

**PASCAGOULA CITY COUNCIL**  
**REGULAR MEETING – TUESDAY, FEBRUARY 2, 2016, 6:00 P.M.**

**WELCOME AND CALL TO ORDER:**

**INVOCATION:** Councilman Hill

**PLEDGE OF ALLEGIANCE:** Councilman Pickett

**PROCLAMATIONS:**

1. Proclamation - American Heart Month is February 2016
2. Proclamation - National Wear Red Day is Friday, February 5, 2016

**ADDRESS THE COUNCIL:**

3. Resurrection High School 2015 Football Team – South State Championship winners for their division.
4. Curley Clark, President, J.C. Chapter of NAACP, re: Need for diversity on Pascagoula-Gautier School Board.
5. Promenade Project – Public comment and discussion period to review project– particularly the shade structures and fire pit amenities.

**PUBLIC HEARING – RESOLUTION FOR PROPERTY CLEANUP:**

6. Property cleanup for 709 Live Oak – (continued from 9-1-15, 10-6-15, and 11-3-15, Council meetings).

**CONSENT AGENDA:\***

7. Minutes of recessed regular Council meeting of January 19, 2016  
**Recommended Action:** *adopt and approve minutes*
8. Proclamation - Arbor Day is Friday, February 12, 2016  
**Recommended Action:** *acknowledge receipt of Proclamation*
9. Resolution authorizing participation of the City employees and use of City resources in the promotion of the National Day of Prayer to be held on May 5, 2016.  
**Recommended Action:** *adopt Resolution.*
10. Advertising the resources of the City through the Pascagoula Riverfront Festival – Free Flowin’ on the Riverfront – in the amount of \$1,000.00, to be held on April 16, 2016.  
**Recommended Action:** *adopt Resolution.*

11. Discover South Mississippi Advertising Contract  
**Recommended Action:** *approve renewal of Discover South Mississippi (formerly See South Mississippi) advertising contract for quarterly full-page ads in the amount of \$500.00 for each ad.*
12. Zonta MOU with the City of Pascagoula  
**Recommended Action:** *approve MOU and authorize City Manager to execute related documents.*
13. Closeout Documents for Point Park Pervious Concrete Paving 2015 contract with DCD Construction, Inc.  
**Recommended Action:** *approve closeout documents with DCD Construction, Inc., and authorize City Manager to execute related documents. Authorize a manual check in the amount of \$3,720.40.*
14. Analysis of Impediments to Fair Housing Choice 2015  
**Recommended Action:** *adopt the Analysis of Impediments to Fair Housing Choice 2015, as required in association with the City's Community Development Block Grant annual entitlement funds.*
15. Award of Bucket Truck Bid #359  
**Recommended Action:** *approve awarding the Bucket Truck Bid #359 to the low bidder, Aerial Truck Equipment, in the amount of \$122,422.00.*
16. Miscellaneous Services Contract Extension with Compton Engineering  
**Recommended Action:** *approve contract extension and authorize City Manager to execute related documents.*
17. Miscellaneous Services Contract Extension with Brown, Mitchell & Alexander (BMA)  
**Recommended Action:** *approve contract extension and authorize City Manager to execute related documents.*
18. Budget Modification No. 5 for LaFont Inn Redevelopment Project  
**Recommended Action:** *approve Budget Modification No. 5 and authorize City Manager to execute related documents.*
19. Request for Qualifications for City Web Services  
**Recommended Action:** *authorize City Clerk to advertise for qualifications to provide web development, design and hosting services for a new City website and Economic Development microsite.*
20. Municipal Compliance Questionnaire for the fiscal year ended September 30, 2015  
**Recommended Action:** *accept the Questionnaire and to be spread upon the minutes.*

21. Resolution authorizing sale of Energy Recovery Facility  
**Recommended Action:** *adopt Resolution and authorize Mayor to sign all documents necessary to effect sale.*
22. Recreation Department Gym Dedication  
**Recommended Action:** *approve recommendation to dedicate the gym at the Pascagoula Recreation Center as the Sarah Bailey Thomas Gym.*

### **CITY ATTORNEY**

23. Resolution urging the Mississippi Legislature to appropriate funds for the purpose of challenging the Coastal Floodplain Maps previously prepared by FEMA  
**Recommended Action:** *adopt Resolution.*

### **CLERK/COMPTROLLER**

24. Budget Amendment 16.08 in the General Fund for the Fire Department  
**Recommended Action:** *approve Budget Amendment 16.08.*
25. Budget Amendment 16.09 in the General Fund for the Economic Development Department  
**Recommended Action:** *approve Budget Amendment 16.09.*
26. Budget Amendment 16.10 in the Community Development Fund for the 2015 Justice Assistance Grant  
**Recommended Action:** *approve Budget Amendment 16.10.*
27. Budget Amendment 16.11 in the General Fund for Police Training  
**Recommended Action:** *approve Budget Amendment 16.11.*
28. Budget Amendment 16.12 in the General Fund for the Economic Development Department  
**Recommended Action:** *approve Budget Amendment 16.12.*

### **COMMUNITY/ECONOMIC DEVELOPMENT**

29. Resolution establishing an Arts District in the City of Pascagoula  
**Recommended Action:** *adopt Resolution.*

### **HUMAN RESOURCES**

30. Update Job Description – Assistant Comptroller  
**Recommended Action:** *request authorization to update the job description for the position of Assistant Comptroller.*

## **CLAIMS DOCKET**

31. Order for Docket of Claims for February 2, 2016

**Recommended Action:** *approve Order for Docket of Claims*

32. **EXECUTIVE SESSION:** Litigation issues involving PPM and prospective litigation with Knowles Construction Company.

## **RECESS**

*\* Consent Agenda – All matters listed under Consent Agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*



Agenda Number: 1.

### AGENDA ITEM REQUEST FORM

Meeting Date: 2/2/16

Submitting Department or Individual: City Manager/Public Relations

Contact Name: Anne Pitre

Phone: 228.382.2086

**Agenda Topic:** Proclamation

*Attach additional information as necessary*

**Action Requested:**

American Hearth Month

Budgeted Item                      Yes       No

Contract Required                Yes       No

Mayor or Manager's Signature Required    Yes       No

Source of Funding     General Fund

Utility Fund

Grant

Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

## **Proclamation**

**WHEREAS**, while progress has been significant in reducing deaths from heart disease, it is still the No. 1 killer of both women and men; and

**WHEREAS**, cardiovascular diseases are the nation's leading cause of death and costliest disease with direct and indirect costs estimated to be \$316.6 billion in 2011-12; and

**WHEREAS**, about 801,000 people in the United States died from heart disease, stroke and other cardiovascular diseases in 2013, or about 1 of every 3 deaths in America; and

**WHEREAS**, nearly 7,715 die from cardiovascular diseases in Mississippi each year; and

**WHEREAS**, the American Heart Association's 2020 Impact Goal seeks to improve the cardiovascular health of all Americans by 20 percent while reducing deaths from cardiovascular diseases and stroke by 10 percent through research, population- and community-level interventions, public health and policy measures; and

**WHEREAS**, about eighty percent of cardiovascular disease cases may be prevented through everyday healthy living steps; and

**WHEREAS**, the American Heart Association encourages citizens to help save lives by calling 911 if symptoms occur, become trained in CPR, and promote comprehensive automated external defibrillator programs in their communities; and

**WHEREAS**, the American Heart Association is celebrating February 2016 as American Heart Month and promoting education and awareness by encouraging citizens to learn the warning signs of heart attack and stroke;

**NOW, THEREFORE**, I, Mayor Harry "Jim" Blevins, in recognition of the importance of the ongoing fight against heart disease, do hereby proclaim February 2016 to be

### **American Heart Month**

in the City of Pascagoula, Mississippi, and urge all citizens to recognize the critical importance of recognizing symptoms, taking preventive measures to live healthy, and incorporating tools and skills that will increase survival rates and save thousands of lives each year.

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Harry "Jim" Blevins, Mayor



### AGENDA ITEM REQUEST FORM

Meeting Date: 2/2/16

Submitting Department or Individual: City Manager/Public Relations

Contact Name: Anne Pitre

Phone: 228.382.2086

**Agenda Topic:** Proclamation

*Attach additional information as necessary*

**Action Requested:**

National Wear Red Day

Budgeted Item                      Yes       No

Contract Required                Yes       No

Mayor or Manager's Signature Required    Yes       No

Source of Funding     General Fund

Utility Fund

Grant

Other

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# Proclamation

WHEREAS, heart disease and stroke kill one in three women in the United States, yet eighty percent of cardiac events may be prevented; and

WHEREAS, cardiovascular diseases and stroke kill one woman every eighty seconds in the United States; and

WHEREAS, an estimated forty-four million women in the United States are affected by cardiovascular diseases; and

WHEREAS, ninety percent of women have at least one risk factor for developing heart disease, yet only one in five American women believe that heart disease is her greatest health threat; and

WHEREAS, women comprise only twenty-four percent of participants in all heart-related studies; and

WHEREAS, women are less likely to call 911 for themselves when experiencing symptoms of a heart attack than they are if someone else were having a heart attack; and

WHEREAS, Go Red For Women encourages women to take charge of their health and schedule a Well-Woman Visit to learn about health status and risk for diseases; and

WHEREAS, Go Red For Women is asking all Americans to Go Red by wearing red and speaking red:

- G**et Your Numbers: Ask your doctor to check your blood pressure, cholesterol and glucose
- O**wn Your Lifestyle: Stop smoking, lose weight, be physically active and eat healthy
- R**aise Your Voice: Advocate for more women-related research and education
- E**ducate Your Family: Make healthy food choices for you and your family
- D**onate: Show your support with a donation of time or money

NOW, THEREFORE, I, Harry "Jim" Blevins, in recognition of the importance of the ongoing fight against heart disease and stroke, do hereby proclaim Friday, February 5, 2016

## National Wear Red Day

in the City of Pascagoula, Mississippi and urge all citizens to show their support for women and the fight against heart disease by wearing red and observing this day. By increasing awareness, speaking up about heart disease, and empowering women to reduce their risk for cardiovascular disease, we can save thousands of lives each year.

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Harry "Jim" Blevins, Mayor



### AGENDA ITEM REQUEST FORM

Meeting Date: 2/2/16

Submitting Department or Individual: City Manager/Public Relations

Contact Name: Anne Pitre

Phone: 228.382.2086

**Agenda Topic:** Resurrection High School 2015 Football Team

*Attach additional information as necessary*

**Action Requested:**

Recognize the 2015 Resurrection Eagles Football Team for an excellent season and winning the South State Championship for their division

Budgeted Item                      Yes                       No

Contract Required                      Yes                       No

Mayor or Manager's Signature Required                      Yes                       No

Source of Funding                       General Fund

Utility Fund

Grant

Other

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### AGENDA ITEM REQUEST FORM

Meeting Date: 2-2-16

Submitting Department or Individual: City Clerk's Office

Contact Name: Curley Clark, President, J.C. Chapter of NAACP Phone: \_\_\_\_\_

**Agenda Topic:** Address Council re: need for diversity on Pascagoula-Gautier School Board

*Attach additional information as necessary*

**Action Requested:**

Budgeted Item Yes  No

Contract Required Yes  No

Mayor or Manager's Signature Required Yes  No

Source of Funding  General Fund

Utility Fund

Grant

Other

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### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Engineering

Contact Name: Jaci Turner Phone: 938-6726

Promenade Project - public comment and discussion

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Public comment and discussion period to review project - particularly the shade structures and fire pit amenities.

Budgeted Item                      Yes  No

Contract Required                Yes  No

Mayor or Manager's Signature Required    Yes  No

Source of Funding  General Fund

Utility Fund

Grant

Other

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Agenda Number: 6.

### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: City Attorney

Contact Name: Eddie C. Williams

Phone: 228-938-6605

**Agenda Topic:** Resolution for property cleanup continued from 9-1-15, 10-6-15 and 11-3-15 meeting.

*Attach additional information as necessary*

**Action Requested:**

Adopt resolution for 709 Live Oak.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

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## RESOLUTION

**WHEREAS**, by order dated August 4, 2015, this Council authorized giving notice to the owners of the parcel of land listed in Exhibit A of a hearing before this Council at 6:00 P.M., September 1, 2015, to determine whether the parcel listed is in such a state of uncleanliness as to be a menace to the public health and safety of the community; and

**WHEREAS**, notice of the hearing has been given in the manner and time required by law; and

**WHEREAS**, this matter was continued at the September 1, 2015, meeting until October 6, 2015; and

**WHEREAS**, this matter was continued at the October 6, 2015, meeting until November 3, 2015; and

**WHEREAS**, this matter was continued at the November 3, 2015, meeting until February 2, 2016; and

**WHEREAS**, the Council has received evidence from the staff of the City as to the condition of the parcel listed and the owners have been given an opportunity to be heard; and

**WHEREAS**, we find that the parcel of land listed in the exhibit is in such a state of uncleanliness as to be a menace to the public health and safety of this community:

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PASCAGOULA, MISSISSIPPI, AS FOLLOWS:**

**SECTION 1.** That the parcel of land listed in Exhibit A is hereby found and determined to be in such a state of uncleanliness as to be a menace to the public health and safety of the community.

**SECTION 2.** That, if the parcel is not cleaned by the owners within seven days of this date, the City Manager, by use of City personnel or a private contractor, shall have the parcel cleaned by removing any dilapidated buildings thereon, removing any standing water, by cutting any excess vegetation thereon, and by removing rubbish and debris. Thereafter, this Council shall adjudicate the actual cost of cleaning the parcel and such costs shall be an assessment against the parcel.

**EXHIBIT A**

<b><u>Tax Parcel Number and Property Address</u></b>	<b><u>Owner(s) and Mailing Address</u></b>	<b><u>Described at the following Jackson County, MS, Deed Books and Pages</u></b>
41700504.000 709 Live Oak	David A. Roberts 4402 Willow Street Pascagoula, MS 39567 <b>AND</b> Regions Bank Attention: Chris Ball P.O. Box 420 Pascagoula, MS 39567 <b>(Footnote 1)</b>	Deed Book 1547, Page 153

**PARTIES WITH INTEREST**

- Footnote 1:** -Randolph & Joedna Fagan, 9108 W. Simmons Circle, Ocean Springs, MS 39564  
-Marion D. LLC, 33 Canebreak Blvd., Hattiesburg, MS 39402  
-Paul R. Campo, 6004 Moreton Place, Ocean Springs, MS 39564



4015 14<sup>th</sup> Street  
Pascagoula, MS 39567

Phone: 228-938-6620  
Fax: 228-938-6765

To: Joe Huffman, City Manager

From: Donovan Scruggs, AICP

Date: January 26, 2016

**RE: 709 Live Oak**

Over the past several months, this department and the City Attorney have worked with the new owner, Oliver Brown, toward a solution to renovate and salvage the structure at 709 Live Oak. The property is encumbered by past judgements and liens that are fairly extensive. The owner and his attorney have been trying to get these items resolved which are critical for any future use or conveyance of the property. According to a recent update, progress is being made, but final resolution to this will take more time. Legal filings have occurred and the city has been served with required documents. Additional time is necessary for the items to be resolved.

Based on discussions with the City Attorney, it is my recommendation that we continue this item until the June 7, 2016, meeting of the City Council.



Agenda Number: 7.

### AGENDA ITEM REQUEST FORM

Meeting Date: 2-2-16

Submitting Department or Individual: City Clerk's Office

Contact Name: Brenda Reed

Phone: 938-6615

**Agenda Topic:** Minutes of recessed regular Council meeting of January 19, 2016

*Attach additional information as necessary*

**Action Requested:**

Approve and adopt minutes

Budgeted Item	Yes	<input type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input type="radio"/>
Mayor or Manager's Signature Required	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

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**RECESSED REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, JANUARY 19, 2016, AT 6:00 P. M.  
CITY HALL, PASCAGOULA, MISSISSIPPI**

The City Council of the City of Pascagoula, Mississippi, met at City Hall in a recessed regular meeting on Tuesday, January 19, 2016, at 6:00 p.m. Mayor Blevins called the meeting to order with the following officials present:

Mayor Harry J. Blevins  
Councilman Burt Hill  
Councilman Freddy Jackson  
Councilman Marvin Pickett, Sr.  
Councilwoman Brenda Simkins  
Councilman David Tadlock  
Councilman Scott Tipton

City Manager Joe Huffman  
City Attorney Eddie Williams  
Asst. City Clerk Brenda J. Reed  
City Clerk/Comptroller Robert J. Parker

\*\*\*\*\*

Mayor Blevins welcomed everyone to the meeting. The invocation was given by Councilman Jackson. The pledge of allegiance was led by Councilman Tipton.

\*\*\*\*\*

Mayor Blevins welcomed and recognized Annie Perkins, Max Laws, Will Baumhauer, and Tori Pullom, members of the Pascagoula Mayor's Youth Council, who were in attendance tonight.

\*\*\*\*\*

Opening remarks were made by several members of the Council. Councilmen Pickett, Tadlock, and Tipton commented on the recent MML Mid-Winter Conference in Jackson, MS, and stated that it was a very informative conference. Mayor Blevins advised that the Pascagoula City Council works very hard and they have developed a good relationship with our legislative delegates. He also announced that one new business, Seaside Smoothies, is now open on Market Street.

**The consent agenda was considered at this time:**

The first item for consideration was the minutes of the regular Council meeting of January 5, 2016, as recommended by Brenda Reed, Asst. City Clerk.

Councilman Jackson made a motion to adopt and approve the minutes of the regular Council meeting of January 5, 2016, as recommended. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins "AYE". Councilmen Hill

“AYE”, Jackson “AYE”, Pickett “AYE”, Simkins “AYE”, Tadlock “AYE”, and Tipton “AYE”.  
(Approved 1-19-16)

\*\*\*\*\*

Minutes of the Pascagoula Mayor’s Youth Council meetings of November 9, 2015, and November 16, 2015, were acknowledged by the Council.

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Minutes of the Pascagoula Redevelopment Authority meeting of November 12, 2015, were acknowledged by the Council.

\*\*\*\*\*

Minutes of the Recreation Commission meeting of December 2, 2015, were acknowledged by the Council.

\*\*\*\*\*

The next item for consideration was a request to allow the Parks & Recreation Department to host a Dr. Seuss Birthday Party event on March 4, 2016, to advertise the resources of the City by providing activities, prizes, and giveaways in an amount not to exceed \$500.00 as recommended by Darcie Crew, Parks & Recreation Director.

Councilman Jackson made a motion to allow the Parks & Recreation Department to host a Dr. Seuss Birthday Party event and advertise the resources of the City by providing activities, prizes, and giveaways in an amount not to exceed \$500.00 as recommended. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins “AYE”. Councilmen Hill “AYE”, Jackson “AYE”, Pickett “AYE”, Simkins “AYE”, Tadlock “AYE”, and Tipton “AYE”. (Approved 1-19-16)

\*\*\*\*\*

The next item for consideration was a request to advertise for proposals for the 4<sup>th</sup> of July Fireworks Show – 2016 as recommended by Darcie Crew, Parks & Recreation Director.

Councilman Jackson made a motion to authorize the City Clerk to advertise for proposals for the 4<sup>th</sup> of July Fireworks Show – 2016 as recommended. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins “AYE”. Councilmen Hill “AYE”, Jackson “AYE”, Pickett “AYE”, Simkins “AYE”, Tadlock “AYE”, and Tipton “AYE”. (Approved 1-19-16)

\*\*\*\*\*

The next item for consideration was a request to advertise for bids for drainage improvements at 1020 Eastwood Street as recommended by Jaci Turner, City Engineer.

Councilman Jackson made a motion to authorize the City Clerk to advertise for bids for drainage improvements at 1020 Eastwood Street as recommended. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins “AYE”. Councilmen Hill

“AYE”, Jackson “AYE”, Pickett “AYE”, Simkins “AYE”, Tadlock “AYE”, and Tipton “AYE”. (Approved 1-19-16)

\*\*\*\*\*

The next item for consideration was a request to participate in the Annual Household Hazardous Waste Day with Jackson County as recommended by Jaci Turner, City Engineer. The City would provide four volunteers, two of which will be committed from the Parks & Recreation Department and two will be requested from Utility Partners. The funding will not exceed \$3,125.00. The actual cost will be determined based on the amount of waste collected at the event.

Councilman Jackson made a motion to approve the request to participate in the Annual Household Hazardous Waste Day with Jackson County as recommended. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins “AYE”. Councilmen Hill “AYE”, Jackson “AYE”, Pickett “AYE”, Simkins “AYE”, Tadlock “AYE”, and Tipton “AYE”. (Approved 1-19-16)

\*\*\*\*\*

The next item for consideration was a Memorandum of Understanding between Cruisin’ the Coast and the City of Pascagoula for the 2016 Goula Cruise Event as presented by Eddie Williams, City Attorney.

The MOU is spread on the minutes as follows:

**MEMORANDUM OF UNDERSTANDING BETWEEN  
CRUISIN’ THE COAST AND THE CITY OF PASCAGOULA**

This Memorandum of Understanding is being entered into by and between Cruisin’ the Coast (CTC) and the City of Pascagoula (City) to set forth the mutual obligations of the parties for production of the event described in the exhibit attached hereto.

1. The City of Pascagoula agrees to provide the following:
  - a. Payment of an event fee in the amount of \$5,000.
  - b. Sufficient volunteers to staff the event.
  - c. Traffic control during the event.
  - d. Sufficient port-o-lets to accommodate the visitors to the event.
  - e. Appropriate signage directing event participants to the proper venues within the City for the event activities.
  - f. A “person-in-charge” who will coordinate with the “person-in-charge” designated by the CTC in order to produce the event.



acknowledges, however, that the City’s liability for incidents occurring during the event is governed by the Mississippi Tort Claims Act and that the City of Pascagoula already carries \$1,000,000.00 in liability coverage through the Municipal Services Company that will protect the City in the event of any damages or losses that might be incurred during the event and for which the City would otherwise be liable. The City of Pascagoula, however, by law, cannot agree to indemnify CTC, or to hold CTC harmless from any claims, damages, or assessments, that might arise as a result of incidents occurring during the event, except to the extent allowed by law pursuant to the Mississippi Tort Claims Act.

- f. The parties further agree that this Memorandum of Understanding constitutes the entire agreement between the parties and that any modification or alteration hereof must be agreed to in writing and approved by the respective representatives of the parties hereto.

Witness the signatures of the parties as set forth hereinbelow.

**Cruisin’ The Coast, Inc.**

**City of Pascagoula**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**CRUISIN’ THE COAST 2016 PROPOSAL**

**City of Pascagoula: Goula Cruise:**

- Date: Sunday, October 2, 2016
- Time: 11:30 a.m. to 5:30 p.m.
- Beach Park, Pascagoula
- Provide Cruisin’ routes through City with blocked off streets for viewing cars
  - Cruisers will be able to cruise a designated route throughout the City

- There will also be a one-of-a-kind photo-op at the Point
- 11:30 a.m. to 5:30 p.m. – Band, DJ, and Entertainment
- Activities for children, family, friendly event
- Food and Activity Vendors
- Large giveaway will take place. Cruisers will receive goody bags and door prizes

Councilman Jackson made a motion to approve the Memorandum of Understanding between Cruisin' the Coast and the City of Pascagoula for the 2016 Goula Cruise Event as presented, authorize the City Manager to execute the related documents, and authorize a manual check for \$5,000.00 for payment of the Cruisin' the Coast fee. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

(A copy of the related documents is filed in the minute file of this meeting and incorporated herein by reference.)

\*\*\*\*\*

The next item for consideration was a request to acknowledge the closeout of the Coastal Impact Assistance Program (CIAP) Grant for the Pascagoula Sanitary Sewer Project as recommended by Jen Dearman, Community and Economic Development Director. The total authorized federal funds were \$680,000.00. The City expended all but \$7.38, and all reimbursements have been received.

Councilman Jackson made a motion to acknowledge the closeout of the Coastal Impact Assistance Program (CIAP) Grant for the Pascagoula Sanitary Sewer Project and authorize the Community and Economic Development Director to sign the final federal financial report as recommended. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

(A copy of the related documents is filed in the minute file of this meeting and incorporated herein by reference.)

\*\*\*\*\*

The next item for consideration was authorization of conference fees and travel expenses for the City Council to attend the National League of Cities 2016 Congressional City Conference in Washington, DC, March 5-9, 2016, as presented by Joe Huffman, City Manager.

Councilman Jackson made a motion to authorize conference fees and travel expenses for the City Council to attend the National League of Cities 2016 Congressional City Conference in Washington, DC, March 5-9, 2016, as presented. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

\*\*\*\*\*

The next item for consideration was a request to extend the pest control contract with OI Magnolia Pest Control, Pascagoula, MS, for one year at the same contract price of \$210.00 per month as recommended by Robin Wood, Purchasing Agent. The new contract dates will be February 6, 2016, through February 5, 2017.

Additional information is spread on the minutes as follows:

Robin Wood  
Purchasing Agent  
[rwood@cityofpascagoula.com](mailto:rwood@cityofpascagoula.com)



Phone: (228) 938-6722  
Fax: (228) 938-6749

603 Watts Avenue - P.O. Drawer 908  
Pascagoula, MS 39567 - Pascagoula, MS 39568-0908

January 13, 2016

OI' Magnolia Pest Control  
1917 Tucker Avenue  
Pascagoula, MS 39567

Re: Extension of Pest Control Contract

Dear Mr. Harrison,

The current Pest Control Contract between the City of Pascagoula and OI' Magnolia Pest Control is set to expire on February 5, 2016. We would like to extend this contract at the existing contract price of \$210.00 per month. The new contract will be effective from February 6, 2016-February 5, 2017.

If you agree to this contract extension, please respond by signing the concurrence line below and return this letter via fax or email. If you have any questions, please give me a call. Your prompt response is appreciated.

Sincerely,

CITY OF PASCAGOULA

Robin Wood  
Purchasing Agent

CONCURRENCE

\_\_\_\_\_  
OI' Magnolia Pest Control Authorized Representative, Title

1-13-16

\_\_\_\_\_  
Date

Councilman Jackson made a motion to approve the one-year extension of the pest control contract with OI' Magnolia Pest Control at the same contract price of \$210.00 per month as recommended. The motion was seconded by Councilman Hill and received the following vote:

Mayor Blevins “AYE”. Councilmen Hill “AYE”, Jackson “AYE”, Pickett “AYE”, Simkins “AYE”, Tadlock “AYE”, and Tipton “AYE”. (Approved 1-19-16)

(A copy of the related documents is filed in the minute file of this meeting and incorporated herein by reference.)

\*\*\*\*\*

The next item for consideration was a request to authorize City employee participation in the 2016 Jackson County Heart Walk and American Heart Association Fundraising Campaign as recommended by Anne Pitre, Public Relations Specialist.

The Council then considered the following Resolution:

**RESOLUTION AUTHORIZING PARTICIPATION OF  
CITY EMPLOYEES AND USE OF CITY RESOURCES  
IN THE 2016 JACKSON COUNTY HEART WALK/AMERICAN HEART  
ASSOCIATION FUNDRAISING CAMPAIGN**

**WHEREAS**, the American Heart Association, a national charity, is in the process of organizing a fundraising campaign in the City of Pascagoula; and

**WHEREAS**, the American Heart Association, through its fundraising efforts, makes available to citizens in this community a variety of services that would otherwise not be available to them due to their economic circumstances; and

**WHEREAS**, American Heart Association, has requested that the City participate in this year’s campaign to raise funds for the organization; and

**WHEREAS**, the City Council finds that the participation of its employees and use of its resources promotes a proper municipal purpose and serves as a way of advertising and bringing to favorable notice the opportunities, possibilities and resources of the City:

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**SECTION 1.** The City Manager is authorized and directed, in his discretion, to assign personnel to assist with the fundraising efforts as requested by American Heart Association.

**SECTION 2.** The City Manager, in his discretion, is also authorized to allow the use of City resources for this effort and as a means of advertising the resources of the City for a proper municipal purpose.

**SECTION 3.** No overtime compensation shall be allowed for participation by the City staff in this effort.

**SECTION 4.** The total costs of staff time and resources devoted to the fundraising effort shall not exceed the sum of \$1,000.00.

The above Resolution was introduced by Councilman Jackson, seconded for adoption by Councilman Hill, and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". The Mayor then declared the Resolution adopted on the 19<sup>th</sup> day of January, 2016.

\*\*\*\*\*

The next item for consideration was a request to retroactively approve the renewal of an advertising agreement with Scranton Broadcasting Company, LLC, (WGUD), Pascagoula, MS, for filming, editing, and broadcasting Council meetings twice weekly on WGUD as recommended by Anne Pitre, Public Relations Specialist. The monthly cost is \$600.00. The contract dates are October 1, 2015, through September 30, 2016.

The agreement is spread on the minutes as follows:

**Scranton Broadcasting Company, LLC**  
3318 Pascagoula Street – Pascagoula, MS 39567  
Phone: 228.762.3434 – Email: sales@wgud.tv  
www.wgud.tv



## Advertising Agreement

ADVERTISER/CLIENT: City of Pascagoula \_\_\_\_\_

ADDRESS: 603 Watts Avenue

CITY: Pascagoula \_\_\_\_\_ STATE: Ms \_\_\_\_\_ ZIP: 39567 \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT: Joe Huffman \_\_\_\_\_ E-MAIL: \_\_\_\_\_

### Sponsorship Details :

SCHEDULE START DATE: 10/01/2015 \_\_\_\_\_ END DATE: 09/30/2016 \_\_\_\_\_  
# OF WEEKS 52 \_\_\_\_\_

PROGRAM(S) / PACKAGE: \_\_\_\_\_

City of Pascagoula City Council Meetings 1rst and 3rd Tuesday

Filming, Editing and Broadcasting

Broadcast Times Every Wednesday 7:30 p.m. and Every Friday 7:00 A.M.

### Payment Method :

CASH  MONEY ORDER  CHECK  CREDIT CARD  OTHER

MONTHLYCOST \$ 600.00 \_\_\_\_\_ TOTAL ORDER \$ 7200.00 \_\_\_\_\_

**PLEASE NOTE:** Scranton Broadcasting Company, LLC agrees to provide air time to the above advertiser for the terms and compensation as specified herein, guaranteed for the term of this agreement only. Any commercials produced by WGUD may not be used on any other TV Station unless the production is paid in full. Some of WGUD's packages include a FREE commercial production. The client will have the right of use of their commercial once the advertising agreement is fulfilled. Client agrees to allow WGUD to use their name and/or commercial for promotional use. In order to cancel an existing contract, the client must e-mail: sales@wgud.tv with a two week notice. The two weeks allows time for WGUD to completely remove any and all advertising from MeTV Network programming, social media, WGUD's website and any pre-recorded programming produced by WGUD-Television. Any cancellation will result in the charge of any and all commercial production charges that may have been waived to consummate this advertising agreement. The price that WGUD charges for a 30 second commercial is \$500 and the price for a 60 second commercial is \$900. The production cost must be paid no later than the date of cancellation. Confidentiality – neither party is authorized to share details of this contract, including specific advertising rates, without express written consent of the other party.

*I have read, understand and agree with every provision of this contract and by my signature, hereby certify that I accept and agree to abide by them and that I am competent and legally qualified to enter into such a contract.*

ACCOUNT EXECUTIVE \_\_\_\_\_

DATE: \_\_\_\_\_

ADVERTISER/CLIENT SIGNATURE \_\_\_\_\_

DATE: \_\_\_\_\_

Councilman Jackson made a motion to retroactively approve the renewal of an advertising agreement with Scranton Broadcasting Company, LLC, (WGUD) for filming, editing, and broadcasting the City Council meetings as recommended and authorize the City Manager to execute the related documents. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

(A copy of the related documents is filed in the minute file of this meeting and incorporated herein by reference.)

\*\*\*\*\*

Next for consideration was a request to approve postage funds of \$3,000.00 for the direct debit/postage-on-call meter setting service with Neo-Post for City Hall as recommended by Brenda Reed, Asst. City Clerk.

Councilman Jackson made a motion to approve postage funds of \$3,000.00 for the direct debit/postage-on-call meter setting service with Neo-Post for City Hall as recommended. The motion was seconded by Councilman Hill and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

\*\*\*\*\*

Next for consideration was an engagement letter from Wolfe, McDuff & Oppie, CPAs, Pascagoula, MS, for audit services for fiscal year ending September 30, 2015, as recommended by Bobby Parker, City Clerk/Comptroller. The fee for this engagement represents a \$2,000.00 (3.6%) increase over the previous year. Mr. Parker advised this is the first increase since the FY2011 engagement.

The engagement letter is spread on the minutes as follows:



**Wolfe • McDuff & Oppie**  
CERTIFIED PUBLIC ACCOUNTANTS  
(A Professional Association)

Michelle Oppie Gist, CPA

K. Jessica Mavromihalis, CPA  
Jesse J. Wolfe, CPA (1927-2009)  
Grover B. McDuff, CPA (Retired)  
Jack A. Oppie, CPA (1960-2014)

3103 Pascagoula Street • Pascagoula, MS 39567 • Phone: 228-762-6348 • Fax: 228-762-4498 • www.wmcpas.com

September 9, 2015

To the Honorable Mayor and City Council  
The City of Pascagoula, Mississippi  
Pascagoula, Mississippi 39567

We are pleased to confirm our understanding of the services we are to provide the City of Pascagoula, Mississippi for the year ended September 30, 2015. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the City of Pascagoula, Mississippi as of and for the year ended September 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Pascagoula, Mississippi basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Pascagoula, Mississippi RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule
- 3) Employee Retirement System – Schedule of Funding Progress

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Pascagoula, Mississippi's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards.

*Membership in:*  
American Institute of Certified Public Accountants • Mississippi Society of Certified Public Accountants • AICPA Private Companies Practice Section  
AICPA Governmental Audit Quality Center • AICPA Center for Audit Quality • AICPA Employee Benefit Plan Audit Quality Center



The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1) Schedule of Surety Bonds of Municipal Officers

**Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to Management and City Council of the City of Pascagoula, Mississippi. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

**Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or

governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Pascagoula, Mississippi's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective

of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Pascagoula, Mississippi's major programs. The purpose of these procedures will be to express an opinion on the City of Pascagoula, Mississippi's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

#### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Pascagoula, Mississippi in conformity with U.S. generally accepted accounting principles and OMB Circular A-133 based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

#### **Management Responsibilities**

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and

grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on April 1, 2016.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Wolfe, McDuff & Oppie, P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State Auditor's Office or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Wolfe, McDuff & Oppie, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State Auditor's Office. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately April 1, 2016. Michelle Oppie Gist, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$57,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our

firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City of Pascagoula, Mississippi and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Wolfe, McDuff & Oppie, P.A.

RESPONSE:

This letter correctly sets forth the understanding of the City of Pascagoula, Mississippi.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Councilman Jackson made a motion to approve the engagement letter from Wolfe, McDuff & Oppie, CPAs, for audit services for fiscal year ending September 30, 2015, as recommended and authorize the City Manager to execute the related documents. The motion

was seconded by Councilman Hill and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

(A copy of the related documents is filed in the minute file of this meeting and incorporated herein by reference.)

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**The following new business items were considered at this time:**

The first item was a request to advertise the resources of the City through the Jackson County Historical and Genealogical Society with LaPointe-Krebs Foundation for the Fete LaPointe 2016 Gala in the amount of \$2,500.00 as recommended by Eddie Williams, City Attorney. The event will be held on April 1, 2016.

Councilman Hill made a motion to approve advertising the resources of the City through the Jackson County Historical and Genealogical Society with LaPointe-Krebs Foundation for the Fete LaPointe 2016 Gala in the amount of \$2,500.00 as recommended. The motion was seconded by Councilman Tipton and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

(A copy of the related documents is filed in the minute file of this meeting and incorporated herein by reference.)

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The next item for consideration was the Order for the docket of claims for January 19, 2016, as follows:

**ORDER**

**WHEREAS**, the attached docket of claims for the period of December 31, 2015, through January 15, 2016, has been presented to the City Council for allowance and approval;

**WHEREAS**, the below claim numbers 12-04-01, 12-18-02, 12-30-03 and 12-04 have also been presented to the City Council for allowance and approval:

December 4, 2015

Claim # 12-04-01

010	General Fund	\$ 492,066.97
400	Pascagoula Utilities	23,293.61
480	Solid Waste Mgmt.	<u>453.60</u>

Total \$ 515,814.18

December 18, 2015

Claim 12-18-02

010	General Fund	\$ 481,465.69
400	Pascagoula Utilities	23,974.84
480	Solid Waste Mgmt.	<u>226.81</u>
	Total	\$ <u>505,667.34</u>

December 30, 2015

Claim 12-30-03

010	General Fund	\$ 498,414.10
400	Pascagoula Utilities	23,825.93
480	Solid Waste Mgmt.	<u>396.91</u>
	Total	\$ <u>522,636.94</u>

Miscellaneous Claim

Claim #12-04

1000	City Share FICA	\$ 74,759.79
1100	City Share Medicare	17,702.33
7000	City Share PERS	<u>194,763.54</u>
	Total	\$ 287,225.66

**WHEREAS**, it appears that all of said claims are proper and should be allowed;

**NOW, THEREFORE, IT IS ORDERED** that all claims shown on said dockets are hereby allowed and approved for payment.

The above Order was introduced by Councilman Jackson, seconded for adoption by Councilman Tadlock, and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". The Mayor then declared the Order adopted on the 19th day of January, 2016.

\*\*\*\*\*

Joe Stout, Coastal Clothing Company, Pascagoula, MS, addressed the Council and requested a waiver of Sections 75-65-1 through 75-65-17, Mississippi Code Annotated of 1972, regarding a going out of business sale. Mr. Stout stated he was advised today that a permit for

having such a sale was required prior to the start of the sale; however, the governing authorities of the municipality are authorized to waive the entire provisions of Sections 75-65-1 through 75-65-17. The owners were not aware of this permit requirement. The sale started today with a final sale date scheduled for February 29, 2016. Mr. Stout advised the Brumfield and Stout families have been in business for 98 years in the downtown area in the retail clothing business. Several members of the Council expressed appreciation for their hard work and dedication with their business and encouraged them to stay involved in the community. The Council wished them the best in the future.

After comments, Councilman Tadlock made a motion to approve a waiver of Sections 75-65-1 through 75-65-17, Mississippi Code Annotated of 1972, as requested by Joe Stout for Coastal Clothing Company. The motion was seconded by Councilwoman Simkins and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

\*\*\*\*\*

Next for consideration was a Resolution requesting the Legislature to amend the Jackson County Utility Authority Board of Directors statute to provide parity with other coastal Utility Authorities similarly situated and provide more oversight of the JCUA activities as presented by Eddie Williams, City Attorney. A lengthy discussion followed.

The Resolution is spread on the minutes as follows:

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

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

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

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

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

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

The above Resolution was introduced by Councilwoman Simkins, seconded for adoption by Councilman Pickett, and received the following vote: Mayor Blevins "NAY". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Tadlock "AYE", and Tipton "AYE". The Mayor then declared the Resolution adopted on the 19<sup>th</sup> day of January, 2016.

\*\*\*\*\*

The next item for consideration was a Retention Agreement with Capitol Resources, LLC, Jackson, MS, as recommended by Councilwoman Brenda Simkins. This company has proposed to represent the City of Pascagoula, along with other jurisdictions in Jackson County, and provide its full scope of public affairs and government relations services to advance the legislative priorities of the community. Their staff will also work to ensure that Pascagoula is being treated equitably and fairly regarding matters related to the Jackson County Utility Authority. Eddie Williams, City Attorney, advised three other municipalities are also considering this Retention Agreement at their meetings tonight.

The Retention Agreement is spread on the minutes as follows:



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

January 15, 2016

Eddie C. Williams  
ewilliams@cityofpascagoula.com

Dear Mr. Williams:

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

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

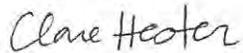
We propose in this letter of engagement to represent the City of Pascagoula at a retainer fee of Thirty Thousand Dollars (\$30,000.00) per year, payable in pro-rated monthly installments of Two Thousand Five Hundred Dollars (\$2,500) per month, for the minimum engagement of twelve (12) months, beginning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

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

Telephone 601-948-6020 Fax 601-948-1506

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

Sincerely,



Clare Hester, Founding Partner  
Capitol Resources®, LLC

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

BY:

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

After a lengthy discussion, Councilman Tadlock made a motion to approve the Retention Agreement dated January 15, 2016, with Capitol Resources, LLC, as recommended, contingent upon its approval by the other jurisdictions in Jackson County. The motion was seconded by

Councilman Jackson and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE". (Approved 1-19-16)

(A copy of the related documents is filed in the minute file of this meeting and incorporated herein by reference.)

\*\*\*\*

Councilman Hill advised that a lunch plate benefit will be held on Saturday, January 23, 2016, at the Pascagoula Country Club to assist Terri Scott and Matt Oliver with medical expenses. He encouraged everyone to support these individuals.

\*\*\*\*\*

There being no further business to come before the Council at this time, Councilman Hill made a motion to adjourn. The motion was seconded by Councilman Jackson and received the following vote: Mayor Blevins "AYE". Councilmen Hill "AYE", Jackson "AYE", Pickett "AYE", Simkins "AYE", Tadlock "AYE", and Tipton "AYE".

The meeting ended at 7:04 p.m.

APPROVED:

\_\_\_\_\_  
Harry J. Blevins, Mayor

ATTEST:

\_\_\_\_\_  
Brenda J. Reed, Asst. City Clerk



Agenda Number: 8

## AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Parks & Recreation Department

Contact Name: Darcie Crew

Phone: 228-938-2356

**Agenda Topic:** Arbor Day Proclamation

*Attach additional information as necessary*

**Action Requested:**

Proclaim the second Friday in February as Arbor Day in correlation with Mississippi's designated Arbor Day. Authorize Mayor to execute the 2016 Arbor Day Proclamation. This proclamation will support the Tree City USA Designation.

Budgeted Item	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Source of Funding	<input checked="" type="checkbox"/>	General Fund
Contract Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Utility Fund	
Mayor or Manager's Signature Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Grant	
					<input type="checkbox"/>	Other	

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING



*Whereas,* In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

*Whereas,* In 1926, Mississippi adopted the second Friday in February as the official day of observance for Arbor Day.

*Whereas,* Arbor Day is now observed throughout the nation and the world, and

*Whereas,* trees are a renewable resource giving us paper, wood for homes, fuel for our fires, and countless other wood products, and

*Whereas,* trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

*Whereas,* trees, wherever they are planted, are a source of joy and spiritual renewal

Now, Therefore, I, Harry J. Blevins, Mayor of the City of Pascagoula

do hereby proclaim the second Friday in February as

 **Arbor Day**

In the City of Pascagoula, I urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote well-being of this and future generations.

Dated this 2nd day of February, 2016

Mayor \_\_\_\_\_



Agenda Number: 9.

### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: City Manager

Contact Name: Joe Huffman

Phone: 228-938-6614

Resolution authorizing participation of the City employees and use of City resources in the promotion of the National Day of Prayer to be held on May 5, 2016.

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Approve resolution.

Budgeted Item	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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**RESOLUTION AUTHORIZING PARTICIPATION OF  
CITY EMPLOYEES AND USE OF CITY RESOURCES IN  
THE PROMOTION OF THE NATIONAL DAY OF PRAYER**

**WHEREAS**, the National Day of Prayer is an annual event which has heretofore been supported by the City of Pascagoula; and

**WHEREAS**, the City has received a request from the organizers of the event for assistance in creating the brochure for the National Day of Prayer which is scheduled for May 5, 2016; and

**WHEREAS**, the production and copying of the brochures is considered by the Council to be a method for advertising the resources of the City and bringing to favorable notice the opportunities and possibilities within the City, as well as being in support of a very worthy cause:

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**SECTION 1.** The City Manager is authorized and directed, in his discretion, to assign personnel to assist the organizers of the National Day of Prayer with their request for the creation and printing of a brochure for the event presently scheduled for May 5, 2016.

**SECTION 2.** The City Manager, in his discretion, is also authorized to allow the use of City resources for this effort and as a means of advertising the resources of the City for a proper municipal purpose.

**SECTION 3.** No overtime compensation shall be allowed for participation by the City staff in this effort.

**SECTION 4.** The total costs of staff time and resources devoted to this effort shall not exceed the sum of \$1,000.00.



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: City Attorney

Contact Name: Eddie Williams

Phone: 228-938-6605

**Agenda Topic:** Advertising the resources of the City through the Pascagoula Riverfront Festival - Free Flowin' on the Riverfront for \$1,000.00, to be held on April 16, 2016.

*Attach additional information as necessary*

**Action Requested:**

Approve advertising. The City is given legal authority to provide support to this group by Section 21-17-1.

Budgeted Item

Yes  No

Contract Required

Yes  No

Mayor or Manager's Signature Required

Yes  No

Source of Funding

General Fund

Utility Fund

Grant

Other

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**Festival  
Executive  
Committee**

Charlie Latady

Tonya Latady

Casey Vaughn

Richard Perkins

Mickey Raworth

Landon McCarty

Debbi McCallam

Jennifer Garlich

Susan Bosco

Jennifer Evans

Michele Coats

Rocky Bond

Eddie Martin



Thank you for  
your 2015  
Sponsorship  
look forward to  
your continued  
Support!  
JG

Dear Festival Supporter,

Free Flowin' on the Riverfront is a celebration of our beautiful Pascagoula River, the longest free-flowing river in the U.S. The festival will be held Saturday, April 16, 2016 at the riverfront/parking garage area in Pascagoula. It will feature local art, music and food from our communities.

The Festival Committee is comprised of local residents who take great pride in everything our local communities have to offer. The purpose of the event is to recognize the beauty and unique advantages of the longest Free-Flowin' River – the Pascagoula River – and to showcase our local merchants, artists and musicians.

Find us on Facebook - *Free Flowin on the Riverfront* or visit our website, [www.freeflowin.net](http://www.freeflowin.net) for more information.

Please consider being a sponsor of the festival. In return, you will have a unique opportunity to promote your business at an event that will showcase our prize river and surrounding communities. Free Flowin on the Riverfront is considered 501(c) (3) under the Pascagoula Main Street organization.

Thank you, in advance, for contributing to the success of this event.

Charlie Latady  
Event Chairman

Jennifer Garlich  
Sponsorship Chairman

See reverse side for Sponsor Levels

Contact us:  | [www.freeflowin.net](http://www.freeflowin.net)



## **SPONSOR OPPORTUNITIES**

### **DIAMOND SPONSORSHIP: \$5,000**

- Premium Recognition in all Publicity Materials, website, social media and advertising
- 12 invitations to the Sponsor Gala
- 12 Festival T-Shirts

### **PLATINUM SPONSORSHIP: \$2,000 OR MORE**

- Business Name on Sponsor Banner
- Sponsor Recognition on the FreeFlowin.net website
- Sponsor Name and Logo on ALL Printed Media for 1 year
- 6 Invitations to the Sponsor Gala

### **GOLD SPONSORSHIP: \$1,000**

- Business Name on Sponsor Banner
- Sponsor Recognition on the FreeFlowin.net website
- Sponsor Name and Logo on ALL Printed Media for 1 year
- 4 Invitations to the Sponsor Gala

### **SILVER SPONSORSHIP: \$500**

- Business Name on Sponsor Banner
- Sponsor Name on all Festival Printed Media
- 2 Invitations to the Sponsor Gala

### **BRONZE SPONSORSHIP: \$250**

- Business Name on the Sponsor Banner
- 2 Invitations to the Sponsor Gala

### **FRIEND OF THE FESTIVAL: \$100**





**AGENDA ITEM REQUEST FORM**

Meeting Date: 2/2/16

Submitting Department or Individual: City Manager/Public Relations

Contact Name: Anne Pitre

Phone: 228.382.2086

**Agenda Topic:** Discover South Mississippi Advertising Contract

*Attach additional information as necessary*

**Action Requested:**

Approve renewal of Discover South Mississippi (formerly See South Mississippi) advertising contract for quarterly full page ads

Budgeted Item                      Yes       No

Contract Required                Yes       No

Mayor or Manager's Signature Required    Yes       No

Source of Funding     General Fund

Utility Fund

Grant

Other

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For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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# M2 MEDIA CORP. ADVERTISING AGREEMENT

proud publishers of



## Advertising Agreement

New  Renewal  
 Changes to existing contract

This Advertising Agreement between City of Pascagoula and

Jackpot!  South Mississippi Living  MS/LA Gaming News  Discover

Other: \_\_\_\_\_

Ad Size(s): Full pg. Premium Position: \_\_\_\_\_

Dates of Agreement: \_\_\_\_\_ Frequency: \_\_\_\_\_

Net Rate Per Insertion: 500.00 x 4 = 2000.00  
Total # of inserts Total Net Cost

Additional terms: \_\_\_\_\_

We can email billings to an address of your choice if you prefer to go paperless.  Email Copy  
Or we can mail you a hard copy. Please indicate which you prefer by checking here.  Hard Copy

We do accept credit cards (Visa, MasterCard and Discover), but due to processing fees we will charge an additional 3% of the amount charged to cover this expense. Please initial here to indicate your understanding: \_\_\_\_\_

Advertiser Signature \_\_\_\_\_ Date \_\_\_\_\_

M2 Media Representative \_\_\_\_\_ Date \_\_\_\_\_

M2 Media Publisher Approval \_\_\_\_\_ Date \_\_\_\_\_

### Advertiser Billing Information

Account Name: City of Pascagoula Attn: Anne Pitre

Agency Representative (if applicable): \_\_\_\_\_

Type of Business: Municipal Government

Billing Address: 603 Watts Avenue, Pascagoula, MS, 39567

Phone: 228-372-6888 Fax: 228-938-6749 Email: apitre@cityofpascagoula.com  
45 AK Frontline Blvd

All rates include process color. All rates in net dollars due within 15 days of invoice date. New accounts must have credit card on file. Any balance exceeding 90 days will be automatically charged to the credit card. Publisher reserves the right and is entitled to recover any costs and expenses including all court and attorney fees associated with the collection of said late payment(s). M2 Media Corp. also reserves the right to edit in whole or in part, accept or refuse any advertisement.



### AGENDA ITEM REQUEST FORM

Meeting Date: 02-02-2016

Submitting Department or Individual: Community and Economic Development

Contact Name: Jen Dearman

Phone: 228-938-6651

Zonta MOU

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Authorize City Manager to execute Zonta MOU.

Budgeted Item                      Yes       No

Contract Required                Yes       No

Mayor or Manager's Signature Required      Yes       No

Source of Funding       General Fund

Utility Fund

Grant

Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (Agreement) is entered into by and between the City of Pascagoula (City) as represented by its Community Events Coordinator (CEC) and Zonta Club of Pascagoula Area (Zonta). Zonta is represented in this Agreement by and through its duly authorized President. This agreement supercedes and replaces all prior agreements between the parties and any amendments thereafter.

The purpose of this Agreement is to set forth the duties and responsibilities of the parties with respect to the Zonta Festival (Festival) which is held in the City annually on the first Saturday in October.

### **I. Zonta Responsibilities**

1. Zonta shall furnish a diagram of vendor spaces for the Festival to the CEC no later than two (2) months prior to the Festival.
2. Zonta shall advise the CEC of the electrical service needs and any other utility services that might be necessary during the Festival two months prior to the Festival.
3. Zonta acknowledges that while vendor locations are pre-sold, due to ongoing City projects, Zonta understands (and shall advise each vendor) that no guarantee can be, or will be, given to any vendor that the initial location assigned to such vendor will be available on the day of the Festival.
4. Zonta agrees that it shall allocate one ten-foot by ten-foot space to each Merchant along the Festival route at no charge to the Merchant (the "Merchant Free Space").
5. Zonta agrees that it shall allocate one ten-foot by ten-foot space to the Pascagoula Fire Department for the purpose of a first aid station. This space will be as centralized as possible within the Festival area.
6. Zonta shall furnish the CEC with the contact information for the President and Festival Chairperson. Contact information shall include the name, residence address, office address (if any), email address and all phone numbers where such contact person can be reached.
7. Zonta shall not, under any circumstances, make any representations or warranties to any vendors or Festival participants with respect to use of City facilities.

### **II. The City Responsibilities**

1. The City shall furnish Zonta with the contact information for the CEC.
2. ***Two weeks before the Festival the City shall:***

- i. Place the Zonta banner at the Pascagoula City sign at Pascagoula Street and Highway 90 as well as other locations in the City ROW.

3. **By Wednesday preceding the Festival the City shall:**

- i. Make certain that all available outside electrical outlets and lights are in good working order.
- ii. Make certain that the grass is cut, weed eating is completed, and hedges are trimmed and treated for ants throughout the Festival area.
- iii. Sweep all streets in the Festival area.
- iv. Furnish labor to move the flower planters to the backside of the sidewalks next to the buildings, to remove the decorative chains and move the benches back against the buildings.

4. **By Friday preceding the Festival the City shall:**

- i. Turn off all sprinklers in the downtown area.
- ii. Flush, clean, and add vanilla D to sewers in Festival area.
- iii. Deliver and chain 25 picnic tables at an agreed upon location. This number may change in the future based on the number of picnic tables the City has in its inventory. The City shall leave a key to the chain locks with the CEC for a Zonta member to pick up Friday afternoon immediately preceding the Festival.
- iv. Make certain that the outside restroom behind Arts on the Avenue is cleaned and adequately stocked with toilet paper and paper towels. The key to the restroom shall be left with the CEC so that a Zonta member can pick it up on Friday afternoon preceding the Festival.
- v. Furnish barricades by Friday preceding the Festival throughout the downtown area to:
  - a. block the streets involved in the Festival,
  - b. enclose the children's area on the northeast corner of Magnolia Street and Delmas Avenue
  - c. enclose pony area, and
  - d. block the alleyway between Scranton's Restaurant and the Boland Building to prevent parking in that area.
- vi. Make certain that all City vehicles and City employee vehicles are removed

from the north parking lot at City Hall by 5:00PM on Friday preceding the Festival. The parking lot shall be barricaded by the City at 10:00PM on that date.

- vii. Deliver two sets of bleachers each to the Library and the old Hancock Bank parking lot and one set to First Baptist Church parking lot.

2. **Day of the Festival the City shall:**

- i. Have an electrician available to assist vendors with their electrical hook-ups.
- ii. Furnish employees who will be assigned to work the trash truck. To this end, the City shall purchase trash liners to make certain that garbage cans are emptied and placed in the receptacle holders in the Festival area and at key locations throughout the Festival area on the Friday immediately preceding the Festival.
- iii. Cover all sewer openings throughout Festival area.
- iv. Provide electrical tripods for children's area and stage area.
- v. Provide water truck for animal area.
- vi. Provide one three-prong water spigot for fountain.
- vii. Have vanilla D on hand.
- viii. Provide Police Department support for traffic and crowd control.

**III. Miscellaneous**

- 1. The City expressly disclaims any responsibility for the selling of vendor locations and the assignment of same to various vendors.
- 2. Both parties to this Agreement covenant and agree to maintain open lines of communication throughout the year in an effort to ensure the success of the Festival.
- 3. Both parties reserve the right to terminate this Agreement at any time for breach of the terms hereunder if such breach is not cured within thirty (30) days of receipt of written notice by the breaching party, which notice shall describe such breach in reasonable detail. This Agreement may be altered or amended from time to time as the need arises; however, such alterations or amendments shall be in writing and shall be properly approved and executed by the appropriate representatives of each of the parties hereto.
- 4. Both parties acknowledge the City's in-kind contributions being in excess of \$6,500

in exchange for a successful community event that draws over 10,000 visitors.

5. The parties acknowledge that the availability of City personnel to perform the duties imposed by this Agreement may be subject to unforeseen emergencies that could require the diversion of such personnel to other job sites before or during the Festival. The City covenants and agrees that it will exert its best efforts to provide the necessary personnel to perform all of the duties assumed by the City in this Agreement.
6. The term of this Agreement shall be for a period of one (1) year from January 1 of each calendar year hereof and shall automatically renew annually on the same date unless one party notifies the other party in writing that it does not want to renew prior to the beginning of such renewal period. Notice of nonrenewal shall be sent no less than thirty (30) days prior to the end of each calendar year.

WITNESS THE SIGNATURES OF THE PARTIES on this the \_\_\_\_ day of \_\_\_\_\_, 2015

**Zonta Club of Pascagoula Area**

**City of Pascagoula**

\_\_\_\_\_  
President

\_\_\_\_\_  
City Manager





Agenda Number: 13

### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Parks & Recreation Department

Contact Name: Darcie Crew

Phone: 228-938-2356

**Agenda Topic:** Closeout Documents for Point Park Pervious Concrete Paving 2015

*Attach additional information as necessary*

**Action Requested:**

Authorize the City Manager to execute documents related to the Point Park Pervious Concrete Project to include the Change Order #2 as final. This is a deductive change order in the amount of -\$6,824.94. Accept the contractor's affidavit of release of claims and waiver of liens, consent of surety to final payment and payment application no. 3 as final. Authorize a manual check to be issued to DCD Construction, Inc. in the amount of \$3,720.40.

Staff has inspected the project and feels the work was completed in a satisfactory manner and recommends the closure of this project.

Budgeted Item	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Source of Funding	<input type="checkbox"/>	General Fund
Contract Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Utility Fund	
Mayor or Manager's Signature Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Grant	
					<input type="checkbox"/>	Other	

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING

DCD Construction, Inc.  
 6512 Rose Farm Rd  
 Ocean Springs MS 39564

228 872 8060  
 228 872 0709



# Change Order Request

**COR Number:** 00002  
**Date:** 1/7/2016  
**Project Number:** 1501028  
**Contract Date:** 10/1/2015

<b>To:</b>	<b>Project:</b>
City of Pascagoula P.O. Drawer 908 Pascagoula MS 39568-0908	Point Park Pervious Concrete Paving 2015 Pascagoula MS 39568

**Description of Change:**

Project Original Contract Sum	77,755.00
Total of Previously Approved Change Orders	3,478.00
Contract Amount Prior to this Change Order	81,233.00
Proposed Contract Amount of this Change Order	(6,824.94)
Proposed Contract Amount Including this Change Order	74,408.06

**Accepted By:**

<u>DCD Construction, Inc.</u> Contractor (Company Name)	_____ Owner (Company Name)	_____ Other (Company Name)
_____ By (Signature)	_____ By (Signature)	_____ By (Signature)
<u>Elliot Davis, President</u> Printed Name	_____ Printed Name	_____ Printed Name
<u>1/7/16</u> Date	_____ Date	_____ Date
	_____ Owner's Change Order Number	

**PAYMENT APPLICATION AND CERTIFICATE**

INVOICE NO: 3-Retainage  
 APPLICATION NO: 3-Retainage  
 PERIOD: FROM 12/17/2015 TO 1/10/2016

TAX ID. #: 64-0944729  
 DATE: 1/10/2016  
 SHEET: 1 OF 3

PROJECT: Point Park Pervious Concrete Paving  
 CONTRACTOR: DCD Construction, Inc.

1. ORIGINAL CONTRACT SUM	\$	<u>77,755.00</u>
2. CONTRACT MODIFICATIONS APPROVED IN PREVIOUS PAY APPLICATIONS:		
ADDITIONS: \$ <u>3,478.00</u>	DEDUCTIONS: \$	<u>-</u>
3. CONTRACT MODIFICATIONS APPROVED THIS PERIOD		
(List Contract Modification Nos. <u>    </u> )		
ADDITIONS: \$ <u>-</u>	DEDUCTIONS: \$	<u>6,824.94</u>
4. NET CHANGE BY CONTRACT MODIFICATIONS		
(Sum of Lines 2 & 3)	\$	<u>(3,346.94)</u>
5. REVISED CONTRACT AMOUNT: (Sum of Lines 1 & 4)	\$	<u>74,408.06</u>
6. TOTAL VALUE OF WORK TO DATE (Attached Payment Breakdown)	\$	<u>74,408.06</u>
7. PERCENT PROJECT COMPLETE: (Line 6 ÷ Line 5 x 100)		<u>100%</u>
8. PERCENT COMPLETION BY TIME: (Elapsed Days ÷ Contract Days x 100)		<u>100%</u>
9. MATERIALS ON HAND (Listing Attached)	\$	<u>-</u>
10. PARTIAL PAYMENT UNDELIVERED EQUIPMENT		
(Listing Attached)	\$	<u>-</u>
11. SUBTOTAL OF WORK AND MATERIAL (Sum of Lines 6, 9, & 10)	\$	<u>74,408.06</u>
12. LESS AMOUNT RETAINED (5%)	\$	<u>-</u>
13. APPROVED RETAINAGE REDUCTION	\$	<u>-</u>
14. TOTAL AMOUNT RETAINED TO DATE (Line 12 - Line 13)	\$	<u>-</u>
15. SUBTOTAL OF DUE PAYMENT (Line 11 - Line 14)	\$	<u>74,408.06</u>
16. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	<u>70,687.66</u>
(Item 15 from Previous Application)		
17. CURRENT PAYMENT DUE: (Line 15 - Line 16)	\$	<u>3,720.40</u>

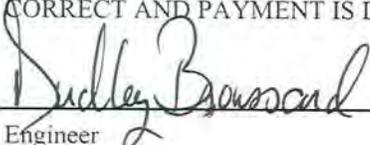
The undersigned Contractor certifies that the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work which previous Certificates for Payments were issued and payments received from the Owner, and that the current payments shown herein is now due.

  
 Contractor

Elliot Davis, President  
 By

1/10/2016  
 Date

I HEREBY ACKNOWLEDGE THAT THE MATERIAL AND LABOR INVOLVED ON THE ABOVE ESTIMATE ARE CORRECT AND PAYMENT IS DUE THE CONTRACTOR.

  
 Engineer

Dudley Broussard  
 By

1-13-16  
 Date





FINAL RELEASE OF CLAIMS AND WAIVER OF LIENS

PROJECT & JOB NUMBER: Point Park Pervious Concrete Paving

Having first been duly sworn, the undersigned authorized representative of DCD Construction, Inc., (hereinafter referred to as the "Contractor") hereby certifies that Contractor did furnish labor, materials, and/or services pursuant to a subcontract, purchase order, or other agreement, whether written or oral (hereinafter referred to as the "Contract"), with City of Pascagoula (hereinafter referred to as "Owner") in connection with the above-referenced project.

Upon receipt and in consideration of Owner's check in the amount of \$ 3,720.40, being final payment for all labor, materials, and services furnished by the Contractor in the performance of said Contract, the Contractor for itself, and any others claiming by, through, or under the Contractor, its successors and assigns, and all of its related and subsidiary companies, hereby unconditionally releases Owner, its surety and the Owner, their parent companies, affiliates, subsidiaries and divisions and their officers, agents, employees, assignees or heirs from any and all claims or costs, causes of action or other liability of any nature, known or unknown, whatsoever arising out of or during the performance of said Contract other than such claims, if any, that may, with the consent of Owner and the Owner, be specifically excepted from the terms of this Release, stated as follows: (None if blank)

As a material part of the consideration hereunder, Contractor unconditionally releases Owner, the Owner, and their sureties, officers, agents, employees, assignees, and heirs, and the building, improvements and the project and the land on which same is located and any monies owed City of Pascagoula from any and all claims whatsoever, arising out of, or during, the performance of said Contract, including without limitation, all laborer's, materialmen's, and mechanic's lien claims or Owner and the Owner or the respective sureties.

Contractor further certifies that all labor, materials, and services, furnished in connection with the performance of said Contract and all applicable state and federal payroll taxes, sales and/or use taxes (if applicable) and payroll insurance have been fully paid.

In the event of a dispute, including litigation, between Owner and Owner pertaining to the Project, Contractor agrees to fully cooperate and provide reasonable assistance to Owner as requested.

State of Mississippi County of Jackson

Executed this the 11 day of January, 2016.

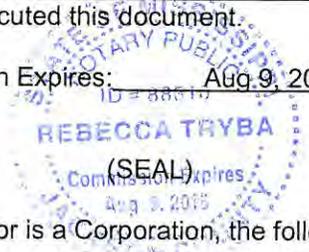
Contractor Name: DCD Construction, Inc.

Signature and Title: [Signature]

The above-named Elliot Davis, appeared before me this the 11 day of January, 2016 and executed this document.

My Commission Expires: Aug 9, 2016

Rebecca Tryba  
Notary Public



(If the Contractor is a Corporation, the following certificate will be executed):

I, Elliot Davis, certify that I am the President of the Corporation executing this release: that Elliot Davis Who signed this release on behalf of the Contractor was then President of Said Corporation: that said release was duly signed for and on behalf of said Corporation by authority of its governing body, and is within the scope of its' corporate powers.

By: [Signature] Title: President



# AIA® Document G707™ – 1994

## Consent Of Surety to Final Payment

Bond # 1001053945

**PROJECT:** *(Name and address)*  
Point Park Pervious Concrete Paving 2015  
Id#3152482 - Demo and removal of paving,  
installation of concrete paving, striping and  
**TO OWNER:** *(Name and address)*  
City of Pascagoula  
P.O. Drawer 908  
Pascagoula, MS 39568

**ARCHITECT'S PROJECT NUMBER:**  
**CONTRACT FOR:** Construction  
**CONTRACT DATED:** 10/19/15

OWNER:   
ARCHITECT:   
CONTRACTOR:   
SURETY:   
OTHER:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

U.S. Specialty Insurance Company  
13403 Northwest Freeway  
Houston, TX 77040-6094

, SURETY.

on bond of  
*(Insert name and address of Contractor)*

DCD Construction, Inc.  
6512 Rose Farm Road  
Ocean Springs, MS 39564

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety  
of any of its obligations to

*(Insert name and address of Owner)*

City of Pascagoula  
P.O. Drawer 908  
Pascagoula, MS 39568

, OWNER.

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereto set its hand on this date: January 8th, 2016

*(Insert in writing the month followed by the numeric date and year.)*

U.S. Specialty Insurance Company

*(Surety)*

*Kathleen B. Scarborough*

*(Signature of authorized representative)*

Kathleen B. Scarborough, Attorney-in-Fact

*(Printed name and title)*

Attest:  
*(Seal):*

*Doreen Bronner*

POWER OF ATTORNEY

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

Jim E. Brashier, Troy P. Wagener, Loren Richard Howell, Jr., Dewey Brashier, Norma J. McMahon, Kathleen B. Scarborough, Susan Skrmetta

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed \*\*\*\*\*Unlimited\*\*\*\*\* Dollars (\$ \*\*\*unlimited\*\*\*).

This Power of Attorney shall expire without further action on December 20, 2017. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 1st day of December, 2014.

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

Corporate Seals



By:

[Signature]
Daniel P. Aguilar, Vice President

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles SS:

On this 1st day of December, 2014, before me, Maria G. Rodriguez-Wong, a notary public, personally appeared Dan P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.
WITNESS my hand and official seal.

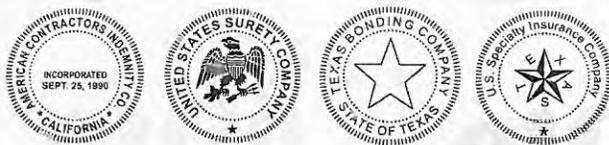
Signature [Signature] (Seal)



I, Michael Chalekson, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 8th day of January, 2016.

Corporate Seals



[Signature]

Michael Chalekson, Assistant Secretary

Bond No. 1001053945
Agency No. 17033



### AGENDA ITEM REQUEST FORM

Meeting Date: 02-02-2016

Submitting Department or Individual: Community and Economic Development

Contact Name: Jen Dearman

Phone: 228-938-6651

Analysis of Impediments to Fair Housing Choice 2015

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Adopt the Analysis of Impediments to Fair Housing Choice 2015 as required in association with the City's Community Development Block Grant annual entitlement funds.

Budgeted Item	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input checked="" type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

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**Analysis of Impediments to Fair Housing Choice 2015**

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Prepared By:  
The Chaucer Group LLC  
Washington, D.C.  
October 2015

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## **INTRODUCTION**

The City of Pascagoula, Mississippi is committed to affirmatively furthering fair housing. The creation of the City's Department of Community and Economic Development as the lead agency for all matters related to housing has enabled the City of Pascagoula, Mississippi to effectively preserve quality affordable housing for all of its residents. As an entitlement city and therefore receiving federal funding from the U.S. Department of Housing and Urban Development (HUD), the City of Pascagoula, Mississippi is required to analyze impediments to fair housing choice and then take action to cure the impediments. The Analysis of Impediments to Fair Housing Choice (AI) is designed to assist the City of Pascagoula, Mississippi in its efforts to quickly overcome the impediments which prevent residents from acquiring equal access to safe, decent, desirable and affordable housing opportunities throughout the city.

Entitlement cities, such as Pascagoula, Mississippi, that receive federal funding from HUD must also prepare and submit a five-year Consolidated Plan to HUD in which the entitlement city identifies their housing goals, objectives and plans for a five-year period. The Consolidated Plan is then approved by HUD for funding. HUD also uses the Consolidated Plan as an evaluation tool to determine if the goals, objectives and plans were successfully implemented. Both the AI and the Consolidated Plan are used by HUD to ensure that the federal funding is expended in a manner that ensures compliance in the implementation of federal housing policies.

## **RESEARCH METHODOLOGY**

This AI involves a thorough examination of a variety of data related to housing, particularly for persons who are protected under the Fair Housing Laws. Census data along with American Community Survey data, employment and income information, home mortgage data, fair housing complaint information and other related information found in the public domain was reviewed and analyzed. The three (3) approaches taken to complete this AI are as follows:

- Primary Research or the review of existing data and studies.
- Secondary Research or the evaluation of objective, measurable and numerical data.
- Qualitative Research or the evaluation and assessment of subjective data such as individuals' beliefs, opinions, and experiences.

## **OVERVIEW OF IMPEDIMENTS TO FAIR HOUSING CHOICE**

According to HUD, impediments of fair housing choice are defined as any actions, omissions, or decisions that restrict, or have the effect of restricting, the availability of housing choices based on race, color, religion, sex, age (does not apply to minors), disability, familial status or national origin. After the AI has been completed, the entitlement city must create mitigants to the impediments to fair housing choice that serve as deterrents to restricting, in any way, housing choices based on the aforementioned protected classes.

## OVERVIEW OF THE FEDERAL FAIR HOUSING LAWS

Federal fair housing laws prohibit discrimination in the housing sector. Fair housing laws apply in a given situation based on the following questions:

1. Is the person covered under the protected classes?
2. Is the property covered?
3. Is the behavior covered?

If the answer is “yes” to any of these questions, then the federal fair housing laws apply. It is important to note that the federal housing laws superseded local and state fair housing laws; so if the federal fair housing laws apply, then one must assume that the local and state fair housing laws are also applicable.

Federal fair housing laws protects all people and prohibits discrimination in housing and related services on the basis of the following protected classes: race, age (does not apply to minors), color, national origin, religion, physical or mental disability, sex and familial status.

Federal fair housing laws apply to the occupancy, sale, rental, insurance or financing of all forms of residential housing, including apartments, single-family homes, mobile homes, nursing homes, homeless shelters, vacant lots to be used for housing, and homeowners who are selling or renting property.

Under the federal fair housing laws, behavior is covered if it results in either differential treatment of or disparate impact on the members of a protected class. Differential treatment is the negative treatment of a person because of his or her membership in a protected class. Disparate impact occurs when a policy or a system that may not have been designed with discriminatory intent, but nonetheless does have a discriminatory effect on members of a protected class.

The following examples of behavior is illegal if it is taken because the person is a member of a protected class:

- Refusing to sell or rent after the making of a bona fide offer.
- Refusing to negotiate for the sale or rental of, or otherwise make unavailable or deny, a dwelling.
- Discriminating against any person in terms, conditions, or privileges of sale or rental of dwelling, or in the provision of services or facilities.
- Discriminating against any person in the terms or conditions of any residential real estate related transaction.
- Making, printing or publishing, or causing to be made, printed or published, any notice, statement or advertisement, concerning the sale or rental of a dwelling where such

notice statement or advertisement indicates any preferences, limitation or discrimination.

- Representing to any person that any dwelling is not available for inspection, sale, or rental when such dwelling is in fact available.
- Steering any buyer or renter to purchase or rent a dwelling to an area that is substantially populated, even if by less than a majority, by persons of the same protected class as the buyer or renter.
- Inducing or attempting to induce any person to sell or rent any dwelling for profit by representations regarding entry or prospective entry into the neighborhood of a person or persons protected from discrimination.
- Refusing to make reasonable accommodations in rules, policies or practices.
- Refusing to permit reasonable modifications by an individual with a disability.

## **OVERLAPPING FEDERAL FAIR HOUSING LAWS**

There are two (2) other federal fair housing laws that protect people with disabilities from discrimination and demand affirmative steps to promote integration. The two (2) laws are as follows:

- Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against people with disabilities in all federally funded programs.
- Congress protected the rights of people with disabilities when it passed the Americans with Disabilities Act (ADA) in 1990. The ADA is designed to protect people with disabilities from discrimination in public accommodations and employment. ADA prohibits discrimination by governments and governmental units including housing authorities. This includes actions that can deny people with disabilities and access to housing programs. In addition, ADA is applicable to the portions of housing complexes that are open to the public. This can include rental or sales offices, parking lots, community buildings that are open to the public as well as sidewalks, entrances and hallways to which the public has access.

## **HOUSING EXEMPT FROM THE FEDERAL FAIR HOUSING LAWS**

The following housing is exempt from the federal fair housing laws:

1. Elderly housing (exempt from familial status discrimination only).
2. Owner-occupied units with less than four dwellings.

## **IMPEDIMENTS AND MITIGANTS TO FAIR HOUSING CHOICE IN PASCAGOULA, MISSISSIPPI**

The federal fair housing laws and the Equal Credit Opportunity Act, as amended in 1974 and 1988, outlaw housing discrimination. These laws were passed in response to cases filed, testimony given and evidence collected that Blacks, Hispanics and Asians were being targeted differently with regard to their efforts to rent housing or secure mortgage loans.

In the City of Pascagoula, Mississippi, the following impediments to fair housing choice have been identified:

### **IMPEDIMENT 1: Lack of Local or State Fair Housing Agency**

Populations of color that fall into the protected classes under the federal fair housing laws have a tremendous need for safe, decent, affordable and sanitary housing. There is no organization dedicated to fair housing that actively conducts fair housing education and outreach or enforcement activities for Pascagoula residents. Due to the fact that there is not a dedicated Fair Housing Center in Mississippi and HUD funding for enforcement is awarded to different agencies each year, the number of racial discrimination fair housing complaints has dropped substantially. Additionally there is no state fair housing agency in the State of Mississippi.

**MITIGANT 1:** The City will make referrals to the Mississippi Center for Justice, Mississippi Center for Legal Services, and the University of Southern Mississippi Institute for Disabilities Studies by instructing residents who feel they have experienced housing discrimination to contact the aforementioned agencies.

**MITIGANT 2:** The City will provide education and outreach materials which explain how to file a Fair Housing Complaint with HUD. These materials include the TTY phone number.

### **IMPEDIMENT 2: Affordable Housing**

The City of Pascagoula, Mississippi's efforts to supply affordable housing reflect the nation's struggle with poverty clustering and racial segregation. The numerous strategies to promote affordable housing over the years have focused on the creation of affordable housing units rather than locating the affordable housing in a diversity of neighborhoods. The City of Pascagoula, Mississippi needs additional federal funding to allow for the development of affordable housing.

**MITIGANT 1:** The City will identify affordable housing options with private sector developers in hopes of securing a deal that meets the needs of the City.

**MITIGANT 2:** The City will pursue funding that would increase its affordable housing stock. Examples of program funding include, but are not limited to, the HOME Program and the Choice Neighborhoods Planning and Action Program.

**MITIGANT 3:** To address the accessibility needs of the disabled, the City will provide education materials to the public on reasonable modifications and accommodations and makes referrals to Living Independence for Everyone (LIFE) to assist with requests to landlords.

**IMPEDIMENT 3: Limited English Proficiency**

According to the 2010 Census, the City of Pascagoula, Mississippi, has an 11% Latino population. Persons with limited English proficiency who are struggling with language barriers preclude individuals from seeking housing options of choice as well as being educated about their rights under the federal fair housing law. The City of Pascagoula, Mississippi is no different and its challenge is to try to balance the pendulum of resident concerns about immigration upon the local economy, housing, and the cultural needs of immigrants with regard to living patterns and occupancy standards.

**MITIGANT 1:** The City will distribute Spanish translated education and outreach materials on the topics of basic fair housing rights, predatory lending, reasonable accommodations and modifications. Materials will be distributed at City departments, local stores, restaurants, churches with Spanish services and as utility bill inserts.

**MITIGANT 2:** If a person with limited English proficiency needs assistance, the City will provide translation services in person or through a telephone service.

**MITIGANT 3:** In the City's CDBG public participation advertising, the City will include instructions in Spanish indicating how to participate in the process.

**IMPEDIMENT 4: Lack of Fair Housing Rights Awareness**

Many residents are not aware of their rights under the federal fair housing law in addition to not realizing where to secure such services. This is an unmet need and an impediment to Fair Housing.

**MITIGANT 1:** The City will proclaim each April fair housing month.

**MITIGANT 2:** The City will host an annual Fair Housing Workshop.

**MITIGANT 3:** The City will distribute English and Spanish flyers through the City's utility bill to 6,800 business and households. Topics will include basic fair housing rights, predatory lending, reasonable accommodations and modifications. Additionally, materials will explain where to go to file a complaint and how to do so.

**MITIGANT 4:** The City will make referrals to the Mississippi Center for Justice, Mississippi Center for Legal Services, and the University of Southern Mississippi Institute for Disabilities Studies by instructing residents who feel they have experienced housing discrimination to contact the aforementioned agencies.

**IMPEDIMENT 5: Lack of Public Transit**

There is a lack of public transit in the City of Pascagoula, Mississippi. This serves as a major impediment to fair housing choice in that individuals are limited to residing in certain neighborhoods based on their transportation options. By transportation options, residents often live where they can ride-share with neighbors, friends or family. The lack of public transit in Pascagoula, Mississippi has contributed to clusters of low-income housing in neighborhoods where other transportation and housing options do not exist. Adopted in 2010, the City's Comprehensive Plan identifies the need to "encourage the development of convenient, reasonable economic public transit options to serve the mobility needs of all segments of the population

**MITIGANT 1:** The City will aggressively support local and regional efforts to implement inclusive affordable public transportation.

**MITIGANT 2:** The City will pursue funding that can be utilized for public transportation feasibility studies and implementation.

**MITIGANT 3:** The City will utilize its partnership with the local Metropolitan Planning Organization to identify opportunities to plan and implement public transportation.

## **FAIR HOUSING COMPLAINT PROCESS IN PASCAGOULA, MISSISSIPPI**

There are many factors that influence housing discrimination including knowledge of the federal fair housing laws and access to organizations that can assist with enforcing the federal fair housing laws. Complaints can be filed through local organizations, directly with HUD, or through the Department of Justice.

The fair housing complaint process in Pascagoula, Mississippi is similar to HUD's process in that organizations such as the Mississippi Center for Justice, Mississippi Center for Legal Services and the University of Southern Mississippi Institute for Disabilities Studies staff accepts calls from complainants and formerly assists them in filing a complaint. An allegation is considered filed once a signed and notarized copy of the complaint is received. If enforcement funding is available and the staff of the aforementioned organizations is then able to gather information about the alleged illegal activity, it performs an investigation.

The HUD fair housing complaint process begins when an individual, who believes that he/she has experienced housing discrimination, calls HUD. HUD staff then conducts an interview with the complainant and drafts a complaint, which is signed by the complainant making the allegation. HUD does not consider an allegation a filed case until the complainant has signed the complaint form.

The Civil Rights Division of the Department of Justice enforces civil rights laws in a variety of contexts. Information in this section can be used to find the appropriate way to submit a complaint of discrimination or report of a potential civil rights violation. If an individual has any questions, he/she can contact the Civil Rights Division at (888) 736-5551 or (202) 514-3847.

An individual can file an Americans with Disabilities Act complaint alleging disability discrimination against an individual, State or local government, or a public accommodation by mail or e-mail. An individual can learn more about filing an ADA complaint by visiting [www.ada.gov/filing\\_complaint.htm](http://www.ada.gov/filing_complaint.htm). You can call or fax your complaint to the U.S. Department of Justice, 950 Pennsylvania Avenue, N.W., Civil Rights Division, Disability Rights Section, Washington, D.C. 20530. Fax: (202) 307-1197. Telephone number is (202) 307-0663.

Individuals who believe that they have been victims of housing discrimination can file a complaint with the Department of Housing and Urban Development (HUD) or file their own lawsuit in federal or state court. Individuals must file the complaint with HUD within one year

of the incident they believe to be housing discrimination. Individuals also have two years to file their own lawsuit in federal court.

The Mississippi Center for Legal Services states that the only protection for residents of Pascagoula, Mississippi is the federal fair housing law. The Mississippi Center for Legal Services, Mississippi Center for Justice, and the University of Southern Mississippi Institute for Disabilities Studies provide assistance to residents filing complaints of discrimination.

During the past year, the Mississippi Center for Legal Services has processed nine (9) cases and all of these cases were rental housing discrimination cases. Additionally, one complainant filed a complaint with HUD and this case has not been adjudicated as of yet. The other nine (9) cases have been taken into investigation with three (3) of the nine cases classified as on-going investigations. The remaining six (6) cases are awaiting a decision by the complainants as to whether or not to proceed forward with adjudication.

Discrimination as it pertains to private sector rental housing and public housing rental housing is the primary source of the complaints recently received over the past two years. The basis for fair housing complaints in the Mississippi Gulf Coast are as follows:

<b>BASIS</b>	<b>CASES</b>
Race	5
Color	4
National Origin	0
Religion	0
Sex	0
Disability	0
Familial Status	0
Age	0
<b>Total Cases</b>	<b>9</b>

Both HUD and the fair housing organizations report that fair housing education plays a major role in the number of complaints they receive on an annual basis. A study of national trends in fair housing released by HUD indicates that many individuals across the country who felt that they had been subjected to discrimination, but did not take action, is due to their belief that pursuing a complaint of discrimination would not have helped them in any way. Other individuals stated that they were not aware of their rights under the federal fair housing laws. In addition, the majority of the fair housing staff across the country is devoted to fair housing investigations and advocacy, rather than fair housing education.

## **RECENT U.S. DEPARTMENT OF JUSTICE CASES IN THE STATE OF MISSISSIPPI**

There were several cases adjudicated by the U.S. Department of Justice in the state of Mississippi with regard to fair housing. The Department of Justice has filed six (6) complaints against housing providers in the State of Mississippi within the past five years. Three (3) of these complaints included allegations that the housing provider or defendant discriminated against the plaintiff on the basis of familial status; two complaints cited discrimination on the basis of disability; and one complaint cited racial discrimination. Each of these cases is summarized below.

### **United States v. Bryan Company**

In May 2011, the Department of Justice filed a lawsuit against a group of housing owners, developers and designer who had been involved in the construction of 2,000 apartment units in multi-family housing complexes in Mississippi, Louisiana and Tennessee. Included in these multi-family complexes were 800 ground floor units that are required by the federal Fair Housing Law to include accessible features. The U.S. Department of Justice alleged that these apartment units were inaccessible to persons with disabilities, meaning a lack of accessible pedestrian routes, parking spaces, entry doorways, light switches, kitchens and bathrooms. The leasing offices were also alleged to be inaccessible.

The case against the Bryan Company was settled in February 2014. The terms of the settlement required that the Company make extensive retrofits to the properties to bring them into compliance with federal accessibility requirements. In addition, nine (9) architects and civil engineers who were involved with the project were required to pay \$60,000 in compensation to those who had been harmed by the inaccessible conditions of the property.

### **United States v. Dawn Properties, Inc.**

In May 2014, the U.S. Department of Justice filed a complaint against Dawn Properties, a Mississippi-based developer. In the complaint, the U.S. Department of Justice alleged that the developer failed to design and build five (5) multi-family complexes in compliance with accessibility requirements included in the federal fair housing law and the Americans with Disabilities Act (ADA).

In filing the suit, the U.S. Department of Justice is seeking a court order that will require that the properties designed and constructed since 1991 be brought in to compliance with both the federal fair housing law and ADA. The suit also seeks monetary damages for those who have been harmed by the developer's alleged failure to include accessible features in the design and construction of those five (5) properties.

### **United States v. Kelly**

In November 2010, the U.S. Department of Justice filed a complaint against Kelly, the on-site property manager of Shamrock Apartments in Vicksburg, Mississippi. In the complaint, the U.S. Department of Justice alleges that the on-site property manager discriminated against the tenant, a white woman and mother of a bi-racial daughter, on the basis of race. The

discriminatory behavior began after the on-site property manager met the tenant's daughter and subsequently asked another white tenant to let her know if the tenant had any black visitors. On several occasions thereafter, the tenant had a visitor at her apartment that was black. Following one of these visits, she was informed by the on-site property manager that neighbors had complained about her visitor and that she was not allowed to have visitors who were not listed on her lease. This prohibition was only applied to the tenant. On another occasion, the same visitor arrived at her apartment in the morning and knocked on the tenant's door. Neighbors of the tenant called the police and the next day the on-site property manager informed the tenant that she was going to be evicted due to the visit from the police the night before. By contrast, the police had visited another tenant, who was white, without receiving an eviction notice.

When the tenant's lease was not renewed, she filed a complaint with the U.S. Department of Housing and Urban Development (HUD), who referred the matter to the U.S. Department of Justice. The U.S. Department of Justice and the on-site property manager settled the complaint in March 2012. As a condition of the settlement, the on-site property manager was required to refrain from further discriminatory acts, adopt a non-discrimination policy and post a fair housing poster on the property, pay the tenant and her daughter \$17,500 in monetary damages, and undergo training in fair housing and non-discrimination policy.

#### **United States v. Magee**

On April 17, 2013, the U.S. Department of Justice settled a case against a property owner and his affiliates. The defendants had been accused of discrimination on the basis of familial status. According to the original complaint, which was filed on November 17, 2011, the defendants informed the complainant, a woman with four children, that she could not rent a three-bedroom home that was available for lease because she had too many children. The defendants, who owned the home in question along with several others, had established an occupancy policy that limited three-bedroom homes to three children. The defendants informed the complainant that they had a four-bedroom home that she could rent.

During the course of its investigation, HUD attempted to help the parties conciliate the complaint without success. The case was settled in April of 2013 and as a condition of the settlement, the defendants are required to forebear from any discriminatory acts, provide a public notice of non-discriminatory practices, undergo mandatory training, keep records, and make reports detailing their compliance with the terms of the settlement. In addition, the defendants had to pay a total \$27,000 in damages and civil penalties.

#### **United States v. Mercker**

In May 2006, a family of two (2) adults and five (5) children moved from a two-bedroom apartment into a three-bedroom single family home in Gulfport, Mississippi. As the family was moving in, the owner of the home, the defendant, arrived to perform an announced inspection of recent repairs that had been made to the units. Having seen the family unpacking, the owner subsequently instructed the property manager to get those people out because they are going to tear up my house. The defendant claimed that the family size exceeded the occupancy

policy for the unit, though this policy had not been articulated in writing and was more restrictive than local occupancy standards. The family filed a fair housing complaint with HUD in September 2006.

The federal court entered a consent decree in this case on April 11, 2012. As a condition of the settlement, the defendant is required to allow the maximum number of occupants permitted under local occupancy codes; notify all applicants that all units are available for rent on a non-discriminatory basis; undergo mandatory training; keep records and make reports detailing their compliance with the terms of the settlement; and pay the complainants \$6,000 in damages resulting from the alleged denial of their rights under the Fair Housing Law.

### **United States v. Penny Pincher, Inc.**

In January 2009, a Mississippi resident (complainant) with a husband and three children filed two complaints with HUD; one against a housing provider in Biloxi, who had advertised a home available for rent to individuals or couples without children; and the other against the weekly newspaper, the Penny Pincher, that had run the advertisements. The complainant reported one of the advertisements to the Gulf Coast Fair Housing Center, who sent a tester to inquire about the property. In a conversation with the tester, the housing providers made other comments indicating their unwillingness to rent the home to a family with children, according to the HUD complaint. Having conducted an investigation and along with attempts to help the parties reach reconciliation on the matter without success, HUD found that there was reasonable cause to believe that housing discrimination had occurred and referred the matter to the Attorney General.

The Department of Justice settled the complaint with Penny Pincher in August 2011. As a condition of the settlement, the newspaper was enjoined from publishing discriminatory advertising and required to adopt and publish a non-discrimination policy, to undergo mandatory training, and to pay \$10,000 in damages to the Gulf Coast Fair Housing Center and \$1,500 to the woman who reported the advertisement to the Gulf Coast Fair Housing Center, among other requirements. In addition, the U.S. Department of Justice settled its complaint with the property owners, the other defendants in this case, in December 2011. The terms of the settlement were similar to the terms of the settlement with Penny Pincher; as monetary relief, the owners were required to pay \$2,000 to the newspaper and \$500 to the woman who had reported the discriminatory advertisement.

## **ENFORCING THE FAIR HOUSING LAWS**

The U.S. Department of Housing and Urban Development (HUD) oversees, administers and enforces the Fair Housing Act and Federal Fair Housing Laws. The Southeast Regional Office of HUD oversees housing, community development, and fair housing enforcement in Mississippi.

Some agencies receive funding from HUD as Fair Housing Assistance Programs (FHAPs). HUD also funds Fair Housing Initiatives Programs (FHIPs). The fundamental difference between the two programs is that FHAPs require an ordinance or law that empowers a governmental agency

to enforce the Fair Housing Laws and Fair Housing Act. They are thus considered substantially equivalent to federal agency enforcement activities. HUD contracts with that agency to process fair housing complaints and reimburse the jurisdiction on a per case basis.

FHIPs, on the other hand, can be a government agency, a private non-profit organization, or a for-profit organization. FHIPs is a competitive grant program that provides funds to organizations to carry out projects and activities designed to enforce and enhance compliance with the Federal Fair Housing Act and Federal Fair Housing Laws. Eligible activities include education and outreach to the public and housing industry on fair housing rights and responsibilities, and enforcement of fair housing complaints, including testing and litigation.

The filing of a complaint of discrimination on the Mississippi Gulf Coast is determined by filing the complaint with the HUD Region IV FHEO Office. Local fair housing agencies in the Mississippi Gulf Coast files the complaint with HUD or the Department of Justice depending on the case and the avenue it is felt that would have the better outcome for the individual who experienced the discrimination.

## **INVESTIGATING HOUSING DISCRIMINATION**

Fair housing testing is a method of determining if housing discrimination has occurred or is occurring in a housing market. In June 2013, HUD released two significant studies on housing discrimination nationwide. The first study examined over 8,000 fair housing tests conducted by non-Hispanic White testers paired with Black, Hispanic and Asian testers all over the country. This study revealed that housing discrimination still exists all over the country, although in a less obvious manner. For example, in some tests both testers were informed about housing at the same rate but the minority tester was shown fewer available housing units. When HUD conducted a similar test in 1977, it was determined that the minority tester would not even be told about available housing units.

The contrasts in treatment between minority and non-Hispanic White home seekers were stark. In rental testing, compared to non-Hispanic Whites, Blacks were told about 11% fewer units and were shown 4% fewer units. In home sales, with the same comparative factors, Blacks were told about 17% fewer housing units and shown 18% fewer units.

This same study found similar differences for Hispanic testers looking for rental housing. Although the number of units they were told about and shown was no different between non-Hispanic Whites and Hispanic homebuyers. There were clear differences in the treatment received by Asian testers in both the rental and homebuyer markets as compared with non-Hispanic White testing partners.

## **TESTING RESULTS IN PASCAGOULA, MISSISSIPPI AND THE GULF COAST REGION OF THE STATE OF MISSISSIPPI**

There is no evidence of the existence of rental and homebuyer testing and test results in both the City of Pascagoula, Mississippi and the Gulf Coast Region of the State of Mississippi. Extensive research concluded that no such testing or test results could be found. Our research also concluded that privacy is very important in the Deep South and individuals are reluctant to speak about their personal affairs; respond to surveys; and most importantly, participate in fair housing testing.

It is strongly recommended that systemic and complaint based rental and homebuyer testing be conducted along with enforcement activities and documenting the outcomes of enforcement actions. It is important that landlords and property management companies are educated about fair housing laws. Education can be accomplished by promoting the AI; holding annual Fair Housing Workshops to promote public understanding of the fair housing laws; and to affirmatively furthering fair housing in the City of Pascagoula, Mississippi.

## **DEMOGRAPHICS OF THE CITY OF PASCAGOULA, MISSISSIPPI**

Pascagoula, Mississippi is a racially and ethnically diverse City, although according to the 2010 Census Data, the City of Pascagoula, Mississippi has experienced a 13% decrease in total population. In recent years, the City of Pascagoula, Mississippi along with other Gulf Coast cities has suffered from a series of devastating natural and economic disasters. The City was severely damaged by Hurricane Katrina in 2005. The aftermath of the storm has had far reaching and lasting consequences for this coastal city. Many hardworking residents of the City have been unable or unwilling to rebuild their homes, resulting in large swaths of vacant land and resident exodus from the City. The national recession in 2008 also complicated local challenges for the City. In addition, the BP Oil Spill in 2010 negatively impacted the City with the economy, tourism and the seafood industry taking a big hit due to an extensive recovery period.

The demographics for the City of Pascagoula, Mississippi for the base year 2000 reflect a population of 26,200; the number of households at 9,802; and the median income for residents living in the City of Pascagoula, Mississippi at \$32,042.

Demographic information for the most recent year of 2010 reflects a population of 22,392 (-14% change); number of households at 8,481 (-16% change); and the median income for residents living in the City of Pascagoula, Mississippi was \$41,829 (+31% change).

	<b>2000</b>	<b>2010</b>
<b>Population by race is reflected below:</b>		
American Indian/Alaska Native	47 (20%)	69 (.31%)
Asian	253 (1.0%)	224 (1.00%)

Black/African American	7,590 (29%)	7,317 (33%)
Native Hawaiian/Other Pacific	6 (.00%)	14 (.06%)
Some Other Race	437 (1.7%)	1,218 (5.4%)
White	17,594 (67.2%)	13,169 (59%)
Hispanic/Latino Origin	1,019 (4%)	2,472 (11%)
Non-Hispanic/Latino Origin	25,818 (96.1%)	19,920 (89%)

#### Population by Gender

Female	12,984 (50.4%)	11,209 (50%)
Male	13,216 (49.6%)	11,183 (50%)

#### Population By Age

Persons 0 to 4 Years	2,052 (8%)	1,710 (8%)
Persons 5 to 17 Years	4,989 (19%)	4,080 (18%)
Persons 18 to 64 Years	16,109 (61%)	13,909 (62%)
Persons 65 Years and Over	3,107 (12%)	2,693 (12%)

#### Disability Status Of Civilians (Non-Institutionalized Population)

		With a Disability
Total Civilian Non-Institutionalized Population	21,602	3,773
Under 18 years	546	276
18 Years to 64 Years	13,373	2,143
65 Years and Over	2,823	1,354

#### Business Sectors in City of Pascagoula, Mississippi

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	181	40	2	0	-2
Arts, Entertainment, Accommodations	1,086	794	13	4	-9
Construction	858	1,593	10	8	-2
Education and Health Care Services	943	988	11	5	-6
Finance, Insurance, and Real Estate	483	566	6	3	-3
Information	130	84	2	0	-2
Manufacturing	1,907	11,528	22	58	36
Other Services	209	282	2	1	-1
Professional, Scientific, Management Services	595	1,228	7	6	-1
Public Administration	0	0	0	0	0
Retail Trade	1,525	1,849	18	9	-9
Transportation and Warehousing	459	527	5	3	-2
Wholesale Trade	265	238	3	1	-2

<b>Business by Sector</b>	<b>Number of Workers</b>	<b>Number of Jobs</b>	<b>Share of Workers %</b>	<b>Share of Jobs %</b>	<b>Jobs less workers %</b>
Total	8,641	19,717	--	--	--

**Data Source:** 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

### **Labor Force in The City of Pascagoula, Mississippi**

Total Population in the Civilian Labor Force	10,612
Civilian Employed Population 16 years and over	9,702
Unemployment Rate	8.58
Unemployment Rate for Ages 16-24	12.60
Unemployment Rate for Ages 25-65	5.85

**Data Source:** 2007-2011 ACS

<b>Occupations by Sector</b>	<b>Number of People</b>
Management, business and financial	1,812
Farming, fisheries and forestry occupations	361
Service	879
Sales and office	2,246
Construction, extraction, maintenance and repair	1,361
Production, transportation and material moving	738

**Data Source:** 2007-2011 ACS

### **Travel Time to Site of Employment in City of Pascagoula, Mississippi**

<b>Travel Time</b>	<b>Number</b>	<b>Percentage</b>
< 30 Minutes	8,067	84%
30-59 Minutes	1,230	13%
60 or More Minutes	287	3%
<b>Total</b>	<b>9,584</b>	<b>100%</b>

**Data Source:** 2007-2011 ACS

### **Education Attainment in City of Pascagoula, Mississippi (Aged 16 and Older)**

<b>Educational Attainment</b>	<b>In Labor Force</b>		<b>Not in Labor Force</b>
	<b>Civilian Employed</b>	<b>Unemployed</b>	
Less than high school graduate	679	208	770
High school graduate (includes equivalency)	2,293	252	1,137
Some college or Associate's degree	2,997	191	850
Bachelor's degree or higher	1,857	28	306

**Data Source:** 2007-2011 ACS

### Educational Attainment by Age in City of Pascagoula, Mississippi

	Age				
	18–24	25–34	35–44	45–65	65+
Less than 9th grade	78	69	97	351	190
9th to 12th grade, no diploma	457	390	323	427	371
High school graduate, GED, or alternative	643	892	935	1,855	943
Some college, no degree	849	770	736	1,287	667
Associate's degree	245	370	320	572	52
Bachelor's degree	28	279	472	799	283
Graduate or professional degree	0	106	168	388	263

**Data Source:** 2007-2011 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	\$10,382
High school graduate (includes equivalency)	\$25,265
Some college or Associate's degree	\$31,985
Bachelor's degree	\$39,382
Graduate or professional degree	\$55,750

The City of Pascagoula, Mississippi’s workforce is increasingly private sector driven with measured growth in certain business sectors. The City of Pascagoula, Mississippi has seen measured growth in certain business sectors. The City of Pascagoula, Mississippi has seen growth in the small business and retail shopping sectors and the cultural arts. Based on comments received from some business owners in the City of Pascagoula, Mississippi, the needs of the business community are tax breaks and tax reductions with regard to development and revitalization of neighborhoods in the City.

### HOME MORTGAGE DISCLOSURE ACT (HMDA)

Since 1970, the federal government has enacted several laws directed at promoting fair housing lending practices in the banking and financial services industries. Below is a summary of the laws aimed at protecting consumers as it pertains to the Federal Fair Housing Act and Federal Fair Housing Laws.

- The 1968 Fair Housing Act prohibits discrimination in housing based on race, color, religion, and national origin. Later amendments added sex, familial status and disability. Under the 1968 Fair Housing Act, it is illegal to discriminate against any of the protected classes in the following types of residential real estate transactions: making loans to buy, build or repair a dwelling; selling, brokering, or appraising residential real estate; and selling or renting a dwelling.

- The Equal Credit Opportunity Act was passed in 1974 and prohibits discrimination in lending based on race, color, religion, national origin, sex, marital status, age, receipt of public assistance, and the exercise of any right under the Consumer Credit Protection Act.
- The 1977 Community Reinvestment Act requires each federal financial supervisory agency to encourage financial institutions in order to help meet the credit needs of the entire community, including low and moderate income neighborhoods.
- Under the 1975 Home Mortgage Disclosure Act (HMDA), and later amended, financial institutions are required to publicly disclose the race, sex, ethnicity, and household income of mortgage applicants by the Census Tract in which the loan is proposed as well as outcome of the loan application.

HMDA requires both depository and non-depository lenders to collect and publicly disclose information about housing-related applications and loans. Both types of lending institutions must meet the following set of reporting criteria:

- The institution must be a bank or credit union.
- The total assets must exceed the coverage threshold. Each December, the Federal Reserve announces the threshold for the following year. The asset threshold may change from year to year and it is based on changes in the Consumer Price Index for Urban Wage Earners and Clerical Workers.
- The institution must have had an office in a Metropolitan Statistical Area (MSA).
- The institution must have originated at least one home purchase loan or refinancing of a home purchase loan secured by a first lien on a one-to four-family dwelling.
- The institution must be federally insured or regulated.
- The mortgage loan must have been insured, guaranteed or supplemented by a federal agency or intended for sale to the Federal National Mortgage Association (Fannie Mae or FNMA) or the Federal Home Loan Mortgage Corporation (Freddie Mac or FHLMC). These agencies purchase mortgages from lenders and repackage them as securities for investors, making more funds available for lenders to make new loans.

Additional reporting criteria are as follows:

- The institution must be a for-profit organization.
- The institution's home purchase loan originations must equal or exceed 10% of the institution's total loan originations, or more than \$25 million.
- The institution must have had a home or branch office in an MSA or have received applications for, originated, or purchased five or more home purchase loans, home improvement loans, or refinancing mortgages on property located in a MSA in the preceding calendar year.
- The institution must have assets exceeding \$10 million or have originated 100 or more home purchases in the preceding calendar year.

HMDA data represent most mortgage lending activity and are thus the most comprehensive collection of information available regarding home purchase originations, home remodel loan originations and refinancing. The Federal Financial Institutions Examination Council (FFIEC) makes HMDA data available to the consumer.

## HMDA DATA FOR THE CITY OF PASCAGOULA, MISSISSIPPI

Source of HMDA Data: Analysis of Home Mortgage Disclosure Act Data from the Federal Financial Institutions Examination Council

### Number of Home Purchase Loans

	2009	2010
Metro Area	996	838

Definition: Number of home purchase loans.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes.

### Number of Home Purchase Loans by Race/Ethnicity

	2009	2010
Non-Hispanic White	809	664
Hispanic	39	30
Non-Hispanic Black	89	90
Non-Hispanic Asia/Pacific Islander	27	16
Non-Hispanic American Indian	3	3

Definition: Number of home purchase loans.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When a borrower self-identifies as more than one race, race category refers to first race specified.

### Sale of Home Purchase Loans by Race/Ethnicity

	2009	2010
Non-Hispanic White	83.7%	82.7%
Hispanic	4%	3.7%
Non-Hispanic Black	9.2%	11.2%
Non-Hispanic Asia/Pacific Islander	2.8%	2%
Non-Hispanic American Indian	0.3%	0.4%

Definition: Share of home purchase loans made to each racial/ethnic group.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary

borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified. Shares are of those borrowers who report race and ethnicity.

**Government-Backed Loans as Share of Home Purchase Loans by Race/Ethnicity**

	<b>2009</b>	<b>2010</b>
Non-Hispanic White	44.4%	48.2%
Hispanic	66.7%	76.7%
Non-Hispanic Black	43.8%	53.3%
Non-Hispanic Asia/Pacific Islander	25.9%	25%
Non-Hispanic American Indian	66.7%	33.3%

Definition: Share of home purchase loans backed by Federal Housing Administration, Veterans Administration, Farm Service Agency or Rural Housing Services.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

**Number of Refinance Loans**

	<b>2009</b>	<b>2010</b>
Metro Area	2,034	1,406

Definition: Number of refinance loans.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower.

**Number of Refinance Loans by Race/Ethnicity**

	<b>2009</b>	<b>2010</b>
Non-Hispanic White	1,656	1,164
Hispanic	36	15
Non-Hispanic Black	179	101
Non-Hispanic Asia/Pacific Islander	35	21
Non-Hispanic American Indian	7	7

Definition: Number of refinance loans.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

**Share of Refinance Loans by Race/Ethnicity**

	<b>2009</b>	<b>2010</b>
Non-Hispanic White	86.6%	89%

Hispanic	1.9%	1.1%
Non-Hispanic Black	9.4%	7.7%
Non-Hispanic Asia/Pacific Islander	1.8%	1.6%
Non-Hispanic American Indian	0.4%	0.5%

Definition: Share of refinance loans made to each racial/ethnic group.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified. Shares are of those borrowers who report and ethnicity.

#### Government-Backed Loans as Share of Refinance Loans by Race/Ethnicity

	2009	2010
Non-Hispanic White	20.4%	20.9%
Hispanic	27.8%	40%
Non-Hispanic Black	24.6%	32.7%
Non-Hispanic Asia/Pacific Islander	20%	23.8%
Non-Hispanic American Indian	42.9%	28.6%

Definition: Share of refinance loans backed by Federal Housing Administration, Veterans Administration, Farm Service Agency or Rural Housing Services.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When a borrower self identifies as more than one race, race category refers to first race specified.

#### High Interest Loans as Share of Home Purchase Loans

	2009	2010
Metro Area	16.2%	15%

Definition: Share of home purchase loans that have an APR (annual percentage rate) at least 1.5 percentage points higher than the estimated Average Prime Offer Rate for loans extended to prime borrowers based on the rates reported by Freddie Mac in its Primary Mortgage Market Survey. This definition of high interest loans differs from that used prior to 2010.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes.

#### High Interest Rate Loans as Share of Home Purchase Loans by Race/Ethnicity

	2010
Non-Hispanic White	13.6%
Hispanic	6.7%
Non-Hispanic Black	22.2%

Non-Hispanic Asia/Pacific Islander	--
Non-Hispanic American Indian	--

**Definition:** Share of home purchase loans that have an APR (annual percentage rate) at least 1.5 percentage points higher than the estimated Average Prime Offer Rate for loans extended to prime borrowers based on the rates reported by Freddie Mac in its Primary Mortgage Market Survey. This definition of high interest loans differs from that used prior to 2010.

**Notes:** Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

### High Interest Rate Loans as Share of Home Purchase Loans by Race/Ethnicity and Income

	Low-Income	Middle-Income	High-Income
Non-Hispanic White	22.1%	13.7%	4.9%
Hispanic	--	--	--
Non-Hispanic Black	31.8%	20%	4.8%
Non-Hispanic Asia/Pacific Islander	--	--	--
Non-Hispanic American Indian	--	--	--

**Definition:** Share of home purchase loans that have an APR (annual percentage rate) at least 1.5 percentage points higher than the estimated Average Prime Offer Rate for loans extended to prime borrowers based on the rates reported by Freddie Mac in its Primary Mortgage Market Survey. This definition of high interest loans differs from that used prior to 2010.

**Notes:** Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Low-income borrowers had incomes below 80% of area median income. Middle-income borrowers had incomes of between 80% and 120% of area median income. High-income borrowers had incomes above 120% of area median income. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

### High Interest Loans as Share of Refinance Loans

	2010
Metro Area	8.8%

**Definition:** Share of refinance loans that have an APR (annual percentage rate) at least 1.5 percentage points higher than the estimated Average Prime Offer Rate for loans extended to prime borrowers based on the rates reported by Freddie Mac in its Primary Mortgage Market Survey. This definition of high interest loans differs from that used prior to 2010.

**Notes:** Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes.

### High Interest Rate Loans as Share of Refinance Loans by Race/Ethnicity

Non-Hispanic White	8.8%
Hispanic	--
Non-Hispanic Black	17.8%
Non-Hispanic Asia/Pacific Islander	4.8%
Non-Hispanic American Indian	--

**Definition:** Share of refinance loans that have an APR (annual percentage rate) at least 1.5 percentage points higher than the estimated Average Prime Offer Rate for loans extended to prime borrowers based on the rates reported by Freddie Mac in its Primary Mortgage Market Survey. This definition of high interest loans differs from that used prior to 2010.

**Notes:** Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

### High Interest Rate Loans as Share of Refinance Loans by Race/Ethnicity and Income

	Low-Income	Middle-Income	High-Income
Non-Hispanic White	12.6%	7.6%	6.2%
Hispanic	--	--	--
Non-Hispanic Black	15.4%	16.7%	15.6%
Non-Hispanic Asia/Pacific Islander	--	--	--
Non-Hispanic American Indian	--	--	--

**Definition:** Share of refinance loans that have an APR (annual percentage rate) at least 1.5 percentage points higher than the estimated Average Prime Offer Rate for loans extended to prime borrowers based on the rates reported by Freddie Mac in its Primary Mortgage Market Survey. This definition of high interest loans differs from that used in 2010.

**Notes:** Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Low-Income borrowers had incomes below 80% of area median income. Middle-income borrowers had incomes of between 80% and 120% of area median income. High-income borrowers had incomes above 120% of area median income. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

### High Interest Rate Loans as Share of Home Purchase Loans by Neighborhood Racial/Ethnic Composition

	2010
Predominantly Minority Neighborhood	--

Mixed Neighborhood	13.4%
Predominantly Non-Hispanic White Neighborhood	16.9%

Definition: Share of refinance loans that have an APR (annual percentage rate) at least 3 percentage points higher than the interest rate of U.S. Treasury securities of the same maturity.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Predominantly non-Hispanic white neighborhoods defined as those that were less than 10% minority. Predominantly minority neighborhoods defined as those that were 80% or more minority. Mixed neighborhoods defined as those that were between 10% and 80% minority.

#### Number of Home Purchase Loan Applications

	2009	2010
Metro Area	1,733	1,522
Definition:	Number of home purchase loan applications.	
Notes:	Analysis of Home Mortgage Disclosure Act Data from the Federal Financial Institutions Examination Council.	

#### High Interest Rate Loans as Share of Refinance Loans by Neighborhood Racial/Ethnic Composition

	2010
Predominantly Minority Neighborhood	10%
Mixed Neighborhood	9.5%
Predominantly Non-Hispanic White Neighborhood	8%

Definition: Share of home refinance loans that have an APR (annual percentage rate) at least 1.5 percentage points higher than the estimated Average Prime Offer Rate for loans extended to prime borrowers based on the rates reported by Freddie Mac in its Primary Mortgage Market Survey. This definition of high interest rate loans differs from that used prior to 2010.

Notes: Includes only originated, first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Predominantly non-Hispanic white neighborhoods defined as those that were less than 10% minority. Predominantly minority neighborhoods defined as those that were 80% or more minority. Mixed neighborhoods defined as those that were between 10% and 80% minority.

#### Number of Home Purchase Loan Applications

	2009	2010
Metro Area	1,733	1,522

Definition: Number of home purchase loan applications.

Notes: Includes only applications for first-lien loans for owner-occupied, 1-4 family

homes or manufactured homes.

**Number of Home Purchase Loan Applications by Race/Ethnicity**

	<b>2009</b>	<b>2010</b>
Non-Hispanic White	1,335	1,159
Hispanic	70	58
Non-Hispanic Black	188	178
Non-Hispanic Asia/Pacific Islander	46	31
Non-Hispanic American Indian	8	7

Definition: Number of Home Purchase Loan Applications.

Notes: Includes only applications for first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

**Home Purchase Loan Denial Rate**

	<b>2009</b>	<b>2010</b>
Metro Area	21.6%	25.2%

Definition: Share of home purchase loans that were denied by lender.

Notes: Based on applications for first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Denials include a small number of pre-approval requests denied by financial institution.

**Home Purchase Loan Denial by Race/Ethnicity**

	<b>2009</b>	<b>2010</b>
Non-Hispanic White	19%	23.3%
Hispanic	22.9%	31%
Non-Hispanic Black	32.5%	30.3%
Non-Hispanic Asia/Pacific Islander	--	35.5%
Non-Hispanic American Indian	--	42.9%

Definition: Share of home purchase loans that were denied by lender.

Notes: Based on applications for first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Denials include a small number of pre-approval requests denied by financial institution. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

**Number of Refinance Loan Applications**

	<b>2009</b>	<b>2010</b>
Metro Area	4,026	3,128

Definition: Number of refinance loan applications.

Notes: Includes only applications for first-lien loans for owner-occupied, 1-4 family

homes or manufactured homes.

**Number of Refinance Loan Application by Race/Ethnicity**

	<b>2009</b>	<b>2010</b>
Non-Hispanic White	2,954	2,278
Hispanic	76	44
Non-Hispanic Black	487	325
Non-Hispanic Asia/Pacific Islander	104	60
Non-Hispanic American Indian	17	12

Definition: Number of Refinance Loan Applications.

Notes: Includes only applications for first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

**Refinance Loan Denial Rate**

	<b>2009</b>	<b>2010</b>
Metro Area	24%	26.8%

Definition: Share of refinance loans that were denied by lender.

Notes: Based on applications for first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Denials include a small number of pre-approval requests denied by financial institution.

**Refinance Loan Denial Rate by Race/Ethnicity**

	<b>2009</b>	<b>2010</b>
Non-Hispanic White	20.6%	23.4%
Hispanic	29%	36.4%
Non-Hispanic Black	36.3%	41.5%
Non-Hispanic Asia/Pacific Islander	24%	35%
Non-Hispanic American Indian	--	25%

Definition: Share of refinance loans that were denied by lender.

Notes: Based on applications for first-lien loans for owner-occupied, 1-4 family homes or manufactured homes. Denials include a small number of pre-approval requests denied by financial institution. Race/ethnicity refers to the primary borrower. Hispanics may be of any race. When borrower self identifies as more than one race, race category refers to first race specified.

Source: Analysis of Home Mortgage Disclosure Act Data from the Federal Financial Institutions Examination Council.

## **OVERCOMING DATA LIMITATIONS WITH REGARD TO HMDA**

Despite data limitations, the information collected under HMDA has proved invaluable for ensuring fair lending, especially for individuals, groups and organizations without the financial resources to pay for proprietary data. However, updates to the data are needed to reflect the changes in lending over the course of this decade. Some of these updates are now mandated in the Dodd-Frank Wall Street Reform and Consumer Protection Act (Dodd-Frank Act), including more information on loan terms, pricing, credit sources and borrower demographics. The Dodd-Frank Act also requires that these fields be available publically and at the loan level. For originated loans, new data collection and reporting will include the borrower's age, as well as the number and dollar amount of loans grouped according to total points and fees paid at origination; the difference between the loan's APR and a benchmark for all loans; and the term in months of any prepayment penalty.

For originated loans plus applications that do not result in originations, new data collection and reporting will include:

- The value of real property used or intended to be used as collateral.
- The term in months for which any introductory rate applies.
- Loans that have contractual terms that reflect other than fully amortizing loans.
- The mortgage term in months.
- The applicant(s) or borrower(s) credit score(s).
- The application receipt channel (e.g. retail, broker, etc.).

Unfortunately, the new data is not expected to be available until 2016.



### AGENDA ITEM REQUEST FORM

Meeting Date: 2/2/2016

Submitting Department or Individual: Purchasing/Public Works

Contact Name: Jaci Turner

Phone: 938-6726

Award of Bucket Truck Bid 359

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Council approval to award Bucket Truck Bid 359 to low bidder, Aerial Truck Equipment, at a price of \$122,422.00. The tabulation/recommendation form is attached.

Budgeted Item	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>

Source of Funding	<input checked="" type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

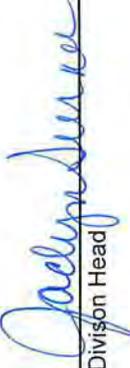
*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

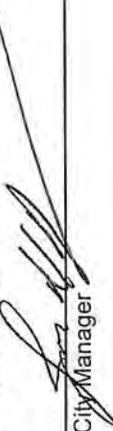
BIDDERS:		Aerial Truck Equipment	Equipment Technologies, LLC	Altec Industries	Buck Sullivan, Inc.
		<i>Olive Branch, MS</i>	<i>Oklahoma City, OK</i>	<i>Creedmor, NC</i>	<i>Jackson, MS</i>
#	Item Description				
1	Bucket Truck: 2015 Dodge 5500 SLT 4x	\$ 122,422.00	\$ 123,374.22	\$ 124,206.00	NOT RESPONSIVE
2	Lift Manufacturer	Versalift	Equipment Technologies, LLC, ETCMH40IH	Altec Model AT40M	NOT RESPONSIVE
3					
4					
5					
6					
7					
8					
9					
	Service Center Location:	Olive Branch, MS	Mobile, AL	Mobile Service Technicians are within 90 miles of Pascagoula. Service Center is in Birmingham, AL	NOT RESPONSIVE

Notes:

Recommendation: The recommendation is to award this bid to the lowest bidder, Aerial Truck Equipment Company.

  
 Division Head

City Manager Recommendation: (  ) Concur ( ) Do not concur

  
 City Manager



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Engineering

Contact Name: Jaci Turner

Phone: 938-6726

Miscellaneous Services contract with Compton Engineering - contract extension

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Approve the attached extension and authorize the City Manager to execute. No funding is associated directly with this contract - all work is done by separate task orders.

Budgeted Item	Yes	<input type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>
Mayor or Manager's Signature Required	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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**RENEWAL NUMBER 3 TO  
AGREEMENT FOR PROFESSIONAL SERVICES  
BETWEEN**

**CITY OF PASCAGOULA AND COMPTON ENGINEERING, INC.**

THIS IS A RENEWAL made on \_\_\_\_\_ TO THE AGREEMENT made on February 5, 2013, between the CITY OF PASCAGOULA, PO Drawer 908, Pascagoula, Mississippi, 39568-0908 (OWNER), and COMPTON ENGINEERING, INC., PO Box 686, 1706 Covent Avenue, Pascagoula, Mississippi, 39568 (ENGINEER).

This RENEWAL is in accordance with ARTICLE VII – CHANGES, AMENDMENTS of the aforementioned agreement. OWNER intends to utilize ENGINEER for services as extended in ARTICLE III:

**ARTICLE III - PERIOD OF SERVICES**

1. The period of services shall be from February 5, 2016 to February 5, 2017.

IN WITNESS WHEREOF, the parties hereto have made and executed this Renewal as of the day and year first written above.

**OWNER:**  
CITY OF PASCAGOULA, MS

**ENGINEER:**  
COMPTON ENGINEERING, INC.

\_\_\_\_\_

  
\_\_\_\_\_  
Chief Operating Officer

WITNESS: \_\_\_\_\_

WITNESS: Renee Pettis



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Engineering

Contact Name: Jaci Turner Phone: 938-6726

**Agenda Topic:** Miscellaneous Services contract with Brown, Mitchell & Alexander (BMA) - contract extension

*Attach additional information as necessary*

**Action Requested:**

Approve the attached extension and authorize the City Manager to execute. No funding is associated directly with this contract - all work is done by separate task orders.

Budgeted Item	Yes	<input type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>
Mayor or Manager's Signature Required	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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January 13, 2016

Ms. Jaclyn Turner  
Program Manager  
City of Pascagoula  
603 Watts Avenue  
Pascagoula, Mississippi 39567

**RE: Master Services Agreement (2013 - 2015)  
Between The City of Pascagoula and Brown, Mitchell & Alexander, Inc.**

Dear Ms. Turner:

The above referenced Master Services Agreement expires on February 5, 2016. A provision in the contract allows for the City of Pascagoula to extend the agreement by an additional calendar year (up to three (3) one year extensions – this will be the third and final one year extension) subject to the satisfactory performance of services rendered by Brown, Mitchell & Alexander, Inc. under this Agreement and approval of the Pascagoula City Council.

If acceptable to you, please present the attached Amendment Three to the City Council for approval. Requested changes under the attached amendment include the one year time extension of the contract and an annual adjustment of the Standard Hourly Rates to 2016 rates.

If you should have any questions relative to this Master Services Agreement extension request, please do not hesitate to contact me at 864-7612. As always, it is a pleasure working with you and the City of Pascagoula.

Sincerely,



Dax Alexander, P.E.  
President

Enclosures

**AMENDMENT 3**

**To the Standard Form of Agreement between**

**City of Pascagoula**

**&**

**Brown, Mitchell & Alexander, Inc.**

***Master Services Agreement***

ORIGINAL

This Amendment is attached to, made a part of, and incorporated by reference into an Agreement made on the 5<sup>th</sup> day of February, 2013, between the City of Pascagoula (Owner) and Brown, Mitchell & Alexander, Inc. (Engineer), providing for a Master Services Agreement with Engineer for engineering and related services as may be requested by the Owner and authorized by work order. The scope of the Agreement is amended or supplemented as indicated below:

1. As referenced in 3.02. A *Period of Service and Time for Completion*  
Original period of service was February 5, 2013 to February 4, 2014. The Master Services Agreement allows for up to three (3) one year extensions by mutual agreement, or as amended by the Owner and Engineer. Amendment 1 extended the period of services for one (1) calendar year from February 5, 2014 to February 4, 2015. Amendment 2 extended the period of services for one (1) calendar year from February 5, 2015 to February 4, 2016. This Amendment 3 requests extension of the period of service for one (1) calendar year from February 5, 2016 to February 4, 2017. This Amendment 3 exhausts the one year options remaining under this Master Services Agreement.
2. As referenced in C2.01.6 *Compensation for Basic Services – Standard Hourly Rates Method of Payment* Attachment A, Brown & Alexander, Inc. Standard Hourly Rate Schedule dated January 1, 2015 is replaced by Attachment A, Brown, Mitchell & Alexander, Inc. Standard Hourly Rate Schedule dated November 19, 2015.

This AMENDMENT 3 is hereby made a part of and incorporated into the original Agreement, dated February 5, 2013, as though originally included therein.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment, as of this \_\_\_\_\_ day of January, 2016.

OWNER:  
City of Pascagoula

\_\_\_\_\_  
Joseph R. Huffman  
City Manager

Address for giving notice:  
603 Watts Avenue  
Pascagoula, MS 39567

ENGINEER:  
Brown, Mitchell & Alexander, Inc.

\_\_\_\_\_  
*Dax Alexander*  
Dax Alexander, P.E.  
President

521 34<sup>th</sup> Street  
Gulfport, MS 39507

## ATTACHMENT A

### BROWN, MITCHELL & ALEXANDER, INC. STANDARD HOURLY RATES

#### Engineering Staff

Principal Engineer	\$176.00
Professional Engineer IV	\$144.00
Professional Engineer III	\$130.00
Professional Engineer II	\$119.00
Professional Engineer I	\$105.00
Engineer Intern II	\$102.00
Engineer Intern I	\$86.00
Engineer Technician II	\$80.00
Engineer Technician I	\$66.00

#### Environmental Staff

Environmental Scientist	\$ 88.00
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#### Project Representation Staff

Resident Project Representative IV	\$91.00
Resident Project Representative III	\$84.00
Resident Project Representative II	\$74.00
Resident Project Representative I	\$67.00

#### Drafting Staff

CADD Production Manager	\$95.00
Design/CADD Technician	\$91.00
CADD Operators/Drafters	\$85.00

#### Surveying Staff

Registered Land Surveyor II	\$102.00
Registered Land Surveyor I	\$99.00
Land Surveyor Intern	\$66.00
Survey Crew Chief	\$59.00
Instrument Man	\$53.00

*Alternate personnel may be utilized at their regular hourly rates, which will not exceed listed rates.*

*These hourly rates are subject to an annual increase of up to 5%.*

*November 19, 2015*

## ATTACHMENT A

### BROWN, MITCHELL & ALEXANDER, INC. STANDARD HOURLY RATES

#### Surveying Staff (Cont'd)

1-Man Survey Crew	\$92.00
2-Man Survey Crew	\$128.00
3-Man Survey Crew	\$153.00

#### OVERTIME:

1-Man Survey Crew	\$117.00
2-Man Survey Crew	\$158.00
3-Man Survey Crew	\$184.00

#### Administrative Staff

Administrative III	\$72.00
Administrative II /Specifications Technician	\$62.00
Administrative I	\$54.00
Clerical	\$46.00

*Alternate personnel may be utilized at their regular hourly rates, which will not exceed listed rates.  
These hourly rates are subject to an annual increase of up to 5%.  
November 19, 2015*





### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Engineering

Contact Name: Jaci Turner Phone: 938-6726

Budget Modification #5 for LaFont Redevelopment project

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Approve Budget Modification #5 - attached - and authorize the City Manager to execute documents. The only change is extending the grant completion date to 6-30-2016 to allow further time for job creation documentation and grant closeout.

Budgeted Item	Yes	<input type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input checked="" type="radio"/>	No	<input type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

**MISSISSIPPI DEVELOPMENT AUTHORITY**

MODIFICATION SIGNATURE SHEET

**501 North West Street • Post Office Box 849**

**Jackson, Mississippi 39205**

City of Pascagoula  
 603 Watts Avenue  
 Pascagoula, MS 39568-0908  
 (228) 762-1020  
 (228) 938-6749 Fax

**LaFont Inn Redevelopment Project**

2. Effective Date: 12-31-15

3. Contract Number:  
 R-103-290-01-KED

4. Modification Number : 5

5. Grant Identifier: (Funding Source & Year):  
 CFDA Number: 14.219 & 14.228

6. Beginning and Ending Dates:  
 6-23-11 through 6-30-16

7. Page 1 of 3

8. As a result of this modification, funds obligated are changed as follows:

	<b>KCDBG</b>	<b>Other: MDOT</b>	<b>Other:</b>
<b>From</b>	<b>\$2,556,722.69</b>	<b>\$0</b>	<b>\$32,000,000</b>
<b>TO</b>	<b>\$2,556,722.69</b>	<b>\$0</b>	<b>\$32,000,000</b>
<b>Increase of:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Decrease of:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

9. The above recipient is hereby modified as follows:

Extend the grant end date until 6-30-16 for job creation and closeout.

10. Except as hereby modified, all terms and conditions of the subcontract remain unchanged.

11. Approved for Agency:

\_\_\_\_\_  
 Signature                      Date

Name: Steven C. Hardin  
 Title: Community Services Division

12. Approved for Recipient:

\_\_\_\_\_  
 Signature                      Date

Name: Joseph R. Huffman  
 Title: City Manager, City of Pascagoula

**MDA DRD  
BUDGET MODIFICATION #5  
WORKSHEET**

Recipient: **Pascagoula LaFont Inn Redevelopment Project**

Contract Number: R-103-290-01-KED

**NOTE:** List KCDBG Funds where changes are made.

NO BUDGET CHANGES

Extend the grant end date until 6-30-16 for job creation and closeout.

**Katrina Supplemental CDBG Program  
Budget through BM #5  
R-103-290-01-KED Pascagoula LaFont Inn Redevelopment Project**

**Applicant:** City of Pascagoula

**Funding Year:** \_\_\_\_

**Grant Year:** \_\_\_\_

**Contract:**R-103-290-01-KED

Description	MDA	IDIS	Other Funding Sources				Total
Administration			Katrina CDBG				
Application Prep.			\$10,000.00				\$10,000.00
General Administration			\$73,179.00				\$73,179.00
							\$0.00
<b>Subtotal (A)</b>			\$83,179.00	\$0.00	\$0.00	\$0.00	\$83,179.00
Description	MDA	IDIS	Other Funding Sources				Total
Public Facilities			Katrina CDBG	Company			
Engineering: Planning & Design			\$381,703.34				\$381,703.34
Engineering: Special Services			\$50,640.00				\$50,640.00
Legal			\$22,475.06				\$22,475.06
Construction			\$2,018,725.29				\$2,018,725.29
Contingency			\$0.00				\$0.00
Land, Building, FFE				\$32,000,000.00			\$32,000,000.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
<b>Subtotal (B)</b>			\$2,473,543.69	\$32,000,000.00	\$0.00	\$0.00	\$34,473,543.69
<b>Grand Total (A + B)</b>			\$2,556,722.69	\$32,000,000.00	\$0.00	\$0.00	\$34,556,722.69



### AGENDA ITEM REQUEST FORM

Meeting Date: 2/2/16

Submitting Department or Individual: City Manager/Public Relations

Contact Name: Anne Pitre

Phone: 228.382.2086

**Agenda Topic:** Request for Qualifications for City Web Services

*Attach additional information as necessary*

**Action Requested:**

Authorize City Clerk to advertise for qualifications to provide web development, design and hosting services for a new City website and economic development microsite

Budgeted Item                      Yes       No

Contract Required                Yes       No

Mayor or Manager's Signature Required    Yes       No

Source of Funding     General Fund

Utility Fund

Grant

Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**





### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Finance

Contact Name: Bobby Parker

Phone: 938-6716

**Agenda Topic:** Municipal Compliance Questionnaire for the fiscal year ended September 30, 2015

*Attach additional information as necessary*

**Action Requested:**

Accept the Questionnaire and let it be spread upon the minutes.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mayor or Manager's Signature Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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**Municipal Compliance Questionnaire**

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

**Information**

*Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no," and, as a result, more information on this questionnaire may be required and/or separate work papers may be needed.*

1. Name and address of municipality:  
City of Pascagoula  
\_\_\_\_\_
  
2. List the date and population of the latest official U.S. Census or most recent official census:  
2010 - 22,392  
\_\_\_\_\_
  
3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).  
See attached  
\_\_\_\_\_
  
4. Period of time covered by this questionnaire:  
From: October 1, 2014 To: September 30, 2015
  
5. Expiration date of current elected officials' term: June 30, 2017

City of Pascagoula  
**MUNICIPAL COMPLIANCE QUESTIONNAIRE**  
**Year Ended September 30, 2015**

Answer All Questions: Y - YES, N - NO, N/A - NOT APPLICABLE

**PART I - General**

- |   |            |
|---|------------|
| 1. Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13)   | Y<br>_____ |
| 2. Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-27)  | Y<br>_____ |
| 3. Are municipal records open to the public? (Section 25-61-5)  | Y<br>_____ |
| 4. Are meetings of the board open to the public?<br>(Section 25-41-5)   | Y<br>_____ |
| 5. Are notices of special or recess meetings posted?<br>(Section 25-41-13)  | Y<br>_____ |
| 5. Are all required personnel covered by appropriate surety bonds?  |            |
| · Board or council members (Sec. 21-17-5)   | Y<br>_____ |
| · Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter)  | Y<br>_____ |
| · Municipal clerk (Section 21-15-38)  | Y<br>_____ |
| · Deputy clerk (Section 21-15-23)   | Y<br>_____ |
| · Chief of police (Section 21-21-1)   | Y<br>_____ |
| · Deputy police (Section 45-5-9) (if hired under this law)  | Y<br>_____ |
| 7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-19)  | Y<br>_____ |
| 8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting?<br>(Section 21-15-33)  | Y<br>_____ |
| 9. Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53)   | Y<br>_____ |
| 10. Did all officers, employees of the municipality, or their relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (Section 25-4-105) | Y<br>_____ |
| 11. Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (Section 21-35-31)                                | Y<br>_____ |

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance?  
(Section 21-35-31 or 21-17-19) Y

**PART II - Cash and Related Records**

1. Where required, is a claims docket maintained?  
(Section 21-39-7) Y

2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9) Y

3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued?  
(Section 21-39-7) Y

4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13) Y

5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn?  
(Section 21-39-13) Y

6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9) Y

7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23) Y

8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, & 27-39-205) Y

9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25) Y

10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25) Y

11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) Y
12. Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (Section 21-35-13) Y
13. Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (Section 21-35-17) Y
14. Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363) Y
15. Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) Y
16. Are donations restricted to those specifically authorized by law? [Section 21-17-5 (Section 66, Miss. Constitution) -- Sections 21-19-45 through 21-19-59, etc.] Y
17. Are fixed assets properly tagged and accounted for? (Section II - Municipal Audit and Accounting Guide) Y
18. Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? Y
19. Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) Y
- PART III - Purchasing and Receiving**
1. Are bids solicited for purchases, when required by law (written bids and advertising)? [Section 31-7-13(b) and (c)] Y
2. Are all lowest and best bid decisions properly documented? [Section 31-7-13(d)] Y
3. Are all one-source item and emergency purchases documented on the board's minutes? [Section 31-7-13(m) and (k)] Y
4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) Y

**PART IV - Bonds and Other Debt**

- |    |  |          |
|----|--|----------|
| 1. | Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303)             | <u>Y</u> |
| 2. | Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87) | <u>Y</u> |
| 3. | Have the required trust funds been established for utility revenue bonds? (Section 21-27-65)   | <u>Y</u> |
| 4. | Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317)                                    | <u>Y</u> |
| 5. | Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5)   | <u>Y</u> |

**PART V - Taxes and Other Receipts**

- |    |  |          |
|----|--|----------|
| 1. | Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167)  | <u>Y</u> |
| 2. | Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53)  | <u>Y</u> |
| 3. | Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63)                                       | <u>Y</u> |
| 4. | Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) | <u>Y</u> |
| 5. | Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321)                     | <u>Y</u> |
| 6. | Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5)            | <u>Y</u> |
| 7. | Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1)            | <u>Y</u> |
| 8. | Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37)      | <u>Y</u> |

9. Has the municipality levied or appropriated not less than 1/4 mill for fire protection and certified to the county it provides its own fire protection or allowed the county to levy such tax? (Sections 83-1-37 and 83-1-39) Y
10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.) Y
11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21) Y
12. Are bids solicited by advertisement or, under special circumstances, <sup>two</sup> three appraisals obtained when real property is sold? (Section 21-17-1) Y
13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347) Y
14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (Section 17-17-348) Y
15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG) Y



City of Pascagoula  
(MUNICIPAL NAME)

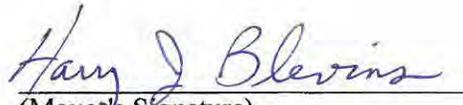
**Certification to Municipal Compliance Questionnaire**

**Year Ended September 30, 2015**

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Pascagoula, and, to the best of our knowledge and belief, all responses are accurate.

  
\_\_\_\_\_  
(City Clerk's Signature)

1/27/16  
\_\_\_\_\_  
(Date)

  
\_\_\_\_\_  
(Mayor's Signature)

1/28/2016  
\_\_\_\_\_  
(Date)

**Minute Book References:**

Book Number \_\_\_\_\_

Page \_\_\_\_\_

*(Clerk is to enter minute book references when questionnaire is accepted by board.)*

**City of Pascagoula**  
**CITY OFFICIALS CONTACT INFORMATION**  
**Municipal Compliance Questionnaire**  
**Year Ended September 30, 2015**

**Mayor:**

**Jim Blevins (Harry J.)**  
**3007 Northwood Avenue**  
**Pascagoula, MS 39567**

**(228) 762-3991 (h)**  
**(228) 990-1187 (c)**

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**Councilman at Large:**

**Brenda H. Simkins**  
**1419 Washington Avenue**  
**Pascagoula, MS 39567**

**(228) 712-2883 (h)**  
**(228) 762-4822 (w)**  
**(228) 990-4629 (c)**

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**Councilman – Ward 1**

**Marvin L. Pickett, Sr.**  
**2111 Buena Vista Street**  
**Pascagoula, MS 39567**

**(228) 218-3531 (c)**  
**(228) 769-6257 (h)**

---

**Councilman – Ward 2**

**Freddy L. Jackson**  
**4607 Old Mobile Avenue**  
**Pascagoula, MS 39581**

**(228) 762-1082 (h)**  
**(228) 249-9698 (c)**

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**Councilman – Ward 3**

**David Tadlock**  
4528 Shadow Wood Circle  
Pascagoula, MS 39581

(228) 312-0370 (w)  
(228) 662-471-8683 (c)

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**Councilman – Ward 4**

**Burton L. (Burt) Hill**  
2806 Larchmont Street  
Pascagoula, MS 39567

(228) 769-8655 (h)  
(228) 762-1466 (w)  
(228) 990-9270 (c)

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**Councilman – Ward 5:**

**Scott Tipton**  
5304 Hilltop Street  
Pascagoula, MS 39567

(228) 769-1674 (h)  
(228) 248-6453 (w)  
(228) 669-9603 (c)

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**City Manager:**

**Joe Huffman**  
603 Watts Ave.  
Pascagoula, MS 39567

(228) 938-6614 (w)

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**City Attorney:**

**Eddie Williams**  
603 Watts Ave.  
Pascagoula, MS 39567

(228) 938-6605 (w)





**AGENDA ITEM REQUEST FORM**

Meeting Date: February 2, 2016

Submitting Department or Individual: City Attorney

Contact Name: Eddie Williams

Phone: 228-938-6605

**Agenda Topic:** Resolution authorizing sale of Energy Recovery Facility

*Attach additional information as necessary*

**Action Requested:**

Adopt resolution and authorize Mayor to sign all documents necessary to effect sale.

Budgeted Item

Yes  No

Contract Required

Yes  No

Mayor or Manager's Signature Required

Yes  No

Source of Funding

General Fund

Utility Fund

Grant

Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

**RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF PASCAGOULA AUTHORIZING THE MAYOR TO  
EXECUTE ALL DOCUMENTS NECESSARY TO EFFECT A SALE  
OF THE FORMER ENERGY RECOVERY FACILITY**

**WHEREAS**, the City is the owner of certain property described in the Contract of Sale attached hereto as an exhibit, which property constituted the former "Energy Recovery Facility" previously built by the City of Pascagoula and located on property owned by the City in Moss Point, MS; and

**WHEREAS**, the use of this property and the facility thereon as an Energy Recovery Facility was discontinued by the City many years ago; and

**WHEREAS**, the property was most recently used as a solid waste transfer station by the City until the same was condemned and closed in December of 2012; and

**WHEREAS**, the property has remained vacant and has deteriorated to the point where it is no longer safe to be used for any purpose by the City; and

**WHEREAS**, a prospective buyer for the property has come forward and made a bonafide offer to purchase the same from the City; and

**WHEREAS**, pursuant to a Resolution adopted by the City Council on August 4, 2015, the City authorized the Mayor to execute the contract with the prospective buyer for the purchase of the property at the sum of \$107,500.00; and

**WHEREAS**, pursuant to Section 57-7-1 of the Mississippi Code, the Council finds that the property described in the attached exhibit is in fact surplus property, of no value to the City and does not serve a governmental function and that the prospective purchaser of the property intends to use the same for commercial or industrial purposes as contemplated in the aforesaid statute; and

**WHEREAS**, the negotiated price of \$107,500.00 was arrived at based upon two separate appraisals of the subject property and the same is found to be a fair and reasonable price for the property given its present deteriorated condition; and

**WHEREAS**, pursuant to a resolution adopted by the Council on November 3, 2015, the due diligence period for the aforesaid contract of sale was extended to allow the prospective purchaser additional time within which to procure certain permits and to arrange for financing; and

**WHEREAS**, the due diligence expires on February 5, 2016, and the prospective purchaser has notified the City Attorney that he is ready to proceed to closing; and

**WHEREAS**, the City Council does find that the sale of the property for the aforesaid purchase price is in fact in the best interest of the citizens of this community and the sale thereof will relieve the City of any further obligations and responsibilities with respect to this property:

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**SECTION 1.** All matters and facts stated in the preambles to this resolution are found to be factual and are the findings of the governmental authority for the City of Pascagoula.

**SECTION 2.** The Mayor is authorized by the City Council to execute any and all documents that will be necessary to effect a sale of the property pursuant to the terms and conditions set forth in the attached contract of sale.

**SECTION 3.** The City Attorney is authorized and directed to present a certified copy of this resolution to Attorney Patricia Wallace and to request that she forthwith prepare all documents for the sale and transfer of the subject property pursuant to the terms and conditions set forth in the attached contract.

## CONTRACT FOR SALE AND PURCHASE OF REAL PROPERTY

The parties to this Agreement are the City of Pascagoula (City), acting by and through its duly authorized representative, and Matthew Kelly Byrd (Buyer), for the sale and purchase of certain hereinafter described real property belonging to the City of Pascagoula.

1. **LEGAL DESCRIPTION** – The City of Pascagoula is the owner in fee simple of the following described real property situated in the City of Moss Point and hereinafter designated as the “ERF property”:

That certain tract, piece or parcel of land situated in part of Burton Lot 8 and Dodge Lot 9 of the Moss Point Lumber Company Tract as per plat thereof recorded in Surveyor's Record Book 1, Page 55, Records of Surveys of Jackson County, Mississippi, and also being part of Lot 13 of the G. H. Myers Tract, as per plat thereof recorded in Book 9, Page 787, of the Land Deed Records of Jackson County, Mississippi, being in Section 19, Township 7 South, Range 5 West, Jackson County, Mississippi, and being more particularly described as follows, to-wit:

Commencing at the NE corner of Section 19, Township 7 South, Range 5 West, Jackson County, Mississippi; thence run South a distance of 1234.64 feet to a point; thence run West a distance of 1757.58 feet to the point of beginning of the tract of land herein described; thence run South  $02^{\circ} 01' 48''$  East for a distance of 491.79 feet to a point on the North right-of-way line of Elder Ferry Road; thence run South  $84^{\circ} 38'$  West along the North right-of-way line of Elder Ferry Road for a distance of 75 feet to a point; thence run North  $77^{\circ} 30'$  West along the North right-of-way line of Elder Ferry Road for a distance of 217.91 feet to a point; thence run North  $76^{\circ}$  West along the North right-of-way line of Elder Ferry Road for a distance of 94 feet to a point; thence run North  $70^{\circ} 30'$  West along the North right-of-way line of Elder Ferry Road for a distance of 41.11 feet to a point; thence run North for a distance of 274.88 feet to a point; thence run East for a distance of 130 feet to a point; thence run North for a distance of 140 feet to a point; thence run East for a distance of 270 feet to the point of beginning, containing 3.95 acres, more or less. Being the same land as conveyed to the Thiokol Corporation by Deed Book 584, Page 292, Deed Book 640, Page 325 and Deed Book 760, Page 191, all of the Land Deed Records of Jackson County, Mississippi. This being the same property as surveyed by Compton Engineering of Pascagoula, Mississippi, copy attached hereto.

2. **SALE PRICE** – The City agrees to sell the above described property, as is, where is, without any warranty as to the condition of the structures thereon, to the Buyer for an agreed price of \$107,500.00 to be paid at the closing hereof.
3. **TITLE** – The City warrants that it has good title to the above described property and that it will convey such title as it does have to the Buyer by Special Warranty Deed. There will be reserved in the Special Warranty Deed all oil, gas and minerals lying on, in or under the subject property in favor of the City, with a right of ingress and egress for the exploitation of same.
4. **STRUCTURES** – Buyer acknowledges that there are certain structures on the premises which constituted the former Energy Recovery Facility built by the City of Pascagoula during the 1980's. Buyer acknowledges that the property has not been used for the purposes of an energy recovery facility for several decades and that the last known use of the subject property was as a solid waste transfer facility. Buyer acknowledges that he has inspected the structures on the premises and further acknowledges that the City previously discontinued use of the facility because of an engineering report which essentially condemned its use due to structural defects. The Buyer agrees that he is purchasing the above described property with full knowledge of the defective condition of the structures thereon and that the City is making no warranty whatsoever with respect to the fitness of the structures for any use which the Buyer may intend hereafter and with no warranty as to their present condition and the viability thereof for any purpose whatsoever.
5. **CLOSING COSTS** – Buyer agrees to pay all closing costs attendant upon the transaction with the exception of the Special Warranty Deed which shall be prepared at the expense of the City and one-half of the attorney fees to be incurred during closing. The Buyer agrees that he shall be solely responsible for the payment of any and all fees and expenses that might be incurred as a result of the Buyer's financial arrangements for the purchase of the facility.
6. **ENVIRONMENTAL ISSUES** – Buyer acknowledges that he is fully aware of all uses made of the facility and structures located on the above described property by the City and further acknowledges that the City makes no warranty whatsoever as to the environmental cleanliness of the property. Buyer acknowledges that he is purchasing this property with full acknowledge that there may be environmental issues associated with the property and for which he shall assume responsibility upon transfer of title thereto. Buyer further acknowledges that the attorney for the City has advised the Buyer that it may be in his best interest to obtain a Phase I environmental assessment on this property prior to the closing hereof. Buyer further acknowledges that he has been advised by the City Attorney that it

will be in his best interest to retain counsel familiar with transactions of this type to advise Buyer on the environmental issues.

7. **CLOSING** – The parties agree that the transaction shall be closed by Island Winds Title Company and its attorney, Patricia Wallace, or her designee. This contract for sale, along with any other items necessary for the closing of the transaction shall be delivered to Ms. Wallace at least two weeks prior to the proposed closing date.
8. **DUE DILIGENCE** – The City agrees that the Buyer shall have ninety (90) days from the date of the approval of this contract by the City Council within which to conduct due diligence and to make all financial arrangements for the purchase of the above described property. Closing shall take place no later than fifteen (15) working days after the close of the due diligence period. Buyer shall deposit with the City the sum of \$1,000.00 as earnest money, which sum shall be returned to the Buyer should the City not be in a position to close this transaction in accordance with the terms hereof. In the event of closing, the earnest money shall be applied toward the amount due to the City at that time. Should Buyer fail to close through no fault of the City, then Buyer agrees that the earnest money deposit shall be forfeited to the City as liquidated damages.
9. **MISCELLANEOUS** – Buyer acknowledges that this contract is subject to approval by the City Council of the City of Pascagoula and that it is not binding upon the City until such time as the approval has been spread upon the minutes of the City Council. Both parties acknowledge that no amendments or alterations to this document shall be allowed except in writing and only upon the approval of the City Council for the City of Pascagoula. Should any term or condition hereof be declared invalid by a court of competent jurisdiction, then the remaining terms shall remain in full force and effect for the duration of this contract. The parties agree to cooperate with one another to remedy any invalidity that might be found in the terms and conditions hereof so as to effect the full intent of the parties. The terms and conditions of this contract shall be construed in accordance with the laws of the State of Mississippi and venue for any legal action involving this contract shall be Jackson County, Mississippi.

WITNESS OUR SIGNATURES on this the 5<sup>th</sup> day of August, 2015.

BUYER

By: Matthew Kelly Byrd  
Matthew Kelly Byrd

CITY OF PASCAGOULA

By: Harry J. Blevins  
Harry J. Blevins, Mayor



### AGENDA ITEM REQUEST FORM

Meeting Date: 2/2/16

Submitting Department or Individual: City Manager/Public Relations

Contact Name: Anne Pitre

Phone: 228.382.2086

**Agenda Topic:** Recreation Department Gym Dedication

*Attach additional information as necessary*

**Action Requested:**

Approve recommendation to dedicate the gym at the Pascagoula Recreation Center as the Sarah Bailey Thomas Gym

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>

Source of Funding	<input checked="" type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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## MEMO

**To:** Joe Huffman, City Manager  
The Honorable Mayor and City Council

**From:** Anne Pitre  
Public Relations Specialist

**Subject:** Recreation Department Gym Dedication

**Date:** January 28, 2016

---

As you and Mayor Blevins are aware, the Parks & Recreation Department and I have been working together to coordinate a ceremony to honor Sarah Thomas, a Pascagoula native who went on to break barriers for women in professional athletics as the first female official with the National Football League. At this point, the ceremony is confirmed to take place on March 3<sup>rd</sup> from 6-8 p.m. at the Recreation Center.

Sarah attended Pascagoula High School in its former location on Pascagoula Street, where she lettered in softball. The former high school gym now houses the Pascagoula Recreation Department, where she also played basketball. She was also among the first to play on an all-girls' basketball team in the City's recreational league, and went on to attend the University of Mobile on a basketball scholarship.

Given that Pascagoula youth athletics set Sarah on the course to make great contributions to professional athletics for women, we request approval to name the gym at the Pascagoula Recreation Center the Sarah Bailey Thomas Gym. This will give Sarah a permanent place in Pascagoula's history as someone who made her own path to pursue her goals and made it possible for others to follow in her footsteps.

We respectfully request that the City Council take up this topic at their next meeting and approve this request.



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: City Attorney

Contact Name: Eddie Williams Phone: 228-938-6605

**Agenda Topic:** Resolution urging Mississippi Legislature to appropriate funds for the purpose of challenging the Coastal Floodplain Maps previously prepared by FEMA.

*Attach additional information as necessary*

**Action Requested:**

Adopt resolution.

Budgeted Item	Yes <input type="radio"/>	No <input checked="" type="radio"/>	Source of Funding	<input type="checkbox"/> General Fund
Contract Required	Yes <input type="radio"/>	No <input checked="" type="radio"/>	<input type="checkbox"/> Utility Fund	
Mayor or Manager's Signature Required	Yes <input type="radio"/>	No <input checked="" type="radio"/>	<input type="checkbox"/> Grant	
			<input type="checkbox"/> Other	

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF PASCAGOULA TO URGE THE MISSISSIPPI LEGISLATURE TO APPROPRIATE FUNDING TO THE SOUTHERN MISSISSIPPI PLANNING AND DEVELOPMENT DISTRICT TO ASSIST WITH COSTS ASSOCIATED WITH ATTEMPTS BY THE THREE COASTAL COUNTIES TO MITIGATE THE NEGATIVE IMPACTS OF THE BIGGERT-WATERS FLOOD INSURANCE REFORM ACT OF 2012; AND FOR RELATED PURPOSES.**

**WHEREAS**, the National Flood Insurance Program (NFIP) was created by the United States Congress in 1968 with the passage of the National Flood Insurance Act of 1968 (P.L. 90-448) to enable property owners in participating communities to purchase insurance protection from the government against losses from flooding; and

**WHEREAS**, the NFIP insures over 5 million homes in the United States, the large majority of which are along the Atlantic, Gulf, Pacific and Great Lakes shore lines of the United States; and

**WHEREAS**, the NFIP, historically, has provided insurance which, in an effort to create economic benefit, encouraged and incentivized coastal communities to develop their shore lines, including the concentration of economic production, population and infrastructure along the coasts; and

**WHEREAS**, shoreline communities around the country, and certainly in the State of Mississippi, have become a stronghold for economic vitality by providing not only major economic engines (including transportation and access to trade corridors), but also for activities that are major contributors to the Mississippi Coast's historic economic success and strength: tourism, recreation, and cultural activities; and

**WHEREAS**, in recent years, the United States Congress passed the Biggert-Waters Flood Insurance Reform Act of 2012 (Biggert-Waters), which significantly overhauled the National Flood Insurance Program (NFIP); and

**WHEREAS**, while ensuring the long-term solvency and long-term sustainability of the NFIP are valid goals of the US Congress, those goals must take into account the negative side-effects associated with Biggert-Waters flood mapping

efforts including, but not limited to, the increased difficulties to conduct business, trade, and live in these shoreline communities throughout the Country, including communities along the Mississippi Gulf Coast, caused by such mapping; and

**WHEREAS**, shoreline communities that have undergone the FEMA and NFIP required process to revise their flood maps are discovering that the maps are flawed, inconsistent from one community to another and, effectively, have been improperly drawn; and

**WHEREAS**, communities that have recently had FEMA flood map changes, like communities all along the Mississippi Gulf Coast, will pay higher rates due to Biggert-Waters than communities in other areas of the Country that, though built at similar flood elevations, have not had recent flood map studies, or have had studies that are inconsistent with the findings in other but related areas; and, as a result of incomplete flood map studies and changes, communities like those along the Mississippi Gulf Coast will likely bear a larger burden of the NFIP program and thus suffer competitive trade and other disadvantages; and

**WHEREAS**, now, after receipt of a September of 2015 notice from FEMA to coastal cities, it appears that FEMA has remapped the Mississippi Gulf Coast yet again, even though there are large areas of the entire country that have yet to be mapped once, and that preliminary data shows this re-mapping is placing new areas of Mississippi in FEMA-created flood zones; and

**WHEREAS**, in an effort to achieve reasonable and deserved relief, certain communities have undertaken the arduous and expensive task of challenging the revised and amended flood maps, and are winning their challenges in cases where the communities can present well-prepared and drafted engineering studies in support of their position that the flood maps for their communities are not properly created; and

**WHEREAS**, individually, no Mississippi coastal community, city or county has the financial resources or wherewithal to undertake the required engineering studies, but together, the communities of the Mississippi Gulf Coast, with financial assistance from the state to fund the aforementioned studies, can work together to

ensure that a consistent map for the entire Mississippi Gulf Coast and, indeed, our coastal region, is prepared and submitted to NFIP and FEMA as part of a regional challenge to the post-Katrina (i.e., current) flood maps currently governing the Mississippi Gulf Coast; and

**WHEREAS**, in an effort to mitigate the effects of Biggert-Watters, the full impact of which will likely now be triggered upon property owners in Coastal Mississippi due to the previously referenced remapping, and to ensure that flood maps governing the City of Pascagoula and other Mississippi Coastal communities are accurate, the City Council of the City of Pascagoula hereby urges the legislature of the State of Mississippi to appropriate funds to the Southern Mississippi Planning and Development District to help offset and fund the costs of engaging an expert engineer or engineers to remap the flood zones and flood elevations in the three coast counties (Harrison, Hancock, and Jackson) in order to facilitate and support a comprehensive challenge to the flood zones and elevations put in place by FEMA.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PASCAGOULA, MISSISSIPPI, AS FOLLOWS, TO WIT:**

**SECTION 1.** That the matters, facts and things recited in the Preamble hereto are hereby adopted as the official findings of the City Council.

**SECTION 2.** That the City Council of the City of Pascagoula, Mississippi, hereby urges the Coast's state legislative delegation to actively pursue an appropriation in the amount of \$1,500,000.00 to the Southern Mississippi Planning and Development District to offset and fund the costs of engaging an expert engineer or engineers to study and remap the flood zones and flood elevations in the three coastal counties (Harrison, Hancock, and Jackson) in order to support and create a challenge to the flood zones and elevations as have been determined by FEMA to be applicable in the three coast counties.

**SECTION 3.** That this Resolution is hereby ordered to be spread on the minutes of the City Council, and to be in full force and effect immediately upon its passage and enactment according to law.

**SECTION 4.** That a copy of this resolution shall be provided to each member of the Coast Legislative Delegation, as follows: Representatives and Senators representing districts comprised, in whole or in part, of Hancock County, Harrison County and Jackson County, all located on the Mississippi Gulf Coast.





### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2015

Submitting Department or Individual: Finance

Contact Name: Bobby Parker

Phone: 938-6716

Budget amendment in the General Fund for the Fire Department. BA 16.08.

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Council approval of the attached budget amendment.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mayor or Manager's Signature Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input checked="" type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

**City of Pascagoula  
Budget Amendment # 16.08  
February 2, 2016**

	<u>Current Budget</u>	<u>Budget Amendment</u>	<u>Amended Budget</u>
<b><u>General Fund</u></b>			
<b><u>Revenues:</u></b>			
<b><u>Miscellaneous:</u></b>			
Miscellaneous	84,096	397	84,493
<b>Total Revenues</b>	<b>84,096</b>	<b>397</b>	<b>84,493</b>
<b><u>Expenditures:</u></b>			
<b><u>Fire Repair Service:</u></b>			
<b><u>Supplies:</u></b>			
Equipment Parts	30,000	397	30,397
<b>Total Expenditures</b>	<b>30,000</b>	<b>397</b>	<b>30,397</b>
<b>Net Change in Fund Balance - General Fund</b>		-	
<b>To amend budget to provide expenditure authority for the repair of damages to Unit-14 and the related reimbursement.</b>			



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Finance

Contact Name: Bobby Parker Phone: 938-6716

**Agenda Topic:** Budget amendment in the General Fund for the Economic Development Department. BA 16.09.

*Attach additional information as necessary*

**Action Requested:**

Council approval of the attached budget amendment.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mayor or Manager's Signature Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Source of Funding	<input checked="" type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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**City of Pascagoula  
Budget Amendment # 16.09  
February 2, 2016**

<u>General Fund</u>	<u>Current Budget</u>	<u>Budget Amendment</u>	<u>Amended Budget</u>
<b>Revenues:</b>			
<u>Miscellaneous:</u>			
Donations from Private Sources	61,436	300	61,736
<b>Total Revenues</b>	<b>61,436</b>	<b>300</b>	<b>61,736</b>
<b>Expenditures:</b>			
<u>Economic Development:</u>			
<u>Other Services &amp; Charges:</u>			
Advertising - Other	10,000	300	10,300
<b>Total Expenditures</b>	<b>10,000</b>	<b>300</b>	<b>10,300</b>
<b>Net Change in Fund Balance - General Fund</b>		-	
<b>To amend budget to provide authority for increased advertising expenditures financed by private contributions for the TechTown event.</b>			



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Finance

Contact Name: Bobby Parker

Phone: 938-6716

**Agenda Topic:** Budget amendment in the Community Development Fund for the 2015 Justice Assistance Grant. BA 16.10.

*Attach additional information as necessary*

**Action Requested:**

Council approval of the attached budget amendment.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mayor or Manager's Signature Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input checked="" type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
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**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

**City of Pascagoula  
Budget Amendment # 16.10  
February 2, 2016**

	<u>Current Budget</u>	<u>Budget Amendment</u>	<u>Amended Budget</u>
<b><u>Community Development Fund</u></b>			
<b><u>Revenues:</u></b>			
<b><u>Grants:</u></b>			
FY 2015 Justice Assistance Grant	-	14,283	14,283
<b>Total Revenues</b>	-	14,283	14,283
<b><u>Expenditures:</u></b>			
<b><u>Community Development:</u></b>			
<b><u>Other Services &amp; Charges:</u></b>			
FY 2015 Justice Assistance Grant	-	14,283	14,283
<b>Total Expenditures</b>	-	14,283	14,283
<b>Net Change in Fund Balance - Community Development Fund</b>		-	
<b>To amend budget to provide expenditure authority for FY 2015 Justice Assistance Grant approved by Council on October 6, 2015 to be used for the purchase of a police working dog.</b>			



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2015

Submitting Department or Individual: Finance

Contact Name: Bobby Parker Phone: 938-6716

Budget amendment in the General Fund for Police training. BA 16.11.

**Agenda Topic:** \_\_\_\_\_

*Attach additional information as necessary*

**Action Requested:**

Council approval of the attached budget amendment.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mayor or Manager's Signature Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input checked="" type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
For ordinances, resolutions, or other correspondence, attach one (1) original for Mayor or Manager's signature*

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**City of Pascagoula  
Budget Amendment # 16.11  
February 2, 2016**

<u>General Fund</u>	<u>Current Budget</u>	<u>Budget Amendment</u>	<u>Amended Budget</u>
<b><u>Revenues:</u></b>			
<b><u>Miscellaneous:</u></b>			
Miscellaneous	84,096	10,800	94,896
<b>Total Revenues</b>	<b>84,096</b>	<b>10,800</b>	<b>94,896</b>
<b><u>Expenditures:</u></b>			
<b><u>Police Training:</u></b>			
<b><u>Other Services &amp; Charges:</u></b>			
Training - Other	3,750	10,800	14,550
<b>Total Expenditures</b>	<b>3,750</b>	<b>10,800</b>	<b>14,550</b>
<b>Net Change in Fund Balance - General Fund</b>		-	
<b>To amend budget to provide authority for increased training expenditures financed by reimbursements by the state.</b>			



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Finance

Contact Name: Bobby Parker Phone: 938-6716

**Agenda Topic:** Budget amendment in the General Fund for the Economic Development Department. BA 16.12.

*Attach additional information as necessary*

**Action Requested:**

Council approval of the attached budget amendment.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Mayor or Manager's Signature Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Source of Funding	<input checked="" type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
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**NOTE: ALL AGENDA REQUESTS MUST BE TURNED INTO THE CITY CLERK'S OFFICE WITH ALL ATTACHMENTS NO LATER THAN 2PM ON THE WEDNESDAY PRECEDING THE CITY COUNCIL MEETING**

**City of Pascagoula  
Budget Amendment # 16.12  
February 2, 2016**

	<u>Current Budget</u>	<u>Budget Amendment</u>	<u>Amended Budget</u>
<b><u>General Fund</u></b>			
<b>Expenditures:</b>			
<b><u>Economic Development:</u></b>			
<b><u>Other Services &amp; Charges:</u></b>			
Professional Services - Other	155,000	9,500	164,500
<b>Total Expenditures</b>	<b>155,000</b>	<b>9,500</b>	<b>164,500</b>
<b>Net Change in Fund Balance - General Fund</b>		<b>(9,500)</b>	
<b>To amend budget to provide expenditure authority for engineering services on the Riverfront Dock project approved by Council on October 20, 2015.</b>			



### AGENDA ITEM REQUEST FORM

Meeting Date: February 2, 2016

Submitting Department or Individual: Economic Development

Contact Name: Jen Dearman

Phone: 228-938-6651

**Agenda Topic:** Resolution establishing Arts District in the City of Pascagoula.

*Attach additional information as necessary*

**Action Requested:**

Adopt resolution declaring area within the Central Business District to be the "Arts and Cultural District".

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

*For grants and contracts, attach two (2) originals for Mayor or Manager's signature  
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**RESOLUTION ESTABLISHING ARTS DISTRICT  
IN THE CITY OF PASCAGOULA**

**WHEREAS**, members of the local art community and particularly of the Singing River Art Association, have asked City officials to consider the possibility of establishing an “Arts District” within the Central Business District in the City of Pascagoula; and

**WHEREAS**, the purpose of establishing such a district is to promote the awareness of and support for arts in the City of Pascagoula; and

**WHEREAS**, the City of Pascagoula Comprehensive Plan and Strategic Plan call for the City to actively encourage development of arts and cultural pursuits in the downtown area; and

**WHEREAS**, the purpose of this resolution is to encourage the expansion of existing art venues in the area hereinafter defined; and

**WHEREAS**, these new, existing and expanded venues will increase the City’s reputation and market presence as a regional destination for arts activities, as well as opportunities and benefits for the citizens of the City:

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PASCAGOULA AS FOLLOWS:**

**SECTION 1.** All of the matters and facts set forth in the foregoing preambles are hereby declared to be a factual determination by this City Council.

**SECTION 2.** There is hereby created in the City of Pascagoula an area to be known as the “Arts and Cultural District” which is described as follows:

Beginning at the intersection of the north margin of Orange Avenue with the east margin of Frederic Street for the Point of Beginning of the herein described tract; thence east along the north margin of Orange Avenue and an extension thereof to a point on the east margin of Pascagoula Street; thence south along the east margin of Pascagoula Street to the northwest corner of property belonging to the City of Pascagoula and now occupied by the Pascagoula Public Library (Library Lot); thence east along the north line of the Library Lot to the northeast corner thereof; thence south, following the eastern boundaries of the Library Lot, to the southeast corner thereof at its

intersection with the north margin of Jackson Avenue; thence west along the north margin of Jackson Avenue to its intersection with the east margin of Pascagoula Street; thence west across Pascagoula Street to a point on the west margin of Pascagoula Street; thence southerly along the west margin of Pascagoula Street to its intersection with the north margin of Watts Avenue; thence westerly along the north margin of Watts Avenue and an extension thereof to a point on the east bank of the east prong of the Pascagoula River; thence northerly and along the east bank of the east prong of the Pascagoula River to its point of intersection with the north margin of Krebs Avenue as extended thereto; thence east along the north margin of Krebs Avenue as extended and along the actual north margin thereof to its intersection with the east margin of Frederic Street; thence north along the east margin of Frederic Street to the Point of Beginning. All of said land being located in Claim Section 5, Township 8 South, Range 6 West in Jackson County, Mississippi.

**SECTION 3.** A certified copy of this Resolution shall be forwarded to the President of the Singing River Art Association and to any and all other interested parties setting forth the Council's actions and the creation of the new district.





### AGENDA ITEM REQUEST FORM

Meeting Date: 2/2/2016

Submitting Department or Individual: Human Resources

Contact Name: Valerie Moore

Phone: 228-938-6611

**Agenda Topic:** Update Job Description - Assistant Comptroller

*Attach additional information as necessary*

**Action Requested:**

Request authorization to update the job description for the position of Assistant Comptroller. The salary survey of this position supports the proposed Grade 118 \$42,314.73 - \$62,522.60. In 2012 when the Pay and Classification Study was conducted this position was 8% below other Gulf Coast municipalities with this position. At that time it was decided not to increase the salary because the few here on the Coast were CPA certified or had equivalent experience and also supervised employees which our position did not. The updated version now includes those two main key factors along with being able to handle all finance functions in the event the Comptroller is absent.

Budgeted Item	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input checked="" type="radio"/>

Source of Funding	<input checked="" type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

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## City of Pascagoula Job Description

### Assistant Comptroller

<b>DEPARTMENT:</b>	Finance	<b>LABOR GRADE:</b>	115
<b>EXEMPT(Y/N):</b>	Yes	<b>POSITION CODE:</b>	652065
<b>REPORTS TO:</b>	Comptroller		

#### MEETING PERFORMANCE EXPECTATIONS

To perform this job successfully, an individual must perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### SUMMARY:

This position is responsible for assisting the comptroller by performing a wide variety of administrative and financial functions in accordance with all applicable laws and City of Pascagoula policies and procedures.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- This position will learn each financial function and understand each financial software module to have the ability to serve at the highest levels of each particular function in the event the Comptroller is absent.
- Serves as the custodian and primary person empowered with accounting for the city's assets; as such, the individual is responsible for establishing internal procedures for accomplishing tasks and ensuring proper fixed asset accounting is developed and maintained.
- Maintains annual reporting of all pledged depository collateral in keeping with statutory requirements.
- As directed by the Comptroller, will internally audit processes and procedures to ensure adherence to established statutory and regulatory requirements.
- Coordinates the preparation of materials and documents for, and acts as liaison with, external auditors.
- When serving in the place of the Comptroller will have the same supervisory and managerial authority of the Comptroller.
- Any other duties assigned by the Comptroller.

The absence of specific statements of duties does not exclude those tasks from the position if the work is similar, related, or a logical assignment of the position.

#### QUALIFICATION REQUIREMENTS:

The requirements listed below are representative of the knowledge, skill and/or ability required to successfully perform the essential functions of this position.

**SUPERVISORY REQUIREMENT:**

This position may supervise Accounting and Purchasing employees.

**EDUCATION and/or EXPERIENCE:**

Bachelor's Degree in Finance or Accounting, five years of experience in finance or accounting position, 2-3 years municipal accounting experience required. Applicant must be a CPA, or possess an equivalent combination of education and experience. Previous banking &/or consumer finance experience preferred.

**SPECIAL QUALIFICATIONS:**

Computer proficiency in MS Office Suite is required; previous experience with MUNIS software is preferred. A valid Mississippi driver's license is required.

**LANGUAGE AND REASONING SKILLS:**

Ability to understand written or oral instructions; read, analyze and interpret complex documents, instruction manuals, policies and procedures is essential. Excellent communication skills are required to effectively present information in a one-on-one and small group setting. Strong interpersonal skills are essential to maintain effective working relationships with others. The ability to work effectively and efficiently, under stressful conditions, to ensure deadlines are met is essential. Must have demonstrated, through prior work experience, the ability to identify and resolve complex issues/problems while adhering to an appropriate policy and procedure.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk, see or hear; to stand; walk; sit; and use hands to finger, handle or feel objects, tools or controls.

**WORKING ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually low and work is performed in a well lit, adequately ventilated, climate controlled office.





**AGENDA ITEM REQUEST FORM**

Meeting Date: February 2, 2016

Submitting Department or Individual: Finance

Contact Name: Bobby Parker

Phone: 938-6610

**Agenda Topic:** Claims Docket for February 2, 2016

*Attach additional information as necessary*

**Action Requested:**

Approve Order for Docket of Claims

Budgeted Item	Yes	<input type="radio"/>	No	<input type="radio"/>
Contract Required	Yes	<input type="radio"/>	No	<input type="radio"/>
Mayor or Manager's Signature Required	Yes	<input type="radio"/>	No	<input type="radio"/>

Source of Funding	<input type="checkbox"/>	General Fund
	<input type="checkbox"/>	Utility Fund
	<input type="checkbox"/>	Grant
	<input type="checkbox"/>	Other

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**ORDER**

**WHEREAS**, the attached docket of claims for the period of January 16, 2016, through January 28, 2016, has been presented to the City Council for allowance and approval.

**WHEREAS**, it appears that all of said claims are proper and should be allowed;

**NOW, THEREFORE, IT IS ORDERED** that all claims shown on said dockets are hereby allowed and approved for payment.

DATE: 1/28/2016  
TIME: 9:55:34AM

**CLAIMS REPORT**  
**WARRANT 02/02/2016**

PAGE: 1

<u>DOC. #</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>PROJ#</u>	<u>P.O. #</u>	<u>ITEM AMOUNT</u>
<b>ACTION PRINTING CENTER INC</b>					
90059	RETURN ENVELOPES/UTILITY BUILDING	40065275 - 559000		16000990	\$1,874.61
<u>VENDOR TOTAL:</u>					<u>\$1,874.61</u>
<b>AIRGAS USA LLC</b>					
90072	CYLINDER RENTAL	01020170 - 552530		16001161	\$28.47
90073	CYLINDER RENTAL	01024070 - 552530		16001161	\$16.09
90074	CYLINDER RENTAL	01024070 - 552530		16001161	\$34.66
90068	CYLINDER LEASE/RENTAL	40067475 - 563050		16001161	\$193.75
90069	CYLINDER LEASE/RENTAL	40067475 - 563050		16001161	\$183.75
90070	CYLINDER LEASE/RENTAL	40067475 - 563050		16001161	\$34.50
90071	CYLINDER LEASE/RENTAL	40067475 - 563050		16001161	\$218.15
90075	CYLINDER RENTAL	40067270 - 552530		16001161	\$22.28
<u>VENDOR TOTAL:</u>					<u>\$731.65</u>
<b>ALLIED UNIVERSAL CORPORATION</b>					
90060	CHLORINE/WATER PLANTS	40067270 - 552260		16001021	\$819.00
90061	CHLORINE/WATER PLANTS	40067270 - 552260		16001021	\$702.00
90062	CHLORINE/WATER PLANTS	40067270 - 552260		16001021	\$234.00
90063	CHLORINE/WATER PLANTS	40067270 - 552260		16000430	\$468.00
90064	CHLORINE/WATER PLANTS	40067270 - 552260		16000430	\$819.00
90065	CHLORINE/WATER PLANTS	40067270 - 552260		16000430	\$468.00
<u>VENDOR TOTAL:</u>					<u>\$3,510.00</u>
<b>AMAZON COM</b>					
90237	DOOR CHIME/SHOP	01018070 - 552200		16000988	\$20.78
90238	EVAPORATOR/HEATER FOAM CLEANER	01018075 - 562600		16000988	\$18.65
90248	ELECTRIC GATE OPENER/COMMUNY PLANT	40067275 - 562880		16000802	\$50.60
90249	ELECTRIC GATE OPENER/COMMUNY PLANT	40067275 - 562880		16000802	\$289.99
<u>VENDOR TOTAL:</u>					<u>\$380.02</u>
<b>AMERICAN ALUMINUM ACCESSORIES</b>					
90077	K9 PLATFORM/POLICE VEHICLE	04014880 - 578800		16000665	\$3,310.00
<u>VENDOR TOTAL:</u>					<u>\$3,310.00</u>
<b>APPLEWHITE RECYCLING SYSTEM LLC</b>					
90076	12/15 WASTE DISPOSAL	48068575 - 561150		16001158	\$1,509.00
<u>VENDOR TOTAL:</u>					<u>\$1,509.00</u>
<b>ARTISAN PYROTECHNICS</b>					
90066	CHRISTMAS IN THE PARK FIREWORK	01030175 - 567100		16001200	\$1,500.00
<u>VENDOR TOTAL:</u>					<u>\$1,500.00</u>
<b>AYERS DISTRIBUTING CO</b>					
90067	EASTER EGG HUNT EGGS	01030175 - 567100		16001070	\$2,400.00

\*\* Indicates pre-issue check.

DATE: 1/28/2016  
TIME: 9:55:34AM

**CLAIMS REPORT**  
**WARRANT 02/02/2016**

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<u>DOC. #</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>PROJ#</u>	<u>P.O. #</u>	<u>ITEM AMOUNT</u>
<hr/>					
<b>VENDOR TOTAL:</b>					
<b>\$2,400.00</b>					
<hr/>					
<b>GARRETT BEASLEY</b>					
90078	PER DIEM/STATE FIRE ACADEMY	01016075 - 557900		16001249	\$328.00
<b>VENDOR TOTAL:</b>					<b>\$328.00</b>
<hr/>					
<b>BELL AUTO PARTS</b>					
90160	PARTS/GATOR	01030170 - 552020		16001261	\$149.95
<b>VENDOR TOTAL:</b>					<b>\$149.95</b>
<hr/>					
<b>JAMES BERRY</b>					
90079	EMT REIMBURSEMENT	01016170 - 550120		16001248	\$15.00
<b>VENDOR TOTAL:</b>					<b>\$15.00</b>
<hr/>					
<b>HARRY J BLEVINS</b>					
90226	2016 MID-WINTER LEGISLATIVE CONF	01000175 - 557000		16001243	\$265.65
<b>VENDOR TOTAL:</b>					<b>\$265.65</b>
<hr/>					
<b>BOTTER HONDA</b>					
90225	TIRES/UNIT # 14995	01010070 - 552100		16001289	\$232.95
<b>VENDOR TOTAL:</b>					<b>\$232.95</b>
<hr/>					
<b>BROWN , MITCHELL &amp; ALEXANDER INC</b>					
90163	CHEROKEE DR NEIGHBORHOOD INFRASTRUC	01020180 - 578000	91502	15001179	\$2,025.96
90163	CHEROKEE DR NEIGHBORHOOD INFRASTRUC	40067280 - 578300	91502	15001179	\$1,794.10
90163		40067380 - 578400	91502	15001179	\$4,729.27
90163		40067480 - 578500	91502	15001179	\$1,575.41
90278	HOSPITAL RD INFRASTRUCTURE	40067280 - 578300	91509	15003341	\$3,328.00
90278		40067380 - 578400	91509	15003341	\$416.00
90278		40067480 - 578500	91509	15003341	\$416.00
<b>VENDOR TOTAL:</b>					<b>\$14,284.74</b>
<hr/>					
<b>BSN SPORTS-SPORT SUPPLY GROUP INC</b>					
90081	SOCCER NETS	01030170 - 552200		16001089	\$8.22
90081		01030170 - 552600		16001089	\$1,825.15
<b>VENDOR TOTAL:</b>					<b>\$1,833.37</b>
<hr/>					
<b>RODERICK BUFORD</b>					
90161	REFEREE PAY	01030175 - 568950		16001269	\$96.00
<b>VENDOR TOTAL:</b>					<b>\$96.00</b>
<hr/>					
<b>DEBORAH BURTS</b>					
90162	REFEREE PAY	01030175 - 568950		16001276	\$620.00

\*\* Indicates pre-issue check.

**CLAIMS REPORT**  
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<u>DOC. #</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>PROJ#</u>	<u>P.O. #</u>	<u>ITEM AMOUNT</u>
<b>VENDOR TOTAL:</b>					<b>\$620.00</b>
<hr/>					
<b>JUSTIN BUTLER</b>					
90080	EMT REIMBURSEMENT	01016170 - 550120		16001192	\$15.00
<b>VENDOR TOTAL:</b>					<b>\$15.00</b>
<hr/>					
<b>CABLE ONE INC</b>					
90082	1/8-2/7/16 INTERNET SVC/NATURE CTR	01009975 - 556040		16001240	\$110.50
90084	1/8-2/7/16 INTERNET SVC/CITY HALL	01009975 - 556040		16001240	\$195.34
90085	1/8-2/7/16 INTERNET SVC/SR CTR	01009975 - 556040		16001240	\$214.53
90086	1/8-2/7/16 INTERNET SVC/BAYOU CASOTTE	01009975 - 556040		16001240	\$110.50
90087	1/8-2/7/16 INTERNET SVC/FIRING RANGE	01009975 - 556040		16001240	\$194.97
90088	1/8-2/7/16 INTERNET SVC/LAKE AVE FIRE	01009975 - 556040		16001240	\$118.50
90089	1/8-2/7/16 DIGITAL RECEIVER FEE/PD	01010575 - 563050		16001234	\$5.28
<b>VENDOR TOTAL:</b>					<b>\$949.62</b>
<hr/>					
<b>CDW-GOVERNMENT INC</b>					
90109	NETMOTION MAINTENANCE	01008075 - 562010		16001063	\$4,500.00
<b>VENDOR TOTAL:</b>					<b>\$4,500.00</b>
<hr/>					
<b>CISCO SYSTEMS CAPITAL CRP</b>					
90090	2/16 CISCO SMARTNET	01008075 - 562000		16000865	\$1,688.77
<b>VENDOR TOTAL:</b>					<b>\$1,688.77</b>
<hr/>					
<b>CITY ELECTRIC SUPPLY CO</b>					
90108	SUPPLIES/FIRE STATIONS	01016770 - 551420		16001042	\$58.80
90167	FLUORESCENT BULB REPLACEMENTS	01040270 - 551000		16001189	\$48.75
90166	OUTSIDE LIGHTING/BAYOU CASSOTTE	40067275 - 562880		16001201	\$950.00
<b>VENDOR TOTAL:</b>					<b>\$1,057.55</b>
<hr/>					
<b>CITY OF MOSS POINT</b>					
90091	11/21-12/21/15 WATER BILL/TS	48068575 - 562610		16001237	\$23.00
<b>VENDOR TOTAL:</b>					<b>\$23.00</b>
<hr/>					
<b>COMPTON ENGINEERING P A</b>					
90093	MARKET STREET IMPROVEMENTS	01020180 - 578000	91506	15002512	\$420.00
90094	DRAINAGE IMPROVEMENTS/HOLLAND	01020180 - 578000	91503	14004294	\$2,776.00
90096	DRAINAGE IMPROVEMENTS/AMONETT	01020175 - 562400		15004251	\$4,438.00
90097	DRAINAGE IMPROVEMENTS/HYLAND	01020175 - 562400		15004252	\$2,914.40
90098	1020 EASTWOOD DRAINAGE PROJECT	01020180 - 578000	91601	16000211	\$6,633.00
90165	ADA EVALUATION/TRANSITION PLAN PROJEC'	01040275 - 568440	15006	16001283	\$4,200.00
90228	ANNUAL MAINT/CONCRETE INFRASTRUCTUR	01020175 - 562425		16001288	\$1,000.00
90230	ANNUAL MAINT/MISC UTILITY REPAIRS	01020075 - 555700		16001285	\$750.00
90309	CONCEPTUAL/RIVERFRONT BOAT DOCK	01040475 - 555900		16000269	\$1,410.00
90099	SAFE ROUTES TO SCHOOL/BEACH ELEMENTA	10041075 - 568440	71406	16000188	\$824.24

\*\* Indicates pre-issue check.

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<u>DOC. #</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>PROJ#</u>	<u>P.O. #</u>	<u>ITEM AMOUNT</u>
90164	BB JENNINGS PARK IMPROVEMENTS	10041075 - 568440	71501	16001284	\$1,250.00
90092	POINT PARK PH 3 CONSTRUCTION	18043075 - 568440	21501	15002426	\$560.00
90095	COP BOND FUND SEWER EVALUATION	40067380 - 578400	91507	15001939	\$18,691.00
90227	ANNUAL MAINT/TRENCHLESS CLEANING	40067380 - 578000		16001287	\$1,000.00
90229	ANNUAL MAINT/TRENCHLESS CCTV	40067380 - 578000		16001286	\$1,000.00
<b>VENDOR TOTAL:</b>					<b>\$47,866.64</b>

**CONSOLIDATED PIPE & SUPPLY CO INC**

90107	STORM DRAIN PIPE/STOCK	01020175 - 562400		16000929	\$3,400.00
90100	FIRE HYDRANT/STOCK	40067270 - 552780		16000156	\$390.00
90101	VALVES/FITTINGS/STOCK	40067470 - 552840		16000349	\$614.50
90102	VALVES/FITTINGS/STOCK	40067470 - 552840		16000349	\$2,315.00
90103	VALVES/FITTINGS/STOCK	40067470 - 552840		16000349	\$525.00
90104	VALVES/FITTINGS/STOCK	40067470 - 552840		16000349	\$650.00
90105	GATE VALVES/STOCK	40067270 - 552820		16001187	\$3,035.00
<b>VENDOR TOTAL:</b>					<b>\$10,929.50</b>

**CRUISIN THE COAST**

90056	CRUSIN THE COAST CONTRACT FEE	01030175 - 567100	14005	16001260	\$5,000.00
<b>VENDOR TOTAL:</b>					<b>\$5,000.00</b>

**THOMAS CULPEPPER**

90106	PER DIEM/STATE FIRE ACADEMY	01016075 - 557900		16001191	\$164.00
<b>VENDOR TOTAL:</b>					<b>\$164.00</b>

**CUPIT SIGNS INC**

90110	FISH DISPLAY BOARDS	01030170 - 552600		16001165	\$278.97
<b>VENDOR TOTAL:</b>					<b>\$278.97</b>

**DADE PAPER CO**

90111	JANITORIAL SUPPLIES	01030170 - 551420		16001173	\$119.97
90112	JANITORIAL SUPPLIES	01030170 - 551420		16001173	\$199.95
90240	JANITORIAL SUPPLIES	01030170 - 551420		16001026	\$375.30
90247	JANITORIAL SUPPLIES	01030070 - 551420		16001308	\$116.02
<b>VENDOR TOTAL:</b>					<b>\$811.24</b>

**DELTA SANITATION LLC**

90114	12/15 RENT/HAUL/4015 14TH ST	48068575 - 561400		16001241	\$670.00
<b>VENDOR TOTAL:</b>					<b>\$670.00</b>

**DEPARTMENT OF FINANCE & ADMIN**

90137	12/15 COURT ASSESSMENTS	01000000 - 220300		16001259	\$31,433.68
90137		01000000 - 220303		16001259	\$125.00
<b>VENDOR TOTAL:</b>					<b>\$31,558.68</b>

\*\* Indicates pre-issue check.

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<u>DOC. #</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>PROJ#</u>	<u>P.O. #</u>	<u>ITEM AMOUNT</u>
<b>DOLPHIN SAFETY SUPPLY INC</b>					
90113	WATER MIST FIRE EXTINGUISHERS	01009070 - 551900		16001219	\$46.00
90113		01010070 - 551900		16001219	\$46.00
<b>VENDOR TOTAL:</b>					<b>\$92.00</b>
<b>DPS CRIME LAB</b>					
90115	CRIME LAB FEES	01011075 - 568110		16001232	\$100.00
90138	12/15 PUB SAFETY COURT ASSMT	01000000 - 220302		16001255	\$1,993.30
90139	12/15 COURT INTERLOCK FEE	01000000 - 220302		16001255	\$1,190.00
90116	CRIME LAB FEES/SMMET	04215075 - 568100		16001233	\$350.00
<b>VENDOR TOTAL:</b>					<b>\$3,633.30</b>
<b>EMPIRE TRUCK SALES, LLC</b>					
90117	COOLANT RESERVOIR/ST-45	01020170 - 552100		16000724	\$239.11
<b>VENDOR TOTAL:</b>					<b>\$239.11</b>
<b>ESTABROOK MOTOR CO INC</b>					
90241	AUTO MAINT/#14582	01010075 - 562600		16001028	\$1,509.80
<b>VENDOR TOTAL:</b>					<b>\$1,509.80</b>
<b>FBI NATIONAL ACADEMY ASSOC INC</b>					
90231	FBINAA FEES/BROOM	01010070 - 551000		16001309	\$90.00
<b>VENDOR TOTAL:</b>					<b>\$90.00</b>
<b>FEDERAL EXPRESS CORP</b>					
90118	SHIPPING/M QUINN	01006075 - 555400		16001223	\$31.73
<b>VENDOR TOTAL:</b>					<b>\$31.73</b>
<b>FOUR SEASONS GARDEN CENTER</b>					
90232	WINTER FLOWERS/CITY	01024170 - 552300		16001245	\$1,410.00
90233	LANDSCAPE MAINTENANCE	01024170 - 552300		16001254	\$100.00
90234	PANSY/KALE	01024170 - 552300		16001307	\$1,546.50
<b>VENDOR TOTAL:</b>					<b>\$3,056.50</b>
<b>FUELMAN OF MS</b>					
90119	1/11-17/16 FUEL USAGE	01004070 - 551300		16001212	\$19.95
90119		01010070 - 551300		16001212	\$1,993.19
90119		01016070 - 551300		16001212	\$30.82
90119		01016170 - 551300		16001212	\$193.78
90119		01018070 - 551300		16001212	\$41.58
90119		01020170 - 551300		16001212	\$423.99
90119		01024070 - 551300		16001212	\$7.18
90119		01024170 - 551300		16001212	\$100.08
90119		01025070 - 551300		16001212	\$58.79
90119		01030170 - 551300		16001212	\$108.36

\*\* Indicates pre-issue check.

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90223	1/18-24/16 FUEL USAGE	01010070 - 551300		16001310	\$1,606.45
90223		01016070 - 551300		16001310	\$16.02
90223		01016170 - 551300		16001310	\$120.08
90223		01018070 - 551300		16001310	\$8.61
90223		01020170 - 551300		16001310	\$363.94
90223		01024070 - 551300		16001310	\$86.57
90223		01024170 - 551300		16001310	\$29.56
90223		01025070 - 551300		16001310	\$30.89
90223		01030170 - 551300		16001310	\$135.82
90119	1/11-17/16 FUEL USAGE	40067170 - 551300		16001212	\$55.82
90119		40067270 - 551300		16001212	\$293.45
90119		40067370 - 551300		16001212	\$138.25
90119		40067470 - 551300		16001212	\$208.88
90223	1/18-24/16 FUEL USAGE	40065070 - 551300		16001310	\$23.74
90223		40067170 - 551300		16001310	\$56.37
90223		40067270 - 551300		16001310	\$255.36
90223		40067370 - 551300		16001310	\$127.51
90223		40067470 - 551300		16001310	\$141.69
<b>VENDOR TOTAL:</b>					<b>\$6,676.73</b>

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<b>GASOPS IQ INC</b>					
90120	ANNUAL LEAK SERVICE DATA/GAS DEPT	40067470 - 552840		16001066	\$4,800.00
<b>VENDOR TOTAL:</b>					<b>\$4,800.00</b>

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<b>GEOGRAPHIC COMPUTER TECHNOLOGIES</b>					
90129	1/16 GIS WEBSITE LICENSE FEES	01008075 - 555900		16000365	\$300.00
<b>VENDOR TOTAL:</b>					<b>\$300.00</b>

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<b>GOODGAMES' INC</b>					
90121	ENCHANTMENT BALL TICKETS	01030175 - 567000		16001090	\$45.00
<b>VENDOR TOTAL:</b>					<b>\$45.00</b>

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<b>GRAHAM CONSTRUCTION COMPANY INC</b>					
90126	2"BORE/1003 MARKET	40067270 - 552820		16000966	\$1,500.00
90236	INSTALL BORE/5317 OLD MOBILE	40067270 - 552820		16001208	\$1,460.00
<b>VENDOR TOTAL:</b>					<b>\$2,960.00</b>

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<b>PATRICE P GREEN</b>					
90122	DO BETTER DIVAS INSTRUCTOR	01030175 - 568950		16001244	\$472.50
<b>VENDOR TOTAL:</b>					<b>\$472.50</b>

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<b>RONALD GREEN</b>					
90168	REFEREE PAY	01030175 - 568950		16001274	\$144.00
<b>VENDOR TOTAL:</b>					<b>\$144.00</b>

\*\* Indicates pre-issue check.

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<b>CAROL GROEN</b>					
90123	TUITION REIMBURSEMENT	01007075 - 557700		16001246	\$567.00
<b>VENDOR TOTAL:</b>					<b>\$567.00</b>
<b>GT DEVELOPMENT &amp; CONTRACTIN</b>					
90250	CHEROKEE FOREST INFRASTRUCTURE	01020180 - 578000	91502	15003115	\$2,897.59
90250	CHEROKEE FOREST INFRASTRUCTURE	40067280 - 578300	91502	15003115	\$61,519.02
90250		40067380 - 578400	91502	15003115	\$475.00
90250		40067480 - 578500	91502	15003115	\$27,667.80
<b>VENDOR TOTAL:</b>					<b>\$92,559.41</b>
<b>GULF COAST MARINE SUPPLY COMPANY</b>					
90235	S80 PVC PIPE/BAYOU CASSOTTE PLANT	40067275 - 562880		16001227	\$138.40
<b>VENDOR TOTAL:</b>					<b>\$138.40</b>
<b>GULF SALES &amp; SUPPLY INC</b>					
90127	AIR TANK/W-24	40067270 - 551900		16001116	\$83.56
<b>VENDOR TOTAL:</b>					<b>\$83.56</b>
<b>GULF STATES CREDIT &amp; FINANCE, LLC</b>					
90124	11/15 COLLECTIONS UTILITIES	40000050 - 434400		16001198	\$11.00
90125	12/15 COLLECTIONS UTILITIES	40000050 - 434400		16001199	\$8.50
<b>VENDOR TOTAL:</b>					<b>\$19.50</b>
<b>HAYGOODS INDUSTRIAL ENGRAVERS</b>					
90131	SERVICE AWARDS	01030175 - 567100		16000924	\$650.50
90242	PLAQUES/DOOR PLATES/SMMET	04215075 - 568100		16001104	\$102.00
<b>VENDOR TOTAL:</b>					<b>\$752.50</b>
<b>HENZE ENTERPRISES</b>					
90130	AL RED CLAY	01030170 - 552600		16001170	\$540.00
<b>VENDOR TOTAL:</b>					<b>\$540.00</b>
<b>LESTER HUGHES</b>					
90169	REFEREE PAY	01030175 - 568950		16001273	\$48.00
<b>VENDOR TOTAL:</b>					<b>\$48.00</b>
<b>J C AREA CHAMBER OF COMMERCE</b>					
90132	LEADERSHIP JACKSON CTY TUITION/B MEYEI	01040275 - 557600		16001264	\$1,150.00
90133	LEADERSHIP JACKSON CTY TUITION/D TADLC	01000175 - 557600		16001238	\$1,150.00
<b>VENDOR TOTAL:</b>					<b>\$2,300.00</b>
<b>JACKSON COUNTY CARNIVAL ASSOC</b>					
90134	MARDI GRAS PARADE ENTRY FEE	01030075 - 567000		16001221	\$40.00

\*\* Indicates pre-issue check.

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<u>VENDOR TOTAL:</u>					<u>\$40.00</u>
<hr/>					
<b>JACKSON COUNTY HISTORICAL &amp; GENEALOGICAL</b>					
90057	ADVERTISING RESOURCES OF CITY	01000175 - 567000		16001225	\$2,500.00
<u>VENDOR TOTAL:</u>					<u>\$2,500.00</u>
<hr/>					
<b>CHARLES JAMES JR</b>					
90170	REFEREE PAY	01030175 - 568950		16001268	\$48.00
<u>VENDOR TOTAL:</u>					<u>\$48.00</u>
<hr/>					
<b>JIMS TIRE INC</b>					
90135	FLAT REPAIR	01016570 - 552020		16001247	\$70.00
<u>VENDOR TOTAL:</u>					<u>\$70.00</u>
<hr/>					
<b>KONE INC</b>					
90136	12/15 ELEVATOR MAINTENANCE FEE	01015575 - 562900		16001230	\$375.00
<u>VENDOR TOTAL:</u>					<u>\$375.00</u>
<hr/>					
<b>LAPOINTE KREBS FOUNDATION</b>					
90319	FY16 PLEDGED SUPPORT	01000175 - 568440	16001	16001331	\$15,000.00
<u>VENDOR TOTAL:</u>					<u>\$15,000.00</u>
<hr/>					
<b>LAW ENFORCEMENT TARGETS INC</b>					
90243	TARGETS FOR RANGE	01013070 - 550410		16001062	\$1,356.44
<u>VENDOR TOTAL:</u>					<u>\$1,356.44</u>
<hr/>					
<b>LOCKARD &amp; WILLIAMS INSUR SERV PA</b>					
90220	1/13-26/16 CLAIMS RUN	50050075 - 568010			\$78,481.99
90314	2/16 ADMIN FEES	50050075 - 568011			\$48,748.01
<u>VENDOR TOTAL:</u>					<u>\$127,230.00</u>
<hr/>					
<b>LOWES HOME CENTERS INC</b>					
90244	CHRISTMAS LIGHT STORAGE	01040470 - 551100		16000997	\$74.69
90245	MISC SUPPLIES/SR CTR	01030075 - 562900		16000857	\$87.33
<u>VENDOR TOTAL:</u>					<u>\$162.02</u>
<hr/>					
<b>M &amp; E FEED &amp; SEED</b>					
90191	GRASS SEED/STREET DEPT	01020170 - 552300		16001226	\$40.25
90192	FOOD/K-9	01011270 - 551470		16001193	\$587.86
<u>VENDOR TOTAL:</u>					<u>\$628.11</u>
<hr/>					
<b>MAGNOLIA LEISURE &amp; ENTERTAINMENT CORP</b>					
90251	ADVERTISING/PUB RELATIONS	01002075 - 558500		16000470	\$1,500.00

\*\* Indicates pre-issue check.

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<b>VENDOR TOTAL:</b>					<b>\$1,500.00</b>
<b>MATTHEW BENDER &amp; COMPANY INC</b>					
90252	MS CRIMINAL LAWS/POLICE DEPT	01010070 - 550200		16001281	\$70.08
90253	MS TRAFFIC LAWS/POLICE DEPT	01010070 - 550200		16001281	\$74.92
<b>VENDOR TOTAL:</b>					<b>\$145.00</b>
<b>MCCAIN UNIFORMS</b>					
90193	UNIFORMS/POLICE DEPT	01010070 - 551500		16001123	\$810.20
90195	UNIFORMS/POLICE DEPT	01010070 - 551500		16001124	\$1,021.15
90196	UNIFORMS/POLICE DEPT	01010070 - 551500		16001125	\$622.90
90197	UNIFORMS/POLICE DEPT	01010070 - 551500		16001126	\$735.05
90198	UNIFORMS/POLICE DEPT	01010070 - 551500		16001127	\$1,168.40
<b>VENDOR TOTAL:</b>					<b>\$4,357.70</b>
<b>MCCARTER &amp; ENGLISH, LLP</b>					
90254	NEW CONT ROFR/GAS SYSTEM	40067475 - 555900		16001302	\$550.34
90255	12/15 GAS SYSTEM	40067475 - 555900		16001303	\$123.71
<b>VENDOR TOTAL:</b>					<b>\$674.05</b>
<b>MEYER BETH</b>					
90256	TRAV REIMB/NFWF CEREMONY	01040275 - 557000		16001305	\$203.33
<b>VENDOR TOTAL:</b>					<b>\$203.33</b>
<b>MIDSOUTH METER &amp; REGULATOR</b>					
90140	(19) METER TESTS/GAS DEPT	40067475 - 555900		16001019	\$3,135.00
90148	(11) METER TESTS/GAS DEPT	40067475 - 555900		16001188	\$1,815.00
<b>VENDOR TOTAL:</b>					<b>\$4,950.00</b>
<b>MOBILE-VISION INC</b>					
90141	SOFTWARE MAINT/POLICE DEPT	01010070 - 551000		16000912	\$3,586.00
<b>VENDOR TOTAL:</b>					<b>\$3,586.00</b>
<b>MS BOARD OF PHARMACY</b>					
90058	REG FOR CONTROLLED SUBS/ANIMAL CTRL	01010070 - 551000		16001279	\$50.00
<b>VENDOR TOTAL:</b>					<b>\$50.00</b>
<b>MS POWER COMPANY</b>					
90142	01/16 GENERAL FUND POWER BILLS	01009975 - 561000		16001256	\$39,461.10
90143	01/16 ANCHOR SQUARE POWER BILLS	01009975 - 561000	80000	16001256	\$59.15
90145	01/16 CHRISTMAS LIGHTS	01009975 - 561000		16001256	\$4,148.60
90147	01/16 RECREATION POWER BILLS	01030175 - 561000		16001258	\$6,767.41
90144	01/16 SMMET POWER BILLS	04215075 - 568100		16001256	\$611.83
90146	01/16 WATER/SEWER/GAS POWER BILS	40065575 - 561000		16001257	\$32,582.46

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<b>VENDOR TOTAL:</b>					<b>\$83,630.55</b>
<hr/>					
<b>MS STATE FIRE ACADEMY</b>					
90310	RESCUE SURVIVAL TECH/O'BRIEN	05016875 - 557260		16001318	\$365.00
<b>VENDOR TOTAL:</b>					<b>\$365.00</b>
<hr/>					
<b>MYRON MANUFACTURING INC</b>					
90149	REGATTA POCKET CALENDAR/SR CENTER	01030075 - 567000		16000599	\$1,016.02
<b>VENDOR TOTAL:</b>					<b>\$1,016.02</b>
<hr/>					
<b>NEWELL WHOLESALE PAPER CO</b>					
90150	JANITORIAL SUPPLIES/CITY HALL	01009070 - 551420		16001169	\$136.17
<b>VENDOR TOTAL:</b>					<b>\$136.17</b>
<hr/>					
<b>OFFICE DEPOT INC</b>					
90200	OFFICE SUPPLIES/VARIOUS DEPTS	01005070 - 550000		16001184	\$15.26
90201	OFFICE SUPPLIES/VARIOUS DEPTS	01002070 - 550000		16001184	\$5.59
90202	CREDIT MEMO	01030170 - 550000		16001184	-\$24.44
90203	OFFICE SUPPLIES/SMMET	04215075 - 568100		16001080	\$273.90
90204	OFFICE SUPPLIES/SMMET	04215075 - 568100		16000374	\$393.54
90200	OFFICE SUPPLIES/VARIOUS DEPTS	40065270 - 550000		16001184	\$125.80
<b>VENDOR TOTAL:</b>					<b>\$789.65</b>
<hr/>					
<b>O'REILLY AUTO PARTS</b>					
90257	REPAIR PARTS/UNIT W-12808	40067275 - 562600		16001296	\$328.71
<b>VENDOR TOTAL:</b>					<b>\$328.71</b>
<hr/>					
<b>ORIENTAL TRADING COMPANY</b>					
90152	SUPPLIES/DR SUESS:REC	01030175 - 567000		16001092	\$107.74
<b>VENDOR TOTAL:</b>					<b>\$107.74</b>
<hr/>					
<b>ORKIN EXTERMINATING COMPANY</b>					
90258	TERMITE TREATMENT/CITY HALL	01009075 - 562110		16001216	\$3,221.25
<b>VENDOR TOTAL:</b>					<b>\$3,221.25</b>
<hr/>					
<b>PANNIER GRAPHICS</b>					
90318	URBAN FORREST SIGNS/COMM DEV	10041075 - 568440	31501	16000788	\$2,471.00
<b>VENDOR TOTAL:</b>					<b>\$2,471.00</b>
<hr/>					
<b>PASCAGOULA TIRE AND SERVICE INC</b>					
90259	AUTO MAINT/UNIT-14866	01010070 - 552100		16001295	\$244.52
90260	AUTO MAINT/UNIT-14143	01010070 - 552100		16001295	\$33.54
90261	TIRES/UNIT-12504	01010070 - 552100		16001295	\$242.76
90262	TIRES/UNIT-14526	01010070 - 552100		16001295	\$249.03

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90262	TIRES/UNIT-14526	01010075 - 562600		16001295	\$236.49
90263	AUTO MAINT/UNIT-12504	01010075 - 562600		16001295	\$50.73
90264	AUTO MAINT/UNIT-14866	01010075 - 562600		16001295	\$33.54
90265	AUTO MAINT/UNIT-12512	01010075 - 562600		16001295	\$42.54
90266	AUTO MAINT/UNIT-12128	01010075 - 562600		16001295	\$217.28
90267	AUTO MAINT/UNIT-14572	01010075 - 562600		16001295	\$44.02
90268	AUTO MAINT/UNIT-12143	01010075 - 562600		16001295	\$33.54
90269	AUTO MAINT/UNIT-12132	01010075 - 562600		16001295	\$23.71
90270	AUTO MAINT/UNIT-14238	01010075 - 562600		16001295	\$28.58
90271	AUTO MAINT/UNIT-14145	01010075 - 562600		16001295	\$33.54
90272	AUTO MAINT/UNIT-12743	01010075 - 562600		16001295	\$284.22
90273	AUTO MAINT/UNIT-14530	01010075 - 562600		16001295	\$32.49
90274	AUTO MAINT/UNIT-12483	01010075 - 562600		16001295	\$33.54
90275	FLAT REPAIR/UNIT-14573	01010075 - 562600		16001295	\$12.99
90153	AUTO MAINT/UNIT U-10	40067175 - 562600		16001194	\$29.99
90154	AUTO MAINT/UNIT U-20	40067175 - 562600		16001194	\$29.99
<b>VENDOR TOTAL:</b>					<b>\$1,937.04</b>
<hr/>					
<b>PAUL FOX EQUIPMENT SERVICE</b>					
90277	LIFT INSTALLATION/MECHANIC SHOP	01024080 - 578700		16001185	\$550.00
<b>VENDOR TOTAL:</b>					<b>\$550.00</b>
<hr/>					
<b>PHILLIPS BUILDING SUPPLY INC</b>					
90155	DOORS/BEACH PARK RESTROOMS	01030170 - 552200		16001164	\$549.96
<b>VENDOR TOTAL:</b>					<b>\$549.96</b>
<hr/>					
<b>PORTABLE SERVICES INC</b>					
90205	PORT O LETS/LIGHTHOUSE PARK	01030175 - 563050		16001270	\$85.00
<b>VENDOR TOTAL:</b>					<b>\$85.00</b>
<hr/>					
<b>POWER DMS INC</b>					
90279	SOFTWARE MAINT/POLICE DEPT	01010070 - 551000		16001314	\$5,843.60
<b>VENDOR TOTAL:</b>					<b>\$5,843.60</b>
<hr/>					
<b>PRECISION DELTA CORP</b>					
90280	AMMUNITION	01010070 - 551600		16000663	\$1,840.00
<b>VENDOR TOTAL:</b>					<b>\$1,840.00</b>
<hr/>					
<b>PRECISION PRODUCTS INC</b>					
90281	ASPHALT ROLLER BUMPER/ST-57	01020170 - 552000		16000847	\$4,800.00
<b>VENDOR TOTAL:</b>					<b>\$4,800.00</b>
<hr/>					
<b>PUCKETT MACHINERY COMPANY</b>					
90282	TRACK REPAIRS/ST46 TRACKHOE	01020175 - 562610		16000870	\$3,160.37
90312	REPAIR PARTS/BACKHOE	40067375 - 562610		16000948	\$572.92

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<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>RDJ SPECIALTIES INC</b>					
90206	CRIME PREV SUPPLIES/POLICE DEPT	04014875 - 568120		16000837	\$1,517.12
90207	CRIME PREV SUPPLIES/POLICE DEPT	04014875 - 568120		16000837	\$619.15
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>RICOH AMERICAS CORPORATION</b>					
90156	TONER/REC	01030170 - 550000		16001236	\$32.70
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>ROBERT J BAGGETT INC</b>					
90157	MAINT PARTS/WATER PLANT	40067275 - 562880		16000428	\$7,869.77
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>SAINT VINCENT DE PAUL SOCIETY</b>					
90158	12/15 PROJECT COPE	40000000 - 220515		16001166	\$390.57
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>SANSOM EQUIPMENT CO INC</b>					
90313	PUSH CAMERA REPAIRS/SEWER DEPT	40067375 - 562610		16001186	\$585.00
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>DONOVAN SCRUGGS</b>					
90284	TRAVEL REIMB/MML CONF	01018075 - 557600		16001211	\$137.08
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>SHERWIN WILLIAMS COMPANY</b>					
90212	PAINT/POLICE DEPT	01015570 - 552200		16001083	\$18.71
90213	PAINT/POLICE DEPT	01015570 - 552200		16001083	\$217.25
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>SHRED IT</b>					
90208	DOCUMENT SHREDDING/CITY HALL	01015575 - 562900		16001106	\$54.00
90209	DOCUMENT SHREDDING/CITY HALL	01015575 - 562900		16001106	\$54.00
90210	DOCUMENT SHREDDING/CITY HALL	01009075 - 562900		16001106	\$52.25
90211	DOCUMENT SHREDDING/POLICE DEPT	01015575 - 562900		16001138	\$54.00
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>LARRY W SIMS</b>					
90286	OFFICIALS PAY/BASKETBALL	01030175 - 568950		16001280	\$419.00
<hr/>					
<b>VENDOR TOTAL:</b>					
<hr/>					
<b>SINGING RIVER ELECTRIC POWER ASSOC</b>					

\*\* Indicates pre-issue check.

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<u>DOC. #</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>PROJ#</u>	<u>P.O. #</u>	<u>ITEM AMOUNT</u>
90171	11/15 POWER BILL	01009975 - 561000		16001291	\$10,271.02
90171		01030075 - 561000		16001291	\$1,574.30
90171		01030175 - 561000		16001291	\$4,877.09
90171	11/15 POWER BILL	40065575 - 561000		16001291	\$17,533.85
<b>VENDOR TOTAL:</b>					<b>\$34,256.26</b>
<hr/>					
<b>SINK OR SWIM</b>					
90285	POOL SUPPLIES/REC	01030170 - 551900		16001167	\$1,020.46
<b>VENDOR TOTAL:</b>					<b>\$1,020.46</b>
<hr/>					
<b>FLOYD R SMITH</b>					
90287	OFFICIALS PAY/BASKETBALL	01030175 - 568950		16001271	\$432.00
<b>VENDOR TOTAL:</b>					<b>\$432.00</b>
<hr/>					
<b>SOUTHERN FINANCIAL SYSTEMS INC</b>					
90290	12/16-12/31 COURT FINE COLLECTIONS	01000030 - 432800		16001235	\$280.19
<b>VENDOR TOTAL:</b>					<b>\$280.19</b>
<hr/>					
<b>STANTEC CONSULTING SERVICES, INC</b>					
90173	ROUNABOUT STUDY	01020180 - 578000		15004254	\$1,960.00
<b>VENDOR TOTAL:</b>					<b>\$1,960.00</b>
<hr/>					
<b>STAR SERVICE INC</b>					
90174	REFRIGERANT/REC	01030175 - 562900		16000936	\$36.00
90175	01/16 HVAC MAINT	01009075 - 562200		16000124	\$6,644.00
<b>VENDOR TOTAL:</b>					<b>\$6,680.00</b>
<hr/>					
<b>MIKE STEINER</b>					
90172	KARATE INSTRUCTOR	01030175 - 568950		16001197	\$315.00
<b>VENDOR TOTAL:</b>					<b>\$315.00</b>
<hr/>					
<b>STRIBLING EQUIPMENT INC/EMPIRE</b>					
90291	TRANSFER PUMP/ST-56 BACKHOE	01020170 - 552020		16000774	\$714.48
<b>VENDOR TOTAL:</b>					<b>\$714.48</b>
<hr/>					
<b>STUTTON CORPORATION</b>					
90292	DEGREASER/STREET DEPT	01020170 - 551900		16000806	\$2,222.56
<b>VENDOR TOTAL:</b>					<b>\$2,222.56</b>
<hr/>					
<b>SUN COAST/CLAYS BUSINESS SUPPLY</b>					
90177	COPY PAPER/POLICE DEPT	01010070 - 550020		16001084	\$565.00
90178	COPY PAPER/POLICE DEPT	01030070 - 551900		16001084	\$649.75
90179	CREDIT MEMO	01010070 - 550020		16001084	\$-565.00

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<b>VENDOR TOTAL:</b>					<b>\$649.75</b>
<hr/>					
<b>SUNBELT FIRE APPARATUS INC</b>					
90176	REPAIR PARTS/LADDER 2	01016570 - 552020		16001036	\$160.32
<b>VENDOR TOTAL:</b>					<b>\$160.32</b>
<hr/>					
<b>TAMPA ENVELOPE</b>					
90180	ENVELOPES/VARIOUS DEPTS	01005070 - 550000		16001006	\$16.74
90180		01005075 - 559000		16001006	\$328.50
90180		01005570 - 551900		16001006	\$33.48
90180		01005575 - 559000		16001006	\$254.25
90180		01007070 - 550000		16001006	\$16.74
90180		01018070 - 550000		16001006	\$33.48
90180		01018075 - 559000		16001006	\$332.75
90180		01040270 - 551900		16001006	\$33.48
90180	ENVELOPES/VARIOUS DEPTS	40065070 - 551900		16001006	\$16.74
90180		40065270 - 551900		16001006	\$16.74
<b>VENDOR TOTAL:</b>					<b>\$1,082.90</b>
<hr/>					
<b>TAPPER SECURITY INC</b>					
90181	ALARM MAINT/FIRING RANGE	01015575 - 562900		16001179	\$74.00
<b>VENDOR TOTAL:</b>					<b>\$74.00</b>
<hr/>					
<b>TEKLINKS</b>					
90182	01/16 TEKFILTER	01008075 - 562010		16000395	\$230.00
<b>VENDOR TOTAL:</b>					<b>\$230.00</b>
<hr/>					
<b>FELICIA THOMAS</b>					
90293	OFFICIALS PAY/BASKETBALL	01030175 - 568950		16001272	\$192.00
<b>VENDOR TOTAL:</b>					<b>\$192.00</b>
<hr/>					
<b>THOMSON WEST</b>					
90189	12/15 ONLINE LEGAL RSCH	01006070 - 550200		16001224	\$457.90
<b>VENDOR TOTAL:</b>					<b>\$457.90</b>
<hr/>					
<b>TURF MASTERS</b>					
90315	12/21-01/25 CONTRACT MOWING	01024175 - 562300		16001321	\$11,305.17
90316	01/16 WEED/FERT/PEST CTRL	01030175 - 562890		16001321	\$2,806.25
90317	01/16 CONTRACT LINING	01030175 - 562890		16001321	\$1,164.00
<b>VENDOR TOTAL:</b>					<b>\$15,275.42</b>
<hr/>					
<b>TYLER BUSINESS FORMS</b>					
90183	2015 TAX FORMS:W2/1099	01008070 - 550100		16001033	\$169.09
<b>VENDOR TOTAL:</b>					<b>\$169.09</b>

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<b>TYLER TECHNOLOGIES INC</b>					
90184	01/16 COURT SOFTWARE MAINT	01008075 - 562010		16000392	\$939.33
<b>VENDOR TOTAL:</b>					<b>\$939.33</b>
<b>UNITED STATES POSTMASTER</b>					
90294	02/16 POSTAGE/UTILITY BILLS	40065575 - 556500		16000075	\$3,400.00
<b>VENDOR TOTAL:</b>					<b>\$3,400.00</b>
<b>USA BLUEBOOK</b>					
90214	DEIONIZED WATER/WATER PLANT	40067270 - 552730		16001016	\$241.45
<b>VENDOR TOTAL:</b>					<b>\$241.45</b>
<b>UTILITY PARTNERS LLC</b>					
90185	01/16 PUBLIC WORKS CONTRACT	01020075 - 568960		16001121	\$17,843.36
90185		01020175 - 568960		16001121	\$71,373.44
90185		01024075 - 568960		16001121	\$44,608.40
90185		01024175 - 568960		16001121	\$23,791.15
90186	01/16 DITCH MAINT	01020175 - 562340		16001122	\$21,300.00
90185	01/16 PUBLIC WORKS CONTRACT	40065075 - 568960		16001121	\$5,947.79
90185		40067275 - 568960		16001121	\$53,530.08
90185		40067375 - 568960		16001121	\$32,712.83
90185		40067475 - 568960		16001121	\$47,582.28
<b>VENDOR TOTAL:</b>					<b>\$318,689.33</b>
<b>VARIETY OUTLET INC</b>					
90215	WREATH SUPPLIES/SR CENTER	01030075 - 567000		16001140	\$72.79
90295	ENCHANTMENT BALL SUPPLIES/REC	01030175 - 567000		16001091	\$96.70
<b>VENDOR TOTAL:</b>					<b>\$169.49</b>
<b>W A REYNOLDS WHOLESALE CO</b>					
90187	JANITORIAL SUPPLIES/REC	01030170 - 551420		16001181	\$35.70
90188	JANITORIAL SUPPLIES/CITY HALL	01009070 - 551420		16001163	\$118.50
90296	JANITORIAL SUPPLIES/SR CENTER	01030070 - 551420		16000861	\$154.77
<b>VENDOR TOTAL:</b>					<b>\$308.97</b>
<b>WADE IMAGING COMPANY</b>					
90297	02/16 COPIER LEASE/CITY HALL	01008075 - 562005		16001299	\$540.35
90298	02/16 COPIER LEASE/UTILITIES	01008075 - 562005		16001299	\$540.35
90299	02/16 FLEET COPIER LEASE	01008075 - 562005		16001300	\$1,778.49
90301	12/15-01/14 CONT OVG/14TH ST	01018075 - 559000		16001312	\$62.92
90302	12/15-01/14 CONT OVG/CITY HALL	01009975 - 559000		16001312	\$160.83
90304	12/15-01/14 PRINTING/SR CENTER	01030075 - 559000		16001312	\$36.00
90305	12/15-01/14 HEALTHY HOMETOWN/PRNTG	01040275 - 568440	15001	16001312	\$20.82
90306	12/15 FLEET COPIER/OVG	01000175 - 559000		16001311	\$9.80
90306		01002075 - 559000		16001311	\$12.40

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90306	12/15 FLEET COPIER/OVG	01004075 - 559000		16001311	\$13.55
90306		01005075 - 559000		16001311	\$42.56
90306		01005575 - 559000		16001311	\$9.14
90306		01006075 - 559000		16001311	\$111.33
90306		01007075 - 559000		16001311	\$53.68
90306		01010075 - 559000		16001311	\$444.23
90306		01016175 - 559000		16001311	\$26.70
90306		01018075 - 559000		16001311	\$25.23
90306		01030075 - 559000		16001311	\$63.70
90306		01030175 - 559000		16001311	\$36.75
90306		01040275 - 559000		16001311	\$83.54
90300	02/16 COPIER LEASE/SMMET	04215075 - 568100		16001322	\$241.58
90306	12/15 FLEET COPIER/OVG	04215075 - 568100		16001311	\$104.31
90303	12/15-01/14 CONT OVG/UTILITIES	40065275 - 559000		16001312	\$190.95
90306	12/15 FLEET COPIER/OVG	40065075 - 559000		16001311	\$92.01
90306		40065275 - 559000		16001311	\$95.41
<b>VENDOR TOTAL:</b>					<b>\$4,796.63</b>
<b>WALMART COMMUNITY</b>					
90216	CHRISTMAS DECORATIONS/REC	01030175 - 567100		16001149	\$43.90
90217	SUPPLIES/NATURE CENTER	01035570 - 551900		16001168	\$13.24
90218	SUPPLIES/NATURE CENTER	01035570 - 551900		16001168	\$29.59
<b>VENDOR TOTAL:</b>					<b>\$86.73</b>
<b>EBONY WEBER</b>					
90307	OFFICIALS PAY/BASKETBALL	01030175 - 568950		16001275	\$48.00
<b>VENDOR TOTAL:</b>					<b>\$48.00</b>
<b>WHITEHEAD CONSTRUCTION CO INC</b>					
90219	LIMESTONE/PUB WORKS	01020175 - 562400		16001057	\$31,447.17
<b>VENDOR TOTAL:</b>					<b>\$31,447.17</b>
<b>WILLIAMS EDDIE</b>					
90308	MILEAGE REIMB/MMA CONF	01006075 - 557000		16001210	\$210.06
<b>VENDOR TOTAL:</b>					<b>\$210.06</b>
<b>WOLFE, MCDUFF &amp; OPPIE P.A.</b>					
90320	FY 15 AUDIT/PROGRESS BILLING	01009975 - 555000		16001330	\$7,500.00
<b>VENDOR TOTAL:</b>					<b>\$7,500.00</b>
<b>WREATHS BY NW</b>					
90190	WREATH CLASS/INSTRUCTOR	01030075 - 567000		16001220	\$39.15
<b>VENDOR TOTAL:</b>					<b>\$39.15</b>

\*\* Indicates pre-issue check.

DATE: 1/28/2016  
TIME: 9:55:34AM

**CLAIMS REPORT**  
**WARRANT 02/02/2016**

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<u>DOC. #</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>PROJ#</u>	<u>P.O. #</u>	<u>ITEM AMOUNT</u>
				<b>GRAND TOTAL:</b>	<b>\$979,962.82</b>
	GENERAL FUND				\$481,266.50
	FORFIETURE & SEIZURE FUND				\$5,446.27
	S MS METRO ENFORCEMENT TEAM				\$2,077.16
	FIRE INSURANCE REBATE FUND				\$365.00
	COMMUNITY DEVELOPMENT FUND				\$4,545.24
	SPECIAL REVENUE PROJECTS				\$560.00
	PASCAGOULA UTILITIES				\$356,270.65
	SOLID WASTE MANAGEMENT FUND				\$2,202.00
	PASCAGOULA GROUP INSURANCE				\$127,230.00
				<b>GRAND TOTAL</b>	<b>\$979,962.82</b>

\*\* Indicates pre-issue check.