

Tuesday
January 19, 2016
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 January 19, 2016 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, Hurley Ray Guillotte, Casey Vaughan, Rusty Anderson, Adam Colledge. Also present were Samantha Abell, City Manager; Tricia L. Thigpen, Deputy City Clerk; and Josh Danos, City Attorney. Councilman Johnny Jones via phone and Cynthia Russell, City Clerk was absent.

**AGENDA
CITY OF GAUTIER, MISSISSIPPI
CITY HALL COUNCIL CHAMBERS
January 19, 2016 @ 6:30 PM**

I. Call to Order

1. Prayer
2. Pledge of Allegiance

II. Agenda Order Approval

III. Announcements

1. Gautier Men's Club Mardi Gras Parade Saturday, January 30th at 7:00 P.M.

IV. Presentation Agenda

1. Special Recognition of Gautier Fire Department and Police Department from the Boys & Girls Club of Jackson County.

V. Public Agenda

1. Agenda Comments

VI. Business Agenda

1. Consideration of a resolution authorizing the amendment to Interlocal Governmental Cooperation Agreement between Biloxi, Gulfport and D'Iberville for Fiber-Optic Infrastructure for Municipal Purposes, and for Related Purposes, to add the City of Gautier as a party to the agreement.
2. Discussion: Gautier 5 Year Strategic Plan Annual review.

3. Order approving retention of Butler Snow LLP to prepare and submit 2016 Financial Disclosure Statement.
4. Order authorizing Docket of Claims.

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

1. Order approving water and sewer adjustments dated January 5, 2016 in the amount of \$2,504.65.
2. Order receiving December 2015 Privilege License Report.
3. Order authorizing purchase of sponsorship for the Gautier Men's Club 27th Annual Mardi Gras Parade in the amount of \$700.00.
4. Order approving minutes from Regular Council Meeting held January 5, 2016.
5. Order approving an amended annual service agreement with Southern Pest Control to include the Economic Development Department and West Fire Station in the amount of \$403.30.
6. Order authorizing the acceptance of a donation of five (5) used vinyl tarps by Lamar Outdoor Advertising valued at \$250.00.
7. Order authorizing the City to advertise for George Martin City Park Splash Pad Installation Bid Advertisement.

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 February 2, 2016 at 6:30 PM
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Councilwoman Martin made the motion to revise the agenda adding the following items:

1. Business Item #5 - Approval of a letter of engagement with Capitol Resources, LLC to represent the City of Gautier and provide a full scope of public affairs and government relations services to advance the legislative priorities of the community.
2. Business Item #6 – Approval of Paid Docket of Claims for Sales Tax Audit Assessment in the total amount of \$75,047.00.
3. Business Item #7 – Consideration of a resolution requesting certain amendments to Section 49-17-733 of the Mississippi Code, Board of Directors for the Jackson County Utility Authority, to provide parity with other coastal utility authorities similarly situated and to provide more effective oversight by the Cities and the County subject to the authority’s jurisdiction.

Councilman Colledge seconded the motion and the vote carried unanimously.

Announcements:

1. Gautier Men’s Club Mardi Gras Parade Saturday, January 30th at 7:00 P.M.

Presentation Agenda:

1. Special Recognition of Gautier Fire Department and Police Department from the Boys & Girls Club of Jackson County.



**BOYS & GIRLS CLUBS
OF JACKSON COUNTY**

SPECIAL AWARD CERTIFICATE

Giving Thanks To

City of Gautier Fire Department

FROM

BOYS & GIRLS CLUBS OF JACKSON COUNTY

**IN APPRECIATION OF YOUR GENEROUS TIME SPENT AT THE JOLLY McCARTY UNIT.
YOU HAVE MADE A DIFFERENCE IN THE LIVES OF OUR YOUNG PEOPLE.**

NOVEMBER 2015

CATHERINE GLAUDE



**BOYS & GIRLS CLUBS
OF JACKSON COUNTY**

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NOVEMBER 2015

CATHERINE GLAUDE

Business Item #1 - City Manager requested Council move this item to the end of the Business Agenda. Cliff Kirkland, Civic Innovation and Development Officer and Gerald Blessey, City Attorney for the City of Biloxi were invited to give a presentation on the Gulf Coast Fiber Optic Ring.

Business Item #2 – Discussion: Gautier 5 Year Strategic Plan. Council agreed to save comments for the yearly retreat. Councilman Vaughan requested City Manager add Ward 3 on Page 31 Section D.5.1 (Requires funding. Grants submitted for Wards 1, 4, 5). The retreat will be scheduled for the end of March or beginning of April.

Welcome to Gautier, home to the Mississippi Gulf Coast Community College Jackson County Campus. Gautier City Council is proud to present its 5-Year Strategic Plan, adopted September 24, 2012.

Administration: 2009-2013

City Council Members

HONORABLE MAYOR – Tommy Fortenberry
COUNCILMAN WARD 5 – Adam Colledge
COUNCILMAN WARD 4 – Scott Macfarland
COUNCILMAN WARD 3 – Gordon Gollott
COUNCILMAN WARD 2 – Hurley Ray Guillotte
COUNCILMAN WARD 1 – Johnny Jones
COUNCILWOMAN AT-LARGE – Mary Martin



Appointed Members

CITY MANAGER – Samantha D. Abell
CITY CLERK – Teresa Montgomery, Interim
CITY ATTORNEY – Robert Ramsay

Administration: 2013-2017

City Council Members

HONORABLE MAYOR – Gordon Gollott
COUNCILMAN WARD 5 – Adam Colledge
COUNCILMAN WARD 4 – Charles "Rusty" Anderson
COUNCILMAN WARD 3 – Casey Vaughan
COUNCILMAN WARD 2 – Hurley Ray Guillotte
COUNCILMAN WARD 1 – Johnny Jones
COUNCILWOMAN AT-LARGE – Mary Martin

Appointed Members

CITY MANAGER – Samantha Abell
CITY CLERK – Cynthia Russell
CITY ATTORNEY – Joshua Danos

Updates:
2013: Blue
2014: Red
2015: Green

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LETTER FROM THE CITY MANAGER

September 24, 2012

Though Gautier is now 26 years old, in some respects we're younger than our years. Until recently, economic and **political circumstances have impeded Gautier's development** as a coastal, college town. Ideally located between the industrial and tourism hubs of the state of Mississippi, with two championship golf courses, thousands of acres of parklands and shorelines, and home to the Mississippi Gulf Coast Community College's Jackson County Campus, Gautier has long been the Gulf Coast tourists' head-scratcher: **Why don't we offer more? Gautier has not lived up to our potential. Here's a snapshot why:**



At Gautier's incorporation in 1986, the city incurred major capital costs. In 2002, city leaders seized an opportunity to dramatically increase the tax base by annexing the Interstate-10/Highway 57 interchange. The land grabs to the west, and also lands to **the northeast, nearly tripled the city's land area and doubled its population.** However, the annexation required Gautier assume water and sewer loans and also absorb the Gautier Utility District which had served unincorporated areas. These debts made affording new capital projects difficult.

Three years later, Hurricane Katrina hit the coast. The resulting disinvestment, out-migration, and devastated infrastructure set Gautier back to a government in its infancy. Lacking the political and community organization of its neighboring cities, Gautier failed to capitalize on federal reconstruction dollars after Katrina. **Resulting revenue losses and indebtedness created turnover in city leadership that further impeded Gautier's development** and also its political influence on a state and national level. In subsequent years, Gautier necessarily focused efforts on providing city services to the annexed areas.

In 2010, Gautier at last began building economic momentum by strategically focusing development efforts on our undeveloped interstate and our town center, and capitalizing on grass-roots community projects. Results are that Gautier is now turning heads for our 16-acre medical campus at I-10 and Highway 57, and also our town center master plan,

anchored by a \$20 million dollar Tax Increment Financing District and plans for a redeveloping mall. The City of Gautier has recently taken the same strategic approach towards our water and infrastructure, a recreational waterfront and growing our premier parks and recreation programs. Exciting changes are in store.

It is with care and attention that as City Manager, I've **organized** a team of top-level professionals who come to the table with accomplishments under their belts, their sleeves rolled up and with something to prove for the citizens of Gautier. With a business-friendly Mayor and Council, Gautier has adopted the core principles of **People. Prosperity. Integrity**. We invite you to visit with us, and take part in our growing success.

Sincerely,

Samantha D. Abell

City Manager

2014 City Manager Mid-term Update:

It's now been five years since the City of Gautier completed its 20-Year Comprehensive Plan. The purpose of the Comprehensive Plan was to establish a 20-year community vision and goals. It was also intended to guide the creation and implementation of municipal activities to ensure the City's efforts would contribute to the community vision and goals. The Executive Management Team at the City of Gautier recognizes that the realization of the 20-Year Plan depends on several factors. A key factor is a choice by City Council to select a limited number of goals and related strategies that identify particular outcomes it wants to achieve, or at least make progress toward achieving, during its term.

Gautier City Council set 13 goals for Gautier in its 5-Year Strategic Plan, and together with staff, partners and the community, have been working to reach these goals. In September 2013, with 5 of 7 seats filled with returning incumbents, the City Council underwent its first annual review of the 5-Year Strategic Plan. The year 2014 marks the second strategic **plan review, to identify priorities for the next three years of this Council's term and continue sharpened focus.** In this way, the strategic plan review process ensures each Council term will continue the successes of the previous Council, to move towards the **implementation of Gautier's 20-Year Comprehensive Plan.**

Please take a moment to review the 2014 **mid-term update**, which reviews the strategic **plan, the accomplishments made within the first half of the term, and Council's priorities** for the second half. We have a great challenge and opportunity in planning for the future. I look forward to hearing from you.

INTRODUCTION

What is strategic planning? Simply put, strategic planning determines where an organization is going over the next 3-5 years and how it's going to get there.

In our case, it is an effort to systematically identify the major issues faced by the City and to develop strategies to address them. Strategic planning is a process through which we critically evaluate our strengths and weaknesses, as well as outside opportunities and threats, so that strategic issues can be identified and clearly defined. Strategic issues then are key challenges or policy choices that can be addressed by the City; issues over which the City has some control.

The strategic planning process is as important as the plan itself. The process compels our community to develop a consensual vision of the future. The annual town hall meetings and a web-based needs assessment survey, brings forth a broad spectrum of experiences and perspectives.

Successful planning relies on a solid understanding of where we have been as a community, where we are today, and where we hope to be tomorrow. To this end, staff collected input and data from a variety of stakeholders and asked people to identify what they perceived to be the strengths, weaknesses, opportunities and challenges facing our community.

Gautier city leaders are proud to present the City of Gautier's Strategic Plan, which serves as an organizational blueprint and foundation of how Gautier will become a safe, vibrant, innovative, healthy city, providing the highest overall quality of life possible.



COMMUNITY PARTICIPATION

The public outreach for this strategic planning process was ongoing and extensive. The participatory planning process included a neighborhoods community summit, a citywide Town Hall Meeting, two council retreats, and a web-based needs assessment survey.

Community participation consisted of residents, business owners and members of various nonprofit and other community groups. Sessions were held with all city employees and department directors. City of Gautier department directors and managers have played an integral role in internal strategic planning sessions. The participation process associated with this strategic plan was intense and highly effective.

Several topics were introduced during the sessions to gain input on the following issues:

- State of the Community
- Assessment of External Conditions
- Vision of the Future
- Reality Check
- Assessment of Municipal Services
 - What does the City do well?
 - What does the City need to do better?
- Priority Setting

The community participation process provided the community with an opportunity to provide their input and select their priorities. The results of this process for each of the topics are described in great detail in Exhibit II and III.

The community survey demonstrated that Gautier residents have a strong sense of community pride. This was reinforced by the participants of the town hall meeting. A deep connection to its settler history, the kindred frontiersmen culture of fierce independence and the waterfront way-of-life remain important community strengths. There is also a general sense of overall improvement in levels and cost of service provided by the City.

VALUES

⌘ PEOPLE ⌘ INTEGRITY ⌘ PROSPERITY

We value government action that is taken openly and believe that responsive government is our first priority. We encourage citizen participation for the betterment of our community and strive to conduct business with integrity to instill public trust.

Quality of Life

We value a safe, family friendly environment in which to build our future and conduct business. We foster recreation, public safety and youth activities, and encourage support of the arts, libraries, and education. We believe in sound economic development, high standard infrastructure and responsible planning for sustainable growth.

Excellence

We value excellence in all things. Professionalism, accountability, and innovation drive our commitment to excellent customer service.

Employees

We value a work environment that emphasizes teamwork, respect and dignity and supports our employees in their efforts to provide excellent customer service.

Diversity

We value diversity in the workplace and in the community.

VISION/MISSION

The comments received by the stakeholders through the outreach process were distilled into the five mission statements that implement the Vision, provided below.

Vision

We strive to achieve efficient and responsible service; a highly trained, competent workforce; and responsible stewardship of resources.

Mission

To enhance the quality-of-life of the citizens of Gautier and our neighborhoods by providing exceptional government services.

- I. Provide a safe environment through the development of partnerships with citizens, community groups and law enforcement, emphasizing crime prevention and a variety of programs aimed at youth.
- II. Create a vibrant community by expanding our economic development efforts striving to improve education, and growing our recreational, cultural, arts and library programs.
- III. Be innovative in seeking solutions, be bold in taking on the challenges of our community and use the entire range of resources, skills and technology available throughout the community for the betterment of all.
- IV. Sustain the economic, environmental and physical health of our community by supporting new medical and health care services; creating a program of sustainable development and fostering continued job creation.
- V. Continue to enhance the quality of life for our residents by embracing our small town spirit, ensuring we maintain strong neighborhoods, valuing and strengthening intergenerational ties among citizens and providing a range of services that support the whole community.
- VI. Encourage community maintenance to aesthetically improve the City.

- VII. Recreational Waterfront. Cultivate public and private investments along the Coastline.
- VIII. Focus on the Town Center Master Plan and I-10/HWY 57 Corridor. Promote economic renewal and strategic development.
- IX. Environmentally Sustainable Local Government Policies. Develop and implement pro-environmental policies.
- X. College Park Community Revitalization. Stimulate further redevelopment opportunities.
- XI. Operational Performance and Efficiency. Focus on improving efficiency and performance.
- XII. Promote Public Safety. Reduce violent crime among youth and adults.
- XIII. Customer Service. **Maintain and improve the quality our customers' experiences** while recognizing that the City is involved in many other important activities, these initiatives will be our focus as we plan future activities and deploy resources.

STRATEGIC GOALS & ACTION PLAN

Based on the Vision/Mission statements and in consideration of the community's comments, staff identified seven categories of actions and their applicable strategic goals for this five-year strategic plan. The categories provide an organizational framework for the strategic actions set forth in the following tables, which are the basic elements of this effort and will provide a metric to determine our progress in addressing the concerns, desires and priorities of the community.

1. Youth Engagement

Stakeholder Comments: The stakeholders who participated in the strategic planning process identified concerns with limited opportunities and activities for youth as a top priority for immediate action by the City. Their comments included:



- Foster and engage youth by providing activities, programs, facilities, entertainment, recreational, educational and job opportunities.
- Target ages 11 –18 with activities, jobs, youth center and mentors.
- Partner with other organizations such as the school district to provide internships and share recreation facilities.
- Provide safe places for kids to hang out and expand recreational activities.

Mission Reference: Although providing opportunities and programs to foster and engage youth is a component of all Mission statements, the most applicable statements include #1, Safe Community and #4, Quality of Life.

Strategic Goal Youth 1: Collaborate with stakeholders and service providers to assess existing capacity and programs, identify needs, and make recommendations for improvement and/or expansion.

Strategic Goal Youth 2: Collaborate with service providers to continue and expand programs and services that encourage youth engagement, parental education, participation and involvement.

Strategic Goal Youth 3: Engage youth in crime prevention strategies and enhance youth programs that promote prevention and diversion from criminal or gang activities.

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Youth 1. Collaborate with stakeholders and service providers to assess existing capacity and programs, identify needs, and make recommendations for improvement and/or expansion.				
Y.1.1. Conduct comprehensive analysis and capacity building for community-wide youth services.	Comprehensive Report	Human Resources Cultural Services Dept.	Initiate Spring 2013 Spring 2016.	To be completed Summer 2013- Summer 2016
Youth 2. Collaborate with service providers to continue and expand programs and services that encourage youth engagement, parental education, participation and involvement.				
Y.2.1. Continue MDOT Summer Youth Program	Annual Application	EDP, Cultural Services, Human Resources	Ongoing each summer. (Summer 2013 and 2015)	Ongoing- annual basis
Y.2.2. Develop a Mayor's Youth Council	Coordinate with Gautier High School	Human Resources (Moved to City Clerk's Dept.) Moved to City Manager's Department	Initiate Winter 2013. (Scheduled to begin Fall 2014-Fall 2015.)	Ongoing
Y.2.3 Develop an <i>Excellence in Leadership Program</i> whereby a teacher-nominated outstanding student is recognized at the regular Council meeting.	Monthly	City Clerk	(Initiated Winter 2013.)	Ongoing

Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
2.4. Develop relationships with youth, sports and recreation groups (i.e. sports leagues and clubs, Boy Scouts, Girl Scouts, Boys and Girls Clubs, etc.)	# of youth enrolled	Cultural Services Human Resources	Initiate Fall 2012. (City Youth Football League & Cheerleading established Fall 2013. Fall 2014- Helped organize Jackson County Football League Assoc. Partnered with Babe Ruth/Cal Ripken Baseball for Spring 2014 and Spring 2015. Partnered with Girls Scouts, high school clubs, and college clubs on Haunted Trails Fall 2013 and Fall 2014. Plans underway for 2015.)	Ongoing
Y.2.5. Provide a summer work fair to eligible youth to fill seasonal and year-round part-time positions for staffing sports, after-school events and other recreational programs and services	Programs offered	Human Resources Cultural Services	Initiate Winter 2013. (HR provides screening for MDOT Urban Youth Corps applicants each year.)	Ongoing
Youth 3. Engage youth in crime prevention strategies and enhance youth programs that promote prevention and diversion from criminal or gang activities.				
Y.3.1. Engage youth in crime prevention to promote prevention and diversion from criminal activities.	Report to City Council	Police/Crime Prevention Officer	Initiate Fall 2012	Ongoing.

2. Public Safety

Stakeholder Comments: The stakeholders who participated in the strategic planning process identified public safety concerns as a high priority. The issues identified include: presence, responsiveness and costs, more specifically described below.

Police

Police Substations: Build on the City's existing neighborhood policing programs by introducing community substations and strengthening business/police relationships. Retrofitting existing commercial space can be funded with the assets forfeiture fund, at no cost to taxpayers.



Community patrol officers' responsibilities should include, but not be limited to, tracking subjects on probation, Section 8 housing issues, and tracking crime trends. They should also work with Code Enforcement to ensure adherence to **City Ordinances in their areas. The officers' knowledge of the areas and** relationships with the communities they serve is a valuable tool in assisting the Police Department and improving quality of life throughout the City.

Increase "community police" presence: Re-defining patrol beat lines within the next five years would increase visible patrol and reduce response times with additional manpower. One additional FTE (full time employee) would cover three job functions as a receptionist/dispatcher at the Police Department, cross-trained in the Records division and the Court division to assist in these areas as needed. Increasing personnel in both Patrol and Services to accommodate four additional Patrol Officers (1 per shift) to strengthen service to western boundary areas along the Hwy 57, Old Spanish Trail, and I-10 areas.

Fleet purchase plan: The police motorcycles need replacing due to high mileage, age and maintenance. To limit cost, the City should seek a five year lease plan through a local lender and the yearly payment made from the assets forfeiture fund, at no cost to taxpayers. Additionally, the Vehicle fleet needs to be replaced with four to seven vehicles a year for five years, in order to keep fleet current and avoid replacing the entire fleet at one time. The current fleet has 32 vehicles: nineteen (19) 2007 models which have been in service five years and

will need to be replaced soon due to mileage and increasing repairs as needed; three 2008 models approaching five year mark; and ten 2010 models which would have about three years to go using a five year plan as a rule of thumb.

(FY2014: The current fleet has 36 vehicles: seven (7) 2014 models; seventeen (17) 2007 models which have been in service seven years and will need to be replaced soon due to mileage and increasing repairs; two (2) 2008 models approaching the seven year mark; and ten (10) 2010 models which would have about one year to go using a five year plan as a rule of thumb.)

(FY2015: (FY2015: The current fleet has 33 vehicles: Seven (7) 2014 models; eleven (11) 2007 models which have been in service eight years and will need to be replaced due to high mileage and increasing repairs; two (2) 2008 models approaching the eight year mark; two (2) 2009 models approaching the seven year mark; ten (10) 2011 models which have met the five year plan as a rule of thumb; and one (1) 2004 model which has been in service for eleven years.)

(FY2016: The current fleet has 38 vehicles: Five (5) 2016 models, Seven (7) 2014 models; eleven (11) 2007 models which have been in service nine years and will need to be replaced due to high mileage and increasing repairs; two (2) 2008 models approaching the nine year mark; two (2) 2009 models approaching the eight year mark; ten (10) 2011 models which have met the five year plan as a rule of thumb; and one (1) 2004 model which has been in service for thirteen years.)

Establish marine training: Coordinate with the Fire Department for mutual manning of vessel operators and **crew to initiate a Marine Patrol using the City's** boat on the many waterways within City limits to combat not only water-related incidents but also the prevention of water accessible burglaries and thefts.

Radio communications: The City has to find financial abilities to update its communication capabilities into the Digital bands of communication in order for us to communicate with our surrounding Cities, County, State and Federal agencies. Under our current equipment we will no longer be able to communicate with our counterparts after the year 2017. At present our counterparts can come down to our frequencies and talk to us but we cannot go to theirs and initiate these conversations. This is very important during a natural or homeland security disaster.

Retention of personnel: Seek out funding for Public Safety through Grants for operations so that City general funds can be used for salary adjustments to ensure officers are paid commensurate with neighboring communities, to retain incumbent full time **employees (FTE's) and reduce the cost of training of new** officers.

Fire Safety

New Fire Station: With the approval of the 2010 bond issue, the City provided funding for a new fire station for **the City's western service area**. The proposed fire station is expected to be built on Brown Road approximately 3/10 of a mile east of Highway 57. This proposed fire station will reduce response times for our citizens in the extreme western portion of the City and will also help to improve



our overall fire rating with the Mississippi Rating Bureau. This fire station is currently projected to have a fire engine and will be staffed in a manner consistent with available funding. As usual, this fire station will respond to emergencies of all-perils. Recently the City Council approved the appointment of an architect for the design phase of the project and the fire station is currently in the design process. Construction will start the fall of 2012 and should be completed by late summer 2013.

(Expected completion date has been extended to July 2014 due to construction delays.) FY2015: The construction of West Fire Station was completed with the Grand Opening held on August 22, 2014 with fire personnel staffing and operating from the station on the same date.

Additional Personnel: Along with the new fire station comes a need for additional firefighters. The Mississippi State Rating Bureau recognizes a minimum of three (3) firefighters on all fire apparatus capable of fire suppression operations to prevent additional deficiency points being awarded. It is therefore necessary to budget for a minimum of three (3) firefighters per shift, equal to nine (9) total firefighters. Volunteer programs are also being explored. New personnel will receive initial training including State Certification. The Fire Department received approval in FY 2014 to hire six (6) additional personnel. In FY 2015 the Fire Department received approval to hire three (3) additional personnel. With the addition of these personnel the fire department is able to maintain 2 firefighters

per fire engine at all times.

Staffing for Adequate Fire & Emergency Response (SAFER) Grant: To offset the cost of new firefighters for a two (2) year period of time, the City will annually apply for a federal grant that, if approved, will fully fund the firefighter positions for a two (2) year period of time. The grant includes wages and all benefits, but does not include training and uniforms. The SAFER Grant is a highly competitive grant and a minimum of 60 must be awarded according to funding requirements. *(SAFER grant application was submitted in the Summer of 2013 but funding was denied due to limited availability of federal grant funds.)*

National Incident Management System (NIMS) Training: The Federal Government requires all communities to participate in the National Incident Management System (NIMS) in order to qualify for many types of federal grant programs. To meet this requirement, all personnel capable of responding to emergency incidents must have NIMS training and must be trained to the level of their response capability. This includes the fire department, police department, public works, finance department, and city leaders.

The police department and public works department routinely attend training sessions. The FD will coordinate with other departments to identify and track personnel and training progress. *(NIMS Training is on-going with all departments participating)*

COMMUNICATION SYSTEM UPGRADE: Gautier is a participant of the Jackson County Emergency Communication District, which provides the radio system for emergency communications and day-to-day operations. Due to age and needed repairs, the Jackson County Communication District must upgrade to a more efficient and modern system.

The estimated cost to upgrade or replace all analog radios is approximately \$66,000.00. In June of 2012, the Gautier Fire Department requested a grant from the Assistance to Firefighters Grant (AFG) Program for replacement of all analog radios. The amount of the request for the grant was approximately \$105,000.00. This is a shared grant and the City's share, if the grant is awarded, is approximately \$5,500. The grant will only allow the purchase of new radios. The target date for completion of upgrading radios must be no later than 2017.

The reason for the two (2) cost estimates is because the grant will not allow for repairing or upgrading a radio to digital compliance, which is the \$66,000.00 amount, but requires the radios to be newly purchased which is estimated to be \$105,000.00. If the City of Gautier must provide the upgrading costs from local funding; our estimate would be \$66,000.00. *(February 2013: Gautier Fire Department received \$100,487 in Assistance to Firefighters Grant funding for communication equipment. Equipment purchased and project completed December 2013.)*

Fire Station Inspection Program: We are currently evaluating the need for a comprehensive fire station inspection program to ascertain the serviceability of our three (3) fire stations. The program is expected to include an annual physical inspection of the stations to determine needed funding within the fire stations that may go undetected until major repairs are necessary at a greater expense. A program was implemented in FY 2015 assigning each station to current ranking officers whom are responsible and held accountable to inspect each station periodically for issues pertaining to maintenance and operation. This new program provided us a detailed list of needs for each station that we prioritized and began addressing in that order with available funding utilizing in house personnel to perform the work. In FY 2015 we were approved to remodel the kitchens in three of our stations and expect the project to be complete by the end of year 2016.

Purchase of New Command/Support Vehicle: The current Command/Support vehicle has over 100,000 miles, is a 1999 model and is incurring repairs at an increasing rate. The replacement vehicle will be similar in design and provide command support at all incidents requiring such support, and will respond on medical emergencies when necessary. Funding of the vehicle will come from the State Rebate Insurance Fund and will not affect the General Fund. Estimated cost for the vehicle is \$160,000.00 to \$170,000.00. *(July 2013- Vehicle purchased and placed in service.)*

Purchase of New Fire Apparatus:

The Fire Department has received approval to purchase an additional Fire Apparatus in FY 2016. This apparatus will replace our oldest "Frontline" engine which is a 1999 E-ONE. This purchase ensures that the fire departments fleet maintains a level of readiness and efficiency that is conducive for positive growth. The Fire Department expects to take delivery of this new apparatus in the beginning of year 2017. The next fire apparatus to be purchased should go for approval in the 2020/2021 budget year. Funding for these purchases will come

from the State Rebate Insurance Fund and will not affect the General Fund

Mission Reference: Providing for public safety and a secure environment is the focus of the first paragraph of the Mission Statement.

Strategic Goal Public Safety 1: Provide quality law enforcement services. The mission of the Gautier Fire Department is to provide protection of life, property, and environment for all citizens of our Fire District regardless of social status, race, or national origin.

Strategic Goal Public Safety 2: Engage community partners in crime prevention strategies. Engage all citizens within the City of Gautier with the goal of raising awareness to fire prevention and emergency preparedness through sound programs such as our fire prevention, code enforcement, safety and first aid programs.

Strategic Goal Public Safety 3: Ensure the City's readiness to respond to and recover from disasters.

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Public Safety 1. Provide Quality Law Enforcement Services.				
PS.1.1. Build on existing neighborhood policing programs with community substations	Provide accessibility and presence to areas of the community other than Main station.	Police	Initiate Fall 2013 February 2015 established Hickory Hills Police Substation	Completion Fall 2014
PS.1.2. Increase visibility of patrol and reduce response times	Re-define patrol beat lines and one FTE to be cross-trained in all Services the department provides.	Police	Engaged Summer 2012; (PD received DUI Enforcement OT Grant for FY14 and FY15. Received Police Traffic Services OT Grant for FY15 and FY16.) FY16 Received Police Traffic Services Grant for Overtime.	Ongoing

Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
PS.1.3. Five year fleet purchase plan	Replace motorcycles due to age, high mileage and maintenance needs; vehicle fleet needs to be replaced four to seven vehicles per year for five years.	Police	Motorcycles, FY 2013-2014; 5 Vehicles per year for five years, Fall 2013-Fall 2018. FY2016 purchased (5) Dodge Charger patrol cars.	
PS.1.4. Marine Training	Coordinate with FD for training to initiate marine patrol.	Police; Fire	Every Spring beginning 2013 Police Dept. received 30' Zodiac Rescue Boat to assist marine operations and training.	Ongoing
PS.1.5. Communication System Upgrade	Must convert or replace all radios to be able to operate on digital communication system.	Police; Fire	Initiate Fall 2014; Completion Fall 2017 (Fire Dept. received grant funding and purchased digital radios Fall 2013. PD still looking for grant funding.) Police Dept. received Homeland Security Grant for the purchase of (10) Digital Radios	Ongoing
PS.1.6. Personnel Retention	Grant funds will allow the City general funds to be used for salary adjustments which will reduce training cost of new officers.	Police; EDP	Annually (PD received DUI Enforcement OT Grant for FY14 and FY15. Received Police Traffic Svcs. Grant for FY15 and FY16.) FY16 Received Police Traffic Services Grant for Overtime. FY17 DUI Enforcement Grant Application submitted.	Ongoing

PS.1.7. Reduce crime rate to lowest for a mid-sized City on the Coast.	Crime report statistics	Police	Fall 2016 Gautier has 2 nd lowest crime rate in the county.	Ongoing
PS.1.8. Revise the Gautier PD web page to improve access for the community	Citizen input	Police	2016	Ongoing
PS.1.9. New west side fire station	Currently being designed. Specs for bid should be ready by early September 2012.	Fire	Summer 2013 (Expected completion by July 2014 due to construction delays.) 2015 Construction	Completed
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
PS.1.10. Additional fire personnel	Requested funding through the SAFER Grant Program for additional firefighters to bring staffing levels to NFPA recommended levels.	Fire; EDP	(Applied Summer 2013, application denied due to limited federal grant funds. 6 additional firefighters will be on staff for new station July 2014.)	Spring or Summer 2013 notification of approval or disapproval.
PS.1.11. Staffing for Adequate Fire & Emergency Response (SAFER) Grant	Grant request was submitted on August 10, 2012	Fire; EDP	(Grant application submitted again Summer 2013- denied due to limited funds)	Spring or Summer 2013 notification of approval or disapproval.

PS.1.12. National Incident Management System (NIMS) Training	Training required for compliance with federal mandates for grant requests	Police; Fire; PW; Admin & City Council	Public official training is being scheduled for Sept. 2012, no dates as of August 2012. (FY14: Ongoing as training becomes available.)	Completion of all others by Summer 2013.
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
PS.1.13. Fire Station Inspection Program	Develop a program for detecting problems quicker to reduce future cost for major repairs.	Fire	(Inspections occur on an ongoing basis, repairs made as funding becomes available.)	Initiated in Summer of 2012. Improve by Summer of 2013.
PS.1.14. Purchase of New Command /Support Vehicle	Advertisement for bid was approved by Council on August 7, 2012. Bids to be accepted by Sept. 1, 2012	Fire	(Purchased with Fire Rebate funds and placed in service July 2013.)	Spring 2013
Public Safety 2. Engage community partners in crime prevention strategies.				
PS.2.1. Continue to expand Neighborhood Watch Program.	Active neighborhoods and crime prevention	Police	March 2015 Purchased second police K9 to assist with community programs and crime prevention.	Ongoing
Public Safety 3. Ensure the City's readiness to respond to and recover from disasters.				
PS.3.1. Ensure all staff completes training and understands their role in the City's emergency response activities	Provide needed training for specific levels of participants. Review existing documents related to emergency response for listed disasters.	City Council, City Manager, Administration, Police, Fire, Public Works and EDP	(EDP attended County training in May 2013.)	Ongoing with annual reviews and updates as needed.
PS.3.2. Participate in annual countywide emergency preparedness exercises/meetings	Exercise opportunities provided by FEMA, MEMA, and Jackson County Emergency Management Director.	All departments subject to participation as needed.		Periodically or as needed.

PS.3.3. Submit Local Hazard Mitigation Plan to Council for adoption	Guidance being provided by Neil Schaffer. Currently under development.	City Manager	Public meetings currently being conducted. (2012 Plan approved thru 03-18.)	Completion date –Fall of 2012

3. Public Works

Stakeholder Comments: The major areas of concern expressed by the stakeholders who participated in the strategic planning process were related to their quality of life, health and safety:

Provide customer service, leadership, and foster an environment of teamwork and responsibility.

The Public Works Department is multi-faceted. Daily responsibilities consist of job priority setting, establishment of strategic Department goals, receiving customer calls and creating Work Orders for maintenance needs, purchasing necessary job tools and materials, troubleshooting field situations, data analysis, record keeping, project management, personnel management, and coordinating support for other Departments in the City. Accomplishing responsibilities requires routines, programs and a data storage system with searchable data and flexible report generation. Behind Customer Service, creating these programs and obtaining the technology to store and analyze maintenance data are the current focus of Public Works Administration.

Water

The City of Gautier’s potable (drinking) water is safe and healthy to drink. However, due to the proximity to the Pascagoula River Basin, and the fact that we extract our water from underground aquifers, our water contains organic carbons and dissolved solids which give it a tea color, and can lead to staining and deposits in water heaters. The City is aggressively pursuing a solution to the color problem and has recently concluded a second pilot test to determine the most effective and economical process for the removal of color causing compounds from the water.

The City is also investigating the purchase of an Automatic Read Meter System (ARM) which will report meter readings directly from the meter to a central computer at City Hall. Over time, the cost savings generated by these efficiencies will cover the capital costs of the system purchase and installation, as well as buffering future cost increases in producing the water, allowing water rates to remain relatively stable.

Maintaining system pressures and providing adequate fire protection is also a key component of a viable water system. These goals are accomplished by placing water storage tanks at locations central to the population, maintaining water main lines which deliver the water to the end user, and maintaining fire hydrants in operable conditions. The Gautier Fire Department routinely operates and tests the fire hydrants citywide, and reports any deficiencies for maintenance and repairs. **A computer model of the City's water distribution system has recently been completed** and we are investigating the need for additional water storage tanks and wells in strategic locations around the City.

Sewer

The City of Gautier collects all sewage generated in the City and transports this waste to the Jackson County Utility Authority (JCUA) for treatment. The City pays the JCUA for this treatment.

Because of breaks in the transportation lines, missing manhole tops, leaking pipe and manhole joints, tree roots, damaged cleanouts, etc. rain water also enters into the sewer collection system. This is called infiltration and inflow (I&I). I&I increases the amount of water we send to the JCUA for treatment, which, in turn, increases the cost of treatment to the City. In addition to this cost, depending on the amount of rainfall received and rainwater entering the system, the collection system can become overwhelmed and back-up out of lift stations and manholes into the environment. These overflow events can cause a lack of service for residents, damage to personal property, and overall degradation of the quality of life. Preventing overflows by reducing I&I is the top priority for the Sewer Department.

The City of Gautier is aggressively searching for these breaks in system integrity by increasing the use of Supervisory Control and Data Acquisition devices (SCADA) which electronically monitor the operations of the sewage lift stations. These units provide valuable data on pump run times and wet well elevations, which, when compared to rainfall data collected by nine (9) recently installed rain gauges around the City, allows us to focus attention on areas of increased flows during rainfall. Follow-up with visual inspection often reveals open holes in the system (Inflow).

The City also owns and operates cleaning and camera equipment which is used to identify smaller leaks in joints which allow ground water to enter the system. These types of leaks are often not detectable from the surface. Again, the data obtained from the SCADA units alerts us to long term increases in flow generally associated with ground water leaking into the system (Infiltration). Using this information, along with pipe conditions, and surface obstructions, decisions are made to either dig up and replace or line the pipe in place to eliminate these leaks. The capacity of the sewer collection infrastructure is also an area of focus as the City grows. New lift station facilities, force mains and gravity sewer lines are being planned to accommodate existing and future growth. Existing lines are also being cleaned to maintain capacity and to reduce grease build-up.

Reducing sewer overflows caused by rainwater I&I, as well as failing septic tanks will protect the environment and allow a healthy habitat for plants, fish and wild life, and will also provide a clean, safe and enjoyable environment for recreational uses. To this end, the City has partnered with Jackson County to receive grant money under the Coastal Impact Assistance Program (CIAP) to install individual grinder station at approximately 60 homes in the Old Shell Landing Area to replace existing septic tanks. This project is an effort to clean, improve and protect Graveline Bayou.

Transportation

The City maintains all streets, street signs and traffic signals within the City limits, with the exception of Highway 90 and Highway 57, which are maintained by the Mississippi Department of Transportation (MDOT). The City does, however, maintain the grass and plantings along these two highways.

The safety of the City's streets is the number one transportation priority. Also of high importance is the ability of the streets to adequately service traffic capacity, motorist comfort, adequate access to commercial, residential and public use areas, as well as providing an aesthetically pleasing roadside. Safe pedestrian access along the roadways is also a concern.

The City is currently planning several projects to increase motorist safety, to provide adequate access and capacity for commercial development, intersection improvements to increase safety of the travelling public, sidewalks to provide pedestrian access, parking facilities at public buildings, and a regional parking facility to encourage carpooling for energy efficiency.

Drainage

The City maintains all drainage facilities within City Limits, including ditches, culverts and drainage boxes. Keeping these facilities clean and free from obstructions, structurally sound and properly sealed is of utmost importance.

The majority of drainage pipe and structures in the City have been in the ground for many years. The corrugated metal pipe which was used in the past is failing due to rust. This allows for sediment to travel through the pipe, leaving voids which cause sink holes. When sink holes form below roadways and adjacent to structures, repairs become very expensive. The City has identified several culvert crossings of roadways in need of replacement. These repairs are targeted in current and future budgets.

Drainage problems also arise from maturing trees along City streets and drainage channels, as well as on private property. Commercial and residential expansion can also create blockages or increase drainage flows beyond the existing capacity of the drainage. The City has identified several locations needing tree removal, channel improvements, culvert replacement and drainage structure improvements. These needs are also being addressed in current and future budgets.

Most of the rainfall in Gautier eventually finds itself through the upper reaches of the drainage system to bayous connecting to the Pascagoula River and the Gulf of Mexico. These bayous can be subject to sediment and other solids carried downstream through the system. These bayous are also tidally influenced, which can deposit and trap sediment in the bayous, reducing their capacity to convey storm water flows. Hurricanes and Tropical Storms only compound these issues. The City of Gautier is working with several funding agencies in an effort to improve **the City's bayous through cleaning and widening projects.**

Solid Waste

The City of Gautier provides a yard debris and small household goods pick-up service for the residents of Gautier. City workers also pick up litter along the City streets, as well as illegal dump sites throughout the City. The City does not pick up garbage. This service is contracted out.

Maintenance

As much as is economically feasible, the City of Gautier maintains all public buildings, vehicles and equipment in-house, with the exception of some specialty craft items and major equipment repairs.

The current shop and warehouse facilities housing the Maintenance Department are old and in need of upgrades or replacements. The Public Works Shop on Gautier-Vancleave Road was damaged beyond reasonable repair by Hurricane Katrina, but FEMA would not allocate appropriate funds to replace this building. The building is currently being used despite missing roofing, leaking walls, and inadequate heating and air conditioning.

The City of Gautier has appealed FEMA's decision to deny the funding of a new maintenance facility to replace the damaged Public Works Shop. *(May 2013: FEMA denied the City's appeal for a new building. FEMA's approved scope of work includes repairs to the roof, new garage doors, awnings and downspouts. Estimated date of completion by August 2014.)*

With the consolidation of the Planning Department to City Hall, the building formerly used by the Planning Department is available to house the administrative offices of the Public Works Department. Building renovations are necessary prior to the occupation of the building by Public Works staff. *(Renovations completed Fall 2013.)*

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Water 1. Improve water efficiency by purchasing and installing an automated meter reading system.				
W.1.1. Reducing the employee hours necessary to read the meters each month	Project completion	Public Works Water	Completed with installation of radio- read meters	Spring 2014 (Changed to Fall 2014)
W.1.2. Reducing vehicle and energy costs of driving to each meter	Project completion	Public Works Water	Completed with installation of radio- read meters	Spring 2014 (Changed to Fall 2014)
W.1.3 Capturing low flow usage such as drips and small leaks	Project completion	Public Works Water	Completed with installation of radio- read meters	Spring 2014 (Changed to Fall 2014)
W.1.4 Allowing customers to view usage tables and graphs of their accounts	Project completion	Public Works Water	Requires Tyler Technologies Software	Spring 2014 (Changed to Fall 2014) Winter 2016
W.1.5 Detecting customer leaks and notifying them of the problem	Project completion	Public Works Water	Requires Tyler Technologies Software	Spring 2014 (Changed to Fall 2014) Winter 2016

W.1.6 Providing usage data for trending and analysis	Project completion	Public Works Water	Completed	Spring 2014 (Changed to Fall 2014)
W.1.7 Providing new, more accurate meters	Project completion	Public Works Water	Completed	Spring 2014 (Changed to Fall 2014)
Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date

Potable Water 2. Provide safe, affordable and clear drinking water for the citizens of Gautier.

PW.2.1. Construct Drinking Water Treatment for color removal	A 3-phase project	PW	Completed	Spring/Summer 2014, 2016 and 2018 (Changed to Spring 2015)
PW.2.2 Construct new Water Wells and Elevated Storage Tanks	HWY 57 Tank/well Martin Bluff Tank/Well	PW	Due to Gulf Region Utility Act, City cannot expand its system and must purchase capacity from JCUA	Summer 2014- Summer 2015 Spring 2016

Sewer 3. Provide an efficient and sound infrastructure for collecting and transporting the City's sewage flows.

S.3.1 Reroute gravity sewer on Bemis Ave. to Stone Gate Lift Station	New gravity system and extended force main	PW	Engineering study to determine options- Fall 2014)	Summer 2013 (Changed to Spring 2015)
S.3.2 Expand the City's current SCADA monitoring system for lift stations	Operating units	PW	Ongoing as budgeted	Spring 2023
S.3.3 Clean and TV main sewer lines	Ongoing in-house and contracts	PW	Ongoing	Fall 2023
S.3.4 Line sewer mains in problem areas	Ongoing programs	PW	Ongoing	Fall 2023

Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
S.3.5 Line sewer manholes	Ongoing programs	PW	Lined all manholes on Bemis. Additional manholes will be lined in 2016.	Fall 2023 Ongoing
S.3.6 Purchase and install microbiological units at key manholes to decrease grease buildup	Pilot unit	PW	Completed 	Spring 2013 (Changed to Spring 2015) 2016
S.3.7 Complete the design and bidding for the Old Shell Landing CIAP sewer project	Design construction	PW	Fall 2012 Summer 2013 	(Project completed Feb. 2014)
S.3.8 Raise sewer lift stations above BFE	Grant dependent	PW	Not funded	Fall 2018
S.3.9 Create a grease control program	Ordinance	PW	Not initiated	Spring 2013 (Changed to Spring 2015)
Transportation 4. Provide safe, comfortable and aesthetically pleasing transportation facilities.				
T.4.1 Improve Allen Road to accommodate future commercial establishments	New boulevard Partners GRPC, MDOT, Jackson County	PW (Changed to EDP)	(CAP Loan funding available for expenditures through Oct. 2014) Restore Project Submitted	Fall 2013 Fall 2016 Design concept completed 2015
T.4.2 Town Center infrastructure projects	TBD	PW (Changed to EDP)	Restore Project Submitted	Design concept completed 2015
T.4.3 Widen Martin Bluff Road – Gautier-Vancleave Road to Roy’s Road	New road and pedestrian facilities	PW (Changed to EDP)	ROW Acquisition Underway	Spring 2014 (Changed to Fall 2017) Fall 2019
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date

T.4.5 New access road at Highway 90 and City Park	Visible and convenient access road	PW (Changed to EDP)	Row acquisitions underway. Wetland delineation complete	Spring 2016 Fall 2017
T.4.6 New access road at Highway 90 and Mary Walker Drive	Visible and convenient access road	PW (Changed to EDP)	Not funded Not initiated	TBD
T.4.7 Construct bridge and raise road at Old Spanish Trail and Graveline Road	Safer roadway	PW (Changed to EDP)	Not funded Not initiated	TBD
T.4.8 Elevate old Spanish Trail at Magnolia Tree Drive	Safer roadway	PW (Changed to EDP)	Not funded Not initiated	Spring 2018
T.4.9 Purchase computer and software for traffic signal maintenance	Satisfy state requirements	PW	Not funded Not initiated	Fall 2016 TBD
T.4.10 Beasley Road Improvements	Safer roadway	PW (Changed to EDP)	Road Paved 2014	Fall 2012 2014
T.4.11 Frontage Road Improvements	Safer roadway	PW (Changed to EDP)	Grant required. Submitted 2015. Unfunded.	Fall 2015 TBD
T.4.12 Dolphin Drive Improvements	New boulevard for town center	PW (Changed to EDP)	Underway	TBD
T.4.13 Graveline Road Improvements	Safer roadway	PW (Changed to EDP)	Not funded. Grant required.	Summer 2020 TBD
T.4.14 Construct Park and Ride at Gautier-Vancleave Road and Frontage Road	Public convenience efficiency	PW (Changed to EDP)	MDOT Scheduled for 2017. MDOT Funded.	Summer 2016 Fall 2017
T.4.15 Construct alternate access to Hickory Hills area – Frontage Rd to Martin Bluff Road	Emergency access alternate ingress/egress	PW (Changed to EDP)	Not funded.	Fall 2023 TBD
Actions (cont.)	Deliverable/Completion Metric	Responsible Department	Benchmarks	Completion Date

T.4.16 Construct alternate exit to Westgate Parkway	Emergency access alternate ingress/egress	PW (Changed to EDP)	Not funded.	Spring 2017 TBD
T.4.17 Construct Bridge on Martin Bluff Road at Brookside Drive	Commercial access	PW (Changed to EDP)	ROW acquisition phase	Summer 2013 (Changed to 2017) 2016 ROW acquisition project completion.
T.4.18 Construct connector road – Beasley Road to Gautier-Vancleave Road	Emergency access alternate ingress/egress	PW (Changed to EDP)	Listed as a Restore Project Requires funding. Included in MDOT long-range plan.	Fall 2015 2020
T.4.19 Purchase tractors with finishing mower decks	Improve workforce efficiency	PW (Clearwater Solutions now responsible)	Completed	Spring 2014
T.4.20 Purchase a mini excavator	Improve workforce efficiency	PW (Clearwater Solutions now responsible)	Completed	Fall 2014
T.4.21 Purchase Scagg mowers	Replace aged equipment	PW (Clearwater Solutions now responsible)	Completed	Spring 2015
T.4.22 Purchase a Bobcat with front-mounted mowing deck	Improve channel maintenance program	PW (Clearwater Solutions now responsible)	Completed	Fall 2013
T.4.23 Provide additional parking at City Hall	Public access to facilities	PW		Fall 2014
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Drainage 5. Provide adequate drainage facilities and clean and accessible bayous and waterways for wildlife, recreation and drainage.				

D.5.1 Clean and remove sediment from City bayous	Improve storm water system	PW	Requires funding. Grants submitted for Wards 1, 4, 5.	Fall 2015
D.5.2 Construct Detention Pond/Parks upstream of outfalls into bayous	Mitigate sediment transport to bayous	PW	Requires funding.	Fall 2015
D.5.3 Perform Channel Improvements to City channels	Improve storm water system—reduce flooding	PW	(US Army Corps of Engineers conducting a study of Graveline Bayou- began Spring 2014.) 20,000 feet of ditch/ channel cleaning in 2014 with Mema funds in wards 2 & 3. Ward 1,4 & 5 60,000 feet of ditch/ channel cleaned by Clearwater.	Spring 2013
D.5.4 Replace failing pipe under roadways	Public safety/storm water system maintenance	PW Drainage	Dolphin south and north. Ongoing	Fall 2015
Solid Waste 6. Provide for planned pick-up of yard debris as well as cleaning of roadside litter and illegal dump sites.				
SW.6.1 Strengthen the Garbage Pick-up ordinance to eliminate commercial debris	Improve aesthetics and staff efficiencies	PW	Not initiated	Summer 2013 TBD
SW.6.2 Create a litter control program	Improve aesthetics and promote economic Development	PW	Not initiated	Summer 2013 TBD

SW.6.3 Post "No Dumping" signs	Defer litter	PW	Not initiated	Summer 2014-TBD
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Maintenance 7. Maintain public facilities, vehicles and equipment to provide for safe use and prolonged usable life.				
M.7.1 Renovate the old Planning Department Building	Improved efficiency and public access	PW (Changed to Clearwater Solutions)	(Utilities Dept. moved September 2013) 	Fall 2012
M.7.2 Construct a new Maintenance Facility	Improved efficiency		Repaired instead of rebuilt 	Fall 2014 Completed

4. Economic Development/Planning

The Economic Development and Planning Department oversees economic development, neighborhood services, planning, code enforcement, building inspections, flood plain management, and ~~animal control events and civic engagement activities~~ for the City of Gautier. *(Cultural Services added to this department FY2013.) (Cultural Services designated as a separate department Jan. 2015 and Animal Control added.)*

Economic Development

Stakeholder Comments: Comments regarding Economic Development and Job Creation received much attention from stakeholders during the priority voting process. These comments are outlined below:

Job Creation

- Increase efforts to bring jobs; more professional jobs are needed, not just big box, technical (FY2015 Planning began to create a technology incubator and restaurant incubator)
- Encourage entrepreneurial *opportunities* (FY2014: *Press releases have been sent out requesting entrepreneurs interested in developing in the city and in the two high profile development areas, and anyone interested in*

partnering with franchises.)(FY2015 Planning began to create a technology incubator and restaurant incubator)

- Increase small business resources. (FY2015 Planning began to create a technology incubator and restaurant incubator)
- Ensure existing companies remain (Jackson County Chamber to create restaurant boot camp.)
- Provide better opportunities—better jobs, better education (MGCCC is now offering a 4 year Engineering degree through MSU at the Gautier Campus.)

Economic Development

- More retail and commerce. (FY 2015 38 new business permits were obtained)
- Improve infrastructure.
- Construct a town green for festivals and for people to have a place to gather. (*Property purchase has been finalized. Property purchased May 2013.*)(FY 2015 conceptual masterplan finalized for new park. Park is now named "Town Commons")
- Encourage more tourism opportunities (FY2015 served on committee to get 2% tax passed so Jackson County could join the MS Gulf Coast Regional Convention and Visitors Bureau)

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP 1: Town Center revitalization through the encouragement of redevelopment and the elimination of blight.				
EDP.1.1. Mall Redevelopment	New mall constructed at Singing River Mall	EDP	(Demolition began March '14.)	2012 – 2014
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP.1.2. Plan and construct urban park north of new mall	New park constructed	EDP	(Land purchased May 2013; some grant funding available for land clearing & amenities.)	2013 and ongoing (due to limitations of grant funds)
EDP 2: Promote healthcare industry cluster strategy at I-10 / SR 57 corridor to increase jobs and tax base.				
ED.2.1. Plan and construct Town Center interconnected street grid with service alleys	New roads constructed	EDP, PW	Listed as a Restore Project	2013 – 2015 2013-2020

north of the mall				
EDP.2.1. Cultivate medical / commerce park at I-10/57 interchange	Reconstruct Allen Road as boulevard from Robinson Still Road to Lake	EDP	Survey & alignment completed for MDOT's portion. Plan completed for section of Hwy 57 to Lake.	2013, ongoing
EDP.2.2. Cultivate medical / commerce park at I-10/57 interchange	Medical buildings constructed	EDP	Medical building under construction. Creating Medical corridor .	2013, ongoing
EDP.3.1. Provide incentives to encourage restaurants	Number of restaurants	EDP	Working with Chamber of Commerce to create restaurant boot camp.	2013, ongoing
EDP.3.2. Explore ways to leverage economic and quality of life value of MGCCC	Economic report	EDP	Working with MGCCC to develop Technology Incubator and housing for students.	Winter 2013 (Change to Spring 2015) (On going)
EDP.3.3. Support business-focused organizations	Participate in local business organizations	EDP	(Staff participates in Chamber of Commerce, GBA, Gautier Pride, and other organizations.)	Ongoing
EDP.3.4. Research economics of waterfront tourism and opportunities for expansion	Economic report	EDP	Summer 2013 and ongoing Listed as a Restore Project. Waterfront Advisory Committee created.	Summer 2013 and ongoing

Planning

How do we protect the neighborhoods we love, and plan for inevitable growth and change? While **some want to preserve a snapshot of today's Gautier, we know** that change is a given. Where should new businesses locate? How should they be built? The City recently adopted a Unified Development Ordinance and new Zoning Map to address many planning issues. Over the next five years, we will further calibrate our laws and regulations to advance a prosperous and safe Gautier that strengthens neighborhoods.

How and where a community grows impacts a City's finances, economy and

quality of life. The places we live, work, shop and play shape our lives and who we are. **One's experience in a place helps form us as individuals and a community.** Proper planning ensures that in our quest for economic prosperity and jobs, we **don't shortchange either long-term commercial opportunities or residential growth.**

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP 4: Ensure policies encourage sustainability and provide for future growth.				
EDP.4.1. Develop a parks and recreation master plan	Parks and Recreation report to Council	EDP, PW, CM	(Completed Spring 2013) Moved to Cultural Services	Fall 2012, Winter 2012
EDP.4.2. Develop a walking, bicycling and paddling master plan	Council Adoption	EDP	Rough draft of Walking/Bicycling master plan completed Fall 2014) (Master Plan completed Summer of 2015. Participating in the Jackson Countywide Bicycle Study)	Fall 2014, Spring 2015 Winter 2012
EDP.4.3. Develop a Hazard Mitigation Plan	Council Adoption	Jackson County, EDP, FD, PD, PW et al	Underway (2012 Plan completed, Council approved. In effect thru March 2018.)	Winter 2012
EDP.4.4. Revisory ordinance to the UDO, Phase 1	Council Adoption	EDP	Underway (Completed Fall 2015)	Winter 2012 (Changed to Winter 2015)
EDP.4.5. Commercial, industrial, and multifamily architectural guidelines	Council Adoption	EDP	Underway	Winter 2012 (Changed to Winter 2015)
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP.4.6. Revisory ordinance to the UDO, Phase 2	Council Adoption	EDP	Major amendments approved 2015	Spring 2013, Fall 2013 (Changed to Winter 2016)
EDP.4.7. Neighborhood Plans Developed	Council Adoption	EDP	2 per year starting in 2013 (N/A. Neighborhood Services Coordinator	

			position remains unfunded.)	
EDP.4.8. Assist with planning of after school youth activities like youth sports	Council approval of plan	HR, EDP, PW, CM(Moved to Cultural Services)	(City youth football league and cheerleading started Fall 2013. Coordination with Babe Ruth Cal Ripken baseball/softball in spring 2014.)	Ongoing
EDP.4.9. Participate in regional planning efforts	Contribution to regional plans	EDP, PW	(Worked with MDEQ and Jackson County Cities on regional eco-tourism efforts Fall 2013 through Present)	Ongoing (JCUA , Medical Zone, Contractor Licenses, GRPC, 2% Tourism Tax)
EDP.4.10. Develop Special Management Area plan	Council Adoption	EDP, Jackson County, Ocean Springs, DMR	Underway (Listed as Restore Project)	Summer 2014 (Changed to Summer 2016) (Changed to 2020)
EDP.4.11. Develop Shepard Park Master plan from Ms. Dept. of Wildlife & Fisheries Masterplan	Council Adoption	EDP, PW (Moved to Cultural Services)	Goodwyn Mills and Cawood	Spring 2013, Fall 2013 (Changed to Spring 2015)

Quality of Life / Neighborhood Services

Stakeholder Comments: Stakeholders raised a wide range of topics broadly categorized as enhancing the quality of life in neighborhoods. The issues covered such diverse topics as the need for increased code enforcement activities, additional efforts towards animal control, illegal dumping concerns, expansion of a range of resource programs serving the community and increased ways that neighbors can affect positive change in their neighborhoods.

Code Enforcement

- Increase effective code enforcement—lawns, foreclosed properties, poor property maintenance.
- Code Enforcement is responsive—greater demand.
- Publish and distribute code enforcement information, put teeth into the enforcement effort.

Animal Control

- Provide more services, especially regarding stray or vicious dogs.
- Demand for Animal Control services is increasing.

Illegal dumping and litter

- Address illegal dumping and litter.
- Provide landfill access without charge to reduce desert dumping.

Neighborhood Connecting

- People know their neighbors, walk in their neighborhoods, and utilize local parks.
- Expand the neighborhood improvement program—assist seniors, provide tree removal.
- **The City's highly ranked primary and secondary schools, scenic waterways, historic properties, beautiful tree cover, and small town charm need to be built upon.** Residents value their proximity to the shoreline and natural amenities. Bicycling and paddling trails need to be designated, signed, and promoted with high quality maps and materials. These and other quality of life improvements can be accomplished with little cost, but will reap real rewards with resident and tourist alike.
- The Sandhill Crane Refuge, Indian Point Preserve and Shepard State Park provide the City with ample greenspace. However, the City lacks adequate neighborhood parks and city-wide recreation opportunities. If Gautier is to keep and attract new families, then we must improve the quality of our after-school and recreation programs.

Schools/Education

- Support and promote MGCCC

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP 5: Enhance neighborhoods through programs and services; fostering partnerships between the City and other community-wide resources.				
EDP.5.1. Obtain grant funds to improve walkability around schools	New sidewalks, crosswalks and related improvements constructed around schools	EDP, PW	(Safe Routes to School Grant funding received, work to begin summer 2014.)	Summer 2013, Fall 2015 (Winter 2016)
EDP.5.2. Facilitate	Paddling brochure, mile	EDP	(Worked with MDEQ and	Underway,

blueway trails on Mary Walker and Sioux Bayou	marker signs and related materials	(Moved to Cultural Services)	Jackson County cities on regional eco-tourism efforts.)	Summer 2013 (Changed to Summer 2015)
EDP.5.3. Improve neighborhood entrances	New or maintained signs and landscaping	EDP	5 per year (No funding available for new signs.)	As funding allows
EDP.5.4. Facilitate blueway trails on Bayou Pierre (Shepard State Park)	Paddling brochure, mile marker signs and related materials	EDP (Moved to Cultural Services)	(Worked with MDEQ and Jackson County cities on regional eco-tourism efforts.)	Summer 2013, 2014 (Changed to Summer 2015)
EDP 6: Respect the City's history and leverage these resources to improve quality of life and increase tourism.				
EDP.6.1. Historic preservation and restoration of Historic Black Schoolhouse	Building complete	EDP, PW	(MDAH grant awarded for Phase I to stabilize building, work to begin summer 2014.) (Advertisement for bids received. Additional grant received to stabilize bldg.)	Underway, Winter 2015
EDP.6.2. Historic preservation and restoration of Oldfield's Mansion	Building complete	EDP, PW		Spring 2013, Winter 2017
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP.6.3. Signage and related tourism support	Signs and collateral material complete	EDP, PW	(MDAH awarded City a grant for marketing efforts. To be completed by Aug. 2015.) (Brochure and sign project completed Aug. '15)	Underway, Summer 2013
EDP 7: Foster partnerships with MGCCC and other organizations relating to education, job creation, and quality of life.				
EDP.7.1. Explore partnerships with MGCCC, School	Report to City Manager	EDP (Changed to Cult. Svc.)	(Fall 2013- Halloween event partnership with school organizations) (Event held)	Ongoing (Moved to Cultural Services)

District and churches		with help from EDP)	Oct. 2014 and plans underway for Fall 2015)	
EDP.7.2. Increase and improve senior activities	Assistance with obtaining grant funds	EDP	(Moved to Cultural Services)	Winter 2012, ongoing
EDP 8: Protect neighborhoods from unsafe conditions, blight, and deterioration through programs, policies, and assistance.				
EDP.8.2. Address unfinished structures	Demolition or completion of unfinished structures	EDP	Ongoing	Underway, Summer 2013 (Changed to Ongoing)
EDP.8.3. Adopt International Property Maintenance Code	Council adopts International Property Maintenance Code	EDP		Winter 2012 (Changed to Spring 2015)(Changed to Fall 2016)
Actions (cont.)	Deliverable/Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP.8.4. Address abandoned and/or dilapidated commercial structures and grounds	Demolition or completion of unfinished structures and grounds	EDP	FY 2015 Mall demolition completed.	Underway, ongoing
EDP.8.5. Update old, dilapidated trailers	Fewer old, dilapidated trailers	EDP	Increased inspection efforts for power release permits.	
EDP.8.6. Change of use from trailers to single-family residential where appropriate	Fewer trailers in R-1 zoning district	EDP	Not initiated.	
EDP.8.7. Address abandoned and/or dilapidated residential structures	Demolition or completion of unfinished structures	EDP	FY 2015 an abandoned pool house was remedied and filled in.	

EDP.8.8. Remove slabs	Fewer slabs	EDP	Ongoing. Few remain. City-wide slab inventory complete	Underway, Summer 2013
EDP.8.9. Address blight of junk vehicles, outdoor storage and unmaintained yards	Fewer blighted properties	EDP		Underway, ongoing
EDP.8.10. Address illegal dumping and move-out evictions waste	Less waste left on properties; special pick up service/fee	EDP	(FY2014- City received a Solid Waste Assistance Grant from MDEQ to clean-up illegal dumps.) (FY 2015 Grant Continued)	Underway, ongoing

Building and Zoning Administration

Stakeholder Comments: Stakeholders expressed desires to increase the rate of development, as well as ensure neighborhoods are not negatively impacted.

Building codes and floodplain standards ensure the safety of the occupants and others in the community. Ranging from fire protection to resilience during a storm, the City reviews and inspects buildings to safeguard residents, workers and visitors.

Growth

- Better coordinate growth with services, adequate public safety; empty commercial buildings could be used for youth, farmer's market and/or entertainment.
- Coordinate amenities with development (schools, parks, shopping centers);
- Get big enough to have the services and resources we need but not so big that we lose our hometown feel.

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP 9: Safeguard the public's interests with policies, procedures and codes for buildings, floodplain management and zoning.				
EDP.9.1. Adopt 2012 IBC	Council Adoption	EDP	(Adopted December 2012)	Winter 2012

EDP.9.2. Adjust Fee Schedule	Council Adoption	EDP	(Fee Revisions adopted August 2013)	Winter 2012
EDP.9.3. Lower CRS Rating	Floodplain Manager takes necessary steps to meet FEMA's criteria for lower CRS rating	EDP		Ongoing, Summer 2014
EDP.9.4. Maintain Utility GIS Files	GIS files complete	EDP (Changed to PW)		Spring 2013
EDP.9.5. Sign Inventory	GIS file complete	EDP (Changed to PW)	Partnering with Singing River Electric. Ongoing	Spring 2014
EDP.9.6. Street light inventory	GIS file complete	EDP (Changed to PW)		Fall 2013

Economic Development & Planning Administration

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
EDP 10: Build capacity of organization to professionally meet the needs of City residents and businesses.				
EDP.10.1. Continuing Education for Staff	Certifications received, Sessions Attended, etc.	EDP	FY 2015 3 employees received Storm Water Cert.; 1 employee received FPM Cert.; 1 employee received Dog Fighting/ Animal Cruelty Cert.; 1 employee Completed Gulf Coast Business Council Leadership Master Class; Required Licensing CEU's obtained.	Ongoing
EDP.10.2. Communicate with residents and broader public regarding EDP issues	News articles on EDP issues. Social networking measures.	EDP	FY 2015 Citywide Stake Holder Meeting Held. 1 meeting recorded and posted. ED issues discussed during State	Ongoing

			of the City Address.	
EDP.10.3. Update the EDP portion of the City Website	New content and design on Website	EDP and consultant	FY 2015 new City website- being created.	Winter 2012, ongoing

5. Cultural Services

Events and Civic Engagement

(Moved from Economic Development /Planning)

Mayor and Council have recognized that City events improve the livability, economy, and image of the City of Gautier. To that end, preferred City events **have provided effective promotion of the City's image and brand as "Nature's Playground"**, an economic return to a larger number of individuals, community organizations, or businesses (through attracting visitor spending), and/or have had wide public participation or benefits.

Currently City events include:

- Mardi Gras Parade
- Easter Egg Hunt
- World Changers Week
- The Mullet and Music Festival
- The Christmas Stroll
- The Christmas Parade

This Strategic Plan recognizes that there is a range of benefits available, and that depending on the nature of the event, the benefits vary from event to event. It also recognizes that a series of events provides a sense of vibrancy to the City and offers opportunities to enhance the experience of both citizens and visitors. Thus, a major goal of this plan is to build on our firm foundation to achieve greater benefits through better promotion of existing events (through alignment of branding and improved marketing), through development of existing events (creatively building upon existing elements), and also through exploring **opportunities to integrate new events into a yearly cycle that matches the City's vision, goals, and image.** To this end the inclusion of two to three new events within the next year is proposed.

New events may include:

- Antique Fair

- Community New Years' Eve Block Party at Town Center
- Veteran's Day Parade and Ceremony at Veteran's Tower
- Fishing Tournament at Mary Walker Bayou

Gautier residents volunteer more than the national average and desire more opportunities to contribute. School, church and senior center activities are the most popular types of volunteer activities in Gautier.

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
CS1: Create and sustain select community events for the enjoyment of residents and tourists.				
CS 1.1. Act as liaison to implement an agreed upon calendar of community events	Events occur	EDP (Moved to Cultural Services)	(Complete. Year Round calendar of events is updated month with monthly staff reports.)	Underway, Fall 2012
CS 1.2. Establish and build capacity of an organization to sponsor community events	Designate existing or incorporate new organization	EDP (Moved to Cultural Services)		Underway, Summer 2013
CS 1.3. Support community events with staff and City resources	Event attendance and sales tax receipts	EDP (Moved to Cultural Services)	(City staff and resources used for Mullet Fest, Mardi Gras Parade, Christmas Parade, Pre-Prom Mock Crash, etc.)	Ongoing
CS 1.4. Engage more volunteers for community events and neighborhood improvement projects	Number of volunteer hours; Volunteer database; Web site with volunteer opportunities	EDP (Moved to Cultural Services)	(Volunteers assisted with City Halloween event, Shepard Park trails work, sports league, etc.)	Winter 2012, Ongoing

Recreation/Parks/Trails/Open Space

Stakeholder Comments: A number of stakeholders requested more trails and bike paths. Increased recreation programs and park amenities were also important topics for participants. The highest priority comments are listed below:

- Create a Master Plan for Buddy Davis Park
- Create a Master Plan for Shepard State Park
- Create a Master Plan for Bacot Park

Comments on recreation, trails and open space are provided in Exhibit II.

Mission Reference: #2, vibrant.

Strategic Goal R1: Provide a diverse program of activities for residents of all ages at all parks and recreation facilities.

Strategic Goal R2: Continue to coordinate and provide special events and programs for residents of Gautier.

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Recreation 1: Build capacity of recreation programming and facilities to meet the needs of residents and visitors.				
R.1.1. Maintain and improve Shepard State Park	Master Plan and grant funding	EDP; Rec Advisory Commission	(Rec'd a Recreational Trails Grant for \$99,840 for improvements to the trails. To be completed by June 30, 2015.) (Grant Deadline extended to Dec. 31, 2015 and again to June 2016.)	2014, Ongoing
R.1.2. Maintain and improve Bacot Park	Master Plan	EDP; Rec Advisory Commission	(Maintenance is ongoing)	2014, Ongoing
R.1.3. Maintain and improve Buddy Davis Park	Master Plan	EDP; Rec Advisory Commission	(Maintenance is ongoing)	2014, Ongoing
R.1.4. Construct Frazier Park bathroom facilities	Completion	PW (Changed to EDP) Cultural Services	Completed Fall 2014	2013 (Changed to 2016)

R.1.5. Archery Range 2015	Master Plan	Cultural Services	2015	2015
R.1.6. City Park Splash Pad	Master Plan	Cultural Services	Complete early 2016	
R.1.7. Bacot Splash pad	Master Plan	Cultural Services	Complete early 2016	Complete early 2016
R.1.8. Relocate & Rehab historic log home	Master Plan	Cultural Services	Relocation/ design early 2016	Relocation/ design early 2016
R.1.9. Graveline Pier Project	Master Plan	Cultural Services	Design Contract awarded winter 2015. Permits submitted winter 2015.	Design Contract awarded winter 2015. Permits submitted winter 2015.

6. City Clerk and Municipal Finance

Stakeholder Comments: While there were no comments at the strategic planning sessions that directly mentioned municipal finance as an area of concern, sound financing is essential for achieving the strategic goals that have been identified by the community.

Mission Reference: All aspects of the Mission Statement touch on municipal finance considerations.

Strategic Goal Finance 1: Conduct comprehensive analysis of all benefit programs for purposes of cost containment.

Strategic Goal Finance 2: Generate revenues to maintain and/or enhance services provided by the City.

Strategic Goal Finance 3: Seek private sector sponsorships to encourage businesses to participate in local events and activities.

Strategic Goal Finance 4: Integrate strategic planning goals in the Annual Budget document.

Strategic Goal Finance 5: Utilize technology to improve City's finance-related services offered to citizens, businesses, other government agencies, and internal City departments.

Strategic Goal Finance 6: Monitor the City's financial health through fiscal responsibility.

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Finance 1 . Conduct comprehensive analysis of all benefit programs for purposes of cost containment.				
F.1.1. Conduct compensation and benefits survey by comparing to selected jurisdictions	Completed Survey	HR; Finance	(Obtained and reviewed recent Stennis survey. Overall, the City meets the market statewide, but is lagging in the Gulf Coast market. A benefits survey is planned for summer '14.) HR conducted a coast wide salary survey in summer 2014 which has been extremely beneficial. Benefits survey indicated that our health insurance costs are one of the most affordable in the region which is a great recruitment and retention tool.	Survey : May Annually Implement: May 2013.
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
F.1.2 Complete analysis of all benefits, make recommendations and implement changes or introduce new programs (if applicable)	Recommendations/ Implementations	HR; Finance	(A benefits survey is planned for summer '14. New ins. programs implemented including Consult- a -Doc.) See HR comments above about benefits survey. Added Barinet network in 2015.	Report based on Survey: by June 15 th . All insurance programs to be evaluated annually.

Finance 2. Generate revenues to maintain and/or enhance services provided by the City.				
F.2.1. Generate revenue for the City by promoting and developing sports tourism	Program-Implementation	EDP	Moved to Cultural Services	Annual
F.2.2. Implement new revenues and/or increase ongoing revenues	Research and Implementation of Revenue Sources Based on Voters	HR; Finance City Manager	Franchise fee renegotiations solid waste contract renegotiations 2015, 2016.	Annual: Immediately Upon Council Approval
Finance 3. Utilize technology to improve City's finance-related services offered to citizens, businesses, other government agencies, and internal City departments. (FY2014-No updates to report due to current accounting system limitations.)				
F.3.1. Provide payroll information to employees electronically	Implementation of Paperless Timesheets, Pay Stubs, and W2's	Finance/City Clerk	Not funded in 2016	Annual Start: Spring 2014 End: Winter 2014
F.3.2. Provide electronic methods for Accounts Payable exchanges	Implementation of Internet Invoice Submission & Payments through Wires	Finance/City Clerk	Not funded in 2016	Annual Start: Spring 2015 End: Spring 2016
F.3.3. Expand Internet payment options for City services	Citizen and Developer Internet Receipts Processed by Departments	Finance/City Clerk	Summer 2016 funded Tyler Technologies.	Annual Start: Summer 2013 improved End: Winter 2013
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
F.3.4. Monitor internal control and financial reporting procedures	a) Clean Audit Opinions Obtained and Sustained; b) Auditor Management Comments Addressed	Finance/City Clerk	FY 2013 Audit FY 2014 Audit Modernized fixed assets inventory. Complete early 2016.	Annual Monitor Annually

7. Human Resources

Stakeholder Comments: Comments from the employees were compiled at the organizational strategic planning sessions. Those comments were reviewed, evaluated and utilized to generate the Values Statement as described in the Preamble. Comments provided by the employees include:

- A vision to provide the best customer service than any other city in the county
- Employees want to be responsive, and respect timely responses from others
- Encourage City employees to be more involved in the community
- Teamwork is important

Actions	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
Work Environment 1. Meet or exceed all mandated training and legal requirements. Institute citywide best business practices and policies.				
HR.1.1 Perform review of Employee Rules & Regulations	Revised/Updated HR Rules	HR	(Ongoing review and revisions. New policies approved in 2013. Policy manual updates expected following finalization of union contracts.) Update of policy manual is pending finalization of union contract(s). New policies are introduced as necessary.	Every 2 years
HR.1.2. Update and revise Records Retention Policy	Revised/Updated Records Retention Policy	City Clerk/Admin	(Fixed assets inventory began Spring 2014 and will also include update records retention policy.)	Every 2 years Start: Spring 2013(ongoing)
HR.1.3. Provide ethics training to all City Council Members, Commissioners, staff, etc. to ensure compliance with law every two years	Ethics Training to CC & Boards	HR/City Attorney	(Harassment training completed for all FT employees, ongoing for new hires. Have not established a training curriculum at this time for "ethics".) New hires are provided Harassment training at orientation. A	Annual

			Title VII refresher is upcoming this year for all employees.	
HR.1.4. Prepare Standardized Agreements in as many areas as possible	Revised/Updated HR	City Attorney/ PW/Admin		Annual
Actions (cont.)	Deliverable/ Completion Metric	Responsible Department	Benchmarks	Completion Date
HR.1.5. Work with departments to develop and implement a succession plan	Completion of Succession Plan	HR	(Discussions regarding departmental succession plans are ongoing. No formal plan established as of yet.) Constant communication between HR and Dept. Heads concerning department needs and staffing and staff development.	Annual
HR.1.6. Develop an in-house training curriculum for management positions	Need Analysis / Training Sessions.	HR	(In-house training for a variety of topics is ongoing. Customer Service training completed for all levels of employees. Also coordinate with Dept. Heads for off-site training opportunities for their employees.) All managers are trained in conducting employee evaluations and a new evaluation form and procedure has been implemented by HR.	Annual
HR.1.7. Survey employees and analyze data to determine effectiveness of existing Wellness programs	Completed Survey/Data	HR	(Will be included in benefits survey that is currently under design.)	Annual

HR.1.8. Annual Benefit/ Wellness Fair and employee appreciation picnic	Program Implementation	HR	(Benefit/Wellness Fair may be implemented this year. Employee appreciation picnic is ongoing and has been successful.) Ongoing.	Annual
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APPENDIX

1. Exhibit I – Final Thoughts/Vision
2. Exhibit II - **Gautier's** Strategic Plan Project Objectives
3. Exhibit III - Community Strategic Planning Process
4. Exhibit IV – Town Hall Meeting Notes
5. Exhibit V – Needs Assessment Survey

EXHIBIT I: FINAL THOUGHTS/VISION

Through this Strategic Plan, the City of Gautier **strives to...**

- Plan for and manage the physical, cultural, intellectual, technological, and individual growth and development of all aspects of the community.
- Recognize the importance of our youth as the future of the community and our seniors as providing critical links to our past and a great resource to mentor youth and young families.
- Seniors and youth are accorded special attention and resources in recognition of their unique and critical roles in the community.
- Gain its strength from the cohesion and quality of its neighborhoods. Neighbors in Gautier know one another, help others in need, take pride in the quality of the social and physical environment of their neighborhoods, and take an active role in helping the youth and seniors that reside within and surrounding the neighborhood.
- Be a small town offering big city amenities. Shopping and entertainment are available in town and few residents and businesses feel the need to leave for shopping, purchasing supplies, or having a great time on the weekends, evenings, and vacation days.
- Allow you to reach your career goals right here at home through providing a wide variety of employment opportunities.
- Be a City with several viable transportation alternatives besides just automobiles. Few residents travel outside of Gautier for work and other purposes.
- Proactively address its own challenges at the earliest stages possible through direct intervention, the effective use of community partnerships, and other creative methods.
- Be a healthy, active, fun, sports-oriented community with quality outdoor and sports-related activities for persons of all ages and activity levels to enjoy. Gautier protects natural and uses every available means to achieve a clean and sustainable environment.
- Place the highest priority on the effective education of the young and the provision of life-long learning opportunities for those no longer in formalized school settings. Schools are the hub of each neighborhood providing after school and intergenerational opportunities for the community.

Exhibit II: Gautier's Strategic Plan Project Objectives

FACILITATORS AND STAFF

Mayor and Council
City Manager
Department Directors
Grant and Project Manager
Code Enforcement Officer
Neighborhood Improvement Coordinator
Crime Prevention Officer



Project Objectives

The following sections describe in more detail the process undertaken by the City of Gautier to create the Strategic Plan.

1) Integrate Community into Planning

Approximately 275 residents and community members participated in the community strategic planning process, in addition to employees participating in the internal strategic planning process.

The process enables the community to fully participate in the development of the **plan. Contrary to the City's long term** Comprehensive Plan, strategic planning is a much more dynamic process, is less focused on data and structure and can be flexible enough to meet the needs and desires of the community.

2) Create a Shared Vision

Participants collectively identified the characteristics of an ideal community and find areas of common ground. All comments were reviewed and incorporated into the Vision Statement.

3) Clarify Purpose

The strategic planning process enables participants to clarify/identify the purpose or sense of direction in which the organization wants to proceed. Comments were reviewed and incorporated into the Action Plan.

4) Identify Issues/Trends

The strategic planning process identifies the major issues facing the community

today. Also, it considers trends that are just below the surface or which are just coming into view.

5) Tests/Validate Current Assumptions

Local government must often move forward and represent the community's views even though the views are not clearly known. Local officials must make certain assumptions upon the limited input they received and municipal organizations move forward to implement such objectives. The strategic plan process enables the City of Gautier to validate whether or not the City is on target.

6) Identify Community Resources

One of the objectives of the process is to identify where the resources are and what trends may affect them. Where resources are identified as scarce, it is important to conserve them and share based on need and priority.

7) Improve Community Networking

Strategic planning is a group dynamic process that requires teamwork to address community issues. The process enables City staff to work together with other stakeholders for a common objective. The process enables the community to build bridges and get to know one another better and help them function as a team. The interaction with one another in discussing community issues is as important, if not more so, than the end product – the Strategic Plan.

8) Increase Understanding of Local Government

The strategic planning process not only serves as a catalyst for receiving information, but also serves as a means to impart information in terms of the issues and difficulties facing local government. Having participated in the process, the community will have a better understanding that there are many complex issues facing their elected officials and City staff. Finally, the participants should come away knowing that the municipal organization can only work on a few major problems at a time, based upon its limited staff and financial resources.

9) Develop Action Oriented Planning

By developing an action oriented plan with specific tasks to accomplish, people will be able to see the results of their efforts and know that the strategic planning process was not simply a series of discussions, but a real dynamic, participatory planning process.

The City of Gautier's Action Plan was developed at the end of the strategic planning process based on the input received from the community and city staff.

Exhibit III: Community Strategic Planning Process

I. State of the Community

- a. What are the major issues facing the community today?
- b. Do we have a clear sense of direction?
- c. Is the direction universally supported throughout the community?
- d. What is our community health/climate?
- e. The Planning Period for this plan will be 5 years.

II. Assessment of External Conditions

- a. Who are those who make up our service population? Trends?
- b. Who are the regulators? Trends?
- c. Who are our competitors? Trends?
- d. Who are our resource providers? Trends?

III. Vision of the Future

- a. What will our environment and community look like at the end of our planning period, based upon the immediate issues and emerging trends?
- b. What is in store for the future if we do nothing, something, a lot?
- c. What are the key issues the community must address in this planning process?
- d. Describe key demographic indicators, e.g. number of dwelling units, population shift, economics, demographics, and financial data.

IV. Assessment of Municipal Services

- a. What do we do well? What are our strengths?
- b. What do we do poorly? What are our liabilities?
- c. What would you like to see more of/less of?

V. Review Point/Priority Setting (Review Steps I through IV)

- a. Review comments made throughout the day.
- b. Do the current issues, emerging issues, and trends suggest we change, add to, or build on to our current mission statement?
- c. Prioritize the issues/trends/vision objectives, which must be addressed during the planning period.

VI. Community Vision Statement

- a. What is our vision for the community?
- b. What should our image be?
- c. What makes us different from other cities?

VII. Action Plan

- a. How do we get where we want to go?
- b. Who will do what, when and how?
- c. How do we approve our new mission/community vision strategy into action?
 - . Have we addressed the all of the major issues and emerging trends in our action plan?
- e. What existing programs should be kept, modified, eliminated, or implemented?

VIII. Plan Update/Review

- a. How are we doing on completing our action items to-date?
- b. In what areas shall we reshape our vision of the future?
- c. What projects remain uncompleted?
- d. Do we need to change our strategy (mission/vision statement)?
- e. What has happened to our environment since the plan was developed?

**Table 1
Strategic Planning Process**

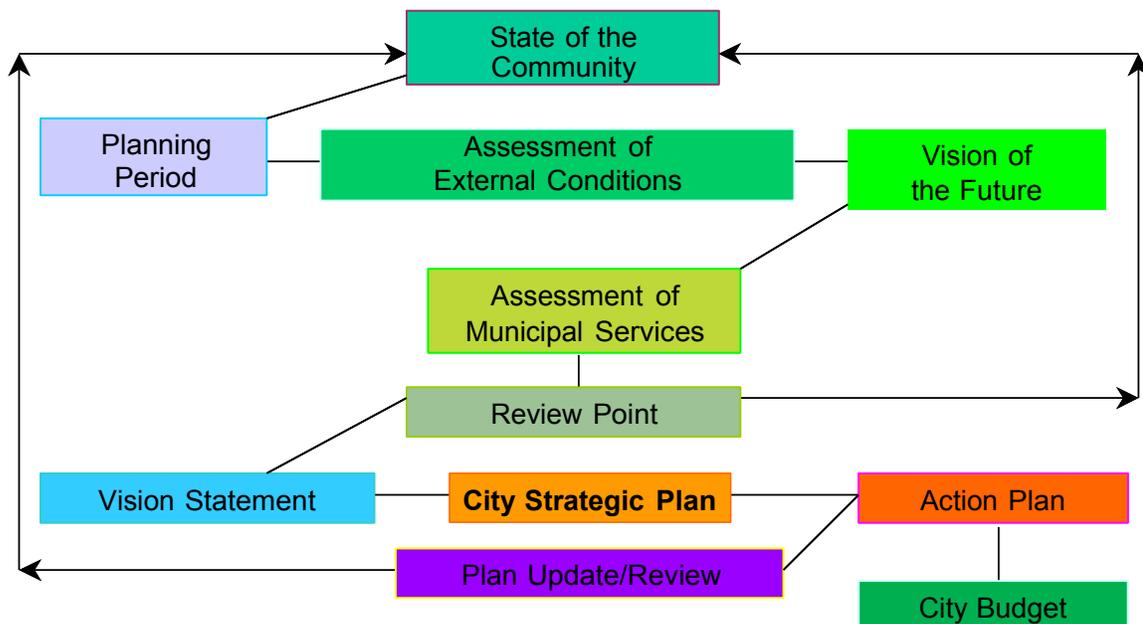


Exhibit IV – TOWN HALL MEETING NOTES

March 08, 2012

In an effort to expand the opportunity for involvement to the most people possible in the City, the City Council hosted a community outreach meeting **at the Mississippi Gulf Coast Community College. Participants heard the Mayor's** State of the City Address and separated by groups into their Wards to discuss issues both city-wide and neighborhood specific. Staff acted as facilitators with councilmen engaging citizens for feedback. Written comments were incorporated into the materials listed here.

Having identified major community issues and trends as well as envisioning alternatives of what Gautier might look like at the end of the planning period in 2018, participants were asked to analyze the **community's** capabilities and resources. Additionally, they were **asked to assess the City organization's ability** to meet present and future demands, which will be placed on Gautier. Primarily, they were to identify what the strengths and liabilities of the community are. This is based upon public expectations of the community and, specifically, the City of Gautier. The group exercise began by identifying strengths, or things the City does well. Then the group turned their attention to identifying liabilities, or things to which we need to devote more time and attention. They were encouraged to remember that overall the community is doing exceptionally well, but that there is always room for improvement.

ASSESSMENT OF CITY SERVICES

“What's your vision for Gautier?”

WARD 1

Priorities

- Bayous –need to slow sources,
- Excessive speeding on residential streets
- Trash pick up
- Water bills –large bills, poor water quality ,stains clothing & brown color
- Dee's amusement game room-(eyesore)

- Street paving –in progress but slow
- Lighting on Gautier bridge
- Sign –Point Clear entrance

Good

- Medical facility on interstate
- Nature walk
- Indian Point
- Town Center/roundabout
- Police Department
- Veteran's Tribute Tower
- Sidewalks
- College & Schools



Bad/Concerns

- Mary Walker Bayou –silt and sedimentation
- Street Lights
- Mall
- Carwash
- Point Clear fishing pier
- CSX property

WARD 2

Need Improvements

- Street lights in neighborhoods
- 2 Pavement/roads in College Park
- Uniform police officer at Bacot Park (During games, secure ballpark fence)
- Road/ Pavement to Indian Point
- There is a need for better supermarkets so we do not have to drive to Ocean Springs.
- Nice Restaurants, more family
- Skating Rink needs improvement
- More enticements
- Overhead bridge on Ladnier Rd (Sometimes the train gets stopped)
- Soccer Complex
- The Old Place
- Sidewalks
- Crane Refuge
- Shell Landing

Green

- Shepard State Park
- Boys & Girls Club seating
- Seating areas
- 32 acres (town center)
- College
- High school football stadium

Pink

- Roads (De La Forrest)
- Mall
- Skating Rink on Ladnier Rd
- Street Lights in residential areas
- Overhead bridge on Ladnier Rd

Ward 3

Issues

- Speed Limit signs (lack of)
- Soundview Dr.
- Sewer issues on Bemis
- Oldfield House
- The construction of half built building next to Oldfield house
- Cemetery next to Oldfield (Lewis House)

Likes

- 12 Oaks
- Sheppard State Park
- Mary Walker
- City Park
- Estuarine Center

Dislikes

- Car wash Hwy 90
- Boat Man
- Mall

- Jerry Lee's trailers
- Oldfield house
- Old construction next to Oldfield house
- Speed limit signs

Ward 4

Concerns

- Land trade around I-10/ Gautier Vancleave Rd
- Paving –Northwood Hills ,Homestead & Martin Bluff
- Grocery Stores
- Car wash unfinished on Hwy 90
- Striping on Martin Bluff Rd. (access road)
- Preserving Graveline Bayou
- Situation between Baywood Commons & Northwood Hills (overgrowth)
- Bike path lane with lighting along Gautier-Vancleave Rd & all of Martin Bluff Rd

Likes

- City Park
- Soccer fields & ball fields
- Library
- Golf courses
- Old Place
- High School
- City Hall

Ward 5

Concerns

- No sidewalks- roads are narrow, needs widening
- Safety of children
- Only one road out of Hickory Hills
- North of I-10 is part of the city
- Only 1 access road out of Hickory Hills
- Dip near Brookside

Likes

- City Park
- Town Center
- College
- Senior Center (outgrowing)

Dislikes

- Blighted Properties
- Run down trailer parks

What does the City do well?

- Programs and special events
- Parks are gems
- Library programs
- Proactive, open public safety services and officers
- Mayor, Council and Staff remain accessible and open
- Expand partnerships
- Local media positive and key partner in communications
- Air quality
- Economic development –Mall area
- Public Safety, responsive fire and police
- Engages & listens to citizens in participation of vision/changes – Strategic Plan
- Process, communication/meaningful participation of citizens, more avenues for meaningful citizen participation
- Responsive City Council, access to Mayor, City Council pays attention
- Neighborhood Service Programs
- Redevelopment effort of town center is great
- Code Enforcement works with developers
- Happy to see Gautier grow up

What does the City need to do better?

- Litter and dumping control
- Uniformity of appearance and sense of belonging
- Code enforcement for poor property maintenance
- Communication - community doesn't know what the City does/offers
- Coordination of events
- More effort to bring jobs

- Dispersing dense development areas
- Involvement in school issues - bonds, safety, etc.
- Roadway maintenance, routine and during construction
- Address traffic issues
- Expand recreational opportunities for youth - gym, after school
- Greater sensitivity to pedestrians, improved safety on streets, more crosswalks
- Improve safe routes to school
- Tighter gang enforcement
- Strategic Plan Process in high school and elementary schools
- Better pet (dog) parks
- Brochures – brag about what we do well
- Illegal Dumping - place to dump trash
- More community collaboration to engage businesses and organizations
- Street lighting for safety

ENVIRONMENTAL AWARENESS/PRESERVATION

- Need a “Drains to Bay” awareness campaign to reduce litter in gutters
- Education/outreach in schools, public events on water conservation, energy, recycling
- Preservation of oak trees, open space
- Erosion control; dredging and bayou restoration

AESTHETICS

- Litter - Regularly scheduled litter pick up – especially plastic bag litter
- Make merchants responsible for trash generated by their stores
- Develop programs to discourage illegal dumping/off road vehicles
- Encourage neighborhood watch programs for community empowerment/reporting
- Waste receptacles should be kept in special places to avoid public sight
- Neighborhood clean-up programs/events at parks, etc.
- More uniformity in city aesthetics to create an identity
- Combat graffiti/vandalism by encouraging linking/grouping of communities/activities
- Improve Code Enforcement response for unkempt yards front yard vehicle parking

COMMUNICATION

- Comprehensive Calendar of school, City, public events for distribution of materials
- Youth guides that lists jobs, core training programs such as the life guard program
- Develop a two way communication – Better dissemination of emergency information
- Use of public events to share information
- Establish/expand communication tools for reporting community concerns

ECONOMIC DEVELOPMENT

- The encouragement of more industry, good jobs
- Need a Gautier Chamber of Commerce

JOBS

- Continue to lure a variety of employment opportunities for college-education young adults and seniors, and also more manufacturing-based jobs.

INFRASTRUCTURE

- Improve roadway maintenance
- Clear water
- Develop new roadways in western area of City

RECREATION

- Organized Activities for children and youth 18 – 24. Indoor gym. Local activities.
- Need a water park
- Encourage more after-school activities – public and private

TRANSPORTATION

- Improve/develop mass transportation – number & frequency of buses
- Improve public transportation to provide youth an opportunity to compete for jobs

EDUCATION

- Continue/expand partnerships with schools for after-school programs
- Neighborhood schools within walking distance

FACILITIES/ACTIVITIES

- Outdoor activities/centers to promote healthy lifestyles, volleyball, basketball, multi-use trails
- Dog Parks

HOUSING ISSUES

- Improve the ratio of owners to renters
- Balance/control on the number of Section 8 dwellings
- Housing for the disabled

SENIORS

- Gautier – We should be the Retirement Hub of the Region
- Develop senior/retirement communities (gated/non-gated)
- Single story (smaller) housing for “empty nesters”

TRAILS

- All varieties of trails needed: bicycle, walking, equestrian
- Greater/contiguous trail network to connect routes & communities
- Routes should connect outdoor youth activity areas/locations
- Promote, enhance and expand recreation trails

Exhibit V: Community Needs Survey

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

ORDER NUMBER 018-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the retention of Butler Snow LLP to prepare and submit 2016 Continuing Financial Disclosure Statement 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 **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**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Russell, City Clerk
Date: January 14, 2016
Subject: City of Gautier, Retention of Butler Snow LLP for Financial Disclosures

REQUEST:

City Council action is requested to approve retaining Butler Snow LLP for preparing and submitting the City of Gautier's Financial Disclosures.

BACKGROUND:

In the past, the City of Gautier has retained Butler Snow to prepare and submit the Continuing Disclosure Statement in connection with the bonds. The last agreement was approved on November 18, 2014.

DISCUSSION:

Pursuant to Securities and Exchange Commission Rule 15c2-12, as amended from time to time (the "Rule"), 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 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. This year's filing is due on or before March 31, 2016. Total cost is not expected to exceed \$3,000.00. This is a budgeted item.

RECOMMENDATION:

Staff recommends approval to retain Butler Snow, LLP to prepare and submit the City of Gautier's Financial Disclosures.

ATTACHMENT(S):

2016 Continuing Disclosure Submission
Exhibit A – Event Notice

January 8, 2016

VIA E-MAIL AT MAYOR@GAUTIER-MS.GOV

City of Gautier, Mississippi
Attn: Samantha Abell, City Manager
3330 Highway 90
Gautier, MS 39553

Re: City of Gautier, Mississippi 2016 Continuing Disclosure Submission

Dear Ms. Abell:

We are pleased to confirm our engagement as dissemination agent (the "Dissemination Agent") to the City of Gautier, Mississippi (the "City") in connection with its annual continuing disclosure undertaking. We appreciate your confidence in us and will do our best to continue to merit it. This letter sets forth the role we propose to serve and the responsibilities we propose to assume as Dissemination Agent in connection with the Annual Filing.

We understand that pursuant to Securities and Exchange Commission Rule 15c2-12, as amended from time to time (the "Rule"), 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 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.

We also understand that pursuant to the City's Policies and Procedures for Continuing Disclosure/SEC Rule 15c2-12 Compliance (the "Policy"), a staff designee of the City is required to appoint or engage a dissemination agent to assist in carrying out its obligations under the Policy and the Rule, and the City is hereby appointing us to serve as Dissemination Agent in connection with the **Annual Filing for fiscal year 2015 to be filed on or before March 31, 2016.**

SCOPE OF ENGAGEMENT

As Dissemination Agent we will examine the City's continuing disclosure responsibility, consult with parties to the City; compile the Annual Filing (with the assistance of the City) and file an Annual Filing for and on behalf of the City. We will rely upon information provided to us without undertaking to verify the same by independent investigation. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the Annual Filing. We understand that you will direct members of your staff and other employees of the City to cooperate with us in this regard.

Our duties in this engagement are limited to those expressly set forth above.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this engagement letter, the City will be our client and an attorney-client relationship will exist between us. We further assume that all other parties understand that in this transaction we represent only the City, we are not counsel to any other party, and we are not acting as an intermediary among the parties. Our services as Dissemination Agent are limited to those contracted for in this letter, and the City's execution of this engagement letter will constitute an acknowledgment of those limitations.

Our representation of the City and the attorney-client relationship created by this engagement letter will be concluded upon the filing of the Annual Filing.

PROSPECTIVE CONSENT

As you are aware, Butler Snow represents many political subdivisions, companies and individuals. It is possible that during the time that we are representing the City, one or more of our present or future clients will have transactions with the City. We do not believe that such representation, if it occurs, will adversely affect our ability to represent you as provided in this engagement letter, either because such matters will be sufficiently different from the filing of the Annual Filing so as to make such representations not adverse to our representation of you, or because the potential for such adversity is remote or minor and outweighed by the consideration that it is unlikely that advice given to the other client will be relevant to any aspect of the issuance filing of the Annual Filing. Execution of this engagement letter will signify the City's consent to our representation of others consistent with the circumstances described in this paragraph.

FEE STRUCTURE

Based upon: (i) our current understanding of the terms, structure, size and schedule of the Annual Filing, (ii) the duties we will undertake pursuant to this letter, (iii) the time we anticipate devoting to the Annual Filing, and (iv) the responsibilities we assume, our fee for this engagement will be \$3,000. Such fee may vary: (i) if material changes in the structure of the financing occur or (ii) if unusual or unforeseen circumstances arise which require a significant increase in our time or our responsibilities. If, at any time, we believe that circumstances require an adjustment of our original fee estimate, we will consult with you.

In addition, this letter authorizes us to incur expenses and make disbursements on behalf of the City, which we will include in our invoice. Disbursement expenses will include such items as travel costs, photocopying, deliveries and other out-of-pocket costs.

PUBLICITY CONCERNING THIS MATTER

Often projects and matters such as this are of interest to the public. Also, many clients desire favorable publicity. Therefore, you agree that we may respond to inquiries from the news media and we may initiate and publish information to the public on this matter (including but not limited to our firm website) unless you instruct us not to do so. In any event, we will not divulge any non-public information regarding this matter.

RECORDS

At your request, papers and property furnished by you will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the transaction will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retain by us after the termination of this engagement.

If the foregoing terms are acceptable to you, please so indicate by (1) returning the enclosed copy of this engagement letter dated and signed by an authorized officer; and (2) returning the material event notice certification dated and signed by an authorized officer, attached hereto as **Exhibit A**. Please retain a copy of the original engagement letter and material event notice certification for your files.

We look forward to working with you again on your Annual Filing.

BUTLER SNOW LLP



By: Elizabeth Lambert Clark

Accepted and Approved:

CITY OF GAUTIER, MISSISSIPPI

BY: _____
Mayor

Dated: _____, 2016

- cc: Samantha Abell, City Manager (sabell@gautier-ms.gov)
- Cindy Russell, City Clerk (crussell@gautier-ms.gov)
- Joshua Danos, Esq., City Attorney (jdanos@bordisdanos.com)

EXHIBIT A

Event Notice

The City certifies that none of the event notices have occurred with respect to the Bonds:

- (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 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 Bonds, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership, or similar event of the Issuer;
- (13) The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, 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/or
- (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

CITY OF GAUTIER, MISSISSIPPI

BY: _____
Mayor

Dated: _____, 2016

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

ORDER NUMBER 019-2016

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 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**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ALLEN'S TIRE	160710	01/19/2016	12/30/2015			93.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	205/75/15 TIRE: TRAILER		160237	12/30/2015			80.00
	001-170-639	MOUNT		160237	12/30/2015			10.00
	001-170-639	VALVE STEM		160237	12/30/2015			3.00
001	GLOBALSTAR	160711	01/19/2016	12/30/2015			53.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY SERVICE		0007006742	12/16/2015			53.10
001	SECURE NETWORKS LLC	160712	01/19/2016	12/30/2015			2,280.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	FEB 2016 NETWORK SERVICES		2605	12/14/2015			2,280.00
001	PASCAGOULA UTILITIES	160713	01/19/2016	01/04/2016			39.29	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-630	CENTRAL FIRE STN		1723385	12/30/2015			13.25
	001-161-630	SOUTH FIRE STN		1723565	12/30/2015			26.04
001	STEINER SAW & MOWER	160719	01/19/2016	01/05/2016			246.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	12" CHAINS(2), CARB KIT		267602	12/07/2015			40.00
	001-170-639	FUEL HOSES(2), BOSCH(10)		267616	12/14/2015			59.00
	001-170-639	12" BAR		267639	12/17/2015			32.00
	001-170-639	CARB, SPARK PLUGS(4), FUEL HOSE		267643	12/21/2015			49.00
	001-170-639	FLY WHEEL		267646	12/22/2015			20.00
	001-170-639	CARB, FILTER, FILTER COVER		278497	12/22/2015			46.00
001	TEC	160720	01/19/2016	01/05/2016			89.57	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-605	MONTHLY LONG DISTANCE		845255	01/01/2016			89.57
001	BELL AUTO PARTS, INC.	160721	01/19/2016	01/05/2016			519.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	A/F KIT, CAP(2), GAL M/GREEN(4)		41125	12/09/2015			68.24
	001-170-639	A/F KIT, CARB		41129	12/15/2015			84.47
	001-170-639	GLOW PLUGS(4)		41130	12/16/2015			58.00
	001-170-639	HYD HOSE W/FILTER(2)		41131	12/16/2015			69.00
	001-100-570	FRONT CHARGE ROTORS(2), PADS		41133	12/16/2015			99.90
	001-100-570	FRONT CHARGE ROTORS(2), PADS		41134	12/17/2015			99.90
	001-100-570	FRONT CHARGE PADS(2)		41135	12/17/2015			40.00
001	LOWE'S HOME CENTER'S, INC.	160741	01/19/2016	01/05/2016			433.57	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-559	POLY LINE, PVC TRANS, OUTLET		902994	11/25/2015			31.20
	001-170-559	LED FLIP CLIPS(2), LIGHTS(3)		909419	11/25/2015			64.15
	001-170-645	SUPPLIES: CHRISTMAS PARADE		910949	11/25/2015			37.00
	001-021-596	SUPPLIES: CHRISTMAS DECOR		902091	11/25/2015			13.88
	001-021-596	SUPPLIES: CHRISTMAS DECOR		902076	11/25/2015			7.64
	001-170-559	BX GLOVES(2), BROOM, DECK MOP		911623	11/30/2015			36.42

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWE'S HOME CENTER'S, INC.	160741	01/19/2016	01/05/2016			433.57	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	BATTERY PACK(2): COMMAND 33		910635	12/01/2015			35.34
	001-001-559	C.CHAMBERS: CHRISTMAS DECOR		910610	12/01/2015			25.93
	001-170-645	SUPPLIES: CHRISTMAS FLOAT		902021	12/01/2015			80.09
	001-001-559	C.CHAMBERS: CHRISTMAS DECOR		910683	12/01/2015			75.16
	001-170-559	PICKUP TOOL		909254	12/02/2015			16.74
	001-205-559	BX HD STAPLES(3)		902271	12/02/2015			8.58
	001-021-596	CRDT RTN: CHRISTMAS DECOR		918509	12/02/2015			-449.93
	001-170-559	LIGHT SET(5),HEATER FAN		909614	12/03/2015			23.21
	001-205-559	HD ADHESIVE(6)		902722	12/04/2015			25.58
	001-161-559	MOP BUCKET,LEAF BLOWER,BULBS		909900	12/08/2015			116.57
	001-100-559	POLICE DEPT: CHRISTMAS DECOR		914656	12/08/2015			79.30
	001-161-559	GAL ROUNDUP WEED KILLER		909167	12/09/2015			18.60
	001-170-559	SOFT ROPE,TARP		902964	12/11/2015			27.52
	001-170-634	TREATED LUMBER		902649	12/14/2015			13.94
	001-170-559	LEATHER GLOVES(3)		909380	12/14/2015			5.53
	001-170-559	PICKUP TOOL(4),BRUSH,GLOVES		909573	12/15/2015			83.65
	001-205-559	POLY ROPE		903514	12/22/2015			9.29
	001-161-559	16IN SAW CHAIN		910929	12/22/2015			18.60
	001-205-559	BRASS PADLOCK(2)		902120	12/16/2015			26.03
	001-161-559	CRDT RTN: 16IN CHAIN SAW		914438	12/22/2015			-18.98
	001-170-635	TUBE,DRAIN KIT,P/TRAP,BLADE		902168	12/22/2015			17.98
	001-170-559	ELECTRICAL TAPE		923183	12/22/2015			4.55
001	DELTA SANITATION OF MS, LLC	160749	01/19/2016	01/06/2016			35.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-698	FRAZIER PORT O LET		692891	12/31/2015			35.00
001	AUTO TRUCK AND TRAILER PARTS INC	160750	01/19/2016	01/06/2016			563.84	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	SWITCH: E3		254440	12/23/2015			91.00
	001-100-570	WIPERS(8)		254341	12/11/2015			79.04
	001-100-570	WASHER FLUID(30)		254343	12/11/2015			55.20
	001-161-638	WINDOW REGULATOR: E4		254458	12/29/2015			258.00
	001-161-638	WIRING HARNESS: E3		254459	12/23/2015			28.00
	001-161-638	LATCH,BRACKET: E5		254522	12/31/2015			52.60
001	O'REILLY AUTO PARTS	160751	01/19/2016	01/06/2016			874.22	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-638	BATTERY,FILTER(2),W-BLADE,OIL		1978401130	11/30/2015			173.41
	001-205-638	QT OIL:5&1,W-BLADE(2),CAPSULE		1978401139	11/30/2015			81.50
	001-100-570	CAPSULE: U#89		1978401306	12/01/2015			6.39
	001-100-570	F/P ASSEMBLY: U#52		1978401328	12/02/2015			266.44
	001-100-570	QT STABILIZER(2)		1978401329	12/02/2015			19.98
	001-100-570	WHEEL NUTS(5)		1978401534	12/04/2015			30.70
	001-100-570	BLOWER MOTOR		1978401829	12/07/2015			38.84
	001-100-570	QT STABILIZER,1GAL ANTIFRZ(2)		1978402088	12/09/2015			35.97
	001-100-570	FREON(2): U#50		1978402148	12/10/2015			21.98
	001-100-570	AC CONDENSER: U#35		1978402981	12/18/2015			133.29
	001-161-638	FUEL/WATER SEPARATOR: E3		1978403493	12/23/2015			35.75
	001-100-570	PCV ASSEMBLY(3)		1978403558	12/23/2015			29.97

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SYSCON INC	160753	01/19/2016	01/08/2016			1,475.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-698	JAN 2016 COURT SUPPORT		1-33038	01/05/2016			1,475.00
001	ALLEN'S TIRE	160754	01/19/2016	01/08/2016			170.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	PATCH TIRE: U#45		160258	01/06/2016			25.00
	001-100-638	DISMOUNT/MOUNT: U#43		160258	01/06/2016			25.00
	001-100-638	PATCH TIRE: U#58		160258	01/06/2016			25.00
	001-100-638	DISMOUNT/MOUNT: U#43		160258	01/06/2016			20.00
	001-100-638	PATCH TIRE(2): U#8		160258	01/06/2016			50.00
	001-100-638	PATCH TIRE: U#50		160258	01/06/2016			25.00
001	INFORMATION TECHNOLOGY SERVICE	160756	01/19/2016	01/08/2016			224.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-640	DEC 2015		5232715	12/31/2015			224.00
001	G&K SERVICES INC	160757	01/19/2016	01/08/2016			221.56	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-535	MAINTENANCE		1033669068	11/30/2015			55.39
	001-205-535	MAINTENANCE		1033671322	12/07/2015			55.39
	001-205-535	MAINTENANCE		1033673551	12/14/2015			55.39
	001-205-535	MAINTENANCE		1033675795	12/21/2015			55.39
001	VERNON W DOSTER MD	160758	01/19/2016	01/08/2016			140.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-604	DRUG SCREEN: RICHARDSON		19098	11/18/2015			45.00
	001-161-604	PRE-EMP PHYSICAL: RICHARDSON		19098	11/18/2015			50.00
	001-161-604	PRE-EMP PFT: RICHARDSON		19098	11/18/2015			45.00
001	IBM CORPORATION	160759	01/19/2016	01/08/2016			1,410.96	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	CY16 ANNUAL MAINTENANCE		1605641	01/02/2016			1,410.96
001	MALLETTE BROTHERS CONSTRUCTION, INC	160760	01/19/2016	01/08/2016			1,012.09	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	1.21 TN GABION LIMESTONE		18558	12/31/2015			66.55
	001-201-576	21.87 CY FILL SAND		18558	12/31/2015			262.44
	001-201-576	22.77 TN SACTUN A-BASE		18558	12/31/2015			683.10
001	CABLE ONE	160762	01/19/2016	01/11/2016			108.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	JAN 2016: #107571481		12232015	01/01/2016			108.51
001	M & E FEED & SEED	160763	01/19/2016	01/11/2016			125.97	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-514	DOG FOOD		4958	12/01/2015			41.99
	001-100-514	DOG FOOD		4966	12/10/2015			41.99
	001-100-514	DOG FOOD		4967	12/29/2015			41.99

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ANDERSON'S MECHANICAL COMPANY LLC	160772	01/19/2016	01/12/2016			312.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-698	DIAGNOSTIC:SR BLDG A/C ISSUES	10820	12/11/2015				312.50
001	C SPIRE WIRELESS	160773	01/19/2016	01/12/2016			1,333.61	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-021-605	CITY MGR CELL PHONES	0030759348	12/31/2015				123.88
	001-022-605	HR CELL PHONES	0030759348	12/31/2015				61.94
	001-040-605	ADMIN CELL PHONES	0030759348	12/31/2015				163.87
	001-090-605	ECON DEV CELL PHONES	0030759348	12/31/2015				309.70
	001-161-605	FIRE DEPT CELL PHONES	0030759348	12/31/2015				191.82
	001-170-605	RECREATION CELL PHONES	0030759348	12/31/2015				237.56
	001-205-605	MAINT CELL PHONES	0030759348	12/31/2015				26.85
	001-021-559	PHONE UPGRADE,CHGR,SYNC CABLE	0030759348	12/31/2015				217.99
001	FUELMAN OF MS	160775	01/19/2016	01/12/2016			1,508.95	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-525	UNL FUEL	NP46357922	01/04/2016				1,358.87
	001-161-525	DSL FUEL	NP46357922	01/04/2016				115.01
	001-205-525	UNL FUEL	NP46357922	01/04/2016				35.07
001	FUELMAN OF MS	160776	01/19/2016	01/12/2016			1,835.68	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-525	UNL FUEL	NP46401229	01/11/2016				20.74
	001-092-525	UNL FUEL	NP46401229	01/11/2016				34.00
	001-100-525	UNL FUEL	NP46401229	01/11/2016				1,357.25
	001-161-525	UNL & DSL FUEL	NP46401229	01/11/2016				251.03
	001-170-525	UNL & DSL FUEL	NP46401229	01/11/2016				108.91
	001-205-525	UNL FUEL	NP46401229	01/11/2016				63.75
001	ROY ODOM JR	160778	01/19/2016	01/12/2016			72.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-681	PER DIEM:CONFINED SPACE TRNG	01252016	01/08/2016				72.00
001	BORDIS & DANOS PLLC	160779	01/19/2016	01/12/2016			11,339.17	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-060-602	JAN 2016 RETAINER	14	01/07/2016				7,916.67
	001-060-602	LITIGATION: FIRE UNION	15	01/07/2016				832.50
	001-060-602	LITIGATION: VASSEY	15	01/07/2016				129.50
	001-060-602	LITIGATION: BELLES	15	01/07/2016				2,460.50
001	COVINGTON CIVIL & ENVIRONMENTAL LLC	160780	01/19/2016	01/12/2016			1,637.13	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-021-601	EVAL JCUA COSTS/OPS (25%)	16040.09-1	12/18/2015				1,637.13
001	FEDERAL EXPRESS	160781	01/19/2016	01/12/2016			84.10	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-090-607	EXPRESS MDOT REIMB PKG	527884830	01/06/2016				16.70
	001-092-607	RTN IPMA TESTS OVERNIGHT	527884830	01/06/2016				67.40

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LLOYD B MARSHALL JR CPA Account Number 001-092-600	160782	01/19/2016	01/12/2016			2,264.00	
		Description		Invoice #	Date	P.O.	Amount	
		PROGRESS PMT FY 2015		6	01/11/2016			2,264.00
001	MS DEPT OF FINANCE & ADMIN Account Number 001-000-300	160783	01/19/2016	01/12/2016			17,527.00	
		Description		Invoice #	Date	P.O.	Amount	
		DEC 2015 COURT ASSESSMENT		12312015	01/05/2016			17,527.00
001	MS DEPT OF PUBLIC SAFETY Account Number 001-000-300	160784	01/19/2016	01/12/2016			141.00	
		Description		Invoice #	Date	P.O.	Amount	
		DEC 2015 SPECIAL ASSESSMENTS		12312015	01/05/2016			141.00
001	OCCUPATIONAL HEALTH CENTER INC Account Number 001-161-604	160785	01/19/2016	01/12/2016			125.00	
		Description		Invoice #	Date	P.O.	Amount	
		TWINRIX VACCINE: JONES, JESSE		86416	12/22/2015			125.00
001	PITNEY BOWES GLOBAL FINANCIAL SERVS Account Number 001-092-698	160786	01/19/2016	01/12/2016			422.97	
		Description		Invoice #	Date	P.O.	Amount	
		LEASE PMT: POSTAGE MACHINE		1 591247DC15	01/03/2016			422.97
001	SECURE NETWORKS LLC Account Number 001-092-698 001-090-500	160787	01/19/2016	01/12/2016			692.00	
		Description		Invoice #	Date	P.O.	Amount	
		SYMANTEC BACKUP RENEWAL		2624	01/11/2016			600.00
		DELL LAPTOP POWER SUPPLY		2594	11/17/2015			92.00
001	SINGING RIVER E.P.A. Account Number	160788	01/19/2016	01/12/2016			8,652.13	
	001-201-633	Description		Invoice #	Date	P.O.	Amount	
	001-201-629	STREET LIGHTING	10554	12132015	12/28/2015			4,998.58
	001-092-631	SIGNAL LIGHTS	10554	12112015	12/28/2015			1,297.49
	001-170-631	CITY HALL	10554	12112015	12/28/2015			1,035.09
	001-170-631	FRAZIER PARK	10554	12112015	12/28/2015			50.10
	001-161-631	SENIOR BLDG	10554	12111015	12/28/2015			592.41
	001-170-631	CENTRAL FD	10554	12112015	12/28/2015			261.46
	001-092-631	CITY PARK	10554	12112015	12/28/2015			125.59
	001-092-631	PUBLIC WORKS	10554	12112015	12/28/2015			266.98
	001-092-631	HWY 90 SIGN	10554	12112015	12/28/2015			24.43
001	SINGING RIVER E.P.A. Account Number	160789	01/19/2016	01/12/2016			1,548.51	
	001-201-633	Description		Invoice #	Date	P.O.	Amount	
	001-201-633	DOLPHIN ST	94987002	12112015	12/28/2015			176.45
	001-201-633	DOLPHIN ST	94988002	12112015	12/28/2015			236.49
	001-201-633	DOLPHIN ST	94989002	12112015	12/28/2015			220.05
	001-201-633	DOLPHIN ST	94990002	12112015	12/28/2015			543.08
	001-201-633	WM PAYNE	100244001	12112015	12/28/2015			156.11
	001-201-633	WM PAYNE	100245001	12112015	12/28/2015			216.33
001	SINGING RIVER E.P.A. Account Number	160790	01/19/2016	01/12/2016			1,624.45	
	001-100-631	Description		Invoice #	Date	P.O.	Amount	
	001-201-629	POLICE STATION	66298004	12112015	12/28/2015			1,034.83
		SIGNAL LIGHT	89113001	12112015	12/28/2015			56.50

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E.P.A.	160790	01/19/2016	01/12/2016			1,624.45	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-631	CITY PARK RESTRMS	89912001	12112015	12/28/2015			146.96
	001-201-633	STREET LIGHTS	90345002	12112015	12/28/2015			254.26
	001-092-631	RECORDS BLDG	90790001	12112015	12/28/2015			97.92
	001-170-631	FRAZIER RESTRMS	98546001	12112015	12/28/2015			33.98
001	SINGING RIVER E.P.A.	160791	01/19/2016	01/12/2016			1,629.73	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-631	SOUTH FD	76008001	12152015	12/29/2015			248.13
	001-170-631	BACOT PARK	10137	12152015	12/29/2015			1,233.30
	001-201-629	SIGNAL LIGHTS	10138	12152015	12/29/2015			148.30
001	CREDIT CARD CENTER	160796	01/19/2016	01/13/2016			1,319.96	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-645	CHRISTMAS FLOAT SUPPLIES		12032015	12/03/2015			223.17
	001-090-681	HOTEL-AFMM CLASS: BOND L		28647	12/07/2015			285.69
	001-021-596	CHRISTMAS PARTY SUPPLIES		12102015	12/10/2015			328.65
	001-021-596	CHRISTMAS PARTY SUPPLIES		63453	12/11/2015			100.00
	001-161-559	REPAIR KIT:504S RELIEF VALVE		42338	12/17/2015			24.94
	001-090-681	CODE/PLANNING CLASSES:STAFF		00703	12/23/2015			348.00
	001-092-698	REV PRIOR MTH FINANCE CHG		11137	11/27/2015			-30.53
	001-092-698	FINANCE CHARGE		12282015	12/28/2015			40.04
001	BRASS HANGER CLEANERS INC	160798	01/19/2016	01/13/2016			24.34	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	DRY CLEAN SANTA SUIT		12072015	12/07/2015			24.34
001	LAMEY ELECTRIC INC	160802	01/19/2016	01/13/2016			886.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	VEHICLE DETECTOR E-1200-SS		13545	12/18/2015			399.00
	001-201-576	LABOR: SR ELEMENTARY SIGNAL		13545	12/18/2015			487.50
001	DEMENT PRINTING CO	160805	01/19/2016	01/13/2016			23.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-620	SHIPPING		0149606001	12/18/2015	160239		23.30
001	TEAM ONE COMMUNICATIONS, INC	160806	01/19/2016	01/13/2016			377.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-559	REMOTE SPEAKER MIC:XTS RADIO		9020009141	12/28/2015	160259		377.50
001	REYNOLDS WHOLESALE CO.	160807	01/19/2016	01/13/2016			73.65	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-559	CS BROWN TOWEL		49108	01/08/2016	160333		23.95
	001-170-559	GAL SPARTAN NABC CLNR		49108	01/08/2016	160333		21.90
	001-170-559	BX/100 PF LATEX GLOVES LG		49108	01/08/2016	160333		13.90
	001-170-559	BX/100 PF LATEX GLOVES XL		49108	01/08/2016	160333		13.90
001	ACTION PRINTING CENTER INC	160808	01/19/2016	01/13/2016			503.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-040-500	250 BUSINESS CARDS: STEEN		88024	01/12/2016	160297		36.40
	001-090-620	500 BUSINESS CARDS: HAVENS		88002	01/12/2016	160295		72.80
	001-090-620	250 BUSINESS CARDS: DICKERSON		88002	01/12/2016	160295		36.40

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ACTION PRINTING CENTER INC	160808	01/19/2016	01/13/2016			503.32	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-620	FULL COLOR CASE CARDS (4000)	87902	01/13/2016	160300		90.00	
	001-100-620	500 BUSINESS CARDS: WILSON	87902	01/13/2016	160300		44.62	
	001-100-620	500 BUSINESS CARDS: GORE	87902	01/13/2016			44.62	
	001-100-620	500 BUSINESS CARDS: PATRICK	87902	01/13/2016			44.62	
	001-100-620	500 BUSINESS CARDS: BROWN, C	87902	01/13/2016			44.62	
	001-100-620	500 BUSINESS CARDS: CROCKER	87902	01/13/2016			44.62	
	001-100-620	500 BUSINESS CARDS: HOGGATT	87902	01/13/2016			44.62	
001	CUMMINS MID-SOUTH LLC	160810	01/19/2016	01/13/2016			757.47	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-638	THREADED PLUG: E-3	010-52197	12/30/2015	160299		16.79	
	001-161-638	THREADED PLUG: E-3	010-52197	12/30/2015	160299		9.68	
	001-161-638	FUEL TRANSFER PUMP: E-3	010-52197	12/30/2015	160299		346.00	
	001-161-638	LABOR	010-52197	12/30/2015	160299		350.00	
	001-161-638	HAZ WASTE CHG/SHOP SUPPLY	010-52197	12/30/2015	160299		35.00	
001	MID SOUTH UNIFORM & SUPPLY, INC.	160811	01/19/2016	01/13/2016			446.46	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-535	NAVY SS SHIRT (3)	540533	12/28/2015	160213		126.00	
	001-100-535	NAVY LS SHIRT (3)	540533	12/28/2015	160213		133.92	
	001-100-535	NAVY PANT W/BLUE STRIPE (3)	540533	12/28/2015	160213		124.50	
	001-100-535	CLIP ON TIE (10)	540533	12/28/2015	160213		28.50	
	001-100-535	NAVY BRAID (3)	540533	12/28/2015	160213		12.75	
	001-100-535	LT BLUE BRAID (3)	540533	12/28/2015	160213		12.75	
	001-100-535	SEW ON PATCH (12)	540533	12/28/2015	160213		8.04	
001	MCCAIN/COMMAND UNIFORMS	160812	01/19/2016	01/13/2016			711.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-535	UNIFORM PATCH(500): POLICE	17083-1	01/04/2016	160279		700.00	
	001-100-535	FREIGHT	17083-1	01/04/2016	160279		11.00	
001	SOLAR CONTROL OF MISSISSIPPI	160813	01/19/2016	01/13/2016			70.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	WINDOW TINT: DISPATCH	111915	11/20/2015	160193		70.00	
001	VERNON W DOSTER MD	160815	01/19/2016	01/13/2016			75.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-022-604	PRE-EMP PHYSICAL: JOHNSON	19187	11/23/2015	160208		50.00	
	001-022-604	PRE-EMP DRUG SCREEN: JOHNSON	19187	11/23/2015	160208		25.00	
001	GREGG'S AFFORDABLE AUTO GLASS	160816	01/19/2016	01/13/2016			165.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	REPLACE WINDSHIELD: U#50	34479	01/05/2016	160304		165.00	
001	PASCAGOULA TIRE & SERVICE INC	160818	01/19/2016	01/13/2016			994.60	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-638	FS FIREHAWK GT (4): U#34	67055	01/04/2016	160285		509.08	
	001-100-638	FS FIREHAWK GTZ (4): U#66	66937	01/07/2016	160278		485.52	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	STAPLES BUSINESS ADVANTAGE DEPT	ATL	160819	01/19/2016	01/13/2016		863.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-500	VIEWSONIC MONITOR: APRIL		3287715657	12/24/2015	160283	159.99	
	001-090-500	LOGITECH WRLSS MOUSE: APRIL		3287252169	12/18/2015	160283	29.70	
	001-100-500	HP 05A BLACK CARTRIDGE (3)		3288033051	12/30/2015	160289	219.51	
	001-100-500	HP 80A BLACK TONER (2)		3288033051	12/30/2015	160289	169.40	
	001-100-500	HP 64A BLACK TONER (2)		3288033051	12/30/2015	160289	284.50	
001	MS ASSN CHIEFS OF POLICE		160820	01/19/2016	01/13/2016		100.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-682	ANNUAL DUES ID 89: ELBIN,D		2358090	12/18/2015	160335	100.00	
001	THE GULF COMPANIES INC		160821	01/19/2016	01/13/2016		1,145.90	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	NO OUTLET 18X24:(5)		2685	12/30/2015	160266	81.90	
	001-201-576	CHILDREN AT PLAY 18X24:(5)		2685	12/30/2015	160266	81.90	
	001-201-576	DEAF CHILD AREA 18X24:(2)		2685	12/30/2015	160266	32.76	
	001-201-576	NO LITTERING 18X24:(10)		2685	12/30/2015	160266	163.80	
	001-201-576	LEFT TURN ON YIELD 18X24:(3)		2685	12/30/2015	160266	49.14	
	001-201-576	STOP SIGN 24":(10)		2685	12/30/2015	160266	245.00	
	001-201-576	SPEED LIMIT 5:(5)		2685	12/30/2015	160266	81.90	
	001-201-576	SPEED LIMIT 20:(5)		2685	12/30/2015	160266	81.90	
	001-201-576	SPEED LIMIT 25:(5)		2685	12/30/2015	160266	81.90	
	001-201-576	SPEED LIMIT 35:(5)		2685	12/30/2015	160266	81.90	
	001-201-576	SPEED LIMIT 40:(10)		2685	12/30/2015	160266	163.80	
001	ECONOMY BOOTS SALES & SERVICE		160822	01/19/2016	01/13/2016		872.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-535	CHIPPEWA TROOPER BOOTS: BOND		38204	12/17/2015	160030	100.00	
	001-100-535	S ZIP SWAT BOOTS: STIRRAT		38191	12/16/2015	160275	100.00	
	001-100-535	S ZIP SWAT BOOTS: PATRICK		38190	12/16/2015	160275	72.00	
	001-100-535	DUTY BOOTS/SHOES: COOKSEY		38192	12/16/2015	160166	100.00	
	001-100-535	DUTY BOOTS/SHOES: SELOVER		37986	11/16/2015	160166	100.00	
	001-100-535	DUTY BOOTS/SHOES: HARKINS		38119	12/07/2015	160166	100.00	
	001-100-535	DUTY BOOTS/SHOES: FREE		37985	11/14/2015	160166	100.00	
	001-100-535	DUTY BOOTS/SHOES: PRICE		37997	11/17/2015	160166	100.00	
	001-100-535	DUTY BOOTS/SHOES: WILSON		37973	11/13/2015	160166	100.00	
FUND TOTAL	1 Claims	to	Checks	56 Total	72,274.22 Manual	Held	Total	72,274.22

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
130	PEOPLES BANK-CORPORATE TRUST SERVS Account Number 130-680-813	160769	01/19/2016	01/12/2016			97,534.38	
	Description GAUTIER GO BNDS 2010			Invoice # 3194	Date 11/23/2015	P.O.	Amount 97,534.38	
130	BATSON & BROWN, INC Account Number 130-130-770	160795	01/19/2016	01/13/2016			6,788.58	
	Description SERVICES:ROW ACQUISITION MAPS			Invoice # 45705DEC15	Date 12/16/2015	P.O.	Amount 6,788.58	
FUND TOTAL 130 Claims to		Checks	2 Total	104,322.96	Manual		Held	Total 104,322.96

Docket of Claims
Release date from 01/19/2016 thru 01/19/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
171	CREDIT CARD CENTER	160797	01/19/2016	01/13/2016			1,361.49	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	171-176-779	LG MESSAGE BOARD W/ SLOT RACK	43842	12/04/2015			1,361.49	
FUND TOTAL	171 Claims	to	Checks	1 Total	1,361.49 Manual	Held	Total	1,361.49

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
172	JACKSON-GEORGE REGIONAL LIBRARY Account Number 172-350-650	160767	01/19/2016	01/12/2016			1,475.25	
					Invoice # DEC 2015	Date 12/18/2015		
						P.O.		
								1,475.25
FUND TOTAL	172 Claims	to	Checks	1 Total	1,475.25	Manual	Held	Total 1,475.25

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	BELL AUTO PARTS, INC.	160722	01/19/2016	01/05/2016			237.28	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-638	FUEL FILTER(2), BELT		41123	12/07/2015			93.27
	176-170-639	A/F KIT, CAP, BELT, MOLDING		41124	12/08/2015			59.54
	176-170-639	A/F KIT, CARB		41128	12/15/2015			84.47
176	LOWE'S HOME CENTER'S, INC.	160742	01/19/2016	01/05/2016			802.62	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-519	SUPPLIES: ARCHERY RANGE		902067	11/25/2015			386.26
	176-170-519	SUPPLIES: ARCHERY RANGE		902790	11/30/2015			42.45
	176-170-559	CLEANING SUPPLIES		910865	12/02/2015			70.93
	176-170-519	SUPPLIES: ARCHERY RANGE		902493	12/08/2015			119.25
	176-170-519	SUPPLIES: ARCHERY RANGE		902374	12/08/2015			27.91
	176-170-519	SUPPLIES: ARCHERY RANGE		902774	12/10/2015			155.82
176	O'REILLY AUTO PARTS	160752	01/19/2016	01/06/2016			37.23	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-638	64OZ DSL TREATMENT, FILTER		1978401939	12/08/2015			37.23
176	ANDERSON'S MECHANICAL COMPANY LLC	160771	01/19/2016	01/12/2016			292.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-635	SERVICE CALL/LABOR		10848	12/28/2015			157.50
	176-170-635	3 LBS FREON		10848	12/28/2015			135.00
176	C SPIRE WIRELESS	160774	01/19/2016	01/12/2016			61.94	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	CELL PHONE		0030759348	12/31/2015			61.94
176	FUELMAN OF MS	160777	01/19/2016	01/12/2016			55.48	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP46401229	01/11/2016			55.48
176	SINGING RIVER E.P.A.	160792	01/19/2016	01/12/2016			1,764.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-631	PARK FACILITIES	76854002	12152015	12/29/2015			1,387.68
	176-170-631	HOUSE	76855002	12152015	12/29/2015			376.82
176	ACTION PRINTING CENTER INC	160809	01/19/2016	01/13/2016			36.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-500	250 BUSINESS CARDS: HONEA		87725	01/12/2016	160298		36.40
FUND TOTAL 176 Claims		to	Checks	8 Total	3,287.95 Manual	Held	Total	3,287.95

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	IRBY'S ANSWERING SERVICE Account Number 400-650-698	160714	01/19/2016	01/04/2016			447.00	
		Description		Invoice #	Date	P.O.	Amount	
		SERVICE 12/30/15 - 1/27/2016		277-123015	12/30/2015			447.00
400	CABLE ONE Account Number 400-651-698	160715	01/19/2016	01/04/2016			78.77	
		Description		Invoice #	Date	P.O.	Amount	
		DEC 2015: #107663106		12162015	12/23/2015			78.77
400	CLEARWATER SOLUTIONS LLC Account Number 400-650-672	160716	01/19/2016	01/04/2016			203,357.75	
		Description		Invoice #	Date	P.O.	Amount	
		DEC 2015 OPERATION FEE		GAUTIER037	12/01/2015			203,357.75
400	JACKSON COUNTY UTILITY AUTHORITY Account Number 400-651-668 400-651-668	160717	01/19/2016	01/04/2016			177,677.00	
		Description		Invoice #	Date	P.O.	Amount	
		JAN 2016 TREATMENT CHGS		65775	01/01/2016			168,775.00
		FY 2015 ACTUAL FLOW ADJ		65775	01/01/2016			8,902.00
400	LOWE'S HOME CENTER'S, INC. Account Number 400-651-584 400-651-583 400-651-581	160743	01/19/2016	01/05/2016			57.06	
		Description		Invoice #	Date	P.O.	Amount	
		SUPPLIES:HOYT LS		909400	11/25/2015			17.40
		CEMENT BAGS(5):REPR MANHOLES		901114	12/03/2015			35.52
		SUPPLIES:WINTERIZING WELLS		909645	12/15/2015			4.14
400	MICRO METHODS INC Account Number 400-651-667	160744	01/19/2016	01/06/2016			45.00	
		Description		Invoice #	Date	P.O.	Amount	
		COLOR SAMPLE		1601005186	01/06/2016			45.00
400	WASTE MANAGEMENT OF MS-GLF COAST INC Account Number 400-651-583	160755	01/19/2016	01/08/2016			426.47	
		Description		Invoice #	Date	P.O.	Amount	
		ROLL OFF-TIMBERLANE		0632246	01/01/2016			426.47
400	MALLETTE BROTHERS CONSTRUCTION, INC Account Number 400-651-585 400-651-585 400-651-585	160761	01/19/2016	01/08/2016			2,573.46	
		Description		Invoice #	Date	P.O.	Amount	
		6.22 CY FILL SAND		18558	12/31/2015			74.64
		78.31 TN SACTUN A-BASE		18558	12/31/2015			2,349.30
		12.46 CY FILL CLASS 9		18558	12/31/2015			149.52
400	CITY OF GAUTIER Account Number 400-680-821 400-680-822 400-680-822 400-680-823 400-680-824 400-680-825	160766	01/19/2016	01/12/2016			43,427.11	
		Description		Invoice #	Date	P.O.	Amount	
		ST LNS #3 90/57 SWR		12092015	12/09/2015			7,877.45
		ST LNS #4 90/57 WTR		12092015	12/09/2015			10,948.67
		ST LNS #4 90/57 SWR		12092015	12/09/2015			9,019.22
		ST LNS #5 ALLEN RD		12092015	12/09/2015			2,149.95
		ST LNS #6 OLD SPAN TR		12092015	12/09/2015			3,765.83
		ST LNS #7 OLD SPAN TR		12092015	12/09/2015			9,665.99
400	FIRST NATIONAL BANK TRUST DEPT Account Number 400-680-803	160768	01/19/2016	01/12/2016			1,940.00	
		Description		Invoice #	Date	P.O.	Amount	
		BOND FEES CY 2015		12312015	12/31/2015			1,940.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CITY OF GAUTIER	160770	01/19/2016	01/12/2016			104,337.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-000-104	TR SEP 2015 GARBAGE COLLS		09302015	09/30/2015			104,337.50
400	SINGING RIVER E.P.A.	160793	01/19/2016	01/12/2016			7,798.52	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS	17882	12112015	12/28/2015			1,997.79
	400-651-631	WATER WELLS	17882	12112015	12/28/2015			4,000.23
	400-651-631	CITY HALL SOUTH	17882	12112015	12/28/2015			1,618.23
	400-651-631	IONIZATION PLANT	99216002	12112015	12/28/2015			182.27
400	SINGING RIVER E.P.A.	160794	01/19/2016	01/12/2016			3,206.02	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS	17875	12152015	12/29/2015			206.46
	400-651-631	LIFT STNS	17884	12152015	12/29/2015			1,396.28
	400-651-631	LIFT STNS	17883	12152015	12/29/2015			1,603.28
400	HANSON PIPE & PRODUCTS, INC.	160814	01/19/2016	01/13/2016			1,844.91	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-583	5X5 CATCH BASIN:SEACLIFF DRNG		11337742	12/30/2015	160247		1,844.91
400	C & M ELECTRIC MOTOR SERVICE, INC.	160817	01/19/2016	01/13/2016			2,871.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-584	5HP SUB PUMP:ENARC/GARDEN LS		11756	01/11/2016	160343		1,974.00
	400-651-584	3HP SUB PUMP:LAKWOOD WEST LS		11756	01/11/2016	160343		897.00
FUND TOTAL	400 Claims	to	Checks	15 Total	550,087.57 Manual	Held	Total	550,087.57

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	DELTA SANITATION OF MS, LLC	160745	01/19/2016	01/06/2016			163,886.12	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	404-677-693	DEC 2015 RES GARBAGE SERV	692621	12/31/2015			79,016.64	
	404-677-693	DEC 2015 RES CART RENTAL	692621	12/31/2015			2,600.73	
	404-677-693	DEC 2015 COM CART RENTAL	692621	12/31/2015			194.68	
	404-677-693	NOV 2015 RES GARBAGE SERV	683203	11/30/2015			79,258.31	
	404-677-693	NOV 2015 RES CART RENTAL	683203	11/30/2015			2,621.08	
	404-677-693	NOV 2015 COM CART RENTAL	683203	11/30/2015			194.68	
404	APPLEWHITE IND	160764	01/19/2016	01/11/2016			108.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	404-677-695	DEC 2015 54 @ 2.00	2517	12/31/2015			108.00	
FUND TOTAL 404 Claims		to	Checks	2 Total	163,994.12 Manual	Held	Total	163,994.12

SUMMARY OF ALL FUNDS

FUND 1	Claims	to	Checks	56 Total	72,274.22 Manual	Held	Total	72,274.22
FUND 130	Claims	to	Checks	2 Total	104,322.96 Manual	Held	Total	104,322.96
FUND 171	Claims	to	Checks	1 Total	1,361.49 Manual	Held	Total	1,361.49
FUND 172	Claims	to	Checks	1 Total	1,475.25 Manual	Held	Total	1,475.25
FUND 176	Claims	to	Checks	8 Total	3,287.95 Manual	Held	Total	3,287.95
FUND 400	Claims	to	Checks	15 Total	550,087.57 Manual	Held	Total	550,087.57
FUND 404	Claims	to	Checks	2 Total	163,994.12 Manual	Held	Total	163,994.12
Total for all Funds			Checks	85 Total	896,803.56 Manual	Held	Total	896,803.56

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

ORDER NUMBER 020-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the letter of engagement with Capitol Resources, LLC to represent the City of Gautier at a retainer fee of Thirty Thousand Dollars (\$30,000.00) per year, payable in pro-rated monthly installments of Two Thousand Five Hundred Dollars (\$2,500.00) per month, for the minimum engagement of twelve (12) months, beginning January 2016 is hereby approved.

IT IS FURTHER ORDERED that the retainer amount shall not exceed \$30,000.00 without prior approval of Council.

IT IS FURTHER ORDERED that Capitol Resources, LLC will represent the City of Gautier and provide their full scope public affairs and government relations services to advance the legislative priorities of the community.

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 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**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.



200 North Congress Street, Suite 500, Jackson, Mississippi 39201

January 15, 2016

Josh Danos
jdanos@bordisdanos.com

Dear Mr. Danos:

Thank you for the opportunity to represent the City of Gautier and provide our full scope public affairs and government relations services to advance the legislative priorities of your community. We understand that Gautier and other jurisdictions in Jackson County are seeking to be treated equitably and fairly by the Jackson County Utility Authority (JCUA). We will work to craft a solution that gives the citizens of Gautier transparency, accountability and a fair voice on par with those experienced by citizens in neighboring communities on the Gulf Coast.

Capitol Resources®, LLC (“Capitol Resources”) is a successful multi-state government relations firm that offers a full range of lobbying and public affairs services to a diverse array of clients. We have offices and excellent lobbying teams in Mississippi, Louisiana, Alabama, Florida, Georgia, Tennessee, Texas, West Virginia and Washington, D.C. Our Mississippi team is excited to work with you and support your government relations and issues management initiatives. For more information, visit our website: <http://capitolresourcesllc.com>.

We propose in this letter of engagement to represent the City of Gautier at a retainer fee of Thirty Thousand Dollars (\$30,000.00) per year, payable in pro-rated monthly installments of Two Thousand Five Hundred Dollars (\$2,500) per month, for the minimum engagement of twelve (12) months, beginning January 20, 2016. This fee includes the consulting, government relations and issues management services routinely provided by Capitol Resources, to manage and implement your objectives. It is our understanding that the fee does not include any extraordinary expenses such as entertainment or travel, and that we will seek approval by the City of Gautier prior to incurring any of these types of expenses.

Capitol Resources will comply with all laws, rules and regulations applicable to its activities related to this Agreement and its performance hereunder, including but not limited to any and all registration, reporting and other applicable requirements. Capitol Resources will maintain the confidentiality of all trade secrets and non-public information and documents related to this Agreement.

If this letter of engagement meets your approval, please indicate your acceptance of the terms by countersigning the enclosed copy of this letter. If you should have any questions, please do not hesitate to call me at (601) 948-6020. Once again, thank you very much for the opportunity to work with you.

Sincerely,

Clare Hester

Clare Hester, Founding Partner
Capitol Resources®, LLC

On behalf of the City of Gautier, I accept the terms set forth in this letter.

BY:

TITLE: _____

DATE: _____

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

ORDER NUMBER 021-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the paid Docket of Claims for Sales Tax Audit Assessment in the total amount of \$75,047.00 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 **Councilwoman Martin**, seconded by **Councilman Vaughan** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

ACH Payment and Remittance Reports 01/12/2016 20:16:06 CST

Originator

Company: MSDEPTOFREVENUE
Batch Type: CCD
Batch: 2239

ID: 1646000832
Entry Desc: TAXPAYMENT
Disc. Data:

Originating DFI: 06200001
Settlement Date: 01/12/2016
Effective Date: 01/12/2016

Receiver

Company: CITY OF GAUTIER
Account: 0000000070480132
ID Number: M1041654272

Type: DDA - Payment
Receiving Bank: 065503681
Other Data: 43

Amount: \$75,047.00 DB
Trace Number: 016012006851809

Report Totals

Total Credits: \$210.00 (3)
Total Debits: \$75,047.00 (1)

Please review the payment request information below for your payment to the Department of Revenue.
You may want to print a copy for your records.

Your Payment request confirmation number is **1-898-681-088**

Paid For: CITY OF GAUTIER
Sales Tax 1275-3063
Tax Period Ending 5/31/2015
Financial Institution Name: WHITNEY BANK
Routing Number: xxxxx3681
Account Number: xxxxxxxx0132
Payment Amount: 75,047.00
Payment Date: 11-Jan-2016
Submitted Date: 11-Jan-2016

DOR Company Identification Number/Originator ID: 1646000832

This is only the payment request. It is your responsibility to review your bank statement to confirm that this transaction was successful.

OOPS? If you want to make a change, it is not too late. While a payment is still pending, you can return to your account, cancel the payment, and make a new one.

Contact us by email if you have questions about electronic payments: eftunit@dor.ms.gov

Don't worry! We received your submission, but it will not post to your account until it completes processing. Most process overnight, but payments don't post until your bank clears the funds. Permits and certain account updates require approval, so these take several days.

Teresa Montgomery

From: Kim Sheppard <ksheppard@gautier-ms.gov>
Sent: Monday, January 11, 2016 2:48 PM
To: Teresa Montgomery
Subject: FW: sales tax payment

From: Mei Liang [<mailto:mei.liang@dcg.ms.gov>]
Sent: Monday, January 11, 2016 2:41 PM
To: 'ksheppard@gautier-ms.gov' <ksheppard@gautier-ms.gov>
Subject: RE: sales tax payment

Hi Kim,

Please try this to see if you can process the payment online today. If you can pay it on TAP today, the amount will be \$75,047.00 (Assessment-penalty). If not, I am going to come pick up the check in the morning. Please let me know if there is any questions.

This is responded by my manager:

I am fine with abating the penalty but we cannot do that until we receive payment in full. She cannot see it online until it posts but can pay an "audit" payment online for the amount less Penalty and then we will abate. You will need to provide her the amount due if she doesn't know the right amount. The May period is there on TAP, she has to go to "all periods" to see it. Under that period she would chose "pay" and be sure to select "audit" under step 2 for payment type.

Please try this now and see if we can get this solved today.

Thanks,

Mei

From: Kim Sheppard [<mailto:ksheppard@gautier-ms.gov>]
Sent: Monday, January 11, 2016 1:48 PM
To: Mei Liang
Subject: sales tax payment

Mei,

We will be paying the amount due on the audit in full. We are requesting the amount of penalty in the amount of 6,234.00 be abated. We will submit the payment for the amount of 75,047.

Thanks. Kim

Kim A. Sheppard
Finance Support
City of Gautier
Ph. (228)497-8000 Ext. 310
Fax (228)497-8028
ksheppard@gautier-ms.gov



000000146 01 AT 0.413 00550 1 146



CITY OF GAUTIER
3330 HIGHWAY 90
GAUTIER MS 39553-5124

Date: November 13, 2015
Letter ID: L0306111104
Account #: 1275-3063

An audit of your tax returns has been completed for the period May 01, 2012 through May 31, 2015. An audit summary and workpapers were previously provided to you by the auditor. This assessment notice informs you of the audit results and your responsibilities, concludes the audit, and assesses tax, interest and/or penalties determined due.

Table with 2 columns: Description and Amount. Rows include Sales Tax Credit, Sales Tax, Special Sales Tax, Penalty, Interest, Beer/Alcohol/Retail Debit, Total Assessment, Payment Received, and Balance of Assessment Due.

As a result of the audit and the review of your financial books and records, you owe and are required to pay \$81,281.00.

In addition to the amount from the audit assessment indicated above, you owe \$0.00 in previously assessed liabilities for the periods under audit for a total balance due of \$81,281.00. Your payment is due on or before January 12, 2016.

Please do not ignore this assessment of tax and/or interest and penalties. If your payment is not received by January 12, 2016, we must take other steps to collect the amount due. You may owe additional penalties and costs. We may make a legal claim on your property, bank account, or your income.

For information concerning payment options, bankruptcy, appeals, and filing information, see the back of this letter. For any other questions about this assessment, you may call JIAN MEI LIANG at (228) 436-0554.

Sincerely,

Handwritten signature of J. Ed Morgan

J. Ed Morgan
Commissioner of Revenue

RECEIVED stamp and handwritten signature of J. Berg

P.O. Box 1033 Jackson, MS 39215-1033 Phone: (601) 923-7700 Fax: (601) 923-7714

Form # qL0002 v. 9/84

00000500000146010200-001

Docket of Claims
 Claims paid from 01/12/2016 thru 01/12/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	DEPARTMENT OF REVENUE	160831	01/12/2016	01/12/2016			75,047.00	APPROVED
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-671	AUDIT ASSESSMENT (3YRS)		1898681088	01/12/2016		75,047.00	
FUND TOTAL	400 Claims	to	Checks	1 Total	75,047.00	Manual	Held	Total 75,047.00

Docket of Claims
 Claims paid from 01/12/2016 thru 01/12/2016

SUMMARY OF ALL FUNDS

FUND 400 Claims	to	Checks	1 Total	75,047.00 Manual	Held	Total	75,047.00
<hr style="border-top: 1px dashed black;"/>							
Total for all Funds		Checks	1 Total	75,047.00 Manual	Held	Total	75,047.00

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

RESOLUTION NUMBER 002-2016

RESOLUTION OF THE GOVERNING AUTHORITY OF THE CITY OF GAUTIER, MISSISSIPPI, TO APPROVE THE ATTACHED “AMENDMENT TO INTERLOCAL GOVERNMENTAL COOPERATION AGREEMENT BETWEEN BILOXI, GULFPORT AND D’IBERVILLE FOR FIBER-OPTIC INFRASTRUCTURE FOR MUNICIPAL PURPOSES, AND FOR RELATED PURPOSES, TO ADD THE CITY OF GAUTIER AS A PARTY TO THE AGREEMENT, AS AMENDED” AND TO AUTHORIZE APPROVAL OF REQUESTS FOR OTHER MISSISSIPPI COAST CITIES AND COUNTIES TO JOIN THE AGREEMENT, AS AMENDED, AND FOR RELATED PURPOSES

WHEREAS, it is in the best interests of the health, safety and welfare of the citizens of the CITY OF GAUTIER that the City enter into the AMENDMENT TO INTERLOCAL GOVERNMENTAL COOPERATION AGREEMENT BETWEEN BILOXI, GULFPORT AND D’IBERVILLE FOR FIBER-OPTIC INFRASTRUCTURE FOR MUNICIPAL PURPOSES, AND FOR RELATED PURPOSES, TO ADD THE CITY OF GAUTIER AS A PARTY TO THE AGREEMENT, AS AMENDED, attached to this resolution as Exhibit “A” and made a part hereof;

WHEREAS, the City of Biloxi, City of Gulfport, and City of D’Iberville entered in to that certain Interlocal Governmental Cooperation Agreement Between Biloxi, Gulfport and D’Iberville for Fiber-Optic Infrastructure for Municipal Purposes, and for Related Purposes, dated November 18, 2015 and approved by the Attorney General for the State of Mississippi as of November 23, 2015, a true and complete copy of which is attached to the Amendment as Exhibit “1” and made a part thereof;

WHEREAS, it is the intent of the City to accept and approve requests, when made, from other city and county governments within Hancock, Harrison and Jackson Counties to join in the attached Agreement, as amended; in order to facilitate timely amendments to the attached Agreement, the City Council desires to authorize the Mayor and Municipal Clerk to execute and deliver future amendments to the attached agreement, provided such amendments have the sole purpose of adding one or more of the other Coast city and county governments as participating parties to the Agreement, as amended, on the same terms and conditions as the Agreement and Amendment to the Agreement attached to this resolution; and

WHEREAS, the City understands and agrees with the other parties to the Agreement that its is their mutual interpretation and understanding that neither this Amendment nor the original Agreement obligates this City to expend any of its municipal funds, contribute any of its property, or incur any debt obligation without another resolution of this City, adopted in this City's sole and absolute discretion, approving such expense or debt or use of property;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI, AS FOLLOWS:

Section 1: The findings, conclusions, and statements contained in the preamble of this resolution are hereby approved, adopted, and ratified.

Section 2: The Mayor and Municipal Clerk are authorized to execute and deliver the attached AMENDMENT TO INTERLOCAL GOVERNMENTAL COOPERATION AGREEMENT BETWEEN BILOXI, GULFPORT AND D'IBERVILLE FOR FIBER-OPTIC INFRASTRUCTURE FOR MUNICIPAL PURPOSES, AND FOR RELATED PURPOSES, TO ADD THE CITY OF GAUTIER AS A PARTY TO THE AGREEMENT, AS AMENDED.

Section 3: In order to facilitate and expedite other amendments to the attached Agreement to accept and approve requests, if and when made, from other city and county governments within Hancock, Harrison and Jackson Counties to join as parties to the Agreement, the City Council hereby authorizes the Mayor and Municipal Clerk to execute and deliver such future amendments to the attached Agreement, provided such amendments have the sole purpose of adding one or more of the other Mississippi Coast cities and counties as participating parties to the Agreement on the same terms and conditions as the Agreement attached to this resolution.

Section 4: This resolution shall take effect and be in force from and after adoption.

Motion was made by Councilman Vaughan, 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**

WHEREUPON, the Mayor and Members of the Council of the City of Gautier, Mississippi, declared the motion carried and the Resolution adopted this the 19th day of January, 2016.

(SEAL)

ATTEST:

ADOPTED: January 19, 2016

CITY CLERK

GORDON GOLLOTT
MAYOR

The above and foregoing Resolution was submitted to and approved by the Mayor, this the 19th day of January, 2016.

AMENDMENT TO INTERLOCAL GOVERNMENTAL COOPERATION AGREEMENT BETWEEN BILOXI, GULFPORT AND D'IBERVILLE FOR FIBER-OPTIC INFRASTRUCTURE FOR MUNICIPAL PURPOSES, AND FOR RELATED PURPOSES, TO ADD THE CITY OF GAUTIER, MISSISSIPPI AS A PARTY TO THE AGREEMENT, AS AMENDED

This AMENDMENT TO INTERLOCAL GOVERNMENTAL COOPERATION AGREEMENT BETWEEN BILOXI, GULFPORT AND D'IBERVILLE FOR FIBER-OPTIC INFRASTRUCTURE FOR MUNICIPAL PURPOSES, AND FOR RELATED PURPOSES, TO ADD THE CITY OF GAUTIER AS A PARTY TO THE AGREEMENT, AS AMENDED ("Amendment") is entered into by and between the CITY OF GAUTIER, MISSISSIPPI, a political subdivision and Mississippi municipal corporation (herein "Gautier"), the CITY OF BILOXI, MISSISSIPPI, a political subdivision and Mississippi municipal corporation (herein "Biloxi"); the CITY OF GULFPORT, MISSISSIPPI, a political subdivision and Mississippi municipal corporation (herein "Gulfport"); and the CITY OF D'IBERVILLE, MISSISSIPPI, a political subdivision and Mississippi municipal corporation (herein "D'Iberville").

FOR AND IN CONSIDERATION of the mutual benefits and advantages, the cities of Gautier, Gulfport, Biloxi, and D'Iberville (the "Parties"), acting by and through their respective governing authorities ("Governing Authorities"), under the authority of the Interlocal Cooperation Act of 1974, Miss. Code Ann. § 17-13-1, et seq., as amended, and acting pursuant to "Section 5: Amendment" of the original INTERLOCAL GOVERNMENTAL COOPERATION AGREEMENT BETWEEN BILOXI, GULFPORT, AND D'IBERVILLE FOR FIBER-OPTIC INFRASTRUCTURE FOR MUNICIPAL PURPOSES, AND FOR RELATED PURPOSES ("Agreement"), a true and correct copy of which is attached as Exhibit "1" and made a part hereof, do hereby agree to amend

BY: _____
Billy Hewes, Mayor Date _____

ATTEST:

Municipal Clerk

CITY OF D'IBERVILLE, MISSISSIPPI

BY: _____
Rusty Quave, Mayor Date _____

ATTEST:

Municipal Clerk

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

RESOLUTION NUMBER 003-2016

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GAUTIER REQUESTING CERTAIN AMENDMENTS TO SECTION 49-17-733 OF THE MISSISSIPPI CODE, BOARD OF DIRECTORS FOR THE JACKSON COUNTY UTILITY AUTHORITY, TO PROVIDE PARITY WITH OTHER COASTAL UTILITY AUTHORITIES SIMILARLY SITUATED AND TO PROVIDE MORE EFFECTIVE OVERSIGHT BY THE CITIES AND THE COUNTY SUBJECT TO THE AUTHORITY'S JURISDICTION.

WHEREAS, pursuant to Section 49-17-731 of the Mississippi Code, the Jackson County Utility Authority (JCUA) was created from the remnants of the former Mississippi Gulf Coast Regional Wastewater Authority, effective thirty (30) days after April 18, 2006; and

WHEREAS, there were created simultaneously therewith certain Utility Authorities in Hancock, Harrison, Stone and Pearl River counties, with each Authority having a designated Board of Directors; and

WHEREAS, the Board of Directors for the JCUA was duly constituted pursuant to Section 49-17-733 of the Mississippi Code, with each City in Jackson County having one appointee and the County having three appointees; and

WHEREAS, there are significant differences existing among the various Utility Authority Boards regarding the makeup, constitution, terms and powers of the Boards of Directors, resulting in a situation in Jackson County that places the Cities and the County at a distinct disadvantage with respect to control and oversight of the JCUA functions and activities; and

WHEREAS, because of these differences, the JCUA as presently constituted, has essentially no checks and balances on its activities resulting in the Cities and the County being placed at a significant and untenable disadvantage due to extraordinary cost increases in the operation of the JCUA over the past several years, which increases must be borne by the participating governmental entities

and ultimately by individual taxpayers who have little or no voice in the manner in which the JCUA operates; and

WHEREAS, the City Council of the City of Gautier wishes to go on record requesting that the Mississippi Legislature enact certain amendments to Section 49-17-733 of the Mississippi Codes so as to bring the JCUA into parity with the other authorities similarly situated in the Mississippi Gulf Coast Region:

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. That the Legislature amend Section 49-17-733 of the Mississippi Code in the following particulars:

- a. Amend Subsection (3)(a) to shorten the terms of office for Directors from six (6) to four (4) years and provide that the Directors serve at the will and pleasure of the appointing authorities.
- b. Delete Subsection (3)(b) prohibiting elected officials from serving on the Board of Directors.
- c. Provide for the termination of the existing terms of the present Directors and the commencement of the new four-year terms.
- d. Provide that a quorum shall consist of a majority of the seven (7) member Board and that four (4) affirmative votes of the majority of the Board shall be required to pass any initiatives, other than bond issues, capital improvements, or rate increases, which will require the unanimous consent of all members of the Board for passage.

SECTION 2. That the City Clerk is ordered and directed to cause a certified copy of this Resolution to be sent to the Legislative Delegation for the City of Gautier and Jackson County, the Governor, Lieutenant Governor and Speaker of the House of Representatives.

This resolution shall take effect and be in force from and after adoption

Motion was made by Councilman Anderson, 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**

WHEREUPON, the Mayor and Members of the Council of the City of Gautier, Mississippi, declared the motion carried and the Resolution adopted this the 19th day of January, 2016.

(SEAL)

ATTEST:

ADOPTED: January 19, 2016

CITY CLERK

GORDON GOLLOTT
MAYOR

The above and foregoing Resolution was submitted to and approved by the Mayor, this the 19th day of January, 2016.

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

ORDER NUMBER 022-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that Consent Agenda Items 1-6 are hereby approved.

IT IS FURTHER ORDERED that Consent Agenda Item #7 was pulled for further discussion.

IT IS FURHTER 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 Vaughan** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

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

ORDER NUMBER 023-2016

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 January 5, 2016 in the amount of \$2,504.65 are hereby approved.

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.

IT IS FURHTER 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 Vaughan** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

JANUARY 5, 2016 UTILITY ADJUSTMENTS

THESE FOLLOW POLICY/ RECOMMEND APPROVAL

ACCT #	ADJUSTMENT		LATE CHG	GARBAGE	TAX	TOTAL ADJUSTMENT	REASON FOR ADJUSTMENT
	WATER	SEWER					
895907	\$ 35.85	\$ 41.05				\$ 76.90	WATER LEAK
895056	\$ 42.77	\$ 48.97				\$ 91.74	WATER LEAK
20080	\$ 35.27	\$ 40.38				\$ 75.65	WATER LEAK
906611	\$ 58.66	\$ 67.16				\$ 125.82	WATER LEAK
71394	\$ 31.21	\$ 35.73				\$ 66.94	WATER LEAK
61923	\$ 42.73	\$ 48.92				\$ 91.65	WATER LEAK
71628	\$ 23.97	\$ 27.45	\$ 25.00			\$ 76.42	WATER LEAK
70604	\$ 154.46	\$ 176.85	\$ 100.00			\$ 431.31	WATER LEAK
72036	\$ 32.00	\$ 36.64				\$ 68.64	WATER LEAK
71755	\$ 44.54	\$ 51.00	\$ 25.00			\$ 120.54	WATER LEAK
755	\$ 313.36	\$ 314.26				\$ 627.62	WATER LEAK
50921	\$ 121.05	\$ 138.59				\$ 259.64	WATER LEAK
883854	\$ 35.68	\$ 40.85				\$ 76.53	WATER LEAK
950460	104.68	110.23				\$ 214.91	WATER LEAK
872578	\$ 46.78	\$ 53.56				\$ 100.34	WATER LEAK
TOTAL	\$ 1,123.01	\$ 1,231.64	\$ 150.00			\$ 2,504.65	

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

ORDER NUMBER 024-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Privilege License Report for December 2015 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 Vaughan** and the following vote was recorded:

AYES: **Gordon Gollott**
 Mary Martin
 Johnny Jones
 Hurley Ray Guillotte
 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 January 19, 2016.

City of Gautier
Business Registry
Dec-15

<u>Acct.</u>	<u>License #</u>	<u>Business Name /Owner</u>	<u>Amt.</u>
139	2016-12-0004808	Blue Jay Trailer Park	\$20.00
152	2016-12-0004809	Cash for Titles Inc	\$20.00
*****111	2016-11-0004810	Rustic Inn	\$38.50
946	2016-12-0004811	Sarah Bragg Real Estate	\$20.00
134	2016-12-0004812	United Parcel Service	\$84.00
158	2016-12-0004813	Mallette Brothers Construction	\$150.00
173	2016-12-0004814	Always Money	\$20.00
142	2016-12-0004815	Check Plus LLC	\$20.00
754	2016-12-0004816	Digital Enterprises	\$20.00
*****1106	2015-11-0004817	The Happy Boudoir Photography	\$24.40
*****1106	2016-11-0004818	The Happy Boudoir Photography	\$22.00
1037	2016-12-0004819	BML Auto Service	\$20.00
947	2016-12-0004820	Redbox Automated Retail LLC	\$45.00
150	2016-12-0004821	Flowers By Evelyn T &E Apparel	\$20.00
*1346	2016-12-0004822	Empire Tax	\$20.00
*1347	2016-12-0004823	Ms Motorsports	\$20.00
1193	2016-12-0004824	Tradewinds DbA Bob The Plumber	\$20.00
135	2016-12-0004825	Advance Stores Company Inc	\$92.50
161	2016-12-0004826	Allen Beverages	\$120.00
947	2016-12-0004827	Redbox Automated Retail LLC	(\$45.00)
1114	2016-12-0004828	Green Acres	\$20.00
		Total	\$771.40
	*	New Business	2
	**	Slot Amusement	0
	***	Due Refund	0
	****	Transient Vendor	0
	*****	Closed Business	0
	*****	Delinquent Renewals Issued	3

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

ORDER NUMBER 025-2016

WHEREAS the Mayor and Members of the Council of the City of Gautier finds that this sponsorship brings into favorable notice the opportunities, possibilities and resources of such municipality or county.

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the purchase of a sponsorship for the Gautier Men's Club 27th Annual Mardi Gras Parade in the amount of \$700.00 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 **Councilwoman Martin**, seconded by **Councilman Vaughan** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Rachel Honea, Recreation Director
Through: LaFreida Ray, Cultural Services Director
Date: January 8, 2016
Subject: 2016 Gautier Mardi Gras Parade Financial Support Request

REQUEST:

The Gautier Men's Club requests sponsorship from the City of Gautier in the amount of \$700.00 for financial support for the 27th Annual Gautier Mardi Gras Parade.

BACKGROUND:

The Gautier Men's Club's 27th Annual Mardi Gras Parade will be held on Saturday, January 30th at 7:00 p.m. The City has historically provided logistical services and financial support as well as traffic control and security for this event.

DISCUSSION:

The Mardi Gras Parade organizers have submitted a request for sponsorship of the 27th Annual Gautier Men's club Mardi Gras parade. Municipalities may set aside, and expend moneys, not to exceed mil of their respective valuation and assessment for the purpose of advertising and bringing into favorable notice the opportunities, possibilities and resources of such municipality or county.

RECOMMENDATION:

The Cultural Service Department recommends approval of the \$700.00 sponsorship for this event is an economic tool to bring into favorable notice the opportunities, possibilities, and resources of the City of Gautier. City Council may:

- 1) Approve sponsorship of \$700.00;
- 2) Approve sponsorship with changes; or
- 3) Disapprove sponsorship

ATTACHMENT(S):

Gautier Men's Club Financial Support Request (1-4-16)
Special Event Application
Certificate of Liability Insurance



**CITY OF GAUTIER
APPLICATION FOR SPECIAL EVENT PERMIT**

Submit This Form to the City Clerk Office at least _____ days prior to requested event.

(Please print or type all information below)

Event Information:

Date of Event 01/30/16 Day or Week Saturday Starting Time 7:00 AM/PM

Ending Time: 10:00 AM/PM Proposed Location of the Event: Town Square Area

Describe the type of event to be conducted: Mardi Gras Parade

Reason for Event, Demonstration or March: _____

Mardi Gras

If Event includes a city property or streets, give proposed route:

	(Street)	(Direction Turn)	(Street)
1.	<u>High 90</u>	<u>West</u>	<u>Dolphin Dr</u>
2.	<u>Dolphin</u>	<u>North</u>	<u>Baptist Lane/Levee</u>
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

**ATTACH A DETAILED MAP OF THE PROPOSED ROUTE IF REQUESTING A STREET CLOSURE FOR THE EVENT.
ATTACH A LIST OF THE ADJACENT BUSINESS OWNERS**

Applicant Information:

Organization:

Name: Gautier Mardi's Club Phone: (228) 990-0907

Address: Shorerock Ct Gautier, MS 39555

City State Zip

Type of Organization: Civic Profit: _____ Non-Profit Federal ID# _____

(Religious, Civic, Social, Etc.)

Individual Making Application for Organization:

Name: Joe W. Watrous Phone (Home): (228) 990-0907

Address: 3104 Old Shell Learning Rd Phone (Work): _____

City: Ocean Springs State: MS Zip Code: 39564

Position with Organization: Parade Chairman

Individual(s) Responsible for keeping order and maintenance:

Name: Joe W. Watrous Phone (H): (228) 990-0907 (W) _____

Name: Ed Gregory Phone (W): (228) 327-3482 (W) _____

Public Demonstrations and Parades are covered under city of Gautier Code of Ordinances

Requirements of Applicant:

- Security _____ Clean up During Event _____ Staging _____
- Traffic Direction _____ Clean up After Event _____ Fencing _____
- Barricades _____ Bag Meters _____ Other _____
- Set Up Barricades _____ Trash Receptacles/Bag _____

In applying for this permit, I the undersigned, as the responsible individual of the above named organization; AGREE TO HOLD THE CITY OF GAUTIER FREE AND HARMLESS OF ANY LIABILITY WHICH MAY RESULT FROM SAID EVENT, AND ACCEPT FULL RESPONSIBILITY FOR ANY SUCH LIABILITY.

Applicant's Signature: Joe W. Watrous Date: 01/24/16

FOR OFFICE USE ONLY

Date Rec'd: 1/10/16 Received By: [Signature]

Event has been: _____ Disapproved: _____

Approved: _____ Approval/Disapproval Authority _____

Date: _____

To: City of Gautier

From: Gautier Men's Club

Date: January 4th, 2016

Re: Gautier Mardi Gras Night Parade

The Gautier Men's Club parade is scheduled for January 30th, 2016 at 7:00PM. We are providing the following request for services for this year's parade.

City support needed for the parade:

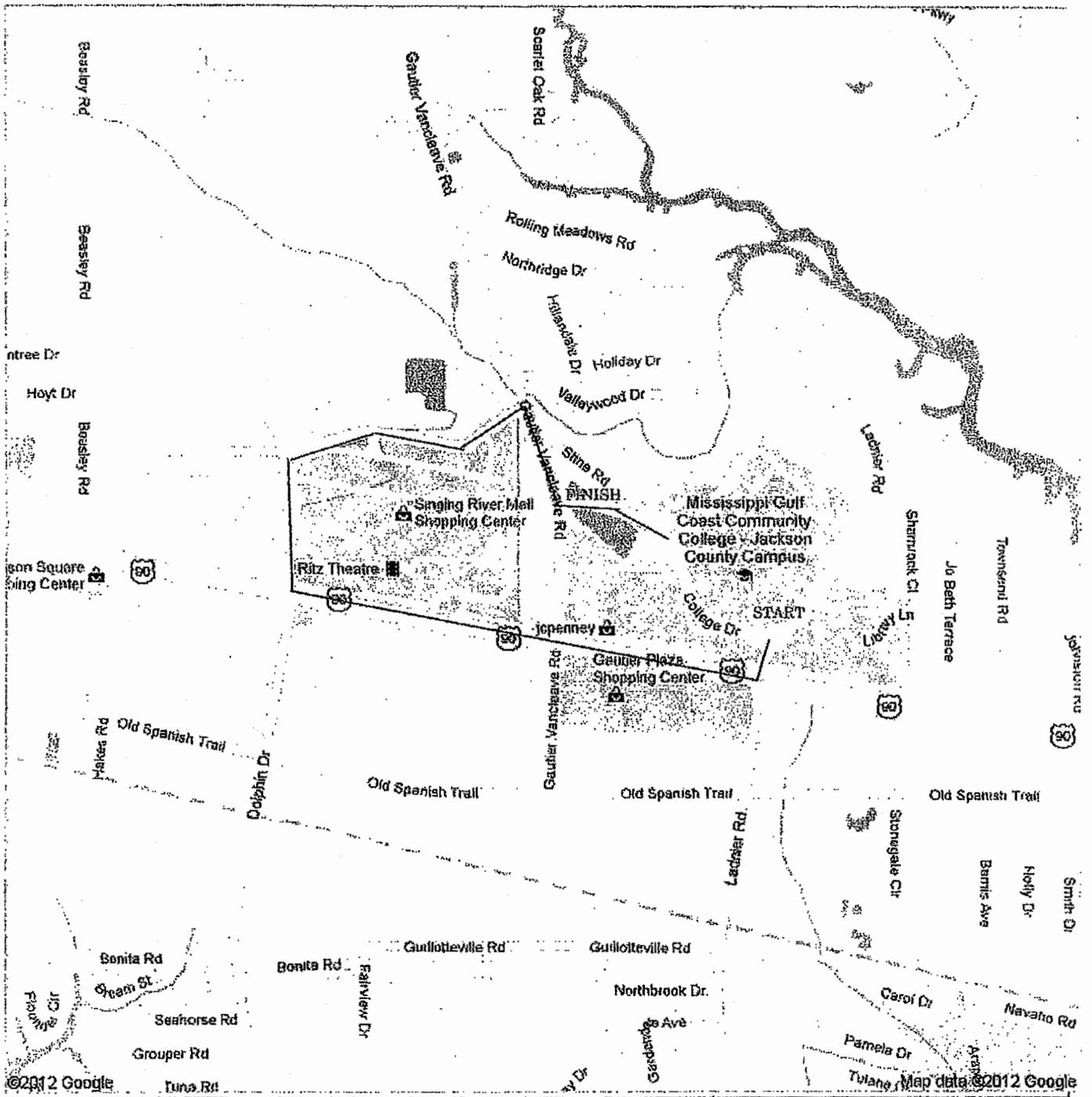
- Support in kind services \$700.00
 - Organization Budget: Insurance Binder \$961.00, Judges Stand \$200.00, Trophies \$125.00, Float numbers & Site Layout Material \$150.00. Total \$1436.00
- Ensure the parade route is verified and all agencies are notified the roadways will be shut down.
- Ensure Law Enforcement support is available to lead parade, traffic control, crowd control
- If possible have an area designated for Senior Citizens and handicapped persons. (Bleachers/Roped off area).
- Portable toilets for parade route and staging area behind college (dumpster for college)
- Clean up after parade
- Please help promote the parade

Thank you in advance for your help and consideration.

Best Regards,



Joe Watrous
2016 Mardi Gras Parade Chairman
Email – jdwatrou@att.net
Phone – 228-990-0907



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

ORDER NUMBER 026-2016

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 January 5, 2016 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 Vaughan** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

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

ORDER NUMBER 027-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the amended annual service agreement with Southern Pest Control to include the Economic Development Department and West Fire Station in the amount of \$403.30 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 **Councilwoman Martin** seconded by **Councilman Vaughan** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Steen, Purchasing Agent
Through: Cindy Russell
Date: January 11, 2016
Subject: Amend the Annual Agreement with Southern Pest Control to include the Economic Development Department and the West Fire Station.

REQUEST:

City Council authorization is requested for the City of Gautier to amend the annual service agreement between Southern Pest Control for treatment every other month to control roaches, ants, mice and rats to include the Economic Development Department and the West Fire Station in the amount of \$403.30. This will be an increase to our current contract of \$70.00.

RECOMMENDATION:

Based on the attached information from Southern Pest Control, City staff recommends that City Council authorize to amend the annual service agreement to include the Economic Development Department and the West Fire Station in the amount of \$70.00 every other month for a total of \$403.30 for all City facilities.

ATTACHMENT(S):

Southern Pest Control

SOUTHERN
PEST CONTROL, INC.
3211 OLD MOBILE AVE. PASCAGOULA, MS 39581
PHONE: 1-800-527-9832 FAX: 228-762-5428
INFO@SOUTHERNPESTCONTROL.BIZ

December 28, 2015

City of Gautier
ATTN: Cindy Steen

To add pest control service at the Environmental Development Center (other half of City Hall Building) and also the West Firestation the price will increase to \$403.30.

Please let me know if you would like Mike to start this service when due in January.

Thank you,

Becky Kimbrell
Office Manager

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

ORDER NUMBER 028-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the acceptance of a donation of five (5) used 14' X 48' vinyl tarps by Lamar Outdoor Advertising valued at \$250.00 to be used to cover the roof of the historic colored schoolhouse pending restoration is hereby authorized.

IT IS FURTHER ORDERED that the donation from Lamar Outdoor Advertising is in the best interest of the City of Gautier.

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 Vaughan** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason Pugh, Human Resources Director
Date: 12/30/15
Subject: Accept Donation from Lamar Outdoor Advertising

REQUEST:

It is requested that the City of Gautier accept the donation of five (5) used 14' X 48' vinyl tarps from Lamar Outdoor Advertising. These tarps will be used to cover the roof of the historic colored schoolhouse pending restoration. The used value of the tarps are \$50 apiece for a total donation value of \$250.00.

BACKGROUND:

The City Council requested that the roof of the historic colored schoolhouse be covered with tarps to prevent leaks pending restoration of the building. The cost of the tarps purchased locally is approximately \$300.00. Lamar Outdoor Advertising has donated five (5) 14' X 48' used vinyl tarps to the city for this purpose.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends the acceptance of the donated tarps to be placed on city inventory and used as necessary for city projects.

ATTACHMENT(S):

Written Note from Lamar Outdoor Advertising



Scott Yadon
Real Estate Manager

www.lamar.com

10571 Outdoor Way
Gulfport, MS 39503
228-863-5188
Cell 228-265-0349
Fax 228-863-5372
syadon@lamar.com

New 14x48 Billboard SIGAS APPX \$1500⁰⁰

USED Vinyl 14x48 \$30⁰⁰ to \$50

RECEIVED 5 - 14x48

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

ORDER NUMBER 029-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the George Martin City Park splash pad installation bid advertisement for installation of equipment purchased from Aquatic Recreation Company is hereby authorized.

IT IS FURTHER ORDERED that the contracting vendor (bidder) must be certified to install the equipment provided and ensure all applicable warranties remain in effect or provide in writing (by contract) an equitable replacement warranty on such installed equipment.

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 Guillotte** and the following vote was recorded:

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

NAYS: **None**

MAYOR

ATTEST:

CITY CLERK

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of January 19, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Steen, Purchasing Agent
Through: Cindy Russell, City Clerk
Date: January 15, 2016
Subject: George Martin City Park Splash Pad Installation Bid Advertisement

REQUEST:

The Purchasing Department is requesting authorization to advertise for installation of equipment purchased from Aquatic Recreation Company for the use at the new splash pad being built at George Martin City Park.

BACKGROUND:

The Cultural Services Department previously presented a full design package for the proposed splashpad at George Martin City Park, funded by FY2010 Tidelands – City Park/Town Commons Budget. After design approval by Council, City Staff released an “Advertisement for Bid package for public bid for equipment only” beginning July 15th and ending with bid openings on August 5th, 2015.

RECOMMENDATION:

The Purchasing Department recommends it is in the best interest of the City of Gautier to advertise for installation of equipment purchased from Aquatic Recreation Company/Landscape Structures Inc.

City Council may:

- 1) approve to advertise for splash pad installation bid;
- 2) may decline to advertise for splash pad installation at this time.

ATTACHMENT(S):

Advertisement
Scope of Work

ADVERTISEMENT FOR BIDS

CITY PARK SPLASH PAD EQUIPMENT INSTALLATION

The City of Gautier, Mississippi, will receive sealed bids at Gautier City Hall, 3330 U.S. Highway 90, Gautier, MS 39553, until 2:00 P.M., _____ 2016, and then publicly opened and read aloud for the following:

City Park Splash Pad Equipment Installation

This is for installation of Equipment owned by the City of Gautier. The Bid Documents are on file and may be examined during normal business hours at City Hall, Purchasing Office, 3330 Hwy 90, Gautier, MS 39553.

Bid Documents may be provided to potential bidders via hand pick-up at City Hall, 3330 Highway 90, Gautier, Mississippi; via e-mail transmittal; or via U.S. Postal Service.

Requests for bid documents may be made in person at City Hall, 3330 Highway 90, Gautier, MS; via e-mail request to csteen@gautier-ms.gov; or via telephone request to the Purchasing Agent at 228-497-8000.

For bids equaling or exceeding \$50,000.00, Bidder must indicate his Certificate of Responsibility Number on the outside of sealed proposal as required by Mississippi Law.

The proposal shall be submitted in a sealed envelope marked plainly, **CITY PARK SPLASH PAD INSTALLATION**, and addressed to the Purchasing Agent's Office, 3330 Highway 90, Gautier, Mississippi 39553, prior to the hour and date above designated. In addition to the above, the sealed envelope shall list the Company Name and Address. Partial bids will not be accepted.

The City of Gautier is NOT responsible for bids which are mailed to the wrong address or which arrive in the mail after the designated bid opening time. Bids may be delivered in person to the Purchasing Agent's office at 3330 Hwy 90 prior to the bid opening.

The project will be awarded to the lowest and most responsive bidder. However, the City of Gautier reserves the right to accept or reject any or all bids or to waive any informality.

Warranty/Certification – the contracting vendor (bidder) must be certified to install the equipment provided and ensure all applicable warranties remain in effect or provide in writing (by contract) an equitable replacement warranty on such installed equipment.

Per Mississippi Law, MS Code 31-3-21(3); any bid submitted by a nonresident contractor which does not include the nonresident contractor's current state law pertaining to such state's treatment of nonresident contractors, shall be rejected and not considered for award. If no such law exists in the non-resident contractor's state, then the non-resident contractor may provide a statement to that effect. The City of Gautier

encourages minority and women-owned businesses to submit proposals.

No bidder may withdraw his bid within sixty (60) days after the actual date of the opening thereof.

Published by order of the Municipal Clerk, this the _____, 2016

SEAL

CITY CLERK

SEND PROOF OF PUBLICATION:

Publish Twice: _____

Scope of work for Installation Services

WORK INCLUDED:

- Provide complete water play equipment package as supplied by the City of Gautier. (Proposal package available at Gautier City Hall Purchasing Department 3330 Hwy 90 Gautier, MS 39553).
- City permitting, submission and associated fees.
- Provide full time onsite project supervision for project construction and coordination.
- Required site preparation needs such as construction fencing, temporary power, and trash removal services.
- Site drainage as needed to prevent wash-outs, damage to installation work.
- Stripping of site vegetation and top soil. These materials to be spoiled on site.
- Sub-cut excavation under splash pad slab with min. 12" for granular fill.
- Installation and compaction of granular fill under splash pad.
- Bulk excavation and backfilling of major plumbing trenches.
- Installation of all splash pad embed fixtures and route plumbing to equipment systems.
- Installation of splash pad distribution manifold vault located near splash pad.
- Construction of splash pad. Concrete pad to be 4" thick, 3500 psi concrete with wire mesh reinforcement. Splash pad to have needed saw cut joints and be thickened at structures and embed locations.
- Construction of 5ft apron around perimeter of splash pad. Apron to be 4" thick, wire mesh reinforced, 3500 psi concrete. Apron to include expansion joint @ perimeter edge of splash pad and needed saw-cut joints.
- Electrical power hookup to systems control panel and power distribution to pre-wired valve manifolds, controls and activation bollard.
- Grounding requirements for splash pad reinforcement, embeds and systems.
- Final hookup of water supply line to distribution manifold.
- Final hookup of waste piping from equipment systems and components.
- Installation / assembly of all water feature structures and trim-out of embed fittings.
- Final clean up of splash pad, all structures and embeds prior to system startup.
- Splash pad system startup and balancing.
- Splash pad system operation instructions to owner's personnel.

EXCLUSIONS / CLARIFICATIONS:

- Pricing based on accessibility to site construction to be available. No costs have been added for restricted or limited access for needed construction equipment and materials. No costs have been added for any restoration of landscape, sod, or repair to structures that may be damaged due to normal construction traffic.
- Pricing based on good soil conditions and excess soil to be stock piled or spoiled at splash pad site. No cost has been added for hauling excess materials off site.
- Electrical power supply to be brought to equipment systems area by others.
- Domestic water supply with approved backflow preventer and pressure regulator by others. Water supply to be brought to within 10ft of equipment systems.
- Waste line brought to within 10ft of splash pad equipment systems.
- Landscaping, fencing, additional sidewalks, pavement areas, signage not included.

Councilman Colledge made the motion to go into a closed session to determine whether to go into an executive session. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilman Colledge made the motion to go into an executive session to discuss litigation concerning Belles vs. Samantha Abell, City Manager and Chandra Nicholson, Planning & Economic Development Director. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilman Vaughan made the motion to authorize the City Attorney to open negotiations in the Belles lawsuit, with any settlement to be approved by Council at a later date. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilman Vaughan made the motion to go into an open session. **Councilwoman Martin** seconded the motion and the vote carried unanimously.

Councilwoman Martin made the motion to adjourn until February 2, 2016 at 6:30 P.M. **Councilman Anderson** seconded the motion and the vote carried unanimously.

APPROVED BY:

MAYOR

ATTEST:

City Clerk

Submitted for approval of the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of February 2, 2016.