

**CITY OF PASS CHRISTIAN**  
**REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERPERSONS**  
**July 5, 2023, at 6:00 P.M.**

Consider opening bids for the Small Craft Harbor(s) Hurricane Ida Repairs – Phase I

Consider opening bids for Bank Depository Services

1. Call to Order

2. Roll Call

3. Prayer and Pledge

- Consider adoption of the agenda for the July 5, 2023, Board of Alderperson Meeting
- Consider receiving the Main Street Association Quarterly Report from Anita Giani.

***ADMINISTRATIVE***

1. Consider motion to authorize the addition of a bench and concrete base to the Pass Christian Public Library garden area as part of Elizabeth Walton's Eagle Project. This request will include the City's Public Works Department to perform the pouring and setting of the concrete base. The cost for the project not to exceed \$250.00 and funds are available. This bringing favorable notice to the resources and opportunities to the City. A-1
2. Accept \$20,000 AARP Community Challenge Grant to go toward the construction of two Pickle Ball Courts north of the tank at War Memorial Park (estimated total cost of \$80,000). A proposal for the cost of construction of these courts will be made during the 2023-2024 Budget proceedings. A-2
3. Consider approving Annual SCSEP Host Agency Agreements with the Center for Workforce Inclusion and Miss. Dept. of Employment Security to allow the City to hire eligible part-time workers (up to five persons being over 55 years of age) through the SMPDD to work up to 20 hours per week at minimum wage with the grants to pay all wages, fringe benefits including the workers compensation premiums for these employees. A-3

4. Consider motion to award contract to DNA Underground LLC in the amount of \$39,916.00 as the lowest, best, and most responsive quote related the repairs to Pump Station No. 31 Electrical Conduit Replacement. This repair is to be paid for out of Utility Operations Sewer Other Contractual and funds are available as confirmed by the City Clerk. As requested by Bob Escher City Engineer. A-4
5. Consider receiving update on the progress of Lynn Circle paving as requested by Alderperson Regina Charlot. A-5
6. Consider attending the Mississippi Policy Conference, an event sponsored by the National Black Caucus of State Legislators, to be held August 10-13, 2023, at the Beau Rivage. Member of Congress Mr. Bennie Thompson is scheduled to speak at the conference. The registration fee is \$400.00. As requested by Alderperson Regina Charlot. A-6
7. Consider adopting and authorizing for publication the RFP for East Harbor Greenspace to solicit proposals for eligible commercial development to be partially funded with \$1,500,000 from Gulf the Coast Restoration Fund grant with Developer to provide 20% local match for grant funds. A-7
8. Consider retaining a Summer Intern (Jacoby Johnson) to work in the Code Enforcement Department for 60 hours. Jacoby would be paid at the rate of \$7.25 per hour for a total of \$435.00. This is the second year that Jacoby has supported the City (last year he was an unpaid intern). This would be charged to Community Development – Contractual Services and funds are available as confirmed by the City Clerk. A-8

9. Consider approving payment to Covington Civil and Environment Engineering for Engineering Services. Invoice # 16481.08-3 in the amount of \$21,745.00 (See detail attached and breakout of charges included in Board Packet) Funds are available as confirmed by the City Clerk. As requested by City Clerk Ron Duckworth. A-9
  - Small Craft Harbor – SE Boat Launch Pier (481-752-602) \$2,102.50
  - Roads and Drainage – (001-301-602) \$1,110.00
  - Water and Sewer – (400-702-603) \$185.00
  - Lac Bleu South Pump Station – (400-702-603) \$1,310.00
  - Administrative – (001-105-600) \$6,112.50
  - Small Craft Harbor – Crab Unloading Pier – (141-751-602) \$1,387.50
  - Tidelands FYE 2023 – (481-752-602) \$370.00
  - Small Craft Harbor – Ida Repairs - (154-751-602) \$7,410.00
  - Subdivision Review and Planning – (001-110-600) \$1,757.50
10. Approval to send Mayor Jimmy Rafferty and Community Affairs Associate Susan Putnam to the Neshoba County Fair for the 2nd Annual Mississippi One Coast Day on July 27, 2023. Use of a City vehicle, gas, per diem of \$46.00 and lodging for two people is requested. Gulfport Mayor's office is getting a block of hotel rooms at a discounted price (quote will be received asap). It is also requested that the City provide promotional items not to exceed \$1,000 in cost (similar to last year). This cost will be split between the Executive Department and City Administration Travel and Training Budget and funds are available as confirmed by the City Clerk. A-10
11. Consider the City of Pass Christian taking over the Memorial/Veteran Banners Program whereby an accurate count of available spaces will be monitored. Applications will be handled by the Deputy City Clerk and ordered by Community Affairs from Southern Printing. In addition, pricing will remain at \$150 and will be used to purchase brackets for poles, as requested by Director of Community Promotions, Susan Putnam. A-11

## ***COMMUNITY DEVELOPMENT AND PLANNING DEPARTMENT***

1. Consider to approve recommendation of the Planning Commission for Hyman Bartolo, Jr. - (106 Sweet Bay Drive, Tax Parcel: 0212P-01-001.002 - Request by Agent, Matthew Mire); for Planning Commission Approval to build sliding doors along the frontage of the home and allow front-load parking or parking in the front façade with garage doors; (per Development Code 3.0) T3R (Sub-Urban) Zoning District, Ward 4; home was approved for construction before July 2022. CDP-1

## ***FIRE DEPARTMENT***

1. Consider approving Chief Gordon's request to purchase a 2023 Ford F-150 Supercrew pickup truck from Butch Oustalet, for \$47,424.00. This item was included in the Fire Department Capital Budget and funds are available as confirmed by the City Clerk. FD-1
2. Chief Gordon's request to hire Aden Purchner, as a recruit Firefighter with a starting salary of \$37,400.00 a year. The hire date will be July 10, 2023, upon passing physical and drug screen. This is a budgeted position with a one-year probation period and funds are available as confirmed by the City Clerk. FD-2

## ***PUBLIC WORKS DEPARTMENT***

1. Consider approving the request to hire Caden Lizana at the Public Works Department as an Operator I / Laborer at a rate of \$14.00 an hour pending a drug screening with a starting date of July 6, 2023. This is a budgeted position and funds are available as confirmed by the City Clerk. PW-1
2. Consider approving the request to hire Roy Dedeaux at the Public Works Department as an Operator II / Laborer at a rate of \$15.00 an hour pending a drug screening with a starting date of July 6, 2023. Mr. Dedeaux will also be getting his CDL License renewed. This is a budgeted position and funds are available as confirmed by the City Clerk. PW-2

## ***CONSENT AGENDA***

1. Community Development: Consider approving the donation of a Keurig Coffee maker from Miss Avra O'Dwyer and O'Dwyer Realty for the Community Development Conference Room. The donation will be used for office, meeting, and guest services purposes. The City of Pass Christian and The Community Development Office would like to thank Avra and O'Dwyer Realty for the donation. CA-1
2. Police: Consider approving the request to apply to CenterPoint Energy Community Grant (requires 50% match up to \$2,500) towards purchase of a solar speed sign. As Requested by Chief Daren Freeman. CA-2
3. Police: Consider approving the request to reimburse Officer Matthew Garvin \$87.23 for the window motor for Unit 81. As requested by Chief Daren Freeman.

## ***CONSENT MINUTES***

1. Consider approving minutes of the June 21, 2022, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
2. Consider approving minutes of the October 4, 2022, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
3. Consider approving minutes of the October 18, 2022, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
4. Consider approving minutes of the November 1, 2022, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
5. Consider approving minutes of the November 15, 2022, Regular Mayor, and Board of

Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.

6. Consider approving minutes of the December 6, 2022, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
7. Consider approving minutes of the December 20, 2022, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
8. Consider approving minutes of the January 3, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
9. Consider approving minutes of the January 17, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
10. Consider approving minutes of the January 31, 2023, Special Meeting with Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
11. Consider approving minutes of the February 7, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
12. Consider approving minutes of the February 23, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
13. Consider approving minutes of the March 7, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
14. Consider approving minutes of the March 21, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
29. Consider approving minutes of the April 4, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
30. Consider approving minutes of the April 18, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
31. Consider approving minutes of the May 2, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.
32. Consider approving minutes of the May 16, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Shannon Starita, Deputy City Clerk.

***CLAIMS DOCKET***

Motion to approve the Claims Docket in the amount of \$259,255.42. CD-1

***PUBLIC COMMENT***

***THE MAYOR AND BOARD OF ALDERPERSONS WILL ALLOW RESIDENTS AN OPPORTUNITY TO SPEAK WITH A THREE-MINUTE TIME LIMIT ON EACH SPEAKER. NO PUBLIC QUESTIONING COMMENTS ARE ALLOWED DURING THE MEETING, UNLESS THE MAYOR RECOGNIZES SUCH PERSON.***



A-7

# City of Pass Christian AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 05, 2023.

REQUESTING DEPARTMENT: Administrative

### REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

### FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider motion to authorize the addition of a bench and concrete base to the Pass Christian Public Library garden area as part of Elizabeth Walton's Eagle Project. This request will include the City's Public Works Department to perform the pouring and setting of the concrete base. This bringing favorable notice to the resources and opportunities to the City.

, as requested by City Clerk Ron Duckworth.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED

## Ron Duckworth

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**From:** Elizabeth Walton <elizabethwalton81@gmail.com>  
**Sent:** Friday, June 16, 2023 12:09 PM  
**To:** Jimmy Rafferty; Ron Duckworth; Shannon Starita  
**Subject:** Elizabeth Walton - Eagle Project Proposal

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Caution:** THIS IS AN EXTERNAL EMAIL AND MAY BE MALICIOUS. PLEASE TAKE CARE WHEN CLICKING LINKS OR OPENING ATTACHMENTS.

Honorable Jimmy Rafferty, Mayor

Aldersperson Betty Sparkman, Ward 1

Aldersperson Regina Charlot, Ward 2

Aldersperson Kirk Kimball, Ward 3

Aldersperson Victor Pickich, Ward 4

Aldersperson Kenny Torgeson, At Large

City of Pass Christian

200 West Scenic Drive

Pass Christian, MS 39571

Dear Mayor Rafferty and Board of Alderspersons:

This letter is to seek the permission of the Mayor and Board of Alderspersons for the City of Pass Christian for the addition of a bench and concrete base added to the Pass Christian Public Library garden area as a part of Elizabeth Walton's Eagle Project. The bench will be five feet long and made of wood with painted butterflies for decoration. I am also seeking aid from Public Works to handle pouring and setting the concrete.

My reason for choosing this project is in an effort to give back to the Pass Christian Public Library for all the programs and activities that aided young readers like myself. I have done my best to contribute my time to helping the library grow and encourage youth. I feel this project will best help the community because it will add to the library's garden area, create a more beautiful community, and increase visitor learning opportunities with butterfly related activities. The beauty of the bench will add to the atmosphere of the library's garden and increase visitors by providing a place to sit and learn during educational programs provided by the library.

I have sought funding and donations from both the local Veterans of Foreign Wars chapter and the Pass Christian Garden Club. My main contact with the library is Mrs. Wendy Allard and I have sought advice from the Beautification Department for necessary permissions.

Below I have attached images of the proposed site, a drawing of the concrete base, and a reference photo of the bench. If you have any questions or need further information please do not hesitate to call or email (elizabethwalton81@gmail.com). Thank you for your consideration and attention to this matter.

Sincerely,

Elizabeth Walton, Troop 316 G

1303 East Second Street

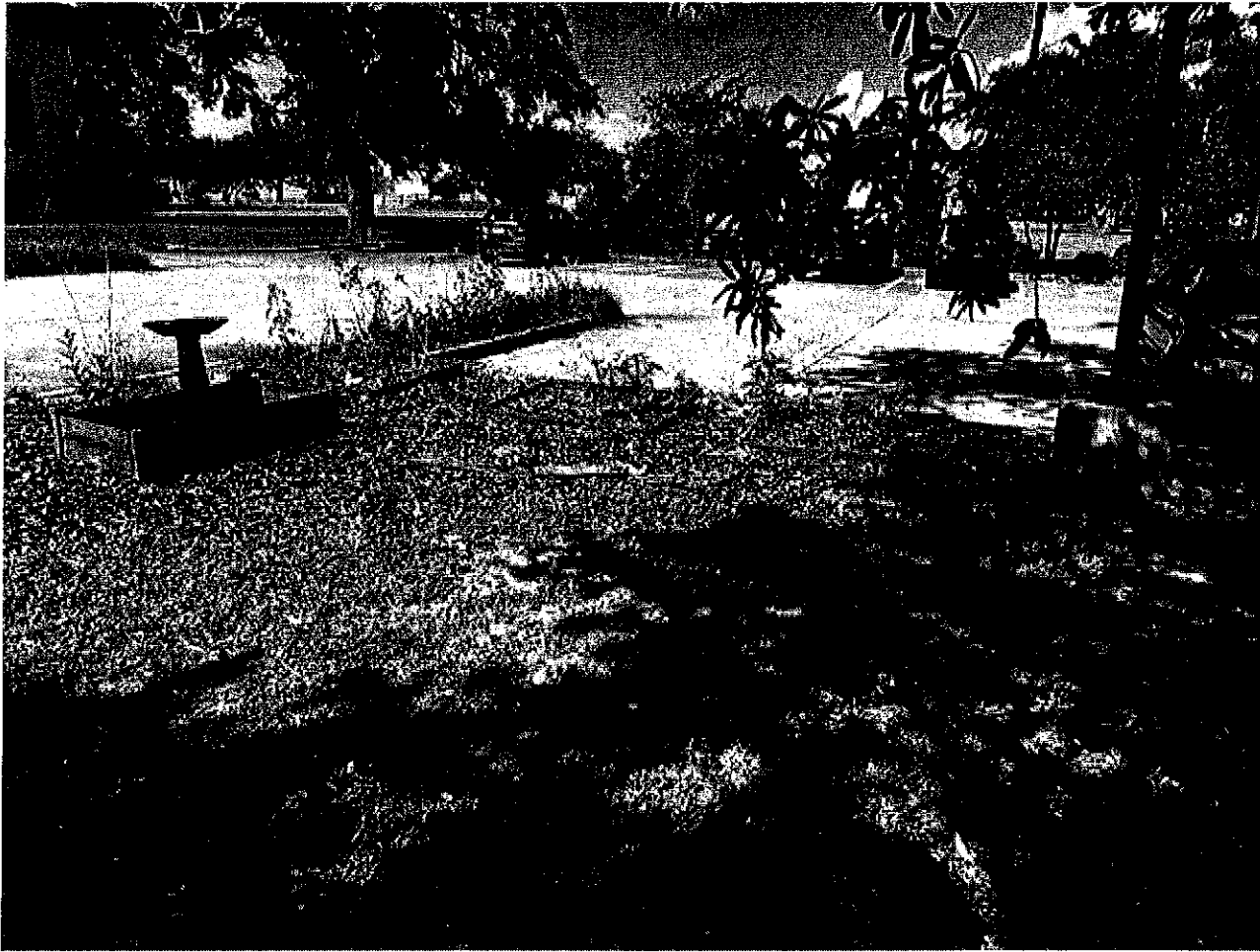
Pass Christian, MS 39571

228-731-4626

elizabethwalton81@gmail.com



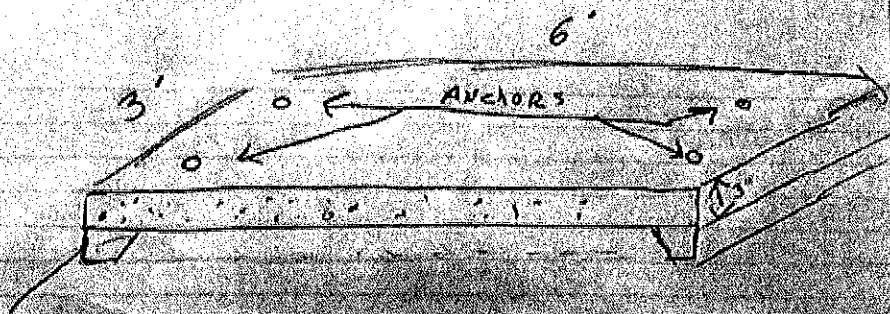








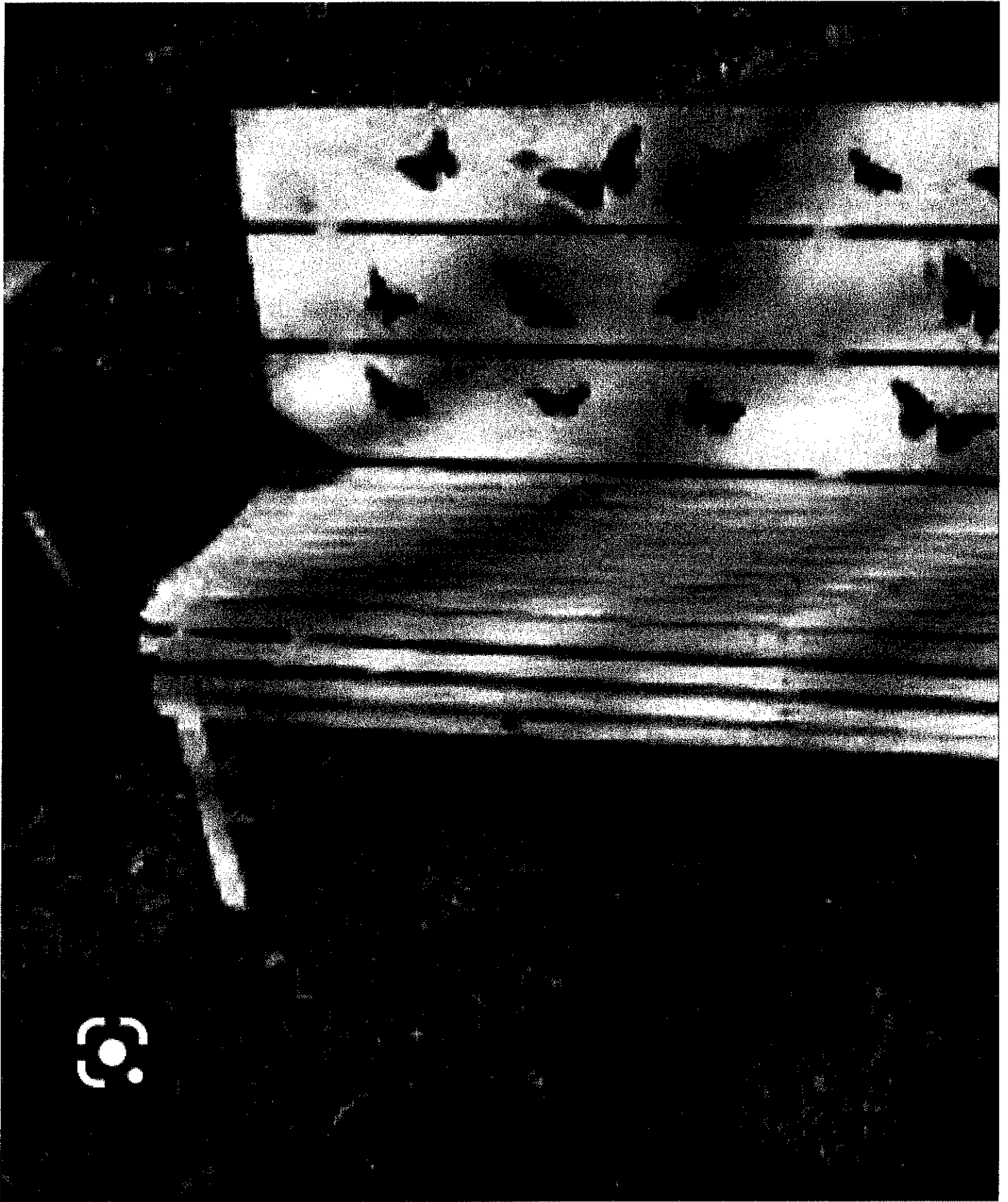




Thickened Edge  
 All around outside  
 Perimeter

- 2 @ 2x4 x 12 WOOD FOR FORM
- 2 @ 2x4 x 8 WOOD FOR FORM
- 4 @ 4x3 CONCRETE ANCHORS TO SECURE BENCH
- 10 @ 8x2 x 12 STAKES
- 1 Box 16d Duplex Nails
- 1 @ 8'11" x 5'11" WWF (CONCRETE REINFORCING WIRE MAT)
- 1/2 YARD Concrete = 28 bags of 80 lb Sack  
 + 10% OVER IN CASE

- TOOLS:
- SKILL SAW
  - Impact Drill
  - SAFETY GLASSES
  - HEARING PROTECTIVE





A-2

# City of Pass Christian AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 05, 2023.

REQUESTING DEPARTMENT: Administrative

REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No

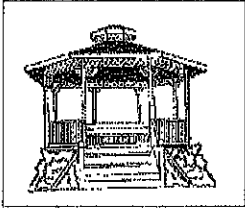
Consider Accept \$20,000 AARP Community Challenge Grant to go toward the construction of two Pickle Ball Courts north of the tank at War Memorial Park. A proposal for the cost of construction of these courts will be made during the 2023-2024 Budget proceedings.

, as requested by City Clerk Ron Duckworth.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

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APPROVED  ADDITIONAL INFORMATION NEEDED



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Administrative

REQUEST LOCATION ON AGENDA:

Administrative	<input checked="" type="checkbox"/>
Requesting Department	<input type="checkbox"/>
Consent	<input type="checkbox"/>
Executive Session	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

FUNDS TO BE PAID OUT OF:

Capital Improvement Fund	<input type="checkbox"/>
BP Fund	<input type="checkbox"/>
001-	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

AGENDA REQUEST:                      ATTACHMENT(S)      Yes       No

Consider approving Annual SCSEP Host Agency Agreements with the Center for Workforce Inclusion and Miss. Dept. of Employment Security to allow the City to hire eligible part-time workers (up to five persons being over 55 years of age) through the SMPDD to work up to 29 hours per week at minimum wage with the grants to pay all wages and the workers compensation premiums for these employees.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

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APROVED                       ADDITIONAL INFORMATION NEEDED



Southern Mississippi Planning & Development District

**BUILDING A STRONGER MISSISSIPPI**

June 28, 2023

Mayor R. James Rafferty  
200 West Scenic Drive  
Pass Christian, Mississippi 39571

**Re: Senior Community Service Employment Program/PY2023-24 Annual SCSEP Agreements**

Dear Mayor Rafferty:

Thank you for your continued interest in serving again as a Host Agency Partner, in SMPDD's *Senior Community Service Employment Program*. The *SCSEP* is a Job Training/Assistance Program for older workers. *SCSEP* Job Seekers provide community service in their own cities and counties, up to 29 hours per week, while training to increase skills and gain unsubsidized employment. The *SCSEP* is authorized by Title V of the Older Americans Act, and is funded by the U.S. Department of Labor.

Today, I am mailing two sets of SCSEP Host Agency Agreements to you. Because this SCSEP Project conducts two SCSEP grant programs simultaneously – one for the Center for Workforce Inclusion, **my national grantor** – and one for the Mississippi Department of Employment Security, **my state grantor**— you will need to sign all four agreements, where highlighted and flagged. These agreements clearly state the responsibilities of the Host Agency involved in this very worthwhile community endeavor. Please keep Set 2 for your files. Then, please return Set 1 to me by return mail for our Host Agency files. Thank you.

Please know that I am passionate about this program because it “gives” nothing by entitlement. Through the Southern Mississippi Planning and Development District (sponsor of this SCSEP program), Job Seekers earn minimum wages for **ONLY** those hours they actually work. Their only additional benefit is the Workers' Compensation coverage we provide, which protects both the participant and the host agency.

**This is a wonderful job-readiness program that allows older workers in your community to receive wages from us, while working for you.** It is definitely a WIN-WIN-WIN situation that has served government offices and non-profit agencies since 1965. Thank you for your partnership and I look forward to working with you for many more years to come.

Sincerely,

Janice Hale, SCSEP Project Director and Department Head  
Southern Mississippi Planning and Development District/SCSEP Dept.  
Direct Extension: (28) 314-1433  
Email: [jhale@smpdd.com](mailto:jhale@smpdd.com)

**Enclosures: 2 sets of Host Agency Agreements=4 separate agreements; Flyers**

## SCSEP Host Agency Agreement PY2023

To comply with the requirements of the Center for Workforce Inclusion (CWI) Senior Community Service Employment Program (SCSEP), operated under Title V of the Older Americans Act, this Agreement is voluntarily entered by

**City of Pass Christian, Mississippi.**

hereinafter referred to as the Host Agency, and

**Southern Mississippi Planning and Development District, Inc.**

hereinafter referred to as the Sponsor Agency.

The Host Agency agrees to provide a safe and healthful work site for each job seeker, to provide the orientation and training necessary to perform assigned duties in accordance with a written community service assignment description, to provide additional training as opportunities occur, and, to the extent possible, treat each job seeker as a regular member of the Host Agency staff.

Regarding COVID guidelines, the Host Agency agrees to inform the Sponsor Agency of its policies regarding wearing masks, vaccines, and social distancing, including any and all amendments to these policies. Additionally, the Host Agency recognizes that the Sponsor Agency will be following applicable federal, state, and/or local COVID guidelines and will respect changes to SCSEP status that the Sponsor Agency may make in response to COVID.

The Host Agency is to immediately notify the Sponsor Agency if any job seeker has been exposed to the COVID virus, when applicable.

The Host Agency agrees to consider each job seeker for regular employment, either full-time or part-time, when vacancies occur in the Host Agency staff or when new positions are created. The Host Agency will also recommend suitable training for unsubsidized placement of the job seeker. A detailed training plan, which includes skills to be attained and timelines for achieving the goal, will be documented in the job seeker's Individual Employment Plan (IEP) and Community Service Assignment Description. The Community Service Assignment Description must specify the nature of the assignment, the hours each job seeker will train, specific duties and tasks to be performed.

As the onsite day-to-day supervisor of assigned job seekers, the Host Agency agrees to document any inappropriate work behaviors of job seekers that may lead to progressive discipline or other incidents and call and discuss with the Project Sponsor.

The Host Agency may allow an alternative or temporary community service assignment to include remote or telework. Such arrangements still require the Host Agency to provide

adequate supervision and equipment. Provision of the remote or telework assignment must be documented in the Community Service Assignment Description for Remote Work. The Host Agency must notify the Project Sponsor before initiating this type of assignment and agrees to requirements outlined in the Sponsor Agency's "SCSEP Remote Work Policy," and "Remote Work Approval Instructions." These documents will be provided by the Sponsor Agency upon request.

The Host Agency also agrees to notify the Project Sponsor of any unscheduled leave time of the job seekers, particularly absences of three days or longer.

The Host Agency understands that the length of time that a job seeker may remain in the same assignment will be determined in their Individual Employment Plan (IEP). The Host Agency understands that the Sponsor Agency may reassign any job seeker when that reassignment will increase the job seeker's opportunities for training or unsubsidized employment or will otherwise serve the best interests of the job seeker.

While this agreement is in effect, the Host Agency agrees to not provide community service assignments for job seekers serving through another national Title V project sponsor.

The Host Agency agrees to abide by the hours and work schedules mutually agreed to for each job seeker and to provide properly prepared time sheets (the supervisor will confirm that the job seeker worked the hours claimed on their time sheet and will assure that both they and the job seeker sign the time sheet); periodic performance evaluations; and other required documents. The Host Agency agrees and understands that each job seeker will be required to attend periodic SCSEP meetings during regular working hours.

The Host Agency agrees that the community service assignments for any job seeker are to be like "in demand" or "growth industries" private sector jobs, such as health care, child daycare, education, or green jobs. However, these assignments will not result in the displacement of currently employed workers, nor in a reduction in non-overtime hours of work, wages, or benefits; will not impair any existing contract for service or result in the substitution of the wages of the job seeker for other funds in connection with work which otherwise would be performed; will not be a substitution for any existing federally-assisted job; and will not be a position which is the same as or substantially the same as that occupied by any other person who is on lay-off or absent due to labor disputes. Further, the Host Agency agrees that it will not discriminate against a job seeker on the grounds of race, color, age, religion, sex, national origin, age, or disability.

The Host Agency agrees that job seekers currently assigned to the Host Agency are not permitted to volunteer at the Host Agency, whether it be similar activity as the Community Service Assignment or any other activity.

The Host Agency agrees to send a representative to a Host Agency supervisors' meeting. Host Agency supervisors' meetings will be held at least annually to acquaint all concerned with the SCSEP goals and objectives. The Host Agency agrees to participate in the DOL Customer Satisfaction Surveys if solicited.

The Host Agency agrees to provide documentation of in-kind contributions. Further, it is

understood by the Host Agency and the Sponsor Agency that any contribution, whether cash or in-kind, by the Host Agency is purely voluntary and is not a condition for the assignment of any job seeker.

The Host Agency certifies by this Agreement that it is a governmental agency or is a non-profit agency which is currently certified as a Section 501(c) (3) organization under the Internal Revenue Code. In addition, the Host Agency will provide its Federal Employer Identification Number (FEIN). Further, if the Host Agency is certified as a Section 501(c) (3) agency, a copy of that certification is attached. The Host Agency agrees to inform the Sponsor Agency immediately if the Section 501(c) (3) certification is revoked.

The Sponsor Agency agrees to recruit, enroll, and assign a job seeker to the Host Agency for engaging in productive community service employment.

The Sponsor Agency agrees to be responsible for all administrative and fiscal controls of the SCSEP and for paying wages and providing fringe benefits and workers compensation coverage to each job seeker. The Host Agency does not pay wages or provide fringe benefits or Workers' Compensation insurance to job seekers.

**Indemnification.** The Host Agency agrees to indemnify, defend and hold harmless the Sponsor Agency, its representatives, directors, officers, agents, invitees, job seekers and employees, and its Affiliates and their respective directors, officers, employers, job seekers and agents from and against any Claim for costs, fees, penalties, expenses, third-party damages, attorneys' fees and all other liabilities to any third party whatsoever ("Losses"), that result or arise from any allegation of bodily injury, death, or damage to real and/or tangible personal property, incurred during the activities and projects that arise from this Agreement, to the extent proximately caused by the negligence, gross negligence or intentional misconduct of the indemnifying party (i.e., Host Agency), its employees, partners, agents, invitees, job seekers and contractors.

"Claim" means any and all third-party claims, suits, and proceedings. "Loss" means any and all losses, damages, costs, expenses, liabilities, obligations, judgments and claims of any kind (including reasonable attorneys' fees and all expenses and costs of investigation and litigation).

This indemnification provision shall survive the term of this Agreement, or any cancellation or abandonment of the terms and conditions contemplated herein.

**Force Majeure.** Under no circumstance will the Sponsor Agency be liable for any loss or damage caused by nonperformance due to circumstances beyond the Sponsor Agency's control, such as a pandemic, disease, natural disasters, war, acts of terrorism, civil unrest, and strikes.

This Agreement may not be amended except upon written agreement between the parties.

**This Agreement is in effective from  
July 1, 2023 to June 30, 2024**

**Definition of Host Agency Status**

(Check one)

- This host agency is a government agency. FEIN: 64-6000951 (Required by USDOL).
- This host agency is a certified non-profit agency under Section 501(c) (3) of the United States Internal Revenue Code. FEIN \_\_\_\_\_ (Required by USDOL).  
\_\_\_\_\_ **501(c) (3) documentation is attached.**

**Signed — Host Agency**

Host Agency: City of Pass Christian, Mississippi

Representative's Name: Mr. Renaud James Rafferty

Representative's Signature: \_\_\_\_\_

Host Agency Title: Mayor

Host Agency Supervisor: Mr. Ronald Duckworth

Address: 200 West Scenic Drive, Pass Christian, MS 39571

Phone: (228) 452-3311 Fax: (228) 452-5435

Email: rduckworth@pass-christian.com Date: \_\_\_\_\_

**Signed — SCSEP Sponsor Agency**

SCSEP Sponsor: Southern Mississippi Planning and Development District, Inc.

Representative's Name: Janice Hale

Representative's Signature: Janice Hale

Title: SCSEP Project Director and Department Head

Address: 10441 Corporate Dr., Suite #1, Gulfport, MS 39503

Phone: (228) 868-2311 Fax: (228) 868-2550

Email: jhale@smpdd.com Date: 06.28.2023

# Host Agency Responsibilities

*It is the Host Agency's responsibility to:*

Provide training so enrollees can improve existing skills and acquire new ones.

Provide job-related orientation to the enrollees.

Designate an individual to supervise the enrollee.

Provide the materials and equipment necessary for enrollees to perform job duties.

**However, enrollees are never to be given the keys to a Host Agency office for the purpose of opening or closing said office to the public. Enrollees may not operate Host Agency vehicles. Enrollees are not allowed to handle cash transactions without direct Host Agency supervision.**

Include enrollees in staff-development opportunities.

Give first consideration to employing enrollees when openings occur for which they are qualified or assist in facilitating entry into the competitive labor market.

Keep the Project Director informed of the enrollees' progress and any work-related problems, and complete evaluations as required.

Verify and sign timesheets and assure they are completed correctly and forwarded to the Project Director.

Assure enrollees do not work more than the 20 hours per week authorized by the Senior AIDES Program.

Permit enrollees to attend training sessions and job interviews during work hours when needed.

Assure enrollees do not displace or replace paid employees.

Provide a safe and hazard-free working environment for the enrollee and report all accidents immediately to the Project Director.



**STATE OF MISSISSIPPI**  
JONATHON TATE REEVES, GOVERNOR  
**DEPARTMENT OF EMPLOYMENT SECURITY**  
MARK HENRY  
EXECUTIVE DIRECTOR

**SCSEP Host Agency Agreement**

As part of the Senior Community Service Employment Program, operated under Title V of the Older Americans Act, this Agreement is voluntarily entered into by the:

**City of Pass Christian, Mississippi**

a governmental agency or a non-profit agency designated under Section 501(c)(3) of the Internal Revenue Code, (hereinafter referred to as the Host Agency), and

**Southern Mississippi Planning and Development District**

Sponsor Agency.

The intent of this agreement is to furnish useful community service assignments for low-income mature workers who are 55 years of age or older, in order to increase their skills and assist transition to permanent employment.

The Host Agency agrees:

- To provide a safe and healthful environment, adequate orientation and training, additional training as needed to meet employment goals, and to treat each participant as a valued worker in the Host Agency.
- To assist the Sponsor agency in placing one or more participants per year in a job off of the program; and to consider participants for regular employment on its staff when vacancies occur or when new positions are created.
- To abide by mutually agreed to schedules, documented by properly prepared time sheets and periodic performance evaluations. Participants may be required to attend periodic meetings during regular working hours, and the Host Agency recognizes that they will be unavailable at the Host Agency during these times.
- To ensure that each participant's assignment does not displace currently employed or laid-off workers, replace others working in assisted programs, or reduce regular house work, wages or benefits.
- Not to discriminate against any participant because of race, color, religion, sex, national origin, or disability.

- To send a representative to a group meeting of host agency supervisors. Group meetings of host agency supervisor or designated representatives will be held annually to acquaint all concerned with the SCSEP goals and objectives.
- That no other national Title V SCSEP project sponsor will use this Host Agency site while this Agreement is in effect; and
- To inform the Sponsor Agency immediately if its Section 501(c)(3) certification is changed.

**The Sponsor Agency Agrees:**

- To recruit, enroll, assess and assign a SCSEP participant to the Host Agency for the purpose of engaging in a productive community service assignment with duties and tasks as specified in a written community service assignment description.
- To be responsible for all administrative and fiscal controls for the assignment and for paying wages and providing required fringe benefits to each participant.

The Sponsor Agency reserves the right to reassign any participant whenever reassignment will increase opportunities for training or unsubsidized employment, will serve the best interest of the participant, or will better support the goals and objectives of the SCSEP program.

This agreement may be amended by mutual agreement.

**This Agreement is in effect from: July 1, 2023 to June 30, 2024**

**SIGNED - HOST AGENCY**

Name of Agency: City of Pass Christian, Mississippi

Address: 200 West Scenic Drive, Pass Christian, Mississippi 39571  
(Please submit physical address to include street, city/town & ZIP)

Mailing address if different from above: \_\_\_\_\_  
(Please include street and/or P.O. Box, city/town & ZIP)

Telephone number: (228) 452-3311 Fax number: (228) 452-5435

Federal Employer Identification Number: 64-6000951 State: Mississippi

Representative's Name: Mr. Renaud James Rafferty Title: Mayor

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

Supervisor: Mr. Ronald Duckworth Email: rduckworth@pass-christian.com

**SIGNED - SCSEP PROJECT SPONSOR**

Project Sponsor: Southern Mississippi Planning and Development District

Name & Title: Janice Hale, Project Director Phone: (228) 868-2311 Fax: (228) 868-2550

Signature: Janice Hale Date: 06.28.2023  
(228) 314-1433

Program Manager's email address: jhale@smpdd.com

**DEFINITION OF HOST AGENCY STATUS**

This host agency is a certified non-profit agency under Section 501(c)(3) of the United States Internal Revenue Code. FEIN: \_\_\_\_\_ (Required by USDOL)

501(c)(3) documentation is attached to this agreement.

501(c)(3) documentation is already on file with the sponsor.

or

This host agency is a government agency. FEIN: 64-6000951 (Required by USDOL)

# Host Agency Responsibilities

*It is the Host Agency's responsibility to:*

Provide training so enrollees can improve existing skills and acquire new ones.

Provide job-related orientation to the enrollees.

Designate an individual to supervise the enrollee.

Provide the materials and equipment necessary for enrollees to perform job duties.  
**However, enrollees are never to be given the keys to a Host Agency office for the purpose of opening or closing said office to the public. Enrollees may not operate Host Agency vehicles. Enrollees are not allowed to handle cash transactions without direct Host Agency supervision.**

Include enrollees in staff-development opportunities.

Give first consideration to employing enrollees when openings occur for which they are qualified or assist in facilitating entry into the competitive labor market.

Keep the Project Director informed of the enrollees' progress and any work-related problems, and complete evaluations as required.

Verify and sign timesheets and assure they are completed correctly and forwarded to the Project Director.

Assure enrollees do not work more than the 20 hours per week authorized by the Senior AIDES Program.

Permit enrollees to attend training sessions and job interviews during work hours when needed.

Assure enrollees do not displace or replace paid employees.

Provide a safe and hazard-free working environment for the enrollee and report all accidents immediately to the Project Director.



## **Imagine up-to-date skills in the hands of those with old-fashioned work ethics.**

We know where to find people like that. They're adults age 55 and over who have been working part-time with the Senior Community Service Employment Program - SCSEP.

SCSEP helped them update their skills for today's work world. They already had the sense of loyalty and strong work ethics. Now, they're ready for full time employment.

Yes, they're older. But they just might change your misconceptions about older workers.

Contact us and we'll connect you with just the right person.



The Senior Community Service Employment Program (SCSEP) is funded by a grant from the U.S. Department of Labor Employment and Training Administration. SCSEP is an equal opportunity program. Auxiliary aids and services are available upon request to individuals with disabilities.

### **Contact Us**

**Jan Hale**

SCSEP Project Manager

**Southern Mississippi Planning and Development District**

**10441 Corporate Drive, Suite 1**

**Gulfport, MS 39503**

**Office: (228) 314-1433**

**Email: [jhale@smpdd.com](mailto:jhale@smpdd.com)**

**ADULTS 55+, MINIMUM WAGE, UP TO 29 HOURS PER WEEK**

# SEEKING EMPLOYMENT?

PAID TRAINING AVAILABLE

**SCSEP**



## SCSEP Program Requirements

- Participants must be at least 55
- Unemployed
- Family income of no more than 125% of the federal poverty level

Enrollment priority is given to veterans and qualified spouses of veterans, then to individuals who are over 65, have a disability, have low literacy skills or limited English proficiency, reside in a rural area, are homeless or at risk of homelessness, have low employment prospects, or have failed to find employment after using services through the American Job Center system.

## Contact Us

**Jan Hale**

SCSEP Project Manager

Southern Mississippi Planning and  
Development District

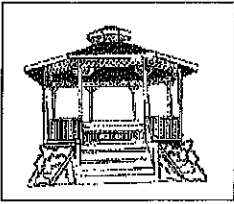
10441 Corporate Drive, Suite 1

Gulfport, MS 39503

Office: (228) 314-1433

Email: [jhale@smpdd.com](mailto:jhale@smpdd.com)

The Center for Workforce Inclusion's Senior Community Service Employment Program (SCSEP) is funded by a grant from the U.S. Department of Labor Employment and Training Administration. SCSEP is an equal opportunity program. Auxiliary aides and services are available upon request to individuals with disabilities.



A-4

# City of Pass Christian AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 05, 2023.

REQUESTING DEPARTMENT: Administration

### REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

### FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other 400-702-600

AGENDA REQUEST:            ATTACHMENT(S)    Yes     No

Consider motion to award contract to DNA Underground LLC in the amount of \$39,916.00 as the lowest, best, and most responsive quote related the repairs to Pump Station No. 31 Electrical Conduit Replacement. This repair is to be paid out of Utility Operations Sewer Other Contractual and funds are available as confirmed by the City Clerk.

, as requested by Bob Escher City Engineer.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

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APROVED             ADDITIONAL INFORMATION NEEDED



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June 28, 2023

City of Pass Christian  
200 West Scenic Drive  
Pass Christian, MS 39571

Attn: Mayor and Board of Alderpersons

Re: Recommendation of Award  
City of Pass Christian  
Pump Station No. 31 Electrical Conduit Replacement

Dear Mayor and Board of Alderpersons:

Quotes were received from two (2) contractors for the above-referenced project. The quotes ranged from \$39,916.00 and \$49,287.30 from DNA Underground, LLC and LJ Construction, Inc., respectively. The contractor who provided the apparent lowest and best quote was DNA Underground, LLC of Gulfport, MS.

We recommend the Board of Alderpersons award the contract for this work to DNA Underground, LLC of Gulfport, MS in the amount of \$39,916.00. A copy of the tabulation of quotes is included with this correspondence.

If you have any questions, please do not hesitate to contact me.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**

A handwritten signature in black ink, appearing to read "Bob Escher".

Bob Escher, P.E.

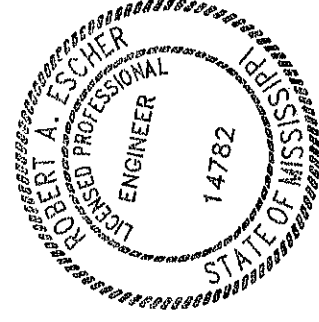
**TABULATION OF QUOTES  
CITY OF PASS CHRISTIAN  
PUMP STATION NO. 31 ELECTRICAL CONDUIT REPLACEMENT**

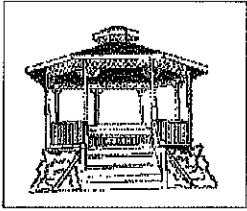
CONTRACTORS:		DNA Underground, LLC		LJ CONSTRUCTION, INC.		
ITEM NO.	ITEM	PLAN QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
<b>SCHEDULE NO. 1</b>						
1	MAINTENANCE OF TRAFFIC	1	L.S. \$ 12,000.00	\$ 12,000.00	\$ 10,069.00	\$ 10,069.00
2	SAWCUTTING EXISTING PAVEMENTS	110	LF \$ 5.00	\$ 550.00	\$ 12.00	\$ 1,320.00
3	REMOVE AND REPLACE REINFORCED CONCRETE PAVEMENT (INCLUDES TESTING)	8	SY \$ 380.00	\$ 2,860.00	\$ 125.00	\$ 937.50
4	REMOVE AND REPLACE ASPHALT PAVEMENT (4" - 19MM MIX, 4" - 9.5 MM MIX)	22	SY \$ 170.00	\$ 3,740.00	\$ 120.00	\$ 2,640.00
5	IMPORTED FOUNDATION MATERIAL (12" COMPACTED)	22	SY \$ 35.00	\$ 770.00	\$ 115.00	\$ 2,530.00
6	IMPORTED SELECT SANDY BACKFILL (PM)	30	CY \$ 18.00	\$ 540.00	\$ 25.00	\$ 750.00
7	INSTALL TWO (2) REPLACEMENT PUMPS (OWNER PROVIDED)	1	L.S. \$ 3,600.00	\$ 3,600.00	\$ 7,500.00	\$ 7,500.00
8	INSTALL NEW FLOATS (OWNER PROVIDED)	1	LS \$ 2,200.00	\$ 2,200.00	\$ 3,500.00	\$ 3,500.00
9	INSTALL NEW CONDUITS (I.E., 3" AND 4") (CONTRACTOR PROVIDED)	1	LS \$ 12,000.00	\$ 12,000.00	\$ 16,260.00	\$ 16,260.00
10	LIMESTONE BASE MATERIAL (#610 - 8" COMPACTED)	17	SY \$ 75.00	\$ 1,275.00	\$ 111.20	\$ 1,890.40
11	MAINTENANCE LIMESTONE (#610 - 8" COMPACTED)	17	SY \$ 23.00	\$ 391.00	\$ 111.20	\$ 1,890.40
<b>TOTAL SCHEDULE NO. 1</b>				<b>\$ 39,916.00</b>		<b>\$ 49,287.30</b>

I HEREBY CERTIFY THAT THIS IS A TRUE  
AND CORRECT TABULATION OF QUOTES

*Robert A. Escher*

Bob Escher, P.E.  
Cert. No. 14782





# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Administrative

### REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

### FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001-
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No   
 Consider receiving update on the progress of Lynn Circle paving as requested by Alderperson Regina Charlot

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

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APPROVED                       ADDITIONAL INFORMATION NEEDED



Date: June 30, 2023  
To: Board of Alderpersons  
cc: Bob Escher  
From: Jimmy Rafferty  
Subject: **Lynn Circle Paving Update**

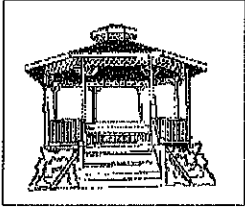
Dear All,

The Lynn Circle Paving Bid is on the street with bids being accepted on August 1, 2023. The estimate for paving Lynn Circle is \$268,000.

Regards,

Jimmy

A-6



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Administrative

REQUEST LOCATION ON AGENDA:

Administrative	<input checked="" type="checkbox"/>
Requesting Department	<input type="checkbox"/>
Consent	<input type="checkbox"/>
Executive Session	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

FUNDS TO BE PAID OUT OF:

Capital Improvement Fund	<input type="checkbox"/>
BP Fund	<input type="checkbox"/>
001-	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider attending the Mississippi Policy Conference, an event sponsored by the National Black Caucus of State Legislators, to be held August 10-13, 2023, at the Beau Rivage. Member of Congress Mr. Bennie Thompson is scheduled to speak at the conference. The registration fee is \$400.00. As requested by Alderperson Regina Charlot.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED

A-7



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Administrative

REQUEST LOCATION ON AGENDA:

Administrative	<input checked="" type="checkbox"/>
Requesting Department	<input type="checkbox"/>
Consent	<input type="checkbox"/>
Executive Session	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

FUNDS TO BE PAID OUT OF:

Capital Improvement Fund	<input type="checkbox"/>
BP Fund	<input type="checkbox"/>
001-	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

AGENDA REQUEST:                      ATTACHMENT(S)      Yes       No

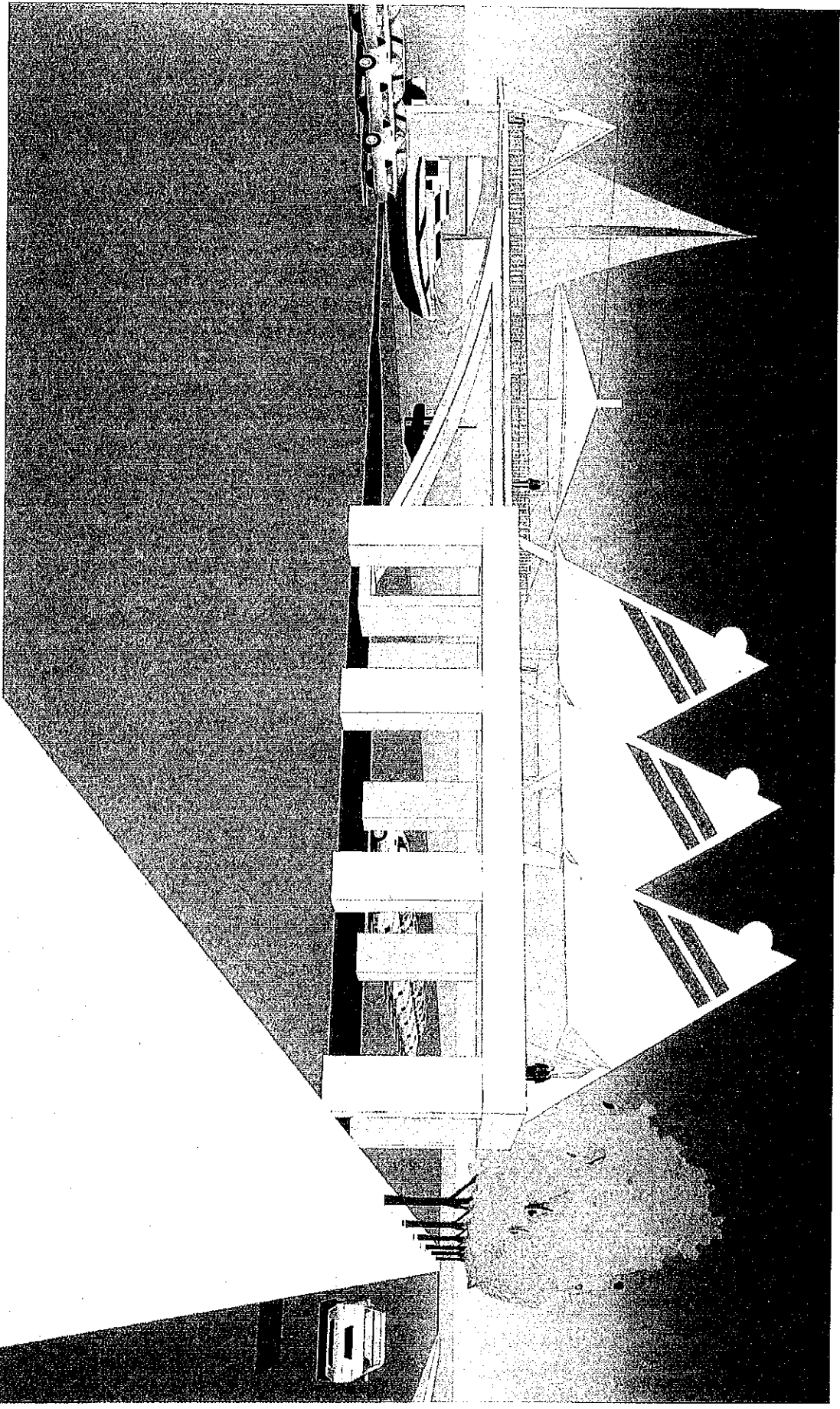
Consider adopting and authorizing for publication the RFP for East Harbor Greenspace to solicit proposals for eligible commercial development to be partially funded with \$1,500,000 from Gulf Coast Restoration Fund grant with Developer to provide 20% local match for grant funds.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

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APPROVED

ADDITIONAL INFORMATION NEEDED



Pass Christian Harbor Pavilion  
Preliminary Concept:

Robin Riley  
<http://robinrileyart.blogspot.com>



REQUEST FOR PROPOSALS (RFP)

for

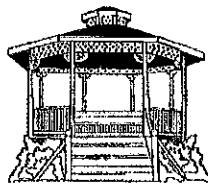
New Commercial Development

at the

Pass Christian East Harbor

Issued: July 5, 2023

Proposals Due: \_\_\_\_\_



*City of Pass Christian*  
*On the Mississippi Gulf Coast*



1. INTRODUCTION/HISTORY

Pass Christian is a charming oceanfront community that has been long been known for its beautiful homes. In the 1930's, many of its residents were commuters who worked in New Orleans. Although a long way to travel in those days, Pass Christian's special appeal made it worthwhile. To this day, Pass Christian remains a favorite weekend retreat for many New Orleans residents. Pass Christian was discovered by French-Canadian explorers in 1699, shortly after the first French colony was established in Biloxi. The community was named for the deep-water pass in the Mississippi Sound. Many of Pass Christian's beautiful waterfront homes date back to the 1850s, an era of great prosperity for the city. Although it was known primarily as a vacation getaway, it soon gained importance as a regional trading center.

The seafood industry has been an anchor in the local economy for many years. The oyster reef that lies just offshore is among the largest on the Mississippi Gulf Coast; however, unfortunately in more recent years has not been very productive due to certain environmental condition. In 2014, Pass Christian finished construction of the East Harbor, doubling the number of commercial and pleasure slips available. The East Harbor is home to multiple seafood wholesale purchasers.

Pass Christian is governed by a mayor and five elected aldermen. Its Police Department employs about 27 people full-time, and the Fire Department has about 24 employees. Pass Christian is a vibrant community that cherishes its heritage, enjoys a strong civic spirit, and appreciates the importance of maintaining a good quality of life.

Downtown Pass Christian is home to multiple festivals and events including the "Pass Parade", on the Sunday immediately prior to Mardi Gras, that draws as many as 100,000 people to our town. Other popular events include, but are not limited to, Art in the Pass, Jazz in the Pass, Blessing of the Fleet, Cruisin' the Coast, and Christmas in the Pass. The City is fortunate to have the beautiful 5 acre Memorial Park and tree-lined streets with low traffic which attracts numerous 5K runs and bicycle rides.

The City intends to encourage the expansion of eating, drinking and entertainment establishments; to increase events/programs to activate the street scene, to encourage development in the downtown area west toward City Hall, and to attract additional retail and tourism related businesses that will generate additional sales tax revenue for the City.



2. INVITATION TO PROPOSE

(a) The City of Pass Christian invites well-qualified developers, end-users, and interested parties to submit a plan to lease and develop the property along the seawall known as the East Harbor Greenspace (being approximately 140' X 365' and 51,100 square feet) for commercial uses that are eligible for development on public trust tideland areas acceptable to the City and Mississippi Secretary of State, i.e. light retail, fine dining or casual dining restaurants; low impact businesses related to tourism and recreation; and low impact businesses providing support activities for the commercial fishing activities; all of which would be appropriate and complementary for a working municipal harbor and waterfront development integrated into the city. Low impact development use shall include, but shall not be limited to, uses that do not materially, directly or indirectly, impair the natural character of tidelands within the proposed lease premises or adjacent thereto, do not interrupt the public use of the tidelands within the area to be leased or adjacent thereto, do not require filling of tidelands, do not interfere with other harbor activities and operations, do not create noise, odors, environmental hazards or unsightly conditions or do not make a disproportionate demand on infrastructure, utilities and services; and are in compliance with existing zoning regulations or ordinances, all of which serve a higher public purpose of promoting the public access to and public use of the public trust tidelands and submerged lands. Gambling, gaming operation, games of chance and casinos will not be permitted uses under the terms of this proposed lease. The City desires to see a development that will serve as a key attraction within the City.

Qualified proposals should demonstrate experience and knowledge in the proposed commercial development, including but not limited to finance, marketing, design, and management. Proposals should be based on an understanding of existing and future commercial development market conditions and trends in the Gulf Coast area.

3. PROPERTY DESCRIPTION AND DETAILS

The site contains ± 1.17 acres. The property is owned by the State of Mississippi and leased to the City of Pass Christian as a public trust Tidelands lease for a forty-year term that began on January 1, 2010 with an option to renew for an additional twenty-five years. The sublease of the area and approval of the development will require the approval of the Mississippi Secretary of State subsequent to the approval of the Pass Christian Mayor and Board of Aldermen.

In addition to the identified site, small leased areas may be available on the paved areas within the adjacent parking lot.



A lease analysis was completed in early April 2023 and it is estimated that the annual lease rate will be approximately \$65,600. It is anticipated that the City and Mississippi Secretary of State will entertain subleases for a term commensurate with the remaining term under the City's Tidelands Lease with the Secretary of State's office, which lease will expire (if not renewed) on December 31, 2049. Final lease rate and term is subject to the approval of the Mississippi Secretary of State.

The proposed area to be leased is located in Flood Velocity Zone and as such, development in the floodplain will be subject to certain FEMA laws and regulations and the City's Floodplain Prevention Ordinance. Under such flood laws, regulations, and local ordinance temporary buildings may be permitted for periods of not more than 180 days with such permits subject to renewal, but such temporary buildings must not exceed 400 sq. ft.; not be connected to any decks, porches, or other structures; be on wheels subject to removal by towing; have quick disconnect utilities and will be subject to other flood regulations or Building Codes. These temporary buildings must be "move-out" ready in the event of an evacuation notice due to a storm threat and the owner must have an approved evacuation plan on file in the Building Code Office. The City anticipates the development will be located in the Harbor Special Use zoning district and will be subject to such zoning regulations.

#### 4. DEMOGRAPHICS

The City of Pass Christian, as of the last census from 2022, had a population of 6,154 residents. Population with the 39571 zip code is estimated at 13,400. Population within Harrison County is estimated to be in excess of 209,000.

The median household income for the Pass Christian zip code is \$47,738 which is higher than that of the Mississippi Gulf Coast at \$55,677.

Using Neilson PRIMZ® data, Pass Christian is broken down into the following social and life stage groups:

Striving Singles 19%	Young Achievers 6%	Midlife Success 9%
Sustaining Families 3%	Mainstream Families 23%	Young Accumulators 3%
Sustaining Seniors 7%	Cautious Couples 13%	Conservative Classics 12%
Affluent Empty Nesters 5%		



Pass Christian is currently experiencing “retail leakage” in most categories. Retail leakage refers to the difference between the expenditures by residents living in a particular area and the retail sales produced by the stores within that particular area. There is pent up demand in Pass Christian and its surrounding areas and the potential for growth.

The Pass Christian School District operates one of the top public schools in the State of Mississippi. Pass Christian Elementary School ranks in the top 20% of public elementary schools in Mississippi, including the DeLisle Elementary School. Pass Christian Middle School ranks in the top 30% of public middle schools in Mississippi, and Pass Christian High School is also in the top 5% of public high schools in the State.

#### 5. GOALS/OBJECTIVES

The goals/objective of this RFP is to award a long-term lease to a commercial development that will accomplish the following:

- Provide a destination restaurant and/or eating, entertainment facility, and related retail operation with a distinctive menu or experience that will cater to visitors and residents and draw people to the area for a memorable experience;
- Maximize attendance through featured menu items, service, ambiance, and special events marketing;
- Assess, provide, and install all necessary furnishings and equipment in order to create an attractive and inviting destination;
- Implement quality marketing and advertising campaign; and
- Work in unison with the City during the normal course of business to ensure an optimum experience for those going to the East Harbor, the downtown district and the new commercial development(s).

#### 6. PROPOSAL REQUIREMENTS

Interested parties shall submit written proposals that contain the following essential elements:

- Proposed lease term.
- Estimated number and type of full-time and part-time jobs to be created.
- Resume of the proposer, including but not limited to:
  - Current and previous similar operations
  - Evidence of at least five (5) years of experience in the industry



- References
- Detailed description of the concept, including but not limited to:
  - How the proposed development will fit into the East Harbor and compliment the culture and quality of life
  - Preliminary plans, sections, diagrams and elevations in sufficient detail showing the manner in which the proposer plans to develop the site
  - Rendering(s) of development indicating layout of space, general color scheme, style of furniture, fixtures, materials to be used for flooring, walls and lighting.
- Estimated build out cost and proposed method of financing
- Time periods for commencing and completing construction
- Evacuation plan if proposing temporary buildings
- Primary contact name and numbers including phone, fax, and email
- A signed Proposal Form
- The following financial documents must be included in a separate envelope marked “confidential information”:
  - If the proposer in a corporation, partnership, limited liability company, or joint venture: a Financial Statement and Balance Sheet prepared by an independent CPA for the previous two (2) complete fiscal years. If the entity has been in business for less than one (1) year, then personal financial information for each owner shall be required.
  - If the proposer intends to operate the business as a sole proprietorship, the proposer must submit a personal financial statement not older than ninety (90) days and other financial information acceptable to the City.

7. PREFERRED PROPOSAL

The preferred proposal should:

- Provide for an initial lease term of not less than than twenty-five (25) years.
- Provide a complete description of the Proposer’s team including contact information, individual resumes of those individuals to be assigned to the project, the responsibilities of each team member or firm, and the experience of all those involved.
- Provide a complete description of the Proposer’s entity.
- Provide copies of letters of intent, sub-leases or agreements identifying the commitment of any subtenants of the proposed development, including type of business and nature of occupancy.
- Include a commitment to develop, maintain, and operate the business.



Request for Proposals  
Commercial Development – Pass Christian East Harbor

- Provide for an expeditious planning and construction schedule that would meet or beat the following time periods for each phase of development:
  - File building permit applications not later than 120 days after City and Mississippi Secretary of State approval of the lease.
  - Obtain building permits no later than 60 days after filing of building permit applications.
  - Commence construction not later than 30 days after the issuance of building permits.
  - Complete construction not later than one year after commencing construction.
  - Open for business and have a certificate of occupancy not later than 30 days after completing construction.

8. PROPOSAL PACKAGE

Please submit three (3) copies of the Proposal.

9. DELIVERY

Proposals should be marked “PROPOSAL FOR EAST HARBOR DEVELOPMENT” and delivered:

- By hand, courier, FEDEX or otherwise to the City of Pass Christian, City Hall, 200 West Scenic Drive, Pass Christian, Mississippi

10. DEADLINE 4:00 PM LOCAL TIME- 2023

Proposals received after the specified time and date will not be considered. The City will not be responsible for failure of the United States Postal Service, private courier, or any other delivery means to deliver a proposal to the appointed place at the specified time in order to be considered.

11. SCHEDULE

- Publish Advertisement for Request for Proposals on . . . . .
- Last day for questions . . . . .
- Proposals due by 4:00 PM . . . . .
- Finalized lease agreement . . . . .

12. SELECTION

All proposals shall be referred to the Planning Commission which shall review all qualified proposals. The proposal(s) selected, if any, that is determined to be in the best interests of the City and its citizens and in accordance with this Request for Proposals, will be presented to the



## Request for Proposals Commercial Development – Pass Christian East Harbor

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Mayor and Board of Aldermen of the City of Pass Christian for approval and then subsequently to the State of Mississippi for concurrence.

The City reserves the right to request clarification or additional information from individual respondents and to request some or all respondents to make presentations to the City staff, community groups, or others. As part of the evaluation process, the City may interview some, but not necessarily all of the parties submitting proposals.

### 13. LEASE AGREEMENT

Subsequent to the award, a finalized sublease agreement between State of Mississippi and the Proposer must be approved by the Mississippi Secretary of State.

### 14. INQUIRIES AND QUESTIONS

All inquiries, questions, requests for interpretation, correction, or clarification must be submitted in writing, either by e-mail or facsimile and shall arrive not later than noon, \_\_\_\_\_, 2023.

### 15. CITY CONTACT

Mayor Renaud “Jimmy” Rafferty at (228) 452-3311 or by email at [jrafferty@pass-christian.ms.gov](mailto:jrafferty@pass-christian.ms.gov)

### 16. CITY RESERVATIONS

The City reserves the right to:

- Modify, waive, or otherwise vary the terms and conditions of this RFP at any time, including but not limited to, deadlines for submission and proposal requirements.
- Waive irregularities in the proposals.
- Reject or refuse any or all proposals.
- Cancel and withdraw this RFP at any time.
- Negotiate with any or all Proposers in order to obtain terms most beneficial to the City.
- Accept the proposal(s) which, in its sole and absolute discretion, best serves the interest of the City.

### 17. DISCLOSURE

Information regarding the Property is believed to be reliable; however, interested parties should rely on their own experts for counsel.



## Request for Proposals Commercial Development – Pass Christian East Harbor

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All proposals submitted to the City become the property of the City of Pass Christian and under the Mississippi Public Records Act of 1983 are subject to public disclosure. An exception may be made for “trade secrets” and commercial proprietary or personal information. Trade secrets and commercial proprietary information must be clearly identified in the Proposal.

### 18. GRANT FUNDING AVAILABLE

The City has received a grant from the Mississippi Development Authority for Gulf Coast Restoration Funding (GCRF) to develop the East Harbor Greenspace. The City will commit and expend the sum of \$1,500,000 from such grant for eligible infrastructure for an approved project upon the condition that the Developer will provide a local match of 20% of such grant funds. The City reserves the right to make such funding available pursuant to a development agreement between the Developer and the City to design, develop and construct eligible infrastructure and improvements for the proposed project according to the terms and provision of the GCRF grant agreement and applicable laws and regulations that are on file at the Office of the City Clerk and available for inspection or copying by interested persons.

### 19. ICONIC SYMBOL

The City requests each proposer to submit a sketch or rendering of an iconic symbol that would be constructed at the proposed site near Highway 90 that would promote the unique identity of the City and the location of the proposed commercial development in its Harbor, as well as assist the City in marketing the City’s resources and economic opportunities. An example of such iconic symbol is attached as Exhibit hereto; however, the Developer may submit any design of an iconic symbol for the project that the proposer believes will best meet these objectives. The iconic symbol would be eligible for funding under the GCRF grant.



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Administrative

REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001-
- Other \_\_\_\_\_

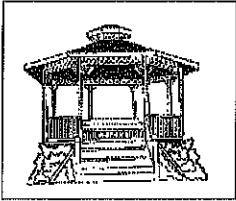
AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider retaining a Summer Intern (Jacoby Johnson) to work in the Code Enforcement Department for 60 hours. Jacoby would be paid at the rate of \$7.25 per hour for a total of \$435.00. This is the second year that Jacoby has supported the City (last year he was an unpaid intern). This would be charged to Community Development – Contractual Services and funds are available as confirmed by the City Clerk.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED



# City of Pass Christian

## AGENDA REQUEST FORM

(MUST BE EMAILED)

A-9

DATE OF MEETING: July 05, 2023, 2023.

REQUESTING DEPARTMENT: Administrative

**REQUEST LOCATION ON AGENDA:**

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

**FUNDS TO BE PAID OUT OF:**

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other See Below

AGENDA REQUEST:                      ATTACHMENT(S)                      Yes                       No

**Consider** Consider approving payment to Covington Civil and Environment Engineering for Engineering Services. Invoice # 16481.08-3 in the amount of \$21,745.00 (See detail attached and breakout of charges below) Funds are available as confirmed by the City Clerk.

- Small Craft Harbor – SE Boat Launch Pier (481-752-602) \$2,102.50
- Roads and Drainage – (001-301-602) \$1,110.00
- Water and Sewer – (400-702-603) \$185.00
- Lac Bleu South Pump Station – (400-702-603) \$1,310.00
- Administrative – (001-105-600) \$6,112.50
- Small Craft Harbor – Crab Unloading Pier – (141-751-602) \$1,387.50
- Tidelands FYE 2023 – (481-752-602) \$370.00
- Small Craft Harbor – Ida Repairs - (154-751-602) \$7,410.00
- Subdivision Review and Planning – (001-110-600) \$1,757.50

, as requested by Ron Duckworth, City Clerk

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

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APROVED                       ADDITIONAL INFORMATION NEEDED

**CITY OF PASS CHRISTIAN  
ACCOUNT CODING INSTRUCTIONS - COVINGTON ENGINEERING INVOICES  
FOR THE BILLING DATED JUNE 07, 2023**

**CITY ENGINEERING SERVICES**

<u>DESCRIPTION OF SERVICES RENDERED</u>	<u>ACCOUNT CODING</u>	<u>AMOUNT</u>
Small Craft Harbor - SE Boat Launch Pier	481-752-602	\$ 2,102.50
Roads and Drainage	001-301-602	\$ 1,110.00
Water and Sewer	400-702-603	\$ 185.00
Lac Bleu South Pump Station	400-702-603	\$ 1,310.00
Administrative	001-105-600	\$ 6,112.50
Phase 1 Residential Water Meter Replacement	400-703-911	\$ -
Small Craft Harbor - Crab Unloading Pier	141-751-602	\$ 1,387.50
Tidelands FYE 2023	481-752-602	\$ 370.00
Small Craft Harbor - Ida Repairs	154-751-602	\$ 7,410.00
Subdivision Review and Planning	001-110-600	\$ 1,757.50

**Total Due Invoice 16481.08-3**

**\$ 21,745.00**



2300 14th Street  
Gulfport, MS 39501

# Invoice

**Invoice #:** 16481.08-3  
**Invoice Date:** 6/7/2023  
**Due Date:** 7/7/2023  
**Project:** 16481.08 City Engineer ...  
**P.O. Number:**  
**Terms:** Net 30

**Bill To:**

Ron Duckworth, City Clerk  
 City of Pass Christian  
 200 W. Scenic Drive  
 Pass Christian, MS 39571

Description	Hours/Qty	Rate	Amount
City Engineer Professional Services Provided 05/01/2023 through 05/31/2023			
Small Craft Harbor - SE Boat Launch Pier			
Bob Escher, Engineer III	6	185.00	1,110.00
Kenneth Page, RPR	11.5	85.00	977.50
Kim Goodman, Administrative	0.25	60.00	15.00
Subtotal			2,102.50
Roads and Drainage			
Bob Escher, Engineer III	6	185.00	1,110.00
Subtotal			1,110.00
Water and Sewer			
Bob Escher, Engineer III	1	185.00	185.00
Subtotal			185.00
Lac Bleu South Pump Station			
Bob Escher, Engineer III	7	185.00	1,295.00
Kim Goodman, Administrative	0.25	60.00	15.00
Subtotal			1,310.00
Administrative Requests			
Bob Escher, Engineer III	31.5	185.00	5,827.50
Tommy Parker, Sr. Design Technician	3	95.00	285.00
Subtotal			6,112.50
Small Craft Harbor - Crab Unloading Pier			

All payments are due by "Due Date" shown on invoice.  
 Finance fees will be charged for all payments received past  
 "Due Date". Please call 228-396-0486 with any questions  
 about invoice.

<b>Total</b>
<b>Payments/Credits</b>
<b>Balance Due</b>



2300 14th Street  
Gulfport, MS 39501

# Invoice

Invoice #: 16481.08-3  
 Invoice Date: 6/7/2023  
 Due Date: 7/7/2023  
 Project: 16481.08 City Engineer ...  
 P.O. Number:  
 Terms: Net 30

**Bill To:**

Ron Duckworth, City Clerk  
 City of Pass Christian  
 200 W. Scenic Drive  
 Pass Christian, MS 39571

Description	Hours/Qty	Rate	Amount
Bob Escher, Engineer III	7.5	185.00	1,387.50
Subtotal			1,387.50
Tidelands FY 2023			
Bob Escher, Engineer III	2	185.00	370.00
Subtotal			370.00
Small Craft Harbor - Ida Repairs			
Bob Escher, Engineer III	38	185.00	7,030.00
Tommy Parker, Sr. Design Technician	4	95.00	380.00
Subtotal			7,410.00
Subdivision Review and Planning			
Bob Escher, Engineer III	9.5	185.00	1,757.50
Subtotal			1,757.50

All payments are due by "Due Date" shown on invoice. Finance fees will be charged for all payments received past "Due Date". Please call 228-396-0486 with any questions about invoice.

<b>Total</b>	<b>\$21,745.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$21,745.00</b>

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

### FILTERS USED :

Time Expense Date In : 1/1/1970 To 5/31/2023  
 and Billable : Yes  
 and Master Project In : 16481.08 Site Engineering  
 and Bill Status In : Un Billed

\* A=Approved, B=Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian Sm Craft Harbor - SE Boat Launch</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/31/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Corres re: Final Inspection</i>				
5/30/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Contractor Corres</i>				
5/24/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Contractor Corres</i>				
5/19/2023	Engineer III:	Engineer III	1.50	\$185.00	\$277.50	A B
		<i>Site Visit/Contractor Corres</i>				
5/17/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>Site Visit/Contractor Corres</i>				
5/4/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Site Visit/Contractor Corres</i>				
5/2/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Contractor Corres</i>				
5/1/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>Site Visit</i>				
<b>Total Services:</b>					<b>\$1,110.00</b>	

GROUPED BY Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, B= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
16481.08 Pass Christian Sm Craft Harbor - SE Boat Launch   16481.08 Pass Christian Small Craft Harbor - SE Boat Launch						
Kenneth Page			<b>6.00</b>		<b>\$1,110.00</b>	
<b>Bob Escher Total:</b>						
<b>SERVICES</b>						
5/31/2023	RPR:	Resident Project Representation	1.00	\$85.00	\$85.00	A B
		<i>field inspection</i>				
5/30/2023	RPR:	Resident Project Representation	1.50	\$85.00	\$127.50	A B
		<i>field inspection - decking and fishing cleaning canopy</i>				
5/26/2023	RPR:	Resident Project Representation	1.50	\$85.00	\$127.50	A B
		<i>field inspection</i>				
5/24/2023	RPR:	Resident Project Representation	1.50	\$85.00	\$127.50	A B
		<i>field inspection</i>				
5/16/2023	RPR:	Resident Project Representation	1.50	\$85.00	\$127.50	A B
		<i>field inspection</i>				
5/3/2023	RPR:	Resident Project Representation	3.00	\$85.00	\$255.00	A B
		<i>Field inspection Driving piling</i>				
5/2/2023	RPR:	Resident Project Representation	1.50	\$85.00	\$127.50	A B
		<i>Field inspect demolition and request for additional piling</i>				
<b>Total Services:</b>			<b>11.50</b>		<b>\$977.50</b>	
<b>Kenneth Page Total:</b>			<b>11.50</b>		<b>\$977.50</b>	
<b>Kim Goodman</b>						
<b>SERVICES</b>						
5/4/2023		Administrative:	0.25	\$60.00	\$15.00	A B

GROUPED BY Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bb= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
16481.08 Pass Christian Sm Craft Harbor - SE Boat Launch   16481.08 Pass Christian Small Craft Harbor - SE Boat Launch						
Kim Goodman						
SERVICES						
<i>financial oversight, project admin</i>						
Total Services:			0.25		\$15.00	
Kim Goodman Total:			0.25		\$15.00	
16481.08 Pass Christian Sm Craft Harbor - SE Boat Launch   16481.08 Pass Christian Small Craft Harbor - SE Boat Launch						
Total Services For 16481.08 Pass Christian Sm Craft Harbor - SE Boat Launch   16481.08 Pass Christian Small Craft Harbor - SE Boat Launch:						
			17.75		\$2,102.50	
16481.08 Pass Christian Roads & Drainage   16481.08 Pass Christian Roads & Drainage						
Bob Escher						
SERVICES						
5/30/2023	Engineer III:	Engineer III	1.50	\$185.00	\$277.50	A B
<i>Meeting re: 222 Fernwood Drive Drainage</i>						
5/26/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
<i>Leovy Street Drainage Work Order</i>						
5/12/2023	Engineer III:	Engineer III	3.50	\$185.00	\$647.50	A B
<i>Mtg w/Contractor re: Leovy Street Drainage and development of estimated cost for repairs</i>						
Total Services:			6.00		\$1,110.00	
Bob Escher Total:			6.00		\$1,110.00	
16481.08 Pass Christian Roads & Drainage   16481.08 Pass Christian Roads & Drainage Total:			6.00		\$1,110.00	
Total Services For 16481.08 Pass Christian Roads & Drainage   16481.08 Pass Christian Roads & Drainage:			6.00		\$1,110.00	

GROUPED BY Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian Water &amp; Sewer   16481.08 Pass Christian Water &amp; Sewer</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/18/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>Review of Quotes for PS #31</i>				
		<b>Total Services:</b>	<b>1.00</b>		<b>\$185.00</b>	
		<b>Bob Escher Total:</b>	<b>1.00</b>		<b>\$185.00</b>	
<b>16481.08 Pass Christian Water &amp; Sewer   16481.08 Pass Christian Water &amp; Sewer Total:</b>						
<b>Total Services For 16481.08 Pass Christian Water &amp; Sewer   16481.08 Pass Christian Water &amp; Sewer:</b>						
<b>16481.08 Pass Christian W&amp;S   Lac Bleu South PS</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/25/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>Submittal Corres</i>				
5/24/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Submittal Review</i>				
5/23/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Submittal Review</i>				
5/19/2023	Engineer III:	Engineer III	1.50	\$185.00	\$277.50	A B
		<i>Lac Bleu Submittal Review</i>				
5/18/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Contractor Corres</i>				
5/15/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Submittal Review</i>				

**GROUPED BY** Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian W&amp;S   Lac Bleu South PS</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/3/2023	Engineer III: Contract Corres	Engineer III	1.50	\$185.00	\$277.50	A B
5/1/2023	Engineer III: Contract Corres	Engineer III	1.00	\$185.00	\$185.00	A B
			<b>Total Services:</b>		<b>\$1,295.00</b>	
			<b>Bob Escher Total:</b>		<b>\$1,295.00</b>	
<b>Kim Goodman</b>						
<b>SERVICES</b>						
5/4/2023	Administrative: financial oversight project admin	Administrative	0.25	\$60.00	\$15.00	A B
			<b>Total Services:</b>		<b>\$15.00</b>	
			<b>Kim Goodman Total:</b>		<b>\$15.00</b>	
			<b>16481.08 Pass Christian W&amp;S   Lac Bleu South PS Total:</b>		<b>\$1,310.00</b>	
			<b>Total Services For 16481.08 Pass Christian W&amp;S   Lac Bleu South PS:</b>		<b>\$1,310.00</b>	
<b>16481.08 Pass Christian Administrative Requests   16481.08 Pass Christian Adm. Tasks</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/26/2023	Engineer III: 2024 GOMESA Applications	Engineer III	2.00	\$185.00	\$370.00	A B
5/26/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
			<b>Total Services:</b>		<b>\$555.00</b>	
			<b>Bob Escher Total:</b>		<b>\$555.00</b>	
			<b>16481.08 Pass Christian Administrative Requests   16481.08 Pass Christian Adm. Tasks Total:</b>		<b>\$1,865.00</b>	
			<b>Total Services For 16481.08 Pass Christian Administrative Requests   16481.08 Pass Christian Adm. Tasks:</b>		<b>\$1,865.00</b>	
<b>GROUPED BY Project, Employee</b>						

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
16481.08 Pass Christian Administrative Requests   16481.08 Pass Christian Adm. Tasks						
Bob Escher						
SERVICES						
Davis Avenue Parking Lot Extension- Dwg Revision/Cost Estimate						
5/25/2023	Engineer III:	Engineer III	1.50	\$185.00	\$277.50	A B
		<i>Charging and Fueling Infrastructure Grant</i>				
5/25/2023	Engineer III:	Engineer III	4.50	\$185.00	\$832.50	A B
		<i>2024 GOMESA Grant Applications</i>				
5/24/2023	Engineer III:	Engineer III	3.00	\$185.00	\$555.00	A B
		<i>Charging and Fueling Infrastructure Grant</i>				
5/23/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>MCWI Grant Application Modification</i>				
5/23/2023	Engineer III:	Engineer III	2.50	\$185.00	\$462.50	A B
		<i>Charging and Fueling Infrastructure Grant</i>				
5/22/2023	Engineer III:	Engineer III	2.50	\$185.00	\$462.50	A B
		<i>MCWI Grant Application - Modification</i>				
5/19/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>MCWI Grant Corres</i>				
5/18/2023	Engineer III:	Engineer III	1.50	\$185.00	\$277.50	A B
		<i>GOMESA 2024 Applications</i>				
5/17/2023	Engineer III:	Engineer III	0.50	\$185.00	\$92.50	A B
		<i>Charging and Fueling Infrastructure Grant information</i>				
5/15/2023	Engineer III:	Engineer III	3.50	\$185.00	\$647.50	A B

GROUPED BY Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian Administrative Requests   16481.08 Pass Christian Adm. Tasks</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/12/2023	Engineer III:	Charging and Fueling Infrastructure Grant Engineer III	3.50	\$185.00	\$647.50	A B
5/11/2023	Engineer III:	Replacement Costs for MCWI Applications Engineer III	1.00	\$185.00	\$185.00	A B
5/4/2023	Engineer III:	ARPA Grant Application Corres Engineer III	2.50	\$185.00	\$462.50	A B
Mtg re: Revised Scope of Work for ARPA Application						
<b>Total Services:</b>			<b>31.50</b>		<b>\$5,827.50</b>	
<b>Bob Escher Total:</b>			<b>31.50</b>		<b>\$5,827.50</b>	
<b>Tommy Parker</b>						
<b>SERVICES</b>						
5/26/2023	Sr. Design Tech:	Senior Design Technician GOMESA EXHIBITS	2.00	\$95.00	\$190.00	A B
5/23/2023	Sr. Design Tech:	Senior Design Technician 2023 MCWI GRANT APPLICATION EXHIBITS	1.00	\$95.00	\$95.00	A B
<b>Total Services:</b>			<b>3.00</b>		<b>\$285.00</b>	
<b>Tommy Parker Total:</b>			<b>3.00</b>		<b>\$285.00</b>	
<b>16481.08 Pass Christian Administrative Requests   16481.08 Pass Christian Adm. Tasks Total:</b>			<b>34.50</b>		<b>\$6,112.50</b>	
<b>Total Services For 16481.08 Pass Christian Administrative Requests   16481.08 Pass Christian Adm. Tasks:</b>			<b>34.50</b>		<b>\$6,112.50</b>	

GROUPED BY Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B=Billable, S=Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian Sm Craft Harbor - Crab Unloading</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/22/2023	Engineer III: Contractor Corres	Engineer III	0.50	\$185.00	\$92.50	A B
5/17/2023	Engineer III: Contract Corres	Engineer III	1.50	\$185.00	\$277.50	A B
5/11/2023	Engineer III: Bid Tabulation/Recommendation Corres	Engineer III	2.00	\$185.00	\$370.00	A B
5/10/2023	Engineer III: Contractor Corres/Tabulation of Quotes	Engineer III	1.50	\$185.00	\$277.50	A B
5/9/2023	Engineer III: Contractor Questions	Engineer III	0.50	\$185.00	\$92.50	A B
5/4/2023	Engineer III: Contractor Corres	Engineer III	0.50	\$185.00	\$92.50	A B
5/2/2023	Engineer III: Bid Corres/Addendum No. 1	Engineer III	1.00	\$185.00	\$185.00	A B
<b>Total Services:</b>			<b>7.50</b>		<b>\$1,387.50</b>	
<b>Bob Escher Total:</b>			<b>7.50</b>		<b>\$1,387.50</b>	
<b>16481.08 Pass Christian Sm Craft Harbor - Crab Unloading   16481.08 Pass Christian Sm Craft Harbor - Crab Unloading Total:</b>			<b>7.50</b>		<b>\$1,387.50</b>	
<b>Total Services For 16481.08 Pass Christian Sm Craft Harbor - Crab Unloading   16481.08 Pass Christian Sm Craft Harbor - Crab Unloading:</b>			<b>7.50</b>		<b>\$1,387.50</b>	

GROUPED BY Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian Tidelds FY 23   16481.08 Pass Christian Tidelds FY 23</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/1/2023	Engineer III:	Engineer III	2.00	\$185.00	\$370.00	A B
		<i>Prelim Design</i>				
		<b>Total Services:</b>	<b>2.00</b>		<b>\$370.00</b>	
		<b>Bob Escher Total:</b>	<b>2.00</b>		<b>\$370.00</b>	
<b>16481.08 Pass Christian Tidelds FY 23   16481.08 Pass Christian Tidelds FY 23 Total:</b>						
<b>Total Services For 16481.08 Pass Christian Tidelds FY 23   16481.08 Pass Christian Tidelds FY 23:</b>						
<b>16481.08 Pass Christian Sml Craft Harbor - Ida Repairs   16481.08 Pass Christian Sml Craft Harbor - Ida Repairs</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/31/2023	Engineer III:	Engineer III	3.50	\$185.00	\$647.50	A B
		<i>Prep of Bid Documents</i>				
5/30/2023	Engineer III:	Engineer III	3.50	\$185.00	\$647.50	A B
		<i>Prep of Bid Package</i>				
5/11/2023	Engineer III:	Engineer III	2.50	\$185.00	\$462.50	A B
		<i>Phase I Bid Documents</i>				
5/10/2023	Engineer III:	Engineer III	5.00	\$185.00	\$925.00	A B
		<i>Bid Package Revisions</i>				
5/9/2023	Engineer III:	Engineer III	6.50	\$185.00	\$1,202.50	A B
		<i>Phase I Revisions</i>				
5/8/2023	Engineer III:	Engineer III	5.50	\$185.00	\$1,017.50	A B
		<i>Phase I Spec/Dwg Revisions-Mtg w/Applicant Agent</i>				

GROUPED BY Project, Employee

# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian Sml Craft Harbor - Ida Repairs   16481.08 Pass Christian Sml Craft Harbor - Ida Repairs</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/5/2023	Engineer III: <i>Prep of Bid Documents</i>	Engineer III	2.00	\$185.00	\$370.00	A B
5/4/2023	Engineer III: <i>Prep of Bid Documents</i>	Engineer III	3.50	\$185.00	\$647.50	A B
5/3/2023	Engineer III: <i>Prep of Bid Documents</i>	Engineer III	4.50	\$185.00	\$832.50	A B
5/2/2023	Engineer III: <i>Prep of Bid Documents</i>	Engineer III	1.50	\$185.00	\$277.50	A B
			<b>Total Services:</b>		<b>\$7,030.00</b>	
			<b>Bob Escher Total:</b>		<b>\$7,030.00</b>	
<b>Tommy Parker</b>						
<b>SERVICES</b>						
5/30/2023	Sr. Design Tech: <i>Issued for Bid</i>	Senior Design Technician	1.00	\$95.00	\$95.00	A B
5/11/2023	Sr. Design Tech: <i>Design drawings - Phase 1 Ida repairs</i>	Senior Design Technician	3.00	\$95.00	\$285.00	A B
			<b>Total Services:</b>		<b>\$380.00</b>	
			<b>Tommy Parker Total:</b>		<b>\$380.00</b>	
			<b>Total:</b>		<b>\$7,410.00</b>	
			<b>Total Services For 16481.08 Pass Christian Sml Craft Harbor - Ida Repairs   16481.08 Pass Christian Sml Craft Harbor - Ida Repairs:</b>		<b>\$7,410.00</b>	

GROUPED BY Project, Employee

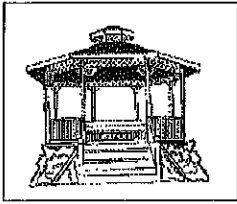
# Covington Civil & Environmental, LLC

## TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>16481.08 Pass Christian Subdivision Review/Planning   16481.08 Pass Christian Subdivision Review/Planning</b>						
<b>Bob Escher</b>						
<b>SERVICES</b>						
5/30/2023	Engineer III:	Engineer III	2.50	\$185.00	\$462.50	A B
		<i>Beau Reve Subdivision Plan Review</i>				
5/17/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>Review of Drainage information related to 240 Scenic Drive</i>				
5/17/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>Liberty Estates Phase I - Plan Review</i>				
5/11/2023	Engineer III:	Engineer III	1.50	\$185.00	\$277.50	A B
		<i>Water Service to Henderson Point Development</i>				
5/10/2023	Engineer III:	Engineer III	1.00	\$185.00	\$185.00	A B
		<i>Review of Availability of Henderson Point Water Availability</i>				
5/5/2023	Engineer III:	Engineer III	2.50	\$185.00	\$462.50	A B
		<i>Mtg w/City Atty and Architects for St. Pauls SD and Trinity SD</i>				
<b>Total Services:</b>			<b>9.50</b>		<b>\$1,757.50</b>	
<b>Bob Escher Total:</b>			<b>9.50</b>		<b>\$1,757.50</b>	
<b>16481.08 Pass Christian Subdivision Review/Planning   16481.08 Pass Christian Subdivision Review/Planning Total:</b>						
<b>Total Services For 16481.08 Pass Christian Subdivision Review/Planning   16481.08 Pass Christian Subdivision Review/Planning:</b>			<b>9.50</b>		<b>\$1,757.50</b>	
<b>Grand Total Billable Services:</b>			<b>127.50</b>		<b>\$21,745.00</b>	

GROUPED BY Project, Employee



A-10

# City of Pass Christian AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 05, 2023.

REQUESTING DEPARTMENT: Administrative

### REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

### FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other See description below

AGENDA REQUEST: ATTACHMENT(S) Yes  No

**Consider** Approval to send Mayor Jimmy Rafferty and Susan Putnam to the Neshoba County Fair for the 2nd Annual Mississippi One Coast Day on July 27, 2023. Use of a City vehicle, gas, per diem and lodging (not to exceed \$175.00 per day) for two people is requested. Gulfport Mayor's office is getting a block of rooms at a discounted price (quote will be received asap). It is also requested that the City provide promotional items not exceed \$1,000 in cost. This cost will be split between the Executive Department and City Administration Travel and Training Budget and funds are available as confirmed by the City Clerk.

, as requested by \_\_\_\_\_.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APROVED  ADDITIONAL INFORMATION NEEDED



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Administrative

REQUEST LOCATION ON AGENDA:

Administrative	<input checked="" type="checkbox"/>
Requesting Department	<input type="checkbox"/>
Consent	<input type="checkbox"/>
Executive Session	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

FUNDS TO BE PAID OUT OF:

Capital Improvement Fund	<input type="checkbox"/>
BP Fund	<input type="checkbox"/>
001-	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider the City of Pass Christian taking over the Memorial/Veteran Banners Program whereby an accurate count of available spaces will be monitored. Applications will be handled by the Deputy City Clerk and ordered by Community Affairs from Southern Printing. In addition, pricing will remain at \$150 and will be used to purchase brackets for poles, as requested by Director of Community Promotions, Susan Putnam.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED



CDP-1

# City of Pass Christian AGENDA REQUEST FORM (MUST BE EMAILED)

DATE OF MEETING: July 5, 2023.

REQUESTING DEPARTMENT: Planning Department

### REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

### FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider to approve recommendation of the Planning Commission for Hyman Bartolo, Jr. - (106 Sweet Bay Drive, Tax Parcel: 0212P-01-001.002 - Request by Agent, Matthew Mire); for Planning Commission Approval to build sliding doors along the frontage of the home and allow front-load parking or parking in the front façade with garage doors; (per Development Code 3.0) T3R (Sub-Urban) Zoning District, Ward 4; home was approved for construction before July 2022.

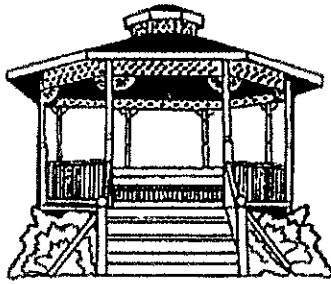
, as requested by Derek Duckworth.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED

220548



# Planning Commission Variance Application

City of Pass Christian  
Planning & Zoning Department 200 W  
Scenic Drive  
Pass Christian, MS 39571  
(228) 452-5047  
planning@pass-christian.com

I. Project Address 106 Sweet Bay Drive, Pass Christian, MS 39571

II. Parcel Number 0212P-01-001.002

III. General description of request

- 1. front parking variance
- 2. garage doors variances
- 3. sliding glass door on front of home variance

Note: Electrical Panels are being moved above BFE.

## IV. Ownership and Certification

*I hereby certify that I have read and understand this application, and that all information and attachments are true and correct. I further certify that I agree to comply with all applicable City codes, ordinances and state laws, and that I am the owner of the property involved in this request or authorized to act as the owner's agent for herein described request.*

### Applicant

Matthew P. Mire

Print name

Signature

5/23/2023

Date

1100 MacArthur Ave., Harvey, LA 70058

Mailing Address

504-329-7320

Phone Number

mmire@@hbartolocontractors.com

Email

### Owner if different from Applicant

Hyman L. Bartolo Jr.

Print Name

Signature

5/2/2023

Date

12 Darby Court, Marrero, LA 70072

Mailing Address

504-415-4622

Phone Number

sbecnel@hbartolocontractors.com

Email

In the case of multiple owners, please include names and contact information for all owners. Each owner must sign the application, and original signatures are required.

VARIANCE APPLICATION

Hyman L. Bartolo Jr.  
106 Sweet Bay Drive  
Pass Christian, MS 39571

V. Conditions for a Variance

Responses

1. Yes (shape of lot, property tapers back to only having 44.77' in rear)
2. Yes
3. Yes
4. Yes
5. Yes
6. Yes
7. Yes
8. Yes



# Timber Ridge



Property Owner's Association

P.O. Box 762 • 160 Fairway Drive • Pass Christian, MS 39571  
228-452-7231 • poaoffice@timberidgepoa.org • www.timberidgepoa.org

September 16, 2022

Hyman L. Bartolo, Jr.  
12 Darby Court  
Marrero, LA 70072

Mr. Bartolo,

We would like to thank you for attending the September 12, 2022, board meeting. The board discussed your request for a roof pitch change. The change that you proposed from a 7/12 to a 6/12 roof pitch has been approved for this project only at 106 Sweetbay Drive; Block 41, Lot 35. Any future projects in Timber Ridge will have to strictly adhere to the covenants.

Please let us know if you have any questions.

Thank you,

TRPOA Board

This document prepared by:  
Favre, Genin & Scafide  
P. O. Box 70  
Bay St. Louis, MS 39520  
(601) 467-5481



STATE OF MISSISSIPPI

COUNTY OF HARRISON

WARRANTY DEED

FIRST JUDICIAL DISTRICT

For and in consideration of the sum and amount of TEN DOLLARS (\$10.00), cash in hand paid, and other valuable consideration not necessary to be mentioned herein, the receipt of all of which is hereby acknowledged, We, MARK L. GUIDRY and wife, JOAN P. GUIDRY, do hereby convey and warrant unto HYMAN L. BARTOLO, JR. and wife, ROXANNE P. BARTOLO, as an estate in the entirety with right of survivorship and not as tenants in common, the following described property situated in the First Judicial District of Harrison County, Mississippi, to-wit:

Lot 35, Square 41, TIMBER RIDGE SHORES, Unit 1-A, a subdivision of Harrison County, Mississippi, as per the official map or plat thereof on file and of record in the office of the Chancery Clerk of Harrison County, First Judicial District, Mississippi.

Together with all and singular, the rights, privileges, improvements and appurtenances to the same belonging or in any wise appertaining.

This conveyance is made subject to all prior reservations of oil, gas and minerals in, on or under the above described property.

This conveyance is also made subject to the easements, reservations, restrictions and protective covenants applicable to the above described property which appear of record.

WITNESS our signatures this, the 22 day of August, A. D., 1997.

Mark L. Guidry  
MARK L. GUIDRY

Joan P. Guidry  
JOAN P. GUIDRY

STATE OF LOUISIANA

PARISH OF Jefferson

Personally appeared before me, the undersigned authority in and for the aforesaid jurisdiction, MARK L. GUIDRY and JOAN P. GUIDRY, who each severally acknowledged that they signed and delivered the foregoing instrument of writing on the day and year therein mentioned.

GIVEN under my hand and seal of office this, the 22nd day of August, A. D., 1997.

Daniel Tom Kuranoff  
NOTARY PUBLIC  
My commission expires: \_\_\_\_\_

DANIEL T. McK. ARAN, JR.  
embossed hereon is my Jefferson Parish  
State of La. Notary Public Seal  
My Commission is limited to this

**GRANTORS**  
7301 Sheringham Drive  
Harahan, LA 70123  
(504) 737-3683

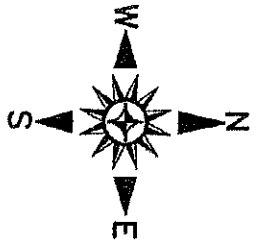
**GRANTEES**  
6200 Humphreys Street  
Suite F  
Harahan, LA 70123  
(504) 340-1771

Instrument No. 60076

STATEMENT OF FEES  
Recording Fee \$6.00  
Records Management Fee \$1.00  
Abstracting/Section Fee at  
\$1.00 each 1.00  
Marginal Entry at .50 each —  
Other —  
TOTAL FEES COLLECTED 8.00

STATE OF MISSISSIPPI, COUNTY OF HARRISON, FIRST JUDICIAL DISTRICT:  
I hereby certify that this instrument was received and filed for record at 11 o'clock  
and 20 minutes A. M. on 8 day of Sept, A.D. 1997  
and recorded Sept 9, 1997 in Records of Deeds \_\_\_\_\_  
Book 1382 Pages 242-243

JOHN McADAMS, Chancery Clerk  
By Phyllis Boullia, D.C.



**LEGEND:**

- ⊖ CENTERLINE
- IRON ROD FOUND
- IRON ROD SET
- ⊙ IRON PIPE FOUND
- ⊞ FENCE CORNER POST
- ⊗ POWER POLE
- ⊘ AS PER SURVEY
- ⊙ AS PER RECORD

**REFERENCES:**

- 1) DEED BOOK 1382 PAGE 242
- 2) PLAT OF TIMBER RIDGE SHORES S/D, UNIT 1A

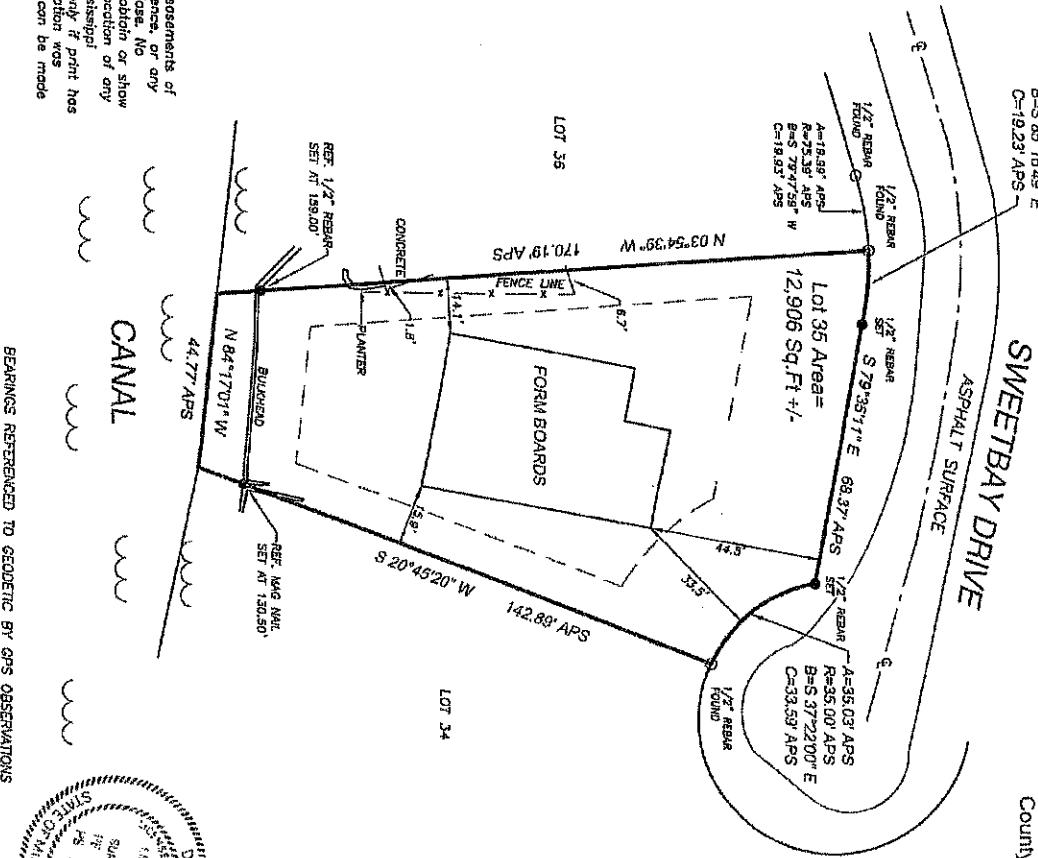
**NOTES:**

Surveyor has made no investigation or independent search for easements of record, encroachments, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose. No attempt has been made as a part of this boundary survey to obtain or show data concerning existence, size, depth, condition, capacity, or location of any utility or municipal/public service facility. This survey meets Mississippi minimum requirements for a class "B" survey. Survey is void only if print has original seal and signature of surveyor. No flood zone determination was performed as a part of this survey. An accurate determination can be made by ordering a FEMA Elevation Certificate.

**FOUNDATION SURVEY**

**LEGAL DESCRIPTION:**

A survey of Lot 35, Block 41, Timber Ridge Shores Subdivision, Unit 1-A, First Judicial District of Harrison County, Mississippi.



BEARINGS REFERENCED TO GEODETIC BY GPS OBSERVATIONS



In consideration of the fee paid, I declare that this survey made by me or under my immediate supervision is true and correct to the best of my professional knowledge, intention, and belief.

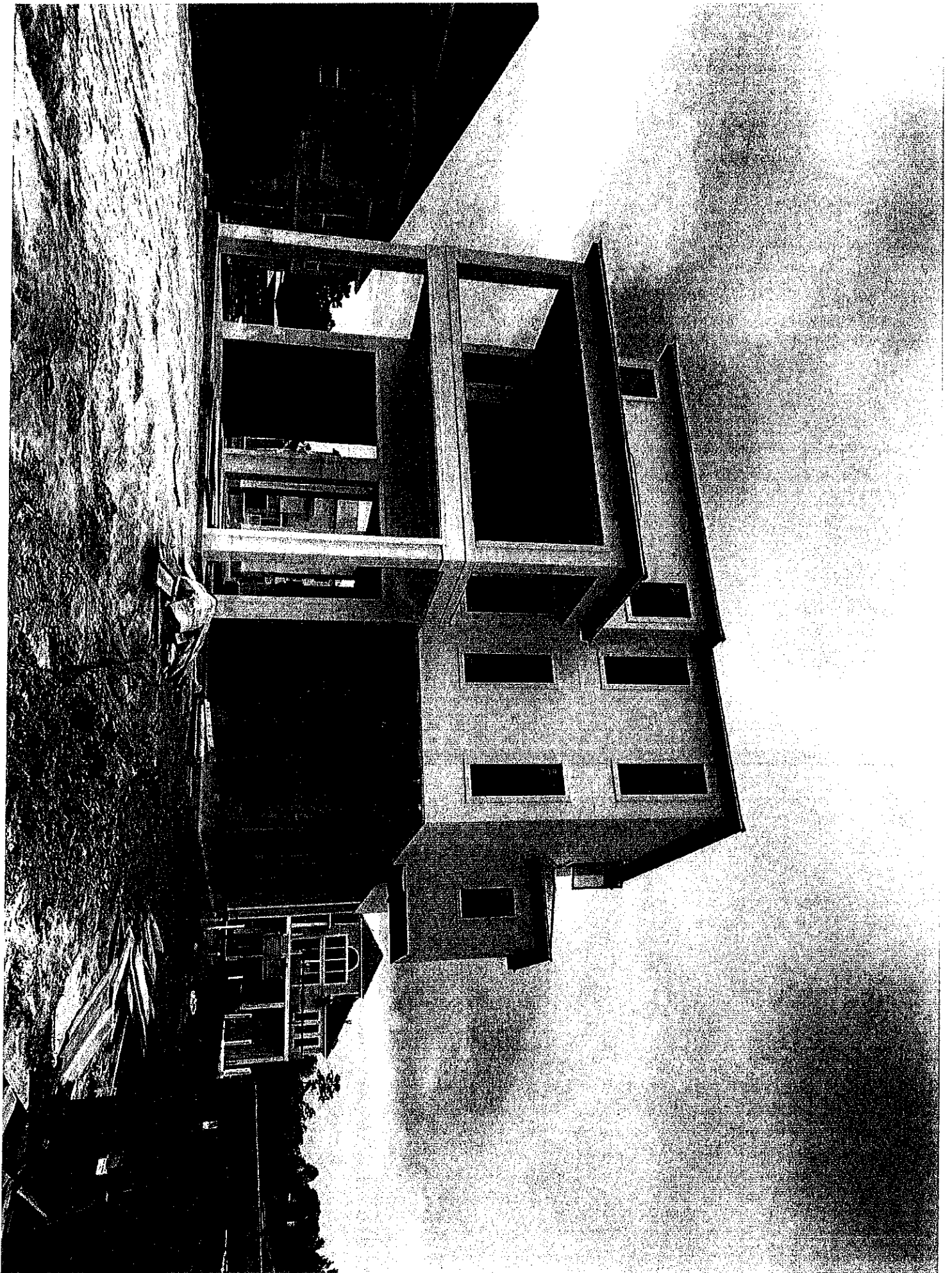
*Duke Levy*  
Duke Levy, RLS #17722

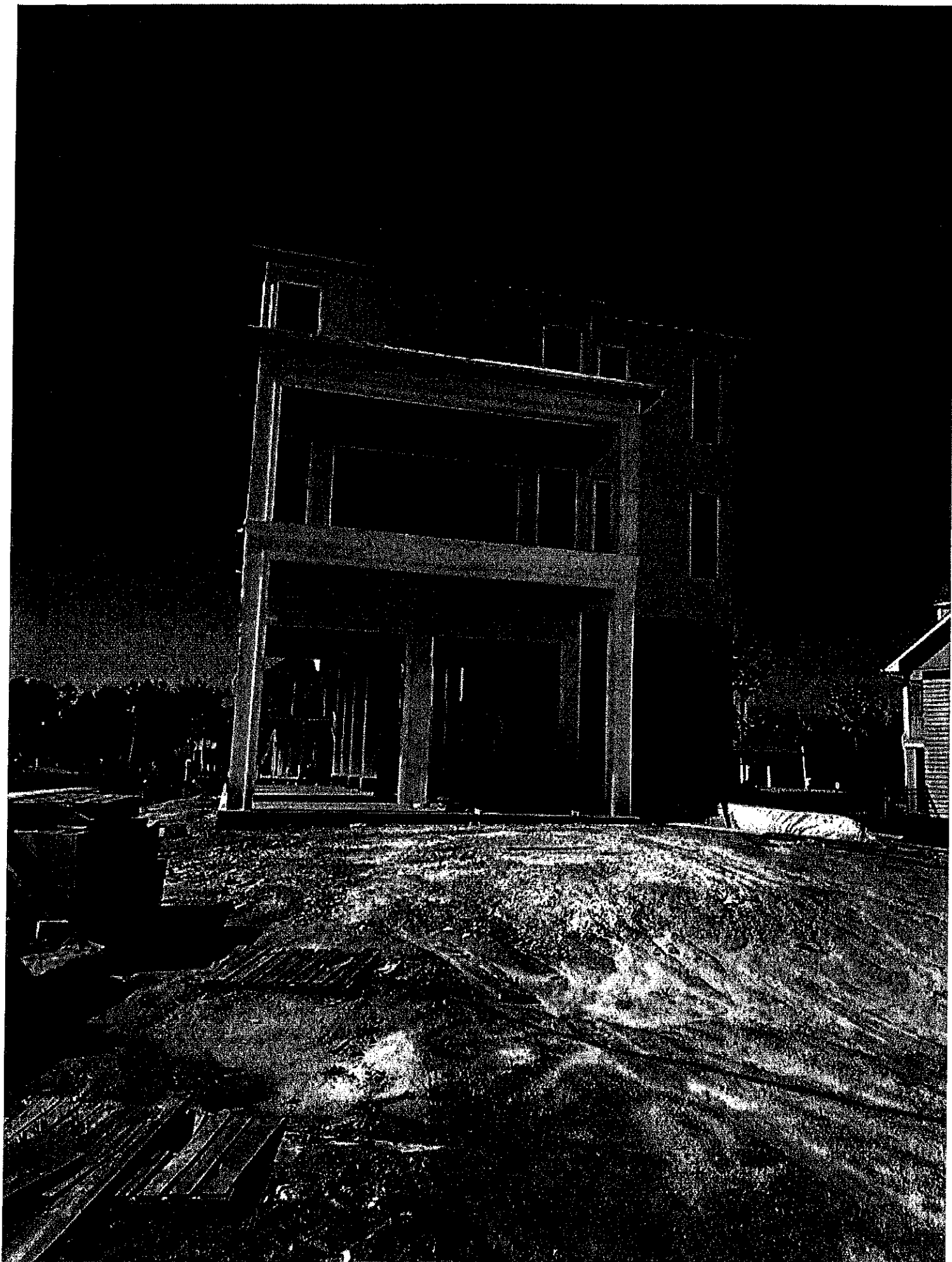
**DUKE LEVY & ASSOCIATES, P.A.**  
4412 LEISURE TIME DRIVE  
DIAMONDHEAD, MS 39525  
(228) 343-9891 PHONE

SCALE: 1" = 30'

DATE: 04-21-2021  
REVISED: 07-29-2022

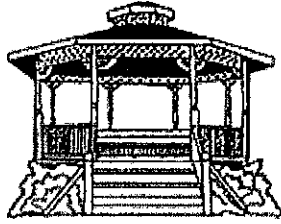
DRAWING: W/C# 2021-091-1 CLIENT: Hymen Bartolo











*City of Pass Christian*  
*On the Mississippi Gulf Coast*

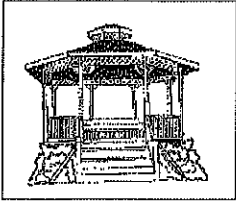
June 12, 2023

Dear Adjacent Property Owner(s),

You are being legally informed that a property within 160 feet of your property has requested a variance from the City of Pass Christian's Planning Commission; you are not required to be present during the meeting:

**RE: 0523PD013 – Variance: Hyman Bartolo, Jr – 106 Sweet Bay Dr, Tax Parcel 0212P-01-001.002 – Request by Agent, Matthew Mire, for Planning Commission Approval to build sliding doors along the frontage of the home and allow front-load parking or parking in the front façade with garage doors, T3R (Sub-Urban) Zoning District, Ward 4**

The Planning Commission hearing will be held on Tuesday, June 27, 2023, at the Pass Christian Municipal Auditorium, 105 Hiern Avenue, Pass Christian, MS 39571. Should you have any questions regarding this case, please contact the City of Pass Christian's Planning and Zoning Department via phone (228) 452-3316.



FD-1

# City of Pass Christian AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: 7-5, 2023.

REQUESTING DEPARTMENT: FIRE

REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- OOI- \_\_\_\_\_
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider Chief Gordon's request to purchase a 2023 Ford F-150 Supercrew pick up truck from Butch Oustalet, for \$47,424.00. Please find attached, the two quotes, with Butch Oustalet being the lowest.

, as requested by Chief Dwight Gordon

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED  ADDITIONAL INFORMATION NEEDED



# CUSTOMER CENTERED PLAN

06/16/2023

DATE

Don Mathews

SALESPERSON



LINCOLN

## LONG-LEWIS OF HOOVER

RETAIL DEAL #

LEASE DEAL #

### CUSTOMER INFORMATION

Pass Christian Fire Dept  
 NAME  
 808 East 2nd  
 ADDRESS  
 Pass Christian Harrison MS 39571  
 CITY COUNTY STATE ZIP  
 (228) 452-3323 deputyfirechief@pass-christian.ms  
 HOME # EMAIL  
 CELL # WORK #

### VEHICLE INFORMATION

STOCK # H23F1503 YEAR 2023 MAKE Ford  
 MODEL F-150 COLOR Iconic Silver Met MILES 23  
 VIN# 1FTEW1EP3PKE66696

	LONG-LEWIS WAY	OTHERS WAY
NADAMS RP	\$54,955.00	\$54,955.00
LONG-LEWIS SAVINGS	\$7,119.00	
ONE LOW PRICE	\$47,836.00	
ADDED EQUIPMENT		
SUBTOTAL	\$47,836.00	\$54,955.00
TRADE MARKET VALUE		
TRADE ALLOWANCE		\$7,119.00
TRADE DIFFERENCE	\$47,836.00	\$47,836.00
SALES TAX	\$0.00	
TITLE FEE	16.50	
DOC FEE	\$0.00	Up to \$900
10 DAY PAYOFF		
TOTAL	\$47,836.00	
YOUR CASH INVESTMENT		
REBATE		\$0.00
THE BOTTOM LINE	\$47,836.00	

### TRADE INFORMATION

TRADE STOCK #  
 TRADE VEHICLE IDENTIFICATION NUMBER  
 YEAR MAKE MODEL  
 MILEAGE /UNDER-OVER-TMU / COLOR  
 LIENHOLDER  
 LIENHOLDER ADDRESS  
 LIENHOLDER PH# GOOD UNTIL  
 ACCT#  
 PAYOFF GIVEN BY:

The Long-Lewis

One Low Price Philosophy

makes it easy for You!

Our Best Price up front!

No Doc Fees!

No hidden charges!

We appreciate your business!

NOTES:

Cash Down			

Cash Down			



FD-2

# City of Pass Christian AGENDA REQUEST FORM (MUST BE EMAILED)

DATE OF MEETING: 7-5, 2023.

REQUESTING DEPARTMENT: FIRE

### REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

### FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider Chief Gordon's request to hire Aden Purchner, as a recruit FireFighter with a starting salary of \$37,400.00 a year. Hire date will be July 10, 2023, upon passing physical and drug screen. This is a budgeted position with a one year probation period and funds are available as confirmed by the City Clerk.

, as requested by Chief Dwight Gordon.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED

PW-1



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Public Works

REQUEST LOCATION ON AGENDA:

Administrative	<input type="checkbox"/>
Requesting Department	<input checked="" type="checkbox"/>
Consent	<input type="checkbox"/>
Executive Session	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

FUNDS TO BE PAID OUT OF:

Capital Improvement Fund	<input type="checkbox"/>
BP Fund	<input type="checkbox"/>
00L-	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

AGENDA REQUEST:                      ATTACHMENT(S)      Yes       No

Consider approving the request to hire Caden Lizana at the Public Works Department as an Operator I / Laborer at a rate of \$14.00 an hour pending a drug screening with a starting date of July 6, 2023. This is a budgeted position and funds are available as confirmed by the City Clerk.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED

PW-2



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: Public Works

REQUEST LOCATION ON AGENDA:

Administrative	<input type="checkbox"/>
Requesting Department	<input checked="" type="checkbox"/>
Consent	<input type="checkbox"/>
Executive Session	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

FUNDS TO BE PAID OUT OF:

Capital Improvement Fund	<input type="checkbox"/>
BP Fund	<input type="checkbox"/>
001-	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

AGENDA REQUEST:                      ATTACHMENT(S)      Yes       No

Consider approving the request to hire Roy Dedeaux at the Public Works Department as an Operator II / Laborer at a rate of \$15.00 an hour pending a drug screening with a starting date of July 6, 2023. Mr. Dedeaux will also be getting his CDL License renewed. This is a budgeted position and funds are available as confirmed by the City Clerk.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED

CA-7



# City of Pass Christian AGENDA REQUEST FORM (MUST BE EMAILED)

DATE OF MEETING: July 5, 2022.

REQUESTING DEPARTMENT: Planning Department

### REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

### FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001- \_\_\_\_\_
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider approving the donation of a Keurig Coffee maker from Miss Avra O'Dwyer and O'Dwyer Realty for the Community Development Conference Room. The donation will be used for office, meeting, and guest services purposes. The City of Pass Christian and The Community Development Office would like to thank Avra and O'Dwyer Realty for the donation.

, as requested by Derek Duckworth.

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED

NEW

# KEURIG®

## K-Express

ESSENTIALS™

SINGLE SERVE COFFEE MAKER



**3 CUP SIZES**

6, 8, and 10oz



**36 OZ**

removable reservoir



**SPACE-SAVING**

6.5" wide

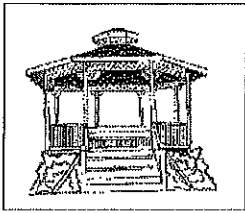
BREWER COLOR: BLACK

BREWING AMERICA'S LEADING COFFEE BRANDS



RECYCLABLE  
K-CUP PODS

CA-2



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: PD

REQUEST LOCATION ON AGENDA:

Administrative	<input type="checkbox"/>
Requesting Department	<input checked="" type="checkbox"/>
Consent	<input type="checkbox"/>
Executive Session	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

FUNDS TO BE PAID OUT OF:

Capital Improvement Fund	<input type="checkbox"/>
BP Fund	<input type="checkbox"/>
001-	<input type="checkbox"/>
Other _____	<input type="checkbox"/>

AGENDA REQUEST:                      ATTACHMENT(S)      Yes       No

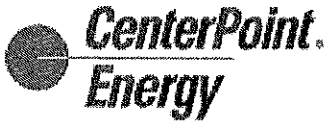
Consider approving request to apply to CenterPoint Energy Community Grant (requires 50% match up to \$2,500) towards purchase of a solar speed sign.

As Requested by Chief Daren Freeman

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

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APPROVED                       ADDITIONAL INFORMATION NEEDED



Sign In / Register

# CenterPoint Energy Foundation

## Application Process

### Key Facts to Understand Before You Apply

The Foundation awards grants annually to eligible organizations in Indiana, Louisiana, Minnesota, Mississippi, Ohio, and Texas, where our company has a business presence. A list of counties CenterPoint Energy serves is located in Appendix A of our 2023 Guidelines and FAQs document.

We will review proposals from 501(c)(3) organizations where our company has a business presence during the grant cycles below. We encourage organizations to submit requests during the cycle that works best for their budget as **funds are available in each cycle**. Applications must be submitted by the deadline to be considered for funding.

2023 grant cycles:

- **Cycle 1:** February 1st - March 10th (cycle closes at 5:00pm CST)
- **Cycle 2:** July 1st - August 18th (cycle closes at 5:00pm CST)

### Submitting Grant Applications

All grants must be submitted via our online grants application system.

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[Apply Now](#)

Due to the volume of grant applications we receive, each application is evaluated on a competitive basis as we strive to fund programs with strong impact and measurable outcomes within our funding priorities.

While CenterPoint Energy values our business relationships and takes tremendous pride in serving our communities, the Internal Revenue Service stipulates that the Foundation may not consider business relationships when making grant-award decisions in order to avoid self-dealing practices.

*Any changes to the application process will be posted on this website.*

CA-3



# AGENDA REQUEST FORM

(MUST BE EMAILED)

DATE OF MEETING: July 5, 2023

REQUESTING DEPARTMENT: PD

REQUEST LOCATION ON AGENDA:

- Administrative
- Requesting Department
- Consent
- Executive Session
- Other \_\_\_\_\_

FUNDS TO BE PAID OUT OF:

- Capital Improvement Fund
- BP Fund
- 001-
- Other \_\_\_\_\_

AGENDA REQUEST: ATTACHMENT(S) Yes  No

Consider approving the request to reimburse Officer Matthew Garvin \$87.23 for the window motor for Unit 8L.

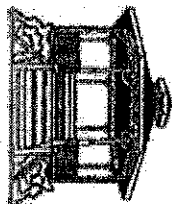
As requested by Chief Daren Freeman

(approving, accepting, hearing from, discussing, appointing, declaring, awarding, making, rescinding, ratifying, correcting, etc.)

APPROVED

ADDITIONAL INFORMATION NEEDED





City of Pass Christian, MS

CD-7

# Docket of Claims Register

APPKT06173 - BOA 7/5/23

By Docket/Claim Number

Vendor #	Vendor Name	Payable Number	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
00491	ADVANCE AUTO PARTS	1413317474845	DKT22451	CQ CLAY OIL ABSORBNT 33	Invoice	06/28/2023	CQ CLAY OIL ABSORBNT 33	001-301-560	39.57
01909	AGJ SYSTEMS AND NETWORKS II	101014	DKT22452	Pest Control((Code)	Invoice	06/27/2023	Pest Control((Code)	001-110-600	12,905.74
		101015		Pest Control((Court)	Invoice	06/27/2023	Pest Control((Court)	001-101-600	30.00
		105722		Email Hosting	Invoice	07/01/2023	Email Hosting	001-107-600	668.50
		105760		BDR	Invoice	07/01/2023	BDR	001-107-600	400.00
		105941		QUOTE AG1416 3 CID COMPUTERS	Invoice	06/23/2023	QUOTE AG1416 3 CID COMPUTERS	001-200-919	4,427.24
		MSP-105623		MSP-Complete Care	Invoice	07/01/2023	MSP-Complete Care	001-107-600	7,350.00
00007	ALL SAFE TECHNOLOGIES	316274	DKT22453	Fire Alarm Monitoring Monthly	Invoice	07/01/2023	Fire Alarm Monitoring Monthly	001-105-600	34.00
02274	ALLEN K SHAFFER DBA SHAFCON	9676	DKT22454	PROPOSAL #052223-4211	Invoice	05/25/2023	Plantronics CA12CD-S and CA12CD Bat Poly CA22CD-SC, CORDLESS PTT, DECT	001-200-505 001-200-505	1,039.96 79.98 959.98
02111	ALLIANCE PEST CONTROL LLC	101012	DKT22455	Pest Control((Water)	Invoice	06/27/2023	Pest Control((Water)	400-700-600	30.00
		100995	DKT22456	Pest Control((Beau)	Invoice	06/27/2023	Pest Control((Beau)	001-502-600	280.00
		100996		Pest Control((PD)	Invoice	06/27/2023	Pest Control((PD)	001-200-600	35.00
		100997		Pest Control((FD#2)	Invoice	06/27/2023	Pest Control((FD#2)	001-220-600	30.00
		100998		Pest Control((FD)	Invoice	06/27/2023	Pest Control((FD)	001-220-600	35.00
		101013		Pest Control((CH)	Invoice	06/27/2023	Pest Control((CH)	001-105-600	30.00
		101020		Pest Control((Senior)	Invoice	06/27/2023	Pest Control((Senior)	001-294-635	30.00
		101022		Pest Control((Rec)	Invoice	06/27/2023	Pest Control((Rec)	001-506-600	30.00
		101026		Pest Control((PW)	Invoice	06/27/2023	Pest Control((PW)	001-301-600	30.00
		101070		Pest Control((Harbor)	Invoice	06/28/2023	Pest Control((Harbor)	480-751-600	30.00
02223	AUTO SERVICE CENTER, INC.	22249	DKT22457	AC REPAIR '08 CROWN VIC VIN 8144	Invoice	06/16/2023	AC REPAIR '08 CROWN VIC VIN 8144	001-200-560	474.82
01647	AUTOZONE PARTS, INC	2099993194	DKT22458	DURALAST BATTERY	Invoice	06/21/2023	DURALAST BATTERY	001-200-560	260.98
		2099996493		BATTERY UNIT 092	Invoice	06/27/2023	BATTERY UNIT 092	001-200-560	147.99 112.99

Docket of Claims Register

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Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
02099	BAREFIELD WORKPLACE SOLUTK	1173021-0	DKT22459 SAM'S ORDER	Invoice	06/21/2023	CRD90021 Round Ring Binder 1" CRD901123 2ID Ring Binder Legal Writing Pads(TOP20260) PENBK440C Blue Pens Steno Pads(TOP25774) UNV35668 3x3 Sticky Notes 8x11.5 Pads Legal Pads	001-110-500 001-110-500 001-110-500 001-110-500 001-110-500 001-110-500 001-105-500 001-105-500	80.10 9.68 5.66 5.66 9.00 15.08 3.74 11.32 19.96
00038	CABLE ONE	6/8-7/7/23	DKT22460 Internet	Invoice	06/08/2023	Internet(315 Clark Ave) Internet(401 Espy Ave) Internet(707 W North St) Internet(808 E Second St)	001-107-628 001-107-628 001-107-628 001-107-628	339.83 94.68 105.91 41.80 97.44
01998	CELLULAR SOUTH, INC	4/23-5/22-23	DKT22461 Cell Phone	Invoice	04/23/2023	Cell Phone(Cty) Cell Phone(Harbor)	001-107-605 480-751-605	3,671.63 170.28
01998	CELLULAR SOUTH, INC	4/23-5-22/23W	DKT22462 Cell Phone(Water)	Invoice	04/23/2023	Cell Phone(Water)	400-700-605	271.42
00046	CENTERPOINT ENTERY/ENTEX	5/15-6/15-23	DKT22463 FD#2 Gas	Invoice	06/15/2023	FD#2 Gas	001-220-627	49.81
00824	COASTAL TIRE & AUTO	68915 69002 69288	DKT22464 Tire Patch LT 275/65R18 TIRES Flat Tire Repair	Invoice Invoice Invoice	06/24/2023 06/15/2023 06/26/2023	Tire Patch LT 275/65R18 TIRES Flat Tire Repair	001-105-560 001-301-571 001-502-560	980.00 18.00 944.00 18.00
01534	COBURN SUPPLY COMPANY, INC	666202854	DKT22465 WPSCO-VALVE BOX-145 CANAL ST	Invoice	06/19/2023	WPSCO-VALVE BOX-145 CANAL ST	400-702-560	3.31
01534	COBURN SUPPLY COMPANY, INC	666202589	DKT22466 JUNCTION BOX	Invoice	05/15/2023	JUNCTION BOX	001-300-560	866.68
02047	COMMUNICATIONS INTERNATIC	PI157926 PI158096 PI158113	DKT22467 SWITCH BOX/LIGHTS UNIT 164 INV# P REPAIR SWITCH ASSY MODULE SN#A4 LABOR DRIVER SIDE SIGNAL REPAIR UT	Invoice Invoice Invoice	06/21/2023 06/27/2023 06/27/2023	SWITCH BOX/LIGHTS UNIT 164 INV# P REPAIR SWITCH ASSY MODULE SN#A4 LABOR DRIVER SIDE SIGNAL REPAIR UT	001-200-560 001-200-600 001-200-560	848.89 426.99 231.90 190.00
02249	COVINGTON CIVIL AND ENVIRON	16481.08-3	DKT22468 City Engineering Services	Invoice	06/07/2023	Administrative Roads and Drainage Small Craft Harbor-SE Boat Launch Pier Subdivision Review and Planning Tidelands P/E 2023	001-105-600 001-301-602 481-752-602 001-110-600 481-752-602	11,452.50 6,112.50 1,110.00 2,102.50 1,757.50 370.00

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Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
02249	COVINGTON CIVIL AND ENVIRON	16481.08-3F	Small Craft Harbor-Crab Unloading Pie	Invoice	06/07/2023	Small Craft Harbor-Crab Unloading Pie	141-751-602	1,387.50
02249	COVINGTON CIVIL AND ENVIRON	16481.08-3I	Small Craft Harbor-Ilda Repairs	Invoice	06/07/2023	Small Craft Harbor-Ilda Repairs	154-751-602	7,410.00
02249	COVINGTON CIVIL AND ENVIRON	16481.08-3W	City Engineering Services	Invoice	06/07/2023	Lac Bleu South Pump Station Water and Sewer	400-702-603	1,495.00
02100	CVR COMPUTER SUPPLIES INC	0325289-IN	Toner	Invoice	06/21/2023	UTPC8767 #96 Toner UTPC9363 #97 Toner	480-751-500	134.00
00080	DPC ENTERPRISES, L.P.	212000957-23	WPSCO - CHLORINE FOR BAYVIEW WE	Invoice	06/19/2023	WPSCO - CHLORINE FOR BAYVIEW WE	400-704-560	64.00
		212000958-22	WPSCO - CHLORINE FOR MARKET ST V	Invoice	06/19/2023	WPSCO - CHLORINE FOR MARKET ST	400-704-560	70.00
		212000959-23	WPSCO - CHLORINE FOR EOC WELL	Invoice	06/19/2023	WPSCO - CHLORINE FOR EOC WELL	400-704-560	1,698.18
		212000960-23	WPSCO-CHLORINE-VILLAGE WELL	Invoice	06/19/2023	WPSCO-CHLORINE-VILLAGE WELL	400-704-560	1,485.92
00708	DUNAWAY GLASS OF GULFPORT	1100920	SRO CHARGER WINDSHIELD	Invoice	06/19/2023	SRO CHARGER WINDSHIELD	001-200-560	636.83
01554	ECONO SIGNS & BARRICADE, LLC	10-982956	PASS CHRISTIAN HIGH SIGN SIGN	Invoice	05/31/2023	FREIGHT PASS CHRISTIAN HIGH SIGN	001-301-555	338.00
		10-983088	Panhandlers signs	Invoice	06/06/2023	FREIGHT COST Keep clean signs LITTEBUG SIGNS Panhandlers signs	001-301-555	1,564.33
		10-983344	TYPE I BARRICADES 12 X 24	Invoice	06/19/2023	TRICKLY EMFORCED TRUCK SIGNS 18' X 24 VIDEO PROPERTY NOTICE PRC FREIGHT SURVEILLANCE PREMISES SIGNS TYPE I BARRICADES 12 X 24	001-301-555	32.12
01892	FERGUSON US HOLDINGS INC	0786634	WPSCO-DOUBLE STEEL SADDLE- CITY ;	Invoice	06/19/2023	WPSCO-DOUBLE STEEL SADDLE- CITY ;	400-702-560	79.55

169.99  
169.99

Docket of Claims Register

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Vendor #	Vendor Name	Payable Number	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount	Distribution Amount
00096	FUELMAN	6/12-6/18/23	DKT22477	Fuel	Invoice	06/12/2023	Fuel(Beau)	001-502-525	72.72	8,882.23
							Fuel(Code)	001-110-525	89.03	
							Fuel(Exe)	001-102-525	33.58	
							Fuel(FD)	001-220-525	325.17	
							Fuel(Harbor)	480-751-525	356.04	
							Fuel(PD)	001-200-525	1,704.09	
							Fuel(Plan)	001-110-525	48.69	
							Fuel(PW)	001-301-525	517.02	
							Fuel(Rec)	001-506-525	49.22	
							Fuel(Beau)	001-502-525	365.97	
							Fuel(Code)	001-110-525	95.35	
							Fuel(Exe)	001-102-525	74.73	
							Fuel(FD)	001-220-525	347.04	
							Fuel(Harbor)	480-751-525	469.68	
							Fuel(PD)	001-200-525	3,258.71	
							Fuel(PW)	001-301-525	938.67	
							Fuel(Rec)	001-506-525	136.52	
00096	FUELMAN	6/12-6/18/23W	DKT22478	Fuel(UH)	Invoice	06/12/2023	Fuel(UH)	400-700-525	281.48	
		6/19-6/25/23W		Fuel(UH)	Invoice	06/19/2023	Fuel(UH)	400-700-525	92.10	
02147	FUTURE DESIGN GROUP	2021	DKT22479	Monthly Security Maint. for Website/-	Invoice	07/01/2023	Monthly Security Maint. for Website/-	001-108-600	189.38	250.00
00108	GULF COAST BUSINESS SUPPLY	254725	DKT22480	Bleach(BW/K3406)	Invoice	06/16/2023	Bleach(BW/K3406)	001-110-510	414.00	
		254787		QUA37555 CLASP ENVELOPE 500/CAR	Invoice	06/21/2023	QUA37555 CLASP ENVELOPE 500/CAR	001-200-500	50.00	290.00
				QUA63562 INTEROFFICE ENVELOPES	Invoice		QUA63562 INTEROFFICE ENVELOPES	001-200-500	74.00	
00119	HARRISON COUNTY LIBRARY SYS	FY23-Jul2023	DKT22481	Operation of Pass Christian Public Libr	Invoice	07/01/2023	Operation of Pass Christian Public Libr	140-350-645	14,166.67	
00126	HARRISON COUNTY UTILITY AUT	6/15/23	DKT22482	Water	Invoice	06/28/2023	Solid Waste/Disposal	400-705-600	83,097.96	
							Wastewater/Debt Service/Projects	400-706-600	40,742.00	
							Water	400-706-600	32,503.00	
							Disposal/Landfill/Dumpster	400-705-600	1,016.00	
									8,836.96	
00155	JERRY'S LAWN MOWER SALES AI	6/19/23	DKT22483	Waste Management	Invoice	06/06/2023	Disposal/Landfill/Dumpster	400-705-600	64.00	
		45913		Weed Eater Repair	Invoice	06/13/2023	Weed Eater Repair	001-502-560	64.00	
02193	MARK SAVASTA	60392	DKT22484	Reimbursement(Live Webinar)	Invoice	06/29/2023	Reimbursement(Live Webinar)	001-110-610	249.50	100.00
		CGZEYDMED		Class Reimbursement	Invoice	06/28/2023	Class Reimbursement	001-110-610	149.50	

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Vendor #	Vendor Name	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
00195	MARTIN HARDWARE	DKT22485	WATER SUPPLIES 21-22	Invoice	06/16/2023	WATER SUPPLIES 21-22	400-704-560	11.23
00195	MARTIN HARDWARE	DKT22486	BEAUTIFICATION 22-23	Invoice	06/01/2023	BEAUTIFICATION 21-22	001-502-505	6.62
				Invoice	06/01/2023	FY 21/22	001-301-505	4.59
				Invoice	06/06/2023	FY 21/22	001-301-505	58.73
				Invoice	06/06/2023	HARBOR 20-21	480-751-560	31.90
				Invoice	06/07/2023	FY 21/22	001-301-505	23.33
				Invoice	06/06/2023	FY 21/22	001-220-560	11.96
				Invoice	06/09/2023	FY 21/22	001-301-505	31.24
				Invoice	06/10/2023	FY 21/22	001-200-505	12.44
				Invoice	06/12/2023	FY 21/22	001-301-505	21.64
				Invoice	06/12/2023	FY 21/22	001-200-505	11.65
				Invoice	06/12/2023	FY 21/22	001-301-505	32.97
				Invoice	06/12/2023	FY 21/22	001-200-505	36.27
				Invoice	06/13/2023	FY 21/22	001-301-505	18.13
				Invoice	06/14/2023	FY 21/22	001-301-505	7.99
				Invoice	06/15/2023	FY 21/22	001-220-560	29.99
				Invoice	06/16/2023	HARBOR 20-21	001-301-505	20.59
				Invoice	06/16/2023	FY 21/22	480-751-560	47.85
				Invoice	06/16/2023	FY 21/22	001-301-505	6.99
				Invoice	06/16/2023	FY 21/22	001-301-505	3.25
				Invoice	06/16/2023	FY 21/22	001-220-560	19.99
				Invoice	06/20/2023	FY 21/22	001-301-505	13.98
				Invoice	06/22/2023	FY 21/22	001-301-505	21.15
				Invoice	06/22/2023	FY 21/22	001-301-505	29.99
				Invoice	06/23/2023	FY 21/22	001-301-505	4.35
				Invoice	06/23/2023	FY 21/22	001-301-505	39.99
				Invoice	06/27/2023	FY 21/22	001-301-505	27.14
				Invoice	06/27/2023	BEAUTIFICATION 21-22	001-502-505	4.66
				Invoice	06/28/2023	HARBOR 20-21	480-751-560	23.44
				Invoice	06/29/2023	FY 21/22	001-301-505	48.64
				Invoice	06/20/2023	BEAUTIFICATION 21-22	001-502-505	5.69
00204	MICRO-METHODS, INC	DKT22487	WPSCO - BOIL WATER-POPLAR PT	Invoice	06/19/2023	COLIFORM TESTING	400-702-560	130.00

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Vendor #	Vendor Name	Payable Number	Payable Number	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
00215	MS POWER CO	6/12-6/26/2023	DKT22488	Electric	Invoice	06/12/2023	Electric(Beau)	001-502-625	34,100.21	
							Electric(City Hall)	001-105-625	1,033.47	
							Electric(FD)	001-220-625	2,236.14	
							Electric(Harbor)	480-751-625	1,351.02	
							Electric(PD)	001-200-625	9,181.66	
							Electric(PW)	001-301-625	53.89	
							Electric(Rec)	001-506-625	542.73	
							Electric(Senior)	001-320-628	283.07	
							Electric(St Lights)	001-301-625	784.10	
							Street Lights	001-301-631	1,629.83	
									17,004.30	
00215	MS POWER CO	6/16-6/30/23	DKT22489	Street Lights	Invoice	06/16/2023	Street Lights	001-301-631	9,416.71	
									3,498.88	
									5,917.83	
00218	MS UTILITY SUPPLY	0786635	DKT22490	WPSCO - WATER STOCK -DOUBLE STEE	Invoice	06/19/2023	WPSCO - WATER STOCK-DOUBLE STEE	400-702-560	4,692.65	
							WPSCO-CITY STOCK-1 in. Rubber Wate	400-702-560	849.95	
							WPSCO-CITY STOCK-3/4 in. Rubber Wt	400-702-560	60.00	
							1 in. Pack Joint Brass Coupling	400-702-560	30.00	
							1 1/2 x 3/4 in. Pack Joint x Meter Swivel N	400-702-560	104.00	
							14 x 19 in. Meter Box Lid In Blue	400-702-560	388.00	
							3/4 in. Pack Joint Brass Coupling	400-702-560	479.76	
							Trusst 15 In. Plastic Meter Box Body	400-702-560	88.00	
							1 in. CC x Grip Joint Brass Corporation	400-702-560	431.76	
							1 in. Swivel Nut x MNPT Brass Meter C	400-702-560	1,040.00	
							1 PLAS INS F/PE TUBE	400-702-560	46.00	
							1 x 3/4 in. Pack Joint x Meter Swivel N	400-702-560	11.55	
							3/4 in. MIP5 x Pack Joint Brass Couplin	400-702-560	485.00	
							3/4 PLAS INS F/PE TUBE	400-702-560	128.27	
							LF 1 CTS COMP X FIB BALL CURB	400-702-560	2.70	
							PolyFlex™ 1 in. x 100 ft. CTS Plastic Drg	400-702-560	227.66	
									320.00	
00230	NAPA OF BAY ST. LOUIS	352863	DKT22491	MIRROW	Invoice	06/13/2023	MIRROW	001-301-560	240.83	
							2013 Ford battery	001-301-560	73.27	
							HI PWR II IND V- BELT	001-301-560	145.98	
00236	Newell Paper Company	4153094	DKT22492	8 1/2 x 11 copy paper	Invoice	06/29/2023	8 1/2 x 11 copy paper	001-105-500	21.58	
							8.5 x 11 Copy Paper(14930008)	001-105-500	404.79	
							8 1/2 x 11 Copy Paper	001-105-510	85.40	
							Multi-Folds	001-105-510	128.10	
									170.80	
									20.49	

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Vendor #	Vendor Name	Payable Number	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
00239	O'REILLY AUTOMOTIVE STORES,	1281-177198	BATTERY - 2019 NISSAN W-3	Invoice	06/26/2023	BATTERY	400-700-560	128.20
00239	O'REILLY AUTOMOTIVE STORES,	1281-176200	CSO CROWN VIC WATER PUMP PARTS	Invoice	06/19/2023	CSO CROWN VIC WATER PUMP PARTS	001-200-560	371.26
00239	O'REILLY AUTOMOTIVE STORES,	1281-176453	BRAKE AND CERAMIC PADS 2020 F150	Invoice	06/21/2023	BRAKE AND CERAMIC PADS 2020 F150	001-200-560	211.28
00239	O'REILLY AUTOMOTIVE STORES,	1281-176596	BRAKE ROTOR AND PADS 2020 F150	Invoice	06/22/2023	BRAKE ROTOR AND PADS 2020 F150	001-200-560	69.98
01919	REMELDA BRADLEY	6/22/23	DKT22495	Invoice	06/28/2023	Randolph Cleaning Fee	001-294-603	90.00
00295	SANICO	0189339	Matt Cleaning	Invoice	06/16/2023	Matt Cleaning	001-300-510	300.00
00295	SANICO	0189351	Matt Cleaning	Invoice	05/16/2023	Matt Cleaning	001-300-510	66.45
00295	SANICO	0193995	Matt Cleaning	Invoice	06/30/2023	Matt Cleaning	001-300-510	23.20
01294	SONITROL OF NEW ORLEANS	88051	SONITROL JULY 2023	Invoice	06/21/2023	SONITROL JULY 2023	001-200-600	23.20
00308	SOUTH MS BUSINESS MACHINE	0723W	Printer Rental(Water)	Invoice	07/01/2023	Printer Rental(Water)	400-700-600	320.00
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental(CH)	001-105-600	149.40
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental(Code)	001-110-600	1,323.53
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental(Cour)	001-101-600	344.00
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental(FD)	001-220-600	89.52
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental(Harbor)	480-751-600	63.98
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental(PD)	001-200-600	82.60
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental(PW)	001-301-600	85.80
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental	001-107-639	55.00
00308	SOUTH MS BUSINESS MACHINE	0723	Printer Rental	Invoice	07/01/2023	Printer Rental	001-107-639	538.65
02121	SOUTHERN HOSPITALITY SUPPLY	439575	Printer Rental	Invoice	06/29/2023	Clear Trash Liners(GJ001010)	001-301-510	33.32
02121	SOUTHERN HOSPITALITY SUPPLY	21325	Clear Trash Liners(GJ001010)	Invoice	06/16/2023	Clear Trash Liners(GJ001010)	001-301-510	33.32
00312	SOUTHERN PRINTING	23-2109	CORNERSTONE CS418 DK NAVY MEDIL	Invoice	05/18/2023	CORNERSTONE CS418 DK NAVY MEDIL	001-200-535	67.00
00312	SOUTHERN PRINTING	23-2109	CORNERSTONE CS418 DK NAVY MEDIL	Invoice	05/18/2023	EMBROIDER	001-200-535	42.00
00312	SOUTHERN PRINTING	23-2109	CORNERSTONE CS418 DK NAVY MEDIL	Invoice	05/18/2023	EMBROIDER LOGO	001-200-535	8.00
00319	ST. PAUL CARNIVAL ASSOC.	62123	City Donation(Blessing of The Fleet)	Invoice	06/21/2023	City Donation(Blessing of The Fleet)	001-108-600	17.00
00521	STATE FIRE ACADEMY	30682	Fire Inspector 1031-II D. Brown, D Woc	Invoice	06/19/2023	Fire Inspector 1031-II D. Brown, D Woc	116-220-919	2,000.00
00521	STATE FIRE ACADEMY	30694	Rope Rescue A&O 12-12-22 Burns, Chi	Invoice	06/19/2023	Rope Rescue A&O 12-12-22 Burns, Chi	001-220-610	1,835.00
00521	STATE FIRE ACADEMY	30694	Rope Rescue A&O 12-12-22 Burns, Chi	Invoice	06/19/2023	Rope Rescue A&O 12-12-22 Burns, Chi	001-220-610	740.00
00321	STATE TAX COMMISSION	22-02198	TAG MARKED UNIT CHARGER SEE BELT	Invoice	06/15/2023	TAG MARKED UNIT CHARGER SEE BELT	001-200-600	1,095.00
00321	STATE TAX COMMISSION	22-02281	TAG 2018 DURANGO BLUE VIN #1C4ST	Invoice	06/26/2023	TAG 2018 DURANGO BLUE VIN #1C4ST	001-200-600	26.75
00321	STATE TAX COMMISSION	22-02281	TAG 2018 DURANGO BLUE VIN #1C4ST	Invoice	06/26/2023	TAG 2018 DURANGO BLUE VIN #1C4ST	001-200-600	12.00
00321	STATE TAX COMMISSION	22-02281	TAG 2018 DURANGO BLUE VIN #1C4ST	Invoice	06/26/2023	TAG 2018 DURANGO BLUE VIN #1C4ST	001-200-600	14.75

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Vendor #	Vendor Name	Payable Number	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
01090	TEMCO OF GULF COAST		DKT22505						913.98
	76410			Service Call(PW)	Invoice	06/25/2023	Service Call(PW)	001-301-635	125.27
	76411			Service Call	Invoice	06/25/2023	Service Call(PD)	001-200-600	125.27
	76412			Service Call	Invoice	06/25/2023	Service Call(City Hall)	001-105-600	250.40
	76532			Contract Service Call	Invoice	06/28/2023	Contract Service Call	001-220-600	125.27
	76533			Contract Service Call	Invoice	06/28/2023	Contract Service Call	001-220-600	125.27
	76628			Ice Machine Service	Invoice	06/30/2023	Ice Machine Service	001-105-600	162.50
02025	THE GOODYEAR TIRE & RUBBER		DKT22506						709.75
	0000025756			UNIT 081 P235/55R17 TIRE AND FEES	Invoice	06/20/2023	UNIT 081 P235/55R17 TIRE AND FEES	001-200-571	140.75
	0000025858			TIRES UNIT 161	Invoice	06/27/2023	TIRES UNIT 161	001-200-571	569.00
02145	The Monson Law Firm LLC		DKT22507						331.38
	6/25/23			Appeal Prosecutor	Invoice	06/28/2023	Appeal Prosecutor	001-101-601	331.38
00998	TILLMAN'S HEATING, A/C AND D		DKT22508						544.00
	17827062223			A/C Repair Beautification Office	Invoice	06/22/2023	40va multivolt transformer	001-502-560	165.50
							Diagnostics	001-502-560	264.00
							Repair Connection Minor	001-502-560	114.50
00345	TYLER TECHNOLOGIES, INC		DKT22509						459.89
	025-426938			Annual Fees	Invoice	07/04/2023	Incode Court	001-101-600	313.56
							System Software Maint.	001-110-600	146.33
01405	ULINE, INC		DKT22510						566.54
	164897008			mop/broom holder Item# H/2840	Invoice	06/14/2023	AIRWICK PLUG INS ITEMS# H-6557	001-300-510	26.00
							AIRWICK PLUG INS REFILLS S-21835	001-300-510	50.00
							CUPS 10 OZ ITEM# S/14775	001-300-510	286.54
							fabouloso Item S/18398 OCEAN COOL	001-300-560	90.00
							Mop/broom holder Item# H/2840	001-300-560	80.00
							URNAL BLOCKS ITEM # S-8129 CHERR	001-300-510	34.00
01454	UNITED TECHNOLOGIES		DKT22511						1,769.73
	100401195892			Contract Maintenance	Invoice	06/10/2023	Contract Maintenance	480-751-560	1,769.73
00353	W.S. DARLEY & CO		DKT22512						232.50
	17498820			ELEVATOR KEYS-COMLETE SET	Invoice	06/12/2023	ELEVATOR KEYS-COMLETE SET AC82L	001-220-500	232.50
00170	W.S. KEEL LUMBER		DKT22513						29.34
	050850			WPSCO-CONCRETE-COURTNEY	Invoice	06/19/2023	WPSCO-CONCRETE-COURTNEY	400-704-560	29.34
00425	WARING OIL COMPANY LLC		DKT22514						2,884.32
	250463			FUEL FOR CITY OWNED GENERATORS	Invoice	06/16/2023	FUEL FOR CITY OWNED GENERATORS	400-702-525	2,884.32
00356	WASTEWATER PLANT SERVICE		DKT22515						34,958.05
	17063			Water/Sewer	Invoice	06/30/2023	Sewer	400-702-603	13,983.22
							Water	400-704-603	20,974.83

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Vendor #	Vendor Name	Payable Number	Docket/Claim #	Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount
00087	WINDSTREAM	75756109	DKT22516	Phone	Invoice	06/22/2023	Phone	001-107-605	358.17
<b>Total Claims: 66</b>									358.17
<b>Total Payment Amount:</b>									259,255.42