

**CITY OF GAUTIER  
MEMORANDUM**

**To:** Samantha Abell, City Manager  
**From:** Patty Huffman, Grants & Projects Manager  
**Through:** Chandra Nicholson, Director of Economic Development and Planning Dept.  
**Date:** May 27, 2014  
**Subject:** Gautier Historic Preservation Commission Appointments

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**REQUEST:**

The Economic Development and Planning Department requests City Council approval of two candidates to fill vacancies on the Gautier Historic Preservation Commission along with the re-appointment of five incumbents who are willing to be re-appointed.

**BACKGROUND:**

“The city is authorized to establish a preservation commission to preserve, promote, and develop the city’s historical resources and to advise the city on the designation of historic districts, landmarks, and landmark sites and perform such other functions as may be provided by law. All members of the commission are appointed by the city and shall serve at the will and pleasure of the city and shall serve staggered terms. The commission shall consist of 9 members residing in the City of Gautier.

All members of the commission shall serve for terms of 3 years and shall be eligible for reappointment. All commission members shall have a demonstrated knowledge of or interest, competence, or expertise in historic preservation. To the extent available in the community, the city shall appoint professional members from the primary historic preservation-related disciplines such as urban planning, American studies, American civilization, cultural geography, cultural anthropology, interior design, law, and related fields.”

**DISCUSSION:**

Currently, five members of the Historic Preservation Commission are willing to be re-appointed. These members include Gaynell Atkinson, Ray Brown, Vivian Dailey, Leonard Fuller, and Mary Elsie Hubley. Two vacancies were advertised in the Mississippi Press and on the city’s website to fill positions previously held by James Henry LeBatard and Sue McCanlis. Applications for the Commission were received from Henry Enrico (Rico) Borrazzo and Gwen Parker.

**RECOMMENDATION:**

The Economic Development and Planning Department staff recommends that City Council approve the five re-appointments and the two new candidates to the Historic Preservation Commission as proposed based on the qualifications and experience of these individuals.

City Council may:

- 1) Approve the list of appointments/re-appointments to the Historic Preservation Commission as presented; or
- 2) Disapprove one or more of the proposed appointments and or re-appointments.

**ATTACHMENT:**

List of potential Historic Preservation Commission appointments  
Resumes/applications from Henry Enrico Borrazzo and Gwen Parker

**Gautier Historic Preservation Commission**  
**Appointments**  
*For Approval at June 3, 2014 City Council Meeting*

| <b><u>Name and Address:</u></b>   | <b><u>Term Expiration:</u></b><br><b><u>(Staggered 3 year terms)</u></b> |
|---|--|
| 1) <b>Bill Bray, Chair</b><br>(appointed Jan. 14, 2014- completing Teresa Jackson's term)<br>2005 Heron Lane<br>522-6268, 623-5304 (cell)<br><a href="mailto:wgbay@bellsouth.net">wgbay@bellsouth.net</a> | <b>01-05-15</b>  |
| 2) <b>Leonard Fuller, Vice-Chairman (Renewal)</b><br>3008-B Oak Street<br>497-6520<br><a href="mailto:nitafuller@cableone.net">nitafuller@cableone.net</a>  | <b>01-05-15</b>  |
| 3) <b>Vivian Daily (Renewal)</b><br>2135 Kingslea<br>238-6674<br><a href="mailto:vdailey@cableone.net">vdailey@cableone.net</a>   | <b>01-05-15</b>  |
| 4) <b>Mary Elsie Hubley (Renewal)</b><br>2405 Orrell St.<br>497-6495<br><a href="mailto:mehubley@cableone.net">mehubley@cableone.net</a>  | <b>01-05-16</b>  |
| 5) <b>Ray Brown (Renewal)</b><br>1225 Stanfield Point Road<br>497-4697 cell: 228-327-4483<br><a href="mailto:superReb@cableone.net">superReb@cableone.net</a>   | <b>01-05-16</b>  |
| 6) <b>Henry Enrico (Rico) Borrazzo (New)</b><br>(completing James Henry LeBatard's term)<br>3708 Shamrock Court<br>623-7835<br><a href="mailto:jricob@aol.com">jricob@aol.com</a>                         | <b>01-05-16</b>  |
| 7) <b>Gaynell Atkinson (Renewal)</b><br>3017 Jacks Rd.<br>497-4675, cell 990-5708<br><a href="mailto:auntgay@gmail.com">auntgay@gmail.com</a>   | <b>01-05-17</b>  |
| 8) <b>Mike Martin</b><br>(appointed Oct. 15, 2013, completing Jack Womack's term)<br><a href="mailto:mtmartinsr@yahoo.com">mtmartinsr@yahoo.com</a><br>219-1304   | <b>01-05-17</b>  |
| 9) <b>Gwen Parker (New)</b><br>(completing Sue McCanlis' term)<br>3509 Hoyt St.<br>762-0119<br><a href="mailto:Gwen_Wells@live.com">Gwen_Wells@live.com</a>   | <b>01-05-17</b>  |



# CITY OF GAUTIER



## BOARD AND COMMISSION CANDIDATE PROFILE FORM

### Contact Information

Name *Henry E. Borrazzo (Rico)*  
 Street Address *3708 Shamrock Ct*  
 City, St., Zip code *Gautier, Ms 39553*  
 Home Phone *228-623-7835*  
 Work Phone *cd 727-488-0088*  
 E-Mail Address *hricob@aol.com*  
 Place of Employment *retired*

### Background Information

Position Applying for: *Historic Board*  
 Reason for interest in position: *Student of history for 40 years.*  
 Prior involvement with the City: *Mullett Festival, Gautier Pride, Asset Review City of Gautier*

### Commission/Board or Committee

Please mark a (x) next to the following commission, committee or board that you wish to participate in. You will be notified which commission, committee or board that you've been chosen to serve on.

- Recreation Advisory Committee
- Technical Review Committee
- Planning Commission
- Historic Preservation Commission
- Library Board
- Municipal Election Commission

### Previous Volunteer Experience

Summarize your previous volunteer experience.

*various programs with the Gautier Rotary Club - Mullett Festival - Christmas Parade - Visit to Nursing Homes - City of Gautier Inventory Program*

### Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed) *Henry (Rico) Borrazzo*  
 Signature *[Handwritten Signature]*  
 Date *April 23, 2014*

### Our Policy

It is the policy of the City of Gautier to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.

# Henry Enrico (Rico) Borrazzo

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3708 Shamrock Court  
Gautier, Ms. 39553

Phone: 228.623.7835  
cell: 727.488.0088  
E-mail: hricob@aol.com

## Work History

Retired - U.S. Homeland Security

June 2004 to Jan 2014, External Affairs- Intergovernmental Specialist Community Relations

Currently assisting the City of Gautier City Clerks Office with Fixed Assets for the City

### Public Service:

- President & Chairman of the Board for Cornerstone Mortgage Corporation for Massachusetts, New Hampshire & Florida  
Position held in private section
- Chairman of Tewksbury Industrial & Historical Group, Tewksbury, Ma  
10 years from 1974 -1984
- Executive Director of Wilmington Housing Authority, Wilmington, Ma  
Responsible for all activities involving public housing, section 8 & HUD housing  
10 years from 1971-1981
- Chairman of Fireman Pension Board, Gulfport, Fla  
Responsible for all investments  
10 years from 1981- 1991

## Other

- Member of Pascagoula Elks , Pascagoula, Ms. 40 years
- Member of Gautier American Legion, Gautier, Ms. 15 years
- President of St. Petersburg, Exeter Condo Association 5 years
- Certified in Community Emergency, St. Petersburg, Fla 13 years
- Member of Gautier Rotary, Gautier, Ms. 8 years

## Personal

Married to Julia Borrazzo

4 children

8 grandchildren



# CITY OF GAUTIER



## BOARD AND COMMISSION CANDIDATE PROFILE FORM

### Contact Information

|                     |                                  |
|---------------------|----------------------------------|
| Name                | Gwen Parker                      |
| Street Address      | 3509 Hoyt St                     |
| City, St., Zip code | Gautier MS, 39553                |
| Home Phone          | 228-627-0635 Cell                |
| Work Phone          | 228-762-0119                     |
| E-Mail Address      | Gwen_Wells@live.com              |
| Place of Employment | Jackson County Utility Authority |

### Background Information

Position Applying for :  
Reason for interest in position:  
Prior involvement with the City:

### Commission/Board or Committee

Please mark a (x) next to the following commission, committee or board that you wish to participate in. You will be notified which commission, committee or board that you've been chosen to serve on.

- Recreation Advisory Committee
- Technical Review Committee
- Planning Commission
- Historic Preservation Commission
- Library Board
- Municipal Election Commission

### Previous Volunteer Experience

Summarize your previous volunteer experience.

Youth for Christ, Girl Scouts, Women of Venture,

### Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

|                |  |
|----------------|--|
| Name (printed) | Gwen Parker  |
| Signature      |  |
| Date           | 5/5/14   |

### Our Policy

It is the policy of the City of Gautier to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.

## **Gwen L. Parker**

**3509 Hoyt St.**

**Gautier, MS 39553**

**Mobile: 228-627-0635**

**Email: gwen\_wells@live.com**

### **WORK EXPERIENCE**

#### **Jackson County Utility Authority Pascagoula, MS 5/2013-Present Customer Service Supervisor**

Supervise four employees, process bill payment. Create new customer accounts. Ensure all invoices are processed. Maintain receivables. Handle all customer complaints. Create standard operating procedure. Monitor and maintain main office and satellite office. Handle ACH set up for customer accounts. Fill request for vacant positions. Monitor and maintain time and work schedule. Daily deposits of cash, checks, and credit cards.

#### **Keesler AFB, MS United States 07/2009 -5/2013 Supervisor Skills Development**

Supervise nine employees engaging in skills development. Assign tasks to subordinate. Prepare budget, monetary requirements, inventory supplies and consignments on all contractors. Ensure that all invoices are processed in accordance with the Federal Financial System. Upload daily accountability equipment, operation cost. Monitor financial, payroll, and upload invoices conduct monthly and weekly publicity and marketing.

#### **Meditations LLC Columbus, GA United States 05/2006 - 03/2007 Supervisor of Marketing and Sales**

Supervised fifteen employees & monitored their day to day activities. Initiated formal request for filling vacant positions. Regulated performance evaluations. Handle complaint and grievances. Ensured that all rules, regulations, policies, and procedures for budget submissions are followed. Executed the budget by directing/accomplishing tasks such as data analysis, establishing account structures, continuous monitoring of funds, reconciliation, and adjusting funds. Performed and directed all tasks associated with end of year budget close out.

#### **David's Bridal Atlanta, GA United States 03/2005 - 02/2006 Event Planner Manger**

Planed, supervised, administered, and carried out educational, recruiting, cultural festivals, or other program such as Bridal shows, competitions, and workshops. Managed community and private events. Maintained financials and payroll.

Interviewed customer to see how we could meet their needs make their event wonderful.  
Ordered and tracked supplies for the entire facility, coordinated receipt of orders with vendors and staff.

**Enterprise Rent-A-Car, Atlanta, GA United States 12/2002 - 12/2005**  
**Assistant Manger**

Coordinated and arranged various meetings and conferences in the local area.  
Composed and prepared a variety of correspondence, reports, records, briefing materials, and statistical and narrative material.  
Conducted employee training organizational strategies for improving customer service.  
College recruiting select applicant and ensure proper orientation.

**Convergys, Hattiesburg, MS United States 08/1999 - 6/2002**  
**Supervisor Customer Service**

Training Assistant and launching of Wal-mart.com  
Served as the first contact for the Wal-mart.com service area in handling telephone calls to the customer service center.  
Maintained duties outside of normal business hours. Maintained and monitored call outs  
Assist customers with program requests and emergency calls.  
Billing inquiries and collections inquiries.

**Education:**

University of Southern Mississippi Hattiesburg, MS  
Major: History (Liberal Arts) Minor: Spanish

**References: Upon request**

**Experience:**

Member of the United States Air National Guard  
14 years' experience in supply management: inventory, purchasing,

20 years of sales and customer service experience.  
10 years of marketing and event planning