

**STATE OF MISSISSIPPI
COUNTY OF PEARL RIVER
CITY OF PICAYUNE**

Be It Remembered that the Mayor and City Council of the City of Picayune, Pearl River County, Mississippi, met at City Hall, 203 Goodyear Blvd., in said City, Tuesday, September 1, 2015, at 5:00 p.m. in regular session with the following officials present: Mayor Ed Pinero, Council Members, Tammy Valente, Lynn Bumpers Jan Stevens, Larry Breland and Wayne Gouguet, and City Clerk Amber Hinton.

It Being Determined a quorum was present, the following proceedings were held.

Opening prayer was given by Bro. Dale Claybough, followed by the Pledge of Allegiance led by Mayor Ed Pinero.

ORDER TO APPROVE MINUTES

Motion was made by Council Member Gouguet, seconded by Council Member Bumpers to approve the Minutes for the City of Picayune dated September 15, 2015.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

ACKNOWLEDGE RECEIPT OF MONTHLY BUDGET REPORT

Motion was made by Council Member Gouguet, seconded by Council Member Bumpers to acknowledge receipt of monthly budget report for the month of September 2015.

AF Statement of Activity - MTD and YTD with Budget
 City of Picayune
 For 9/30/2015

Run: 10/01/2015 at 11:14 AM

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| Financial Report | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|--|----------------|----------------|-----------------------------|----------------|---------------|-------------|
| Revenues | | | | | | |
| 351-000-232.11-000-000 FAA-HELICOPTER PAD-DRAINAGE | 0 | 0 | 2,826 | 0 | 2,826 | 0 |
| 351-000-232.14-000-000 FAA-REHABILITATE RUNWAY | 0 | (15,623) | 0 | 0 | 0 | 0 |
| 351-000-341.01-000-000 RENT T-HANGARS | 78,660 | 2,875 | 95,308 | 78,660 | 16,648 | 121 |
| 351-000-341.02-000-000 GROUND LEASES | 12,480 | 0 | 12,848 | 12,480 | 368 | 103 |
| 351-000-355.00-000-000 MISCELLANEOUS INCOME | 15,623 | 15,623 | 15,623 | 15,623 | 0 | 100 |
| 351-000-374.00-000-000 FUEL SALES | 4,000 | 321 | 3,605 | 4,000 | (395) | 90 |
| 351-350-400.83-000-000 USDOT-FAA GRANT REIMBURSEMENT | 459,316 | 0 | 459,316 | 459,316 | 0 | 100 |
| Total Revenues | 570,079 | 3,196 | 589,526 | 570,079 | 19,447 | 103 |
| Expenditures | | | | | | |
| Airport Expenses | | | | | | |
| PERSONNEL | 57,868 | 4,085 | 53,134 | 57,868 | 4,734 | 92 |
| SUPPLIES | 6,300 | 575 | 3,141 | 6,300 | 3,159 | 50 |
| OUTSIDE SERVICES | 61,356 | 4,035 | 60,279 | 61,356 | 1,077 | 98 |
| Total Airport Expenses | 125,524 | 8,695 | 116,554 | 125,524 | 8,970 | 93 |
| Total Expenditures | 125,524 | 8,695 | 116,554 | 125,524 | 8,970 | 93 |
| Excess Revenue Over (Under) Expenditures | 444,555 | (5,499) | 472,972 | 444,555 | 10,477 | 106 |

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CF Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015

Run: 10/01/2015 at 11:14 AM

Page: 1

| Financial Report | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|---|---------------|--------------|-----------------------------|---------------|-----------------|-------------|
| Revenues | | | | | | |
| 406-000-211.00-000-000 RECORDING FEES | 0 | (160) | 99 | 0 | 99 | 0 |
| 406-000-340.00-000-000 INTEREST INCOME | 200 | 0 | 372 | 200 | 172 | 186 |
| 406-000-355.00-000-000 MISCELLANEOUS INCOME | 350 | 0 | 0 | 350 | (350) | 0 |
| 406-000-380.01-000-000 TRANSFER FROM GENERAL FUND | 69,000 | 5,750 | 69,000 | 69,000 | 0 | 100 |
| 406-000-392.00-000-000 SALE OF LOTS | 20,000 | 2,204 | 18,899 | 20,000 | (1,101) | 94 |
| Total Revenues | 89,550 | 7,794 | 88,370 | 89,550 | (1,180) | 99 |
| Expenditures | | | | | | |
| Cemetery Expenses | | | | | | |
| PERSONNEL | 76,355 | 6,036 | 61,739 | 76,355 | 14,616 | 81 |
| SUPPLIES | 7,987 | 464 | 9,048 | 7,987 | (1,061) | 113 |
| OUTSIDE SERVICES | 3,300 | 721 | 2,648 | 3,300 | 652 | 80 |
| Total Cemetery Expenses | 87,642 | 7,221 | 73,435 | 87,642 | 14,207 | 84 |
| Total Expenditures | 87,642 | 7,221 | 73,435 | 87,642 | 14,207 | 84 |
| Excess Revenue Over (Under) Expenditures | 1,908 | 573 | 14,935 | 1,908 | (15,387) | 783 |

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**ED Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015**

Run: 10/01/2015 at 11:15 AM

Page: 1

| Financial Report | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|--|----------------|---------------|-----------------------------|----------------|----------------|-------------|
| Revenues | | | | | | |
| 110-043-340.00-000-000 INTEREST INCOME | 250 | 0 | 1,284 | 250 | 1,034 | 513 |
| 110-043-340.01-000-000 INTEREST INCOME - FARMER FRESH | 0 | 1,326 | 16,209 | 0 | 16,209 | 0 |
| 110-043-341.00-000-000 RENT | 67,875 | 0 | 0 | 67,875 | (67,875) | 0 |
| 110-043-341.04-000-000 LAND LEASE - SHALE SUPPORT SERV | 0 | 19,086 | 19,086 | 0 | 19,086 | 0 |
| 110-350-400.63-000-000 MDOT TRANS ENHANCEMENT PROJ | (160,000) | 0 | 117,349 | (160,000) | 277,349 | 73 |
| 110-402-260.00-000-000 SALES TAX-TOURISM | 455,000 | 42,480 | 482,273 | 455,000 | 7,273 | 102 |
| 110-402-314.00-000-000 PARK BLDG RENTAL FEES | 2,500 | 270 | 2,530 | 2,500 | 30 | 101 |
| 110-402-314.03-000-000 PARK FIELD RENTAL FEES | 1,138 | 300 | 6,600 | 1,138 | 5,462 | 580 |
| 110-402-314.06-000-000 PARK TOURNAMENT FEES | 550 | 0 | 0 | 550 | (550) | 0 |
| 110-402-314.07-000-000 PARK CONCESSION REVENUE | 100 | 0 | 0 | 100 | (100) | 0 |
| 110-402-340.00-000-000 INTEREST INCOME-TOURISM | 250 | 0 | 283 | 250 | 33 | 113 |
| 110-402-346.00-000-000 DONATIONS | 0 | 0 | 500 | 0 | 500 | 0 |
| 110-402-346.01-000-000 PARK FUNDRAISER IMPROVEMENTS | 0 | 0 | 1,000 | 0 | 1,000 | 0 |
| 110-402-355.00-000-000 MISC INCOME | 0 | 1,275 | 51,774 | 0 | 51,774 | 0 |
| 110-402-380.00-000-000 TRANSFER FROM OTHER FUNDS | 83,000 | 0 | 83,000 | 83,000 | 0 | 100 |
| Total Revenues | 450,663 | 64,737 | 761,888 | 450,663 | 311,225 | 169 |
| Expenditures | | | | | | |
| Sale of Lots Expenses | | | | | | |
| OUTSIDE SERVICES | 55,000 | 25,380 | 54,560 | 55,000 | 440 | 99 |
| CAPITAL OUTLAY | 100,001 | 0 | 83,341 | 100,001 | 16,660 | 83 |
| Total Sale of Lots Expenses | 155,001 | 25,380 | 137,901 | 155,001 | 17,100 | 89 |
| Recreation Expenses | | | | | | |
| PERSONNEL | 144,465 | 10,893 | 140,387 | 144,465 | 4,078 | 97 |
| SUPPLIES | 45,000 | 6,501 | 39,317 | 45,000 | 5,683 | 87 |
| OUTSIDE SERVICES | 135,947 | 9,479 | 126,672 | 135,947 | 9,275 | 93 |
| CAPITAL OUTLAY | 8,891 | 0 | 8,446 | 8,891 | 445 | 95 |
| Total Recreation Expenses | 334,303 | 26,873 | 314,822 | 334,303 | 19,481 | 94 |
| Retirement Development Expenses | | | | | | |
| Total Expenditures | 489,304 | 52,253 | 452,723 | 489,304 | 36,581 | 93 |
| Excess Revenue Over (Under) Expenditures | (38,641) | 12,484 | 309,165 | (38,641) | 274,644 | 800 |

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GF Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015

Run: 10/01/2015 at 11:15 AM

| Financial Report | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|--|---------------|--------------|-----------------------------|--------------|----------|-------------|
| Revenues | | | | | | |
| 001-000-200.00-000-000 AD VALOREM TAXES-CURRENT | 1,290,836 | 94,651 | 1,293,250 | 1,290,836 | 2,414 | 100 |
| 001-000-201.00-000-000 AUTO AND MOBILE HOME | 226,443 | 18,901 | 219,898 | 226,443 | (6,545) | 97 |
| 001-000-202.00-000-000 PERSONAL TAXES | 366,947 | 51 | 364,862 | 366,947 | (2,085) | 99 |
| 001-000-203.00-000-000 AD VALOREM-DELINQUENT | 1,000 | 0 | 3,928 | 1,000 | 2,928 | 393 |
| 001-000-210.00-000-000 PENALTIES & INTEREST | 24,588 | 11,226 | 25,609 | 24,588 | 1,021 | 104 |
| 001-000-214.00-000-000 TAX COLLECTION COSTS | 65,133 | 4,047 | 65,678 | 65,133 | 545 | 101 |
| 001-000-220.00-000-000 PRIVILEGE LICENSES | 37,654 | 15,419 | 37,892 | 37,654 | 238 | 101 |
| 001-000-220.01-000-000 LIQUOR PRIVILEGE TAX | 3,825 | 675 | 6,750 | 3,825 | 2,925 | 176 |
| 001-000-221.00-000-000 FRANCHISE CHARGES-UTILITIES | 700,186 | 2,073 | 702,439 | 700,186 | 2,253 | 100 |
| 001-000-222.00-000-000 BUILDING PERMITS | 75,000 | 5,727 | 79,523 | 75,000 | 4,523 | 106 |
| 001-000-224.00-000-000 LOT CLEAN UP | 20,000 | 6,964 | 24,106 | 20,000 | 4,106 | 121 |
| 001-000-225.00-000-000 SPECIAL USE RESORT ZONING PERMITS | 0 | 0 | (38,400) | 0 | (38,400) | 0 |
| 001-000-241.00-000-000 FEDERAL PAYMENT IN LIEU OF | 27,500 | 28,707 | 28,707 | 27,500 | 1,207 | 104 |
| 001-000-245.01-000-000 STATE WIRELESS FUND | 8,657 | 0 | 8,657 | 8,657 | 0 | 100 |
| 001-000-247.02-000-000 BULLET PROOF VEST | 0 | 0 | 4,103 | 0 | 4,103 | 0 |
| 001-000-250.00-000-000 MUNICIPAL-STATE AID | 17,500 | 0 | 15,550 | 17,500 | (1,950) | 89 |
| 001-000-251.00-000-000 HOMESTEAD EXEMPTION REIMB. | 170,000 | 86,497 | 170,934 | 170,000 | 934 | 101 |
| 001-000-260.00-000-000 GENERAL SALES TAX | 4,490,045 | 410,632 | 4,578,887 | 4,490,045 | 88,842 | 101 |
| 001-000-262.01-000-000 MUN. FIRE REBATE FUND - FOR LTD | 56,136 | 0 | 57,363 | 56,136 | 1,227 | 102 |
| 001-000-262.02-000-000 1/4 MILL LEVY FIRE PROTECTION | 19,987 | 1,219 | 19,792 | 19,987 | (195) | 99 |
| 001-000-262.03-000-000 MUN. FIRE REBATE FUNDS-FOR CODE | 1,831 | 0 | 1,826 | 1,831 | (5) | 100 |
| 001-000-263.00-000-000 POLICE MINIMUM STANDARDS | 15,000 | 0 | 11,700 | 15,000 | (3,300) | 78 |
| 001-000-271.00-000-000 ROAD & BRIDGE TAXES | 220,000 | 13,751 | 222,359 | 220,000 | 2,359 | 101 |
| 001-000-276.00-000-000 SCHOOL PATROL | 120,696 | 0 | 148,696 | 120,696 | 28,000 | 123 |
| 001-000-289.00-000-000 MUN COURT WARRANT OFFICER | 13,000 | 0 | 9,919 | 13,000 | (3,082) | 76 |
| 001-000-330.00-000-000 COURT FINES & FEES | 303,000 | 0 | 303,892 | 303,000 | 892 | 100 |
| 001-000-334.00-000-000 SPECIAL POLICE SERVICE | 22,500 | 210 | 22,489 | 22,500 | (11) | 100 |
| 001-000-335.00-000-000 POLICE EQUIP ASSESSMENTS | 2,000 | 109 | 1,011 | 2,000 | (989) | 51 |
| 001-000-336.02-000-000 COURT EQUIPMENT | 0 | 0 | 20 | 0 | 20 | 0 |
| 001-000-336.05-000-000 COLLECTION FEE | 100 | 0 | 1,409 | 100 | 1,309 | 1,409 |
| 001-000-336.10-000-000 MUNICIPAL COURT EVIDENCE | 10,200 | 0 | 9,483 | 10,200 | (717) | 93 |
| 001-000-340.00-000-000 INTEREST EARNED | 20,000 | 0 | 14,443 | 20,000 | (5,557) | 72 |
| 001-000-346.10-000-000 SUMMER YOUTH CAMP DONATION | 0 | 0 | 9,064 | 0 | 9,064 | 0 |
| 001-000-348.00-000-000 DONATIONS TO POLICE DEPT | 0 | 0 | 218 | 0 | 218 | 0 |
| 001-000-355.00-000-000 MISCELLANEOUS INCOME | 29,360 | (152) | 33,762 | 29,360 | 4,402 | 115 |
| 001-000-380.07-000-000 TRANSFER FROM CAPITAL PROJECTS FUND | 44,500 | 0 | 44,500 | 44,500 | 0 | 100 |
| 001-000-393.04-000-000 SALE OF SCRAP METAL- MAINTENANCE | 0 | 0 | 184 | 0 | 184 | 0 |
| 001-350-400.60-000-000 FEMA HAZARD MITIGATION | 376,130 | 0 | 376,130 | 376,130 | 0 | 100 |
| 001-350-400.62-000-000 DEPT OF PUBLIC SAFETY | 15,903 | 0 | 15,903 | 15,903 | 0 | 100 |
| 001-350-400.77-000-000 MOHS-OCCUPANT PROTECTION GRANT | 0 | 0 | 599 | 0 | 599 | 0 |

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**GF Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015**

Run: 10/01/2015 at 11:15 AM

| | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|---|---------------|--------------|-----------------------------|--------------|----------|-------------|
| Financial Report | | | | | | |
| 001-350-400.78-000-000 MDOT URBAN YOUTH FY 2014 | (35,000) | 0 | 29,876 | (35,000) | 64,876 | 85 |
| 001-350-400.79-000-000 DPS - VAWA FY 2014-2015 | (32,198) | 0 | 29,837 | (32,198) | 62,035 | 93 |
| 001-350-400.80-000-000 PEARL RIVER VALLEY-GREEN SPACE GRANT | (100,000) | 0 | 100,000 | (100,000) | 200,000 | 100 |
| 001-350-400.81-000-000 MDA - INFRASTRUCTURE PROGRAM GRANT | (30,000) | 0 | 30,000 | (30,000) | 60,000 | 100 |
| 001-350-400.82-000-000 DPS-HOMELAND SECURITY GRANT FY 2014 | 10,491 | 0 | 10,491 | 10,491 | 0 | 100 |
| Total Revenues | 8,608,950 | 700,707 | 9,066,384 | 8,608,950 | 457,433 | 105 |
| Expenditures | | | | | | |
| <u>Municipal Council Expenses</u> | | | | | | |
| PERSONNEL | 67,163 | 5,060 | 64,910 | 67,163 | 2,254 | 97 |
| SUPPLIES | 500 | 0 | 499 | 500 | 1 | 100 |
| OUTSIDE SERVICES | 72,750 | 2,124 | 65,866 | 72,750 | 6,884 | 91 |
| CAPITAL OUTLAY | 1,449 | 0 | 1,449 | 1,449 | 0 | 100 |
| Total Municipal Council Expenses | 141,862 | 7,184 | 132,724 | 141,862 | 9,139 | 94 |
| <u>Municipal Court Expenses</u> | | | | | | |
| PERSONNEL | 268,606 | 20,024 | 252,752 | 268,606 | 15,854 | 94 |
| SUPPLIES | 4,250 | 0 | 3,018 | 4,250 | 1,232 | 71 |
| OUTSIDE SERVICES | 68,125 | 5,285 | 78,587 | 68,125 | (10,462) | 115 |
| Total Municipal Court Expenses | 340,981 | 25,309 | 334,357 | 340,981 | 6,624 | 98 |
| <u>City Attorney Expenses</u> | | | | | | |
| PERSONNEL | 19,616 | 1,538 | 12,530 | 19,616 | 7,086 | 64 |
| OUTSIDE SERVICES | 20,000 | 1,093 | 11,047 | 20,000 | 8,954 | 55 |
| Total City Attorney Expenses | 39,616 | 2,631 | 23,577 | 39,616 | 16,040 | 60 |
| <u>City Manager Expenses</u> | | | | | | |
| PERSONNEL | 98,290 | 7,584 | 97,946 | 98,290 | 344 | 100 |
| SUPPLIES | 6,000 | 389 | 3,453 | 6,000 | 2,547 | 58 |
| OUTSIDE SERVICES | 15,300 | 754 | 12,457 | 15,300 | 2,843 | 81 |
| Total City Manager Expenses | 119,590 | 8,727 | 113,856 | 119,590 | 5,734 | 95 |
| <u>General Services Expenses</u> | | | | | | |
| PERSONNEL | 17,307 | (1,056) | 16,776 | 17,307 | 531 | 97 |
| SUPPLIES | 7,700 | 620 | 4,958 | 7,700 | 2,742 | 64 |
| OUTSIDE SERVICES | 200,173 | 6,459 | 186,928 | 200,173 | 13,245 | 93 |
| CAPITAL OUTLAY | 6,600 | 0 | (5,511) | 6,600 | 12,111 | (84) |
| Total General Services Expenses | 231,780 | 6,023 | 203,151 | 231,780 | 28,629 | 88 |
| <u>Financial Expenses</u> | | | | | | |
| PERSONNEL | 141,525 | 10,923 | 141,180 | 141,525 | 345 | 100 |
| SUPPLIES | 7,500 | 3,391 | 3,391 | 7,500 | 4,109 | 45 |
| OUTSIDE SERVICES | 63,025 | 3,997 | 40,700 | 63,025 | 22,325 | 65 |
| Total Financial Expenses | 212,050 | 15,181 | 185,271 | 212,050 | 26,779 | 87 |

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GF Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015

Run: 10/01/2015 at 11:15 AM

| Financial Report | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|---|---------------|--------------|-----------------------------|--------------|----------|-------------|
| <u>Grant Expenses</u> | | | | | | |
| PERSONNEL | 20,793 | 1,435 | 20,600 | 20,793 | 193 | 99 |
| SUPPLIES | 4,000 | 540 | 1,411 | 4,000 | 2,589 | 35 |
| OUTSIDE SERVICES | 7,950 | 425 | 5,561 | 7,950 | 2,389 | 70 |
| Total Grant Expenses | 32,743 | 2,400 | 27,572 | 32,743 | 5,171 | 84 |
| <u>Code Enforcement Expenses</u> | | | | | | |
| PERSONNEL | 150,905 | 11,986 | 152,732 | 150,905 | (1,827) | 101 |
| SUPPLIES | 4,300 | 398 | 3,099 | 4,300 | 1,201 | 72 |
| OUTSIDE SERVICES | 79,100 | 2,947 | 60,147 | 79,100 | 18,953 | 76 |
| Total Code Enforcement Expenses | 234,305 | 15,331 | 215,978 | 234,305 | 18,327 | 92 |
| <u>Police Administration Expenses</u> | | | | | | |
| PERSONNEL | 129,602 | 9,885 | 128,683 | 126,602 | (2,061) | 102 |
| SUPPLIES | 7,500 | 611 | 4,290 | 7,500 | 3,210 | 57 |
| OUTSIDE SERVICES | 56,025 | 4,029 | 48,077 | 56,025 | 7,948 | 86 |
| CAPITAL OUTLAY | 8,657 | 0 | 8,657 | 8,657 | 0 | 100 |
| Total Police Administration Expenses | 198,784 | 14,525 | 189,707 | 198,784 | 9,077 | 95 |
| <u>Patrol & Investigations Expenses</u> | | | | | | |
| PERSONNEL | 1,398,337 | 113,156 | 1,379,117 | 1,398,337 | 19,220 | 99 |
| SUPPLIES | 116,750 | 10,761 | 106,173 | 116,750 | 10,577 | 91 |
| OUTSIDE SERVICES | 100,906 | 4,494 | 97,072 | 100,906 | 3,834 | 96 |
| CAPITAL OUTLAY | 38,538 | 0 | 33,062 | 38,538 | 5,476 | 86 |
| Total Patrol & Investigations Expenses | 1,654,531 | 128,411 | 1,615,424 | 1,654,531 | 39,107 | 98 |
| <u>Domestic Violence Grant Expenses</u> | | | | | | |
| SUPPLIES | 1,000 | 447 | 900 | 1,000 | 101 | 90 |
| Total Domestic Violence Grant Expenses | 1,000 | 447 | 900 | 1,000 | 101 | 90 |
| <u>Custody of Prisoners Expenses</u> | | | | | | |
| PERSONNEL | 162,227 | 12,889 | 152,106 | 162,227 | 10,121 | 94 |
| SUPPLIES | 59,500 | 3,352 | 53,191 | 59,500 | 6,309 | 89 |
| OUTSIDE SERVICES | 128,500 | 7,945 | 121,368 | 128,500 | 7,132 | 94 |
| Total Custody of Prisoners Expenses | 350,227 | 24,286 | 326,665 | 350,227 | 23,562 | 93 |
| <u>Alcohol Countermeasures Grant Expenses</u> | | | | | | |
| PERSONNEL | 357,332 | 27,984 | 359,869 | 357,332 | (2,537) | 101 |
| SUPPLIES | 4,970 | 72 | 4,745 | 4,970 | 225 | 95 |
| OUTSIDE SERVICES | 21,830 | 235 | 16,468 | 21,830 | 5,362 | 75 |
| Total Records & Communications Expenses | 384,132 | 28,291 | 381,082 | 384,132 | 3,050 | 99 |
| <u>School Patrol Expenses</u> | | | | | | |
| PERSONNEL | 173,763 | 12,704 | 167,575 | 173,763 | 6,188 | 96 |
| SUPPLIES | 8,500 | 467 | 7,498 | 8,500 | 1,002 | 88 |
| OUTSIDE SERVICES | 3,750 | 310 | 2,822 | 3,750 | 928 | 75 |
| Total School Patrol Expenses | 186,013 | 13,481 | 177,895 | 186,013 | 8,118 | 96 |

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**GF Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015**

Run: 10/01/2015 at 11:15 AM

| Financial Report | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|--|------------------|----------------|-----------------------------|------------------|----------------|-------------|
| <u>Animal Control Expenses</u> | | | | | | |
| PERSONNEL | 30,601 | 3,000 | 31,036 | 30,601 | (435) | 101 |
| SUPPLIES | 2,780 | 174 | 2,427 | 2,780 | 353 | 87 |
| OUTSIDE SERVICES | 42,650 | 3,425 | 46,259 | 42,650 | (3,609) | 108 |
| Total Animal Control Expenses | 76,031 | 6,599 | 79,722 | 76,031 | (3,691) | 105 |
| <u>Fire Department Expenses</u> | | | | | | |
| PERSONNEL | 2,006,143 | 153,505 | 2,011,188 | 2,006,143 | (5,045) | 100 |
| SUPPLIES | 54,600 | 10,888 | 43,883 | 54,600 | 10,717 | 80 |
| OUTSIDE SERVICES | 101,389 | 7,479 | 95,348 | 101,389 | 6,041 | 94 |
| Total Fire Department Expenses | 2,162,132 | 171,872 | 2,150,419 | 2,162,132 | 11,713 | 99 |
| <u>Streets & Drainage Expenses</u> | | | | | | |
| PERSONNEL | 334,840 | 24,542 | 336,207 | 334,840 | (1,367) | 100 |
| SUPPLIES | 169,605 | 16,773 | 163,441 | 169,605 | 6,164 | 96 |
| OUTSIDE SERVICES | 319,192 | 41,533 | 346,784 | 319,192 | (27,593) | 109 |
| CAPITAL OUTLAY | 55,550 | 0 | 52,688 | 55,550 | 2,862 | 95 |
| Total Streets & Drainage Expenses | 879,187 | 82,848 | 899,120 | 879,187 | (19,934) | 102 |
| <u>Grounds & Beautification Expenses</u> | | | | | | |
| PERSONNEL | 344,870 | 28,109 | 340,010 | 344,870 | 4,860 | 99 |
| SUPPLIES | 94,844 | 4,465 | 93,716 | 94,844 | 1,128 | 99 |
| OUTSIDE SERVICES | 20,950 | 821 | 19,653 | 20,950 | 1,297 | 94 |
| CAPITAL OUTLAY | 7,500 | 0 | 7,006 | 7,500 | 494 | 93 |
| Total Grounds & Beautification Expenses | 468,164 | 33,395 | 460,385 | 468,164 | 7,779 | 98 |
| <u>Equipment Maintenance Expenses</u> | | | | | | |
| PERSONNEL | 46,331 | 2,476 | 32,181 | 46,331 | 14,150 | 69 |
| SUPPLIES | 14,110 | 4,569 | 8,903 | 14,110 | 5,207 | 63 |
| OUTSIDE SERVICES | 10,300 | 2,178 | 8,748 | 10,300 | 1,552 | 85 |
| CAPITAL OUTLAY | 184 | 0 | 184 | 184 | 0 | 100 |
| Total Equipment Maintenance Expenses | 70,925 | 9,223 | 50,016 | 70,925 | 20,909 | 71 |
| <u>Transfers Expenses</u> | | | | | | |
| OUTSIDE SERVICES | 548,246 | 5,750 | 548,245 | 548,246 | 1 | 100 |
| Total Transfers Expenses | 548,246 | 5,750 | 548,245 | 548,246 | 1 | 100 |
| <u>Aid to Other Govts Expenses</u> | | | | | | |
| OUTSIDE SERVICES | 19,280 | 1,607 | 19,280 | 19,280 | 0 | 100 |
| Total Aid to Other Govts Expenses | 19,280 | 1,607 | 19,280 | 19,280 | 0 | 100 |
| Total Expenditures | 8,351,579 | 603,521 | 8,135,346 | 8,351,579 | 216,235 | 97 |
| Excess Revenue Over (Under) Expenditures | 257,371 | 97,186 | 931,038 | 257,371 | 241,198 | 362 |

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UF Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015

Run: 10/01/2015 at 11:15 AM

Page: 1

| Financial Report | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|---|------------------|----------------|-----------------------------|------------------|---------------|-------------|
| Revenues | | | | | | |
| 405-000-340.00-000-000 INTEREST INCOME | 7,500 | 0 | 10,910 | 7,500 | 3,410 | 145 |
| 405-000-340.04-000-000 2013 REVENUE BOND INTEREST EARNED | 2,640 | 0 | 1,226 | 2,640 | (1,414) | 46 |
| 405-000-351.02-000-000 MISC TAP INCOME | 13,000 | 1,000 | 13,500 | 13,000 | 500 | 104 |
| 405-000-352.00-000-000 PRCUA BILLING/AMR PAYMENTS | 54,000 | 4,635 | 55,617 | 54,000 | 1,617 | 103 |
| 405-000-355.00-000-000 MISC INCOME | 82,000 | 9,021 | 82,755 | 82,000 | 755 | 101 |
| 405-000-355.01-000-000 MISC INCOME BAGS | 4,000 | 152 | 3,005 | 4,000 | (995) | 75 |
| 405-000-360.01-000-000 METERED SALES WATER | 1,578,138 | 135,307 | 1,570,466 | 1,578,138 | (7,672) | 100 |
| 405-000-360.02-000-000 METERED SALES GAS | 2,797,400 | 128,674 | 2,811,497 | 2,797,400 | 14,097 | 101 |
| 405-000-362.00-000-000 SERVICE CONNECTION CHARGES | 2,000 | 175 | 2,036 | 2,000 | 36 | 102 |
| 405-000-364.00-000-000 UTILITY LATE CHARGES | 155,000 | 12,784 | 155,422 | 155,000 | 422 | 100 |
| 405-000-365.00-000-000 GARBAGE REVENUE | 985,000 | 81,984 | 984,472 | 985,000 | (528) | 100 |
| 405-000-360.01-000-000 TRANSFER FROM WATER CONTINGENCY FUND | 194,600 | 174,000 | 194,600 | 194,600 | 0 | 100 |
| 405-000-393.02-000-000 SALE OF EQUIPMENT & MACHINERY | 51,156 | 0 | 51,156 | 51,156 | 0 | 100 |
| 405-350-400.61-000-000 US DOT PHMSA GRANT | (45,000) | 44,048 | 44,048 | (45,000) | 89,048 | 98 |
| Total Revenues | 5,881,434 | 589,790 | 5,980,710 | 5,881,434 | 99,276 | 102 |
| Expenditures | | | | | | |
| Intrafund Transfers Expenses | | | | | | |
| TRANSFERS | 100,000 | 8,333 | 100,000 | 100,000 | 0 | 100 |
| Total Intrafund Transfers Expenses | 100,000 | 8,333 | 100,000 | 100,000 | 0 | 100 |
| Utility Administration Expenses | | | | | | |
| PERSONNEL | 564,707 | 44,887 | 589,330 | 564,707 | (24,623) | 104 |
| SUPPLIES | 29,000 | 687 | 15,752 | 29,000 | 13,248 | 54 |
| OUTSIDE SERVICES | 185,250 | 3,008 | 145,146 | 185,250 | 40,104 | 78 |
| Total Utility Administration Expenses | 778,957 | 48,582 | 750,228 | 778,957 | 28,729 | 96 |
| Director of Public Works Expenses | | | | | | |
| PERSONNEL | 159,997 | 12,556 | 163,746 | 159,997 | (3,749) | 102 |
| SUPPLIES | 16,616 | 1,295 | 15,627 | 16,616 | 989 | 94 |
| OUTSIDE SERVICES | 72,915 | 1,483 | 73,838 | 72,915 | (923) | 101 |
| CAPITAL OUTLAY | 60,059 | 1,935 | 35,795 | 60,059 | 24,264 | 60 |
| Total Director of Public Works Expenses | 309,587 | 17,269 | 289,006 | 309,587 | 20,581 | 93 |
| Water Regulations Expenses | | | | | | |
| PERSONNEL | 53,627 | 3,661 | 54,654 | 53,627 | (1,027) | 102 |
| SUPPLIES | 39,950 | 5,515 | 35,687 | 39,950 | 4,263 | 89 |
| OUTSIDE SERVICES | 6,608 | 202 | 4,783 | 6,608 | 1,825 | 72 |
| Total Water Regulations Expenses | 100,185 | 9,378 | 95,124 | 100,185 | 5,061 | 95 |
| Well and Pump Maintenance Expenses | | | | | | |
| SUPPLIES | 18,975 | 226 | 11,021 | 18,975 | 7,954 | 58 |

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**UF Statement of Activity - MTD and YTD with Budget
City of Picayune
For 9/30/2015**

Run: 10/01/2015 at 11:15 AM

| | Annual Budget | M-T-D Actual | Y-T-D Actual + Encumbrances | Y-T-D Budget | Variance | Percent YTD |
|--|------------------|----------------|-----------------------------|------------------|----------------|-------------|
| Financial Report | | | | | | |
| OUTSIDE SERVICES | 94,582 | 5,963 | 85,425 | 94,582 | 9,157 | 90 |
| Total Well and Pump Maintenance Expenses | 113,557 | 6,189 | 96,446 | 113,557 | 17,111 | 85 |
| Sewer Construction Expenses | | | | | | |
| Utility Construction Expenses | | | | | | |
| PERSONNEL | 164,877 | 13,303 | 170,591 | 164,877 | (5,715) | 103 |
| SUPPLIES | 40,135 | 645 | 38,628 | 40,135 | 1,507 | 96 |
| OUTSIDE SERVICES | 30,630 | 6,851 | 22,943 | 30,630 | 7,687 | 75 |
| Total Utility Construction Expenses | 235,642 | 20,799 | 232,162 | 235,642 | 3,479 | 99 |
| Water Operations Expenses | | | | | | |
| PERSONNEL | 231,668 | 15,318 | 234,236 | 231,668 | (2,569) | 101 |
| SUPPLIES | 129,025 | 9,278 | 113,567 | 129,025 | 15,458 | 88 |
| OUTSIDE SERVICES | 20,350 | 1,484 | 21,028 | 20,350 | (678) | 103 |
| CAPITAL OUTLAY | 244,563 | 85,019 | 146,626 | 244,563 | 97,937 | 60 |
| Total Water Operations Expenses | 625,606 | 111,099 | 515,457 | 625,606 | 110,148 | 82 |
| Gas Operations Expenses | | | | | | |
| PERSONNEL | 265,433 | 21,940 | 275,807 | 265,433 | (10,374) | 104 |
| SUPPLIES | 1,606,600 | 114,138 | 1,540,453 | 1,606,600 | 66,147 | 96 |
| OUTSIDE SERVICES | 80,300 | 1,337 | 66,250 | 80,300 | 14,050 | 83 |
| CAPITAL OUTLAY | 1,187,670 | 1,881 | 1,132,218 | 1,187,670 | 55,452 | 95 |
| Total Gas Operations Expenses | 3,140,003 | 139,296 | 3,014,728 | 3,140,003 | 125,275 | 96 |
| Garbage Expenses | | | | | | |
| GARBAGE EXPENSES | 871,000 | 72,423 | 869,170 | 871,000 | 1,830 | 100 |
| Total Garbage Expenses | 871,000 | 72,423 | 869,170 | 871,000 | 1,830 | 100 |
| Loan Interest Expenses | | | | | | |
| INTEREST EXPENSE | 126,054 | 3,411 | 125,903 | 126,054 | 151 | 100 |
| Total Loan Interest Expenses | 126,054 | 3,411 | 125,903 | 126,054 | 151 | 100 |
| Total Expenditures | 6,400,591 | 436,779 | 6,088,224 | 6,400,591 | 312,365 | 95 |
| Excess Revenue Over (Under) Expenditures | (519,157) | 153,011 | (107,514) | (519,157) | (213,089) | (21) |

The following roll call was made:

20

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AT THIS TIME COUNCIL MEMBER STEVENS RECUSED HERSELF AND LEFT THE MEETING

ORDER TO APPROVE DOCKET

Motion was made by Council Member Valente, seconded by Council Member Bumpers to approve the docket for October 6, 2015 in the amount of \$ 775,063.56.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: Council Member Stevens

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AT THIS TIME, COUNCIL MEMBER STEVENS RE-ENTERED THE MEETING

ACCEPT DONATION FROM BANK PLUS

Motion was made by Council Member Breland, seconded by Council Member Gouguet to accept \$2,000.00 donation from Bank Plus for history marker at Crosby Commons.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

ACCEPT THE FY 2015 MUNICIPAL COMPLIANCE QUESTIONNAIRE

Motion was made by Council Member Breland, seconded by Council Member Gouguet to accept the FY 2015 Municipal Compliance Questionnaire and authorize Mayor to sign the same.

REGULAR MEETING OCTOBER 6, 2015

Municipal Compliance Questionnaire

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

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

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

Information

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

1. Name and address of municipality:
City of Picayune, 203 Goodyear Blvd. Picayune, MS 39466

2. List the date and population of the latest official U.S. Census or most recent official census:
2010 Census - Population 10,878 (See Attached)

3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).
See Attached

4. Period of time covered by this questionnaire:
From: October 1, 2014 To: September 30, 2015
5. Expiration date of current elected officials' term: June 30, 2017

REGULAR MEETING OCTOBER 6, 2015

Picayune (city) QuickFacts from the US Census Bureau

<http://quickfacts.census.gov/qfd/states/28/2857160.html>

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Search

State & County QuickFacts

Thank you for your feedback! The new delivers the following improvements: Search by zip code, improved table display, browse more data feature, download data, and more.

Picayune (city), Mississippi

| People QuickFacts | Picayune | Mississippi |
|---|----------|-------------|
| Population, 2014 estimate | 10,749 | 2,994,079 |
| Population, 2013 estimate | 10,755 | 2,992,206 |
| Population, 2010 (April 1) estimates base | 10,877 | 2,968,103 |
| Population, percent change - April 1, 2010 to July 1, 2014 | -1.2% | 0.9% |
| Population, percent change - April 1, 2010 to July 1, 2013 | -1.1% | 0.8% |
| Population, 2010 | 10,878 | 2,967,297 |
| Persons under 5 years, percent, 2010 | 8.6% | 7.1% |
| Persons under 18 years, percent, 2010 | 25.8% | 25.5% |
| Persons 65 years and over, percent, 2010 | 15.2% | 12.8% |
| Female persons, percent, 2010 | 53.5% | 51.4% |
| ----- | | |
| White alone, percent, 2010 (a) | 59.3% | 59.1% |
| Black or African American alone, percent, 2010 (a) | 36.7% | 37.0% |
| American Indian and Alaska Native alone, percent, 2010 (a) | 0.3% | 0.5% |
| Asian alone, percent, 2010 (a) | 0.6% | 0.9% |
| Native Hawaiian and Other Pacific Islander alone, percent, 2010 (a) | Z | 0.0% |
| Two or More Races, percent, 2010 | 1.9% | 1.1% |
| Hispanic or Latino, percent, 2010 (b) | 3.1% | 2.7% |
| White alone, not Hispanic or Latino, percent, 2010 | 57.6% | 58.0% |
| ----- | | |
| Living in same house 1 year & over, percent, 2009-2013 | 89.0% | 85.8% |
| Foreign born persons, percent, 2009-2013 | 1.5% | 2.2% |
| Language other than English spoken at home, pct age 5+, 2009-2013 | 1.7% | 3.9% |
| High school graduate or higher, percent of persons age 25+, 2009-2013 | 85.0% | 81.5% |
| Bachelor's degree or higher, percent of persons age 25+, 2009-2013 | 17.8% | 20.1% |
| Veterans, 2009-2013 | 797 | 200,748 |
| Mean travel time to work (minutes), workers age 16+, 2009-2013 | 27.0 | 23.9 |
| Housing units, 2010 | 4,891 | 1,274,719 |
| Homeownership rate, 2009-2013 | 62.5% | 69.4% |

REGULAR MEETING OCTOBER 6, 2015

| <u>Name</u> | <u>Title</u> | <u>Precinct</u> | <u>Address</u> | <u>Phone No.</u> |
|-----------------------|--------------------------|-----------------|--|------------------|
| Ed Pinero | Mayor | - | 921 Tung Tree, Picayune, MS 39466 | 601-749-0338 |
| Tammy Valente | Council Member | 1 | 9002 Twin Oaks Court, Picayune, MS 39466 | 601-799-3451 |
| Lynn Bogan Bumpers | Council Member | 2 | 606 Buren Avenue, Picayune, MS 39466 | 601-798-3371 |
| Jan Stevens | Council Member | 3 | 1677 Provost Circle, Picayune, MS 39466 | 601-347-3698 |
| Larry E. Breland, Sr. | Council Member | 4 | 506 Rosa Street, Picayune, MS 39466 | 601-798-5993 |
| Wayne Gouguet | Council Member | 5 | 922 Tung Tree, Picayune, MS 39466 | 601-798-6078 |
| Jim Luke | City Manager | - | 143 North Hill Dr., Carriere, MS 39426 | 601-347-2865 |
| Amber Hinton | City Clerk, Appointed | - | 162 Jake Smith Rd., Carriere, MS 39426 | 601-590-1251 |
| Nathan Farmer | City Attorney | - | 120 Goodyear Blvd, Picayune, MS 39466 | 601-590-1166 |
| Eric Morris | Director of Public Works | - | 226 Ozona Rd., Carriere, MS 39426 | 601-273-2039 |
| Bryan Dawsey | Chief of Police | - | 697-A Cedar Grove Ave., Picayune, MS 39466 | 601-347-0612 |

REGULAR MEETING OCTOBER 6, 2015

MUNICIPAL COMPLIANCE QUESTIONNAIRE
Year Ended September 30, 20__

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

PART I - General

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

REGULAR MEETING OCTOBER 6, 2015

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

PART II - Cash and Related Records

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

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

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

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

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

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

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

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

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

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

REGULAR MEETING OCTOBER 6, 2015

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

REGULAR MEETING OCTOBER 6, 2015

PART IV - Bonds and Other Debt

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

PART V - Taxes and Other Receipts

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

REGULAR MEETING OCTOBER 6, 2015

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

REGULAR MEETING OCTOBER 6, 2015

(MUNICIPAL NAME)

Certification to Municipal Compliance Questionnaire

Year Ended September 30, 2015

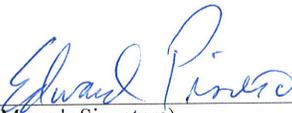
We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Picayune, and, to the best of our knowledge and belief, all responses are accurate.



(City Clerk's Signature)

9/29/15

(Date)



(Mayor's Signature)

10/6/15

(Date)

Minute Book References:

Book Number 52

Page _____

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

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

APPROVE ENGAGEMENT LETTER FOR THE FY 2015 AUDIT

Motion was made by Council Member Breland, seconded by Council Member Bumpers to approve the engagement letter for the FY 2015 audit and authorize Mayor to sign the same.

REGULAR MEETING OCTOBER 6, 2015



W. David Dill, CPA
Julie M. Uher, CPA
Kari M. Blackledge, CPA

H. I. Holt, CPA
Founder (1915-1997)

September 30, 2015

To Mayor and Board of Aldermen
City of Picayune, MS
203 Goodyear Blvd.
Picayune, MS 39466

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

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule-General Fund
- 3) Budgetary Comparison Schedule-Utility Fund

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

2815 HIGHWAY 15 NORTH | LAUREL, MISSISSIPPI 39440

PHONE 601-649-3000 | FAX 601-649-3050

WWW.HOLTACCOUNTING.COM

REGULAR MEETING OCTOBER 6, 2015

relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards.
- 2) Schedule of Surety Bonds for City Officials

Audit Objectives

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

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

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

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

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition,

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an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

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

Audit Procedures—Internal Control

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

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

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

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Picayune's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

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

Other Service

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

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Management Responsibilities

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

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

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

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to [include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

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

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changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

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

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

Engagement Administration, Fees, and Other

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

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

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

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

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

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

We expect to begin our audit on approximately December 7, 2015 and to issue our reports no later than February 1, 2016. Julie Uher is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be \$27,500. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

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

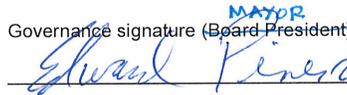
Very truly yours,

Holt & Associates, PLLC

RESPONSE:

This letter correctly sets forth the understanding of City of Picayune, MS.

Management signature (Mayor): 
Title: CITY MANAGER
Date: 9/30/15

Governance signature (Board President): 
Title: MAYOR
Date: 10/6/15

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AT THIS TIME, COUNCIL MEMBER BRELAND RECUSED HIMSELF AND LEFT THE MEETING

ACCEPT HIGHEST BID FOR THE SALE OF REAL PROPERTY PARCEL 617-522-002-020-011-00 ON BEECH ST.

Motion was made by Council Member Bumpers, seconded by Council Member Gouguet to accept the highest of bid of \$7,000.00 from Larry Breland II for real property parcel 617-522-002-02-011-00 on Beech Street.



Bid Tabulation - Sale of Property

Bid Opening

Date: October 1, 2015
Time: 10:00 AM
Place: City Hall, 203 Goodyear Blvd., Picayune, MS 39466

Property Location: Parcel #6175220020201100
Legal Description: Section 22 Township 06S Range 17W

| <u>Bidder</u> | <u>Amount</u> |
|---------------------|---------------|
| Larry E Breland, II | \$ 7,000.00 |
| Christine Ellis | \$ 6,000.00 |
| Kimberly Taylor | \$ 4,000.00 |
| Nam Chau | \$ 1,126.00 |
| | |
| | |

Bids Opened By: 


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The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: Council Member Breland

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AT THIS TIME, COUNCIL MEMBER BRELAND RE-ENTERED THE MEETING

APPROVE OUT OF STATE TRAVEL FOR RETIREMENT DIRECTOR

Motion was made by Council Member Stevens, seconded by Council Member Bumpers to approve request for out of state travel for the Retirement Director to Charleston, SC for the American Association of Retirement Communities Annual Conference.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO TABLE APPROVAL OF ORDINANCE AMENDING ARTICLE IV SECTION 402, NON-CONFIRMING LOTS OF RECORD OF THE ZONING ORDINANCE OF THE CITY OF PICAYUNE

Motion was made by Council Member Gouguet, seconded by Council Member Breland to table approval of an ordinance amending Article IV Section 402, Non-Conforming Lots of Record of the Zoning Ordinance of the City of Picayune. The Council wants this matter sent to Planning Commission for review.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO TABLE APPROVAL OF AN ORDINANCE AMENDING SECTION 109, RELATIVE TO THE CREATION OF NON-CONFIRMING LOTS

Motion was made by Council Member Gouguet, seconded by Council Member Valente to table approval of an ordinance amending Section 109, relative to the creation of Non-Confirming Lots or Lots of the Zoning Ordinance of the City of Picayune. The Council wants this matter sent to the Planning Commission for review.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AUTHORIZE CITY ATTORNEY TO REQUEST TWO PROPERTIES (PPIN 23007 AND PPIN 23010) BE TRANSFERRED FROM THE SECRETARY OF STATE, PUBLIC LANDS DIVISIONS TO THE CITY OF PICAYUNE

Motion was made by Council Member Gouguet, seconded by Council Member Stevens to authorize City Attorney, under Miss Code Ann. 29-1-54, to request the following two properties (PPIN 23007 and PPIN 23010) to be transferred from the Secretary of State, Public Lands Division to the City of Picayune.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO OPEN PUBLIC HEARING FOR PROPERTY CLEAN UP

Motion was made by Council Member Gouguet, seconded by Council Member Valente to open a public hearing on property clean up.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO DECLARE 1115 MARTIN LUTHER KING BLVD. A PUBLIC NUISANCE

Motion was made by Council Member Gouguet, seconded by Council Member Bumpers to declare 1115 Martin Luther King Blvd. PPIN 25574 a public nuisance.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO DECLARE VACANT LOT ON CORNER OF WEEMS AND TAYLOR ST A PUBLIC NUISANCE

Motion was made by Council Member Valente, seconded by Council Member Stevens to declare vacant lot on corner of Weems and Taylor St. PPIN 24595 a public nuisance.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AT THIS TIME, COUNCIL MEMBER VALENTE RECUSED HERSELF AND LEFT THE MEETING

MOTION TO DECLARE 714 S BLANKS AVE A PUBLIC NUISANCE

Motion was made by Council Member Gouguet, seconded by Council Member Breland to declare 714 S Blanks Ave PPIN 26983 a public nuisance and allow a 60-day extension.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: Council Member Valente

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AT THIS TIME, COUNCIL MEMBER VALENTE RETURNED TO THE MEETING

MOTION TO DECLARE ABANDONED HOUSE ON ADCOX RD PPIN 22097 A PUBLIC NUISANCE

Motion was made by Council Member Stevens, seconded by Council Member Gouguet to declare abandoned house on Adcox Rd PPIN 22097 a public nuisance.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO DECLARE 109 N. LEWIS CIRCLE A PUBLIC NUISANCE

Motion was made by Council Member Valente, seconded by Council Member Bumpers to declare 109 N. Lewis Circle PPIN 24323 a public nuisance.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO DECLARE VACANT LOT ON N. BEECH ST AND SIXTH AVE. PPIN 23204 A PUBLIC NUISANCE

Motion was made by Council Member Gouguet, seconded by Council Member Stevens to declare the vacant lot on N. Beech St. and Sixth Ave. PPIN 23204 a public nuisance.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO DECLARE 604 RICHARD ST. A PUBLIC NUISANCE

Motion was made by Council Member Stevens, seconded by Council Member Gouguet to declare 604 Richard St. PPIN 24306 a public nuisance.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO DECLARE 503 N. ABRAMS AVE. A PUBLIC NUISANCE

Motion was made by Council Member Stevens, seconded by Council Member Valente to declare 503 N. Abrams Ave. PPIN 26018 a public nuisance.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO CLOSE PUBLIC HEARING ON PROPERTY CLEAN UP

Motion was made by Council Member Valente, seconded by Council Member Gouguet to close the public hearing on property clean up.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO ENTER INTO ANNUAL MAINTENANCE AGREEMENT WITH PTS SOLUTIONS

Motion was made by Council Member Breland, seconded by Council Member Stevens to enter into an Annual Maintenance Agreement with PTS Solutions from October 1, 2015 to October 1, 2016 for the Police Department and Court needs.



ANNUAL MAINTENANCE AGREEMENT

The parties to this Annual Maintenance Agreement are PTS Solutions, Inc. ("PTS"), PO Box 469, Harrisonburg, LA 71340 and **City of Picayune** ("Client"), 203 Goodyear Blvd, Picayune, MS 39466. The terms and conditions of this Annual Maintenance Agreement are effective as of the **1st of October, 2015** ("Maintenance Anniversary Date") and the Annual Maintenance Agreement automatically renews on that day each year thereafter, unless canceled as provided herein.

Client's maintenance cost, on a per year basis, is **\$6,100.00** per year, covering **SQL, Jail, Records, Mugshot, Mapping, E911 Interface, and Syscon Court Interface Software**. Client understands that adding additional licenses for the listed modules and/or adding separate modules not listed will increase the maintenance cost, as provided herein.

General Terms and Conditions

1. Client agrees that, while it uses PTS modules and/or products, it will maintain the Annual Maintenance Agreement in good standing on all such modules and/or products.
2. To remain in good standing, Client must pay the cost of the Annual Maintenance Agreement within thirty (30) days of the Maintenance Anniversary Date (and by that month/day each year thereafter.)
3. While the Annual Maintenance Agreement is maintained in good standing, PTS will provide Client with the following services:
 - a. **Unlimited priority telephone technical support:** PTS provides 24/7 telephone technical support. PTS technicians will make every effort to respond within 2 hours of a Client call. Clients experiencing a system down condition will receive priority attention;
 - b. **Log Me In Rescue remote support:** To utilize remote support, Client must have broadband internet and the ability to connect via Log Me In Rescue. PTS provides Log Me In Rescue at no cost to Client. Log Me In Rescue can be used for web based remote support for questions and technical issues, as well as first call questions for hardware and operating systems.
 - c. **Module updates/upgrades:** Client receives all software module updates/upgrades at no additional software cost.
4. Client acknowledges that the following services are **not** included in the Annual Maintenance Agreement and are subject to separate billing when utilized by Client:
 - a. Services that require on-site trainers, programmers, or technicians;
 - b. Third party costs of software licenses and/or upgrades for products not developed by PTS, including, but not limited to, Windows licensed products, such as SQL;
 - c. Hardware purchased through PTS is supported by the hardware manufacturer's original warranty;
 - d. PTS no longer supports Windows 98, Windows 2000, Microsoft SQL Server 2000, or any product that is not supported by the original manufacturer.



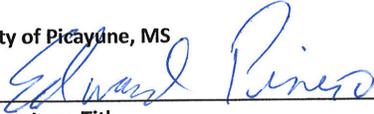
ANNUAL MAINTENANCE AGREEMENT

5. The Parties agree that, if the Annual Maintenance Agreement is not kept in good standing by Client, PTS may suspend client support and/or module update/upgrades until all past due amounts are satisfied and good standing status resumed.
6. In the event Client elects to cancel the Annual Maintenance Agreement, Client shall notify PTS, in writing, within thirty days of the Annual Maintenance Date. Client acknowledges that sums paid under the Annual Maintenance Agreement are not subject to refund in the event of cancellation.
7. Client acknowledges that the maintenance price listed above of **\$6,100.00** is subject to change by PTS as detailed herein.
8. The cost of the Annual Maintenance Agreement may change with the addition of modules and/or other products. When additional modules and/or other products are purchased, any cost change to Annual Maintenance Agreement will be documented in a Contract Amendment signed by the Parties. Any such cost modification documented in a mutually executed Contract Amendment shall be considered part of this Annual Maintenance Agreement as if copied herein *in extenso*.
9. The cost of the Annual Maintenance Agreement may also change due to pricing changes of software modules and/or other products, as well as with reference to the Consumer Price Index (CPI.)
10. PTS reserves the right to change the cost calculation percentage associated with the Annual Maintenance Agreement. In the event of a cost change in the Annual Maintenance Agreement not incurred by Contract Amendment, PTS will provide Client's Notice Designate with written notice of such cost change at least 60 days prior to implementation of such cost change.

PTS Solutions, Inc.

City of Picayune, MS

Dave Fuqua, President



Signature, Title

Print Name

Print Name

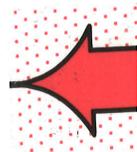
Date

Date

Return Information:

Please mail signed agreement to:

PTS Solutions, Inc.
PO Box 469
Harrisonburg, LA 71340





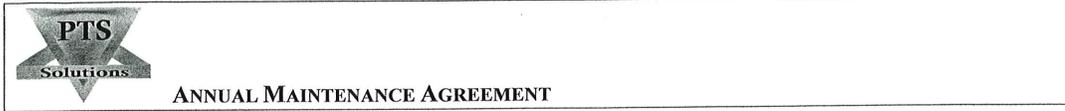
ANNUAL MAINTENANCE AGREEMENT

The parties to this Annual Maintenance Agreement are PTS Solutions, Inc. ("PTS"), PO Box 469, Harrisonburg, LA 71340 and **City of Picayune** ("Client"), 203 Goodyear Blvd, Picayune, MS 39466. The terms and conditions of this Annual Maintenance Agreement are effective as of the **1st of October, 2015** ("Maintenance Anniversary Date") and the Annual Maintenance Agreement automatically renews on that day each year thereafter, unless canceled as provided herein.

Client's maintenance cost, on a per year basis, is **\$6,100.00** per year, covering **SQL, Jail, Records, Mugshot, Mapping, E911 Interface, and Syscon Court Interface Software**. Client understands that adding additional licenses for the listed modules and/or adding separate modules not listed will increase the maintenance cost, as provided herein.

General Terms and Conditions

1. Client agrees that, while it uses PTS modules and/or products, it will maintain the Annual Maintenance Agreement in good standing on all such modules and/or products.
2. To remain in good standing, Client must pay the cost of the Annual Maintenance Agreement within thirty (30) days of the Maintenance Anniversary Date (and by that month/day each year thereafter.)
3. While the Annual Maintenance Agreement is maintained in good standing, PTS will provide Client with the following services:
 - a. **Unlimited priority telephone technical support:** PTS provides 24/7 telephone technical support. PTS technicians will make every effort to respond within 2 hours of a Client call. Clients experiencing a system down condition will receive priority attention;
 - b. **Log Me In Rescue remote support:** To utilize remote support, Client must have broadband internet and the ability to connect via Log Me In Rescue. PTS provides Log Me In Rescue at no cost to Client. Log Me In Rescue can be used for web based remote support for questions and technical issues, as well as first call questions for hardware and operating systems.
 - c. **Module updates/upgrades:** Client receives all software module updates/upgrades at no additional software cost.
4. Client acknowledges that the following services are **not** included in the Annual Maintenance Agreement and are subject to separate billing when utilized by Client:
 - a. Services that require on-site trainers, programmers, or technicians;
 - b. Third party costs of software licenses and/or upgrades for products not developed by PTS, including, but not limited to, Windows licensed products, such as SQL;
 - c. Hardware purchased through PTS is supported by the hardware manufacturer's original warranty;
 - d. PTS no longer supports Windows 98, Windows 2000, Microsoft SQL Server 2000, or any product that is not supported by the original manufacturer.



5. The Parties agree that, if the Annual Maintenance Agreement is not kept in good standing by Client, PTS may suspend client support and/or module update/upgrades until all past due amounts are satisfied and good standing status resumed.
6. In the event Client elects to cancel the Annual Maintenance Agreement, Client shall notify PTS, in writing, within thirty days of the Annual Maintenance Date. Client acknowledges that sums paid under the Annual Maintenance Agreement are not subject to refund in the event of cancellation.
7. Client acknowledges that the maintenance price listed above of **\$6,100.00** is subject to change by PTS as detailed herein.
8. The cost of the Annual Maintenance Agreement may change with the addition of modules and/or other products. When additional modules and/or other products are purchased, any cost change to Annual Maintenance Agreement will be documented in a Contract Amendment signed by the Parties. Any such cost modification documented in a mutually executed Contract Amendment shall be considered part of this Annual Maintenance Agreement as if copied herein *in extenso*.
9. The cost of the Annual Maintenance Agreement may also change due to pricing changes of software modules and/or other products, as well as with reference to the Consumer Price Index (CPI.)
10. PTS reserves the right to change the cost calculation percentage associated with the Annual Maintenance Agreement. In the event of a cost change in the Annual Maintenance Agreement not incurred by Contract Amendment, PTS will provide Client's Notice Designate with written notice of such cost change at least 60 days prior to implementation of such cost change.

PTS Solutions, Inc.

Dave Fuqua, President

Print Name

Date

City of Picayune, MS

Edward Pines

Signature, Title

Print Name

Date



Return Information:

Please mail signed agreement to:
PTS Solutions, Inc.
PO Box 469
Harrisonburg, LA 71340

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

APPROVE OUT OF STATE TRAVEL FOR POLICE DEPARTMENT

Motion was made by Council Member Breland, seconded by Council Member Gouguet to approve out of state travel for Ptl. B. Penton, Ptl. D. Moeller, and Ptl. L. Hopkins to attend a Field Training Officer Certification Class on October 7-9, 2015 at the St. Tammany Parish Sheriff's Office Training Academy in Pearl River, LA at no cost to the City.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

APPROVE U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE, BULLETPROOF VEST PARTNERSHIP

Motion was made by Council Member Valente, seconded by Council Member Bumpers to approve the U.S. Department of Justice, Bureau of Justice Assistance, Bulletproof Vest Partnership and authorize Mayor to sign all related documents.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

APPROVE OUT OF STATE TRAVEL FOR POLICE DEPARTMENT

Motion was made by Council Member Valente, seconded by Council Member Bumpers to approve out of state travel for Detective Ray Rickoll to attend a First Line Supervision Seminar on October 20-22, 2015 in Gonzales, LA.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

AUTHORIZE SURPLUS OF FOUND PROPERTY FROM THE POLICE DEPARTMENT

Motion was made by Council Member Breland, seconded by Council Member Gouguet to authorize surplus of found property that has met the state law requirements of 120 days: (1) bad boy camouflage buggy, (1) cub cadet zero turn lawn mower, (1) trolling motor, (1) generator and miscellaneous hand tools.

CITY OF PICAYUNE

POLICE DEPARTMENT

AUTHORIZATION TO SURPLUS

COMPLETE IN DUPLICATE

PROPERTY IDENTIFICATION NUMBER (SERIAL #): 1E027G20206

DESCRIPTION: 01- CUB CADET ,LAWN MOWER ,0 TURN , YELLOW.

RESPONSIBLE PARTY: PICAYUNE POLICE DEPARTMENT

CURRENT LOCATION OF PROPERTY. PICAYUNE POLICE DEPARTMENT SEIZURE YARD

LOCATION AFTER SURPLUS AUTHORIZATION: PICAYUNE POLICE DEPARTMENT

RECOMMENDED DISPOSITION OF PROPERTY:

- DISCARD, JUNK
- SELL AS SCRAP
- SELL AS USABLE EQUIPMENT OR PARTS
- TRADE - IN ON PURCHASE OF NEW EQUIPMENT

REASON FOR SURPLUS OF PROPERTY: THE ABOVE LISTED PROPERTY WAS LISTED AS FOUND PROPERTY ON 09-29-2014. MISSISSIPPI STATE LAW REQUIRES 120 DAYS UNTIL PROPERTY CAN BE AWARDED TO THE FOUNDING AGENCY. AFTER TIME LIMIT EXPIRED AND UNABLE TO IDENTIFY OR LOCATE OWNERS BY N.C.I.C. OR ANY OTHER MEANS. IT WAS AWARDED BY THE MUNICIPAL JUDGE GERALD CRUTHIRDS TO THIS AGENCY.

REQUEST:

APPROVED DISAPPROVED

SIGNATURE OF BUREAU COMMANDER

DATE OF REQUEST

APPROVED DISAPPROVED



SIGNATURE OF DEPARTMENT CHIEF

09-21-15

DATE OF REQUEST

IF TRANSFERRED TO ANOTHER CITY DEPARTMENT, ENTER DATE TRANSFERRED _____

RECEIVED BY DEPARTMENT:

SIGNATURE OF DEPARTMENT SUPERVISOR

APPROVED DISAPPROVED

SIGNATURE OF CITY MANAGER

DATE OF SIGNATURE

66

CITY OF PICAYUNE

POLICE DEPARTMENT

AUTHORIZATION TO SURPLUS

COMPLETE IN DUPLICATE

PROPERTY IDENTIFICATION NUMBER (SERIAL #): 08082901

DESCRIPTION: 01- CAMOUFLAGE BAD BOY BUGGY

RESPONSIBLE PARTY: PICAYUNE POLICE DEPARTMENT

CURRENT LOCATION OF PROPERTY. PICAYUNE POLICE DEPARTMENT SEIZURE YARD

LOCATION AFTER SURPLUS AUTHORIZATION: PICAYUNE POLICE DEPARTMENT

RECOMMENDED DISPOSITION OF PROPERTY:

- DISCARD, JUNK
- SELL AS SCRAP
- SELL AS USABLE EQUIPMENT OR PARTS
- TRADE - IN ON PURCHASE OF NEW EQUIPMENT

REASON FOR SURPLUS OF PROPERTY: THE ABOVE LISTED PROPERTY WAS LISTED AS FOUND PROPERTY ON 09-29-2014. MISSISSIPPI STATE LAW REQUIRES 120 DAYS UNTIL PROPERTY CAN BE AWARDED TO THE FOUNDING AGENCY. AFTER TIME LIMIT EXPIRED AND UNABLE TO IDENTIFY OR LOCATE OWNERS BY N.C.I.C. OR ANY OTHER MEANS. IT WAS AWARDED BY THE MUNICIPAL JUDGE GERALD CRUTHIRDS TO THIS AGENCY.

REQUEST:

APPROVED DISAPPROVED

SIGNATURE OF BUREAU COMMANDER

DATE OF REQUEST

APPROVED DISAPPROVED



09-21-15
DATE OF REQUEST

SIGNATURE OF DEPARTMENT CHIEF

IF TRANSFERRED TO ANOTHER CITY DEPARTMENT, ENTER DATE TRANSFERRED _____

RECEIVED BY DEPARTMENT:

SIGNATURE OF DEPARTMENT SUPERVISOR

APPROVED DISAPPROVED

SIGNATURE OF CITY MANAGER

DATE OF SIGNATURE

67

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

MOTION TO RECESS

Motion was made by Council Member Breland, seconded by Council Member Valente to recess until Tuesday, October 20, 2015 at 5:00 P.M.

The following roll call was made:

VOTING YEA: Mayor Ed Pinero, Council Members Valente, Bumpers, Stevens, Breland and Gouguet

VOTING NAY: None

ABSENT AND NOT VOTING: None

ABSTAINING AND NOT VOTING: None

The motion was declared carried.

Ed Pinero, Mayor

ATTEST:

Amber Hinton, City Clerk