

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

**Council Meeting:**  
**Title:**

**October 6, 2015  
Consideration of a change to City Hall  
Administration Office Hours of Operation  
to allow for improved Customer Service from  
7:30 AM – 5:00 PM Monday through Friday**

**Introduced by:**  
**Contact Person/Telephone**

**City Manager 497-8000 ext. 306**

**Summary Explanation: Consideration of the City Manager’s proposal to set City Hall Administration office hours from 7:30 AM – 5:00 PM Monday through Friday.**

**EXHIBITS FOR REVIEW**

<b>Resolution</b>	<input checked="" type="checkbox"/>
<b>Ordinance</b>	<input type="checkbox"/>
<b>Contract</b>	<input type="checkbox"/>
<b>Minutes</b>	<input type="checkbox"/>
<b>Plan Maps</b>	<input type="checkbox"/>
<b>Order</b>	<input type="checkbox"/>
<b>Other</b>	<input type="checkbox"/>
<b>Submittal Authorization</b>	<b>City Manager</b>

**Staff Recommendation:**  
**Approval**

<b>Motion Made by:</b>													
<b>Gollott</b>	<input type="checkbox"/>	<b>Martin</b>	<input type="checkbox"/>	<b>Jones</b>	<input type="checkbox"/>	<b>Guillotte</b>	<input type="checkbox"/>	<b>Vaughan</b>	<input type="checkbox"/>	<b>Anderson</b>	<input type="checkbox"/>	<b>Colledge</b>	<input type="checkbox"/>

<b>Second Made by:</b>													
<b>Gollott</b>	<input type="checkbox"/>	<b>Martin</b>	<input type="checkbox"/>	<b>Jones</b>	<input type="checkbox"/>	<b>Guillotte</b>	<input type="checkbox"/>	<b>Vaughan</b>	<input type="checkbox"/>	<b>Anderson</b>	<input type="checkbox"/>	<b>Colledge</b>	<input type="checkbox"/>

<b>Voted as follows:</b>		<b>Ayes</b>	<b>Nays</b>	<b>Abstained</b>	<b>Absent</b>
<b>Mayor</b>	<b>Gollott</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>At Large</b>	<b>Martin</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Ward 1</b>	<b>Jones</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Ward 2</b>	<b>Guillotte</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Ward 3</b>	<b>Vaughan</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Ward 4</b>	<b>Anderson</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Ward 5</b>	<b>Colledge</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Action Taken:**

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

**RESOLUTION NUMBER 000-2015**

**RESOLUTION CHANGING CITY HALL ADMINISTRATION OFFICE HOURS OF OPERATION TO ALLOW FOR IMPROVED CUSTOMER SERVICE**

**BE IT RESOLVED**, by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the change of City Hall Administration office hours of operation (to allow for improved customer service) are hereby set from 7:30 AM – 5:00 PM Monday through Friday; and

**WHEREAS**, the effective date for the change in hours of operation will be October 10, 2015; and

**WHEREAS**, Pursuant to Mississippi Annotated Code 21-9-47 for a Council-Manager government, the City Council establishes the hours of service of operation; and

**WHEREAS**, 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 October 6, 2015.