mississippi Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with the aforementioned project involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Date

Signature

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

The OWNER and the ENGINEER each binds himself, his partners, successors, executors, administrators and assigns to the other party to this AGREEMENT, and to the partners, successors, executors, administrators and assigns of each party in respect of all covenants of this AGREEMENT.

OWNER

ENGINEER

City of Gautier

Seymour Engineering

3330 Highway 90

925 Tommy Drive; Suite G

Gautier, MS 39533

Biloxi, MS 39532

BY: _____

Paula Yancey, City Manager

BY: _____

Mark M. Seymour Jr., P.E., President

DATE: _____

DATE: _____

This agreement between the OWNER and the ENGINEER shall become effective and binding as of the date it is approved by the Director of the Mississippi Department of Transportation.

APPROVED:

EXECUTIVE DIRECTOR
MISSISSIPPI DEPARTMENT OF TRANSPORTATION

BOOK _____ PAGES _____ & _____

ATTEST:

SECRETARY

(SEAL)

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

APPENDIX "A"
ESTIMATED COST

Project No.: STP-0066-01(007); 103060-201500

Estimated time and labor costs for the various classifications of personnel (Please do not enter information in gray cells):

Personnel	# Basic Hourly Rate	* Other Payroll Costs	Overhead	Net Fee	xx Total Hourly Rate	Estimated Number of Hours	Estimated Costs
ITEM III PHASE A: PRELIMINARY ENGINEERING							
Principal Engineer	\$80.00	\$47.72	\$80.81	\$25.02	\$233.55	56	\$13,078.80
Project Manager	\$43.27	\$25.81	\$43.71	\$13.53	\$126.32	125	\$15,790.00
Project Engineer I	\$36.06	\$21.51	\$36.42	\$11.28	\$105.27	290	\$30,528.30
Project Engineer II	\$48.08	\$28.68	\$48.57	\$15.04	\$140.37	8	\$1,122.96
Party Chief	\$24.23	\$14.45	\$24.47	\$7.58	\$70.73	16	\$1,131.68
Instrument Man	\$19.00	\$11.33	\$19.19	\$5.94	\$35.46	40	\$2,218.40
Rodman	\$15.75	\$9.39	\$15.91	\$4.93	\$35.98	40	\$1,839.20
Autocad Technician I	\$25.00	\$14.91	\$25.25	\$7.82	\$72.98	240	\$17,515.20
Autocad Technician II	\$22.00	\$13.12	\$22.22	\$6.88	\$64.22	60	\$3,853.20
Secretary	\$20.00	\$11.93	\$20.20	\$6.26	\$38.39	8	\$467.12
SUBTOTAL ESTIMATED PHASE A							\$87,544.86

ITEM III PHASE B: CONSTRUCTION ENGINEERING, SUBPARTS 1, 2, 5, 6, 7, 8, & 9

Principal Engineer	\$80.00	\$47.72	\$80.81	\$25.02	\$233.55	60	\$14,013.00
Project Manager	\$43.27	\$25.81	\$43.71	\$13.53	\$126.32	250	\$31,580.00
Project Engineer	\$36.06	\$21.51	\$36.42	\$11.28	\$105.27	300	\$31,581.00
Engineer Intern		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Party Chief	\$24.23	\$14.45	\$24.47	\$7.58	\$70.73	0	\$0.00
Instrument Man	\$19.00	\$11.33	\$19.19	\$5.94	\$35.46	40	\$2,218.40
Rodman	\$15.75	\$9.39	\$15.91	\$4.93	\$35.98	40	\$1,839.20
Autocad Technician I	\$25.00	\$14.91	\$25.25	\$7.82	\$72.98	42	\$3,065.16
Autocad Technician II	\$22.00	\$13.12	\$22.22	\$6.88	\$64.22	10	\$642.20
Inspector I	\$29.00	\$17.30	\$29.29	\$9.07	\$84.66	100	\$8,466.00
Inspector II	\$24.04	\$14.34	\$24.28	\$7.52	\$70.18	80	\$5,614.40
Secretary	\$20.00	\$11.93	\$20.20	\$6.26	\$38.39	26	\$1,518.14
SUBTOTAL ESTIMATED PHASE B, SUBPARTS 1, 2, 5, 6, 7, 8 & 9							\$100,537.50

NOTES:

Basic hourly salary rate for productive work

* See attached schedule of percentages added for "Other Payroll Costs" and "Overhead"

xx Transportation included in Overhead Costs. Construction Engineering hourly rates based on anticipated salary increase for 20

Hourly rate fixed. See item XVI Re-Negotiation

APPENDIX "A"

ESTIMATED COST

Project No.:

STP-0066-01(007); 103060-201500

Estimated time and labor costs for the various classifications of personnel (Please do not enter information in gray cells):

Personnel	# Basic Hourly Rate	* Other Payroll Costs	Overhead	Net Fee	xx Total Hourly Rate	Estimated Number of Hours	Estimated Costs
ITEM III PHASE B: CONSTRUCTION ENGINEERING, SUBPART 3							
Principal Engineer		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Project Engineer		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Engineer Intern		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Party Chief	\$24.23	\$14.45	\$24.47	\$7.58	\$70.73	40	\$2,829.20
Instrument Man	\$19.00	\$11.33	\$19.19	\$5.94	\$55.46	80	\$4,436.80
Rodman	\$15.75	\$9.39	\$15.91	\$4.93	\$45.98	80	\$3,678.40
Autocad Technician		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
SUBTOTAL ESTIMATED PHASE B, SUBPART 3							\$10,944.40

ITEM III PHASE B: CONSTRUCTION ENGINEERING, SUBPART 4							
Principal Engineer		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Project Manager		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Project Engineer		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Engineer Intern		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Party Chief		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Instrument Man		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Rodman		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Autocad Technician		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Inspector I	\$29.00	\$17.30	\$29.29	\$9.07	\$84.66	200	\$16,932.00
Inspector II	\$24.04	\$14.34	\$24.28	\$7.52	\$70.18	180	\$12,632.40
SUBTOTAL ESTIMATED PHASE B, SUBPART 4							\$29,564.40
TOTAL ESTIMATED ENGINEERING COST							\$228,591.16

NOTES:

Basic hourly salary rate for productive work

* See attached schedule of percentages added for "Other Payroll Costs" and "Overhead"

xx Transportation included in Overhead Costs. Construction Engineering hourly rates based on anticipated salary increase for 20____

Hourly rate fixed. See item XVI Re-Negotiation

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
AGREEMENT FOR ENGINEERING SERVICES

SUMMARY OF OPERATING COSTS
OF

Direct Payroll 100.00 %

I. Direct Salary Additives to Direct Payroll

Vacation, Sick, Holidays, Incentive	31.88
F I C A	12.11
Hospitalization & Life Insurance	10.19
Workman's Compensation	0.76
Unemployment Comp. Insurance	0.46
Retirement	4.25
Total Direct Salary Additives to Payroll	<u>59.65</u> %

II. Indirect of Overhead Costs

Administrative, Secretarial	57.68
Office Expense	7.44
Supplies	1.17
Reproduction	1.84
Transportation	3.84
Postage & Express	0.01
Dues & Subscriptions	2.19
Insurance	5.08
Equipment Depreciation	4.22
Building Depreciation	0.00
Utilities	1.68
Telephone	1.41
Equipment Repair and Maintenance	1.50
Cont. Education and Prof. Conf.	0.08
Legal and Accounting	0.42
Miscellaneous Expense	11.26
Janitorial Salary	0.74
Taxes	0.45
Total Percent of Payroll Burden to be added to the Basic Hourly Rate	<u>101.01</u> %

GRAND TOTAL (Combined Rate)(accepted overhead rate) 160.66 %

CERTIFICATE:

The above percentage has been computed from my records or costs and expenses for doing business.

SIGNED: _____

DATE: _____

**CITY OF GAUTIER
Business Agenda Item #6
Fact Sheet**

Council Meeting:
Title:

**May 1, 2018
Approval of Docket of Claims**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Approval of the Docket of Claims.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

WHEREAS, Miss. Code Ann. 21-39-9 requires governing authority to review all unpaid claims and determine if there is an obligation. An obligation exists if the related materials and supplies were properly contracted for and received by the municipality; and

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

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CABLE ONE INC	181666	05/01/2018	04/12/2018			89.57	
	Account Number 001-100-699	Description		Invoice #	Date	P.O.	Amount	
		APR 2018 SUBSTN: #107718827		04012018	04/08/2018			89.57
001	CABLE ONE INC	181667	05/01/2018	04/12/2018			56.20	
	Account Number 001-100-699	Description		Invoice #	Date	P.O.	Amount	
		APR CABLE BOX: #118476316		04072018	04/08/2018			56.20
001	CABLE ONE INC	181668	05/01/2018	04/12/2018			204.06	
	Account Number 001-100-699	Description		Invoice #	Date	P.O.	Amount	
		APR 2018: #107718371		04012018	04/08/2018			204.06
001	ADVANCE AUTO PARTS	181669	05/01/2018	04/12/2018			41.56	
	Account Number 001-100-639	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	FLUID OIL PUMP		6820	03/08/2018			9.19
		AC SWITCH, TURTLEWAX (4)		2579	03/12/2018			32.37
001	DPS CRIME LAB	181681	05/01/2018	04/16/2018			300.00	
	Account Number 001-100-699	Description		Invoice #	Date	P.O.	Amount	
		ANALYTICAL FEES		90067228	04/02/2018			300.00
001	GLOBALSTAR	181706	05/01/2018	04/19/2018			82.80	
	Account Number 001-092-605	Description		Invoice #	Date	P.O.	Amount	
		MONTHLY SERVICE		0009266081	04/16/2018			82.80
001	DELTA COMPUTER SYSTEMS INC	181717	05/01/2018	04/23/2018			455.00	
	Account Number 001-092-698	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	ACCTG SOFTWARE MAINT		MN128943	04/15/2018			315.00
	001-092-698	VOTER REG SOFTWARE MAINT		MN128943	04/15/2018			20.00
		PRIV LICENSE SOFTWARE MAINT		MN128944	04/15/2018			120.00
001	AT&T	181718	05/01/2018	04/23/2018			96.68	
	Account Number 001-092-605	Description		Invoice #	Date	P.O.	Amount	
		MONTHLY SERVICE		2284977070	04/14/2018			96.68
001	AT&T	181719	05/01/2018	04/23/2018			3,429.97	
	Account Number 001-092-605	Description		Invoice #	Date	P.O.	Amount	
		MONTHLY SERVICE		2284978000	04/14/2018			3,429.97
001	AT&T	181720	05/01/2018	04/23/2018			31.24	
	Account Number 001-100-699	Description		Invoice #	Date	P.O.	Amount	
		NCIC TELECOM SERVS		2284970262	04/14/2018			31.24
001	SBM REPORTING LLC	181723	05/01/2018	04/23/2018			175.00	
	Account Number 001-090-698	Description		Invoice #	Date	P.O.	Amount	
		5/5/18 PLANNING MTG		MB878	04/23/2018			175.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AT&T	181724	05/01/2018	04/23/2018			170.05	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		2284972172	04/14/2018			170.05
001	C SPIRE WIRELESS	181729	05/01/2018	04/24/2018			555.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-605	POLICE CELLS		0032680896	03/12/2018			555.50
001	MARK ROS	181730	05/01/2018	04/24/2018			144.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	PER DIEM: FIRE INSP 1031-1		05072018	01/04/2018			144.00
001	CAMERON THIGPEN	181731	05/01/2018	04/24/2018			246.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-681	PER DIEM: TAC SCHOOL		05062018	04/13/2018			246.00
001	BXS INSURANCE	181732	05/01/2018	04/24/2018			150.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-625	PUBLIC OFFICIAL BOND:ELBIN,D		238476	04/18/2018			150.00
001	FUELMAN	181736	05/01/2018	04/24/2018			3,335.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP53046612	04/16/2018			60.58
	001-100-525	UNL FUEL		NP53046612	04/16/2018			2,602.05
	001-161-525	UNL & DSL FUEL		NP53046612	04/16/2018			514.57
	001-170-525	UNL FUEL		NP53046612	04/16/2018			99.41
	001-205-525	UNL FUEL		NP53046612	04/16/2018			58.90
001	FUELMAN	181739	05/01/2018	04/24/2018			2,867.74	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP53081915	04/23/2018			87.02
	001-100-525	UNL FUEL		NP53081915	04/23/2018			2,116.99
	001-161-525	UNL & DSL FUEL		NP53081915	04/23/2018			492.42
	001-170-525	UNL FUEL		NP53081915	04/23/2018			140.73
	001-205-525	UNL FUEL		NP53081915	04/23/2018			30.58
001	WASTE OIL COLLECTORS INC	181741	05/01/2018	04/24/2018			210.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-698	STOP CHARGE: PUMP USED OIL		0021961	04/20/2018			80.00
	001-205-698	DRUM PICKUP: OIL FILTERS		0021961	04/20/2018			80.00
	001-205-698	DISPOSE: OIL FILTERS		0021961	04/20/2018			50.00
001	COMM-TECH SOLUTIONS INC	181742	05/01/2018	04/24/2018			75.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	REPR LINE:497-1878 PLANNING		16023	04/23/2018			75.00
001	MSC 7511	181744	05/01/2018	04/24/2018			3,216.78	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	FFO200-01 RENTAL FEE		INV2419042	04/05/2018			470.88
	001-092-698	MPC80003SP USAGE:B/W		INV2419042	04/05/2018			114.42

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MSC 7511	181744	05/01/2018	04/24/2018			3,216.78	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-092-698	MPC80003SP USAGE:COLOR	INV2419042	04/05/2018				2,606.73
	001-090-698	C4502 USAGE:B/W	INV2419042	04/05/2018				10.34
	001-090-698	C4502 USAGE:COLOR	INV2419042	04/05/2018				14.41
001	MSC 7511	181745	05/01/2018	04/24/2018			159.55	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-699	FNK100-01 RENTAL FEE	INV2439444	04/19/2018				145.10
	001-100-699	MPC2504EX USAGE:B/W	INV2439444	04/19/2018				14.45
001	SINGING RIVER ELECTRIC COOPERATIVE	181749	05/01/2018	04/25/2018			645.44	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-631	BROWN FD 95237002	04152018	04/23/2018				284.15
	001-161-631	MARTIN BLUFF FD 58380001	04162018	04/24/2018				173.92
	001-201-629	SIGNAL LIGHTS 17546	04162018	04/24/2018				32.88
	001-092-631	CITY LIMIT SIGN 17546	04162018	04/24/2018				28.49
	001-100-631	MBLUFF SUB STN 58521002	04162018	04/24/2018				126.00
001	GALLS LLC	181753	05/01/2018	04/25/2018			830.99	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-559	PATROL LATENT PRINT KIT (30)	BC0584428	04/09/2018	180699			792.00
	001-100-559	SHIPPING	BC0584428	04/09/2018	180699			38.99
001	CAN'T MISS EMBROIDERY	181754	05/01/2018	04/25/2018			7,691.63	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-535	POLO SHIRT ASST (130): GFD	20412	04/08/2018	180632			3,770.00
	001-161-535	POLO SHIRT ASST (24): GFD	20412	04/08/2018	180632			720.00
	001-161-535	POLO SHIRT ASST (20): GFD	20412	04/08/2018	180632			620.00
	001-161-535	T-SHIRT ASST (6): GFD LOGO	20412	04/08/2018	180632			140.94
	001-161-535	T-SHIRT ASST (6): GFD LOGO	20412	04/08/2018	180632			149.94
	001-161-535	T-SHIRT ASST (10): GFD R/C	20412	04/08/2018	180632			72.50
	001-161-535	T-SHIRT ASST (11): GFD R/C	20412	04/08/2018	180632			110.00
	001-161-535	T-SHIRT ASST (117): GFD R/C	20412	04/08/2018	180632			994.50
	001-161-535	T-SHIRT ASST (3): GFD R/C	20412	04/08/2018	180632			24.00
	001-161-535	T-SHIRT ASST (9): GFD R/C	20412	04/08/2018	180632			81.00
	001-161-535	T-SHIRT ASST (6): GFD R/C	20412	04/08/2018	180632			60.00
	001-161-535	NAVY SHORT (111): GFD R/L	20412	04/08/2018	180632			832.50
	001-161-535	NAVY SHORT (9): GFD R/L	20412	04/08/2018	180632			78.75
	001-161-535	NAVY SHORT (3): GFD R/L	20412	04/08/2018	180632			37.50
001	TEAM ONE COMMUNICATIONS INC	181755	05/01/2018	04/25/2018			571.20	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-100-639	FACTORY REPAIR: XTS2500 RADIO	9080115631	04/13/2018	180481			412.00
	001-100-639	GUN RACK PG PARTS (4)	173000007	04/10/2018	180673			84.00
	001-100-639	RACK ADAPTERS PG PARTS (4)	173000007	04/10/2018	180673			75.20
001	REYNOLDS WHOLESALE CO	181757	05/01/2018	04/25/2018			49.50	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-170-559	CS/1000 STYROFOAM CUP:SR BLDG	58902	04/12/2018	180713			49.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	DELTA COMPUTER SYSTEMS INC	181759	05/01/2018	04/25/2018			300.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	ACA FILE SUBMITTAL		XT128299	03/08/2018	180453		300.00
001	GULF COAST BUSINESS SUPPLY CO	181760	05/01/2018	04/25/2018			174.19	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-500	SMEAD DESK FILE/SORTERS		167503	04/20/2018	180726		18.76
	001-092-510	1GAL BLEACH (6)		167503	04/20/2018	180726		12.54
	001-092-510	CS/4 BROWN MF TOWEL (2)		167503	04/20/2018	180726		43.14
	001-092-510	CTN/24 CLEANSER POWDER		167503	04/20/2018	180726		37.10
	001-092-510	CTN/8 DISH DETERGENT		167503	04/20/2018	180726		36.25
	001-092-510	CTN/96 TISSUE ROLL		167503	04/20/2018	180726		26.40
001	LAWRENCE PRINTING COMPANY INC	181761	05/01/2018	04/25/2018			211.81	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-559	MINUTE BOOKS 42 & 43 COUNCIL		26825	04/17/2018	180619		196.00
	001-040-559	SHIPPING		26825	04/17/2018	180619		15.81
001	CUSTOM PRODUCTS CORPORATION	181762	05/01/2018	04/25/2018			3,364.23	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-565	ASSRT STREET SIGNS (3)		303379	04/23/2018	180718		90.84
	001-201-565	18X48 METRO SIGNS (18)		303379	04/23/2018	180718		1,706.04
	001-201-565	18X54 METRO SIGNS (6)		303379	04/23/2018	180718		639.78
	001-201-565	18X96 METRO SIGNS (4)		303379	04/23/2018	180718		757.84
	001-201-565	FREIGHT		303379	04/23/2018	180718		89.73
	001-201-565	SKID CHARGE		303379	04/23/2018	180718		80.00
001	NAFECO INC	181764	05/01/2018	04/25/2018			4,106.66	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-535	16X36 LS WHITE SHIRT		924067	04/11/2018	180633		50.90
	001-161-535	16X32 LS NAVY SHIRT (7)		924067	04/11/2018	180633		356.30
	001-161-535	SHIPPING		924067	04/11/2018	180633		12.81
	001-161-535	#F525250236 COYOTE PANT (96)		924241	04/12/2018	180633		3,097.92
	001-161-535	#F52771G250 KHAKI PANT (5)		924241	04/12/2018	180633		194.30
	001-161-535	SHIPPING		924241	04/12/2018	180633		104.00
	001-161-535	#F525250236 COYOTE PANT (9)		924963	04/17/2018	180633		290.43
001	GOODYEAR AUTO CENTER	181765	05/01/2018	04/25/2018			579.92	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	P225/60R18 EAG RS-A: U #16223		200181	04/10/2018	180611		579.92
001	VERNON W DOSTER MD	181767	05/01/2018	04/25/2018			235.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-604	PRE-EMPLOYEE PHYS: PEARSON		24480	03/15/2018	180608		50.00
	001-161-604	PRE-EMPL DRUG SCREEN: PEARSON		24480	03/15/2018	180608		45.00
	001-161-604	PFT: PEARSON		24480	03/15/2018	180608		45.00
	001-100-604	PRE-EMPLOYEE PHYS:THOMPSON		24497	03/20/2018	180622		50.00
	001-100-604	PRE-EMPL DRUG SCREEN:THOMPSON		24497	03/20/2018	180622		45.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SECURE NETWORKS LLC	181770	05/01/2018	04/25/2018			5,305.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-799	BARRACUDA BACKUP 390S APPL	3417	04/20/2018	180655		2,779.00	
	001-100-799	SHIPPING: POLICE DEPT	3417	04/20/2018	180655		25.00	
	001-100-699	1YR BACKUP UNLIMIT CL STORAGE	3417	04/20/2018	180655		1,390.00	
	001-100-699	1YR BACKUP APPL MAINT/HARDWARE	3417	04/20/2018	180655		1,111.00	
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	181771	05/01/2018	04/25/2018			1,144.78	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-500	3-PART 8.4X11 RECEIPT BOOK (4)	3373970060	04/05/2018	180674		29.96	
	001-100-500	LEXMARK MAGENTA CART TONER	3373970060	04/05/2018	180674		129.19	
	001-040-500	CS COPY PAPER 8.5X11 (10)	3372580461	03/23/2018	180642		377.60	
	001-040-500	HP950XL HYBLK/951 CMY 4/PK (2)	3372580461	03/23/2018	180642		203.48	
	001-040-559	50/PK FOLDER CLEAR TAB (2)	3372580461	03/23/2018	180642		3.98	
	001-040-559	ESS GRY CHAIR MESH	3372895309	03/25/2018	180642		160.43	
	001-040-559	CARDER CHAIR MESH #136815 (2)	3373037126	03/28/2018	180642		199.98	
	001-040-559	SELF INKING STAMP (2)	3374773542	04/11/2018	180642		40.16	
001	CITY ELECTRIC SUPPLY CO	181772	05/01/2018	04/25/2018			1,485.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-637	LED FLOOD HUBBELL (3): PIER	PAS/049584	04/18/2018	180645		1,485.00	
001	THE FIRE STORE	181774	05/01/2018	04/25/2018			71.99	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-535	FIREFIGHTER CUSTOM BADGE #367	1843084	04/09/2018	180516		62.00	
	001-161-535	SHIPPING	1843084	04/09/2018	180516		9.99	
001	ALL AMERICAN SPORTS CORP	181775	05/01/2018	04/25/2018			5,649.52	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-502	HELMET RECONDITION (126)	950580407	04/18/2019	180372		1,984.50	
	001-170-502	HELMET PAINTED (126)	950580407	04/18/2019	180372		1,575.00	
	001-170-502	INSTALL NEW SNAP HW (126)	950580407	04/18/2019	180372		124.74	
	001-170-502	INSTALL NEW FACE PRO HW (126)	650580407	04/18/2019	180372		502.74	
	001-170-502	INSTALL NEW GROMMET (126)	950580407	04/18/2019	180372		126.00	
	001-170-502	INSTALL NEW INTERIOR PART (26)	950580407	04/18/2019	180372		714.48	
	001-170-502	INSTALL NEW S-PAD/Z-PAD (26)	950580407	04/18/2019	180372		221.00	
	001-170-502	SURCHARGE:NOCSAE LICENSE (126)	950580407	04/18/2019	180372		25.20	
	001-170-502	CREDIT: AGREED PRICE	950580407	04/18/2019	180372		-11.98	
	001-170-502	FREIGHT	950580407	04/18/2019	180372		387.84	
001	SAFEGUARD BUSINESS SYSTEMS INC	181777	05/01/2018	04/25/2018			1,354.85	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-010-620	UNIFORM ARREST TICKET (10000)	032795429	04/12/2018	180536		1,042.00	
	001-010-620	DUI TICKET (250)	032795429	04/12/2018	180536		254.10	
	001-010-620	FREIGHT	032795429	04/12/2018	180536		58.75	
001	CHEMPRO SERVICES INC	181781	05/01/2018	04/25/2018			4,950.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-698	HERBICIDE PREP: SR MALL	7882	04/23/2018	180592		4,950.00	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ECONOMY BOOTS SALES & SERVICE	181782	05/01/2018	04/25/2018			100.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	SZ DUTY BOOTS: BELL, J		41488	04/13/2018	180703		100.00
001	AUDIOWAVE INC	181783	05/01/2018	04/25/2018			975.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	REMV/INSTALL EQUIP: U #11762		A48757	04/20/2018	180700		850.00
	001-100-638	FULL DETAIL		A48757	04/20/2018	180700		100.00
	001-100-638	SHOP SUPPLIES		A48757	04/20/2018	180700		25.00
FUND TOTAL	1 Claims	to	Checks	43 Total	55,888.92 Manual	Held	Total	55,888.92

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
157	TEAM ONE COMMUNICATIONS INC	181756	05/01/2018	04/25/2018			13,289.10	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	157-100-799	SMC PB400 ALUM PB 2015 CHGR (4)	119000175	04/17/2018	180586			1,121.20
	157-100-799	GJ DODGE CHARGER CONSOLE (3)	119000175	04/17/2018	180586			720.30
	157-100-799	4 INCH M POWER BLUE (16)	119000175	04/17/2018	180586			704.00
	157-100-799	SPK BRACK 2015 CHARGER (4)	119000175	04/17/2018	180586			108.00
	157-100-799	SMC 8RP PARTITION 2011 CHGR (3)	119000175	04/17/2018	180586			1,635.00
	157-100-799	100N SERIES SPEAKER 100W (4)	119000175	04/17/2018	180586			661.20
	157-100-799	400 SER 100W SIREN BUTTON (4)	119000175	04/17/2018	180586			1,280.00
	157-100-799	STEEL WINDOW BARS (3)	119000175	04/17/2018	180586			627.00
	157-100-799	NFORCE LED LIGHTBAR (4)	119000175	04/17/2018	180586			4,716.40
	157-100-799	LICENSE PLATE BRACKET (4)	119000175	04/17/2018	180586			100.00
	157-100-799	4 INCH M POWER BLUE (16)	119000175	04/17/2018	180586			704.00
	157-100-799	SMC 2-PC LOW EXT PANEL (3)	119000175	04/17/2018	180586			237.00
	157-100-799	GJ ARM REST (3)	119000175	04/17/2018	180586			300.00
	157-100-799	GJ CUP HOLDER (3)	119000175	04/17/2018	180586			105.00
	157-100-799	FREIGHT	119000175	04/17/2018	180586			270.00
157	BARNEYS POLICE AND HUNTING SUPPLIES	181773	05/01/2018	04/25/2018			8,843.35	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	157-100-799	PANT HIDDEN CARGO POCKET (4)	00118157-1	03/15/2018	180425			176.40
	157-100-799	ALT HEMMING (105)	00118157-1	03/15/2018	180425			12.00
	157-100-799	SS SHIRT PROP-OPS BASE LAYER	00118157-0	03/02/2018	180425			3,220.35
	157-100-799	PANT HIDDEN CARGO POCKET (101)	00118157-0	03/02/2018	180425			4,454.10
	157-100-799	ALT PATCH (210)	00118157-0	03/02/2018	180425			577.50
	157-100-799	ALT HEMMING (105)	00118157-0	03/02/2018	180425			303.00
	157-100-799	SHIPPING	00118157-0	03/02/2018	180425			100.00
157	WATCHGUARD VIDEO	181776	05/01/2018	04/25/2018			15,060.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	157-100-799	4RE HD DVR CAMERA SYSTEM (3)	4ELXIN4743	04/04/2018	180528			14,385.00
	157-100-799	FNT CAMER 4RE HD PANORAMIC (3)	4ELXIN4743	04/04/2018	180528			600.00
	157-100-799	SHIPPING	4ELXIN4743	04/04/2018	180528			75.00
FUND TOTAL 157 Claims	to	Checks	3 Total	37,192.45	Manual	Held	Total	37,192.45

Docket of Claims
Release date from 05/01/2018 thru 05/01/2018

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
160	HANCOCK BANK LEASING DEPT Account Number 160-161-811	181748	05/01/2018	04/25/2018			102,753.70	
		Description PMT 1: FERRARA PUMPER		Invoice # 05162018	Date 04/25/2018	P.O.	Amount 102,753.70	
FUND TOTAL 160 Claims	to	Checks	1 Total	102,753.70	Manual	Held	Total	102,753.70

Docket of Claims
Release date from 05/01/2018 thru 05/01/2018

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY	181689	05/01/2018	04/17/2018			4,206.39	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	172-350-650	LIBRARY SUPPORT		APR 2018	04/17/2018			4,206.39
FUND TOTAL 172 Claims	to	Checks	1 Total	4,206.39	Manual	Held	Total	4,206.39

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	AD2 INC	181683	05/01/2018	04/16/2018			151.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-699	HOSTING FEE MAY 2018		3252	04/15/2018			36.50
	176-170-699	SHOPPING CART FEE MAY 2018		3242	04/15/2018			115.00
176	AT&T	181725	05/01/2018	04/23/2018			287.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	APR 2018 DSL		2284970676	04/14/2018			111.89
	176-170-605	MONTHLY SERVICE		2284970676	04/14/2018			176.09
176	FUELMAN	181737	05/01/2018	04/24/2018			34.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	DSL FUEL		NP53046612	04/16/2018			34.11
176	FUELMAN	181740	05/01/2018	04/24/2018			60.18	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP53081915	04/23/2018			60.18
176	AT&T	181747	05/01/2018	04/24/2018			178.86	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	MONTHLY SERVICE		2284972244	04/14/2018			178.86
176	OCEAN SPRINGS SIGN AND GRAPHICS LLC	181779	05/01/2018	04/25/2018			149.98	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-559	12X24 MAGNET PAIR(2):SHEP PARK		1442	04/12/2018	180712		149.98
FUND TOTAL 176 Claims		to	Checks	6 Total	862.61 Manual	Held	Total	862.61

Docket of Claims
Release date from 05/01/2018 thru 05/01/2018

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
300	SEYMOUR ENGINEERING PLLC	181734	05/01/2018	04/24/2018			17,050.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	300-600-603	ENGINEERING DESIGN 100%		6549	04/13/2018		7,600.00	
	300-600-603	ENVIRO PERMITTING 100%		6549	04/13/2018		9,450.00	
FUND TOTAL 300 Claims	to	Checks	1 Total	17,050.00	Manual	Held	Total	17,050.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTIER	181676	05/01/2018	04/13/2018			43,427.11	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-821	ST LNS #3 90/57 SWR		04092018	04/09/2018		7,877.45	
	400-680-822	ST LNS #4 90/57 WTR		04092018	04/09/2018		10,948.67	
	400-680-822	ST LNS #4 90/57 SWR		04092018	04/09/2018		9,019.22	
	400-680-823	ST LNS #5 ALLEN RD		04092018	04/09/2018		2,149.95	
	400-680-824	ST LNS #6 OLD SPAN TR		04092018	04/09/2018		3,765.83	
	400-680-825	ST LNS #7 OLD SPAN TR		04092018	04/09/2018		9,665.99	
400	AT&T	181688	05/01/2018	04/16/2018			61.02	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY LONG DISTANCE		2284972276	04/06/2018		61.02	
400	AT&T	181721	05/01/2018	04/23/2018			112.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284974594	04/14/2018		112.24	
400	IRBY'S ANSWERING SERVICE	181722	05/01/2018	04/23/2018			460.59	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	57 CALL OUTS: 3/21-4/17/18		277-041818	04/18/2018		26.79	
	400-650-698	595 AGENTS MTS: 3/21-4/17/18		277-041818	04/18/2018		156.80	
	400-650-698	BASE RATE: 4/18-5/15/18		277-041818	04/18/2018		277.00	
400	2012 GUD BONDS DEBT SERVICE	181728	05/01/2018	04/24/2018			116,362.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-680-816	MAY 2018 PRN PMT		05012018	04/30/2018		112,916.67	
	400-680-817	MAY 2018 INT PMT		05012018	04/30/2018		3,445.83	
400	ARISTA INFORMATION SYSTEMS INC	181733	05/01/2018	04/24/2018			2,859.85	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	MAR 2018 STATEMENTS		25195	04/12/2018		1,459.85	
	400-650-698	MAR 2018 POSTAGE		1425201804	04/12/2018		1,400.00	
400	AT&T	181735	05/01/2018	04/24/2018			151.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-605	MONTHLY SERVICE		2284975234	04/14/2018		151.24	
400	FUELMAN	181738	05/01/2018	04/24/2018			49.39	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-525	UNL FUEL		NP53046612	04/16/2018		49.39	
400	MSC 7511	181746	05/01/2018	04/24/2018			166.49	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	FGYJ00-01 RENTAL FEE		INV2421576	04/09/2018		166.49	
400	SINGING RIVER ELECTRIC COOPERATIVE	181750	05/01/2018	04/25/2018			2,370.28	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS 20649		04152018	04/23/2018		1,112.55	
	400-651-631	LIFT STATIONS 28779		04152018	04/23/2018		86.96	
	400-651-631	SCHOONER WELL 20688		04112018	04/19/2018		983.28	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	SINGING RIVER ELECTRIC COOPERATIVE	181750	05/01/2018	04/25/2018			2,370.28	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS 20688		04112018	04/19/2018			187.49
400	SINGING RIVER ELECTRIC COOPERATIVE	181751	05/01/2018	04/25/2018			5,395.94	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 89627001		04162018	04/24/2018			69.80
	400-651-631	LIFT STNS 89702001		04162018	04/24/2018			41.26
	400-651-631	LIFT STNS 17881		04162018	04/24/2018			2,440.48
	400-651-631	WATER WELLS 17881		04162018	04/24/2018			2,844.40
400	REYNOLDS WHOLESALE CO	181758	05/01/2018	04/25/2018			364.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-559	CS HS TISSUE (4)		58958	04/18/2018	180720		162.00
	400-650-559	CS VB PAPER TOWELS (3)		58958	04/18/2018	180720		77.70
	400-650-559	CS BROWN MF TOWELS (2)		58958	04/18/2018	180720		39.90
	400-650-559	CS 6CT/1GAL VB BLEACH		58958	04/18/2018	180720		10.50
	400-650-559	3X5 VINYL LOOPER MAT		58958	04/18/2018	180720		47.50
	400-650-559	TIME MIST SPRAY (6)		58958	04/18/2018	180720		27.00
400	GIBSON ELECTRIC MOTOR SALES &	181763	05/01/2018	04/25/2018			3,467.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	100HP MOTOR REPR: OFFICE WELL		42660	04/16/2018	180707		3,467.00
400	OFFICE DEPOT 1104	181766	05/01/2018	04/25/2018			90.53	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-559	10/PK DARK BLUE REPORT BINDER		1238522351	04/09/2018	180696		19.19
	400-650-559	3/PK WALL MOUNT POCKET (6)		1238503571	04/07/2018	180696		71.34
400	C & M ELECTRIC MOTOR SERVICE INC	181768	05/01/2018	04/25/2018			2,386.45	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	3HP SUB PUMP MOTOR: LS #25		12007	04/09/2018	180706		1,398.60
	400-651-584	3HP SUB PUMP MOTOR: LS WW-1		12007	04/09/2018	180706		987.85
400	SOUTHERN WATERWORKS SUPPLY INC	181769	05/01/2018	04/25/2018			2,114.85	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	12X20 ASTM DW CORR PIPE (10)		74629	04/09/2018	180497		1,242.00
	400-651-581	15X20 ASTM DW CORR PIPE (5)		74629	04/09/2018	180497		872.85
400	TRI STATE CHLORINATION	181778	05/01/2018	04/25/2018			3,580.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	RM401 HYDRO REM METER 100PPD		1643	04/10/2018	180681		325.00
	400-651-581	EJ1000 EJECTOR W/#2 NOZZLE (3)		1643	04/10/2018	180681		975.00
	400-651-581	HYDRO S/O MODULE 100PPD (6)		1643	04/10/2018	180681		2,280.00
400	INSTRUMENT AND SUPPLY SOUTHEAST INC	181780	05/01/2018	04/25/2018			5,163.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-582	FLOWROX LPP D3/4 HOSE PUMP		0001069-IN	04/11/2018	180529		4,995.00
	400-651-582	FREIGHT: TRMT PLANT		0001069-IN	04/11/2018	180529		168.10

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	J H WRIGHT & ASSOCIATES INC	181784	05/01/2018	04/25/2018			11,615.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-767	M112 WIRELESS ALARM SYSTEM (5)	406327	04/10/2018	180637	7,000.00		
	400-651-767	M651 WET WELL ALARM MODULE (5)	406327	04/10/2018	180637	875.00		
	400-651-767	M110 1 YEAR SERVICE PKG (5)	406327	04/10/2018	180637	1,740.00		
	400-651-767	FREIGHT	406327	04/10/2018	180637	100.00		
	400-651-584	FLOAT LG 40FT CORD (10)	406440	04/16/2018	180638	650.00		
	400-651-584	FLOAT LG 40FT CORD WEIGHT (10)	406440	04/16/2018	180638	600.00		
	400-651-584	FLOAT WEIGHTED 30FT (10)	406440	04/16/2018	180638	350.00		
	400-651-584	FLOAT MOUNT 30FT (10)	406440	04/16/2018	180638	300.00		
400	WAGGONER ENGINEERING INC	181785	05/01/2018	04/25/2018			48,400.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-603	W&S CAPITAL IMP PLAN 20%	34584	04/09/2018		48,400.00		
FUND TOTAL 400 Claims	to	Checks	20 Total	248,598.18	Manual	Held	Total	248,598.18

Docket of Claims
Release date from 05/01/2018 thru 05/01/2018

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	JACKSON COUNTY ROAD DEPARTMENT	181786	05/01/2018	04/25/2018			85,428.49	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	404-324-693	H NATE DEBRIS RMVL: LABOR		01042018	01/04/2018		20,534.02	
	404-324-693	H NATE DEBRIS RMVL: FRINGE		01042018	01/04/2018		12,248.54	
	404-324-693	H NATE DEBRIS RMVL: EQUIPMENT		01042018	01/04/2018		52,645.93	
FUND TOTAL 404	Claims	to	Checks	1 Total	85,428.49	Manual	Held	Total 85,428.49

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	43 Total	55,888.92 Manual	Held	Total	55,888.92
FUND 157 Claims	to	Checks	3 Total	37,192.45 Manual	Held	Total	37,192.45
FUND 160 Claims	to	Checks	1 Total	102,753.70 Manual	Held	Total	102,753.70
FUND 172 Claims	to	Checks	1 Total	4,206.39 Manual	Held	Total	4,206.39
FUND 176 Claims	to	Checks	6 Total	862.61 Manual	Held	Total	862.61
FUND 300 Claims	to	Checks	1 Total	17,050.00 Manual	Held	Total	17,050.00
FUND 400 Claims	to	Checks	20 Total	248,598.18 Manual	Held	Total	248,598.18
FUND 404 Claims	to	Checks	1 Total	85,428.49 Manual	Held	Total	85,428.49
Total for all Funds		Checks	76 Total	551,980.74 Manual	Held	Total	551,980.74

**CITY OF GAUTIER
Consent Agenda Item #1
Fact Sheet**

Council Meeting:
Title:

**May 1, 2018
Receive March 2018 Finance Report**

Introduced by:
Contact Person/Telephone

Teresa Montgomery 497-8000

Summary Explanation: Receive March 2018 Finance Report.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐
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Second Made by:

Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐
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Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

WHEREAS, Miss. Code Ann. 21-35-13 requires a budget report to be presented to the governing authority at the regular meeting each month.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Finance Report for March 2018 is hereby received.

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

Motion was made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting May 1, 2018.

MAR 2018 Ending Cash Balances

GENERAL DEPOSITORY

Fund Name		Account #	Balance
General Fund	Depository Account	001-000-001	\$2,867,975.03
MS Development Loan Katrina	Depository Account	007-000-001	(\$324.80)
CDBG-Downtown Revitalization	Depository Account	012-000-001	
Transportation Enhancement	Depository Account	013-000-001	\$13,631.67
Allen Road Widening	Depository Account	020-000-001	
MDOT Safe Routes to School	Depository Account	029-000-001	(\$27,915.12)
MDAH School House Grant	Depository Account	030-000-001	\$1,508.43
MDMR City Pk Boat Launch Imp	Depository Account	050-000-001	(\$65,147.38)
Martin Bluff Road Improvements	Depository Account	128-000-001	\$102,012.64
U S Justice Equitable Sharing	Depository Account	157-000-001	\$554,232.59
Fire Protection Fund	Depository Account	160-000-001	\$275,298.47
Tidelands Grant	Depository Account	171-000-001	(\$18,803.50)
Library Support Fund	Depository Account	172-000-001	\$8,466.98
MSWFP Recreation Trails Grant	Depository Account	175-000-001	
Shepard State Park Fund	Depository Account	176-000-001	\$61,751.18
USDA NRCS EWP Program	Depository Account	300-000-001	\$153,887.00
Solid Waste Fund	Depository Account	404-000-001	\$49,261.27
EPA: Brownfields Assessment	Depository Account	409-000-001	
General Ledger Cash Balance			\$3,975,834.46
General Depository Reconciled Cash Balance			\$3,975,230.00

ENTERPRISE FUND

Fund Name		Account #	Balance
Elevated Water Tank	Enterprise Account-Hancock	350-000-002	
Bemis Sewer Project	Enterprise Account-Hancock	351-000-002	\$11,000.00
Water & Sewer Utility	Enterprise Account-Hancock	400-000-002	\$2,564,864.29
MDB Loan: Water Ion-X Project	Enterprise Account-Hancock	421-000-002	\$60,139.74
Water Meter Project	Enterprise Account-Hancock	422-000-002	
Hurricane Katrina (PW Bldg)	Enterprise Account-Hancock	449-000-002	
General Ledger Cash Balance			\$2,636,004.03
Enterprise Reconciled Cash Balance			\$2,631,923.56

**MARCH 2018
YEAR TO DATE TOTALS**

General Fund Totals

	BUDGET FY 2018	MAR 2018	Balance	50.00% % to date
General Fund Revenues	9,592,488.00	5,560,448.64	4,032,039.36	57.9%
Expenditures:				
001 Legislative	129,212.00	63,933.30	65,278.70	49.4%
010 City Court	319,170.00	137,396.50	181,773.50	43.0%
021 City Manager	243,564.00	137,189.56	106,374.44	56.3%
022 Human Resources	143,050.00	69,194.61	73,855.39	48.3%
040 City Clerk	277,455.00	121,640.57	155,814.43	43.8%
045 Finance	183,825.00	83,728.22	100,096.78	45.5%
060 City Attorney	105,000.00	49,704.02	55,295.98	47.3%
090 Economic Dev - Planning	337,137.00	145,353.88	191,783.12	43.1%
092 Building & General Expenses	566,700.00	344,868.48	221,831.52	60.8%
094 Grants & Project Admin	141,768.00	64,699.95	77,068.05	45.6%
100 Police	3,204,363.00	1,473,175.55	1,731,187.45	45.9%
161 Fire	2,405,157.00	1,187,376.16	1,217,780.84	49.3%
170 Recreation	452,934.00	201,617.92	251,316.08	44.5%
201 PW: Streets	278,000.00	73,645.76	204,354.24	26.4%
205 PW: Maintenance	234,530.00	111,944.07	122,585.93	47.7%
900 Interfund Transfers	1,045,982.00	373,557.09	672,424.91	35.7%
General Fund Expenditures	10,067,847.00	4,639,025.64	5,428,821.36	46.0%
<i>Total Operating Expenditures</i>	8,873,297.00	4,245,776.45	4,627,520.55	
<i>Total Capital Outlay Expenditures</i>	84,592.00	19,692.10	64,899.90	
<i>Total Debt Service</i>	63,976.00	0.00	63,976.00	
<i>Total Transfers Out</i>	1,045,982.00	373,557.09	672,424.91	
<i>Total Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	10,067,847.00	4,639,025.64	5,428,821.36	
<i>Personnel</i>	6,914,250.00	3,357,410.59	3,556,839.41	
<i>Supplies</i>	456,517.00	176,290.81	280,226.19	
<i>Other Services</i>	1,502,530.00	712,075.05	790,454.95	
<i>Capital Outlay</i>	84,592.00	19,692.10	64,899.90	
<i>Debt Service</i>	63,976.00	0.00	63,976.00	
<i>Interfund Transfers for DS</i>	1,045,982.00	373,557.09	672,424.91	
<i>Unappropriated</i>	0.00	0.00	0.00	
<i>Check Total</i>	10,067,847.00	4,639,025.64	5,428,821.36	

**MARCH 2018
YEAR TO DATE TOTALS**

General Depository Special Funds	BUDGET FY 2018	As of MAR 2018	Balance	50.00% % to date
007 MS Dev 2.36M Katrina Bonds				
Revenues	279,229.00	268,713.75	10,515.25	96.2%
Expenditures	279,229.00	269,313.75	9,915.25	96.4%
013 TE-Downtown Revitalization				
Revenues	40,971.45	0.00	40,971.45	
Expenditures	54,603.12	0.00	54,603.12	
020 Allen Road Widening				
Revenues	14,434.00	14,433.34	0.66	99.9%
Expenditures	46,324.00	46,323.96	0.04	99.9%
029 MDOT Safe Routes to School				
Revenues	59,938.88	0.00	59,938.88	
Expenditures	23,380.33	268.09	23,112.24	1.1%
030 MDAH 2014 Community Heritage				
Revenues				
050 MDMR City Park Boat Launch Imps				
Revenues	269,128.00	189,149.89	79,978.11	70.2%
Expenditures	178,291.47	163,460.74	14,830.73	91.6%
128 Martin Bluff Road Project				
Expenditures	102,012.64	0.00	102,012.64	
130 \$7M GO Bond - Capital Improvements				
Revenues	4,114,562.21	443,011.77	3,671,550.44	10.7%
Expenditures	4,401,062.21	195,243.33	4,205,818.88	4.4%
157 US Justice Equitable Sharing				
Revenues	0.00	232,418.20	(232,418.20)	
Expenditures	50,000.00	97,725.45	(47,725.45)	195.4%
160 Fire Protection Fund				
Revenues	103,000.00	0.00	103,000.00	
Expenditures	195,635.85	2,274.81	193,361.04	1.1%
171 Combined Tidelands Grant				
Revenues	713,797.29	136,229.03	577,568.26	19.0%
Expenditures	632,264.74	105,589.24	526,675.50	16.7%
172 Library Support Fund				
Revenues	109,578.00	89,399.31	20,178.69	81.5%
Expenditures	109,578.00	80,932.33	28,645.67	73.8%

**MARCH 2018
YEAR TO DATE TOTALS**

General Depository Special Funds	BUDGET FY 2017	As of MAR 2018	Balance	50.00% % to date
176 Shepard State Park				
Revenues	89,500.00	55,472.50	34,027.50	61.9%
Expenditures	124,623.00	45,767.24	78,855.76	36.7%
300 USDA-NRCS EWP				
Revenues	486,453.00	0.00	486,453.00	
Expenditures	664,840.00	24,500.00	640,340.00	3.6%
350 Elevated Water Tank				
Revenues	1,122,500.00	36,000.00	1,086,500.00	3.2%
Expenditures	1,122,500.00	25,000.00	1,097,500.00	2.2%
351 Bemis Sewer Project				
Revenues	1,200,000.00	0.00	1,200,000.00	
Expenditures	1,200,000.00	0.00	1,200,000.00	
404 Solid Waste Fund				
Revenues	1,284,000.00	518,575.68	765,424.32	40.3%
Expenditures	1,305,000.00	494,252.26	810,747.74	37.8%
409 EPA: Brownfields Assessment				
Revenues	7,693.90	0.00	7,693.90	
Expenditures	7,693.90	0.00	7,693.90	

**MARCH 2018
YEAR TO DATE TOTALS**

ENTERPRISE (400)

	BUDGET FY 2018	MAR 2018	Balance	50.00% % to date
Utility Fund Revenues	8,943,818.00	4,592,581.64	4,351,236.36	51.3%
Administration	2,805,776.00	1,391,819.88	1,413,956.12	49.6%
Water & Sewer O & M	2,955,884.00	1,292,271.40	1,663,612.60	43.7%
Debt Service	2,476,684.00	1,311,190.22	1,165,493.78	52.9%
Transfers	536,000.00	36,000.00	500,000.00	6.7%
Contingencies	200,000.00	0.00	200,000.00	
Utility Fund Expenditures	8,974,344.00	4,031,281.50	4,943,062.50	44.9%
<i>Total Operating Expenditures</i>	<i>5,607,660.00</i>	<i>2,663,397.81</i>	<i>2,944,262.19</i>	
<i>Total Capital Outlay Expenditures</i>	<i>154,000.00</i>	<i>20,693.47</i>	<i>133,306.53</i>	
<i>Total Debt Service</i>	<i>2,476,684.00</i>	<i>1,311,190.22</i>	<i>1,165,493.78</i>	
<i>Total Interfund Transfers</i>	<i>536,000.00</i>	<i>36,000.00</i>	<i>500,000.00</i>	
<i>Total Contingency Expenditures</i>	<i>200,000.00</i>	<i>0.00</i>	<i>200,000.00</i>	
<i>Check Total</i>	<i>8,974,344.00</i>	<i>4,031,281.50</i>	<i>4,943,062.50</i>	
 <i>Personnel</i>	 <i>249,133.00</i>	 <i>101,666.65</i>	 <i>147,466.35</i>	
<i>Supplies</i>	<i>330,000.00</i>	<i>96,808.00</i>	<i>233,192.00</i>	
<i>Other Services</i>	<i>5,028,527.00</i>	<i>2,464,923.16</i>	<i>2,563,603.84</i>	
<i>Capital Outlay</i>	<i>154,000.00</i>	<i>20,693.47</i>	<i>133,306.53</i>	
<i>Debt Service</i>	<i>2,476,684.00</i>	<i>1,311,190.22</i>	<i>1,165,493.78</i>	
<i>Interfund Transfers</i>	<i>536,000.00</i>	<i>36,000.00</i>	<i>500,000.00</i>	
<i>Contingencies</i>	<i>200,000.00</i>	<i>0.00</i>	<i>200,000.00</i>	
<i>Check Total</i>	<i>8,974,344.00</i>	<i>4,031,281.50</i>	<i>4,943,062.50</i>	

Enterprise Special Funds

	BUDGET FY 2018	MAR 2018	Balance	50.00%
421 MSB - Water Ionization Project				
Capital Outlay	55,131.74	692.00	54,439.74	

	BUDGET FY 2018	MAR 2018	Balance	50.00%
602 DEBT SERVICE: 2012 GUD BOND				
Revenue	1,397,350.00	700,074.33	697,275.67	50.1%
Bonds Payable	1,396,350.00	1,382,450.00	13,900.00	99.0%

**CITY OF GAUTIER
Consent Agenda Item #2
Fact Sheet**

Council Meeting:
Title:

May 1, 2018
Approval of minutes from Recessed Council Meeting
held April 17, 2018

Introduced by:
Contact Person/Telephone

Cynthia Russell 497-8000 Ext. 302

Summary Explanation: Approval of minutes from Recessed Council Meeting held April 17, 2018.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☒
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

WHEREAS, Miss. Code Ann. 21-15-33 requires that the minutes be adopted and approved by a majority of the members of the governing body at the next regular meeting or within thirty (30) days of the meeting they represent, whichever occurs first. Upon such approval, the minutes are valid from and after the date of the meeting; and

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 held April 17, 2018 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 **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

Tuesday
April 17, 2018
Gautier, Mississippi

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi, was held April 17, 2018 at 6:30 P.M. in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those Present were Mayor Phil Torjusen, Council Members Mary Martin, Cameron George, Richard Jackson, Casey Vaughan, Rusty Anderson and Adam Colledge. Also present were Paula Yancey, City Manager; Cynthia Russell, City Clerk; Joshua Danos, City Attorney and other concerned citizens.

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
April 17, 2018 @ 6:30 PM**

- I. Call to Order**
 - 1. Prayer**
 - 2. Pledge of Allegiance**
- II. Agenda Order Approval**
- III. Announcements**
 - 1. Jackson County Household Hazardous Waste Collection Day is Saturday, April 21, 2018 from 8 A.M. – 12 Noon at Singing River Mall Parking Lot.**
 - 2. Earth Day Celebration is Saturday, April 21, 2018 at George Martin City Park from 10 A.M. – 1 P.M.**
 - 3. 2nd Annual Paint the Town Plein Air Art Competition is May 5, 2018 at Gautier City Hall from 9 A.M. - 4 P.M. Photography Work Shop is May 5, 2018 at Indian Point Resort from 8 A.M. – 4 P.M.**
 - 4. 2018 Amnesty Program April 1, 2018 through April 30, 2018.**
- IV. Presentation Agenda - None**
- V. Business Agenda**
 - 1. Consideration of a Conditional Use-Major Permit for 5403 Carter Road for the Placement of a Mobile Home by Jacob Priddy and Amanda Priddy (GPC Case No. 18-03-CU).**

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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2. Approval of the Docket of Claims.

☐	STAFF PRESENTATION	☐	PUBLIC QUESTIONS/COMMENTS (3 MINUTES PER PERSON)	☐	MOTION COUNCIL DISCUSSION/QUESTIONS	☐	VOTE
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VI. Consent Agenda (All items approved in one motion)

1. Receive March 2018 Privilege License Report.
2. Approval of minutes from Regular Council Meeting held April 3, 2018.
3. Resolution removing a Police Department vehicles from inventory, insurance coverage and authorizing vehicle to be used for parts until such time as it can be deemed surplus.
4. Approval and authorization to pay of an administrative adjustment in the amount of \$3,000 to Dirt, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000.
5. Authorization to enter into an agreement with Knox W. Ross, Jr. for Consultation Services.
6. Resolution authorizing Mileage Reimbursement for Mayor Torjusen while on official travel for the month of March 2018.
7. Authorization is requested for barricades to be utilized by Gautier Pride for an organizational celebration at Azteca's Restaurant

VII. STUDY AGENDA

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

Adjourn until May 1, 2018 at 6:30 P.M.

www.gautier-ms.gov

Councilman Vaughan made the motion to approve the agenda order with the following revisions:

1. Add Presentation Agenda - Introduce Mason Hubbard working toward Citizen and Community Badge for Boy Scouts.

Introduce Brett Freestrung a student at Mississippi Gulf Coast Community College.
2. Add an updated contract for Consent Item #5 – Authorization to enter into an agreement with Knox W. Ross, Jr. for Consultation Services.

Councilwoman Martin seconded the motion and the vote carried unanimously.

ANNOUNCEMENTS

1. Jackson County Household Hazardous Waste Collection Day is Saturday, April 21, 2018 from 8 A.M. – 12 Noon at Singing River Mall Parking Lot.
2. Earth Day Celebration is Saturday, April 21, 2018 at George Martin City Park at from 10 A.M. – 1 P.M.
3. 2nd Annual Paint the Town Plein Air Art Competition is May 5, 2018 at Gautier City Hall from 9 A.M. - 4 P.M. Photography Work Shop is May 5, 2018 at Indian Point Resort from 8 A.M. – 4 P.M.
4. 2018 Amnesty Program April 1, 2018 through April 30, 2018.

PRESENTATION AGENDA

1. Councilman Vaughan introduced Mason Hubbard, a resident of Ward 3, working toward Citizen and Community Badge for Boy Scouts by observing the Council Meeting.

Councilman Vaughan introduced Brett Freestrung, a student at Mississippi Gulf Coast Community College, observing the Council Meeting for his American Government Class.



JACKSON COUNTY HOUSEHOLD HAZARDOUS WASTE COLLECTION DAY

ACCEPTABLE ITEMS

Aerosols, All Purpose Cleaners, Ammonia, Anti-Freeze, Automobile Cleaners, Batteries, Brake Fluid, Charcoal Lighter Fluid, Chlorine Bleach, Detergents, Disinfectants, Drain Opener, Furniture Polish, Gasoline, Glass Cleaner, Herbicides, Insecticides, Mothballs, Motor Oil, Oven Cleaner, Paint, Paint Thinner, Pesticides, Pool Chemicals, Rodent Poisons, Rubber Cement, Rug & Upholstery Cleaner, Scouring Powder, Silver Polish, Snail & Slug Killers, Toilet Bowl Cleaner, Transmission Fluid, Tub & Tile Cleaner, Turpentine, Varnish, Water Seal, Wood Finish



A One Day **FREE**

Proper Disposal Turn-in Event

SATURDAY

APRIL 21, 2018

8 A.M. - 12 NOON

SINGING RIVER MALL

PARKING LOT

HWY 90, GAUTIER

DO NOT BRING

Explosive Materials,
Radioactive Materials,
PCB's, Medical Waste,
Syringes, Compressed
Cylinders, Electronic Waste
****NO CONTRACTORS**
NO WASTE FROM
BUSINESSES**

Limit

of 5 Tires

Take over 5 to
Seaman Road
Landfill

Put Toxic Waste In Its Place

Household Hazardous Waste

Unused or leftover portions of products containing toxic chemicals. Any product which is labeled

CAUTION, POISONOUS, TOXIC, FLAMMABLE or CORROSIVE
is considered a household hazardous waste.

A Safe Substitute

A safe alternative to a toxic product. Fact sheets are available to help you reduce the use of toxics and minimize health risks.

Legal Transportation

Leaving products in the original containers and making sure that the containers are sealed so that they will not leak. Transport containers in the trunk or in the back of the vehicle away from passengers.

**DO NOT TRANSPORT OVER 5 GALLONS
OR 50 POUNDS AT ONE TIME.**

Proper Disposal

Extremely Important

It is dangerous and illegal to discard hazardous household materials in the trash or down the drain. Instead; use up the product as intended or take to a household hazardous waste event.

The collection event is a community service funded by the MS Department of Environmental Quality in cooperation with the Jackson County Board of Supervisors, Municipalities and the Jackson County Solid Waste Department.



For More Information Call 228-872-8340 or visit
<http://www.co.jackson.ms.us/departments/solid-waste/>

City of Gautier

EARTH DAY

CELEBRATION!



City of Gautier
Recreation & Community
Events

Sponsored By



*Art Work
Created By
Ralph Bryant
Martin Bluff
Elementary*



Saturday, April 21, 2018

George Martin City Park

10:00 am - 1:00 pm

FARMERS MARKET . ECO TOURS . VENDORS . CHILDREN ACTIVITIES



REGISTRATION:

9:00 A.M.—10: 00 A.M.

LOCATION:

GAUTIER CITY HALL

**\$250.00 CASH PRIZE
ADULT DIVISION**

**\$100.00 CASH PRIZE
YOUTH DIVISION**

REGISTRATION FEE:

\$25.00

ART WILL BE JURIED

Suggested Painting Locations

- **George Martin City Park**
902 De La Pointe
- **Shepard State Park**
1034 Graveline Rd
- **Indian Pointe Birding Trail**
1600 Indian Point Pkwy
- **Sandhill Crane Refuge**
7200 Crane Lane
- **Any Location within the
City of Gautier**



City of Gautier 2nd Annual

PAINT theTOWN

Plein Air Art Competition



May 5, 2018

9:00 a.m. - 4:00 p.m.

May 4th

Plein Air Work Shop By:

Artist Craig Reynolds (limited spaces available)

9 am - 4 pm (Gautier Senior Center)

Nature Photography Work Shop By:

Robert Smith WILDLIFE MISSISSIPPI

8 am - 4 pm (Indian Point Resort)



Plein Air Art Competitio

Capture the beauty of the City of Gautier

For offici rules and guidelines, visit: www.gautier-ms.gov or
Facebook: City of Gautier Recreation & Community Events or The City of Gautier



GAUTIER MUNICIPAL COURT

2018 AMNESTY PROGRAM

April 01, 2018 thru April 30, 2018

**UPON RECEIPT OF PAYMENT IN FULL
CASH OR MONEY ORDER ONLY**

CONTEMPT WARRANTS CLEARED

FAILURE TO COMPLY WARRANTS CLEARED

PAYMENTS ACCEPTED:

Monday – Friday 7:00 – 6:00

Saturdays 9:00 – 1:00

For more information call 228-497-8036

Councilwoman Martin made the motion to approve the application submitted by Jacob Priddy & Amanda Priddy on February 13, 2018 for a Conditional Use-Major Permit, as presented. Councilman George seconded the motion.

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

ORDER NUMBER 073-2018

**CITY OF GAUTIER
CONDITIONAL USE-MAJOR PERMIT
GPC CASE NO. 18-03-CU
5403 CARTER ROAD – MOBILE HOME PLACEMENT
REGARDING PARCEL ID NO: 85298072.050**

WHEREAS, an application for a Conditional Use-Major Permit to place a mobile home in an AG District was submitted by Jacob Priddy & Amanda Priddy; and

WHEREAS, the parcel subject to this Permit is located at 5403 Carter Road in Gautier, Mississippi; and

WHEREAS, after due public notice, Planning Commission, at its April 5, 2018 meeting, held a public hearing on this matter; and

WHEREAS, the Planning Commission considered testimony and exhibits presented by the applicant, the report of the City Staff and all relevant evidence, and recommended approval of such a permit; and

WHEREAS, the City Council has considered testimony and exhibits presented by the applicant, the report of the City Staff, and all relevant evidence, in addition to the favorable recommendation from Planning Commission; and

WHEREAS, the City Council hereby finds that the proposed Conditional Use-Major Permit is consistent with the goals, objectives and policies of the City's Comprehensive Plan; and

WHEREAS, the City Council hereby finds that the proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use; and

WHEREAS, the City Council hereby finds that all relevant criteria in the Unified Development Ordinance have been met to approve a Conditional Use-Major Permit; and

WHEREAS, the City Council hereby finds that the proposed use, classified as a Mobile Home/Manufactured Home, is permitted as a Conditional Use-Major in the AG Zoning District.

IT IS THEREFORE ORDERED that the City Council accepts the recommendation of the Planning Commission and approves the application submitted by Jacob Priddy & Amanda Priddy on February 13, 2018 for a Conditional Use-Major Permit.

IT IS FURTHER ORDERED that no specific conditions are required for the permit to be issued.

IT IS FURTHER ORDERED that the City Clerk shall have this permit recorded in the public records of Jackson County, at the expense of the applicant, and provide the applicant a copy of the permit with the recording information affixed.

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 George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

CITY OF GAUTIER MEMORANDUM

To: Paula Yancey, City Manager

From: Scott Ankerson, Planning Director

Date: April 17, 2018

Subject: Consideration of a Conditional Use-Major Permit for 5403 Carter Road for the Placement of a Mobile Home by Jacob Priddy and Amanda Priddy (GPC Case No. 18-03-CU)

REQUEST:

The Planning Department has received a request from Jacob Priddy & Amanda Priddy for a Conditional Use-Major Permit that would allow placement of a mobile home in an AG, Agricultural Zoning District at 5403 Carter Road, PID #85298072.050. The application fee of \$250 was paid on February 13, 2018. All public notice requirements have been met.

DISCUSSION:

Staff has attached a Staff Report with detailed project analysis. The Planning Commission held a public hearing on April 5, 2018 to consider the request and found that the proposed mobile home placement will be compatible and harmonious with the surrounding agricultural district. The GPC recommends the approval of the Conditional Use-Major Permit with no specific conditions.

RECOMMENDATION:

The Gautier Planning Commission and Staff recommend approval of the proposed Conditional Use-Major Permit with no specific proposed conditions.

The City Council may:

1. Approve the Conditional Use-Major Permit with no specific conditions; or
2. Approve the Conditional Use-Major Permit with changes; or
3. Deny the Conditional Use-Major Permit.

ATTACHMENTS:

1. Draft Conditional Use-Major Permit
2. GPC Minute Excerpt
3. GPC Staff Report with Back Up

**CITY OF GAUTIER
CONDITIONAL USE-MAJOR PERMIT
GPC CASE NO. 18-03-CU**

5403 CARTER ROAD – MOBILE HOME PLACEMENT

REGARDING PARCEL ID NO: 85298072.050

The City of Gautier City Council, at its regular meeting held on April 17, 2018, considered the application for a Conditional Use-Major Permit for a Mobile Home as submitted by Jacob Priddy & Amanda Priddy. The parcel subject to this Permit is located at 5403 Carter Road in Gautier, Mississippi. After due public notice, the City Council, having considered the favorable recommendation by the Planning Commission, application, testimony and exhibits presented by the applicant, the report of the City Staff and all other relevant testimony, exhibits and other evidence, pursuant to applicable provisions of the City's Unified Development Ordinance, hereby approves the Conditional Use-Major Permit as follows:

1. This proposed Conditional Use-Major is consistent with the goals, objectives and policies of the City's Comprehensive Plan.
2. This proposed Conditional Use-Major is consistent with the character of the immediate vicinity of the proposed use.
3. The proposed use, classified as a Mobile Home/Manufactured Home, is permitted as a Conditional Use-Major in the AG Zoning District.
4. Therefore, the City Council accepts the recommendation of the Planning Commission and approves the application submitted on February 13, 2018 for a Conditional Use-Major Permit.
5. No specific Conditions were required.
6. The City Clerk shall have this permit recorded in the public records of Jackson County, at the expense of the applicant, and provide the applicant a copy of the permit with the recording information affixed.
7. The Gautier Planning Commission recommended approval of this Conditional Use-Major Permit on April 5, 2018.
8. The City Council adopted this Conditional Use-Major Permit on a recorded vote of _____ ayes to _____ nays to approve the application of Jacob Priddy & Amanda Priddy, located at 5403 Carter Road, in Gautier, Mississippi, and identified as Jackson County Parcel No. 85298072.050.

April 17, 2018
Date of Issuance

Attest:

Phil Torjusen, Mayor
City of Gautier, Mississippi
3330 Highway 90
Gautier, MS 39553

Cindy Russell
City Clerk

Excerpt from April 5, 2018 Gautier Planning Commission Meeting:

Jacob & Amanda Priddy request for a Conditional Use-Major Permit for the placement of a mobile home at 5403 Carter Road PID#85298072.050 in an AG, Agricultural Zoning District (GPC Case #18-03-CU)

Scott Ankerson, Planning Director/Building Official, gave a brief overview of the case.

REQUEST:

The Planning Department has received a request from Jacob A. Priddy & Amanda Priddy for a Conditional Use-Major Permit that would allow placement of a mobile home in an AG, Agricultural Zoning District, on 5403 Carter Road, PID #8528072.050. The application fee of \$250 was paid on February 13, 2018. All public notice requirements have been met.

BACKGROUND:

The request property is zoned AG, Agricultural.

1. Location: 5403 Carter Road (See Exhibit A)
Principal Arterial: Highway 57
2. General features of the proposed project:
Total Building Area: 1232 square feet
Site Size: 5.00 Acres
3. Potable Water and Wastewater Services: Available from City
4. Current Zoning (See Exhibit B): AG, Agricultural
5. Current Surrounding Zoning (See Exhibit B): AG, Agricultural (and Sandhill Crane Refuge Area)
6. Current Surrounding Existing Land Use (See Exhibit C): Very Low to Low Density Residential, Mobile Home, and Vacant.
7. Comprehensive Plan Future Land Use Designation (See Exhibit D): Low Density Residential.

DISCUSSION:

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

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

Applicant: Yes, it is a possible Conditional Use in the particular Zoning district in the city of Gautier.

Staff Finding: Yes, Mobile/Manufactured Home is listed as a Conditional Use-Major in an AG zoning district.

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

Applicant Response: Home site is in residential area near the end of a dead end road. It currently has a driveway, but no structure.

Staff Finding: The proposed use is residential which will be compatible with the properties in the vicinity.

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

Applicant Response: No, there are currently 6 mobile homes in this neighborhood. I have five acres off of Carter Road with my brother being my closest neighbor at the end of Carter Road. (Who also has a mobile home)

Staff Finding: There is no evidence to indicate the proposed use will negatively affect the property values, or cause a detriment to the surrounding properties. There are currently several mobile homes adjacent/near the proposed location.

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

Applicant Response: No, my property is on a residential road. This property will be used as our place of residence.

Staff Finding: There is no evidence that the proposed residential use will have any adverse effect on vehicular or pedestrian traffic.

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

Applicant Response: Yes, There are currently residents other than myself residing on Carter Road and receiving all the services available by Gautier.

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

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

Applicant: No, the surrounding property has existing mobile homes so it will fit the harmony.

Staff Response: No, the Comprehensive plan proposes single-family homes in this area, but the lot size would adequately support a single-family dwelling at a future date.

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

Applicant Response: No, this property will be used as our place of residency.

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

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

Applicant Response: Yes, it does conform with the conditional use, which makes it applicable to have a mobile home in the City of Gautier.

Staff Finding: The proposed use will conform to district regulations.

DETERMINATION OF APPLICABLE LAW:

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

The UDO further defines Conditional Uses-Major as uses that are not allowed by right but require a recommendation by the Planning Commission and the approval of the City Council. Additionally, if the conditional use is transferred to a new owner, the new owner must submit a letter to the Economic Development Director agreeing to the current terms and conditions.....

2. Conditional Uses-Major requires a public hearing before the Planning Commission and approval by the City Council (Section 4.14 of the UDO).

RECOMMENDATION AND CONCLUSION:

Staff finds that the proposed use will be compatible and harmonious with the Agricultural District and recommends approval with no specific proposed conditions.

The Planning Commission may:

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

ACTION TAKEN:

Commissioner Gainer made the motion to recommend City Council approve the Conditional Use-Major with no Conditions. **Commissioner Scruggs** seconded the motion and the following vote was recorded:

AYES: **Jimmy Green**
 Paul Gainer
 Christopher Scruggs
 James Lee

NAYS: **None**

ABSENT: **Larry Dailey**
 Kay C. Jamison
 John Hunter

Motion passed.

Gautier Planning Commission

Regular Meeting Agenda

April 5, 2018

GPC #18-03-CU

5403Carter Road

Mobile Home Placement

VII. NEW BUSINESS

1. JACOB & AMANDA PRIDDY REQUEST A CONDITIONAL USE-MAJOR PERMIT FOR THE PLACEMENT OF A MOBILE HOME AT 5403 CARTER ROAD PID# 85298072.050 IN AN AG, AGRICULTURAL ZONING DISTRICT (GPC CASE #18-03-CU)

GAUTIER PUBLIC HEARING PROCESS (PLANNING COMMISSION)

Planning Commission Chairman to follow procedure below. All questions/comments to be directed to the Council and not to applicant, staff, or other attendees of the meeting.

1. Chairman announces the case.
2. Chairman makes statement, "This is a Public Hearing and all statements to be made need to be true and accurate for the record."
3. Staff gives brief overview of case.
4. Applicant presents their case.
5. Anyone to speak in support of the Request? Please state your name and address for the record.
6. Anyone to speak in opposition of the Request? Please state your name and address for the record.
7. Any final comments from the applicant?
8. Questions from Commission?
9. Chairman closes public hearing – "This closes the Public Hearing portion of this case" bang of gavel
10. Motion/Deliberation/Vote

CITY OF GAUTIER STAFF REPORT

To: Chairman and Members, Planning Commission

From: Scott Ankerson, Director of Planning

Date: April 5, 2018

Subject: Conditional Use-Major Permit for Placement of a Mobile Home on
PID#85298072.050 5403 Carter Road (GPC Case No. 18-03-CU)

REQUEST:

The Planning Department has received a request from Jacob A. Priddy & Amanda Priddy for a Conditional Use-Major Permit that would allow placement of a mobile home in an AG, Agricultural Zoning District, on 5403 Carter Road, PID #85298072.050. The application fee of \$250 was paid on February 13, 2018. All public notice requirements have been met.

BACKGROUND:

The request property is zoned AG, Agricultural.

1. Location: 5403 Carter Road (See Exhibit A)
Principal Arterial: Highway 57
2. General features of the proposed project:
Total Building Area: 1232square feet
Site Size: 5.00 Acres
3. Potable Water and Wastewater Services: Available from City
4. Current Zoning (See Exhibit B): AG, Agricultural.
5. Current Surrounding Zoning (See Exhibit B): AG, Agricultural (and Sandhill Crane Refuge Area)
6. Current Surrounding Existing Land Use (See Exhibit C): Very Low to Low Density Residential, Mobile Home, and Vacant.
7. Comprehensive Plan Future Land Use Designation (See Exhibit D): Low Density Residential

DISCUSSION:

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

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

Applicant: Yes, it is a possible Conditional Use in the particular Zoning district in the city of Gautier.

Staff Finding: Yes, Mobile/Manufactured Home is listed as a Conditional Use-Major in an AG zoning district.

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

Applicant Response: Home site is in residential area near the end of a dead end road. It currently has a driveway, but no structure.

Staff Finding: The proposed use is residential which will be compatible with the properties in the vicinity.

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

Applicant Response: No, there are currently 6 mobile homes in this neighborhood. I have five acres off of Carter Road with my brother being my closest neighbor at the end of Carter Road. (Who also has a mobile home)

Staff Finding: There is no evidence to indicate the proposed use will negatively affect the property values, or cause a detriment to the surrounding properties. There are currently several mobile homes adjacent/near the proposed location.

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

Applicant Response: No, my property is on a residential road. This property will be used as our place of residence.

Staff Finding: There is no evidence that the proposed residential use will have any adverse effect on vehicular or pedestrian traffic.

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

Applicant Response: Yes, There are currently residents other than myself residing on Carter Road and receiving all the services available by Gautier.

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

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

Applicant: No, the surrounding property has existing mobile homes so it will fit the harmony.

Staff Response: No, the Comprehensive plan proposes single-family homes in this area, but the lot size would adequately support a single-family dwelling at a future date.

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

Applicant Response: No, this property will be used as our place of residency.

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

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

Applicant Response: Yes, it does conform with the conditional use, which makes it applicable to have a mobile home in the City of Gautier.

Staff Finding: The proposed use will conform to district regulations.

DETERMINATION OF APPLICABLE LAW:

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

The UDO further defines Conditional Uses-Major as uses that are not allowed by right but require a recommendation by the Planning Commission and the approval of the City Council. Additionally, if the conditional use is transferred to a new owner, the new owner must submit a letter to the Economic Development Director agreeing to the current terms and conditions.....

2. Conditional Uses-Major requires a public hearing before the Planning Commission and approval by the City Council (Section 4.14 of the UDO).

RECOMMENDATION & CONCLUSION:

Staff finds that the proposed use will be compatible and harmonious with the Agricultural District and recommends approval with no specific proposed conditions.

The Planning Commission may:

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

ATTACHMENTS:

1. Applicant's Exhibit 1 – Application
2. City's Exhibit A – Location Map
3. City's Exhibit B – Existing Zoning Map
4. City's Exhibit C – Existing Land Use Map
5. City's Exhibit D – Future Land Use Map

GAUTIER, MISSISSIPPI
ECONOMIC DEVELOPMENT/PLANNING DEPARTMENT
CONDITIONAL USE APPLICATION

Public Hearing Number

18-03-CU

TO BE HEARD BY GAUTIER PLANNING COMMISSION:		FEE:
Conditional Use - Major	<u>X</u>	\$250.00
TO BE HEARD BY ECONOMIC DEVELOPMENT/PLANNING DIRECTOR:		FEE:
Conditional Use - Minor		\$250.00

Name of Applicant: Jacob Priddy & Amanda Priddy Amanda
Name of Business: _____ Phone: 228-365-5814
228-365-4568 JNCCO
Property Address: _____ Mailing Address (if Different): _____
E-Mail Address: Priddy.jacob@yahoo.com
Proposed Use Requiring Conditional Use: _____ (Refer to Article V, UDO)

Proposed Location is: ☒ New Build ☐ Existing (with no modifications) ☐ Existing (with proposed modifications)

ATTACHMENTS REQUIRED AS APPLICABLE:

- ✓ 1. Answers to the Criteria for Approval (see attached).
- ✓ 2. Project Narrative (see attached).
- ✓ 4. Diagram of intended use (see attached).
- N/A 4. Copy of protective covenants or deed restrictions, if any.
- N/A 5. Copies of approvals, or requests for approval, from other agencies, such as, but not limited to, the Mississippi State Department of Health, U.S. Army Corp of Engineers, Mississippi Department of Environmental Quality and Department of Marine Resources.
- N/A 6. Any other information requested by the Economic Development/Planning Director and/or members of the Technical Review Committee.
- N/A 7. Owner's Consent form, if anyone other than 100% sole owner makes application (see attached).

Signature of Applicant(s): Jacob Priddy Amanda Priddy Date of Application: 2/13/14

FOR OFFICE USE ONLY	
Date Received <u>2/13/14</u>	Verify as Complete <u>(RM)</u>
Fee Amount Received <u>250.00</u>	Initials of Employee Receiving Application <u>RM</u>

Major Conditional Use Criteria for Approval

1. Yes. It is a possible Conditional Use in the particular Zoning District In the city of Gautier.
2. Home site is in the residential area on Carter road it has a driveway but currently no water or sewer hook ups.
3. No, there is currently six mobile homes in this neighborhood. I have five acres off of carter road with my brother being my closes neighbor. (Who also has a mobile home.)
4. No, my property is on a residential road. This property will be used as our place of residence.
5. Yes, there are currently residents other than myself residing on Carter road and receiving all the services available by Gautier.
6. No, the surrounding property has existing mobile homes so it will fit the harmony.
7. No, this place will be used as our place of residency.
8. Yes, it does conform with the Conditional use, which makes it applicable to have a mobile home in the city of Gautier.

CONDITIONAL USE CRITERIA FOR APPROVAL - Complete either the Major Conditional Use section or Minor Conditional Use Section below. If more room is needed, answers can be provided on a separate sheet of paper.

MAJOR CONDITIONAL USE CRITERIA FOR APPROVAL

1. Is the proposed use listed in the list of possible Conditional Uses in the particular Zoning District?
2. Please describe how the project is compatible with the character of development in the vicinity relative to (a) density, bulk and intensity of structures, (b) parking, and (c) other uses. Please attach parking plan, site plan, architectural rendering or other plans.
3. Will your project negatively affect neighboring property values or pose a real or perceived threat to citizens? Explain.
4. Will your project adversely affect vehicular or pedestrian traffic in the vicinity? Explain.
5. Can the proposed use be accommodated by existing or proposed public services and facilities including, but not limited to, water, sanitary sewer, streets, drainage, police and fire protection, and schools?
6. Is the proposed use in harmony with the Comprehensive Plan? Explain how.
7. Does the proposed use pose a hazardous, detrimental, or disturbing affect, either real or perceived, to present surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, electrical interference, or other nuisances? Explain.
8. Does the use conform to all district regulations for the applicable district in which it is located, or have other provisions been provided for? Explain.

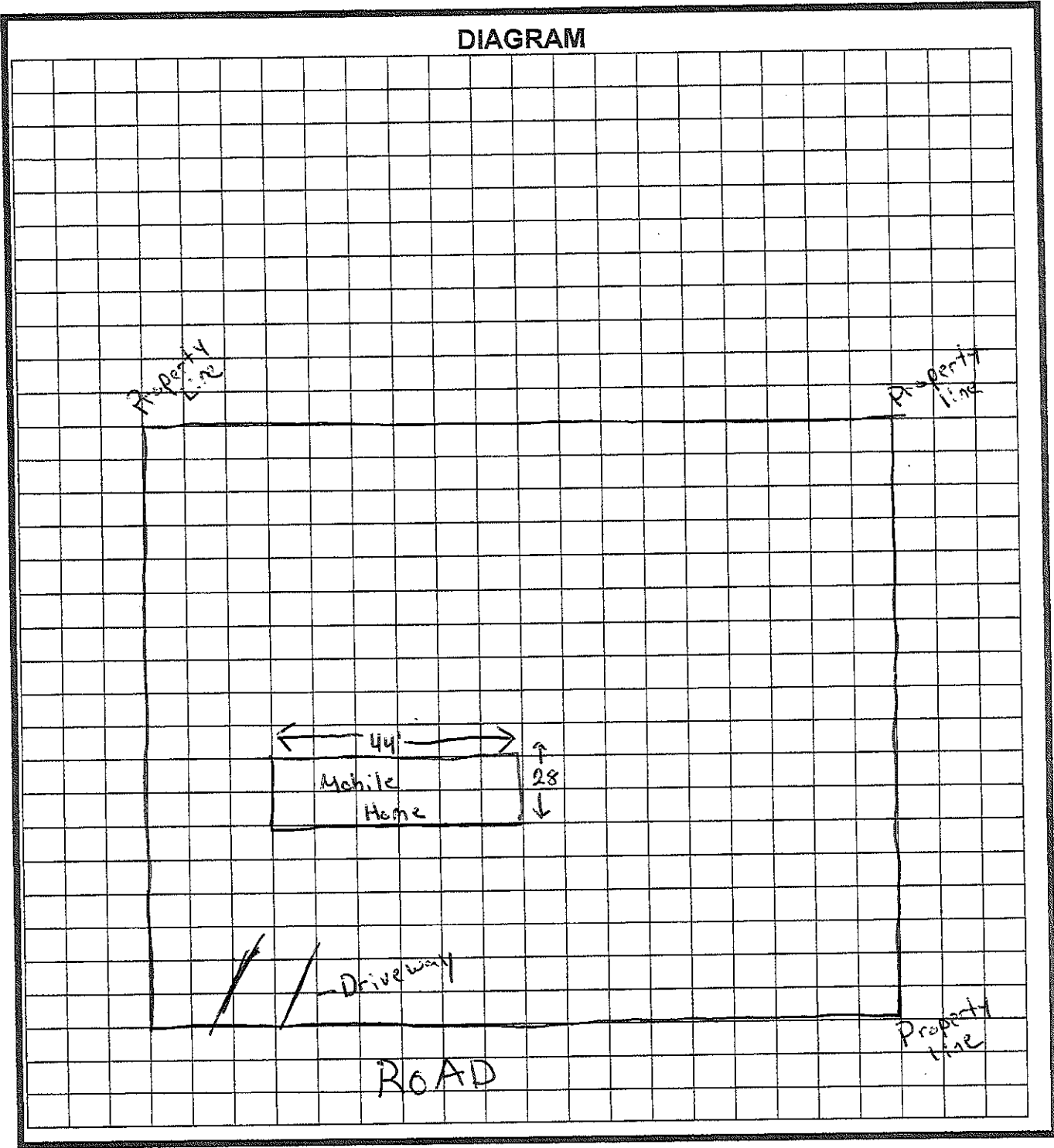
MINOR CONDITIONAL USE CRITERIA FOR APPROVAL

1. Is the proposed use substantially compatible with other uses in the area, including factors relating to the nature of its location, operation, building design, site design, traffic characteristics, and environmental impacts? Explain.
2. Will the proposed use be materially detrimental to the health, safety, and general welfare of the public or otherwise injurious to the environment or to the property or improvements within the area? Explain.
3. Is the proposed use consistent with the Comprehensive Plan? Explain how.
4. Is the proposed use in conformance with specific site location, development, and operation standards as required by this Ordinance? Explain.

Narrative

(We) Jacob and Amanda Priddy own five acres of land on Carter Road, which is residential, in the city of Gautier. Under Conditional Use, it is possible to put a mobile home in this location. We are planning on putting a double wide with the dimension of twenty-eight width by forty-four length, on the front part of our five acres. The property will have a driveway as seen in the illustration of the property. There are currently six mobile homes that surround the property, which will fit the harmony of this area.

CONDITIONAL USE DIAGRAM – Provide a diagram of the project site. In cases where certain requirements such as parking are triggered by aspects of the interior of the building, the interior building layout will need to be provided also. Include location and dimensions of property lines, buildings, parking spaces, outdoor storage areas, outdoor seating areas, signage, landscape areas, driveways, loading/unloading areas, limits of paving, exterior elevations (if changes are proposed), entrance/exit locations. Include the whole site. Use the space below or provide separate drawings. Staff will provide guidance as needed on additional information needed on the diagram.





201518703 2 PGS

2
OFFICIAL RECORDS JACKSON COUNTY
Terry Miller
CHANCERY CLERK
RECORDING FEE: \$12.00
#201518703 BK:1801 PG:592-593
12/11/2015 09:52:44 AM 2 PGS
DLONNEMAN,DC Ropt#16139

PARCEL # 85298072.050

Prepared by and return to:
E. Foley Ranson, P.A.
P.O. Box 848
Ocean Springs, MS 39566
228-875-8770
File No: 15-R3399

Indexing Instructions: W ½ of NE 1/4 of SE 1/4 of SE 1/4 of Section 17-7-7 aka Lot 56,
Fountainebleu Acres Subdivision

Grantor:
Ann Renee & Douglas Allen Priddy
5400 Campbell Road
Ocean Springs, MS 39564
Telephone: 228-365-4216

Grantee:
Jacob A. And Amanda Priddy
5400 Campbell Road
Ocean Springs, MS 39564
Telephone: 228-382-4272

STATE OF MISSISSIPPI
COUNTY OF JACKSON

WARRANTY DEED

For and in consideration of the sum of Ten Dollars, cash in hand paid, and other good and valuable consideration, the receipt of which is hereby acknowledged, We, ANN RENEE PRIDDY and DOUGLAS ALLEN PRIDDY, do hereby sell, convey and warrant unto JACOB A. PRIDDY and AMANDA PRIDDY, as joint tenants with right of survivorship and not as tenants in common,, the following described property, situated in the County of Jackson, State of Mississippi, as follows, to-wit:

The West ½ of the Northeast 1/4 of the Southeast 1/4 of the Southeast 1/4 of Section 17, Township 7 South, Range 7 West, Jackson County, Mississippi and same parcel is sometimes referred to Lot 56, Fountainebleu Acres Subdivision, according to an unrecorded plat.

**Exhibit A
Location Map**

City Of Gautier
Planning Department



Prepared by the
City of Gautier
Planning Department



Exhibit B Existing Zoning Map

City Of Gautier
Planning Department



Prepared by the
City of Gautier
Planning Department

Legend

<all other values>

ZONECODE

- AG
- C-1
- C-2
- C-3
- I-2
- MURC-1
- MURC-2
- MURC-MW
- PL
- PUD
- R-1
- R-2
- R-3
- RE
- TC

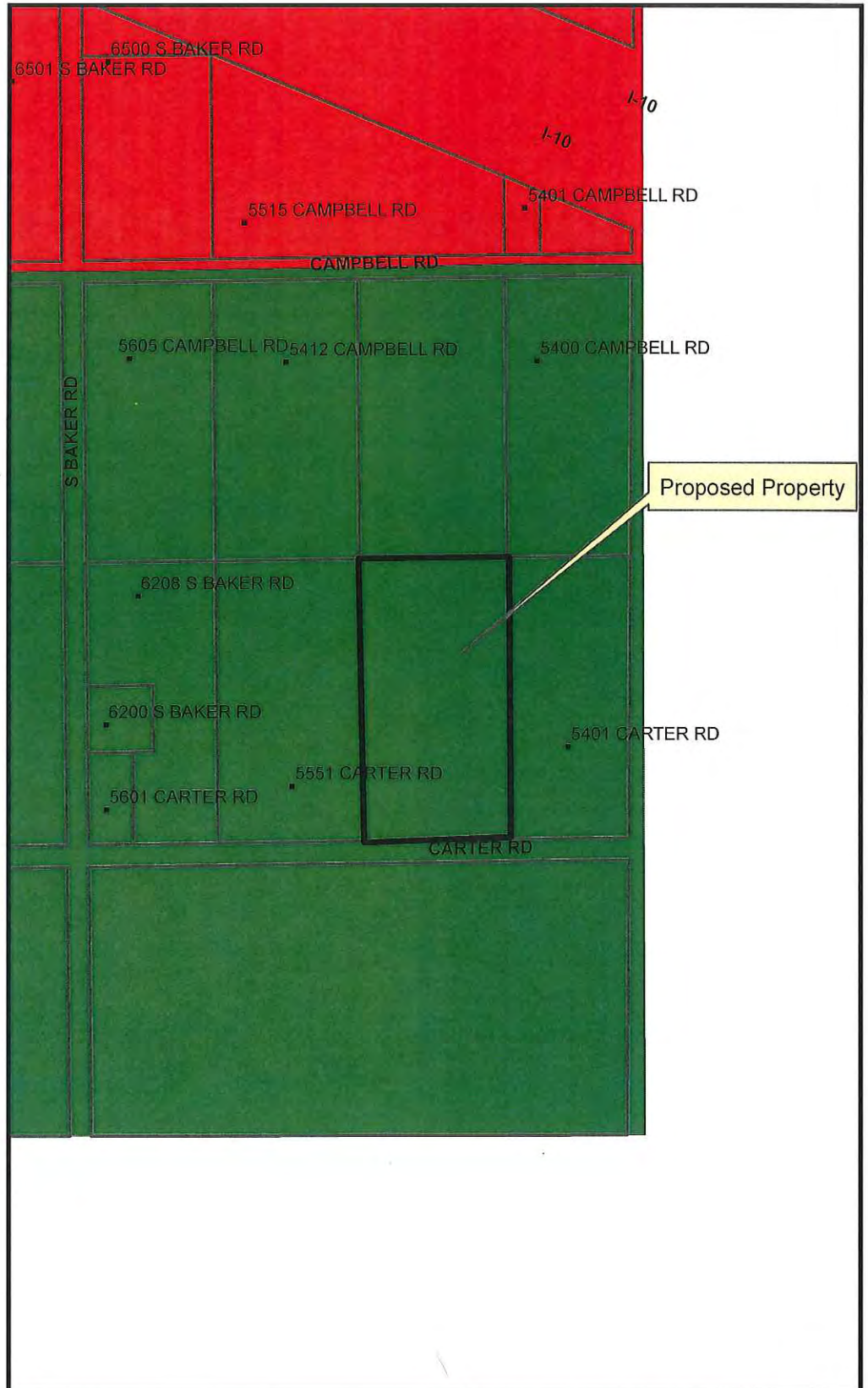


Exhibit C Existing Land Use Map

City Of Gautier
Planning Department



Prepared by the
City of Gautier
Planning Department

Legend

- Gautier_Parcels_Trimmed_0617
- City_Limits
- CorOverlay

EXISTING LAND USE

- Commercial-Retail
- Conservation
- Civic
- Industrial
- Marina/Fish Camps
- High Density Residential
- Mobile Home
- Mobile Home Park
- Medium Density Residential
- Office
- Recreation
- Very Low to Low Density Residential
- Utility
- Vacant

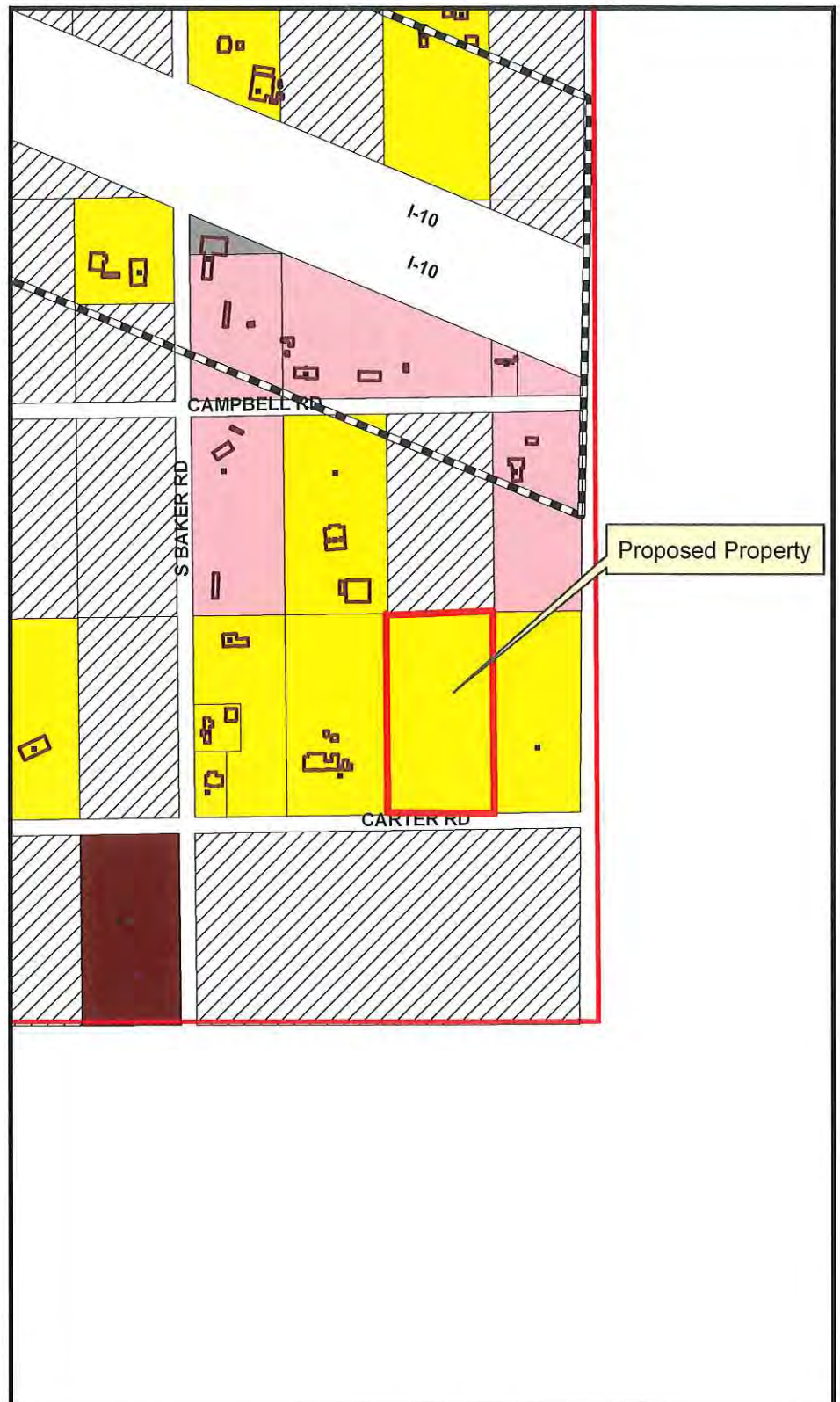
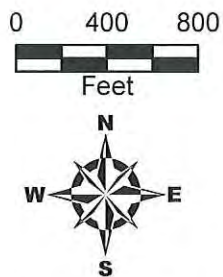


Exhibit D Future Land Use Map

City Of Gautier
Planning Department



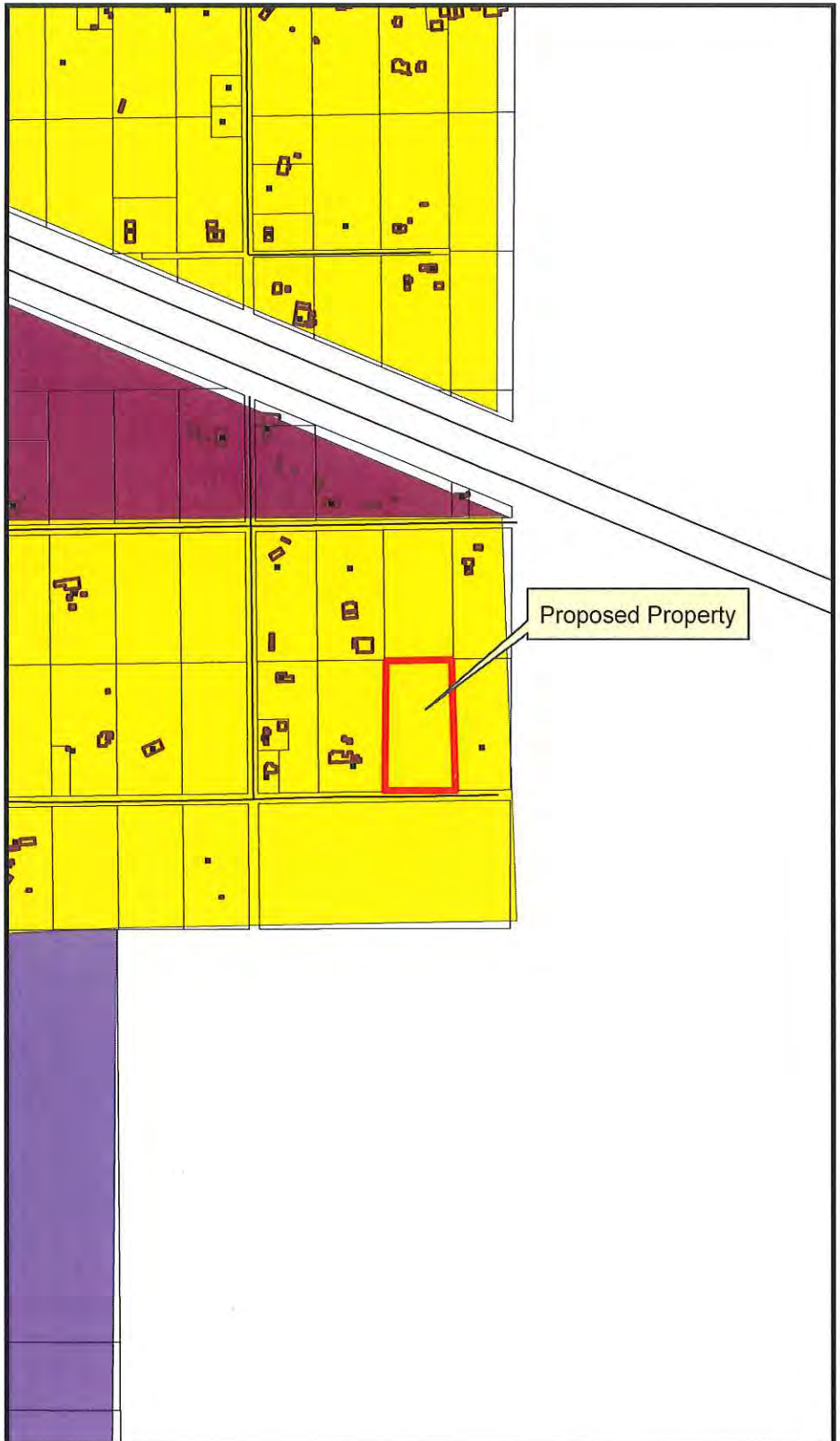
Prepared by the
City of Gautier
Planning Department

Legend

FUTURE LAND USE

FLU_Class

- Civic
- high impact commercial
- Conservation
- High Density Residential
- Industrial
- Low Density Residential
- Medium Density Residential
- Mobile Home Residential
- low impact Commercial
- Recreational
- recreational commercial
- Regional Scale Commercial
- mixed use residential
- Town Center
- Very Low Density Residential



Councilwoman Martin made the motion to approve the Docket of Claims, as presented, provided that all entries thereon are true, correct, properly entered and not fraudulent. Councilman George seconded the motion.

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

ORDER NUMBER 074-2018

WHEREAS, Miss. Code Ann. 21-39-9 requires governing authority to review all unpaid claims and determine if there is an obligation. An obligation exists if the related materials and supplies were properly contracted for and received by the municipality; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that 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 George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SOUTHERN PEST CONTROL INC Account Number 001-092-698	181554	04/17/2018	04/03/2018	Description CITY FACILITIES	Invoice # 328323	Date 03/28/2018	P.O. Amount 403.30 403.30
001	SECURE NETWORKS LLC Account Number 001-092-698 001-092-698	181555	04/17/2018	04/03/2018	Description MAY 2018 NETWORK SERVICES SYNCRONIZED EMAIL	Invoice # 3374 3374	Date 03/14/2018 03/14/2018	P.O. Amount 2,430.00 2,280.00 150.00
001	PASCAGOULA UTILITIES Account Number 001-161-630 001-161-630	181556	04/17/2018	04/03/2018	Description CENTRAL FIRE STN SOUTH FIRE STN	Invoice # 45919 46102	Date 03/27/2018 03/27/2018	P.O. Amount 29.49 13.87 15.62
001	STEINER SAW & MOWER Account Number 001-170-639 001-170-639	181558	04/17/2018	04/03/2018	Description FILTER (3), CARB KIT (4), HANDLE TIRE (2): SCAG	Invoice # 564064 962005	Date 03/12/2018 03/26/2018	P.O. Amount 230.00 80.00 150.00
001	BELL AUTO PARTS INC Account Number 001-100-570 001-170-639 001-170-639 001-100-570 001-170-639	181560	04/17/2018	04/03/2018	Description SPARK PLUG (8), FNT ROTOR (2) AIR FILTER (2), HYD FILTER FILTER, DIPSTICK, GASKET, BELT FNT ROTOR (2) CARB, GLUE, PIN W/HANDLE (2)	Invoice # 42462 42460 42461 42463 42495	Date 03/06/2018 03/07/2018 03/09/2018 03/09/2018 03/23/2018	P.O. Amount 447.78 102.00 91.33 84.93 78.00 91.52
001	O'REILLY AUTO PARTS Account Number 001-100-570 001-170-639 001-100-570 001-205-639 001-100-570	181562	04/17/2018	04/17/2018	Description TENSIONER: U #14406 BATT CABLE: JOHN DEERE BAL PULLER AIR STATION HOSE WINDOW REG: U #13497	Invoice # 1978487109 1978487777 1978488803 1978488828 1978490072	Date 03/02/2018 03/07/2018 03/16/2018 03/16/2018 03/27/2018	P.O. Amount 155.29 33.31 6.49 28.99 17.75 68.75
001	MALLETTE BROTHERS CONSTRUCTION INC Account Number 001-170-634 001-201-576 001-201-576	181571	04/17/2018	04/04/2018	Description 55.96 SACTUN A-BASE TN 9.87 SACTUN A-BASE TN 18.83 RIP RAP TN	Invoice # 19642 19642 19642	Date 03/31/2018 03/31/2018 03/31/2018	P.O. Amount 3,010.55 1,678.80 296.10 1,035.65
001	DELTA SANITATION OF MS LLC Account Number 001-170-698	181573	04/17/2018	04/04/2018	Description FRAZIER PORT O LET	Invoice # 0000910570	Date 03/31/2018	P.O. Amount 35.00 35.00
001	CUSTOM PRODUCTS CORPORATION Account Number 001-201-565 001-201-565	181575	04/17/2018	04/05/2018	Description OAK STREET SIGN (2) SHIPPING	Invoice # 302385 302385	Date 04/02/2018 04/02/2018	P.O. Amount 33.04 25.00 8.04

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUTO TRUCK AND TRAILER PARTS INC	181578	04/17/2018	04/05/2018			1,133.65	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-161-638	DEF (6): E5	267150	03/07/2018			72.78	
	001-170-639	FILTER: JOHN DEERE	267183	03/08/2018			10.05	
	001-100-639	SCREW (2), SEAL (2), O-RING (2)	267260	03/13/2018			138.26	
	001-100-639	O-RING (2), SCREW (2), SEAL (2)	267272	03/13/2018			138.26	
	001-161-559	OIL DRY (50)	267274	03/13/2018			312.50	
	001-100-570	OIL FILTER (24)	267279	03/14/2018			46.80	
	001-100-570	HEADLIGHT (2): U #9	267322	03/15/2018			170.00	
	001-100-570	WIRE TIE (2)	267535	03/21/2018			25.00	
	001-161-639	BATTERY: CENTRAL GENERATOR	267628	03/26/2018			90.00	
	001-100-570	BATTERY: U #62	267632	03/27/2018			130.00	
001	SYSCON INC	181579	04/17/2018	04/05/2018			1,475.00	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-010-698	APR 2018 COURT SUPPORT	1-43912	04/03/2018			1,475.00	
001	LOWES HOME CENTERS INC	181582	04/17/2018	04/05/2018			1,477.16	
	Account Number	Description	Invoice #	Date	P.O.		Amount	
	001-170-634	4" WYE, INTERNAL COUPLER	915366	02/27/2018			10.42	
	001-021-559	BIND POST SCREW (33)	910133	02/27/2018			25.08	
	001-100-635	INSTALL WATER LINE: PD BOAT	903467	03/05/2018			94.86	
	001-205-560	DOORKNOB, KEY BLANK (2)	903466	03/05/2018			14.18	
	001-092-635	WALL OUTLET, METAL BOX, COVER	902282	03/05/2018			21.80	
	001-170-559	SAFETY MASK	909527	03/05/2018			18.98	
	001-205-559	TUBE CUTTER	902387	03/06/2018			18.99	
	001-170-635	TOILET SEAT: FRAZIER PARK	902484	03/07/2018			45.56	
	001-100-635	FLOOD LIGHT	902656	03/08/2018			30.67	
	001-161-559	GAS CANS	901133	03/08/2018			43.66	
	001-100-635	CR RTN: FLOOD LIGHT	902656	03/12/2018			-30.67	
	001-170-577	WATER HEATER ELEMENT	901582	03/12/2018			8.35	
	001-100-635	PD REPR: SOUTH SUB STN	902583	03/13/2018			345.24	
	001-170-639	2 TON POWER PULL (2)	902476	03/13/2018			74.06	
	001-100-635	FLOOD LIGHT	902698	03/14/2018			36.32	
	001-100-635	FLOOD LIGHT	902678	03/14/2018			36.32	
	001-170-559	200FT PINK FLAG TAP (6)	903575	03/15/2018			22.68	
	001-170-635	A/C SUPPLIES: FRAZIER PARK	910728	03/15/2018			49.38	
	001-100-635	PD REPR: SOUTH SUB STN	902166	03/16/2018			41.16	
	001-090-689	BOLT CUTTER: ACO	915843	03/16/2018			23.74	
	001-170-559	CLOROX (2), INSECT KILL (2)	911863	03/16/2018			47.40	
	001-100-635	PD REPR: SOUTH SUB STN	909333	03/18/2018			52.94	
	001-100-635	PD REPR: SOUTH SUB STN	903640	03/18/2018			33.55	
	001-100-559	ASRT MARK PAINT (4), MEAS WHL	912219	03/19/2018			46.83	
	001-170-639	FUSE, LOCK NUT, PVC THREAD	902565	03/19/2018			3.29	
	001-021-559	CR RTN: BIND POST SCREW	918325	03/21/2018			-15.20	
	001-170-559	50-AMP BATT CHARGER	911144	03/21/2018			84.55	
	001-205-559	29PC DRILL BIT SET	901644	03/22/2018			18.99	
	001-170-559	PLASTIC REBAR SAFETY CAP (6)	902485	03/24/2018			18.48	
	001-170-559	WATER:24PK (3) & 32PK,TR CAN	910149	03/24/2018			117.07	
	001-170-559	REBAR SFTY CAP(10),NYL HOSE(4)	903808	03/24/2018			91.60	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWES HOME CENTERS INC Account Number 001-161-799	181582	04/17/2018	04/05/2018	Invoice # 901133	Date 03/08/2018	1,477.16 Amount	(CONTINUED) 46.88
001	CABLE ONE INC Account Number 001-170-698	181586	04/17/2018	04/09/2018	Invoice # 03252018	Date 04/01/2018	84.62 Amount	84.62
001	CABLE ONE INC Account Number 001-092-698	181587	04/17/2018	04/09/2018	Invoice # 03252018	Date 04/01/2018	130.07 Amount	130.07
001	TEC Account Number 001-092-605	181589	04/17/2018	04/09/2018	Invoice # 927327	Date 04/01/2018	126.01 Amount	126.01
001	SINGING RIVER ELECTRIC COOPERATIVE Account Number 001-161-631 001-170-631 001-201-629 001-170-631	181590	04/17/2018	04/09/2018	Invoice # 03212018 03212018 03212018 03212018	Date 03/27/2018 03/27/2018 03/27/2018 03/27/2018	1,213.04 Amount	205.25 884.56 99.73 23.50
001	AT&T GLOBAL NETWORK SERVS LLC Account Number 001-100-699	181593	04/17/2018	04/09/2018	Invoice # GD72539	Date 04/01/2018	229.64 Amount	229.64
001	BOYS & GIRLS CLUBS OF JACKSON COUNTY INC Account Number 001-170-642	181594	04/17/2018	04/09/2018	Invoice # 03312018	Date 04/05/2018	833.33 Amount	833.33
001	MS DEPT OF FINANCE & ADMIN Account Number 001-000-300	181595	04/17/2018	04/09/2018	Invoice # 03312018	Date 04/06/2018	45,809.75 Amount	45,809.75
001	MS DEPT OF PUBLIC SAFETY Account Number 001-000-300	181596	04/17/2018	04/09/2018	Invoice # 03312018	Date 04/06/2018	3,057.00 Amount	3,057.00
001	MS DEPT OF PUBLIC SAFETY Account Number 001-000-300	181597	04/17/2018	04/09/2018	Invoice # 03312018	Date 04/06/2018	470.00 Amount	470.00
001	JACKSON COUNTY ADULT DETENTION CENTER Account Number 001-010-696 001-010-696	181598	04/17/2018	04/09/2018	Invoice # 03312018 03312018	Date 04/02/2018 04/02/2018	14,889.64 Amount	14,875.00 14.64
001	MAGNOLIA AD STUDIO LLC Account Number 001-021-615	181599	04/17/2018	04/09/2018	Invoice # 875	Date 04/03/2018	750.00 Amount	750.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	BORDIS & DANOS PLLC	181600	04/17/2018	04/09/2018			7,916.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-060-602	APR 2018 RETAINER		53	04/09/2018			7,916.67
001	DIRECTV LLC	181601	04/17/2018	04/09/2018			145.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-698	WEST STN: 022727663 (MAY)		04132018	04/14/2018			145.00
001	C SPIRE WIRELESS	181605	04/17/2018	04/09/2018			967.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-605	CITY MGR CELL PHONES		0030759348	03/31/2018			50.29
	001-022-605	HR CELL PHONES		0030759348	03/31/2018			50.29
	001-040-605	ADMIN CELL PHONES		0030759348	03/31/2018			134.77
	001-090-605	BLDG-PLNG CELL PHONES		0030759348	03/31/2018			201.16
	001-090-698	IPAD SERVICE (3)		0030759348	03/31/2018			102.57
	001-094-605	GRANT-PROJ CELL PHONES		0030759348	03/31/2018			100.58
	001-161-605	FIRE DEPT CELL PHONES		0030759348	03/31/2018			156.86
	001-170-605	RECREATION CELL PHONES		0030759348	03/31/2018			120.44
	001-205-605	MAINT CELL PHONES		0030759348	03/31/2018			50.29
001	AT&T INTERSTATE DED PRIVATE LINE SERV	181607	04/17/2018	04/09/2018			204.02	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	ACCUNET T1.5 DIGITAL SERV		3101933855	04/01/2018			204.02
001	AIRGAS USA LLC	181608	04/17/2018	04/09/2018			205.17	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-588	CYLINDER RENTAL		9952344586	03/31/2018			205.17
001	FUELMAN	181609	04/17/2018	04/09/2017			2,496.84	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP52954779	04/02/2018			61.72
	001-092-525	UNL FUEL		NP52954779	04/02/2018			78.49
	001-100-525	UNL FUEL		NP52954779	04/02/2018			1,911.05
	001-161-525	UNL & DSL FUEL		NP52954779	04/02/2018			341.99
	001-170-525	UNL FUEL		NP52954779	04/02/2018			57.35
	001-205-525	UNL FUEL		NP52954779	04/02/2018			46.24
001	CREDIT CARD CENTER	181610	04/17/2018	04/09/2018			3,608.82	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-045-559	OXFORD REPORT COVERS (25)		02282018	02/28/2018			62.89
	001-021-681	DC FLIGHT-INSURANCE: YANCEY		02272018	03/01/2018			783.06
	001-001-681	DC FLIGHT-INSURANCE: TORJUSEN		02272018	03/01/2018			783.06
	001-001-681	DC FLIGHT-INSURANCE: ANDERSON		02272018	03/01/2018			783.06
	001-001-509	HOTEL ROOM (3): YOUTH CONF		03042018	03/05/2018			267.00
	001-021-681	HOTEL-ICSC CONF: YANCEY		03022018	03/05/2018			497.10
	001-170-513	SUPPLIES: EASTER EGG HUNT		03082018	03/09/2018			67.20
	001-040-559	DUPLEXER UNIT: CHECK PRINTER		03132018	03/14/2018			42.98
	001-170-513	SUPPLIES: EASTER EGG HUNT		03152018	03/16/2018			11.00
	001-170-513	SUPPLIES: EASTER EGG HUNT		03152018	03/16/2018			15.76
	001-161-681	ADMIN ASST CONF: ROSSCUP		03212018	03/22/2018			199.00

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001	CREDIT CARD CENTER	181610	04/17/2018	04/09/2018			3,608.82	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-513	PRIZES: EASTER EGG HUNT	03222018	03/23/2018			29.04	
	001-170-513	SUPPLIES: ICE CREAM SOCIAL	03262018	03/27/2018			67.67	
001	CINTAS CORPORATION NO 2	181611	04/17/2018	04/09/2018			357.82	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-205-535	MAINTENANCE	240517869	03/07/2018			65.99	
	001-205-535	MAINTENANCE	240518824	03/14/2018			165.99	
	001-205-535	MAINTENANCE	240519795	03/21/2018			62.92	
	001-205-535	MAINTENANCE	240520750	03/28/2018			62.92	
001	FUELMAN	181626	04/17/2018	04/09/2018			2,703.54	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP53011483	04/09/2018			53.00	
	001-100-525	UNL FUEL	NP53011483	04/09/2018			2,030.99	
	001-161-525	UNL & DSL FUEL	NP53011483	04/09/2018			466.90	
	001-170-525	UNL FUEL	NP53011483	04/09/2018			99.77	
	001-205-525	UNL FUEL	NP53011483	04/09/2018			52.88	
001	ALABAMA MEDIA GROUP	181631	04/17/2018	04/10/2018			100.08	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-615	PUBLISH: ORDINANCE #243-2018	0008550473	03/02/2018	180546		31.56	
	001-090-615	PUBLIC NOTICE: GPC #18-03-CU	0008564587	03/18/2018	180610		16.92	
	001-040-615	PUBLISH: ORDINANCE #244-2018	0008577470	03/28/2018	180653		51.60	
001	CAN'T MISS EMBROIDERY	181632	04/17/2018	04/10/2018			94.75	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-205-559	CITY LOGO (5): STANTON, V	20405	03/27/2018	180626		34.75	
	001-205-559	SHIRT, CITY LOGO (5): FOX, P	20405	03/27/2018	180626		60.00	
001	INTERNATIONAL PERSONNEL MANAGEMENT ASSOC	181634	04/17/2018	04/10/2018			234.65	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-022-660	PO-EL102 ENTRY POLICE TEST(10)	35319N3J6V	03/23/2018	180602		142.50	
	001-022-660	ADMIN FEE	35319N3J6V	03/23/2018	180602		92.15	
001	GULF COAST BUSINESS SUPPLY CO	181636	04/17/2018	04/10/2018			877.83	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-510	CS BROWN MF TOWEL (3)	166255	03/29/2018	180661		64.71	
	001-092-510	CS/100 CAN LINER 43X47 (2)	166255	03/29/2018	180661		43.90	
	001-161-500	BX EZPEEL ADDRESS LABEL	166255	03/29/2018	180661		10.50	
	001-161-500	9" ROUND QUARTZ WALL CLOCK	166255	03/29/2018	180661		11.72	
	001-100-799	MESH HIGH BACK EXEC	165252	03/15/2018	180585		269.00	
	001-100-799	BLACK CHAIR (2): DISPATCH	165252	03/15/2018	180585		478.00	
001	LAWRENCE PRINTING COMPANY INC	181637	04/17/2018	04/10/2018			228.96	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-040-559	MINUTE BOOK PAPER 8.5X11 (2)	26499	04/05/2017	180619		220.00	
	001-040-559	SHIPPING	26499	04/05/2017	180619		8.96	

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001	PRECISION DELTA CORPORATION	181638	04/17/2018	04/10/2018			1,290.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-559	40 S&W 165GR FMJ (6)		10716	01/03/2018	180230		634.80
	001-100-559	40 S&W 165GR JHP RANGER (4)		11428	04/02/2018	180230		655.20
001	FOSTERS A/C & HEATING INC	181639	04/17/2018	04/10/2018			4,858.04	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-702	INSTALL A/C SYSTEM: UNIT #6		E1808	04/05/2018	180644		4,858.04
001	WHITEHEAD CONSTRUCTION CO INC	181640	04/17/2018	04/10/2018			658.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	5.60 TN COLD MIX ASPHALT		5911	03/28/2018	180658		658.00
001	HAYGOODS INDUSTRIAL ENGRAVERS INC	181641	04/17/2018	04/10/2018			15.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-513	5X7 PLAQUE: EARTH DAY WINNER		27099	04/02/2018	180663		15.00
001	NAFECO INC	181642	04/17/2018	04/10/2018			126.05	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-535	LGTWGT TACTICAL PANT (3)		918943	03/12/2018	180558		96.81
	001-161-535	BOSTON LEATHER BELT		921366	03/27/2018	180558		20.11
	001-161-535	SHIPPING		921366	03/27/2018	180558		9.13
001	GOODYEAR AUTO CENTER	181644	04/17/2018	04/10/2018			1,701.72	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	P235/55R17 EAG RS-A: U #14402		200015	04/04/2018	180654		541.88
	001-100-638	P225/60R18 EAG RS-A: U #12404		199566	03/16/2018	180611		579.92
	001-100-638	P225/60R18 EAG RS-A: U #12400		199668	03/20/2018	180611		579.92
001	THE SUN HERALD	181649	04/17/2018	04/10/2018			37.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-615	NOTICE: COMM DEV BLOCK GRANT		00195062	04/02/2018	180666		37.20
001	STAPLES BUSINESS ADVANTAGE DEPT ATL	181650	04/17/2018	04/10/2018			411.31	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-500	1-LB BAG RUBBER BANDS (2)		3369616010	02/23/2018	180519		3.46
	001-040-500	BROTHER TN221M CART MAGENTA		3369616010	02/23/2018	180519		54.48
	001-040-500	BROTHER TN221Y CART YELLOW		3369616010	02/23/2018	180519		55.45
	001-040-500	BROTHER TN221C CART CYAN		3369616010	02/23/2018	180519		54.48
	001-040-500	HP 05A BLACK TONER 2/PK		3369616010	02/23/2018	180519		137.45
	001-040-500	HP 952XL/952 HY BLACK/COLOR		3369616010	02/23/2018	180519		105.99
001	CUPIT SIGNS INC	181653	04/17/2018	04/10/2018			320.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-799	24" ROUND DECAL (2)		25393	03/27/2018	180596		200.00
	001-161-799	3" RED CUT VINYL DECAL (2)		25393	03/27/2018	180596		120.00

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001	OCEAN SPRINGS SAFE AND LOCK SERVICE LLC	181655	04/17/2018	04/10/2018			77.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-635	RE KEY OFFICE CID		14320	04/02/2018	180665		77.50
001	CHEMPRO SERVICES INC	181658	04/17/2018	04/10/2018			746.25	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-577	5 GAL BIFENTHRIN		181	03/30/2018	180652		221.25
	001-170-577	7.5 GAL 2, 4-D		181	03/30/2018	180652		112.50
	001-170-577	2 GAL PANORAMIC		181	03/30/2018	180652		300.00
	001-170-577	2.5 GAL PERFORMANCE WETTER		181	03/30/2018	180652		112.50
001	OCCUPATIONAL HEALTH CENTER INC	181659	04/17/2018	04/10/2018			302.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-604	PRE-ACADEMY PHY: GILLESPIE		139980	04/03/2018	180597		151.00
	001-161-604	PRE-ACADEMY PHY: GRAHAM		139980	04/03/2018	180597		151.00
001	ECONOMY BOOTS SALES & SERVICE	181660	04/17/2018	04/10/2018			4,320.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-535	DUTY BOOTS: FORTNEY, T		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: JONES, T		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: DOSSETT, T		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: LATCH, J		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: FOUNTAIN, K		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: PUZZ, G		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: SHERMAN, J		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: HERMES, T		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: LORENZO, T		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: ROS, M		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: HILL, J		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: MCLURE, M		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: FREMIN, J		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: BROWN, J		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: GUTHRIE, S		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: FINN, L		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: HANCOCK, M		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: KOZLOWSKI, B		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: MCCOY, D		048616	03/26/2018	180634		184.50
	001-161-535	DUTY BOOTS: PEARSON, J		048616	03/26/2018	180634		184.50
	001-161-535	DRESS OXFORDS: GRAHAM, A		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: PUZZ, G		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: HOLLAND, J		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: SMITH, P		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: GILLESPIE, J		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: GOFF, I		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: HANCOCK, M		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: BOURQUE, P		048616	03/26/2018	180634		70.00
	001-161-535	DRESS OXFORDS: PEARSON, J		048616	03/26/2018	180634		70.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	AUDIOWAVE INC	181661	04/17/2018	04/10/2018			1,355.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	INSTALL EQUIPMENT: U #19684		A49009	03/29/2018	180629	250.00	
	001-100-638	INSTALL EQUIPMENT: U #19685		A49009	03/29/2018	180629	250.00	
	001-100-638	SHOP SUPPLIES		A49009	03/29/2018	180629	30.00	
	001-100-638	INSTALL EQUIPMENT: U #19686		A49008	03/12/2018	180672	400.00	
	001-100-638	INSTALL EQUIPMENT: U #19687		A49008	03/12/2018	180672	400.00	
	001-100-638	SHOP SUPPLIES		A49008	03/12/2018		25.00	
001	SECURE NETWORKS LLC	181664	04/17/2018	04/12/2018			2,300.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	AVAST ANTI-VIRUS RENEWAL		3408	04/10/2018		2,300.00	
001	ACE DATA STORAGE INC	181665	04/17/2018	04/12/2018			105.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-699	MAR 2018 SHREDDING SERVICES		0058418	04/01/2018		105.00	
FUND TOTAL	1 Claims	to	Checks	53 Total	117,217.83 Manual	Held	Total	117,217.83

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
157	TEAM ONE COMMUNICATIONS INC	181633	04/17/2018	04/10/2018			538.20	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	157-100-799	ANT 762-870 MHZ 3DB STUBBY (3)		9020014591	03/29/2018	180627		129.00
	157-100-799	ACCESSORY KIT (4)		9020014591	03/29/2018	180627		244.80
	157-100-799	HANG UP CLIP (4)		9020014591	03/29/2018	180627		4.40
	157-100-799	3" MPOWER BLUE (2)		9020014591	03/29/2018	180627		160.00
FUND TOTAL 157 Claims	to	Checks	1 Total	538.20 Manual		Held	Total	538.20

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	STEINER SAW & MOWER	181559	04/17/2018	04/03/2018			55.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	CARBURETOR: TILLER		564071	03/13/2018			55.00
176	BELL AUTO PARTS INC	181561	04/17/2018	04/03/2018			786.67	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-559	ANGLE IRON (2): TRAILER		42457	03/01/2018			101.00
	176-170-559	FLAT BAR STEEL (3): BLADE		42458	03/05/2018			165.75
	176-170-639	BATTERY: JOHN DEERE		42459	03/08/2018			109.95
	176-170-639	STARTER: OLD EXMARK		42492	03/13/2018			139.20
	176-170-639	IGN SWITCH, FLAT BAR		42493	03/16/2018			65.32
	176-170-639	AXLE BOOT (2) PLOW BOLT (30)		42494	03/20/2018			102.00
	176-170-559	PLOW BOLT (30)		42497	03/22/2018			73.50
	176-170-559	HAND CLEANER		42498	03/26/2018			29.95
176	O'REILLY AUTO PARTS	181563	04/17/2018	04/17/2018			108.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	FILTER,DSL,CLAMP (10),HOSE (4)		1978488498	03/13/2018			24.35
	176-170-639	1GAL: ANFRZ(2) & OIL(2),PNTRNT		1978490257	03/28/2018			83.95
176	AUTO TRUCK AND TRAILER PARTS INC	181576	04/17/2018	04/05/2018			112.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	OIL (2): JOHN DEERE		267137	03/06/2018			33.00
	176-170-639	WELDING ROD, FITTING (2)		267238	03/12/2018			35.65
	176-170-639	SUPPLIES (15): REPR SPRAYER		267257	03/13/2018			19.25
	176-170-639	DEF (2): DUMP & BUCKET TRUCK		267551	03/22/2018			24.26
176	LOWES HOME CENTERS INC	181581	04/17/2018	04/05/2018			303.04	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-635	REPR SHEP TRAILER: SUPPLIES		902113	02/26/2018			101.12
	176-170-635	REPR SHEP TRAILER: SUPPLIES		902273	02/27/2018			6.62
	176-170-635	REPR SHEP TRAILER: SUPPLIES		909694	03/01/2018			38.37
	176-170-559	29" LOPPER		909620	03/01/2018			47.49
	176-170-559	3PK ASSTD FUNNELS		909510	03/05/2018			3.10
	176-170-559	KEY BLANK		901487	03/12/2018			1.89
	176-170-586	LED BULB (3)		910611	03/14/2018			31.44
	176-170-586	CAMPSITE REPR: LOT 3 & 11		903668	03/20/2018			45.51
	176-170-586	CAMPSITE REPR: LOT 3		902784	03/21/2018			27.50
176	SINGING RIVER ELECTRIC COOPERATIVE	181592	04/17/2018	04/09/2018			1,866.45	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-631	PARK FACILITIES 76854002		03212018	03/27/2018			1,818.21
	176-170-631	HOUSE 76854002		03212018	03/27/2018			48.24
176	C SPIRE WIRELESS	181606	04/17/2018	04/09/2018			50.29	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	CELL PHONE		0030759348	03/31/2018			50.29

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	FUELMAN	181627	04/17/2018	04/09/2018			140.69	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP53011483	04/09/2018			140.69
176	BELL AUTO PARTS INC	181635	04/17/2018	04/10/2018			298.19	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	8' REVERSABLE CUTTING EDGE		42506	03/28/2018	180660		298.19
176	STEINER SAW & MOWER	181662	04/17/2018	04/10/2018			307.95	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-559	STIHL MS250 PG13 18" CHAINSAW		564053	03/08/2018	180591		307.95
FUND TOTAL 176 Claims	to	Checks	10 Total	4,028.74	Manual	Held	Total	4,028.74

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CLEARWATER SOLUTIONS LLC	181570	04/17/2018	04/04/2018			180,357.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-672	MAR 2018 OPERATION FEE		GAUTIER064	04/01/2018			180,357.75
400	MALLETTE BROTHERS CONSTRUCTION INC	181572	04/17/2018	04/04/2018			947.47	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-585	6.67 RIP RAP TN		19642	03/31/2018			366.85
	400-651-585	9.03 SACTUN A-BASE TN		19642	03/31/2018			270.90
	400-651-585	25.81 FILL SAND CY		19642	03/31/2018			309.72
400	LOWES HOME CENTERS INC	181580	04/17/2018	04/05/2018			399.37	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-635	SUPPLIES: PW BLDG EXTERIOR		989957	03/05/2018			371.03
	400-651-582	SUPPLIES: WATER TRMT PLANT		909404	03/13/2018			27.31
	400-651-582	SUPPLIES: WATER TRMT PLANT		910791	03/15/2018			1.03
400	JACKSON COUNTY UTILITY AUTHORITY	181588	04/17/2018	04/09/2018			174,032.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-668	APR 2018 TREATMENT CHGS		137500	04/01/2018			168,061.00
	400-651-668	FY 2018 ACTUAL FLOW ADJ		137500	04/01/2018			5,971.00
400	SINGING RIVER ELECTRIC COOPERATIVE	181591	04/17/2018	04/09/2018			3,769.19	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS 17875		03212018	03/27/2018			215.85
	400-651-631	LIFT STNS 17883		03212018	03/27/2018			2,159.28
	400-651-631	LIFT STNS 17884		03212018	03/27/2018			1,394.06
400	COGENT STRATEGIES LLC	181602	04/17/2018	04/09/2018			7,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-601	PROFESSIONAL FEES		1152	04/09/2018			7,500.00
400	CITY OF GAUTIER	181603	04/17/2018	04/09/2018			105,120.73	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	MAR 2017 GARBAGE PMTS		03312018	03/31/2018			105,120.73
400	CITY OF GAUTIER	181604	04/17/2018	04/09/2018			250,000.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-900-985	BUDGETED TRX TO GEN FUND		03312018	03/31/2018			250,000.00
400	MISSION COMMUNICATIONS LLC	181629	04/17/2018	04/10/2018			12,582.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	RENEWAL: DARTMOUTH LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: JOHNSTON LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: BUCKS RD LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: GRAVELINE LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: WESTGATE LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: OST (CSX) LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: BROWN RD LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: ROBINSON STILL LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: #26 OST LS		1019668	04/05/2018			563.40

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	MISSION COMMUNICATIONS LLC	181629	04/17/2018	04/10/2018			12,582.00	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	RENEWAL: #14 LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: M BLUFF LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: STANFIELD LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: KINGFISHER LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: ENARCH LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: HASTINGS LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: FARRIGUT LAKE LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: LARK LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: SINGING PINE LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: FISH HAWK LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: HOME OF GRACE LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: WHITEWOOD LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: GREYCLIFFE LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: SPANISH OAK LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: KINGSLEA LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: MAGNOLIA BLUFF LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: COTTITA LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: BROOKSIDE LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: FAIRWAY LS		1019668	04/05/2018			563.40
	400-651-698	RENEWAL: TIMBER LANE LS		1019668	04/05/2018			347.40
	400-651-698	RENEWAL: MEADOWDALE LS		1019668	04/05/2018			347.40
400	HENZE ENTERPRISES INC	181643	04/17/2018	04/10/2018			420.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-585	15 CY TOPSOIL (2)		27267	03/29/2018	180648		420.00
400	CONSOLIDATED PIPE & SUPPLY	181645	04/17/2018	04/10/2018			299.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	#4 BARRELL LOCKS (100)		3780797000	03/28/2018	180522		299.00
400	C & M ELECTRIC MOTOR SERVICE INC	181646	04/17/2018	04/10/2018			3,163.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	3HP SUBPUMP MOTOR: LS-24		12002	03/22/2018	180647		1,498.00
	400-651-584	CAPACITOR BC509-708 (15):SPARES		12001	03/22/2018	180630		202.50
	400-651-584	CAPACITOR BC340-408 (15):SPARES		12001	03/22/2018	180630		174.00
	400-651-584	3HP SUBPUMP MOTOR: SPARE		12003	03/21/2018	180664		1,289.00
400	COAST CHLORINATOR & PUMP CO INC	181647	04/17/2018	04/10/2018			3,998.70	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-581	SER 200 REGULATOR, 100PPD (2)		67668	04/03/2018	180693		2,818.00
	400-651-581	10% DISCOUNT		67668	04/03/2018	180693		-281.80
	400-651-581	ADV AUTO SWITCHOVER MODULE		67668	04/03/2018	180693		542.00
	400-651-581	10% DISCOUNT		67668	04/03/2018	180693		-54.20
	400-651-581	EJECTOR, 100PPD HOSE THD		67668	04/03/2018			567.00
	400-651-581	10% DISCOUNT		67668	04/03/2018			-56.70
	400-651-581	SER 200 REMOTE METER, 100PPD		67668	04/03/2018			516.00
	400-651-581	10% DISCOUNT		67668	04/03/2018			-51.60

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CONTROL SYSTEMS INC	181648	04/17/2018	04/10/2018			2,143.43	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-584	DC-101-D DUPLEX CONTROLLER (5)	55369	04/02/2018	180650		1,611.30	
	400-651-584	DCTB-101 TERMINAL BOARD (5)	55369	04/02/2018	180650		508.70	
	400-651-584	FREIGHT	55369	04/02/2018	180650		23.43	
400	STAPLES BUSINESS ADVANTAGE DEPT ATL	181651	04/17/2018	04/10/2018			552.33	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-559	HP 950XL HYBLK/951 CMY 4/PK	3372580462	03/23/2018	180640		101.74	
	400-650-559	STAMP REFILL INK BLUE	3372580462	03/23/2018	180640		2.14	
	400-650-559	CS 8.5X11 COPY PAPER (6)	3372580462	03/23/2018	180640		256.32	
	400-650-559	24/PK ASSORT HIGHLIGHTER	3372580462	03/23/2018	180640		9.99	
	400-650-500	MEMORY FOAM BACK SUPPOT (3)	3372580462	03/23/2018	180640		89.85	
	400-650-500	MEMORY FOAM SEAT REST (3)	3372580462	03/23/2018	180640		89.85	
	400-650-559	RZR LETTER OPENER (2)	3372580462	03/23/2018	180640		2.44	
400	MUSCO-GULFPORT 1227	181656	04/17/2018	04/10/2018			4,750.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-651-581	VAR HOT ROD W/5FT WIRE (50)	0596360	03/26/2018	180549		4,750.00	
400	GULF COAST BUILDING PRODUCTS INC	181657	04/17/2018	04/10/2018			1,425.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	400-650-635	3' INSULATED PANEL 4X8 WHT (4)	250788	03/09/2018	180503		680.96	
	400-650-635	3' HEADER 20' WHT (3)	250788	03/09/2018	180503		39.80	
	400-650-635	3X3 .093 POST 10' WHT (3)	250788	03/09/2018	180503		159.00	
	400-650-635	2X5X.063 PATIO 24' WHT	250788	03/09/2018	180503		108.00	
	400-650-635	3' INSERT W/O EARS 2' LEG (3)	250788	03/09/2018	180503		9.75	
	400-650-635	3' OFFSET E GUTTER 24' WHT LL	250788	03/09/2018	180503		127.68	
	400-650-635	3' DRIP EDGE FASCIA 25' WHT LL	250788	03/09/2018	180503		65.00	
	400-650-635	3'X4' D/S 10' 80 WHT	250788	03/09/2018	180503		15.00	
	400-650-635	3'X4' A ELBOW 80 WHT (3)	250788	03/09/2018	180503		5.10	
	400-650-635	4' RECT OUTLET	250788	03/09/2018	180503		2.00	
	400-650-635	PIPE BAND 80 WHT (2)	250788	03/09/2018	180503		2.00	
	400-650-635	4' POWERBOND 250 WHT 50' (2)	250788	03/09/2018	180503		64.00	
	400-650-635	NOVAFLEX WHT M100 (6)	250788	03/09/2018	180503		36.00	
	400-650-635	14 X 4-7/8 SDS NEO (EA) (24)	250788	03/09/2018	180503		23.76	
	400-650-635	10X2 SMS CERAMIC WHT (100)	250788	03/09/2018	180503		15.00	
	400-650-635	10X3/4 SDS CERAM WHT (500)	250788	03/09/2018	180503		20.00	
	400-650-635	3/8' X 3-1/2' COMPLTE BOLT (6)	250788	03/09/2018	180503		12.00	
	400-650-635	1/4X1-1/4 DRIVE NAILS (100)	250788	03/09/2018	180503		16.45	
	400-650-635	5" BEAM CAP WHT (2)	250788	03/09/2018	180503		4.00	
	400-650-635	ENERGY SURCHARGE	250788	03/09/2018	180503		20.00	
FUND TOTAL 400 Claims		to	Checks	17 Total	751,460.97 Manual	Held	Total	751,460.97

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	APPLEWHITE INDUSTRIES INC Account Number 404-677-695	181557	04/17/2018	04/03/2018			132.00	
	Description FEB 2018 44 @ 3			Invoice # 3298	Date 02/28/2018	P.O.	Amount	132.00
404	DELTA SANITATION OF MS LLC Account Number 404-677-693	181574	04/17/2018	04/04/2018			80,721.12	
	Description MAR 2018 RES GARBAGE SERV			Invoice # 0000910470	Date 03/31/2018	P.O.	Amount	80,721.12
FUND TOTAL 404 Claims	to	Checks	2 Total	80,853.12	Manual		Held	Total 80,853.12

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
421	CITY ELECTRIC SUPPLY CO	181652	04/17/2018	04/10/2018			1,512.22	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	421-652-580	100A 600V 4SN SW NMA3R	PAS/049148	03/22/2017	180636		595.00	
	421-652-580	100A 600V RK5 TD FUSE (3)	PAS/049148	03/22/2017	180636		117.00	
	421-652-580	THHN-2-BLK-19STR-CU (25)	PAS/049148	03/22/2017	180636		32.73	
	421-652-580	THHN-6-BLK-19STR-CU (10)	PAS/049148	03/22/2017	180636		5.95	
	421-652-580	2" PVC SCH40 (10)	PAS/049148	03/22/2017	180636		7.36	
	421-652-580	2 TERMINAL ADAPTER (2)	PAS/049148	03/22/2017	180636		1.27	
	421-652-580	2" STEEL LOCKNUT (2)	PAS/049148	03/22/2017	180636		1.23	
	421-652-580	1-1/4" NM SE CABLE CONN	PAS/049148	03/22/2017	180636		1.75	
	421-652-580	S00W-2/4 (75)	PAS/049169	03/23/2018	180636		749.93	
421	ENGEL ELECTRIC LLC	181654	04/17/2018	04/10/2018			1,500.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	421-652-698	LABOR ADD EQUIP:PILOT TRMT PLT	S18329063	03/29/2018	180651		1,500.00	
FUND TOTAL 421 Claims	to	Checks	2 Total	3,012.22 Manual		Held	Total	3,012.22

SUMMARY OF ALL FUNDS

FUND 1 Claims	to	Checks	53 Total	117,217.83 Manual	Held	Total	117,217.83
FUND 157 Claims	to	Checks	1 Total	538.20 Manual	Held	Total	538.20
FUND 176 Claims	to	Checks	10 Total	4,028.74 Manual	Held	Total	4,028.74
FUND 400 Claims	to	Checks	17 Total	751,460.97 Manual	Held	Total	751,460.97
FUND 404 Claims	to	Checks	2 Total	80,853.12 Manual	Held	Total	80,853.12
FUND 421 Claims	to	Checks	2 Total	3,012.22 Manual	Held	Total	3,012.22
Total for all Funds		Checks	85 Total	957,111.08 Manual	Held	Total	957,111.08

Councilwoman Martin made the motion to approve Consent Agenda Items 1-7, as presented. Councilman George seconded the motion.

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

ORDER NUMBER 075-2018

WHEREAS, all items listed on the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion:

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1- 7 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 George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

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

ORDER NUMBER 076-2018

WHEREAS, Miss. Code Ann. 27-17-501 requires the governing authority of municipalities to receive a report of the privilege licenses issued during the preceding month; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Privilege License Report for March 2018 is hereby received.

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

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

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

City of Gautier

Business Registry

March 2018

<u>ACCOUNT#</u>	<u>LICENSE #</u>	<u>BUSINESS NAME/OWNER</u>	<u>AMOUNT</u>	<u>STATUS</u>
357	2019-03-0005802	The Old Place	\$20.00	Current
1466	2019-03-0005803	Koast Kratom	\$20.00	New
253	2019-02-0005804	A&G Services	\$22.00	Delinquent
327	2019-03-0005805	Flower Patch Florist & Gifts	\$20.00	Delinquent
75	2019-03-0005806	Gautier Shell	\$70.00	Current
351	2019-03-0005807	Henze Enterprises, Inc	\$30.00	Current
317	2019-03-0005808	Coast Massage Therapy	\$20.00	Current
355	2019-03-0005809	Kentucky Fried Chicken	\$30.00	Current
962	Closed	Lloyd B. Marshall, Jr.	\$0.00	Closed
259	2019-02-0005810	Brenda J. Bates	\$22.00	Delinquent
1357	2019-03-0005811	Webster Electric Co, Inc	\$50.00	Current
254	2019-02-0005812	E'Z Barber Shop	\$22.00	Delinquent
1046	2018-01-0005813	Kuttin Up	\$24.60	Delinquent
1324	2019-06-0005814	Quadmed LLC	\$98.50	Delinquent
323	2019-03-0005815	Ed's Household Heat & Air	\$20.00	Current
1172	2019-09-0005816	Duo Dance Event Center	\$23.00	Delinquent
900	2019-03-0005817	Magic Spray Carwash	\$20.00	Current
346	2019-03-0005818	Gautier Mayhaw Company	\$20.00	Current
189	2019-01-0005819	Baber's Inc.	\$23.00	Delinquent
383	2019-03-0005820	The Point Apartments	\$30.00	Current
368	2019-03-0005821	Pizza Hut	\$57.00	Current
326	2019-03-0005822	Fayard's Marathon	\$45.00	Current
1467	2019-03-0005823	El HiGueyano Supermarket	\$20.00	New
471	2019-03-0005824	Fast Mart #29	\$70.00	Current
358	2019-03-0005825	L.L. Bond & Co., Inc.	\$20.00	Current
1360	2019-03-0005826	Magic Touch Phlebotomy Service	\$20.00	Current

1305	2019-03-0005827	El Patron Mexican Grill	\$70.00	Current
318	2019-03-0005828	Coast Meadows Mobile Home Park	\$20.00	Current
1258	2019-03-0005829	Pelton's Tree & Lawn Service	\$20.00	Current
78	Closed	CCBCC Operations LLC	\$0.00	Closed
314	2019-03-0005830	BAE Systems LLC	\$42.00	Current
1386	2019-09-0005831	Home Towne Suites	\$30.00	Current
321	2019-03-0005832	Dollar General Store #2389	\$90.00	Current
279	2019-02-0005833	Dolgen Corp., LLC	\$77.50	Delinquent
1057	2019-03-0005834	Jason Lauban Construction	\$20.00	Current
1407	2019-0005835	AT&T Authorized Reatailer	\$33.00	Delinquent
1076	2018-05-0005836	All About Pets	\$24.00	Delinquent
1076	2019-05-0005837	All About Pets	\$20.00	Current
414	2019-04-0005838	J.B. Morgan, Jr.	\$20.00	Current
354	2019-03-0005839	Appraisal Services	\$20.00	Current
1424	2019-04-0005840	Star Life Entertainment LLC	\$20.00	Current
825	2019-03-0005841	Coastal Towing	\$20.00	Current
1468	2019-03-0005842	Pizza Hut #2110	\$60.00	New
1066	2019-04-0005843	Shane's Title Loans	\$20.00	Current
1469	2019-03-0005844	Luxury Donuts	\$20.00	New
		Total:	\$1,443.60	
		New Business	4	
		Slot Amusement	0	
		Due Refund	0	
		Transient Vendor	0	
		Closed Business	2	
		Delinquent Renewals Issued	11	

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

ORDER NUMBER 077-2018

WHEREAS, Miss. Code Ann. 21-15-33 requires that the minutes be adopted and approved by a majority of the members of the governing body at the next regular meeting or within thirty (30) days of the meeting they represent, whichever occurs first. Upon such approval, the minutes are valid from and after the date of the meeting; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the minutes from Regular Council Meeting held April 3, 2018 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 George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

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

RESOLUTION NUMBER 016-2018

RESOLUTION OF THE CITY OF GAUTIER, MISSISSIPPI REMOVING TWO (2) POLICE DEPARTMENT VEHICLES FROM INVENTORY, INSURANCE COVERAGE AND AUTHORIZING THE VEHICLES TO BE USED FOR PARTS UNTIL SUCH TIME AS THEY CAN BE DEEMED SURPLUS

WHEREAS, the Gautier Police Department is requesting a 2005 Ford Crown Victoria Police Car, VIN #2FAFP71W65X145365 (Inventory Control #1506), and a 2005 Crown Victoria Police Car, VIN #2FAFP71W25X145363 (Inventory Control #1528) be removed from inventory, removed from insurance coverage, and be used for parts until such time as they can be deemed surplus; and

WHEREAS, the Mayor and Members of the Council have determined that, given the age and condition of the vehicles, removal from inventory, removal from insurance coverage and use for parts is the best use of said vehicles, and is in the best interest of the City of Gautier.

BE IT, THEREFORE, RESOLVED that the Mayor and Council of the City of Gautier, Mississippi has determined that the two (2) 2005 Crown Victoria Police Cars are hereby removed from inventory, removed from insurance coverage and authorized to be used for parts until such time as they can be deemed surplus.

BE IT, FURTHER RESOLVED that the Council authorizes the City Manager or City Clerk to execute all documents necessary.

The motion to approve the foregoing resolution was made by **Councilwoman Martin**, seconded by **Councilman George**, and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 Casey Vaughan
 Rusty Anderson
 Adam Colledge

NAYS: **None**

WHEREUPON, the Mayor and Members of the Council of the City of Gautier, Mississippi, declared the motion carried and the Resolution adopted this the **17th** day of **April** 2018.

PHIL TORJUSEN, 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 April 17, 2018.

**CITY OF GAUTIER
MEMORANDUM**

TO: Paula Yancey, City Manager
From: Danny Selover, Police
Date: 03/26/2018
Subject: Resolution removing a Police Department vehicles from inventory, insurance coverage and authorizing vehicle to be used for parts until such time as it can be deemed surplus

REQUEST:

City Council authorization is requested by the Gautier Police Department to remove a 2005 Ford Crown Victoria Police Car, VIN #2FAFP71W65X145365 (city inventory control #1506), and a 2005 Ford Crown Victoria Police Car, VIN #2FAFP71W25X145363 (city inventory control #1528) from inventory, remove from insurance and authorize vehicles to be used as parts until such time as they can be deemed surplus.

BACKGROUND:

The Police Department has determined that, given the age and condition of the vehicles, removal from inventory, insurance and use for parts is the best use of the vehicles, and is in the best interests of the City of Gautier.

RECOMMENDATION:

Police Department staff recommends that City Council authorize the removal of these vehicles from inventory, remove from insurance coverage and authorize vehicles to be used for parts until such time as it can be deemed surplus.

ATTACHMENTS:

None

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

ORDER NUMBER 078-2018

WHEREAS, Dirt, Inc. is the owner of certain property (PIDN 82424003.000 and 82424004.000) which must be acquired to perform the Martin Bluff Widening Project; and

WHEREAS, Dirt, Inc. has offered to accept \$3,000.00 more than the Fair Market Value Offer to transfer the property; and

WHEREAS, such an offer requires payment of an administrative adjustment; and

WHEREAS, given the amount and percentage of the offer, the adjustment meets MDOT criteria; and

WHEREAS, the cost to acquire this property through eminent domain proceedings would be significantly higher than the administrative adjustment;

WHEREAS, the Mayor and Members of the City Council find that the payment of an administrative adjustment is in the best interest of the City of Gautier; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the payment of an administrative adjustment to Dirt, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000 is hereby authorized and approved for payment.

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 George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: April 9, 2018
Subject: Approval and authorization to pay an administrative adjustment in the amount of \$3,000 to Dirt, Inc. for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000

REQUEST:

The Grants & Projects Departments requests that City Council approve an administrative adjustment in the amount of \$3,000.00 for Dirt, Inc., as the last parcel to acquire for Martin Bluff Road Improvements. The property owner is willing to accept \$3,000.00 more than the Fair Market Value Offer to convey the property to the City.

BACKGROUND:

The administrative adjustment is less than 10% of the Fair Market Offer and less than \$50,000.00, which are the requirements for MDOT's prior approval for administrative adjustments. Therefore, prior approval from MDOT is not required for this administrative adjustment.

DISCUSSION:

The administrative adjustment of \$3,000.00, therefore, is a nominal amount that will allow the property owner to provide conveyance of the property needed for the proposed project. The cost to acquire this property through eminent domain proceedings would be significantly higher than the administrative adjustment.

RECOMMENDATION:

The Grants & Projects Department recommends that the City Council approve the administrative adjustment in the amount of \$3,000.00 to Dirt, Inc. to minimize the overall cost and amount of time required to acquire the last parcel for the Martin Bluff Road Widening Project STP-9194-00(001) LPA/105069-801000.

The City Council may:

- 1) Approve the administrative adjustment totaling \$3,000.00 for the Martin Bluff Road Improvements;
or
- 2) Not approve the administrative adjustment totaling \$3,000.00 for the Martin Bluff Road Improvements.

ATTACHMENTS:

Administrative Adjustment Request

ADMINISTRATIVE ADJUSTMENT REQUEST

County: Jackson
Project: LPA/105069-801000
Parcel: 051-00-00-W
Owner: DIRT, INC.

This is a request to approve an administrative adjustment in the amount of \$3,000.00

Justification:

Dirt, Inc. is the last parcel to acquire for Martin Bluff Road Improvements. The property owner is willing to accept \$3,000.00 more than the Fair Market Value Offer to convey the property to the City, and has refused to convey otherwise. The administrative adjustment is less than 10% of the Fair Market Value Offer and less than \$50,000.00, which are the requirements for MDOT's prior approval for administrative adjustments. Therefore, prior approval from MDOT is not required for this administrative adjustment.

The administrative adjustment of \$3,000.00, therefore, is a nominal amount that will allow the property owner to provide conveyance of the property needed for the proposed project. The cost to acquire this property through eminent domain proceedings would be significantly higher than the administrative adjustment. It is, therefore, recommended that the City approve the administrative adjustment to minimize the overall cost and amount of time required to acquire the last parcel for the project.

\$ 38,000.00	Land
\$ -	Improvements
\$ -	Damages
\$ 38,000.00	Fair Market Value Offer (Currently approved for this parcel)
\$ 3,000.00	Administrative Adjustment
\$ 41,000.00	Total



Mark Dye - ROW Agent 04/04/18

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

ORDER NUMBER 079-2018

WHEREAS, he City has authority to hire an independent contractor to perform the duties and responsibilities outlined below; and

WHEREAS, pursuant to state statute, the City may utilize city funds to bring favorable notice, opportunities, possibilities and resources to the City of Gautier if helpful toward advancing the moral, financial and other interests of the City; and

WHEREAS, Knox W. Ross, Jr. has the desire and ability to provide the consultation and services outlined below; and

WHEREAS, the Mayor and City Council Members find that these services will bring favorable notice, opportunities, possibilities and resources to the City of Gautier, and will be helpful toward advancing the moral, financial and other interests of the City; and

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the agreement with Knox W. Ross, Jr., is hereby authorized and approved; and

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

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

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

CONTRACT FOR CONSULTATION SERVICES

This Contract for Consultation Services (herein the “Agreement”) is entered into as of the ____ day of _____, 2018, by and among the City of Gautier (hereinafter, “City”), and Knox W. Ross, Jr. (hereinafter, “Ross”). Each above entity is a “Party” and collectively they shall be referred to as the “Parties”.

WHEREAS, the City has authority to hire an independent contractor to perform the duties and responsibilities outlined below; and

WHEREAS, pursuant to state statute, the City may utilize city funds to bring favorable notice, opportunities, possibilities and resources to the City of Gautier if helpful toward advancing the moral, financial and other interests of the City; and

WHEREAS, Knox W. Ross, Jr. has the desire and ability to provide the consultation and services outlined below; and

WHEREAS, the Mayor and City Council Members find that these services will bring favorable notice, opportunities, possibilities and resources to the City of Gautier, and will be helpful toward advancing the moral, financial and other interests of the City; and

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. CONSULTATION SERVICES PROVIDED BY KNOX W. ROSS, JR.

In exchange for the compensation detailed below, Knox W. Ross, Jr. will provide the following consultation services to the City, up to 10 hours each month for the term of this agreement:

1. Work with the City Manager and Public Officials to develop and implement the long range plans and goals of the City Council.
2. Develop and implement governmental relations strategy, and work with the City’s professional contractors and staff to locate and secure funding sources to implement the long range plans and goals of the City Council.
3. Support and improve the City’s marketing and communications efforts.
4. Work with the Federal Government to assist the City in adding commercial development within City limits.
5. Monitor and report availability of public and private programs potentially beneficial to the City and its citizens.
6. Review all current master plans and development plans, and recommend revisions.
7. Assist the City Manager and City Council with seasoned advice and counsel.

8. Provide other similar and additional consultation as requested by the City Manager.

II. COMPENSATION

In exchange for the above consultation services, the City will compensate Mr. Ross in the amount of \$1,000.00 each month. Additionally, any direct and actual expenses must be presented and approved by the City Manager and City Council.

III. GENERAL TERMS

1. All notices, requests, demands, and other communications which may or are required to be delivered hereunder will be in writing and will be delivered by messenger, by a nationally-recognized overnight mail delivery service or by certified mail, return receipt requested, to the following:

Paula Yancey, City Manager
City of Gautier
3330 HWY 90
Gautier, MS 39553

Knox W. Ross, Jr.

2. The modification or amendment of this Agreement, or any of the provisions herein, will not become effective unless executed in writing by both Parties.

3. The primary term for this Agreement shall be for a period of one (1) year commencing on the below signature date for the City, and shall automatically renew each year on the anniversary date of this Agreement for successive terms of twelve (12) months each, at the option of the City. Either party may terminate this agreement at any time without cause on seven (7) days written notice.

4. This Agreement constitutes an independent contractor relationship, and under no circumstances shall the Agreement be construed as forming an employer/employee arrangement.

5. If any provision of this Agreement is held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision herein is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

6. This Agreement shall be construed in accordance with the laws of the State of Mississippi. Any and all disputes arising hereunder shall be tried in a court of competent jurisdiction in Jackson County, Mississippi. By execution hereof, each Party consents to jurisdiction in Jackson County, Mississippi, and waives any and all defenses or objections to jurisdiction or venue in Jackson County, Mississippi.

7. This Agreement may be executed in separate counterparts, each of which so executed and delivered shall constitute an original, but all such counterparts shall together constitute one and the same instrument. The Parties stipulate that a photocopy of an executed original shall be admissible in evidence for all purposes in any proceeding as between the Parties.

8. This Agreement has been jointly drafted by both Parties, and in the event of any ambiguity, such ambiguity shall not be construed against any drafting Party.

AGREED:

City of Gautier:

DATE: _____

By: _____

Knox W. Ross, Jr.

DATE: _____

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

RESOLUTION NUMBER 017-2018

RESOLUTION OF THE CITY COUNCIL OF GAUTIER, MISSISSIPPI, AUTHORIZING MILEAGE REIMBURSEMENT FOR MAYOR PHIL TORJUSEN RELATING TO PERFORMANCE OF HIS OFFICIAL DUTIES

WHEREAS, pursuant to Miss. Code Ann. 25-3-41(2) council members are authorized to receive reimbursement for travel expenses and mileage when travelling in personal vehicles in performance of their official duties; and

WHEREAS, the City Council has budgeted travel expenses and mileage reimbursement for council members to travel in performance of their official duties, up to one hundred dollars (\$100.00) per month; and

WHEREAS, in the month of March 2018 Mayor Phil Torjusen travelled along the Gulf Coast of MS for the purpose of meetings with local governmental leaders, media outlets, and economic development officials in performance of his official duties as the Mayor of Gautier; and

WHEREAS, the personal vehicle of the mayor was used for the above travel;

WHEREAS, the distance of travel was 212 miles; and

WHEREAS, the Mayor and Members of Council previously approved the monthly mileage, up to one hundred dollars (\$100) per month with the mileage expense at the federal approved rate of reimbursement; and

WHEREAS, the Mayor and Members of Council hereby find this travel to be in the performance of the requesting Council Member's official duties;

BE IT, THEREFORE, RESOLVED that the mileage reimbursement of \$100 is hereby approved.

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

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Sherry Farabee, Purchasing Agent
Through: Cindy Russell, City Clerk
Date: April 17, 2018
Subject: Resolution authorizing Mileage Reimbursement for Mayor Phil Torjusen relating to performance of his official duties for the month of March 2018.

REQUEST:

Authorization to reimburse for mileage to Mayor Phil Torjusen for the purpose of traveling along the Gulf Coast for meetings.

BACKGROUND:

In the month of March, Mayor Phil Torjusen traveled to Gulfport, MS for the purpose of the Gulf Coast Business Council meeting on March 27th and meeting with WLOX on March 16th. He traveled to Ocean Springs, MS to meet with Mayor Dobson on March 22nd. He also traveled to Pascagoula, MS for the JCEDF Board Meeting on March 1st and the Jackson County Chamber meeting on March 27th using his personal vehicle.

DISCUSSION:

The City Council has budgeted travel expenses and mileage reimbursement for the mayor and council members to travel in performance of their official duties, up to one hundred dollars (\$100) per month.

RECOMMENDATION:

City Clerk recommends reimbursement to Mayor Phil Torjusen for mileage expense in the amount of one hundred dollars (\$100).

ATTACHMENT(S):

none

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

ORDER NUMBER 080-2018

IT IS HEREBY ORDERED by the, Mayor and Members of the Council of the City of Gautier, Mississippi, as follows:

WHEREAS, Gautier Pride has request use of city barricades for an organizational celebration at Azteca's on May 5, 2018 from 11:00 AM until 2:00 AM on May 6, 2018;

WHEREAS, Gautier Pride is a community service entity;

WHEREAS, the city usually charges \$200.00 for the use of the barricades;

WHEREAS, Gautier Pride is receiving matching funds and/or contributions for the celebration in excess of \$200.00;

IT IS THEREFORE ORDERED that the Mayor and Members of the Council of the City of Gautier, Mississippi that the use of the barricades by Gautier Pride is hereby authorized, and the fee of \$200.00 is hereby waived.

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 George** and the following vote was recorded:

AYES: **Phil Torjusen**
 Mary Martin
 Cameron George
 Richard Jackson
 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 April 17, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Parks and Recreation Director
Date: April 9, 2018
Subject: Authorization is requested for barricades to be utilized by Gautier Pride for an organizational celebration at Azteca's Restaurant.

REQUEST:

City Council authorization is requested for barricades to be utilized by Gautier Pride for an organizational celebration at Azteca's Restaurant.

BACKGROUND:

Aztecas restaurant located on Highway 90 has planned an organizational celebration on their premises from 11:00 a.m. May 5, 2018 until 2:00 a.m. on May 6, 2018.

DISCUSSION:

Gautier Pride has requested the use of city barricades for this organizational celebration. In addition; Gautier Pride is receiving matching funds and/or contributions for the celebration in excess of \$200.00. Gautier Pride is a community service entity.

RECOMMENDATION:

The Parks and Recreation Department recommends the authorization for barricades to be utilized for this organization celebration.

City Council may:

- 1) Approve the request;
- 2) Approve the request with changes or
- 3) May decline to request.

ATTACHMENT:

Gautier Pride Request



GAUTIER PRIDE, INC.
PO BOX 598
GAUTIER, MS 39553

April 12, 2018

Paula Yancey, City Manager
City of Gautier

Ref: Azteca's Restaurant & Cantina Cinco de Mayo Celebration

Dear Ms. Yancey:

This letter is a request for the use of city barricades for the Cinco De Mayo Celebration to be held on Saturday, May 5, 2018, at Azteca's Restaurant, Hwy 90, Gautier. The expenditures for this event are in excess of \$200.00. The city barricades are for safety reasons to separate attendees from vehicles in the parking lot and crowd control. We also request that Azteca's restaurant be allowed to promote the event by placing banners at the city's entrance signs. And, in addition, use the digital sign to make citizens aware to be mindful of traffic delays and parking congestion that might occur due to the event. This event is an economic development tool to bring favorable notice, opportunities, possibilities and resources to the City of Gautier.

Gautier Pride, Inc. is a 501(c)3 community based organization. This celebration has become an annual event in our city. Gautier Pride, Inc. is happy to support it.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Kristie Bray, Treasurer
Gautier Pride, Inc.

Councilwoman Martin made the motion to adjourn until May 1, 2018 at 6:30 P.M.
Councilman Vaughan seconded the motion and the vote carried unanimously.

APPROVED BY:

MAYOR

ATTEST:

CITY CLERK

Submitted for approval by the Mayor and Members of the Council of the City of Gautier, Mississippi at the meeting of May 1, 2018.

**CITY OF GAUTIER
Consent Agenda Item #3
Fact Sheet**

Council Meeting:
Title:

May 1, 2018
Approval of water and sewer adjustments dated April 2018 in the amount of \$12,209.59

Introduced by:
Contact Person/Telephone

Cynthia Russell 497- 8000 ext. 302

Summary Explanation: Approval of water and sewer adjustments dated April 2018 in the amount of \$12,209.59.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Second Made by:

Torjusen ☐ **Martin** ☐ **George** ☐ **Jackson** ☐ **Vaughan** ☐ **Anderson** ☐ **Colledge** ☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

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;

WHEREAS, based on the reasons included on the attached documentation, the Mayor and Council hereby find that, due to unforeseen events, the respective users did not receive the benefit of the relevant utility;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the attached list of water and sewer adjustments dated April 2018 in the amount of \$12,209.59 is hereby approved.

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

Motion was made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

APRIL 2018 UTILITY ADJUSTMENTS

THESE FOLLOW POLICY/ RECOMMEND APPROVAL

ACCT #	WATER	SEWER	L/C	GARB.	TAX	TOTAL ADJ	REASON FOR ADJUSTMENT
001-05551-000		3,159.39	140.00			3,299.39	BUSTED PIPE
003-29901-000		187.60				187.60	BUSTED PIPE
005-20001-000		73.21	70.00			143.21	BUSTED PIPE
011-23701-003		188.57	140.00			328.57	FROZEN PIPE
013-00501-002		204.62	70.00			274.62	FROZEN PIPE
013-02001-000		331.98				331.98	BUSTED PIPE
015-13501-000		165.27	70.00			235.27	LEAK
016-03301-006		126.72				126.72	BUSTED PIPE
016-10001-001		191.76	70.00			261.76	FROZEN PIPE
017-27501-001		68.37				68.37	BUSTED PIPE
019-02701-004		81.45				81.45	BUSTED PIPE
019-44001-002		64.30	70.00			134.30	BUSTED PIPE
020-02901-004		92.51	70.00			162.51	BUSTED PIPE
020-51601-004		105.00				105.00	BUSTED PIPE
020-51801-002		246.25	140.00			386.25	BUSTED PIPE
020-60101-002		72.63	70.00			142.63	FROZEN PIPE
021-04101-002		82.09				82.09	BUSTED PIPE
021-08401-002		257.94	105.00			362.94	LEAK
021-09701-000		545.75				545.75	LEAK
026-02001-002		78.19	70.00			148.19	LEAK
027-24701-000		259.93	105.00			364.93	BUSTED PIPE
029-08801-001		160.67				160.67	LEAK
029-09301-006		278.61	70.00			348.61	LEAK
035-00701-000		440.50	70.00			510.50	BUSTED PIPE
036-12201-001		201.58	70.00			271.58	BUSTED PIPE
039-01201-002		442.08	105.00			547.08	FROZEN PIPE
041-03401-003		231.52				231.52	BUSTED PIPE
041-04601-000		70.75				70.75	LEAK
056-06001-000		48.11				48.11	FROZEN PIPE
056-22501-001		1,475.10	175.00		12.25	1,662.35	BUSTED PIPE
067-02301-001		409.89	175.00			584.89	LEAK
TOTAL	0.00	10,342.34	1,855.00		12.25	12,209.59	

CITY OF GAUTIER
Consent Agenda Item #4
Fact Sheet

Council Meeting:
Title:

May 1, 2018
Resolution approving waiver of pavilion deposit and use fee for Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort to be held on May 18, 2018

Introduced by:
Contact Person/Telephone

Chassity Bilbo 497-8000 Ext. 317

Summary Explanation: Resolution approving waiver of pavilion deposit and use fee for Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort to be held on May 18, 2018.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

RESOLUTION APPROVING WAIVER OF PAVILION DEPOSIT AND USE FEE FOR MISSISSIPPI POWER AND SINGING RIVER ELECTRIC'S PASCAGOULA RIVER RENEW OUR RIVERS EFFORT TO BE HELD ON MAY 18, 2018

RESOLUTION NUMBER 000-2018

WHEREAS, Mississippi Power and Singing River Electric have partnered in the Pascagoula River Renew Our Rivers Effort; and

WHEREAS, these entities seek to stage this effort at Gautier City Park on May 18, 2018, which will include use of the relevant pavilion areas; and

WHEREAS, these entities have requested that the City waive the deposit (\$30.00) and rental fee (\$100.00) associated with use of the pavilions; and

WHEREAS, the Mayor and Members of the Council have determined that this effort is a qualified community service program; and

WHEREAS, the Mayor and Members of the Council have determined that the effort has received additional funds and resources from other sources which match and exceed the amounts herein waived; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Members of the Council of the City of Gautier, Mississippi, the deposit (\$30.00) and rental fee (\$100.00) associated with use of the pavilions is hereby waived for the Pascagoula River Renew Our Rivers Effort on May 18, 2018; and

BE IT FURTHER RESOLVED THAT, the City Manager or City Clerk is authorized to execute any and all documents necessary.

Motion was made by **BLANK**, seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of _____, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: Chassity Bilbo, Recreation Director
Date: 04/24/2018
Subject: Approval to waive the deposit in the amount of (\$30.00) and rental fee in the amount of (\$100.00) associated with the use of the pavilions at George Martin City Park for the Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort.

REQUEST:

The Recreation Department received a request from Singing River Electric to waive all associated pavilion fees for Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort to be launched from George Martin City Park on May 18, 2018.

BACKGROUND:

Mississippi Power has been cleaning up local waterways through renew our Rivers for the last 12 years. They have collected over 50 tons of trash and debris. Cleaning the waterways help preserve natural resources for future generations to use and enjoy. Clean up efforts include the Pascagoula River, Gulfport Lake, Boley Creek, Okatoma River, Red Creek, Wolf River and Bay St. Louis. Pavilion B at George Martin City Park will be used as a staging area for the volunteers the day of the cleanup.

DISCUSSION:

Singing River Electric has partnered with Mississippi Power this year on the Pascagoula River cleanup. Singing River Electric is a stakeholder in the City of Gautier and these community partnerships are beneficial to the City and its residents. This effort is a qualified community service program.

RECOMMENDATION:

The Recreation Department recommends that City Council waive the deposit in the amount of (\$30.00) and rental fee in the amount of (\$100.00) associated with the use of the pavilions for the Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort. The Recreation Department has determined that it is in the best interest of the City to waive all associated fees, as this event is an economic tool that brings favorable notice the opportunities, possibilities, and resources of the City of Gautier.

The City Council may:

1. Approve to waive the deposit in the amount of (\$30.00) and rental fee in the amount of (\$100.00) associated with use of the pavilions at George Martin City Park for Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort; or
2. Not approve to the deposit in the amount of (\$30.00) and rental fee in the amount of (\$100.00) associated with the use of pavilions at George Martin City Park for Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers Effort.

ATTACHMENTS:

1. Donation request City of Gautier
2. Matching Funds Email



500 Highway 90
Gautier, MS 39553

April 18, 2018

Thank you for your interest in sponsoring Mississippi Power and Singing River Electric's Pascagoula River Renew Our Rivers effort.

Mississippi Power has been cleaning up local waterways through Renew Our Rivers for the last 12 years. They have collected over 50 tons of trash and debris. Cleaning our waterways helps preserve natural resources for future generations to use and enjoy. Cleanup efforts include the Pascagoula River, Gulfport Lake, Boley Creek, Okatoma River, Red Creek, Wolf River and Bay St Louis.

Singing River Electric has partnered with Mississippi Power this year on the Pascagoula River cleanup. As a stakeholder in the City of Gautier, you will be pleased to know that our cleanup efforts will be launched from Gautier City Park.

Our specific requests from the City of Gautier are:

1. Use of City Park and boat launch for staging area.
2. Waive reservation and associated fees for the use of pavilion.
3. Consideration of in-kind services, such as an employee and a backhoe for moving larger items collected from the river system.

We appreciate your support of this worthwhile initiative.

If you have any questions, please call Nick DeAngelo (Singing River Electric) at 228-497-1313; Courtney VanderSchaaf at 228-897-6402, or Charles Blount 228-897-6448 (Mississippi Power Renew Our Rivers Coordinators.)

Sincerely,

A handwritten signature in blue ink, appearing to be "ND", is written over a faint blue circular stamp.

Nick DeAngelo
Manager of Member Services and Facilities
Singing River Electric Cooperative

Cindy Russell

Subject: FW: Renew-Our-Rivers

From: Nick DeAngelo [<mailto:deangelo@singingriver.com>]
Sent: Thursday, April 26, 2018 12:23 PM
To: Chassity Bilbo
Subject: Fwd: Renew-Our-Rivers

Please see below.

Nick DeAngelo
Singing River Electric Cooperative

Begin forwarded message:

From: "VanderSchaaf, Courtney M." <cvander@SOUTHERNCO.COM>
Date: April 26, 2018 at 12:07:47 PM CDT
To: Nick DeAngelo <deangelo@singingriver.com>
Cc: "Blount, Charles B." <CBBLOUNT@southernco.com>
Subject: RE: Renew-Our-Rivers

Mississippi Power's Renew Our Rivers program contributes funding to the project through the donation of supplies and lunch. The proposed budget for these items is \$10/volunteer with 50 volunteers expected for a total spend of \$500.00.

Thank you,

Courtney M. VanderSchaaf
Renew Our Rivers Chairperson
Mississippi Power
Tel 228.897.6402
Mobile 228.236.6402
mississippipower.com

**RENEW OUR
RIVERS**

CITY OF GAUTIER
Consent Agenda Item #5
Fact Sheet

Council Meeting:
Title:

May 1, 2018
Resolution authorizing the City of Gautier to file an application to the State of Mississippi for a grant under its Fiscal Year 2018 CDBG Program and execution of a Grant Agreement with the State of Mississippi should the application be funded

Introduced by:
Contact Person/Telephone

April Havens 497-8000 Ext. 315

Summary Explanation: Resolution authorizing the City of Gautier to file an application to the State of Mississippi for a grant under its Fiscal Year 2018 CDBG Program and execution of a Grant Agreement with the State of Mississippi should the application be funded.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:
Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

RESOLUTION NUMBER 000-2018

**RESOLUTION AUTHORIZING THE CITY OF GAUTIER TO
FILE AN APPLICATION TO THE STATE OF MISSISSIPPI FOR A
GRANT UNDER ITS FISCAL YEAR 2018 CDBG PROGRAM AND
EXECUTION OF A GRANT AGREEMENT WITH THE STATE
OF MISSISSIPPI SHOULD THE APPLICATION BE FUNDED**

WHEREAS, the State of Mississippi has funds available for cities, towns, and counties under its FY 2018 Community Development Block Grant (CDBG) Program to provide assistance for public facilities and economic development needs; and

WHEREAS, the City of Gautier has identified a public facilities need which can be corrected or eliminated by using grant funds under the FY 2018 CDBG Program.

NOW, THEREFORE BE IT RESOLVED that the City of Gautier has the authority to submit an application to the Mississippi Development Authority for FY 2018 CDBG funds and that the Mayor hereby is authorized to execute the City's Community Development Block Grant Application for a Public Facilities grant; and

BE IT FURTHER RESOLVED that the Mayor, in his official capacity, be authorized and empowered to execute all documents relating to this grant, including the authority to enter into a Grant Agreement with the State of Mississippi should the CDBG Application be funded.

Thereupon, upon motion duly made by _____, seconded by _____ to adopt the foregoing resolution and received the following votes:

AYES:

NAYS:

Thereupon, the Mayor declared said Order approved, passed and adopted on this the 1st day of May, 2018

Phil Torjusen, Mayor

Attest: _____
Cynthia Russell
City Clerk

_____ by Mayor and Members of the City Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 04/24/2018
Subject: CDBG Public Facilities 2018 Grant Application - Bemis Sewer Project

REQUEST:

The Grants & Projects Department requests City Council approval to submit an application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements and to authorize the mayor to execute a grant agreement if awarded.

BACKGROUND:

The City of Gautier proposes to use CDBG Public Facilities funding to support the Bemis Avenue Sewer Project. The Community Development Block Grant Program provides for a maximum grant amount per project of \$600,000 for cities and counties with a population greater than 3,500 people.

DISCUSSION:

CDBG requires that at least 51% of the persons benefited must be persons of low and moderate income as determined by the U.S. Department of Housing and Urban Development. Municipalities and counties are awarded grants based on a competitive process.

RECOMMENDATION:

The Grants & Projects Director recommends that City Council approve the attached resolution to authorize the preparation and submittal of an application for CDBG funds.

The City Council may:

- 1) Approve the attached resolution;
- 2) Approve the proposed resolution with changes; or
- 3) Not approve the proposed resolution.

ATTACHMENTS:

1. Resolution.to.Apply

CITY OF GAUTIER
Consent Agenda Item #6
Fact Sheet

Council Meeting:
Title:

May 1, 2018
Resolution stating the City of Gautier will provide local matching funds towards the completion of the City's proposed Fiscal Year 2018 Community Development Block Grant Public Facilities Project

Introduced by:
Contact Person/Telephone

April Havens 497-8000 Ext. 315

Summary Explanation: Resolution stating the City of Gautier will provide local matching funds towards the completion of the City's proposed Fiscal Year 2018 Community Development Block Grant Public Facilities Project.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

RESOLUTION NUMBER 000-2018

**RESOLUTION STATING THE CITY OF GAUTIER WILL PROVIDE
LOCAL MATCHING FUNDS TOWARDS THE COMPLETION OF THE
CITY'S PROPOSED FISCAL YEAR 2018 COMMUNITY DEVELOPMENT
BLOCK GRANT PUBLIC FACILITIES PROJECT**

WHEREAS THE CITY OF GAUTIER is eligible to submit a Community Development Block Grant application to the Mississippi Development Authority, for Fiscal Year 2018 funding; and

WHEREAS THE CITY OF GAUTIER is in need of making sewer collection system improvements in connection with Bemis Avenue; and

THEREFORE BE IT RESOLVED that Phil Torjusen, in his official capacity, be authorized and empowered to execute the City's Community Development Block Grant application for a Public Facilities grant and that in the event the City of Gautier receives funding for this purpose, through this means, he be authorized and empowered to execute any and all documents relating to this grant; and

BE IT FURTHER RESOLVED that the City of Gautier pledges \$712,014 in matching funds toward the completion of the project as outlined in City of Gautier's FY 2018 CDBG Public Facilities application.

Thereupon, upon motion duly made by _____, seconded by _____ to adopt the foregoing resolution and received the following votes:

AYES:

NAYS:

Thereupon, the Mayor declared said Order approved, passed and adopted on this the 1st day of May, 2018

Phil Torjusen, Mayor

Attest: _____
Cynthia Russell
City Clerk

_____ by Mayor and Members of the City Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 04/24/2018
Subject: CDBG Public Facilities 2018 Grant Application-Bemis Sewer Project Match Resolution

REQUEST:

The Grants & Projects Department requests City Council approval to provide local matching funds if awarded a Mississippi Development Authority Community Development Block Grant for public facilities improvements.

BACKGROUND:

The City of Gautier proposes to use CDBG Public Facilities funding to support the Bemis Avenue Sewer Project. The Community Development Block Grant Program provides for a maximum grant amount per project of \$600,000 for cities and counties with a population greater than 3,500 people.

DISCUSSION:

The City pledges \$712,014 in matching funds toward the completion of the project as outlined in the City of Gautier's FY 2018 CDBG Public Facilities application.

RECOMMENDATION:

The Grants & Projects Director recommends that City Council provide local matching funds in the amount of \$712,014 if awarded a Mississippi Development Authority Community Development Block Grant for public facilities improvements.

The City Council may:

- 1) Approve the attached resolution;
- 2) Approve the proposed resolution with changes; or
- 3) Not approve the proposed resolution.

ATTACHMENTS:

1. Matching Funds Resolution

CITY OF GAUTIER
Consent Agenda Item #7
Fact Sheet

Council Meeting:
Title:

May 1, 2018
Resolution authorizing a maintenance commitment in support of the City of Gautier application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

Introduced by:
Contact Person/Telephone

April Havens 497-8000 Ext. 315

Summary Explanation: Resolution authorizing a maintenance commitment in support of the City of Gautier application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

EXHIBITS FOR REVIEW

Resolution	☒
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☐
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
								Anderson	☐
								Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 04/24/2018
Subject: CDBG Public Facilities 2018 Grant Application-Bemis Sewer Project Maintenance Resolution

REQUEST:

The Grants & Projects Department requests that the City Council authorize a maintenance commitment in support of the City's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

BACKGROUND:

The City of Gautier proposes to use CDBG Public Facilities funding to support the Bemis Avenue Sewer Project. The Community Development Block Grant Program provides for a maximum grant amount per project of \$600,000 for cities and counties with a population greater than 3,500 people.

DISCUSSION:

As part of the application process, MDA requires that the City submit a maintenance plan concerning the proposed sewer improvements and adopt a resolution detailing the City's responsibility in maintaining the proposed system.

RECOMMENDATION:

The Grants & Projects Director recommends that City Council authorize a maintenance commitment in support of the City's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

The City Council may:

- 1) Approve the attached resolution;
- 2) Approve the proposed resolution with changes; or
- 3) Not approve the proposed resolution.

ATTACHMENTS:

1. Consent Agenda Item 7- CDBG Public Facilities 2018 Grant Application Bemis Sewer Project
2. Maintenance Resolution

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

RESOLUTION NUMBER _____

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
MAINTENANCE PLAN RESOLUTION**

WHEREAS, the City of Gautier is requesting assistance from the Community Services Division of the Mississippi Development Authority under the Community Development Block Grant Program to assist in making sewer collection system improvements in connection with Bemis Avenue; and

WHEREAS, the Mississippi Development Authority requires that the City of Gautier submit a maintenance plan concerning the proposed sewer collection system improvements and adopt a resolution detailing the City's responsibility in maintaining the proposed improvements; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Members of the Council of the City of Gautier commits to:

- 1) Maintain the proposed sewer collection system improvements for the life of the system.
- 2) Assign the City's contractual water/wastewater service provider, ClearWater Solutions, LLC, as the personnel to be responsible for the maintenance of the proposed sewer system improvements.
- 3) Use a portion of the water and sewer fees to establish a maintenance fund for the proposed improvements.
- 4) Set aside approximately \$5,000 annually from the water and sewer fees for the purpose of maintaining the proposed sewer collection system improvements.
- 5) Acknowledge that a failure to maintain the funded improvements will affect future Community Development Block Grant funding.

Thereupon, upon motion duly made by _____, seconded by _____ to adopt the foregoing resolution and received the following votes:

AYES:

NAYS:

Thereupon, the Mayor declared said Order approved, passed and adopted on this the 1st day of May, 2018

Phil Torjusen, Mayor

Attest: _____
Cynthia Russell
City Clerk

_____ by Mayor and Members of the City Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

CITY OF GAUTIER
Consent Agenda Item #8
Fact Sheet

Council Meeting:
Title:

May 1, 2018
Order authorizing the hiring of Sample, Hicks & Associates, Inc. for submission of the City of Gautier's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

Introduced by:
Contact Person/Telephone

April Havens 497-8000 Ext. 315

Summary Explanation: Order authorizing the hiring of Sample, Hicks & Associates, Inc. for submission of the City of Gautier's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Second Made by:									
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐
☐		☐		☐		☐		☐	

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

WHEREAS, the City of Gautier proposes to use CDBG Public Facilities funding to support the Bemis Avenue Sewer Project; and

WHEREAS, the Community Development Block Grant Program provides for a maximum grant amount per project of \$600,000 for cities and counties with a population greater than 3,500 people; and

WHEREAS, the City seeks to employ the services of Sample, Hicks & Associates, Inc. for the submission of the grant. If awarded, the City will pay Sample, Hicks & Associates, Inc. a total of \$5,000.00, the amount authorized for grant services under the CDBG program. There is no fee if the grant is not awarded.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the hiring of Sample, Hicks & Associates, Inc. for submission of the City's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities Improvements is hereby authorized.

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

Motion was made by **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

**CITY OF GAUTIER
MEMORANDUM**

To: Paula Yancey, City Manager
From: April Havens, Grants Administrator
Date: 04/25/2018
Subject: CDBG Public Facilities 2018 Grant Application-Bemis Sewer Project Grant Services

REQUEST:

The Grants & Projects Department requests that the City Council authorize the hiring of Sample, Hicks & Associates, Inc. for submission of the City's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

BACKGROUND:

The City of Gautier proposes to use CDBG Public Facilities funding to support the Bemis Avenue Sewer Project. The Community Development Block Grant Program provides for a maximum grant amount per project of \$600,000 for cities and counties with a population greater than 3,500 people.

DISCUSSION:

The City utilized the services of Sample, Hicks & Associates, Inc. for the submission of the grant. If awarded, the City will pay Sample, Hicks & Associates, Inc. a total of \$5,000, the amount authorized for grant services under the CDBG program. There is no fee if the grant is not awarded.

RECOMMENDATION:

The Grants & Projects Director recommends that City Council hire Sample, Hicks & Associates, Inc. for submission of the City's application to the Mississippi Development Authority for Community Development Block Grant funding for public facilities improvements.

The City Council may:

- 1) Hire Sample, Hicks & Associates, Inc. as outlined above; or
- 2) Not hire Sample, Hicks & Associates, Inc. as outlined above.

ATTACHMENTS:

CITY OF GAUTIER
Consent Agenda Item #9
Fact Sheet

Council Meeting:

May 1, 2018

Title:

**Order accepting and approving an amended
Organizational Chart.**

Introduced by:

Contact Person/Telephone

Josh Danos, City Attorney

Summary Explanation: Order accepting and approving an amended Organizational Chart.

EXHIBITS FOR REVIEW

Resolution	☐
Ordinance	☐
Contract/Agreement	☐
Minutes	☐
Plan Maps	☐
Order	☒
Other	☐
Submittal Authorization	City Manager

Staff Recommendation:

Approval

Motion Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Second Made by:													
Torjusen	☐	Martin	☐	George	☐	Jackson	☐	Vaughan	☐	Anderson	☐	Colledge	☐

Voted as follows:		Ayes	Nays	Abstained	Absent
Mayor	Torjusen	☐	☐	☐	☐
At Large	Martin	☐	☐	☐	☐
Ward 1	George	☐	☐	☐	☐
Ward 2	Jackson	☐	☐	☐	☐
Ward 3	Vaughan	☐	☐	☐	☐
Ward 4	Anderson	☐	☐	☐	☐
Ward 5	Colledge	☐	☐	☐	☐

Action Taken:

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

ORDER NUMBER 000-2018

WHEREAS, the City maintains an Organizational Chart indicating the employment structure within the City; and

WHEREAS, the City Council finds that acceptance and/or approval of the attached Organizational Chart, as amended, is in the best interests of the City;

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the amendment to the Organizational Chart is accepted and/or 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 **BLANK** seconded by **BLANK** and the following vote was recorded:

AYES:

NAYS:

MAYOR

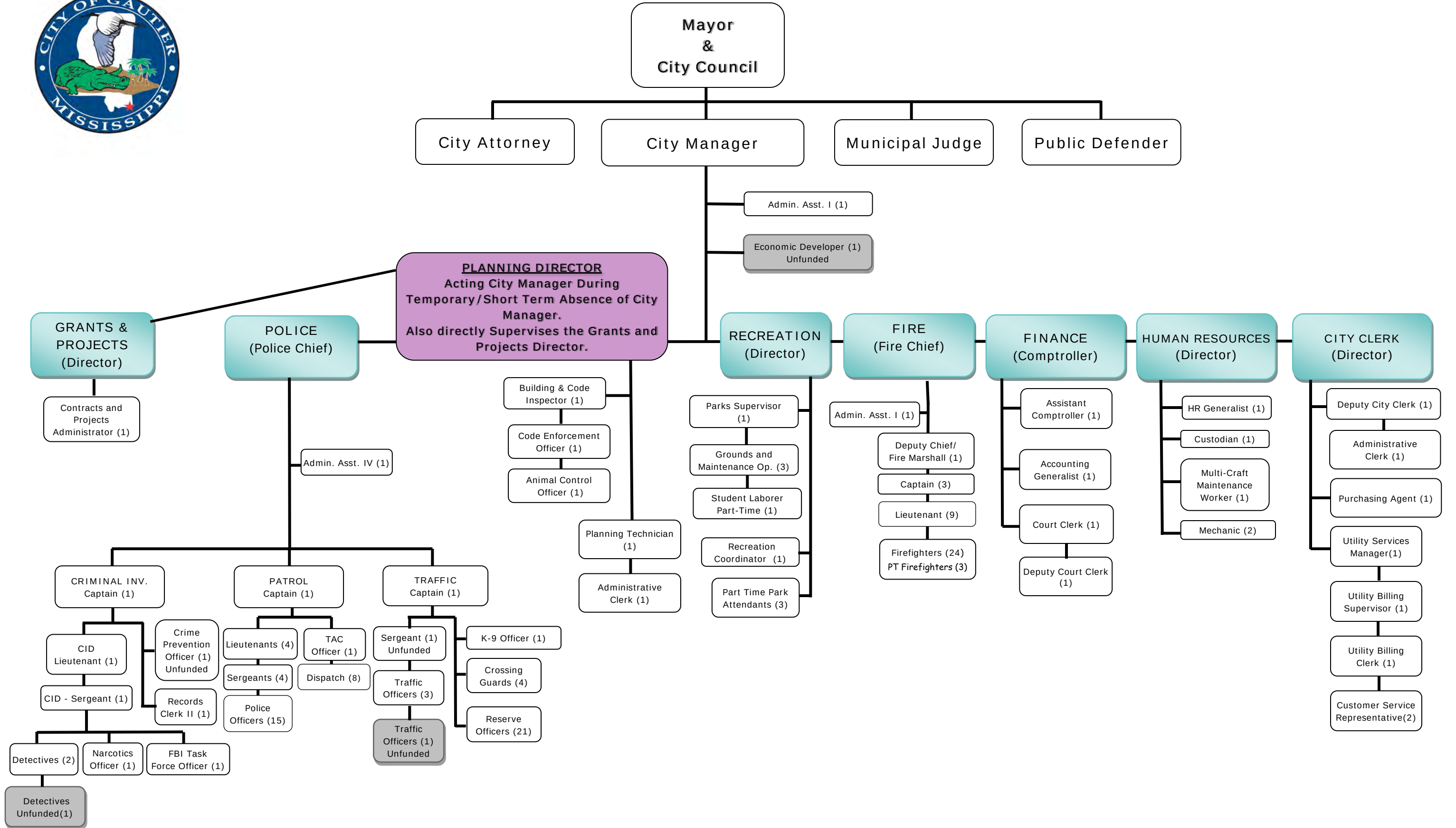
ATTEST:

CITY CLERK

BLANK by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 1, 2018.

FY 2018

Effective May 1, 2018



**CITY OF GAUTIER, MISSISSIPPI
STUDY AGENDA
May 1, 2018**

ITEM DESCRIPTION:

Citizen Comments

City Council Comments

City Manager Comments

City Clerk Comments

City Attorney Comments

NOTES:
