

Would a fee waiver need to be considered by the Council on a project-by-project basis, or could this be handled as a "master" Memorandum of Understanding or something similar? As the School District typically bids multiple projects each year, it would be much more efficient to have a standing agreement for this matter, if at all possible.

Ryan Florreich, AIA, NCARB  
Architect

**JBHM**  
Architecture

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**From:** Samantha Abell [<mailto:sabell@gautier-ms.gov>]  
**Sent:** Thursday, April 03, 2014 4:12 PM  
**To:** Ryan Florreich  
**Cc:** 'Weber Parker'; Wrodolfich  
**Subject:** RE: Pascagoula School District Projects - Fees for Plan Review and Building Permit(s)

Ryan,  
Thank you for emailing so I can offer some clarity on the matter. The City of Gautier has a comprehensive fee schedule that establishes only the City Council may waive fees, under certain conditions. The comprehensive fee schedule was adopted approximately two years ago. The Mayor and Council have given me the impression that it is their desire to waive these fees for the school district whenever possible. The only time when this wouldn't be possible would be if the plan review was conducted by a contracted engineer on behalf of the city, for instance. The cost for the plan review would then be passed on to the school district. For relatively modest expansions and connection fees that are conducted in-house, Gautier is comfortable issuing permits to the school district without delay and then placing the fee waiver request on the Council's consent agenda for approval at the earliest meeting possible.

I hope this clarifies the matter for you. Let me know if you have more questions.

Thanks,

Samantha D. Abell  
City Manager  
City of Gautier, MS  
c. 228.217.5843

**From:** Ryan Florreich [<mailto:rflorreich@JBHM.com>]  
**Sent:** Thursday, April 03, 2014 12:33 PM  
**To:** [sabell@gautier-ms.gov](mailto:sabell@gautier-ms.gov)  
**Cc:** Weber Parker ([wfparker@psd.ms](mailto:wfparker@psd.ms))  
**Subject:** Pascagoula School District Projects - Fees for Plan Review and Building Permit(s)

Samantha:

The Pascagoula School District has been a client of JBHM for a number of years. I am e-mailing on behalf of the

Pascagoula School District. In the past, the City of Gautier has not charged any fees for Plan Review, Building Permit(s), and the like. Utility tap fees and the like HAVE been charged in the past, and we would expect that to continue.

The most recent "major" PSD Project located within the City of Gautier was bid in October/November 2013, and construction started in mid-November 2013...this project was the new **Gautier High School Football Fieldhouse and Shared Training Facility**.

On this project, the School District was advised that the City would start charging fees, so we modified the bid documents via addendum, as follows:

Following further discussion with The City of Gautier, the City of Gautier **NOW DOES** charge building permit fees for Pascagoula School District projects (this differs from that listed in Item No. 1 of Addendum No. 2). The City of Gautier Permit Fee Schedule is attached as an exhibit to this addendum. As such, contractors shall include permit fees in their bid as follows.

- A. Building Permit Fee (as calculated based upon valuation of the work as-bid).
- B. Mechanical, Electrical, and Plumbing Permit Fees (per City of Gautier, each subcontractor/trade typically pulls their own permit; General Contractor shall verify that the appropriate fees are included in his total bid).
- C. Miscellaneous Fees:
  - Construction trailer
  - Plan Review, Commercial (assume an additional ½ cost of the Building Permit Fee, the City of Gautier does not anticipate utilizing a 3<sup>rd</sup> Party Plan Review for th is project).

All other permits, fees, licenses, inspections, and charges necessary for proper execution and completion of the Work shall be included in the base bid

I cannot recall who advised the School District of this back in 2013. Later in 2013, we were also advised that the City MAY NOT continue to charge these fees on School District projects. We have not had any projects bidding in Gautier, so I have not followed up.

In the immediate future...the School District does have a small Summer 2014 Restroom Renovation project with a bid opening scheduled for May 1, 2014, and will have a larger Classroom Addition and Baseball-Softball Facilities project going out for bid in the next 1-2 months.

Therefore, on behalf of the School District, I wanted to reach out and clarify the City's intent on this issue. Feel free to call to discuss. Thanks,

*Ryan Florreich, AIA, NCARB*  
Architect

**JBHM**  
Architecture

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

**ORDER NUMBER 111-2014**

**IT IS HEREBY ORDERED** by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Potential Adoption of a Smokefree Air Ordinance Public Meeting and Recessed Council Meeting held April 15, 2014 are hereby approved.

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

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

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

NAYS:           None

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**MAYOR**

ATTEST:

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**CITY CLERK**

**Passed and Adopted** by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of May 6, 2014.

**Motion made by Councilwoman Martin for the City of Gautier to supply vehicle and gas for Council Members to take supplies to Louisville, MS for Tornado Disaster Relief effort. Motion seconded by Councilman Colledge and the following vote was recorded:**

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

**NAYS:** None

**Motion carried.**

**Motion made by Councilman Vaughan for Council to allow Employee Picnic for 2 hours on May 7, 2014 during operating hours. Motion seconded by Councilwoman Martin and the following vote was recorded:**

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

**NAYS:** None

**Motion carried.**

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**Motion made by Councilman Vaughan to recess the meeting until May 20, 2014 at 6:30 pm. Motion seconded by Councilman Colledge and unanimously carried.**

**APPROVED:**

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**MAYOR**

**ATTEST:**

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**CITY CLERK**

**Submitted for approval of the Mayor and Members of the Council of the City of Gautier, Mississippi at the meeting for May 20, 2014.**