



**Monday, August 4, 2025
4:00 PM**

**City Council
Monday Meeting Agenda**

**Council Chambers
200 Forrest Street**

Call to Order

Agenda Adjustments - Add Routine Item #7 at the request of the Administration.

- R-7. 2025-646** Approve and Authorize advertising for Request for Proposals for Engineering Services.

Agenda Review

Citizens' Forum

Budget Presentations

- Police Department
- Fire Department
- Water & Sewer Department

Work Session

- Contractors Board Ordinance, presented by Administration.

Meeting Recess



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Kermas Eaton, City Clerk
cc: Marybeth Bergin, Director of Transportation and Engineering
Date: Monday, August 4, 2025
Re: Approve and Authorize advertising for Request for Proposals for Engineering Services.
File Number: 2025-646
Minute Book #

Summary

Approve and Authorize advertisement for Request for Proposals for Engineering Services.

Recommendation Statement

I recommend approval of this item.

Please place this on the August 4, 2025 City Council meeting for consideration.

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

The City of Hattiesburg, Mississippi, requests proposals from qualified firms or individuals to provide engineering services for work related to sewer improvements through the Mississippi Department of Environmental Quality-Revolving Loan Fund Program. Qualified firms or individuals are invited to submit a proposal, in accordance with this request, to the City of Hattiesburg; Attn: Kermas Eaton, City Clerk; P.O. Box 1898; Hattiesburg, MS 39401 or by hand-delivery to Hattiesburg City Hall at 200 Forrest Street, Hattiesburg, MS, 39401, no later than 10:00 A.M., on Thursday, August 28, 2025.

The Engineer will be responsible for performing all engineering services through project closeout in accordance with federal, state and local law, regulations and policies. The scope of work includes but is not limited to the following: 1) prepare preliminary engineering report and cost estimates for proposed applications, 2) prepare plans and specifications, 3) distribute bid documents, 4) assist in bid opening and prepare bid tabulation, 5) assist in the execution of construction contracts, 6) hold pre-construction conference, and 7) perform construction inspection including periodic reports to the City, approve all payment requests, and assist with filing reimbursement requests to the state.

The City of Hattiesburg is an Equal Opportunity Employer. The City encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals. The City also encourages Section 3 eligible businesses to submit proposals.

All proposals must be submitted in a sealed envelope and marked with the following language:

"Proposal for Engineering Services." Proposals will be evaluated on the following factors:

Qualifications (40 points), Experience (40 points), and Capacity for Performance (20 points). To be evaluated properly, the following must be addressed in detail: Qualifications - List of qualifications of persons to be assigned to project, Experience - Information regarding the firm's experience and the projects previously undertaken, Capacity for Performance - Identify the number and title of staff assigned to provide services.

The City will designate a selection committee to evaluate each proposal. The selection committee may hold proposals for a period of up to thirty (30) days for the purpose of reviewing and investigating the proposals' content. The City reserves the right to reject any and/or all proposals.

Subject to required conditions, the City will award a contract with the qualified firm or individual whose proposal has the highest number of cumulative points and determined to be the most advantageous to the City, price and other factors considered. The contract will include scope and extent of work and other essential requirements. An individual contract will be executed for each project awarded, and the contract will be on a fixed price basis. The City has the authority to terminate the selection at any time.

(Please publish in the LEGAL section of the newspaper on – August 7, 2025 and August 14, 2025.)



HATTIESBURG POLICE DEPARTMENT

Fiscal Year 2026 Budget Presentation

Chief Hardy Sims

HATTIESBURG POLICE DEPT. – FY 2026 BUDGET REQUEST

Dear Mayor Barker and City Council Members,

I am pleased to present the proposed budget for the upcoming fiscal year, which reflects our commitment to serving our community in the most responsible, effective, and efficient manner possible.

The budget was developed through a collaborative process involving city departments, outside law enforcement agencies and professionals, community leaders and residents, ensuring it addresses the needs and priorities of the City of Hattiesburg.

Our goals for 2026:

- Explore and implement technological improvements
- Increase overall manpower numbers
- Add an officer to our homeless prevention team
- Establish new youth prevention programs to deter youth violence
- Continue to develop stronger relationships with community stakeholders

Key accomplishments from 2024-2025:

- Received re-accreditation from both National and State Associations
- Received a 19-month extension from the DOJ COPS program that pays the salary of three officers.
- Started the implementation of the Drone as First Responder program.
- Equipped all officers with new Body Worn Cameras
- Purchased new state-of-the-art Tasers
- Increased the number of NOLA Cameras to 85

The proposed budget is the result of extensive analysis and consideration of our city's long-term goals and current financial realities. I am confident that it provides a strong foundation for continued growth and prosperity.

I look forward to discussing this proposed budget in greater detail and working with the City Council to finalize a financial plan that best serves our community. Thank you for your dedication and service to our city.

Sincerely,



Chief Hardy Sims
Hattiesburg Police Department

HATTIESBURG POLICE DEPT. – FY 2026 BUDGET REQUEST

MANPOWER (RECRUITMENT AND RETENTION)

ITEMS	2024 BUDGET REQUEST
Sworn Officers Raises	\$55,000 starting pay
Non-Sworn Raises	\$17 per hour starting pay

ITEM #1 – Sworn Officers' Raises

I am requesting an increase in the starting salaries for our sworn officers to \$55,000 a year. This change will help us remain competitive and retain qualified officers. Other departments are enticing our top officers with higher salaries and lighter workloads. We must surpass these offers to keep our officers and attract new recruits.

ITEM #2 – Non-Sworn Raises

I am requesting a raise for all my non-sworn personnel. The work they do is essential to the overall operation of our department. We are losing talented employees to other departments and outside agencies. I believe it is crucial to reward our non-sworn employees just as we do our sworn officers. I ask that starting salaries be raised to at least \$17 an hour, with a dollar increase for those already earning above that threshold.

VEHICLES

ITEMS	QTY	PRICE PER	TOTAL COST
DODGE DURANGO (<i>Marked; w/ equipment</i>)	10	\$76,644.52	\$766,445.20
Detective Vehicles (<i>Unmarked</i>)	5	\$48,993	\$244,965
K-9 Ford Interceptor (w/ kennel & equipment)	2	\$82,809.51	\$165,619.02
Dodge Ram 2500 ¾ ton crew-cab, 4WD pick-up truck	1	\$45,600	\$45,600
Meridian Archer Trailer Kit + 8 Meridian Archer Barriers	1	\$120,000 + \$6,513.75 (x8)	\$172,110
TOTAL:	19	----	\$1,394,739.22

ITEM #3 – Marked Patrol Dodge Durango with equipment

We currently have 74 marked patrol vehicles for 71 patrol officers. 35 of the 74 patrol vehicles have more than 100,000 miles. Some are even in the 150,000 to 200,000-mile range. 63% of our overall fleet has more than 10 years of service.

HATTIESBURG POLICE DEPT. – FY 2026 BUDGET REQUEST

ITEM #4 – Unmarked Detective Vehicles

Likewise, we currently have 12 detective vehicles, and 8 have more than 100,000 miles.

ITEM #5 – Marked K-9 Ford Interceptor with kennel and equipment

The Hattiesburg Police Department currently has six (6) Police Service Dogs and six (6) operational K-9 vehicles, of which half have over 144,000 miles on them:

The 2008 Chevrolet Tahoe has 230,000 miles; the 2014 Dodge Charger has 147,000 miles; the 2009 Ford Crown Victoria has 144,000 miles.

The overall engine hours on a K-9 vehicle can be roughly doubled compared to a patrol vehicle with similar mileage, as the vehicle cannot be turned off with the K-9 still inside. Any new vehicles would be used to replace the older vehicles as they are becoming unsafe to operate and expensive to repair.

ITEM #6 – Unmarked Dodge Ram 2500 ¾ ton crew-cab 4WD pick-up truck

We are requesting the purchase of a Dodge Ram 2500 ¾-ton crew-cab 4WD pickup truck to replace the current vehicle assigned to the department's Homeless Coordinator. The existing 2013 Dodge Ram 1500 has accumulated over 205,000 miles and is no longer a reliable or efficient vehicle for the scope and demands of this role.

The Homeless Coordinator is tasked with a wide range of responsibilities, including transporting individuals to shelters, treatment facilities, and long-term care placements—both locally and across the state—as part of the department's ongoing efforts to address homelessness. This position also plays a critical role in coordinating the cleanup of homeless encampments on city property, often requiring the transportation of heavy loads of debris, discarded personal items, and cleanup equipment.

The 4WD capability is essential for navigating off-road or undeveloped areas often associated with encampments, and the crew cab design allows for the secure and respectful transport of individuals when needed.

ITEM #7 – Meridian Archer Trailer Kit + 8 Additional Barricades

We are requesting the purchase of one (1) Meridian Archer Barricade Trailer Kit, along with eight (8) additional barricades, to improve public safety measures during large-scale city events.

The Archer Barricade system is a proven solution for high-traffic pedestrian areas, offering certified, rapidly deployable barriers capable of stopping or slowing vehicles attempting to enter restricted zones. With Hattiesburg hosting more city-sponsored events than ever, the need for a mobile, secure, and efficient barrier system is a priority.

Currently, the department has limited access to portable, crash-rated barriers, requiring significant manual labor, time, and coordination with outside agencies to secure large perimeters. The Archer Trailer Kit allows for quick deployment of barriers, making it ideal for both planned events and unanticipated emergencies requiring immediate perimeter control.

TECHNOLOGY

In today's digital age, technology plays a vital role in law enforcement. We request funding for new technological tools to communicate, gather information, and analyze data effectively.

ITEM #8 – Brinc Advanced Drone Program

Brinc responder is an advanced outdoor drone, designed for public safety overwatch operations. Equipped with a stable 4k camera and a 20x optical zoom, it provides detailed imagery from a distance. Brinc is offering the City of Hattiesburg a 5-year equipment and service plan as follows:

- Year 1...LEMUR 2 indoor tactical drone and LiveOps software...\$49,999.00
- Year 2...Responder drone, LiveOps, training, and single-site station...\$112,500.00
- Year 3...Hardware refresh of LEMUR 2 unlimited repairs and replacement...\$112,500.00
- Year 4...Upgrade Responder to Guardian and training...\$112,500.00
- Year 5...Unlimited repairs, on all three systems...\$112,500.00

FY 2026 Request: \$112,500.00

ITEM #9 – Taser 10 Weapons System (2015)

Unfortunately, as technology evolves so does the necessity to upgrade certain equipment currently utilized by our officers. Presently, the Taser X-2, our approved less-than-lethal system, is no longer offered by Axon Enterprise.

We currently have 70 X-2 tasers issued to officers, leaving many without this less-than-lethal option should it be needed, and the software for the X-2 and any future maintenance or repairs is no longer available. Subsequently, it has been determined the most fiscally sound purchase for the Department regarding a Taser would be the Taser 10 weapons system.

Axon Enterprise has provided a quote for 110 Taser 10 systems, and the payment for those items along with all peripherals, training aids, software, cartridges, and extended warranties would be made in installments over five years.

The annual payments by year are as follows:

September 2025	\$59,400.00
December 2025	\$163,524.00
December 2026	\$153,524.00
December 2027	\$153,524.00
December 2028	\$153,524.00
Total:	\$683,496.00

FY 2026 Request: \$163,524.00

HATTIESBURG POLICE DEPT. – FY 2026 BUDGET REQUEST

ITEM #10 – Training for Cellbrite, Magnet Forensics and a Forensics Workstation for Cell Phone Extractions

- a. The Workstation would allow the Detective Division to conduct extractions in-house, speeding up investigations and preventing information from being lost from the cell phone due to restraints. (\$6,899)
- b. Magnet Forensics is an operating system used to perform the extractions. The software aids by removing evidence from the device. (\$6,745)
- c. To operate the above equipment and for it to be considered admissible evidence in court, training and certifications are required. Cellbrite certification can be performed in person or virtually. Tuition costs \$4,500 per person. Request for two (2) Detectives to be certified.
($\$4,500 \times 2 = \$9,000$)

TOTAL: \$22,644

ITEM #11 – Motorola APX 6000 handheld radio

The Hattiesburg Police Department utilizes the Motorola APX6000 handheld radio for communication between officers and dispatch. These radios are essential in maintaining officer safety and maximizing effectiveness. Nearly all the radios currently being used are identified as the (AN) model radio, which reached end-of-life for support in December 2023. While these radios still function, no repairs will be supported in the future. Therefore, we request funding to purchase (20) new (BN) model radios. The department currently has 20 of these new model radios, and we plan to slowly phase the new radios in and the old ones out.

Our request is to purchase twenty (20) Motorola APX 6000 handheld radios. (Valued at \$5,152.85/each)

TOTAL: \$103,057.10

ITEM #12 – SPEX Forensics (AFIS Machine)

The current SPEX machine is over 10 years old and cannot be maintained by the company due to its age. The SPEX machine houses the “known” latent prints of offender(s) that are obtained at Forrest County Jail. For juvenile offenders, their latent prints are gathered prior to being transported to the youth detention center.

TOTAL: \$25,645

ITEM #13 – Automatic License Plate Recognition System

The Automatic License Plate Recognition (ALPR) System would enhance the capabilities of our interdiction team and overall patrol operations. The ALPR technology automatically scans and captures vehicle license plates in real-time, checking them against law enforcement databases to identify stolen vehicles, wanted individuals, AMBER Alerts, expired tags, and other investigative leads.

Our request is to purchase two (2) Automatic License Plate Recognition Systems (Valued at \$23,723.80/each)

TOTAL: \$47,447.60

HATTIESBURG POLICE DEPT. – FY 2026 BUDGET REQUEST

ITEM #14 – HP OmniBook 5 Laptops

The Detective Division would be able to utilize the laptops in the field, while on scene(s). The Division would be able to utilize CAD, NOLA cameras, CJIS, or any other web-based site. The Division would be able to gather information while on the scene and then provide the information to other officers in an efficient manner.

Our request is to purchase five (5) HP OmniBook 5 Laptops. (Valued at \$850/each)

TOTAL: \$4,250

ITEM #15 – Less Than Lethal/Crowd Management Munitions

Below is our current inventory of Less Lethal munitions. Most are expired or will expire soon. Replenishment will be necessary before we can certify additional personnel on these munitions. With protests and civil disobedience becoming more common, we must acquire these items to keep a state of readiness. Additionally, these items provide us with valuable extra, less-than-lethal options to handle situations that often occur daily.

Below is a list of items needed for the replenishment of our current inventory, along with added items that will be used to train personnel.

Items Needed:

(100) Distraction Device Reload Safety Clip

(100) 40mm Exact Impact Sponge Rounds

(50) 40mm .60 Cal Stinger Rounds

(50) 40mm Ferrett CS Powder

(100) Riot Control Grenade CS

(25) Max Coverage HC Smoke Grenade

(1) 40mm DI 250 Shot Training Kit

(50) 40mm Ferrett CS Liquid

(50) 40mm Ferrett OC Powder

(50) 40mm Ferrett OC Liquid

(100) 12Ga Stinger Rubber Balls

(500) 12Ga Marking Drag Stabilized

(10) Low Roll DD Body Reloadable

(100) Spede Heat CS

(2) 40mm Tactical Single Launcher Expandable

(25) 40mm Warning Signaling Munitions, **Short Range**, 75-meter 6028WS-SR

(25) 40mm Warning Signaling Munitions, **Long Range**, 150-meter 6029WS-LR

TOTAL: \$36,192.80

ITEM #16 – Motorcycle Helmet Communication Ear Piece Kit

The ear piece is essential for the functionality and safety of our motorcycle officers. The earpiece kit is a necessary companion to the communication system that was previously approved and purchased. Without the earpiece, officers are unable to clearly hear radio traffic while operating a motorcycle, especially in high-noise environments such as traffic or emergency situations.

TOTAL: \$3,963.60

HATTIESBURG POLICE DEPT. – FY 2026 BUDGET REQUEST

ITEM #17 – Special Tactics and Rescue (STAR) Team Weapons

The STAR Team's current rifle systems are showing wear and need to be replaced to better equip and enhance the current safety, effectiveness and inventory of the STAR Team.

Items Needed:

- (6) Sig M400 Pro 11.5" 5.56 Select Fire Rifle **\$7,171.68**
- (6) Sig MpX 4.5" 9mm Select Fire Sub-gun **\$1,720.25**
- (6) Sig Cross STX .308 Bolt Action Rifle **\$9,594**
- (6) Sig SLH 7.62 Direct Thread Suppressor **\$8,400**
- (6) Night Force NX8 2.5-20x50mm Rifle Scope **\$11,400**

TOTAL: \$38,288.93

ITEM #18 – Panasonic FZ-55 laptop computers with mounting equipment

We have twenty-four vehicles that either have no in-car computer or have an outdated motion tablet that can no longer connect to CAD. These computers provide officers with vital information and alerts, as well as allow for dispatch to see officers' locations in real-time and provide officers with a means of completing reports in the field without having to go to the station.

Our request is to purchase twenty-four (24) Panasonic FZ-55 laptop computers w/ mounting equipment. (Valued at \$5,660/each)

TOTAL: \$135,840.00

ITEM #19 – Modular Motorcycle Helmet

The addition of Modular Motorcycle Helmets would be an upgrade for officer safety and operational efficiency. These helmets provide significantly more protection than the current half-shell helmets by offering full-face coverage and a modular (flip-up) design that enhances both safety and versatility.

Our request is to purchase ten (10) Modular Motorcycle Helmets. (Valued at \$394.83 /each)

TOTAL: \$3,948.30

ITEM #20 – Stalker DSR 2X Radar for Motorcycles

The inclusion of Stalker DSR 2X Radars, designed specifically for motorcycle units, is essential for restoring and maintaining the traffic enforcement capabilities of our motor officers. Currently, several radar units assigned to department motorcycles are either outdated or non-functional, significantly limiting our ability to conduct effective speed enforcement and traffic safety operations.

Our request is to purchase six (6) Stalker DSR 2X Radar for Motorcycles (Valued at \$3,482.50/each)

TOTAL: \$20,895

Thank you for your consideration. I look forward to discussing the proposed budget in greater detail with you.

Sincerely,

Chief Hardy Sims
Hattiesburg Police Department



HATTIESBURG FIRE DEPARTMENT

Fiscal Year 2026 Budget Presentation
Sherrocko Stewart, Fire Chief

ACCOMPLISHMENTS

DEPARTMENT-WIDE

- Replaced HVAC system at Station1
- The William Carey Station2 pumper arrived
- renovations on Station 5 completed
- Not only maintained **Class 3** fire rating/Improved our overall score/ continued improvements
- Inspected 4148 businesses
- Responded to 441 motor vehicle accidents (MVA)
- Responded to 82 residential and commercial fires
- Responded to 1593 medical calls
- Attended 186 scheduled PR events
- **Staffing:** 135 Sworn slotted 134 currently and 6 Nonsworn fully staffed

INSPECTORS/CODE ENFORCEMENT

- Fully staffed code enforcement/fire inspector positions
- All enforcement officers/fire inspectors are certified but one. class starts Aug /25
- Continuing to enforce inspection fees / increased enforcement
- Found hundreds of businesses operating without privilege tax license / inspections
- Generated revenue for safety inspections

TRAINING

Below are the training accomplishments for FY 2025.

- 67 New certifications in various fire service fields
- 5 new EMT-B through PRCC
- Conducted 2 Relief Driver Exams which produced 12 new driver/operators
- Expanded Aerial Ladder Operations Proficiency Program to include Ladder 6
- All employees recertified in the use of Narcan to meet medical standards requirements
- Re-certified 11 under NREMT requirements
- Procured a new utility vehicle for academy use
- Procured the purchase of 19 new sets of firefighting ensemble/PPE
- Conducted two driver operator certification classes (2 weeks each).
- Conducted two firefighter basic certification classes (14 weeks each).
- Hosted 8 industrial training events for private customers (confined space rescue, structural firefighting, compressed gas firefighting)
- Completed over 50000 hours of continuing education for all employees
- Conducted ethics training for all employees

2025 Promotions

- 1 Battalion Chiefs
- 1 Captains
- 1 Lieutenants
- 4 Engineers
- 2 Relief Drivers

GOALS FOR FY 2026

- Currently breaking ground on Station 2
- Acquire and train additional Emergency Medical Technicians
- Hire more firefighters/increase staff
- Continue to implement changes to enhance the fire rating
- Increase pay for all Inspectors and Administrative Staff
- Order another pumper for aging fleet
- Continued pay adjustments for all HFD personnel

BUDGET & CAPITAL REQUESTS

	BUDGET 2025	REQUESTED 2026
FIXED EQUIPMENT R&M	\$6,025.00	\$6,025.00
GAS	\$25,000.00	\$25,000.00
ELECTRICITY	\$70,000.00	\$70,000.00
WATER	\$600.00	\$600.00
JANITORIAL	\$13,000.00	\$13,000.00
TOTAL BUDGET	\$10,380,770.00	\$10,380,770.00
CAPITAL REQUEST		\$1,240,400.00

CAPITAL REQUEST

Administrative Vehicle: We are requesting one (3) new administrative vehicle to replace reassigned or decommissioned units. This vehicle will also need to be equipped with emergency response lights and other standard issue equipment.
Cost will be \$165,000

Fire Apparatus: Needs new apparatus to replace aging fleet / help fire rating.
Cost \$700,000

Air Bottles for firefighting air packs

Cost \$15,000

Raise starting pay from **\$40,000 to \$42,000**

Raise of One dollar per hour for all 5 non-sworn personnel

***Cost \$10,400**

Step raises and pay adjustments for all sworn personnel

***Cost \$350,000**

	BUDGET 2025	REQUESTED 2026
		% CHANGE
FIXED EQUIPMENT R&M	\$6,025.00	0%
GAS	\$25,000.00	0%
ELECTRICITY	\$70,000.00	0%
WATER	\$600.00	0%
JANITORIAL	\$13,000.00	0%

Only capital increases requested

*Does not include Employee Benefits

*Does include Realignment



WATER & SEWER

Fiscal Year 2026 Budget Presentation
Alan Howe, Director

ACCOMPLISHMENTS | ALL DIVISIONS

- **Open Work Orders**

	WATER	SEWER	TOTAL
FEB 5, 2018	896	568	1,464
AUG 1, 2025	71	16	87

- **Realignment and wage increase for all five divisions**

The realignment will give years of service raises to all employees, helping us hire and retain talented employees that will help us to accomplish our goals for the residents of Hattiesburg.

In February 2018 the minimum starting hourly rate was \$10, as compared to our minimum starting hourly rate now which is \$15.

- **Driving safety and efficiency were prioritized through cross training.**

We worked deliberately to cross train our employees to help us work safely and to provide professional development and improved skill opportunities. This allows our department to take on more tasks that were being done by contractors. i.e. camera main lines, pump holding tanks, and smoke testing.

Savings per year are as follows:

\$1.1 million per year – Compliance Enviro-Systems (CES)

\$144,000 per year - Pumping holding tanks

- **Employee promotions**

We have promoted 14 employees internally

- One (1) employee promoted to Deputy Director
- Four (4) employees promoted to Division Managers
- One (1) employee promoted to Sewer Manager
- Five (5) employees promoted to Supervisor
- Two (2) employees promoted to Office Manager
- One (1) employee promoted to Lead Locator

ACCOMPLISHMENTS

CUSTOMER ACCOUNTS DIVISION

- Contracted with Arnold Line, Dixie Utilities and Rawl Springs to allow us to collect past due sewer accounts in areas where we do not own the water meters.
- We have reduced our lost vacancy gallons by 92%.

WATER TRANSMISSION DIVISION

- Rapid Response Time (RRT) is a measure of success for our division. Our crews continue to receive positive feedback about service delivery times and customer service.
- Our division has reduced calls to the action center by responding quickly to requests, talking to homeowners and by leaving door hangers with detailed information when actions are performed.
- Due to weekly hydrant flushing and rehabilitating small water lines, we've reduced calls concerning low water pressure and brown water issues.
- We have added a third water crew.

WATER PLANTS DIVISION

- The City of Hattiesburg was awarded a perfect score (5/5) on annual inspections and testing by the Mississippi State Health Department. This is the seventh consecutive year to receive that score. Our health department representative said they were so busy this year that good operating systems like Hattiesburg may not get an annual inspection because they are so busy. I'll take those comments as another perfect score (5/5).
- Our health department representative made some great comments on our annual inspection that made us all very proud. They were written in our annual report as follows:

Notable comments on the Report of Inspection of Drinking Water Supply:

"Systems officials should be commended for the continuous improvements made to the infrastructure and plant improvements."

"All required records were well organized and maintained. The system's sanitary survey was performed, and no significant deficiencies were found."

"The average water loss has significantly decreased since the last inspection. System officials should be commended for these efforts and continue to make the improvements to maintain these levels."

ACCOMPLISHMENTS

WATER PLANTS DIVISION (CONTINUED)

- Acceptable water loss to be less than 30%

2017 Average Water Loss	42.72%
2025 Average Water Loss Thru July	28.64%

- Installed the Supervisory Control and Data Acquisition (SCADA) units for the water system.
- Initiated a new contractor to maintain our elevated and ground storage tanks, providing much needed oversight and maintenance with tank inspections and rehabilitation/painting of tanks.
- Updated the risk management plan for both plants as requested by the State Health Department.
- Updated the Emergency Response Plan and the Risk and Resilience Plan as requested by the State Health Department.
- Completed rehabilitation phases 1 and 2 of Water Plant #1.
- Purchased a new swimming camera so we can monitor our water holding tanks.
- Cleaned the 5 million gallon drinking water reservoir at Water Plant #1 in conjunction with the ongoing rehabilitation. This tank had not been cleaned in 90+ years.

SEWER DIVISION

- Reduced Action Center calls by responding quickly to calls, talking to the homeowners, and leaving door hangers with detailed information as to what action we performed.
- Continued working through Lift Station Rehabilitation, which will help us better handle the wastewater for the residents of Hattiesburg.
- Continued work to operate 83 Supervisory Control and Data Acquisition (SCADA) units on the sewer lift stations.
- Rapid Response Time (RRT) is a measure of success for our division. Our crews continue to receive positive feedback about service delivery times and customer service.
- Continuing to monitor and report all SSOs
- Continue to update GIS mapping for gravity lines, force mains, and manholes
- Use push cameras for ALL sewer repairs and flush calls
- Average 20 flush calls per week

ACCOMPLISHMENTS

SEWER DIVISION (CONTINUED)

- Daily use of mainline driving camera to research gravity lines and manholes
- We are currently installing grinder tanks which will pump sewer from a residence or business to our main sewer lines. These grinder tanks will take the place of holding tanks that we have to pump weekly. This will eliminate the need to pump the holding tanks.

SEWER LAGOONS DIVISION

- We continue to meet the DEQ permit requirements on our Monthly Discharge Monitoring Report (DMR) for both the North and South Lagoons.
- Updated the risk management plan for the North and South lagoons for the Environmental Protection Agency
- Water pollution control permits are currently being renewed for North & South Lagoons (4-year) until October 2029.
- Installed two Supervisory Control and Data Acquisition (SCADA) units to monitor chlorine gas and effluent
- Updated the Emergency Response Plan and the Risk and Resilience Plan for Environmental Protection Agency

WATER & SEWER | ALL DIVISIONS

Goals for Fiscal Year 2026

ALL DIVISIONS

- Continue to give the employees years of service wage increases and realign supervisory staff.
- Continue to improve the public perception of our services.
- Continue to work safely and efficiently to accomplish our tasks.

CUSTOMER ACCOUNTS

- Continue to update GIS mapping for water valves and meters.
- Create a phone survey to grade the interactions with customers.
- Continue procedure to write interlocal agreements with each water association.
- Increase phone answer rates by adding another employee. Tyler training limited the staff to answer the daily phone calls.

WATER TRANSMISSION

- Average open action center tickets <60
- At least one water project in each ward
- Continue to update GIS mapping for water lines, valves, and meters.
- Continue the process of routinely exercising water valves throughout the city.

WATER PLANTS

- Annual health dept. inspection to be no less than a perfect 5.0
- Continue to work with engineering to decrease brown water issues.
- Continue to collect and process 50 water samples throughout the city monthly.
- Install 50+ water sampling stations.

SEWER

- Average open action center tickets <25
- At least one sewer project in each ward
- Continue to rehab lift stations to improve operations.
- Continue to monitor and report all SSOs.
- Continue to update GIS mapping for gravity lines, force mains, and manholes.

SEWER LAGOONS

- Continue supporting our contractor to meet DEQ Permit limitations.
- Continue to submit timely Discharge Monitoring Reports.

WATER & SEWER | ALL DIVISIONS

Budget & Capital Requests

CUSTOMER ACCOUNTS DIVISION					
EXPENDITURES	BUDGET 2025	REQUESTED 2026	\$ CHANGE	% CHANGE	COMMENTS
Personal Services	\$946,960	\$970,440	\$23,480	2.48%	Realignment, State Retirement, FICA
TOTAL BUDGET					
BUDGETS	\$1,701,860	\$1,670,040	(\$31,820)	(1.87%)	Various
CAPITAL REQUEST					
Trucks				\$70,000	
		Total		\$70,000	

WATER TRANSMISSION DIVISION					
EXPENDITURES	BUDGET 2025	REQUESTED 2026	\$ CHANGE	% CHANGE	COMMENTS
Personal Services	\$1,230,140	\$1,271,170	\$41,030	3.34%	Realignment, State Retirement, FICA
TOTAL BUDGET					
BUDGETS	\$3,997,940	\$4,438,970	441,030	11.03%	Streets R&M
CAPITAL REQUEST					
Crew Cab Trucks					\$150,000
Excavator					\$60,000
		Total			\$210,000

WATER & SEWER | ALL DIVISIONS

Budget & Capital Requests

WATER PLANTS DIVISION					
EXPENDITURES	BUDGET 2025	REQUESTED 2026	\$ CHANGE	% CHANGE	COMMENTS
Personal Services	\$563,070	\$593,850	\$30,780	5.47%	Realignment, Overtime, State Retirement, FICA
TOTAL BUDGET					
BUDGETS	\$2,633,130	\$2,572,910	(\$60,220)	(2.29%)	Chlorine
CAPITAL REQUEST					
None Requested					
		Total			

SEWER DIVISION					
EXPENDITURES	BUDGET 2025	REQUESTED 2026	\$ CHANGE	% CHANGE	COMMENTS
Personal Services	\$397,580	\$407,200	\$9,620	2.42%	Realignment, State Retirement, FICA
TOTAL BUDGET					
BUDGETS	\$3,378,180	\$3,774,800	\$396,620	11.74%	Streets R&M
CAPITAL REQUEST					
Trailers				\$25,000	
Excavator				\$60,000	
		Total		\$85,000	

WATER & SEWER | ALL DIVISIONS

Budget & Capital Requests

SEWER LAGOON DIVISION					
EXPENDITURES	BUDGET 2025	REQUESTED 2026	\$ CHANGE	% CHANGE	COMMENTS
Personal Services	\$615,270	\$645,120	\$29,850	4.85%	Realignment, Overtime, State Retirement, FICA
Total Budget					
Budget	\$3,225,170	\$3,210,020	(\$15,150)	(.47%)	Various
CAPITAL REQUEST					
None requested					

ALL DIVISIONS SUMMARY				
EXPENDITURES	BUDGET 2025	REQUESTED 2026	\$ CHANGE	% CHANGE
Total All Budgets	\$14,936,280	\$15,666,740	\$730,460	4.89%

WATER & SEWER | ALL DIVISIONS

Fiscal Year 2026 Accounts Worksheet

	2025 BUDGET	REQUESTED 2026 BUDGET	INCREASE/ (DECREASE)
9660 WATER BILLING	\$1,701,860	\$1,670,040	(\$31,820)
9672 WATER TRANSM	\$3,997,940	\$4,438,970	\$441,030
9673 WATER PLANT	\$2,633,130	\$2,572,910	(\$60,220)
9676 SEWER	\$3,378,180	\$3,774,800	\$396,620
9677 SEWER LAGOON	\$3,225,170	\$3,210,020	(\$15,150)
TOTAL	\$14,936,280	\$15,666,740	\$730,460
	% Budget Increase/(Decrease)		4.89%
PERSONAL SERVICES			
*These figures include Salaries and benefits			
	2025 BUDGET	REQUESTED 2026 BUDGET	INCREASE/ (DECREASE)
9660 WATER BILLING	\$ 946,960	\$ 970,440	\$23,480
9672 WATER TRANSM	\$1,230,140	\$1,271,170	\$41,030
9673 WATER PLANT	\$ 563,070	\$ 593,850	\$30,780
9676 SEWER	\$ 397,580	\$ 407,200	\$9,620
9677 SEWER LAGOON	\$ 615,270	\$ 645,120	\$29,850
TOTAL	\$3,753,020	\$3,887,780	\$134,760
	% Budget Increase/(Decrease)		3.59%

WATER & SEWER | ALL DIVISIONS

Fiscal Year 2026 Capital Requests Worksheet

CUSTOMER ACCOUNTS DIVISION	
Trucks	\$ 70,000
Total	\$ 70,000
WATER TRANSMISSION DIVISION	
Crew Cab Trucks	\$ 150,000
Excavator	\$ 60,000
Total	\$ 210,000
WATER PLANTS DIVISION	
None Requested	
Total	
SEWER DIVISION	
Trailers	\$ 25,000
Excavator	\$ 60,000
Total	\$ 85,000
LAGOONS DIVISION	
None Requested	-
Total	
TOTAL ALL	\$365,000

ORDINANCE NO.

OF THE CITY OF HATTIESBURG, MISSISSIPPI

AN ORDINANCE AMENDING THE ESTABLISHED CONTRACTOR REVIEW BOARD, EXPANDING THE QUALIFICATIONS TO BE A MEMBER, AMENDING LICENSING PROCEDURES TO ALIGN WITH STATE LAW, AND ADDING AN APPEALS PROCEDURE

Whereas, the Mayor and City Council of the City of Hattiesburg, Mississippi, deems it appropriate to amend the Contractor Review Board;

WHEREAS, the City of Hattiesburg has a compelling interest in ensuring that construction and contracting services are performed safely, competently, and in accordance with applicable laws and building codes; and

WHEREAS, unlicensed and unqualified contractors pose risks to the public health, safety, and welfare of residents and businesses in the City of Hattiesburg; and

WHEREAS, the establishment of a Contractors Board will help oversee licensing, enforce standards, and provide accountability for contractors operating within the City of Hattiesburg;

WHEREAS, residents and property owners in the City of Hattiesburg have reported incidents of fraud, substandard workmanship, and unfulfilled contracts by unscrupulous or unlicensed contractors; and

WHEREAS, it is necessary to establish regulatory oversight through a Contractors Board to protect consumers and promote fair and ethical business practices in the construction industry in Hattiesburg;

WHEREAS, the City of Hattiesburg is authorized under Mississippi state law to regulate contracting activities within its municipal boundaries; and

WHEREAS, this ordinance is intended to be consistent with and complementary to the regulatory framework established by the Mississippi State Board of Contractors;

WHEREAS, promoting high standards of professionalism among contractors within the City of Hattiesburg contributes to economic development, quality construction, and the long-term sustainability of public and private infrastructure; and

WHEREAS, a Contractors Board in the City of Hattiesburg can serve as a resource for professional development, dispute resolution, and the advancement of the local construction industry;

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HATTIESBURG, MISSISSIPPI:

SECTION 1. Amend Chapter 10, Article II, Section 10-19 to read

CONTRACTOR REVIEW BOARD

- A. Established: Contractor Review Board is hereby established. The board shall consist of the Building Official of the City, or his official representative, and nine active members. The Building Official, or his official representative, who shall be a permanent advisory, ex officio and

nonvoting member of the board, by virtue of his office. Members shall be appointed by the Mayor and ratified by the City Council, and such members shall be from the following professions, to wit:

1. One licensed General Contractor;
 2. One licensed Residential Builder,
 3. One licensed Master Plumber;
 4. One licensed Master Mechanical Contractor;
 5. One Licensed Master Electrician;
 6. One Architect licensed in the state of Mississippi;
 7. One Engineer licensed in the state of Mississippi;
 8. Two Representatives at Large actively serving the construction industry in a professional capacity.
- B. Terms: The term of office of each member shall be three (3) years. Such members shall be eligible for appointment to succeed themselves. All vacancies in said board, because of resignation, death, or removal prior to the expiration of the term of such member, shall be filled by appointment of the mayor and ratified by the City Council at the next meeting of the governing authorities. Members shall be residents of the greater Hattiesburg area and shall maintain such residency during their term of office. Members at Large shall reside inside the City Limits.
- C. Meetings: Regular meetings of the board shall be held on the third Wednesday of each month at 3:00 PM at City Hall or at such time as the board may set. Special meetings may be called at any time by the chairman or vice chairman, or a majority of the board. Five members of the board, plus the building official representative, present at any meeting shall constitute a quorum for the transaction of business, but any action taken at a meeting shall require a majority vote. The chairman of the meeting of the board shall vote. In the absence of a quorum present at the meeting, a maximum of two proxy votes shall be allowed. Said proxies shall be designated by the absent member(s) in writing via fax, e-mail, mail, or hand delivered. A maximum of two members may participate in meetings via teleconference. But in no case shall a meeting be conducted unless at least three active voting members are present at the meeting.
- D. Officers: The board shall select one of its members as chairman, who shall preside at all meetings, and a vice chairman who shall preside in the absence of the chairman.
- E. Removal of a Board Member: Members may be removed from the board by the Mayor and City Council for the following reasons:
1. In the event that a board member shall be absent from three consecutive regularly scheduled meetings without good cause,
- F. Duties:
1. It shall be the duty of the Contractor Review Board to receive and approve or deny all applications from contractors, as defined in section 2 of this Ordinance, seeking to obtain a contractors license in the City; or to continue in business in the City after a license has been suspended or has not been renewed as required by this Ordinance. Said approval or denial for the issuance or renewal of a contractor's license shall be based on the criteria outlined in section 2 of this ordinance. Said approval or denial of a contractor's license following a suspension period shall be based on criteria set forth by the board for that contractor based on the circumstances which caused the suspension;

2. To formulate rules to govern its actions;
 3. To take testimony and proof concerning all matters within its jurisdiction, including but not limited to granting licenses, receiving complaints, conducting hearings, revoking licenses and making investigations;
 4. And to take action to suspend or revoke a contractor's license following a complaint if the board determines that such action is warranted after taking testimony and proof from a complainant.
 5. Adopt and maintain By-laws to provide, from time to time, such rules and regulations not inconsistent with the ordinances of said city, for its own organization and procedure as it may deem proper.
- G. Compensation: Board members shall not be compensated but may be reimbursed reasonable amounts for expenses incurred while performing duties relative to functions of the board. Such expenses must be pre-approved by the City Administrator prior to expenditure.
- H. Liability: Board members acting in good faith and without malice in the discharge of duties required by this ordinance shall not be rendered liable personally. Any suit instituted against the board or a member in the lawful discharge of duties and under the provisions of this ordinance shall be defended by the legal representative of the City until final termination of the proceedings.

LICENSE REQUIRED

- A. Any person, firm or corporation performing work which requires a permit from the Land Development Division, including but not limited to building permit, demolition permit, building moving permit, sign permit, electrical permit, plumbing permit, mechanical permit, gas permit, tree-cutting permit, and grading permit shall be licensed by the City as a contractor in the appropriate trade for the scope of work to be covered by said permit.
- B. Classification of License: Contractor licenses shall be classified as follows:
1. General Contractor: for the construction, alteration or repair of buildings, either residential or commercial, with the exception of electrical, plumbing, mechanical and gas work.
 2. Residential Builder: for the construction, alteration or repair of single-family residential buildings; multi-family residential buildings not to exceed forty-nine (49) dwelling units and not to exceed two (2) stories in height; and commercial buildings not to exceed seven thousand, five hundred square feet (7,500) and not to exceed two (2) stories in height; with the exception of electrical, mechanical, plumbing and gas work.
 3. Residential Remodeler: for the alteration or repair of one- and two-family dwellings where the project cost exceeds ten thousand dollars (\$10,000). Residential Remodelers shall not perform electrical, plumbing, mechanical or gas work.
 4. Master Electrician: for electrical installations, repairs and alterations. Journeyman electricians shall not be allowed to permit electrical work.
 5. Master Mechanical Contractor: for the installation, repair, and alteration of HVAC systems, ductwork, exhaust systems, gas appliances and piping, and other systems covered by the currently adopted mechanical code. HVAC contractors shall be properly

certified by the Environmental Protection Agency for the installation of freon.

Journeyman mechanical contractors shall not be allowed to permit mechanical work.

6. Master Plumber: for the installation, repair or alteration of plumbing systems covered by the currently adopted plumbing code and for the installation, repair and alteration of gas piping. Journeyman plumbers shall not be allowed to permit plumbing work.
 7. Roofing Contractor: for the installation, repair or alteration of residential and commercial roofing systems. Roofing contractors shall not perform remodeling or construction other than roofing.
 8. Moving Contractor: for the moving of residential and commercial buildings as well as the moving of other structures and items which require a moving permit.
 9. Demolition Contractor: for the demolition of buildings and other structures which require a demolition permit.
 10. Sign Contractor: for the installation, erection, alteration or repair of commercial signs.
 11. Specialty Trades: for the installation, repair, or alteration of systems requiring a permit which are not specifically mentioned above, including but not limited to fire sprinkler contractors and commercial hood system contractors. In addition to approval by the Contractor Review Board, fire suppression contractors of all types, including but not limited to fire sprinkler contractors and commercial hood contractors, shall be approved by the City Fire Marshall.
- C. Exceptions: The following projects shall not require a licensed contractor:
1. The owner-occupant of a single-family dwelling may act as his/her own general contractor one time per calendar year. The residence must be occupied by the owner-contractor and cannot be constructed for resale or rent. The owner-contractor shall assume all liability and responsibility associated with the construction of the residence and shall be subject to the State Home Warranty Act. The owner-contractor shall certify to the City that he/she is in fact the owner/occupant of said residence and that he/she is qualified to act as his/her own contractor and that he/she is knowledgeable of all applicable building codes. If, after one or more inspections, the building official or his assigned representative determines that the owner is not qualified to construct the residence, the owner, after being given notice by the building official to do so, shall cease all construction activity until a duly licensed contractor has been retained and approved by the building official to complete the project.
 2. The owner-occupant of a single-family residence may act as his/her own contractor for the alteration or repair of said residence. The owner-contractor shall be subject to the same terms and conditions as outlined in number one (C-1) above.
 3. The owner of existing commercial and/or existing rental property may act as his/her own contractor for the alteration or repair of said existing commercial or rental property so long as the project cost of said alteration or repair does not exceed fifty hundred thousand dollars (\$50,000). The building official, at his option, may use cost data tables and formulas provided by the International Code Council or other nationally recognized cost data to determine the project cost of said alteration or repair projects. Owner-contractors shall be subject to the same terms and conditions as outlined in number one above (C-1).

4. Volunteers, performing work on a strictly volunteer basis for a non-profit organization may qualify to perform said work without a license. A request for volunteer status shall be submitted in writing to the building official. Such request shall include a detailed description of the scope of work to be performed and the qualifications of the volunteers) to perform such work. The building official may approve said request, deny said request, or approve the request subject to project oversight by a duly licensed contractor. If the building official denies said request, the volunteer(s) may appeal said denial to the Contractor Review Board by filing said appeal in writing, requesting a hearing before the board at its next regular meeting.
 5. In no case shall an owner-contractor or a volunteer perform gas piping or electrical work. All such work shall be performed by contractors duly licensed with the City.
- D. License Application Requirements: Applicants for a contractor's license shall be at least twenty-one years of age and shall make application on application forms furnished by the Land Development Division and provide supporting data required by said application, including but not limited to:
1. A valid copy of the applicant's current Mississippi State Certificate of Responsibility (State License). In lieu of a copy of the state certificate of responsibility, a contractor may qualify to transfer to the City from another city or county within the state by fulfilling all the requirements of Mississippi Code of 1972, Section 17-25-5. Said section 17-25-5 shall only replace the requirement for competency examination and shall not replace any other requirements for application. Said transferring contractors shall be limited in accordance with regulations of the Mississippi State Board of Contractors.
 2. All applicants shall have at least five years proven experience in the trade governed by the license for which application is made. The applicant shall provide signed affidavit(s) prepared and signed by licensed contractor(s), other than the applicant, listing chronologically the active experience under said licensed contractor(s), supervision of the applicant, and dates of said employment. With approval by the Contractor Review Board, applicants may substitute up to three years of experience with a degree in the appropriate field of study from an accredited four-year College or University. The applicant shall have the College or University forward the applicant's transcript to the Board.
 3. Valid and clear picture identification, such as driver's license.
 4. A list of all projects completed by the applicant in the past twelve months. Such list shall be in spreadsheet format and shall include the project address; scope of the work; and name, address, and phone number of the client for which said work was performed. Any omissions from said list or any misrepresentation of facts shall be sufficient cause for revocation of license as well as legal action related to perjury.
 5. Certificate of General Liability Insurance naming the City of Hattiesburg as a certificate holder. Said liability insurance shall be a minimum of one million dollars coverage for general contractors, a minimum five hundred thousand dollars coverage for residential builders, a minimum of fifty thousand dollars for residential remodelers, and a minimum of one hundred thousand dollars coverage for all other contractors. Moving contractors may substitute Cargo Insurance with a coverage amount not less than the appraised value of the structure or item being moved for the liability insurance.

6. Proof of Workers Compensation Insurance when applicable.
- E. The building official may, at the building official's discretion, upon receipt of the above-mentioned documentation, issue the applicant permits prior to Board approval until the next regular meeting of the Board.
- F. Grandfather Clause: Any contractor licensed at the time of passage of this ordinance shall remain in effect with the condition that the contractor keeps his/her documentation, including but not limited to insurance and bond, current with the Land Development Division. Existing contractors who do not have a state certificate of responsibility are subject to the restrictions and regulations imposed by state law and the State Board of Contractors.
- G. Renewal: It shall be the contractor's responsibility to keep current all required documentation, including but not limited to insurance and bond renewals, and submit said documentation to the Land Development Division. If the contractor fails to renew documentation prior to expiration, the contractor is subject to reapplication to the Board and must comply with the requirements of this ordinance.
- H. Violations: Anyone who violates any portion of this ordinance shall be guilty of a misdemeanor and subject to fines and/or up to ninety days in jail as determined by the Municipal Judge. Each violation shall constitute a separate offense. Each day that a violation exists shall constitute a separate offense. In addition to fines and/or jail sentence, a contractor shall be subject to disciplinary action by the Board, up to and including revocation of license.
- I. Right to Appeal
 - A. Any contractor or applicant aggrieved by a final decision of the Hattiesburg Contractors Board, including but not limited to license denial, suspension, revocation, probation, fines, or other disciplinary actions, shall have the right to appeal said decision pursuant to the process outlined herein.
 - B. Notice of Appeal
 - i. A written Notice of Appeal must be filed with the City Clerk and Building Official within ten (10) calendar days of the date the decision is issued.
 - ii. The notice shall clearly state:
 - iii. The name of the appellant;
 - iv. The decision being appealed;
 - v. The grounds for appeal;
 - vi. Any relevant supporting documentation or evidence.
 - C. The appeal shall be scheduled for a hearing within thirty (30) calendar days of receipt of the Notice of Appeal.
 - D. The hearing shall be conducted before the City Council of the City of Hattiesburg.
 - E. The appellant shall be given the opportunity to:
 - i. Present evidence and witnesses;
 - ii. Cross-examine opposing witnesses;
 - iii. Be represented by legal counsel.
 - F. Decision on Appeal
 - i. The City Council shall issue a written decision within fifteen (15) calendar days following the hearing.
 - ii. The decision shall include findings of fact, conclusions of law, and the final ruling (upholding, reversing, or modifying the original decision).

- iii. The written decision shall be served to the appellant via certified mail or electronic means.

G. Further Appeal

- i. Any party aggrieved by the final decision may seek judicial review by filing a petition in the appropriate court jurisdiction.

VALIDITY AND EFFECT

- A. Validity: If any section, sub-section, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of the ordinance. The governing authorities of the City of Hattiesburg, Mississippi, hereby declare that it would have passed this ordinance and each section, sub-section, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, sub-sections, sentences, clauses, or phrases be declared unconstitutional.
- B. Effective Date: This Ordinance shall take effect and be in force thirty (30) days from and after in passage as provided by law.

The foregoing Ordinance having been reduced to writing, the same was introduced by Council member _____ seconded by Council member _____ and was adopted by the following vote to-wit:

YEAS:

NAYS:

THE President thereby declared the motion carried and the foregoing Ordinance adopted and approved, this the _____ day of _____ A.D., 2025.

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

THE above and foregoing Ordinance having been submitted to and approved by the Mayor, this the _____ day of _____ A.D., 2025.

ATTEST:

APPROVED:

CITY CLERK

MAYOR