

City of Hattiesburg, MS

*200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401*



Meeting Agenda

Monday, September 15, 2014

4:00 PM

Council Chambers

City Council - Agenda Review

1. Agenda Review

City of Hattiesburg, MS

*200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401*



Meeting Agenda

Monday, September 15, 2014

4:00 PM

Council Chambers

City Council - Amendments to the Agenda

Add Policy Agenda Items V.-29 and V.-30 at the request of the Administration as follows:

- V.-29** 2014-199 Adopt Resolution levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said City for the fiscal year beginning October 1, 2014, and ending September 30, 2015, and authorize publication of same.

Attachments: Resolution tax levy FY 15
executed Resolution tax levy FY 15 RES#2014-178

- V.-30** 2014-1396 Adopt a Resolution authorizing the application, acceptance and execution of a grant agreement with the Economic Development Administration for the Comprehensive Water and Sewer Investment Project - Water Line Extension on Old Hwy 98 East and W. L. Runnels Industrial Drive.

Attachments: Hattiesburg EDA Resolution
executed Hattiesburg EDA Resolution RES#2014-179

And, Amend Routine Agenda Item VI.-7 at the request of the Council to read as follows:

- 2014-1391 Approve Request for Proposals for furnishing contract audit services for the preparation and audit of the City of Hattiesburg's comprehensive annual financial report and for the general purpose financial statement of the Combined Water and Sewer System for the Fiscal Year ending September 30, 2014.

Attachments: RFP-Audit for the COH and for COH Combined Water and Sewer System for F



City of Hattiesburg, MS

200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401

Master

File Number: 2014-199

File ID: 2014-199

Type: Resolution

Status: Passed

Version: 1

Reference:

In Control: City Council

File Created: 09/02/2014

Brief Title: Tax Levy Resolution Fy 2015

Final Action: 09/16/2014

Minute Book Number: MB2014-281-282

Title: Adopt Resolution levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said City for the fiscal year beginning October 1, 2014, and ending September 30, 2015, and authorize publication of same.

Notes:

Sponsors:

Enactment Date:

Attachments: Resolution tax levy FY 15, executed Resolution tax levy FY 15 RES#2014-178

Enactment Number:

Contact:

Meeting Date: 09/16/2014

Drafter: Sharon Waits

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council - Amendments to the Agenda	09/15/2014					
1	City Council	09/16/2014	Adopt				Pass
Action Text: A MOTION was made by Council Member Carroll and seconded by Council Member Naylor to Adopt Resolution levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said City for the fiscal year beginning October 1, 2014, and ending September 30, 2015, and authorize publication of same.							
Council member Dryden asked if this [resolution] keeps [ad valorem taxes] the same; Council President Bradley replied in the affirmative.							
Following discussion, the Motion received the affirmative vote of the Council as follows:							
Yeas: 5 - Bradley, Delgado, Carroll, Dryden and Naylor							
Nays: 0							

Yea: 5 Council Member Bradley
Council Member Delgado
Council Member Carroll
Council Member Dryden
Council Member Naylor

TEL-No Vote: 0

Text of Legislative File 2014-199

Title

Adopt Resolution levying ad valorem taxes on all of the taxable property within the City of Hattiesburg, Mississippi, for the purpose of raising revenue for said City for the fiscal year beginning October 1, 2014, and ending September 30, 2015, and authorize publication of same.

Summary

Budget Information

Expenditure Type

Purchasing Item

Publication Information

Publish one time in Hattiesburg American within 10 days of adoption (no later than September 12, 2014)

**A RESOLUTION LEVYING AD VALOREM TAXES ON
ALL OF THE TAXABLE PROPERTY WITHIN THE
CITY OF HATTIESBURG, MISSISSIPPI, FOR THE PURPOSE
OF RAISING REVENUE FOR SAID CITY FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015**

WHEREAS, the governing authorities of the City of Hattiesburg, Mississippi, are required by Section 21-33-45 of the Mississippi Code of 1972 at a meeting held on September 16, 2014 to levy the municipal ad valorem taxes for the fiscal year next succeeding, and are required to fix this rate or levy for the municipality and the municipal separate school district and to express the rates or levies therefore in mills or a decimal fraction of a mill; and

WHEREAS, the governing authorities have fully, carefully and maturely considered the requirements of the various funds of the City of Hattiesburg and of Hattiesburg Municipal Separate School District; and

WHEREAS, the Council does now find, determine and adjudge that the tax rates or levies appearing hereinafter for the said City of Hattiesburg, in order to raise funds required to meet the expenses of said City of Hattiesburg and for municipal purposes and the expense of said school district:

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE COUNCIL OF THE CITY OF HATTIESBURG, MISSISSIPPI, that the following ad valorem tax rates or levies be and the same are hereby fixed, imposed and levied for the current fiscal year 2014-2015 of said City upon said assessed value of all of the taxable property in the City of Hattiesburg, Forrest and/or Lamar Counties, Mississippi, and in said municipal separate school district, as said property is now assessed and listed, and as it may be hereafter assessed and listed upon the assessment rolls of said City of Hattiesburg, as of January 1, 2014, and the said rates or levies expressed in mills or a decimal fraction of a mill and determining the ad valorem taxes to be collected upon each dollar of valuation upon the assessment rolls of the City of Hattiesburg, Mississippi, and upon each dollar or valuation for the municipal separate school district as shown upon the assessment rolls of said City, being fixed, imposed levied as follows, to wit:

TAX LEVY FOR FISCAL YEAR 2014-2015
CITY OF HATTIESBURG

For General Revenue Purposes and General Improvements: General Fund Section 27-39-307, Code of 1972	32.10 Mills
For Parks and Recreation Purposes: Parks and Recreation Fund Section 21-37-43, Code of 1972	2.00 Mills
For Library Purposes: Library Fund Section 39-3-7, Code of 1972	1.95 Mills
For Municipal Bonds and Interest: For General Municipal Bonds and Interest Section 21-33-87, Code of 1972	7.00 Mills
For Disability and Relief: For Police and Firemen's Disability And Relief Section 21-29-117, Code of 1972	3.87 Mills
For Hattiesburg Mass Transit System SB No. 2841-MS Legislative Session Of 1975	0.50 Mills
TOTAL EXCLUSIVE OF SCHOOLS	<u>47.42 Mills</u>
For School Purposes and Maintenance of Schools: District Maintenance	56.54 Mills
For School Bonds and Interest: For Municipal Separate School District Bonds and Interest Thereon Section 37-59-23 and Section 37-59-107, Code of 1972	8.03 Mills
For School Shortfall Notes: Section 37-57-108	.32 Mills
TOTAL LEVY FOR SCHOOL PURPOSES	<u>64.89 Mills</u>
TOTAL LEVY FOR ALL PURPOSES UPON EACH DOLLAR ASSESSED VALUATION	<u><u>112.31 Mills</u></u>

The above and foregoing Resolution, after having been first reduced to writing, was introduced by Councilperson _____, seconded by Councilperson _____, and was adopted by the following vote, to-wit:

YEAS:

NAYS:

The President thereby declared the motion carried and the Resolution adopted, this the 16th day of September, 2014.

(S E A L)

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

The above and foregoing Resolution having been submitted to and approved by the Mayor, this the 16th day of September, 2014.

ATTEST:

APPROVED:

CITY CLERK

MAYOR

**A RESOLUTION LEVYING AD VALOREM TAXES ON
ALL OF THE TAXABLE PROPERTY WITHIN THE
CITY OF HATTIESBURG, MISSISSIPPI, FOR THE PURPOSE
OF RAISING REVENUE FOR SAID CITY FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015**

WHEREAS, the governing authorities of the City of Hattiesburg, Mississippi, are required by Section 21-33-45 of the Mississippi Code of 1972 at a meeting held on September 2, 2014 to levy the municipal ad valorem taxes for the fiscal year next succeeding, and are required to fix this rate or levy for the municipality and the municipal separate school district and to express the rates or levies therefore in mills or a decimal fraction of a mill; and

WHEREAS, the governing authorities have fully, carefully and maturely considered the requirements of the various funds of the City of Hattiesburg and of Hattiesburg Municipal Separate School District; and

WHEREAS, the Council does now find, determine and adjudge that the tax rates or levies appearing hereinafter for the said City of Hattiesburg, in order to raise funds required to meet the expenses of said City of Hattiesburg and for municipal purposes and the expense of said school district:

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE COUNCIL OF THE CITY OF HATTIESBURG, MISSISSIPPI, that the following ad valorem tax rates or levies be and the same are hereby fixed, imposed and levied for the current fiscal year 2014-2015 of said City upon said assessed value of all of the taxable property in the City of Hattiesburg, Forrest and/or Lamar Counties, Mississippi, and in said municipal separate school district, as said property is now assessed and listed, and as it may be hereafter assessed and listed upon the assessment rolls of said City of Hattiesburg, as of January 1, 2014, and the said rates or levies expressed in mills or a decimal fraction of a mill and determining the ad valorem taxes to be collected upon each dollar of valuation upon the assessment rolls of the City of Hattiesburg, Mississippi, and upon each dollar or valuation for the municipal separate school district as shown upon the assessment rolls of said City, being fixed, imposed levied as follows, to wit:

TAX LEVY FOR FISCAL YEAR 2014-2015
CITY OF HATTIESBURG

For General Revenue Purposes and General Improvements: General Fund Section 27-39-307, Code of 1972	32.10 Mills
For Parks and Recreation Purposes: Parks and Recreation Fund Section 21-37-43, Code of 1972	2.00 Mills
For Library Purposes: Library Fund Section 39-3-7, Code of 1972	1.95 Mills
For Municipal Bonds and Interest: For General Municipal Bonds and Interest Section 21-33-87, Code of 1972	7.00 Mills
For Disability and Relief: For Police and Firemen's Disability And Relief Section 21-29-117, Code of 1972	3.87 Mills
For Hattiesburg Mass Transit System SB No. 2841-MS Legislative Session Of 1975	0.50 Mills
TOTAL EXCLUSIVE OF SCHOOLS	<u>47.42 Mills</u>
For School Purposes and Maintenance of Schools: District Maintenance	56.54 Mills
For School Bonds and Interest: For Municipal Separate School District Bonds and Interest Thereon Section 37-59-23 and Section 37-59-107, Code of 1972	8.03 Mills
For School Shortfall Notes: Section 37-57-108	.32 Mills
TOTAL LEVY FOR SCHOOL PURPOSES	<u>64.89 Mills</u>
TOTAL LEVY FOR ALL PURPOSES UPON EACH DOLLAR ASSESSED VALUATION	<u><u>112.31 Mills</u></u>

The above and foregoing Resolution, after having been first reduced to writing, was introduced by Councilperson Carrol seconded by Councilperson Naylor, and was adopted by the following vote, to-wit:

YEAS: Bradley
Délgado
Carroll
Dryden
Naylor

NAYS: None

The President thereby declared the motion carried and the Resolution adopted, this the 2nd day of September, 2014.

(S E A L)

ATTEST:

Diana K Bernardo
CLERK OF COUNCIL

ADOPTED:

[Signature]
PRESIDENT

The above and foregoing Resolution having been submitted to and approved by the Mayor, this the 2nd day of September, 2014.

ATTEST:

Sharon Waters D.C.
CITY CLERK

APPROVED:

[Signature]
MAYOR



City of Hattiesburg, MS

200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401

Master

File Number: 2014-1396

File ID: 2014-1396

Type: Resolution

Status: Passed

Version: 1

Reference:

In Control: City Council

File Created: 09/15/2014

Brief Title: EDA Grant Resolution

Final Action: 09/16/2014

Minute Book Number: MB2014-282

Title:

Adopt a Resolution authorizing the application, acceptance and execution of a grant agreement with the Economic Development Administration for the Comprehensive Water and Sewer Investment Project - Water Line Extension on Old Hwy 98 East and W. L. Runnels Industrial Drive.

Notes: City Match of 50% in the amount of \$354,625 will be paid from ComSwip Bond funds.

Sponsors:

Enactment Date:

Attachments: Hattiesburg EDA Resolution, executed Hattiesburg EDA Resolution RES#2014-179

Enactment Number:

Contact:

Meeting Date: 09/16/2014

Drafter: Sharon Waits

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council - Amendments to the Agenda	09/15/2014					
1	City Council	09/16/2014	Adopt				Pass
Action Text: A MOTION was made by Council Member Delgado and seconded by Council Member Naylor to Adopt a Resolution authorizing the application, acceptance and execution of a grant agreement with the Economic Development Administration for the Comprehensive Water and Sewer Investment Project - Water Line Extension on Old Hwy 98 East and W. L. Runnels Industrial Drive.							
There being no discussion, the Motion received the affirmative vote of the Council as follows:							
Yeas: 5 - Bradley, Delgado, Carroll, Dryden and Naylor							
Nays: 0							

Yea: 5 Council Member Bradley
Council Member Delgado
Council Member Carroll
Council Member Dryden
Council Member Naylor

TEL-No Vote: 0

Text of Legislative File 2014-1396

Title

Adopt a Resolution authorizing the application, acceptance and execution of a grant agreement with the Economic Development Administration for the Comprehensive Water and Sewer Investment Project - Water Line Extension on Old Hwy 98 East and W. L. Runnels Industrial Drive.

Summary

EDA Grant Resolution

Budget Information

Expenditure Type

Purchasing Item

Publication Information

City of Hattiesburg, MS

Wherefore, The City of Hattiesburg will commit \$354,625 or 50% in matching dollars to the final project cost;

The above and foregoing Resolution, after having been first reduced to writing, was introduced by Councilperson _____, seconded by Councilperson _____, and was adopted by the following vote, to-wit:

ABSENT:

(SEAL)

ADOPTED:

PRESIDENT

APPROVED:

MAYOR

RESOLUTION

City of Hattiesburg, MS

Wherefore, The City of Hattiesburg authorizes the application, acceptance, and execution of a grant agreement with the Economic Development Administration (EDA) for the Comprehensive Water and Sewer Investment Project/Water Line Extension on Old 98 East and W. L. Runnels Industrial Drive; and

Wherefore, The City of Hattiesburg will commit \$354,625 or 50% in matching dollars to the final project cost;

NOW, THEREFORE, BE IT RESOLVED that the Mayor of the City of Hattiesburg is authorized to execute said award agreement with EDA.

The above and foregoing Resolution, after having been first reduced to writing, was introduced by Councilperson DeLgado, seconded by Councilperson NayLor and was adopted by the following vote, to-wit:

YEAS:	Bradley	NAYS:	None	ABSENT:
	DeLgado			
	Carroll			
	Dryden			
	NayLor			

The President thereby declared the motion carried and the Resolution adopted, this the 16th day of September, 2014.

(SEAL)

ATTEST:

Debra K. Bernardo

CLERK OF COUNCIL

ADOPTED:

[Signature]
PRESIDENT

The above and foregoing Resolution having been submitted to and approved by the Mayor, this the 16th day of September, 2014.

ATTEST:

Sharon White, LLC

CITY CLERK

APPROVED:

[Signature]
MAYOR



City of Hattiesburg, MS

200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401

Master

File Number: 2014-1391

File ID: 2014-1391

Type: Regular Agenda Item

Status: Agenda Ready

Version: 1

Reference:

In Control: City Council

File Created: 09/10/2014

Brief Title: RFP-audit services

Final Action:

Minute Book Number: MB2014-283

Title:

Approve Request for Proposals for furnishing contract audit services for the preparation and audit of the City of Hattiesburg's comprehensive annual financial report and for the general purpose financial statement of the Combined Water and Sewer System for the Fiscal Year ending September 30, 2014.

Notes:

Sponsors:

Enactment Date:

Attachments: RFP-Audit for the COH and for COH Combined Water and Sewer System for FY ending September 30, 2014

Enactment Number:

Contact:

Meeting Date: 09/16/2014

Drafter: Debbie Bernardo

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council - Amendments to the Agenda	09/15/2014					
1	City Council	09/16/2014					

Text of Legislative File 2014-1391

Title

Approve Request for Proposals for furnishing contract audit services for the preparation and audit of the City of Hattiesburg's comprehensive annual financial report and for the general purpose financial statement of the Combined Water and Sewer System for the Fiscal Year ending September 30, 2014.

Summary

RFP-audit services

Budget Information

Expenditure Type

Purchasing Item

Publication Information

REQUEST FOR PROPOSALS

The City Council of the City of Hattiesburg is seeking proposals for furnishing contract audit services for the preparation and audit of the City of Hattiesburg's comprehensive annual financial report and for the general purpose financial statement of the Combined Water and Sewer System for the Fiscal Year ending September 30, 2014. This is to be a full scope audit in accordance with Generally Accepted Accounting Principles (GAAP) as prescribed by the Governmental Accounting Standards Board.

Services are to be performed in accordance with the following:

- 1. Generally accepted auditing standards established by the American Institute of Certified Public Accountants.**
- 2. The Government Auditing Standards, issued by the Comptroller General of the United States, and the Office of Management and Budget Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations," and GASB Statement Number 34-Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments.**
- 3. The audit program prescribed by the State Auditor's office, copies of which are available through the State Auditor's office.**
- 4. Section 21-8-13 of the Mississippi Code of 1972, annotated and amended.**

Five signed copies of your proposal should be submitted in the following format:

- 1. Information as to your firm's background and experience in auditing programs financed by state, local and county governments, nonprofit organizations and commercial entities.**
- 2. Profile of the firm, including location of office(s), number of partners, managers, supervisors, seniors and other professional staff.**
- 3. An itemization of the audit services to be performed by your firm.**
- 4. Résumés indicating qualifications of the staff member(s) to be assigned to perform the audit services. Minimum information for each should include position in the firm, total years and types of experience, a description of the audit team composition, and the contemplated overall supervision of the audit services.**
- 5. Estimates of the starting dates, completion dates, and total number of working days needed to complete the variously selected audit services.**
- 6. A statement of your firm's understanding of the work to be performed, including your firm's planned approach and the methods that will be used to complete the audit services.**
- 7. The name of the person who will serve as your firm's contact with the City of Hattiesburg. Please include also the contact's mailing address, email address and phone number.**

Evaluation of each proposal will be based on the following criteria:

- 1. Prior auditing experience**
 - a. Audits of state, county or local governments**
 - b. Audits of nonprofit organizations**
 - c. Audits of commercial entities**
- 2. Organization and location of your firm**
 - a. Size and structure (with relation to the delivery date and audit services to be performed)**
 - b. Location (in relation to City of Hattiesburg)**
- 3. Qualifications of staff to be assigned to the audit, based on résumés submitted; factors to be considered include education, position in firm, and years and types of experience.**
- 4. The firm's understanding of audit services to be performed**
 - a. Overall approach to the audit services, methods to be used to achieve adequate audit coverage, and ability to maintain continuity of the project**
 - b. Realistic time estimates of the audit work**
- 5. Price per audit**

PROPOSALS MUST BE SUBMITTED BY OCTOBER 24, 2014

DELIVER TO: Hattiesburg City Council
City Hall
200 Forrest Street
Hattiesburg, MS 39401

MAIL TO: Hattiesburg City Council
P.O. Box 1898
Hattiesburg, MS 39403-1898

City of Hattiesburg, MS

*200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401*



Meeting Agenda

Monday, September 15, 2014

4:00 PM

Council Chambers

City Council - Work Session

1. USM Symphony Orchestra - Bradley
2. Cintas, State Contract Uniforms - Bradley
3. Southern Pines Animal Shelter - Bradley
4. Employee Raises - Delgado
6. Citizens Forum - Delgado and Naylor
5. Carpenters Helper - Dryden