

Tuesday
December 17, 2013
Gautier, MS 39553

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held December 17, 2013 at 6:30 PM in the City Hall Municipal Building, 3330 Highway 90, Gautier, Mississippi.

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

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

- I. Call to Order
 - 1 Prayer
 - 2 Pledge of Allegiance
- II. Agenda Order Approval
- III. Announcements
 - 1 Office closed December 24th, 25th and January 1st in observance of Christmas and New Year's Day
- IV. Presentation Agenda
 - 1 Outstanding Citizen and Businessman Proclamation presented to Ace Necaie, District Manager Singing River Electric Association
 - 2 November 2013 Financial Reports by Teresa Montgomery, Comptroller
- V. Public Agenda
 - 1 Agenda Comments
- VI. Business Agenda
 - 1 Order approving Energy Services Contract with McNeil Rhoads
 - 2 Consideration of a Conditional Use-Major Permit for The Refuge Church at 2012 Highway 90, Suites 18 & 35 (GPC Case No. 13-27-CU)
 - 3 Order approving Hurricane Katrina Project closeouts and overpayment plan
 - 4 Order approving Streetscape Project #R-109-192-01-KCR Modification #13 (ending date change)
 - 5 Order authorizing FY2014 Tidelands Grant Agreement- Graveline Bayou Restoration Project (FY2014-P401-6GA)

- 6 Order approving revision of holiday pay policy
- 7 Order approving revision to overtime policy
- 8 Order approving Docket of Claims

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

- 1 Order approving October 2013 Utility Adjustments
- 2 Order approving Minutes from Regular Council Meeting held December 3rd
- 3 Order receiving November 2013 Privilege License Report
- 4 Order approving Change Order #7 for the Gautier Fire Station Project #BL1102

**STUDY AGENDA
CITY OF GAUTIER, MISSISSIPPI
December 17, 2013**

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

Adjourn until January 7, 2013 @ 6:30 PM
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Motion was made by Councilman Vaughan to approve the agenda order. Motion was seconded by Councilwoman Martin and unanimously carried.

Announcements

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

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



November 2013 Ending Cash Balances

GENERAL DEPOSITORY

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

ENTERPRISE FUND

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

FY 2014
BUDGET WORKSHEET

General Fund Totals

	FY 2014 Budget	November 2013	Balance	16.66% % to date
General Fund Revenues	9,259,267.00	770,636.56	8,488,630.44	8.3%
Expenditures:				
001 Legislative	106,889.00	22,340.72	84,548.28	20.9%
010 City Court	299,473.00	68,170.47	231,302.53	22.7%
021 City Manager	172,381.00	30,235.84	142,145.16	17.5%
022 Human Resources	143,335.00	21,432.73	121,902.27	14.9%
040 City Clerk	270,849.00	42,058.50	228,790.50	15.5%
045 Finance	179,971.00	28,004.24	151,966.76	15.5%
060 City Attorney	95,000.00	23,750.01	71,249.99	25.0%
090 Economic Dev - Planning	816,457.00	147,280.99	669,176.01	18.0%
092 Building & General Expenses	384,100.00	80,307.72	303,792.28	20.9%
100 Police	3,546,291.00	455,420.00	3,090,871.00	12.8%
161 Fire	2,130,823.00	258,261.59	1,872,561.41	12.1%
170 Recreation	78,600.00	26,333.38	52,266.62	33.5%
201 PW: Streets	207,000.00	19,154.98	187,845.02	9.2%
205 PW: Maintenance	215,801.00	31,893.61	183,907.39	14.7%
680 Debt Service	0.00	0.00	0.00	
900 Interfund Transfers	798,146.00	0.00	798,146.00	
General Fund Expenditures	9,445,116.00	1,254,644.78	8,190,471.22	13.2%
<i>Total Operating Expenditures</i>	8,191,610.00	1,235,606.13	6,956,003.87	
<i>Total Capital Outlay Expenditur</i>	250,304.00	19,038.65	231,265.35	
<i>Total Debt Service</i>	205,056.00	0.00	205,056.00	
<i>Total Transfers Out</i>	798,146.00	0.00	798,146.00	
<i>Check Total</i>	9,445,116.00	1,254,644.78	8,190,471.22	
<i>Personnel</i>	6,560,025.00	919,078.18	5,640,946.82	14.0%
<i>Supplies</i>	457,485.00	73,238.38	384,246.62	16.0%
<i>Other Services</i>	1,174,100.00	243,289.57	930,810.43	20.7%
<i>Capital Outlay</i>	250,304.00	19,038.65	231,265.35	7.6%
<i>Debt Service</i>	205,056.00	0.00	205,056.00	0.0%
<i>Interfund Transfers</i>	798,146.00	0.00	798,146.00	0.0%
<i>Check Total</i>	9,445,116.00	1,254,644.78	8,190,471.22	13.2%
Beginning Cash Balance			742,186.47	
General Fund Revenue			350,293.81	
General Fund Expenditures			709,442.50	
Remaining balance			383,037.78	

NOVEMBER 2013
YEAR TO DATE TOTALS

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

NOVEMBER 2013
YEAR TO DATE TOTALS

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

FY 2014
BUDGET WORKSHEET

General Depository Special Fund
130 \$7M GO Bond - Capital Improvements

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

<i>Beginning Cash Balance</i>	1,923,454.52
<i>GO Bond Revenues</i>	154.15
<i>GO Bond Expenditures</i>	76,298.56
<i>Ending Cash Balance</i>	1,847,310.11

FY 2014
BUDGET WORKSHEET

Water & Sewer Utility Fund Totals	FY 2014 Budget	November 2013	Balance	16.66% % to date
Utility Fund Revenues	6,836,647.00	1,011,407.81	5,825,239.19	14.7%
Administration	1,937,700.00	327,691.19	1,610,008.81	16.9%
Water & Sewer O & M	2,343,727.00	348,107.91	1,995,619.09	14.8%
Debt Service	2,348,397.00	473,585.74	1,874,811.26	20.1%
Transfers	545,007.00	0.00	545,007.00	
Utility Fund Expenditures	7,174,831.00	1,149,384.84	6,025,446.16	16.0%
<i>Total Operating Expenditures</i>	4,121,427.00	675,799.10	3,445,627.90	
<i>Total Capital Outlay Expenditures</i>	160,000.00	0.00	160,000.00	
<i>Total Debt Service</i>	2,348,397.00	473,585.74	1,874,811.26	
<i>Total Interfund Transfers</i>	545,007.00	0.00	545,007.00	
<i>Check Total</i>	7,174,831.00	1,149,384.84	6,025,446.16	
<i>Personnel</i>	103,727.00	22,666.68	81,060.32	21.9%
<i>Supplies</i>	360,000.00	33,473.36	326,526.64	9.3%
<i>Other Services</i>	3,657,700.00	619,659.06	3,038,040.94	16.9%
<i>Capital Outlay</i>	160,000.00	0.00	160,000.00	
<i>Debt Service</i>	2,348,397.00	473,585.74	1,874,811.26	20.2%
<i>Interfund Transfers</i>	545,007.00	0.00	545,007.00	
<i>Check Total</i>	7,174,831.00	1,149,384.84	6,025,446.16	16.0%
<i>Beginning Cash Balance</i>			1,226,969.69	
<i>Enterprise Fund Revenue</i>			590,655.56	
<i>Enterprise Fund Expenditures</i>			725,450.30	
<i>Remaining balance</i>			1,092,174.95	

Enterprise Special Fund

414 CIAP Funds: Old Shell Landing	FY 2014 Budget	November 2013	Balance	16.66%
Grant Proceeds	474,615.12		474,615.12	
Construction Phase Services	474,615.12	189,389.85	285,225.27	39.9%
421 MSB - Water Ionization Project	FY 2014 Budget	November 2013	Balance	16.66%
Loan Proceeds	0.00	0.00	0.00	
Expenditures	2,864,351.86	3,675.00	2,860,676.86	0.1%

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

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

ORDER NUMBER 302-2013

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Energy Services Contract submitted by McNeil Rhoads is hereby approved.

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

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

AYES: Mary Martin
Casey Vaughan
Rusty Anderson
Adan Colledge

NAYS: None

ABSENT: Johnny Jones
Hurley Ray Guillotte

RECUSED: Gordon Gollott

MAYOR

ATTEST:

CITY CLERK

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