REGULAR MONTHLY MEETING OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Tuesday, April 11, 2023 at 6:00 PM

Agenda

This notice and agenda of the Regular Monthly Meeting of the Mayor and Board of Aldermen is hereby given by the undersigned. Said meeting shall be held on Tuesday, April 11, 2023, at 6:00 PM in the Board Room at City Hall, located at 343 Distribution Drive, Gluckstadt, MS 39110.

The business to be brought before the meeting shall be limited to the following:

1. **Call Meeting to Order and Roll Call**
2. **Opening Prayer and Pledge of Allegiance**
3. **Presented Items**
4. **Approval of Consent Agenda Items**

   A) Approval of March 23, 2023 Special Called Meeting Minutes

   B) Approval of March 29, 2023 Special Called Meeting Minutes

   C) Approval of April 5, 2023 Special Called Meeting Minutes

   D) Approval of Docket of Claims

   E) Consideration of City Hall Backup Communications Quote (Emergency Management)

   F) Notification for Withdrawal of $400 Additional Change for Court Services (Cash Drawers)

   G) Request for Training, Police Department: Reimbursement of Registration & Travel Fees (Officer Sage Bowman)

   H) Request for Training, Police Department: Reimbursement of Registration & Travel Fees (Sergeant Jeremy Slaven)

I) Request for Training, Police Department: Reimbursement of Registration & Travel Fees (Sergeant Timothy Hudson)

J) Request for Training, Police Department: Reimbursement of Registration & Travel Fees (Chief Wendell Watts & Assistant Chief Barry Hale)

5. Amendment to Budget & Monthly Budget Report

A) Monthly Budget Report(s)

6. New Business

A) Approval of Resolution, Grant Application: Delta Regional Authority Resolution, Comprehensive Plan

B) Uninterrupted Power Supply (UPS) for Traffic Signals Installation and Maintenance Bid

C) Bid Recommendation for Limb Pickup

D) Consideration of Bids: Term Bid for Asphalt, Milling and Repair of Streets

E) Consideration of Bids: Striping, Various Intersections, City of Gluckstadt

F) Consideration of Bids: Purchase of One Ton Truck with Dump Bed, Public Works

7. Old Business

A) None

8. City Clerk, City Administration Matters (Lindsay Kellum)

A) General Update, City Administration Matters

B) Monthly Privilege License Report

C) For Discussion and Consideration: Travel Card, Direct Billing Setup (Hotels) and Procurement Card (Emergencies Only)

9. Building Official, Planning and Zoning Matters (Mike McCollum and William Hall)

A) General Update, Planning and Zoning & Building Dept.

B) Draft Minutes of the Planning and Zoning Commission Meeting: March 28, 2023

C) Permitting Log Update, Building Dept.

D) Public Hearing: Private Property Cleanup, 330 Old Jackson Road (Update)

E) Consideration and Approval of Site Plan, "PTS" Sports

F) Consideration and Approval of Site Plan, "The Platz"

10. Police Chief, Police Department Matters (Chief Wendell Watts)

A) General Update, Law Enforcement Matters

11. Court Clerk, Municipal Court Department (Stephanie Gerlach)

A) General Updates, Municipal Court Matters

12. Public Comment

13. Closed Session to Determine Need for Executive Session

14. Adjourn

WALTER C. MORRISON, IV
MAYOR

We the undersigned Aldermen acknowledge that we were given notice of said meeting at least three (3) hours in advance thereof by a copy of this notice.

Alderwoman Bates_____

Alderman Powell_____

Alderman Slay_____

Alderman Taylor_____

Alderwoman Williams_____

ATTEST: DATE:

_____ _____

LINDSAY D. KELLUM
CITY CLERK

[Seal]

SPECIAL CALLED MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Thursday, March 23, 2023 at 6:00 PM

Minutes

The business to be brought before the meeting shall be limited to the following:

1. Call Meeting to Order and Roll Call

The Mayor called the March 23, 2023 Special Called Meeting of the Mayor and Board of Aldermen to order.

Board Members Present: Mayor Walter Morrison, Alderman John Taylor, Alderman Jayce Powell, Alderwoman Miya Bates, Alderman Wesley Slay, Alderwoman Lisa Williams (via telephone).

City Employees and Legal Staff Present: Zachary Giddy, City Attorney; Lindsay Kellum, City Clerk; Scott Maugh, Deputy City Clerk; Janet Brooks, Executive Assistant; Mike McCollum, Planning and Zoning Administrator; William Hall, Building Official; Bridgette Smith, Executive Assistant.

Absent: John Scanlon, City Attorney.

2. Opening Prayer and Pledge of Allegiance

Pastor Steven Brooks opened the meeting with prayer.

Alderman Powell led the pledge of allegiance.

No action taken.

3. Presented Items

A) Oath of Office, Officer Felix Norwood (Part Time)

The Mayor administered the Oath of Office to Officer Felix Norwood (Part Time Officer).

No action taken.

B) Consideration and Approval: Resolution Recognizing Germantown High School

Girls Basketball Team, 6-A State Champions

Alderman Powell presented a formal resolution for board consideration, recognizing the Germantown High School Girls Basketball Team as 6-A State Champions.

The Mayor requested a motion to adopt the resolution. (Exhibit A). Motion made by Alderman Powell, Seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

C) Introduction of Laura Sullivan, Candidate for Madison County Tax Collector

Laura Sullivan introduced herself to the board and public. Ms. Sullivan is running in the November election for Madison County Tax Collector and asked for the public's support in her race.

No action taken.

D) Introduction of Richard "Taco" Johnson, Candidate for District Three (3) Constable, Madison County

Richard "Taco" Johnson introduced himself to the board and public; Mr. Johnson is running in the November election for Constable, Madison County District Three (3) and asked for the public's support in his race.

No action taken.

E) Presentation: Joni's House

Representatives from Joni's House made a presentation on their planned development in Gluckstadt.

No action taken.

4. Approval of Consent Agenda Items *(Exhibit B)*

A) Approval of February 14, 2023 Regular Meeting Minutes

B) Approval of Docket of Claims

C) Approval of MML Summer Conference Registrations (City Staff and Elected Officials)

D) Request for Approval to Attend Spring Certified Municipal Clerk Program, Oxford (April 12-14th), City Clerk (Reimbursement of Associated Travel Costs)

E) Request to Attend Building Officials Association of Mississippi Summer Conference, June 12th-16th, Gulfport (Approval of Associated Registration Fees & Travel Reimbursement, Building Official)

F) Request to Attend Building Officials Association of Mississippi Summer Conference, June 12th-16th, Gulfport (Approval of Associated Registration Fees & Travel Reimbursement, Building Official)

The Mayor requested a motion to adopt the consent agenda.

Motion made by Alderman Slay, Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

5) Amendment to Budget & Monthly Budget Report

A) Consideration and Adoption of Resolution Amending FY23 Budget

The Mayor and Board discussed the need to amend the FY23 budget.

The Mayor then requested a motion to adopt the Resolution Amending the FY23 Municipal Budget. (Exhibit C).

Motion made by Alderman Slay, Seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

B) Monthly Budget Report(s)

The Mayor presented the monthly budget report(s). (Exhibit D).

No action taken.

6. New Business

A) Request for Consideration and Approval: Draft Noise Ordinance

Mayor Morrison presented an Ordinance Regulating Noise within the City (as requested by Alderman Powell).

The Mayor then requested a motion to adopt the the Ordinance Regulating Noise Within the City. (Exhibit E).

Motion made by Alderman Powell, Seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

B) Request for Consideration and Approval: Draft Ordinance, Franchise Fee Agreement, CenterPoint Entergy

Mayor Morrison presented a Franchise Agreement with Centerpoint Energy. The agreement has been reviewed by legal and they have determined that a separate franchise ordinance is not necessary.

The Mayor then requested a motion to adopt the the Franchise Agreement with Centerpoint Energy and for the Board to give him the authority to sign it. (Exhibit F).

Motion made by Alderwoman Bates, Seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

C) Request for Consideration and Approval: Draft Ordinance, City of Gluckstadt Landscape Ordinance

Mayor Morrison asked Mike McCollum, Planning & Zoning Director, to present the Ordinance Establishing Landscape Regulations within the City.

The Mayor then requested a motion to adopt the Ordinance Establishing Landscape Regulations within the City, as amended (with the removal of the chinese privethead invasive species as a permissible plant, per Alderman Slay's request). (Exhibit G).

Motion made by Alderman Slay, Seconded by Alderwoman Williams.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

D) Request for Consideration and Approval: Memorandum of Understanding Between Madison County and the City of Gluckstadt, Bozeman Road Project

Mayor Morrison presented a Memorandum of Understanding Between Madison County and the City of Gluckstadt related to the Bozeman Road Project.

The Mayor then requested a motion to adopt the Memorandum of Understanding Between Madison County and the City of Gluckstadt, Bozeman Road Project. (Exhibit H).

Motion made by Alderman Powell, Seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

E) Discussion of Automatic Rotation of Board Members as Mayor Pro Tempore (Alderman Slay)

Alderman Slay discussed the option of rotating the role of Mayor Pro Tempore annually and asked what the Board's thoughts were on the matter.

Legal expressed that the Mayor Pro Tempore is elected by the Board and the term is clearly defined in statute as the "term of office of the elected official" (4 years); further, that the current Mayor Pro Tempore (Alderwoman Williams) must voluntarily resign her role and the Board would have to have come to an agreement to vote on a new Mayor Pro Tempore at the end of each FY or calendar year.

Mayor Morrison asked if Alderwoman Williams would be open to or agree to resign her role and let another Board member be elected each year. Alderwoman Williams stated she would not resign the role of Mayor Pro Tempore.

No action taken.

F) Discussion of City Park & Multi-Use Trails, City of Gluckstadt (Alderman Slay & Alderman Powell)

Alderman Slay and Alderman Powell discussed the need for a City Park and Multi-Use Trails in the future. The Mayor asked Mr. McCollum his thoughts on the subject.

Mr. McCollum stated he understood the desire for such a project, but that there were a few issues to note at present: 1) The Comprehensive Plan for the City has not been completed. 2) Available land or space. 3) Cost and maintenance (limited resources & staffing). Mr. McCollum stated he would continue to work with Chris Watson, City Planner, on the Comprehensive Plan (to include options for a park and multi-use trail) and also be on the lookout for any grant funding the city could obtain for a project of this nature. He will report back to the Board at a future meeting.

No action taken.

G) Request for Consideration and Approval: Interlocal Agreement, Madison County (Road Improvements, Ridgefield & Parkfield Drive)

The Mayor asked the Board to consider the draft Interlocal Agreement, Madison County (Road Improvements, Ridgefield & Parkfield Drive); the interlocal agreement provides the city will cover the costs of the project initially (projected $325,000.00) and will be reimbursed by the county.

Mr. McCollum asked legal if an Interlocal Agreement was necessary due to deadline for completion of the project as December 2023 and with the Attorney General needing to approve the Interlocal (process can take up to 6 months).

Legal stated that no interlocal is necessary and they would work with County Attorney Mike Espy on drafting a Memorandum of Understanding in its place, for the April or May meeting.

The Mayor requested the Board table this item.

No action taken.

7. Old Business

None.

8. City Clerk, City Administration Matters (Lindsay Kellum)

A) General Update, City Administration Matters

The City Clerk provided an update to the board concerning the City Administration.

No action taken.

B) Monthly Privilege License Report

The City Clerk provided an update to the board on privilege license collections. (Exhibit I).

No action taken.

9) Building Official, Planning and Zoning Matters (Mike McCollum and William Hall)

A) General Update, Planning and Zoning & Building Dept.

The Planning and Zoning Administrator and the Building Official provided an update to the board related to matters in their departments.

No action taken.

B) Draft Minutes of the Planning and Zoning Commission Meeting: February 28, 2023

The Planning and Zoning Administrator and Building Official provided an update on the most recent meeting agenda of the Planning and Zoning Commission.

No action taken.

C) Permitting Log Update, Building Dept.

The Building Official provided an update on permit collections. (Exhibit J).

No action taken.

D) Consideration and Approval of Site Plan Amendment, Classic Cars

The Mayor requested a motion to approve the Site Plan Amendment for Classic Cars. (Exhibit K).

Motion made by Alderman Powell, Seconded by Alderman Slay.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

E) Public Hearing, Private Property Cleanup: 330 Old Jackson Road

Mr. Hall, Building Official, asked that this item be tabled until the April meeting as the notice for the public hearing was set for the original regular meeting of the Mayor and Board of Aldermen on 3/14/23 (incorrect date, as the meeting was rescheduled to 3/23/23).

The Mayor directed Mr. Hall and Mr. McCollum to provide proper notice for the public hearing for clean-up of private property at 330 Old Jackson Road to be set for April 11, 2023.

No action taken.

10. Police Chief, Police Department Matters (Chief Wendell Watts)

A) General Update, Police Department Matters

The Chief of Police provided an update on law enforcement matters.

No action taken.

B) Discussion of Grant Opportunities, Request for Approval of Grant Writing Quote from Stover Developments, LLC (Police Dept.)

The Chief of Police introduced Ms. Addie Stover with Stover Developments, LLC and requested the Board consider hiring Ms. Stover on a contractual basis (monthly, through 9/30/2023, the end of FY23) to assist with grant writing for the City (focusing on Police Department, Planning and Zoning, as well as Public Works related grants).

The City Clerk pointed out the agreement requested $5,000.00 a month for grant writing services and the Board would need to do another budget amendment soon to the contractual services category to account for an additional $30,000.00 increase this fiscal year.

The Mayor requested a motion to authorize the contract with Stover Developments, LLC for $5,000.00 a month for grant writing services, to end at the close of fiscal year 2023 (would need to be brought back before the Board for renewal for fiscal year 2024). (Exhibit L).

Motion made by Alderman Taylor, Seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

11. Court Clerk, Municipal Court Department (Stephanie Gerlach)

A) General Update, Municipal Court Matters

The Municipal Court Clerk provided an update on court matters.

No action taken.

12. Public Comment

No members of the public signed up to address the board.

No action taken.

13. Closed Session to Determine Need for Executive Session

The Board considered entering into closed session to determine whether to go into Executive Session. The Mayor requested a motion to enter closed determination.

Motion made by Alderwoman Bates, Seconded by Alderman Slay.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

The Board then considered entering into executive session. A motion was made by Alderman Powell to enter into executive session.

Motion made by Alderman Powell, Seconded by Alderman Slay.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

The Board entered into an Executive Session. A public announcement was made that the Board had entered into Executive Session for discussion of personnel matters, for the purpose of discussing the hiring of two (2) individuals for the City's Public Works Department; Additionally, the Board requested legal briefly update them on the status of pending litigation with Robbie's Fireworks and the city.

A) Request for Approval to Extend Offer of Employment to One (1) Candidate for Public Works, for the Position of Crew Leader

After the Board reviewed the candidate's qualifications, the Mayor requested a motion to hire Mr. Ethan Hancock for the position of Public Works Crew Leader. Alderman Slay made a motion to extend a conditional offer of employment, setting the annual salary for the position of public works crew leader at $35,360.00 annually, plus benefits to include PERS retirement and 100% employee coverage of BCBS health insurance benefits; additionally, Alderman Slay directed the Mayor and Planning and Zoning Director to provide an offer letter to Mr. Hancock and note in the offer letter that the offer of employment was contingent upon successful passage of all background checks, drug testing, driving history and any additional pre-employment requirements for the city. Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

B) Request for Approval to Extend Offer of Employment to One (1) Candidate for Public Works, for the Position of Maintenance Worker II

After the Board reviewed the candidate's qualifications, the Mayor requested a motion to hire Mr. Fenton Jackson for the position of Public Works Maintenance Worker II. Alderman Slay made a motion to extend a conditional offer of employment, setting the annual salary for the position of public works crew leader at $29,120.00 annually, plus benefits to include PERS retirement and 100% employee coverage of BCBS health insurance benefits; additionally, Alderman Slay directed the Mayor and Planning and Zoning Director to provide an offer letter to Mr. Jackson and note in the offer letter that the offer of employment was contingent upon successful passage of all background checks, drug testing, driving history and any additional pre-employment requirements for the city. Alderman Powell seconded the motion.

Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

C) Discussion of Status of Pending Litigation, Update to Board: Robbie's Fireworks

Legal updated the Board on pending litigation against the City with Robbie's Fireworks.

No action taken.

The Mayor then asked for a motion to leave executive session.

Within the executive session, a motion was made by Alderman Taylor to leave executive session and re-enter open session. Seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

The executive session ended. A public announcement was made that the Board had hired two (2) individuals for the City's Public Works Department, a Crew Leader and Maintenance Worker II; additionally, that the legal department updated the Board briefly on pending litigation with Robbie's Fireworks.

Adjourn

There being no further business before the Board of Aldermen, the Mayor requested a motion to adjourn.

Motion made by Alderwoman Bates, Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

_____

WALTER C. MORRISON, IV
MAYOR

ATTEST: DATE:

_____ _____

LINDSAY D. KELLUM
CITY CLERK

[Seal]

SPECIAL CALLED MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Wednesday, March 29, 2023 at 2:00 PM

Minutes

The business to be brought before the meeting shall be limited to the following:

1. Call Meeting to Order and Roll Call

The Mayor called the March 29, 2023 Special Called Meeting of the Mayor and Board of Aldermen to order.

Board Members Present: Mayor Walter Morrison, Alderman John Taylor, Alderman Jayce Powell, Alderwoman Miya Bates, Alderman Wesley Slay, Alderwoman Lisa Williams (via telephone).

City Employees and Legal Staff Present: Zachary Giddy, City Attorney; Lindsay Kellum, City Clerk; Scott Maugh, Deputy City Clerk; Wendell Watts, Police Chief; Barry Hale, Assistant Chief of Police.

Absent: John Scanlon, City Attorney.

2. Opening Prayer and Pledge of Allegiance

City Attorney Zachary Giddy led the opening prayer; Alderman Powell led the pledge of allegiance.

No action taken.

3. New Business

A) Discussion of Funding of the Police Department and Municipal Court Capital Project; Presentation by Butler Snow, LLP Related to Issuing of Bonds

Legal Consultants from Butler Snow, LLP gave a powerpoint presentation to the Board on Issuing Bonds and Municipal Financing Options for Funding of the Police Department and Municipal Court Building. (Exhibit A).

Legal Consultants Present (Butler Snow, LLP): Troy Johnston & Nick Schorr

No action taken.

4. Public Comment

No members of the public signed up for comment.

No action taken.

5. Closed Session to Determine Need for Executive Session

The Board determined there was no need to go into closed determination.

No action taken.

6. Adjourn

There being no further business before the Board of Aldermen, the Mayor requested a motion to adjourn.

Motion made by Alderwoman Bates, Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

_____

WALTER C. MORRISON, IV
MAYOR

ATTEST: DATE:

_____ _____

LINDSAY D. KELLUM
CITY CLERK

[Seal]

SPECIAL CALLED MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Wednesday, April 05, 2023 at 12:00 PM

Minutes

The business to be brought before the meeting shall be limited to the following:

1. Call Meeting to Order and Roll Call

The Mayor called the April 5, 2023 Special Called Meeting of the Mayor and Board of Aldermen to order.

Board Members Present: Mayor Walter Morrison, Alderman John Taylor, Alderman Jayce Powell, Alderwoman Miya Bates, Alderman Wesley Slay, Alderwoman Lisa Williams.

City Employees and Legal Staff Present: Zachary Giddy, City Attorney; Lindsay Kellum, City Clerk; Scott Maugh, Deputy City Clerk; Wendell Watts, Police Chief; Barry Hale, Assistant Chief of Police; Stephanie Gerlach, Municipal Court Clerk; Lauren Canoy, Deputy Court Clerk.

Absent: John Scanlon, City Attorney.

2. Opening Prayer and Pledge of Allegiance

City Attorney Zachary Giddy led the opening prayer; Alderman Powell led the pledge of allegiance.

No action taken.

3. New Business

A) Consideration of Engagement Letter & Resolution, Butler Snow LLP

The Mayor requested a motion to approve the Engagement Letter & Resolution from Butler Snow, LLP engaging legal services as bond counsel.

Motion made by Alderwoman Bates, Seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

B) Consideration and Adoption of Resolution of Intent, Police Station & Municipal Court Funding

The Mayor requested a motion to approve the Intent Resolution Declaring the Intention of Aldermen of the City of Gluckstadt To Issue General Obligation Bonds Not to Exceed Eight Million Dollars ($8,000,000) for the Purpose of Constructing a Municipal Police Department and Municipal Court Building

Motion made by Alderman Slay, Seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

4. Public Comment

Mrs. Colleen Wise signed up for the public comment section and addressed the Board.

5. Closed Session to Determine Need for Executive Session

The Board determined there was no need to go into closed determination.

No action taken.

6. Adjourn

There being no further business before the Board of Aldermen, the Mayor requested a motion to adjourn.

Motion made by Alderman Slay, Seconded by Alderwoman Williams.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay.

The Mayor declared the motion carried.

_____

WALTER C. MORRISON, IV
MAYOR

ATTEST: DATE:

_____ _____

LINDSAY D. KELLUM
CITY CLERK [Seal]

Gluckstadt, MS

Docket of Claims Register

APPKT00241 - April 2023 Claims

By Docket/Claim Number

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00003	A Complete Flag Source, Inc.	2023245					195.20
	43557	Flag Order	Invoice	04/12/2023	4x6 FT NYL MISS 2021 (VF)	001-195-92100	93.52
					5x8 FT NYL-GLO US (Including discount)	001-195-92100	101.68
00006	Bear Creek Water Association	2023246					37.10
	032023	Water & Sewer - March 2023	Invoice	04/12/2023	Water & Sewer - March 2023	001-195-63003	37.10
00010	Cascio Sanford Government Law G	2023247					2,967.35
	9796	Lobbying Fees & Expenses - April 2023	Invoice	04/12/2023	Expenses	001-195-60102	467.35
					Lobbying Fees - April 2023	001-195-60102	2,500.00
00011	CivicPlus, LLC	2023248					1,620.00
	257410	Agenda Minutes/Software	Invoice	04/12/2023	Agenda Minutes/Software 1/2	001-140-90500	1,620.00
00119	Crystal Clean	2023249					2,850.00
	47553	Street Sweeping Services - March 2023	Invoice	04/12/2023	Street Sweeping Services - March 2023	001-301-68600	2,850.00
00018	Custom Products Corporation	2023250					378.95
	388921	Stop Signs	Invoice	04/12/2023	Stop Signs	001-301-55904	378.95
00090	Deviney Rental & Supply	2023251					4,600.00
	042023	Function Valve for Kubota and Root Grap	Invoice	04/12/2023	Function Valve for Kubota and Root Grap	001-301-90400	4,600.00
00020	Entergy	2023252					471.07
	10017407725	Energy Bill - Signals and Lighting	Invoice	04/12/2023	Street Lights	001-301-63102	58.93
					Traffic Signals	001-301-63103	362.87
	550001555583	Traffic Signal - 1243 Gluckstadt Rd.	Invoice	04/12/2023	Traffic Signal - 1243 Gluckstadt Rd.	001-301-63103	49.27
00211	Evident	2023253					183.08
	219417A	evidence markers and bags	Invoice	04/12/2023	evidence markers	001-200-50500	35.00
					Large Paper Evidence Bags	001-200-50500	72.13
					Medium Paper Evidence Bags	001-200-50500	27.93
					Small Paper Evidence Bags	001-200-50500	25.48
					X-Small Paper Evidence Bags	001-200-50500	22.54
00021	Executive Landscape	2023254					285.00
	032023	Montlhy Landscaping Services - March 2	Invoice	04/12/2023	Montlhy Landscaping Services - March 2	001-195-68600	285.00
00123	Flock Safety	2023255					1,000.00
	INV-11150	Flock Tag Reader Replacement Camera	Invoice	04/12/2023	Flock Tag Reader Replacement Camera	001-200-90500	500.00
					Flock Tag Reader Replacement Camera F	001-200-90500	500.00
00022	FP Mailing Solutions	2023256					126.90
	RI105681624	Postage Meter Quarterly Invoice	Invoice	04/12/2023	Postage Meter Quarterly Invoice	001-195-64000	126.90

Docket of Claims Register **APPKT0**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00103	Henry Davis	2023257					865.42
	032023	PW Labor and Mileage Reimbursement	Invoice	04/12/2023	PW Labor and Mileage Reimbursement	001-301-60101	865.42
00219	HRH Outdoor Events, LLC	2023258					826.00
	042023Bowman	Bowman Registration - Tac. Games	Invoice	04/12/2023	Bowman Registration - Tac. Games	001-200-61000	826.00
00216	Interstate All Battery Center	2023259					54.00
	1902501038021	PHO0015 (Batteries)	Invoice	04/12/2023	PHO0015 (Batteries)	001-200-50500	54.00
00217	Jeremy Slaven	2023260					700.00
	042023Slaven	Reimbursement of Conf. Registration Fe	Invoice	04/12/2023	Reimbursement of Conf. Registration Fe	001-200-61000	700.00
00186	Lewis Electric, Inc.	2023261					350.00
	M2023.42	TRAFFIC SIGNAL REPAIR	Invoice	04/12/2023	ONE MAN & BUCKET TRUCK	001-301-57600	250.00
					RED LED LIGHT	001-301-57600	100.00
00036	Madison County Journal	2023262					1,092.00
	2023ci-3635	Publication/Ad - Budget Res. & Budget A	Invoice	04/12/2023	Budget Resolution	001-195-61500	546.00
					Notice of Budget Amendment	001-195-61500	546.00
00178	Madison County Sheriff's Office	2023263					104.13
	GP-M0223	Inmate Medical - Feb 2023	Invoice	04/12/2023	Inmate Medical - Feb 2023	001-200-68301	104.13
00038	MAGCOR (formerly MPIC, INC)	2023264					48.00
	127461	S-844 Stamp	Invoice	04/12/2023	S-844 Stamp	001-200-62000	48.00
00041	Matrix Solutions, Inc	2023265					5,677.00
	Inv_11462	Monthly Fees - Licenses/Server/Devices	Invoice	04/12/2023	Monthly Fees - Licenses/Server/Devices	001-195-68800	4,452.00
	inv_11667	Laptop MOHS Grant	Invoice	04/12/2023	Laptop MOHS Grant	001-200-91900	1,225.00
00196	Medical Device Depot	2023266					932.40
	165437	Accu Cold 2.65 cu ft refrigerator	Invoice	04/12/2023	Accu Cold 2.65 cu ft refrigerator	001-200-92100	932.40
00045	Mills, Scanlon, Dye & Pittman, Attc	2023267					16,901.22
	032023Court	Court Legal Fees - March 2023	Invoice	04/12/2023	Court Legal Fees - March 2023	001-110-60301	1,209.25
	032023General	General Legal Services & Retainer - Marc	Invoice	04/12/2023	General Legal Services & Retainer - Marc	001-195-60301	12,879.47
	032023PnZ	PnZ Legal Services - March 2023	Invoice	04/12/2023	PnZ Legal Services - March 2023	001-190-60301	2,812.50
00139	Mississippi Department of Public S	2023268					600.00
	042023HaleWatts	MS Public Safety Summit - Hale/Watts	Invoice	04/12/2023	MS Public Safety Summit - Hale/Watts	001-200-61000	600.00
00104	Nicholas Rushton	2023269					757.50
	032023	PW Labor Reimbursement	Invoice	04/12/2023	PW Labor Reimbursement	001-301-60101	757.50

Docket of Claims Register **APPKT0** **ns**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00152	OP Plus	2023270					475.50
	1013121-0; 1013121-1; 1013121-	Office Supply Replenishment, OP Plus	Invoice	04/12/2023	FILEBOX, ULTIMATE, HANDY	001-110-50000	176.70
					FOLDER, FILE, LTR, 1/3, MLA, 100	001-110-50000	76.08
					FOLDER, FILE, LTR, 1/3, MLA, 100	001-190-50000	12.68
						001-280-50000	12.68
						001-301-50000	12.68
					FOLDER, FLE, LTR, 1/3, MLA, 100	001-140-50000	19.02
					FOLDER, HANG, BXBTM, 2 EXP, LTR	001-190-50000	6.51
						001-280-50000	6.51
						001-301-50000	6.51
					FOLDER, HANG, RCYC, LTR, 1/3TAB	001-110-50000	69.36
					FOLDER, HANG, RCYC, LTR, 1/3TAB	001-140-50000	26.01
					PEN, SHARPIE, 6CD/ST, AST	001-110-50000	16.98
					PEN, SHARPIE, PLSTC PT, BE	001-110-50000	33.78
00053	Pennington & Trim Alarm Services,	2023271					856.00
	783889	Camera & Labor	Invoice	04/12/2023	Camera	001-195-90100	300.00
					Labor	001-195-90100	95.00
	784532	Wireless Monitoring & Access Control - M	Invoice	04/12/2023	Wireless Monitoring & Access Control - M	001-195-63200	66.00
	785854	Smoke Detectors & Labor	Invoice	04/12/2023	Labor	001-195-90100	95.00
					Smoke Detectors	001-195-90100	300.00
00208	ProPac	2023272					1,831.33
	380214	MOHS Grant Custom Kit (see document	Invoice	04/12/2023	Custom Kit (see Document for breakdow	001-200-50500	1,831.33
00057	Robert J Young Company	2023273					1,308.67
	INV6237977	Court Copier - Monthly & Overages - Feb	Invoice	04/12/2023	Court Copier - Monthly & Overages - Feb	001-110-64000	347.80
	INV6250095	Admin Copier - Monthly & Overages - Ma	Invoice	04/12/2023	Admin Copier - Monthly & Overages - Ma	001-195-64000	404.23
	INV6250516	Board Room Setup Monthly - March 202	Invoice	04/12/2023	Board Room Setup Monthly - March 202	001-195-64000	556.64
00059	South Madison County Fire Protect	2023274					27,321.00
	042023	SMCFPD Appropriation FY2023	Invoice	04/12/2023	SMCFPD Appropriation FY2023	001-260-69900	27,321.00
00154	Southern Benefits Administrators	2023275					100.00
	23032202300000	Cafeteria Plan Billing - April 2023	Invoice	04/12/2023	Cafeteria Plan Billing - April 2023	001-195-60003	100.00
00060	Southern Connection Police Suppli	2023276					68.00
	25255	Training Targets	Invoice	04/12/2023	Training Targets	001-200-50500	68.00
00212	Southern Pipe & Supply Company,	2023277					1,476.58
	7777259-00	Round lid covers for drains	Invoice	04/12/2023	Round lid covers for drains	001-301-56501	1,476.58
00076	Southern Regional Public Safety In	2023278					530.00
	042023Hudson	Basic Crim. Inves. Course - Hudson	Invoice	04/12/2023	Basic Crim. Inves. Course - Hudson	001-200-61000	530.00
00061	Stantec Consulting Services Inc (SC	2023279					4,511.50
	2055597	General Engineering Services - Feb. 2023	Invoice	04/12/2023	General Engineering Services - Feb. 2023	001-301-60202	2,374.00
	2055598	Road Traffic Study - February 2023	Invoice	04/12/2023	Road Traffic Study - February 2023	001-301-60203	2,137.50

Docket of Claims Register **APPKT0 ns**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00118	Storage Max	2023280					924.00
	60179	Storage Yard Rentals - April 2023	Invoice	04/12/2023	Storage Yard Rentals - April 2023	001-301-68201	924.00
00218	Stover Developments	2023281					5,000.00
	042023	Monthly Grant Writing Services	Invoice	04/12/2023	Monthly Grant Writing Services	001-195-60103	5,000.00
00181	Thomson Reuters - West Payment	2023282					650.00
	848124674	Monthly Subscription Charges	Invoice	04/12/2023	Monthly Subscription Charges	001-200-68800	650.00
00064	Tyler Technologies, Inc.	2023283					18,550.00
	025-417091	Project Management	Invoice	04/12/2023	Project Management	001-195-68800	1,250.00
	130-135662	Maintenance Renewals - RMS/Public Saf	Invoice	04/12/2023	Maintenance Renewals - RMS/Public Saf	001-195-68800	17,300.00
00071	Warner, Inc.	2023284					450.00
	0095354	Monthly Janitorial Services	Invoice	04/12/2023	Monthly Janitorial Services	001-195-69900	450.00
00209	Warren Excavation, LLC	2023285					9,100.00
	547	Sinkhole Repair	Invoice	04/12/2023	Sinkhole Repair 120 & 122 Raintree Rd	001-301-90500	9,100.00

Total Claims: 41 **Total Payment Amount: 116,774.90**

City of Gluckstadt – FirstNet Built with AT&T Quote

Quote Date: March 17, 2023

State of MS FirstNet Master Agreement Pricing

FirstNet Built with AT&T is pleased to present you the following quotation for data connection services for eligible FirstNet users. All services will be billed by FirstNet Built with AT&T.

FirstNet Data Plans

FirstNet Description	Qty	Each	Total Monthly
FirstNet - Data Only - unlimited enhanced LTE – **Never** Throttled	1	$36.99	$36.99
Administrative Fee	1	$1.99	$1.99
Regulatory Cost Recovery Charge	1	$1.25	$1.25
Total Monthly Recurring Costs			**$40.23**

FirstNet Devices/Equipment

FirstNet Description	Qty	Per Each	Total Upfront
FirstNet Ready Cradlepoint E300 5G plus enterprise-class routing and security performance in a compact form factor	1	$849.99	$849.99
High Gain Directional Wall/Mast Mount Antenna: MiMo 2G/3G/4G LTE, 5m/16' cables	1	$125.00	125.00
Total Upfront Costs			**$974.99**

Activation Credits

FirstNet Description	Qty	Per Each	Total Upfront
$75 FirstNet Data Only Activation Credit	1	$75.00	$75.00
Total Upfront Costs			**$75.009**

TERM: Month to Month (No Term Requirements and No Early Termination Fees)

FirstNet Built with AT&T believes the State of MS benefits from offering options and choices. Therefore, FirstNet Built with AT&T will not obligate you to a lengthy term contract and will not charge any early termination fees (ETF)'s for both equipment and services at any time throughout the life of this contract.

Warranty

AT&T offers a 30-day buyer's remorse for all equipment.
AT&T offers standard manufactures warranty for one-year on all equipment purchased.
AT&T offers **early upgrades every 12-months**.

Account Segment:	**MS Local Government & Education**
Account Managers:	Jeff Ince, Client Solutions Executive 2, AT&T Business M: 901-361-0408 | E: JI9514@att.com John Robinson, Account Manager 2, AT&T Business M: 601-842-9949 | E: JU139J@att.com Kim Salpietra Robinson, AT&T Client Solutions Executive 2 Integrated Mobility M: 601-942-8092 | E: ks8638@att.com David Pennebaker, Application Sales Executive 3, FirstNet M: 662-638-5369 | E: dp184w@att.com
Agency:	City of Gluckstadt
Agency Approval Signature:	_____
Printed Name:	_____
Approval Date:	_____

From: Kerry Minninger
To: Lindsay Kellum
Subject: Fwd: City Hall Backup communications
Date: Monday, March 20, 2023 10:37:37 AM

This was the Mayors response when we discussed it a while back.

Begin forwarded message:

From: Walter Morrison <WMorrison@gainsben.com>
Subject: Re: City Hall Backup communications
Date: November 29, 2022 at 5:06:39 PM CST
To: Kerry Minninger <minninger@bellsouth.net>

Great idea. Absolutely necessary. Thank you.

Walter C. Morrison IV
Sent from my iPhone

On Nov 29, 2022, at 4:56 PM, Kerry Minninger <minninger@bellsouth.net> wrote:

Mayor,
Please see the emails below. I think it is very important for the City to have redundancy built into its communications. City operations should be available at all times especially during a disaster. If the internet goes down we would be out of business. This could happen with something as simple as a fiber cable being cut. Part of my responsibilities when I worked for the state was to ensure we had redundant communications during disasters. We used FirstNet. FirstNet is a system that is supported by the federal government for first responders. It is similar to cell service but has its own infrastructure that is dedicated for public safety. AT&T was awarded the contract by the federal government to build and operate the system. I would strongly recommend you consider going with the option I have hi-lighted in red. The quote is attached. It will be a one time cost of $974.99 and then 36.99 per month. This is covered under state contract pricing. I provided Lindsay with a copy of the quote also.

Begin forwarded message:

From: "ROBINSON, JOHN A" <ju139j@att.com>

Subject: RE: AT&T Account Team
Date: November 7, 2022 at 4:19:11 PM CST
To: "minninger@bellsouth.net" <minninger@bellsouth.net>
Cc: "INCE, JEFF" <Ji9514@att.com>, "PENNEBAKER, DAVID M" <dp184w@att.com>

Good afternoon Kerry. Thank you for the call last week. We actually have 2 options that I can recommend as a backup to your VoIP phones in case your internet connection would go down.

The first is what I discussed with you on the phone, placing a Cradlepoint Router on FirstNet on your network and you setting up your network router for the Voice VLAN to route through the Cradlepoint if the fiber internet is down. This way you would still use the same numbers and same phones and it should be a fairly seamless failover process. This quote is attached.

The second option is a new product called Simplifi. I have attached an info sheet on it. I believe that it would be able to do similarly as the Cradlepoint, but I don't know about throughput of the device. But this one would also give you a POTS line through the Simplifi device as you will see on the attachment. This one would run you about $600 up front plus the same data plan as the Cradlepoint.

You also asked about POTS lines. We do still have POTS on our State Contract and they run about $32 per month each.

Also, do you have your internet connection set up yet? AT&T has AT&T Dedicated Internet (ADI) on Mississippi State Contract. We are the only Tier 1 Internet Provider on State Contract. Let me know if you would like for me to get you some prices if you know about what speed you would be looking for.

Please have a look and let me know if you have any other questions or if there is any other info I can get for you. Have a great evening.

John A. Robinson
Account Manager 2
State of Mississippi - Government & FirstNet

AT&T Services, Inc.
m 601.842.9949 | JU139J@att.com

From: ROBINSON, JOHN A
Sent: Wednesday, November 02, 2022 9:55 AM
To: minninger@bellsouth.net
Cc: INCE, JEFF <ji9514@att.com>; PENNEBAKER, DAVID M <dp184w@att.com>
Subject: RE: AT&T Account Team

Good morning Kerry. As David said, Jeff and I can help you with any and all products that AT&T has in our portfolio. My cell# is in my signature and Jeff's number is 901-361-0408.

Is there something specific you were looking for information on?

John A. Robinson
Account Manager 2
State of Mississippi - Government & FirstNet

AT&T Services, Inc.
m 601.842.9949 | JU139J@att.com

From: PENNEBAKER, DAVID M <dp184w@att.com>
Sent: Wednesday, November 02, 2022 9:21 AM
To: minninger@bellsouth.net
Cc: INCE, JEFF <Ji9514@att.com>; ROBINSON, JOHN A <ju139j@att.com>
Subject: AT&T Account Team

Kerry

Jeff Ince and John Robinson are your AT&T account reps. They can assist you with any AT&T product, including FirstNet.

David Pennebaker
Mississippi FirstNet Sales Consultant
FirstNet Program / AT&T Services, Inc.
Cell/Push To Talk: **662-638-5369**
Email: david.pennebaker@att.com
FN Customer Care:
FNCustomerService@amcustomercare.att-mail.com

<image001.jpg>

<City of Gluckstadt FirstNet Quote 11.3.22.pdf>
<Simplifi_Connect + Voicelink_FN_.pdf>

CITY OF GLUCKSTADT

MISSISSIPPI

MUNICIPAL COURT

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Gerlach, Stephanie

DATE: 03/30/2023

SUBJECT: Notification for withdrawal of $400 for Court Services

Notification to the Board that an additional $400 was withdrawn for Court Services on April 1st, 2023 after approval from the Mayor, please see attached email.

Stephanie Gerlach

From: Walter Morrison
Sent: Thursday, March 30, 2023 2:11 PM
To: Lindsay Kellum; Stephanie Gerlach
Cc: Scott Maugh; Tim Youngblood
Subject: RE: Petty cash

Approved.

We just need to make sure that we have the correct amount of money each day at the close of business.

Walter C. Morrison IV
Mayor, City of Gluckstadt
P.O. Box 2210
Gluckstadt, MS 39130
Office: (769) 567-2306
Fax: (769) 567-2305
Walter.morrison@gluckstadt.net

From: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Sent: Thursday, March 30, 2023 2:10 PM
To: Walter Morrison <walter.morrison@gluckstadt.net>; Stephanie Gerlach <stephanie.gerlach@gluckstadt.net>
Cc: Scott Maugh <scott.maugh@gluckstadt.net>; Tim Youngblood <youngbld@planning-consultants.com>
Subject: RE: Petty cash

We can go ahead and pull out an additional $400 with your approval and put it on the consent agenda to "notify" the board we took our more - on 4/11. However, just a point of clarification we initially took out $400 ($200 per drawer). As long as court is accounting for their drawers at the end of day each day, we should be ok as you are correct, we are not "spending" it.

LINDSAY D. KELLUM
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(601)-946-7019
Lindsay.Kellum@gluckstadt.net

From: Walter Morrison <walter.morrison@gluckstadt.net>
Sent: Thursday, March 30, 2023 1:37 PM
To: Stephanie Gerlach <stephanie.gerlach@gluckstadt.net>
Cc: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Subject: RE: Petty cash

Lindsay:

What can we do in this regard? We need to make sure we have adequate cash to run the court system. I don't really think this is "petty cash" per se because we are not "spending" money, only using it to make change.

Walter C. Morrison IV
Mayor, City of Gluckstadt
P.O. Box 2210
Gluckstadt, MS 39130
Office: (769) 567-2306
Fax: (769) 567-2305
Walter.morrison@gluckstadt.net

From: Stephanie Gerlach <stephanie.gerlach@gluckstadt.net>
Sent: Thursday, March 30, 2023 1:24 PM
To: Walter Morrison <walter.morrison@gluckstadt.net>
Subject: Petty cash

Good afternoon, Mayor! I didn't get a chance to ask you yesterday and being that we have a rather large court docket coming up on the 10th of April I wanted to go ahead and get your thoughts on the best way to proceed with getting some more petty cash for Court Services, a few months back we were able to get $200 in petty cash which was $100 a piece for Lauren and myself, however being that most traffic citations are over $200 dollars if someone brings in 3, 100 dollar bills and we have to break that down with our petty cash it completely wipes out most of what we have in no time, so with all that being said I wanted to see how I could go about getting at least maybe $400 more in petty cash that way Lauren and I could split that down the middle and it would allow us each to have a total of $400 in our petty cash money drawers and maybe keep Lindsay from having to go to the bank so often to exchange the larger bill out for smaller ones. If going before the board is the proper avenue to get this done then I completely understand and I can most definitely wait until our next meeting, I just knew it would really help if we could get this done prior to our court date on April 3rd and April 10th. Thank you so much for everything you do for us and for our City and thank you for taking time to read my email, I hope to hear back from you soon. Have a great afternoon.

Stephanie Burton Gerlach CC.
Gluckstadt Municipal Court Clerk
343 Distribution Dr.
Gluckstadt, MS. 39110
Phone: (769)-567-2888

MAYOR
Walter C. Morrison, IV

CITY CLERK
Lindsay D. Kellum

POLICE CHIEF
Wendell Watts

CITY OF GLUCKSTADT
MISSISSIPPI

ALDERMEN
Miya Bates
Jayce Powell
Wesley Slay
John Taylor
Lisa Williams

PLANNING AND ZONING DEPARTMENT
P.O. BOX 2210
MADISON, MS 39130

To: Mayor and Board of Alderman

From: Wendell E. Watts
Chief of Police

Date: 04-3-23

RE: Training for Officer Sage Bowman

I am requesting the Mayor and Board Officer Sage Bowman attend training on April 28-30, 2023. The training is held in Florence, TX by The Tactical Games at Texas Shooting Academy and Rattler CrossFit. The Tactical Games were created to provide a platform to test the skills and readiness of tactics from all backgrounds, including military and law enforcement. The training is a three-day event designed to develop and blend the three most basic elements: marksmanship, fitness, and tactics. This training will benefit Officer Bowman and the department by equipping her with a unique set of skills to become a better officer and potentially a future member of the Special Response Team. This training will require registration, equipment, lodging, and transportation. The costs of everything are listed below.

Registration- $826.00

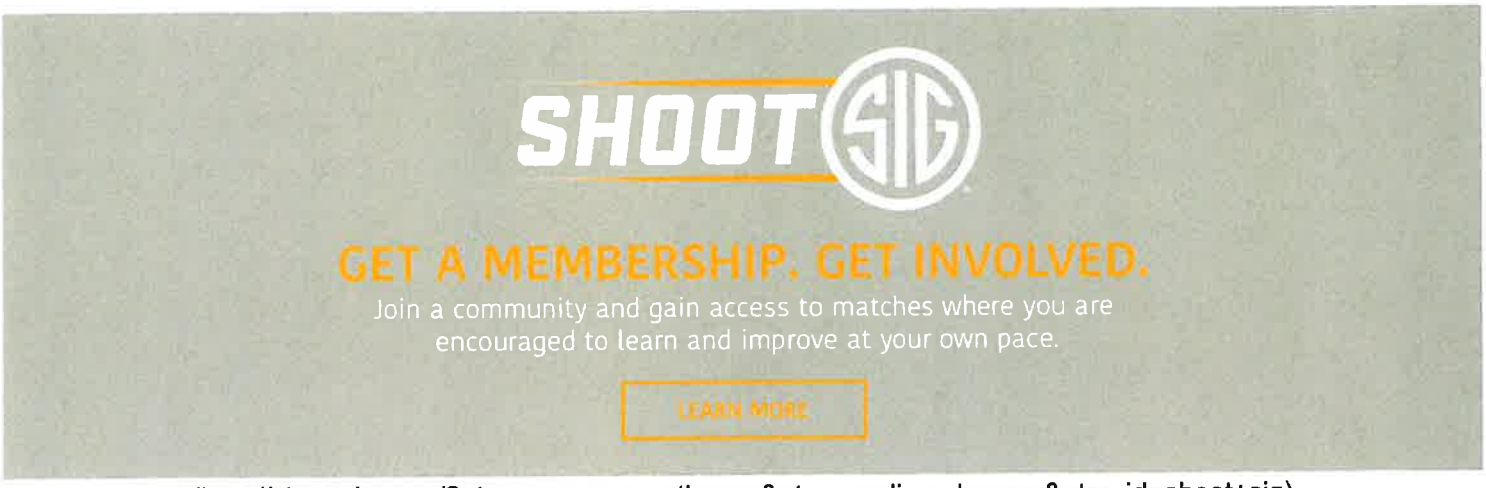
Equipment- $0.00

Lodging-The Sereno Estate- Garden Suite in Florence, TX- $169/per night, service fee and taxes = $812.00 total (breakfast included)

Transportation- $0.00 (city vehicle and fuel man card)

Section 4, Item G)

Settings



(http://shootsig.com/?utm_source=practiscore&utm_medium=banner&utm_id=shoot+sig)

Welcome back!

The Tactical Games Athlete Camp

The Tactical Games 2020 (https://practiscore.com/clubs/the_tactical_games_2020)

Match starts: **April 28, 2023 @ 6:00 AM** · Match ends: April 30, 2023 @ 8:30 PM

open

Location:
300 N HWY 183
Forence, TX 76527

The Tactical Games Athlete Camp

Time Plus (Points) match,

Price:
$826.00

Match Breakdown

THE TACTICAL GAMES

- Beginner: Just starting your fitness journey. In relation to shooting A beginner might have just purchased their first weapon.
- Intermediate: Comfortable with fitness movements and looking for advice on technique. Understands firearms and may be comfortable shooting but interested in learning about the TTG specific style of shooting.
- Advanced: Well rounded athlete looking for training tips for TTG. Is a competent TTG competitor looking for advice on optimization.

Recommended gear:

- rifle w/sling
- rifle optic
- pistol w/holster
- Clothing suitable for exercise and alternate clothing suitable for an outdoor shooting range
- sunscreen
- water
- ear protection
- eye protection

Gear that is great to have:

- plate carrier
- belt
- magazine retention
- ballistic rated sunglasses
- shemagh
- inner and outer ear protection

You will have the opportunity to purchase gear and ammo onsite if desired.

April 28-30 2023 at Texas Shooting Academy and Rattler Crossfit

REGISTER

Section 4, Item G)

Request to book

Your trip

Dates Edit

Apr 27 – May 1

Guests Edit

1 guest

Private room in bed and breakfast

The Sereno Estate - Garden Suite

★ 5.00 (9) · Superhost

Your booking is protected by aircover

Choose how to pay

Pay in full $812.00

Pay the total now and you're all set.

Pay part now, part later $433.44

Pay $433.44 now, and the rest ($378.56) will be automatically charged to the same payment method on Apr 12, 2023. No extra fees.

More info

Price details

$169.00 x 4 nights	$676.00
Airbnb service fee	$95.44
Taxes	$40.56
Total (USD)	**$812.00**

Pay with

VISA AMEX DISCOVER PayPal G Pay

Credit or debit card

MAYOR
Walter C. Morrison, IV

CITY CLERK
Lindsay D. Kellum

POLICE CHIEF
Wendell Watts

CITY OF GLUCKSTADT
MISSISSIPPI

ALDERMEN

Miya Bates
Jayce Powell
Wesley Slay
John Taylor
Lisa Williams

PLANNING AND ZONING DEPARTMENT
P.O. BOX 2210
MADISON, MS 39130

To: Mayor and Board of Alderman

From: Wendell E. Watts
Chief of Police

Date: 03-13-23

RE: Training for Sergeant Jeremy Slaven

I am requesting the Mayor and Board of Alderman approves the training for Sergeant Slaven. This training will help with his ongoing Special Response Team (SRT) training. See attachment for training info.

CITY OF GLUCKSTADT
GLUCKSTADT POLICE DEPARTMENT

Memorandum

Date: 10-11-2022

To: Chief Watts

CC: Assistant Chief Hale

From: Sergeant Slaven

Subject: Training Request

I am requesting to attend the Ballistic Shield Train-the-Trainer Course being hosted by the Desoto County Sheriff's Department from 0800 to 1700 on March 23rd and 24th, 2023. Tuition for the course is $700, payable by check made out to M.T.O.A. and delivered at the beginning of the course. On-site lodging is included with attendance. The class requires the following: 750 rounds of 9mm training ammunition, 100 rounds of .223/5.56 training ammunition.

This class would provide me with an instructor certification that could be used to train officers in the use of any manufacturer's ballistic shield for use in tactical team, warrant service, patrol critical incident, and active shooter response settings. It also features training on selection criteria when purchasing ballistic shields for an agency. This would be a useful capability for the Department to develop going forward. My previous training and experience in the use of shields and service as instructor in firearms and tactics have prepared me to make the most of the experience.

Jeremy Slaven

TAP-RACK
TACTICAL

Ballistic Shield Train The Trainer Course

Tap-Rack tactical will certify you in the use of ANY ballistic shield. We will cover different levels of protection, construction, accessories and application. Topics covered include marksmanship, weapon handling and manipulation, defensive tactics, shield tactics and team movement using ballistic shields or blankets.

Class hours are 0800-1700

Length: 2 days Tuition: $700

Local Contact: Lt. Jonathan Prewitt
Class Address: 3091 Industrial Dr. W., Hernando, MS 38632
Email: jprewitt@desotocountyms.gov
Phone: 662-863-0345

Tap-Rack Tactical, LLC is a police training company designed to provide quality instruction at a reasonable price. Owned and operated by Bill Blowers with over 30 years of tactical experience between the US Army and Law Enforcement. Our training is designed with common sense and TTP's for the real world. Check us out at http://www.tap-rack.com.

Tap-Rack Tactical is owned and operated by Bill Blowers.

TAP-RACK
TACTICAL

Shield Operator Course

Student Equipment List

1. Duty handgun(s) and holster(s).
2. Assigned long gun.
3. 750 rounds pistol / 100 rounds rifle
4. Ballistic Shield. (If you cannot bring your team shield, please let us know)
5. 5 dummy rounds for your pistol
6. 10 of your departments qualification targets.
7. Appropriate clothing for season, you WILL BE outdoors.
8. Note taking material.
9. SIMUNITION converted pistol, safety gear, & 100 rounds of F/X marking cartridges. (If you do not have this gear, please let us know)

For additional information or questions, please contact Bill Blowers at 253-318-4972 or bill@tap-rack.com

TAP RACK TACTICAL
BALLISTIC SHIELD TRAIN THE TRAINER COURSE
Hosted by Mississippi Tactical Officer's Association (MTOA)
Hernando & Holly Springs, MS

REGISTRATION / INVOICE

CLASS DATES: March 23 – March 24, 2023

DEPARTMENT/AGENCY INFORMATION:

AGENCY NAME: _____

PAYMENT CONTACT PERSON: _____

CONTACT PERSON E-MAIL: _____

MAILING ADDRESS: _____

_____

TELEPHONE: _____

BALLISTIC SHIELD COURSE
NUMBER OF PERSONNEL ATTENDING _____x $700.00=$_____

TOTAL PAYMENT $: _____

METHOD OF PAYMENT:

( ) CHECK WILL BE BROUGHT AT TIME OF CLASS

( ) CHECK(S) ENCLOSED IN AMOUNT OF $: _____

This form will serve as an official invoice from MTOA

MAKE ALL CHECKS PAYABLE TO "M.T.O.A." MAIL PAYMENTS TO:

MTOA
P.O. Box 74
Southaven MS, 38671

IF YOU HAVE QUESTIONS REGARDING REGISTRATION, CALL LT. JONATHAN PREWITT (662)863-0345. EMAIL REGISTRATION TO jprewitt@desotocountyms.gov

STUDENT INFORMATION

NAME: _____

CONTACT NUMBER: _____

E-MAIL ADDRESS: _____

In consideration of the risk of injury while participating in the BALLISTIC SHIELD TRAIN THE TRAINER COURSE ("the activity"), and as a consideration for the right to participate in the activity, I hereby waive any and all rights, claims, and causes of action of any kind whatsoever arising out of my participation in the activity, and do hereby release and forever discharge the MISSISSIPPI TACTICAL OFFICERS' ASSOCIATION, THE DESOTO COUNTY (MS) SHERIFF' S DEPARTMENT, AND ANY PERSON(S) ACTING IN A STAFF OR TRAINER CAPACITY, during the activity, for any physical or psychological injury, including but not limited to illness, paralysis, death, damages, economical or emotional loss, that I may suffer as a result of participation in the aforementioned activity, including travel to and from an event related to the activity.

I am voluntarily participating in the activity and I am participating in the activity at my own risk. I am aware of the risk of traveling to this activity as well as the risk of participating in the activity. I understand that injuries or outcomes may arise from my own or other's negligence, or the condition of the location at the activity. Nonetheless, I assume all related risk, both known and unknown to me, of my participation in the activity, including travel to and from the activity.

I acknowledge that this activity may involve a test of a person's mental and physical limits and may carry with it the potential for death, serious injury, and property loss. The risk may include, but are not limited to, those caused by terrain, facilities, temperature and weather, lack of hydration, condition of participants, equipment, vehicular traffic, and the actions of others.

I acknowledge that I have carefully read this "Waiver and Release". I expressly discharge the MISSISSIPPI TACTICAL OFFICERS' ASSOCIATION, THE DESOTO COUNTY (MS) SHERIFF' S DEPARTMENT, AND ANY PERSON(S) ACTING IN A STAFF OR TRAINER CAPACITY from any and all claims and causes of action and agree to voluntarily give up or waive any right that I otherwise have to bring legal action against the MISSISSIPPI TACTICAL OFFICERS' ASSOCIATION, THE DESOTO COUNTY (MS) SHERIFF' S DEPARTMENT, AND ANY PERSON(S) ACTING IN A STAFF OR TRAINER CAPACITY for personal injury or property damage during the event.

To the extent that statute or case law does not prohibit releases for negligence, this release is also for negligence on the part of the MISSISSIPPI TACTICAL OFFICERS' ASSOCIATION, THE DESOTO COUNTY (MS) SHERIFF' S DEPARTMENT, AND ANY PERSON(S) ACTING IN A STAFF OR TRAINER CAPACITY at the event.

In the event that I require medical care or treatment, I agree to be financially responsible for any cost as a result of said treatment. I am aware and understand that I should carry my own medical insurance.

SIGNATURE: _____ DATE: _____

MAYOR
Walter C. Morrison, IV

CITY CLERK
Lindsay D. Kellum

POLICE CHIEF
Wendell Watts

CITY OF GLUCKSTADT
MISSISSIPPI

ALDERMEN
Miya Bates
Jayce Powell
Wesley Slay
John Taylor
Lisa Williams

PLANNING AND ZONING DEPARTMENT
P.O. BOX 2210
MADISON, MS 39130

CITY OF GLUCKSTADT
GLUCKSTADT POLICE DEPARTMENT

To: Mayor and Board of Alderman

From: Wendell E. Watts
Chief of Police

Date: 04-03-23

RE: Training for Sergeant Timothy Hudson

I am requesting that the Mayor and Board approve the Basic Criminal Investigations Course for Sergeant Timothy Hudson to attend.

The course is held at Southern Regional Public Safety Institute in Hattiesburg.

The course cost is $530 (Lodging included).

See Attachment for more information on training

SOUTHERN REGIONAL PUBLIC SAFETY INSTITUTE

PRESENTS
Basic Criminal Investigations Course
Instructor: Inv (ret) George Chaix

STUDENT REGISTRATION FORM

Name Timothy Hudson Rank Sergeant

Agency Gluckstadt PD Email timothy.hudson@gluckstadt.net

Address 343 Distribution Drive, Madison MS 39110

Telephone # 601-850-6943 Fax # 769-567-2305

May 9-10-11, 2023

Tuition- $530/per officer - Lodging & Meals Included Check or PO enclosed _____

Make Checks or PO to: Southern Regional Public Safety Institute
118 College Drive, Box 5107
Hattiesburg, MS 39406

Please email registration form to police.academy@usm.edu.
Registration form AND payment/PO must be received before start date of the class.

About the Class:

This course is designed for Officers transitioning from a patrol assignment to an assignment in investigations. It will demonstrate the importance of basic investigative techniques and reinforce the importance of such techniques. It will give the student an understanding of the role the 5th Amendment plays in interviews and interrogations, providing the student the ability to navigate and obtain a court admissible statement.

The students will be able to apply sound investigative techniques in documenting a crime scene and learn to provide a voice to the physical evidence recovered during the investigation. The students will learn to apply the requirements set forth in the 4th Amendment in the recovery of evidence during the crime scene investigation.

Students will review case studies and are encouraged to interact with the instructor regarding investigative techniques.

Instructor for this course is retired criminal investigator, George Chaix. Chaix retired from a 27-year career in policing. Serving as a criminal investigator since 1996 and later in a command position serving both the Gulfport and Biloxi Police Departments. He also served in the Navy Reserve in the law enforcement career field serving as an instructor at the Military Police School and as an investigator serving as the Chief of Military Police Investigations for the Country of Kuwait. He holds a Bachelor of Science in Criminal Justice with a Minor in Forensic Science along with a Masters of Criminal Justice Administration.

Mr. Chaix currently serves as an Instructor of Criminal Justice for William Carey University and is a past president of the Mississippi Division of the International Association of Identification. He also serves on the Board of the Mississippi Gulf Coast Veterans Day Parade and an adjunct Instructor for the Southern Regional Public Safety Academy.

Required Equipment:

Laptop with Microsoft Office ® Suite, Camera, & Dept issued Crime Scene Kit with a minimum of the following:

Camera	Black powder and a brush
Paper bags of various sizes	Q tips
Plain paper	Graph paper
Rubber gloves	Measuring tapes

Additional Lodging Information
Bed Linens provided
Towels/wash cloths **NOT** provided

Information requests
Police.academy@usm.edu or Phone: 601-266-6680

MAYOR
Walter C. Morrison, IV

CITY CLERK
Lindsay D. Kellum

POLICE CHIEF
Wendell Watts

CITY OF GLUCKSTADT
MISSISSIPPI

ALDERMEN
Miya Bates
Jayce Powell
Wesley Slay
John Taylor
Lisa Williams

PLANNING AND ZONING DEPARTMENT
P.O. BOX 2210
MADISON, MS 39130

To: Mayor and Board of Alderman

From: Wendell E. Watts
Chief of Police

Date: 04-03-23

RE: Training for Chief and Assistant Chief

I am requesting the Mayor and Board approve training for the Assistant Chief and myself. The training will be held in Flowood, MS. The training will cover a different array of topics. See attachment. The cost of training will be $600 total ($300 per person).

2023 MISSISSIPPI PUBLIC SAFETY SUMMIT

DRAFT AGENDA

MAY 8 - 10

SHERATON FLOWOOD
THE REFUGE HOTEL & CONFERENCE CENTER

SUMMIT AGENDA

Monday, May 8th

Time	Topic & Speaker
8:00 AM - 10:00 AM	Registration
10:00 AM - 10:15 AM	Welcome Sean Tindell, Public Safety Commissioner
10:15 AM - 11:15 AM	Occupational Obstacles Panel Discussion Moderated by Commissioner Tindell
11:15 AM - 12:30 PM	Beating Burnout at Work *(Ethics)* Paula Davis, Author & CEO of Stress & Resilience Institute
12:30 PM - 1:15 PM	LUNCH
1:15 PM - 2:45 PM	Solving Your Workforce Crisis: The Accountability Structure that Fuels Your Success with Millennial Employees Dr. Kent Wessinger, Professor at Delta State University, Retention Partners
2:45 PM - 3:30 PM	The Evolution of the Drug Culture Panel Discussion with Colonel Steven Maxwell, Director, MS Bureau of Narcotics, DPS Ray Bell, U.S. Drug Enforcement Agency Annette Williams, Assistant U.S. Attorney, Southern District of MS
3:30 PM - 4:15 PM	Facing Fentanyl Educate | Support | Empower Panel Discussion with Joseph McClatchy, Opioid Education Specialist, AGO

SUMMIT AGENDA

Monday, May 8th

Time	Topic & Speaker
4:15 PM - 5:30 PM	Human Trafficking Panel Discussion with Phillip Hendricks, Human Trafficking Investigator, AGO Beth McCord, Operations Manager, Bridge Forensic Services Kristina McCool, Operations Manager, The Tower Program Guy Collins, MBI Human Trafficking Investigator, DPS
5:30 PM - 6:30 PM	BREAK
6:30 PM - 8:00 PM	Commissioner's Reception & Dinner Illusionist Brian Reaves Business Casual

SUMMIT AGENDA

Tuesday, May 9th

Time	Topic & Speaker
8:00 AM - 8:15 AM	Welcome & Update Attorney General Lynn Fitch
8:15 AM - 9:30 AM	KEYNOTE: How to Build Teams that Succeed Against All Odds: Insights from the Guy Who Trained SEAL Team Six David M. Cooper, CMC (Ret.) Naval Special Warfare Development Group (SEALs)
9:30 AM - 10:30 AM	Value of Association: Regional Organized Crime Information Center (ROCIC) & the International Association of Chiefs of Police (IACP) Steve Barnes (Ret.), Executive Director, ROCIC Jeffrey Johns, Chief of Police, Delta State University
10:30 AM - 11:30 AM	Increase in Scrutiny: Public Records Requests Panel Discussion with Tom Hood, Executive Director & Chief Counsel, MS Ethics Commission Jordan McMichael, General Counsel, DPS Beebe Garrard, Deputy Director, Opinions & Policy Division, AGO
11:30 AM - 12:45 PM	Lunch with Speaker: Crisis Communication & Effectively Working with the Media Josh Campbell, National News Correspondent, CNN
12:45 PM - 1:00 PM	BREAK

SUMMIT AGENDA

Tuesday, May 9th

Time	Topic & Speaker
1:00 PM - 2:00 PM	Breakout Session - Choose One
(1)Room:	First Responder Compassion, Fatigue, and Mental Wellness *(Ethics)* Panel Discussion with Michael Finley, Director of Training and Development, MS State Personnel Board Dr. Damon Darsey, Medical Director, MS Center for Emergency Services Dr. Alyssa Killebrew, Owner & Executive Director, Essential Touchstones Wendy Bailey, Executive Director, MS Department of Mental Health
(2)Room:	Employment Law Update Panel Discussion with Corrie Cockrell Carter, General Counsel, DPS Captain Paul Holley, Legal Counsel & PIO, Rankin Co. Sheriff's Office Mac May, Chief Legal Counsel, DPS Chad Williams, Special Assistant Attorney General, Civil Litigation, AGO
(3)Room:	Officer Involved Shooting Response Lt. Colonel Charles Haynes, Director, MS Bureau of Investigations, DPS Lindsay Cranford, Director, Public Integrity Division, AGO Crosby Parker, District Attorney, Second Circuit Court District
2:00 PM - 5:00 PM	Warning Signs - Threat Assessment and Threat Management Bradley Hentschel, Supervisory Special Agent, FBI Behavioral Analysis Unit
5:00 PM - 6:00 PM	BREAK
6:00 PM - 9:30 PM	Attorney General's Dinner & Movie - *Operation Toussaint* Tim Ballard, Founder, Operation Underground Railroad

SUMMIT AGENDA

Wednesday, May 10th

Time	Topic & Speaker
8:00 AM - 8:15 AM	**Welcome & Update** Mike Chaney, MS Commissioner of Insurance
8:15 AM - 10:45 AM	**Critical Incident Response: The Importance of Working Together** John Skillestad, Supervisory Special Agent, FBI Active Shooter Program
10:45 AM - 11:00 AM	**Update and Introduction** Lieutenant Governor Delbert Hosemann
11:00 AM - 12:15 PM	**Governor's Awards Luncheon** Governor Tate Reeves
12:15 PM - 1:00 PM	**Update on CIC (NIBRS & Sex Offender Registry) & MOHS (Fusion Center)** Rusty Clark, Director, Criminal Information Center, DPS Robin Layton, Director, NIBRS, DPS Megan Costilow, Director, MS Sex Offender Registry, DPS Todd Frier, Director, MS Homeland Security, DPS
1:00 PM - 2:00 PM	**Cyber Crime Update** Bobby Freeman, Director, MS Cyber Unit, DPS Shawn Wolfe, Director, Cyber Crime Division, AGO
2:00 PM - 3:00 PM	**Domestic Violence - Lethality Assessment Protocols & MS Domestic Violence Reporting Overview** Luke Thompson, Retired Police Chief, Byram Police Department Gordon McMullin, Violence Against Women Resource Manager, AGO

SUMMIT AGENDA

Wednesday, May 10th

Time	Topic & Speaker
3:00 PM - 3:15 PM	Legislative Update TBD
3:15 PM	ADJOURN

City of Gluckstadt
Police Station Capital Project Fund Monthly Budget Report for Month Ending March 31, 2023

	ADOPTED BUDGET FY2022-23	AMENDED BUDGET FY2022-23 (FEBRUARY)	MTD ACTIVITY	YTD ACTIVITY	YTD ACTIVITY + ENCUMBRANCES	BUDGET REMAINING
Revenues						
GRANT - HB 1353 (2022)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
INTEREST	$0.00	$0.00	$0.00	($13.70)	($13.70)	$13.70
TRANSFERS IN - FROM GENERAL FUND	$120.00	$120.00	$0.00	$0.00	$0.00	$120.00
BEGINNING CASH	$1,000,100.00	$1,000,100.00	$0.00	$0.00	$0.00	$1,000,100.00
Total Revenues	**$1,000,220.00**	**$1,000,220.00**	**$0.00**	**($13.70)**	**($13.70)**	**$1,000,233.70**
Expenditures						
OTHER SERVICES & CHARGES	$120.00	$120.00	$0.00	$0.00	$0.00	$120.00
CONTRACTUAL - ARCHITECTURAL/ENGINEERING	$0.00	$292,500.00	$58,911.73	$102,786.73	$102,786.73	$189,713.27
CONTRACTUAL SERVICES	**$120.00**	**$292,620.00**	**$58,911.73**	**$102,786.73**	**$102,786.73**	**$189,833.27**
CAPITAL OUTLAY - LAND	$1,000,000.00	$707,500.00	$0.00	$315,810.00	$315,810.00	$391,690.00
CAPITAL OUTLAY - BUILDING	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
CAPITAL OUTLAY - _____	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
CAPITAL OUTLAY	**$1,000,000.00**	**$707,500.00**	**$0.00**	**$315,810.00**	**$315,810.00**	**$391,690.00**
TRANSFERS OUT - TO GENERAL FUND	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TRANSFERS OUT - TO OTHER	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TRANSFERS	**$0.00**	**$0.00**	**$0.00**	$0.00	$0.00	$0.00
Total Expenditures	**$1,000,120.00**	**$1,000,120.00**	**$58,911.73**	**$418,596.73**	**$418,596.73**	**$581,523.27**
Net (Revenues less Expenditures)	**$100.00**	**$100.00**	**($58,911.73)**	**($418,610.43)**	**($418,610.43)**	**$418,710.43**

City of Gluckstadt
General Fund Monthly Budget Report for Month Ending March 31, 2023

	ADOPTED BUDGET FY2022-23	AMENDED BUDGET FY2022-23 (MARCH)	MTD ACTIVITY	YTD ACTIVITY	YTD ACTIVITY + ENCUMBRANCES	BUDGET REMAINING
Revenues						
AD VAL - REAL PROPERTY TAXES	$813,442.00	$813,442.00	$69,078.49	$775,377.35	$775,377.35	$38,064.65
AD VAL - AUTO TAXES	$50,000.00	$50,000.00	$11,155.45	$58,986.11	$58,986.11	($8,986.11)
AD VAL - PERS. PROP. / MH TAXES	$394,269.00	$394,269.00	$103,782.09	$361,632.05	$361,632.05	$32,636.95
AD VAL - PRIOR YEAR TAXES - AUTO	$0.00	$0.00	($153.91)	$341.24	$341.24	($341.24)
AD VAL - PUBLIC UTILITIES TAXES	$4,979.00	$4,979.00	$0.00	$15,296.80	$15,296.80	($10,317.80)
AD VAL - PENALTIES & INTEREST	$650.00	$650.00	$196.56	$897.79	$897.79	($247.79)
PRIVILEGE LICENSES	$24,000.00	$24,000.00	$262.50	$8,478.00	$8,478.00	$15,522.00
FRANCHISE TAXES (PUBLIC UTILITIES)	$120,000.00	$120,000.00	$0.00	$105,258.12	$105,258.12	$14,741.88
PERMITS - BUILDING	$48,000.00	$48,000.00	$19,039.00	$48,991.60	$48,991.60	($991.60)
PERMITS - ZONING	$1,000.00	$1,000.00	$0.00	$600.00	$600.00	$400.00
GRANT - HOMELAND SECURITY	$0.00	$4,498.36	$3,728.95	$3,728.95	$3,728.95	$769.41
MUNICIPAL REVOLVING FUND	$1,200.00	$1,200.00	$0.00	$1,231.09	$1,231.09	($31.09)
HOMESTEAD EXEMPT REIMB	$6,000.00	$6,000.00	$9,249.12	$9,249.12	$9,249.12	($3,249.12)
ABC PERMITS	$4,000.00	$4,000.00	$0.00	$2,700.00	$2,700.00	$1,300.00
MUNICIPAL GAS AID TAX	$1,800.00	$1,800.00	$0.00	$1,930.16	$1,930.16	($130.16)
RAILROAD TAX	$1,000.00	$1,000.00	$0.00	$0.00	$0.00	$1,000.00
SALES TAX	$2,640,000.00	$2,640,000.00	$223,205.10	$1,478,597.94	$1,478,597.94	$1,161,402.06
COUNTY ROAD & BRIDGE TAXES	$0.00	$329,383.12	$27,291.13	$322,802.57	$322,802.57	$6,580.55
E-911 FUNDS	$0.00	$121,406.83	$0.00	$52,432.73	$52,432.73	$68,974.10
OTHER REVENUE	$0.00	$325,237.00	$0.00	$0.00	$0.00	$325,237.00
GRAND GULF	$34,310.00	$34,310.00	$0.00	$55,663.84	$55,663.84	($21,353.84)
POLICE TRAINING REIMBURSEMENT	$4,100.00	$4,100.00	$0.00	$4,000.00	$4,000.00	$100.00
MIMA FUNDS	$0.00	$440,962.44	$0.00	$220,481.22	$220,481.22	$220,481.22
STATE ASSESSMENTS (DFA & DPS)	$65,000.00	$65,000.00	($12,553.00)	($34,752.50)	($58,621.75)	$123,621.75
TRAFFIC & COURT FINES (CITY)	$50,000.00	$50,000.00	$49,266.75	$129,862.00	$129,862.00	($79,862.00)
ADMIN COURT FEES (INCL JAIL FEES)	$0.00	$0.00	$50.00	$1,625.00	$1,625.00	($1,625.00)
APPEARANCE BOND FEE	$0.00	$0.00	$150.00	$325.00	$325.00	($325.00)
INTEREST	$250.00	$250.00	$9,269.71	$33,751.84	$33,751.84	($33,501.84)
DONATIONS	$0.00	$0.00	$0.00	$2,585.00	$2,585.00	($2,585.00)
OTHER REVENUE	$0.00	$0.00	$0.00	$9,250.00	$9,250.00	($9,250.00)
PUBLIC RECORDS REQUESTS	$0.00	$0.00	$675.00	$1,152.60	$1,152.60	($1,152.60)
BEGINNING CASH	$2,932,667.00	$2,932,667.00	$0.00	$0.00	$0.00	$2,932,667.00
Total Revenues	**$7,196,667.00**	**$8,418,154.75**	**$513,692.94**	**$3,672,475.62**	**$3,648,606.37**	**$4,769,548.38**
Expenditures						
LEGISLATIVE - BOARD						
PERSONNEL SERVICES	$36,355.00	$36,355.00	$4,079.65	$16,744.39	$17,090.14	$19,264.86
SUPPLIES	$500.00	$500.00	$0.00	$0.00	$0.00	$500.00
CONTRACTUAL SERVICES	$13,000.00	$13,000.00	$1,471.65	$2,405.44	$2,577.09	$10,422.91
CAPITAL OUTLAY	$500.00	$500.00	$0.00	$0.00	$0.00	$500.00
SUB-TOTAL	**$50,355.00**	**$50,355.00**	**$5,551.30**	**$19,149.83**	**$19,667.23**	**$30,687.77**
JUDICIAL/MUNICIPAL COURT						
PERSONNEL SERVICES	$143,399.00	$143,399.00	$14,274.36	$57,939.05	$66,090.17	$77,308.83
SUPPLIES	$2,000.00	$8,000.00	$255.26	$2,212.11	$2,585.01	$5,414.99
CONTRACTUAL SERVICES	$75,300.00	$76,800.00	$4,204.19	$22,486.95	$26,844.00	$49,956.00
CAPITAL OUTLAY	$7,800.00	$10,300.00	$0.00	$1,800.80	$1,800.80	$8,499.20
SUB-TOTAL	**$228,499.00**	**$238,499.00**	**$18,733.81**	**$84,438.91**	**$97,319.98**	**$141,179.02**
EXECUTIVE - MAYOR						
SUPPLIES	$500.00	$500.00	$0.00	$50.00	$50.00	$450.00
CONTRACTUAL SERVICES	$6,640.00	$6,640.00	$34.33	$203.32	$237.65	$6,402.35
CAPITAL OUTLAY	$500.00	$500.00	$0.00	$0.00	$0.00	$500.00
SUB-TOTAL	**$7,640.00**	**$7,640.00**	**$34.33**	**$253.32**	**$287.65**	**$7,352.35**
ADMINISTRATION - FINANCIAL						
PERSONNEL SERVICES	$238,446.00	$270,446.00	$26,865.68	$106,426.50	$121,547.34	$148,898.66
SUPPLIES	$6,000.00	$6,000.00	$203.00	$1,493.35	$1,538.38	$4,461.62
CONTRACTUAL SERVICES	$33,350.00	$33,350.00	$650.00	$7,130.56	$7,130.56	$26,219.44
CAPITAL OUTLAY	$9,500.00	$9,500.00	$0.00	$1,620.00	$3,240.00	$6,260.00
SUB-TOTAL	**$287,296.00**	**$319,296.00**	**$27,718.68**	**$116,670.41**	**$133,456.28**	**$185,839.72**

City of Gluckstadt
General Fund Monthly Budget Report for Month Ending March 31, 2023

	ADOPTED BUDGET FY2022-23	AMENDED BUDGET FY2022-23 (MARCH)	MTD ACTIVITY	YTD ACTIVITY	YTD ACTIVITY + ENCUMBRANCES	BUDGET REMAINING
PLANNING & ZONING						
PERSONNEL SERVICES	$57,658.00	$57,658.00	$8,876.61	$38,977.74	$42,151.80	$15,506.20
SUPPLIES	$5,000.00	$5,000.00	$0.00	$555.19	$574.38	$4,425.62
CONTRACTUAL SERVICES	$360,582.00	$360,582.00	$2,148.22	$19,584.14	$23,236.64	$337,345.36
CAPITAL OUTLAY	$18,000.00	$18,000.00	$1,276.57	$17,276.57	$17,276.57	$723.43
SUB-TOTAL	**$441,240.00**	**$441,240.00**	**$12,301.40**	**$76,393.64**	**$83,239.39**	**$358,000.61**
ADMINISTRATION - GENERAL						
SUPPLIES	$600.00	$600.00	$0.00	$597.20	$597.20	$2.80
CONTRACTUAL SERVICES	$723,006.00	$853,006.00	$97,114.25	$429,708.02	$486,440.68	$366,565.32
CAPITAL OUTLAY	$20,250.00	$20,250.00	$2,924.00	$12,946.80	$13,932.00	$6,318.00
SUB-TOTAL	**$743,856.00**	**$873,856.00**	**$100,038.25**	**$443,252.02**	**$500,969.88**	**$372,886.12**
POLICE						
PERSONNEL SERVICES	$982,573.00	$1,065,073.00	$113,979.82	$445,029.44	$505,024.42	$560,048.58
SUPPLIES	$141,500.00	$154,983.36	$9,999.04	$43,832.96	$45,969.37	$109,013.99
CONTRACTUAL SERVICES	$95,940.00	$130,440.00	$4,981.96	$25,553.87	$29,423.96	$101,016.04
CAPITAL OUTLAY	$76,100.00	$243,521.83	$1,781.99	$97,029.20	$100,186.60	$143,335.23
SUB-TOTAL	**$1,296,113.00**	**$1,594,018.19**	**$130,742.81**	**$611,445.47**	**$680,604.35**	**$913,413.84**
FIRE						
CONTRACTUAL SERVICES	$27,321.00	$27,321.00	$0.00	$0.00	$27,321.00	$0.00
SUB-TOTAL	**$27,321.00**	**$27,321.00**	**$0.00**	**$0.00**	**$27,321.00**	**$0.00**
BUILDING INSPECTION & CODE						
PERSONNEL SERVICES	$27,774.00	$126,774.00	$14,710.35	$52,625.47	$60,036.64	$66,737.36
SUPPLIES	$5,000.00	$5,000.00	$81.94	$1,286.57	$1,305.76	$3,694.24
CONTRACTUAL SERVICES	$64,522.00	$25,802.00	$503.00	$3,808.78	$3,808.78	$21,993.22
CAPITAL OUTLAY	$31,000.00	$31,000.00	$226.57	$16,661.56	$16,661.56	$14,338.44
SUB-TOTAL	**$128,296.00**	**$188,576.00**	**$15,521.86**	**$74,382.38**	**$81,812.74**	**$106,763.26**
STREETS						
PERSONNEL SERVICES	$57,658.00	$153,958.00	$3,871.55	$13,368.55	$14,703.52	$139,254.48
SUPPLIES	$32,900.00	$104,800.00	$5,704.91	$8,102.16	$10,326.88	$94,473.12
CONTRACTUAL SERVICES	$442,202.00	$360,123.00	$7,340.55	$47,636.37	$58,015.86	$302,107.14
CAPITAL OUTLAY	$221,800.00	$1,314,266.00	$97,074.89	$214,122.71	$227,822.71	$1,086,443.29
SUB-TOTAL	**$754,560.00**	**$1,933,147.00**	**$113,991.90**	**$283,229.79**	**$310,868.97**	**$1,622,278.03**
TRANSFERS						
TRANSFERS OUT	$120.00	$120.00	$0.00	$0.00	$0.00	$120.00
SUB-TOTAL	**$120.00**	**$120.00**	**$0.00**	**$0.00**	**$0.00**	**$120.00**
Total Expenditures	**$3,965,296.00**	**$5,674,068.19**	**$424,634.34**	**$1,709,215.77**	**$1,935,547.47**	**$3,738,520.72**
Net (Revenues less Expenditures)	**$3,231,371.00**	**$2,744,086.56**	**$89,058.60**	**$1,963,259.85**	**$1,713,058.90**	**$1,031,027.66**

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Board of Aldermen on behalf of the City of Gluckstadt, Mississippi, do show their intent to apply for Delta Regional Authority Strategic Planning Program funds to strengthen community and economic development within the City. The Board further designates the Mayor to act as a representative of the City in this matter and to execute all necessary forms and documents on behalf of the City.

FURTHER, BE IT RESOLVED, that the Mayor Board of Aldermen of the City of Gluckstadt, Mississippi, do authorize the advertisement of public hearings to be held in conjunction with this DRA project, if deemed necessary.

Dated this the _____ day of _____, 2023.

City of Gluckstadt, Mississippi

By:_____

ATTEST:

By:_____

Strategic Planning Grant 2023

Delta Regional Authority

ACKNOWLEDGEMENTS

The applicant acknowledges and affirms the following:*

- Applicant has read and understands the Request for Proposals;
- Applicant is not legally organized as a for-profit entity, LLC, Sole Proprietorship, Individual or any other entity excluded from receiving federal grants or awards;
- Applicant has no outstanding federal debts, liens, or encumbrances;
- Applicant is in good standing with its single audit requirements, if applicable;
- Any conflicts of interest have been disclosed in writing prior to the submission of this application;
- No application preparation or consultant fees shall be paid from DRA awarded funds;
- Submission of this application does not constitute a contract or guaranteed funding from DRA;
- No expenses are eligible for reimbursement prior to the execution of the Notice to Proceed, unless prior approval has been granted in writing from DRA;
- The project must be located within the DRA service area & be a direct benefit to the area; and
- All applicable state laws pertaining to contracting, procurement, & bidding process shall be adhered to.

Choices

To Applicant's knowledge, the statements and information in this application are true and correct.

PROJECT INFORMATION

Required fields are noted as (*).

Organization Name*

Character Limit: 100

Your Organization's Name for this Project*

Character Limit: 150

Type of Project Plan*

Character Limit: 150

How long will this strategic plan take to complete?

Choices

1 Month
2 Months
3 Months
4 Months
5 Months
6 Months
7 Months
8 Months
9 Months
10 Months
11 Months
12 Months
13 Months
14 Months
15 Months
16 Months
17 Months
18 Months
19 Months
20 Months
21 Months
22 Months
23 Months
24 Months

PROJECT SERVICE AREA

Applicants are required to demonstrate that project activities will directly benefit economically distressed, isolated areas of distress, or persistent poverty counties/parishes. All applications will be evaluated based on the scoring criteria provided in the Request for Proposals.

Project Area City(ies)*

Character Limit: 100

Project Area State(s)*

Choices

Alabama
Arkansas
Illinois
Kentucky
Louisiana
Mississippi
Missouri

Tennessee

Population(s) of Target Service Area*

Character Limit: 15

Alabama

Counties (Alabama)*

(*) Indicates non-distressed counties/parishes

Choices

AL - Barbour
AL - Bullock
AL - Butler
AL - Choctaw
AL - Clarke
AL - Conecuh
AL - Dallas
AL - Escambia
AL - Greene
AL - Hale
AL - Lowndes
AL - Macon
AL - Marengo
AL - Monroe
AL - Perry
AL - Pickens
AL - Russell
AL - Sumter
AL - Washington
AL - Wilcox

Persistent Poverty Counties (Alabama)*

Demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

AL - Barbour
AL - Bullock
AL - Butler
AL - Choctaw
AL - Clarke
AL - Conecuh
AL - Dallas
AL - Escambia
AL - Greene

AL - Hale
AL - Lowndes
AL - Macon
AL - Marengo
AL - Monroe
AL - Perry
AL - Pickens
AL - Sumter
AL - Wilcox
Not Applicable

Congressional Districts (Alabama)*

Choices

AL - 1st District
AL - 2nd District
AL - 3rd District
AL - 7th District

Arkansas

Counties (Arkansas)*

(*) Indicates non-distressed county/parish.

Choices

AR - Arkansas*
AR - Ashley
AR - Baxter
AR - Bradley
AR - Calhoun
AR - Chicot
AR - Clay
AR - Cleveland
AR - Craighead
AR - Crittenden
AR - Cross
AR - Dallas
AR - Desha
AR - Drew
AR - Fulton
AR - Grant
AR - Greene
AR - Independence
AR - Izard
AR - Jackson
AR - Jefferson
AR - Lawrence
AR - Lee

AR - Lincoln
AR - Lonoke
AR - Marion
AR - Mississippi
AR - Monroe
AR - Ouachita
AR - Phillips
AR - Poinsett
AR - Prairie
AR - Pulaski*
AR - Randolph
AR - Searcy
AR - Sharp
AR - St. Francis
AR - Stone
AR - Union
AR - Van Buren
AR - White
AR - Woodruff

Persistent Poverty Counties (Arkansas)*

Demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

AR - Bradley
AR - Chicot
AR - Crittenden
AR - Desha
AR - Jefferson
AR - Lee
AR - Mississippi
AR - Monroe
AR - Phillips
AR - Poinsett
AR - Sercy
AR - St. Francis
AR - Woodruff
Not Applicable

Congressional Districts (Arkansas)*

Choices

AR - 1st District
AR - 2nd District
AR - 3rd District
AR - 4th District

Illinois

Counties (Illinois)*

(*) Indicates non-distressed county/parish.

Choices

IL - Alexander
IL - Franklin
IL - Gallatin
IL - Hamilton*
IL - Hardin
IL - Jackson
IL - Johnson
IL - Massac
IL - Perry
IL - Pope
IL - Pulaski
IL - Randolph
IL - Saline
IL - Union
IL - White*
IL - Williamson*

Persistent PovertyCounties (Illinois)*

The applicant must demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

IL - Alexander
IL - Jackson
IL - Pulaski
Not Applicable

Congressional Districts (Illinois)*

Choices

IL - 12th District
IL - 15th District

Kentucky

Counties (Kentucky)*

(*) Indicates non-distressed county/parish

Choices

KY - Ballard
KY - Caldwell

KY - Calloway
KY - Carlisle*
KY - Christian
KY - Crittenden
KY - Fulton
KY - Graves
KY - Henderson
KY - Hickman*
KY - Hopkins
KY - Livingston
KY - Lyon
KY - Marshall
KY - McCracken*
KY - McLean
KY - Muhlenberg
KY - Todd
KY - Trigg
KY - Union
KY - Webster

Persistent Poverty Counties (Kentucky)*

Demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

KY - Fulton
Not Applicable

Congressional Districts (Kentucky)*

Choices

KY - 1st District

Louisiana

Parishes (Louisiana)*

(*) Indicates non-distressed counties/parishes.

Choices

LA - Acadia
LA - Allen
LA - Ascension*
LA - Assumption
LA - Avoyelles
LA - Beauregard
LA - Bienville
LA - Caldwell

LA - Cameron*
LA - Catahoula
LA - Claiborne
LA - Concordia
LA - De Soto*
LA - East Baton Rouge*
LA - East Carroll
LA - East Feliciana
LA - Evangeline
LA - Franklin
LA - Grant
LA - Iberia
LA - Iberville
LA - Jackson
LA - Jefferson Davis
LA - Jefferson*
LA - La Salle
LA - Lafourche
LA - Lincoln
LA - Livingston
LA - Madison
LA - Morehouse
LA - Natchitoches
LA - Orleans
LA - Ouachita
LA - Plaquemines*
LA - Pointe Coupee*
LA - Rapides*
LA - Red River*
LA - Richland
LA - St. Bernard
LA - St. Charles*
LA - St. Helena
LA - St. James
LA - St. John the Baptist
LA - St. Landry
LA - St. Martin
LA - St. Mary
LA - Tangipahoa
LA - Tensas
LA - Union
LA - Vermillion
LA - Washington
LA - Webster
LA - West Baton Rouge*
LA - West Carroll
LA - West Feliciana
LA - Winn

Persistent Poverty Parishes (Louisiana)*

Demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

LA - Acadia
LA - Avoyelles
LA - Bienville
LA - Catahoula
LA - Claiborne
LA - Concordia
LA - East Carroll
LA - East Feliciana
LA - Evangeline
LA - Franklin
LA - Lincoln
LA - Madison
LA - Morehouse
LA - Natchitoches
LA - Orleans
LA - Ouachita
LA - Red River
LA - Richland
LA - St. Helena
LA - St. Landry
LA - Tangipahoa
LA - Tensas
LA - Washington
LA - West Carroll
LA - Winn
Not Applicable

Congressional Districts (Louisiana)*

Choices

LA - 1st District
LA - 2nd District
LA - 3rd District
LA - 4th District
LA - 5th District
LA - 6th District

Mississippi

Counties (Mississippi)*

(*) Indicated non-distressed counties/parishes

Choices

MS - Adams
MS - Amite
MS - Attala
MS - Benton
MS - Bolivar
MS - Carroll
MS - Claiborne
MS - Coahoma
MS - Copiah
MS - Covington
MS - DeSoto
MS - Franklin
MS - Grenada
MS - Hinds
MS - Holmes
MS - Humphreys
MS - Issaquena
MS - Jasper
MS - Jefferson
MS - Jefferson Davis
MS - Lafayette
MS - Lawrence
MS - Leflore
MS - Lincoln
MS - Madison*
MS - Marion
MS - Marshall
MS - Montgomery
MS - Panola
MS - Pike
MS - Quitman
MS - Rankin
MS - Sharkey
MS - Simpson
MS - Smith
MS - Sunflower
MS - Tallahatchie
MS - Tate
MS - Tippah
MS - Tunica
MS - Union
MS - Walthall
MS - Warren
MS - Washington
MS - Wilkinson
MS - Yalobusha
MS - Yazoo

Persistent Poverty Counties (Mississippi)*

Demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

MS - Adams
MS - Amite
MS - Attala
MS - Benton
MS - Bolivar
MS - Claiborne
MS - Coahoma
MS - Copiah
MS - Covington
MS - Franklin
MS - Grenada
MS - Holmes
MS - Humphreys
MS - Issaquena
MS - Jasper
MS - Jefferson
MS - Jefferson Davis
MS - Lafayette
MS - Leflore
Ms - Marion
MS - Marshall
MS - Montgomery
MS - Panola
MS - Pike
MS - Quitman
MS - Sharkey
MS - Simpson
MS - Sunflower
MS - Tallahatchie
MS - Tunica
MS - Walthall
MS - Washington
MS - Wilkinson
MS - Yalobusha
MS - Yazoo
Not Applicable

Congressional Districts (Mississippi)*

Choices

MS - 1st District
MS - 2nd Distrcit
MS - 3rd District

MS - 4th District

Missouri

Counties (Missouri)*

(*) Indicates non-distressed counties/parishes

Choices

MO - Bollinger
MO - Butler
MO - Cape Girardeau
MO - Carter
MO - Crawford
MO - Dent
MO - Douglas
MO - Dunklin
MO - Howell
MO - Iron
MO - Madison
MO - Mississippi
MO - New Madrid
MO - Oregon
MO - Ozark
MO - Pemiscot
MO - Perry
MO - Phelps
MO - Reynolds
MO - Ripley
MO - Scott
MO - Shannon
MO - St. Francois
MO - Ste. Genevieve
MO - Stoddard
MO - Texas
MO - Washington
MO - Wayne
MO - Wright

Persistent Poverty Counties (Missouri)*

Demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

MO - Carter
MO - Dunklin
MO - Mississippi

MO - New Madrid
MO - Oregon
MO - Pemiscot
MO - Reynolds
MO - Ripley
MO - Shannon
MO - Texas
MO - Washington
MO - Wayne
MO - Wright
Not Applicable

Congressional District (Missouri)*

Choices

MO - 8th District

Tennessee

Counties (Tennessee)*

(*) Indicates non-distressed counties/parishes

Choices

TN - Benton
TN - Carroll
TN - Chester
TN - Crockett
TN - Decatur
TN - Dyer*
TN - Fayette*
TN - Gibson
TN - Hardeman
TN - Hardin
TN - Haywood
TN - Henderson
TN - Henry
TN - Lake
TN - Lauderdale
TN - Madison
TN - McNairy
TN - Obion
TN - Shelby
TN - Tipton
TN - Weakley

Persistent Poverty Counties (Tennessee)*

Demonstrate that project activities take place in at least one or more Persistent Poverty County/Parish as defined by the 1990, 2000, and 2010 U.S. Census.

Choices

TN - Lake
Not Applicable

Congressional Districts (Tennessee)*

Choices

TN - 7th District
TN - 8th District
TN - 9th District

STRATEGIC PLAN DESCRIPTION AND RATIONALE

Strategic Plan Rationale*

Describe why the proposed strategic plan is necessary, your goals and objectives, and the specific impacts on the community(ies) served by the proposed strategic plan.

Character Limit: 7500

STRATEGIC PLANNING COLLABORATION

Strategic Planning Collaboration*

Describe how the community engagement practices that you will deploy during the strategic planning process. Also describe how your strategic planning project will collaborate with public and private partners and the role(s) and responsibilities of each partner. Provide a letter of support or memorandum of understanding to demonstrate the extent of each partner's engagement with the proposed strategic plan.

Examples of collaboration are, but not limited to, faith-based organizations, private engineering firms, consultants forming focus groups, public entities, planning committees, business leaders, and community meetings.

Character Limit: 5000 | File Size Limit: 2 MB

PROGRAM OBJECTIVES

Demonstration of Alignment with Program Objectives*

Identify and describe realistic and attainable outcomes that demonstrate alignment with the program objectives:

- To help revitalize local and regional economies by providing economically distressed communities across the region access to planning resources that aid problem-solving.
- To enhance the resilience of underserved communities experiencing social and economic vulnerability such as high poverty rates, aging infrastructure, and economic downturns, and engage them in the planning process.
- To establish partnerships that reflect the collaborative nature of planning and problem-solving.

Character Limit: 7500

WORK PLAN

Work Plan*

Describe the tasks necessary to complete the project including key personnel assigned, time period for completion, deliverables, and budget for each task. To be considered for full points, the applicant must provide a detailed work plan for the entire period of performance which may not exceed 24 months.

Download the **Project Work Plan, Deliverables, and Timeline** spreadsheet; then upload the completed spreadsheet.

Character Limit: 5000 | File Size Limit: 3 MB

FUNDING INFORMATION

Funding Information

Provide the total amount of funding being requested from DRA. To be considered for full points, the applicant must provide a detailed categorical budget narrative for the requested funds and describe how these costs align with the proposed strategic plan.

Amount of Funds Requested from DRA*

Character Limit: 20

BUDGET AND BUDGET NARRATIVE

Budget and Budget Narrative Alignment

Identify and describe budgetary items for the proposed project. Information included in the Budget and Budget Narrative must align with the Project Information and Work Plan. Each budget category must include a description of project relevant expenditures that align with the rest of the project narrative. *If a budget category is not applicable and does not have funds allocated, enter $0; and the associated budget narrative, enter N/A.*

Contractual Services*

Character Limit: 20

Contractual Services - Budget Narrative*

Character Limit: 1500

Personnel*

Character Limit: 20

Personnel – Budget Narrative*

Character Limit: 2000

Fringe Benefits*

Character Limit: 20

Fringe Benefits - Budget Narrative*

Character Limit: 1500

Travel*

Character Limit: 20

Travel - Budget Narrative*

Character Limit: 1500

Equipment*

Character Limit: 20

Equipment - Budget Narrative*

Character Limit: 1500

Supplies*

Character Limit: 20

Supplies - Budget Narrative*

Character Limit: 1500

Other*
Character Limit: 20

Other - Budget Narrative*
Character Limit: 1500

ASSURANCES

NOTE: Some of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

Assurances*
Please review these assurances.

Choices
I certify that the applicant accepts the Assurances

Please note: Once you submit your application, you cannot edit the form. Please review your answers before submitting.

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John McCollum, Planning and Zoning Administrator

DATE: 03/31/2023

SUBJECT: Delta Regional Authority Planning Grant Resolution

I have included an attachment for a grant resolution to move forward with an application for a grant to help cover the cost of our Comprehensive Plan Development through the Delta Regional Authority for your consideration.

The Grant amount is up to $150,000.00 for the cost of developing our Comprehensive Plan. The Delta Regional Authority typically awards grants to impoverished areas which Gluckstadt is not. However, in my conversation with Central Mississippi Planning and Development District they are optimistic that we qualify because we are such a new city and need everything.

Thank you for your consideration of this matter. Please let me know if you have any questions.

lectric, Inc.
3ox 320337
d, MS 39232

Received
04/03/2023
9:09 Am

f Responsibility
ber 09431

Bid Enclosed:
City of Gluckstadt
Uninterruptable Power Supply
Bid Date: April 3, 2023

Received 4/3/23 @ 2:00pm
AM

CITY OF GLUCKSTADT
UNINTERRUPTABLE POWER SUPPLY

NAME: LEWIS ELECTRIC, INC.
PHYSICAL ADDRESS: 107 RIVER PINES ROAD, FLOWOOD, MS 39232
MAILING ADDRESS: P.O. BOX 320337, FLOWOOD, MS 39232
LICENSE NUMBER: 09431-MC

Addendum # 1 to traffic signal UPS System specifications

We are amending the specifications to the UPS bid specifications to include the following:

The Maintenance of the system currently reads as follows:

8. Maintenance- As part of this contract the contractor shall provide a cost to operate and maintain the UPS system. As part of this the contractor will keep two batteries on backup charge to replace batteries during prolonged outages, repairs, or general maintenance. Payment for this work is on an annual basis and is renewed automatically unless one party give the other 30 days' notice to cancel the agreement. The initial term of the agreement is two years from the date of completion and renewed annually after that.

And is changed to read:

8. Maintenance- As part of this contract the contractor shall provide a cost to operate and maintain the UPS system. As part of this the contractor will keep **one set of batteries** on backup charge to replace batteries during prolonged outages, repairs, or general maintenance. Payment for this work is on an annual basis and is renewed automatically unless one party give the other 30 days' notice to cancel the agreement. The initial term of the agreement is two years from the date of completion and renewed annually after that.

Please ensure that this addendum is included in your bid packet to validate that you received it.

John M. McCollum, Planning and Zoning Administrator

City of Gluckstadt

Specifications for uninterruptable Power Supply (UPS)

1. Description- This section describes the minimum requirement for battery backup systems and power conditioner.
    A). Locations include the following:
    B). Gluckstadt Rd and Catlett Rd / Bozeman Rd
    C). Gluckstadt Rd and Weisenberger Rd
    D). Gluckstadt Rd and Industrial Dr
    E). Church Rd and Calhoun Station Pkwy
    F). Gluckstadt Rd and Distribution Dr
    G). Gluckstadt Rd and Calhoun Station Pkwy
    H). Denim Way and Parkway East

2. UPS- The UPS system shall be a turn-key true on-line, solid state, microprocessor controller power conditioner and or UPS system. The system shall continuously regenerate and condition the AC sine wave, where 100% of the power to the load, whether on utility or batteries, is generated by the on-board inverter. The UPS system shall be capable of operating, up to the rated power levels , in extreme environments (-40 F to +165 F) with existing cabinet equipment, including any and all signal heads whether Incandescent, LED or Neon.
3. Materials- The UPS system shall consist of three (3) major components: the electronics module, the manual bypass switch and battery system.
4. Electronics module-. The electronics module shall be provided as follows:
    A). True sinewave, microprocessor controlled high frequency inverter.
    B). Temperature compensated battery charger.
    C). Local and remote control of UPS functions.
    D). Local and remote communications capabilities.
    E). Utility bypass switch for bypassing the UPS for repair or removal.
5. Manual bypass switch. A Manual bypass switch shall be provided as follows:
    A). The UPS shall incorporate automatic, internal safety bypass capability and manual bypass switch.
    B). An optional interface connector shall be available that allows an external generator or vehicle inverter to supply utility power when commercial utility has failed.
    C). The UPS shall supply 120 VAC, 60 Hz, true sinewave power when connected to either a generator or digital inverter power system.
6. Battery system. The battery shall be comprised of extreme temperature, deep cycle AGM-VRLA (absorbed glass mat-valve regulated lead ACID).
7. UPS Operation
    A). UPS System
        i. The unit shall be capable of on-site programming without the use of attached computers.

ii. Online technology shall be supported and 100% of the lo9ad shall flow through the inverter 100% of the time to isolate and protect the attached equipment.
iii. Power connection shall be made to the front or back of the UPS chassis to support NEMA cabinetry.
iv. The UPS system shall be capable of providing continuous, fully conditional and regulated sinusoidal (AC) power to selected devices such as signal controllers, modems, communications hubs, NTCIP adapters and video equipment.
v. The UPS system shall be sized with a maximum of rating to capable of supporting all cabinet systems, regardless of power factor rating, without overdriv9ing the power factor LED heads which may cause early degradation, low luminosity or early signal failure and meeting minimum run time requirements. during power loss/failure of commercial power.
vi. Upon loss of utility power, the UPS system shall switch to battery power. In cases of UPS system failure, while on utility, the UPS system will auto bypass and remain in that mode until required. Should the battery power be depleted such that it is no sufficient to power the equipment, the unit will auto shutdown and return to normal operating mode once the utility power is restored.
vii. The bypass switch shall enable removal and replacement of the UPS system without shutting down the traffic control system (i.e. hot swap capability). The UPS system shall support generator input without going to batteries.
viii. The UPS system shall be capable of starting when no utility AC is available, i.e. starting while on batteries (cold starting).
ix. Existing cabinet flasher modules and flash transfer relays shall be utilized.
x. To facilitate emergency crew and police activities, the UPS system shall be compatible with the police panel functions.
xi. The UPS system shall not duplicate or assume flash operation or flash transfer relay functions.
xii. The UPS system shall deliver 120 VAC output when the AC input is between 75 to 175 VAC without going to batteries.
xiii. NEMA style cabinet mounting method shall be shelf mounted.

B). System Batteries. The system batteries shall meet the following:

i. The battery system shall consist of extreme temperature, deep cycle, gel or AGM-VRLA (vale regulated lead acid) batteries that have been field tested.
ii. The battery system may consist of one (1) or more strings (typically four (4) , six (6) or eight (8) batteries per string) of extreme temperature, deep cycle, gel or AGM VRLA batteries.
iii. Batteries shall be capable of operating at extreme temperatures from -40F to +165F.
iv. The batteries shall be provided with appropriate interconnect wiring and corrosion-resistant mounting trays and brackets.
v. The interconnect cables shall connect to the base module via a quick-release connector.

vi. Battery construction shall include heavy duty, intercell connections for low impedance between cells, and heavy-duty plates to withstand shock and vibration.

vii. The top cover shall use tongue and groove construction and shall be epoxied to the battery case for maximum strength and durability.

C). Electrical Specifications.

i. Nominal Input Voltage 120VAC, single phase

ii. Input voltage range 75VAX, to 155 VAC without drawing energy from batteries

iii. Input Frequency 50 to 60 Hz

iv. Input configuration 3 wire (hot, neutral, and ground)

v. Maximum Input Current 30 amps

D). Other specifications

i. Nominal Output Voltage 120VAC, single phase

ii. Power rating 1.25-2 KVa continuous watts

iii. Output frequency 50 or 60 Hz

iv. Output configuration Keyed, connectors and duplex receptacle

v. Output waves form True sinewave

vi. Fault Clearing Current Limit and automatic shutdown.

vii. Short circuit protection Current Limit and automatic shutdown.

viii. Efficiency 85% at full load

E). UPS electronics module physical specifications.

i. Height: 3.5 to 5.25 inches

ii. Depth: 8.75 to 10.5 inches

iii. Width: 15.5 to 19 inches

F). Environmental specifications. The UPS system shall meet or exceed MEMA temperature standards from -40 F to +165F. The UPS system shall be field tested to meet or exceed NEMA temperature standards.

G). Battery specifications. The UPS system shall be field tested to meet or exceed NEMA temperature standards of -40F to +165F. Hydrogen gas emissions shal meet mil-spec, mil-b-8565J.

H). Communications Control and diagnostics. The UPS system shall provide standard alarm function monitoring indication loss of utility power, inverter failure, low battery condition and USB connectivity for system up/downloads. An RS232 or USB interface shall be provided that allows full interactive remote computer monitoring and control of UPS functions. The UPS shall have an ethernet communication interface for use configuration and management. A confirmation light shall be include on the external top of the cabinet enclosure.

I). Warranty. The UPS system and cabinet assembly shall be protected by a minimum 2-year warranty.

J). Construction requirement. The contractor shall be responsible for all testing and documentation required for establishing approval and acceptance of product. Field test shall be preformed with various ITS as noted in design plans to verify that each device operates optimally. As a minimum the following test shall be conducted:

i. Output (amp-hours)
ii. Daily load requirement (amp hours)
iii. Loss of load probability (LOLP) of the design power supply
iv. Battery reserve days
v. Average battery state of charge.
vi. Statistical interval to loss of load.

8. Maintenance- As part of this contract the contractor shall provide a cost to operate and maintain the UPS system. As part of this the contractor will keep two batteries on backup charge to replace batteries during prolonged outages, repairs or general maintenance. Payment for this work is on an annual basis and is renewed automatically unless one party give the other 30 days' notice to cancel the agreement. The initial term of the agreement is two years from the date of completion and renewed annually after that.
9. License- A copy of the contractors license issued by the Mississippi State Board of Contractors shall be included with this bid package
10. Insurance- A copy of the contractors automobile, workmans compensation, and liability insurance shall be included with this bid package.

Bid Tab

Installation and Equipment for seven traffic signals$ 115,290.00

Annual maintenance $ 3,300.00

Vice President

Bidders Signature

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Lewis Electric, Inc.
P.O. Box 320337
Flowood, MS 39232

SURETY:
(Name, legal status and principal place of business)

The Hanover Insurance Company
440 Lincoln Street
Worcester, MA 01653

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Gluckstadt
343 Distribution Drive
Madison, MS 39110

BOND AMOUNT: $ 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

Gluckstadt Uninterrupted Power Supply for 7 Traffic Signals

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 3rd day of April, 2023

(Witness)

(Witness) Amanda Charfauros

Lewis Electric, Inc.
(Principal) *(Seal)*

By: V.P.
(Title)

The Hanover Insurance Company
(Surety) *(Seal)*

By:
(Title) Peggy L. Jackson Attorney-in-Fact

Resident MS Agent/Fisher Brown Bottrell Insurance, Inc.

LEWIS ELECTRIC, INC. CORPORATE SEAL MISSISSIPPI

THE HANOVER INSURANCE COMPANY INCORPORATED 1972

S-0054/AS 8/10

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

POWER OF ATTORNEY

THIS Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

KNOW ALL PERSONS BY THESE PRESENTS:

That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, (hereinafter individually and collectively the "Company") does hereby constitute and appoint, Peggy L. Jackson

Add names

Of Jackson , MS **each individually, if there be more than one named, as its true and lawful attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, any and all surety bonds, recognizances, undertakings, or other surety obligations. The execution of such surety bonds, recognizances, undertakings or surety obligations, in pursuance of these presents, shall be as binding upon the Company as if they had been duly signed by the president and attested by the secretary of the Company, in their own proper persons. Provided however, that this power of attorney limits the acts of those named herein; and they have no authority to bind the Company except in the manner stated and to the extent of any limitation stated below:**

Any such obligations in the United States, not to exceed Forty Million and No/100 ($40,000,000) in any single instance

That this power is made and executed pursuant to the authority of the following Resolutions passed by the Board of Directors of said Company, and said Resolutions remain in full force and effect:

Surety Bond Number: Bid Bond
Principal: Lewis Electric, Inc.
Obligee: City of Gluckstadt

RESOLVED: That the President or any Vice President, in conjunction with any Vice President, be and they hereby are authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as it acts, to execute and acknowledge for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons.

RESOLVED: That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile. (Adopted October 7, 1981 – The Hanover Insurance Company; Adopted April 14, 1982 – Massachusetts Bay Insurance Company; Adopted September 7, 2001 – Citizens Insurance Company of America and affirmed by each Company on March 24, 2014)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this 10th day of March, 2023.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

Bryan J. Salvatore, Executive Vice President

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

James H. Kawiecki, Vice President

THE COMMONWEALTH OF MASSACHUSETTS)
COUNTY OF WORCESTER) ss.

On this 10th day of March, 2023 before me came the above named Executive Vice President and Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.

ARLEEN V. SIMONS
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires
June 15, 2023

Arleen V. Simons, Notary Public
My Commission Expires June 15, 2023

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 3rd **day of** April 2023.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

John A. Roweddor, Vice President

CERTIFIED COPY

LEWIELE-01

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Denise Jacobs, CAWC	
Fisher Brown Bottrell Insurance, Inc. P. O. Box 1490 Jackson, MS 39215	PHONE (A/C, No, Ext): (601) 960-7445	FAX (A/C, No): (601) 208-8465
	E-MAIL ADDRESS: DJacobs@fbbins.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Brierfield Insurance Company	10993
INSURED	INSURER B : FCCI Insurance Company	10178
Lewis Electric, Inc. P.O. Box 320337 Flowood, MS 39232-0337	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			CPP100046828	6/1/2022	6/1/2023	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:						EMPLOYMENT PRAC	$ 100,000
A	AUTOMOBILE LIABILITY			CA100014300	6/1/2022	6/1/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			UMB100014301	6/1/2022	6/1/2023	EACH OCCURRENCE	$ 2,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 2,000,000
	DED X RETENTION $ 10,000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N	N / A		WC010007052302	6/1/2022	6/1/2023	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y (Mandatory in NH)						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Leased/Rented			CPP100046828	6/1/2022	6/1/2023	Ded: $1,000	150,000
A	Installation			CPP100046828	6/1/2022	6/1/2023	Ded: $2,500	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The general liability & auto liability policies contain blanket additional insured wording on a primary/non-contributory basis when required by written contract. General Liability includes ongoing & completed operations when required by written contract. General Liability, Auto Liability and Workers Comp policies include blanket waiver of subrogation when required by written contract. The Umbrella Liability includes additional insureds and waiver of subrogation as per underlying coverage on a primary and non contributory basis when required by written contract. All policies contain a blanket 30 day notice of cancellation to others. Jennifer Lewis in excluded on the Workers Comp coverage. Blanket 30 day NOC applies to all policies. All coverages is subject to terms, conditions and exclusions.

CERTIFICATE HOLDER

Evidence of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

State of Mississippi

BOARD OF CONTRACTORS

ACTIVE

LEWIS ELECTRIC, INC.
107 RIVER PINES POST OFFICE BOX 320337
FLOWOOD, MS 39232

is duly registered and entitled to perform

1) ELECTRICAL WORK 2) PASSENGER BOARDING BRIDGES

We have hereunto set our hand and caused the Seal of the Mississippi Board of Contractors to be affixed this 8 day of Apr., 2023

BOARD OF CONTRACTORS STATE OF MISSISSIPPI

CERTIFICATE OF RESPONSIBILITY
No. 09431-MC
Expires Apr. 8, 2024

Joel A. Carroll

CHAIRMAN OF THE BOARD

MISSISSIPPI

Disadvantaged Business Enterprise Program
UNIFIED CERTIFICATION CERTIFICATE

This certificate acknowledges that

Lewis Electric, Inc.

NAICS Codes: 238210 – Electrical/Traffic Signals

has been certified under the Mississippi unified certification process as a

Disadvantaged Business Enterprise

In accordance with 49 CFR Part 26 as published in the Code of Federal Regulations.

Classification: **DBE**
Date Issued: **February 06, 2020**
Next Review Date: **February 06, 2025**

Carolyn J. Bell

Mississippi UCP Committee Chairperson

UPS System Bid Tab

Contractor Name	Installation and material Price	Maintenance Cost (annual)	COR	Insurance Certificate
Lewis Electric	115,290.00	3,300.00	✓	✓

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John M. McCollum, Planning and Zoning Administrator

DATE: 04/04/2023

SUBJECT: Uninterrupted Power Supply (UPS) for Traffic Signals Installation and Maintenance Bid

All,

I recommend that the Mayor and Board of Alderman accept Lewis Electric Inc as the lowest and best bid for the installation and maintenance of the subject project as they were the only bid we received. Please see the attached packet for a more detailed explanation of the bid.

Thank you for your consideration of my recommendation please contact me if you have any questions.

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John M. McCollum, Planning and Zoning Administrator

DATE: 04/03/2023

SUBJECT: Bid Recommendation for Limb Pickup

I recommend that the Mayor and Board of Alderman reject all bids because of the excessive cost of each one. We currently are spending approximately $21,000.00 with Madison County for this same service. Our contract with them expires in September 2023 therefore I recommend the following:

1. Reach out to Madison County to determine if they will renew the limb pickup agreement for the next two years. I have already reached out to the county administrator to see if the Board of Supervisors will agree to this. Since we pay the County a fee for each pickup as they are called in we will also use our own forces to pickup limbs and use the county when and if we get overwhelmed.

We received three bids for limb pickup starting October 1st, 2023, that included the following bidders assuming $1,000.00 single family homes:

Waste Management	$93,000.00 Annually Weekly Pickup
Southern Tree	$36,000.00 Annually Weekly Pickup
Magnolia LLC	$18,480.00 Annually Weekly Pickup

Magnolia LLC and Southern Tree did not acknowledge Addendum #1 or 2 and did not provide a copy of their insurance certificate with the bid. Therefore, Waste Management is the only company that included all items required in the bid Package.

Thanks your for your consideration of our recommendation please let me know if you have any questions.

large Debris Pickup Bid Tab

Spec Holder	email	Addendum #1	Addendum #2	Insurance Certificate	*Bid Price /per unit per month	Bid Price(annual cost)
Waste Management	dhollow1@wm.com	Acknowleged	Acknowleged	Included	$7.75	$93,000.00
Southern Tree Service	Bushmanshaun@yahoo.com	Not acknowleged	Not acknowledged	Not included	$3.00	$36,000.00
Magnolia LLC	terrygray@deviney.com	Not acknowleged	Not acknowledged	Not included	$1.54	$18,480.00

*Assuming 1000 single family homes

Plan Holder Addendum #1 Addendum #2 COR Bid Holder

Insurance Certificate

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John M. McCollum, Planning and Zoning Administrator

DATE: 04/05/2023

SUBJECT: Term bids for asphalt, milling and repair of streets

All,

I recommend that the Mayor and Board of Alderman accept Adcamp Inc. as the lowest and best term bid for in place asphalt, milling and street repair. We received one additional bid from APAC inc as indicated in the attachment. Please see the bid tabulation to get a better idea of how the bids were presented.

Thanks, you for your consideration in the matter please contact me if you have any questions.

ITEM NO.		ITEM DESCRIPTION	PROPOSED QUANITY	ITEM UNIT	UNIT PRICE (ADCAMP)	TOTAL PRICE (ADCAMP	UNIT PRICE (APAC)	TOTAL PRICE (APAC)
1		Cold Mix	10	Ton			$169.00	$1,690.00
2		Base Course	100	Ton	$124.00	$12,400.00	$185.00	$18,500.00
		(BB-1A),						
3		Surface Course	100	Ton	$132.00	$13,200.00	$192.00	$19,200.00
		(SC-1B)						
4		Failed Areas	10	Ton	$275.00	$2,750.00	$375.00	$3,750.00
		(dig out and replacement						
		of full depth asphalt)						
		LOCAL ROADS						
5a.		Surface Course	1,000	Ton	$140.00	$140,000.00	$141.00	$141,000.00
		(SC-1A)						
5b.		Milling of Asphalt Surface						
		(<3000 SY)	1	LS	$10,000.00	$10,000.00	$18,500.00	$18,500.00
5c.		Milling of Asphalt Surface						
		(>3000 SY)	4,000	SY	$4.00	$16,000.00	$6.00	$24,000.00
5d		Failed Areas	10	Ton	$250.00	$2,500.00	$375.00	$3,750.00
		(dig out and replacement						
		of full depth asphalt)			TOTAL 5 (A-D)	$168,500.00		$187,250.00

ITEM NO.		ITEM DESCRIPTION	PROPOSED QUANITY	ITEM UNIT	UNIT PRICE (ADCAMP)	TOTAL PRICE (ADCAMP	UNIT PRICE (APAC)	TOTAL PRICE (APAC)
FORM 11-A								
		COLLECTOR ROADS						
6a.		Surface Course	1,000	Ton	$140.00	$140,000.00	$145.00	$145,000.00
		(SC-1A)						
6b.		Milling of Asphalt Surface						
		(<3000 SY)	1	LS	$10,000.00	$10,000.00	$19,000.00	$19,000.00
6c.		Milling of Asphalt Surface						
		(>3000 SY)	4,000	SY	$4.00	$16,000.00	$6.25	$25,000.00
6d		Failed Areas	10	Ton	$250.00	$2,500.00	$375.00	$3,750.00
		(dig out and replacement						

		of full depth asphalt)						
					TOTAL 6 (a-d)	$168,500.00		$192,750.00
		ARTERIAL ROADS						
7a.		Surface Course	1,000	Ton	$140.00	$140,000.00	$148.00	$148,000.00
		(SC-1A)						
7b.		Milling of Asphalt Surface						
		(<3000 SY)	1	LS	$10,000.00	$10,000.00	$19,000.00	$19,000.00
7c.		Milling of Asphalt Surface						
		(>3000 SY)	4,000	SY	$4.00	$16,000.00	$6.25	$25,000.00
7d		Failed Areas	10	Ton	$250.00	$2,500.00	$375.00	$3,750.00
		(dig out and replacement						
		of full depth asphalt)						
					TOTAL 7 (a-d)	$168,500.00		$195,750.00
PARKING LOTS								
8a.		Surface Course	1,000	Ton	$150.00	$150,000.00	$148.00	$148,000.00
		(SC-1A)						
8b.		Milling of Asphalt Surface						
		(<3000 SY)	1	LS	$12,000.00	$12,000.00	$21,000.00	$21,000.00
8c.		Milling of Asphalt Surface						
		(>3000 SY)	4,000	SY	$4.00	$16,000.00	$7.00	$28,000.00
8d		Failed Areas	10	Ton	$250.00	$2,500.00	$375.00	$3,750.00
		(dig out and replacement						
		of full depth asphalt)						
					TOTAL 8 (a-d)	$180,500.00		$200,750.00

Rec: 4/4/2023 @ 10:23Am Bridgette Sm

ADCAMP, INC.
PO BOX 54246
JACKSON, MS 39288-4246

BID FOR: F.O.B. CITY OF GLUCKSTADT, INSTALLED AT VARIOUS LOCATIONS

TERM: APRIL 12, 2023 THROUGH SEPTEMBER 30, 2023

BID TO: CITY OF GLUCKSTADT
343 DISTRIBUTION DRIVE
MADISON, MS 39110

TO BE OPENED: AT 2:00 PM, TUESDAY, ~~FEB. 4~~ April 4, 2023
DEADLINE TO SUBMIT 12:00 PM, TUESDAY, ~~FEB. 4,~~ April 4 2023

CERTIFICATE OF RESPONSIBILITY #: 08034

Section 6, Item D)

ASPHALT

Bid Type: Line Item

All asphalt shall be in accordance with the City of Gluckstadt Subdivision Regulations. BIDS SHALL BE F.O.B. CITY OF GLUCKSTADT, INSTALLED AT VARIOUS LOCATIONS.
Bids shall run from APRIL 12,2023 THRU SEPTEMBER 30, 2023.

Bidder : ADCAMP, INC.
Address: PO BOX 54246
JACKSON, MS 39288-4246
Phone #: 601-939-4492
Email: jason@adcampinc.com

Received 4/4/23 @ 2:00 pm

CITY OF GLUCKSTADT OFFICE OF THE CITY CLERK

ITEM NO.	ITEM DESCRIPTION	PROPOSAL QUANTITY	ITEM UNIT	UNIT PRICE	TOTAL PRICE
1.	Cold Mix	10	Ton	$ N/A	$ N/A
2.	Base Course (BB-1A),	100	Ton	$ 124.00	$ 12,400.00
3.	Surface Course (SC-1B)	100	Ton	$ 132.00	$ 13,200.00
4.	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 275.00	$ 2,750.00
	LOCAL ROADS				
5a.	Surface Course (SC-1A)	1,000	Ton	$ 140.00	$ 140,000.00
5b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 10,000	$ 10,000.00
5c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
5d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 5 (a-d)		$ 168,500.00

FORM 11-A

SUBMITTED BY: ADCAMP, INC.

SIGNATURE:
PRINTED NAME: Ralph Barnes
TITLE: President

	COLLECTOR ROADS				
6a.	Surface Course (SC-1A)	1,000	Ton	$ 140.00	$ 140,000.00
6b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 10,000	$ 10,000.00
6c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
6d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 6 (a-d)		$ 168,500.00
	ARTERIAL ROADS				
7a.	Surface Course (SC-1A)	1,000	Ton	$ 140.00	$ 140,000.00
7b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 10,000	$ 10,000.00
7c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
7d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 7 (a-d)		$ 168,500.00
	PARKING LOTS				
8a.	Surface Course (SC-1A)	1,000	Ton	$ 150.00	$ 150,000.00
8b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 12,000	$ 12,000.00
8c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
8d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 8 (a-d)		$ 180,500.00

SUBMITTED BY: ADCAMP, INC.

FORM 11-A

SIGNATURE:

PRINTED NAME: Ralph Barnes

TITLE: President

Notes:

1. All Bid Prices, except Item #1, include hauling, labor, equipment, materials, and installation at various locations designated by the City of Gluckstadt.

2. Item # 1 Bid Price includes labor, materials and hauling to the City of Gluckstadt's Street Department Shop.

3. The quantities specified are not actual quantities proposed for immediate purchase but are simply estimated quantities used to establish unit prices for purchases by the City for the six month term.

4. The hot mix asphalt (HMA) mixtures shall meet the following production requirements. At least **10 days prior to the start of work** the Contractor shall submit for approval by the City Engineer a proposed job-mix formula (JMF) signed by a Certified Mixture Design Technician meeting the requirements listed in the City of Gluckstadt Subdivision Regulations.

5. For items 5-8 the application of asphalt shall commence no later than 48 hours and be completed no later than 96 hours from the time milling of the street under repair is commenced. Failure to comply with this requirement will result in $500.00 per day in liquidated damages. The Public Works Director will determine if rain days or other environmental conditions warrant an extension of time. The City at is option will execute the Contractors bid bond for failure to start the work within 30 days of the purchase order date. The City will also at its option execute the Contractors' bid bond for failure to complete the work within 60 days of the purchase order date unless otherwise specified on the purchase order. Time extensions will be awarded at the discretion of the Public Works Director in extraordinary circumstances.

6. License- A copy of the contractor's license issued by the Mississippi State Board of Contractors shall be included with this bid package.
7. Insurance- A copy of the contractor's automobile, workman's compensation, and liability insurance shall be included with this bid package.
8. Certificate of Responsibility is listed on the outside of the envelope

FORM 11-A

FORM 11-A

McGriff Insurance Services, LLC

6000 Poplar Avenue, Suite 300, Memphis, TN 38119
PH WATS FAX

BID BOND
The American Institute of Architects,
AIA Document No. A310 (February, 1970 Edition)

KNOW ALL MEN BY THESE PRESENTS, that we Adcamp, Inc.
P. O. Box 54246, Jackson , MS 39288-4246
as Principal, hereinafter called the Principal, and Travelers Casualty and Surety Company of America
One Tower Square , Hartford, CT 06183
a corporation duly organized under the laws of the state of CT
as Surety, hereinafter called the Surety, are held and firmly bound unto City of Gluckstadt
343 Distribution Drive, Gluckstadt, MS 39110
as Obligee, hereinafter called Obligee, in the sum of

Five Percent of Amount Bid **Dollars ($** 5% **),**
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for F.O.B. City of Gluckstadt, Installed at Various Locations, April 12, 2023, through September 30, 2023, as per proposal

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as many be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this. 4th **day of** April 2023

Mollie A Murphey
(Witness)

Adcamp, Inc.
(Principal) **(Seal)**
By Ralph Barnes **(Title)** President

Gina Elliott
(Witness)

Travelers Casualty and Surety Company of America
(Surety)
By
(Attorney-in-fact & Res. Miss. Agent)
Candice Rineheart

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **CANDICE RINEHEART** of **RIDGELAND**, **Mississippi**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021.**

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of **each of the Companies**, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of **said Companies** by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of **each of the Companies**, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes,** the undersigned, Assistant Secretary of **each of the Companies**, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **4th** day of **March**, **2023**.

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Client#: 2083224 526ADCAMINC

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/03/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Crystal Myers	
McGriff Insurance Services 1020 Highland Colony Parkway Suite 302 Ridgeland, MS 39157	PHONE (A/C, No, Ext): 601 790-8521	FAX (A/C, No): 601-607-7341
	E-MAIL ADDRESS: Crystal.Myers@mcgriff.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Charter Oak Fire Insurance Company	25615
INSURER B : Great American Insurance Company	16691
INSURER C : AmFed Casualty Insurance Company	11963
INSURER D : Illinois Union Insurance Company	27960
INSURER E : Travelers Property Casualty Co of Amer	25674
INSURER F :	

INSURED
Adcamp, Inc.
P.O. Box 54246
Jackson, MS 39288

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY	X	X	DTCO9D183818COF23	01/01/2023	01/01/2024	EACH OCCURRENCE	$1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$300,000
							MED EXP (Any one person)	$5,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	[ ] POLICY [X] PRO-JECT [X] LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	[ ] OTHER:							$
E	AUTOMOBILE LIABILITY	X	X	8103L0188182326G	01/01/2023	01/01/2024	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	[X] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
B	[X] UMBRELLA LIAB [X] OCCUR			TUU064864209	01/01/2023	01/01/2024	EACH OCCURRENCE	$10,000,000
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$10,000,000
	[ ] DED [X] RETENTION $10,000							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N		X	WC1235010141	01/01/2023	01/01/2024	[X] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N]	N/A					E.L. EACH ACCIDENT	$1,000,000
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$1,000,000
D	Pollution CL			CPYG27844108008	01/24/2023	01/24/2024	$2,000,000 Per Occurren	
E	Leased/Rented Equipment			6309M293663TIL23	01/01/2023	01/01/2024	$400,000 Limit $2,500 Deductible	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Blanket Additional Insured and Blanket Waiver of Subrogation are included on the General Liability and Auto Liability policies when required by written contract. Coverage is Primary and Non-Contributory (Blanket) if required by written contract with respects to General Liability and Auto Liability.

Blanket Waiver of Subrogation and Blanket Alternate Employer endorsements are included on the Workers (See Attached Descriptions)

CERTIFICATE HOLDER

City of Gluckstadt
343 Distribution Drive
Madison, MS 39110

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

DESCRIPTIONS (Continued from Page 1)

Compensation policy when required by written contract.

Umbrella policy is follow form of General Liability, Auto Liability and Employers Liability policies.

Blanket thirty (30) days notice of cancellation is provided under General Liability and Auto Liability if required by written contract.

Auto policy includes Hired Auto Physical Damage coverage on Actual Cash Value basis for Leased/Rented Vehicles with a $2,500 deductible. Blanket Additional Insured/Loss Payee applies under Auto policy for any leased/rented vehicle if required by written contract.

Blanket Loss Payee endorsement applies to Leased/Rented Equipment if required by written contract.

Pollution Liability Aggregate is $2,000,000.
Project: F.O.B. City of Gluckstadt, Installed at Various Locations
April 12, 2023 to September 30, 2023

ASPHALT

Bid Type: Line Item

All asphalt shall be in accordance with the City of Gluckstadt Subdivision Regulations. BIDS SHALL BE F.O.B. CITY OF GLUCKSTADT, INSTALLED AT VARIOUS LOCATIONS.
Bids shall run from APRIL 12,2023 THRU SEPTEMBER 30, 2023.

Bidder : ADCAMP, INC.
Address: PO BOX 54246
JACKSON, MS 39288-4246
Phone #: 601-939-4492
Email: jason@adcampinc.com

ITEM NO.	ITEM DESCRIPTION	PROPOSAL QUANTITY	ITEM UNIT	UNIT PRICE	TOTAL PRICE
1.	Cold Mix	10	Ton	$ N/A	$ N/A
2.	Base Course (BB-1A),	100	Ton	$ 124.00	$ 12,400.00
3.	Surface Course (SC-1B)	100	Ton	$ 132.00	$ 13,200.00
4.	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 275.00	$ 2,750.00
	LOCAL ROADS				
5a.	Surface Course (SC-1A)	1,000	Ton	$ 140.00	$ 140,000.00
5b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 10,000	$ 10,000.00
5c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
5d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 5 (a-d)		$ 168,500.00

FORM 11-A

SUBMITTED BY: ADCAMP, INC.

SIGNATURE:
PRINTED NAME: Ralph Barnes
TITLE: President

	COLLECTOR ROADS				
6a.	Surface Course (SC-1A)	1,000	Ton	$ 140.00	$ 140,000.00
6b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 10,000	$ 10,000.00
6c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
6d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 6 (a-d)		$ 168,500.00
	ARTERIAL ROADS				
7a.	Surface Course (SC-1A)	1,000	Ton	$ 140.00	$ 140,000.00
7b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 10,000	$ 10,000.00
7c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
7d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 7 (a-d)		$ 168,500.00
	PARKING LOTS				
8a.	Surface Course (SC-1A)	1,000	Ton	$ 150.00	$ 150,000.00
8b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 12,000	$ 12,000.00
8c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 4.00	$ 16,000.00
8d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 250.00	$ 2,500.00
			TOTAL 8 (a-d)		$ 180,500.00

FORM 11-A

SUBMITTED BY: ADCAMP, INC.
SIGNATURE:
PRINTED NAME: Ralph Barnes
TITLE: President

Notes:

1. All Bid Prices, except Item #1, include hauling, labor, equipment, materials, and installation at various locations designated by the City of Gluckstadt.

2. Item # 1 Bid Price includes labor, materials and hauling to the City of Gluckstadt's Street Department Shop.

3. The quantities specified are not actual quantities proposed for immediate purchase but are simply estimated quantities used to establish unit prices for purchases by the City for the six month term.

4. The hot mix asphalt (HMA) mixtures shall meet the following production requirements. At least **10 days prior to the start of work** the Contractor shall submit for approval by the City Engineer a proposed job-mix formula (JMF) signed by a Certified Mixture Design Technician meeting the requirements listed in the City of Gluckstadt Subdivision Regulations.

5. For items 5-8 the application of asphalt shall commence no later than 48 hours and be completed no later than 96 hours from the time milling of the street under repair is commenced. Failure to comply with this requirement will result in $500.00 per day in liquidated damages. The Public Works Director will determine if rain days or other environmental conditions warrant an extension of time. The City at is option will execute the Contractors bid bond for failure to start the work within 30 days of the purchase order date. The City will also at its option execute the Contractors' bid bond for failure to complete the work within 60 days of the purchase order date unless otherwise specified on the purchase order. Time extensions will be awarded at the discretion of the Public Works Director in extraordinary circumstances.

6. License- A copy of the contractor's license issued by the Mississippi State Board of Contractors shall be included with this bid package.
7. Insurance- A copy of the contractor's automobile, workman's compensation, and liability insurance shall be included with this bid package.
8. Certificate of Responsibility is listed on the outside of the envelope

FORM 11-A

FORM 11-A

McGriff Insurance Services, LLC

6000 Poplar Avenue, Suite 300, Memphis, TN 38119
PH WATS FAX

BID BOND
The American Institute of Architects,
AIA Document No. A310 (February, 1970 Edition)

KNOW ALL MEN BY THESE PRESENTS, that we Adcamp, Inc.
P. O. Box 54246, Jackson , MS 39288-4246
as Principal, hereinafter called the Principal, and Travelers Casualty and Surety Company of America
One Tower Square , Hartford, CT 06183
a corporation duly organized under the laws of the state of CT
as Surety, hereinafter called the Surety, are held and firmly bound unto City of Gluckstadt
343 Distribution Drive, Gluckstadt, MS 39110
as Obligee, hereinafter called Obligee, in the sum of

Five Percent of Amount Bid Dollars ($ 5%),
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for F.O.B. City of Gluckstadt, Installed at Various Locations, April 12, 2023, through September 30, 2023, as per proposal

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as many be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 4th day of April 2023

Mollie A Murphey
(Witness)

Adcamp, Inc.
(Principal) (Seal)
By Ralph Barnes (Title) President

Gina Elliott
(Witness)

Travelers Casualty and Surety Company of America
(Surety)
By
(Attorney-in-fact & Res. Miss. Agent)
Candice Rineheart

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **CANDICE RINEHEART** of **RIDGELAND**, **Mississippi**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of **each of the Companies**, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of **said Companies** by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of **each of the Companies**, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of **each of the Companies**, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **4th** day of **March**, **2023**.

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Client#: 2083224 526ADCAMINC

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/03/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Crystal Myers	
McGriff Insurance Services 1020 Highland Colony Parkway Suite 302 Ridgeland, MS 39157	PHONE (A/C, No, Ext): 601 790-8521	FAX (A/C, No): 601-607-7341
	E-MAIL ADDRESS: Crystal.Myers@mcgriff.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Adcamp, Inc. P.O. Box 54246 Jackson, MS 39288	INSURER A : Charter Oak Fire Insurance Company	25615
	INSURER B : Great American Insurance Company	16691
	INSURER C : AmFed Casualty Insurance Company	11963
	INSURER D : Illinois Union Insurance Company	27960
	INSURER E : Travelers Property Casualty Co of Amer	25674
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT [X] LOC OTHER:	X	X	DTCO9D183818COF23	01/01/2023	01/01/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$1,000,000 $300,000 $5,000 $1,000,000 $2,000,000 $2,000,000 $
E	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY	X	X	8103L0188182326G	01/01/2023	01/01/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$1,000,000 $ $ $ $
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $10,000			TUU064864209	01/01/2023	01/01/2024	EACH OCCURRENCE AGGREGATE $	$10,000,000 $10,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	WC1235010141	01/01/2023	01/01/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
D	Pollution CL			CPYG27844108008	01/24/2023	01/24/2024	$2,000,000 Per Occurren	
E	Leased/Rented Equipment			6309M293663TIL23	01/01/2023	01/01/2024	$400,000 Limit $2,500 Deductible	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Blanket Additional Insured and Blanket Waiver of Subrogation are included on the General Liability and Auto Liability policies when required by written contract. Coverage is Primary and Non-Contributory (Blanket) if required by written contract with respects to General Liability and Auto Liability.

Blanket Waiver of Subrogation and Blanket Alternate Employer endorsements are included on the Workers (See Attached Descriptions)

CERTIFICATE HOLDER

City of Gluckstadt
343 Distribution Drive
Madison, MS 39110

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

DESCRIPTIONS (Continued from Page 1)

Compensation policy when required by written contract.

Umbrella policy is follow form of General Liability, Auto Liability and Employers Liability policies.

Blanket thirty (30) days notice of cancellation is provided under General Liability and Auto Liability if required by written contract.

Auto policy includes Hired Auto Physical Damage coverage on Actual Cash Value basis for Leased/Rented Vehicles with a $2,500 deductible. Blanket Additional Insured/Loss Payee applies under Auto policy for any leased/rented vehicle if required by written contract.

Blanket Loss Payee endorsement applies to Leased/Rented Equipment if required by written contract.

Pollution Liability Aggregate is $2,000,000.
Project: F.O.B. City of Gluckstadt, Installed at Various Locations
April 12, 2023 to September 30, 2023

Rec: 4/4/2023 @ 10:28 AM Bridgette Smith

APAC-Mississippi, Inc.
P.O. Box 24508
Jackson, Mississippi 39225-4508

Certificate of Responsibility Number 95

Privilege Tax License Number _____

TO: City of Gluckstadt Mis
Office of the City Clerk
343 Distribution Drive
Madison Mis 39110

BID
Project FOB City of Gluckstadt, Installed at Various locations
Term of April 12, 2023 THRU September 30, 2023
City of Gluckstadt Mississippi

112

Section 6, Item D)

Received & opened 4/4/23 @ 2:00 pm

ASPHALT

Bid Type: Line Item

All asphalt shall be in accordance with the City of Gluckstadt Subdivision Regulations. BIDS SHALL BE F.O.B. CITY OF GLUCKSTADT, INSTALLED AT VARIOUS LOCATIONS.

Bids shall run from APRIL 12,2023 THRU SEPTEMBER 30, 2023.

Bidder : APAC-Mississippi, Inc.
Address: P.O. Box 24508
Jackson, MS 39225-4508
Phone #: 601-376-4000
Email: john.may@apac.com

CITY OF GLUCKSTADT OFFICE OF THE CITY CLERK

ITEM NO.	ITEM DESCRIPTION	PROPOSAL QUANTITY	ITEM UNIT	UNIT PRICE	TOTAL PRICE
1.	Cold Mix	10	Ton	$ 169.00	$ 1690.00
2.	Base Course (BB-1A),	100	Ton	$ 185.00	$ 18500.00
3.	Surface Course (SC-1B)	100	Ton	$ 192.00	$ 19200.00
4.	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 375.00	$ 3750.00
	LOCAL ROADS				
5a.	Surface Course (SC-1A)	1,000	Ton	$ 141.00	$ 141000.00
5b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 18500.00	$ 18500.00
5c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 6.00	$ 24000.00
5d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 375.00	$ 3750.00
			TOTAL 5 (a-d)		$ 187250.00

FORM 11-A

Area Manager

	COLLECTOR ROADS				
6a.	Surface Course (SC-1A)	1,000	Ton	$ 145.00	$ 145000.00
6b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 19000.00	$ 19000.00
6c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 6.25	$ 25000.00
6d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 375.00	$ 3750.00
			TOTAL 6 (a-d)		$ 192750.00
	ARTERIAL ROADS				
7a.	Surface Course (SC-1A)	1,000	Ton	$ 148.00	$ 148000.00
7b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 19000.00	$ 19000.00
7c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 6.25	$ 25000.00
7d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 375.00	$ 3750.00
			TOTAL 7 (a-d)		$ 195750.00
	PARKING LOTS				
8a.	Surface Course (SC-1A)	1,000	Ton	$ 148.00	$ 148000.00
8b.	Milling of Asphalt Surface (<3000 SY)	1	LS	$ 21000.00	$ 21000.00
8c.	Milling of Asphalt Surface (>3000 SY)	4,000	SY	$ 7.00	$ 28000.00
8d	Failed Areas (dig out and replacement of full depth asphalt)	10	Ton	$ 375.00	$ 3750.00
			TOTAL 8 (a-d)		$ 200,750.00

FORM 11-A

Area Manager

Notes:

1. All Bid Prices, except Item #1, include hauling, labor, equipment, materials, and installation at various locations designated by the City of Gluckstadt.

2. Item # 1 Bid Price includes labor, materials and hauling to the City of Gluckstadt's Street Department Shop.

3. The quantities specified are not actual quantities proposed for immediate purchase but are simply estimated quantities used to establish unit prices for purchases by the City for the six month term.

4. The hot mix asphalt (HMA) mixtures shall meet the following production requirements. At least **10 days prior to the start of work** the Contractor shall submit for approval by the City Engineer a proposed job-mix formula (JMF) signed by a Certified Mixture Design Technician meeting the requirements listed in the City of Gluckstadt Subdivision Regulations.

5. For items 5-8 the application of asphalt shall commence no later than 48 hours and be completed no later than 96 hours from the time milling of the street under repair is commenced. Failure to comply with this requirement will result in $500.00 per day in liquidated damages. The Public Works Director will determine if rain days or other environmental conditions warrant an extension of time. The City at is option will execute the Contractors bid bond for failure to start the work within 30 days of the purchase order date. The City will also at its option execute the Contractors' bid bond for failure to complete the work within 60 days of the purchase order date unless otherwise specified on the purchase order. Time extensions will be awarded at the discretion of the Public Works Director in extraordinary circumstances.

6. License- A copy of the contractor's license issued by the Mississippi State Board of Contractors shall be included with this bid package.
7. Insurance- A copy of the contractor's automobile, workman's compensation, and liability insurance shall be included with this bid package.

FORM 11-A

FORM 11-A

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/03/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Liberty Mutual Insurance Co. National Insurance East 2000 Westwood Dr. Wausau, WI 54401 www.LibertyMutual.com
CONTACT NAME:	Valerie Reece
PHONE (A/C, No, Ext):	513-867-3822
FAX (A/C, No):	
E-MAIL ADDRESS:	Oldcastle.certs@LibertyMutual.com
INSURED	APAC-Mississippi, Inc. P.O. Box 24508 Jackson, MS 39225

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Liberty Mutual Fire Insurance Company	23035
INSURER B : Liberty Insurance Corporation	42404
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 69693385 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	✓ COMMERCIAL GENERAL LIABILITY			TB2-C81-004095-112	9/1/2022	9/1/2023	EACH OCCURRENCE	$2,000,000
	☐ CLAIMS-MADE ☑ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$300,000
	✓ Primary/Non-Contributory			XCU Coverage Included			MED EXP (Any one person)	$50,000
	✓ Separation of Insured	☑	☑				PERSONAL & ADV INJURY	$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	☐ POLICY ☑ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	☐ OTHER:							$
A	AUTOMOBILE LIABILITY			AS2-C81-004095-122	9/1/2022	9/1/2023	COMBINED SINGLE LIMIT (Ea accident)	$2,000,000
	✓ ANY AUTO						BODILY INJURY (Per person)	$
A	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS	☑	☑	AS2-C81-054502-522	9/1/2022	9/1/2023	BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			Physical Damage only:			PROPERTY DAMAGE (Per accident)	$
				Comprehensive Ded $10,000				$
				Collision Ded $10,000				
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			WA7-C8D-004095-022	9/1/2022	9/1/2023	✓ PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N	N/A	☑	All except OH, ND, WA, WY			E.L. EACH ACCIDENT	$1,000,000
B	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC7-C81-004095-012	9/1/2022	9/1/2023	E.L. DISEASE - EA EMPLOYEE	$1,000,000
				WI, MN			E.L. DISEASE - POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Ref: Proof of Coverage

Certificate Holder is listed as an Additional Insured (on-going and completed operations) as required by contract on a Primary and Non-Contributory basis for General and Auto Liability. Waiver of Subrogation is included on all policies where allowed by law. Thirty Day Notice of Cancellation to Third Party is included.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Valerie Reece

© 1988-2015 ACORD CORPORATION. All rights reserved.

State of Mississippi

BOARD OF CONTRACTORS

ACTIVE

APAC - MISSISSIPPI, INC
POST OFFICE BOX 24508
JACKSON, MS 39225-4508

is duly registered and entitled to perform

1) FOUNDATIONS 2) HIGHWAY, STREET AND BRIDGE CONSTRUCTION
3) MUNICIPAL AND PUBLIC WORKS CONSTRUCTION

We have hereunto set our hand and caused the Seal of the Mississippi Board of Contractors to be affixed this 10 day of Jul., 2022

BOARD OF CONTRACTORS ★ STATE OF MISSISSIPPI ★

CERTIFICATE OF RESPONSIBILITY
No. 00095-MC
Expires Jul. 10, 2023

Jack A. Cavell

CHAIRMAN OF THE BOARD

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John M. McCollum, Planning and Zoning Administrator

DATE: 04/04/2023

SUBJECT: Bids for Striping various intersections in the City of Gluckstadt

All,

I recommend that we accept the bid of Traffic Control Products (TCP) in the amount of $207,785.00 as the lowest and best bid for the subject striping project subject to providing the required insurance as specified int the bid documents. We received no other bids for this project. In addition the bid packet was irregular because they failed to provide their insurance certificate as required in the specifications. I have no doubt that TCP has the required insurance however they didn't include it with the bid. I have attached a copy of their bid for your information.

Thank you for your consideration of my recommendation please contact me if you have any questions.

ID	Pay Item Number	Pay Item Description	Denin Way @ Parkway East	Gluckstadt Rd @ Bozeman Rd	Gluckstadt Rd @ Church Rd & Dees Way	Gluckstadt Rd @ Indutrial Dr	Calhoun Station Pwky @ Church Rd	TOTAL
①	626-A	Skip White	3,593	544	1,579	2,641	2,496	**10,853**
②	626-D	Skip Yellow	996	589	1,508	240	1,020	**4,353**
③	626-B	Continuous White	2,611	4,508	4,885	3,647	3,750	**19,401**
④	626-E	Continuous Yellow	3,518	2,695	2,318	2,096	256	**10,883**
⑤	626-G	Detail Stripe, White	6,057	920	2,642	1,923	2,009	**13,551**
⑥	626-G	Detail Stripe, Yellow	1,053	2,207	2,446	1,324	3,357	**10,387**
⑦	626-H	Legend, White (L.F.)(Stop Bar)	514	469	981	585	688	**3,237**
⑧	626-H	Legend, White (S.F.)	304	796	599	170	409	**2,278**
⑨	627-C	Red-Clear RPMs	36	10	33	63	36	**178**
⑩	627-D	Two-Way Yellow RPMs	53	100	141	88	110	**492**

			Intesection Striping Bid Tab						
Plan Holder	Insurance Certificate	COR	**ID**	**Pay Item Number**	**Denin Way @ Parkway East**	**Gluckstadt Rd @ Bozeman Rd**	**Gluckstadt Rd @ Indutrial Dr**	**Calhoun Station Pwky @ Church Rd**	**TOTAL**
TCP	None	06079-SC							$207,785.00
Lane Line									

	Skip White	Skip Yellow	Continuous White	Continuous Yellow	Detail Stripe, White	Detail Stripe, Yellow	Legend, White (L.F.)(Stop Bar)	Legend, White (S.F.)	Red-Clear RPMs	Two-Way Yellow RPMs	Total
	$1.50	$1.50	$1.50	$1.50	$3.50	$3.50	$10.00	$10.00	$15.00	$15.00	
Site 1	3,593	996	2,611	3,518	6,057	1,053	514	304	36	53	
Total	$5,389.50	$1,494.00	$3,916.50	$5,277.00	$21,199.50	$3,685.50	$5,140.00	$3,040.00	$540.00	$795.00	$50,477.00
Site 2	544	589	4,508	2,695	920	2,207	469	796	10	100	
Total	$816.00	$883.50	$6,762.00	$4,042.50	$3,220.00	$7,724.50	$4,690.00	$7,960.00	$150.00	$1,500.00	$37,748.50
Site 3 &4	1,579	1,508	4,885	2,318	2,642	2,446	981	599	33	141	
Total	$2,368.50	$2,262.00	$7,327.50	$3,477.00	$9,247.00	$8,561.00	$9,810.00	$5,990.00	$495.00	$2,115.00	$51,653.00
Site 5	2,641	240	3,647	2,096	1,923	1,324	585	170	63	88	
Total	$3,961.50	$360.00	$5,470.50	$3,144.00	$6,730.50	$4,634.00	$5,850.00	$1,700.00	$945.00	$1,320.00	$34,115.50
Site 6	2,113	2,279	2,758	915	3,437	3,824	638	775	51	191	
Total	$3,169.50	$3,418.50	$4,137.00	$1,372.50	$12,029.50	$13,384.00	$6,380.00	$7,750.00	$765.00	$2,865.00	$55,271.00
Site 7	2,496	1,020	3,750	256	2,009	3,357	688	409	36	110	
Total	$3,744.00	$1,530.00	$5,625.00	$384.00	$7,031.50	$11,749.50	$6,880.00	$4,090.00	$540.00	$1,650.00	$43,224.00
										Subtotal	$272,489.00
										Contingencies (10%)	$27,248.90
										Total	$299,737.90

38.4 S.F.

34.3 S.F.

27.5 S.F.

Rec: 3/31/2023 10:24 AM
Bridgette Smith

C CONTROL
CTS CO., INC.
• Brandon, MS 39043

City of Gluckstadt
Gluckstadt City Hall
343 Distribution Drive
Madison, MS 39110

ır: Gluckstadt Rd Intersection Re-Striping
ril 4, 2023 @ 12:00 noon
. #06079-SC

ID	Pay Item Number	Pay Item Description	Denin Way @ Parkway East	Gluckstadt Rd @ Bozeman Rd	Gluckstadt Rd @ Church Rd & Dees Way	Gluckstadt Rd @ Indutrial Dr	Gluckstadt Rd @ Weisenberger Rd	Calhoun Station Pwky @ Church Rd	Total Qty	Unit Price	Total
①	626-A	Skip White	3,593	544	1,579	2,641	2,113	2,496	**12,966**	**$ 1.00**	**$ 12,966.00**
②	626-D	Skip Yellow	996	589	1,508	240	2,279	1,020	**6,632**	**$ 1.00**	**$ 6,632.00**
③	626-B	Continuous White	2,611	4,508	4,885	3,647	2,758	3,750	**22,159**	**$ 1.50**	**$ 33,238.50**
④	626-E	Continuous Yellow	3,518	2,695	2,318	2,096	915	256	**11,798**	**$ 1.50**	**$ 17,697.00**
⑤	626-G	Detail Stripe, White	6,057	920	2,642	1,923	3,437	2,009	**16,988**	**$ 2.50**	**$ 42,470.00**
⑥	626-G	Detail Stripe, Yellow	1,053	2,207	2,446	1,324	3,824	3,357	**14,211**	**$ 2.50**	**$ 35,527.50**
⑦	626-H	Legend, White (L.F.)(Stop Bar)	514	469	981	585	638	688	**3,875**	**$ 5.00**	**$ 19,375.00**
⑧	626-H	Legend, White (S.F.)	304	796	599	170	775	409	**3,053**	**$ 10.00**	**$ 30,530.00**
⑨	627-C	Red-Clear RPMs	36	10	33	63	51	36	**229**	**$ 11.00**	**$ 2,519.00**
⑩	627-D	Two-Way Yellow RPMs	53	100	141	88	191	110	**683**	**$ 10.00**	**$ 6,830.00**
		Total Bid									**$ 207,785.00**

Signed Wendy R Callum **Date** 03/30/2023

Bidder Traffic Control Products Co., Inc.

PO Box 820

Brandon, MS 39043

License Number: 06079-SC

CITY OF GLUCKSTADT
OFFICE OF THE CITY CLERK
Received 4/4/23 @ 2:00 pm

SECTION 626 - THERMOPLASTIC TRAFFIC MARKINGS

626.01--Description. This work consists of furnishing materials and placing thermoplastic pavement markings of the type specified in reasonably close conformity with these specifications and the details shown on the plans or established.

All pavement marking material, excluding edge lines over rumble strips, shall be applied using the extrusion/ribbon method. Edge lines placed over rumble strips shall be applied using the atomization/spray method.

Cold plastic traffic markings may be used in lieu of hot applied thermoplastic markings. Substitution will only be allowed for pay items 626-A through H. Substituted cold plastic markings shall be of the same color and width as that required for the hot applied stripe. Unless otherwise specified, the markings, whether hot applied or cold plastic, shall be of the same type of material for the entire project. Material and construction requirements for substituted cold plastic traffic markings shall meet the requirements of Section 628 of the Standard Specifications. The layout and spacing for substituted cold plastic traffic markings will remain as shown in the plans, or in the contract documents, for hot applied thermoplastic markings. Measurement of substituted cold plastic traffic markings shall be made in accordance with Section 628 of the Standard Specifications. Payment for substituted cold plastic traffic markings shall be made at the unit price for the appropriate hot applied thermoplastic marking.

626.02--Materials. The Department reserves the right to perform additional testing of thermoplastic traffic marking materials at any time. Upon request of the State Materials Engineer, samples of the thermoplastic compound, glass beads and epoxy resin shall be furnished.

Blue - ADA thermoplastic marking material shall meet the requirements of Subsection 720.02 with the exception that the color shall be blue-ADA. In lieu of the above material requirements, the Contractor may use hot applied thermoplastic materials meeting the satisfaction of the Engineer.

626.02.1--Thermoplastic Material. Thermoplastic material shall meet the requirements of Subsection 720.02, except an alkyd resin shall be used in the formulation when used in construction of stop lines, crosswalks, and legends.

626.02.2--Glass Beads. Glass beads shall meet the requirements of Subsection 720.01. Unless otherwise noted, Class A glass beads shall be used.

626.03--Construction Requirements.

626.03.1--Thermoplastic Traffic Stripe.

626.03.1.1--Equipment. Equipment for hot application shall be of sufficient size and stability to ensure smooth, uniform, properly aligned markings of the dimensions specified.

The application equipment shall be capable of automatic placement of intermittent and continuous line patterns in single or double line applications simultaneously. The intermittent timer mechanism shall provide a variable ratio of materials applied and variable cycle length such that accurate placement of new patterns, or replacement of

existing patterns can be achieved.

When edge lines are placed over rumble strips, the equipment must be able to apply the marking material using the atomization/spray method instead of extrusion/ribbon method. To ensure the proper alignment of the rumble stripes, the Contractor will be required to place a layout line to be followed during installation of the edge lines over the rumble strips.

The equipment shall also be capable of applying the top dressing of glass beads in a manner that firmly embeds them into the surface of the thermoplastic material for at least one half of the diameter of the larger gradation sizes of the beads. The dispensing equipment shall be equipped with an automatic cut-off control for the application of the beads that is synchronized with the cut-off of the thermoplastic material.

626.03.1.2--Construction Details. Application of thermoplastic material shall be made only in periods of dry weather and when the temperature of the pavement surface is at least 55°F. The pavement shall be surface dry, to the satisfaction of the Engineer, before application will be permitted. The application temperature of the thermoplastic material shall be between 400° and 450°F.

Upon request, the Engineer will establish the control points for markings at necessary intervals not to exceed 600 feet on tangents and more often on curves. All additional work necessary to establish intermediate control points shall be performed by the Contractor. On curves, unsightly variations from the normal curvature will not be permitted unless specifically shown on the plans or ordered by the Engineer.

Immediately before application, the areas to receive markings shall be cleaned thoroughly in accordance with Subsection 625.03.2. On areas of pavement cured with compound, the membrane shall be removed completely by shot blasting, sand blasting or other approved method.

Unless otherwise directed by the Engineer, traffic stripes that are coincidental with the thermoplastic stripe shall be removed prior to placement of the thermoplastic material, except that temporary paint stripe may be left in place when satisfactorily placed in the proper location. Any temporary stripe not covered shall be removed. Payment for removal of stripe, except temporary stripe, will be made under Section 202.

When thermoplastic material is to be applied to concrete pavements or bridge surfaces, a binder-sealer of the type and amount recommended by the manufacturer of the thermoplastic material shall be applied prior to placement of the thermoplastic material. On other pavement surfaces, a binder-sealer shall be applied under those conditions recommended by the manufacturer of the thermoplastic material.

The thickness of the thermoplastic material, when measured above the surface plane of the pavement, shall be within tolerance of the specified thickness. Unless otherwise specified in the plans or contract documents, the thickness shall be 90 mils for edge lines, center lines, lane lines, barrier lines and detail stripe including gore markings, and 120 mils for crosswalks, stop lines, and railroad, word and symbol markings. The measured thickness at the center of the line shall be no less than the specified thickness with the edge of the line not thinner than 75% of the specified center thickness and will be checked at intervals of one mile or less as directed by the Engineer.

Any thermoplastic traffic marking less than the required thickness shall be corrected by overlaying with an additional application of thermoplastic material. Any such required overlay will be no less than 30 mils. Although a tolerance of 25 percent from center to edge is allowed, a consistent underrun of any amount in thickness will not be acceptable.

Additional beads by the drop-on method shall be applied at a rate of not less than three pounds of beads per 100 feet of six-inch stripe. When double drop thermoplastic stripe is called for in the contract, additional beads by the drop-on method shall be applied as follows:

- Class A glass beads at a rate of not less than three pounds of beads per 100 feet of six-inch stripe. Class B glass beads at a rate of not less than three pounds of beads per 100 feet of six-inch stripe.
- The Class B glass beads shall be applied to the newly placed stripe first, followed by the application of the Class A glass beads.

All newly applied thermoplastic material shall be protected from traffic until the material is sufficiently dry so as not to sustain damage from vehicle tires. Any material so damaged, marred or picked up by traffic shall be repaired, and the thermoplastic material tracked onto the pavement shall be removed.

The length and width of lines shall be within a tolerance of plus or minus three inches and plus or minus 1/8 inch, respectively. For skip markings, the tolerance for intervals shall not exceed the line length tolerance.

626.04--Method of Measurement. Thermoplastic stripe completed in accordance with the plans and specifications will be measured by the mile or by the linear foot, as indicated, from end-to-end of individual stripes. In the case of skip lines the measurement will include skips. The length used to measure centerline, lane lines and edge stripes will be the horizontal length computed along the stationed control line.

Detail traffic stripe will be measured by the linear foot from end-to-end of individual stripes. Measurements will be made along the surface of each stripe and will exclude skip intervals where skips are specified. Stripes more than six inches in width will be converted to equivalent lengths of six-inch stripe.

Legend, which is to include railroad markings, pedestrian crosswalks and stop lines, will be measured by the square foot or linear foot. Pay areas of individual letters and symbols will usually be shown on the plans and measured by the square foot. Transverse railroad bands, pedestrian crosswalks and stop lines will generally be measured by the linear foot, in which case, stripes more than six inches in width will be converted to equivalent lengths of six-inch widths.

626.05--Basis of Payment. Thermoplastic traffic markings will be paid for at the contract unit price per mile, linear foot, or square foot, as applicable, which shall be full compensation for completing the work.

Payment will be made under:

626-A: 6" Thermoplastic * Traffic Stripe, Skip White - per linear foot or mile

626-B: 6" Thermoplastic * Traffic Stripe, Continuous White - per linear foot or mile

626-C: 6" Thermoplastic * Edge Stripe, Continuous White - per linear foot or mile

626-D: 6" Thermoplastic * Traffic Stripe, Skip Yellow - per linear foot or mile

626-E: 6" Thermoplastic * Traffic Stripe, Continuous Yellow - per linear foot or mile

626-F: 6" Thermoplastic * Edge Stripe, Continuous Yellow - per linear foot or mile

626-G: Thermoplastic * Detail Stripe, Color ** - per linear foot

626-H: Thermoplastic * Legend, Color ** - per linear foot or square foot

* Indicate Double Drop if applicable
** Indicate Blue - ADA if applicable

SECTION 627 - RAISED PAVEMENT MARKERS

627.01--Description. This work consists of furnishing and placing pavement markers of the types, colors, shapes, and dimensions specified and in reasonably close conformity with the location, lines, and details shown on the plans or as directed by the Engineer.

627.02--Materials. Pavement and jiggle markers of the types specified shall conform to the applicable requirements of Subsection 720.03 and shall be listed on the Department's APL.

Type B through G High Performance reflective markers shall be listed on the Department's APL for high performance raised pavement markers.

The bituminous adhesive for pavement markers shall meet the requirements of Subsection 720.03.7.

627.03--Construction Requirements.

627.03.1--General. Unless waived by the State Construction Engineer on the basis of known performance qualifications, the Contractor or approved Subcontractor shall certify to the Engineer that sufficient experience has been acquired in the placement of the required markers, or the Contractor or approved Subcontractor shall require the manufacturer of the markers to have a qualified technical representative on or immediately available to the project during the application of the markers to assist the Contractor's personnel in the proper application of the adhesive and markers and to render technical assistance to the Engineer as may be deemed desirable.

Any such waiver shall be subject to the conditions set forth in the waiver.

627.03.2--Construction Details. The markers shall be installed when the relative humidity of the air is 80% or less, the pavement surface is dry and the temperature of the pavement surface is no less than 50°F. Other pavement marking materials, such as thermoplastic, cold plastic and paint, shall be placed prior to installation of markers.

The portion of the highway surface to which the marker is to be bonded shall be cleaned so as to be free of dirt, curing compound, grease, oil, moisture, loose or unsound layers, paint and any other material which would adversely affect the bond of the adhesive.

The bituminous adhesive shall be melted and heated in either thermostatically controlled double boiler type units utilizing heat transfer oil or thermostatically controlled electric heating pots. Direct flame melting units shall not be used. The melter/applicator unit shall be suited for both melting and pumping application through heated applicator hoses.

The adhesive shall be heated to between 375°F and 425°F and applied directly to the pavement surface from the melter/applicator by either pumping or pouring. It is important that application temperature be maintained between 375°F and 425°F as lower temperatures may result in decreased adhesion while higher temperatures may damage the adhesive.

The adhesive should be applied in a puddle approximately two-thirds to three-fourths the diameter of the marker. Markers should be applied to the adhesive within 10 seconds to assure bonding. The marker shall be placed in position by applying downward pressure

until the marker is firmly seated with the required adhesive thickness and squeeze out. Excessive adhesive squeeze out shall be removed from the pavement and adhesive on the exposed surfaces of the markers shall be immediately removed. Soft rags moistened with mineral spirits conforming to Federal Specification TT-T-291 or kerosene may be used if necessary, to remove adhesive from exposed faces of pavement markers. No other solvent shall be used.

All markers shall be installed in a uniform line, with controls established by the Engineer. The Engineer will establish controls for each line of markers by setting control points at not less than approximately 600-foot intervals on tangents and 50-foot intervals on curves. All additional work necessary to establish intermediate control points and individual marker points shall be performed by the Contractor, including smoothing out minor irregularities in any line established by the Engineer. On curves, the line of markers on lane lines and edge lines shall follow the normal curvature of the curve and placement on chords or other variations from the normal curvature will not be permitted, unless specifically shown on the plans or ordered by the Engineer.

Reflective markers shall be installed in such a manner that the reflective face of the marker is perpendicular to a line parallel to the roadway centerline. No markers shall be installed over longitudinal or transverse joints of the pavement surface.

The marker shall be protected against impact until the adhesive has hardened. The Engineer shall be the judge as to the minimum time necessary to cure the adhesive for sufficient set to bear traffic.

The adhesive may be reheated and reused. However, the pot life at application temperatures shall not be exceeded.

Clean-out of equipment and tanks may be performed using petroleum solvents such as diesel fuel or similar materials. CAUTION: Be sure that all heating is off before cleaning operations are begun. All solvent must be removed from the equipment tanks and lines before the next use of the melter.

627.04--Method of Measurement. Raised pavement markers of the type specified will be measured per each as determined from actual count in place.

627.05--Basis of Payment. Raised pavement markers of the type specified will be paid for at the respective contract unit price per each, which shall be full compensation for completing the work.

Payment will be made under:

627-A: Type A, Non-Reflective White Raised Jiggle Markers	- per each
627-AY: Type AY, Non-Reflective Yellow Raised Jiggle Markers	- per each
627-B: Two-Way Clear Reflective Raised Markers	- per each
627-C: Red-Clear Reflective Raised Markers	- per each
627-D: Two-Way Yellow Reflective Raised Markers	- per each
627-E: One-Way Clear Reflective Raised Markers	- per each
627-F: One-Way Yellow Reflective Raised Markers	- per each
627-G: Yellow-Clear Reflective Raised Markers	- per each
627-H: Chip Seal Reflective Raised Markers	- per each
627-J: Two-Way Clear Reflective High Performance Raised Markers	- per each
627-K: Red-Clear Reflective High Performance Raised Markers	- per each
627-L: Two-Way Yellow Reflective High Performance Raised Markers	- per each
627-M: One-Way Clear Reflective High Performance Raised Markers	- per each
627-N: One-Way Yellow Reflective High Performance Raised Markers	- per each
627-O: Yellow-Clear Reflective High Performance Raised Markers	- per each
627-P: Two-Way Blue Reflective High Performance Raised Markers	- per each

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John M. McCollum, Planning and Zoning Administrator

DATE: 04/05/2023

SUBJECT: Bid recommendation for one-ton truck with dump bed

All,

I recommend that the Mayor and Board accept the bid of Mac Haik of Gluckstadt for the purchase of the subject one-ton truck as the lowest and best bid in the amount of $73,500.00. We received two additional bids from Mac Haik of Jackson and Rodgers Dabbs Chevrolet. Please see the attached bid tabulation for your information.

Thank you for your consideration on this recommendation. Please contact me if you have any questions.

Bid Tab One Ton Truck with dump bed	
Spec holder	Price
Maik Hiak (Jackson)	$76,825.00
Maik Haik (Gluckstadt)	$72,500.00
Rodgers Dabbs (Brandon)	$79, 880.00

MAYOR
Walter C. Morrison, IV
CITY CLERK
Lindsay D. Kellum
POLICE CHIEF
Wendell Watts

CITY OF GLUCKSTADT

MISSISSIPPI

ALDERMEN
Miya Bates
Jayce Powell
Wesley Slay
John Taylor
Lisa Williams

OFFICE OF THE CITY CLERK

343 DISTRIBUTION DRIVE

GLUCKSTADT, MS 39110

Fax(769) 567-2309
Email: mike.mccollum@gluckstadt.net

You may contact John McCollum at 769-567-2309 or email at mike.mccollum@gluckstadt.net if you have any questions.

John M. McCollum
Planning and Zoning Administrator.

$73,500 - Includes the dump bed.

Stuart Peters

CITY OF GLUCKSTADT OFFICE OF THE CITY CLERK

Received 4/4/23 @ 2:00 pm

MAYOR
Walter C. Morrison, IV
CITY CLERK
Lindsay D. Kellum
POLICE CHIEF
Wendell Watts

CITY OF GLUCKSTADT

MISSISSIPPI

ALDERMEN
Miya Bates
Jayce Powell
Wesley Slay
John Taylor
Lisa Williams

OFFICE OF THE CITY CLERK

343 DISTRIBUTION DRIVE

GLUCKSTADT, MS 39110

Memorandum

October 31, 2022

To: Interested Sellers/Dealers

From: Mike McCollum, Planning and Zoning Administrator

Subject: A New 1 Ton Pickup Truck:

The City of Gluckstadt is in the market for a used pickup truck for its public works department. Please submit your sealed bid to the City of Gluckstadt no later than April 4th at 12 noon. We have listed below the minimum specifications that are acceptable to the City. We will not accept wreaked trucks. The City will accept the lowest and best price in accordance with State Law

1. New 1-ton capacity truck with dump bed.
2. Engine- Diesel
3. Cab- Quad Cab
4. Towing package
5. 4-wheel drive
6. Transmission- automatic
7. Rear backup camera
8. Vinyl seats
9. Power windows and doors
10. Delivery in 180 days of acceptance

John M. McCollum
Planning and Zoning Administrator, City of Gluckstadt
PO Box 2210
Madison, MS 39130
Office: (769) 567-2306
Cell 601-953-2828

Vehicle Locator

Dealer Information

MAC HAIK CHEVROLET
140 AUTOBAHN LOOP
MADISON, MS 39110
Phone: 601-499-8700
Fax: 601-499-8735

1GC4YSEY7PF168567

Model Year: 2023
Make: Chevrolet
Model: 3500HD Silverado
CK30943-LWB, 4WD, Crew Cab
PEG: 1WT-Work Truck Preferred Equipment Group
Primary Color: GAZ-Summit White
Trim: H2G-1WT-Vinyl, Jet Black, Interior Trim
Engine: L5P-Engine: 6.6L V8 DuraMax Diesel, Turbo
Transmission: MGM-10-Speed Automatic

Event Code: 5000-Delivered to Dealer
Order #: BZQVZ6
Order Type: TSC-SVC Commercial
Stock #: PF168567
Inventory Status: Available

Additional Vehicle Information	
GM Marketing Information	

Vehicle Options

No Cost Options

Other Options

1WT-Work Truck Preferred Equipment Group
AE7-Seats: Front 40/20/40 Split-Bench, Uplevel
AQQ-Keyless Remote Entry
B3P-Special Vehicle Sales
BHP-Diesel Engine Winter Cover
DBG-Mirrors, O/S: Man. Ext & Folding, Heat, Turn Indicator
FE9-Federal Emissions
G9Y-GVW Rating 14,000 Lbs Dual Rear Wheels
GU6-Rear Axle: 3.42 Ratio
IOR-Chevrolet Infotainment, 7" Color Screen
K05-Engine Block Heater
K40-Diesel Engine Exhaust Brake
KC4-Cooler, Engine Oil
KNP-Transmission Cooling System
L5P-Engine: 6.6L V8 DuraMax Diesel, Turbo
NQF-Transfer Case: w/ Rotary Dial Control, Electronic Shift
P03-Painted Wheel Trim Skins, Painted Center Caps
PYW-Wheels: 17" Steel, Painted--Dual Rear Wheels
QT5-Tailgate Function--EZ Lift, Power Lock & Release
SAF-Spare Tire Lock
U2K-SiriusXM Satellite Radio (subscription)
UVC-Rear Vision Camera
V76-Recovery Hooks
VK3-Front License Plate Mounting Provisions
ZZT-Tire, Spare: LT235/80 R17 All Terrain, Blackwall
9L7-Upfitter / Accessory Electrical Switches
AKO-Glass, Deep Tinted
AU3-Power Door Locks
BG9-Floor Covering: Rubberized Vinyl, Black
C49-Defogger, Rear Window, Electric
E63-Durabed
G80-Auto Locking Differential, Rear
GAZ-Summit White
H2G-1WT-Vinyl, Jet Black, Interior Trim
JL1-Integrated Trailer Brake Controller
K34-Cruise Control
K47-Heavy Duty Air Filter
KI4-120 Volt Electrical Receptacle, In Cab
KW5-Alternator, 220 AMP
MGM-10-Speed Automatic
NZZ-Skid Plate
PCV-1WT Convenience 1 Package
QK1-Standard Tailgate
QZT-Tires: LT235/80 R17 All Terrain, Blackwall
U01-Roof Marker Lamps
UE1-OnStar Communication System
V46-Bumper, Front, Chrome
VJH-Bumper, Rear, Chrome Step
Z82-Trailering Package

Stuart Peters
Fleet Sales

150 Autobahn Loop
Madison, MS 39110
www.machaikcdjr.net
dpeters@machaikms.com

Main 601-499-8900
Direct 601-499-8914
Cell 601-832-9422
Fax 601-565-6511

Mac Haik Ford
N • Jackson, MS 39211

Wed. 3/29/2023 2:00 PM

F-350 / DUMP BED

per 4/4/2023

Preview Order 4444 - W3H 4x4 Crew Chas Cab DRW: Order Summary Time of Preview: 03/14/2023 16:26:41 Receipt: NA

Dealership Name: Mac Haik Ford **Sales Code :** F23306

Dealer Rep.	Kyle Wisnoski	**Type**	Retail	**Vehicle Line**	Superduty	**Order Code**	4444
Customer Name	X XXXXX	**Priority Code**	19	**Model Year**	2023	**Price Level**	330

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F350 4X4 CREW CHAS CAB DRW/179	$53720	CV LOT MANAGEMENT	$0
179 INCH WHEELBASE	$0	FORD PRO UPFIT INTEGR REMOVAL	$-400
OXFORD WHITE	$0	14000# GVWR PACKAGE	$0
VINYL 40/20/40 SEATS	$0	50 STATE EMISSIONS	$0
MEDIUM DARK SLATE	$0	JOB #1 ORDER	$0
PREFERRED EQUIPMENT PKG.640A	$0	40 GAL AFT OF AXLE FUEL TNK	$0
.XL TRIM	$0	DUAL BATTERY	$0
.AIR CONDITIONING -- CFC FREE	$0	REAR VIEW CAMERA & PREP KIT	$415
.AM/FM STEREO MP3/CLK	$0	FUEL CHARGE	$0
6.7L POWER STROKE V8 DIESEL	$9995	PRICED DORA	$0
10-SPEED AUTO TORQSHIFT	$0	ADVERTISING ASSESSMENT	$0
.LT245/75R17E BSW ALL-SEASON	$0	DESTINATION & DELIVERY	$1895
3.73 RATIO REGULAR AXLE	$0		

$76,825.00 out the door with dump bed

	MSRP
TOTAL BASE AND OPTIONS	$65625
DISCOUNTS	NA
TOTAL	$65625

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

Mac Haik Ford Jackson
Robert Jobe - Fleet Manager
Cell: 662-590-3561

Customer Signature Date

This order has not been submitted to the order bank.

This is not an invoice.

CITY OF GLUCKSTADT OFFICE OF THE CITY CLERK

Received & opened 4/14/23 @ 2:00pm

Rec: 4/4/2023 @ 9:38AM Bridgette Smith

— SINCE 1980 —
ERS DABBS
— CHEVROLET —
IMENT STREET | BRANDON, MISSISSIPPI | 39042
29 | BRANDON, MISSISSIPPI | 39043-1329
-2277 | 1-800-489-2070 | F: (601)825-2403
WWW.ROGERSDABBS.COM

City of Gluckstadt
Office of the City Clerk
343 Distribution Drive
Gluckstadt, MS 39110

SINCE 1980

ROGERS DABBS CHEVROLET

Received & opened 4/4/23 AL

3 April 2023

City of Gluckstadt
Office of the City Clerk
343 Distribution Drive
Gluckstadt, MS 39110

Re: Quote for New 1-Ton (Dump Body) Pickup Truck

Greetings:

You have asked for a quote on a 2023 Silverado 3500HD 4WD Crew Cab Dump Chassis. I've attached an equipment profile for a unit we have in stock that meets your requirements. I've also attached a copy of a body quote provided by Dealers Truck Equipment Co., and RPT Commercial for the dump body. This unit is White, with Jet Black vinyl upholstery. Pricing follows:

MSRP		64,745.00
Sale Price (Chassis)		60,045.00
Body Upfit (RPT)		18,725.00
Subtotal		79,870.00
Title Fee		10.00
Total		$79,880.00

This pricing is calculated using GM Fleet/Government incentives, which are good thru the 2023 model year. This proposal is submitted pursuant to the provisions of Miss. Code Ann. §31-7-13 (1972, amended). This quote is conditioned upon satisfactory award of Bid Assistance from General Motors, and this quote supersedes any prior quotes that may have been issued on this unit.

This unit is in stock, and will be available upon completion of body upfit, which is estimated to take approximately 21 days from date of receipt of your purchase order.

Please let me know if you have any questions, or if you need more information.

Sincerely,

Rogers Dabbs Chevrolet, Inc.

Pat McCarthy
Fleet Manager

Vehicle Locator

Detail Report for Customer

ROGERS-DABBS CHEVROLET, INC.
1501 W GOVERNMENT ST, BRANDON, MS, 39042
601-825-2277

Customer/Company: City of Gluckstadt Sales Consultant:
Address: undefined

Vehicle #1: 2023 Chevrolet 3500HD Silverado	VIN/Order #	MSRP	Stock #
	1GC4YSEY2PF217268	$64,745.00	N/A
Additional Vehicle Information			
GM Marketing Information			

Body Style: CK30943-LWB, 4WD, Crew Cab
PEG: 1WT-Work Truck Preferred Equipment Group
Primary Color: GAZ-Summit White
Trim: H2G-1WT-Vinyl, Jet Black, Interior Trim
Engine: L5P-Engine: 6.6L V8 DuraMax Diesel, Turbo
Transmission: MGM-10-Speed Automatic

Options:
1WT-Work Truck Preferred Equipment Group
9L7-Upfitter / Accessory Electrical Switches
AE7-Seats: Front 40/20/40 Split-Bench, Uplevel
AKO-Glass, Deep Tinted
AQQ-Keyless Remote Entry
AU3-Power Door Locks
B3P-Special Vehicle Sales
BG9-Floor Covering: Rubberized Vinyl, Black
BHP-Diesel Engine Winter Cover
C49-Defogger, Rear Window, Electric
DBG-Mirrors, O/S: Man. Ext & Folding, Heat, Turn Indicator
E63-Durabed
FE9-Federal Emissions
G80-Auto Locking Differential, Rear
G9Y-GVW Rating 14,000 Lbs Dual Rear Wheels
GAZ-Summit White
GU6-Rear Axle: 3.42 Ratio
H2G-1WT-Vinyl, Jet Black, Interior Trim
IOR-Chevrolet Infotainment, 7" Color Screen
JL1-Integrated Trailer Brake Controller
K05-Engine Block Heater
K34-Cruise Control
K40-Diesel Engine Exhaust Brake
K47-Heavy Duty Air Filter
KC4-Cooler, Engine Oil
KI4-120 Volt Electrical Receptacle, In Cab
KNP-Transmission Cooling System
KW5-Alternator, 220 AMP
L5P-Engine: 6.6L V8 DuraMax Diesel, Turbo
MGM-10-Speed Automatic
NQF-Transfer Case: w/ Rotary Dial Control, Electronic Shift
NZZ-Skid Plate
P03-Painted Wheel Trim Skins, Painted Center Caps
PCV-1WT Convenience 1 Package
PRF-Remote Access Plan
PYW-Wheels: 17" Steel, Painted--Dual Rear Wheels
QK1-Standard Tailgate
QT5-Tailgate Function--EZ Lift, Power Lock & Release
QZT-Tires: LT235/80 R17 All Terrain, Blackwall
SAF-Spare Tire Lock
U01-Roof Marker Lamps
U2K-SiriusXM Satellite Radio (subscription)
UE1-OnStar Communication System
UVC-Rear Vision Camera
V46-Bumper, Front, Chrome
V76-Recovery Hooks
VJH-Bumper, Rear, Chrome Step
VK3-Front License Plate Mounting Provisions
VQ1-Holdback, Fleet Dealer Assistance
Z82-Trailering Package
ZZT-Tire, Spare: LT235/80 R17 All Terrain, Blackwall

Disclaimer:

GM has tried to make the pricing information provided in this summary accurate. Please refer to actual vehicle invoice, however, for complete pricing information. GM will not make any sales or policy adjustments in the case of inaccurate pricing information in this summary.

QUOTE

4410 Hwy 80 East, Pearl, MS 39208 • (601) 371-0815

Customer

ROGERS DABBS
rbarnett@rogersdabbs.com

Salesman: Mike Wilkerson

Quote#: 1265
Quote Date: 03/29/2023
PO#:
VIN#:
Stock#:
Year/Make/Model: CHEVROLET 3500
Bed Length: 8.6
Cab Type: CREW

DESCRIPTION	QTY	UNIT PRICE	EXT PRICE
ELECT/HYDRA HOIST Part#: HARSH HOIST Vendor: RPT	1	$3,900.00	$3,900.00
48" REMOVABLE SIDES Part#: 48 " SIDES Vendor: RPT	4	$500.00	$2,000.00
SWING TAILGATE Part#: SWING TAILGATE Vendor: RPT	1	$1,400.00	$1,400.00
INSTALL Part#: INSTALL Vendor: RPT	1	$2,500.00	$2,500.00
	QUOTE TOTAL		**$9,800.00**

Quote is valid for 15 days from date of quote

Truck Equipment Co., LLC.
2460 Midway Ave, Shreveport, La. 71108
Cell: (601) 955-8160 Phone: (318) 635-7567 Fax: (318) 525-0903

EQUIPMENT QUOTATION

From: Mark Butler (Sales Rep# 16522) **Date: 01-11-23**

Attn: Pat McCarthy, Rogers Dabbs Chevrolet

8'6" CM SKIRTED GOOSENECK BODY

DESCRIPTION	PRICE ✓
• **Remove pickup bed** • **8'6" LONG X 97" WIDE SKIRTED GOOSENECK SK MODEL** - Tapered headache rack with LED lights - 1/8" treadplate steel floor - 4 built in underbody boxes (2 in front and 2 in rear) - Aluminum accent trim - LED marker, headache and tail lights - Mud flaps - 2 5/16" 30K Ball and 7-way plug in recessed gooseneck box with removable cover and integrated safety chain connections - 18.5K Rear receiver hitch and 7-way plug - Powder coated black and installed • **Install aftermarket backup camera in rear tailskirt**	**$ 9,060.00 X**
Options: (Only options marked with X are included in total price) • **Pickup bed credit** • **Install GM factory upfitter switches**	**($ 300.00 X)** **$ 165.00 X**

Model: CK30943 dually pickup diesel

FO/VIN: CBPG78 2PF217268

Comments: Inbound

'Request' from Upfitter 59811.

Sub-total: $ 8,925.00

Delivery Charge: none

Total: $ 8,925.00

*****Dealership responsible for reprogramming lights after pickup bed removed**

Signature: _____ **Dealer code:** 24467

We must have signed quote and 'Dealer Request' (GM dealers) before order to be processed

CITY OF GLUCKSTADT

MISSISSIPPI

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Lindsay Kellum, City Clerk

DATE: April 11, 2023

SUBJECT: General Update, City Administration

The City Clerk will provide a brief update on the below city administration matters.

Items:

- Finance & Budget
- Accounts Payable
- Fixed Assets
- Software Implementation
- Training & Education
- Human Resources and Payroll
- Communications and Website
- Public Records Requests
- Events & Chamber of Commerce
- Mayor's Youth Council

CITY OF GLUCKSTADT

MISSISSIPPI

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Scott Maugh, Deputy City Clerk

DATE: 04/05/2023

SUBJECT: Privilege & Transient Vendor License Report (Monthly Update)

From March 1, 2023, to March 31, 2023, the City of Gluckstadt processed eight (8) Regular Privilege Licenses.

The amount of fees collected in 2023 to date is as follows:

Privilege: $1479.50

					DISTRIBUTION				
ID	ISSUED TO	DATE	PACKET	TYPE	FEE	PENALTY	TAX	INTEREST	TOTAL
0000002	HEART TO HEART SENI	3/07/2023	00015	Payment	30.00-	.00	.00	.00	30.00-
0000162	BOO'S SMOKEHOUSE BB	3/01/2023	00013	Payment	35.00-	.00	.00	.00	35.00-
0000163	KRUPA SAI, LLC	3/02/2023	00014	Payment	30.00-	.00	.00	.00	30.00-
0000164	FORTITUDE CHIROPRAC	3/08/2023	00017	Payment	20.00-	.00	.00	.00	20.00-
0000165	HOMEWARE	3/16/2023	00018	Payment	20.00-	.00	.00	.00	20.00-
0000166	VICTORY SPORT	3/22/2023	00019	Payment	30.00-	.00	.00	.00	30.00-
0000167	ICE PLANT INC.	3/24/2023	00020	Payment	20.00-	.00	.00	.00	20.00-
0000168	BICYCLE REVOLUTION	3/30/2023	00021	Payment	77.50-	.00	.00	.00	77.50-

FEE CODE TOTALS BY TYPE

FEE CODE	TYPE	COUNT	DISTRIBUTION FEE	PENALTY	TAX	INTEREST	TOTAL
BEER FLAT	Payment	2	30.00CR	0.00	0.00	0.00	30.00CR
Schdl-A	Payment	3	102.50CR	0.00	0.00	0.00	102.50CR
Schdl-B	Payment	5	130.00CR	0.00	0.00	0.00	130.00CR

GRAND TOTAL FOR PERIOD 262.50CR

TOTALS BY TRANSACTION TYPE

TYPE	COUNT	DISTRIBUTION FEE	PENALTY	TAX	INTEREST	TOTAL
Payment	8	262.50CR	0.00	0.00	0.00	262.50CR
TOTAL FOR PERIOD	8					262.50CR

SELECTION CRITERIA

Section 8, Item B)

REPORT OPTIONS:

LICENSE RANGE: THRU ZZZZZZZZZZ
PACKET RANGE: 0 THRU 99999
TRANSACTION RANGE: 3/01/2023 THRU 3/31/2023
LICENSE STATUS: All
LICENSE CODE: All
FEE CODE: All

PRINT OPTIONS:

PRINT TOTALS ONLY: NO

TRANSACTION TYPE OPTIONS:

ALL: YES
PAYMENT: YES
REFUND CHECK: YES
REVERSE PAYMENT: YES
REVERSE REFUND: YES

ADJUSTMENT OPTIONS:
ADJUSTMENT CODE: ALL

*** END OF REPORT ***

State of Mississippi

Office of Purchasing and Travel

State Procurement Card Guidelines

TABLE OF CONTENTS

		Page
I.	Purpose of the Procurement Card	1
II.	Obtaining Your Procurement Card	5
III.	Credit Limits	6
IV.	Food Charges on the Procurement Card	7
V.	Hotel Charges on the Procurement Card	8
VI.	Contractual Services	8
VII.	State Contract Items	8
VIII.	Equipment Procurement Card (Non-SAAS Users)	9
IX.	Sign-In/Sign-Out Information	9
X.	Declined Transactions	9
XI.	Prohibited Purchases	10
XII.	Exceptions	10
XIII.	Lost or Stolen Cards	11
XIV.	Taxes	11
XV.	Billing	11
XVI.	Procedures for Processing Statements for SAAS Users	12
XVII.	Audit Policies and Procedures	13
XVIII.	Questions or Assistance	14
XIX.	Emergency Use	15
XX.	Miscellaneous	15
Appendix A – OPT Staff Information		17
Appendix B – Commercial Card Center		18

I. Purpose of the Procurement Card

The following is a User's Guide for the State of Mississippi's Procurement Card. The Procurement Card is designed to provide a convenient and efficient method of purchasing commodities and/or services that are $5,000 and below.

The Procurement Card replaces the traditional purchasing method of requisitions, purchase orders, invoicing, and check disbursement. The efficiencies and flexibility of the Procurement Card allow agencies and governing authorities to better focus on the value-added aspects of their jobs. The savings from reduced paperwork and online processing can provide a direct benefit to an agency.

The Procurement Card is especially efficient for the payment of small dollar, high volume, recurring purchases. The card gives the cardholder the ability to deal directly with the vendor in order to expedite delivery of goods and services. The card also provides a method of payment with widespread acceptance by merchants. The card may be used for purchases in person, over the phone, via fax, on the internet, or by mail.

This User's Guide will provide the user with policies and procedures necessary to remain in compliance with the Office of Purchasing and Travel, (OPT) policies, as well as, State Purchasing Law. Agencies may establish stricter guidelines.

Agencies are required to;

- have operating procedures and designated personnel to manage the program
- comply with state purchasing requirements; and
- adopt own expenditure limits and purchase restrictions.

A. Program Coordinator Responsibilities

Participating agencies will designate a Procurement Card Program Coordinator to handle all communication with the Office of Purchasing and Travel and the contractor. Agencies will also designate the appropriate individuals who will be responsible for review, verification and approval of the cardholder statements. The program coordinator will identify cardholders authorized to purchase on behalf of the State of Mississippi and will establish written internal procedures consistent with the State of Mississippi Procurement Card Guidelines. It is suggested that to assure compliance with state purchasing laws, the program coordinator officer and/or the approving official be employees of the purchasing department. The following are the minimum requirements:

- The program coordinator will collect and sign all cardholder agreement forms (maintain cardholder agreement forms on file).

- Approve and submit completed application(s) to the Office of Purchasing and Travel. The Office of Purchasing and Travel will submit applications to the contractor for processing.
- Ensure cardholder transaction logs and information are complete and accurate.
- The program coordinator will ensure that cardholders are within spending limits set by the agency.
- The program coordinator is responsible for distribution of pertinent information to their agency staff.
- The program coordinator is strongly recommended to copy all documents for their file(s).
- Ensure cardholders have receipts/invoices for purchases made; if no receipt/invoice, the program coordinator should have cardholder complete Procurement Card Missing Document Affidavit Form.
- The program coordinator should ensure that card users are trained on proper policy and procedures set by the agency and the program coordinator should conduct a training session wherein the individual employees are provided with information concerning the procurement card program, as well as, state purchasing laws.
- The contractor will send all cards (procurement card(s)) to the program coordinator that will be responsible for distribution at the agency level.

B. The Agency Program Coordinator shall:

1. Review statements and applicable documents to assure that only proper purchases have been made and that the statement accurately reflects the charges indicated on the receipts, logs, and disputed documents. If correct, the program coordinator will approve the statements for payment and process to the agency accounting office to ensure that it will arrive at the Bureau of Financial Control within ten (10) days of when statement was received.

2. Submit disputed documents to the contractor for review and submit copies to the agency accounting office.

   The agency accounting office will reconcile all statements against the master statement and submit a requisition for a single warrant to be paid. The requisition will indicate a request for payment for procurement card purchases and will use object codes listed in the MAAP Manual. For those object codes requiring a purchase order, use the following object codes: “Procurement Card/Contractual,” 61800, “Procurement Card/Commodity,” 62800 and/or “Procurement Card/Food for Business Meetings,” 62475.

   It is required that the agency maintain a file with the statements and all applicable receipts and dispute documents.

   The cardholder shall sign a statement verifying that he/she has read these minimum requirements and any additional policies established by the

agency and that it is understood he/she will be personally liable for any purchase that is made which is not in compliance with these procedures; and in addition to being responsible for any such charges, the cardholder may lose privilege of using the procurement card.

The agency program coordinator shall sign a statement verifying that he/she has read these minimum requirements and that it is understood he/she may be held jointly liable for any purchase that is approved by the program coordinator that is not in compliance with these procedures, in addition to being responsible for any such charges, the agency may lose the privilege of using the procurement card program.

C. Security Issues

Agencies that are issued procurement cards for office use should have the program coordinator keep the procurement card(s) in a secure location, such as, a locked file cabinet or office safe, etc. Require users to sign the procurement card out and in after each use.

Cardholders should be instructed not to carry the procurement card on personal vacations, weekends and/or holidays. The cardholder should keep the procurement card separate from personal credit cards. Agencies should have the program coordinator double check receipts/invoices against monthly statements.

Agencies should establish controls and limitations for the use of the procurement card. Agencies should make sure that policies and procedures are established, set projected expenditures, and pre-set limitations for each procurement card that is issued based on individual agency needs.

D. Liability

The State of Mississippi will not accept any liability or financial responsibility for state employees' charges that have been incorrectly authorized and:

1. Exceed any of the limits specified to the contractor by a cardholder's agency.

2. Violate any of the Merchant Category Codes (MCC) restrictions specified to the contractor by a cardholder's agency.

The State of Mississippi will not accept any liability or financial responsibility for charges that have not been authorized pursuant to current card association rules and regulations.

E. Getting Started

The agency and governing authorities should review the following and submit appropriate completed forms to the Office of Purchasing and Travel.

- **Define Documentation and process for Procurement Card**

Executives of participating agencies should create stricter policies, procedures and guidelines for use of the procurement card if necessary.

- **Prepare a filing system**

The filing system can accommodate monthly statements, supporting documentation, copies of cardholder agreements and applications, etc.

- **Designate a Program Coordinator Administrator**

The Program Coordinator will be the liaison that contacts the Office of Purchasing and Travel for changes to cardholder's information, etc. and this individual will be responsible for confidentiality of cardholder account information.

- **Complete Agency Billing Account Setup Form**

This form is for first time agency use of the procurement card program and this form should be completed with the agency information for billing purposes.

- **Complete Program Coordinator Setup/Maintenance Form**

This form allows the Program Coordinator to contact the designated Client Account Manager, as well as, gather other needed information. This form can also be completed to replace an existing PC (Program Coordinator) due to resignation, change in employment, etc.

- **Complete Purchase Card Setup Form**

The commercial purchase card setup form is used for requesting a new purchase card(s) for individual(s) that will be using the procurement card.

- **Complete Cardholder Agreement Form**

The cardholder agreement form is to be completed by the cardholder. The cardholder shall sign the statement attached stating that he/she has read and understands the minimum requirements and any additional policies or procedures. A copy of this form should be kept on file with the PC (Program Coordinator) and the original sent to the Office of Purchasing and Travel.

- **Complete MS Governing Authority Authorized Users Form**

This form should be completed by governing authority agencies **only** along with the other forms listed above.

- **Blocked MCC Codes**

For cards that are blocked while at point of sale, contact the Office of Purchasing and Travel or dial 1-888-494-5141.

II. Obtaining Your Procurement Card

Full-time employees are eligible for a Procurement Card based on authorization from their respective Agency Heads.

In order to obtain a Procurement Card an employee must complete the Cardholder Application/Agreement found on the Office of Purchasing and Travel website. The application must be filled out completely and signed by the Cardholder, as well as, the Program Coordinator.

Upon completion, the Program Coordinator will forward the application to the Office of Purchasing and Travel.

For first-time Cardholders, a mandatory training session with your program coordinator is required for activation of your card.

Procurement Cards will automatically renew upon expiration unless the Office of Purchasing and Travel is advised otherwise from the agency.

A. Cardholder Responsibilities

The following are the minimum requirements:

- The cardholder should only use the procurement card for proper purchases as outlined in this manual.
- The cardholder should safeguard the procurement card and account number.
- Individual procurement cards may only be used by the named cardholder. Only agency cards may be used by more than one person.
- The cardholder should not loan procurement card to anyone.
- The cardholder should ensure that the procurement card is kept in an accessible secure location.
- The cardholder should not post account number of the procurement card.
- The cardholder shall read and sign the cardholder agreement stating that he/she has read and understands the minimum requirements and any additional policies or procedures.
- The cardholder should obtain an itemized receipt/invoice for each purchase. (If receipt/invoice cannot be obtained, complete a Procurement Card Missing Document Affidavit Form).

B. Minimum Requirements

The following are the minimum requirements for use of the Procurement Card Program. Individual agencies may decide to implement stricter or additional requirements. Agencies should develop written policies and procedures to present to cardholders prior to receipt of the procurement card.

The Cardholder(s) shall:

1. Assure that the item(s) purchased are required for official government purposes.
2. Assure that the prices paid are fair and reasonable.
3. Notify the merchant that the purchase is being made in the name of a government entity which is exempt from state and local taxes.
4. Assure that a list of the items purchased (either in the form of a detailed sales receipt or an order description) is reviewed and confirmed by the cardholder.
5. Assure that all items are received (no back orders allowed).
6. Assure that state contract items are purchased only from the state contract vendor at or below the state contract price.
7. Assure that purchases are within the limits set by the individual agency and available budget authority.
8. Any form of travel related expenses is not allowed.
9. Cash advances are not allowed.
10. Upon receipt of the monthly statement, the cardholder shall review all charges to assure accuracy, complete applicable dispute documents, if needed, reconcile the statement with copies of receipts and order logs, approve and sign the statement.
11. Forward the statement, copies of receipts, logs and disputed documents to the appropriate official within the agency according to agency policy. This should be done within one day after receipt of the statement.
12. Each cardholder will be required to report lost or stolen cards as soon as the loss or theft is discovered.

III. Credit Limits

The Program Coordinator may request an initial monthly credit limit of $5,000, $10,000, $20,000, or $30,000, based on the Agency's monthly spending needs.

Please contact the Office of Purchasing and Travel for an initial spendi
different from the suggested amounts.

There is a single transaction limit of $5,000 on all State of Mississippi Procurement Cards.

The daily credit limit will be equal to the monthly credit limit. Any requests for a different monthly and daily credit limit must be approved by the Office of Purchasing and Travel.

The Program Coordinator or his/her designee may increase or decrease card limits. For credit limit increases or decreases, the agency Program Coordinator must submit request in writing by email to the Office of Purchasing and Travel Program Administrator. The Program Administrator will respond to the request and make the necessary changes.

IV. Food Charges on the Procurement Card

Food purchases for business meetings may be purchased on the Procurement Card. The Procurement Card Program has been expanded to allow food purchases for business meetings provided the following requirements are met:

- The purchase of food must serve a legitimate business purpose.
- More than one person must be present for the purchase of food.
- No alcohol may be purchased.
- Any gratuity over 20% requires a written justification.

Food may be purchased in restaurants, grocery stores or any location that food is sold. The food may be purchased for pick-up, delivery or dine-in. Account Code 62475 should be used for agencies using Statewide Automated Accounting System (SAAS).

ALL food purchases on the Procurement Card require an “Office of Purchasing and Travel Food Purchase Form,” to be completed. If food is purchased for a business meeting or an event, the MEETING/EVENT box should be checked and the remainder of the form completed. If the food is purchased for a meeting, attach the meeting’s agenda to the back of the form. If the food is purchased for the agency rather than for a business meeting or an event (i.e. bulk food), check the BULK FOOD PURCHASE box and complete only the “Purpose” section of the form. This form is located on the Office of Purchasing and Travel website.

Food may <u>not</u> be purchased by an individual while traveling. These charges must go through the respective Travel Departments.

Food may be purchased through a caterer as long as the caterer is incorp LLC-C corporation, or a LLC-S corporation. The Office of Purchasing and Travel Procurement Card is not 1099 reportable, thus only certain types of businesses are eligible for catering. It is the Agency's responsibility to determine if a business is incorporated, LLC-C corporation, or a LLC-S corporation.

V. Hotel Charges on the Procurement Card

The State of Mississippi Procurement Card may be used for payment of hotel charges for **visitors** of the State. This may include guests, speakers, visitors and potential job applicants. This charge is only allowable when the guest is visiting the State of Mississippi.

The Procurement Card may **not** be used to pay for hotel charges of the State of Mississippi employees. State employees must make arrangements to pay their hotel charges through the respective Travel Department. Do **not** give the Procurement Card number to a hotel to reserve a room for a State of Mississippi employee. It has been our experience that many times the hotel will go ahead and charge the room to the card. If this happens, the Procurement Card Account must be reimbursed by the cardholder.

A Hotel Charges Form for visitors must be completed with two signatures and attached to the receipt for each hotel charge. The hotel charges form is located on the Office of Purchasing and Travel website.

VI. Contractual Services

The Procurement Card may be used for the payment of Contractual Services with one requirement. A business must be incorporated, LLC-C corporation, or a LLC-S corporation for use of the Procurement Card when paying for Contractual Services. The Procurement Card is not set up to be 1099 reportable to an individual, partnership or LLC-Partnership.

It will be the responsibility of the cardholder to determine the business structure when paying for a service. If the business structure is not specified on the receipt, please attach a document to the receipt identifying the business structure.

Please do not give your card number to a business for a recurring monthly charge. You may use your card for payment of these services as long as you are invoiced and have control over the payment process. We do not want anyone to have the ability to charge our card monthly without prior knowledge.

VII. State Contract Items

The Procurement Card may be used for the purchase of State Contract Items. Equipment that is listed for purchases on state contract is not allowed.

VIII. Equipment Procurement Card (Non-SAAS Users)

Those agencies not using SAAS can set up their own guidelines for Equipment Purchases. The State recommends setting up a separate card for these purchases that indicates equipment somewhere on the card. You should also develop guidelines/procedures to add to state inventory. A copy of these procedures should be sent to the Office of Purchasing and Travel.

Governing authorities should follow the requirements above and must seek board approval with a copy sent to the Office of Purchasing and Travel.

If equipment is inadvertently purchased on the procurement card by a SAAS agency, the Program Coordinator must complete the Equipment Form, obtain the cardholder's signature and submit to the Office of Purchasing and Travel. A copy of this form must be attached to the payment voucher and the correct equipment capital outlay object code should be used on the payment voucher. The cardholder should be informed that equipment purchases will not be allowed in the future. The Office of Purchasing and Travel will monitor these purchases and reserves the right to terminate the user's card.

IX. Sign-In/Sign-Out Instructions

A Sign-In/Sign-Out form is used when you have a department card in your agency that is checked out periodically by several users. Each agency with this type of card should develop procedures for handling of such card.

X. Declined Transactions

In the event that your transaction is declined, please access your card statement or on-line statement for an explanation of the denial. The most common reasons for the card to be declined include:

- Monthly spending limit exceeded
- Incorrect expiration date
- Incorrect card number
- Restricted vendor
- Single transaction limit exceeded
- Incorrect MCC code
- Blocked MCC code

If you are unable to determine the cause of the card being declined, contact the Program Coordinator and if they are unable to correct the issue, they will contact the Program Administrator in the Office of Purchasing and Travel. For cards that are blocked while at point of sale, the Program Coordinator must contact the Program Administrator or dial 1-888-494-5141.

XI. Prohibited Purchases

The following purchases are prohibited with the Procurement Card:

- Travel related expenses
- Contractual Services to an Individual, Sole Proprietor, Partnership or LLC-Partnership
- Cash Advances
- Radioactive, Explosive or other Hazardous material
- Items for personal use
- Alcoholic beverages
- Gifts
- Items on back order
- State Taxes
- Entertainment

All agencies and universities are required to maintain a complete and current inventory list of each property item which costs $1000 or more unless the items purchased fall within the groups listed below. These items will be required as equipment, regardless of their purchase value.

- Weapons
- Two-way radio equipment
- Lawn Maintenance Equipment
- Cellular telephones
- Chain Saws
- Air compressors
- Welding machines
- Generators
- Motorized vehicles
- Camera and Camera Equipment (greater than $250)
- Televisions (greater than $250)
- Computer and Computer equipment (greater than $250)

XII. Exceptions

This User's Guide provides a thorough set of guidelines for proper use of the State of Mississippi Procurement Card. It is understood, however, that there might be cases when the use of the Procurement Card may be expanded outside of normal policy.

All requests for exceptions to the Policies and Procedures set forth in this guide must be submitted in writing to the Office of Purchasing and Travel. Please send the requests to the Procurement Card Administrator. In the event of an emergency, a request may be made over the telephone.

The Office of Purchasing and Travel will then review the request and notify the requestor of the approval or denial of the request. Please keep all copies of all

documents related to the request for audit review.

XIII. Lost or Stolen Cards

Each cardholder will be required to report lost or stolen cards, as soon as, the loss or theft is discovered. Contact the bank immediately at 1-800-821-5184. The cardholder should contact their program coordinator. The contractor will mail replacement cards within 48 hours after receiving the report of a lost or stolen card. The contractor will be required to send written notification to the cardholder's agency and/or the Office of Purchasing and Travel within 48 hours after receiving the report of a lost or stolen card. A written report indicating the individual cardholder's name, agency and date of loss or lost or stolen card must be sent to the Office of Purchasing and Travel.

XIV. Taxes

Per Section 27-65-105(a) of the Mississippi Code of 1972, Annotated, state agencies are exempt from state sales tax. This section provides that sales of tangible personal property or services made to the United State Government, the State of Mississippi and its departments, institutions, counties and municipalities or departments or school districts of said counties and municipalities are exempt from sales taxes. As a prerequisite to exemption, the sale of property or charge for services must be sold directly to, billed directly to and paid for directly by the exempt entity. Invoices and/or receipts should be reviewed to ensure that the vendor did not charge sales tax.

This exemption does not apply to sales of tangible personal property or services to contractors purchased in the performance of contracts with the exempt entity, nor the employees of the exempt entity, although the contractor or employee may be reimbursed for the expense by the exempt entity. The exemption also does not apply to Production Taxes nor Contractors Taxes levied by Sections 27-65-15 and 27-65-21, Mississippi Code of 1972.

XV. Billing

At the end of each cycle, the contractor will submit a statement to each approving official including statements of individual cardholders and also, shall submit a consolidated report to the agency's accounting office. The approving official will distribute the individual cardholder statements for review and verification. The approving official will forward the approved statements to the accounting office for payment. There is no purchase order required for these transactions. All records, including a copy of the master statement and original individual statements, logs, etc., related to the program must be maintained at the agency and available upon request for audit purposes.

A. Interest

If payment for undisputed amounts is not mailed or otherwise delivered within 45 days after receipt of the statement, the public body shall be liable to the contractor in addition to the amount of the undisputed amounts shown on the invoice for interest at a rate of one and one-half percent (1-1/2%) per month or portion thereof until such time as the payment is mailed or otherwise delivered to the contractor.

B. Balances on Accounts

In accordance with Section 10.112.01, Mississippi Procurement Manual, balances on credit cards shall be paid at the receipt of the monthly statement, once statements have been reconciled for accuracy. Balances on credit cards shall not be carried over to the next month except on disputed claims and only for the disputed amounts.

XVI. Procedures for Processing Statements for SAAS Users:

The object codes in the MAAP Manual should be used when processing purchases. Use the following object codes when the MAAP Manual requires a purchase order:

Procurement Card/Contractual Purchases	61800
Procurement Card/Commodity Purchases	62800
Procurement Card/Food for Business Meetings	62475

The procurement card statement with proper documentation should be attached to SAAS payment voucher and forwarded to the Bureau of Financial Control within 10 working days of receiving statement.

The Program Coordinator should be auditing statements and invoices to ensure prohibited purchases are not submitted to Bureau of Financial Control. Some examples are listed below:

- Split orders – splitting invoice to circumvent the purchasing laws
- State tax
- Back orders
- Travel related expenses
- Entertainment
- Equipment
- Proper documentation – food form, itemized invoice, original list of attendees signatures for business meetings, agenda (must include date and time on the agenda), other requirement not mentioned in this section required by Procurement Card Guidelines or by Bureau or Financial Control

Any questions relating to payment voucher processing/supporting documentation should be directed to the Bureau of Financial Control.

XVII. Audit Policies and Procedures

All State of Mississippi Procurement Cards will be audited. These audits will take place by your Purchasing Card Coordinator and randomly by the Office of Purchasing and Travel, Bureau of Financial Control, and Office of State Auditor. When it is time for your scheduled audit, you will receive the following email from the Office of Purchasing and Travel:

> *It is time for the Office of Purchasing and Travel or Bureau of Financial Control to conduct a periodic audit or your procurement card purchases. It would like to schedule the audit, which will take about 30 – 45 minutes, on ___ at ___. Please confirm that this date is okay. Auditing period will be from the billing period _____ to _____.*

Transactions may be audited to verify, but not limited to, the following:

- All single purchase transactions
- The Procurement Card is being used for appropriate purchases
- Itemized receipts/invoices and/or Procurement Card Missing Document Affidavit Form is attached with monthly statement(s).
- No sales tax is being charged
- Documentation is complete (itemized receipts and statements are accounted for)
- Splitting Orders (Orders should not be split to circumvent spending restrictions)
- Any cardholder that reconciles statements must have supervisor verify process for accuracy and accountability.

Mississippi Office of the State Auditor website: http://www.osa.state.ms.us

The Procurement Card Audit Checklist is a tool that can be used by an agency for self audits to ensure that the procurement card is being used for appropriate purchases. The checklist will aide and prepare an agency for when there is an audit performed by the Mississippi Office of the State Auditor. The Procurement Card Audit Checklist is located in the Forms Section of these guidelines. **This checklist is an example and can be modified to meet any agency guidelines**.

Ensuring that the audit go smoothly;

a. Itemized receipts are behind or attached to the bank statements in the order that they appear on the statement (small receipts should be taped individually to an 8x11 sheet of paper).
b. No State of Mississippi sales tax is charged on any receipts. If tax is charged get a credit for the charge.
c. Any food purchase has proper documentation required in Section IV. Food Charges.
d. Make sure the statements are initialed by the reconciler, as well as, the reviewer.

The Office of Purchasing and Travel and Bureau of Financial Control will either perform the audit on-site or will pick up the information and perform the audit at the Office of Purchasing and Travel offices.

Please make copies of records at the end of each month. This will help ensure things run much more efficiently when it is time for an audit. Please only provide the Office of Purchasing and Travel with monthly Payment Voucher(s), Bank Statement, and receipts along with a Food Form, Hotel Form, and State Contract approval if necessary. Please do not include any other paperwork. Please do not include any packing slips, interdepartmental emails and any information concerning the product printed from the internet.

The Office of Purchasing and Travel will audit transactions and issue a preliminary audit report usually within a week. The Office of Purchasing and Travel will give an agency two weeks to resolve any areas of non-compliance and copies of the correction must be sent to the Office of Purchasing and Travel. The Office of Purchasing and Travel will then send a final audit report in which a copy will be provided to the agency's Agency Head.

Depending on the results of the audit, there are several possible actions. If the Office of Purchasing and Travel feel it necessary, training will be conducted by this office to bring the cardholder in for further training. If the violations warrant closing the card, this will be the action taken. Obviously in the case of fraud, the Office of Purchasing and Travel will forward the information to the Office of the State Auditor.

Areas of special emphasis to Internal Audit are dual signatures on the statement, the storage or the card in a secure location, and a sign in/sign out sheet for cards used by multiple people.

Definition: A split purchase is a purchase where a cardholder intentionally divides what should be a single purchase into two or more separate purchases on one or more occasions to avoid exceeding their single-purchase limit.

Split purchases should not be made. The cardholder should be aware when a purchase will exceed the single-purchase limit. (Basically, before a purchase is made from a vendor and you are aware that the purchase will exceed your single-purchase limit, do not use the procurement card to pay for that purchase.) Purchases over $5,000 must be on a purchase order and requires two written quotes.

XVIII. Questions or Assistance

Please feel free to contact the Office of Purchasing and Travel with any questions, problems, inquiries, etc., regarding your Procurement Card. You may contact the Procurement Card Administrator by either phone or email at ProcurementCard@dfa.ms.gov. See Appendix A for staff information.

For cards that are blocked while at point of sale, contact the Office of Purch and Travel or by dialing 1-888-494-5141.

XIX. Emergency Use

Some agencies have elected to obtain procurement cards earmarked for "emergencies" only. However, the regular Procurement Card may be used during emergency conditions as well. The Procurement Card or Emergency Procurement Card may be used to purchase items in emergency conditions as defined in Section 3.110 of the Procurement Manual. An Emergency or Regular Procurement Card should be used **only** when the Governor or the President has declared an emergency or as deemed by state statute.

The Program Coordinator must submit a request in writing via email to the Program Administrator in OPT to open an emergency card. The request must consist of a copy of the declaration/proclamation declaring the emergency, the reason for the emergency purchase, agency name, cardholder's complete name, last six digits of the account, and the length of time the card will need to be opened. If there is a need for the card to be opened for a period longer than initially requested, the PC must submit a request in writing to the PA. The request may be submitted via email indicating the length of time the card will need to be opened.

The Procurement Card or Emergency Procurement card in accordance with Section 3.110.03 of the Procurement Manual shall be used to purchase **only** items limited to supplies, services or construction items necessary to meet the emergency.

In addition to the above requirements, OPT requests that the Program Coordinator prior to payment of the invoice submit copies of the statement and receipts to the Program Administrator for review. Since OPT is responsible for the administration of the program, this request is being made to ensure from a management perspective that the items purchased are in line with the Procurement Card Program Guidelines.

XX. Miscellaneous

The Procurement Card may be used for the following:

Conference Registrations
Memberships
Software, provided you are not signing a Licensing Agreement
Auto Rentals regardless of the provider (not while in Travel Status)
Freight/Shipping Charges
Postage/Post Office Box Rental
Subscriptions/Publications
Reprints
Advertising
Space Rental at Conferences/Conventions

Contact the Office of Purchasing and Travel for exceptions that may not be listed above. The Office of Purchasing and Travel in conjunction with the Bureau of Financial Control will determine if the exception will be considered and including it in the list above.

Appendix A

Department of Finance and Administration Office
of Purchasing, Travel and Fleet Management
Woolfolk Building, Suite 701-A
501 North West Street
Jackson, MS 39201
601-359-3409 (phone) ● 601-359-3910 (fax)
http://www.dfa.ms.gov/Purchasing/Home.html

Procurement Card Services Website

Procurement Card Services Contract

Procurement Card Staff

Symone Bounds
Procurement Card Administrator
Office of Purchasing and Travel
601-359-9373 (phone)
601-359-3910 (fax)
Symone.Bounds@dfa.ms.gov

Ross Campbell, Director
Marketing and Audit
601-359-2004 (phone)
601-359-3910 (fax)
Ross.Campbell@dfa.ms.gov

Monica Ritchie, Director
Office of Purchasing, Travel and Fleet Management
601-359-2007 (phone)
601-359-3910 (fax)
Monica.Ritchie@dfa.ms.gov

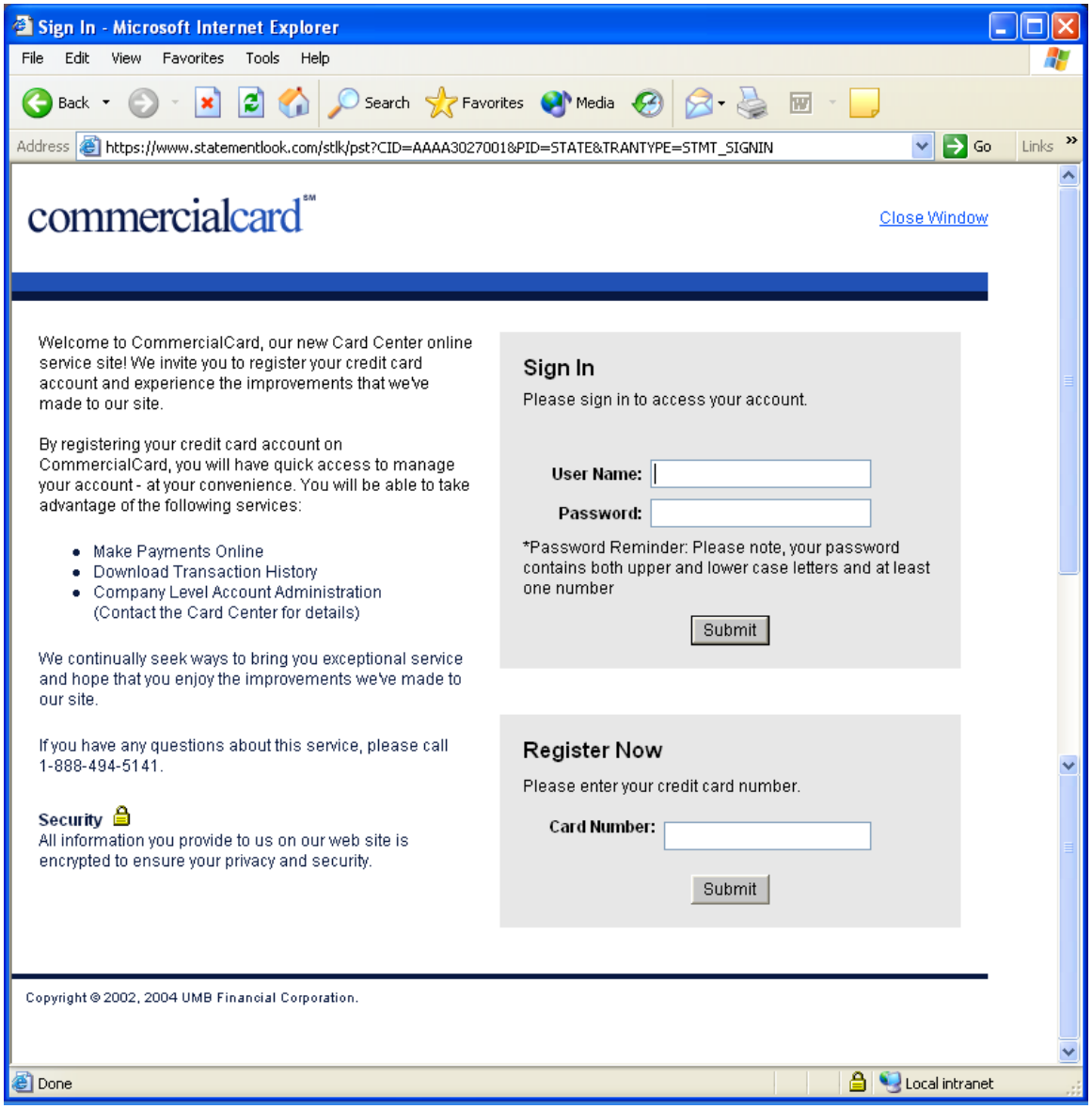
Appendix B

commercialcard℠

www.commercialcardcenter.com

CommercialCard is a web-based tool which provides for real-time electronic transaction and billing information to cardholders and program coordinators, allows access to 4 months of statement cycles, and all unbilled transactions for the current cycle. CommercialCard also provides electronic statements for cardholders with an automated email alert sent to notify the user when the statement is ready to be viewed or printed.

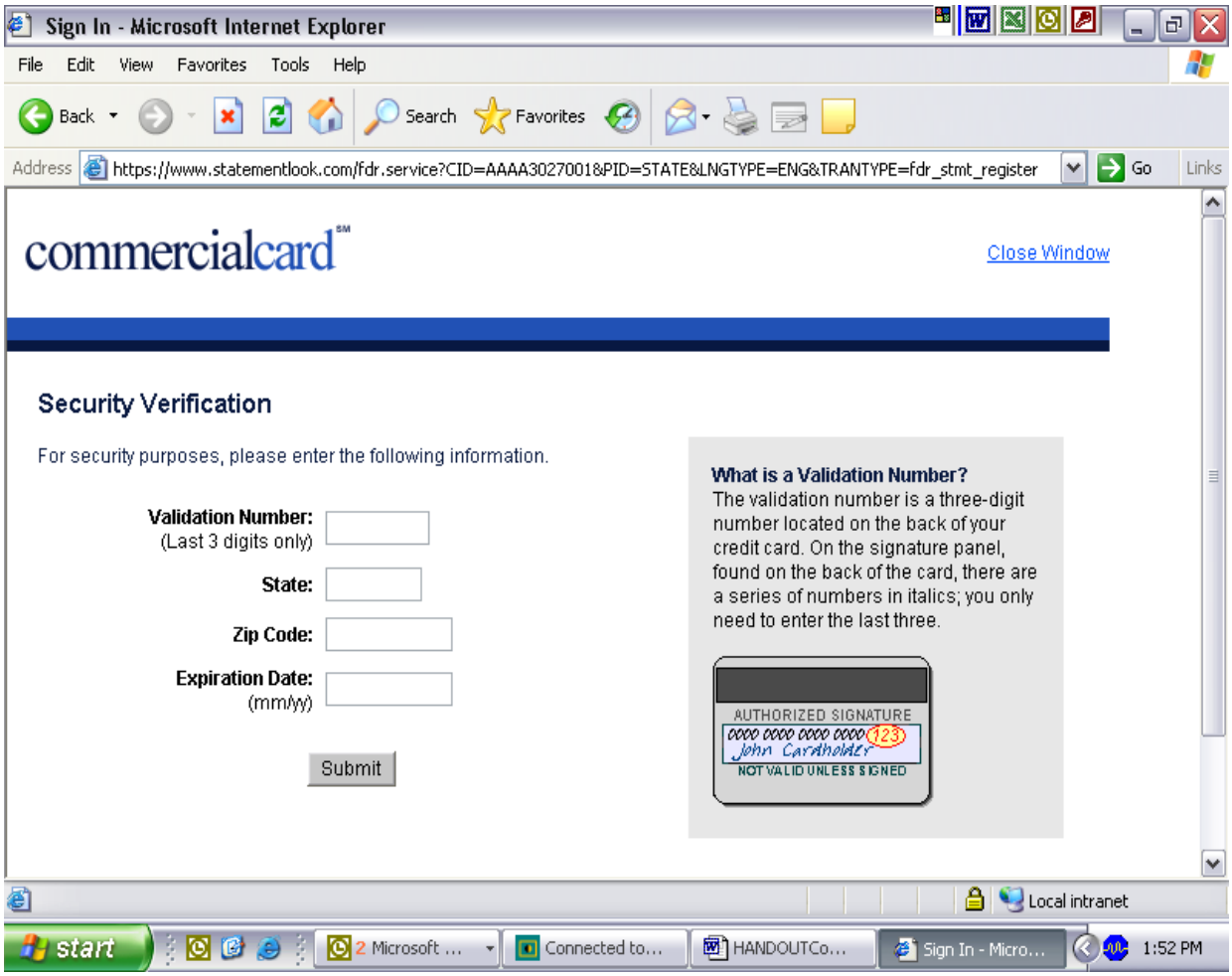
To enroll as a cardholder, simply register the account by entering your card number in the space provided under **Register Now**.



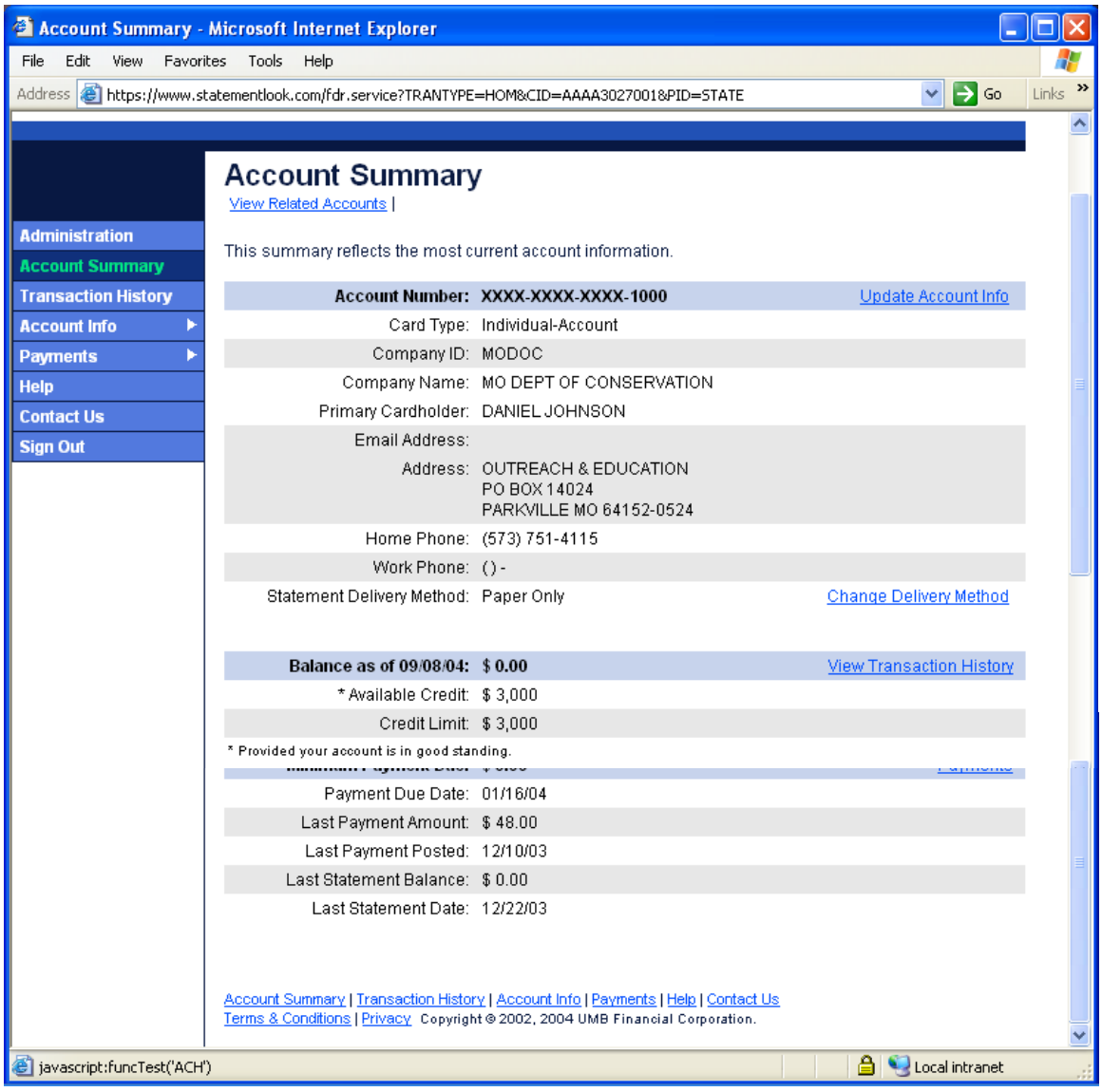
The cardholder will then be prompted to enter four pieces of information for verification purposes. The cardholder must enter the following information:

- Validation Number (CVV code)
- State
- Zip Code (from statement address)
- Card Expiration Date

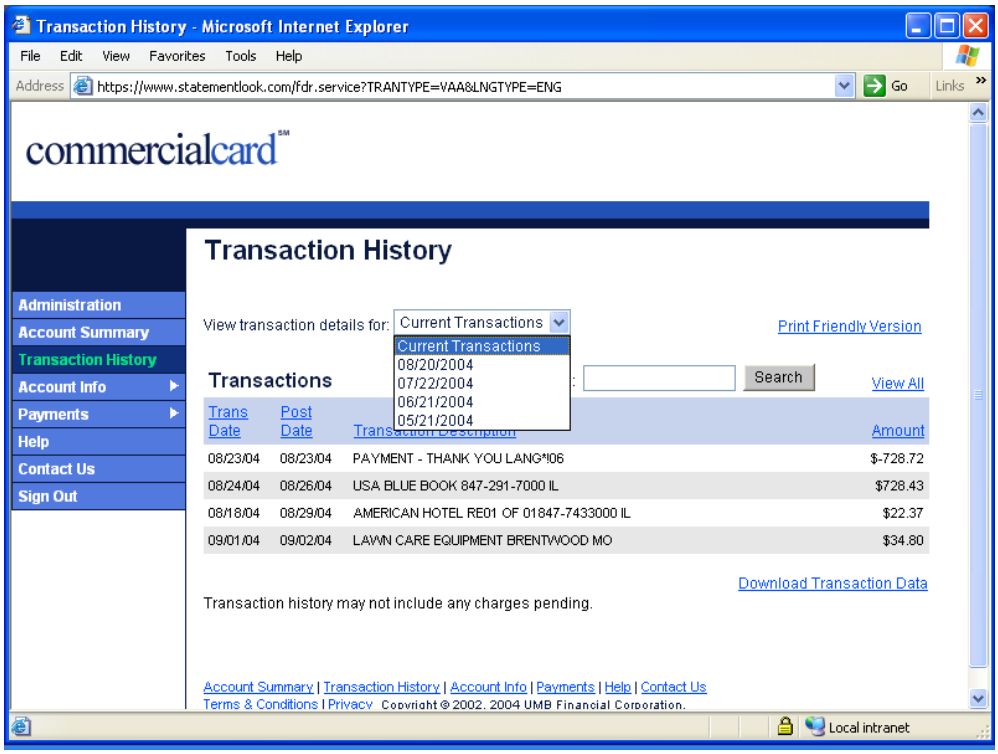
The cardholder will then be prompted to create their own unique username and password in order to complete the enrollment process.



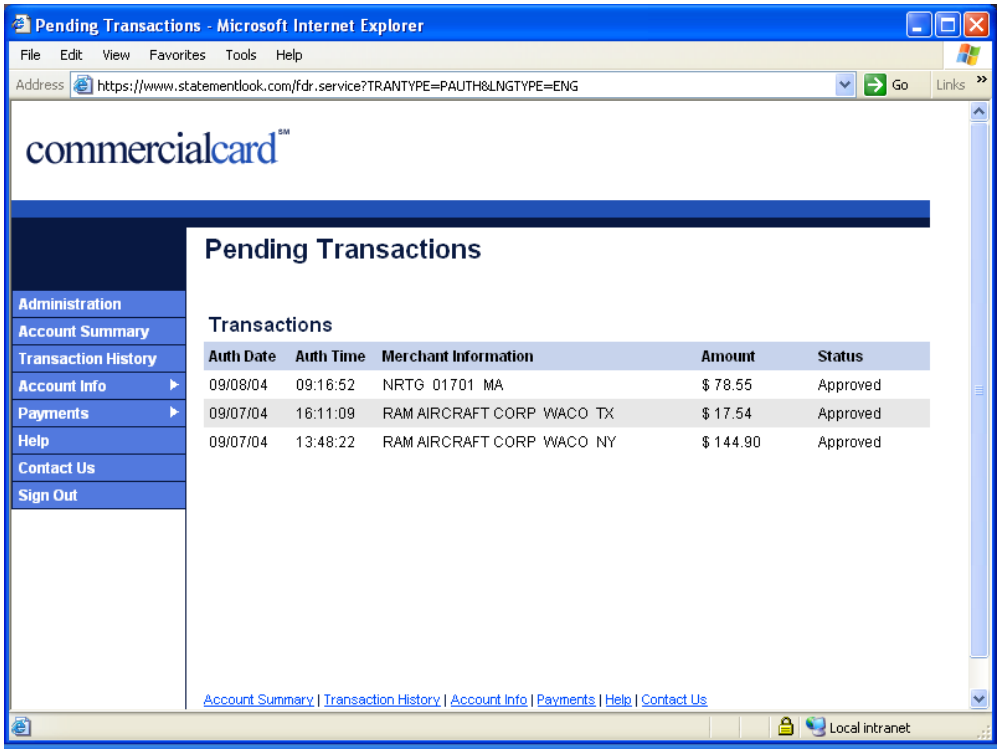
The **Account Summary** page gives a quick overall view of the account. This page will give you such information as statement billing address, current balance, available credit, and e-mail address (for the statement notification).



The **Transaction History** page allows the user to view the last four statement periods as well as current transactions not yet billed.



The **Pending Transactions** page shows real-time charges that have been made but not yet posted. This page will also indicate whether a transaction was approved or declined.



Appendix C

PROCUREMENT CARD FORMS

- Agency Billing Account Setup Form
- Audit Checklist Form
- Cardholder Agreement
- Equipment Form
- Food Purchase Form
- Hotel Charges Form
- Missing Document Affidavit Form
- Program Coordinator Setup/Maintenance Form
- Purchase Card Setup Form
- Sign In/Out Sheet
- Visa Purchasing Card Dispute Form
- Governing Authority Authorized Users Program Request Form and Agreement

From: Candice Hay
To: Scott Maugh
Cc: Lindsay Kellum; Demetra Hayes
Subject: State of MS Pcard Application- City of Gluckstadt
Date: Wednesday, January 25, 2023 8:31:59 AM
Attachments: PCard Guidelines.pdf
PCard Program Coord Designation.pdf
PCard Billing Account Setup Form.pdf
PCardholder Setup Form.pdf
PCard Request Form.pdf

Good Afternoon Scott,
Thank you for your interest in our State **Procurement Card** Program! I have attached all forms and guidelines necessary for the PCard Program. Please fill out these forms and send them back to me along with your most **recent Audited Financials** completed by a Certified Public Accountant. Please let me know if you have any questions. Thanks and have a great day!

For your Travel Card Application Forms please reach out to our new State of MS Travel Coordinator Mrs. Demetra Hayes. I have copied her in this email for your convenience. She will provide you will the documents needed to join that program.

From: Scott Maugh <scott.maugh@gluckstadt.net>
Sent: Tuesday, January 24, 2023 11:13 AM
To: Candice Hay <Candice.Hay@dfa.ms.gov>
Cc: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Subject: <EXTERNAL>: UMB Bank Travel/Purchasing Card Contact

Good Morning, Candice,

I hope all is well with you and your family. I am writing you today to see if you have a good contact email for someone at UMB bank who could assist the City of Gluckstadt with inquiring about a purchasing card as well as a travel card. We have found the need to acquire one or both in recent months, and we would like to begin the process of obtaining them. I figured UMB would be a good place to start.

I appreciate your time and assistance with this matter.

Sincerely,

SCOTT MAUGH
Deputy City Clerk, City of Gluckstadt
P.O. Box 2210

Madison, MS 39130
Office: (769) 567-2306
Fax: (769) 567-2305
Scott.Maugh@gluckstadt.net

MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT
PROCUREMENT CARD SERVICES PROGRAM

PROGRAM COORDINATOR MAINTENANCE REQUEST FORM

SECTION I **INSTRUCTIONS**

1. **Indicate the action you are requesting:**
   - ❒ **New Program Coordinator**
   - ❒ **Add Alternate Program Coordinator**
   - ❒ **Add to Program Coordinator's Information**
   - ❒ **Update Program Coordinator's Information**
   - ❒ **Delete Program Coordinator's Information**
2. **Maintain a copy in the Approving Official's and Agency Program Coordinator's files.**
3. **Mail the completed form to the Office of Purchasing, Travel, and Fleet Management, ATTN: Procurement Card Services Program Administrator, 701 Woolfolk Building, Suite A, 501 North West Street, Jackson, MS 39201**

Office of Purchasing, Travel and Fleet Management's Use

Emailed: ❒ **Yes** ❒ **No**

_____ _____
Authorization Strategy No. ***Reporting Levels/Agency No.***

_____ _____
Procurement Card Administrator ***Date***

SECTION II **REPORTING PARAMETERS**

Agency/Organization Name: _____

Agency/Organization Number: _____
(if applicable)

SECTION III **PROGRAM COORDINATOR'S INFORMATION**

_____ _____ _____
Program Coordinator's First Name **Middle Initial** **Program Coordinator's Last Name**

_____ _____
Statement Mailing Address Line 1 (maximum 36 characters) **Last 4 digits of Social Security Number**

_____
Statement Mailing Address Line 2 (maximum 36 characters)

_____ _____ _____ _____
City **State** **Zip** **Country**

_____ _____ _____ _____
Business Telephone Number **Extension** **Fax Telephone Number** **Email Address**

SECTION IV **AGENCY PROGRAM COORDINATOR'S SIGNATURE AND PHONE NUMBER**

Approving Agency Program Coordinator's Name (printed) _____ **Email Address**_____

Approving Agency Program Coordinator's Signature _____ **Date** _____

Business Telephone Number _____ **Extension**_____ **Fax Telephone Number**_____

Revised 4/12/11

MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT
PROCUREMENT CARD SERVICES PROGRAM

PROCUREMENT CARD PURCHASE SETUP FORM

SECTION I **INSTRUCTIONS**

1. To add a new account or make changes, select the appropriate change in Section II. *NOTE: Sections III and IV are to be completed by the Cardholder, while Sections II, V & VI are to be completed by the Agency Program Coordinator.*
2. Maintain a copy in the Cardholder and Agency Program Coordinator's files.
3. Mail the completed form to the Office of Purchasing, Travel, and Fleet Management, ATTN: Procurement Card Services Program Administrator, 701 Woolfolk Building, Suite A, 501 North West Street, Jackson, MS 39201.

SECTION II **REPORTING PARAMETERS**

- ❒ New Account
- ❒ Reissue Replacement Card
- ❒ Update Account Information
- ❒ Emergency Card Replacement
- ❒ Authorization Override
- ❒ Change Authorization Strategy
- ❒ Lost/Stolen Replacement Card
- ❒ Change Account Address
- ❒ Change Control Account

Office of Purchasing, Travel and Fleet Management's Use

Emailed: ❒ Yes ❒ No

_____ _____
Authorization Strategy No. *Reporting Levels/Agency No.*

_____ _____
Procurement Card Administrator *Date*

SECTION III **CARDHOLDER'S INFORMATION (Please Print)**

Account Number | Cardholder's First Name | Cardholder's Last Name

Department/Agency Name (maximum 21 characters) | Business Telephone Number | Extension

2nd Line Embossing (maximum 21 characters/data on Front of Card) | Fax Telephone Number

Statement Mailing Address Line 1 (maximum 36 characters) | Last 4 digits of Social Security Number

Statement Mailing Address Line 2 (maximum 36 characters) | Position

City | State | Zip | Country | Email Address | Control Account No.

SECTION IV **CARDHOLDER'S SIGNATURE**

I understand that the Card is to be used for official purchases only. I understand that it is my responsibility to notify UMB if my card is lost or stolen.

Cardholder Signature _____ Date _____

SECTION V **AUTHORIZATION PARAMETERS**

Please select one of the below spending limits and indicate the single transaction limit. The Single Transaction Limit cannot exceed $5,000.

Credit Level 1	Credit Level 2	Credit Level 3	Credit Level 4
❒ Monthly Credit $ 30,000 Single Transaction Limit $ _____	❒ Monthly Credit Limit $20,000 Single Transaction Limit $_____	❒ Monthly Credit Limit $10,000 Single Transaction Limit $_____	❒ Monthly Credit Limit $5,000 Single Transaction Limit $_____
Credit Level 5	**Credit Level 6**	**Credit Level 7**	**Credit Level 8**
❒ Monthly Credit $1,000 Single Transaction Limit $_____	❒ Monthly Credit $500 Single Transaction Limit $_____	❒ Monthly Credit $100 Single Transaction Limit $_____	❒ Monthly Credit $_____ Single Transaction Limit $_____

SECTION VI **AGENCY PROGRAM COORDINATOR'S SIGNATURE AND TELEPHONE NUMBER**

Approving Agency Program Coordinator's Name (printed) _____ Email Address_____

Approving Agency Program Coordinator's Signature _____ Date _____

Business Telephone Number _____ Extension_____ Fax Telephone Number_____

MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT
PROCUREMENT CARD SERVICES PROGRAM

AGENCY BILLING ACCOUNT REQUEST FORM

SECTION I **INSTRUCTIONS**

1. To add a new billing account, the Program Coordinator completes the information below.
2. Maintain a copy in the Program Coordinator's files.
3. Mail the original completed form to the Office of Purchasing, Travel, and Fleet Management, ATTN: Procurement Card Services Program Administrator, 701 Woolfolk Building, Suite A, 501 North West Street, Jackson, MS 39201.

Office of Purchasing, Travel and Fleet Management's Use

Emailed: ____ Yes ____ No

_____ _____

Authorization Strategy No. ***Reporting Levels/Agency No.***

_____ _____

Procurement Card Administrator ***Date***

SECTION II **BILLING INFORMATION (Please Print)**

_____

Agency Name **Agency Number (If applicable)**

_____

Billing Recipient

_____

Statement Mailing Address Line 1

_____

Statement Mailing Address Line 2

_____ _____ _____

City **State** **Zip**

_____ _____ _____ _____

Business Telephone Number **Extension** **Fax Telephone Number** **Email Address**

SECTION III **COORDINATOR'S TERMS AND CONDITIONS**

Primary Coordinator

I have full authority to sign this form and change the information on the Agency's behalf. All of the information is true and correct in all respects.

Primary Program Coordinator's Name (printed) _____ **Email Address** _____

Primary Program Coordinator's Signature _____ **Date** _____

Business Telephone Number _____ **Extension** _____ **Fax Telephone Number**_____

Alternate Coordinator(s)

I have full authority to sign this form and change the information on the Agency's behalf. All of the information is true and correct in all respects.

Alternate Program Coordinator's Name (printed) _____ **Email Address**_____

Alternate Program Coordinator's Signature _____ **Date** _____

Business Telephone Number_____ **Extension** _____ **Fax Telephone Number.**_____

I have full authority to sign this form and change the information on the Agency's behalf. All of the information is true and correct in all respects.

Alternate Program Coordinator's Name (printed) _____ **Email Address**_____

Alternate Program Coordinator's Signature _____ **Date** _____

Business Telephone Number_____ **Extension** _____ **Fax Telephone Number**_____

State of Mississippi Governing Authority Authorized Users Program

Request Form and Agreement

Under the terms of the Purchasing Card Program Agreement between the State of Mississippi and UMB Bank, n.a. dated April 1, 2010 (the "Agreement")., the Governing Authority entitled by the laws of the State of Mississippi to participate in Mississippi Centralized contracts are authorized to use the Agreement for card services. All charges and the payment for the charges made by the Governing Authority's cardholders are the responsibility of the Governing Authority subject to the terms and conditions of the Agreement.

Program Type: Purchasing

Estimated Annual Spend: _____

Estimated Number Cards: _____

Governing Authority Legal Name: _____

Physical Address: _____

Mailing Address: _____

City, State, Zip:_____

Contact Telephone Number _____

Governing Authority Contact: _____

Contact E-mail Address: _____

By signing below each signing party affirms that they have proper authority to enter into an agreement and the Governing Authority, which is named above, is bound by the same terms and conditions outlined in the Purchasing Card Program Agreement between the State of Mississippi and UMB Bank, n.a..

AGREED TO AND ACCEPTED BY:

GOVERNING AUTHORITY	STATE OF MISSISSIPPI Office of Purchasing and Travel	UMB BANK, n.a.
Signature	**Signature**	**Signature**
Name and Title	**Name and Title**	**Name and Title**
Date Accepted	**Date Accepted**	**Date Accepted**

From: Mark W. Johnson
To: Lindsay Kellum
Subject: travel cards
Date: Thursday, April 6, 2023 10:45:15 AM

---

§ 21-39-27. Credit cards for travel expenses

Currentness

(1) The governing authority of any municipality may acquire one or more credit cards which may be used by members of the governing authority and municipal employees to pay expenses incurred by them when traveling in or out of the state in the performance of their official duties.

The municipal clerk shall maintain complete records of all credit card numbers and all receipts and other documents relating to the use of such credit cards.

(2) The members of the governing authority and municipal employees shall furnish receipts for the use of such credit cards each month to the municipal clerk who shall submit a written report monthly to the governing authority. The report shall include an itemized list of all expenditures and use of the credit cards for the month, and such expenditures may be allowed for payment by the municipality in the same manner as other items on the claims docket.

(3) The issuance of a credit card to a member of the governing authority or municipal employee under the provisions of this section does not authorize the member of the governing authority or municipal employee to use the credit card to make any expenditure that is not otherwise authorized by law. Any member of the governing authority or municipal employee who uses the credit card to make an expenditure that is not approved for payment by the governing authority shall be personally liable for the expenditure and shall reimburse the municipality.

The employee shall be subject to all interest and fees and other charges related to the collection of expenditures not approved by the governing authority.

Mark W Johnson, CGFM, JD
Technical Assistance Division
Office of the State Auditor
601/576-2656

While neither an official advisory opinion of this office nor an opinion of law, I hope this is helpful

Section 8, Item C)

Capital One mastercard

Spark Cash Select

Earn a $500 cash bonus

Earn this one-time bonus when you spend $4,500 within the first 3 months from account opening.

Card Details Security FAQ

Personal Information

Email Address

When you provide your email address, we may use it to send you important information about any offer(s) we may have for you, as well as other useful products or services. We'll apply this email address to all of your Capital One accounts if you're approved.

Primary Phone Number

(___) ___-____

Enter a valid mobile phone number if you'd like to save your application for later.

Legal First Name

MI

Finish Later

Legal Last Name

Date of Birth (MM/DD/YYYY)

MM/DD/YYYY

Section 8, Item C)

Tax ID (SSN or ITIN) ⓘ

___-__-____

Residential Address (P.O. Box is not valid)

Apt/Suite (If Applicable)

ZIP Code

City

State

Please select an option

Business Role ⓘ

Please select an option

Total Annual Income ⓘ

$ / Year

Alimony, child support or separate maintenance income need not be revealed if you do not choose to have it considered as a basis for repaying this loan.

Monthly Rent/Mortgage

$ / Month

Do You Own Or Rent Your Home? (Optional)

- ◯ Own
- ◯ Rent
- ◯ Other

If offered, would you be interested in blank checks to use for cash advances? (Optional)

- ◯ Yes
- ◯ No

Business Information

Legal Business Name

Business Name (as you want it to appear on the card)

☐ Select If Your Business Address Is The Same As Your Residential Address

Business Address (P.O. Box is not valid)

Apt/Suite (If Applicable)

ZIP Code

City

State

Please select an option

Business Phone Number

(___) ___-____

Additional Business Information

Business Legal Structure

Please select an option

Employer Identification Number (EIN) ⓘ

__-_____

Business Ownership Type

Please select an option

How old is the business? (Optional)

Please select an option

Business Industry

I can't find my industry

e.g., Dentist, Real Estate, Plumbing

Search by business keyword(s) or NAICS code

Annual Business Revenue

/ Year

Section 8, Item C)

$

Last year's approximate business revenue. Please report your total annual business revenue; not your business profit.

Business Spend Per Month

$ / Month

Approximately how much does your business spend using credit cards per month?

How often do you carry a balance? (Optional)

Please select an option

What is the largest purchase you plan on making with this card? (Optional)

Please select an option

Is your business headquartered in the U.S.?

Yes No

Is your business legally formed, incorporated and/or registered in the U.S.?

Yes No

Is your business primarily based in the U.S.?

Yes No

Mailing Information

Where would you like your card to be mailed? ⓘ

Provided Residential Address

Provided Business Address

Other Address

Section 8, Item C)

Additional Information

Paperless Communications and Statements - By clicking the checkbox, I certify that I have read and agree to the Electronic Communications Agreement. By agreeing, I understand that I am consenting to receive electronically (instead of paper) all communications about my application, as well as my account if I am approved and set up online access. Until I set up online access, I will receive paper statements and servicing notices. **I understand that I may change my paperless settings shortly after I set up online access.**

Important Disclosures

Download/Print

Before you submit your application, please read through these Important Disclosures, which contain additional information about eligibility, rates, fees, and other costs, as applicable.

CAPITAL ONE® APPLICATION TERMS

Interest Rates and Interest Charges

Annual Percentage Rate (APR) for Purchases	**17.99%**, **20.99%** or **23.99%**, based on your creditworthiness. This APR will vary with the market based on the Prime Rate.
APR for Transfers	**17.99%**, **20.99%** or **23.99%**, based on your creditworthiness. This APR will vary with the market based on the Prime Rate.
APR for Cash Advances	**31.74%**. This APR will vary with the market based on the Prime Rate.

If you don't qualify, we may consider you for other cards. We'll only check your credit once, and it won't affect your Spark Cash Select application. You'll be able to accept or decline our offer.

Continue

PRIVACY

SECURITY

TERMS & CONDITIONS

ACCESSIBILITY

LEGAL

Capital One

Equal Housing Lender

©2023 Capital One

CAPITAL ONE® APPLICATION TERMS

Interest Rates and Interest Charges	
Annual Percentage Rate (APR) for Purchases	**17.99%**, **20.99%** or **23.99%**, based on your creditworthiness. This APR will vary with the market based on the Prime Rate.
APR for Transfers	**17.99%**, **20.99%** or **23.99%**, based on your creditworthiness. This APR will vary with the market based on the Prime Rate.
APR for Cash Advances	**31.74%.** This APR will vary with the market based on the Prime Rate.
Penalty APR and When It Applies	**34.15%.** This APR will vary with the market based on the Prime Rate. This APR may be applied to your account if you make a late payment.
Paying Interest	Your due date is at least 25 days after the close of each billing cycle. We will not charge you interest on new purchases, provided you have paid your previous balance in full by the due date each month. We will begin charging interest on cash advances and transfers on the transaction date.
For Credit Card Tips from the Consumer Financial Protection Bureau	To learn more about factors to consider when applying for or using a credit card, visit the website of the Consumer Financial Protection Bureau at **http://www.consumerfinance.gov/learnmore.**
Fees	
Annual Fee	**None.**
Transaction Fees	
• Transfer	**None.**
• Cash Advance	Either **$3** or **3%** of the amount of each cash advance, whichever is greater.
Penalty Fees	
• Late Payment	Up to **$39**.

999D999

How Do You Calculate My Balance? We use a method called "average daily balance (including new transactions)." See "How Do You Calculate The Interest Charge?" section below.

Are There Any Other Penalty Fees Associated With This Card That Are Not Listed In The Box Above? No. There are no additional Penalty Fees associated with this card.

What Should I Put For Total Annual Income? You may include personal income, which is income you have earned, including full-time, part-time, or seasonal jobs, self-employment, interest or dividends, retirement, and public assistance. You may also include shared income, which is money from somebody else that is regularly deposited into your individual account or into a joint account that person shares with you. If you are 21 or over, you may also include somebody else's income that is regularly used to pay your expenses.

What Will My APR Be If I Transfer A Balance? Any balances you transfer will receive a Transfer APR and post to your account's Special Transfer segment.

Can You Change My APRs? If your payment is received late (3 or more days after your payment due date) twice within any 12 billing periods, we may increase your APRs to the Penalty APR disclosed above. If we increase your APRs to the Penalty APR, we may return you to your previous APRs if you make at least the minimum payment on time for 12 consecutive billing periods. In the future, we may increase your APRs if market conditions change. If we increase your APRs for any reason other than an increase in the Prime Rate, or if you paid late as disclosed above, we will notify you in writing of your options in advance, including the right to opt out.

What About Any Other Terms Of My Account? We may change any other terms of your account, other than APRs, at any time. If we change any of these terms, we will notify you in writing of your options in advance, including the right to o changes.

How Do You Calculate My Variable Rates? Your variable rates may change when the Prime Rate changes. We calculate variable rates by adding a percentage to the Prime Rate published in *The Wall Street Journal* on the 25th day of December, March, June and September. If the *Journal* is not published on that day, then see the immediately preceding edition. Variable rates on the following segment(s) will be updated quarterly and will take effect on the first day of your January, April, July and October billing periods: Purchase APR: Prime plus 9.99%, 12.99% or 15.99%; Transfer APR: Prime plus 9.99%, 12.99% or 15.99%; Cash Advance APR: Prime plus 23.74%; Penalty APR: Prime plus 26.15%. Any increase in the Prime Rate may increase your Interest Charges and your Minimum Payment.

How Do You Determine My Credit Line? We will determine your credit line after a review of your application and your ability to pay. If your application is approved, the minimum credit line you will receive is $2,000.

What Are The Daily Periodic Rates Used To Calculate My Interest? The daily periodic rate for your Purchase APR is 0.04929%, 0.05751% or 0.06573%, Transfer APR is 0.04929%, 0.05751% or 0.06573%, Cash Advance APR is 0.08696%, and Penalty APR is 0.09356%. See "How Do You Calculate The Interest Charge?" section in the enclosed Additional Disclosures.

How Do You Calculate My Minimum Payment? If your balance is less than $15, your minimum payment will be equal to your balance. Otherwise, your minimum payment will be the greater of $15 or 1% of your balance plus new interest and late payment fees. We will also add any past due amount to your minimum payment. If your Account charges off, the entire balance is due immediately.

Mastercard is a registered trademark, and the circles design is a trademark of Mastercard International Incorporated.

THINGS YOU SHOULD KNOW ABOUT THIS REWARDS PROGRAM

How do I earn rewards? You will earn 5% cash back on hotels and rental cars booked through Capital One Travel using this Rewards card account, and 1.5% cash back on all other purchases. Earnings will apply to net purchases (purchases minus any credits or returns) only. Cash advances, balance transfers, and checks used to access your account are not considered purchases and will not earn rewards. All purchases made outside of Capital One Travel such as hotel incidentals, upgrades or other expenses, will not earn the enhanced earn rate, but will receive the standard 1.5% cash back earn rate.

How does my spend bonus work? You will earn a $500 bonus if you spend at least $4,500 within 3 months of your rewards membership enrollment date. Once you qualify for this bonus, we will apply it to your rewards balance within two billing cycles. Existing or previous Accountholders may not be eligible for this one-time bonus.

Will my rewards ever expire? Your rewards are yours for the life of the account—they will not expire. But if your account is closed, you will lose any rewards you have not redeemed.

Is there a limit to the amount of rewards I can earn? There is no cap to the amount of rewards you can earn on purchases.

How do I redeem my rewards? You can get your cash back upon request in the form of a statement credit or a check. You can also set up an automatic redemption preference; options include: (1) at a set time each calendar year or (2) when a specific threshold has been reached. Just go online to capitalone.com.
You can also redeem for credits for previous purchases, gift cards, and more. Rates for these redemption options may vary and are subject to change without notice.

What happens if I do not set up an automatic redemption preference? Until you set up an automatic redemption preference, you will receive your cash back upon your request.

How often can I change my automatic redemption preference? You may change your automatic redemption preference at any time, but you cannot request an annual redemption to be fulfilled in the same month you make a change. If you have an automatic redemption preference, you may also make upon-request redemptions without interfering with your pre-established automatic redemption preference.

How do I redeem my rewards for new travel reservations? Go online to travel.capitalone.com to book your flight, car rental or hotel and use your cash back rewards to pay for your travel. If your travel transaction includes taxes, surcharges, and fees, these expenses will be included in the overall calculation to determine how much cash back rewards are required for redemption. Separately itemized travel transactions on your statement cannot be combined for a single redemption. Please note that Capital One has no control over how merchants itemize and charge related transactions.

Is my account eligible to transfer rewards? Your account may be eligible to transfer rewards. Please be aware that transfers are only permitted between certain Capital One rewards accounts. Not all rewards products are eligible for tran

ADDITIONAL DISCLOSURES & TERMS AND CONDITIONS

I, as the Business Signer, understand that I am not eligible for this offer if:

- My application is received after the offer expires, is incomplete, unreadable, inaccurate or cannot be verified.
- My address is not in one of the following locations: the 50 United States, Washington, D.C., or a U.S. military location.
- My address is a correctional institution.
- I am under 18 years of age or do not have a valid Social Security Number or Individual Taxpayer Identification Number.
- I have applied for a Capital One credit card 2 or more times in the last 30 days.
- I have 5 or more open credit card accounts with Capital One.
- I have a past due Capital One credit card account.
- I am over my credit line on a Capital One credit card.
- I have had a Capital One credit card that charged off within the past year.
- I have a non-discharged bankruptcy (one that is still unresolved).
- My current or past business credit card accounts exhibit(ed) high transaction costs.
- I have implemented a credit security freeze or credit lock with one or more of the credit bureaus, which prevents Capital One from accessing my credit report.

The Business Signer and the Business, through the Business Signer, hereafter collectively referred to as "we", hereby:

i. Acknowledge we are not obligated to accept this account or pay any fee or charge unless this card is used.
ii. Apply to Capital One, N.A. (Capital One®) and request that Capital One establish a Capital One Spark Business Credit Card account ("Account") and issue a credit card on the Account to the Business Signer whose signature appears on this application and to all "Authorized Users" for whom additional cards are requested.
iii. Request that Capital One make a virtual card number available to the Authorizing Signatory whose signature appears on this application when logging into the Capital One mobile app or website.
iv. Agree to be bound by the terms and conditions of the Customer Agreement, and future revisions thereof that will be sent to us after the account is opened, including the provision therein that the Customer Agreement and the Account will be governed by Virginia and federal law.
v. Acknowledge and agree that all cards and convenience checks will be used solely for business or commercial purposes and not for personal, family or household purposes.
vi. Agree that the Business and the Business Signer will be liable for all transactions made with all cards and convenience checks on the Account.
vii. Acknowledge that each Authorized User is duly employed by the Business as of the date a card is requested for such Authorized User.
viii. Agree to be individually, jointly and severally liable for all charges to the card(s) issued to the above Authorized Users.
ix. Agree that the Business Signer and the Business, including all Authorized Users, may be contacted by Capital One regarding all cards and the account as described in the Customer Agreement. For example, providing a mobile telephone number in connection with this account expressly permits Capital One to use that number to contact the relevant party. Contact includes receiving messages from Capital One and their authorized agents, including prerecorded and text messages, and calls with an automatic telephone dialer (autodialer).
x. Authorize the receipt and exchange of credit information on both the Business Signer and the Business, including the exchange of information between Capital One and affiliates. Our agreement terms (for example, rates and fees) are subject to change. Everything that is stated in this application is true to the best of our knowledge. We understand that the Business Signer and each Authorized User must be 18 years or older and that the Business must be a U.S. business with an address inside of the 50 United States, Washington, D.C., or a U.S. military location to qualify for this offer. In addition, we understand that the Business Signer must hold a position, such as owner or president, having the authority to legally bind the Business. We understand that approval is based upon satisfying Capital One's credit standards. Any delinquencies and default history may be considered in determining creditworthiness.
xi. Authorize Capital One to check the Business's credit record and the Business Signer's credit record and employment history. Capital One may contact the Business Signer to obtain or confirm application information. Capital One's decision to contact the Business Signer may be based on creditworthiness. This offer is nontransferable.

THINGS YOU SHOULD KNOW ABOUT THIS CARD

When Can I Request A Transfer? You may request a transfer 10 days after your account is opened. Your account may not always be eligible for Transfers. Transfer eligibility is determined by Capital One at our discretion. Transfers between Capital One accounts are not permitted. That means balances cannot be transferred to this account from any other credit card issued by Capital One including, but not limited to cards branded with, Bass Pro Shops CLUB, Cabela's, Kohl's, Sony, GM, BuyPower Card, Union Plus, Walmart and Teamster Privilege.

How Do You Apply My Payment? We will apply payments up to your minimum payment first to the balance with the lowest APR (including 0% APR), and then to balances with higher APRs. We apply any part of your payment exceeding your minimum payment to the balance with the highest APR, and then to balances with lower APRs.

How Can I Avoid Paying Interest Charges? If you pay your statement's "New Balance" in full by the due date each month, we will not charge interest on any new transactions that post to the purchase balance. If you have been paying yo without interest charges, but fail to pay your next "New Balance" in full, we will charge interest on the unpaid ba advances and transfers, we will start charging interest on the transaction date. From time to time, we may give you offers that allow you to pay less than the total balance and avoid interest charges to new transactions that post to your purchase balance. If we do, we will provide details in the specific offer.

How Is The Interest Charge Determined? Interest charges accrue from the 1) date of the transaction, 2) date the transaction is processed or 3) first day of the billing period. Interest accrues daily on every unpaid amount until it is paid in full. Any interest that has accrued during a billing period will post to your Account at the end of the billing period and will appear on your next Statement. This means you may owe Interest Charges even if you pay the entire "New Balance" one month, but did not do so the previous month. For example, even if a customer pays their balance in full on a February 26th due date, interest would continue to accrue on the balance from February 2nd (the start of the Billing Cycle) through February 26th, and will appear on their next Statement. Once you start accruing Interest Charges, you generally must pay your New Balance in full for two consecutive Billing Cycles before Interest Charges stop being posted to your Statement. Interest Charges are added to the proper segment of your account. However, we reserve the right to not assess Interest Charges.

How Do You Calculate The Interest Charge? We use a method called Average Daily Balance (including new transactions). Under this method, we first calculate your daily balance; for each segment, 1) take the beginning balance and add in new transactions and the periodic interest charge on the previous day's balance, then 2) subtract any payments and credits for that segment as of that day. The result is the daily balance for each segment. However, if you paid your previous month's balance in full (or if your balance was zero or a credit amount), new transactions which post to your purchase or special purchase segments are not added to the daily balances. Also, transactions subject to a grace period are not added to the daily balances.

Next, to find your Average Daily Balance: 1) add the daily balances together for each segment, and 2) divide the sum by the number of days in the billing cycle.

At the end of each billing cycle, we determine your Interest Charge as follows: 1) multiply your Average Daily Balance by the daily periodic rate (APR divided by 365) for that segment, and 2) multiply the result by the number of days in the billing period. NOTE: Due to rounding or a minimum interest charge, this calculation may vary from the interest charge actually assessed.

Are Unauthorized Use Or $0 Fraud Liability Claims Subject To Investigation And Verification? Yes.

How Do I Get A Year-End Summary? Your Capital One Spark Business Card account must be open and in good standing and must have had at least one transaction in the last calendar year to receive a Year-End Summary.

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT:

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. **What this means for you:** When you open an account, we will ask for your name, address, date of birth and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

STATE-SPECIFIC INFORMATION

Ohio Residents: Ohio anti-discrimination laws require creditors to make credit equally available to all creditworthy customers and that credit reporting agencies maintain separate credit histories on individuals upon request. The Ohio Civil Rights Commission administers these laws.

New York and Vermont Residents: Capital One may obtain your credit reports, for any legitimate purpose associated with the account or the application or request for an account, including but not limited to reviewing, modifying, renewing and collecting on your account. On your request, you will be informed if such a report was ordered. If so, you will be given the name and address of the consumer reporting agency furnishing the report. New York residents may contact the New York State Department of Financial Services by telephone or visit its website for free information on comparative credit card rates, fees and grace periods. New York State Department of Financial Services: 1-877-226-5697 or http://www.dfs.ny.gov.

Wisconsin Residents: No provision of any marital property agreement, unilateral statement, or court order applying to marital property will adversely affect a creditor's interests unless, prior to the time credit is granted, the creditor is furnished with a copy of the agreement, statement or court order, or has actual knowledge of the provision. If the credit card for which you are applying is granted, you will notify the Bank if you have a spouse who needs to receive notification that credit has been extended to you.

FRAUD LIABILITY NOTICE

Claims of unauthorized use or $0 Fraud Liability are subject to verification and investigation.

©2023 Capital One. Capital One is a federally registered service mark. Products and services offered by Capital One, N.A
Capital One supports information privacy protection: see our Web site at www.capitalone.com.

CADENCE Bank

MasterCard® BusinessCARD *Application*

©2022 Cadence Bank

INTERNAL U
Employee ID
Branch #:
Approved by:
Credit limit:

COMPANY INFORMATION

PLEASE TYPE OR PRINT IN BLACK INK

TYPE OF COMPANY: ☐ CORPORATION ☐ SOLE PROPRIETORSHIP ☐ LLC ☐ OTHER (specify) _____

Name of Company | Date Company Established | Tax ID | E-mail Address

Company Physical Address (No P.O. Box) | Street | City | State | Zip

Company Billing Address (if other than above) | Street | City | State | Zip

Company's Annual Sales (MUST BE INCLUDED TO PROCESS APP.) | Work Phone Number | No. of Employees | Type of Business

$ ( )

Company Bank | Street | City | State | Zip

Bank Phone Number | Account Number | Bank Officer's Name

( )

Type of Account: ☐ Checking ☐ Cash Management ☐ Credit Line(s) ☐ OTHER (specify) _____

AUTHORIZING OFFICER/GUARANTOR INFORMATION

1

First Name | Middle | Last | Title

Home Address | Street | City | State | Zip

Date of Birth | Social Security Number | Home Phone Number ( ) | Own / Rent | Monthly Housing Payment $

Gross Annual Salary (Income from alimony, child support or separate maintenance payments need not be revealed if you do not choose to have it considered by us as a basis for repayment.)

2

First Name | Middle | Last | Title

Home Address | Street | City | State | Zip

Date of Birth | Social Security Number | Home Phone Number ( ) | Own / Rent | Monthly Housing Payment $

Gross Annual Salary (Income from alimony, child support or separate maintenance payments need not be revealed if you do not choose to have it considered by us as a basis for repayment.)

3

First Name | Middle | Last | Title

Home Address | Street | City | State | Zip

Date of Birth | Social Security Number | Home Phone Number ( ) | Own / Rent | Monthly Housing Payment $

Gross Annual Salary (Income from alimony, child support or separate maintenance payments need not be revealed if you do not choose to have it considered by us as a basis for repayment.)

DESIGNATED CARDHOLDERS Attach a separate sheet for additional cardholders.

First Name	Last	E-mail	Cell Phone Number	Requested Credit Limit $
First Name	Last	E-mail	Cell Phone Number	Requested Credit Limit $
First Name	Last	E-mail	Cell Phone Number	Requested Credit Limit $
First Name	Last	E-mail	Cell Phone Number	Requested Credit Limit $
First Name	Last	E-mail	Cell Phone Number	Requested Credit Limit $

For questions, please contact your local branch or call 1-800-844-2723. Incomplete applications may result in a processing delay. Additional documentation may be required upon receipt of application.

PLEASE SIGN BELOW

By signing this Application, both I (we), in my (our) individual capacity, and the Company certify that I (we) have full authority to sign this Application and to thereby bind the Company and that all of the information on the Application is true and correct in all respects. I (We) and the Company hereby authorize Cadence Bank to obtain any information required concerning such certifications. I (We) and the Company also authorize Cadence Bank to check my (our) and the Company's credit (from credit reporting agencies and other sources) and employment history and to answer any questions about Cadence Bank's credit experience with me (us) and the Company. I (We) and the Company also authorize banks, credit unions, and other financial institutions to give information to Cadence Bank in connection with any and all financial transactions with such banks, credit unions and financial institutions. (The nature and scope of such inquiry will be available to the Company and to me (us) upon written request within a reasonable period of time.) The Company will be liable for all transactions made with all cards issued on the Company Account, and I (we) will also be liable pursuant to the Cardholder Agreement for all transactions made with my (our) card. To secure payment of the Company Account, the Company hereby gives V a security interest in any and all deposit accounts that the Company may now or hereafter have with Cadence Bank. The Company also agrees that any and all security interests securing any and all debts that the Company may now or hereafter owe to Cadence Bank shall also secure payment of the Company Account. The Company also agrees to be bound by the terms and conditions of the Cardholder Agreement which includes an Arbitration Provision.

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT: To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify , and record information that identifies each person who opens an account. What this means for you: When you open an account, we will ask fo your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents. Please sign below.

1 SIGNATURE OF AUTHORIZING OFFICER x _____ _____ Date

2 SIGNATURE OF AUTHORIZING OFFICER x _____ _____ Date

3 SIGNATURE OF AUTHORIZING OFFICER x _____ _____ Date

PERSONAL GUARANTY AGREEMENT

To induce Cadence Bank to establish a MasterCard BusinessCard account (the "Account") for the Company named on this application, the undersigned, whether one or more (jointly and severally, "Guarantor") and regardless of any percentage of ownership or interest in the Company, hereby absolutely, irrevocably and unconditionally guarantees to Cadence Bank the full and punctual payment of the entire balance at any time owing on the Account, including all finance charges, fees, reasonable attorney's fees and costs of collection and all other amounts due under any Cardholder Agreement applicable to the Account. Guarantor agrees that Cadence Bank may increase the credit limit of the Account and make changes of any sort whatsoever in the terms of the applicable Cardholder Agreement, all without in any way altering, affecting, limiting or lessening the liability of Guarantor under this guaranty and all without any notice to or consent from Guarantor. To secure payment of this guaranty, Guarantor hereby gives Cadence Bank a security interest in any and all deposit accounts that Guarantor may now or hereafter have with Cadence Bank. Guarantor also agrees that any and all security interests securing any and all debts that Guarantor may now or hereafter owe to Cadence Bank shall also secure payment of this guaranty. Guarantor also agrees to be bound by the terms and conditions of the Cardholder Agreement which includes an Arbitration Provision. Cadence Bank shall not be bound to exhaust its recourse against the Company or against other Guarantors, if any, before being entitled to payment from Guarantor. This guaranty shall apply to all transactions made on the Account, including all transactions about which Guarantor has no knowledge or to which Guarantor has not consented or which are made by any person other than Guarantor. The liability of Guarantor is in Guarantor's individual and personal capacity, and not in Guarantor's capacity as officer or other representative of the Company, and such individual and personal liability will not be discharged except by complete and final payment of the Account. This is a guaranty of payment and not merely of collection. This guaranty is a contract accepted in and made pursuant to the laws of the State of Mississippi without reference to conflict of laws principles and notwithstanding Guarantor's state of residence.

1 SIGNATURE OF GUARANTOR (Individually) x _____ _____ Date

2 SIGNATURE OF GUARANTOR (Individually) x _____ _____ Date

3 SIGNATURE OF GUARANTOR (Individually) x _____ _____ Date

SELECT YOUR PREFERRED PAYMENT OPTION

The Consolidated Pay Option provides a single monthly billing statement at the company level. Transactions are segaccount. mented by the individual account numbers on the combined statement.

The Individual Pay Option provides a separate monthly billing statement on each

☐ **YES! I WANT CADENCE BANK REWARDS! (SEE NEXT PAGE)**

The following persons are authorized to redeem Cadence Bank Rewards points

1. _____ 2. _____

SEE FOLLOWING PAGE FOR SPECIAL BENEFITS AND IMPORTANT CREDIT CARD TERMS

Interest Rates and Interest Charges†

Annual Percentage Rate (APR) for Purchases	15.65% This APR will vary with the market based on the Prime Rate.
APR for Balance Transfers	**21%** This APR will vary with the market based on the Prime Rate.
APR for Cash Advances	**21%** This APR will vary with the market based on the Prime Rate.
Penalty APR and When it Applies	**21%** This APR may be applied to your account if you make a late payment. **How Long Will the Penalty APR Apply?:** If your APRs are increased for this reason, the Penalty APR will apply until you make six consecutive minimum payments when due.
Paying Interest	Your due date is at least 25 days after the close of each billing cycle. We will not charge you any interest on purchases if you pay your entire balance by the due date each month. We will begin charging interest on cash advances and balance transfers on the transaction date.
Minimum Interest Charge	If you are charged interest, the charge will be no less than $0.50.

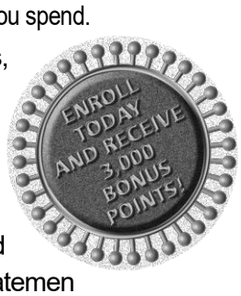
Fees

Annual Fee	**None**
Transaction Fees	
Balance Transfer	Either **$10** or **3%** of the amount of each balance transfer, whichever is greater (maximum fee: **$60**).
Cash Advance	Either **$10** or **3%** of the amount of each cash advance, whichever is greater (maximum fee: **$60**).
Foreign Transaction	**2%** of the U.S. dollar amount of transactions converted from a foreign currency.
Penalty Fees	
Late Payment	**$35**
Over-the-Credit Limit	**$35**
Returned Payment	**$35**

How We Will Calculate Your Balance: We use a method called "average daily balance (including new purchases)."

TURN YOUR EVERYDAY BUSINESS EXPENSES INTO CADENCE BANK REWARDS

- Earn a point for each net purchase dollar you spend.
- Redeem your points for airfare, hotel stays, car rentals, cruises, vacation packages, gift cards and more.
- Good for reducing business travel costs – even employee incentives.
- Your points are recorded automatically and reported monthly on your consolidated statemen
- Enjoy the convenience and management control of consolidated billing statements.



Accept Cadence Bank Rewards by checking ☐ YES! I want Cadence Bank Rewards! on the previous page. (Consolidated Pay Option is required to participate in Cadence Bank Rewards.)

For complete program terms and conditions, please visit CadenceBankRewards.com, or call 1-800-844-2723.

Overdraft Protection

Subject to the limitations below and those contained in your Cardholder Agreement, you may avoid bounced checks with Overdraft Protection. If you write a check larger than the balance in your Cadence Bank checking account, or otherwise overdraw your account, a cash advance in the amount of the overdrafts, up to the amount of your credit card cash advance limit (which will be one-half of your total credit limit),will be automatically made from your credit card and deposited to your checking account.

Cadence Bank Checking Account Number

I authorize the enrollment of my checking account designated above for cash advance Overdraft Protection on the terms and conditions set forth in this Overdraft Protection section.

Signature Date

Overdraft Protection transactions are cash advances and are subject to all of the rules and interest charge provisions applicable to cash advances under the Cardholder Agreement. Each Overdraft Protection cash advance is additionally subject to a transaction fee in the amount of the greater of 3% of the cash advance or $10, but not to exceed $60.

From: Grant Montgomery
To: Lindsay Kellum
Subject: Credit Card Application
Date: Thursday, April 6, 2023 2:07:45 PM
Attachments: Cadence Bank Business Card Application.pdf

Lindsay,
The credit card application to be completed is attached.

I do know as a Municipality, we require minutes from board meeting authorizing the loan and credit limit.

Additional documentation may be required upon receipt of application.

Please let me know if you have any questions.

Thank you,

Grant S. Montgomery | President, Madison County
NMLS # 758219
(Learn More)
120 Colony Crossing| Madison, MS 39110
(Direct) 601-605-3706 | (Cell) 601-331-8749
email: grant.montgomery@cadencebank.com
Please make note of my new email address, effective October 11, 2022

NYSE: CADE

CONFIDENTIALITY STATEMENT This email and any documents transmitted with it may contain information that is confidential or proprietary to Cadence Bank or is subject to legal privilege and is solely for the use of the individuals or entities to whom this email was addressed or intended. If you received this message in error, please immediately notify the sender by reply email and delete the message and any attachments from your computer or other device. Any other use, retention, dissemination, forwarding, printing or copying of this email (or any portion of it) is strictly prohibited.

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: John McCollum, Planning and Zoning Administrator

DATE: 03/31/2023

SUBJECT: Planning and Zoning Commission Meeting 3/28/2023

The Planning and Zoning Commission met at its regular meeting on March 28th, 2023, and the following actions were taken:

1. Approved the February 28th, 2023, minutes to the meeting.
2. Approved the site plan for the Platz with the condition of recalculating the parking using one space for each 225 square feet of floor area.
3. PTS site plan was approved contingent on changing the landscape plan and providing material samples for the exterior of the building and recalculating the parking using one space for each 225 square feet of floor area.
4. Madison Motor Works, Springhill Suites and Home 2 Suites site plans were all tabled until the next meeting over concerns about building elevations, landscaping, parking, drainage, and traffic flow through the roundabout.

For those items that were tabled the Planning and Zoning Commission recommended to relax the submittal time to April 17th 2023 to give the developer additional time to make these corrections.

PLANNING & ZONING COMMISSION MEETING

Tuesday, March 28, 2023 at 6:00 PM

Minutes

Call to Order

Chairwoman Greer called the meeting to order.

The following Commissioner were present: Commissioner Sam McGaugh, Commissioner Tim Slattery, Commissioner Andrew Duggar, Commissioner Katrina Myricks, Commissioner Phillips King and Commissioner Kayce Saik.

City Employees William Hall, Mike McCollum and Bridgette Smith and City Attorney Zach Giddy were present.

Consideration and Approval of Minutes

Commissioner McGaugh made the motion to approve the February 28, 2023 minutes.

Commissioner Myrick seconded the motion, and the motion carried.

February 28, 2023 Planning And Zoning Meeting Minutes

Commissioner McGaugh made the motion to approve the February 28, 2023 minutes.

Commissioner Myrick seconded the motion, and the motion carried.

New Site Plan Considerations

The Platz Site Plan Consideration

Commissioner King made the motion to approve.

Commissioner McGaugh seconded the motion and the motion carried.

The motion carried under the condition that the parking spaces detail is updated, and a color rendering is presented to the Mayor and Board of Aldermen by April 11th.

PTS Sports Site Plan Consideration

Commissoner King made the motion to approve.

Commissioner Duggar seconded the motion.

The parking and landscape will be verified according to the new landscape ordinance. All Motorworks repairs will be inside the building. FEMA approved the building of the site. This will require an approval from MDEQ. Material selection and design styles will be required. Commissioner Phillips King moved to table until next month Planning and Zoning meeting.

Commissioner Kings moved to table all projects which were items C, D and E. The submittal deadline was extended until April 17th. The items requested are as follows:

Landscaping, Sidewalk Dimension, Approval letter from FEMA, Building Material and Staging

Commissioner Myrick opposed; the motion carried 6 to 1.

Request for Rezoning

No action taken.

New Business

No action was taken.

Next Meeting

The Next Planning And Zoning Meeting Will Be Held On April 25, 2023

The next Planning and Zoning meeting is April 25, 2023.

Adjourn

M - Sam McGaugh

2 - Katrina Myricks

Permit	Type	Street N	Street Name	City	State	Zip	Applicant	Applicant Email
2023115	New Building Commercial	108	LONE WOLF DR	Madison	MS	39110	110 PERCENT LLC	STEVE@FOREMOSTFOUNDATIONS.CO
2023114	Addition Residential	216	CRESCENT RIDGE	Madison	MS	39110	Robert Hinton	
2023113	Sign	102	DEES DR	Madison	MS	39110	MAGNOLIA HEMP COMPANY	BUDGETSIGNS@COMCAST.NET
2023112	Fence	111	AULENBROCK DR	CANTON	MS	39046	CHRISTIAN LEARNING CENTER	
2023110	Sign	1021	GLUCKSTADT RD	Madison	MS	39110	TINDLE FAMILY DENTISTRY	TINDLEFAMILYDENTISTRY@GMAIL.CO
2023108	Addition Commercial	195	INDUSTRIAL BLVD	Madison	MS	39110	CADENA SMITH, LLC	CADENASMITH20@GMAIL.COM
2023107	Gas Residential	105	ARRINGTON DR	Madison	MS	39110	JOHN DYKES	lgdykes1@gmail.com
2023099	Addition Residential	113	MUIRFIELD PLACE	Madison	MS	39110	LARRY FRANKLIN	
2023092	Re-Roof	111	FIRST COLONY BLVD	Madison	MS	39110	GUARANTEED ROOFING COMPANY	RENEE@GUARANTEEDROOFINGCOMP
2023089	Addition Residential	105	ARRINGTON DR	Madison	MS	39110	JOHN DYKES	lgdykes1@gmail.com
2023086	Sign	103	TRUSTMARK DR	Madison	MS	39110	TRUSTMARK NATIONAL BANK	BCOLLIER@TRUSTMARK.COM
2023087	New Building Commercial	346	CHURCH RD	Madison	MS	39110	GERMANTOWN PARK	
2023088	New Building Commercial	346	CHURCH RD	Madison	MS	39110	GERMANTOWN PARK	
2023085	New Building Commercial	800	SAHLER LANE	Madison	MS	39110	FIT CHEF	
2023078	Gas Residential	131	SUNRISE COVE	Madison	MS	39110	BUTLER PLUMBING	CHARLESBUTLER4566@ATT.NET
2023079	Addition Residential	144	OLD ORCHARD RD	Madison	MS	39110	EAGLE CARPORTS	
2023080	Addition Residential	144	OLD ORCHARD RD	Madison	MS	39110	EAGLE CARPORTS	
2023081	Addition Residential	144	OLD ORCHARD RD	Madison	MS	39110	EAGLE CARPORTS	
2023082	Addition Residential	144	OLD ORCHARD RD	Madison	MS	39110	EAGLE CARPORTS	
2023084	Sign	1091	GLUCKSTADT RD	Gluckstadt	MS	39110	DOMINO'S	GLENN.DAVIS@RPMPIZZA.COM
2023070	Accessory Residential	175	BRADFIELD DR	Madison	MS	39110	MARQUEUS DRAPER	
2023077	Sign	1715	HIGHWAY 51	Madison	MS	39110	BOO'S SMOKEHOUSE BBQ LLC	BOOBAKER1@GMAIL.COM
2023069	Sign	154	CALHOUN STATION PKWY	Madison	MS	39110	SOULSHINE PIZZA	DON.CLIFFORD@SOULSHINEPIZZA.CO
2023068	New Building Commercial	102	DEES DR	Madison	MS	39110	4 SEASONS NAILS	
2023067	Sign	112	LONE WOLF DR	Madison	MS	39110	SCOTT C WOODS & ASSOC P. A.	SWOODS@SCWENG.COM
2023066	New Building Commercial	103	TRUSTMARK DR	Madison	MS	39110	TRUSTMARK NATIONAL BANK	BCOLLIER@TRUSTMARK.COM
2023065	Driveway	101	FIRST CHOICE DR	Madison	MS	39110	FIRST CHOICE DRIVE LLC	CALVINLUNCEFORD@GMAIL.COM
2023064	Sign	1091	GLUCKSTADT RD	Gluckstadt	MS	39110	DOMINO'S	GLENN.DAVIS@RPMPIZZA.COM
2023060	Sign	160	WEISENBERGER RD	Madison	MS	39110	KEBAB & CURRY	JEETENANAND@YAHOO.COM
2023061	Sign	112	LONE WOLF DR	Madison	MS	39110	SCOTT C WOODS & ASSOC P. A.	SWOODS@SCWENG.COM
2023062	Sign	124	LONE WOLF DR	Madison	MS	39110	FUTURE LABS, LLC	DAVID@FUTURELABSLLC.COM
2023063	Sign	115	AULENBROCK DR	Madison	MS	39110	WEEMS MCDONALD	TMITCHELL@WEEMSACCOUNTING.CO
2023059	New Building Commercial	346	CHURCH RD	Madison	MS	39110	JLS CONSTRUCTION	JLSCONST@YAHOO.COM

2023058	Driveway	347	DISTRIBUTION DR	Madison	MS	39110	CLARK RENTAL AND SUPPLY	JHAGGARD@CLARKSUPPLY.NET
2023057	Sign	102	DEES DR	Madison	MS	39110	GERMANTOWN DENTAL	SHARLEY@GARDNERDENTAL.NET
2023055	Sign	116	LONE WOLF DRIVE	Madison	MS	39110	HYDRONIC TECHNOLOGY	SDEES@DYDRONICTECHNOLOGY.COM
2023054	Sign	166	CALHOUN STATION PKWY	Madison	MS	39110	TWISTED TURNIP	MSBOWMANS@YAHOO.OM
2023053	Sign	102	DEES DR	Madison	MS	39110	EPIC DONUT/STONE GROUND COFFEE	JOSH@MORRISONPUBLISHING.COM
2023052	Sign	238	WEISENBERGER RD	Madison	MS	39110	SEASONS	HALLOWEEN@BELLSOUTH.NET
2023051	Electical Commercial	200	CALHOUN STATION PKWY	Madison	MS	39110	GERMANTOWN HIGH SCHOOL	
2023050	Sign	1715	HIGHWAY 51	Madison	MS	39110	BOO'S SMOKEHOUSE BBQ LLC	BOOBAKER1@GMAIL.COM
2023049	Addition Commercial	102	DEES DR	Madison	MS	39110	SOUTHERN MAGNOLIA HEMP COMPA	
2023048	Sign	333	DISTRIBUTION DR	Madison	MS	39110	GLUCKSTADT BODY SHOP	KENNY@GLUCKSTADTBODYSHOP.COM
2023047	Sign	104	CHURCH RD	Madison	MS	39110	PRIORITY ONE BANK	
2023046	Addition Commercial	128	WEISENBERGER RD	MADISON	MS	39110	BMC GENERAL CONTRACTORS LLC	
2022043	Sign	105	LEXINGTON DR	Madison	MS	39110	BUDGET BLINDS	PJWHITE@BUDGETBLINDS.COM
2022042	Sign	112	LEXINGTON DR	Madison	MS	39110	THE OFFICE	
2022040	Sign	272	CALHOUN STATION PKWY	Madison	MS	39110	JOHNNY'S PIZZA	HARRISONHOMESLLC@GMAIL.COM
2022039	Sign	105	LEXINGTON DR	Madison	MS	39110	MAGNOLIA CONCESSIONS LLC	
2022038	Sign	124	ENTERPRISE DR	Madison	MS	39110	SOUTHERNEASTERN AUTOMATIC SPRI	DLANGFORD@AMTECK.COM
2022037	Sign	109	AULENBROCK DR	Madison	MS	39110	HARTLEY EQUIPMENT	CAMERON@HARTLEYEQUIPMENTCO.(
2022036	Sign	111	DEES WAY	Madison	MS	39110	GO SHINE EXPRESS CARWASH	GOSHINECORP@GMAIL.COM
2022035	New Building Commercial	1	BLDG C CALHOUN STATI	Madison	MS	39110	AOK PROPERTIES LLC	SUNNY.SETHI@JACKIESINTERNATIONA
2022034	Sign	243	INDUSTRIAL DR	Madison	MS	39110	BEN NELSON GOLF & OUTDOOR	RMATTIACE@BENNELSON.COM
2022033	Sign	115	LONE WOLF DR	Madison	MS	39110	ETAIROS VHAC	ACCOUNTING@ETAIROSHVAC.COM
2022032	Sign	155	AMERICAN WY	Madison	MS	39110	DIXIE EQUINE	JVICE39@YAHOO.COM
2022031	Sign	102	LEXINGTON DR	Madison	MS	39110	DOGWOOD OFFICE CENTER	BWALKER@KICKAPOOPROPERTIES.CO
2022029	Sign	331	DISTRIBUTION DR	Madison	MS	39110	GULF EQUIPMENT CORPORATION	LIZ.VANEGMOND@GULFSERVICES.US
2022030	Sign	168	AMERICAN WAY	Madison	MS	39110	BOH INC	BRENTJ@GEORGIABLUE.NET
2022027	Sign	184	AMERICAN WAY	Madison	MS	39110	AFTERZONE, LLC	STEPHANIEMC1122@ATT.NET
2022026	Sign	1706	HIGHWAY 51	Madison	MS	39110	ALPHA FINANCIAL & TAX SERVICES	MCCULLOUGH413@GMAIL.COM
2022025	Sign	100	FIRST CHOICE DR	Madison	MS	39110	DEPENDABLE PEST SERVICE INC	DEPENDABLEPEST@BELLSOUTH.NET
2022021	New Building Commercial	1091	GLUCKSTADT RD	Madison	MS	39110	ALTHLETICO PHYSICAL THERAPY	
2022016	Sign	137	YANDELL RD	CANTON	MS	39046	BAMBOO EXPRESS	BAMBOOEXPRESS98@GMAIL.COM
2022015	Sign	120	YANDELL RD	Madison	MS	39110	OUTLETS OF MISSISSIPPI	IMPORTS72@AOL.COM
2022017	Sign	555	INDUSTRIAL DR S	Madison	MS	39110	V2X	SARAH.R.GRISSETT@VTXAERO.COM
2022018	Sign	102	DEES DR BLG 300	Madison	MS	39110	SOPHIE'S MILKSHAKES & SUNDAES	

2022019	Sign	102	DEES DR	Madison	MS	39110	GERMANTOWN DENTAL	SHARLEY@GARDNERDENTAL.NET
2022020	Sign	114	DEES DR	Madison	MS	39110	GLUCKSTADT FITNESS	
2022013	New Building Commercial	125	KIMBALL DR	Madison	MS	39110	CPS POOLS AND SPAS INC	TOMMY@CPSPOOLSANDSPAS.COM
2022014	New Building Commercial	125	KIMBALL DR	Madison	MS	39110	CPS POOLS AND SPAS INC	TOMMY@CPSPOOLSANDSPAS.COM
2022010	Accessory Commercial	103	DEES DR	Madison	MS	39110	4 SEASONS	
2022009	Accessory Commercial	238	WEISENBERGER RD	Madison	MS	39110	4 SEASONS	
2022011	Accessory Commercial	154	CHURCH RD	Madison	MS	39110	4 SEASONS	
2022012	New Building Commercial	130B	AMERICAN WAY	Madison	MS	39110	GREEN STEEL COATINGS	
2022008	Mechanical Commercial	166	CALHOUN STATION PKWY	Madison	MS	39110	PRO SERVICE LLC	JMATHIS@PROSSERVICEMC.COM
2022007	Electical Commercial	195	INDUSTRIAL BLVD	Madison	MS	39110	COVINGTON ELECTRIC	AAARON@COVINGTONELECTRICLLC.C
2022006	Sign	1085	GLUCKSTADT PLACE	Madison	MS	39110	GLUCKSTADT PLACE	BUCK@INNOVATIONSWR.COM
2022003	New Building Commercial	154	CALHOUN STATION PKWY	Madison	MS	39110	ANTHONY MORRISON	
2022004	Sign	2125	HIGHWAY 51	Madison	MS	39110	W L BURLE ENGINEERS P A	
2022002	New Building Residential	1004	Madison Ave	Madison	MS	39110	AMANDA LORIAN	rachel.sargent@tylertech.com
2022001	AC Change Out	1004	Madison Ave	Madison	MS	39110	Rachel Sargent	rachel.sargent@tylertech.com
2022005	Sign	102	DEES DR	Madison	MS	39110	4 SEASON NAILS	
2023083	Addition Residential	144	OLD ORCHARD RD	Madison	MS	39110	EAGLE CARPORTS	
2023109	New Building Commercial	104	CHURCH RD	Madison	MS	39110	PRIORITY ONE BANK	
2023056	New Building Commercial	102	DEES DR	Madison	MS	39110	GARNER CONSTRUCTION GROUP	
2023111	Addition Commercial	238	WEISENBERGER RD	Madison	MS	39110	SEASONS	HALLOWEEN@BELLSOUTH.NET

Code Enforcement
P.O. Box 2210
Madison, MS 39130

NOTICE OF VIOLATION

Violation Address: 330 OLD JACKSON RD Re: Incident # 58

Dear Mr./Ms. Agnes,

It has come to the attention of the City of Gluckstadt Code Enforcement the following violation has been issued on the property above:
SEC 304.1.1 DILP BLD,SEC 304.1.1 DILAPIDATED BUILDING

Gluckstadt Mississippi Municipal Code is as follows:

Your next Inspection will be 2/14/2023 and you will need to comply or call for arrangements.

To comply you must correct the following: DILAPIDATED BUILDING AND OVERGROWN LANDSCAPING

We request that you contact our office within 7 calendar days from receipt of this notice to resolve the violation. If we do not hear from you within the 7 days, you will receive a notice to appear before the Mayor and Board of Alderman to adjudicate the property. If you do not comply with this notice 7 days after that hearing the city will resolve the violation with its own forces or third-party contractor. You will pay the cost of resolving the violation or you will be subject to fines and or a lien will be placed on your property. You must continue to maintain your property, or the City will clean it for you at your expense with 7 days' notice.

You may contact our office at 769-567-2306Monday thru Friday 8:00 am to 5:00 pm excluding holidays to discuss this notice and provide a plan to get it resolved.

Sincerely,

_____
William R. Hall
Code Enforcement Officer

Notice of Hearing

Date: March 23, 2023

Mr./Mrs. Agnes Stanley
330 Old Jackson Road
Madison, MS 39110

RE: Hearing for determination of whether your property constitutes a public menace

You have been made a party in a hearing to be conducted before the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi to determine pursuant to Mississippi Code Section 21-19-11 whether the real property at 330 Old Jackson Road, Madison, MS 39110, or Madison County Parcel No. 082E-15-002/01.00 owned by you, is in such a state of uncleanliness to be a menace to the public health, safety and or/welfare of the community due to landscaping overgrowth and dilapidated building(s).

It is in your best interest to be present before the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, at its meeting dated **Tuesday April 11, 2023 at 6:00 pm at the Gluckstadt City Hall, 343 Distribution Dr., Madison, Mississippi 39110**, wherein the determination will be made as to whether your property is a menace to the public health and safety of the community. Should you not be present, a finding that it is a menace to the public health, safety and/or welfare of the community may be made. Adjudication at this hearing will authorize the City of Gluckstadt to enter the property to clean the land, by the use of municipal employees or by contract, by cutting grass and weeds; filling cisterns; removing rubbish, abandoned or dilapidated fences, outside toilets, abandoned or dilapidated buildings, slabs, personal property; which removal of personal property shall not be subject to the provisions of Section 21-39-21, and other debris; and draining cesspools and standing water therefrom. Adjudication at the hearing will authorize the City of Gluckstadt, Mississippi to enter and demolish, secure or clean the property for a period of two (2) years after the hearing without any further hearing if notice is posted on the property or parcel of land and at the City Hall or another place in the municipality where such notices are generally posted at least seven (7) days before the property or parcel of land is to be re-entered for cleaning.

Further, under section 21-19-11, the Mayor and Board of Aldermen may also by resolution adjudicate the actual cost of cleaning the property and may also impose a penalty against you not to exceed one-thousand, five-hundred dollars ($1,500) or fifty percent (50%) of the actual cost, whichever is more. The cost and any penalty may become a civil debt against you, and/or, at the option of the City's Mayor and Board of Aldermen, an assessment against the property.

Should you have any questions prior to the scheduled hearing, please **contact Mike McCollum or William Hall, City of Gluckstadt Planning & Zoning/Building Code Officials, at (769) 567-2306** during normal business hours.

Under my hand, this_____ day of_____ ,2023

CITY of GLUCKSTADT, MISSISSIPPI

BY:_____
William R. Hall, Building Official

FRAGILE

VCR
TAPES
NO COVERS
BASE BALL
CARDS

NOTICE OF PUBLIC HEARING

A PUBLIC HEARING WILL BE HELD
FOR THE PURPOSE OF DETERMINING
WHETHER OR NOT A CLEANING OF
PRIVATE PROPERTY SHALL BE GRANTED
FOR THIS PROPERTY AT THE NEXT REGULAR
SCHEDULED MAYOR AND BOARD MEETING.

FOR MORE INFORMATION CONTACT:
CITY OF GLUCKSTADT
769-567-2308

CITY OF GLUCKSTADT

MISSISSIPPI

BUILDING DEPARTMENT

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: William Hall, Building Official

DATE: 03/31/2023

SUBJECT: Private Property Cleanup 330 Old Jackson Road

The property located at 330 Old Jackson Road has several issues at this time. There are multiple structures on the lot in various states of disrepair. The landscaping throughout the lot is unkept and in need of care to restore the safety of the property. Rubbish is strewn throughout the property. One structure is dilapidated and poses a safety hazard due to a collapsing roof and general condition of the standing structure. The main house structure appears to still be in general good condition with minor repair work needed to make it livable again. There are additional storage structures on the property that appear to be in fair structural shape but have rubbish and oil containers around and inside them.

Notices were mailed to the addresses listed for the parcel with no changes happening on the property and no contact from any person about the property. A sign was posted at the address stating a public hearing would be held regarding the Clean Up Of Private Property. We ask the Mayor and Board to adjudicate the property in regards to a cleaning of private property.

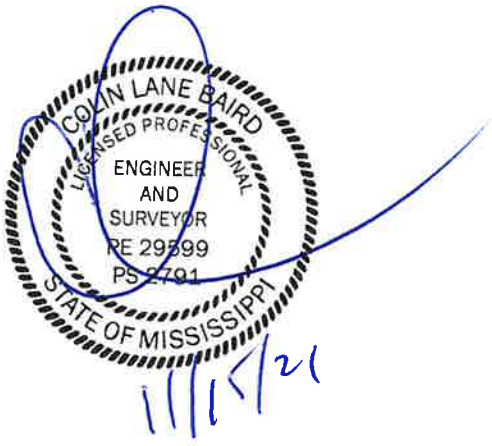
PHYSICAL THERAPY
PTS
SPORTS PERFORMANCE

DRAINAGE CALCULATIONS
FOR

Old Jackson Road Commercial Park

In cooperation with:

Lee Sahler



Analysis and report prepared by:

Colin L. Baird, PE, PLS

Date: November 15, 2021

Baird Engineering, Inc.
506 Jefferson Street
Clinton, MS 39056

INTRODUCTION

In response to the proposed construction of a commercial development with multiple buildings and new limestone parking lots with drive, and located on the east side of Old Jackson Road in Gluckstadt, Mississippi. It was requested that Baird Engineering, Inc. perform rainfall-runoff analyses of the site for both pre- and post-construction conditions. The site currently has NO existing building, parking lot or driveways, and being fully composed of open, grass areas with the current runoff to the south and east side of the property.

The entire property is approximately 8.64 acres and divided into 2 drainage areas. Drainage Area #1 is 4.52 acres and Drainage Area #2 is 4.12 acres. Currently, the surface drainage of both Drainage Areas mostly runs off to the south and east towards the existing creek. A copy of the topographic survey (Sheet C0.0) is attached to this report.

The proposed improvements are shown on civil plans by Baird Engineering, Inc. The site layout is shown on the Grading & Drainage Plan attached to this report.

ANALYSES

Hydrologic analyses for the site were performed in which pre- and post-construction conditions were examined. The Rational Method for computing runoff was used.

Existing Conditions for Drainage Area #1

The following calculations were used for existing conditions and the 100 year event:

1. Calculated Weighted Coefficient (c):
   c=c1A1+c2A2+c3A3/A
   Total Drainage Area (A) = 4.52 acre
   Grass/Woodland – 4.52 acres (using c=0.35)
   c(pre)=0.350

2. Calculated Time of Concentration (Tc)

   Tc=10(L^0.37/17^c*S^0.21)

   c(pre)=0.350

   max elev.=270', min elev.=265.0'

   L(pre)=530'

   S(pre)=0.94%

   Tc=38.2 min

Proposed Conditions

The following calculations were used for proposed conditions and the 100 year event:

1. Calculated Weighted Coefficient (c):

   c=c1A1+c2A2+c3A3/A

   Total Drainage Area (A) = 4.52 acre

   grass – 2.29 acres (using c=0.35)

   new building/pavement – 0.86 acres (c=0.90)

   new limestone pavement – 2.29 acres (c=0.75)

   c(post)=0.57

2. Calculated Time of Concentration (Tc)

   Tc=10(L^0.37/17^c*S^0.21)

   c(post)=0.57

   max elev.=270', min elev.=261.0'

   L(pre)=530'

   S(pre)=1.70%

   Tc=18.1 min

Existing Conditions for Drainage Area #2

The following calculations were used for existing conditions and the 100 year event:

3. Calculated Weighted Coefficient (c):

   c=c1A1+c2A2+c3A3/A

   Total Drainage Area (A) = 4.12 acre

   Grass/Woodland – 4.52 acres (using c=0.35)

   c(pre)=0.350

4. Calculated Time of Concentration (Tc)

   Tc=10(L^0.37/17^c*S^0.21)

   c(pre)=0.350

   max elev.=271', min elev.=265.0'

   L(pre)=428'

   S(pre)=1.9%

   Tc=30.50 min

Proposed Conditions

The following calculations were used for proposed conditions and the 100 year event:

3. Calculated Weighted Coefficient (c):

   c=c1A1+c2A2+c3A3/A

   Total Drainage Area (A) = 4.12 acre

   grass – 1.22 acres (using c=0.35)

   new building/pavement – 0.60 acres (c=0.90)

   new limestone pavement – 2.30 acres (c=0.75)

   c(post)=0.64

4. Calculated Time of Concentration (Tc)

   Tc=10(L^0.37/17^c*S^0.21)

   c(post)=0.64

   max elev.=271', min elev.=261.0'

   L(pre)=428'

   S(pre)=2.33%

   Tc=13.14 min

DRAINAGE AREA #1

Hydrograph 2-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre	3.980	0.63	9,075	----		
2	Rational	Post	9.788	0.30	10,571	----		
3	Pond Route	<name>	4.578	0.47	10,564	2	263.45	6,004

Hydrograph Report

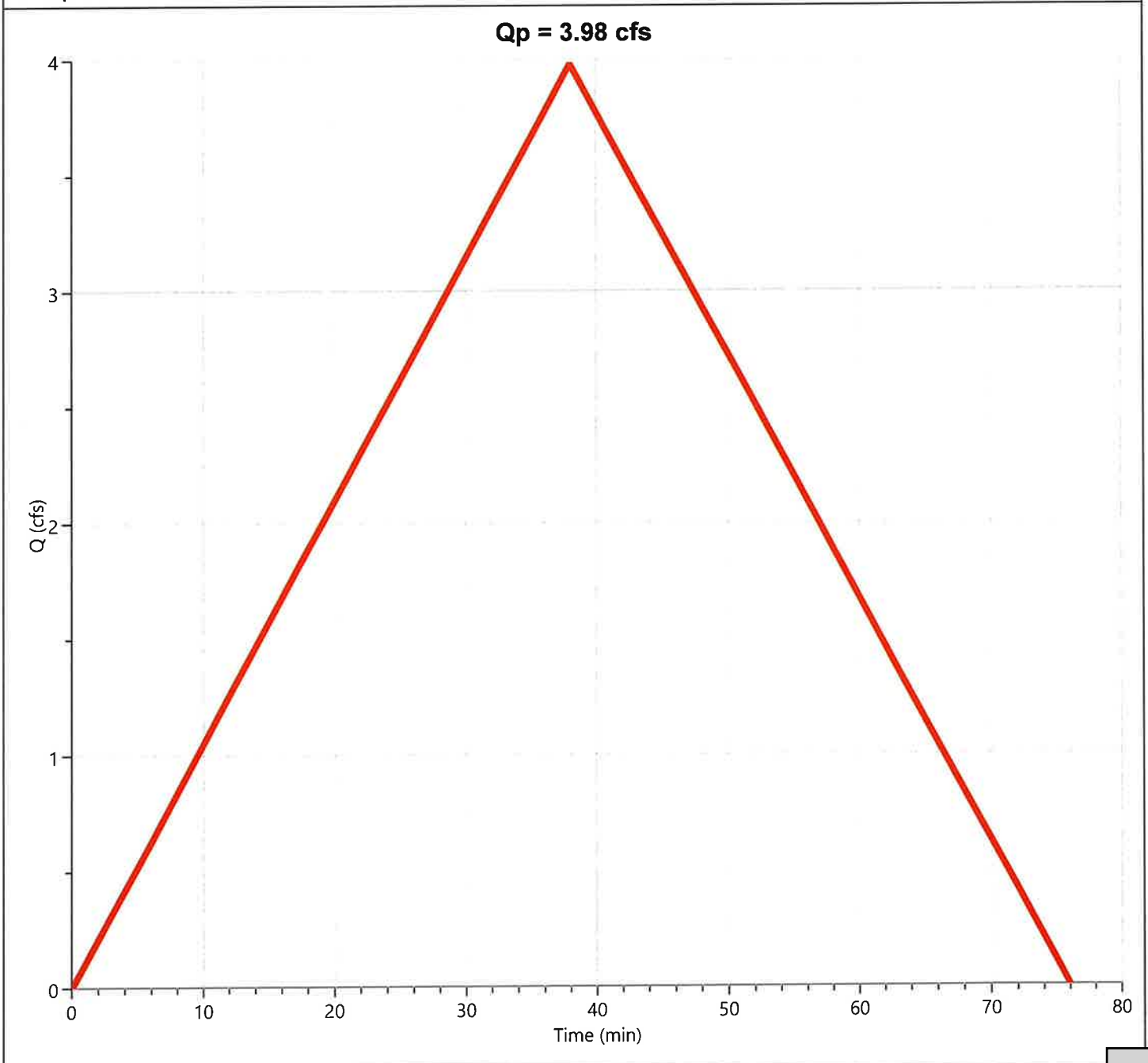
Hydrology Studio v 3.0.0.13

11-16-2021

Pre

Hyd. No. 1

Hydrograph Type	= Rational	Peak Flow	= 3.980 cfs
Storm Frequency	= 2-yr	Time to Peak	= 0.63 hrs
Time Interval	= 1 min	Runoff Volume	= 9,075 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 38.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 2.52 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

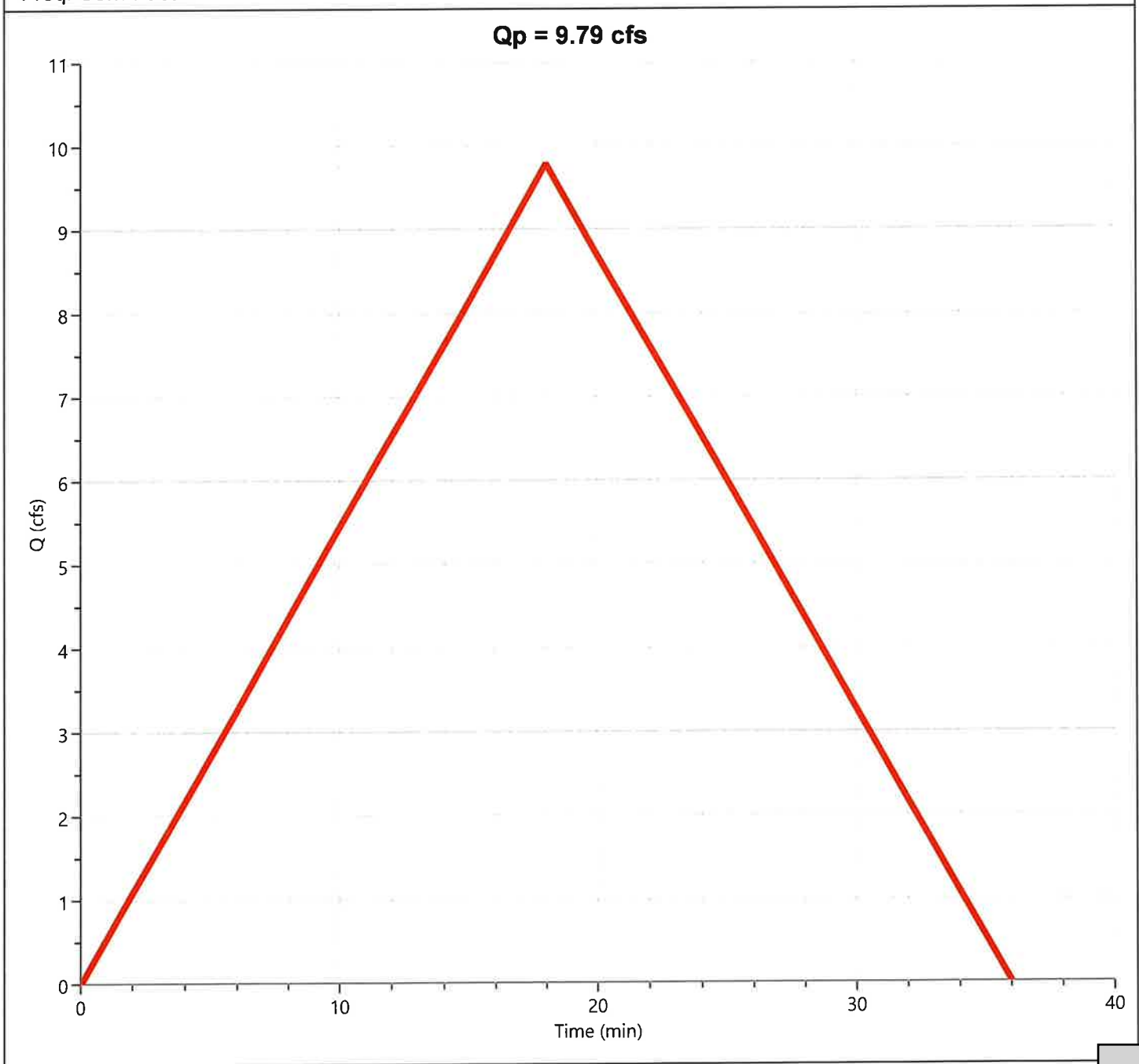
Hydrology Studio v 3.0.0.13

11-16-2021

Post

Hyd. No. 2

Hydrograph Type	= Rational	Peak Flow	= 9.788 cfs
Storm Frequency	= 2-yr	Time to Peak	= 0.30 hrs
Time Interval	= 1 min	Runoff Volume	= 10,571 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.57
Tc Method	= User	Time of Conc. (Tc)	= 18.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 3.80 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

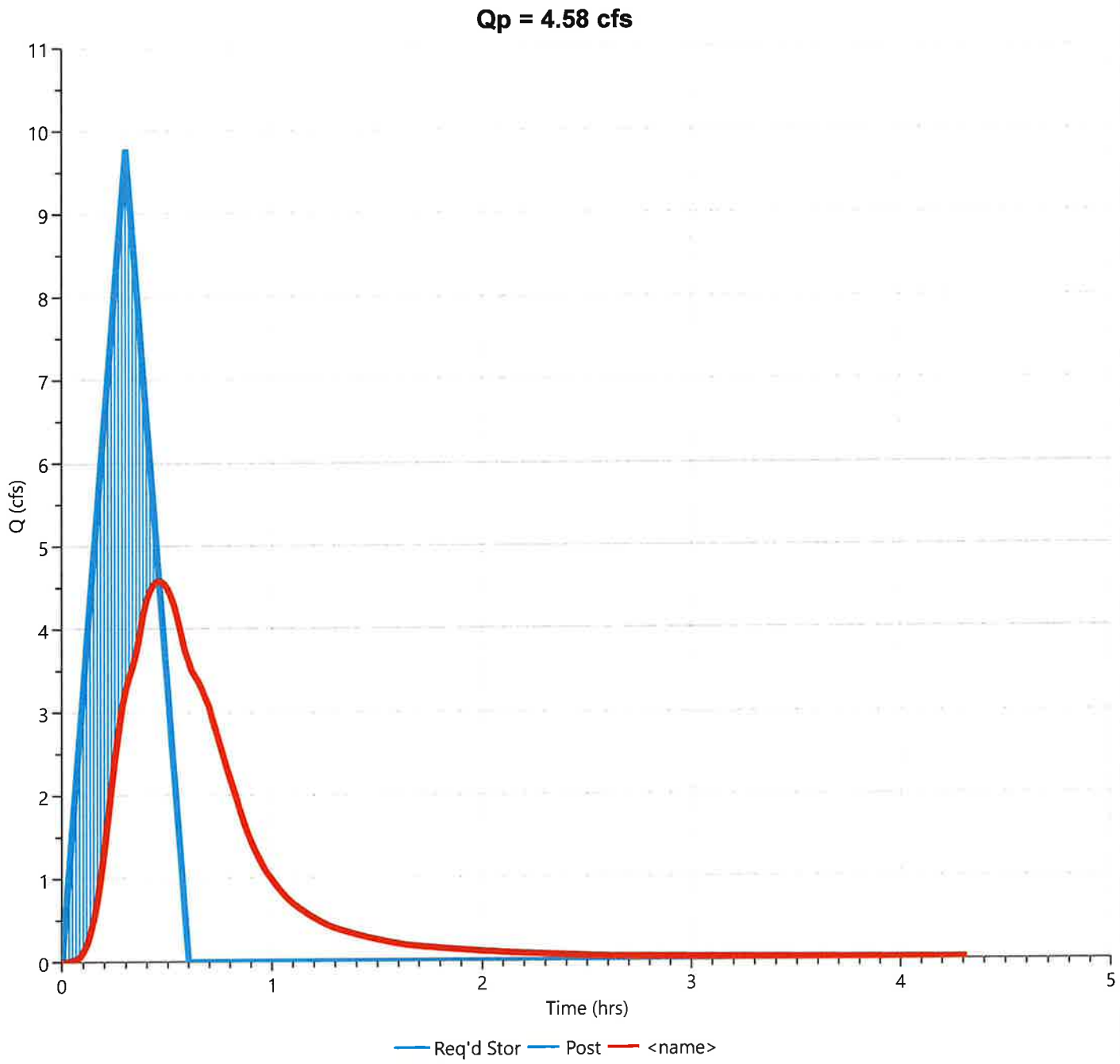
<name>

Hyd. No. 3

Hydrograph Type	= Pond Route	Peak Flow	= 4.578 cfs
Storm Frequency	= 2-yr	Time to Peak	= 0.47 hrs
Time Interval	= 1 min	Hydrograph Volume	= 10,564 cuft
Inflow Hydrograph	= 2 - Post	Max. Elevation	= 263.45 ft
Pond Name	= Area 1 Detention	Max. Storage	= 6,004 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 22 min



Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

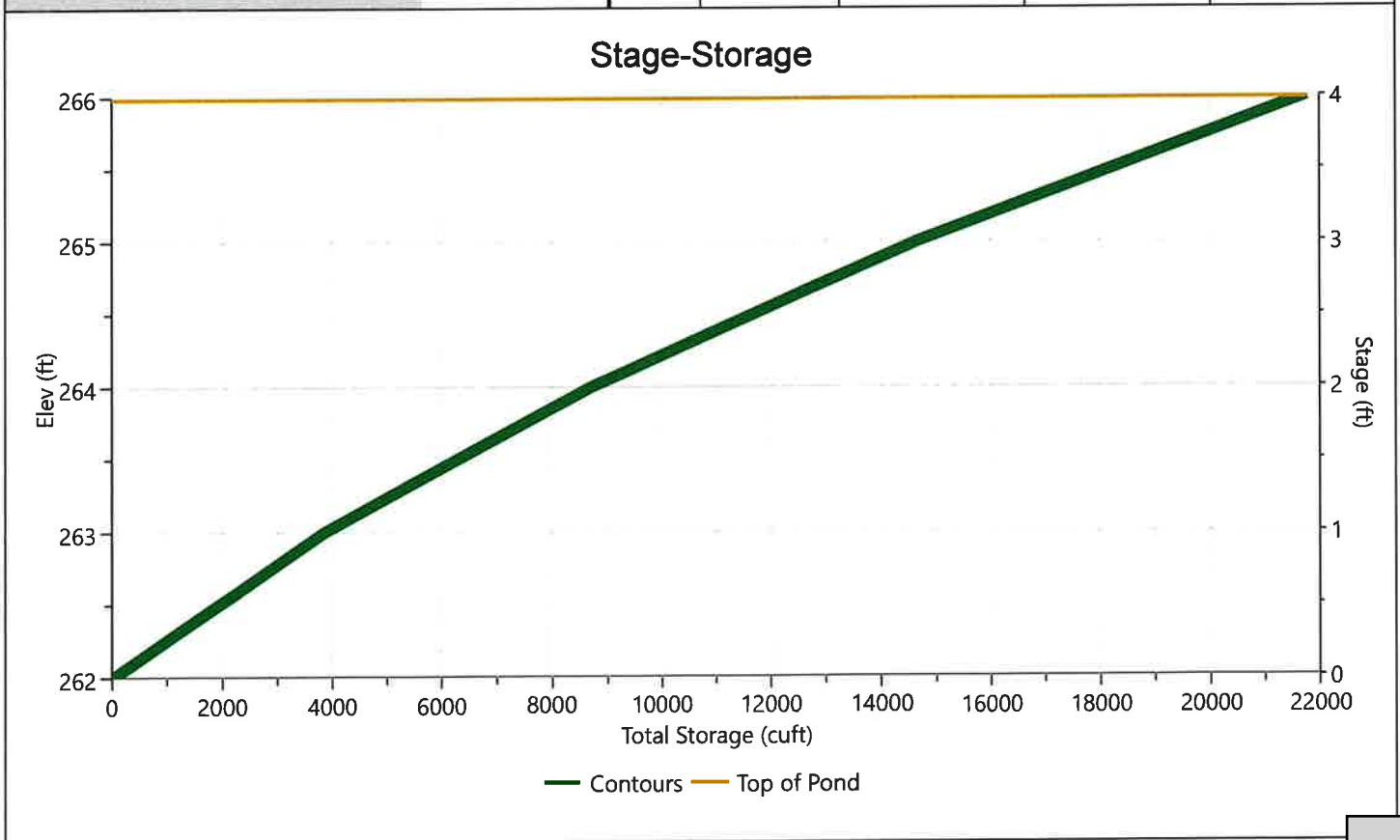
Area 1 Detention

Stage-Storage

User Defined Contours	
Description	Input
Bottom Elevation, ft	262.00
Voids (%)	100.00
Volume Calc	None

Stage / Storage Table

Stage (ft)	Elevation (ft)	Contour Area (sqft)	Incr. Storage (cuft)	Total Storage (cuft)
0.00	262.00	3,335	0.000	0.000
1.00	263.00	4,339	3,837	3,837
2.00	264.00	5,399	4,869	8,706
3.00	265.00	6,517	5,958	14,664
4.00	266.00	7,690	7,104	21,768



Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

Area 1 Detention

Stage-Discharge

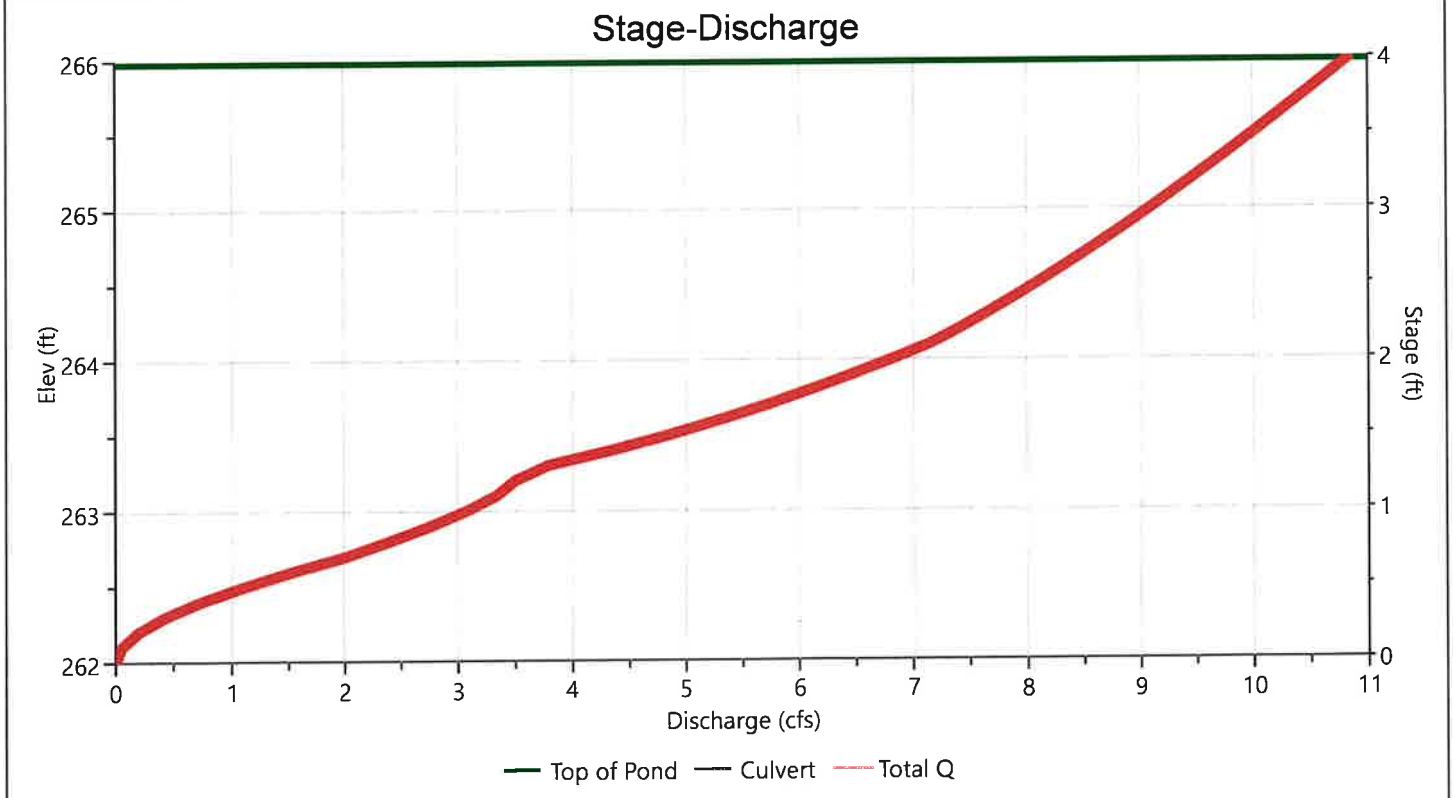
Culvert / Orifices	Culvert	Orifices		
		1	2	3
Rise, in	15			
Span, in	15			
No. Barrels	1			
Invert Elevation, ft	262.00			
Orifice Coefficient, Co	0.60			
Length, ft	26			
Barrel Slope, %	1			
N-Value, n	0.013			

Weirs	Riser*	Weirs		
		1	2	3
Shape / Type				
Crest Elevation, ft				
Crest Length, ft				
Angle, deg				
Weir Coefficient, Cw				

Perforated Riser	
Hole Diameter, in	
No. holes	
Invert Elevation, ft	
Height, ft	
Orifice Coefficient, Co	

Ancillary	
Exfiltration, in/hr	

*Routes through Culvert.



Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

Area 1 Detention

Stage-Storage-Discharge Summary

Stage (ft)	Elev. (ft)	Storage (cuft)	Culvert (cfs)	Orifices, cfs			Riser (cfs)	Weirs, cfs			Pf Riser (cfs)	Exfil (cfs)	User (cfs)	Total (cfs)
				1	2	3		1	2	3				
0.00	262.00	0.000	0.000											0.000
1.00	263.00	3,837	3.076 oc											3.076
2.00	264.00	8,706	6.831 oc											6.831
3.00	265.00	14,664	9.105 ic											9.105
4.00	266.00	21,768	10.85 ic											10.85

Suffix key: ic = inlet control, oc = outlet control, s = submerged weir

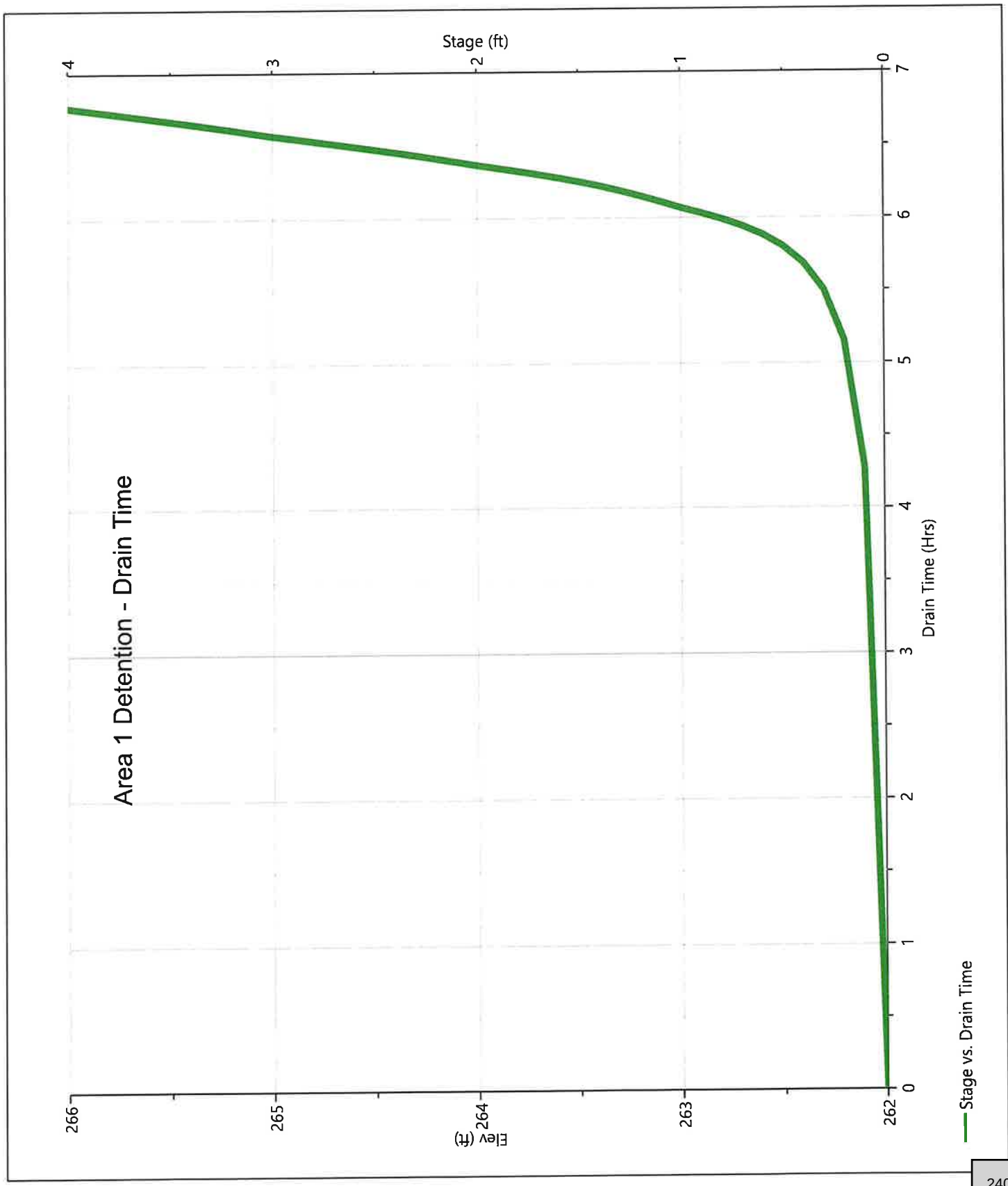
Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

Area 1 Detention

Pond Drawdown



Design Storm Report

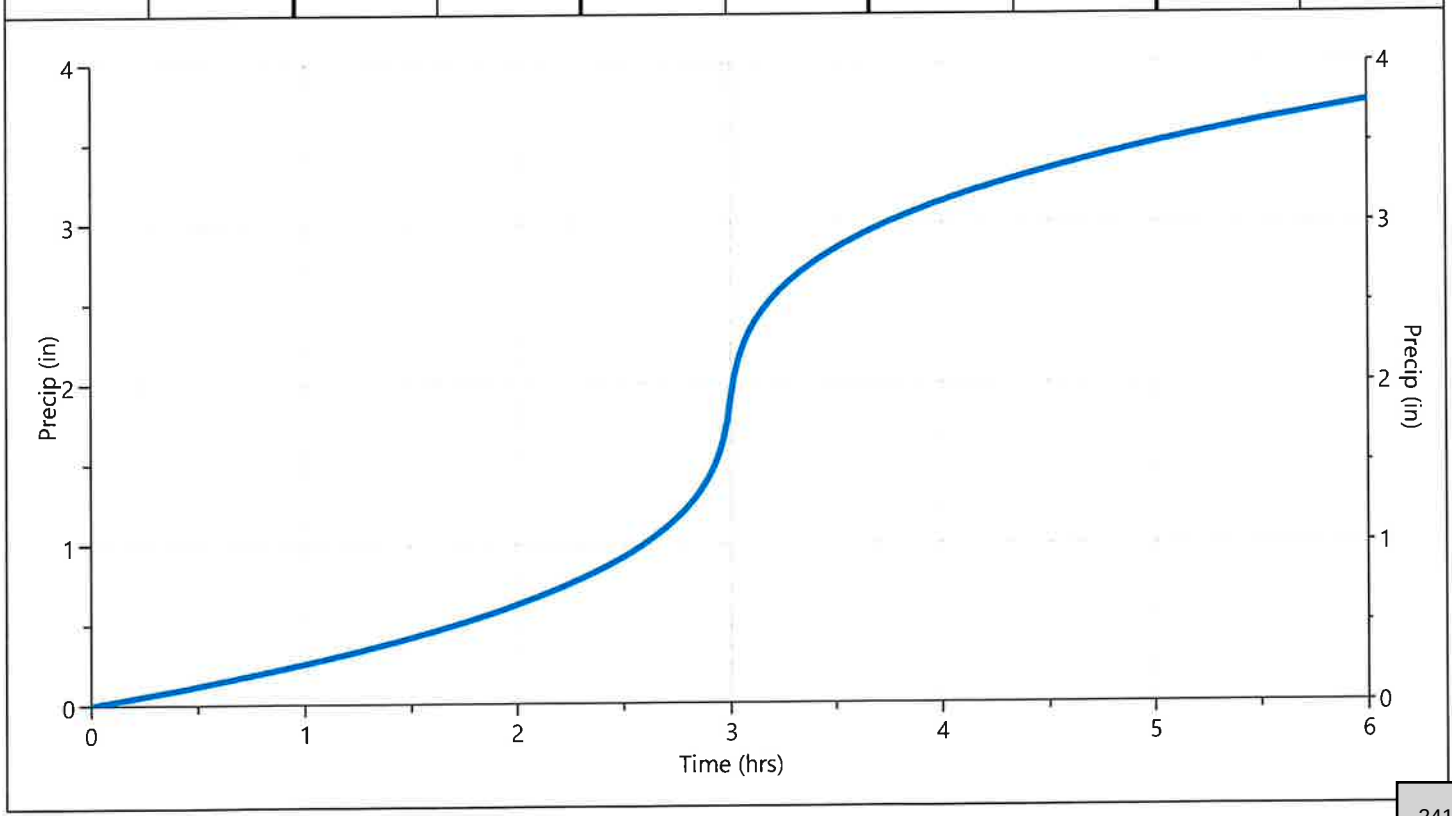
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	✔ 2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 2-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.012636	2.68	0.017471	2.87	0.032507	3.05	0.068997	3.23	0.022334
2.52	0.012941	2.70	0.018161	2.88	0.035720	3.07	0.056658	3.25	0.021213
2.53	0.013265	2.72	0.018921	2.90	0.039764	3.08	0.048270	3.27	0.020219
2.55	0.013609	2.73	0.019763	2.92	0.045012	3.10	0.042206	3.28	0.019331
2.57	0.013977	2.75	0.020702	2.93	0.052098	3.12	0.037619	3.30	0.018531
2.58	0.014370	2.77	0.021756	2.95	0.062180	3.13	0.034027	3.32	0.017808
2.60	0.014792	2.78	0.022949	2.97	0.077614	3.15	0.031136	3.33	0.017149
2.62	0.015246	2.80	0.024311	2.98	0.103961	3.17	0.028757	3.35	0.016548
2.63	0.015736	2.82	0.025883	3.00	0.157762	3.18	0.026764	3.37	0.015995
2.65	0.016266	2.83	0.027718	3.02	0.125390	3.20	0.025068	3.38	0.015486
2.67	0.016842	2.85	0.029891	3.03	0.088827	3.22	0.023607	3.40	0.015015



Hydrograph 5-yr Summary

11-16-2021

Hydrology Studio v3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre	4.775	0.63	10,886	---		
2	Rational	Post	11.70	0.30	12,631	---		
3	Pond Route	<name>	5.576	0.45	12,623	2	263.67	7,070

Hydrograph Report

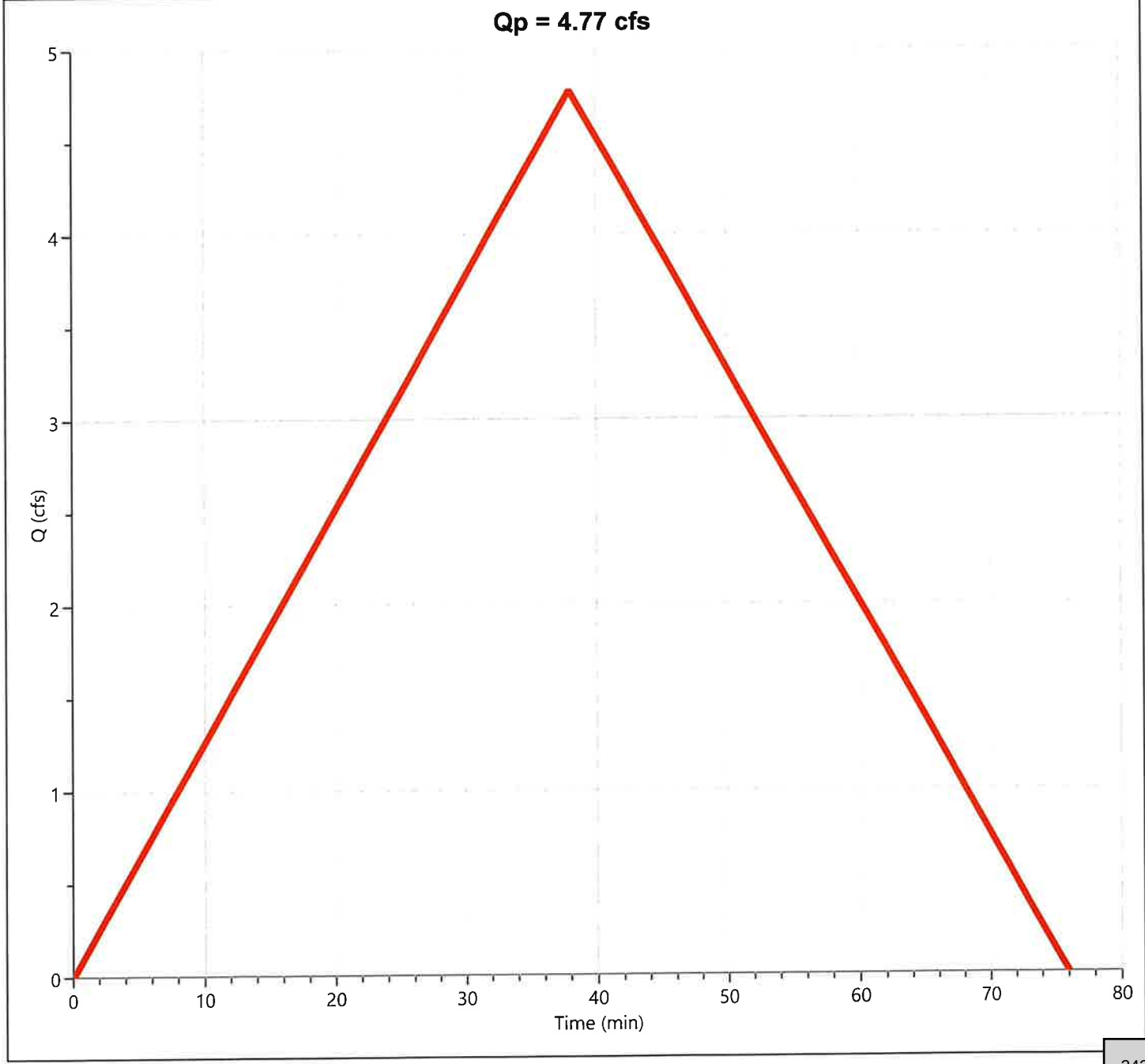
Hydrology Studio v 3.0.0.13

11-16-2021

Pre

Hyd. No. 1

Hydrograph Type	= Rational	Peak Flow	= 4.775 cfs
Storm Frequency	= 5-yr	Time to Peak	= 0.63 hrs
Time Interval	= 1 min	Runoff Volume	= 10,886 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 38.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 3.02 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

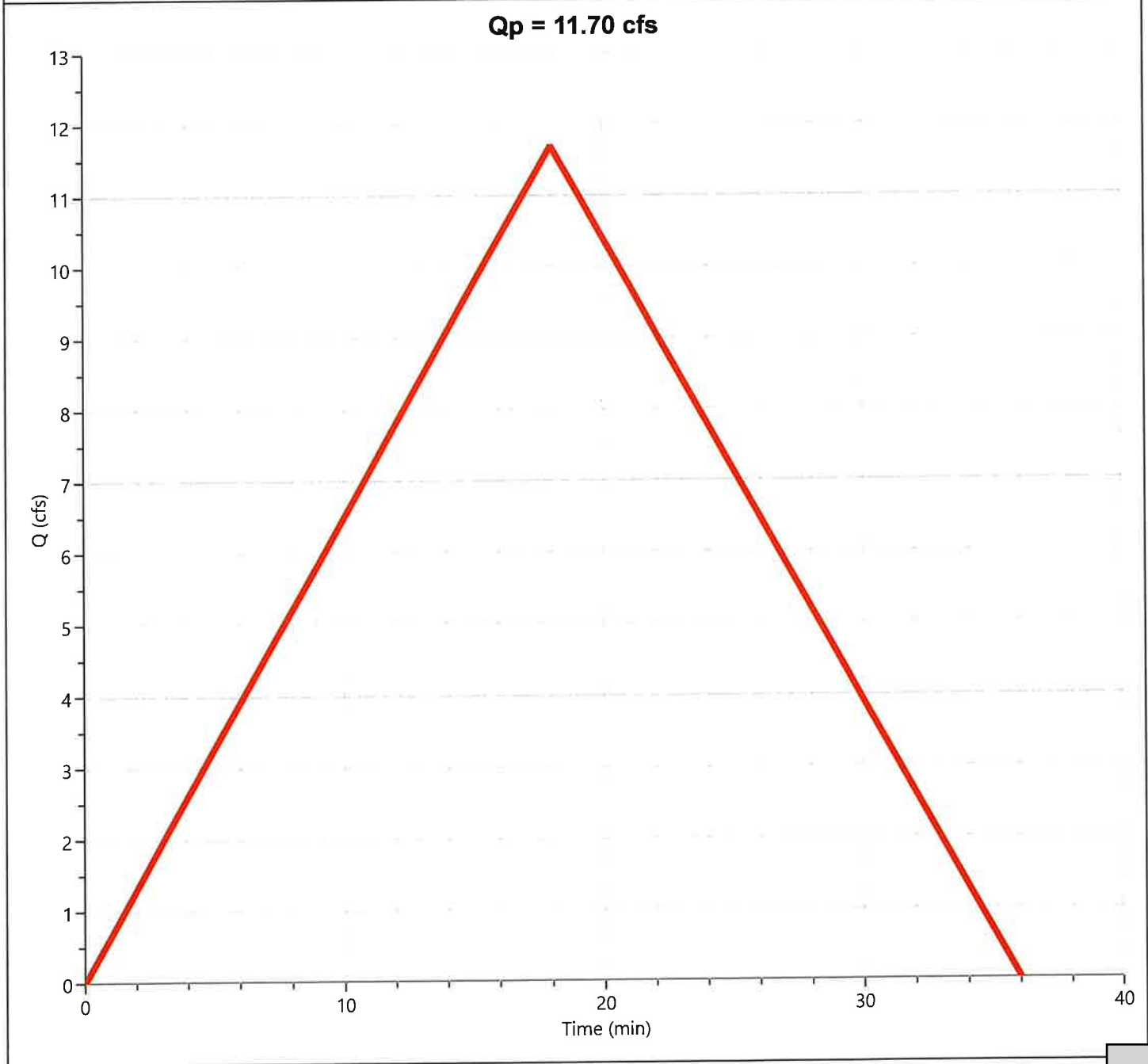
Hydrology Studio v 3.0.0.13

11-16-2021

Post

Hyd. No. 2

Hydrograph Type	= Rational	Peak Flow	= 11.70 cfs
Storm Frequency	= 5-yr	Time to Peak	= 0.30 hrs
Time Interval	= 1 min	Runoff Volume	= 12,631 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.57
Tc Method	= User	Time of Conc. (Tc)	= 18.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 4.54 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

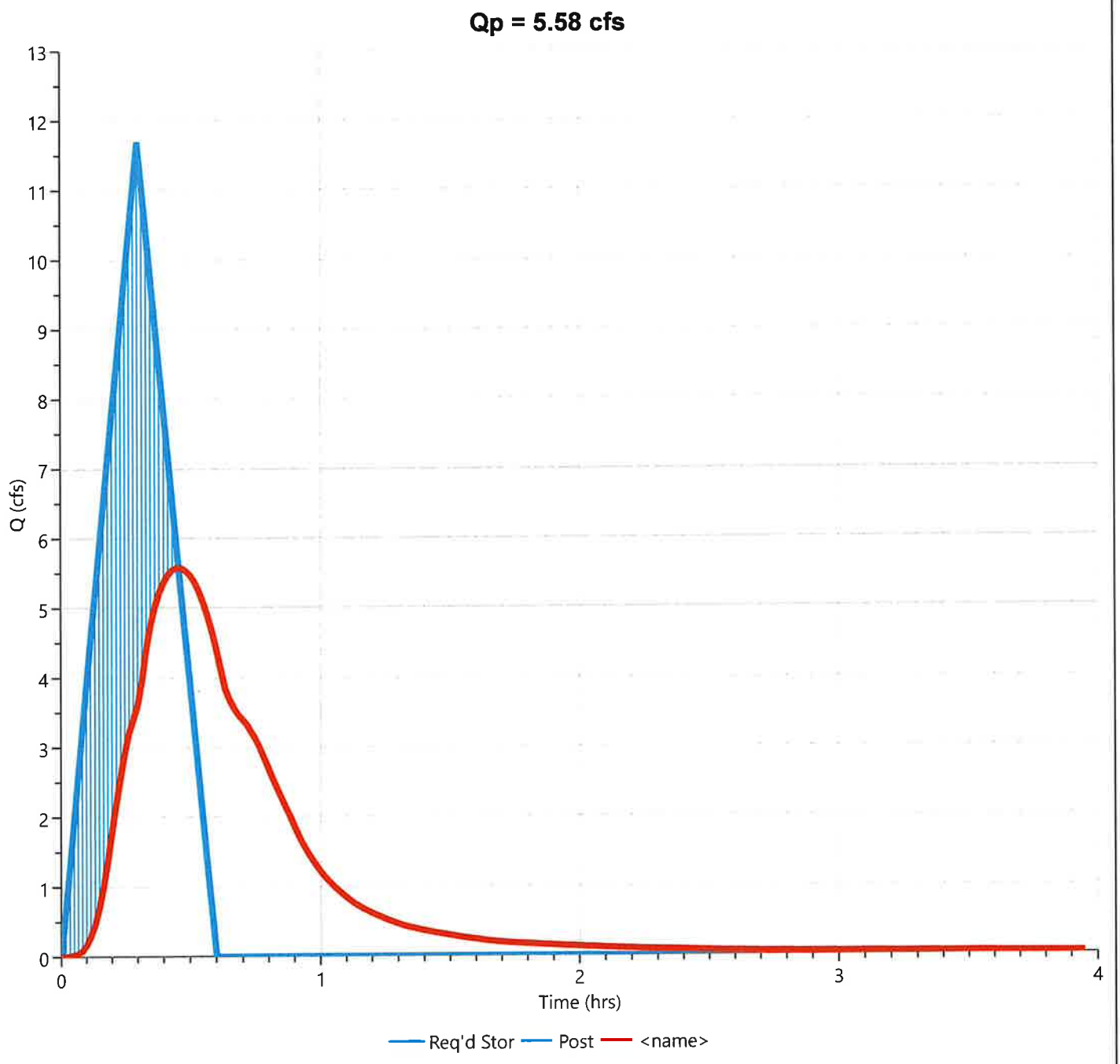
<name>

Hyd. No. 3

Hydrograph Type	= Pond Route	Peak Flow	= 5.576 cfs
Storm Frequency	= 5-yr	Time to Peak	= 0.45 hrs
Time Interval	= 1 min	Hydrograph Volume	= 12,623 cuft
Inflow Hydrograph	= 2 - Post	Max. Elevation	= 263.67 ft
Pond Name	= Area 1 Detention	Max. Storage	= 7,070 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

Cust

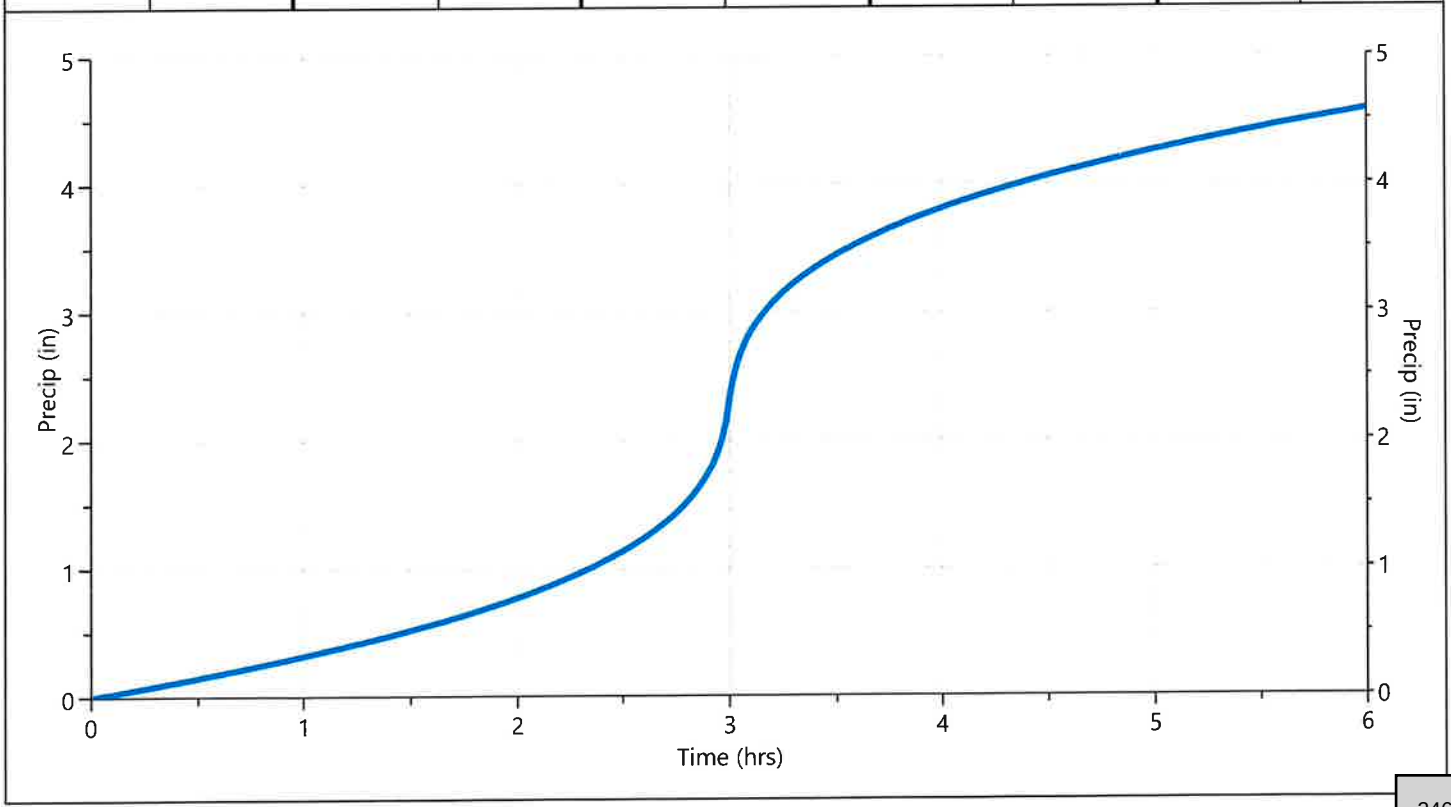
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	✔ 5-yr	10-yr	25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 5-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.015465	2.68	0.021265	2.87	0.039153	3.05	0.082311	3.23	0.027068
2.52	0.015831	2.70	0.022089	2.88	0.042960	3.07	0.067721	3.25	0.025733
2.53	0.016221	2.72	0.022997	2.90	0.047747	3.08	0.057807	3.27	0.024547
2.55	0.016635	2.73	0.024003	2.92	0.053955	3.10	0.050636	3.28	0.023487
2.57	0.017077	2.75	0.025123	2.93	0.062331	3.12	0.045208	3.30	0.022532
2.58	0.017549	2.77	0.026380	2.95	0.074249	3.13	0.040954	3.32	0.021667
2.60	0.018055	2.78	0.027801	2.97	0.092507	3.15	0.037527	3.33	0.020880
2.62	0.018600	2.80	0.029423	2.98	0.123749	3.17	0.034705	3.35	0.020160
2.63	0.019187	2.82	0.031292	3.00	0.187971	3.18	0.032338	3.37	0.019498
2.65	0.019822	2.83	0.033472	3.02	0.149254	3.20	0.030323	3.38	0.018888
2.67	0.020512	2.85	0.036051	3.03	0.105789	3.22	0.028584	3.40	0.018322



Hydrograph 10-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre	5.450	0.63	12,427	----		
2	Rational	Post	13.28	0.30	14,342	----		
3	Pond Route	<name>	6.306	0.45	14,335	2	263.85	7,982

Hydrograph Report

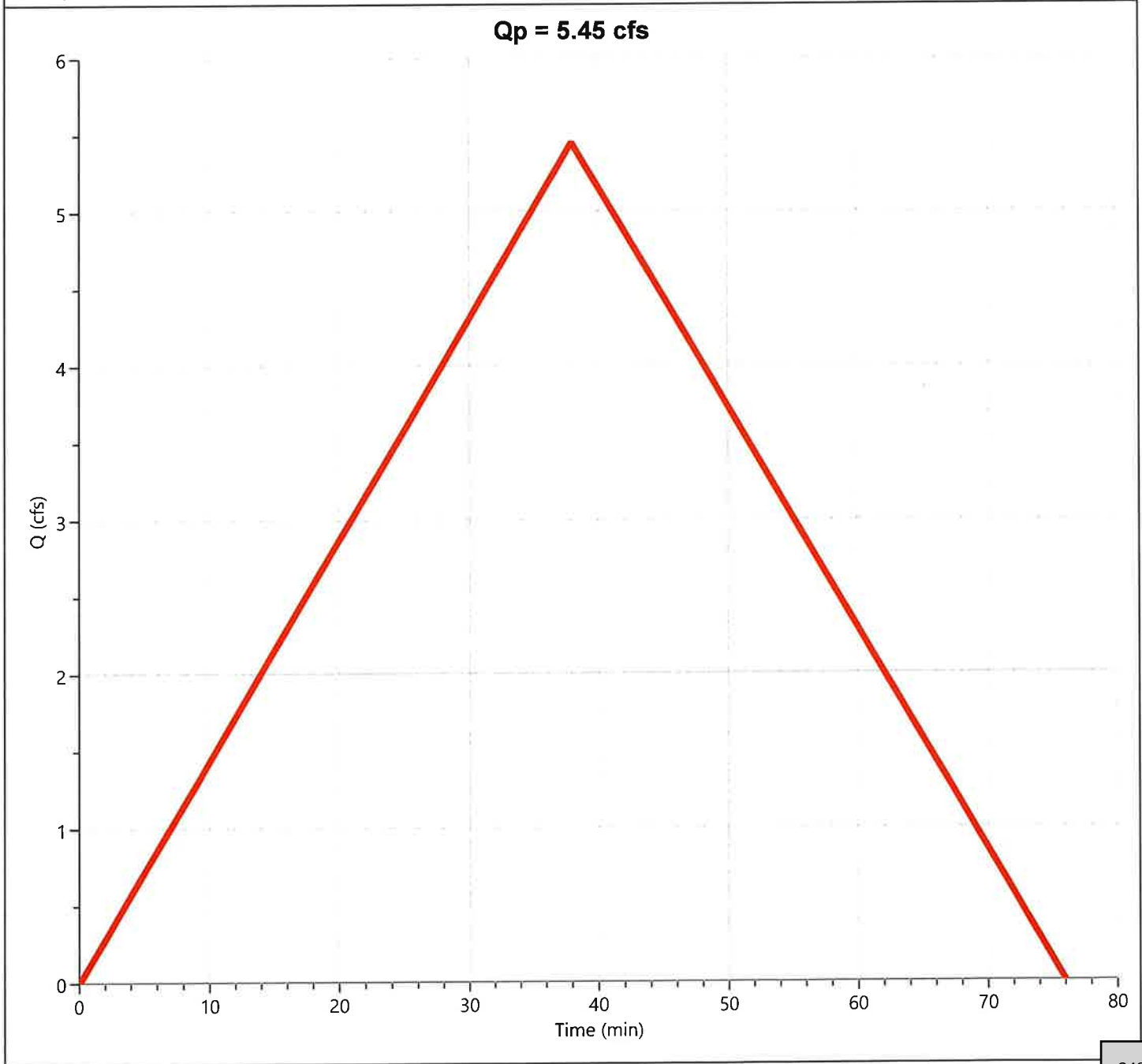
Hydrology Studio v 3.0.0.13

11-16-2021

Pre

Hyd. No. 1

Hydrograph Type	= Rational	Peak Flow	= 5.450 cfs
Storm Frequency	= 10-yr	Time to Peak	= 0.63 hrs
Time Interval	= 1 min	Runoff Volume	= 12,427 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 38.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 3.45 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

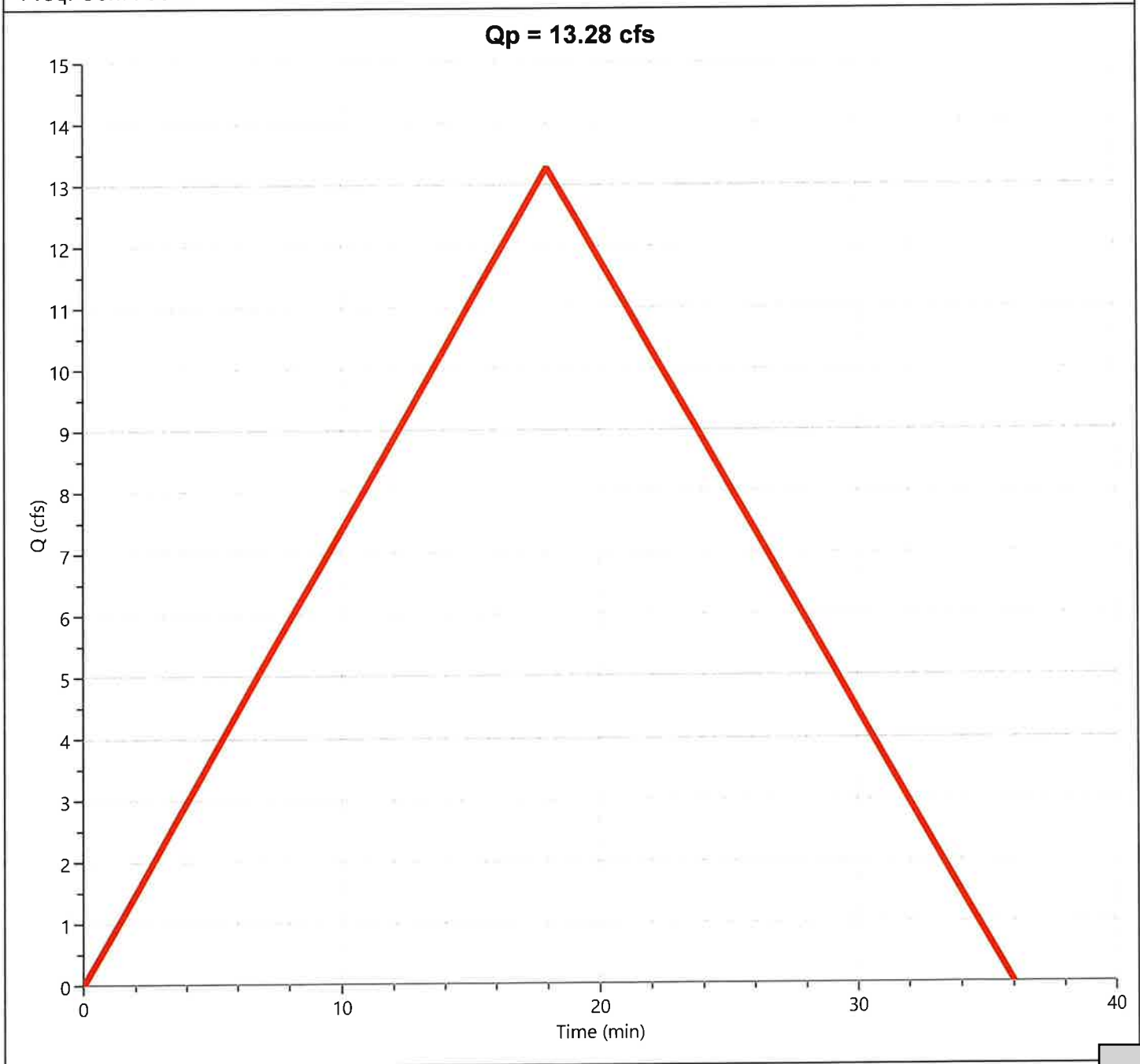
Hydrology Studio v 3.0.0.13

11-16-2021

Post

Hyd. No. 2

Hydrograph Type	= Rational	Peak Flow	= 13.28 cfs
Storm Frequency	= 10-yr	Time to Peak	= 0.30 hrs
Time Interval	= 1 min	Runoff Volume	= 14,342 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.57
Tc Method	= User	Time of Conc. (Tc)	= 18.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 5.15 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

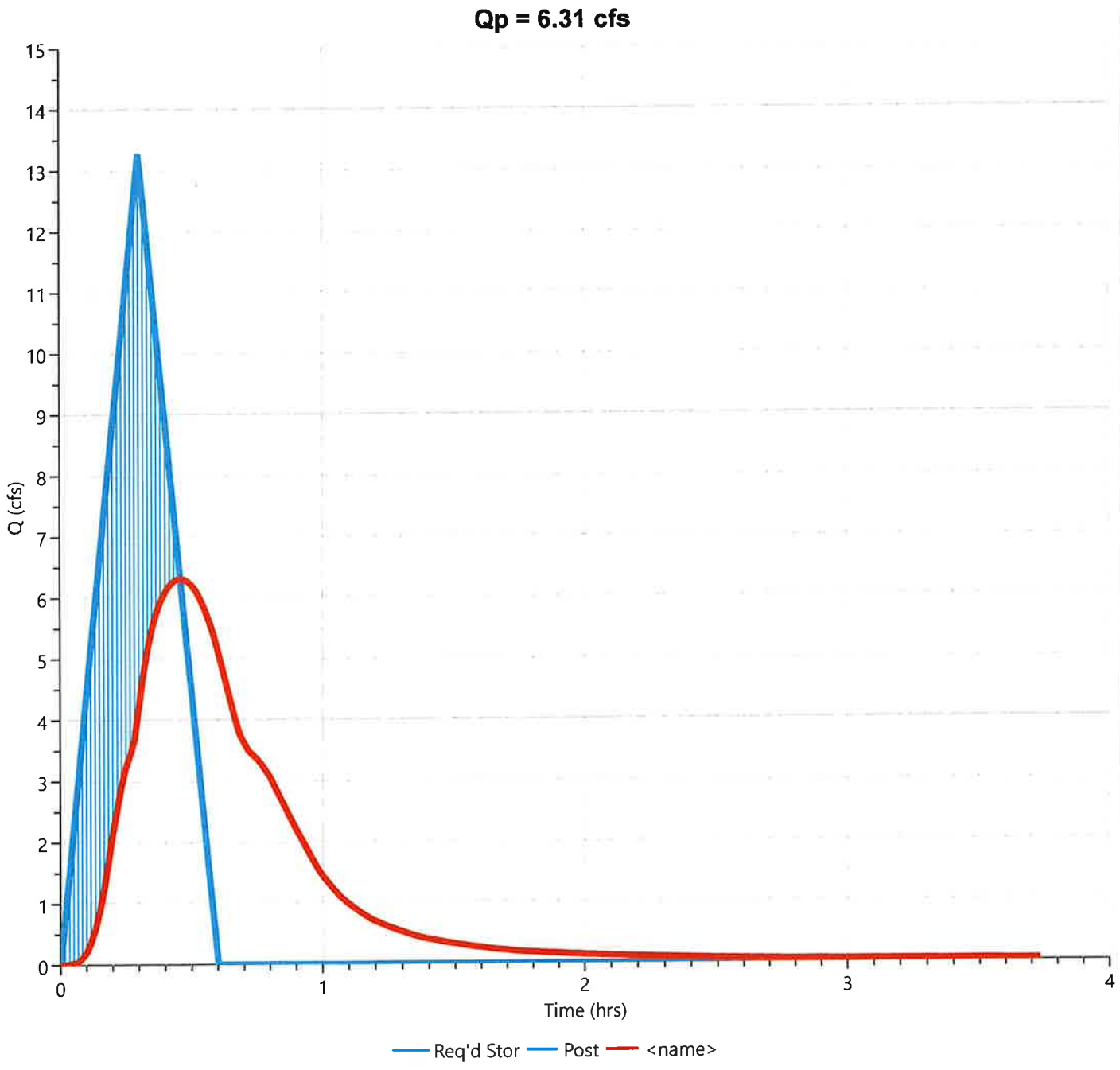
<name>

Hyd. No. 3

Hydrograph Type	= Pond Route	Peak Flow	= 6.306 cfs
Storm Frequency	= 10-yr	Time to Peak	= 0.45 hrs
Time Interval	= 1 min	Hydrograph Volume	= 14,335 cuft
Inflow Hydrograph	= 2 - Post	Max. Elevation	= 263.85 ft
Pond Name	= Area 1 Detention	Max. Storage	= 7,982 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

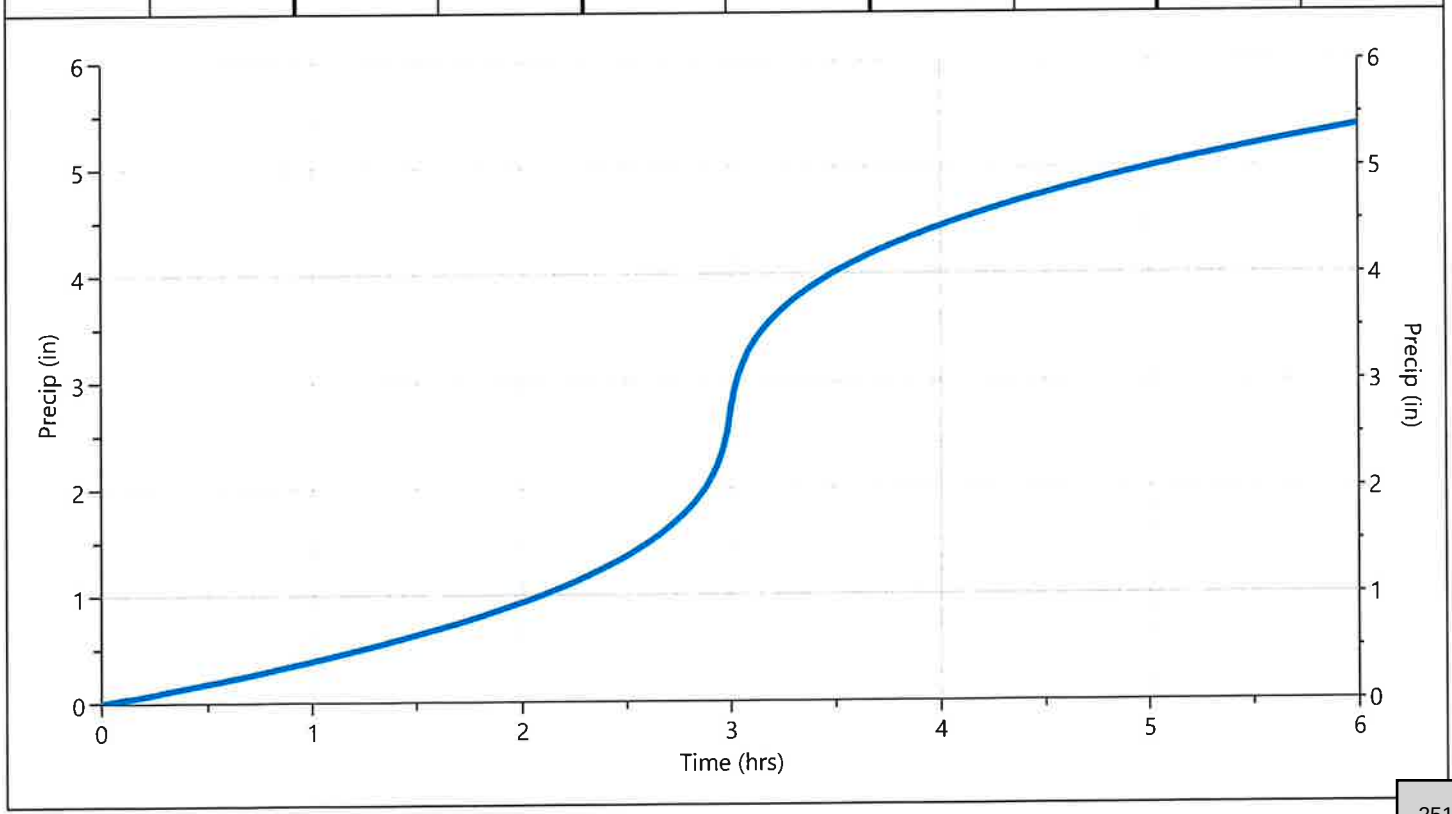
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	✔ 10-yr	25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 10-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.018267	2.68	0.024830	2.87	0.044762	3.05	0.092773	3.23	0.031332
2.52	0.018685	2.70	0.025757	2.88	0.048979	3.07	0.076454	3.25	0.029840
2.53	0.019128	2.72	0.026777	2.90	0.054280	3.08	0.065430	3.27	0.028514
2.55	0.019598	2.73	0.027904	2.92	0.061158	3.10	0.057480	3.28	0.027326
2.57	0.020100	2.75	0.029158	2.93	0.070456	3.12	0.051469	3.30	0.026254
2.58	0.020635	2.77	0.030563	2.95	0.083739	3.13	0.046757	3.32	0.025283
2.60	0.021209	2.78	0.032150	2.97	0.104263	3.15	0.042960	3.33	0.024397
2.62	0.021824	2.80	0.033957	2.98	0.139989	3.17	0.039829	3.35	0.023586
2.63	0.022488	2.82	0.036037	3.00	0.216231	3.18	0.037200	3.37	0.022839
2.65	0.023205	2.83	0.038460	3.02	0.169794	3.20	0.034959	3.38	0.022150
2.67	0.023983	2.85	0.041323	3.03	0.119351	3.22	0.033023	3.40	0.021511



Hydrograph 25-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre	6.371	0.63	14,526	----		
2	Rational	Post	15.41	0.30	16,638	----		
3	Pond Route	<name>	7.142	0.47	16,630	2	264.10	9,267

Hydrograph Report

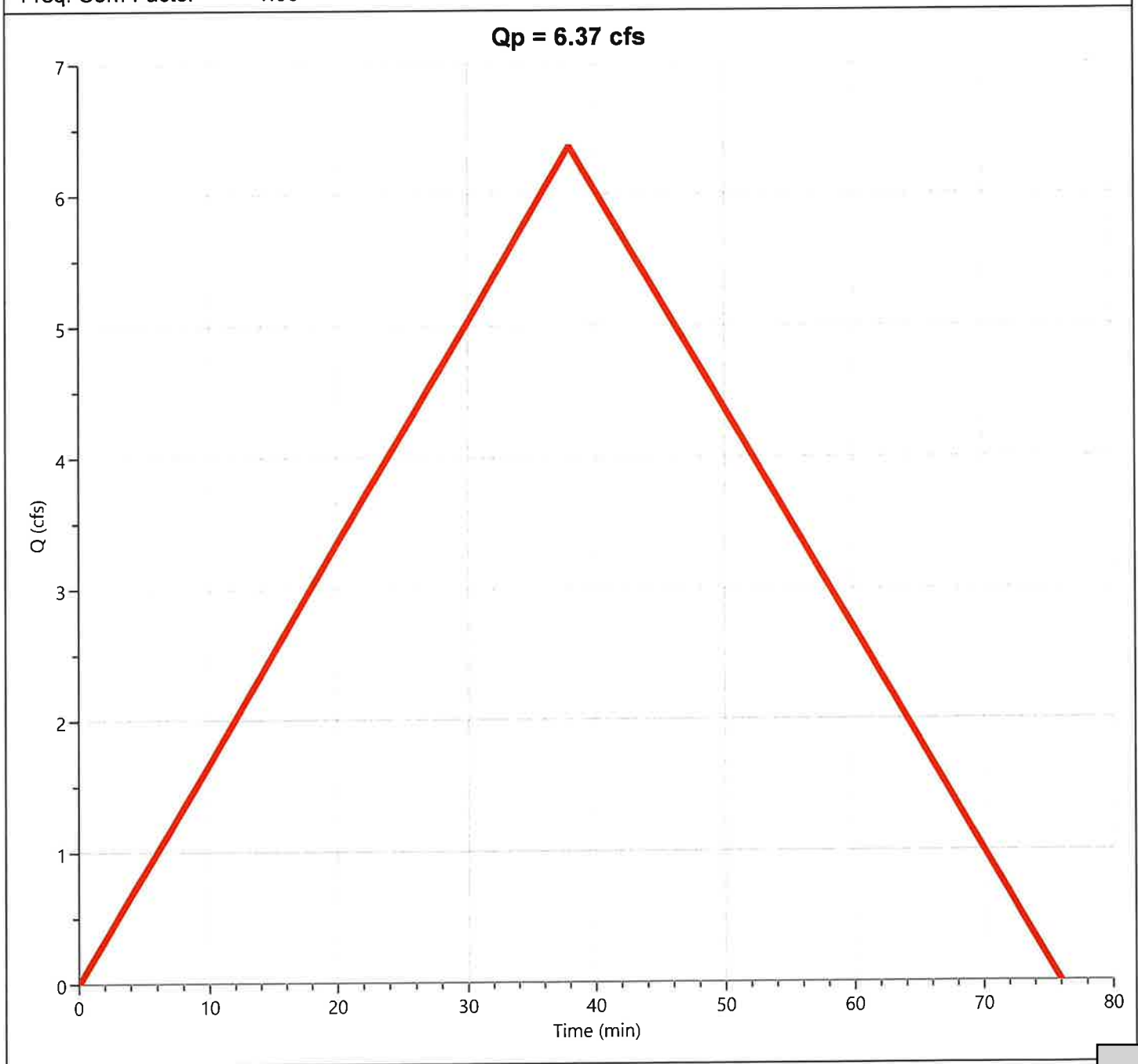
Hydrology Studio v 3.0.0.13

11-16-2021

Pre

Hyd. No. 1

Hydrograph Type	= Rational	Peak Flow	= 6.371 cfs
Storm Frequency	= 25-yr	Time to Peak	= 0.63 hrs
Time Interval	= 1 min	Runoff Volume	= 14,526 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 38.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 4.03 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

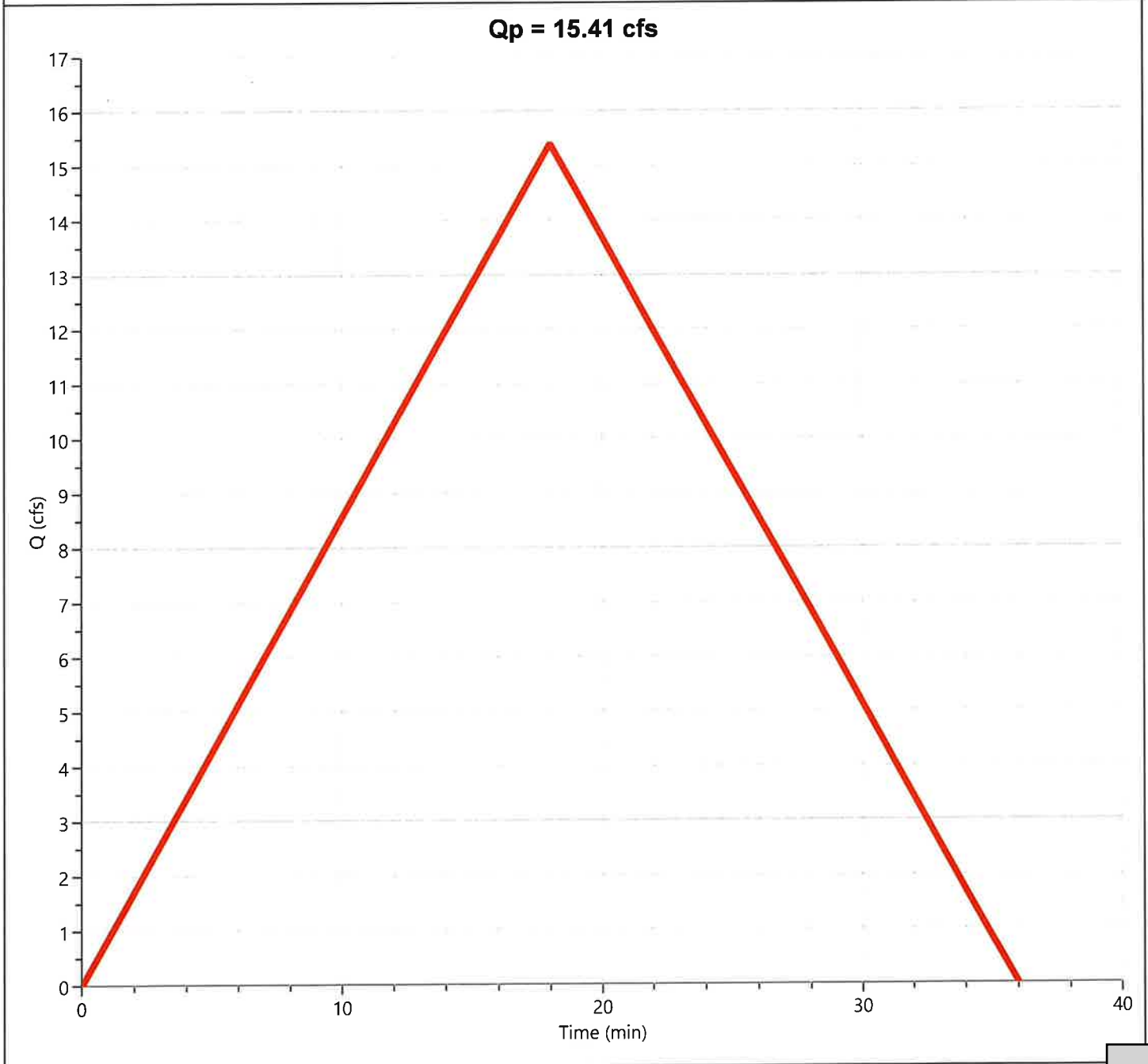
Hydrology Studio v 3.0.0.13

11-16-2021

Post

Hyd. No. 2

Hydrograph Type	= Rational	Peak Flow	= 15.41 cfs
Storm Frequency	= 25-yr	Time to Peak	= 0.30 hrs
Time Interval	= 1 min	Runoff Volume	= 16,638 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.57
Tc Method	= User	Time of Conc. (Tc)	= 18.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 5.98 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

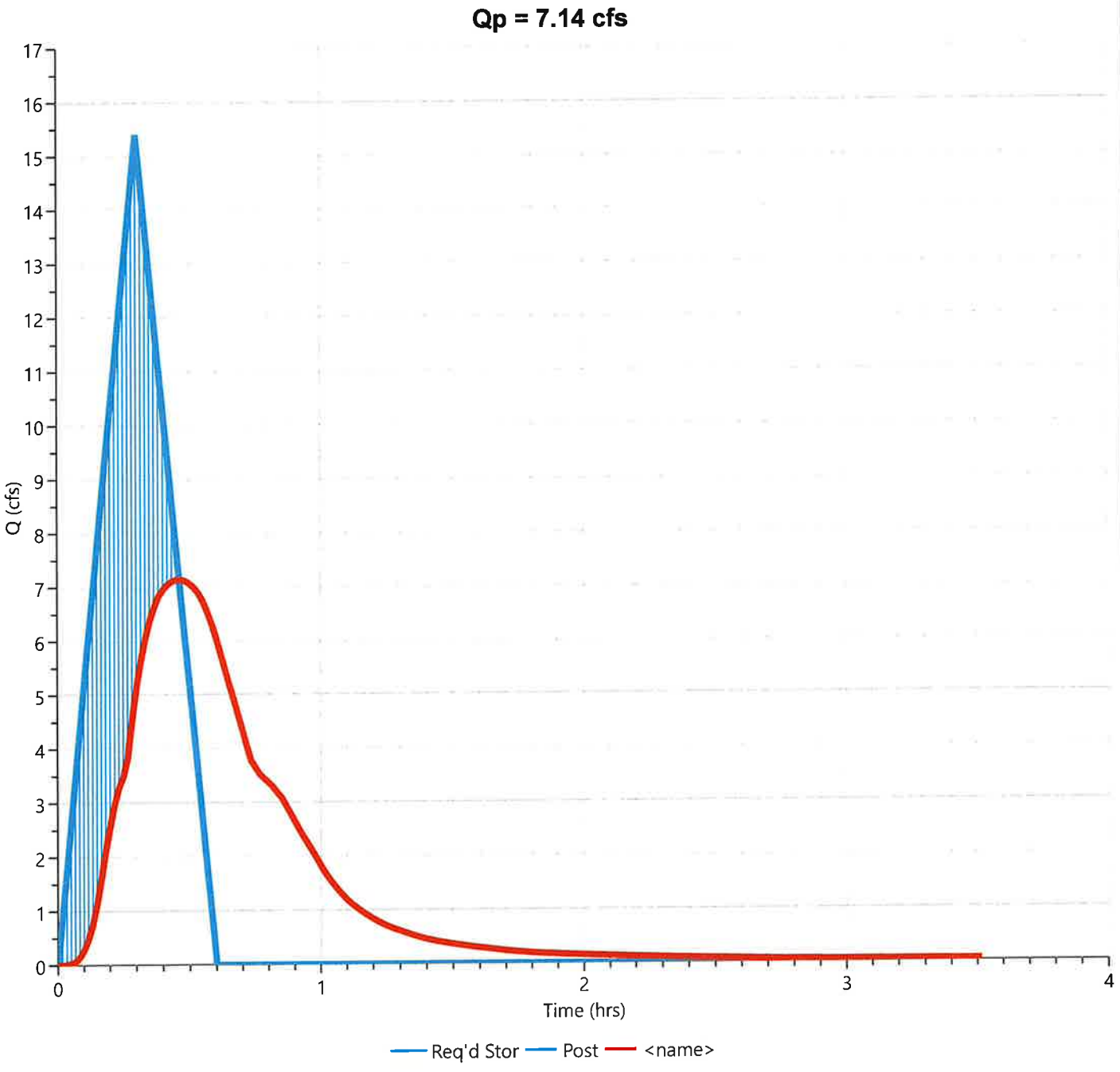
<name>

Hyd. No. 3

Hydrograph Type	= Pond Route	Peak Flow	= 7.142 cfs
Storm Frequency	= 25-yr	Time to Peak	= 0.47 hrs
Time Interval	= 1 min	Hydrograph Volume	= 16,630 cuft
Inflow Hydrograph	= 2 - Post	Max. Elevation	= 264.10 ft
Pond Name	= Area 1 Detention	Max. Storage	= 9,267 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

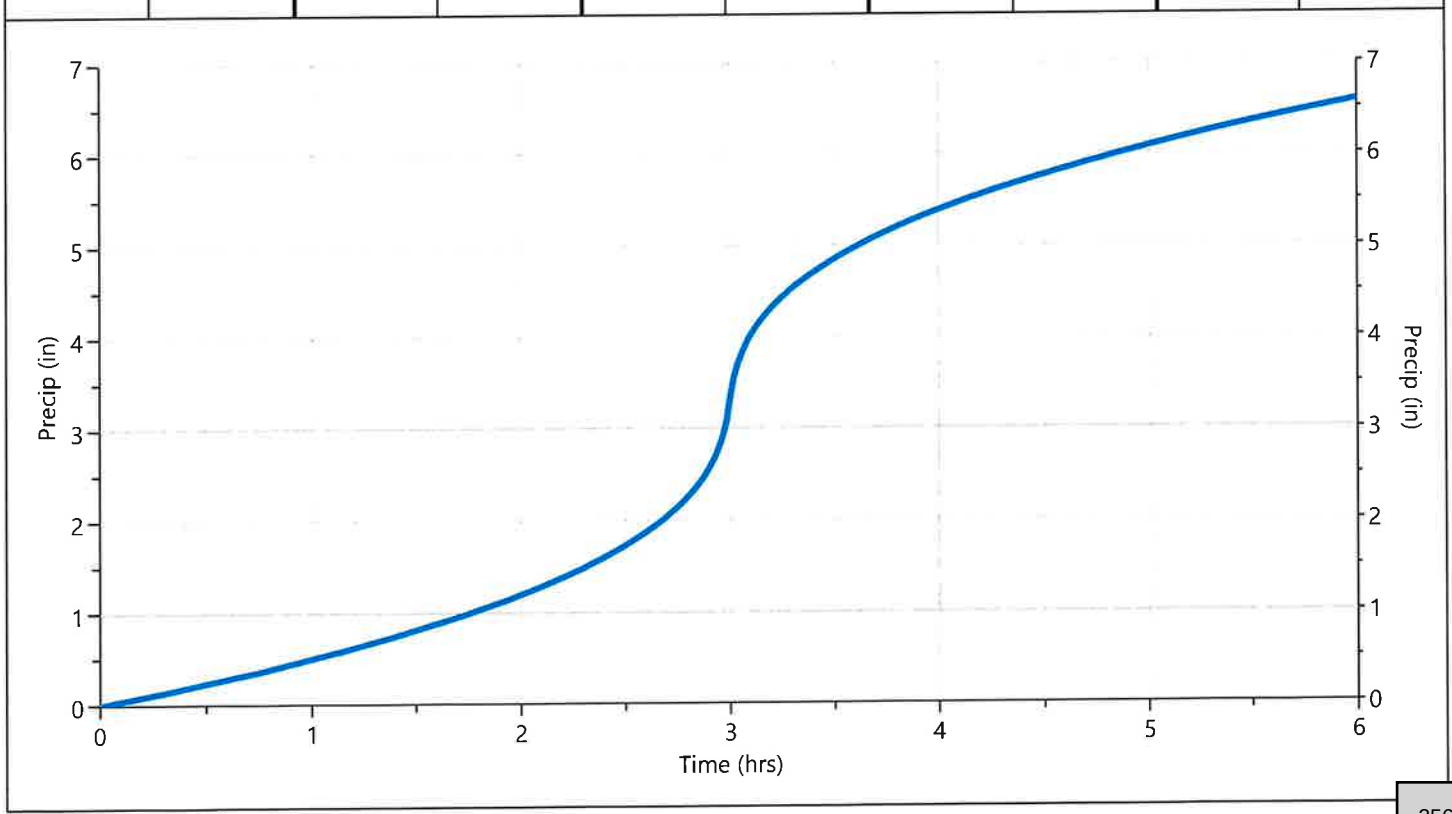
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	10-yr	✔ 25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 25-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.022407	2.68	0.029967	2.87	0.052407	3.05	0.106281	3.23	0.037347
2.52	0.022892	2.70	0.031025	2.88	0.057111	3.07	0.087818	3.25	0.035661
2.53	0.023406	2.72	0.032186	2.90	0.063019	3.08	0.075461	3.27	0.034159
2.55	0.023951	2.73	0.033467	2.92	0.070689	3.10	0.066587	3.28	0.032810
2.57	0.024532	2.75	0.034889	2.93	0.081085	3.12	0.059886	3.30	0.031591
2.58	0.025150	2.77	0.036479	2.95	0.096031	3.13	0.054633	3.32	0.030483
2.60	0.025812	2.78	0.038270	2.97	0.119437	3.15	0.050395	3.33	0.029472
2.62	0.026521	2.80	0.040306	2.98	0.161357	3.17	0.046895	3.35	0.028543
2.63	0.027284	2.82	0.042644	**3.00**	**0.257015**	3.18	0.043950	3.37	0.027687
2.65	0.028106	2.83	0.045362	3.02	0.197678	3.20	0.041433	3.38	0.026895
2.67	0.028998	2.85	0.048565	3.03	0.136942	3.22	0.039254	3.40	0.026160



Hydrograph 50-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre	7.084	0.63	16,151	---		
2	Rational	Post	17.04	0.30	18,400	---		
3	Pond Route	<name>	7.585	0.47	18,392	2	264.27	10,336

Hydrograph Report

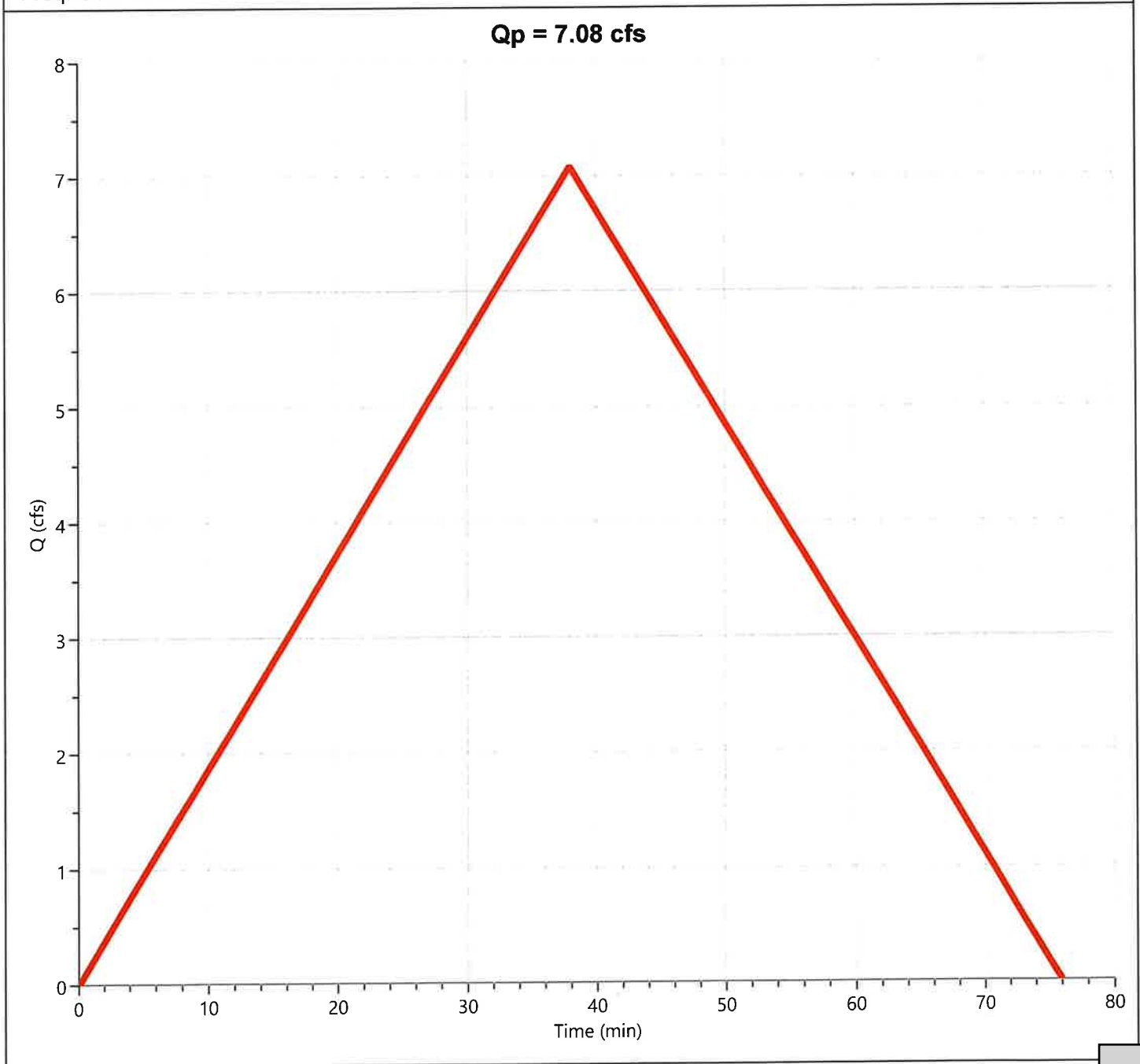
Hydrology Studio v 3.0.0.13

11-16-2021

Pre

Hyd. No. 1

Hydrograph Type	= Rational	Peak Flow	= 7.084 cfs
Storm Frequency	= 50-yr	Time to Peak	= 0.63 hrs
Time Interval	= 1 min	Runoff Volume	= 16,151 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 38.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 4.48 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

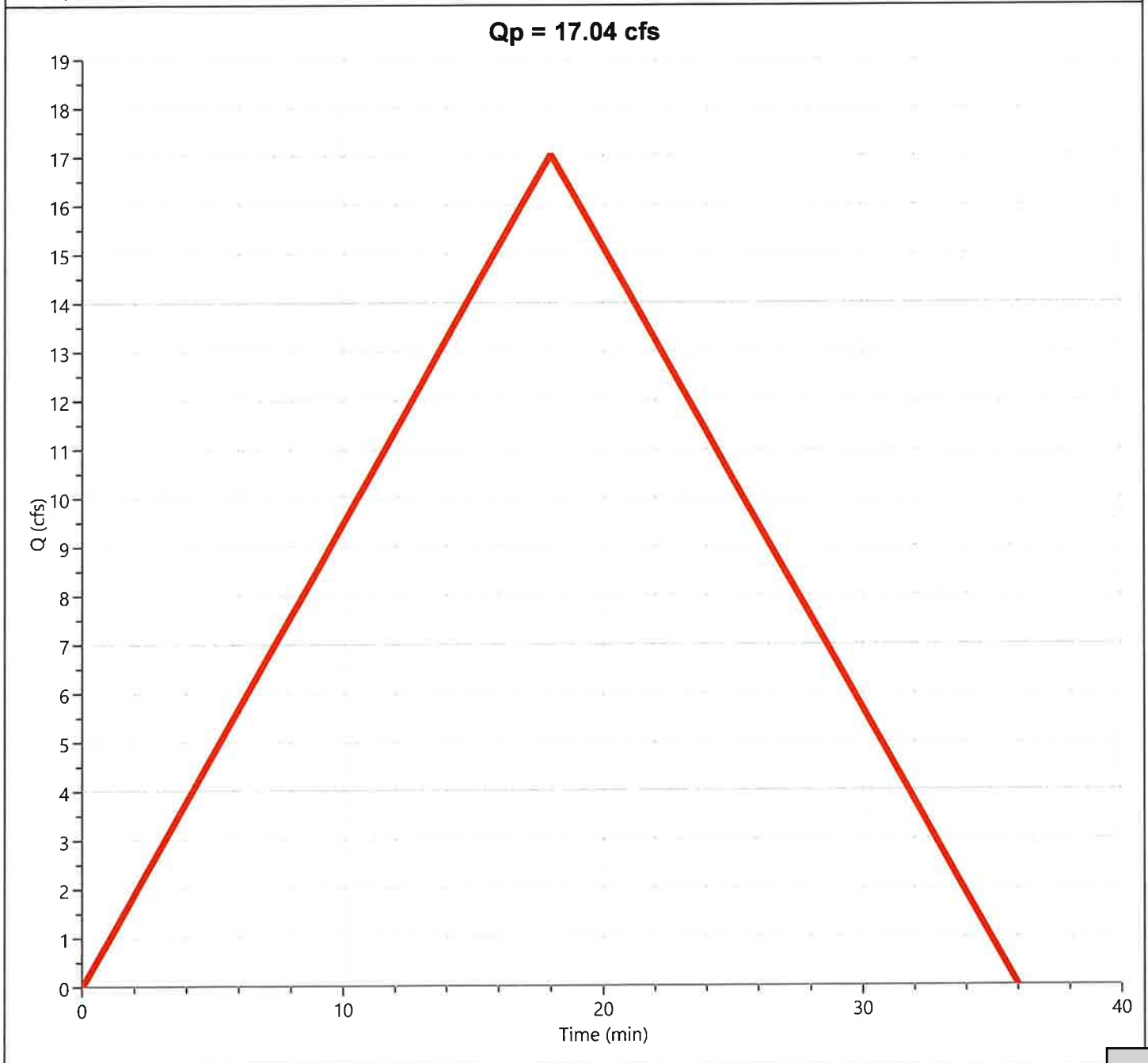
Hydrology Studio v 3.0.0.13

11-16-2021

Post

Hyd. No. 2

Hydrograph Type	= Rational	Peak Flow	= 17.04 cfs
Storm Frequency	= 50-yr	Time to Peak	= 0.30 hrs
Time Interval	= 1 min	Runoff Volume	= 18,400 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.57
Tc Method	= User	Time of Conc. (Tc)	= 18.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 6.61 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

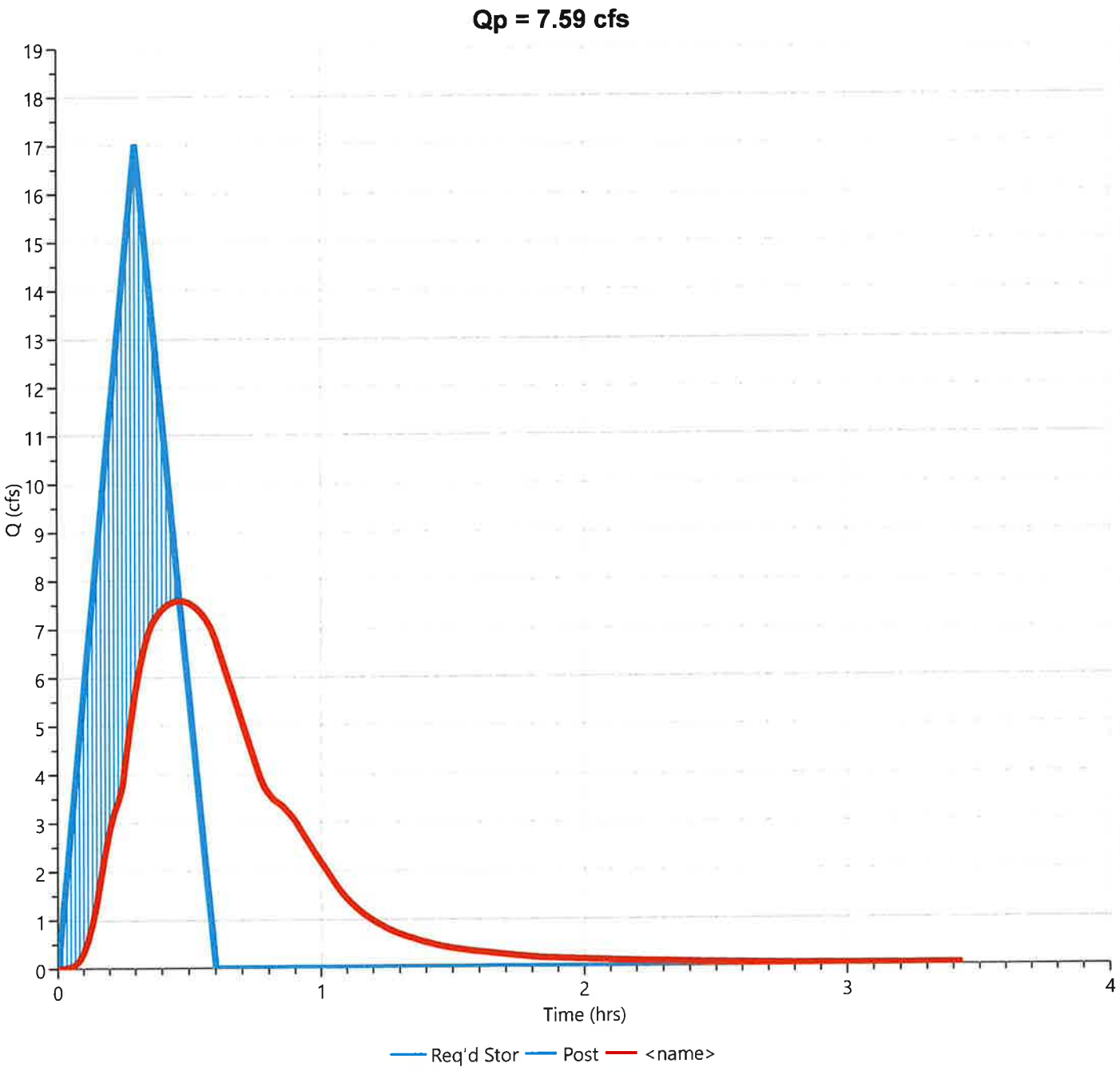
<name>

Hyd. No. 3

Hydrograph Type	= Pond Route	Peak Flow	= 7.585 cfs
Storm Frequency	= 50-yr	Time to Peak	= 0.47 hrs
Time Interval	= 1 min	Hydrograph Volume	= 18,392 cuft
Inflow Hydrograph	= 2 - Post	Max. Elevation	= 264.27 ft
Pond Name	= Area 1 Detention	Max. Storage	= 10,336 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

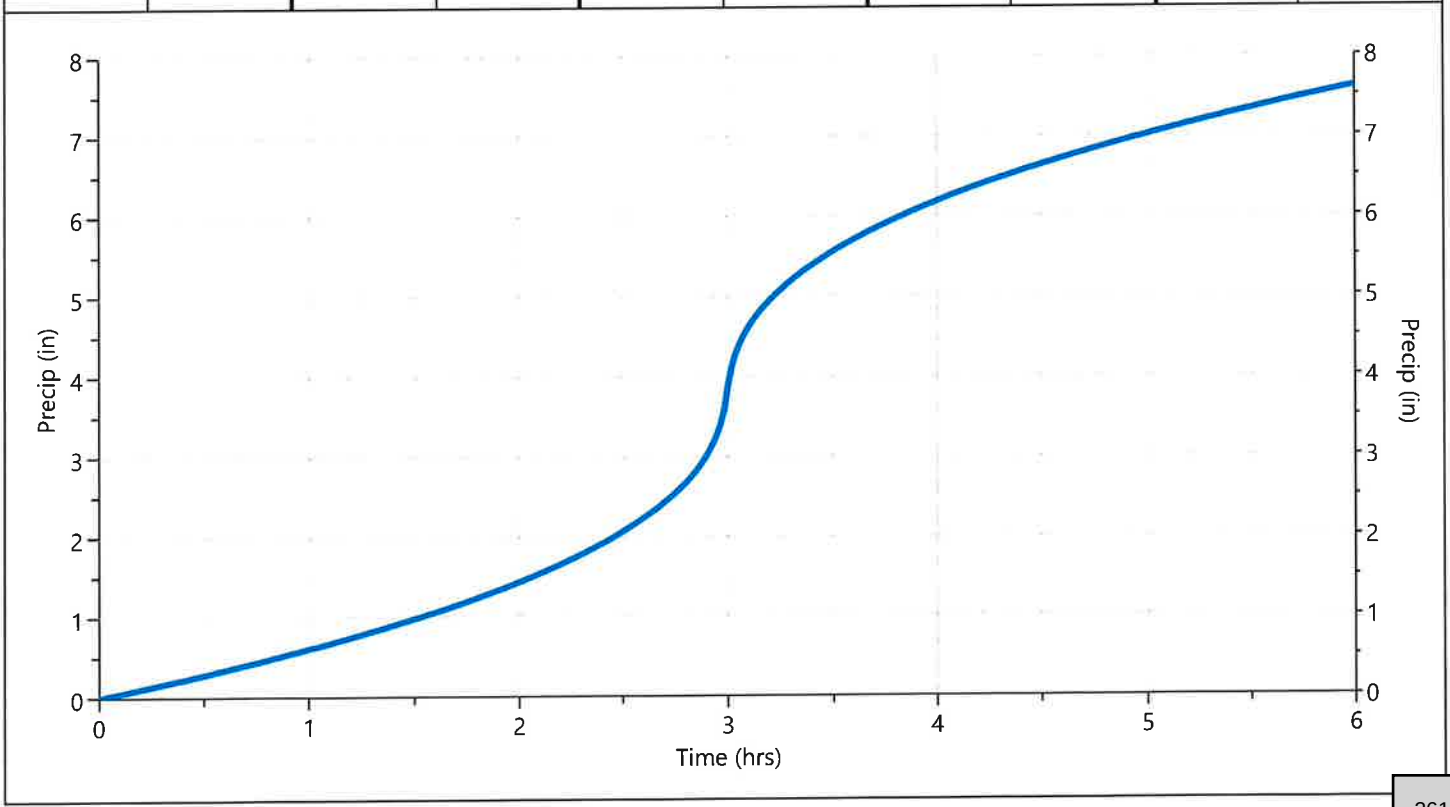
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	✔ 50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 50-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.025937	2.68	0.034172	2.87	0.058067	3.05	0.115413	3.23	0.042096
2.52	0.026471	2.70	0.035314	2.88	0.063029	3.07	0.095540	3.25	0.040294
2.53	0.027034	2.72	0.036564	2.90	0.069260	3.08	0.082404	3.27	0.038684
2.55	0.027632	2.73	0.037941	2.92	0.077356	3.10	0.073024	3.28	0.037236
2.57	0.028266	2.75	0.039467	2.93	0.088370	3.12	0.065956	3.30	0.035924
2.58	0.028942	2.77	0.041168	2.95	0.104339	3.13	0.060416	3.32	0.034730
2.60	0.029664	2.78	0.043081	2.97	0.129807	3.15	0.055941	3.33	0.033637
2.62	0.030436	2.80	0.045250	2.98	0.177294	3.17	0.052240	3.35	0.032631
2.63	0.031265	2.82	0.047735	3.00	0.297474	3.18	0.049121	3.37	0.031703
2.65	0.032158	2.83	0.050617	3.02	0.220806	3.20	0.046448	3.38	0.030843
2.67	0.033124	2.85	0.054008	3.03	0.149314	3.22	0.044130	3.40	0.030043



Hydrograph 100-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre	7.804	0.63	17,793	----		
2	Rational	Post	18.62	0.30	20,111	----		
3	Pond Route	<name>	7.992	0.47	20,103	2	264.46	11,419

Hydrograph Report

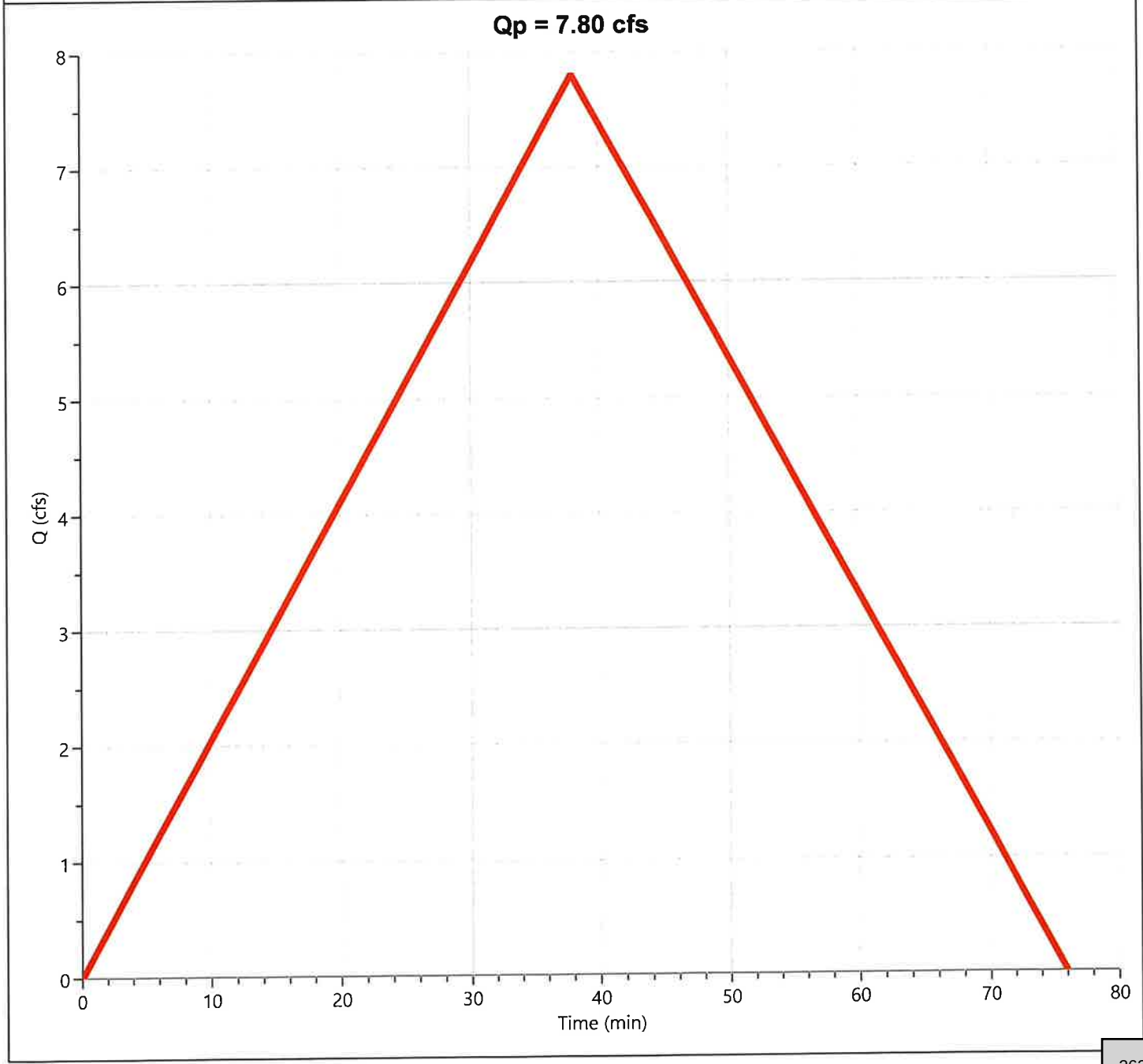
Hydrology Studio v 3.0.0.13

11-16-2021

Pre

Hyd. No. 1

Hydrograph Type	= Rational	Peak Flow	= 7.804 cfs
Storm Frequency	= 100-yr	Time to Peak	= 0.63 hrs
Time Interval	= 1 min	Runoff Volume	= 17,793 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 38.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 4.93 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

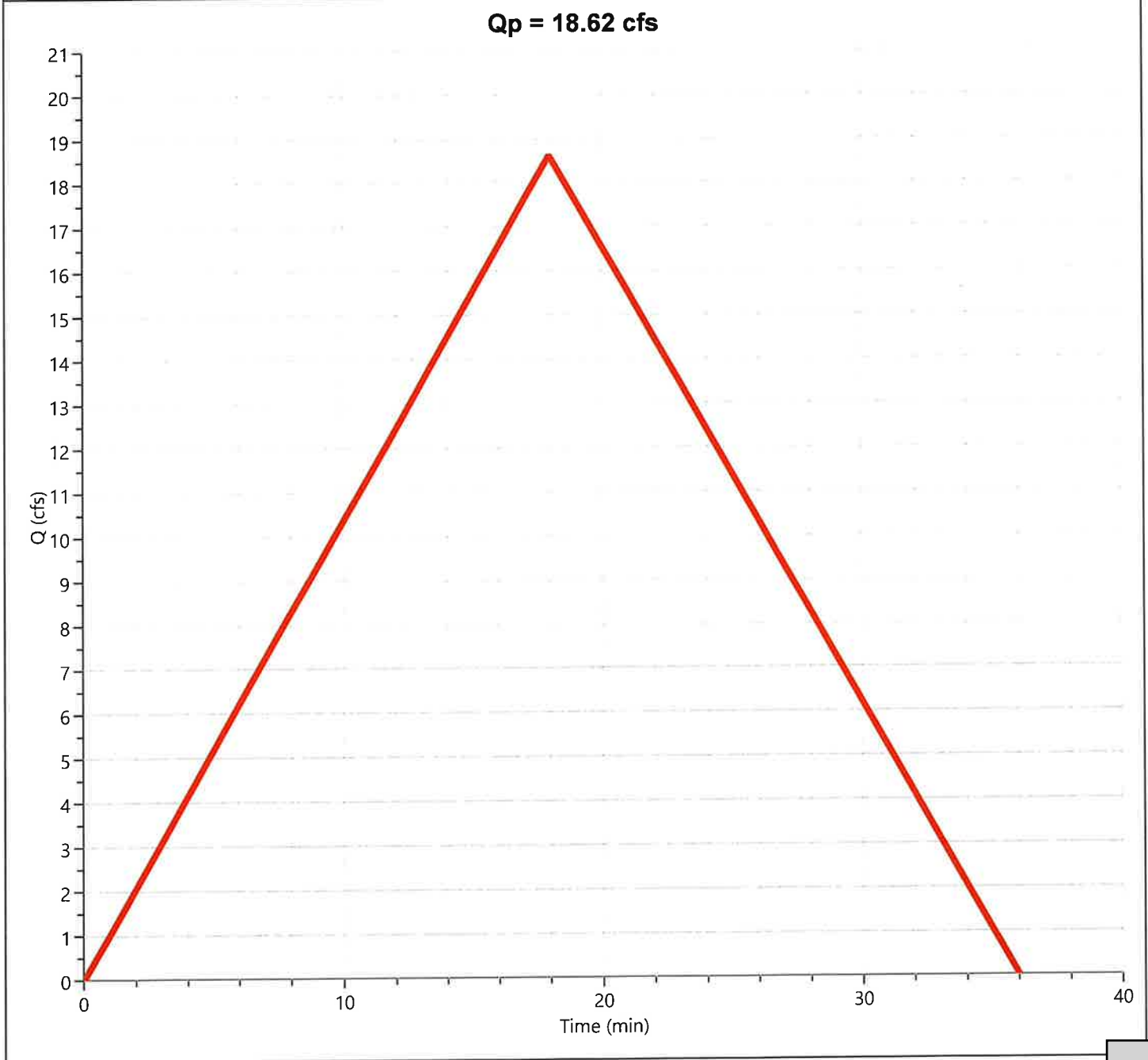
Hydrology Studio v 3.0.0.13

11-16-2021

Post

Hyd. No. 2

Hydrograph Type	= Rational	Peak Flow	= 18.62 cfs
Storm Frequency	= 100-yr	Time to Peak	= 0.30 hrs
Time Interval	= 1 min	Runoff Volume	= 20,111 cuft
Drainage Area	= 4.52 ac	Runoff Coeff.	= 0.57
Tc Method	= User	Time of Conc. (Tc)	= 18.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 7.23 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

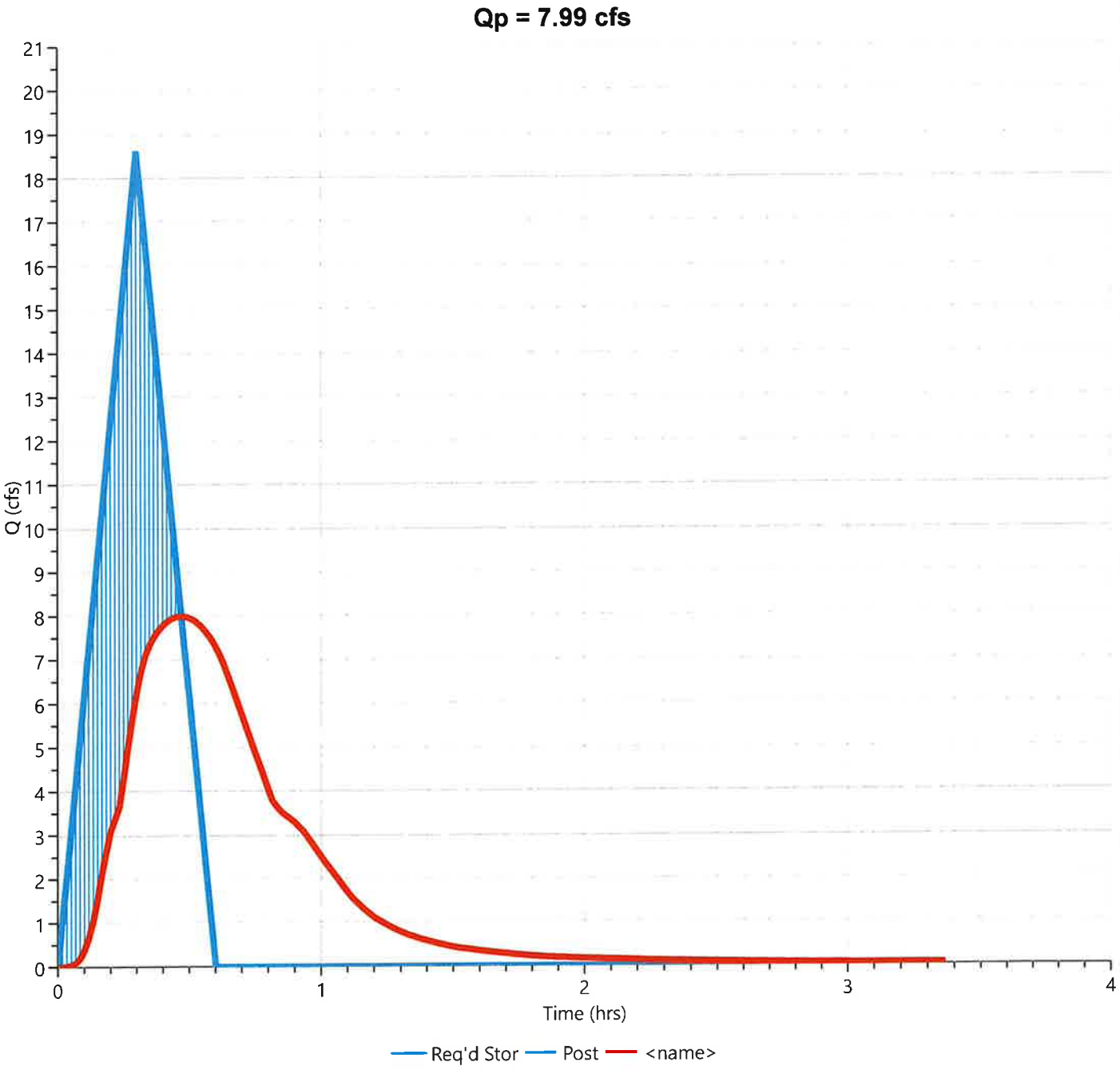
<name>

Hyd. No. 3

Hydrograph Type	= Pond Route	Peak Flow	= 7.992 cfs
Storm Frequency	= 100-yr	Time to Peak	= 0.47 hrs
Time Interval	= 1 min	Hydrograph Volume	= 20,103 cuft
Inflow Hydrograph	= 2 - Post	Max. Elevation	= 264.46 ft
Pond Name	= Area 1 Detention	Max. Storage	= 11,419 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

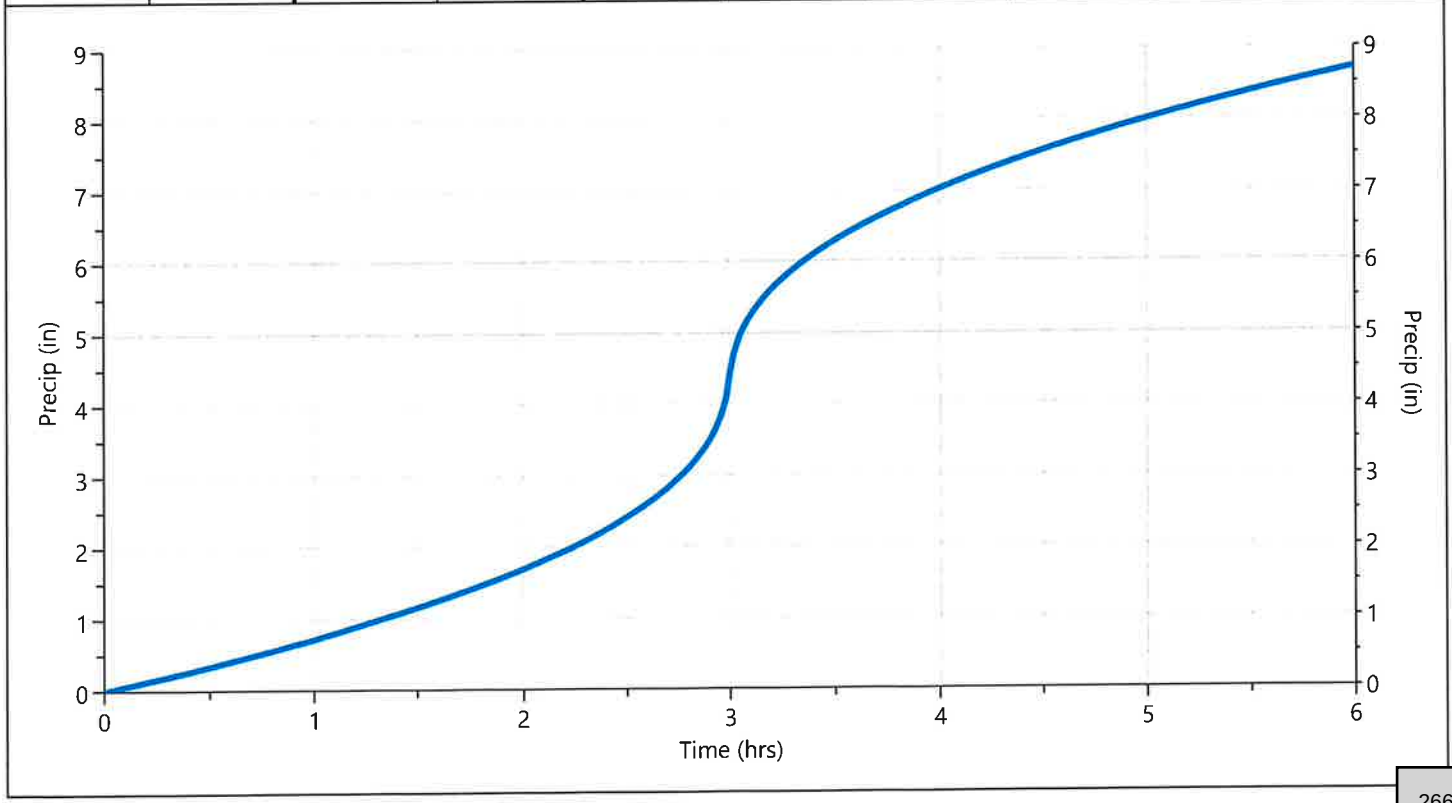
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	✔ 100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 100-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.029753	2.68	0.038731	2.87	0.064265	3.05	0.124765	3.23	0.047268
2.52	0.030338	2.70	0.039967	2.88	0.069510	3.07	0.103751	3.25	0.045334
2.53	0.030956	2.72	0.041318	2.90	0.076081	3.08	0.089918	3.27	0.043603
2.55	0.031611	2.73	0.042804	2.92	0.084606	3.10	0.080046	3.28	0.042043
2.57	0.032305	2.75	0.044446	2.93	0.096197	3.12	0.072598	3.30	0.040627
2.58	0.033044	2.77	0.046273	2.95	0.113037	3.13	0.066750	3.32	0.039336
2.60	0.033832	2.78	0.048324	2.97	0.140096	3.15	0.062015	3.33	0.038152
2.62	0.034674	2.80	0.050644	2.98	0.191645	3.17	0.058089	3.35	0.037061
2.63	0.035577	2.82	0.053296	3.00	0.331408	3.18	0.054771	3.37	0.036053
2.65	0.036547	2.83	0.056364	3.02	0.240539	3.20	0.051924	3.38	0.035117
2.67	0.037596	2.85	0.059965	3.03	0.161072	3.22	0.049446	3.40	0.034246



IDF Report

IDF filename: Ja

11-16-2021

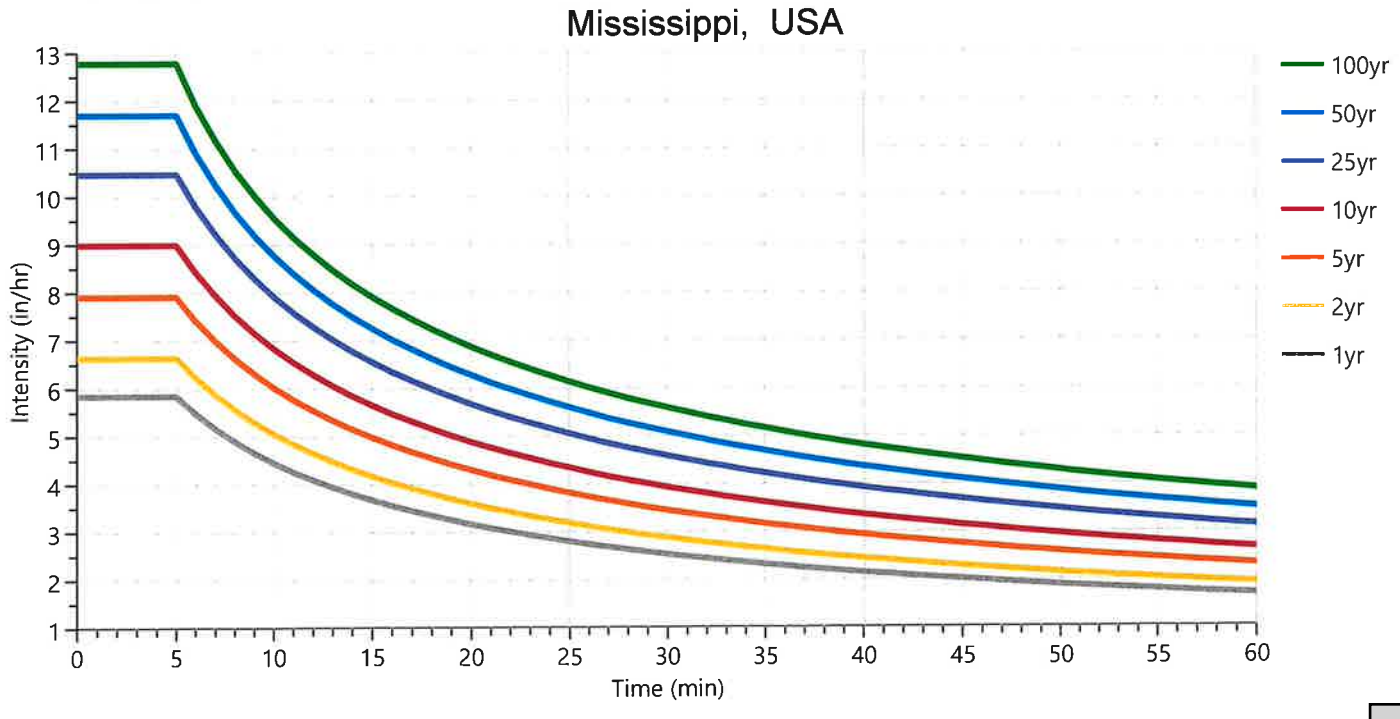
Hydrology Studio v 3.0.0.13

Equation Coefficients	Intensity = B / (Tc + D)^E (in/hr)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr	
B	26.0235	28.5705	0.0000	33.1705	35.3629	37.4541	37.9551	38.6689	
D	4.7000	4.5000	0.0000	4.4000	4.0000	3.4000	2.7000	2.3000	
E	0.6572	0.6480	0.0000	0.6397	0.6230	0.5989	0.5767	0.5571	

Minimum Tc = 5 minutes

Tc (min)	Intensity Values (in/hr)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr	
Cf	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
5	5.85	6.64	0	7.91	9.00	10.47	11.70	12.78	
10	4.45	5.05	0	6.02	6.83	7.91	8.76	9.55	
15	3.67	4.17	0	4.98	5.65	6.55	7.24	7.90	
20	3.16	3.60	0	4.30	4.88	5.67	6.27	6.86	
25	2.80	3.19	0	3.81	4.34	5.05	5.59	6.13	
30	2.53	2.88	0	3.45	3.93	4.58	5.08	5.58	
35	2.32	2.64	0	3.16	3.61	4.21	4.68	5.15	
40	2.14	2.44	0	2.93	3.35	3.92	4.36	4.80	
45	2.00	2.28	0	2.74	3.13	3.67	4.09	4.51	
50	1.88	2.14	0	2.57	2.95	3.46	3.86	4.27	
55	1.77	2.02	0	2.43	2.79	3.28	3.66	4.05	
60	1.68	1.92	0	2.31	2.65	3.12	3.49	3.87	

Cf = Correction Factor applied to Rational Method runoff coefficient.



Precipitation Report

Precipitation filename: Jac

Hydrology Studio v 3.0.0.13

11-16-2021

	Active	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr
Active			✔		✔	✔	✔	✔	✔
SCS Storms	**> SCS Dimensionless Storms**								
SCS 6hr		1.20	1.50	0	1.86	2.18	2.64	3.01	3.41
Type I, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type IA, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type II, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type II FL, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type III, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Synthetic Storms	**> IDF-Based Synthetic Storms**								
1-hr		1.68	1.92	0	2.31	2.65	3.12	3.49	3.87
2-hr		2.18	2.51	0	3.03	3.51	4.19	4.74	5.32
3-hr		2.53	2.92	0	3.54	4.12	4.95	5.65	6.38
6-hr	✔	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71
12-hr		4.12	4.81	0	5.89	7.02	8.71	10.23	11.86
24-hr		5.24	6.15	0	7.58	9.13	11.52	13.73	16.13
Huff Distribution	**> 1st Quartile (0 to 6 hrs)**								
1-hr		0.76	0.98	0	1.33	1.61	2.01	2.34	2.69
2-hr		0.89	1.14	0	1.50	1.80	2.24	2.60	2.99
3-hr		0.98	1.24	0	1.59	1.90	2.33	2.68	3.07
6-hr		1.20	1.50	0	1.86	2.18	2.64	3.01	3.41
Huff Distribution	**> 2nd Quartile (>6 to 12 hrs)**								
8-hr		0	0	0	0	0	0	0	0
12-hr		0	0	0	0	0	0	0	0
Huff Distribution	**> 3rd Quartile (>12 to 24 hrs)**								
18-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Custom Storms	**> Custom Storm Distributions**								
My Custom Storm 1		0	0	0	0	0	0	0	0
My Custom Storm 2		0	0	0	0	0	0	0	0
My Custom Storm 3		0	0	0	0	0	0	0	0
My Custom Storm 4		0	0	0	0	0	0	0	0
My Custom Storm 5		0	0	0	0	0	0	0	0
My Custom Storm 6		0	0	0	0	0	0	0	0
My Custom Storm 7		0	0	0	0	0	0	0	0
My Custom Storm 8		0	0	0	0	0	0	0	0
My Custom Storm 9		0	0	0	0	0	0	0	0
My Custom Storm 10		0	0	0	0	0	0	0	0

Precipitation Report Cont'd

Precipitation filename: Jac

Hydrology Studio v 3.0.0.13

11-16-2021

	Active	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr
Active			✔		✔	✔	✔	✔	✔
Huff Indiana	**> Indianapolis**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Huff Indiana	**> Evansville**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Huff Indiana	**> Fort Wayne**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Huff Indiana	**> South Bend**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
NRCS Storms	**> NRCS Dimensionless Storms**								
NRCS MSE3, 24-hr		2.72	3.27	0	4.07	4.72	5.63	6.37	7.15
NRCS MSE4, 24-hr		2.72	3.27	0	4.07	4.72	5.63	6.37	7.15

DRAINAGE AREA #2

Hydrograph 2-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre Area 1	3.980	0.63	9,075	----		
2	Rational	Post Area 1	9.788	0.30	10,571	----		
3	Pond Route	Area 1 Detention	4.578	0.47	10,564	2	263.45	6,004
4	Rational	Pre Area 2	4.153	0.50	7,475	----		
5	Rational	Post Area 2	11.79	0.22	9,196	----		
6	Pond Route	Area 2 Detention	4.776	0.35	9,187	5	263.29	5,776

Hydrograph Report

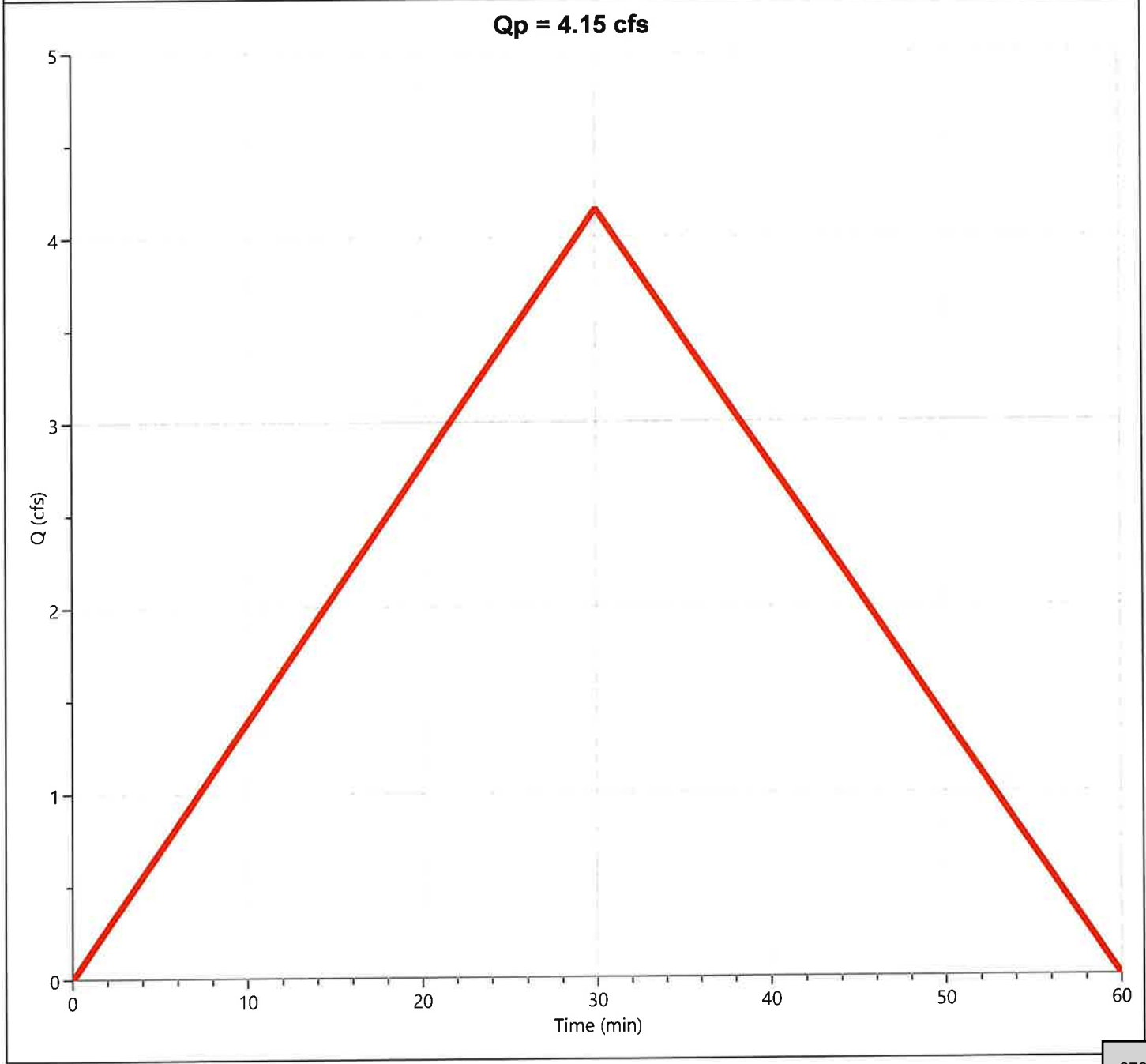
Hydrology Studio v 3.0.0.13

11-16-2021

Pre Area 2

Hyd. No. 4

Hydrograph Type	= Rational	Peak Flow	= 4.153 cfs
Storm Frequency	= 2-yr	Time to Peak	= 0.50 hrs
Time Interval	= 1 min	Runoff Volume	= 7,475 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 30.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 2.88 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

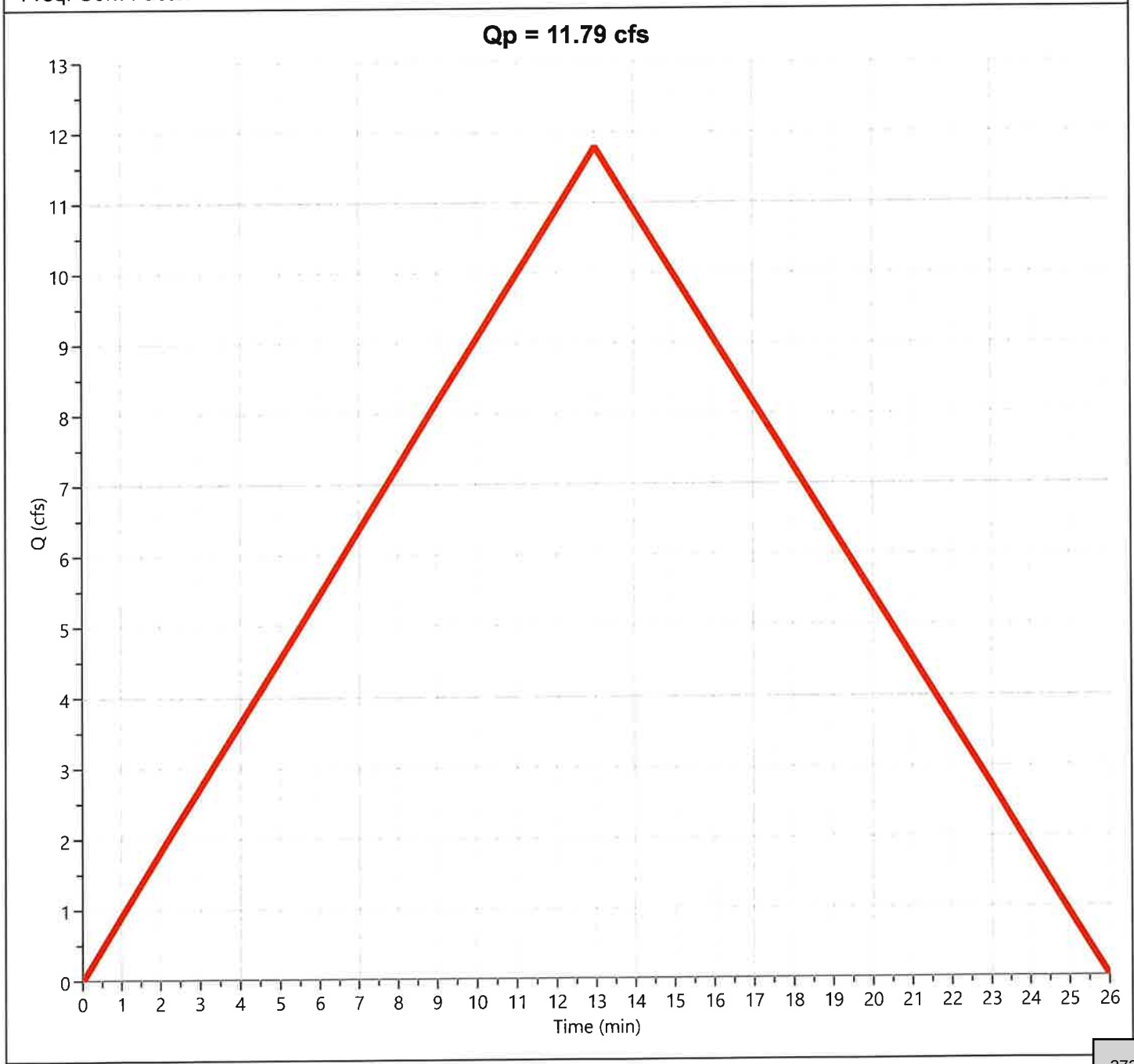
Hydrology Studio v 3.0.0.13

11-16-2021

Post Area 2

Hyd. No. 5

Hydrograph Type	= Rational	Peak Flow	= 11.79 cfs
Storm Frequency	= 2-yr	Time to Peak	= 0.22 hrs
Time Interval	= 1 min	Runoff Volume	= 9,196 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.64
Tc Method	= User	Time of Conc. (Tc)	= 13.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 4.47 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

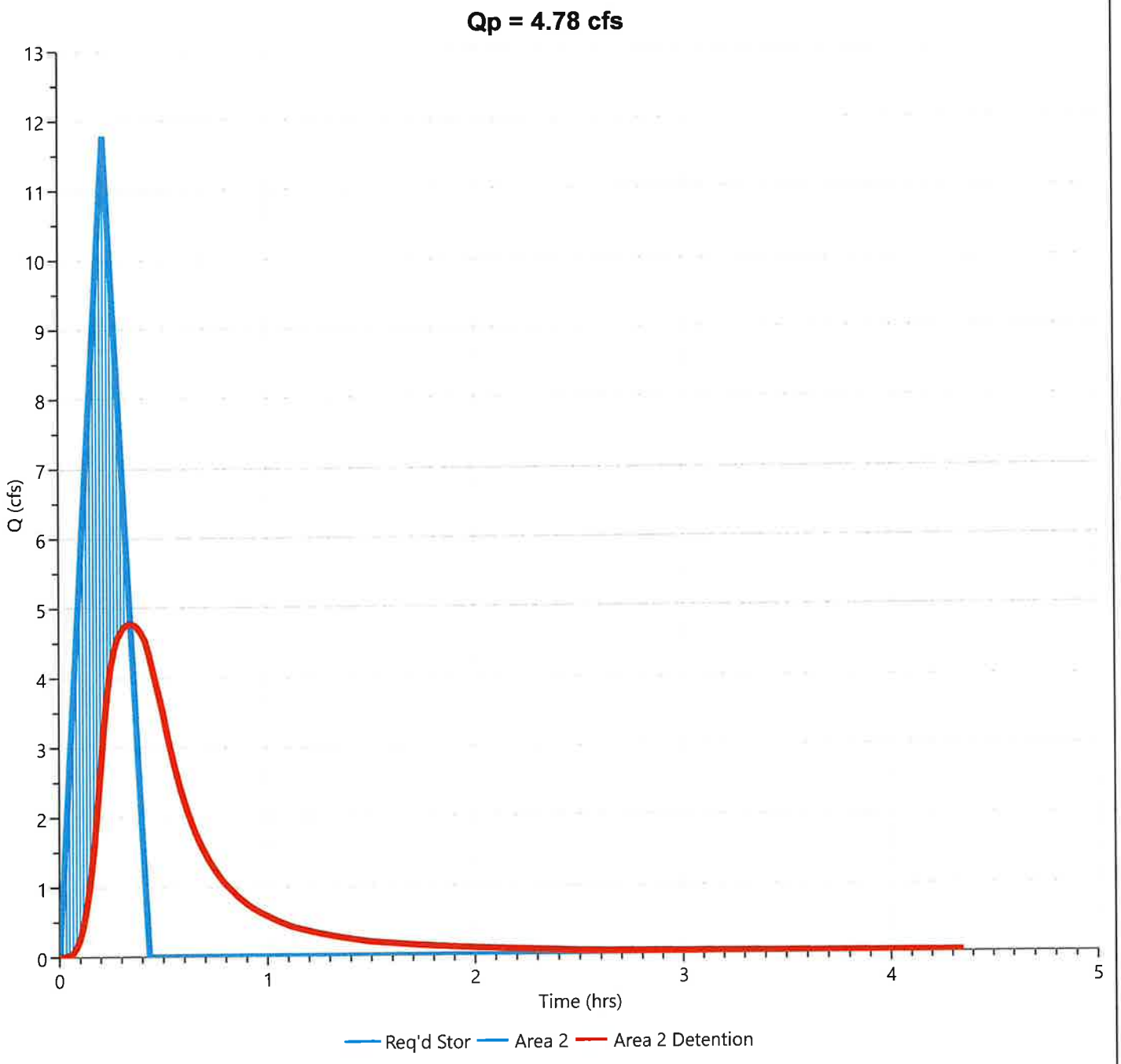
Area 2 Detention

Hyd. No. 6

Hydrograph Type	= Pond Route	Peak Flow	= 4.776 cfs
Storm Frequency	= 2-yr	Time to Peak	= 0.35 hrs
Time Interval	= 1 min	Hydrograph Volume	= 9,187 cuft
Inflow Hydrograph	= 5 - Area 2	Max. Elevation	= 263.29 ft
Pond Name	= Area 2	Max. Storage	= 5,776 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 22 min



Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

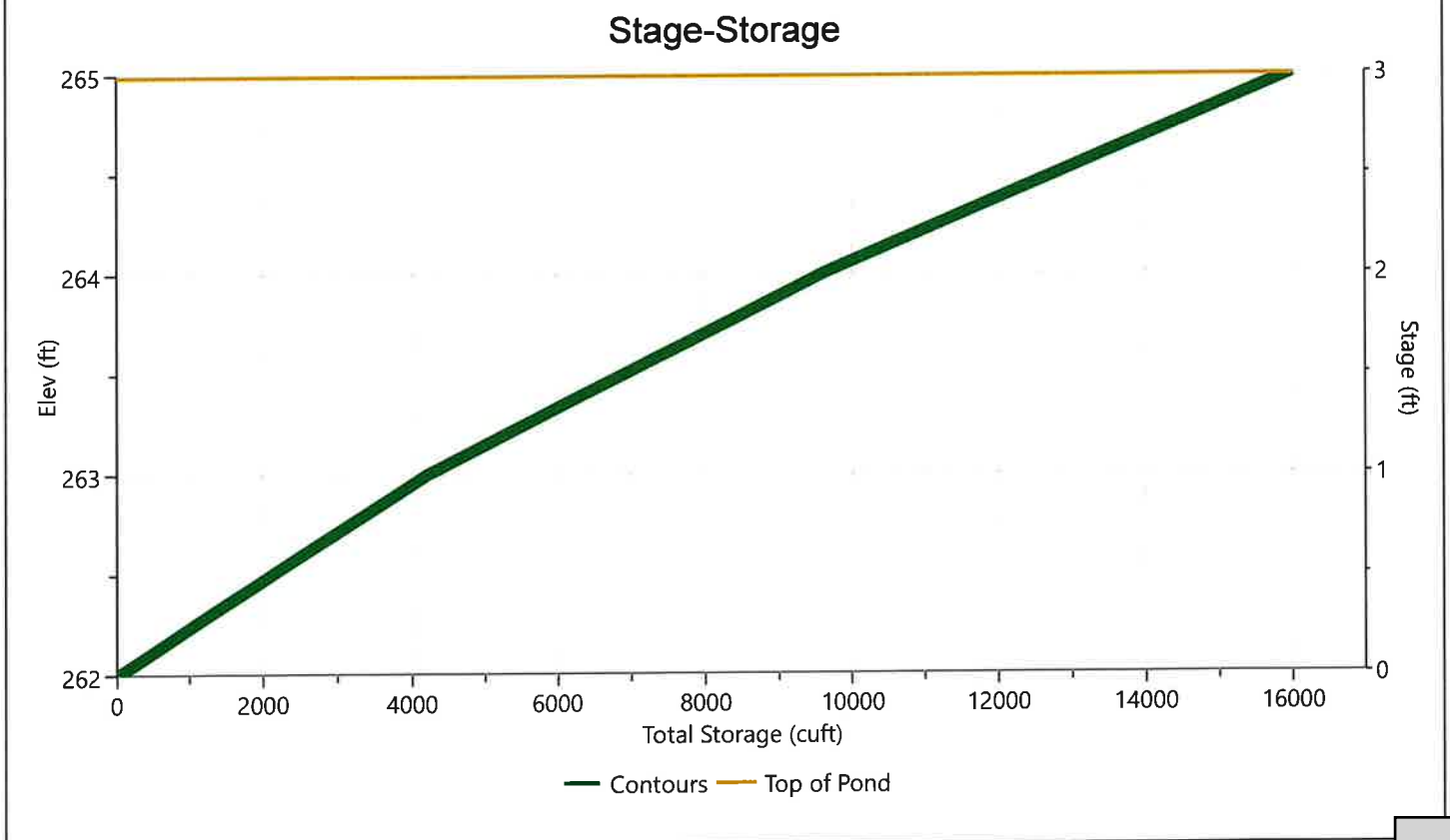
Area 2

Stage-Storage

User Defined Contours	
Description	**Input**
Bottom Elevation, ft	262.00
Voids (%)	100.00
Volume Calc	Conic

Stage / Storage Table

Stage (ft)	Elevation (ft)	Contour Area (sqft)	Incr. Storage (cuft)	Total Storage (cuft)
0.00	262.00	3,600	0.000	0.000
1.00	263.00	4,852	4,210	4,210
2.00	264.00	5,973	5,402	9,612
3.00	265.00	6,822	6,392	16,004



Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

Area 2

Stage-Discharge

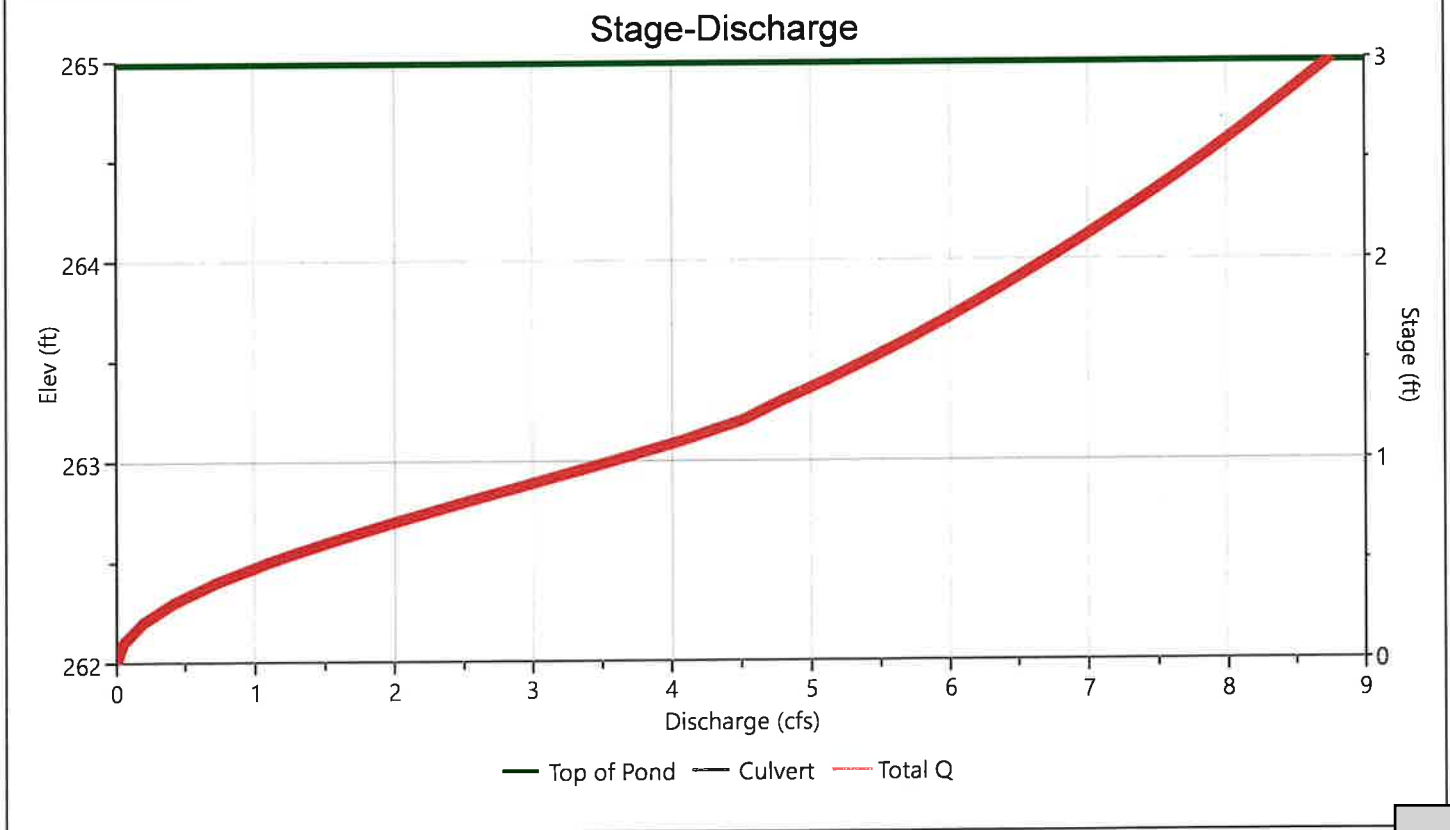
Culvert / Orifices	Culvert	Orifices		
		1	2	3
Rise, in	15			
Span, in	15			
No. Barrels	1			
Invert Elevation, ft	262.00			
Orifice Coefficient, Co	0.60			
Length, ft	68			
Barrel Slope, %	1			
N-Value, n	0.013			

Weirs	Riser*	Weirs		
		1	2	3
Shape / Type				
Crest Elevation, ft				
Crest Length, ft				
Angle, deg				
Weir Coefficient, Cw				

Perforated Riser	
Hole Diameter, in	
No. holes	
Invert Elevation, ft	
Height, ft	
Orifice Coefficient, Co	

Ancillary	
Exfiltration, in/hr	

*Routes through Culvert.



Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

Area 2

Stage-Storage-Discharge Summary

Stage (ft)	Elev. (ft)	Storage (cuft)	Culvert (cfs)	Orifices, cfs			Riser (cfs)	Weirs, cfs			Pf Riser (cfs)	Exfil (cfs)	User (cfs)	Total (cfs)
				1	2	3		1	2	3				
0.00	262.00	0.000	0.000											0.000
1.00	263.00	4,210	3.584 ic											3.584
2.00	264.00	9,612	6.725 oc											6.725
3.00	265.00	16,004	8.767 oc											8.767

Suffix key: ic = inlet control, oc = outlet control, s = submerged weir

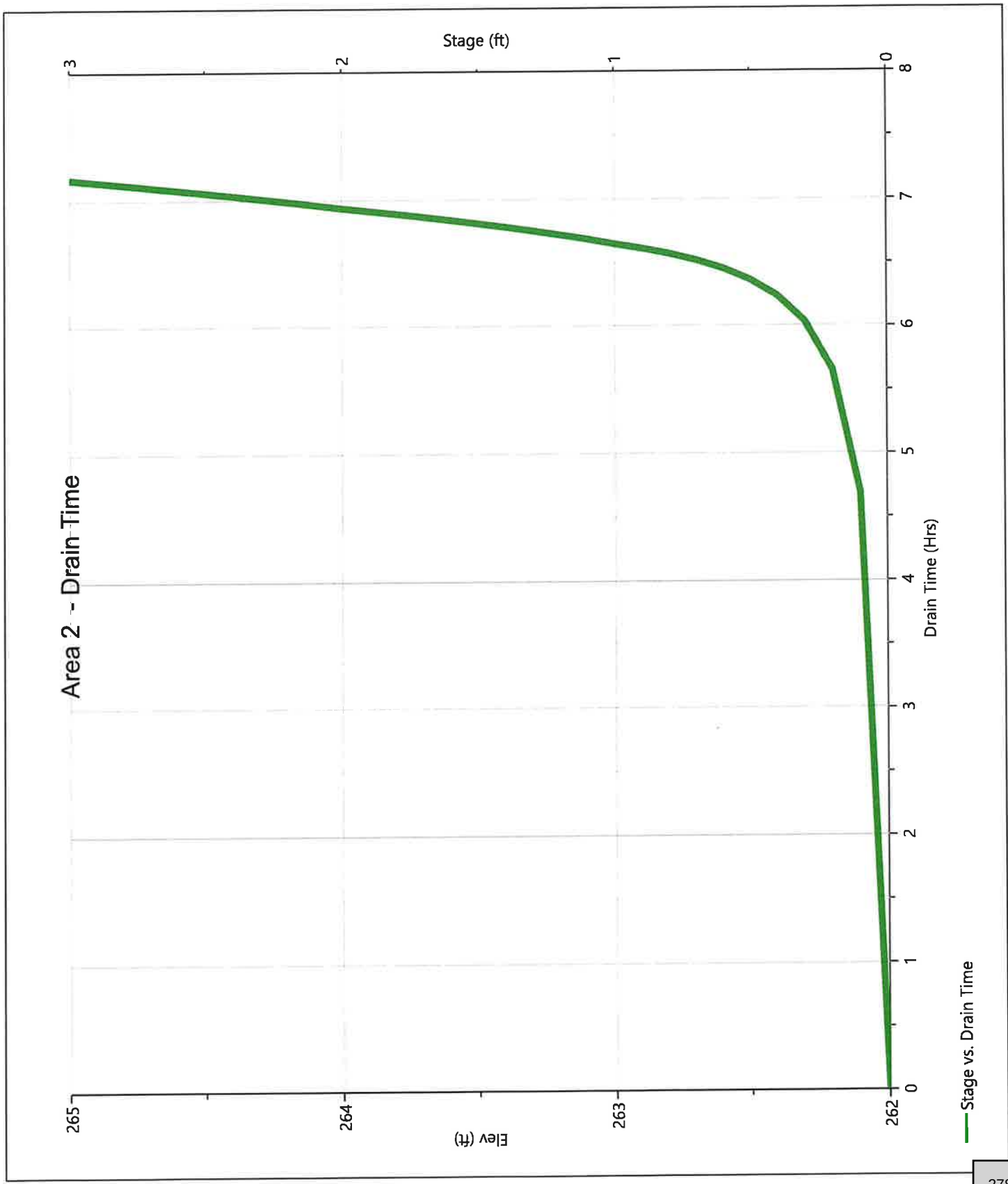
Pond Report

Hydrology Studio v 3.0.0.13

11-16-2021

Area 2

Pond Drawdown



Design Storm Report

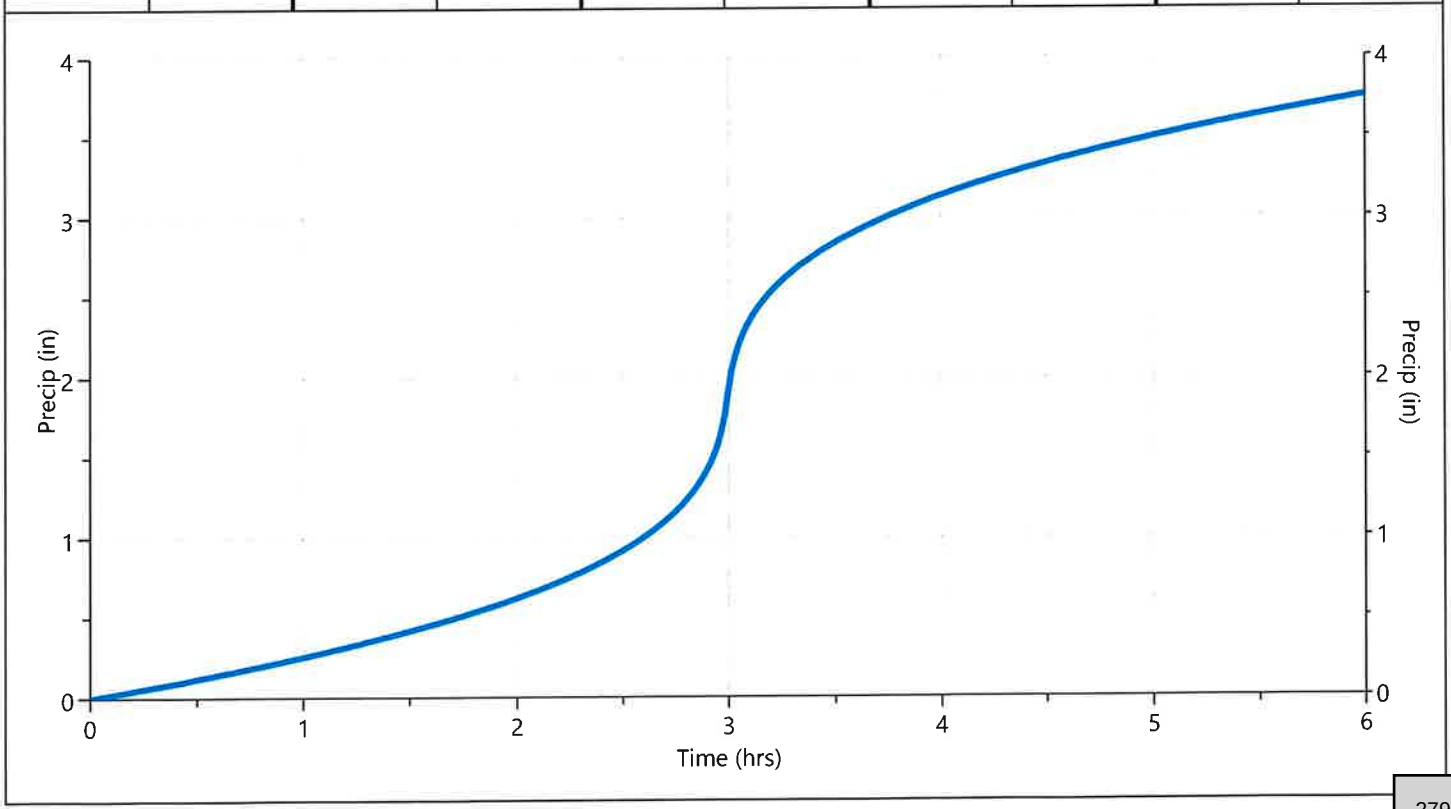
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	✔ 2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 2-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.012636	2.68	0.017471	2.87	0.032507	3.05	0.068997	3.23	0.022334
2.52	0.012941	2.70	0.018161	2.88	0.035720	3.07	0.056658	3.25	0.021213
2.53	0.013265	2.72	0.018921	2.90	0.039764	3.08	0.048270	3.27	0.020219
2.55	0.013609	2.73	0.019763	2.92	0.045012	3.10	0.042206	3.28	0.019331
2.57	0.013977	2.75	0.020702	2.93	0.052098	3.12	0.037619	3.30	0.018531
2.58	0.014370	2.77	0.021756	2.95	0.062180	3.13	0.034027	3.32	0.017808
2.60	0.014792	2.78	0.022949	2.97	0.077614	3.15	0.031136	3.33	0.017149
2.62	0.015246	2.80	0.024311	2.98	0.103961	3.17	0.028757	3.35	0.016548
2.63	0.015736	2.82	0.025883	3.00	0.157762	3.18	0.026764	3.37	0.015995
2.65	0.016266	2.83	0.027718	3.02	0.125390	3.20	0.025068	3.38	0.015486
2.67	0.016842	2.85	0.029891	3.03	0.088827	3.22	0.023607	3.40	0.015015



Hydrograph 5-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre Area 1	4.775	0.63	10,886	----		
2	Rational	Post Area 1	11.70	0.30	12,631	----		
3	Pond Route	Area 1 Detention	5.576	0.45	12,623	2	263.67	7,070
4	Rational	Pre Area 2	4.975	0.50	8,955	----		
5	Rational	Post Area 2	14.07	0.22	10,974	----		
6	Pond Route	Area 2 Detention	5.433	0.35	10,965	5	263.50	6,929

Hydrograph Report

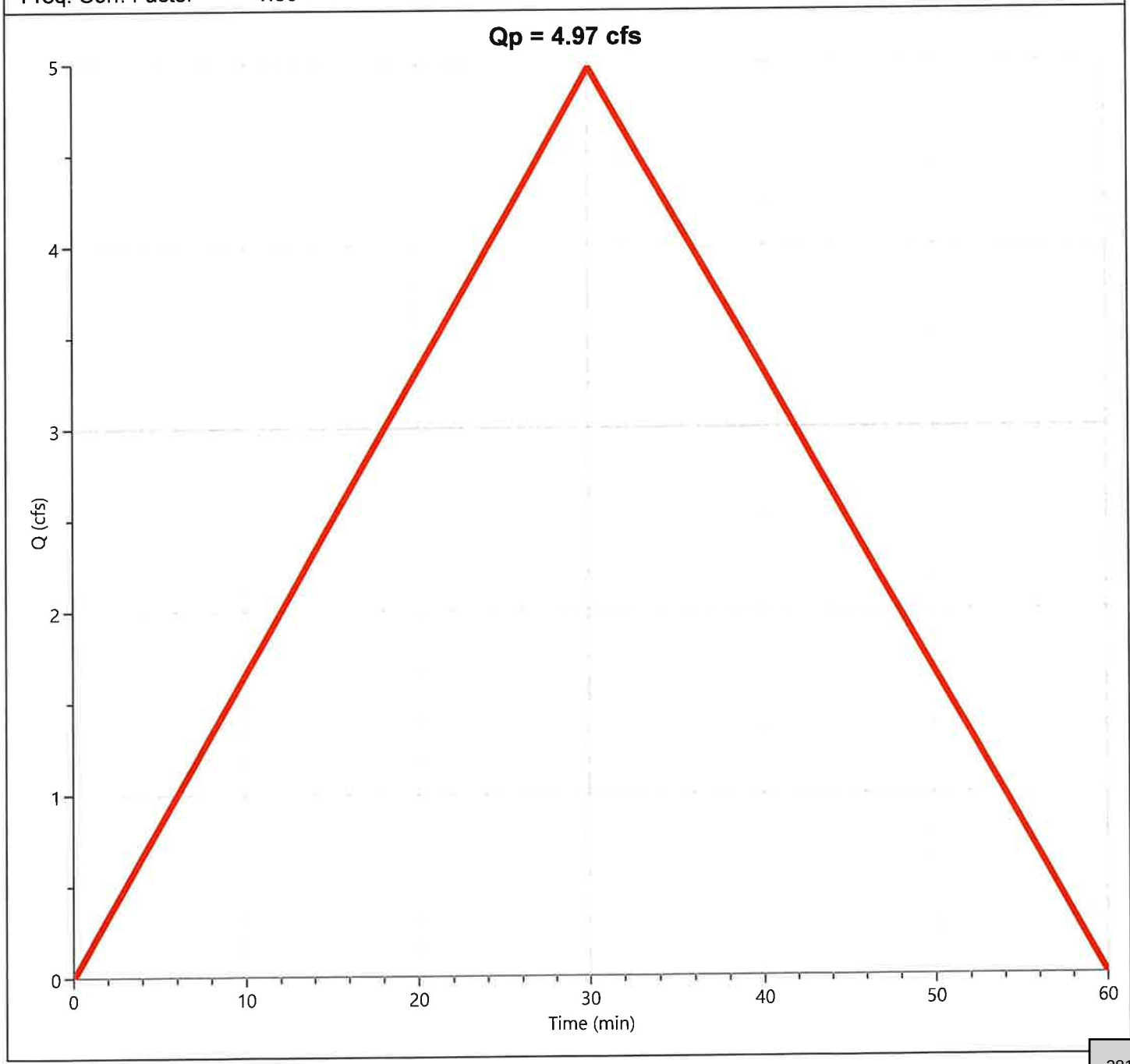
Hydrology Studio v 3.0.0.13

11-16-2021

Pre Area 2

Hyd. No. 4

Hydrograph Type	= Rational	Peak Flow	= 4.975 cfs
Storm Frequency	= 5-yr	Time to Peak	= 0.50 hrs
Time Interval	= 1 min	Runoff Volume	= 8,955 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 30.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 3.45 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

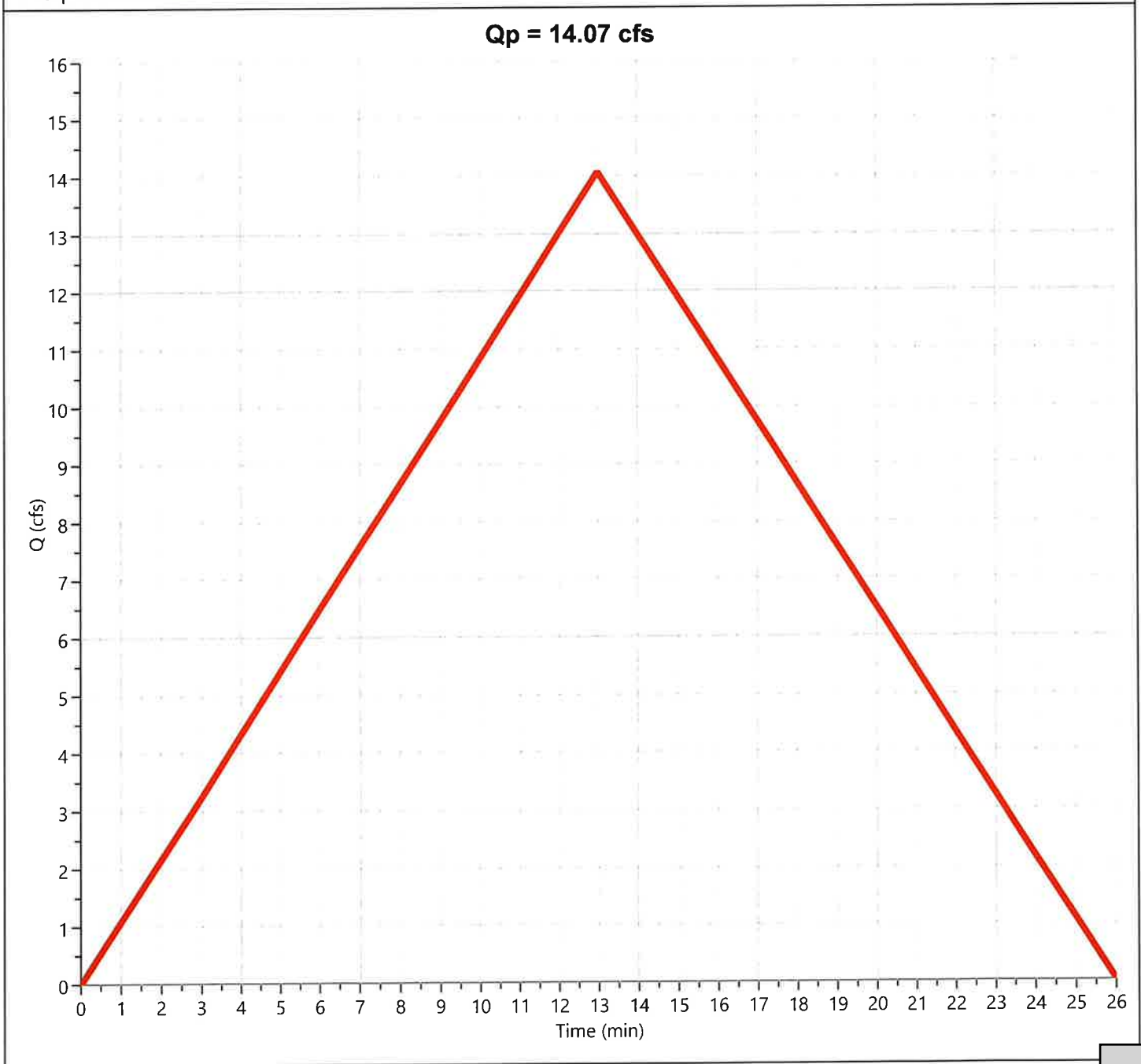
Hydrology Studio v 3.0.0.13

11-16-2021

Post Area 2

Hyd. No. 5

Hydrograph Type	= Rational	Peak Flow	= 14.07 cfs
Storm Frequency	= 5-yr	Time to Peak	= 0.22 hrs
Time Interval	= 1 min	Runoff Volume	= 10,974 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.64
Tc Method	= User	Time of Conc. (Tc)	= 13.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 5.34 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

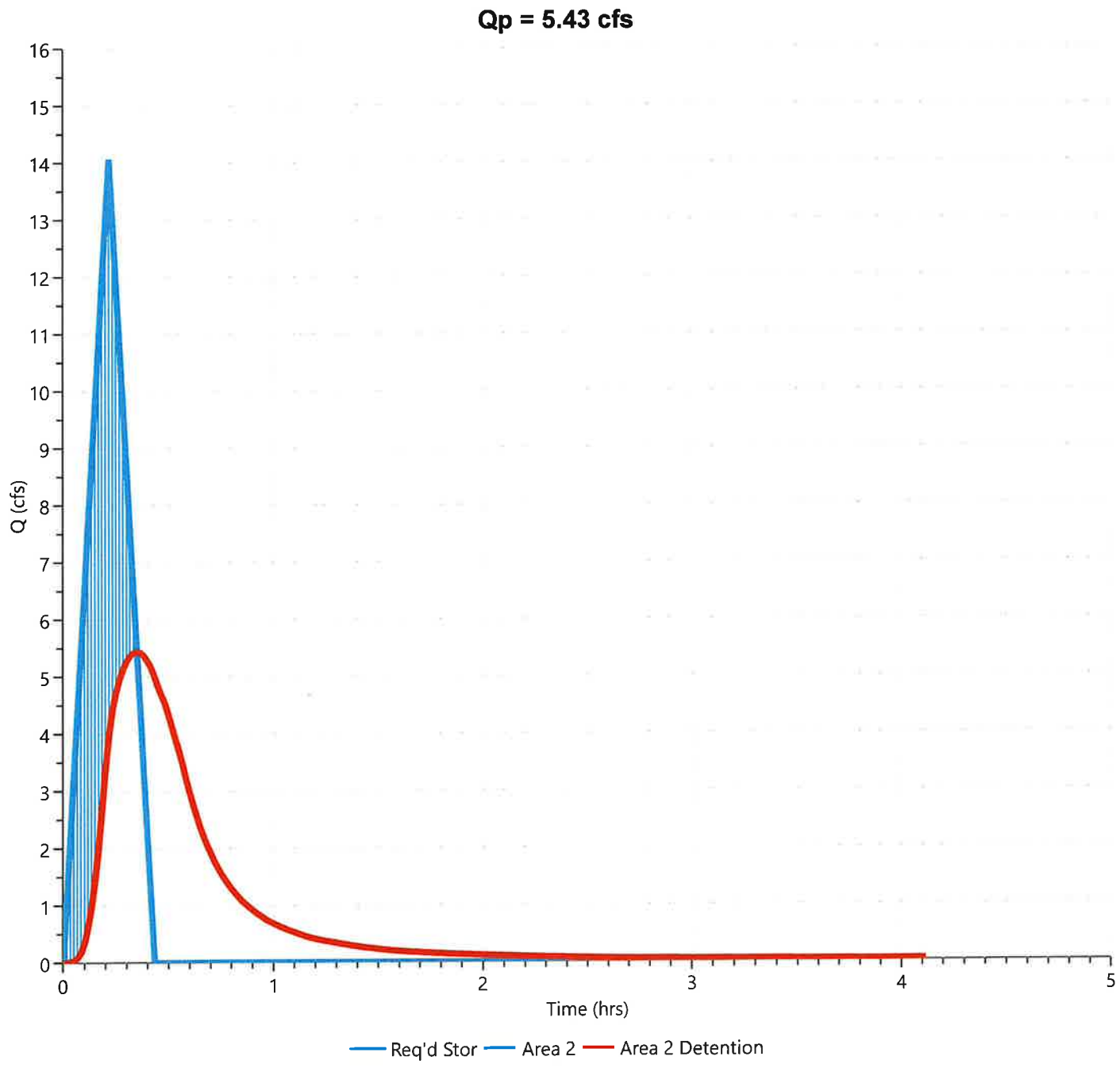
Area 2 Detention

Hyd. No. 6

Hydrograph Type	= Pond Route	Peak Flow	= 5.433 cfs
Storm Frequency	= 5-yr	Time to Peak	= 0.35 hrs
Time Interval	= 1 min	Hydrograph Volume	= 10,965 cuft
Inflow Hydrograph	= 5 - Area 2	Max. Elevation	= 263.50 ft
Pond Name	= Area 2	Max. Storage	= 6,929 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

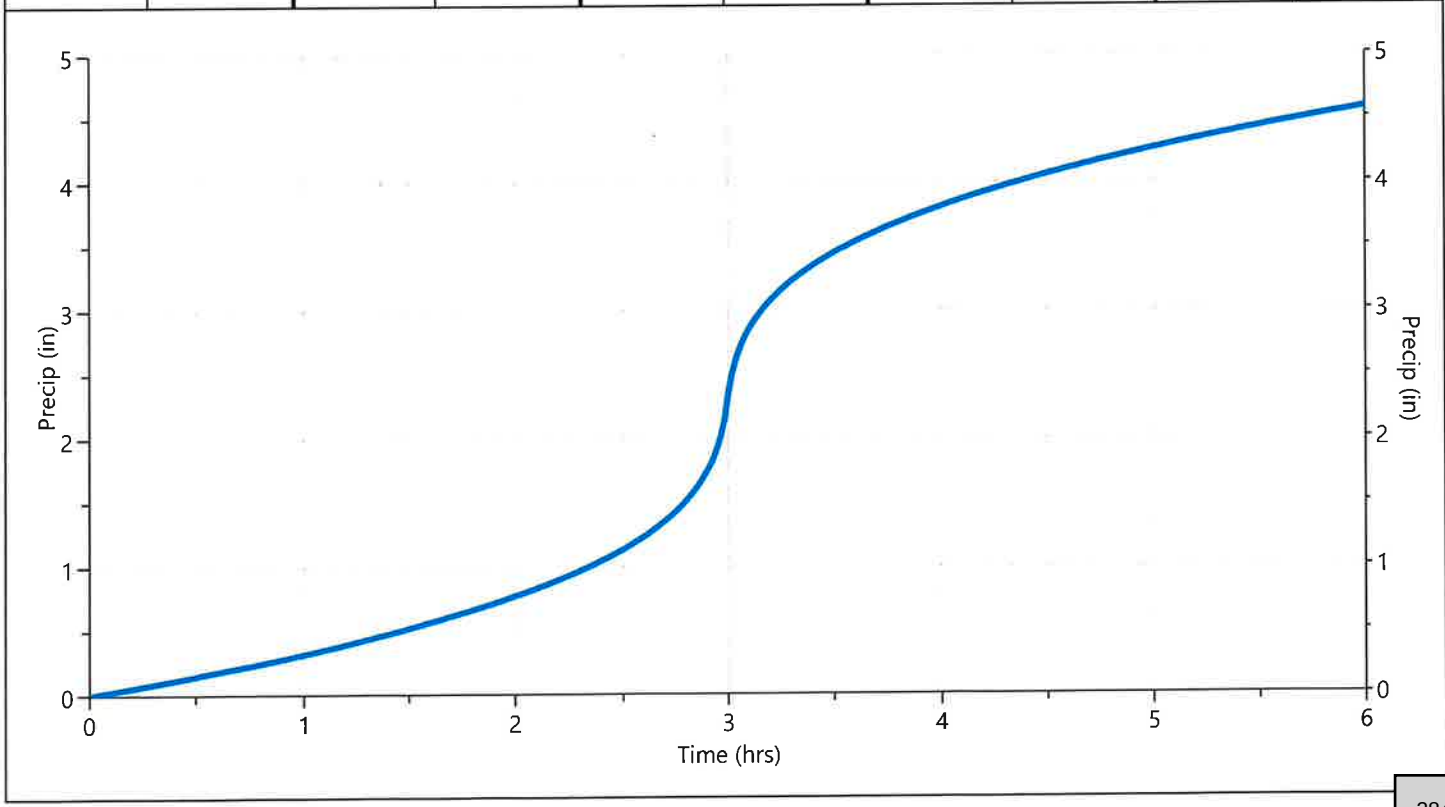
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	✔ 5-yr	10-yr	25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 5-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.015465	2.68	0.021265	2.87	0.039153	3.05	0.082311	3.23	0.027068
2.52	0.015831	2.70	0.022089	2.88	0.042960	3.07	0.067721	3.25	0.025733
2.53	0.016221	2.72	0.022997	2.90	0.047747	3.08	0.057807	3.27	0.024547
2.55	0.016635	2.73	0.024003	2.92	0.053955	3.10	0.050636	3.28	0.023487
2.57	0.017077	2.75	0.025123	2.93	0.062331	3.12	0.045208	3.30	0.022532
2.58	0.017549	2.77	0.026380	2.95	0.074249	3.13	0.040954	3.32	0.021667
2.60	0.018055	2.78	0.027801	2.97	0.092507	3.15	0.037527	3.33	0.020880
2.62	0.018600	2.80	0.029423	2.98	0.123749	3.17	0.034705	3.35	0.020160
2.63	0.019187	2.82	0.031292	3.00	0.187971	3.18	0.032338	3.37	0.019498
2.65	0.019822	2.83	0.033472	3.02	0.149254	3.20	0.030323	3.38	0.018888
2.67	0.020512	2.85	0.036051	3.03	0.105789	3.22	0.028584	3.40	0.018322



Hydrograph 10-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre Area 1	5.450	0.63	12,427	---		
2	Rational	Post Area 1	13.28	0.30	14,342	---		
3	Pond Route	Area 1 Detention	6.306	0.45	14,335	2	263.85	7,982
4	Rational	Pre Area 2	5.667	0.50	10,201	---		
5	Rational	Post Area 2	15.96	0.22	12,448	---		
6	Pond Route	Area 2 Detention	5.940	0.35	12,440	5	263.69	7,915

Hydrograph Report

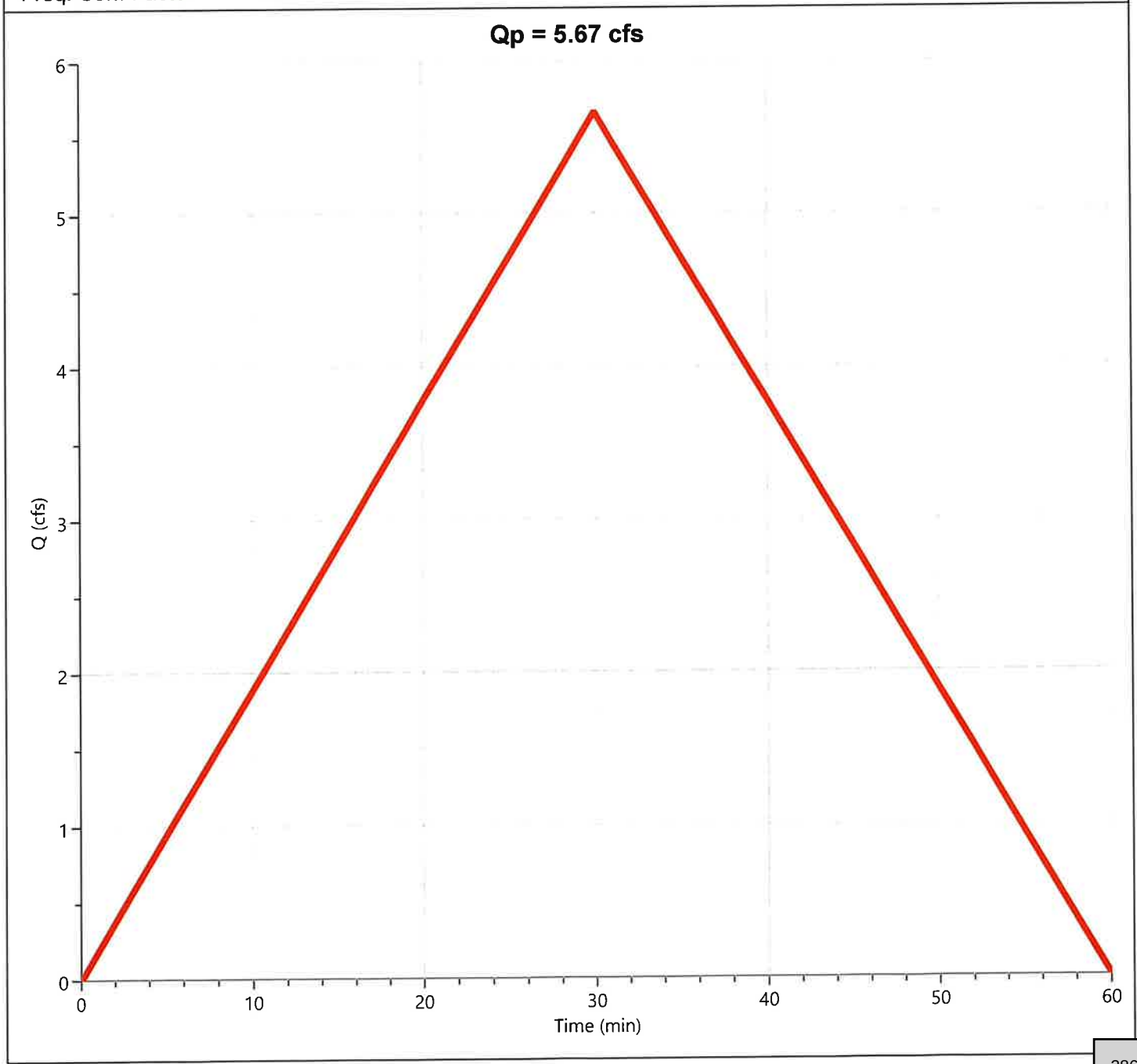
Hydrology Studio v 3.0.0.13

11-16-2021

Pre Area 2

Hyd. No. 4

Hydrograph Type	= Rational	Peak Flow	= 5.667 cfs
Storm Frequency	= 10-yr	Time to Peak	= 0.50 hrs
Time Interval	= 1 min	Runoff Volume	= 10,201 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 30.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 3.93 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

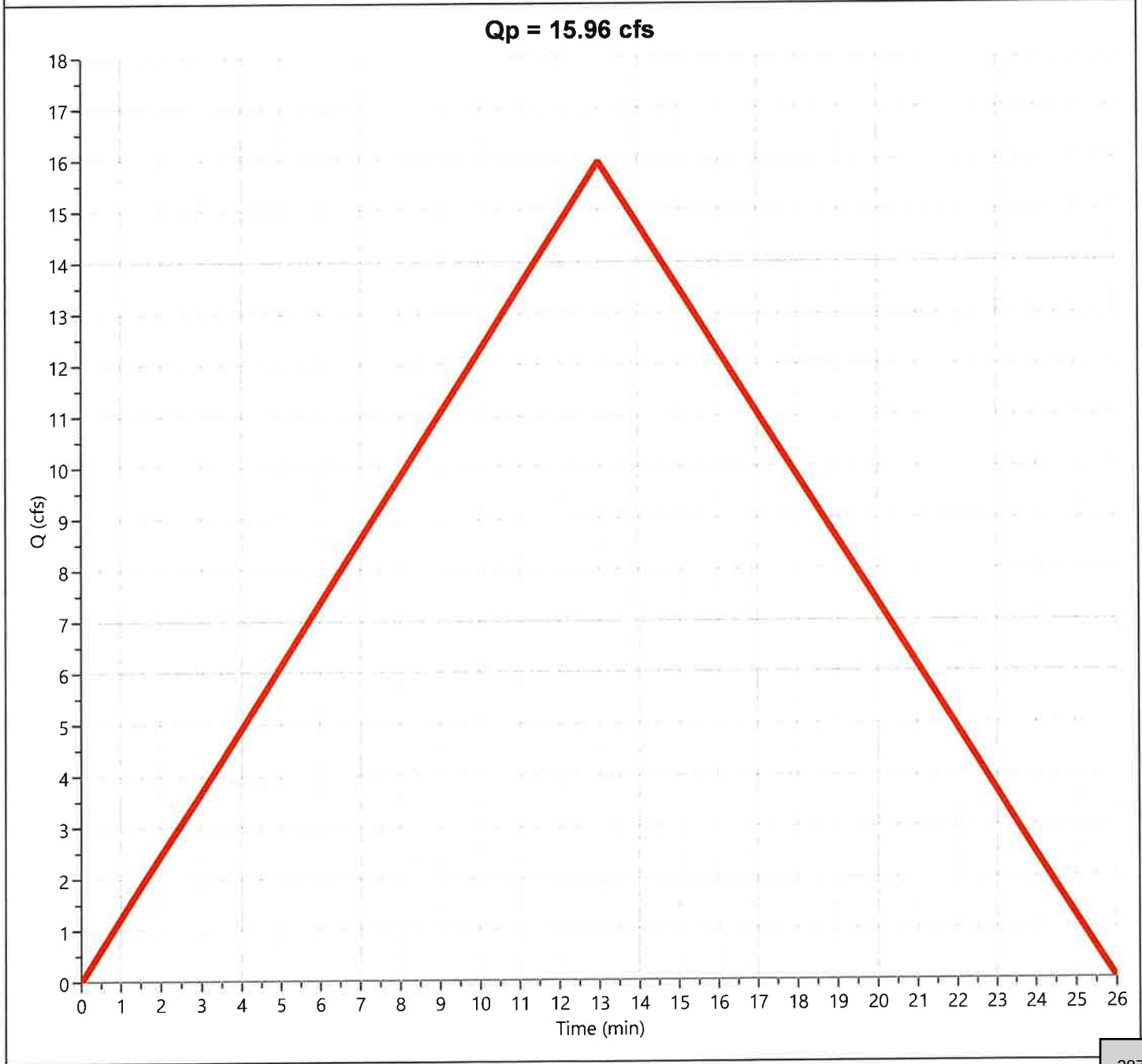
Hydrology Studio v 3.0.0.13

11-16-2021

Post Area 2

Hyd. No. 5

Hydrograph Type	= Rational	Peak Flow	= 15.96 cfs
Storm Frequency	= 10-yr	Time to Peak	= 0.22 hrs
Time Interval	= 1 min	Runoff Volume	= 12,448 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.64
Tc Method	= User	Time of Conc. (Tc)	= 13.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 6.05 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

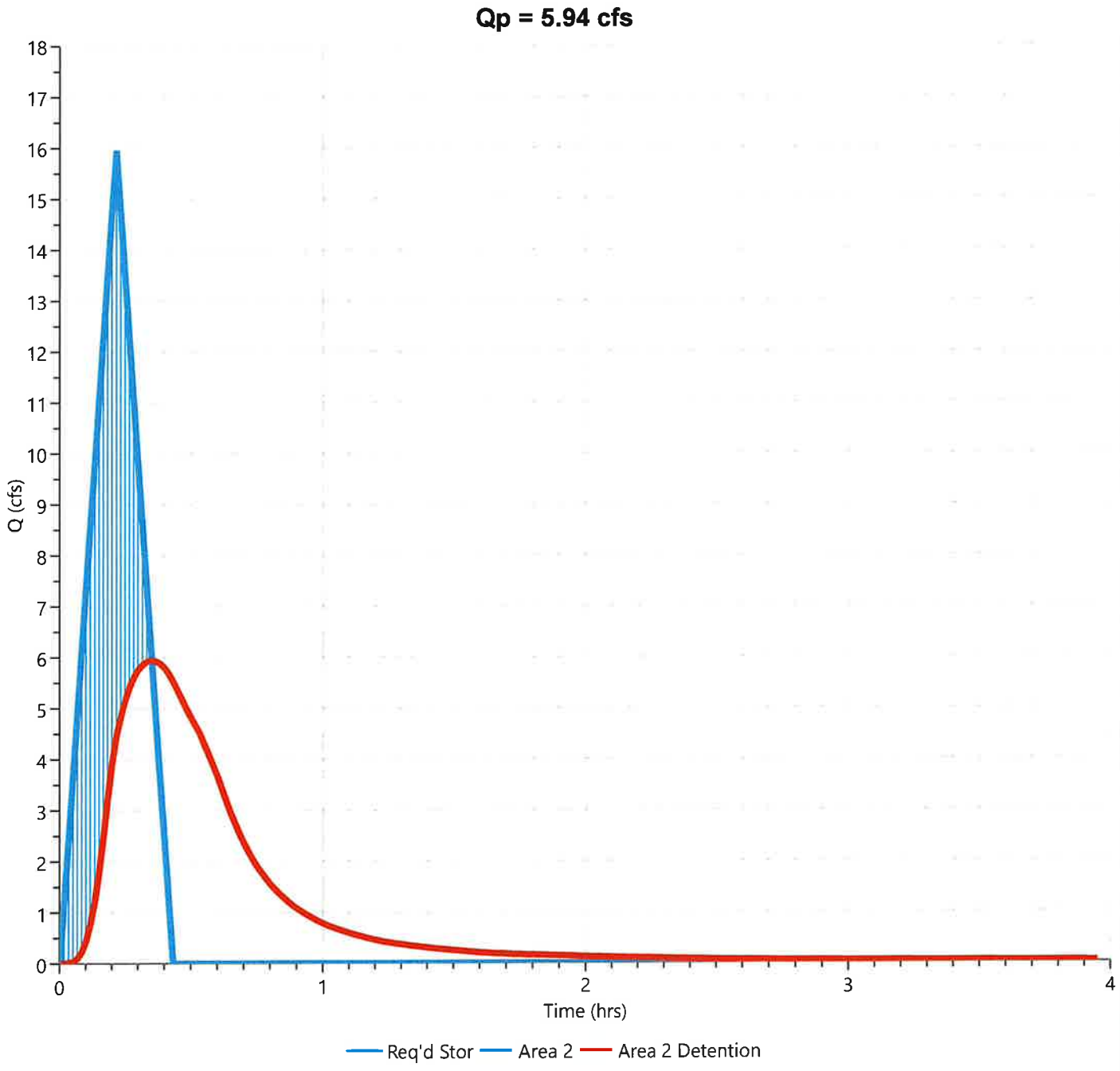
Area 2 Detention

Hyd. No. 6

Hydrograph Type	= Pond Route	Peak Flow	= 5.940 cfs
Storm Frequency	= 10-yr	Time to Peak	= 0.35 hrs
Time Interval	= 1 min	Hydrograph Volume	= 12,440 cuft
Inflow Hydrograph	= 5 - Area 2	Max. Elevation	= 263.69 ft
Pond Name	= Area 2	Max. Storage	= 7,915 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

Cust

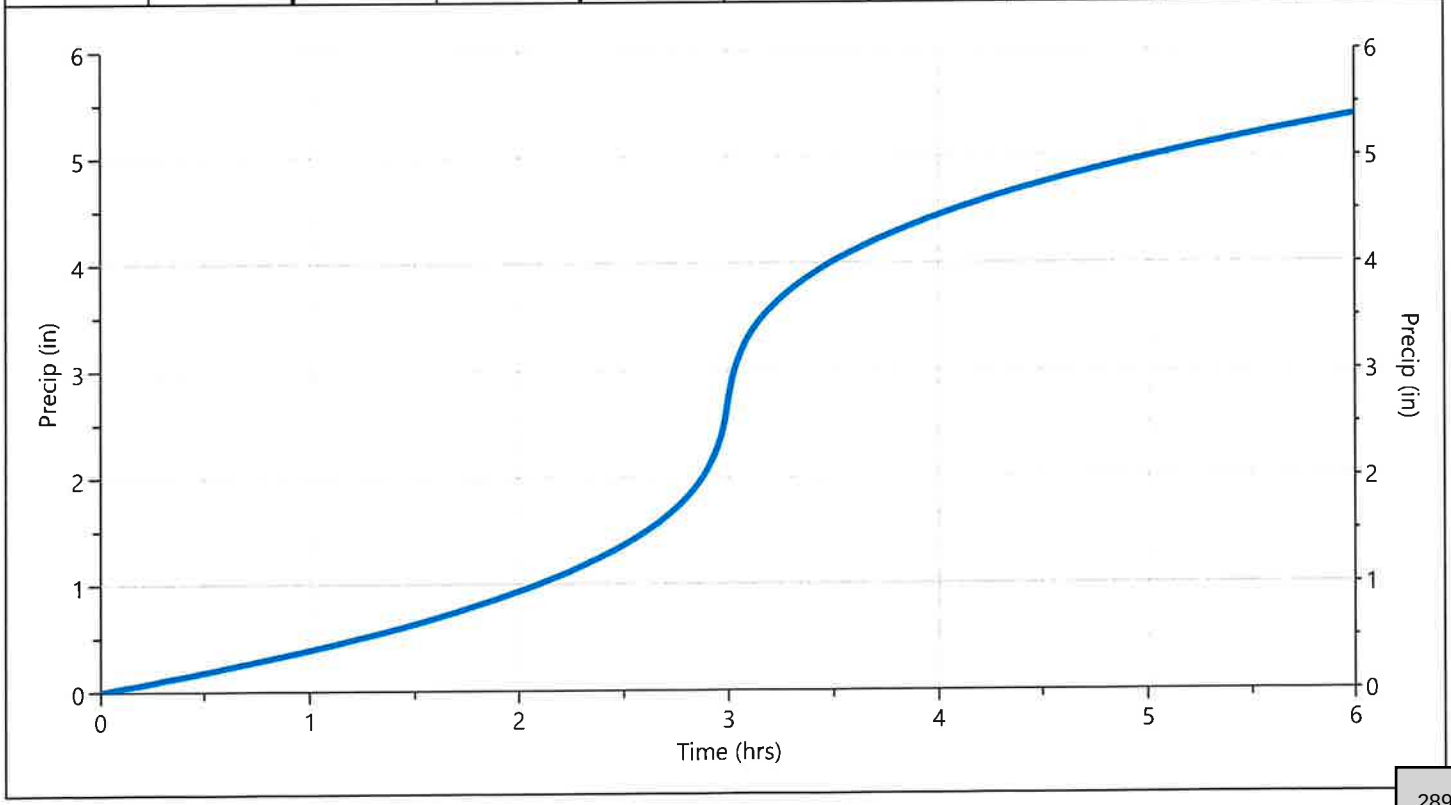
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	✔ 10-yr	25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 10-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.018267	2.68	0.024830	2.87	0.044762	3.05	0.092773	3.23	0.031332
2.52	0.018685	2.70	0.025757	2.88	0.048979	3.07	0.076454	3.25	0.029840
2.53	0.019128	2.72	0.026777	2.90	0.054280	3.08	0.065430	3.27	0.028514
2.55	0.019598	2.73	0.027904	2.92	0.061158	3.10	0.057480	3.28	0.027326
2.57	0.020100	2.75	0.029158	2.93	0.070456	3.12	0.051469	3.30	0.026254
2.58	0.020635	2.77	0.030563	2.95	0.083739	3.13	0.046757	3.32	0.025283
2.60	0.021209	2.78	0.032150	2.97	0.104263	3.15	0.042960	3.33	0.024397
2.62	0.021824	2.80	0.033957	2.98	0.139989	3.17	0.039829	3.35	0.023586
2.63	0.022488	2.82	0.036037	**3.00**	**0.216231**	3.18	0.037200	3.37	0.022839
2.65	0.023205	2.83	0.038460	3.02	0.169794	3.20	0.034959	3.38	0.022150
2.67	0.023983	2.85	0.041323	3.03	0.119351	3.22	0.033023	3.40	0.021511



Hydrograph 25-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre Area 1	6.371	0.63	14,526	----		
2	Rational	Post Area 1	15.41	0.30	16,638	----		
3	Pond Route	Area 1 Detention	7.142	0.47	16,630	2	264.10	9,267
4	Rational	Pre Area 2	6.604	0.50	11,888	----		
5	Rational	Post Area 2	18.49	0.22	14,423	----		
6	Pond Route	Area 2 Detention	6.573	0.35	14,414	5	263.94	9,268

Hydrograph Report

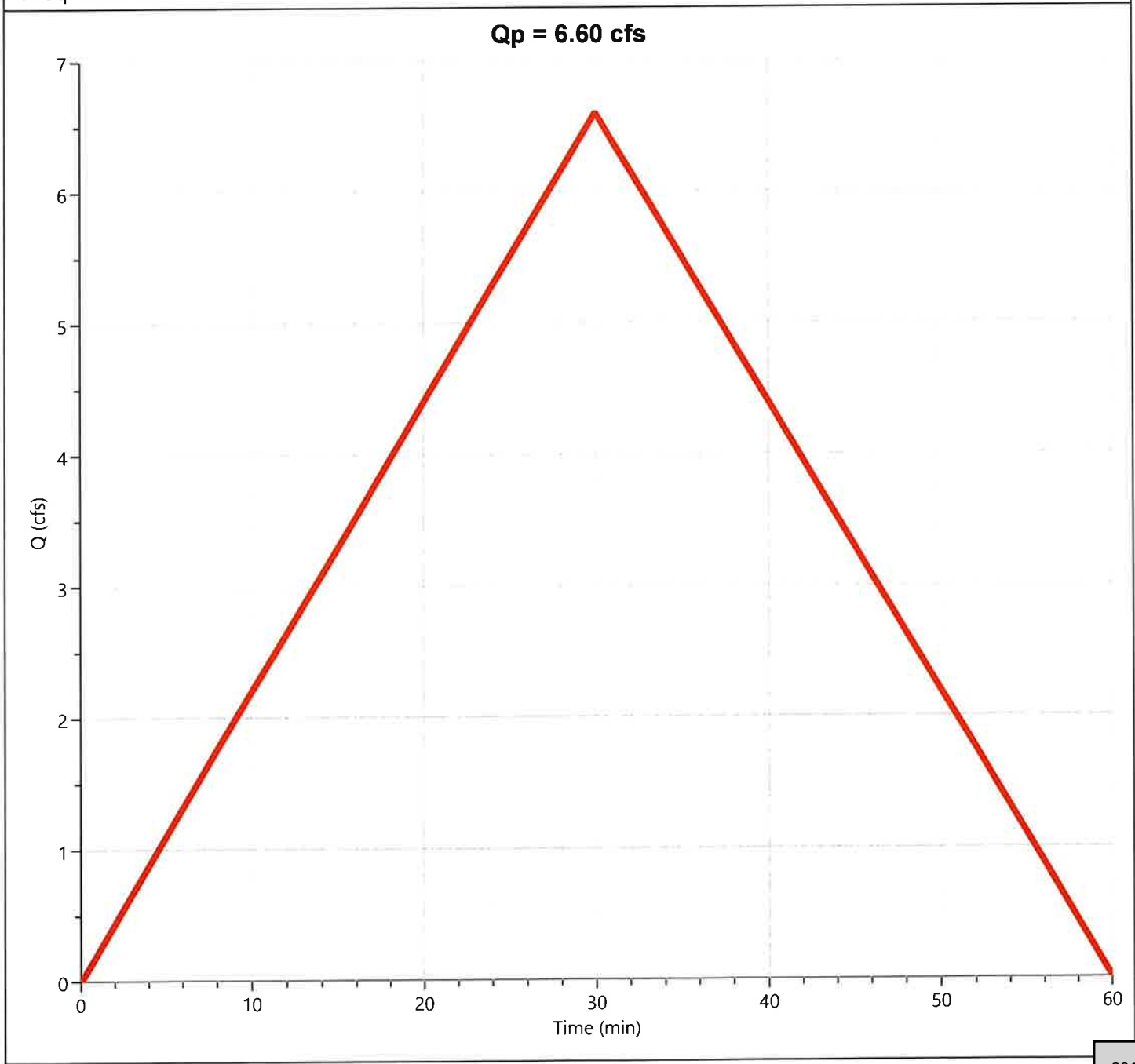
Hydrology Studio v 3.0.0.13

11-16-2021

Pre Area 2

Hyd. No. 4

Hydrograph Type	= Rational	Peak Flow	= 6.604 cfs
Storm Frequency	= 25-yr	Time to Peak	= 0.50 hrs
Time Interval	= 1 min	Runoff Volume	= 11,888 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 30.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 4.58 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

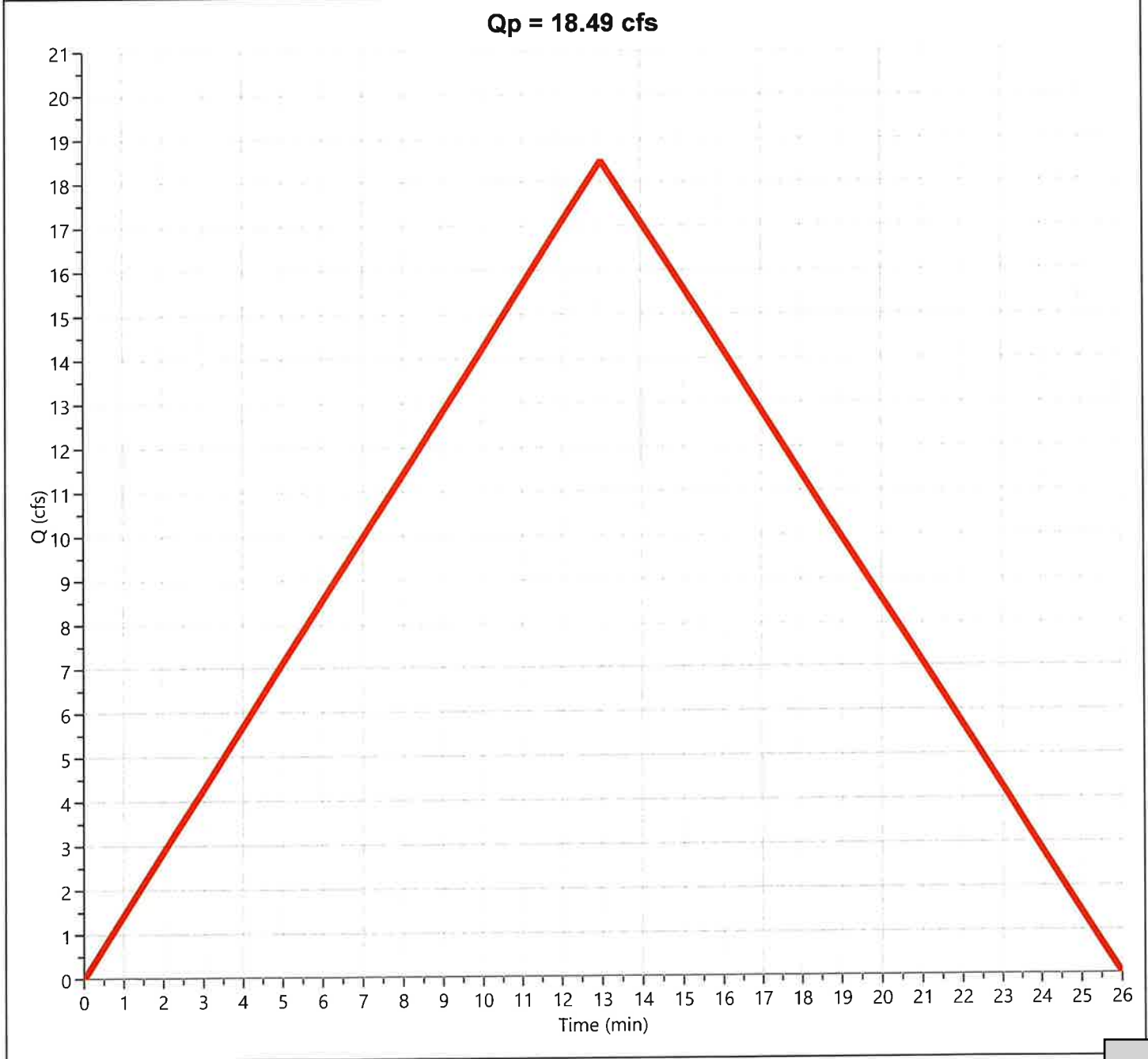
Hydrology Studio v 3.0.0.13

11-16-2021

Post Area 2

Hyd. No. 5

Hydrograph Type	= Rational	Peak Flow	= 18.49 cfs
Storm Frequency	= 25-yr	Time to Peak	= 0.22 hrs
Time Interval	= 1 min	Runoff Volume	= 14,423 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.64
Tc Method	= User	Time of Conc. (Tc)	= 13.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 7.01 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

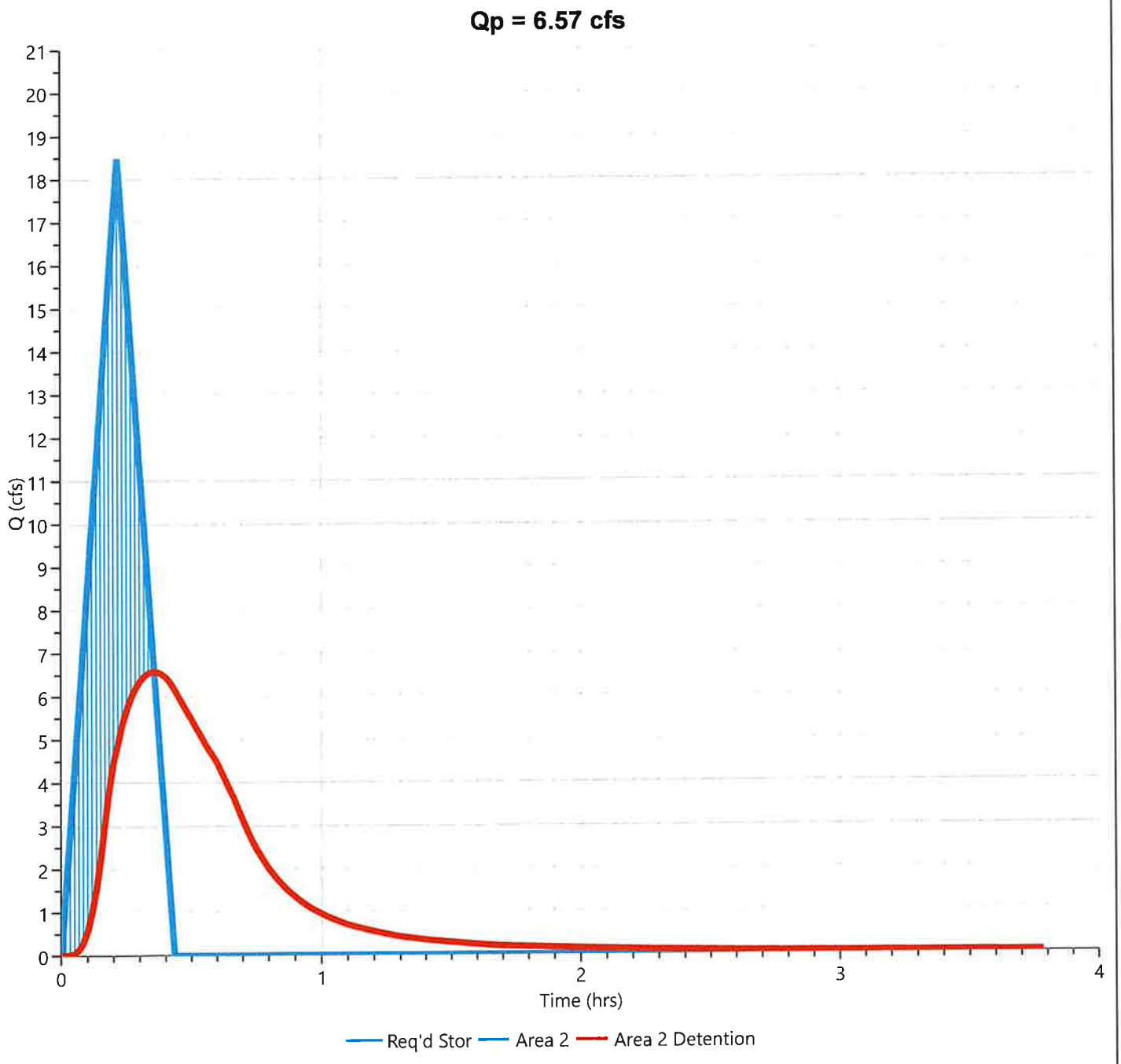
Area 2 Detention

Hyd. No. 6

Hydrograph Type	= Pond Route	Peak Flow	= 6.573 cfs
Storm Frequency	= 25-yr	Time to Peak	= 0.35 hrs
Time Interval	= 1 min	Hydrograph Volume	= 14,414 cuft
Inflow Hydrograph	= 5 - Area 2	Max. Elevation	= 263.94 ft
Pond Name	= Area 2	Max. Storage	= 9,268 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 21 min



Design Storm Report

Hydrology Studio v 3.0.0.13

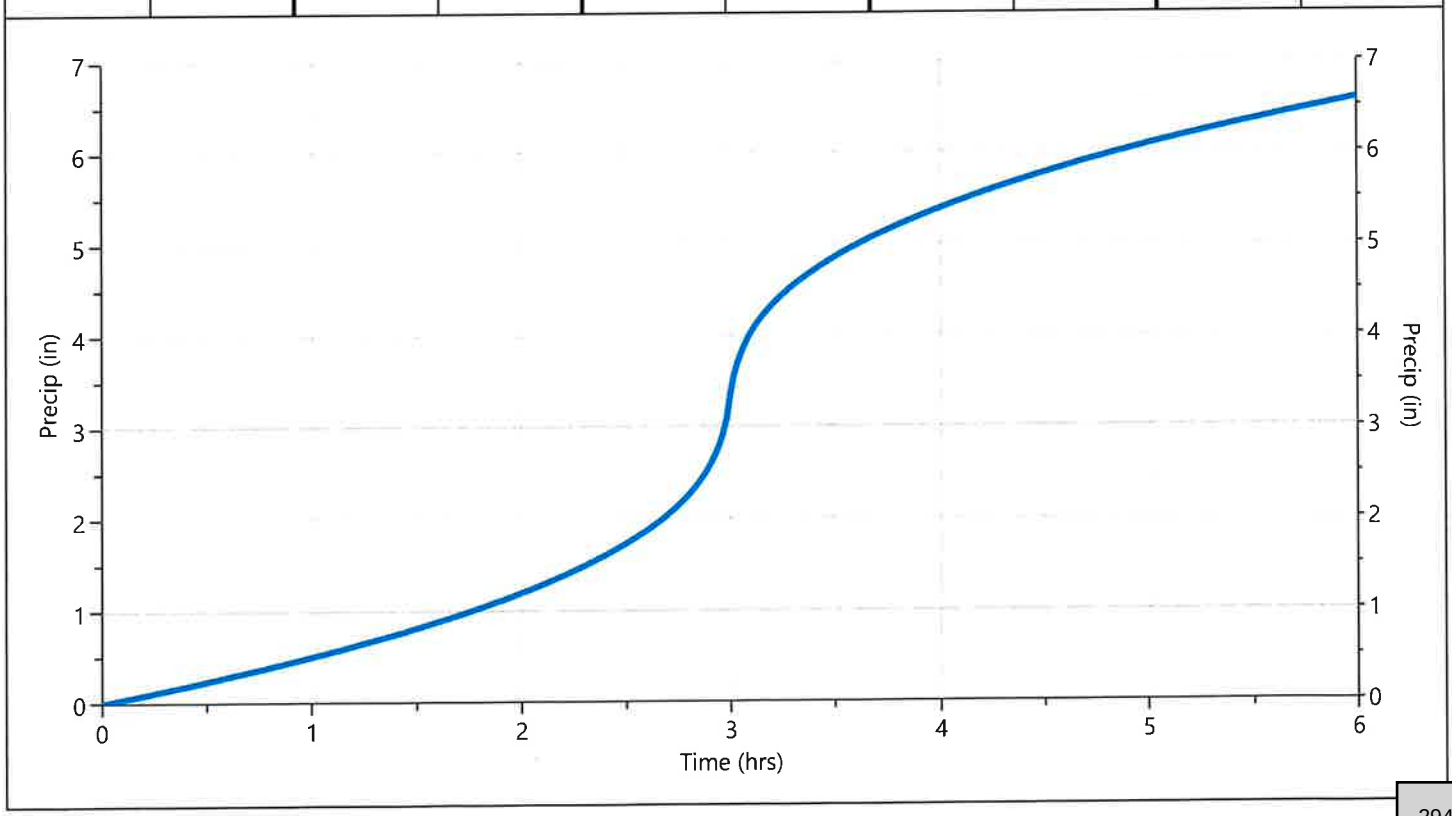
11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	10-yr	✔ 25-yr	50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 25-yr

Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.022407	2.68	0.029967	2.87	0.052407	3.05	0.106281	3.23	0.037347
2.52	0.022892	2.70	0.031025	2.88	0.057111	3.07	0.087818	3.25	0.035661
2.53	0.023406	2.72	0.032186	2.90	0.063019	3.08	0.075461	3.27	0.034159
2.55	0.023951	2.73	0.033467	2.92	0.070689	3.10	0.066587	3.28	0.032810
2.57	0.024532	2.75	0.034889	2.93	0.081085	3.12	0.059886	3.30	0.031591
2.58	0.025150	2.77	0.036479	2.95	0.096031	3.13	0.054633	3.32	0.030483
2.60	0.025812	2.78	0.038270	2.97	0.119437	3.15	0.050395	3.33	0.029472
2.62	0.026521	2.80	0.040306	2.98	0.161357	3.17	0.046895	3.35	0.028543
2.63	0.027284	2.82	0.042644	3.00	0.257015	3.18	0.043950	3.37	0.027687
2.65	0.028106	2.83	0.045362	3.02	0.197678	3.20	0.041433	3.38	0.026895
2.67	0.028998	2.85	0.048565	3.03	0.136942	3.22	0.039254	3.40	0.026160



Hydrograph 50-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre Area 1	7.084	0.63	16,151	---		
2	Rational	Post Area 1	17.04	0.30	18,400	---		
3	Pond Route	Area 1 Detention	7.585	0.47	18,392	2	264.27	10,336
4	Rational	Pre Area 2	7.325	0.50	13,186	---		
5	Rational	Post Area 2	20.45	0.22	15,951	---		
6	Pond Route	Area 2 Detention	6.991	0.37	15,943	5	264.12	10,350

Hydrograph Report

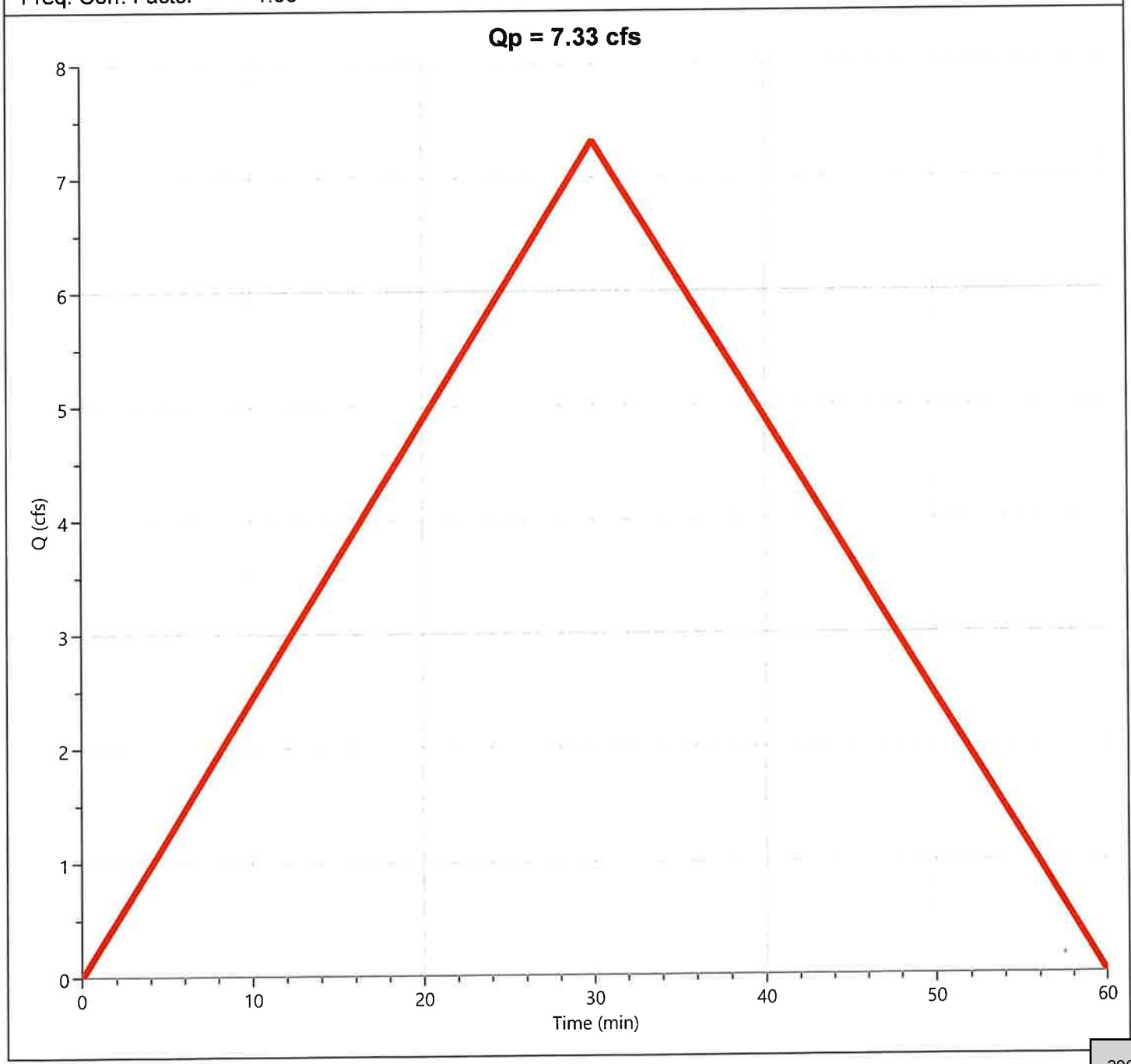
Hydrology Studio v 3.0.0.13

11-16-2021

Pre Area 2

Hyd. No. 4

Hydrograph Type	= Rational	Peak Flow	= 7.325 cfs
Storm Frequency	= 50-yr	Time to Peak	= 0.50 hrs
Time Interval	= 1 min	Runoff Volume	= 13,186 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 30.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 5.08 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

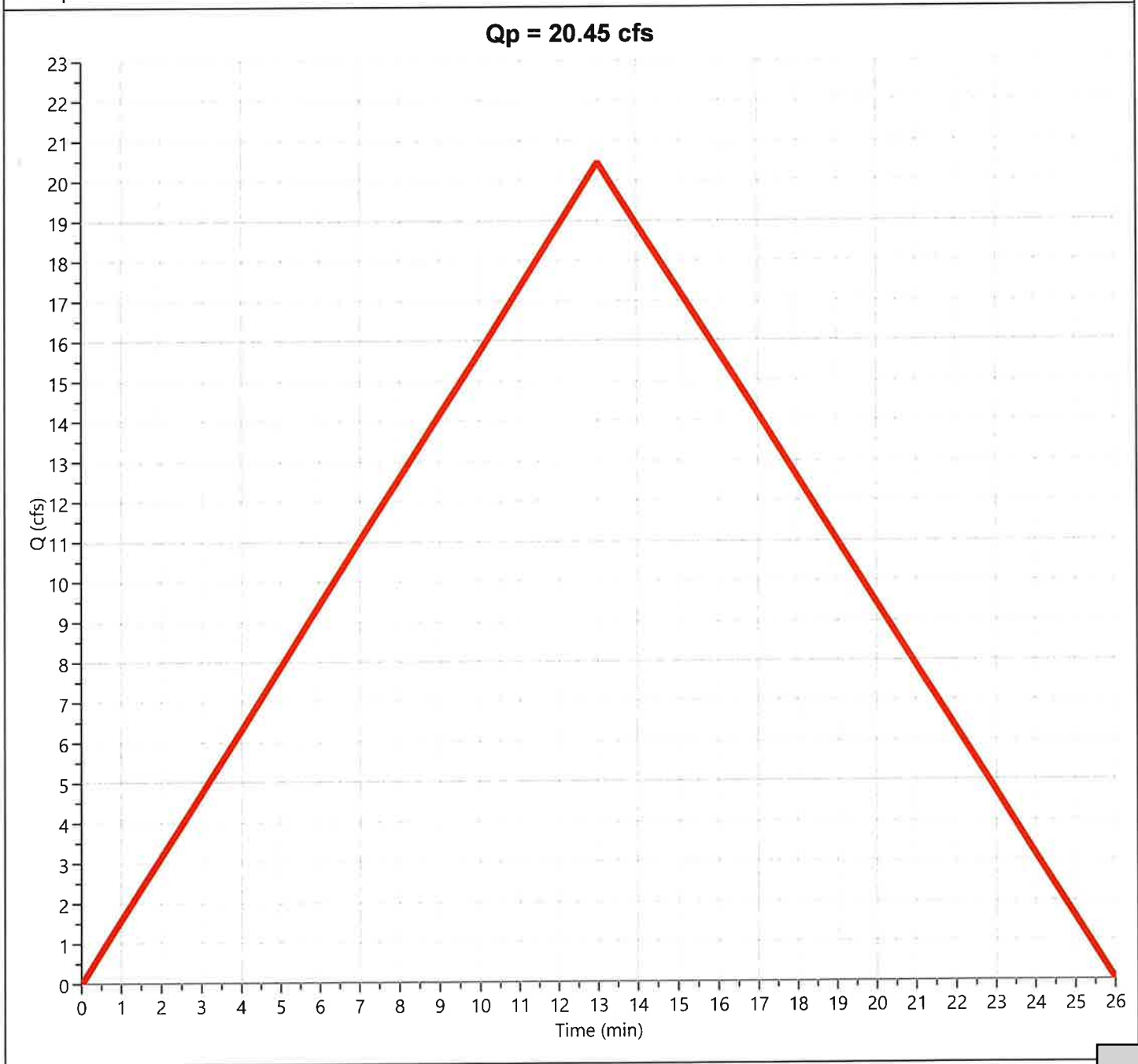
Hydrology Studio v 3.0.0.13

11-16-2021

Post Area 2

Hyd. No. 5

Hydrograph Type	= Rational	Peak Flow	= 20.45 cfs
Storm Frequency	= 50-yr	Time to Peak	= 0.22 hrs
Time Interval	= 1 min	Runoff Volume	= 15,951 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.64
Tc Method	= User	Time of Conc. (Tc)	= 13.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 7.76 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

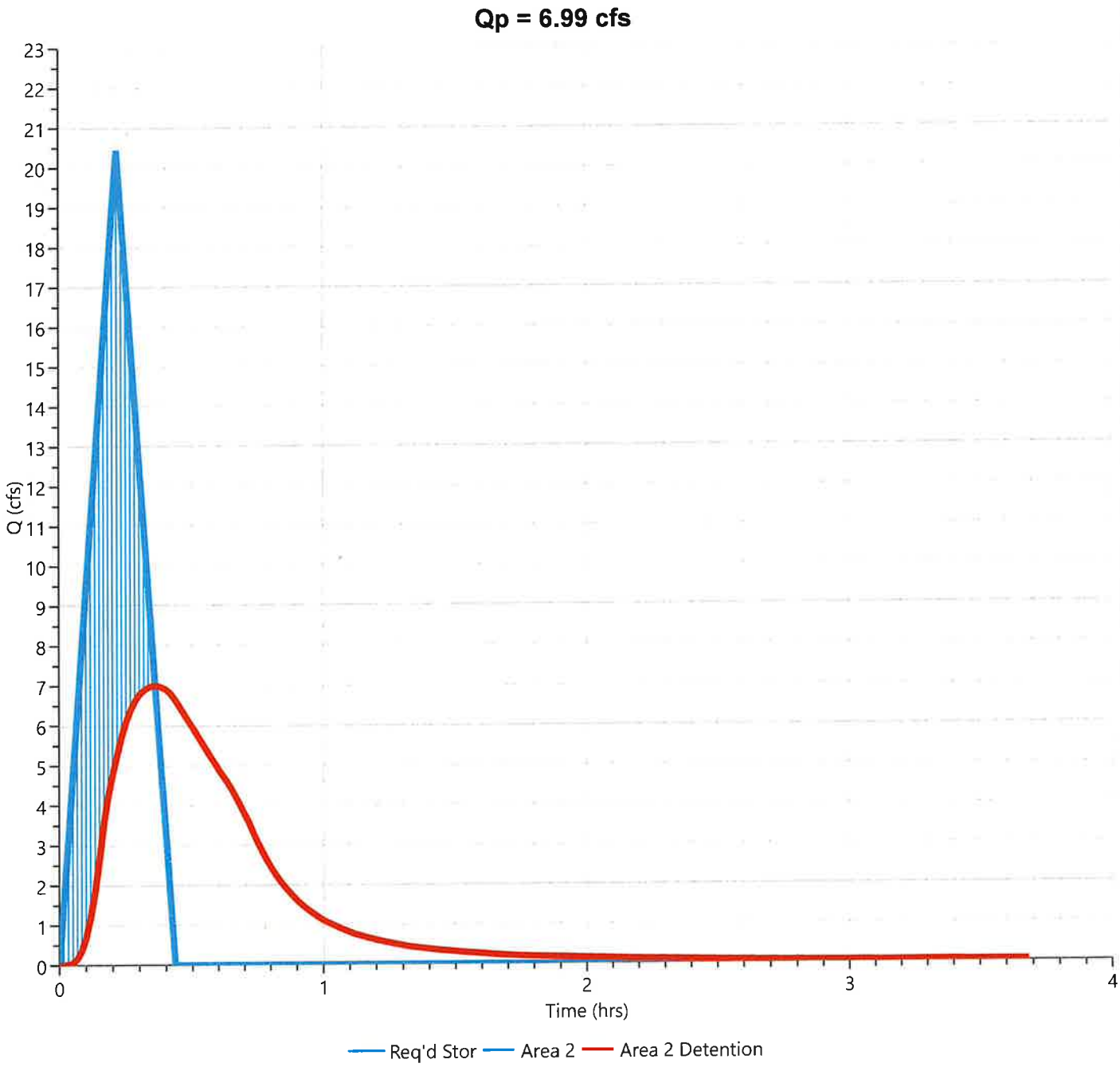
Area 2 Detention

Hyd. No. 6

Hydrograph Type	= Pond Route	Peak Flow	= 6.991 cfs
Storm Frequency	= 50-yr	Time to Peak	= 0.37 hrs
Time Interval	= 1 min	Hydrograph Volume	= 15,943 cuft
Inflow Hydrograph	= 5 - Area 2	Max. Elevation	= 264.12 ft
Pond Name	= Area 2	Max. Storage	= 10,350 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 22 min



Design Storm Report

Cust

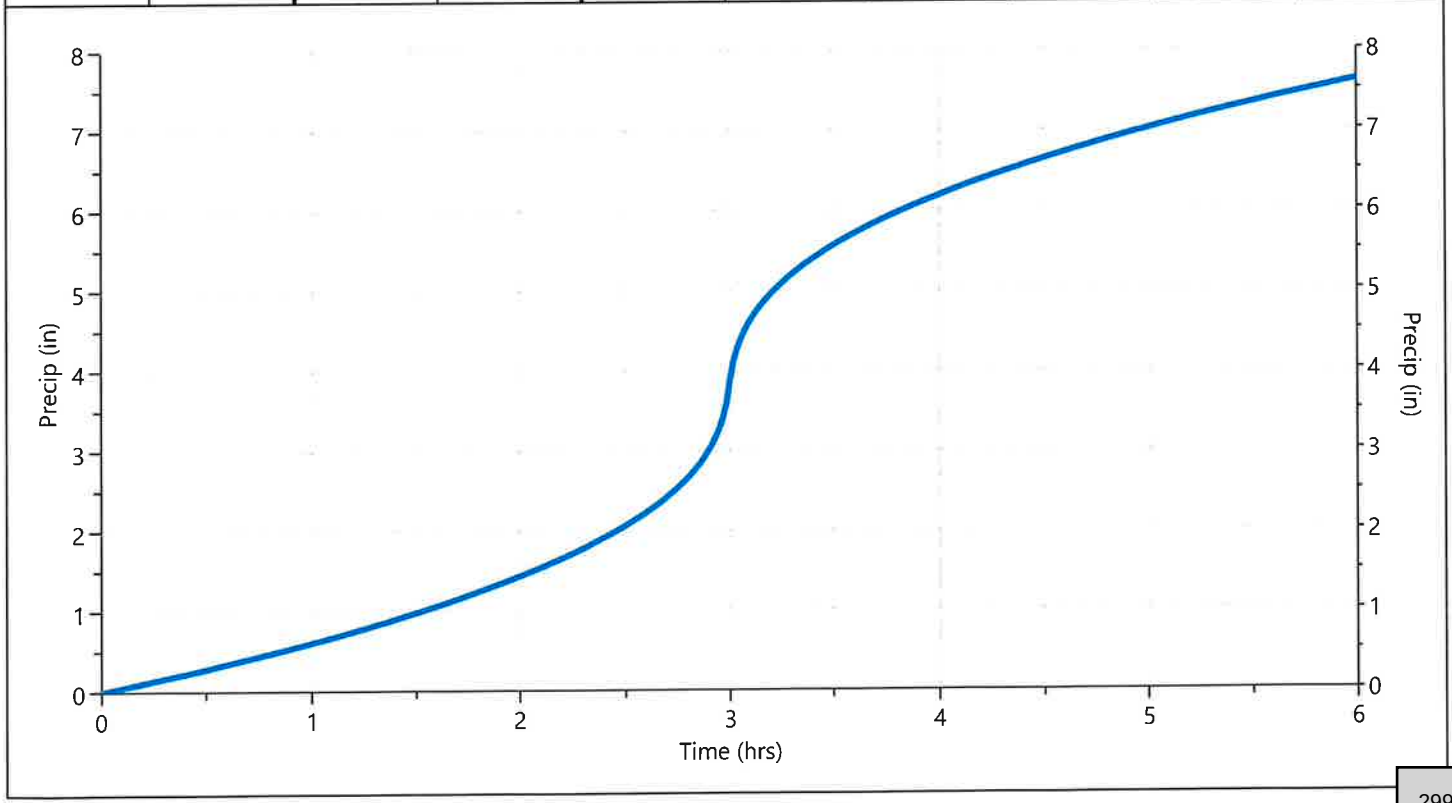
Hydrology Studio v 3.0.0.13

11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	✔ 50-yr	100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 50-yr									
Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.025937	2.68	0.034172	2.87	0.058067	3.05	0.115413	3.23	0.042096
2.52	0.026471	2.70	0.035314	2.88	0.063029	3.07	0.095540	3.25	0.040294
2.53	0.027034	2.72	0.036564	2.90	0.069260	3.08	0.082404	3.27	0.038684
2.55	0.027632	2.73	0.037941	2.92	0.077356	3.10	0.073024	3.28	0.037236
2.57	0.028266	2.75	0.039467	2.93	0.088370	3.12	0.065956	3.30	0.035924
2.58	0.028942	2.77	0.041168	2.95	0.104339	3.13	0.060416	3.32	0.034730
2.60	0.029664	2.78	0.043081	2.97	0.129807	3.15	0.055941	3.33	0.033637
2.62	0.030436	2.80	0.045250	2.98	0.177294	3.17	0.052240	3.35	0.032631
2.63	0.031265	2.82	0.047735	**3.00**	**0.297474**	3.18	0.049121	3.37	0.031703
2.65	0.032158	2.83	0.050617	3.02	0.220806	3.20	0.046448	3.38	0.030843
2.67	0.033124	2.85	0.054008	3.03	0.149314	3.22	0.044130	3.40	0.030043



Hydrograph 100-yr Summary

11-16-2021

Hydrology Studio v 3.0.0.13

Hyd. No.	Hydrograph Type	Hydrograph Name	Peak Flow (cfs)	Time to Peak (hrs)	Hydrograph Volume (cuft)	Inflow Hyd(s)	Maximum Elevation (ft)	Maximum Storage (cuft)
1	Rational	Pre Area 1	7.804	0.63	17,793	----		
2	Rational	Post Area 1	18.62	0.30	20,111	----		
3	Pond Route	Area 1 Detention	7.992	0.47	20,103	2	264.46	11,419
4	Rational	Pre Area 2	8.046	0.50	14,483	----		
5	Rational	Post Area 2	22.31	0.22	17,401	----		
6	Pond Route	Area 2 Detention	7.357	0.37	17,393	5	264.28	11,412

Hydrograph Report

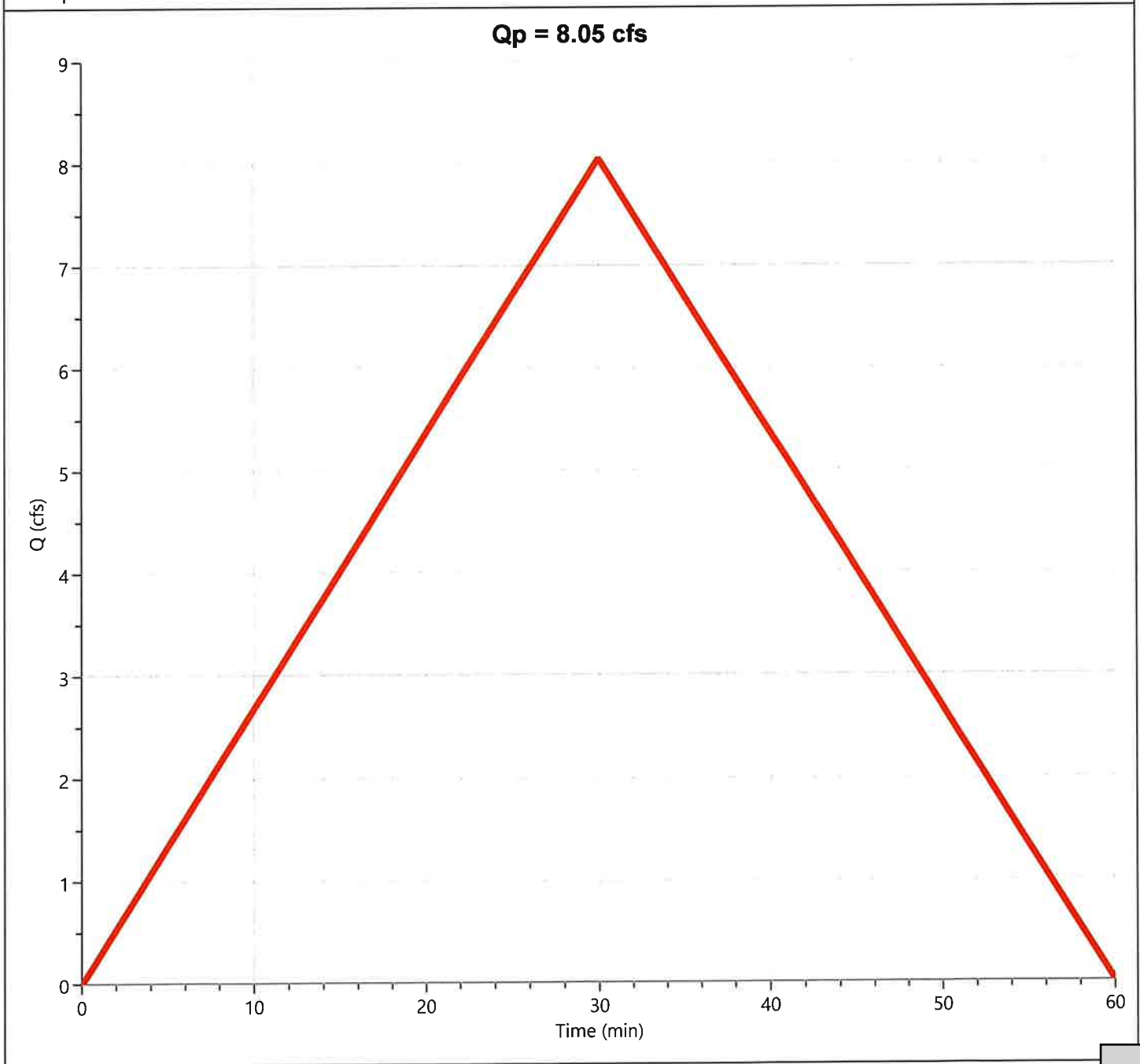
Hydrology Studio v 3.0.0.13

11-16-2021

Pre Area 2

Hyd. No. 4

Hydrograph Type	= Rational	Peak Flow	= 8.046 cfs
Storm Frequency	= 100-yr	Time to Peak	= 0.50 hrs
Time Interval	= 1 min	Runoff Volume	= 14,483 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.35
Tc Method	= User	Time of Conc. (Tc)	= 30.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 5.58 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

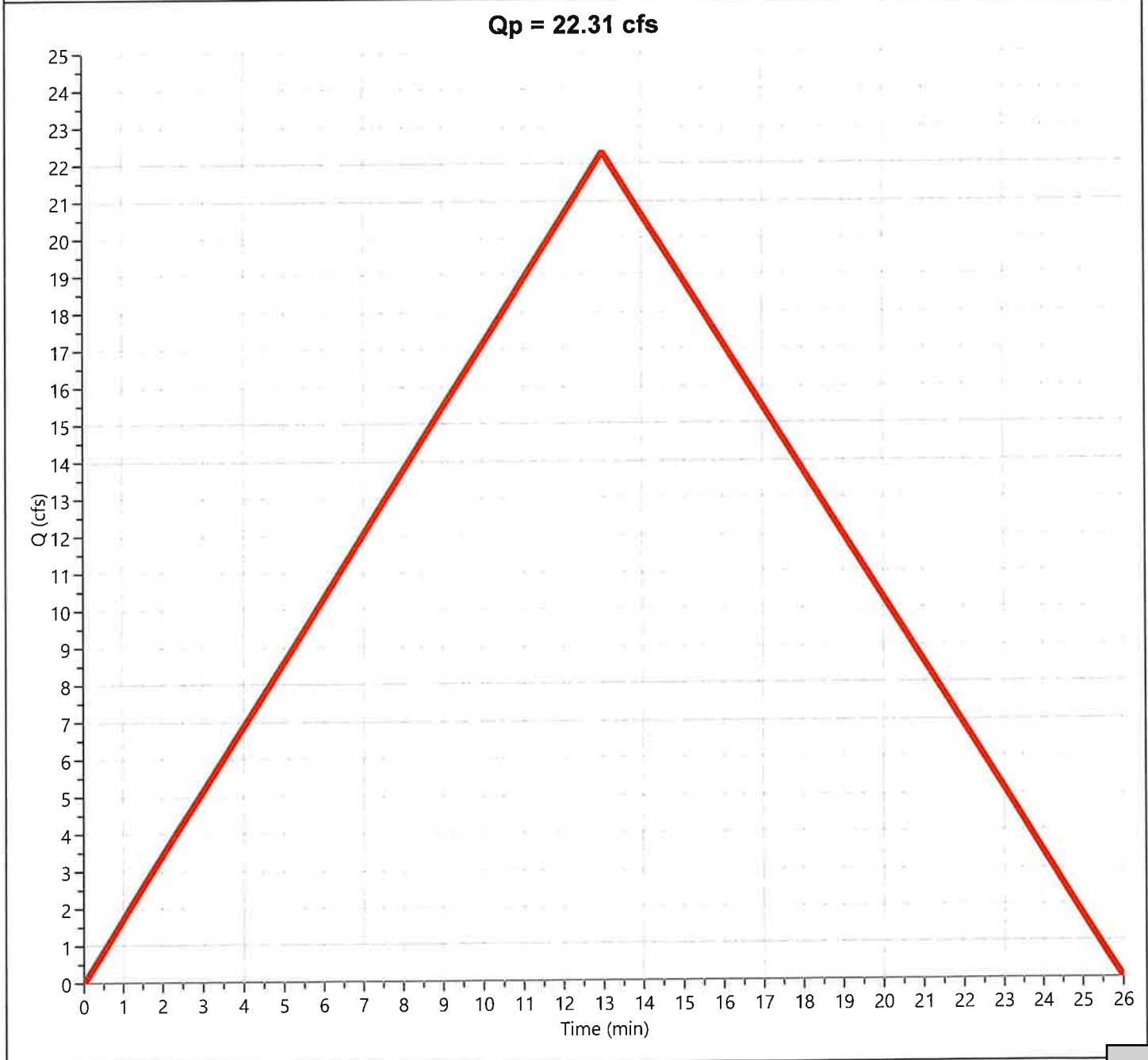
Hydrology Studio v 3.0.0.13

11-16-2021

Post Area 2

Hyd. No. 5

Hydrograph Type	= Rational	Peak Flow	= 22.31 cfs
Storm Frequency	= 100-yr	Time to Peak	= 0.22 hrs
Time Interval	= 1 min	Runoff Volume	= 17,401 cuft
Drainage Area	= 4.12 ac	Runoff Coeff.	= 0.64
Tc Method	= User	Time of Conc. (Tc)	= 13.0 min
IDF Curve	= Jackson Mississippi.idf	Intensity	= 8.46 in/hr
Freq. Corr. Factor	= 1.00	Asc/Rec Limb Factors	= 1/1



Hydrograph Report

Hydrology Studio v 3.0.0.13

11-16-2021

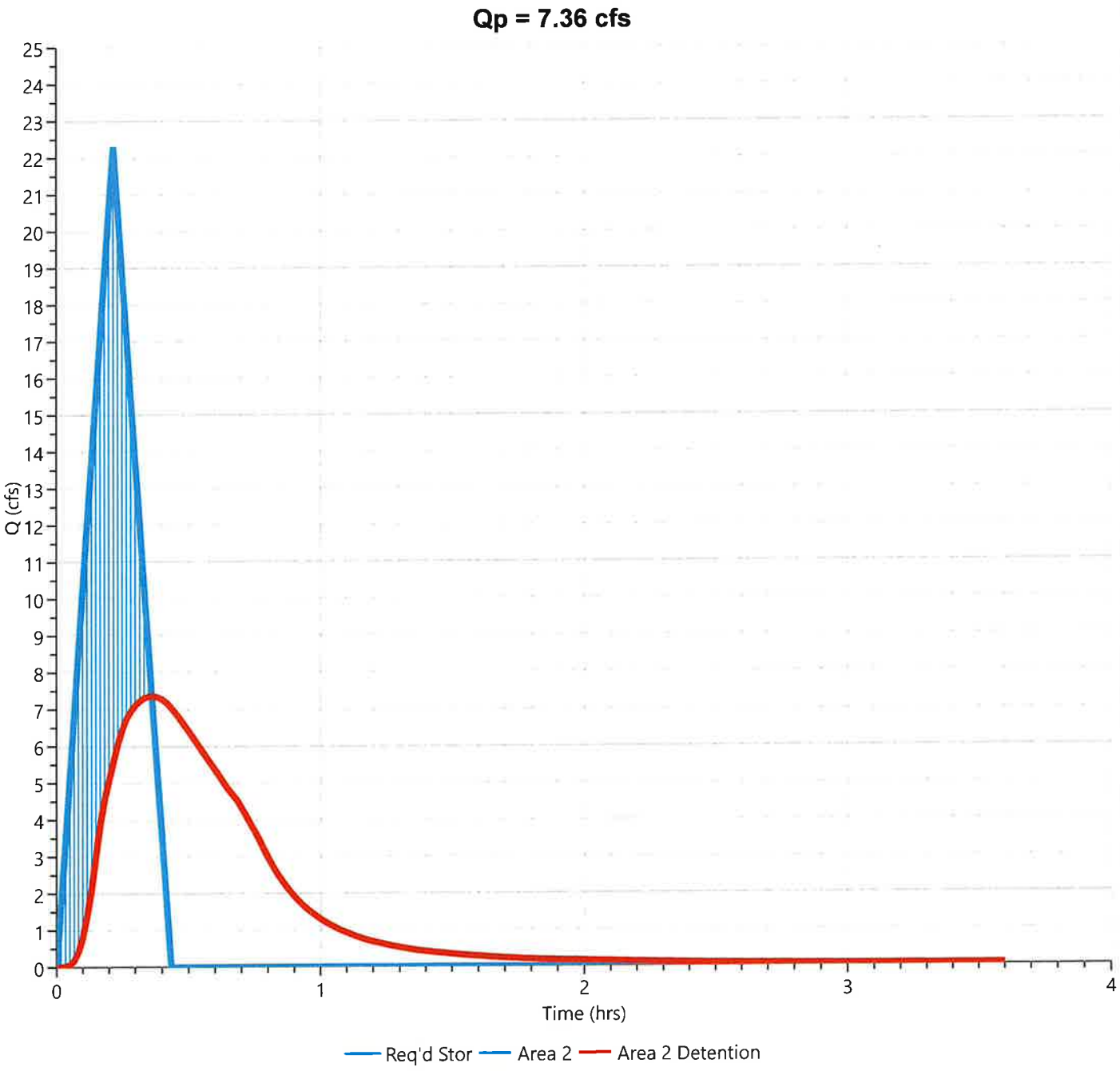
Area 2 Detention

Hyd. No. 6

Hydrograph Type	= Pond Route	Peak Flow	= 7.357 cfs
Storm Frequency	= 100-yr	Time to Peak	= 0.37 hrs
Time Interval	= 1 min	Hydrograph Volume	= 17,393 cuft
Inflow Hydrograph	= 5 - Area 2	Max. Elevation	= 264.28 ft
Pond Name	= Area 2	Max. Storage	= 11,412 cuft

Pond Routing by Storage Indication Method

Center of mass detention time = 22 min



Design Storm Report

Cust

Hydrology Studio v 3.0.0.13

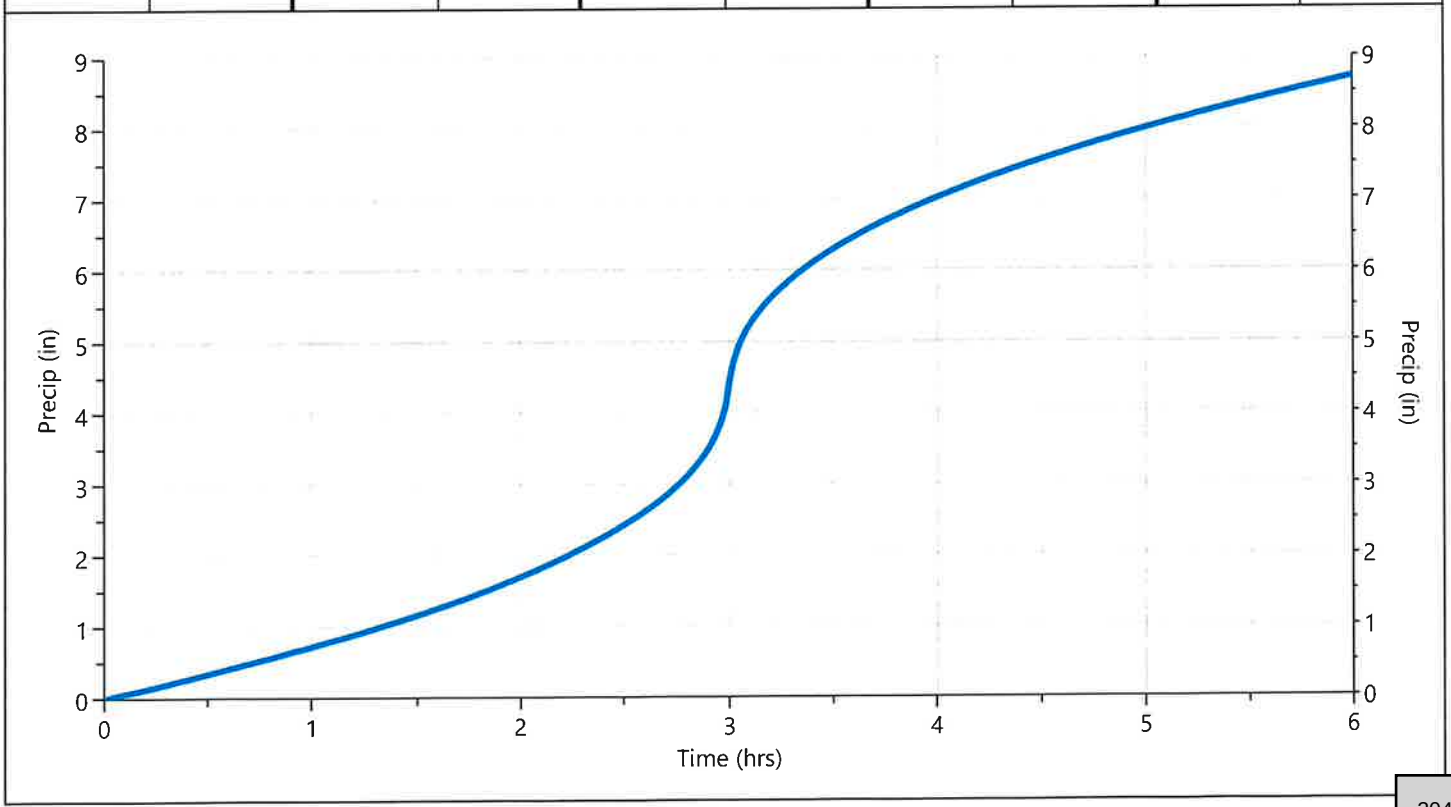
11-16-2021

Storm Distribution: IDF Based - Synthetic

Storm Duration	Total Rainfall Volume (in)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	✔ 100-yr	
6 hrs	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71	

Incremental Rainfall Distribution, 100-yr

Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)	Time (hrs)	Precip (in)
2.50	0.029753	2.68	0.038731	2.87	0.064265	3.05	0.124765	3.23	0.047268
2.52	0.030338	2.70	0.039967	2.88	0.069510	3.07	0.103751	3.25	0.045334
2.53	0.030956	2.72	0.041318	2.90	0.076081	3.08	0.089918	3.27	0.043603
2.55	0.031611	2.73	0.042804	2.92	0.084606	3.10	0.080046	3.28	0.042043
2.57	0.032305	2.75	0.044446	2.93	0.096197	3.12	0.072598	3.30	0.040627
2.58	0.033044	2.77	0.046273	2.95	0.113037	3.13	0.066750	3.32	0.039336
2.60	0.033832	2.78	0.048324	2.97	0.140096	3.15	0.062015	3.33	0.038152
2.62	0.034674	2.80	0.050644	2.98	0.191645	3.17	0.058089	3.35	0.037061
2.63	0.035577	2.82	0.053296	**3.00**	**0.331408**	3.18	0.054771	3.37	0.036053
2.65	0.036547	2.83	0.056364	3.02	0.240539	3.20	0.051924	3.38	0.035117
2.67	0.037596	2.85	0.059965	3.03	0.161072	3.22	0.049446	3.40	0.034246



IDF Report

IDF filename: Ja

11-16-2021

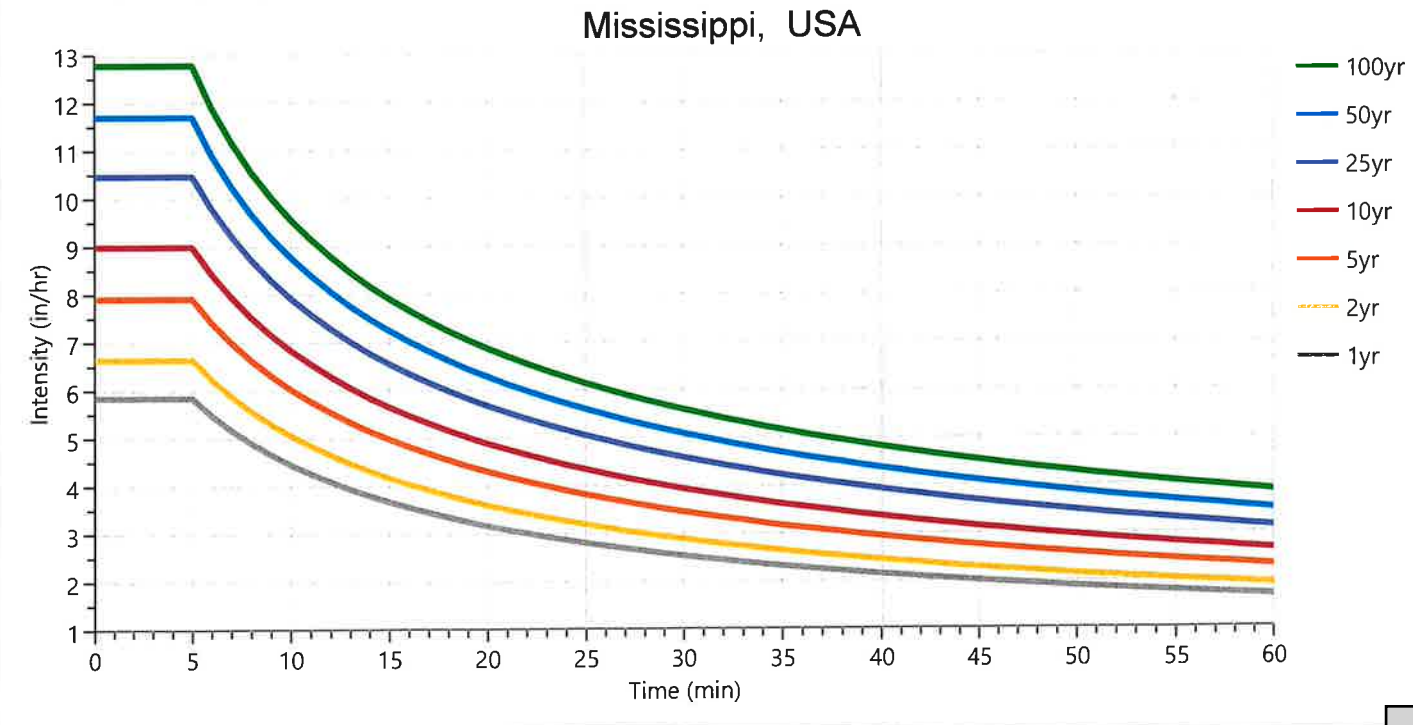
Hydrology Studio v 3.0.0.13

Equation Coefficients	Intensity = B / (Tc + D)^E (in/hr)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr	
B	26.0235	28.5705	0.0000	33.1705	35.3629	37.4541	37.9551	38.6689	
D	4.7000	4.5000	0.0000	4.4000	4.0000	3.4000	2.7000	2.3000	
E	0.6572	0.6480	0.0000	0.6397	0.6230	0.5989	0.5767	0.5571	

Minimum Tc = 5 minutes

Tc (min)	Intensity Values (in/hr)								
	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr	
Cf	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
5	5.85	6.64	0	7.91	9.00	10.47	11.70	12.78	
10	4.45	5.05	0	6.02	6.83	7.91	8.76	9.55	
15	3.67	4.17	0	4.98	5.65	6.55	7.24	7.90	
20	3.16	3.60	0	4.30	4.88	5.67	6.27	6.86	
25	2.80	3.19	0	3.81	4.34	5.05	5.59	6.13	
30	2.53	2.88	0	3.45	3.93	4.58	5.08	5.58	
35	2.32	2.64	0	3.16	3.61	4.21	4.68	5.15	
40	2.14	2.44	0	2.93	3.35	3.92	4.36	4.80	
45	2.00	2.28	0	2.74	3.13	3.67	4.09	4.51	
50	1.88	2.14	0	2.57	2.95	3.46	3.86	4.27	
55	1.77	2.02	0	2.43	2.79	3.28	3.66	4.05	
60	1.68	1.92	0	2.31	2.65	3.12	3.49	3.87	

Cf = Correction Factor applied to Rational Method runoff coefficient.



Precipitation Report

Precipitation filename: Jac

Hydrology Studio v 3.0.0.13

11-16-2021

	Active	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr
Active			✔		✔	✔	✔	✔	✔
SCS Storms	**> SCS Dimensionless Storms**								
SCS 6hr		1.20	1.50	0	1.86	2.18	2.64	3.01	3.41
Type I, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type IA, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type II, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type II FL, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Type III, 24-hr		1.82	2.28	0	2.85	3.31	3.94	4.43	4.94
Synthetic Storms	**> IDF-Based Synthetic Storms**								
1-hr		1.68	1.92	0	2.31	2.65	3.12	3.49	3.87
2-hr		2.18	2.51	0	3.03	3.51	4.19	4.74	5.32
3-hr		2.53	2.92	0	3.54	4.12	4.95	5.65	6.38
6-hr	✔	3.24	3.75	0	4.57	5.38	6.58	7.61	8.71
12-hr		4.12	4.81	0	5.89	7.02	8.71	10.23	11.86
24-hr		5.24	6.15	0	7.58	9.13	11.52	13.73	16.13
Huff Distribution	**> 1st Quartile (0 to 6 hrs)**								
1-hr		0.76	0.98	0	1.33	1.61	2.01	2.34	2.69
2-hr		0.89	1.14	0	1.50	1.80	2.24	2.60	2.99
3-hr		0.98	1.24	0	1.59	1.90	2.33	2.68	3.07
6-hr		1.20	1.50	0	1.86	2.18	2.64	3.01	3.41
Huff Distribution	**> 2nd Quartile (>6 to 12 hrs)**								
8-hr		0	0	0	0	0	0	0	0
12-hr		0	0	0	0	0	0	0	0
Huff Distribution	**> 3rd Quartile (>12 to 24 hrs)**								
18-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Custom Storms	**> Custom Storm Distributions**								
My Custom Storm 1		0	0	0	0	0	0	0	0
My Custom Storm 2		0	0	0	0	0	0	0	0
My Custom Storm 3		0	0	0	0	0	0	0	0
My Custom Storm 4		0	0	0	0	0	0	0	0
My Custom Storm 5		0	0	0	0	0	0	0	0
My Custom Storm 6		0	0	0	0	0	0	0	0
My Custom Storm 7		0	0	0	0	0	0	0	0
My Custom Storm 8		0	0	0	0	0	0	0	0
My Custom Storm 9		0	0	0	0	0	0	0	0
My Custom Storm 10		0	0	0	0	0	0	0	0

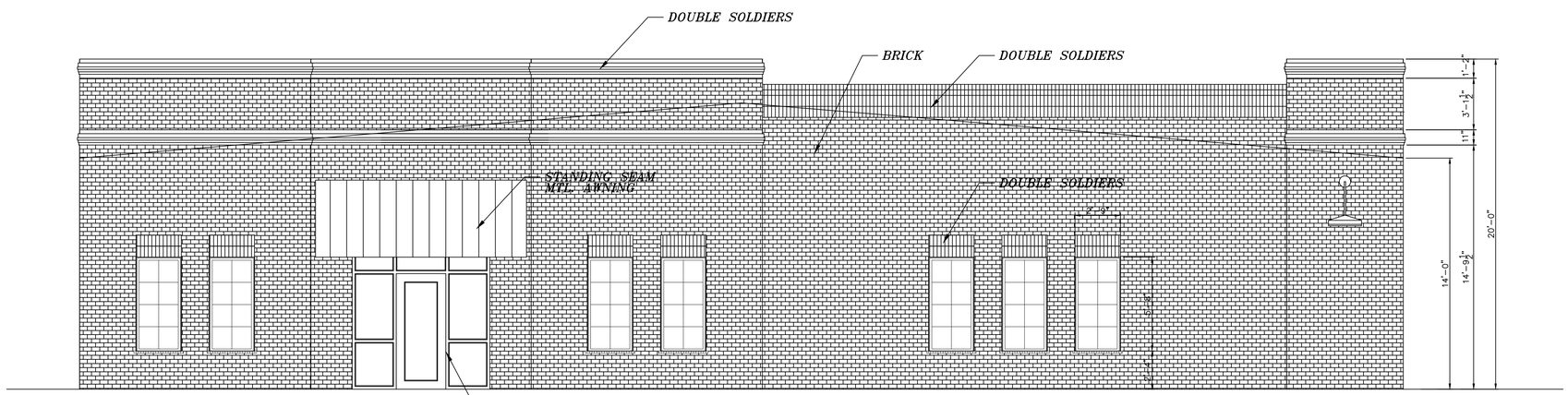
Precipitation Report Cont'd

Precipitation filename: Jac

Hydrology Studio v 3.0.0.13

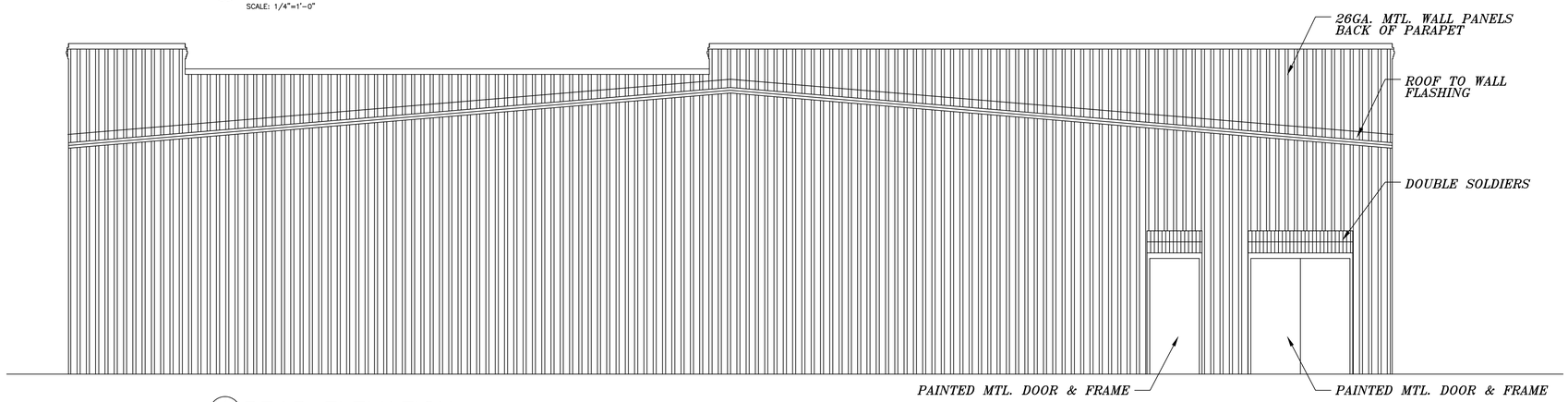
11-16-2021

	Active	1-yr	2-yr	3-yr	5-yr	10-yr	25-yr	50-yr	100-yr
Active			✔		✔	✔	✔	✔	✔
Huff Indiana	**> Indianapolis**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Huff Indiana	**> Evansville**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Huff Indiana	**> Fort Wayne**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
Huff Indiana	**> South Bend**								
30-min		0.99	1.19	0	1.44	1.63	1.89	2.08	2.28
1-hr		1.21	1.46	0	1.81	2.08	2.45	2.75	3.06
2-hr		1.46	1.77	0	2.22	2.57	3.05	3.44	3.85
3-hr		1.57	1.90	0	2.38	2.76	3.30	3.75	4.21
6-hr		1.92	2.31	0	2.88	3.36	4.01	4.56	5.13
12-hr		0	0	0	0	0	0	0	0
24-hr		0	0	0	0	0	0	0	0
NRCS Storms	**> NRCS Dimensionless Storms**								
NRCS MSE3, 24-hr		2.72	3.27	0	4.07	4.72	5.63	6.37	7.15
NRCS MSE4, 24-hr		2.72	3.27	0	4.07	4.72	5.63	6.37	7.15



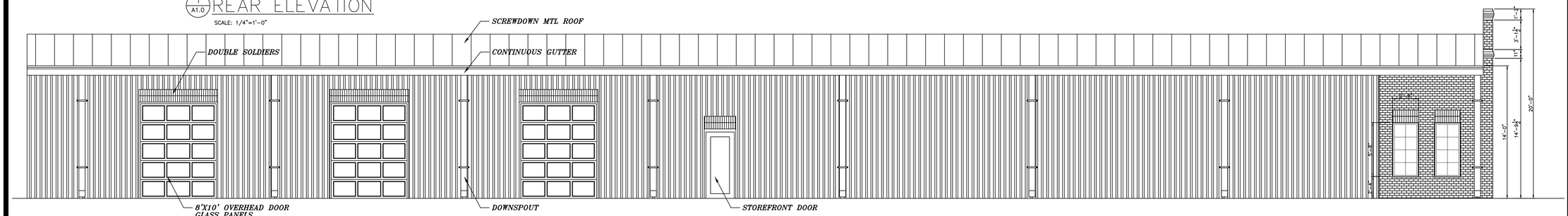
1/A1.0 FRONT ELEVATION

SCALE: 1/4"=1'-0"



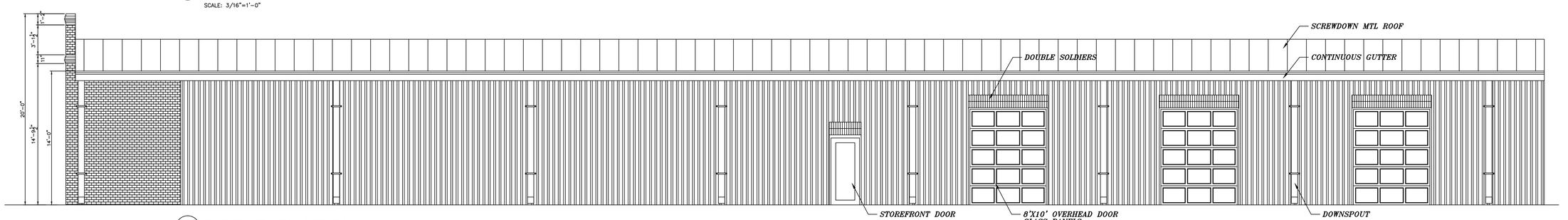
1/A1.0 REAR ELEVATION

SCALE: 1/4"=1'-0"



1/A1.0 SIDE ELEVATION

SCALE: 3/16"=1'-0"



1/A1.0 SIDE ELEVATION

SCALE: 3/16"=1'-0"

DW 12/28/2021 8:27 AM DR WHITE FINAL FLOOR PLAN 113021.dwg

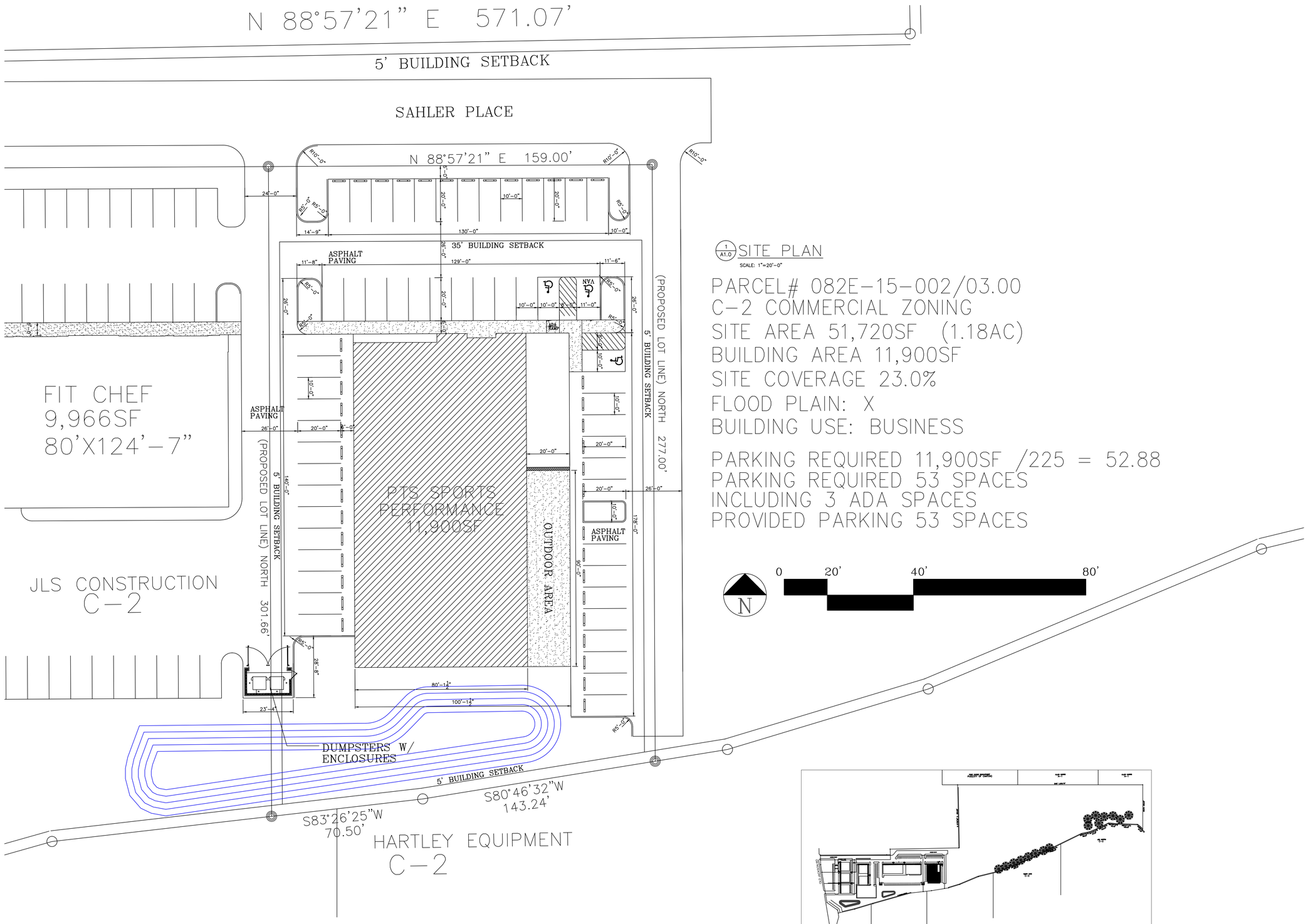
REVISIONS	BY

WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

PTS Sports Performance
Old Jackson Rd.
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES.
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	2/5/23
SCALE	
JOB NO.	
SHEET	A3.0
OF	SHEETS

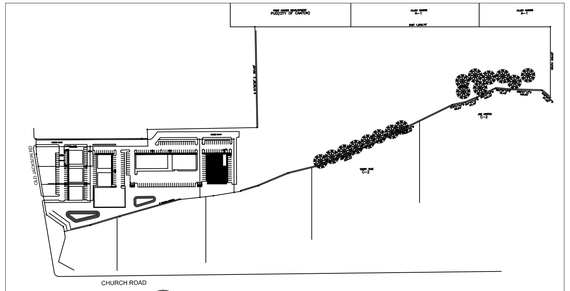


1 A1.0 SITE PLAN

SCALE: 1"=20'-0"

PARCEL# 082E-15-002/03.00
C-2 COMMERCIAL ZONING
SITE AREA 51,720SF (1.18AC)
BUILDING AREA 11,900SF
SITE COVERAGE 23.0%
FLOOD PLAIN: X
BUILDING USE: BUSINESS

PARKING REQUIRED 11,900SF /225 = 52.88
PARKING REQUIRED 53 SPACES
INCLUDING 3 ADA SPACES
PROVIDED PARKING 53 SPACES



1 A1.0 VICINITY MAP

SCALE: NTS

REVISIONS	BY

WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

PTS Sports Performance
Old Jackson Rd.
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED
FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN
PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	2/5/23
SCALE	
JOB NO.	
SHEET	A0.0
OF	SHEETS

DW 12/28/2021 8:27 AM DR WHITE FINAL FLOOR PLAN 113021.dwg

N 88°57'21" E 159.00'

SAHLER PLACE

SEASONAL FLOWERS

GRASS

GRASS

GROUND COVER SHORE JUNIPER

NYA

ADA RAMP

FIT CHEF
9,966SF
80'X124'-7"

ASPHALT PAVING

(PROPOSED LOT LINE) NORTH 359.75'

5' BUILDING SETBACK

(PROPOSED LOT LINE) NORTH 335.50'

PTS SPORTS PERFORMANCE
11,900SF

GRASS

OUTDOOR AREA

ASPHALT PAVING

0'-0"

JLS CONSTRUCTION
C-2

DUMPSTERS W/ ENCLOSURES

GRASS

S83°26'25"W
70.50'

S80°46'32"W
143.24'

1 / A1.0 LANDSCAPE PLAN

SCALE: 1"=20'-0"

ALL TREES, SHRUBS AND GROUND COVER SHALL MEET THE CITY OF GLUCKSTADT LANDSCAPE ORDINANCE IN SIZE AND PLACEMENT.

DRAKE ELM
SHADE TREE
MIN. 8'HT AND 6.25" CIRCUMFERENCE

DWARF YAUPON HOLLY,
IIEX VOMITORIA NANA

NATCHEZ CRAPE MYRTLE,
"LAGERSTROEMIA INDICA X FAURIEI"
MIN. 8'HT AND 6.25" CIRCUMFERENCE

RED RUFFLE AZALEAS,
RHODODENDRON RUTHERFORD,
3 GAL. @ 3'-6" O.C.
50 REQ. (17 FOR EVERY 50 L/F OF FRONTAGE)

KNOCK OUT ROSE

SWEETBAY MAGNOLIA, "MAGNOLIA VIRGINIANA"

PAMPAS GRASS

N

0 20' 40' 80'

REVISIONS	BY

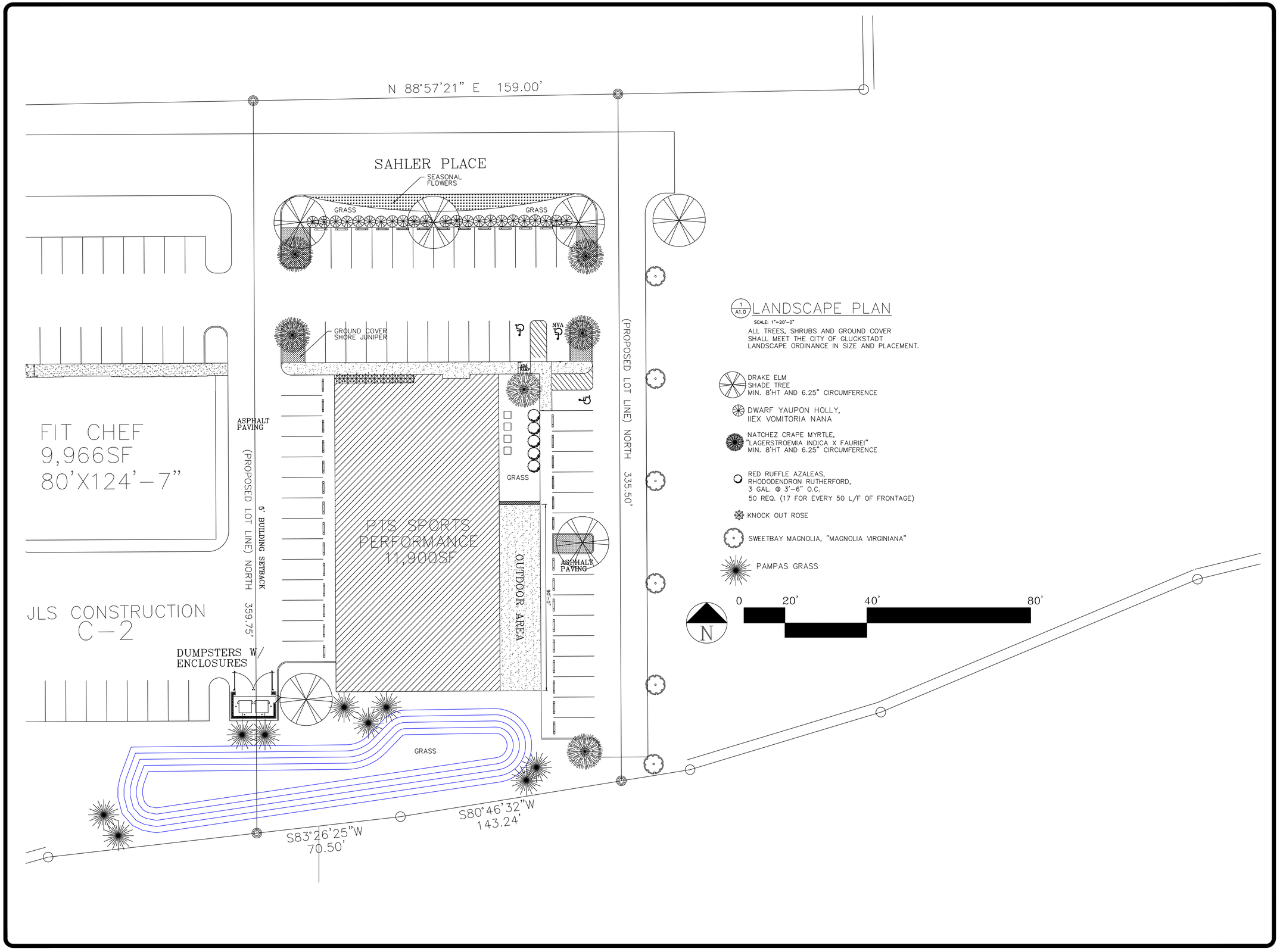
WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

PTS Sports Performance
Old Jackson Rd.
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	2/5/23
SCALE	
JOB NO.	
SHEET	A0.0
OF	SHEETS

DW 12/28/2021 8:27 AM DR WHITE FINAL FLOOR PLAN 113021.dwg



1 / A1.0 LANDSCAPE PLAN

SCALE: 1"=20'-0"

ALL TREES, SHRUBS AND GROUND COVER SHALL MEET THE CITY OF GLUCKSTADT LANDSCAPE ORDINANCE IN SIZE AND PLACEMENT.

- DRAKE ELM SHADE TREE MIN. 8'HT AND 6.25" CIRCUMFERENCE
- DWARF YAUPON HOLLY, IIEX VOMITORIA NANA
- NATCHEZ CRAPE MYRTLE, "LAGERSTROEMIA INDICA X FAURIEI" MIN. 8'HT AND 6.25" CIRCUMFERENCE
- RED RUFFLE AZALEAS, RHODODENDRON RUTHERFORD, 3 GAL. @ 3'-6" O.C. 50 REQ. (17 FOR EVERY 50 L/F OF FRONTAGE)
- KNOCK OUT ROSE
- SWEETBAY MAGNOLIA, "MAGNOLIA VIRGINIANA"
- PAMPAS GRASS

REVISIONS	BY

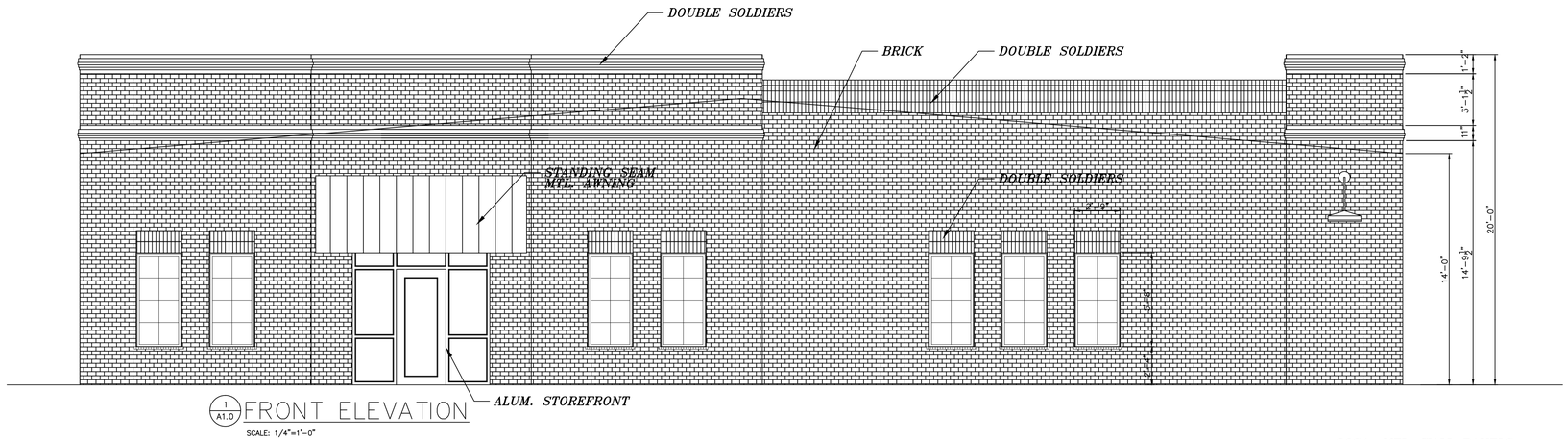
WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

PTS Sports Performance
Old Jackson Rd.
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

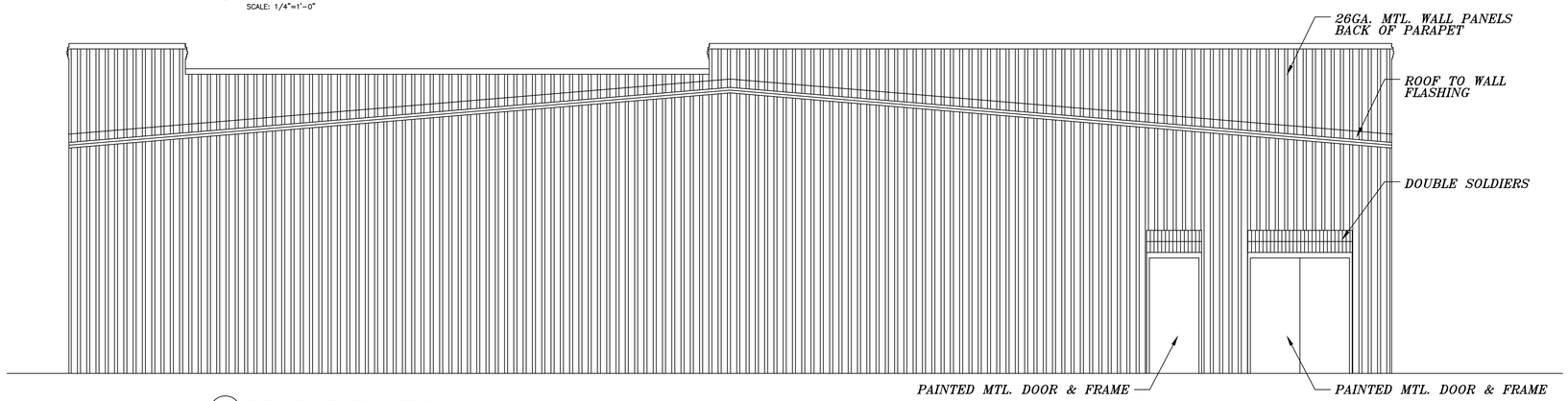
DRAWN	
CHECKED	
DATE	2/5/23
SCALE	
JOB NO.	
SHEET	A0.0
OF	SHEETS

DW 12/28/2021 8:27 AM DR WHITE FINAL FLOOR PLAN 113021.dwg



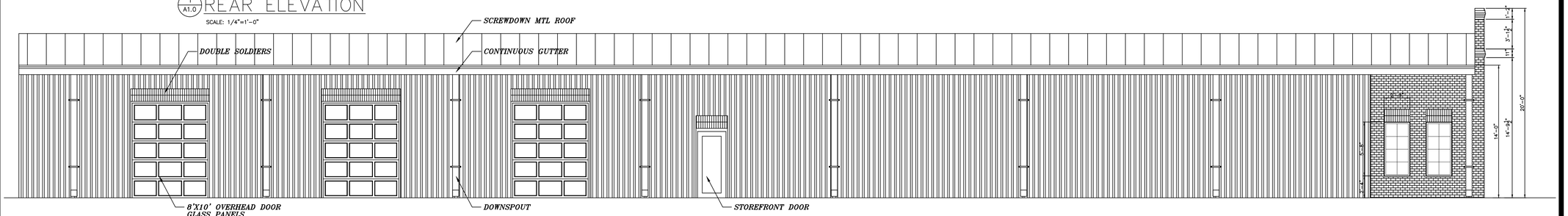
1 A1.0 FRONT ELEVATION

SCALE: 1/4"=1'-0"



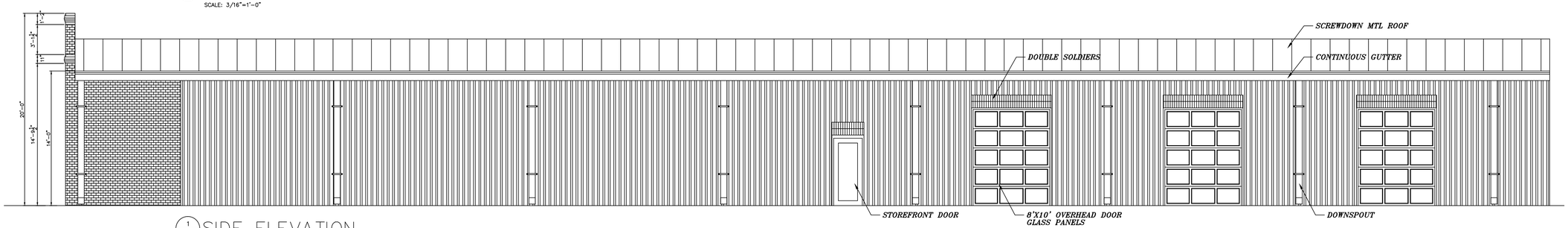
1 A1.0 REAR ELEVATION

SCALE: 1/4"=1'-0"



1 A1.0 SIDE ELEVATION

SCALE: 3/16"=1'-0"



1 A1.0 SIDE ELEVATION

SCALE: 3/16"=1'-0"

REVISIONS	BY

WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

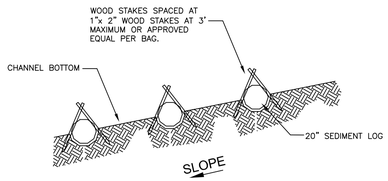
PTS Sports Performance
Old Jackson Rd.
Gluckstadt, Mississippi

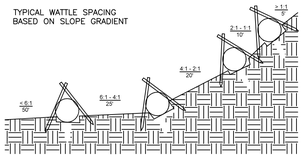
THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED
FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN
PERMISSION OF WOOLDRIDGE & ASSOCIATES.

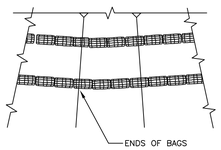
DRAWN	
CHECKED	
DATE	2/5/23
SCALE	
JOB NO.	
SHEET	A3.0
OF	SHEETS

DW 12/28/2021 8:27 AM DR WHITE FINAL FLOOR PLAN 113021.dwg

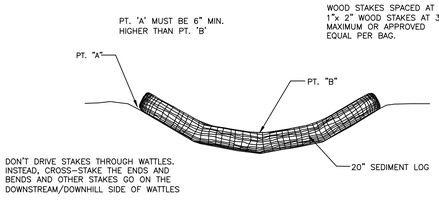
PHYSICAL THERAPY
PTS
SPORTS PERFORMANCE





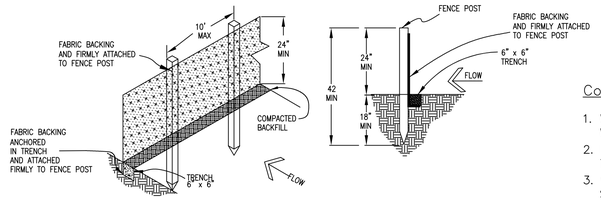


PERSPECTIVE



CROSS SECTION

7 C3.1 SEDIMENT LOG DITCH CHECK
N.T.S.



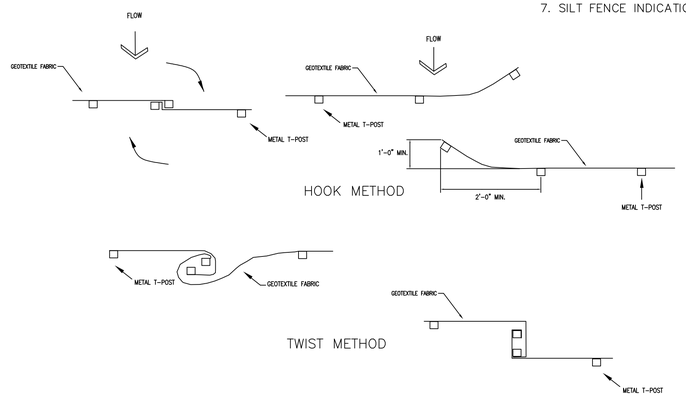
1 C3.1 SILT FENCE DETAIL
N.T.S.

Construction Notes for Silt Fence:

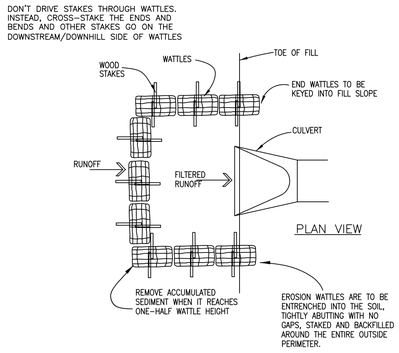
1. WOVEN WIRE FENCE TO BE FASTENED SECURELY TO FENCE POSTS WITH WIRE TIES OR STAPLES.
2. FILTER CLOTH TO BE FASTENED SECURELY TO SILT FENCE WITH TIES SPACED EVERY 24" AT TOP AND MID-SECTION.
3. WHEN TWO SECTIONS OF FILTER CLOTH ADJOIN EACH OTHER THEY SHALL BE OVERLAPPED BY 6 INCHES AND FOLDED.
4. LOCATE POSTS DOWNSLOPE OF FABRIC FOR FENCE SUPPORT.
5. MAINTENANCE SHALL BE PERFORMED AS NEEDED AND MATERIAL REMOVED WHEN "BULGES" DEVELOP IN THE SILT FENCE.

   POSTS: STEEL EITHER "T" OR "U" TYPE, OR WOODEN
   POSTS: LOCATE MAXIMUM OF 6 FEET O.C.
   FENCE: PER LOCAL REQUIREMENTS OR WOVEN WIRE, 14 GA. 6" MAX. MESH OPENING
   FILER CLOTH: FILTER X, MIRAFI 100X, STABI-LINKA T140N OR APPROVED EQUAL

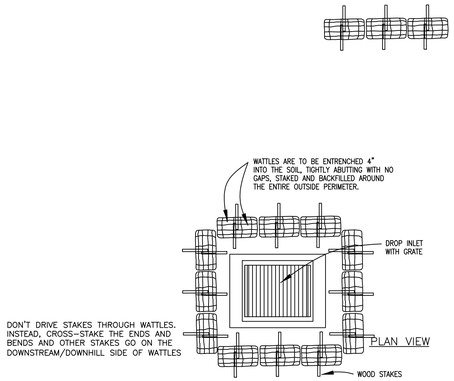
6. SILT FENCE SHALL BE PLACED SO THAT NO SEDIMENT WILL LEAVE THE SITE.
7. SILT FENCE INDICATION ON THE PLANS AS —o—o—o—



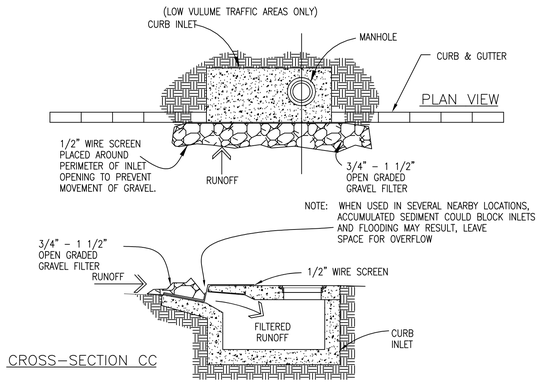
2 C3.1 JOINING TWO LENGTHS OF SILT FENCE
N.T.S.



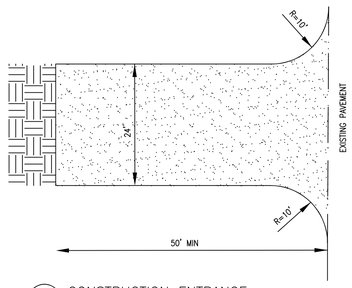
6 C3.1 CULVERT EROSION BALE INLET PROTECTION
N.T.S.



4 C3.1 DROP INLET EROSION FILTER
N.T.S.



5 C3.1 CURB INLET GRAVEL AND WIRE MESH FILTER TRAP
N.T.S.



3 C3.1 CONSTRUCTION ENTRANCE
N.T.S.

NOTES:

1. STONE SIZE – USE 1-1/2" TO 3" ROCK AND 1/2" TO 3/4" FILTER LAYER
2. THICKNESS – NOT LESS THAN 6".
3. FILTER CLOTH WILL BE PLACED OVER THE ENTIRE AREA BEFORE PLACING STONE. USE TYPE V GEOTEXTILE FABRIC.
4. LENGTH – AS REQUIRED, BUT NOT LESS THAN 50 FEET.
5. WIDTH – 30 FOOT MINIMUM
6. THE ENTRANCE SHALL BE MAINTAINED WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAY. ALL SEDIMEN SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHT-OF-WAY MUST BE REMOVED IMMEDIATELY.
7. WHEELS SHALL BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.

N

Date:
By:
Revisions:
No.

BAIRD ENGINEERING, INC.
506 Jefferson Street, Clinton, MS 39056
Phone: (601) 925 - 5015

Project No.: # 4479
Date: 02/14/2023
Scale: N.T.S.
Designed By: CLB
Reviewed By: CLB

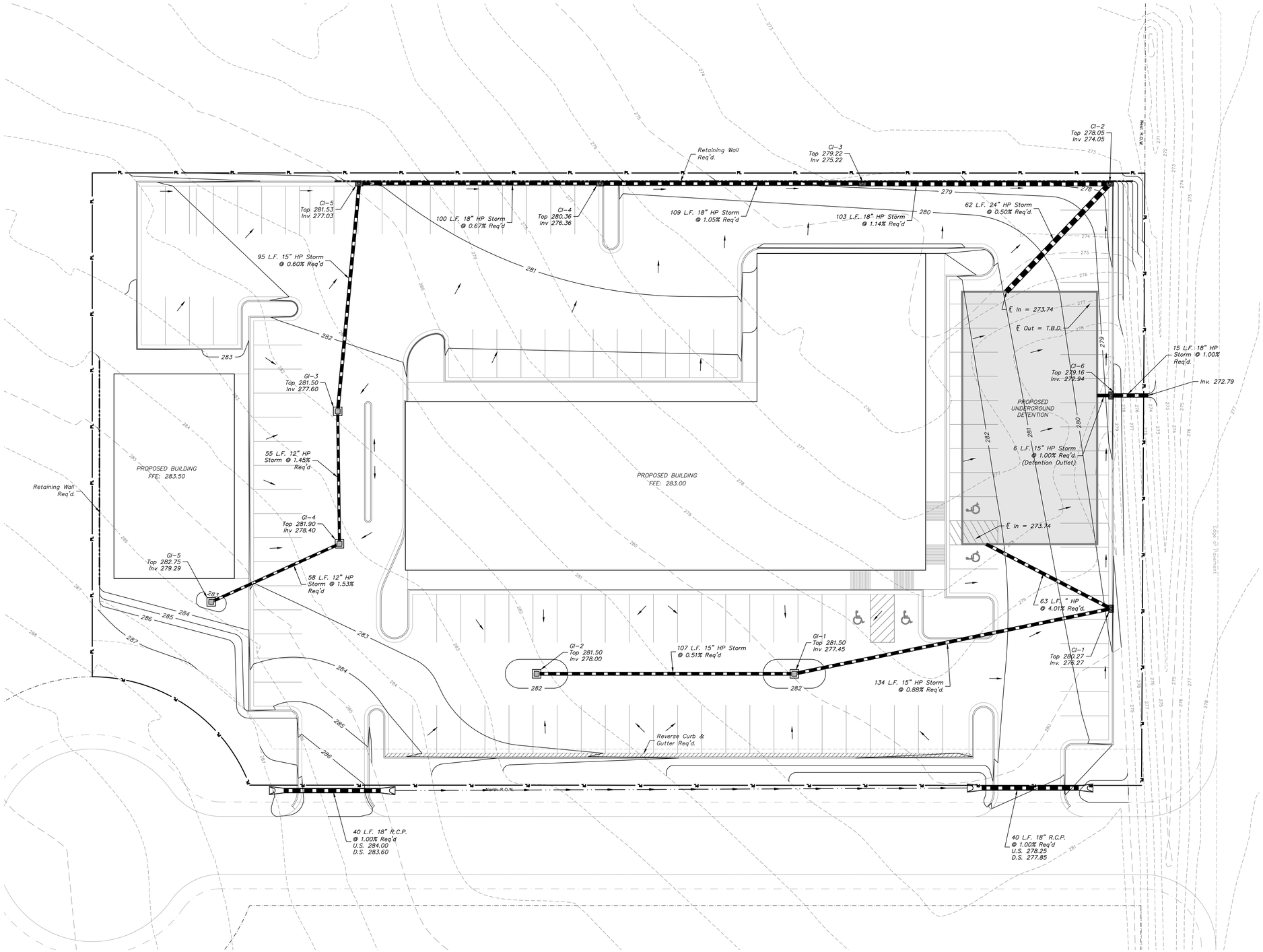
EROSION CONTROL DETAILS
PTS SPORTS PERFORMANCE

SHEET
C 3.1

Architectural Elevation

Gluckstadt, Mississippi

PRELIMINARY - NOT FOR CONSTRUCTION



NOTES:

1. SEE CONSTRUCTION NOTES ON SHEET 2 & PROJECT SPECIFICATIONS FOR MORE INFORMATION.
2. EXISTING UTILITIES SHOWN SHALL BE CONSIDERED APPROXIMATE. ADDITIONAL UTILITY LINES THAT ARE NOT SHOWN ON THE DRAWING MAY LIE WITHIN THE PROJECT AREA. CONTRACTOR TO CONTACT MISSISSIPPI ONE CALL AT 811 FOR A UTILITY LOCATE PRIOR TO BEGINNING CONSTRUCTION.
3. CONTRACTOR TO VERIFY EXISTING LOCATION AND ELEVATION OF ALL UTILITY INFRASTRUCTURE REQUIRED FOR COMPLETION OF THIS PROJECT IN FULL PRIOR TO BEGINNING ANY ASPECT OF CONSTRUCTION. THIS INCLUDES ALL ON-SITE AND OFF-SITE UTILITIES AS REQUIRED. SHOULD ANY DISCREPANCIES BE FOUND THEY SHALL BE IMMEDIATELY BROUGHT TO THE ENGINEER'S ATTENTION IN WRITING TO RECEIVE FURTHER INSTRUCTION.
4. CONTRACTOR SHALL COORDINATE ALL WORK DIRECTLY INVOLVING, CROSSING OR IN THE VICINITY OF AN EXISTING UTILITY LINE WITH UTILITY PROVIDER/OWNER.
5. THIS PARCEL IS LOCATED IN FLOOD ZONE X (NOT SHADED) ACCORDING TO FLOOD INSURANCE RATE MAP NO. 28089C0415F, COMMUNITY PANEL NO. 280228 0415F, EFFECTIVE DATE: MARCH 17, 2010.
6. SEE NOTES ON SHEET 3 FOR MORE DETAILS ON STORM DRAIN, SIDEWALKS, HANDICAPPED RAMPS AS WELL.
7. MAINTAIN SLOPES IN HANDICAP STALL NO GREATER THAN 2%.
8. SLOPES THAT ARE GREATER THAN 3:1 SHALL RECEIVE SOLID SOD.
9. SEE PLANS BY OTHERS FOR MORE INFORMATION REGARDING TYPICAL SECTION AND GRADES FOR KAYO DRIVE.
10. ALL DISTURBED AREAS OUTSIDE THE SCOPE OF WORK ARE TO BE REPAIRED TO AS GOOD AS THE ORIGINAL CONDITION OR BETTER AT NO CHARGE TO THE OWNER. PICTURE DOCUMENTATION OF THESE AREAS SHALL BE PROVIDED BY THE CONTRACTOR PRIOR TO DISTURBING.
11. ALL STORM DRAIN PIPING SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS FOR THE INTENDED APPLICATION.
12. CURB INLETS SHALL BE NYLOPLAST BASIN STRUCTURES WITH 2'X3' FRAME AND GRATE AND SHALL BE INSTALLED PER MANUFACTURERS RECOMMENDATIONS.
13. GRATE INLET SHALL BE NYLOPLAST BASIN W/ 24"X24" DUCTILE IRON FRAME & GRATE W/ 18" CONCRETE APRON SURROUNDING GRATE.
14. GRATE/ FRAME SHALL BE DUCTILE IRON PER ASTM A536 GRADE 70-50-05 AND PAINTED WITH BLACK POWDER COAT FINISH.
15. CORRUGATED PLASTIC PIPE SHALL BE HP STORM AS MANUFACTURED BY ADS OR APPROVED EQUAL.

GRAPHIC SCALE

20 0 10 20 40 80

(IN FEET)
1 inch = 20 ft.

BENCHMARK
ENGINEERING & SURVEYING, LLC
101 Highpointe Court, Suite B
Brandon, Mississippi 39042
601-591-1077
660 Katherine Drive, Suite 302
Flowood, Mississippi 39232
601-427-7780
www.benchmarkms.net

REVISIONS:

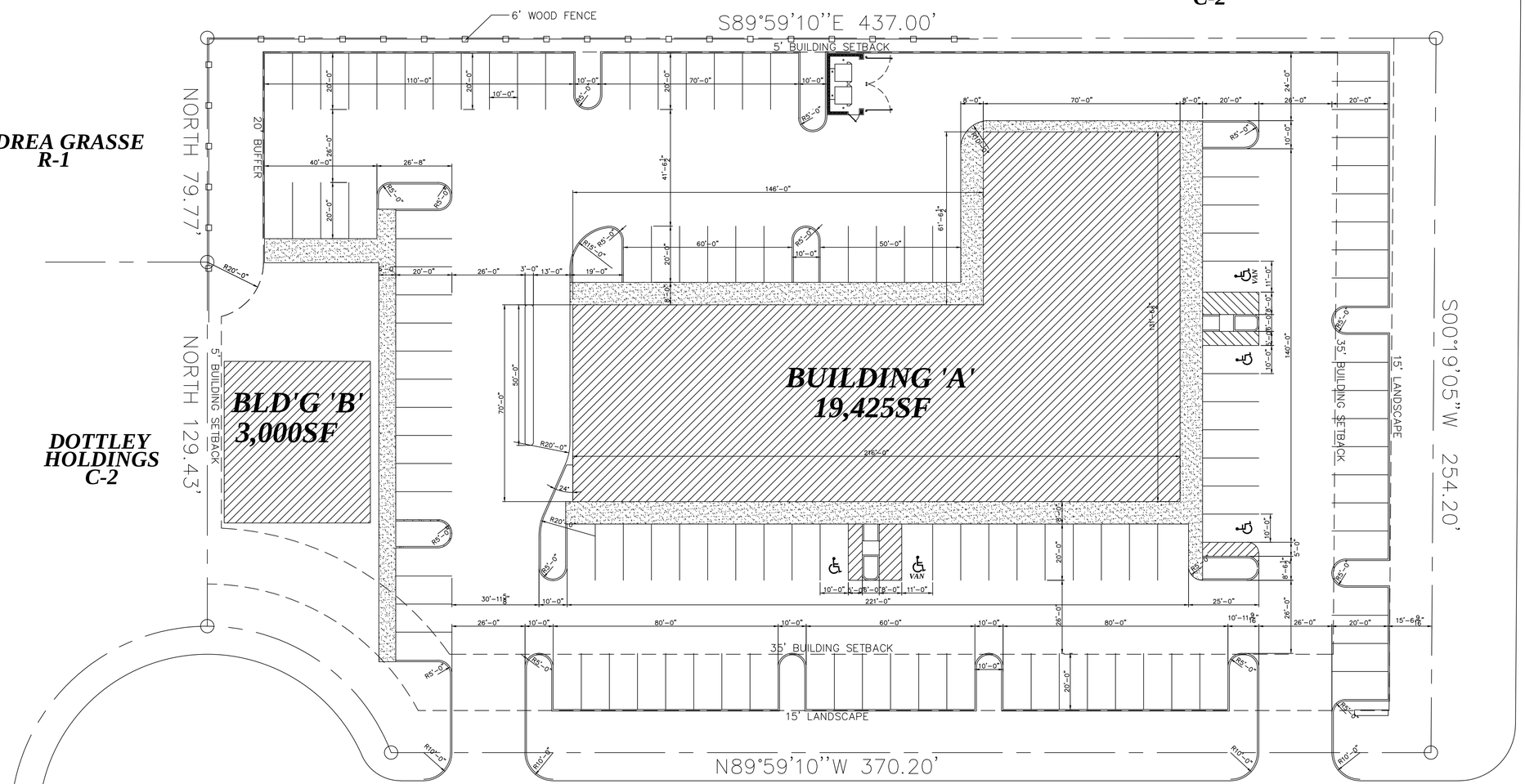
DATE: 11/04/22
CHECKED: CBA
DRAWN: STF
SCALE: 1"=20'
REF C/L:
EG SURFACE:
FG SURFACE:

PROJECT LOCATION: CALHOUN STATION PARKWAY MADISON COUNTY, MS
CLIENT: KHINDA INVESTMENTS, LLC

PROJECT: KHINDA INVESTMENTS RETAIL SITE
SHEET CONTENTS: GRADING AND DRAINAGE LAYOUT

SHEET NUMBER 6 of 10

PROJECT NUMBER B-9476



1 A1.0 SITE PLAN

SCALE: 1"=20'-0"

PARCEL# 082E-21-004/01.00
C-2 COMMERCIAL ZONING
SITE AREA 108,773SF (2.5AC)
BUILDING ONE 19425SF
BUILDING TWO 4,250SF

AREA COVERAGE 21.7%

PARKING REQUIRED
RESTAURANT; 4,000SF / 100 = 40 SPACES
RETAIL; 15,425SF / 225 = 68.5 SPACES
OFFICE 3,000SF / 225 =13.3 SPACES

TOTAL REQUIRED SPACES = 121.8 (122) SPACES
PROVIDED SPACES = 123 SPACES

FLOOD ZONE 'X'
BUILDING USE; OFFICE/ RETAIL/ RESTAURANT

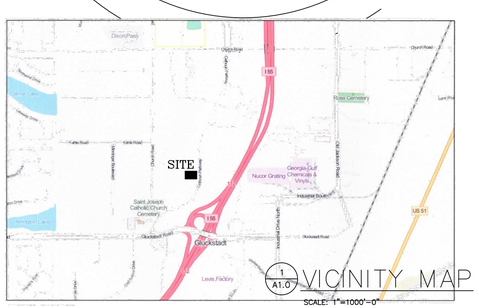
NORTH

0 20 40 60
1"=20'

JLS,CONSTRUCTION
C-2

NOTE: ALL SITE LIGHTING AND SOUND SHALL BE MAINTAINED ON THE SITE, ELIMINATING ANY LIGHT OR SOUND POLLUTION.

NOTE: PROPOSED HOURS OF OPERATIONS SHALL BE 8:00AM TO 10:00PM



1 A1.0 VICINITY MAP

SCALE: 1"=1000'-0"

REVISIONS	BY

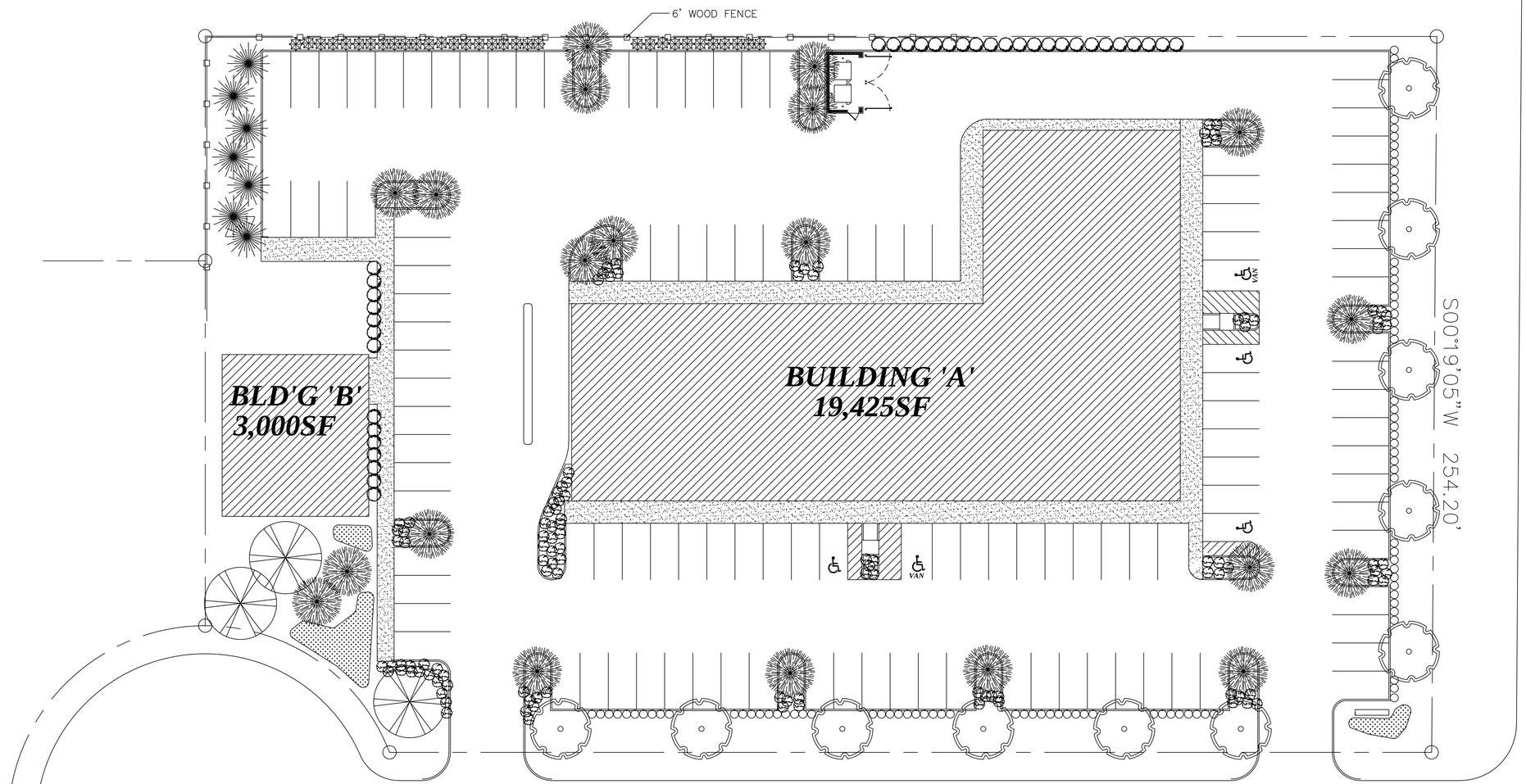
WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

The Platz
Calhoun Station Parkway
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	11/5/22
SCALE	
JOB NO.	
SHEET	A0.0
OF	SHEETS

OWNER 11/4/2022 12:38 PM KHINDA FINAL SITE PLAN.dwg



CALHOUN STATION PARKWAY

1 A1.0 LANDSCAPE
SCALE: 1"=20'-0"

CRAPE MYRTLE

BALD CYPRESS, TAXODIUM DISTICHUM, 7 – 8' HTH., f – 1" CAL., SPACE @ 12' O.C.

30G DRAKE ELM

RED MAPLE, 'OCTOBER GLORY', ACER RUBRUM OCTOBER GLORY, 8 – 10' HTH., 1 – 1i" CAL.

PARSON JUNIPER, JUNIPERUS CHINENSIS 'PARSONII', 3 GAL. @ 3'–6" O.C.

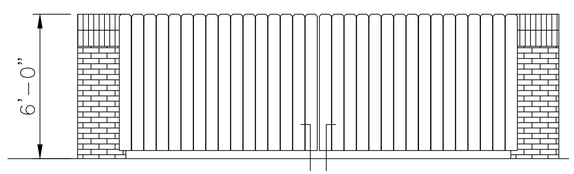
JAPAN CLEYERA, CLEYERA JAPONICA

NEEDLEPOINT HOLLY "ILEX CORNUTA" 4–5' @ MATURITY, PLANT @ 3'–6" O.C.

RED RUFFLE AZALEAS, RHODODENDRON RUTHERFORD, 3 GAL. @ 3'–6" O.C. 50 REQ. (17 FOR EVERY 50 L/F OF FRONTAGE)

NORTH

0 20 40 60
1"=20'



1 A1.0 DUMPSTER ENCLOSURE
SCALE: NTS

OWNER 11/4/2022 12:38 PM KHINDA FINAL SITE PLAN.dwg

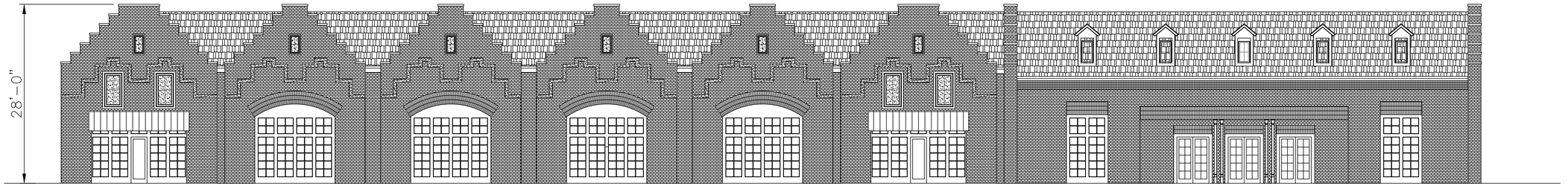
REVISIONS	BY

WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601–209–8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

The Platz
Calhoun Station Parkway
Gluckstadt, Mississippi

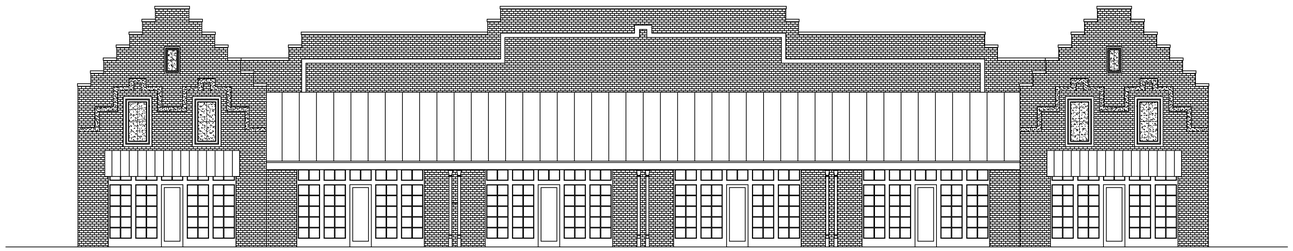
THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	11/5/22
SCALE	
JOB NO.	
SHEET	A0.1
OF	SHEETS



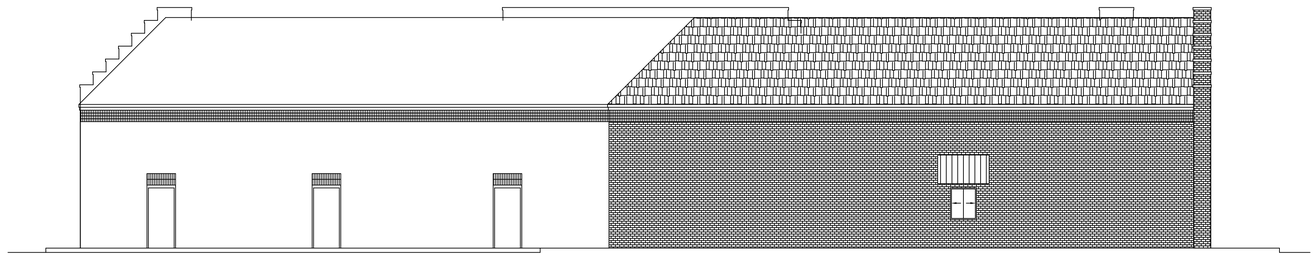
1 A1.0 SOUTH ELEVATION

SCALE: 1/8"=1'-0"



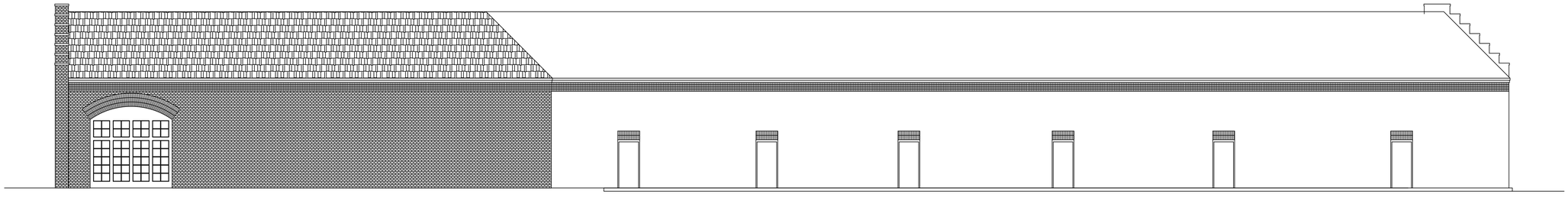
1 A1.0 EAST ELEVATION (CALHOUN STATION)

SCALE: 1/8"=1'-0"



1 A1.0 WEST ELEVATION

SCALE: 1/8"=1'-0"



1 A1.0 NORTH ELEVATION

SCALE: 1/8"=1'-0"

REVISIONS	BY

WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-8665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

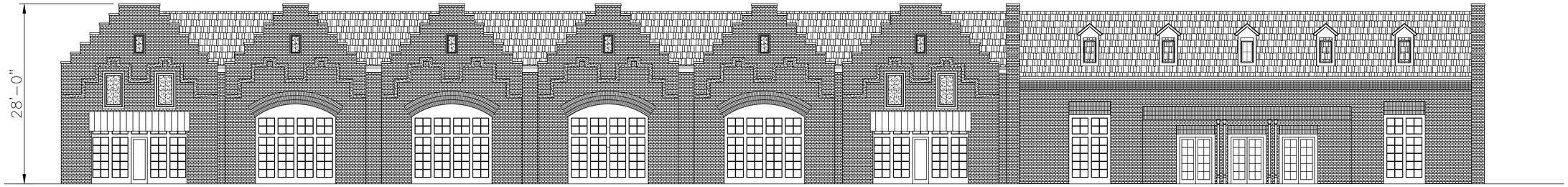
The Platz
Calhoun Station Parkway
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	11/5/22
SCALE	
JOB NO.	
SHEET	A3.0

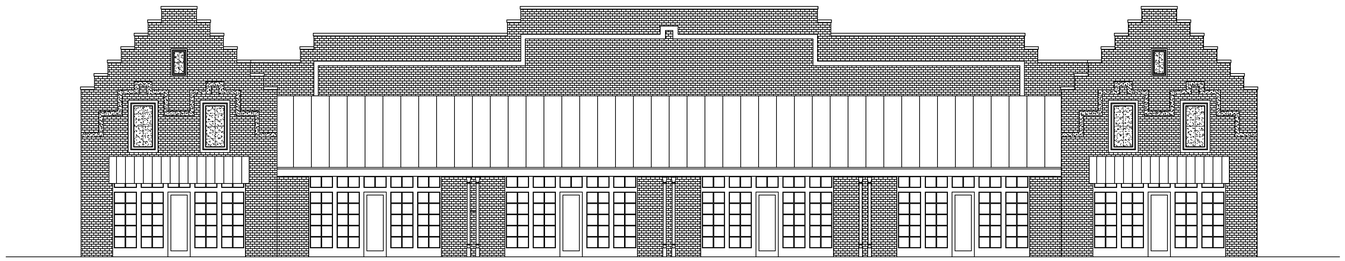
OF SHEETS

OWNER 11/4/2022 12:38 PM KHINDA FINAL SITE PLAN.dwg



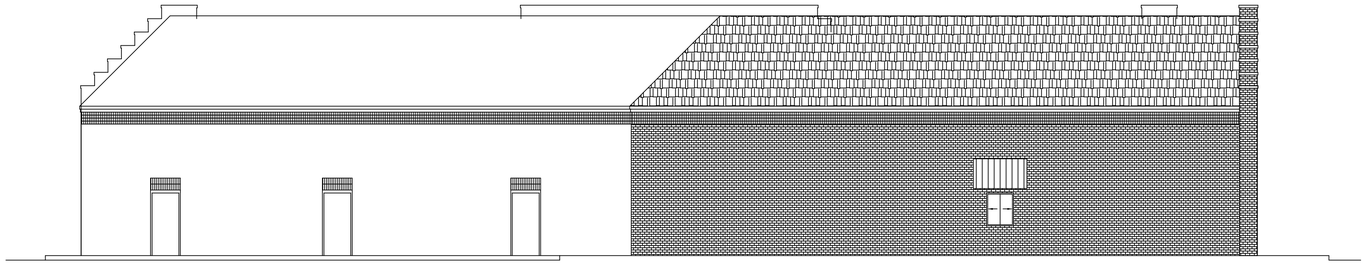
1/A1.0 SOUTH ELEVATION

SCALE: 1/8"=1'-0"



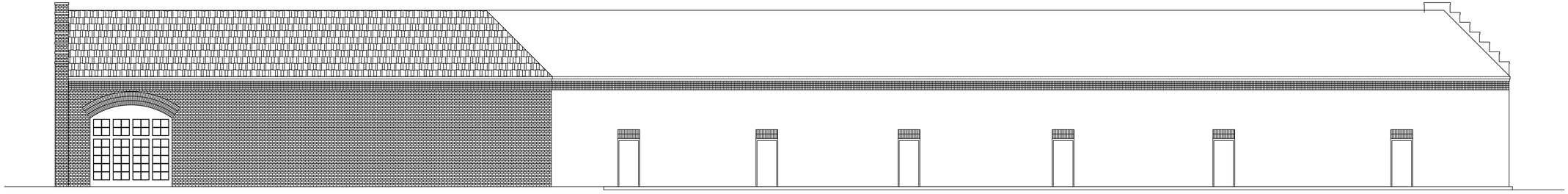
1/A1.0 EAST ELEVATION (CALHOUN STATION)

SCALE: 1/8"=1'-0"



1/A1.0 WEST ELEVATION

SCALE: 1/8"=1'-0"



1/A1.0 NORTH ELEVATION

SCALE: 1/8"=1'-0"

REVISIONS	BY

WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-6665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

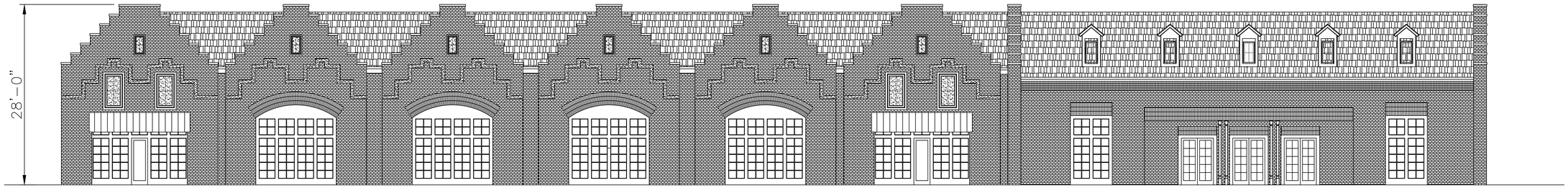
The Platz
Calhoun Station Parkway
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	11/5/22
SCALE	
JOB NO.	
SHEET	A3.0

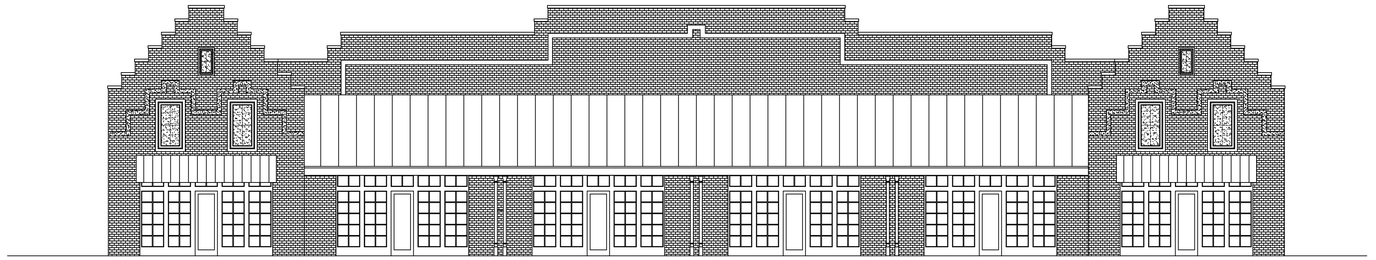
OF SHEETS

OWNER 11/4/2022 12:38 PM KHINDA FINAL SITE PLAN.dwg



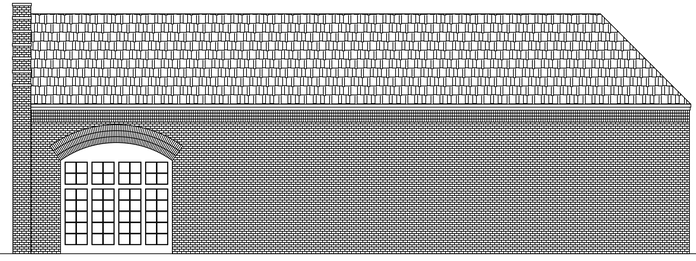
1/A1.0 SOUTH ELEVATION

SCALE: 1/8"=1'-0"



1/A1.0 EAST ELEVATION (CALHOUN STATION)

SCALE: 1/8"=1'-0"



1/A1.0 NORTH ELEVATION

SCALE: 1/8"=1'-0"

REVISIONS	BY

WOOLDRIDGE & ASSOCIATES
464 CHURCH RD. SUITE 700
MADISON, MS 39110
601-209-6665
WOOLDRIDGEARCHITECTURE@YAHOO.COM

The Platz
Calhoun Station Parkway
Gluckstadt, Mississippi

THIS DESIGN IS THE COPYRIGHTED PROPERTY OF WOOLDRIDGE & ASSOCIATES
IT MAY NOT BE CONSTRUCTED
NOR SHALL ANY DOCUMENTS BE REPRODUCED FROM THIS DESIGN WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOOLDRIDGE & ASSOCIATES.

DRAWN	
CHECKED	
DATE	11/5/22
SCALE	
JOB NO.	
SHEET	A3.0
OF	SHEETS

OWNER 11/4/2022 12:38 PM KHINDA FINAL SITE PLAN.dwg

CITY OF GLUCKSTADT

MISSISSIPPI

POLICE DEPARTMENT

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Wendell Watts

DATE: April 11, 2023

SUBJECT: General Update, Police Department Matters

The Police Chief will provide a general update on police department matters.

CITY OF GLUCKSTADT

MISSISSIPPI

MUNICIPAL COURT

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Gerlach, Stephanie

DATE: 04/05/2023

SUBJECT: General Updates from Municipal Court

General updates and information regarding Municipal Court.