



WHEREAS, MEMA requires that each municipality must coordinate requests for state or federal emergency response assistance with its county, while county and tribal requests for state or federal emergency response assistance may be made directly to MEMA; and

WHEREAS, the Parties to this Agreement recognize that additional manpower and equipment may be needed to mitigate further damage and restore vital services to the citizens of the affected community should such disasters occur; and

WHEREAS, to provide the most effective mutual aid possible, each Participating Government intends to foster communications between the personnel of the other Participating Governments by visits, provisions of available resources as listed in the statewide resource database (WebEOC Resource Manager), exchange of information, and development of plans and procedures to implement this Agreement;

NOW, THEREFORE, the Parties agree to agree as follows:

SECTION 1. DEFINITIONS

- A. “AGREEMENT”** means the Statewide Mutual Aid Agreement/Compact. Political subdivisions of the State of Mississippi and Mississippi Band of Choctaw Indians may become a party to this Agreement by executing a copy of this Agreement and providing a copy with the original signatures and authorizing resolution(s) to the Mississippi Emergency Management Agency. Copies of the agreement with original signatures and copies of authorizing resolutions and insurance letters shall be filed and maintained at the Agency headquarters in Pearl, Mississippi.
- B. “REQUESTING PARTY”** means the Participating Government entity requesting aid in the event of an emergency. Each municipality must coordinate requests for state or federal emergency response assistance through its county.
- C. “ASSISTING PARTY”** means the Participating Government entity furnishing equipment, services and/or manpower to the Requesting Party.
- D. “AUTHORIZED REPRESENTATIVE”** means an employee of a Participating Government authorized in writing by that government to request, offer or provide assistance under the terms of this Agreement. The list of authorized representatives for the Participating Government executing this Agreement shall be attached as Exhibit A and shall be updated as needed by each Participating Government.
- E. “AGENCY”** means The Mississippi Emergency Management Agency.
- F. “EMERGENCY”** means any occurrence, or threat thereof, whether natural, or caused by man, in war or in peace, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property.

- G. “DISASTER”** means any natural, technological, or civil emergency that causes damage of sufficient severity and magnitude to result in a proclamation of a local emergency by a city/county or the Tribal Chief, a declaration of a State of Emergency by the Governor, or a disaster declaration by the President of the United States.
- H. “MAJOR DISASTER”** means a disaster that will likely exceed local capabilities and require a broad range of state and federal assistance.
- I. “PARTICIPATING GOVERNMENT”** means the State of Mississippi, any political subdivision of the State of Mississippi, and/or the Mississippi Band of Choctaw Indians which executes this mutual aid agreement and supply a completed executed copy to the Agency.
- J. “PERIOD OF ASSISTANCE”** means the period of time beginning with the departure of any personnel and equipment of the Assisting Party from any point for the purpose of traveling to the Requesting Party in order to provide assistance and ending upon the return of all personnel and equipment of the Assisting Party, after providing the assistance requested, to their residence or regular place of work, whichever occurs first. The period of assistance shall not include any portion of the trip to the Requesting Party or the return trip from the Requesting Party during which the personnel of the Assisting Party are engaged in a course of conduct not reasonably necessary for their safe arrival at or return from the Requesting Party.
- K. “WORK OR WORK-RELATED PERIOD”** means any period of time in which either the personnel or equipment of the Assisting Party are being used by the Requesting Party to provide assistance and for which the Requesting Party will reimburse the Assisting Party. Specifically included within such period of time are rest breaks when the personnel of the Assisting Party will return to active work within a reasonable time. Specifically excluded from such period of time are breakfast, lunch, and dinner breaks.

Nothing should be derived from the above statement that excludes Assisting Party personnel from being considered “on the job” for purposes of workers compensation injuries or accidents during these periods.

SECTION 2. PROCEDURES

When a Participating Government either becomes affected by, or is under imminent threat of, a major disaster, it may request emergency-related mutual aid assistance either by: (1) proclaiming a local emergency and transmitting a copy of that proclamation along with a completed Part 1 “Identification of Need” form (Form REQ-A, Appendix A) to the Assisting Party or to the Agency; or (2) by orally communicating a request for mutual aid assistance to the Assisting Party or to the Agency, followed as soon as practicable by written confirmation of said request shown as Form REQ-A in Appendix A.

Mutual aid shall not be requested by Participating Governments unless resources available within the stricken area are deemed inadequate by that Participating Government. Municipalities shall coordinate requests for state or federal assistance with their county emergency management agencies, and county and tribal emergency agencies may coordinate requests for state or federal assistance directly with MEMA. All requests for mutual aid shall be transmitted by the Authorized Representative or the director of the local county emergency



management agency. Requests for assistance may be communicated either to the Agency or directly to an Assisting Party. Requests for assistance under this Agreement shall be limited to major disasters, except where the Participating Government has no other mutual aid agreement based upon Section 33-15-19(a), Mississippi Code, in which case a Participating Government may request assistance pursuant to the provisions of this agreement.

- A. REQUESTS DIRECTLY TO ASSISTING PARTY:** The Requesting Party may directly contact the authorized Representative of the Assisting Party and shall provide them with the information in paragraph C below. All communications shall be conducted directly between the Requesting and Assisting Parties. Each party shall be responsible for keeping the Agency advised of the status of the response activities. The Agency shall not be responsible for costs associated with such direct requests for assistance unless it so elects. However, the Agency may provide, by rule, for reimbursement of eligible expenses from the Disaster Assistance Trust fund.

- B. REQUESTS ROUTED THROUGH, OR ORIGINATING FROM, THE AGENCY:** The Requesting Party may directly contact the Agency, in which case it shall provide the Agency with the information in paragraph C below. The Agency may then contact other Participating Governments on behalf of the Requesting Party and coordinate the provision of mutual aid. The Agency shall not be responsible for costs associated with such indirect requests for assistance unless the Agency so indicates in writing at the time it transmits the request to the Assisting Party. In no event shall the Agency be responsible for costs associated with assistance in the absence of appropriated funds. In all cases, the party receiving the mutual aid shall be primarily responsible for the costs incurred by any Assisting Party providing assistance pursuant to the provisions of this Agreement.

- C. REQUIRED INFORMATION:** Each request for assistance shall be accompanied by the following information, to the extent known:
 - 1. A general description of the damage sustained.
 - 2. Identification of the emergency service function for which assistance is needed (e.g. fire, law enforcement, emergency medical, transportation, communications, public works and engineering, building inspection, planning and information assistance, mass care, resource support health and other medical services, search and rescue, etc.) and the particular type of assistance needed.
 - 3. Identification of the public infrastructure system for which assistance is needed (i.e. sanitary sewer, potable water, streets, or storm water systems) and the type of work assistance needed.
 - 4. The amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time they will be needed and include a description of working conditions and if personnel will be locally housed.
 - 5. The need for sites, structures or buildings outside the Requesting Party's political subdivision to serve as relief centers or staging areas for incoming emergency goods and services.
 - 6. An estimated time and a specific place for a representative of the requesting Party to meet the personnel and equipment of any Assisting Party.

This information may be provided on the form shown in Appendix A as the form REQ-A or by any other available means. The Agency may revise the format of Form REQ-A subsequent to the execution of this agreement, in which case it shall distribute copies to all Participating Governments.

D. ASSESSMENT OF AVAILABILITY OF RESOURCES AND ABILITY TO RENDER

ASSISTANCE: When contacted by a Requesting Party or the Agency, the authorized representatives of any Participating Government agrees to assess their government's situation to determine available personnel, equipment and other resources. All Participating Governments shall render assistance to the extent personnel, equipment and resources are available. Each Participating Government agrees to render assistance in accordance with the terms of this Agreement to the fullest extent possible. When the Authorized Representative determines that his Participating Government has available personnel, equipment or other resources, they shall so notify the Requesting Party/Agency and provide the information on Part 2 of the REQ-A form. The Agency shall, upon response from sufficient participating Parties to meet the needs of the Requesting Party, notify the Authorized Representative of the Requesting Party and provide them with the information to the extent known on Part 2 of REQ-A form. The Assisting Party shall complete a written acknowledgment regarding the assistance to be rendered and shall transmit said request by the quickest, most practical means to the Requesting Party or the Agency, as applicable for approval. The form to serve as this written acknowledgment is shown in Appendix A as Form REQ-A.

E. WRITTEN ACKNOWLEDGEMENT: The Requesting Party/Agency shall respond to the written acknowledgment by executing Part 3 of the REQ-A form shown in Appendix A and returning a copy to the Assisting Party by the quickest, most practical means. Additionally, the Requesting Party/Agency must maintain a copy for its files.

F. SUPERVISION AND CONTROL: The personnel, equipment and resources of any Assisting Party shall remain under operational control of the Requesting Party for the area in which they are serving. Direct supervision and control of said personnel, equipment and resources shall remain with the designated supervisory personnel of the Assisting Party. Representatives of the Requesting Party shall assign work tasks to the supervisory personnel of the Assisting Party. The designated supervisory personnel of the Assisting Party shall have the responsibility and authority for assigning work and establishing work schedules for the personnel of the Assisting Party based on task or mission assignments provided by the Requesting Party and the Agency. The designated supervisory personnel of the Assisting Party shall: maintain daily personnel time records, material records and a log of equipment hours; be responsible for the operation and maintenance of the equipment and other resources furnished by the Assisting Party; and shall report work progress to the Requesting Party. This agreement shall not support any person, group or organization that self deploys.

G. FOOD, HOUSING, SELF-SUFFICIENCY: Unless specifically instructed otherwise, the Requesting Party shall have the responsibility of providing food and housing for the personnel of the Assisting Party from the time of their arrival at the designated location to the time of their departure. However, Assisting Party personnel and equipment should be, to the greatest extent possible, self-sufficient for operations in areas stricken by emergencies or disasters. The Requesting Party may specify only self-sufficient personnel and resources in its request for assistance.



- H. RIGHTS AND PRIVILEGES:** Whenever the employees of the Assisting Party are rendering outside aid pursuant to this Agreement, such employees shall have the powers, duties, rights, privileges, and immunities, and shall receive the compensation incidental to their employment as authorized in 33-15-15(b)(2).

- I. COMMUNICATIONS:** Unless specifically instructed otherwise, the Requesting Party shall have the responsibility for coordinating communications between the personnel of the Assisting Party and the Requesting Party. Assisting Party personnel should be prepared to furnish communications equipment sufficient to maintain communications among their respective operating units.

SECTION 3. REIMBURSABLE EXPENSES

The terms and conditions governing reimbursement for any assistance provided under this Agreement shall be in accordance with the following provisions, unless otherwise agreed upon by the Requesting and Assisting Parties and specified in the written acknowledgment executed in accordance with paragraph 2D and 2E of this Agreement. The Requesting Party shall be ultimately responsible for reimbursement of all eligible expenses. The Assisting Party shall submit reimbursement documentation to the Requesting Party on the forms shown in Appendix B.

- A. PERSONNEL:** During the period of assistance, the Assisting Party shall continue to pay its employees according to its then-prevailing ordinances, rules, and regulations. The Requesting Party shall reimburse the Assisting Party for all direct and indirect payroll costs and expenses including travel expenses incurred during the period of assistance, including, but not limited to, employee pensions and benefits as provided by Generally Accepted Accounting Principles (GAAP). However, the Requesting Party shall not be responsible for reimbursing any amounts paid or due as benefits to employees of the Assisting Party under the terms of the Mississippi Workers' Compensation Act (Section 71-3-1, Mississippi Code) due to personal injury or death occurring while such employees are engaged in rendering aid under this agreement. Both the Requesting Party and the Assisting Party shall be responsible for payment of such benefits only to their own employees.

- B. EQUIPMENT:** The Assisting Party shall be reimbursed by the Requesting Party for the use of its equipment during the period of assistance according to either a pre-established local or state hourly rate or according to the actual replacement, operation, and maintenance expenses incurred. For those instances in which costs are reimbursed by the Federal Emergency Management Agency, the eligible direct costs shall be determined in accordance with 44 CFR 206.228. The Assisting Party shall pay for all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition. At the request of the Assisting Party, fuels, miscellaneous supplies, and minor repairs may be provided by the Requesting Party if practical. The total equipment charges to the Requesting Party shall be reduced by the total value of the fuels, supplies, and repairs furnished by the Requesting Party and by the amount of any insurance proceeds received by the Assisting Party.

- C. MATERIALS AND SUPPLIES:** The Assisting Party shall be reimbursed for all materials and supplies furnished by it and used or damaged during the period of assistance, except for the costs of equipment, fuel and maintenance materials, labor and supplies, which shall be included in the equipment rate established in 3B unless such damage is caused by gross negligence, willful and wanton misconduct, intentional misuse, or recklessness of the Assisting Party's personnel. The Assisting Party's Personnel shall use reasonable care under the circumstances in the operation and control of all materials and supplies used by them during the period of assistance. The measure of reimbursement shall be determined in accordance with 44 CFR 206.228. In the alternative, the Parties may agree that the Requesting Party will replace, with like kind and quality as determined by the Assisting Party, the materials and supplies used or damaged. If such an agreement is made, it shall be reduced to writing and transmitted to the Agency.
- D. RECORD KEEPING:** The Assisting Party shall maintain records and submit invoices for reimbursement by the Requesting Party or the Agency utilizing format used or required by FEMA publications, including 44 CFR Part 13 and applicable Office of Management and Budget Circulars. Requesting Party and Agency finance personnel shall provide information, directions, and assistance for record keeping to Assisting Party personnel.
- E. PAYMENT:** Unless otherwise mutually agreed in the written acknowledgment executed in accordance with paragraph 2.E. or a subsequent written addendum to the acknowledgment, the reimbursable expenses with an itemized notice are payable as soon as practicable after the expenses are incurred, but not later than 60 days following the period of assistance unless the deadline for identifying damage is extended in accordance with 44 CFR part 206. The Requesting Party shall pay the bill or advise of any disputed items, not later than the timeframe outlined above. These time frames may be modified by mutual agreement. This shall not preclude an Assisting Party or Requesting Party from assuming or donating, in whole or in part, the costs associated with any loss, damage, expense or use of personnel, equipment and resources provided to a Requesting Party.
- F. PAYMENT BY OR THROUGH THE AGENCY:** The Mississippi Emergency Management Agency may reimburse for all actual and necessary travel and subsistence expenses for personnel providing assistance pursuant to the request of the Agency, to the extent of funds available and contingent upon an annual appropriation from the legislature for such purposes. The Assisting Party shall be responsible for making written request to the Agency for reimbursement of travel and subsistence expenses, prior to submitting a request for payment to the Requesting Party. The Assisting Party's written request should be submitted as soon as possible after expiration of the period of assistance. The Agency shall provide a written response to said requests within ten days of actual receipt. If the Agency denies said request, the Assisting Party shall then bill the Requesting Party. In the event that an affected jurisdiction requests assistance without forwarding said request through the Agency, or an Assisting Party provides assistance without having been requested by the Agency to do so, the Agency shall not be liable for reimbursement of any of the cost(s) of assistance. The Agency may serve as the eligible entity for requesting reimbursement of eligible costs from FEMA. Any costs to be so reimbursed by or through the Agency shall be determined in accordance with 44 CFR 206.228. The Agency may authorize applications for reimbursement of eligible costs from the Disaster Assistance Trust Fund, established pursuant to Section 33-15-301 Mississippi Code, in the event that the disaster or emergency event is not declared pursuant to



the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-707. Such applications shall be evaluated pursuant to rules established by the Agency and may be funded only to the extent of available funds.

SECTION 4. IMMUNITY

To the extent permitted by law, the Parties shall not be liable for actions to the extent provided by Section 33-15-21(a). This immunity may be waived by the Parties in a manner provided by law to the extent that adequate insurance coverage is in effect.

SECTION 5. LENGTH OF TIME FOR EMERGENCY

The duration of such local emergency declared by the Requesting Party is limited to 30 days. It may be extended with review, if necessary, in 30-day increments as specified in 33-15-17(d).

SECTION 6. TERM

This Agreement shall be in effect for one (1) year from the date hereof and shall automatically be renewed in successive one-year terms unless terminated upon 60 days' advance written notice by the Participating Government. Notice of such termination shall be made in writing and shall be served personally or by registered mail to the Director of Mississippi Emergency Management Agency, who shall provide copies to all other Participating Parties. Notice of termination shall not relieve the withdrawing Party from obligations incurred hereunder prior to the effective date of the withdrawal and shall not be effective until 60 days after notice thereof has been set by the Director of the Mississippi Emergency Management Agency to all other Participating Governments.

SECTION 7. EFFECTIVE DATE OF THIS AGREEMENT

This Agreement shall be in full force and effect upon approval by the Participating Government and upon proper execution hereof.

SECTION 8. ROLE OF MISSISSIPPI EMERGENCY MANAGEMENT AGENCY

The responsibilities of the Mississippi Emergency Management Agency under this Agreement are to: (1) request mutual aid on behalf of a Participating Government under the circumstances identified in this Agreement; (2) coordinate the provision of mutual aid to a Requesting Party pursuant to the provisions of this Agreement; (3) serve as the eligible entity for requesting reimbursement of eligible costs from FEMA upon a Presidential Disaster Declaration; (4) serve as central depository for executed Agreements; and (5) maintain a current listing of Participating Governments with their Authorized Representative and contact information, and provide a copy of the listing to each of the Participating Governments on an annual basis during the second quarter of the calendar year. MEMA will assume no responsibility for any person, group or organization that self deploys.

SECTION 9. SEVERABILITY, EFFECT ON OTHER AGREEMENTS

Should any portion, section or subsection of this Agreement be held to be invalid by a court of competent jurisdiction, that fact shall not affect or invalidate any other portion, section or subsection; and the remaining portions of this Agreement shall remain in full force and effect without regard to the portion, section, subsection or power invalidated.

In the event that any parties to this agreement have entered into other mutual aid agreements pursuant to Section 33-15-19(a), Mississippi Code, or interlocal agreements pursuant to Section 17-13-1, Mississippi Code, those parties agree that said agreements are superseded by this agreement only for emergency management assistance and activities performed in catastrophic emergencies pursuant to this agreement. In the event that two or more parties to this agreement wish to engage in mutual aid, then the terms and conditions of this agreement shall apply unless otherwise agreed between those parties.



IN WITNESS WHEREOF, the parties named herein have dully executed this Agreement/Compact on the date set forth below:

ATTEST:
SECRETARY-TREASURER

MISSISSIPPI BAND OF
CHOCTAW INDIANS

By: _____

By: _____
Tribal Chief

APPROVED AS TO FORM:
Attorney General

Date: _____

By: _____

ATTEST:
CLERK OF THE BOARD
OF MISSISSIPPI

BOARD OF SUPERVISORS
OF _____ MISSISSIPPI
(county)

By: _____

By: _____
President

APPROVED AS TO FORM:
County Attorney

Date: _____

By: _____

ATTEST:
CITY CLERK

CITY/TOWN OF Gautier
MISSISSIPPI

By: _____
Cynthia Russell
Municipal Clerk

By: _____
Title: Gordon T. Gollott, Mayor

APPROVED AS TO FORM:
City Attorney

Date: _____

By: _____
Joshua W. Danos, City Attorney

STATE OF MISSISSIPPI
MISSISSIPPI EMERGENCY MANAGEMENT AGENCY

By: _____
Director

Date: _____



STATEWIDE MUTUAL AID COMPACT

EXHIBIT A

Date: March 15, 2016
Name of Government: City of Gautier
Mailing Address: 3330 Highway 90
City: Gautier, MS Zip Code: 39553

Authorized Representative to Contact for Emergency Assistance

Primary Representative:

Name: Samantha Abell
Title: City Manager
Day Phone: 228-497-8000 ext. 306 Night Phone: _____
228-497-8028
Fax No: _____ Pager No: _____

1st Alternate Representative

Name: Robert Jones
Title: Fire Chief
Day Phone: 228-497-1656 Night Phone: 228-990-7882
228-497-0100
Fax No: _____ Pager No: _____

2nd Alternate Representative

Name: Dante Elbin
Title: Police Chief
Day Phone: 228-497-8000 ext. 335 Night Phone: 228-217-2392
228-497-8018
Fax No: _____ Pager No: _____

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

ORDER NUMBER 061-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized to enter into a Mutual Aid Agreement for Fire Emergency Services with the Secretary of the Air Force (the "Air Force") acting by and through the Commander 81st Training Wing, Keesler Air Force Base, MS, pursuant to the authority of 42 U.S.C. § 1856A for the Military Housing complex on Hwy 57 north of Interstate 10.

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:

COMPTROLLER

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

Mayor
Gordon F. Sellott

City of Gautier
Gautier, Mississippi

City Manager
Samantha D. Abell

City Clerk
Cynthia Russell

Council
At Large Mary F. Martin
Ward 1 Johnny Jones
Ward 2 Kurley Ray Guillotte
Ward 3 Casey C. Vaughan
Ward 4 Charles "Krusty" Anderson
Ward 5 Adam D. Colledge



8880 Highway 90
Gautier, MS 39558
Phone: (228) 497-8000
Fax: (228) 497-8028
Email: gautier@gaulier-ms.gov
Website: www.gautier-ms.gov

March 3, 2016

To: Samantha Abell
City Manager

From: Robert Jones
Fire Chief

Subject: Up-dating of Mutual Aid Agreement with Keesler Airforce Case

Mrs. Abell,

Request the attached Air Force Mutual Aid Agreement to be presented to City Council for approval on the next available council agenda.

This agreement allows the City of Gautier Fire Department and the Air Force located at Keesler Air Force Base, MS to secure mutual aid in fire protection services. This agreement applies to the fire protection that the City of Gautier provides to the residential area on Hwy 57 north of Interstate 10 known as the "Military Housing" complex which lies within the jurisdiction of the City of Gautier Fire Department.

The Gautier Fire Department recommends City Council approval.

Respectfully,

Robert Jones
Fire Chief

AGREEMENT FOR MUTUAL AID IN FIRE EMERGENCY SERVICES

This Mutual Aid Agreement (the "Agreement"), is made and entered into this 15th day of March, 2016, between the Secretary of the Air Force (the "Air Force") acting by and through the Commander 81st Training Wing, Keesler Air Force Base, MS, pursuant to the authority of 42 U.S.C. § 1856A AND THE Gautier fire Department. Together the Air Force and Gautier fire Department are hereinafter referred to as the "Parties".

WITNESSETH:

WHEREAS, each of the Parties hereto maintains equipment and personnel for the suppression of fires and the management of other emergency incidents occurring within areas under their respective jurisdictions; and

WHEREAS, as set forth in 42 U.S.C. § 1856 the term 'fire protection' includes personal services and equipment required for fire prevention, the protection of life and property from fire, firefighting, and emergency services, including basic medical support, basic and advanced life support, hazardous material containment and confinement, and special rescue incidents involving vehicular and water mishaps, and trench, building, and confined space extractions; and

WHEREAS, the Parties hereto desire to augment the fire protection capabilities available in their respective jurisdictions by entering into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, obligations and agreements herein established, the Parties hereby agree as follows:

- a. The authority to enter into the Agreement is set forth in 42 U.S.C § 1856a, and Title 15 United States Code Section 2210, the regulations implementing same at Title 44 Code of Federal Regulations Part 151 *Emergency Management and Assistance* and Air Force Instruction 32-2001, *Fire Emergency Services Program*.
- b. This Agreement will serve as the agreement between the Parties for securing to each mutual aid in fire protection services as defined above.
- c. On request to a representative of the Keesler Air Force Base Fire Department by a representative of the Gautier Fire Department, fire protection equipment and personnel of the Keesler Air Force Base Fire Department will be dispatched to any point within the area for which the Gautier Fire Department normally provides fire protection services as designated by representatives of the Gautier Fire Department.
- d. On request to a representative of the Gautier Fire Department by a representative of the Keesler Air Force Base Fire Department, fire protection equipment and personnel of Gautier Fire Department will be dispatched to any point within the area for which the Keesler Air Force Base Fire Department normally provides fire protection services as designated by representatives of the Keesler Air Force Base Fire Department.

e. Any dispatch of equipment and personnel by the Parties pursuant to this Agreement is subject to the following conditions:

(1) Any request for aid hereunder will include a statement of the amount and type of equipment and personnel requested and will specify the location to which the equipment and personnel are to be dispatched, but the amount and type of equipment and the number of personnel to be furnished will be determined by the responding organization.

(2) The responding organization will report to the officer in charge of the requesting organization at the location to which the equipment is dispatched, and will be subject to the orders of that official.

(3) The responding organization will be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection.

(4) Hazardous Materials incident response will include the response to, and control and containment of, any release or suspected release of any material suspected to be or known to be hazardous. Where the properties of a released material are not known, it will be considered hazardous until proven otherwise by the requesting organization using all technical resources available. Cleanup and removal of contained hazardous materials will be the responsibility of the requesting organization.

(5) Where local agencies do not assign an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for Keesler Air Force Base Fire Department to observe Air Force operations.

f. Each Party hereby agrees that its intent with respect to the rendering of assistance to the other Party under this Agreement is not to seek reimbursement from the Party requesting such assistance. Notwithstanding the above, the Parties hereby recognize that pursuant to Section 11 of the Federal Fire Prevention and Control Act of 1974 (15 U.S.C. § 2210) and Federal regulations issued there under (44 CFR Part 151), the Gautier Fire Department is permitted to seek reimbursement for all or any part of its direct expenses and losses (defined as additional firefighting costs over normal operational costs) incurred in fighting fires on property under the jurisdiction of the United States. Furthermore, under the authority of 42 U.S.C § 1856a, and pursuant to any applicable state or local law, each Party hereby reserves the right to seek reimbursement from the other for all or any part of the costs (defined as additional firefighting costs over normal operational costs) incurred by it in providing fire protection services to the other Party in response to a request for assistance.

g. Both Parties agree to implement the National Incident Management System during all emergency responses on and off installations in accordance with National Fire Protection Association (NFPA) Standard 1561.

h. All equipment used by Gautier Fire Department in carrying out this Agreement will, at the time of action hereunder, be owned by it; and all personnel acting for Gautier Fire Department under this Agreement will, at the time of such action, be an employee or volunteer member Gautier Fire Department.

i. The rendering of assistance under the terms of this Agreement will not be mandatory; however, the Party receiving a request for assistance will endeavor to immediately inform the requesting Party if the requested assistance cannot be provided and, if assistance can be provided, the quantity of such resources as may be dispatched in response to such request.

j. Neither Party will hold the other Party liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with less than optimum equipment and/or personnel, it being the understanding of the Parties that each is primarily and ultimately responsible for the provision of fire protection services needed within their own jurisdictions.

k. Should a dispute arise between the Parties under or related to this Agreement, the Parties agree that within 30 days after notice of the dispute from one Party to the other, the Parties will attempt to resolve the dispute through negotiations. If such negotiations reach an impasse, the Parties agree that within 60 days after Notice of an impasse, they will attempt to resolve the matter through any method or combination of non-binding alternative dispute resolution (ADR) methods available under the Administrative Dispute Resolution Act of 1996, Pub. L. No. 104-320 (codified at 5 U.S.C §§ 571-583). The cost of any third party neutral will be divided equally between the Parties, and the selection of any third party neutral will be by agreement of the Parties. If such ADR proceeding does not result in resolution of the dispute, the Parties may separately pursue any remedy available to a Party under the law. However, both Parties agree that the initiation of formal litigation does not preclude further attempts at resolving the dispute through alternative dispute resolution methods. Both Parties agree that the terms of this clause will be considered the "Administrative Remedies" that must be exhausted prior to institution of any formal litigation.

l. Notwithstanding the above, in the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation within the area for which the Gautier Fire Department normally provides fire protection services, the chief of the Keesler Air Force Base Fire Department or his or her representative may assume full command on arrival at the scene of the crash.

m. All notices, requests, demands, and other communications which may or are required to be delivered hereunder will be in writing and will be delivered by messenger, by a nationally-recognized overnight mail delivery service or by certified mail, return receipt requested, at the following addresses:

For the Air Force:

Keesler Air Force Base, MS
c/o Commander
81st Training Wing
720 Chappie James Avenue
Keesler Air Force Base, MS 39534

And:

Department of the Air Force AFCEC/CXF
139 Barnes Dr., Suite 1
Tyndall Air Force Base, FL 32403-5319

And:

Keesler Air Force Base, MS
c/o Fire Chief
802 Hangar Rd., Bldg. 4225
Keesler Air Force Base, MS 39534

For Gautier Fire Department:

Gautier Fire Department
Attn: Fire Chief
2502 College Circle
Gautier, MS 39553

TERMS OF THE AGREEMENT

n. This Agreement will become effective on the date of the last signature to the Agreement and will remain in effect for 5 years from that date (the "Term") and automatically renews annually for a term of 20 years. Either Party may unilaterally terminate this Agreement during the Term by sending notification of its intent to terminate to the other Party at least one hundred eighty (180) days in advance of the proposed date of termination. Such notification will be in the form of a written submission to the other Party. The Air Force understands and accepts that pursuant to Mississippi law, this agreement must be ratified by each newly elected City Council to remain effective.

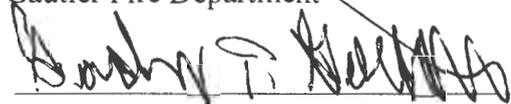
o. Upon becoming effective, this Agreement will supersede and cancel all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.

p. The modification or amendment of this Agreement, or any of the provisions of this Agreement, will not become effective unless executed in writing by both Parties.

q. This Agreement may be executed in one or more counterparts, each of which will be deemed an original.

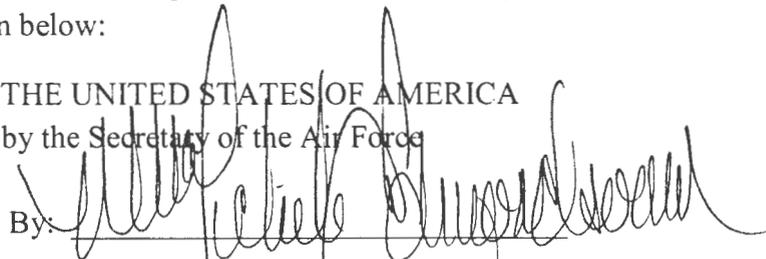
IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives on the dates shown below:

FIRE DEPARTMENT
For Gautier Fire Department

By: 

Name: GORDON GOLLOTT
Mayor, City of Gautier

THE UNITED STATES OF AMERICA
by the Secretary of the Air Force

By: 

Name: MICHELE C. EDMONDSON, Colonel, USAF
Commander, 81st Training Wing
Keesler Air Force Base, MS

Date: March 16, 2016

Date: _____

By: 

Name: SAMANTHA ABELL
City Manager, City of Gautier

Date: March 16, 2016

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

**RESOLUTION APPROVING THE FY2016 ANNUAL COMPREHENSIVE FEE
SCHEDULE FOR THE CITY OF GAUTIER**

RESOLUTION NUMBER 008-2016

WHEREAS, the Municipal Code of the City of Gautier provides that certain filing fees, permit fees, inspection fees, deposits, and conditions of service may from time to time be established by the City Council, and

WHEREAS, the City Council of the City of Gautier has determined that the cost of providing certain services is not of general benefit but of benefit to the individual and, therefore, certain filing fees, permit fees, inspection fees and deposits should be required to pay for materials and special services performed by the City staff, and

WHEREAS, the City Council finds that the fees included in the Resolution represents a portion of the actual costs of the services provided or facilities funded and, therefore, there is a rational relationship between the fees charged and the services and facilities funded, and

WHEREAS, the City Council has found that since the fees represent a portion of the actual costs of the service or facilities provided, there is a reasonable relationship between the amount of the fee charged and the costs of the services provided to the person paying the fee, and

WHEREAS, the City Council may adjust fees for certain services from time to time and incorporate all adjusted and/or new fees for services provided into one comprehensive schedule; and

WHEREAS, the City Council finds that the revised Policy for Adjustments on Water and Sewer Charges are necessary pursuant to Mississippi Law, whether a municipality may reduce a utility bill of a customer depends upon the facts and circumstances of each case and adjustment for leaks of sewer usage shall be based on the previous 3 months average; and

WHEREAS, the City Council has the sole authority to waive any set fee, with the exception that City Manager has the authority to approve a utility payment plan for qualifying residents in annexed areas in accordance with Ordinance Number 209-2012; and

WHEREAS, the City Council finds it necessary to adjust fees for services, and to maintain a comprehensive document which incorporates most or all fees for services provided by the City into one schedule.

Passed and Adopted, by the City Council of the City of Gautier, of the State of Mississippi on the **15th of March, 2016**.

Motion 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
 Adam Colledge

NAYS: **Rusty Anderson**

GORDON GOLLOTT, MAYOR

ATTEST:

TERESA MONTGOMERY, COMPTROLLER

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Cindy Russell, City Clerk
Date: March 8, 2016
Subject: FY2016 Approval of a Comprehensive Fee Schedule

REQUEST:

City Council authorization is requested for the revisions to the Comprehensive Fee Schedule. Changes reflect utility fee schedules set during budget sessions and various departmental updates.

BACKGROUND:

The Municipal Code of Ordinances provides for certain filing fees, permit fees, inspection fees, deposits and conditions of services which have been established by the City Council. The fee schedule is a business-friendly comprehensive document. The Council has the sole authority to adjust or waive any set fees, with the exception of authority specifically granted by the Council to the City Manager. The Clerks' Department has communicated its annual survey and findings with applicable departments.

FINANCIAL IMPACT:

The City of Gautier continues to set fees comparable with its neighboring governments. The city annually reviews its fee schedule to ensure comparable rates and the affordability of service.

For a complete list of changes, see attachment (strike-thru old/underline-new).

RECOMMENDATION:

The City Clerk recommends City Council approval the changes to the Comprehensive Fee Schedule.

ATTACHMENT(S):

Comprehensive Fee Schedule
Policy for adjustments on water and sewer charges

City of Gautier Comprehensive Fee Schedule

GAUTIER
MISSISSIPPI



Nature's Playground

Revised March 15, 2016

CITY OF GAUTIER
COMPREHENSIVE FEE SCHEDULE

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ECONOMIC DEVELOPMENT BUILDING/PLANNING

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	BUILDING, MECHANICAL, ELECTRICAL, & PLUMBING CONSTRUCTION PERMITS			
	Construction Valuation \$0 - 100,000	Each	\$25 for 1st \$1,000 + \$5 each add'l \$1,000	Construction valuation to be determined by the Building and Zoning Administrator based on the latest Building Valuation Data (BVD) from the International Code Council (ICC) or Certified Bid Tabulation.
	Construction Valuation \$100,001 - \$500,000	Each	\$520 for \$100,000 + \$4 each add'l \$1,000	Construction valuation to be determined by the Building and Zoning Administrator based on the latest Building Valuation Date (BVD) from the International Code Council (ICC) or Certified Bid Tabulation.
	Construction Valuation \$500,001 - up	Each	\$2120 for \$500,000 + \$3 each add'l \$1,000	Construction valuation to be determined by the Building and Zoning Administrator based on the latest Building Valuation Date (BVD) from the International Code Council (ICC) or Certified Bid Tabulation.
II.	SITE PREPARATION - PERMITS			
	Demolition - Commercial Structure			
	0 - 5,000 square feet	Each	\$250.00	Includes demolition of commercial building and accessory structures only.
	5,001 - up square feet	Each	\$250.00 for 5,000 sf + \$50 each add'l 5,000 sf	
	Demolition - Commercial Site			
	0 - 5 Acres	Each	\$250.00	Include demolition of site work improvements including pavement, utilities, septic tanks, wells, flag poles, retaining walls, bulk heads, etc.
	5.01 - Up Acres	Each	\$250.00 for 5 ac + \$50 each add'l 5 ac	
	Site Clearing/Demolition/Land Disturbance			
	0 - 0.9 Acres	Each	\$25.00	Required for land disturbance activities (mowing/bush hogging-only does not require a permit). Removal of protected trees requires a separate permit.
	1 - 4.9 Acres	Each	\$50.00	
	5 - Up Acres	Each	\$100.00	
	Protected Tree Removal	Each	\$50.00	Live Oaks/Magnolia an any other significant trees are considered protected trees.
III.	MOBILE HOME/HOUSE MOVING PERMITS			
	New Placement or Moving Unit out of City	Each	\$150 + \$250 Refundable Deposit	Mobile Home/Trailer Moving Companies proof shall be provided. Deposit will be refunded once the city has verified that no damage was incurred to the city right of ways, vacated lot is cleaned up (as applicable), and new placement is complete. (As required by Police Chief)
	Mechanical, Electrical, Plumbing Permits		See Section I. for permits fees based on new construction valuation	
IV.	MISCELLANEOUS PERMITS/FEEES			
	Commercial Signs	Each	\$25.00	Per Sign including, New Placement, Copy Change, or Repair (Free Standing, Wall, Canopy, Roof)
	Temporary Banners (Within Right-of-Way)	Each	\$0.00	Banners must meet the minimum Criteria of the City of Gautier's policy for Banners Within Public Rights-of-Way
	Temporary Banner (Private Commercial Property)	Each	\$20.00	Per Time Period Allowed by UDO. Fee will include any combination of banners/signage up to the square footage allowed.
	Power Service Authorization/Inspection	Each	\$25.00	
	New Business	Each	\$100.00	

*Projects funded/administered by the City of Gautier and/or the Pascagoula-Gautier School District are not subject to permitting fees.

*Projects funded/administered by the Pascagoula-Gautier School District are however, subject to applicable Review/Approval Process Fees.

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Rummage Sale	Each	\$0.00	Commercial Only. No permit required for residential property.
	Temporary Use	Each	\$25.00	Christmas Tree Sales Lot, Contractor's Temporary Office/Storage Sheds (per building/structure), Portable Storage Container, Realestate Sales Office, Farm Produce/Non-Perishable Goods Sales, Special Events (Private Commercial Property). Special Events on public property will be approved by the City Clerk's Office.
	Swimming Pools	Each	See Section I. for permits fees based on new construction valuation	Bond required for all off-site improvements over \$10,000 valuation.
	Off-Site Improvements	Each		
	Subdivision Infrastructure	Each		
	Re-inspection Fee	Each	\$25.00	
	Work W/O Permit	Each	Up to 5x Normal Permit Fees	Building and Zoning Administrator will determine the fee based on the latest edition of the International Code Council
	City Construction Project		Permit is required, but no fee will be charged	
V. CONTRACTOR LICENSE				
	General		no charge	Must have License issued by the State of Ms.
	Remodelers		\$100 for Gautier License or No Charge if Licensed through State of Ms.	
	Electrical		\$50 for Gautier License or No Charge if Licensed through State of Ms.	
	Mechanical			
	Plumbing			
VI. REVIEW/APPROVAL PROCESS FEE				
	Plan Review			
	Commercial Plan Review	Each	1/2 Permit Fee or Cost of 3rd Party Review (whichever is higher)	
	Subdivision Infrastructure Plan Review	Each		
	Residential - New House	Each	\$50.00	Includes any new house or addition/accessory structure over 750 sf
	Residential - Misc. Plan Review	Each	\$25.00	Includes sheds, decks, additions/accessory structures (under 750 sf), renovations, ramps, driveways, bulkheads, retaining walls, flag poles, boathouses, piers, etc.
	Major Development Order	Each	\$100.00	For all Commercial Developments over 2.25 acres (unless exempt by UDO). Or developments requesting Tier 3 approval. Required Planning Commission and City Council Review.
	Appeal Staff Decision to Planning Commission	Each	\$100.00	
	Appeal Planning Commission Decision to Council	Each	\$100.00	
	Right-of-Way Vacation	Each	\$250.00	
	Conditional Use (Major/Minor)	Each	\$250.00	
	Technical Review Committee (TRC) <u>Review Meeting</u>	Each	\$50.00	TRC Fee is not charged if it is a part of another review process listed in this section.
	Technical Review Committee (TRC) Review without Meeting	Each	\$0.00	Review materials will be e-mailed to TRC members in lieu of having an official meeting if the applicant waives their right to attend a meeting.
	Variance - Greater than 30%	Each	\$175.00	
	Variance - Administrative	Each	\$100.00	
	Zoning Change		\$300.00	
	Text Amendment	Each	\$250.00	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Home Occupation	Each	\$125.00	
	Lot Split/Rearrangement (Minor)	Each	\$50.00	under 2.25 acres
	Lot Split/Rearrangement (Major)	Each	\$100.00	over 2.25 acres and/or 2 lots
	Subdivision of Land Process - Preliminary/Final	Each	\$100.00 + \$6 per lot	
	Other Public Hearing Requests	Each	\$100.00	

PARKS AND RECREATION

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	GENERAL PARK AND RECREATION (RENTAL FEES)			
	GEORGE MARTIN PARK			
	Whole Park Rental	Day	\$500.00 + \$250 refundable Deposit	
	pavilion -(8am to 12pm)	Day	\$35.00 + \$15 refundable deposit	
	pavilion - (12pm to 4pm)	Day	\$35.00 + \$15 refundable deposit	
	pavilion -(4pm to dusk)	Day	\$35.00 + \$15 refundable deposit	
	pavilion -(all day)		\$100.00 + \$30 refundable deposit	
	Senior Center Building			
	resident	Day	\$100.00 + \$100 refundable Deposit	
	non resident	Day	\$100.00 + \$100 refundable Deposit	
	BUDDY DAVIS PARK / BACOT PARK			
	Whole Park Rental	Day	\$500.00 + \$350 refundable Deposit	
	Field Rental (8am to 1pm)	Each	\$50.00 + \$50 refundable Deposit	Any one field
	Field Rental (1pm to 5pm)	Each	\$50.00 + \$50 refundable Deposit	Any one field
	Field Rental (5pm to 10pm)	Each	\$75.00 + \$100 refundable Deposit	Any one field
	Field Rental (All Day)	Each	\$150.00 + \$100 refundable Deposit	Any one field
	Field Light Charge when left on	Each Day	\$100.00	Any Field/Any Park
	SHEPARD STATE PARK			
	Camping (RV sites)			
	nightly	Day	\$18.00	
	nightly (65 or older/ or disable)	Day	\$13.00	
	monthly	Monthly	\$360.00	
	camping (primitive)	Per Tent/Day	\$13.00	
	Group/Scout Group (primitive)	per person/Day	\$2.00	
	Yearly pass	Yearly	\$42.00	Includes Daily Car Pass activities and archery lane use. Does not include facility rentals or camping.
	Daily Car Pass (Up to 6 People)	per car	\$4.00	\$.50 per person over 6. (Provides access to disc golf, dog park, playground, bike trails/walking trails)
	Daily Walk In Pass /Bus/Bike	per person/Day	\$0.50	
	Boat Launch	per boat/Day	\$7.00	Campers Exempt from Boat Launch Fee

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Archery Lane Use	per hour/ person	\$5.50	Must leave valid driver's license with park attendant until fee is paid upon leaving park.
	Park Pavilions	per day	\$35.00	
	Multi-purpose Field	per hour	\$6.00	
	Multi-purpose Field w/lights	per hour	\$12.00	
	SPECIAL EVENTS FEES			
	Bleacher Rental/ Setup			
	resident	Each	\$75.00 + \$75 refundable Deposit	No charge if bleachers are being used in conjunction with a field rental and the bleachers do not need to be moved. Must leave copy of valid driver's license with City Hall until fee is paid.
	non resident	Each	\$95.00 + \$95 refundable Deposit	
	Chair Rental			
	resident	Each	\$1.00	Refundable Deposit \$10 for each set of 20 chairs (\$10 minimum). Must leave copy of valid driver's license with City Hall until fee is paid.
	non resident	Each	\$2.00	
	Table 6FT./8FT Rentals			
	resident	Each	\$5.00	Refundable Deposit \$20 for each set of 20 Tables (\$20 minimum). Must leave copy of valid driver's license with City Hall until fee is paid.
	non resident	Each	\$7.50	
	Barricades Delivery			
	resident	Each	\$10.00	Refundable Deposit \$50 for each set of 20 Barricades (\$50 minimum)
	non resident	Each	\$15.00	
	CITY PROGRAM REGISTRATION FEES			
	Youth Football			
	Flag Football		\$70.00	
	Tackle Football		\$90.00	
	Youth Cheerleading		\$90.00	
	Youth Basketball		\$60.00	

CITY CLERK

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	ADMINISTRATION FEES			
	Photocopies	page	\$0.30	
	NSF Check Fee	Each	\$40.00	
	Candidate Filing Fee	Each	\$10.00	
	Audio/Video Tape Copies	Each	\$25.00 + hourly rate	
II.	PRIVILEGE LICENSE			
	1 – 3 employees		\$20.00	
	4 – 10 employees		\$30.00	
	11 and above		\$30.00	the 1 st ten employees and \$3 for each additional employee. The cost of the license will be determined by the number of full time employees.(30 hrs. a week or more)
III.	TRANSIENT VENDORS			
	Privilege License	Each	\$250.00	(should be renewed after 90 days for \$25.00)
	Privilege License Reprint	Each	\$15.00	
	Badge of Identifying Certificate	Each	\$15.00	
IV.	SUBPOENAS – personal appearance			
		Each	\$150.00	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
v.	MUNICIPAL COURT FINES			
	IMPLIED CONSENT			
	DUI 1st offense		\$1,095.00	
	DUI 2nd offense		\$1,275.00	
	DUI 3rd offense		FELONY	
	DUI Drugs		\$1,095.00	
	ZERO TOLERANCE FOR MINORS			
	DUI 1st offense		\$575.00	
	DUI 2nd offense		\$825.00	
	TRAFFIC			
	following to close		\$172.00	
	handicap parking violation		\$250.00	
	improper parking		\$172.00	
	improper lane use		\$172.00	
	improper turn or failure to sign		\$172.00	
	improper passing		\$172.00	
	driving on wrong side of road		\$172.00	
	obstructing public street (obstruction of city street)		\$172.00	
	failure to chg. lanes-stopped emergency vehicle		\$343.00	
	pass stopped school bus		\$343.00	
	failure to yield blue lights/siren		\$343.00	
	failure to obey police/traffic		\$343.00	
	failure to yield- right of way		\$172.00	
	failure to yield emergency vehicle		\$343.00	
	failure to dim headlights		\$172.00	
	ran red light		\$172.00	
	ran stop sign		\$172.00	
	careless driving		\$212.00	
	reckless driving		\$252.00	
	drag racing		\$252.00	
	no motorcycle endorsement		\$242.00	
	parking in fire lane		\$242.00	
	no seatbelt in use		\$75.00	
	child restraint violation		\$168.00	
	SPEEDING			
	speeding in school zone		\$247.00	
	over (1-9 miles)		\$176.00	
	over (10 miles)		\$186.00	
	over (11 miles)		\$187.00	
	over (12 miles)		\$188.00	
	over (13 miles)		\$189.00	
	over (14 miles)		\$190.00	
	over (15 miles)		\$191.00	
	over (16 miles)		\$198.00	
	over (17 miles)		\$200.00	
	over (18 miles)		\$202.00	
	over (19 miles)		\$204.00	
	over (20 miles)		\$216.00	
	over (23 miles)		\$228.00	
	over (24 miles)		\$231.00	
	over (25 miles)		\$234.00	
	over (26 miles)		\$239.00	
	over (27 miles)		\$244.00	
	over (28 miles)		\$249.00	
	over (29 miles)		\$254.00	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	over (30 miles)		\$269.00	
	over (31 miles)		\$272.00	
	No Motor Vehicle Liability Insurance		\$643.00	
	Running Railroad Crossing Arms		\$363.00	
	Allow Unauthorized unlicensed person to drive		\$172.00	
	No Driver's License		\$342.00	
	Expired Driver's License		\$343.00	
	Suspended Driver's License-Alcohol involved		\$568.00	
	Suspended Driver's License		\$343.00	
	Leaving Scene Of An Accident		\$342.00	
	Leaving Scene w/Injuries		\$542.00	
	Improper Equipment		\$172.00	
	Failure To Wear Crash Helmet		\$172.00	
	Improper Load		\$172.00	
	Expired Tag		\$274.00	
	Improper Tag		\$274.00	
	No Tag		\$274.00	
	Switched Tag		\$274.00	
	Improper Display of Tag		\$274.00	
	TINTED WINDOWS			
	1st offense		\$205.00	
	2nd offense		\$242.00	
	3rd offense		\$342.00	
	ASSAULT AND WEAPONS			
	child neglect		\$553.00	
	domestic violence - 1st		\$553.00	
	domestic violence - 2nd		\$954.00	
	knowingly violate a protective		\$538.00	
	assault & battery		\$553.00	
	assault by threat		\$553.00	
	assault with weapon		\$704.00	
	assault on a minor		\$553.00	
	carry concealed weapon		\$405.00	
	discharge weapon		\$505.00	
	exhibit weapon		\$505.00	
	THEFT AND FALSE PRETENSE			
	solicit without permit		\$254.00	
	use credit card w/intent defraud		\$504.00	
	embezzlement		\$505.00	
	embezzlement (\$500.00 & over)		FELONY	
	false pretense		\$553.00	
	false reporting of a crime		\$553.00	
	home repair fraud		\$804.00	
	gambling		\$305.00	
	operate gambling house		\$490.00	
	trespass less than larceny		\$505.00	
	petit larceny		\$505.00	
	defrauding an innkeeper		\$553.00	
	theft of utilities		\$505.00	
	meter tampering		\$505.00	
	machine, coin oper/breaking in		\$505.00	
	giving away MDSE by employee		\$505.00	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	harassing, profane, telephone		\$490.00	
	bad check		\$553.00	
	uttering forgery		\$604.00	
	forgery		FELONY	
	receive stolen property (MISD)		\$505.00	
	receive stolen property (MISD)		FELONY	
	SHOPLIFTING			
	1st offense		\$553.00	
	2nd offense		\$953.00	
	3rd offense		FELONY	
	shoplifting, encourage or aid person under 18		\$553.00	
	ARREST AND POLICE OFFICER			
	false identifying information		\$304.00	
	simple assault on officer		\$653.00	
	resisting arrest		\$653.00	
	fleeing arrest		\$653.00	
	impersonate a police officer		\$653.00	
	interfere with duties of a police officer		\$304.00	
	ALCOHOLIC BEVERAGES			
	sell or give alcohol to minor		\$605.00	
	sell beer without license		\$605.00	
	unlawful to consume alcohol in public place		\$230.75	
	purchase or posses alcohol for minor		\$369.00	
	public drunk		\$305.00	
	NARCOTICS			
	Possession of Schedule III, IV, V		\$1,203.25	
	Possession of Marijuana		\$504.00	
	Possession of (Drug) Paraphernalia		\$504.00	
	ALLOW DOGS TO RUN LOOSE			
	1 st Offense		\$209.00	
	2 nd Offense		\$235.00	
	3 rd Offense		\$284.00	
	NO RABIES VACCINATION		\$304.00	
	Confinement Violations		\$304.00	
	General Owner Responsibility Violation		\$283.00	
	Dangerous Animals Non-Compliance		\$505.00	
	Failure to provide Vet care		\$283.00	
	Animal Cruelty		\$553.00	
	Animal Neglect		\$283.00	
	Fowl and Livestock Violation		\$283.00	
	Aggravated animal abuse		\$553.00	
	Smoking in Public Building		\$209.00	
	Public Profanity		\$304.00	
	Disturbing the Peace		\$304.00	
	Disorderly Conduct Failure to comply with Law Enforcement		\$304.00	
	Disorderly Conduct refuse to leave premises		\$304.00	
	Disorderly Conduct phys acts/profane language		\$304.00	
	Contempt of Court (Failure to Compile)		\$274.00	
	Contempt of Court (Failure to appear)		\$274.00	
	Contempt of Court (Failure to pay)		\$274.00	
	Aiding & Abetting in Bail Bond Jumping		\$505.00	
	Bail Bond Jumping MISD		\$553.00	
	Disturbance Nuisance - danger neighborhood		\$209.00	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
	Disturbing Family Peace		\$304.00	
	Interference with City Officer		\$304.00	
	Care of Premises		\$233.00	
	Extortion		\$505.00	
	Curfew Violation		\$234.00	
	Contribute to Delinquency of Minor		\$505.00	
	Possession of Handgun by a Minor		\$505.00	
	Indecent Exposure		\$505.00	
	Obscene/Harassing Phone Calls		\$505.00	
	Escape		\$505.00	
	911 Abusive Calls		\$515.00	
	Misdemeanor Hindering Prosecution		\$505.00	
	Conspiracy to Commit a Crime		\$505.00	
	Fireworks Inside City Limits		\$219.00	
	Prostitution		\$505.00	
	Vagrancy		\$489.00	
	Hitch-Hiking		\$255.00	
	Trespassing		\$353.00	
	Malicious Mischief (Face Value)		\$203.25	
	Loud Music		\$285.00	
	Litter Law Violation		\$454.00	
	Stalking			
	1 st Offense		\$505.00	
	2 nd Offense		FELONY	
	Boating Under the Influence			
	1 st Offense		\$594.00	
	2 nd Offense		\$794.00	
	3rd Offense		\$1,193.25	
	Sell Tobacco to Minor		\$234.00	
	Abstracts		\$10.00	
	Affidavit		\$10.00	
	Withdrawal Form		\$10.00	

POLICE DEPARTMENT

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	MISCELLANEOUS FEES (POLICE)			
	Accident Reports	Each	\$20.00	
	Parking Lot Reports	Each	\$10.00	
	Offense Reports	Each	\$10.00	(No charge on domestic or assault reports)
	Fingerprints	Each	\$15.00	
	Background Checks	Each	\$15.00	

PUBLIC WORKS/ UTILITIES

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
I.	METER DEPOSIT FEES			
	¾" meter		\$100.00	
	1" meter		\$105.00	
	1 ½" meter		\$165.00	
	2" meter		\$265.00	

	DESCRIPTION OF SERVICES	UNIT	FEE	NOTES
II.	WATER CHARGE			
	Minimum Charge of 2000 Gallons or Less		\$14.15	
	1000 Gallons Over the Minimum		\$7.60	
III.	SEWER CHARGE			
	Minimum Charge of 2000 Gallons or Less			
	Sewer Charge		\$6.47	
	1000 Gallons Over the Minimum		\$3.32	
	Wastewater Treatment Charge		\$9.71	
	1000 Gallons Over the Minimum		\$4.98	
IV.	GARBAGE CHARGE			
	1 st Cart		\$17.00	
	Additional Cart (Residential)		\$3.40	
	Additional Cart (Commercial)		\$5.25	
	Cart Delivery Fee (After Initial Set-up)		\$15.00	
	Special pick-up (one lift)	small load	\$25.00	
	Special pick-up (one lift)	large load	\$75.00	
V.	MISCELLANEOUS FEES			
	Sewer Only (Residential)		\$27.68	
	Sewer Only (Commerical)		\$49.38	
	Disconnect Fee		\$30.00	
	Returned Check Fee		\$40.00	
	Late Charge Fee		\$25.00	
	Reconnect Fee		\$30.00	
	Meter Tampering Fee		\$500.00	
	Sewer Cleanout/Cap Tampering Fee		\$100.00	
	Transfer Fee		\$30.00	
	Turn Off/On Fee After Hours		\$30.00	
	3/4" Irrigation Meter		\$255.00	
	1" Irrigation Meter		\$375.00	
	Meter Locks		\$10.00	
	Blanket Deposit		\$30.00	
	Pool Fill (Meter Only)		\$20.00	
VI.	TAP FEES (Includes Water & Sewer)			divide by half for water or sewer
	3/4" tap connection	plus meter deposit	\$550.00	plus cost (not to exceed \$2,200.00)
	1" tap connection	plus meter deposit	\$640.00	plus cost (not to exceed \$2,400.00)
	1 1/2" tap connection	plus meter deposit	\$880.00	plus cost (not to exceed \$2,950.00)
	2" tap connection		Contractor	
	3" tap connection		Contractor	
	4" tap connection		Contractor	
	6" tap connection'		Contractor	
	8" tap connection		Contractor	

POLICY FOR ADJUSTMENTS ON WATER AND SEWER CHARGES

Pursuant to Mississippi Law, whether a municipality may reduce a utility bill of a customer depends upon the facts and circumstances of each case.

LEAK ADJUSTMENTS

If a leak occurs in a portion of the City owned and maintained water system, the Customer will not have to pay for either the water usage or sewer treatment attributable to the leak.

If a leak occurs in a portion of the Customer owned and maintained water system, the Customer will have to pay for the increased water usage. The Customer will not have to pay the sewer charge for any water that was not routed through the City sewer system. The adjustment for leaks of sewer usage shall be based on the previous (3) months average.

METER MALFUNCTIONS

If the City water meter malfunctions and results in a reading of increased usage, the Customer will not be required to pay either the water service charge or the sewer charge for any usage in excess of the previous six (6) month average.

POOL AND IRRIGATION OPTIONS

The City offers an irrigation meter (water charge only) for outdoor use. This meter will result in charges for the water usage only; there will be no sewer charges on water usage through the meter.

The City offers a fire hydrant meter for in ground pool filling. This meter will result in charges for the water usage only; there will be no sewer charges on water usage through this meter.

TAMPERING AND VANDALISM

In cases of a significant increase in usage caused by tampering, vandalism or unforeseen abnormalities, which can be documented to the City's satisfaction, that portion of the bill for water and sewer in excess of the prior six (6) month average may be forgiven at the discretion of the City Manager.

PAYMENT PLANS

Any abnormally high monthly billing may be satisfied through a payment plan, which shall not exceed a twelve (12) month period, and may only be approved by the City Manager.

THIS POLICY IS SUBJECT TO CHANGE AT ANY TIME BY ORDER OF THE CITY COUNCIL

Revised 3/15/16

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

ORDER NUMBER 062-2016

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:

COMPTROLLER

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CITY OF GAUTIER 7M BOND ACCT Account Number 001-000-104	161161	03/15/2016	02/26/2016			6,788.58	
		Description TR MDOT REIMB: FUND 130		Invoice # 02262016	Date 02/26/2016	P.O.	Amount	6,788.58
001	SECURE NETWORKS LLC Account Number 001-092-698	161164	03/15/2016	02/29/2016			2,280.00	
		Description APR 2016 NETWORK SERVICES		Invoice # 2662	Date 02/15/2016	P.O.	Amount	2,280.00
001	BELL AUTO PARTS, INC. Account Number 001-100-570	161165	03/15/2016	03/01/2016			906.05	
		Description FRONT ROTOR(2) & BRAKE PADS		Invoice # D055388	Date 02/16/2016	P.O.	Amount	97.75
		001-100-570 FRONT BRAKE PADS (3)		D055389	02/16/2016			83.25
		001-161-639 HONDA DIPSTICK		41155	02/07/2016			9.50
		001-170-639 5GAL EXTREME HYD FLUID (2)		41220	02/16/2016			99.00
		001-170-639 BATTERY		41221	02/19/2016			99.25
		001-100-570 BRAKE PAD SET(2): DODGE CHGR		41222	02/23/2016			62.00
		001-161-638 HOSE,DIESEL TREATMENT: E1		41224	02/22/2016			81.80
		001-161-638 DIESEL TREATMENT (3)		41225	02/24/2016			96.00
		001-170-639 1QT MINERAL FLUID (3)		41226	02/25/2016			97.50
		001-100-570 FRONT ROTORS (2): DODGE CHGR		41232	02/25/2016			90.00
		001-100-570 FRONT ROTORS (2): DODGE CHGR		41233	02/25/2016			90.00
001	STEINER SAW & MOWER Account Number 001-170-639	161167	03/15/2016	03/01/2016			76.00	
		Description SLEEVE(2),CASTER WHL KIT(2)		Invoice # 477327	Date 02/22/2016	P.O.	Amount	76.00
001	GLOBALSTAR Account Number 001-092-605	161168	03/15/2016	03/01/2016			53.38	
		Description MONTHLY SERVICE		Invoice # 07142896	Date 02/16/2016	P.O.	Amount	53.38
001	TEC Account Number 001-092-605	161169	03/15/2016	03/02/2016			126.02	
		Description MONTHLY LONG DISTANCE		Invoice # 851789	Date 03/01/2016	P.O.	Amount	126.02
001	DANCEL MULTIMEDIA Account Number 001-092-698	161178	03/15/2016	03/02/2016			250.00	
		Description MAR 2016 WEBSITE HOSTING		Invoice # 1064	Date 02/20/2016	P.O.	Amount	250.00
001	AUTO TRUCK AND TRAILER PARTS INC Account Number 001-161-638	161179	03/15/2016	03/02/2016			325.88	
		Description FUEL FILTER: E3		Invoice # 254926	Date 02/02/2016	P.O.	Amount	28.45
		001-161-638 FILTER, ELEMENT: E3		254959	02/08/2016			95.50
		001-100-570 WIRE CONN (2)		255081	02/11/2016			6.58
		001-170-639 SHAFT, GRIND DISC (5)		255105	02/12/2016			48.05
		001-100-570 MERCON(12),FILTER: U #12800		255310	02/26/2016			71.10
		001-170-639 LUG HUB(2), SPRING (2)		255346	02/29/2016			76.20

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	ALLEN'S TIRE AND WHEEL	161180	03/15/2016	03/03/2016			172.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-170-639	KNOBBY TIRE, MOUNT, DISPOSAL		160450	02/29/2016			86.00
	001-170-639	KNOBBY TIRE, MOUNT, DISPOSAL		160450	02/29/2016			86.00
001	MS FIRE ACADEMY	161183	03/15/2016	03/03/2016			736.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	NFPA 1002 DRV/OPR: FREMIN		24047	03/02/2016			122.75
	001-161-681	NFPA 1002 DRV/OPR: GUTHRIE		24047	03/02/2016			122.75
	001-161-681	NFPA 1002 DRV/OPR: HOCANSON		24047	03/02/2016			122.75
	001-161-681	NFPA 1002 DRV/OPR: MCCLURE		24047	03/02/2016			122.75
	001-161-681	NFPA 1002 DRV/OPR: RAYBORN		24047	03/02/2016			122.75
	001-161-681	NFPA 1002 DRV/OPR: SHERMAN		24047	03/02/2016			122.75
001	INFORMATION TECHNOLOGY SERVICE	161201	03/15/2016	03/03/2016			224.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-640	FEB 2016		0090042090	02/29/2016			224.00
001	SYSCON INC	161202	03/15/2016	03/03/2016			1,475.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-698	MAR 2016 COURT SUPPORT		1-33845	03/01/2016			1,475.00
001	PASCAGOULA UTILITIES	161203	03/15/2016	03/04/2016			153.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-630	CENTRAL FIRE STN		1741909	02/26/2016			50.68
	001-161-630	SOUTH FIRE STN		1742093	02/26/2016			102.64
001	PRESLEY'S GARAGE & AUTO PARTS	161204	03/15/2016	03/04/2016			400.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	TOW TO CUMMINS - MOBILE, AL		12043	01/27/2016			400.00
001	BAYVIEW PET MEDICAL AND DENTAL CENTER	161205	03/15/2016	03/04/2016			254.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-514	EXAM/MEDS: JUSTICE		199583	02/26/2016			254.00
001	DELTA COMPUTER SYSTEMS INC	161206	03/15/2016	03/04/2016			400.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	ACCT SOFTWARE MAINT		MN114987	02/15/2016			280.00
	001-092-698	VOTER REG SOFTWARE MAINT		MN114987	02/15/2016			20.00
	001-092-698	PRIV LIC SOFTWARE MAINT		MN114988	02/15/2016			100.00
001	O'REILLY AUTO PARTS	161210	03/15/2016	03/04/2016			1,515.24	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	INSTRUMENT CLUSTER: U #39		1978407527	02/01/2016			204.46
	001-100-570	LIGHT, OIL FILTER, ULTRA OIL		1978407658	02/02/2016			87.40
	001-100-570	CS OIL FILTERS		1978407659	02/02/2016			19.92
	001-100-570	LC PLT LENS		1978407723	02/03/2016			9.49
	001-170-639	MIN SPIRITS		1978407917	02/05/2016			81.84
	001-100-570	FOG LAMP		1978407924	02/05/2016			69.55
	001-100-638	W. BLADE (2), 1QT OIL (7), FILTER		1978407930	02/05/2016			65.08

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	O'REILLY AUTO PARTS	161210	03/15/2016	03/04/2016			1,515.24	(CONTINUED)
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-570	LIC PLT LENS	1978407932	02/05/2016			3.50	
	001-100-570	FUEL/WATER SEPARATOR, CLNR:E5	1978407964	02/05/2016			27.45	
	001-100-570	NOZZLE (2)	1978408207	02/08/2016			20.64	
	001-100-570	14" 100/PK TIES	1978408230	02/08/2016			8.99	
	001-100-570	EGR SENSOR: #9	1978408241	02/08/2016			62.22	
	001-100-638	BIOCLIDE	1978408242	02/08/2016			28.99	
	001-100-570	SWAY BAR BUSHING: U #48	1978408284	02/09/2016			14.56	
	001-100-570	THERMOSTAT, WATER PUMP: U #9	1978408297	02/09/2016			88.38	
	001-100-570	RADIATOR CAP: #9	1978408329	02/09/2016			5.24	
	001-205-559	ABSORBENT: SHOP	1978408417	02/10/2016			29.96	
	001-170-639	GLOW PLUG(2):	1978408486	02/11/2016			61.47	
	001-100-570	MINI BULB(2)	1978408503	02/11/2016			10.70	
	001-100-570	BARREL PUMP	1978408538	02/11/2016			44.99	
	001-170-638	CONNECTOR	1978408616	02/12/2016			99.99	
	001-100-570	GAUGE	1978408617	02/12/2016			99.99	
	001-100-570	EX MINI BULB	1978409201	02/17/2016			9.44	
	001-100-570	EXHAUST BOLTS (8)	1978409228	02/17/2016			67.76	
	001-100-570	EXHAUST BOLTS (8)	1978409229	02/17/2016			67.76	
	001-161-638	WIPER BLADES (2): U #50	1978409497	02/19/2016			38.74	
	001-161-638	RETAINER: S-48	1978409499	02/19/2016			2.49	
	001-100-570	1QT GEAR OIL, MIN SPIRITS	1978409977	02/23/2016			91.83	
	001-170-639	1GAL ANTIFREZ, S PLUG, FILTER	1978409991	02/23/2016			18.47	
	001-161-638	1GAL ANTIFREZ (6)	1978410224	02/25/2016			71.94	
	001-161-638	1GAL ANTIFREZ: E1	1978410224	02/25/2016			2.00	
	001-161-638	BARREL PUMP	1978408384	02/10/2016			39.99	
	001-161-638	CRDT RTN: BARREL PUMP	1978408539	02/11/2016			-39.99	
001	LOWE'S HOME CENTER'S, INC.	161211	03/15/2016	03/04/2016			1,192.26	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-205-559	100/PK ZIP TIES	903986	01/25/2016			6.50	
	001-170-559	STEEL DOLLY	901178	01/25/2016			129.41	
	001-100-635	WIRELESS DOORBELL KIT	902480	01/26/2016			37.22	
	001-161-559	409 CLNR, EMR BATT, BLINDS (2)	909036	01/26/2016			100.44	
	001-100-559	4CT/C BATTERIES	902554	01/27/2016			6.97	
	001-170-635	SPACKLING, 1GAL PRIMER (2)	910420	01/27/2016			71.92	
	001-001-559	MISC HARDWARE:MG FLOAT	902571	01/27/2016			76.08	
	001-170-559	1OCT AP ANCHORS	902945	01/29/2016			2.13	
	001-170-559	KEY (2), PADLOCK (2)	909642	01/29/2016			7.33	
	001-170-559	US FLAG, PAINTER TAPE	909790	02/03/2016			39.99	
	001-201-576	MISC SCREWS(336):STREET SIGNS	902007	02/03/2016			180.32	
	001-170-559	SPRAY PAINT (12), SCREWS	910663	02/05/2016			14.01	
	001-161-635	TOILET FLAPPER	901595	02/09/2016			5.20	
	001-090-500	DRAWER & CABINET LOCK	902286	02/10/2016			3.98	
	001-205-559	ROTARY RASP & FILE	902307	02/10/2016			6.48	
	001-100-635	SLAB CONCRETE BLOCK (48)	958042	02/11/2016			273.77	
	001-170-559	TIE WRAPS, 500PK CABLE TIES	909477	02/17/2016			27.89	
	001-170-559	500PK CABLE TIES	909698	02/18/2016			24.19	
	001-170-559	BIT SET, GALV SPIKE (8)	910330	02/19/2016			24.32	
	001-170-577	50LBS CONCRETE:BUDDY DAVIS	902224	02/19/2016			2.66	
	001-100-635	FRD 1.1 CU FT MICROWAVE	914215	02/22/2016			120.10	
	001-205-559	MASTER PADLOCK (2)	901122	02/23/2016			3.67	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	LOWE'S HOME CENTER'S, INC.	161211	03/15/2016	03/04/2016			1,192.26	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-559	MISC CONNECTORS (3)		903478	02/23/2016			4.47
	001-170-559	SCR PAD, PAINT RMVR, TOWELS		909259	02/23/2016			18.10
	001-170-577	#2 TC WHITEWOOD BOARD		902253	02/24/2016			5.11
001	CABLE ONE INC	161214	03/15/2016	03/07/2016			108.51	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-698	MAR 2016: #107571481		02232016	03/01/2016			108.51
001	G&K SERVICES INC	161216	03/15/2016	03/07/2016			279.92	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-205-535	MAINTENANCE		1033689347	02/01/2016			55.39
	001-205-535	MAINTENANCE		1033691577	02/08/2016			55.39
	001-205-535	MAINTENANCE		1033693836	02/15/2016			55.39
	001-205-535	MAINTENANCE		1033696079	02/22/2016			55.39
	001-205-535	MAINTENANCE		1033698330	02/29/2016			58.36
001	MALLETTE BROTHERS CONSTRUCTION, INC	161218	03/15/2016	03/07/2016			3,962.63	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-576	11.38 TN A-BASE LIMESTONE		18647	02/29/2016			341.40
	001-201-576	1.97 CY FILL SAND		18647	02/29/2016			23.64
	001-201-576	49.16 TN RIP RAP		18647	02/29/2016			2,703.80
	001-201-576	19.40 TN SANCTUN A-BASE		18647	02/29/2016			582.00
	001-201-576	1.17 TN ASPHALT		18647	02/29/2016			87.75
	001-201-576	18.67 CY FILL CLASS		18647	02/29/2016			224.04
001	MS DEPT OF FINANCE & ADMIN	161221	03/15/2016	03/08/2016			31,308.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	FEB 2016 COURT ASSESSMENT		02292016	03/01/2016			31,308.75
001	MS DEPT OF PUBLIC SAFETY	161222	03/15/2016	03/08/2016			284.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-000-300	FEB 2016 SPECIAL ASSESSMENT		02292016	03/01/2016			284.00
001	CAPITOL RESOURCES LLC	161223	03/15/2016	03/08/2016			2,500.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-001-698	MAR 2016:GOVT RELATION SERVS		5976	03/01/2016			2,500.00
001	CLYDE C SCOTT INSURANCE AGENCY INC	161224	03/15/2016	03/08/2016			100.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-625	SURETY BOND:ADD KEYES, K		19013	02/10/2016			100.00
	001-092-625	SURETY BOND:ADD DARCY, D		19013	02/10/2016			100.00
	001-092-625	SURETY BOND:DEL BRUEN, R		19094	02/23/2016			-100.00
001	NICHOLAS A HOCANSON	161225	03/15/2016	03/08/2016			52.10	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-681	REIMB TEST FEE: DRIVER/OP		02242016	02/24/2016			52.10
001	MITCHELL SIGNS INC	161226	03/15/2016	03/08/2016			1,455.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-639	TROUBLESHOOT LED DISPLAY		5971	12/16/2015			1,455.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	PITNEY BOWES PURCHASE POWER	161227	03/15/2016	03/08/2016			621.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-607	POSTAGE MACHINE		20060869	02/21/2016			621.00
001	C SPIRE WIRELESS	161228	03/15/2016	03/08/2016			1,226.30	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-021-605	CITY MGR CELL PHONES		0030759348	02/29/2016			123.98
	001-022-605	HR CELL PHONES		0030759348	02/29/2016			61.99
	001-040-605	ADMIN CELL PHONES		0030759348	02/29/2016			163.97
	001-090-605	ECON DEV CELL PHONES		0030759348	02/29/2016			309.95
	001-161-605	FIRE DEPT CELL PHONES		0030759348	02/29/2016			281.97
	001-170-605	RECREATION CELL PHONES		0030759348	02/29/2016			168.20
	001-205-605	MAINT CELL PHONES		0030759348	02/29/2016			26.89
	001-100-605	POLICE CELL PHONE		0030759348	02/29/2016			-40.62
	001-161-559	CHARGER, CASE, CAR CHARGER		0030759348	02/29/2016			129.97
001	FUELMAN OF MS	161230	03/15/2016	03/08/2016			2,181.16	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-525	UNL FUEL		NP46756431	02/29/2016			1,624.60
	001-100-559	NON FUEL TRANS		NP46756431	02/29/2016			10.00
	001-161-525	UNL & DSL FUEL		NP46756431	02/29/2016			308.54
	001-170-525	UNL FUEL		NP46756431	02/29/2016			156.71
	001-205-525	UNL & DSL FUEL		NP46756431	02/29/2016			81.31
001	FUELMAN OF MS	161231	03/15/2016	03/08/2016			1,937.90	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-525	UNL FUEL		NP46881112	03/07/2016			56.80
	001-100-525	UNL FUEL		NP46881112	03/07/2016			1,611.80
	001-161-525	UNL & DSL FUEL		NP46881112	03/07/2016			214.31
	001-170-525	UNL FUEL		NP46881112	03/07/2016			54.99
001	SINGING RIVER E.P.A.	161233	03/15/2016	03/08/2016			8,805.38	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-633	STREET LIGHTING	10554	02132016	02/24/2016			4,779.94
	001-201-629	SIGNAL LIGHTS	10554	02132016	02/24/2016			1,521.94
	001-092-631	CITY HALL	10554	02132016	02/24/2016			1,280.73
	001-170-631	FRAZIER PARK	10554	02132016	02/24/2016			49.24
	001-170-631	SENIOR BLDG	10554	02132016	02/24/2016			467.17
	001-161-631	CENTRAL FD	10554	02132016	02/24/2016			259.87
	001-170-631	CITY PARK	10554	02132016	02/24/2016			123.44
	001-092-631	PUBLIC WORKS	10554	02132016	02/24/2016			298.68
	001-092-631	HWY 90 SIGN	10554	02132016	02/24/2016			24.37
001	SINGING RIVER E.P.A.	161234	03/15/2016	03/08/2016			1,199.86	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-633	DOLPHIN ST	94987002	02132016	02/24/2016			32.00
	001-201-633	DOLPHIN ST	94988002	02132016	02/24/2016			23.50
	001-201-633	DOLPHIN ST	94989002	02132016	02/24/2016			236.35
	001-201-633	DOLPHIN ST	94990002	02132016	02/24/2016			527.40
	001-201-633	WM PAYNE	100244001	02132016	02/24/2016			159.93

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	SINGING RIVER E.P.A.	161234	03/15/2016	03/08/2016			1,199.86	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-633	WM PAYNE	100245001	02132016	02/24/2016			220.68
001	SINGING RIVER E.P.A.	161235	03/15/2016	03/08/2016			2,007.97	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-631	POLICE STATION	66298004	02132016	02/24/2016			955.35
	001-201-629	SIGNAL LIGHT	89113001	02132016	02/24/2016			57.85
	001-170-631	CITY PARK RESTRMS	89912001	02132016	02/24/2016			399.28
	001-201-633	STREET LIGHTS	90345002	02132016	02/24/2016			422.22
	001-092-631	RECORDS BLDG	90790001	02132016	02/24/2016			135.35
	001-170-631	FRAZIER RESTRMS	98546001	02132016	02/24/2016			37.92
001	SINGING RIVER E.P.A.	161236	03/15/2016	03/08/2016			1,458.40	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-631	SOUTH FD	76008001	02152016	02/25/2016			223.95
	001-170-631	BACOT PARK	10137	02152016	02/25/2016			1,090.12
	001-201-629	SIGNAL LIGHTS	10138	02152016	02/25/2016			144.33
001	CARD SERVICES	161243	03/15/2016	03/09/2016			495.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-681	US-CFM EXAM:DICKERSON,C		ZRTD5Q	02/19/2016			100.00
	001-100-681	BASIC COMM COURSE:DOOLEY,K		03XAVS	02/22/2016			395.00
001	CREDIT CARD CENTER	161244	03/15/2016	03/09/2016			1,801.79	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-001-559	2 CLIP-ON LAMP:MG FLOAT		163533	02/01/2016			14.92
	001-100-535	PANTS (4): DISPATCH		439885	02/02/2016			124.08
	001-022-559	BADGE HOLDERS/CLIPS		046678	02/03/2016			57.50
	001-090-681	ASFM DUES:DICKERSON,C		932716	02/03/2016			140.00
	001-100-535	PANTS (4): DISPATCH		638069	02/04/2016			51.34
	001-100-681	RECERT COURSE:KEYES, K		611093	02/05/2016			225.00
	001-045-500	HY CARTRIDGE:CHECK PRINTER		300543	02/05/2016			354.95
	001-170-645	FILLED EASTER EGGS (6000)		647771	02/05/2016			834.00
001	JACKSON COUNTY ADULT DETENTION CENTER	161246	03/15/2016	03/09/2016			13,534.42	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-696	FEB 2016 ADC CHGS		02292016	03/02/2016			13,475.00
	001-010-696	PHARMACY CHARGES		02292016	03/02/2016			59.42
001	LLOYD B MARSHALL JR CPA	161247	03/15/2016	03/09/2016			743.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-092-600	PROGRESS PMT FY 2015		10	03/09/2016			743.00
001	ALABAMA MEDIA GROUP	161257	03/15/2016	03/09/2016			343.78	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-615	HEARING NOTICE:UDO CHGS		0007570217	02/14/2016	160516		16.92
	001-090-615	HEARING NOTICE:CW ZONING CHG		0007570400	02/14/2016	160516		19.92
	001-040-615	BID AD:SSP TRAIL IMP		0007564220	02/17/2016	160482		115.28
	001-040-615	NOTICE:AMEND ANIMAL ORDINANCE		0007538702	01/13/2016	160373		49.92
	001-090-615	SB VAR HEARING:ITALIAN ISLE		0007541882	01/17/2016	160386		18.00
	001-090-684	CU HEARING:CARTER RD		0007542314	01/17/2016	160385		17.04
	001-090-615	BID AD:STABILIZE OLD SCHOOL		0007542257	01/31/2016	160379		106.70

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	MID SOUTH UNIFORM & SUPPLY, INC.	161260	03/15/2016	03/09/2016			3,495.56	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-100-535	LS NAVY SHIRT (2): MILLER	543067	02/24/2016	160079		89.28	
	001-100-535	NAVY PANTS W/BLUE (2): MILLER	543067	02/24/2016	160079		83.00	
	001-100-535	LW RAID JACKET: MILLER	543067	02/24/2016	160079		26.88	
	001-100-535	SS WHITE TEX TROP (4)	543067	02/24/2016	150079		198.20	
	001-100-535	LS WHITE (2)	543067	02/24/2016	160079		108.00	
	001-100-535	MOTORCYCLE BREECHES BLUE (2)	543067	02/24/2016	160079		1,487.16	
	001-100-535	MOTORCYCLE BREECHES GOLD (2)	543067	02/24/2016	160079		495.72	
	001-100-535	LEATHER MOTORCYCLE JACKET (2)	543067	02/24/2016	160079		854.28	
	001-100-535	MIDNIGHT NAVY LS SHIRT (2)	543067	02/24/2016	160079		44.64	
	001-100-535	EMBROIDERY FRONT	543067	02/24/2016	160079		5.00	
	001-100-535	EMBROIDERY BACK	543067	02/24/2016	160079		5.00	
	001-100-535	SEW ON PATCHES (20)	543067	02/24/2016	150079		13.40	
	001-100-535	NAVY BRAID (10)	543067	02/24/2016	160079		42.50	
	001-100-535	LT BLUE BRAID (8)	543067	02/24/2016	160079		34.00	
	001-100-535	BRAID OLD GOLD (2)	543067	02/24/2016	160079		8.50	
001	MS FIRE ACADEMY	161261	03/15/2016	03/09/2016			195.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-681	8E INSTRUCTOR MANUAL (3)	24058	03/08/2016	160561		195.00	
001	BSN SPORTS	161262	03/15/2016	03/09/2016			275.50	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-170-503	PRO INGRD PITCH RUBBER(2)	97684397	02/26/2016	160535		275.50	
001	GULF COAST BUSINESS SUPPLY CO.	161263	03/15/2016	03/09/2016			290.83	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-161-500	CS COPY PAPER 8.5X11 (2)	122099	02/19/2016	160496		59.90	
	001-092-510	CS/16 BROWN MF TOWELS (2)	122099	02/19/2016	160496		33.58	
	001-092-510	CS/96 ROLLS 2PLY TISSUE	122099	02/19/2016	160496		27.59	
	001-092-510	CS PINE CLNR 4GAL (2)	122099	02/19/2016	160496		36.72	
	001-092-510	CS/100 CAN LINERS 40X48 (4)	122099	02/19/2016	160496		67.96	
	001-092-510	CS DAWN LIQUID 38OZ	122099.1	02/23/2016	160496		34.49	
	001-092-510	CS COMET CLNR 21OZ	122099.1	02/23/2016	160496		30.59	
001	FOSTER'S A/C & HEATING INC	161264	03/15/2016	03/09/2016			390.00	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-092-635	REPAIR A/C: CITY HALL SIDE	W974711	03/02/2016	160538		390.00	
001	CUSTOM PRODUCTS CORPORATION	161265	03/15/2016	03/09/2016			2,101.62	
	Account Number	Description	Invoice #	Date	P.O.	Amount		
	001-201-559	BRACKET U CHANNEL (25)	272142	02/26/2016	160525		116.25	
	001-201-559	BRACKET CROSS PIECE (25)	272142	02/26/2016	160525		118.00	
	001-201-559	POST U CHANNEL (50)	272142	02/26/2016	160525		805.50	
	001-201-559	FREIGHT	272142	02/26/2016	160525		72.61	
	001-201-576	STREET SIGNS (10)	271497	02/09/2016	160464		291.60	
	001-201-576	SHIPPING	271497	02/09/2016	160464		12.65	
	001-201-559	SPEED BUMPS (4)	272184	02/29/2016	160536		542.40	
	001-201-559	14" REBAR SPIKES (20)	272184	02/29/2016	160536		70.00	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	CUSTOM PRODUCTS CORPORATION	161265	03/15/2016	03/09/2016			2,101.62	(CONTINUED)
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-201-559	FREIGHT		272184	02/29/2016	160536		72.61
001	GULF COAST ARMY NAVY STORE	161266	03/15/2016	03/09/2016			207.88	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-559	NAVY PANTS (2)		604839	03/07/2016	160542		109.90
	001-100-559	34X32 NAVY PANTS (2)		604839	03/07/2016			97.98
001	HAYGOOD'S INDUSTRIAL ENGRAVERS, INC.	161267	03/15/2016	03/09/2016			105.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-090-559	APPRECIATION PLAQUE: WOOTEN		022855	02/26/2016	160514		35.00
	001-090-559	APPRECIATION PLAQUE: SPANIER		022855	02/26/2016	160514		35.00
	001-090-559	APPRECIATION PLAQUE: TORREY		022855	02/26/2016	160514		35.00
001	VERNON W DOSTER MD	161268	03/15/2016	03/09/2016			75.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-022-604	PRE-EMP PHYSICAL:BLANCHARD		19913	02/12/2016	160510		50.00
	001-022-604	PRE-EMP DRUG SCREEN:BLANCHARD		19913	02/12/2016	160510		25.00
001	GREGGS AFFORDABLE AUTO GLASS	161269	03/15/2016	03/09/2016			35.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	REPR WINDSHIELD: U #11		34811	03/03/2016	160565		35.00
001	PASCAGOULA TIRE & SERVICE INC	161271	03/15/2016	03/09/2016			1,716.36	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-638	SET FS DESTINATION: VIN 5314		67695	02/23/2016	160497		1,264.16
	001-100-638	LABOR		67695	02/23/2016	160497		69.99
	001-100-570	FS FIREHAWK GT (2): SPARES		67841	02/16/2016	160492		254.54
	001-100-638	REPL FS FIREHAWK GT: U #56		67710	03/02/2016	160471		127.67
001	KING'S INC.	161272	03/15/2016	03/09/2016			305.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-161-638	RACOR FUEL FILTER: E-3		202531	02/08/2016	160468		305.00
001	STAPLES BUSINESS ADVANTAGE DEPT	ATL 161273	03/15/2016	03/09/2016			528.26	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-010-500	HP 058 BLACK TONER 2PK		3293880438	02/24/2016	160509		132.06
	001-010-500	HP 64A TONER CARTRIDGE		3293880438	02/24/2016	160509		142.25
	001-040-500	HEAVY DUTY STAPLES (3)		3293880438	02/24/2016	160509		9.90
	001-040-500	BINDER CLIPS LARGE 12/CT		3293880438	02/24/2016	160509		.95
	001-040-500	BINDER CLIPS MED 144/CT		3293880438	02/24/2016	160509		4.96
	001-040-500	HP 05A TONER CARTRIDGE		3293880438	02/24/2016	160509		73.17
	001-040-500	HP 950XL HYBLK/951 CMY 4PK		3293880438	02/24/2016	160509		96.99
	001-090-500	CS COPY PAPER 8.5X11 (2)		3293880440	02/24/2016	160512		67.98
001	MS ASSN CHIEFS OF POLICE	161275	03/15/2016	03/09/2016			325.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	001-100-682	2016 SUMMER CONF REG: ELBIN		03022016	03/02/2016	160544		325.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
001	TURF MASTERS LAWN CARE INC Account Number 001-170-577	161277	03/15/2016	03/09/2016			3,215.00	
	Description LAWN MAINT: BACOT PARK			Invoice # 13418	Date 02/24/2016	P.O. 160489	Amount 3,215.00	3,215.00
001	MORPHOTRUST USA LLC Account Number 001-100-799	161278	03/15/2016	03/09/2016			21,811.00	
	Description TPE MS CUSTOMIZATION			Invoice # 106269	Date 02/18/2016	P.O. 160184	Amount 374.00	374.00
	001-100-799 ENABLE SMTP EMAIL TRNS			106269	02/18/2016		638.00	638.00
	001-100-799 ENABLE CLIENT MESSG SUPPORT			106269	02/18/2016		425.00	425.00
	001-100-799 WARRANTY UPGRADE 9X5: YEAR			106269	02/18/2016		166.00	166.00
	001-100-799 TP TM DUPLEX FINGERPRINT CARD			106269	02/18/2016		2,380.00	2,380.00
	001-100-799 TP TM 5500 LIVESCAN BK SYSTEM			106269	02/18/2016		12,920.00	12,920.00
	001-100-799 WARRANTY UPGRADE 5500: YEAR			106269	02/18/2016		663.00	663.00
	001-100-799 FREIGHT			106269	02/18/2016		350.00	350.00
	001-100-799 TPE LEGACY I/F LICENSE			106269	02/18/2016		1,700.00	1,700.00
	001-100-799 INSTALL/TRNG: 2DAYS			106269	02/18/2016		2,195.00	2,195.00
001	MITCHELL SIGNS INC Account Number 001-092-639	161279	03/15/2016	03/09/2016			1,740.00	
	Description CONVERT SIGN TO WIRELESS			Invoice # 6386	Date 01/31/2016	P.O. 160347	Amount 1,740.00	1,740.00
001	ORR SAFETY CORPORATION Account Number 001-161-535	161280	03/15/2016	03/09/2016			1,260.00	
	Description BOMBER JACKETS (36)			Invoice # INV3557021	Date 02/29/2016	P.O. 160507	Amount 1,260.00	1,260.00
001	DEREK C MCCOY Account Number 001-161-681	161289	03/15/2016	03/10/2016			164.00	
	Description PER DIEM:MFIA SPRING SEMINAR			Invoice # 03222016	Date 02/01/2016	P.O.	Amount 164.00	164.00
001	BORDIS & DANOS PLLC Account Number 001-060-602	161290	03/15/2016	03/10/2016			8,342.17	
	Description MAR 2016 RETAINER			Invoice # 18	Date 03/10/2016	P.O.	Amount 7,916.67	7,916.67
	001-060-602 LITIGATION: FIRE UNION			19	03/10/2016		148.00	148.00
	001-060-602 LITIGATION: BELLES			19	03/10/2016		277.50	277.50
FUND TOTAL	1 Claims	to	Checks	60 Total	140,313.28 Manual	Held	Total	140,313.28

Docket of Claims
Release date from 03/15/2016 thru 03/15/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
007	HANCOCK BANK	161241	03/15/2016	03/08/2016			600.00	
	Account Number 007-680-803	Description AGENT/ADMIN FEES:KATRINA BOND	Invoice # 23021	Date 02/24/2016	P.O.		Amount	600.00
FUND TOTAL	7 Claims	to	Checks	1 Total	600.00 Manual		Held	Total 600.00

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
020	BROWN MITCHELL & ALEXANDER INC Account Number 020-201-603	161253	03/15/2016	03/09/2016			12,274.25	
			CONSTRUCTION DOCUMENTS	Invoice # 21267	Date 02/10/2016	P.O.	Amount	12,274.25
FUND TOTAL	20 Claims	to	Checks	1 Total	12,274.25 Manual	Held	Total	12,274.25

Docket of Claims
Release date from 03/15/2016 thru 03/15/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
029	GOODWYN, MILLS & CAWOOD INC Account Number 029-201-750	161242	03/15/2016	03/08/2016			3,357.59	
		Description		Invoice #	Date	P.O.	Amount	
		PROFESSIONAL SERVICES		C MOB1300209	02/29/2016		3,357.59	
FUND TOTAL	29 Claims	to	Checks	1 Total	3,357.59	Manual	Held	Total 3,357.59

Docket of Claims
 Release date from 03/15/2016 thru 03/15/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved	
130	BATSON & BROWN, INC Account Number 130-130-770	161240	03/15/2016	03/08/2016			32,037.58		
				Description	Invoice #	Date	P.O.	Amount	
				SERVICES:ROW ACQUISITION MAPS	45705FEB16	02/25/2016		32,037.58	
FUND TOTAL	130 Claims	to	Checks	1 Total	32,037.58	Manual	Held	Total	32,037.58

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
171	BROWN MITCHELL & ALEXANDER INC	161254	03/15/2016	03/09/2016			1,150.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	171-170-778	PERMIT APP: PROF FEES		21266	02/10/2016			220.00
	171-170-778	PERMIT APP: BMI ENVIRO SERVS		21266	02/10/2016			930.00
171	BROWN MITCHELL & ALEXANDER INC	161255	03/15/2016	03/09/2016			4,079.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	171-170-778	CIVIL DESIGN SERVS		21265	02/10/2016			4,079.00
171	SINGING RIVER E.P.A.	161258	03/15/2016	03/09/2016			242.48	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	171-176-779	30' WOOD POLE(2):SIGN INSTALL		26498	02/24/2016	160534		242.48
171	HOME TOWN LUMBER & SUPPLY, INC	161276	03/15/2016	03/09/2016			1,562.90	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	171-021-779	5/8 X 20 REBAR (17)		61571	02/12/2016	160474		95.03
	171-021-779	6X6X12 #2 TREATED (6)		61571	02/12/2016	160474		167.34
	171-021-779	2X10X12 #2 TREATED (4)		61571	02/12/2016	160474		51.56
	171-021-779	2X12X12 #2 TREATED (6)		61571	02/12/2016	160474		110.94
	171-021-779	2X12X16 #2 TREATED (4)		61571	02/12/2016	160474		94.36
	171-021-779	2X8X14 #2 TREATED (6)		61571	02/12/2016	160474		61.14
	171-021-779	3/4 (23/32)X4X8 S.FLOOR (6)		61571	02/12/2016	160474		178.14
	171-021-779	2X8 JOIST HANGER (32)		61571	02/12/2016	160474		38.08
	171-021-779	2X4X12 #2 TREATED		61571	02/12/2016	160474		5.09
	171-021-779	2X4X7'8 5/8 STUDS 8FT (90)		61571	02/12/2016	160474		184.50
	171-021-779	2X4X16 STD/BTR/SPRUCE (6)		61571	02/12/2016	160474		34.14
	171-021-779	2X6X16 #2 SYP (2)		61571	02/12/2016	160474		13.78
	171-021-779	2X12X12 #2 SYP (4)		61571	02/12/2016	160474		47.16
	171-021-779	6X6X8 #2 TREATED (3)		61571	02/12/2016	160474		54.57
	171-021-779	7/16X4X8 OSB WAFER BOARD (14)		61571	02/12/2016	160474		124.46
	171-021-779	1-1/4X18" TRP ZINC STRAP (40)		61571	02/12/2016	160474		36.40
	171-021-779	7/16 STEEL PLYWOOD CLIPS BX		61572	02/12/2016	160474		8.25
	171-021-779	PASLOAD 3" GALV 2M BX (2)		61572	02/12/2016	160474		164.98
	171-021-779	PASLOADE 2-3/8" 113 5.0M BX		61572	02/12/2016	160474		82.99
	171-021-779	7/8/1" PLASTIC SIMPLEX BX		61572	02/12/2016	160474		9.99
FUND TOTAL 171 Claims	to	Checks	4 Total	7,034.38 Manual	Held	Total	7,034.38	

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	BELL AUTO PARTS, INC.	161166	03/15/2016	03/01/2016			144.70	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	2.5GAL HYD OIL		41227	02/25/2016			99.95
	176-170-639	1GAL MEAN GREEN (4)		41231	02/26/2016			34.00
	176-170-638	BX FLAT TIRE PATCH		41236	02/29/2016			10.75
176	LOWE'S HOME CENTER'S, INC.	161212	03/15/2016	03/04/2016			305.01	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	SUPPLIES: REPR TRAILER		902884	02/03/2016			50.63
	176-170-519	SUPPLIES: ARCHERY RANGE		902141	02/09/2016			10.00
	176-170-519	SUPPLIES: ARCHERY RANGE		901669	02/11/2016			43.61
	176-170-519	SUPPLIES: ARCHERY RANGE		902026	02/18/2016			68.60
	176-170-635	SUPPLIES: SHEPARD BATHHOUSE		902272	02/19/2016			84.36
	176-170-519	SUPPLIES: ARCHERY RANGE		902245	02/19/2016			5.77
	176-170-635	SUPPLIES: SHEPARD BATHHOUSE		909989	02/21/2016			14.86
	176-170-635	SUPPLIES: SHEPARD BATHHOUSE		909984	02/21/2016			40.46
	176-170-635	CRDT RTN: SHEPARD BATHHOUSE		918194	02/21/2016			-13.28
176	RIVIERA FINANCE OF TEXAS INC	161217	03/15/2016	03/07/2016			110.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-639	FLAT REPAIR: TRACTOR		70109	02/15/2016			110.00
176	C SPIRE WIRELESS	161229	03/15/2016	03/08/2016			61.99	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-605	CELL PHONE		0030759348	02/29/2016			61.99
176	FUELMAN OF MS	161232	03/15/2016	03/08/2016			16.71	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-525	UNL FUEL		NP46881112	03/07/2016			16.71
176	SINGING RIVER E.P.A.	161237	03/15/2016	03/08/2016			2,471.65	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-631	PARK FACILITIES	76854002	02152016	02/25/2016			1,930.73
	176-170-631	HOUSE	76855002	02152016	02/25/2016			540.92
176	CREDIT CARD CENTER	161245	03/15/2016	03/09/2016			42.36	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-559	CORDLESS PHONE		475335	02/08/2016			22.94
	176-170-559	RTN CR: CORDLESS PHONE		067210	02/09/2016			-24.55
	176-170-559	CORDLESS PHONE		969946	02/08/2016			43.97
176	REYNOLDS WHOLESale CO.	161259	03/15/2016	03/09/2016			172.50	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	176-170-559	CS/12 8" BROWN TOWELS		49724	02/25/2016	160529		23.95
	176-170-559	CS VB JUMBO TISSUE		49724	02/25/2016	160529		29.50
	176-170-559	CS JUMBO JR TISSUE		49724	02/25/2016	160529		25.50
	176-170-559	CS/100 BLK CAN LINER 38X58		49724	02/25/2016	160529		29.95
	176-170-559	CS/500 WHT CAN LINER 24X33		49724	02/25/2016	160529		22.95
	176-170-559	1GAL NABC DISINFECTANT		49724	02/25/2016	160529		10.95
	176-170-559	LEMON PINE SOL 144OZ		49724	02/25/2016	160529		9.75

Docket of Claims
Release date from 03/15/2016 thru 03/15/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
176	REYNOLDS WHOLESALE CO. Account Number 176-170-559	161259	03/15/2016	03/09/2016			172.50	(CONTINUED)
					Invoice #	Date	P.O.	Amount
					49724	02/25/2016	160529	19.95
FUND TOTAL 176	Claims	to	Checks	8 Total	3,324.92 Manual		Held	Total 3,324.92

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	CABLE ONE INC	161162	03/15/2016	02/29/2016			87.17	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-698	FEB 2016: #107663106		02162016	02/23/2016			87.17
400	IRBY'S ANSWERING SERVICE	161163	03/15/2016	02/29/2016			629.95	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	SERVICE 2/24/16 - 03/23/16		277-022416	02/24/2016			629.95
400	MICRO METHODS INC	161170	03/15/2016	03/02/2016			52.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-667	TOTAL SUSPENDED SOLIDS		1602521186	03/01/2016			52.00
400	JACKSON COUNTY UTILITY AUTHORITY	161182	03/15/2016	03/03/2016			177,677.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-668	MAR 2016 TREATMENT CHGS		69783	03/01/2016			168,775.00
	400-651-668	MAR 2016 ACTUAL FLOW ADJ		69783	03/01/2016			8,902.00
400	DELTA COMPUTER SYSTEMS INC	161207	03/15/2016	03/04/2016			360.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-698	UTILITY SOFTWARE MAINT		MN114989	02/15/2016			300.00
	400-650-698	WORK ORDER SOFTWARE MAINT		MN114989	02/15/2016			60.00
400	CLEARWATER SOLUTIONS LLC	161208	03/15/2016	03/04/2016			203,357.75	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-650-672	FEB 2016 OPERATION FEE		GAUTIER039	02/01/2016			203,357.75
400	WASTE MANAGEMENT OF MS-GLF COAST INC	161215	03/15/2016	03/07/2016			431.47	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-583	ROLL OFF - TIMBERLANE		6347382134	03/01/2016			431.47
400	MALLETTE BROTHERS CONSTRUCTION, INC	161219	03/15/2016	03/07/2016			193.32	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-585	16.11 CY FILL SAND		18647	02/29/2016			193.32
400	SINGING RIVER E.P.A.	161238	03/15/2016	03/08/2016			8,378.45	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STATIONS	17882	02132016	02/24/2016			2,828.84
	400-651-631	WATER WELLS	17882	02132016	02/24/2016			3,611.93
	400-651-631	CITY HALL SOUTH	17882	02132016	02/24/2016			1,752.58
	400-651-631	IONIZATION PLANT	99216002	02132016	02/24/2016			185.10
400	SINGING RIVER E.P.A.	161239	03/15/2016	03/08/2016			3,254.28	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	400-651-631	LIFT STNS	17875	02152016	02/25/2016			218.84
	400-651-631	LIFT STNS	17884	02152016	02/25/2016			1,651.43
	400-651-631	LIFT STNS	17883	02152016	02/25/2016			1,384.01

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
400	AMERICAN TANK MAINTENANCE LLC Account Number 400-651-698	161248	03/15/2016	03/09/2016			30,895.00	
	Description MAINTENANCE WATER TANKS (5)			Invoice # 6214	Date 03/01/2016	P.O.	Amount 30,895.00	
400	J H WRIGHT & ASSOCIATES, INC. Account Number 400-651-583	161249	03/15/2016	03/09/2016			900.00	
	Description GRINDER PUMP; CITY PARK			Invoice # 390183	Date 02/17/2016	P.O.	Amount 900.00	
400	CITY OF GAUTIER Account Number 400-000-104 400-000-104	161250	03/15/2016	03/09/2016			209,691.35	
	Description DEC 2015 GARBAGE PMTS JAN 2015 GARBAGE PMTS			Invoice # 12312015 01312016	Date 12/31/2015 01/31/2016	P.O.	Amount 104,757.99 104,933.36	
400	C & M ELECTRIC MOTOR SERVICE, INC. Account Number 400-651-584 400-651-584	161270	03/15/2016	03/09/2016			4,857.00	
	Description 20HP SUB PUMP:SPANISH TRL CSX 20HP SUB PUMP:SPANISH TRL CSX			Invoice # 11766 11765	Date 02/17/2016 02/17/2015	P.O. 160522 160523	Amount 2,369.40 2,487.60	
400	VELLANO BROS INC Account Number 400-651-581 400-651-583 400-651-583 400-651-583	161274	03/15/2016	03/09/2016			839.22	
	Description DOUBLE WICK SMOKE BOMBS (4) 6" EZ GRIP MJ RESTRAINT (12) 6" MJ TRSN GASKET/BOLT PK (6) 6" MJ GASKET/BOLT PK (6)			Invoice # S2064472.1 S2064354.1 S2064354.1 S2064354.1	Date 03/24/2016 03/24/2016 03/24/2016 03/24/2016	P.O. 160530 160518 160518 160518	Amount 444.00 295.08 52.50 47.64	
400	J H WRIGHT & ASSOCIATES, INC. Account Number 400-651-584 400-651-584 400-651-584 400-651-584 400-651-584	161281	03/15/2016	03/09/2016			3,238.00	
	Description SQUARE D 2 MOTOR STARTER SQUARE D 1 STARTER MOTOR (1) SQUARE D 2 MOTOR STARTER (2) SQUARE D 1 STARTER MOTOR SQUARE D 3 MOTOR STARTER			Invoice # 390178 390178 390285 390285 390535	Date 02/17/2016 02/17/2016 02/23/2016 02/23/2016 03/03/2016	P.O. 160417 160417 160417 160417 160517	Amount 485.00 634.00 970.00 317.00 832.00	
FUND TOTAL 400 Claims to		Checks	16 Total	644,841.96	Manual	Held	Total	644,841.96

Docket of Claims
Release date from 03/15/2016 thru 03/15/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
404	DELTA SANITATION OF MS, LLC	161181	03/15/2016	03/03/2016			82,171.09	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	404-677-693	FEB 2016 RES GARBAGE SERV		000711648	02/29/2016		79,398.24	
	404-677-693	FEB 2016 RES CART RENTAL		000711648	02/29/2016		2,584.45	
	404-677-693	FEB 2016 COM CART RENTAL		000711648	02/29/2016		188.40	
404	APPLEWHITE INDUSTRIES INC	161209	03/15/2016	03/04/2016			76.00	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	404-677-695	FEB 2016 38 @ 2.00		2579	02/29/2016		76.00	
FUND TOTAL 404 Claims		to	Checks	2 Total	82,247.09 Manual	Held	Total	82,247.09

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
409	GOODWYN, MILLS & CAWOOD INC	161251	03/15/2016	03/09/2016			3,717.93	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	409-223-601	PROJECT MANAGEMENT		E MOB1510019	02/03/2016		800.93	
	409-223-601	INVENTORY		E MOB1510019	02/03/2016		200.00	
	409-223-601	P1 ASSESSMENTS-SITE 20		E MOB1510019	02/03/2016		1,217.00	
	409-223-601	AQPPS SITE 9-GAUTIER PAWN		E MOB1510019	02/03/2016		1,500.00	
409	GOODWYN, MILLS & CAWOOD INC	161252	03/15/2016	03/09/2016			18,268.60	
	Account Number	Description		Invoice #	Date	P.O.	Amount	
	409-223-601	PROJECT MANAGEMENT		EM OB15100110	02/29/2016		100.00	
	409-223-601	ASSESS PETROLEUM SITES (3)		EM OB15100110	02/29/2016		4,450.00	
	409-223-601	ASSESS HAZARDOUS SITES (7)		EM OB15100110	02/29/2016		13,718.60	
FUND TOTAL 409 Claims	to	Checks	2 Total	21,986.53	Manual	Held	Total	21,986.53

Docket of Claims
Release date from 03/15/2016 thru 03/15/2016

Fund	Name of Claimant	Trans #	Release Date	Claim Date	Claim Number	Check Number	Claim Amount	Approved/Disapproved
421	TYLER TECHNOLOGIES INC Account Number 421-652-704	161256	03/15/2016	03/09/2016			3,250.00	
					Description CONFIGURATION & SETUP	Invoice # 025-149098	Date 02/24/2016	P.O. 3,250.00
FUND TOTAL	421 Claims	to	Checks	1 Total	3,250.00	Manual	Held	Total 3,250.00

SUMMARY OF ALL FUNDS

FUND 1	Claims	to	Checks	60	Total	140,313.28	Manual	Held	Total	140,313.28
FUND 7	Claims	to	Checks	1	Total	600.00	Manual	Held	Total	600.00
FUND 20	Claims	to	Checks	1	Total	12,274.25	Manual	Held	Total	12,274.25
FUND 29	Claims	to	Checks	1	Total	3,357.59	Manual	Held	Total	3,357.59
FUND 130	Claims	to	Checks	1	Total	32,037.58	Manual	Held	Total	32,037.58
FUND 171	Claims	to	Checks	4	Total	7,034.38	Manual	Held	Total	7,034.38
FUND 176	Claims	to	Checks	8	Total	3,324.92	Manual	Held	Total	3,324.92
FUND 400	Claims	to	Checks	16	Total	644,841.96	Manual	Held	Total	644,841.96
FUND 404	Claims	to	Checks	2	Total	82,247.09	Manual	Held	Total	82,247.09
FUND 409	Claims	to	Checks	2	Total	21,986.53	Manual	Held	Total	21,986.53
FUND 421	Claims	to	Checks	1	Total	3,250.00	Manual	Held	Total	3,250.00
Total for all Funds			Checks	97	Total	951,267.58	Manual	Held	Total	951,267.58

Councilman Jones made the motion to table Business Agenda Item #12 - Motion to place on the general election ballot the language of House Bill 1722 to benefit parks and recreational facilities for the purpose of Tourism and Economic Development within the City.

Councilwoman Martin seconded the motion and the vote carried unanimously.

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

ORDER NUMBER 063-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that Consent Agenda Items 1-9 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:

COMPTROLLER

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

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

ORDER NUMBER 064-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City of Gautier hereby declares Friday, March 25, 2016 Good Friday as a legal holiday in lieu of Confederate Memorial Day in accordance with Mississippi Code of 1972, Section 3-3-7, Subsection 2.

IT IS FURTHER ORDERED by the Mayor and Council of the City of Gautier, Mississippi, as follows, to-wit:

1. All employees who normally work a 40 hour week shall have the above listed days off with no reduction in pay. Any 40 hour per week employee who is required to work on one of the days listed above shall receive straight time pay for each hour actually worked in addition to their regular pay.
2. Police Department employees who normally work shifts (168 hours in a 28 day cycle) shall receive eight (8) hours straight time pay in addition to their normal pay for each of the days set out above.
3. Fire Department Personnel who normally work shifts (216 hours in a 28 day cycle) shall receive eight (8) hours straight time pay in addition to their normal pay for each of the days set out above.

ORDERED this the 15th day of March, 2016.

Motion 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:

COMPTROLLER

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

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

ORDER NUMBER 065-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the minutes from Recessed Council Meeting held February 16, 2016 and Regular Council Meeting held March 1, 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:

COMPTROLLER

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

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

ORDER NUMBER 066-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Privilege License Report for February 2016 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:

COMPTROLLER

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting March 15, 2016.

**City of Gautier
Business Registry
February 2016**

<u>Acct.</u>	<u>License #</u>	<u>Business Name /Owner</u>	<u>Amt.</u>
*****180	2015-02-0004862	Willard's Garage	\$24.60
*****180	2016-02-0004863	Willard's Garage	\$22.20
247	2017-01-0004864	The Parisian Styling Salon	\$20.00
1198	2017-01-0004865	Sea 2 Swamp	\$20.00
250	2017-01-0004866	Vaughn Lauban	\$30.00
*1351	2017-02-0004867	Inchez Hairtique	\$20.00
*1352	2017-02-0004868	Sioux Bayou	\$35.00
Void 180	2017-02-0004869	Willard's Garage (void)	(\$24.60)
Void 180	2017-02-0004870	Willard's Garage (void)	(\$22.20)
216	2017-01-0004871	K. R. Borries Construction Co.	\$20.00
186	2017-01-0004872	Southeastern Computer Consulting Inc	\$20.00
*****360	2016-02-0004873	JT Martin Contractors	\$24.00
360	2017-02-0004874	JT Martin Contractors	\$20.00
*****128	2016-11-0004875	Taylor & Co Salon	\$22.40
*1353	2017-02-0004876	Purple Cow #202	\$60.00
292	2017-02-0004877	Schwan's Home Service	\$20.00
*1354	2017-02-0004878	Possom Palaces LLC	\$20.00
*****1097	closed business	Gulf Coast Glass	closed
*****936	2015-02-0004879	Heflin Ice Cream	\$25.20
*****936	2016-02-0004880	Heflin Ice Cream	\$22.80
936	2017-02-0004881	Heflin Ice Cream	\$20.00
282	2017-02-0004882	Mark Mitchell Inc	\$20.00
*1355	2017-02-0004883	BodyQuest Gym	\$20.00
*****438	2016-12-0004884	Vision Painting & Construction	\$22.20
1252	2017-02-0004885	J & B Tire and Auto	\$20.00
284	2017-02-0004886	McGee's Connection	\$20.00
1207	2017-02-0004887	Hickory Hill Wine & Liquor	\$20.00
1294	2017-02-0004888	Jada Edwards Financial Adv. LPL Financial	\$20.00
1203	2017-02-0004889	Little Starters University LLC	\$20.00
287	2017-02-0004890	Pitalo's Marina/Marine Supply	\$20.00
453	2017-02-0004891	Southern Cuts and Styles	\$20.00
*****1291	closed business	Anytime Towing	closed
*****199	closed business	Crocker Heating & Air	closed
*****246	closed business	The Art Factory	closed
Total			\$601.60
	*	New Business	5
	**	Slot Amusement	0
	***	Due Refund	0
	****	Transient Vendor	0
	*****	Closed Business	4
	*****	Delinquent Renewals Issued	7

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

ORDER NUMBER 067-2015

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that one (1) GE microwave oven, serial #DE6800307, ICN #458, one (1) Dell monitor, serial number CNOT611671618588A506, and one (1) ILO monitor, serial #CGC443002664 is hereby declared surplus and authorized to be removed from Police Department inventory.

IT IS FURTHER ORDERED that the inventory is of no value to 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 March 15, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Danny Selover, Police Captain
Through: Cindy Russell, City Clerk
Date: February 24, 2016
Subject: Surplus Inventory

REQUEST:

City Council authorization is requested for the City to remove one (1) GE microwave oven, serial number DE6800307, ICN #458, one (1) Dell monitor, serial number CNOT611671618588A506, and one (1) ILO monitor, serial number CGC443002664 from the Police Departments Inventory and be declared surplus.

BACKGROUND:

These items are broken and no longer work.

DISCUSSION:

The computer towers and the microwave oven are broken and are no longer useful to the Police Department.

RECOMMENDATION:

I, Captain Danny Selover recommend the City Council authorize the removal of these items from the Police Department Inventory and to be declared surplus.

ATTACHMENTS:

Photograph of property.



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

ORDER NUMBER 068-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the renewal of the contract with Singing River Services for the Employee Assistance Program or Life Care Plus program for the period of April 15, 2016 thru April 15, 2017 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:

COMPTROLLER

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Jason Pugh, Human Resources Director
Date: February 24, 2016
Subject: Singing River Services – Life Care Plus Program (EAP) Contract

REQUEST:

The Human Resources Department requests City Council approval to renew the contract between Singing River Services and the City of Gautier for the Employee Assistance Program (EAP) or Life Care Plus Program for the contract period of April 15, 2016 thru April 15, 2017.

BACKGROUND:

The Employee Assistance Program was first approved on April 6, 2004 by the Gautier City Council and has been part of the City of Gautier’s Wellness Benefit Program for employees since. The City of Gautier adopted a policy to provide these services to our employees as part of our benefit package and renews this contract annually.

DISCUSSION:

The Life Care Plus Program (EAP) essentially provides our employees with short term counseling services for a variety of life issues. This program is also designed to assist city management in handling and resolving employee problems such as:

- Poor job performance
- Absenteeism
- On-the-job accidents
- Employee/Employer relations
- Presenteeism
- Psychological evaluations (Fitness for Duty exams)
- 24/7 emergency crisis services
- Substance abuse/Chemical dependency
- Mental health treatment
- Face to Face counseling sessions (6 sessions)

FINANCIAL IMPACT:

The contract renewal cost is \$3,000 and is currently budgeted for fiscal year 2016.

RECOMMENDATION:

The Human Resources Department is pleased with the current level of service provided by the Life Care Plus Contract and recommends that the Gautier City Council approve the renewal of the attached contract.

ATTACHMENT(S):

EAP Contract for 2016 – 2017
City Policy (Employee Assistance Program)

PROPOSAL
FOR
LIFE CARE PLUS SERVICES

THIS AGREEMENT, made the ____ day of _____ between Singing River Mental Health/Mental Retardation services, Region XIV, A.K.A. Singing River Services (the provider), and the CITY OF GAUTIER, (the Subscriber).

RECITALS

WHEREAS, SINGING RIVER SERVICES is a provider of mental health services for Region XIV whose general objective is to identify, assess, and treat mental health problems.

WHEREAS, the Provider has main facilities at 3407 Shamrock Court, Gautier, Mississippi 39553, as well as branch offices covering Jackson and George Counties.

WHEREAS, for the convenience and appearance of improved confidentiality for beneficiaries, the Provider will contract Assessment and Counseling Services during evening hours by appointment.

WHEREAS, the Provider recognizes the need to assist employers such as “the Subscriber” in managing and resolving employee problems such as poor job performance, absenteeism, employee/employer relations, health insurance abuse, and on-the-job accidents.

WHEREAS, the Provider has developed an employer/employee benefit program (the “Life Care Plus Program” or “EAP”) designed to identify and provide counseling for employees and dependents who have personal problems that may contribute to unacceptable job performance.

WHEREAS, the Subscriber employs approximately 130 employees as of the date of this agreement and the Subscriber wants to utilize the Life Care Plus Program.

WHEREAS, the Subscriber’s intention is to make available to its employees, their dependents and/or family members (collectively “Beneficiaries”) who are participating in, or, who are eligible to participate in the Subscriber’s self-funded Life Care Plus Program, a range of substance abuse/chemical dependency and mental health treatment services.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

I. PROVIDER'S OBLIGATION:

The PROVIDER will use its best efforts to provide the following services ("EAP Services") from April 15, 2016 to April 15, 2017 (the "Contract Period") for beneficiaries.

A. General Program Development Services:

1. Emergency Crisis Services: The Provider agrees to provide an "emergency help line" telephone consultation service operated twenty-four (24) hours per day and seven (7) days per week. Normal EAP counseling hours are 8:00 a.m. – 5:00 p.m., Monday through Friday.
2. Arranging for Services: The Provider agrees to provide EAP counselor for face-to-face confidential emergency consultation with the Beneficiary within twenty-four (24) hours over the weekdays or forty-eight (48) hours over the weekend, if requested by the Beneficiary; the Provider agrees that Beneficiaries can reach an EAP counselor by making a phone call to Singing River Services from 8:00 a.m. to 5:00 p.m. Monday through Friday for an appointment. Telephone referrals will be made in severe crisis to the emergency room and support groups, etc., so that the recovery process can commence.
3. Extent of Services and Exclusions: Each beneficiary may have access to all mental health services available through the contractor at no out-of-pocket expense and at no charge to the Subscriber's insurance program subject to the following limitations:
 - a. Services normally provided by the Provider are covered. Service needs that are not normally provided at any of the Singing River Services facilities are not covered (i.e., hospitalization).
 - b. A legal DUI assessment fee of \$100.00 will be charged to the Beneficiary arrested for DUI offense and who seeks counseling by referral to Singing River Services.
 - c. Receipt of funds pursuant to this agreement does not preclude the provider from charging other third parties covering beneficiaries for services. This includes Medicaid and insurance covering primarily other family members and special grant funds. In such

event, funds received pursuant to this agreement will be used to pay co-payments, if any.

- d. Room and board will be provided at The Stevens Center only. A Deductible of \$250.00 will be charged to the beneficiary participating in the Stevens Center Residential treatment. The balance is covered by this contract.
 - e. A deductible of \$100.00 will be charged to the beneficiary participating in the Phoenix Intensive Outpatient Alcohol and Drug Program. The balance will be covered by the contract.
 - f. Clinical visits are not to exceed six (6) visits per client.
4. Liaison Services: Provider agrees to provide an EAP coordinator to serve as a Liaison between the Subscriber and the Provider, to plan and help implement wellness and prevention programming, to encourage employee participation of the EAP, and to gain the recognition of problems which may later impede their work performance.

B. Problem Assessment, Case Management, and Referral Services:

1. The EAP coordinator (or a member of Provider's Staff) agrees to refer Subscriber's employees and/or their dependents to an appropriate competent professional treatment program with Singing River Services at no cost or, if necessary, to an outside resource at the expense of the beneficiary for services not covered by this agreement. Such referrals and general assessments shall include the beneficiaries' problem list, social summary, assessment of mental status, tentative diagnosis, and recommended treatment.
2. The Provider agrees to supply the Subscriber's supervisors with a Supervisory guide for making referrals to the EAP. The EAP counselor will assist the employee in formulating an assistance plan, will identify appropriate therapeutic resources, and will document employee progress therein.
3. The Provider agrees to arrange, as appropriate and as needed, ongoing consultation with Subscriber regarding special handling or re-integration of employees after treatment.
4. The Provider will suggest that any employee seeking counseling regarding

job or employer dissatisfaction to contact the Subscriber's Human Resources Director or designee. However, the EAP counselor will counsel with any employee regarding the employee's attitudes or feelings as relates to job satisfaction.

5. The Provider, at its discretion, may discontinue treatment services for beneficiaries who seek such referrals on a continuous basis for the same problems without utilizing recommended solutions or who violate program rules.

C. Reporting Services:

1. The Provider agrees to furnish to any Subscriber's supervisor, who so requests, a periodic participation report for beneficiaries who have sought EAP counseling or treatment upon referral from said supervisor; said beneficiary must give written consent for such reporting to be shared with the supervisor.
2. Quarterly reports regarding employee usage will be submitted to Jason Pugh, HR Director

II. SUBSCRIBER'S OBLIGATIONS:

The Subscriber will cooperate fully with the Provider so as to allow the Provider to Discharge its obligations and provide the services described herein. Additionally, the Subscriber agrees:

A. Commitments:

1. To issue a policy directive announcing the availability of EAP services to its employees and shall allow on-the-job time for training sessions for supervisors as well as orientation programs for non-supervisory employees which sessions will be made available by the Provider. The Subscriber will assist in disseminating promotional and educational materials designed to encourage utilization.
2. To pay the Provider \$3000.00 per year, in consideration of the Life Care Plus services performed by the Provider for the duration of the contract period. The agreement shall be extended automatically under the same terms unless either party shall notify the other party in writing at least thirty (30) days prior to the end of the initial term or any renewal terms that alterations or termination is desired. Fee rates remain the same until the anniversary date and may be renegotiated before continuance of EAP and counseling services and initiation of a new contract.

3. To submit to the Provider on fifth (5th) day of the first month an initial list of employees qualifying for EAP services and updating said list monthly. Payment will be made at the execution of the contract.

B. Miscellaneous:

1. Licensure: The Provider represents and warrants that it is duly licensed and certified to provide covered services in Mississippi, where covered services to beneficiaries are rendered and shall maintain such standing while an agreement is in effect.
2. Professional Liability Insurance Coverage: The Provider, at its sole cost and expense, shall provide and maintain such policies of general liability and professional liability insurance, other insurance as shall be necessary to insure the Provider and its personnel and agents against any claims for damages arising by reason of personal injuries or death occasions, directly or indirectly in connection with the performance of any service provided hereunder.
3. Confidentiality of Records: Both the Subscriber and Provider agree that mental health and substance abuse records of beneficiaries shall be treated as confidential so as to comply with all federal and state laws and regulations regarding the confidentiality of patient records. Provider reserves the right to use the information without disclosing the identity of the beneficiaries for reporting purposes.
4. Termination for Cause: The Agreement may be terminated for cause under the following conditions:
 - a. Upon default by the Subscriber in payment of compensation in accordance with the Agreement. The Provider may terminate the Agreement thirty (30) days after the Provider has given written notice to the Subscriber of such default.
 - b. Upon material breach of the Agreement by either party, the non-breaching party may terminate the Agreement after thirty (30) days written notice to the breaching party, specifying the facts and circumstances of the breach.
 - c. If any legal action or other proceeding is brought for the enforcement of the Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with any provisions of the Agreement, recovery shall be limited to any and all damages available under Mississippi law to the extent proven in a Court of law.

5. Hold Harmless: The Provider shall hold harmless and indemnify the Subscriber from any claims, losses, damages, judgements, liabilities, costs expenses or obligations, including but not limited to attorney fees and expenses arising out of or resulting from the Provider's gross negligence or willful misconduct in its provisions of mental health and substance abuse services to beneficiaries.
6. Nothing in this agreement shall limit the responsibility of either party to fully comply with medical confidentiality requirements under any applicable state or federal law, including but not limited to HIPAA.

IN WITNESS WHEREOF, the parties have entered in to this agreement on the _____ day of _____, 2016.

SINGING RIVER SERVICES
Tax ID Number 64-0650708

BY: _____
Sherman F. Blackwell, II
Executive Director

CITY OF GAUTIER:

BY: _____
City Manager's Signature

SECTION 32. Retirement System.

Eligible employees who select City employment as a career can look forward to retirement benefits through the State retirement system. Participation in the retirement system is mandatory for all full-time employees and part-time employees working no less than twenty (20) hours per week. You must contribute a portion of your salary and the City also will contribute to the retirement system on your behalf. These benefits, plus those from Social Security, are designed to provide a measure of security at retirement. If you should quit your job with the City before you retire, the money you paid into the system, plus interest, will be refunded to you when you submit proper forms to the State retirement system. However, contributions can be left in the system under certain circumstances. For further information, please contact the Personnel Generalist.

SECTION 33. Employee Assistance Program (EAP)

This is an employer/employee benefit program designed to identify and provide counseling for employees and dependents that have personal problems that may contribute to unacceptable job performance, absenteeism, employee/employer relations, and on-the-job accidents. A range of substance abuse/chemical dependency and mental health treatment services are also offered. Any employee who is interested in any services provided by Singing River Services under the EAP contract; must contact the Personnel Generalist for more information.

SECTION 34. Tuition Reimbursement.

All regular full time City employees with one (1) year tenure are eligible for tuition reimbursement. An eligible employee may apply for and receive reimbursement for no more than four (4) courses per year. Only courses directly related to the employee's job or a job to which the employee may reasonably aspire are eligible for this program. The City Manager has final say as to whether courses are eligible for reimbursement and granting class attendance during business hours.

Employees may request annual leave to attend classes, but the City makes no promises to grant such requests.

Only tuition will be eligible for reimbursement. Reimbursement will not be made for any course when the employee is receiving scholarship money or tuition benefits.

Tuition will be reimbursed as follows:

Grade of "A"	100%
Grade of "B"	75%
Grade of "C"	50%
Grades < "C"	0%

To apply for this program, the employee must submit a request form with course information prior to enrollment date. Request forms may be obtained from the Personnel Generalist. All course work must be pre-approved by the City Manager and be job-related and beneficial to the City of Gautier to be eligible for participation in the program. A copy of course schedule must be submitted to personnel upon enrollment. Upon successful completion of a course, the employee must provide an

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

ORDER NUMBER 069-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized to submit an application to the Mississippi Department of Transportation (MDOT) for the 2016 Urban Youth Corps Program.

IT IS FURTHER ORDERED that the City will provide the 20% required match through in-kind supervision and administration.

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
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NAYS:	None
--------------	-------------

MAYOR

ATTEST:

COMPTROLLER

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting March 15, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: April Havens, Grants and Projects Manager
Through: LaFreida Ray, Cultural Services Director
Date: March 7, 2016
Subject: 2016 MDOT Urban Youth Corps Grant Application

REQUEST:

The Cultural Services Department requests authorization to submit a grant application to the Mississippi Department of Transportation (MDOT) for the 2016 Urban Youth Corps Program.

BACKGROUND:

The Urban Youth Corps Program is a youth employment and training service program which was originally established to: (1) offer meaningful full-time or productive summer work for individuals between the ages of 16 and 25 in transportation-related settings; (2) give the participants a mix of work experience and on-the-job training that includes a minimum of 10% of the participants' time for basic life skills, education, training, safety, etc.; and (3) provide the youths with an opportunity to develop citizenship values and skills through service to their communities and the State of Mississippi. If awarded, the City would hire approximately eight youths to work ten weeks during the summer to beautify the City's corridors, main thoroughfares and entrance sign landscaping. The grant reimburses the City up to \$35,000 and requires a 20% match of the total project cost in cash and/or in-kind payment through administrative and supervisory costs. The City has met this requirement in the past through in-kind supervision.

DISCUSSION:

The City of Gautier received Urban Youth Corps funding in 2011, 2012, 2013, and 2015. The participants provided valuable service to the City and received weekly trainings including life skills, landscape design, safety training, CPR and First Aid, and leadership development.

RECOMMENDATION:

The Cultural Services Department therefore recommends that City Council authorize submission of an Urban Youth Corps grant application to the Mississippi Department of Transportation for 2016 for an amount up to \$35,000.00 with a 20% local match.

The City Council may:

1. Authorize submission of a grant application for the 2016 Urban Youth Corps Program as described above with a 20% in-kind local match. The City also agrees to follow all Federal and State Rules and Regulations applicable to the program; or
2. Authorize submission of a grant application with changes, or
3. Not approve submission of a grant application for 2016.

ATTACHMENT(S):

Transportation Enhancement-2016 Urban Youth Corps Program Announcement

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The Mississippi Transportation Commission announces the solicitation of project applications for the 2016 Transportation Enhancement - Urban Youth Corps Program.

Application Deadline: March 31, 2016

MDOT 2016 Transportation Enhancement URBAN YOUTH CORPS PROGRAM

1. INTRODUCTION

The Mississippi Transportation Commission (MTC) invites any City Government with a 2010 census population of 10,000 or greater to apply for funding of a *Transportation Enhancement-Urban Youth Corps Program* project. This program has been implemented under the provision of the National and Community Service Act of 1993, Section 106(d) which establishes the *Urban Youth Corps* Program within the U.S. Department of Transportation. The program utilizes Federal Transportation Enhancement funds to contribute 80% of the total project cost, up to a maximum amount of \$35,000 in Federal funds for each approved project. Each approved project applicant must provide local matching funds and/or payment-in-kind of at least 20% of the total project cost.

All applications will be reviewed by a committee selected by the Executive Director of the Mississippi Department of Transportation (MDOT). This committee will recommend projects, according to eligibility, to the MTC for funding approval.

This document is a guide and is intended to provide eligible applicants and interested parties with the Program guidelines and necessary procedures to follow in preparing an application.

There are many Federal and State regulations and project implementation procedures that will be necessary if a project is approved. The MDOT will work with all approved applicants to make sure projects are completed.

2. URBAN YOUTH CORPS PROJECT ELIGIBILITY REQUIREMENTS

The *Transportation Enhancement-Urban Youth Corps Program* is a youth employment and training service program, established to: (1) offer meaningful full-time or productive summer work for individuals between the ages of 16 and 25 in **transportation-related** settings; (2) give the participants a mix of work experience and on-the-job training that includes a minimum of 10% of the participants' time for basic life skills, education, training, safety, etc.; and (3) provide the youths with an opportunity to develop citizenship values and skills through service to their communities and the State of Mississippi.

The *Transportation Enhancement-Urban Youth Corps Program* utilizes Federal Transportation Enhancement Program funds, and therefore, eligible project activities must follow guidelines similar to the Transportation Enhancement Program.

The **eligible activities** for *Transportation Enhancement-Urban Youth Corps Program* projects include:

- Providing facilities for pedestrians and bicycles.
- Landscaping and scenic beautification projects within highway rights-of-way or in proximity to transportation facilities; the scope of work for this activity may include planning and organizing specific work items (for example, the selection of plant types and locations of plantings).
- Preservation or rehabilitation of historic markers, buildings, structures, or facilities having significance to transportation.
- Preservation of abandoned railway corridors.
- Maintaining and/or revitalizing existing landscaped sites during the program period.
- Implementation of a summer/part-time work program wherein the youths work for the municipality on non-specific, **transportation-related** projects.

All eligible *Transportation Enhancement-Urban Youth Corps Program* projects **must** have a direct relationship to the intermodal transportation system.

All eligible projects should be on or along those routes functionally classified as a minor collector, or above on the city's Federal Aid System. For a map of the eligible routes, go to:

<http://mdot.ms.gov/portal/planning.aspx?open=Programs>

All eligible projects will provide long-term benefits to the public, instill a sense of public service and work ethic into the participants, are labor intensive, be initiated promptly, provide unique training opportunities, and result in a complete and fully funding project.

All eligible projects must include Life Skill training. The *Transportation Enhancement-Urban Youth Corps Program* requires that a **minimum of 10% of the participants' time be utilized for life-skills training.** The training provided should be designed to enhance the youths' basic skills in communication, leadership development, positive work ethic, and improve awareness of the environment. The training must also focus on all aspects of safety including orientation on the safe use of appropriate tools and equipment necessary for the implementation of the project.

IDEAS FOR IMPLEMENTING LIFE SKILLS TRAINING FOR THE URBAN YOUTH CORPS PROGRAM

- ❖ Use one day of the week as your life skills training day. Bring the participants into a classroom type setting.
- ❖ Involve any resources you might have in your area to help in administering the life skills training. For example, if you have a college or university in your area, utilize a classroom and instructor to teach a CPR/First Aid course. Ask a local bank to provide information and instruction on banking and finances.
- ❖ The nearest MDOT District or Project Office should be contacted for a tour of their facilities.
- ❖ Areas of training might include the following:
 - Communication/Leadership Development
 - Proper Resume Writing
 - Job Interviewing Tips
 - Money Management
 - Choosing a College or Career
 - Positive Work Ethic and Social Interaction
 - Employer/Employee Expectations
 - Active Listening
 - Values and Choices
 - Peer Pressure
 - Conflict Resolution
 - Anger Management
- ❖ Involve city departments by allowing the participants to see how each department functions:
 - Public Works Department/Traffic Engineering
 - Parks & Recreation Department*
 - Police Department *
 - Fire Department*
 - City Council (Allow the participants to sit in on a city council meeting.)

* **Participants should not be employed in these Departments.**

- ❖ Improve awareness of the environment by informing participants on the following topics:
 - Tree planting and maintenance
 - Recycling
 - Fire prevention

3. ENROLLMENT CRITERIA

Youths who are enrolled in this program must be from 16 to 25 years of age at the time the individual begins the term of service. Participating youths must also be citizens or nationals of the U.S. or lawful permanent resident aliens of the U.S. and must be enrolled in high school or college or have agreed to enroll for a high school diploma or its equivalent and/or college.

4. NONDISPLACEMENT

Participating agencies shall not displace an employee or a position or supplant the hiring of workers by using participants in an *Urban Youth Corps* Program, nor use *Urban Youth Corps* Program participants to prevent an employee from getting a promotion or from performing normally assumed duties.

5. BUDGET GUIDE

The program period may cover spring, summer, and fall months and must be designated in the application; youths may work up to 40 hours per week. The budget must identify estimated cost items for the project including the local cost share.

Eligible expenses that qualify for reimbursement under the Program guidelines include the following:

- Salaries for the Program participants including fringe benefits
- Administrative costs associated with the Program
- Materials for the Program participants, including basic uniforms, caps, steel toe shoes, and personal safety equipment such as orange vests and hard hats
- Materials associated with the project (landscaping materials, trees, shrubs, etc.)
- Equipment rental fees necessary for project construction
- Materials associated with life skills training, including the cost of basic classroom materials as well as fees associated with specific types of training
- Salary of a supervisor for the Program participants

The purchase of non-permanent items such as trimmers, weed eaters, chain saws, etc. are **not** eligible for reimbursement under the Program guidelines. In accordance with State and Federal law, these items are required to be inventoried, and therefore, are not eligible

for federal funding participation. If city-owned equipment is used for the project, rental rates may be submitted as documentation on this type of expense. Please use the FHWA approved rental rates (if you have access to them), or the hourly rates given by the U.S. Army Corps of Engineers. The U.S. Army Corps of Engineers hourly rates can be found in their publication, *Construction Equipment Ownership and Operating Expense Schedule, Region III* (EP1110-1-8, Volume 3, July 2005). This publication can be found via the internet at the following web address:

<http://www.nww.usace.army.mil/Portals/28/docs/costengineering/EP-Archives/2001/Region3.pdf>.

Rates for different types of equipment are located in Table 2-1 of Chapter 2 of the document. The type of equipment, hours used, and rate will be required as part of your documentation. Renting equipment is also an eligible expense.

SAMPLE BUDGET

		<u>MDOT</u>	<u>CITY</u>
Salary Project Supervisor	10 weeks x \$__		
	40 hrs. @ \$__/hr.	\$	
Project Coordinator	10 weeks		\$
15 Participants	@\$__/hr.,30 hrs./wk.= \$__ x \$__ = \$__ x 9 = \$__		_____
Administrative		_____	_____
Training Workshops		_____	_____
Workshop Supplies: notebooks, pens, pencils, markers, paper, certificates		_____	_____
Transportation		_____	_____
Uniforms (Supervisor and Participants)		_____	_____
Local Meetings and Meals		_____	_____
Shrubs (3 gallon)	__\$ x 60	_____	_____
Perennials (quart size)	__\$ x 70	_____	_____
Bedding Plants (annuals)	__\$/flat x 70	_____	_____
Mulch (10 scoops, delivered)	__\$ x 6	_____	_____
Peat Moss (bale)	__\$ x 25	_____	_____
Fertilizer (18 pound bag)	__\$ x 2	_____	_____
Lime (40 pound bag)	__\$ x 20	_____	_____
Chemicals (Weed Killer, Bug Spray)		_____	_____
Total		_____	_____

6. METHOD OF PAYMENT

The MDOT will reimburse the approved applicant for allowable expenditures incurred throughout the designated time period of the approved project upon receipt of the final invoice and necessary documentation. Therefore the approved applicant will be required to document all expenses incurred during the project period. The approved applicant will submit only a final invoice for payment, upon completion of the project, along with all necessary documentation to establish proper payment by the MDOT. The applicant must also provide documentation of any in-kind match. The MDOT will reimburse the approved applicant for 80% of all allowable expenditures not exceeding the maximum amount of federal funds awarded to the project and established in the Project General Agreement.

7. APPLICATION AND ATTACHMENTS

The applicant should complete the enclosed Application Form, Attachments A through E, and the Application Checklist to enable the MDOT to determine the feasibility and justification for the project. Each applicant must pass a board order indicating their willingness to participate in the *Transportation Enhancement-Urban Youth Corps Program* and the terms and conditions, to ensure Federal and State Rules and regulations will be followed. Include a copy of the board order with appropriate government official signatures with the application.

Submit **one original** and **4 copies** of the application package (Application Form, All Attachments, and Application Checklist) to the State LPA Engineer:

Mr. Jeffrey C. Altman, P.E.
State Engineer for Local Public Agencies
Mississippi Department of Transportation
Attention: LPA Division
Post Office Box 1850
Jackson, Mississippi 39215-1850

After the applicant has been notified that their project has been selected and approved by the Mississippi Transportation Commission, the MDOT will transmit an *Memorandum Of Understanding (MOU)* to the applicant and it should be executed and returned to the Mississippi Department of Transportation before beginning the project or incurring any expenses for the project.

URBAN YOUTH CORPS PROJECT APPLICATION FORM

Date: _____

Applicant: _____

Contact Person: _____
(Technical/Administrative, i.e. Engineer, Public Works Director, etc.)

Address: **(Must include the 4 digit extension on the ZIP code)** _____

Telephone Number: _____

Email Address: _____

Project Description: _____

Projected Project Costs:	FEDERAL*	OTHER	TOTAL
\$	\$	\$	\$

*Maximum Federal Share = 80% of Total Cost

Approvals

Applicant: _____ Title: _____
(Mayor, Pres. Board, or Agency Head)

Approved Eligible: _____ Date: _____
(MDOT)

ATTACHMENT A: DESCRIPTION OF PROPOSED PROJECT:

Briefly describe the project for which funding is requested. **Project description MUST include details of the primary place of performance of duties.** Describe the benefits and the objectives of the project. Describe how the project meets the eligibility requirements. Eligibility can be determined using the information provided in Section 3. *Urban Youth Corps Project* and Section 4. *Enrollment Criteria*.

ATTACHMENT B: MAPS, PLANS, AND PHOTOGRAPHS:

If applicable, include any maps and photographs of the project site(s) as well as any plans that may be used to construct the project.

ATTACHMENT C: ENVIRONMENTAL REVIEW:

BRIEFLY describe the natural environmental setting of the project area and describe any anticipated areas of impact.

ATTACHMENT D: BUDGET AND IMPLEMENTATION SCHEDULE:

Provide an estimate of cost items, including project schedule below (sample budget attached). The estimate should include all project costs, identifying all items that will be reimbursed by MDOT and those contributing to the local match. The local match requirement is 20%.

ATTACHMENT E: DESCRIPTION OF LIFE SKILLS:

Include details on how the 10% life skills training requirement for the participants will be implemented into the project. Include class dates, times, and topics. This requirement must include more than general safety training for the job, although general safety training should always be provided to participants.

ATTACHMENT F: ESTABLISHED ACCOUNTING CONTROLS:

Include proof of established accounting controls for the LPA. Attach a copy of the last completed audit for the LPA on file with the Mississippi State Auditor's office. Include the entire audit reporting package to assure established accounting controls are in place to manage federal funds.

8. APPLICATION CHECKLIST

The following list of items and requirements are necessary for an *Transportation Enhancement-Urban Youth Corps Program* application to be considered eligible for funding by the Mississippi Department of Transportation (MDOT).

- _____ **Eligible Applicant**-Is the applicant a Mississippi city with a population of 10,000 or greater, as enumerated by the official United States Census of 2000?
- _____ **Project meets one or more of the eligible activities** as described in Section 3 of this document.
- _____ **Project includes schedules and plans for Life Skills Training for a minimum of 10% of the participants' time.**
- _____ **Complete Application Form.**
- _____ **Proof of Local Matching Funds** or eligible in-kind of at least 20% must be provided by each successful applicant.
- _____ **Pass a Board Order:** Pass a board order stating that the applicant is willing to participate in the *Transportation Enhancement-Urban Youth Corps* Program funding and regulatory requirements of both the Federal and State governments if project is approved for funding.
- _____ **ATTACHMENT A:** *Description of Proposed Project* (including details on 10% training requirement for participants); two pages, or less.
- _____ **ATTACHMENT B:** *Maps, plans, and Photographs* (which denote the project location, area, Right-of-way, etc.)
- _____ **ATTACHMENT C:** *Environmental Review* (adequately consider environmental consequences and compliance); brief summary -- one page, or less.
- _____ **ATTACHMENT D:** *Budget and Implementation Schedule*; a sample budget is included.
- _____ **ATTACHMENT E:** *Description of Life Skills*
- _____ **ATTACHMENT F:** *Proof of Established Accounting Controls*

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

ORDER NUMBER 070-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Change Order #1 for Aquatic Recreation Company in reference to the George Martin City Park Splash Pad Project is here by authorized.

IT IS FURTHER ORDERED that the reduction of \$ -3,302.00 due to changes in splash pad features, in keeping with the "Nature's Playground" theme 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:

COMPTROLLER

Passed and Adopted by the Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting March 15, 2016.

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: April Havens, Grants and Projects Manager
Through: Chandra Nicholson, Economic Development/Planning Director
Date: March 8, 2016
Subject: Change Order #1 for City Park Splash Pad Materials Contract

REQUEST:

The Economic Development and Planning Department requests City Council authorization for Change Order #1 for Aquatic Recreation Company in reference to the City Park Splash Pad Project.

BACKGROUND:

The City has contracted with Aquatic Recreation Co. for materials for the City Park Splash Pad.

DISCUSSION:

This change order represents a reduction of \$-3,302.00 due to changes in splash pad features. Changes were made in keeping with the “Nature’s Playground” theme.

RECOMMENDATION:

City staff recommends that City Council approve Change Order #1 as presented.

City Council may:

1. Approve Change Order #1 as presented; or
2. Not approve Change Order #1.

ATTACHMENT(S):

1. Change Order #1



6500 Carlson Drive
 Eden Prairie, MN 55346-1729
 Phone: 952-445-5135
 Fax: 952-345-6444
www.arc4waterplay.com

ARC Change Order Form

Project Reference: **Gautier**

Original Proposal #: **15593**

Date: 3/8/16

Product Description:	Qty
Misting Palm	-1
Tot Flower Spout	+2
Creativi Tree II	-1
Ali the Gator	+1
Water Gator	-1
Butterfly Rainbow	+1
Water Bug Fan Spray	-1
Custom Lady the Bug Fan Spray	+1
Sand Hill Crane Spout	-1
Bee Spout	+1
Crescent Duo 1	-1
Custom Poppy/Tulip Crescent Duo 1	+1
Additional charge for mechanical system	+1
Design Services required for changes	+1
PE Stamp for design changes	+1
System Startup & Training	+1
Pre-Concrete Site Visit	+1

Original Contract Amount: \$145,430

Final Contract Amount: \$142,128

Submitted By:

Amy Altman
Sales Manager
Aquatic Recreation Company (ARC)
Email: aaltman@arc4waterplay.com

Acceptance of Change Order

Client Name:

Final Contract Amount \$ _____

Client Authorized Signature

Date

Print

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

ORDER NUMBER 071-2016

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 March 9, 2016 in the amount of \$4,272.16 and March 10, 2016 in the amount of \$3,971.46 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:

COMPTROLLER

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

MARCH 2016 UTILITY ADJUSTMENTS

THESE FOLLOW POLICY/ RECOMMEND APPROVAL

ACCT #	ADJUSTMENT		LATE CHG	GARBAGE	TAX	TOTAL ADJUSTMENT	REASON FOR ADJUSTMENT
	WATER	SEWER					
870315	\$ 48.27	\$ 55.26				\$ 103.53	WATER LEAK
950416	\$ 55.14	\$ 63.14	\$ 75.00			\$ 193.28	WATER LEAK
72319	\$ 174.66	\$ 199.98	\$ 75.00			\$ 449.64	WATER LEAK
950215	\$ 28.73	\$ 32.89	\$ 100.00			\$ 161.62	WATER LEAK
20602	\$ 192.67	\$ 220.59	\$ 150.00			\$ 563.26	WATER LEAK
30176	\$ 33.25	\$ 30.15				\$ 63.40	WATER LEAK
871520	\$ 109.84	\$ 125.75				\$ 235.59	WATER LEAK
51633	\$ 666.93	\$ 751.66				\$ 1,418.59	WATER LEAK
31126	\$ 239.55	\$ 261.61				\$ 501.16	WATER LEAK
71598	\$ 60.89	\$ 69.72				\$ 130.61	WATER LEAK
884546	\$ 146.41	\$ 159.30				\$ 305.71	WATER LEAK
884614	\$ 71.12	\$ 74.65				\$ 145.77	WATER LEAK
TOTAL	\$ 1,827.46	\$ 2,044.70	\$ 400.00			\$ 4,272.16	

March 10 ,2016 UTILITY ADJUSTMENTS

THESE FOLLOW POLICY/ RECOMMEND APPROVAL

ACCT #	ADJUSTMENT		LATE CHG	GARBAGE	TAX	TOTAL ADJUSTMENT	REASON FOR ADJUSTMENT
	WATER	SEWER					
40091	\$ 398.92	\$ 435.66				\$ 834.58	CROSSED METER
20342	\$ 134.59	\$ 146.99				\$ 281.58	WATER LEAK
940635	\$ 66.57	\$ 76.22				\$ 142.79	WATER LEAK
873526	\$ 30.78	\$ 33.61				\$ 64.39	WATER LEAK
872981	\$ 87.73	\$ 92.43	\$ 125.00			\$ 305.16	WATER LEAK
70383	\$ 196.15	\$ 214.22				\$ 410.37	WATER LEAK
20235	\$ 172.84	\$ 188.49	\$ 50.00			\$ 411.33	WATER LEAK
895950	\$ 81.01	\$ 88.47				\$ 169.48	WATER LEAK
883647	\$ 86.26	\$ 99.20	\$ 125.00			\$ 310.46	WATER LEAK
870265	\$ 78.48	\$ 79.09				\$ 157.57	WATER LEAK
40376	\$ 110.41	\$ 126.41	\$ 25.00			\$ 261.82	WATER LEAK
990271	\$ 86.76	\$ 88.76				\$ 175.52	WATER LEAK
12352f	\$ 135.73	\$ 148.23	\$ 75.00			\$ 358.96	WATER LEAK
872801	\$ 41.80	\$ 45.65				\$ 87.45	WATER LEAK
TOTAL	\$ 1,708.03	\$ 1,863.43	\$ 400.00			\$ 3,971.46	

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

ORDER NUMBER 072-2016

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City is hereby authorized to proceed with the installation of a security light at Bacot Park with a one-time installation charge of \$120.00 and a monthly rate of \$20.00.

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:

COMPTROLLER

Passed and Adopted by Mayor and Members of the Council of the City of Gautier, Mississippi, at the meeting of March 15, 2016.

Cindy Russell

From: Samantha Abell <sabell@gautier-ms.gov>
Sent: Monday, February 22, 2016 10:41 PM
To: Chandra Nicholson, P.E.; <lray@gautier-ms.gov>; <cbilbo@gautier-ms.gov>; <crussell@gautier-ms.gov>
Subject: Fwd: Security Light at Bacot Park

Russell,
Please draft an order proceeding.

Sent from my iPhone

Begin forwarded message:

From: Adam <adamcolledge@aol.com>
Date: February 22, 2016 at 8:21:39 PM CST
To: Samantha Abell <sabell@gautier-ms.gov>
Subject: Re: Security Light at Bacot Park

Please put it on the agenda.

Adam

Sent from my iPhone

On Feb 22, 2016, at 8:02 PM, Samantha Abell <sabell@gautier-ms.gov> wrote:

Please reply individually and let me know if youd like to see this on the agenda.

Sent from my iPhone

Begin forwarded message:

From: "Ellen Matthews" <matthews@singingriver.com>
Date: February 22, 2016 at 4:02:41 PM CST
To: "Samantha Abell" <sabell@gautier-ms.gov>
Subject: RE: Security Light at Bacot Park

Hello Sam,

The one time installation and connect charge will be \$120.00 plus the monthly rate is approximately \$20.00. Hope this help and if you have any more questions please let me know. I appreciate you working on this project. ☺

Ellen

From: Samantha Abell [<mailto:sabell@gautier-ms.gov>]
Sent: Monday, February 22, 2016 1:39 PM
To: <cnicholson@gautier-ms.gov>

Cc: Ellen Matthews; <lray@gautier-ms.gov>
Subject: Re: Security Light at Bacot Park

Ellen,
Chandra and I spoke very briefly last week. To clarify, I just need to know the financial impact. Could SRE provide an approximate cost? I had meant to ask sooner. If you can get the info before tomorrow afternoon, we can meet the deadline for the next agenda.

Thanks!

Sent from my iPhone

On Feb 22, 2016, at 8:52 AM, Chandra Nicholson <cnicholson@gautier-ms.gov> wrote:

Ellen,

I checked with Samantha and she said she needed to do a feasibility assessment first to let Council know what kind of long term commitment it would be. Sorry for the delay,
Chandra

From: Ellen Matthews [<mailto:matthews@singingriver.com>]
Sent: Friday, February 19, 2016 12:26 PM
To: cnicholson@gautier-ms.gov
Subject: Security Light

Hey I wanted to check and see if you heard anything on the security light on Ladnier Road at Police Dept/Boys and Girls Club?

Ellen Matthews Freeman

Singing River Electric

Manager Gautier District

Customer Service

P.O. Box 97

Gautier, MS 39553

228-497-1313, Ext. 2327

Matthews@singingriver.com

<http://www.singingriver.com/>

<http://www.facebook.com/singingriverelectric>

www.twitter.com/srepa