

BE IT REMEMBERED THAT THERE WAS BEGUN AND HELD THE REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL, MISSISSIPPI ON SEPTEMBER 7, 1999 AT 7:00 P.M. IN THE BOARD ROOM OF SAID CITY.

|               |  |
|---------------|--|
| THOSE PRESENT | MAYOR JACK GAY   |
| CITY ATTORNEY | THOMAS W. TYNER  |
| ALDERMEN      | WILLIE W. HINTON<br>CHARLES E. HOLBROOK<br>ROBERT F. LANGFORD<br>DONALD H. ROWELL<br>LEROY SCOTT |
| OTHERS        | PERCY SCARBOROUGH<br>FIRE CHIEF AUBRA EVANS<br>DEBORAH REYNOLDS                                  |

THE MAYOR DECLARED A QUORUM PRESENT AND DECLARED THE CITY COUNCIL IN SESSION.

DONALD H. ROWELL OFFERED THE INVOCATION.

THE PLEDGE OF ALLEGIANCE WAS RECITED.

THE MAYOR PRESENTED THE AGENDA WITH THE FOLLOWING AMENDMENTS:

- ADD: X. GENERAL BUSINESS  
10. ADVERTISE FOR PORTABLE GENERATOR FOR THE SEWER DEPARTMENT  
11. AUTHORIZE THE CHANGE OF GROUP HEALTH INSURANCE TO BLUE CROSS/BLUE SHIELD OF MISSISSIPPI

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO ADOPT THE AGENDA WITH THE FOREGOING AMENDMENTS. ALDERMAN HINTON SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED THE MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF AUGUST 17, 1999 AND THE REGULAR RECESSED MEETING OF AUGUST 19, 1999.

THEREUPON, ALDERMAN ROWELL MADE A MOTION THAT THE MINUTES OF THE REGULAR MEETING OF AUGUST 17, 1999 AND THE MINUTES OF THE REGULAR RECESSED MEETING OF AUGUST 19, 1999 BE ACCEPTED AS WRITTEN. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY CALLED FOR PUBLIC COMMENT; BUT THERE WAS NONE.

WHEREAS, THE HOUR OF 7:00 P.M. HAVING ARRIVED, THE MAYOR AND BOARD OF ALDERMEN PROCEEDED TO PUBLICLY OPEN AND READ THE PROPOSALS FOR THE ADMINISTRATIVE SERVICES FOR THE FY2000 ADMINISTRATIVE SERVICES.

**SEE EXHIBIT "A"**

**CDBG PROPOSALS**

**JIMMY G. GOURAS  
URBAN PLANNING CONSULTANTS, INC.  
P O BOX 1547  
VICKSBURG, MS 39181-1547**

**SAMPLE AND ASSOCIATES, INC.  
1013 N. FLOWOOD DRIVE  
JACKSON, MS. 39208**

**THEREUPON, ALDERMAN SCOTT MADE A MOTION TO TAKE THE FOREGOING PROPOSALS UNDER ADVISEMENT UNTIL THE RATING COMMITTEE CAN MEET AND RATE AND RANK THE PROPOSALS. ALDERMAN HINTON SECONDED THE MOTION.**

**THOSE PRESENT AND VOTING "AYE":**

**ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT**

**THOSE PRESENT AND VOTING "NAY":**

**NONE**

**WHEREAS, THE HOUR OF 7:00 P.M. HAVING ARRIVED THE MAYOR AND BOARD OF ALDERMEN PROCEEDED TO PUBLICLY OPEN AND READ THE SEALED BIDS FOR THE USED 1999 MODEL AIR COMPRESSOR.**

**SEE EXHIBIT "B"**

|  |                   |
|--|-------------------|
| <b>TUBB RENTAL, INC.<br/>P O BOX 1788<br/>HATTIESBURG, MS. 39402</b> | <b>\$9,095.00</b> |
|--|-------------------|

**THEREUPON, ALDERMAN ROWELL, FINDING THAT IF THE CITY READVERTISED IT WOULD NOT RECEIVE ANY ADDITIONAL BIDS, MADE A MOTION TO ACCEPT THE BID FOR THE USED 1999 MODEL AIR COMPRESSOR FROM TUBB RENTAL, INC. IN THE AMOUNT OF \$9,095.00. ALDERMAN LANGFORD SECONDED THE MOTION.**

**THOSE PRESENT AND VOTING "AYE":**

**ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT**

**THOSE PRESENT AND VOTING "NAY":**

**NONE**

**WHEREAS, MAYOR GAY PRESENTED THE AGREEMENT BETWEEN THE CITY AND FORREST COUNTY TO INCREASE THE FEES FOR HOUSING THE CITY'S PRISONERS AT THE FORREST COUNTY JAIL.**

**NO ACTION WAS TAKEN.**

**WHEREAS, MAYOR GAY PRESENTED A REQUEST FROM THE PETAL POLICE DEPARTMENT TO ATTEND THE AUCTION IN JACKSON AND TO PURCHASE TWO USED HIGHWAY PATROL CARS.**

**THEREUPON, ALDERMAN ROWELL MADE A MOTION TO AUTHORIZE THE CHIEF TO ATTEND THE AUCTION AND PURCHASE TWO (2) USED HIGHWAY PATROL CARS AND FOR THE CITY CLERK TO PAY THE INVOICE FOR THESE CARS OUT OF THE TOBACCO GRANT FUNDS IN THIS BUDGET YEAR. ALDERMAN SCOTT SECONDED THE MOTION.**

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED A REQUEST FROM BRYAN MORSE THAT THE CITY LEASE HIS K-9, ARCO, A BELGIUM MALINOIS, AS AN ADDITIONAL NARCOTICS DOG.

SEE EXHIBIT "C"

LEASE

THEREUPON, ALDERMAN LANGFORD MADE A MOTION THAT THE CITY LEASE THE K-9 FROM OFFICER MORSE FOR \$1.00 A YEAR. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED A REQUEST FROM THE PETAL HIGH SCHOOL ATHLETIC DEPARTMENT TO PURCHASE AN AD FOR WINTER SPORTS THRU ATHLETIC WORLD ADVERTISING.

THERE WAS NO ACTION TAKEN.

WHEREAS, MAYOR GAY PRESENTED FROM SHOWS, DEARMAN & WAITS, INC., CITY ENGINEERS, THE CONTRACTOR'S ESTIMATE # 2 FOR BOWIE RIVER CONSTRUCTION COMPANY ON THE SEWER RELOCATION PROJECT IN THE AMOUNT OF \$13,448.25.

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO APPROVE THE ESTIMATE AND TO SEND IT TO THE MISSISSIPPI DEPARTMENT OF TRANSPORTATION FOR PAYMENT. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING PROOFS OF PUBLICATION.

- A) RESOLUTION AMENDING THE 1998-1999 BUDGET
- B) VEHICLE ASSESSMENT SCHEDULE - ORDER
- C) LEGAL NOTICE - REQUEST FOR PROPOSALS FY 2000 CDBG PROJECT GRANTS

THEREUPON, ALDERMAN LANGFORD MADE A MOTION THAT THE FOREGOING PROOFS OF PUBLICATION BE ACCEPTED AND FILED. ALDERMAN SCOTT SECONDED THE MOTION.

**THOSE PRESENT AND VOTING "AYE":**

**ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT**

**THOSE PRESENT AND VOTING "NAY":**

**NONE**

**WHEREAS, MAYOR GAY PRESENTED CLAIMS # 53452 - 53916 OF THE CITY OF PETAL GENERAL FUNDS AND THE PETAL WATER AND SEWER FUNDS.**

**THEREUPON, ALDERMAN HOLBROOK MADE A MOTION TO PAY CLAIMS # 53452 - 53916 OF THE CITY OF PETAL GENERAL FUNDS AND THE PETAL WATER AND SEWER FUNDS. ALDERMAN SCOTT SECONDED THE MOTION.**

**THOSE PRESENT AND VOTING "AYE":**

**ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT**

**THOSE PRESENT AND VOTING "NAY":**

**NONE**

**WHEREAS, MAYOR GAY PRESENTED A ZONING CHANGE REQUEST FROM PERCY AND WAYNE SCARBOROUGH.**

**THEREUPON, ALDERMAN SCOTT MADE A MOTION TO SET THE ZONING HEARING FOR THURSDAY SEPTEMBER 30, 1999 AT 7:00 P.M. ALDERMAN HOLBROOK SECONDED THE MOTION.**

**THOSE PRESENT AND VOTING "AYE":**

**ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT**

**THOSE PRESENT AND VOTING "NAY":**

**NONE**

**WHEREAS, MAYOR GAY PRESENTED A REQUEST FROM CHIEF JARRELL THAT THE CITY HIRE A SCHOOL RESOURCE OFFICER THROUGH THE COPS IN SCHOOLS GRANT.**

**THEREUPON, ALDERMAN ROWELL MADE A MOTION TO HIRE A 4<sup>TH</sup> CLASS OFFICER FOR THE SCHOOL RESOURCE OFFICER SLOT IN THE POLICE DEPARTMENT. ALDERMAN LANGFORD SECONDED THE MOTION.**

**THOSE PRESENT AND VOTING "AYE":**

**ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT**

**THOSE PRESENT AND VOTING "NAY":**

**NONE**

**WHEREAS, MAYOR GAY PRESENTED A REQUEST THAT THE CITY ADVERTISE FOR A PORTABLE GENERATOR FOR THE SEWER DEPARTMENT.**

THEREUPON, ALDERMAN ROWELL MADE A MOTION TO AUTHORIZE THE CITY CLERK TO ADVERTISE FOR THE PORTABLE GENERATOR FOR THE SEWER DEPARTMENT. ALDERMAN SCOTT SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY STATED THAT THE CITY WAS NOTIFIED THAT THE CITY'S GROUP HEALTH INSURANCE CARRIER WAS IN RECEIVORSHIP WITH THE STATE INSURANCE COMMISSIONER'S OFFICE AND IN ORDER TO PROVIDE UNINTERRUPTED COVERAGE FOR THE CITY EMPLOYEES THE CITY OBTAINED QUOTATIONS FOR NEW COVERAGE. MAYOR GAY STATED THAT AFTER STUDYING THE QUOTES, BLUE CROSS/BLUE SHIELD OF MISSISSIPPI PROVIDED THE BEST COVERAGE AT THE BEST PRICE.

THEREUPON, ALDERMAN ROWELL MADE A MOTION TO CONCUR WITH THE CHANGE IN THE CITY'S GROUP HEALTH INSURANCE AND THE PAYMENT OF THE ADDITIONAL PREMIUMS OUT OF THE CITY'S EMPLOYEE BENEFIT FUND. ALDERMAN SCOTT SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED THE FINAL ORDER FOR THE ADOPTION OF THE MOTOR VEHICLE ASSESSMENT SCHEDULE.

SEE EXHIBIT "D"

ORDER

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO ADOPT THE FOREGOING ORDER. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING ORDER HIRING DANIEL RUTLAND IN THE STREET DEPARTMENT.

ORDER

WHEREAS, THE MAYOR AND BOARD OF ALDERMEN DO HEREBY DEEM IT NECESSARY TO HIRE A LABORER IN THE STREET DEPARTMENT.

IT IS HEREBY ORDERED THAT DANIEL RUTLAND BE HIRED AT A RATE OF \$6.25 PER HOUR EFFECTIVE SEPTEMBER 9, 1999.

SO ORDERED ON THIS THE 7<sup>TH</sup> DAY OF SEPTEMBER, AD, 1999.

THEREUPON, ALDERMAN HOLBROOK MADE A MOTION TO ADOPT THE FOREGOING ORDER. ALDERMAN SCOTT SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE"

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING ORDER HIRING ALLEN CANNON AS A LABORER IN THE STREET DEPARTMENT.

ORDER

WHEREAS, THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL, MISSISSIPPI DO HEREBY DEEM IT NECESSARY TO HIRE A LABORER IN THE STREET DEPARTMENT.

IT IS HEREBY ORDERED THAT ALLEN CANNON BE HIRED AS A LABORER IN THE STREET DEPARTMENT AT A RATE OF \$6.25 PER HOUR EFFECTIVE SEPTEMBER 9, 1999.

SO ORDERED ON THIS THE 7<sup>TH</sup> DAY OF September, AD, 1999.

THEREUPON, ALDERMAN HOLBROOK MADE A MOTION TO ADOPT THE FOREGOING ORDER. ALDERMAN LANGFORD SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED THE FOLLOWING ORDINANCE AMENDING ORDINANCE 1988 (78-H) SETTING THE COMPENSATION OF THE MAYOR AND BOARD OF ALDERMEN.

SEE EXHIBIT "E"

ORDINANCE 1988 (78-I)

THEREUPON, ALDERMAN HOLBROOK MADE A MOTION TO ADOPT THE FOREGOING ORDINANCE. ALDERMAN SCOTT SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

WHEREAS, MAYOR GAY PRESENTED THE LETTER OF RESIGNATION FROM SCHOOL MEMBER, DANA THAMES.

SEE EXHIBIT "F"

LETTER

THEREUPON, ALDERMAN SCOTT MADE A MOTION TO ACCEPT THE RESIGNATION OF MS. THAMES. ALDERMAN HOLBROOK SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

THEREUPON, ALDERMAN HOLBROOK MADE A MOTION TO RECESS THE MEETING UNTIL 7:00 PM ON TUESDAY, SEPTEMBER 14, 1999. ALDERMAN SCOTT SECONDED THE MOTION.

THOSE PRESENT AND VOTING "AYE":

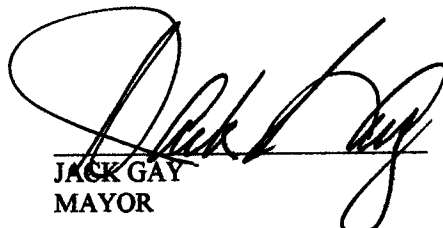
ALDERMAN WILLIE W. HINTON  
ALDERMAN CHARLES E. HOLBROOK  
ALDERMAN ROBERT F. LANGFORD  
ALDERMAN DONALD H. ROWELL  
ALDERMAN LEROY SCOTT

THOSE PRESENT AND VOTING "NAY":

NONE

THEREBEING NO FURTHER BUSINESS, THE REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN WAS RECESSED ON THIS THE 7<sup>TH</sup> DAY OF SEPTEMBER, AD, 1999 UNTIL THE 14<sup>TH</sup> DAY OF SEPTEMBER, AD, 1999.

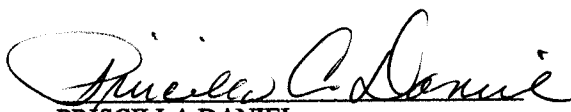
CITY OF PETAL, MISSISSIPPI



JACK GAY  
MAYOR

(SEAL)

ATTEST:



PRISCILLA DANIEL  
CITY CLERK

EXHIBIT "A"

**JIMMY G. GOURAS  
URBAN PLANNING CONSULTANTS, INC.**

**PROPOSAL FOR  
ADMINISTRATIVE SERVICES  
FOR**

**THE CITY OF PETAL  
2000 COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM**

**SEPTEMBER 7, 1999**

**JIMMY G. GOURAS**

URBAN PLANNING CONSULTANTS, INC.  
901 JACKSON STREET • P.O. BOX 154

URBAN PLANNING CONSULTANTS, INC.  
VICKSBURG, MISSISSIPPI 39181-1547

• 601-638-7121 • FAX 601-638-5292

September 7, 1999

Mayor and Aldermen  
City of Petal  
P.O. Box 564  
Petal, MS 39465-0564

Attn: Mayor Jack Gay

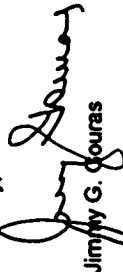
Dear Mayor Gay:

Attached please find two copies of a proposal for professional services required for administration of Petal's Community Development Block Grant programs.

I am grateful for the opportunity you have given us to submit a proposal. Jimmy G. Gouras, Urban Planning Consultants, Inc. has extensive knowledge of the CDBG program and a sincere interest in working with you and the City of Petal.

If selected to perform application preparation and administrative services, we stand ready to begin immediately.

Sincerely,



Jimmy G. Gouras

Enclosure

**JIMMY G. GOURAS**

URBAN PLANNING CONSULTANTS, INC.

KSON STREET • P.O. BOX 1547 • VICKSBURG, MISSISSIPPI 39181-1547 • 601-638-7121 • F

8-5292



EXHIBIT "A"

**SCOPE OF SERVICES**

The selected Administrator shall assist the City and its agents in the application preparation and subsequent program administration including management accounting, required reports to HUD and the State, implementation of applicable State and Federal laws, regulations, and requirements, establishment and maintenance of filing system, and serve as liaison between the City and State.

**CAPACITY FOR PERFORMANCE**

**JIMMY G. GOURAS**

URBAN PLANNING CONSULTANTS, INC.  
901 JACKSON STREET • P.O. BOX 1547 • VICKSBURG, MISSISSIPPI 39181-1547 • 601-638-7121 • FAX 601-638-5792

**JIMMY G. GOURAS**

URBAN PLANNING CONSULTANTS, INC.  
901 JACKSON STREET • P.O. BOX 1547 • VICKSBURG, MISSISSIPPI 39181-1547 • 601-638-7121 • FAX 601-638-5792

EXHIBIT "A"

**COST**

**COST**

If the application for the CDBG project is approved, an application preparation fee will be included as a part of the grant. The application preparation fee will be paid from the grant if the project is funded. If the project is not funded, then there will be no charge for application preparation.

**CAPACITY FOR PERFORMANCE**

The following individuals are available to provide Administrative Services for the Community Development Block Grant Project:

- Jimmy G. Gouras - Urban Planner - Principal
- Chris G. Gouras - Associate Planner
- Olie Blansett Eifer - Associate Planner
- Jerry F. Perkins - Community Planning and Development Specialist
- James L. Paulk - Engineer/Urban Planner
- Linda B. Way - Clerical/Secretary

The Consultant's key administrative personnel to be assigned to this project will be Jimmy Gouras, Chris Gouras, and Olie Blansett Eifer. Support assistance will be provided by Jerry F. Perkins and James L. Paulk, if necessary, and by Linda Way who will handle clerical responsibilities. The consultant is prepared to provide any additional personnel that may be needed to properly implement this project although the need is not anticipated.

**JIMMY G. GOURAS**

URBAN PLANNING CONSULTANTS, INC.

901 JACKSON STREET • P.O. BOX  
VICKSBURG, MISSISSIPPI 39181-1547 • 601-638-7121 • FAX 601-638-5292

August 25, 1999

Jack Gay, Mayor  
Town of Petal  
P.O. Box 564  
Petal, MS 39465

RE: Town of Petal's FY 2000 CDBG Grant(s)  
Administrative Proposal

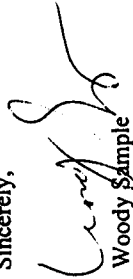
Dear Mayor Gay:

We are pleased to be able to submit a proposal for administrative services for the Town of Petal's FY 2000 CDBG Grant(s). We have attached a statement of our qualifications and experience in federally funded programs of this type. We especially encourage you to review our Experience Section of the proposal which shows you the projects we have successfully completed during our twenty-one (21) years of existence.

Please feel free to contact any of the officials of these cities, towns, and counties to check our ability to prepare and implement a CDBG Program.

Thank you for your review and consideration of our services for the program. If you have any questions concerning this proposal, please contact me.

Sincerely,

  
Woody Sample

WS/bj

PROPOSAL FOR COMMUNITY DEVELOPMENT  
BLOCK GRANT  
ADMINISTRATIVE SERVICES

Sample and Associates, Inc.  
1013 North Flowood Drive  
Jackson, MS 39208

EXHIBIT "A"

EXPERIENCE IN SIMILAR PROJECT

In its eighteen (18) years of existence, Sample and Associates, Inc., has become known for its high quality of service, knowledge and experience in Community Development Block Grant and Urban Development Action Grant-Programs. We have broken this down by project, giving a brief description and percentage of completion for each.

SAMPLE AND ASSOCIATES, INC.

There are many aspects in the preparation of an application and the administration of an approved grant in the Community Development Block Grant Program. As consultants specializing in federal and community development programs, we are in daily contact with the regulations of such, and can assist you in implementing your program so that it will meet all qualifications required by the U.S. Department of Housing and Urban Development and the State of Mississippi.

QUALIFICATIONS

Outlined below is a list of personnel who will be involved with the community development program and a narrative related to qualifications of each.

Principal

The Principal of Sample and Associates, Inc., is John Wood (Woody) Sample. Mr. Sample has worked as a private Consultant with Community Development Block Grant Programs for the past twenty (20) years. In the "Experience" section of this narrative, we have listed the various cities, towns, and counties where Mr. Sample has prepared applications for grants and/or administered approved grant programs very much like your program.

The experience gained from assisting the above mentioned cities, towns, and counties has enhanced Mr. Sample's broad background of Community Development Block Grant and Urban Development Action Grant Programs and other federal and state programs.

Listed below are the credentials which give Mr. Sample the ability to assist you with the proposed services outlined in your request for proposal.

- Master's Degree in Urban Planning from the University of Mississippi;
- Worked for two (2) years as Planner for Lee County Council of Governments;
- Worked for five (5) years for the U.S. Department of Housing and Urban Development (two years as Community Planning and Management Representative and three years as Community Planning and Development Representative);
- Attended HUD Workshops on Acquisition, Relocation, Labor Standards, Equal Opportunity, Rehabilitation, and Environmental.

Project Co-ordinator

Jason A. Hicks is a project co-ordinator with Sample & Associates, Inc. Mr. Hicks has a Master's Degree in Business Administration from Mississippi State University. He has worked for over two (2) years preparing and/or administering Community Development Block Grants (CDBG) and has attended all CDBG Program and Implementation workshops.

EXHIBIT "A"

Labor Standards Administration and Enforcement

- a. Serve as Labor Standards Officer to insure compliance with all applicable labor standard requirements.
- b. Request Wage Rate Determination in accordance with the Davis-Bacon Act.
- c. Ensure the inclusion of all construction documents and bid specifications, the applicable wage decisions and labor standard provisions.
- d. Verify with the State Office the current eligibility status of all contractors and subcontractors to be used on any Title I funded construction prior to award of contract.
- e. Documentation of contractor and subcontractor certification in accordance with HUD Handbook (6500.3) paragraph 5(b).
- f. Assist Engineer in conducting the pre-construction conference for each construction contract under the Community Development Program to appraise contractors and subcontractors of their responsibilities and obligations regarding the labor standard provisions obtained in the contract documents.
- g. Prepare a pre-construction conference report for each conference held in accordance with the labor handbook.
- h. Examination of "Weekly Payroll Forms" from contractors and subcontractors to ensure that these forms meet all necessary requirements as stated in the labor handbook.
- i. Conduct employee interviews to ensure that there are no violations and discrepancies in the existing wage rate and labor classifications.
- j. Notify the State office of the start of construction of each construction contract in accordance with labor standards.
- k. File Labor Standards Enforcement Report to State office as requested.

3. Environmental Assessment\*

- a. Preparation of the Environmental Review Record for each project activity.
  - (1) Description of the project.
  - (2) Documentation showing that each step in the Environmental Review Record has been performed.
  - (3) Identification of the Environmental Impacts (Beneficial or Adverse).

\*NOTE: Does not include costs of full Environmental Impact Statement.

ABILITY TO PERFORM

Sample and Associates, Inc., has demonstrated its capacity to implement CDBG Programs and UDAG Projects in a timely and efficient manner. Sample and Associates, Inc., will utilize its entire staff working as a team to implement your CDBG Program. Staff assigned to your project will be as follows:

Woody Sample                    General Administrative Work  
 Jason A. Hicks                    General Administrative Work

EXAMPLE SCOPE OF SERVICES

See attached.

REFERENCES

See attached.

PROPOSED FEE

To be negotiated if selected.

SCOPE OF SERVICES

The Consultant shall do, perform, and carry out in a satisfactory and proper manner such work as the City/County determines is necessary under this program. Specific job tasks that the Consultant will assist the City/County in performing include, but are not necessarily limited to the following:

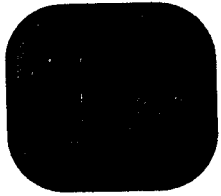
- 1. General Services
  - a. Establish a filing system to keep the necessary records.
    - (1) Citizen Participation
    - (2) Environmental
    - (3) Labor Standards
    - (4) Acquisition
    - (5) Relocation
    - (6) Financial Management
    - (7) Other Resources
    - (8) Equal Opportunity
    - (9) General Correspondence
  - b. Responsible for overall coordination of project activities.
  - c. Attend State monitoring visits, meetings, etc.
  - d. Establish and maintain financial records.
  - e. Preparation of the necessary forms to request funds from the State Treasury.

EXHIBIT "A"

- (4) Documentation of any modification of project due to an adverse environmental impact.
- (5) Determination of Level of Clearance Finding.
  - b. Preparation of Cultural Resources Survey.
  - c. Preparation of Notice of Finding of No Adverse Effect on the Environment and Request for Release of Funds publications.
  - d. Preparation of Request for Release of Funds and Certification to the State of Mississippi.
  - e. Submit copies of Notice of No Effect on the Environment and Request for Release of Funds to interested agencies.
4. Acquisition Administration
  - a. Work with Attorney and other local officials to determine who owns property within the project area.
  - b. Preparation of letters of Intent to Acquire.
  - c. Work closely with Appraiser selected by City/County to appraise property in project area.
  - d. Preparation of Letter to Offer for property in project area.
  - e. Work closely with attorney related to finalizing efforts to acquire property.
  - f. Preparation of acquisition files on each individual case.
  - g. Preparation of Acquisition Spread sheets.
5. Relocation Administration
  - a. Preparation of list of all families to be displaced by project.
  - b. Preparation of Preliminary Relocation Notice.
  - c. Be available to respond to questions concerning the Relocation Program by displacees.
  - d. Preparation of Notice of Displacement.
  - e. Work with displacees to locate safe, standard, and decent housing.
6. Close-Out Project
  - a. Preparation of close-out report as required by State/HUD agency.
  - b. Assist the City/County in the selection of an auditor.

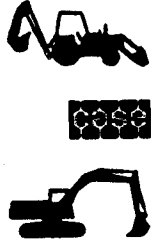
The Consultant shall be available at all times to assist the City/County in performing such work in a satisfactory and proper manner as the City/County deems necessary under this program. Specific job tasks that we, as the Consultant, shall perform shall not be limited to the above, but would form to the specific needs of the City/County.
- f. Preparation of Moving Expense forms.
- g. Preparation of Relocation Spread Sheets.

EXHIBIT "B"



**Equipment  
& Rental Co., Inc.**

2700 East Lakeland Drive / P.O. Box 4998 / Jackson, Mississippi 39296-4998 / (601) 932-3900 / FAX (601) 932-4838



**City of Petal**

**1 each, 185 CFM Air compressor, 1999 year model with less than 1,000 hours--  
meeting all requirements.**

**\$9095.00**

**Larry Johnson**  
*Larry Johnson*  
9-2-99

EXHIBIT "C"



CITY OF PETAL  
DEPARTMENT OF POLICE

P. O. BOX 583  
PETAL, MISSISSIPPI 39465  
PHONE 601-544-5331  
FAX 601-544-5347

TO WHOM IT MAY CONCERN,

I BRYAN MORSE WILL LEASE MY K-9, ARCO, A BELGIUM MALINOIS, THAT IS CURRENTLY CERTIFIED IN NARCOTICS, HANDLER PROTECTOIN, CRIMINAL APPRENTION, BASIC OBEDIENCE, TRACKING AND EVIDENCE SEARCH. IN RETURN THE CITY OF PETAL SHALL BE RESPONSIBLE FOR VETERINARY BILL, DOG FOOD, HEARTWORM, AND PERSONAL HYGIENE

THANKS IN ADVANCE

BRYAN MORSE 09/01/99 thru 09/01/2000



EXHIBIT "D"

ORDER

WHEREAS, the Mayor and Board of Aldermen of the City of Petal, Mississippi, have received from the Mississippi State Tax Commission, a copy of the Motor Vehicle Assessment Schedule adopted by said Commission for the fiscal year 1999-2000.

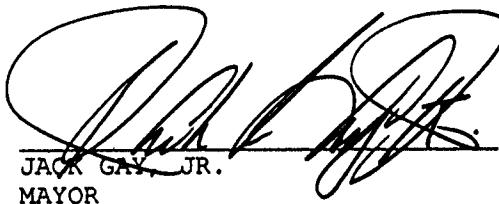
WHEREAS, the Mayor and Board of Aldermen of said City have examined and considered the aforesaid Assessment Schedule and desire to adopt the same for the Municipal Separate School District with added territory, in assessing and collecting ad valorem taxes on vehicles for the ensuing year.

WHEREAS, the Mayor and Board of Aldermen also desire the for the County Tax Collector to collect the City of Petal's and the Petal Municipal Separate School District with added territory motor vehicle ad valorem taxes as stated in Section 21-51-29 of the Mississippi Code of 1972, as annotated and amended.

IT IS THEREFORE HEREBY ORDERED by the Mayor and Board of Aldermen of the City of Petal, Mississippi, that;


The Motor Vehicle Assessment Schedule for the fiscal year 1999-2000 adopted by the Mississippi State Tax Commission under the provisions of the Motor Vehicle Ad Valorem Tax Act of 1958, as amended by the laws of 1960, being Section 27-51-21 of the Mississippi Code of 1972, as annotated and amended, is hereby adopted as the Motor Vehicle Assessment Schedule for the City of Petal, Mississippi, and the Petal Municipal Separate School District with added territory, for the ensuing fiscal year.

SO ORDERED by the Mayor and Board of Aldermen of the City of Petal, Mississippi, on this the 7th day of September, A.D., 1999.

  
JACK GAY, JR.  
MAYOR

(SEAL)

ATTEST:

  
PRISCILLA C. DANIEL  
CITY CLERK

AN ORDINANCE AMENDING ORDINANCE 1988 (73-H), TO PROVIDE FOR ADDITIONAL COMPENSATION FOR THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF PETAL, MISSISSIPPI

BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF PETAL, MISSISSIPPI:

SECTION 1: Ordinance 1988 (73-H) is hereby amended as follows, any Ordinances inconsistent with that adopted herein being repealed specifically and by implication:

SECTION 2: COMPENSATION OF THE MAYOR

The Mayor of the City of Petal, Mississippi shall be paid compensation for the performance of his official duties at the rate of \$36,700.00 annually.

SECTION 3: COMPENSATION OF ALDERMEN

The Aldermen of the City of Petal, Mississippi shall be paid compensation for the performance of their official duties at the rate of \$7,700.00 annually.

SECTION 4: EFFECTIVE DATE

The above and foregoing Ordinance shall take effect and be in full force from and after thirty (30) days from the date of its adoption and approval.

The above and foregoing Ordinance amending Ordinance 1988 (73-H) and for related purposes, having been reduced to writing, the same was introduced and read and a vote was taken thereon, first section by section and then upon the foregoing Ordinance as a whole, with the following results:

Those present and voting "Aye" and in favor of the passage, adoption and approval of Sections 1, 2 and 3 of the foregoing Ordinance:

Alderman Hinton  
Alderman Holbrook  
Alderman Langford  
Alderman Rowell  
Alderman Scott

Those present and voting "Nay" or against the passage, adoption and approval of Sections 1, 2, and 3 of the foregoing Ordinance:

None

Those present and voting "Aye" and in favor of the adoption of the foregoing Ordinance as a whole:

Alderman Hinton  
Alderman Holbrook  
Alderman Langford  
Alderman Rowell  
Alderman Scott

Those present and voting "Nay" or against the adoption of the foregoing Ordinance as a whole:


None

Whereupon, the foregoing Ordinance be, and the same is hereby passed, adopted, and approved on this, the 7th day of September, AD, 1999.

  
Mark Gay  
Mayor

(SEAL)

Attest:

  
Patsille C. Daniel  
City Clerk

Publish (1) time: AS SOON AS POSSIBLE

EXHIBIT "F"



# THE UNIVERSITY OF SOUTHERN MISSISSIPPI

August 13, 1999

Mr. Jack Gay, Mayor  
102 West 8<sup>th</sup> Avenue  
Petal, MS 39465

Dear Mr. Gay:

It has been my good fortune to have had the opportunity to live in Petal for more than eight years and to have served on the Petal School Board for several years. During my tenure as both a resident and Board Member, I have watched with amazement as the City and School have grown. We are so blessed, in Petal, to have families and individuals who support the school and the activities sponsored by the school with such dedication and enthusiasm. During my short tenure I have witnessed many exciting additions to the school system. I have watched as major renovations and expansions have been made to each school site. The Family Parenting Center was designed and implemented for the City of Petal and surrounding area. I was able to see the first Polymer High School program put into place along with many other positive activities and academic advantages for the youth of our town (Tech Prep, an extensive Fine Arts program, Gifted Education expansion).

Having been a part of these things makes it all the more difficult for me to leave the area. It is with great sadness that I must inform you that I must resign from the School Board effective immediately. I have been blessed with a promotion at the University and will now serve as the Chair of the Department of Curriculum and Instruction. This has drastically increased the number of hours that I must be in Hattiesburg at the office. With all of my family in the Hattiesburg area, my new job requirements, and having tried unsuccessfully to build-on to my home for the room we so desperately need I have purchased a home in Hattiesburg which is five minutes from the University.

While I know that it is not my place to recommend any particular individual to complete my term, I would hope that the wisdom of the City Fathers would be to continue to support the notion that it should be an individual with an education background (there are several in the city limit area at this time). The School Board has a variety of individuals with various types of expertise and I feel that an educator balances out the decisions that are made for the children of Petal.

Please know that each of you will be in my thoughts and prayers. My life has been truly enriched and blessed because of each of you. Please know that in my capacity at the University as Chair of the Department, I will continue to be Petal's biggest fan and advocate.

With warmest regards and keeping children first,

A handwritten signature in cursive script, appearing to read "Dana G. Thames".

Dana G. Thames, Chair  
Department of Curriculum and Instruction

cc: Dr. James Hutto, Superintendent of CURRICULUM AND INSTRUCTION  
Mr. Marcus Ware, Chairman of the Board of LITERACY AND ASSESSMENT  
Box 5026 • Hattiesburg, MS • 39406-5026  
Phone (601) 266-5247  
www.usm.edu

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