

**CITY OF GLUCKSTADT, MISSISSIPPI  
MINUTES OF THE SECOND SEPTEMBER MEETING  
OF THE MAYOR AND BOARD OF ALDERMEN  
TUESDAY, SEPTEMBER 14, 2021, 6:00 P.M.  
GERMANTOWN HIGH SCHOOL CAFETORIUM  
409 CALHOUN STATION PARKWAY, GLUCKSTADT, MISSISSIPPI**

The Mayor called the September 14, 2021, meeting of the Mayor and Board of Aldermen to order. Present were Mayor Walter C. Morrison, Aldermen Jayce Powell, Alderman Wesley Slay, Alderman John Taylor, Alderman Lisa Williams, City Attorney John Scanlon, Law Clerk Zachary Giddy and City Planner Chris Watson. Alderman Miya Warfield Bates was absent.

The Mayor presented the *Notice of Special Meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi* acknowledged by all Aldermen. (Exhibit "A")

The meeting was opened with prayer by City Attorney John Scanlon and the Pledge of Allegiance led by Alderman Powell.

**1. Approval of Minutes.**

The Board considered the Minutes for the September 7, 2021, meeting. Alderman Powell made a motion to accept the Minutes as written. The Motion was seconded by Alderman Slay and a vote was taken thereon as follows:

Alderman Bates	Absent
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Aye
Alderman Williams	Aye

The Mayor then declared the Motion carried.

**2. Approval of the Claims Docket**

Alderman Slay made a motion to approve the claims docket as is (Exhibit "B") The Motion was seconded by Alderman Williams and a vote was taken thereon as follows:

Alderman Bates	Absent
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Aye
Alderman Williams	Aye

The Mayor then declared the Motion carried.

**3. Adoption of the municipal budget for the fiscal year 2021-2022.**

Alderman Williams expressed appreciation to City Planner Chris Watson and City Attorney John Scanlon for their hard work on the budget. Alderman Powell made a motion to adopt a Resolution to Adopt the Budget for Fiscal Year Ending 2022. (Exhibit “C”) The Motion was seconded by Alderman Slay and a vote was taken thereon as follows:

Alderman Bates	Absent
Alderman Powell	Aye
Alderman Slay	Aye
Alderman Taylor	Aye
Alderman Williams	Aye

The Mayor then declared the Motion carried.

**4. Discussion of renovations to City Hall.**

**5. Stantec Engineering – Brad Fletcher.**

Mayor Morrison opened discussion of renovations for city hall. In Option A, Mayor Morrison explained that the warehouse needs to be converted to board room so as to not have to meet at school and church. He also explained that municipal court would be in board room. In Option B, Mayor Morrison And Alderman Slay determined renovations to existing portion would allow for a board room and not have to install new HVAC.

Brad Ingle appeared for Brad Fletcher and stated Stantec Engineering volunteered to draw floor plans for city hall as is and advised an architect is needed to draw plans for bids. Mayor Morrison requested recommendations for architects and the Board to give him authority to select from those recommendations. Alderman Williams requested recommendations of architects, but with Board of Aldermen to select. The Board directed the Mayor to receive recommendations and bring said recommendations to the next board meeting to be voted on. No vote or further action taken.

**6. Discussion of development of the city website.**

Discussion was had regarding development of city website. Justin Overton with Ion Business Concepts appeared and spoke to the Mayor and Board. Ion Business Concepts focuses on government and municipalities and represents over 50 counties in Mississippi, Louisiana, and Georgia. The website would allow credit card processing of fines, permits, water, etc. with no charge to the city as the customer bears cost. It would also allow posting of minutes in PDF format. Building permits could be printed and filled out. Existing websites managed are Holmes Community College, Jones Architect and Unicorn Construction. Mr. Overton stated that they would manage the website at a cost of \$189 per month, setup would take 60 days and they would train the City Clerk to use. Domain purchase is included and would be owned by the city. No action taken.

**7. Lucky Town Development/Lucky Town Sports World.**

Discussion was had regarding Lucky Town Sports World development. Josh Dorman and Wayne Graves appeared and presented the concept for the proposed development. Developers proposed an 80-acre sports complex for youth and adults with an additional 30 acres of commercial development. Developers contracted with Pinnacle for feasibility study already in hand. The question was raised - who buys the 110 acres and who owns it? Developers responded that the city could buy, or developers could buy and city finance significantly with TIF bonds. There are various ways of ownership which could be joint ownership or city own outright depending on the amount contributed. Feasibility Study would cost \$6,500 and market study would cost \$9,500. Other investors depends on structuring – i.e., \$10 million from them and city does rest. Josh Dorman and Wayne Graves would manage property. No action taken.

**8. Adjourn.**

There being no further business before the Board of Aldermen, Alderman Williams made a motion to adjourn. The motion was seconded by Alderman Powell and a vote was taken thereon as follows:

Alderman Bates	Absent
Alderman Powell	Aye <i>Jayce Powell</i>
Alderman Slay	Aye
Alderman Taylor	Aye
Alderman Williams	Aye

The Mayor then declared the Motion carried and the meeting adjourned at \_\_\_\_\_ p.m.

WITNESS MY SIGNATURE, this the 14<sup>th</sup> day of September 2021.

*Walter Morrison*  
WALTER C. MORRISON, MAYOR

ATTEST:

*Jayce Powell*  
ALDERMAN JAYCE POWELL,  
RECORDS CUSTODIAN

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


Notice of a special meeting of the Mayor and Board of Aldermen is hereby given by the undersigned. Said meeting shall be held on Tuesday, September 14, 2021, at 6 o'clock p.m. at Germantown High School, in the Cafetorium, located at 200 Calhoun Pkwy., Gluckstadt, MS 39110.

Under Miss. Code Ann. §§ 21-3-21 and 25-41-13(a), this Notice of this special meeting shall be posted within one (1) hour after such meeting is called in a prominent place available to examination and inspection by the general public. The method of this Notice shall be entered on the minutes of the special meeting, and business not specified below shall not be transacted at the meeting.

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

1. Approval of the minutes of the Sept. 7 meeting of the Mayor and Board of Aldermen
2. Approval of claims docket
3. Adoption of the municipal budget for the fiscal year 2021-2022
4. Discussion of renovations to City Hall
5. Stantec Engineering - Brad Fletcher
6. Discussion of development city website
7. Lucky Town Development/Lucky Town Sports World
8. Adjourn

Pursuant to the provisions of Section 21-3-21 of the Mississippi Code of 1972, as amended, a copy of this Notice of the special meeting shall be given to the members of the Board, including the mayor, who have not signed it and who can be found, at least three (3) hours before the time fixed for the meeting.



Walter C. Morrison, IV, Mayor

We the undersigned Aldermen acknowledge that we were given notice of said special meeting at least three (3) hours in advance thereof by a copy of this notice in the following manner or manners:

Alderman Bates Absent  
Alderman Powell Jayce Powell  
Alderman Slay Ray Slay  
Alderman Taylor John Taylor  
Alderman Williams Walter Williams

*Second September meeting of the Gluckstadt Mayor and Board of Aldermen*

City of Gluckstadt  
 Claims Docket

June 7, 2021 to September 10, 2021

Docket No.  
 2021-001

Claim Number	Date Received	Vendor Name	Payable Description	Account Number	Payment Amount	Total Payment
2021-1	6/25/2021	MS Municipal Liability Plan	Insurance	001-195-625	\$ 2,940.50	\$ 2,940.50
2021-2	6/28/2021	Walter Morrison	PO Box Rental	001-195-640	\$ 254.00	
2021-3	8/26/2021	Walter Morrison	MML Travel Exp. Reimb.	001-120-610	\$ 807.13	\$ 1,061.13
2021-4	8/26/2021	Jayce Powell	MML Travel Exp. Reimb.	001-100-610	\$ 948.45	\$ 948.45
2021-5	9/5/2021	Bridge & Watson, Inc.	Consulting Services	001-195-601	\$46,872.74	\$ 46,872.74
2021-6	9/10/2021	Mills, Scanlon, dye & Pittman	Legal Services	001-195-603	\$58,961.23	
2021-6	9/10/2021	Mills, Scanlon, dye & Pittman	Advertising - Reimbursement	001-195-615	\$ 1,467.34	\$ 60,428.57
Total Claims:					\$ 112,251.39	

Received 06/25/2021  
City of Gluckstadt

Docket No. 2021-001  
Claim No. 2021-001



**Mississippi Municipal Liability Plan**  
600 East Amite Street, Suite 200  
Jackson, MS39201

## Invoice

Invoice Number: 0399GL2021-0  
Invoice Date: 6/24/2021  
Policy Period: 6/6/2021-12/31/2021

City of Gluckstadt

<b>Premium Due</b>	
Total Billed Premium	<b>\$ 2,940.50</b>

To insure proper handling, please return a copy of this invoice with your check.



Received 06/28/2021  
City of Gluckstadt

Docket No. 2021-001  
Claim No. 2021-002

**Chris Watson**

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**From:** Walter Morrison <WMorrison@gainsben.com>  
**Sent:** Monday, June 28, 2021 10:47 AM  
**To:** jayce1271@yahoo.com; laylandfarms@gmail.com; lisa.williams99@gmail.com; Miya Warfield (mwarfield@mclcpa.net); b2rws1@gmail.com  
**Cc:** John Scanlon; Chris Watson; Sheree West  
**Subject:** Gluckstadt address

Our PO address is:

PO Box 2210  
Madison, MS 39110

We rented it for \$254/year.



Gainsburgh Benjamin  
David, Meunier & Warshauer L.L.C.

Walter C. Morrison IV  
wmorrison@gainsben.com

Offices in  
Jackson & New Orleans

240 Trace Colony Park Drive, Suite 100, Ridgeland, MS 39157  
2800 Energy Centre, 1100 Poydras St., New Orleans, LA 70163  
T: 601.933.2054 (Jackson) | C: 601.209.3171 | Facsimile. 504.528.9973  
T: 504.522.2304 (Nola) | www.gainsben.com





MADISON  
990 HIGHWAY 51  
MADISON, MS 39110-9998  
(800) 275-8777

06/28/2021 10:40 AM

Product	Qty	Unit Price	Price
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1-Yr Box			\$254.00
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Box ZIP Code: 39130  
Box Number: 2210  
Box Size: Size 3 - 11 in x 5.5 in  
Rental Period: Annual  
Rental Start Date: 06/28/2021  
Next Renewal Date: 07/31/2022  
Key Fee \$0.00  
Keys Delivered: 2  
Key Deposit \$0.00  
Key Count: 2  
Key Number: 02504

Total			\$254.00
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Grand Total:			\$254.00
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Credit Card Remitted			\$254.00
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Card Name: AMEX  
Account #: XXXXXXXXXXXX5018  
Approval #: 877351  
Transaction #: 376  
AID: A00000025010801 Chip  
AL: AMERICAN EXPRESS  
PIN: Not Required

\*\*\*\*\*  
USPS is experiencing unprecedented volume increases and limited employee availability due to the impacts of COVID-19. We appreciate your patience.  
\*\*\*\*\*

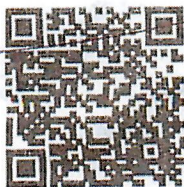
In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.

Preview your Mail  
Track your Packages  
Sign up for FREE @

<https://informedelivery.usps.com>

All sales final on stamps and postage.  
Refunds for guaranteed services only.  
Thank you for your business.

Tell us about your experience.  
Go to: <https://postalexperience.com/Pos>  
or scan this code with your mobile device.



or call 1-800-410-7420.

UFN: 274810-0110  
Receipt #: 840-53900221-1-5598983-1  
Clerk: 14

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## PO BOX KEYS

Two keys are issued for key-type PO Boxes. An access code is provided for combination lock-type PO Boxes. At most locations, a refundable deposit is required for each key. If needed, you can obtain additional keys (and pay the applicable fee and deposit). Whenever your box service terminates, return all keys to the Postal Service for a refund of the deposit. Customers must not duplicate PO Box keys.

## PO BOX REFUNDS

Once you have begun using your PO Box, you may request a refund at the Post Office where your box is located. Fees are refunded as follows:

### 3-Month Payments (automatic renewal required):

No refunds

### 6-Month Payments:

Within the first 3 months – ½ the fee paid

After 3 months – no refunds

### 12-Month Payments:

Within the first 3 months – ¾ the fee paid

Within the first 6 months – ½ the fee paid

Within the first 9 months – ¼ the fee paid

After 9 months – no refunds

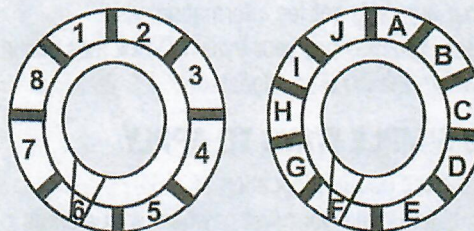
## BOX SERVICE ADDRESS

We deliver to your PO Box address as printed on your mail, so be sure to provide correct and current address information to your correspondents.

Your PO Box number should appear on a separate line, followed by the Post Office's city, state, and ZIP+4®. When we assign your box number, we will provide the corresponding ZIP+4 code.

### For Official Use: Completed by the Postal Service

YOUR NEW BOX NUMBER IS 2210  
CITY Madison  
STATE MS  
YOUR ZIP+4® IS 39130 -



### HOW TO USE THE COMBINATION LOCK

1. Clear the dial by turning **RIGHT** three times and stop on \_\_\_\_\_
2. Turn **LEFT** and stop the second time around on \_\_\_\_\_
3. Turn **RIGHT** and stop on \_\_\_\_\_
4. Turn the latch key **LEFT to open**

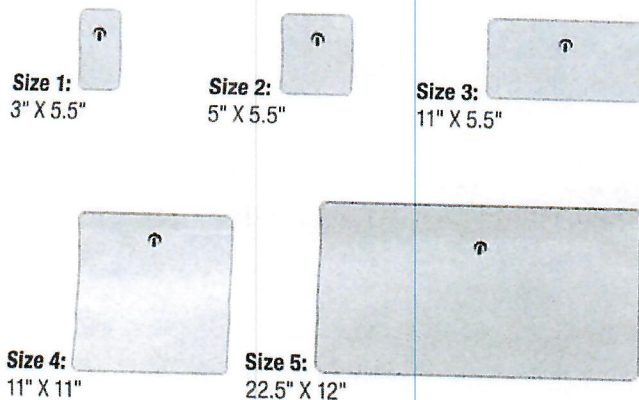
# HOW TO APPLY FOR A PO BOX

Many people have discovered that Post Office Box™ service is a safe, convenient way to receive their mail. Learn all about PO Box™ service on the first two pages of this form. Then, decide whether to apply online or at a Post Office™.

## SELECT A PO BOX SIZE

Across the U.S., Postal Service™ PO Boxes are available in five sizes. However, not all Post Office locations have every size. Be sure to select the right size for your mail volume and schedule.

Our smallest box (Size 1) fits 10–15 letter-sized envelopes or up to two rolled magazines. Start with a Size 2 box if you receive more than 15 mailpieces a week. Size 3, 4, or 5 is recommended if you receive magazines and catalogs.



It's easy to find a box that's right for you. Find an available PO Box by going to [www.usps.com/poboxes](http://www.usps.com/poboxes).

If you need more room than our largest box provides, ask at your local Post Office about Business Mail Pickup (Caller) Service.

## FEES

To find a PO Box in your area and get fee information, visit [www.usps.com/poboxes](http://www.usps.com/poboxes). You may pay your initial PO Box fees online or at the Post Office where the PO Box is located.

## THERE ARE TWO SIMPLE WAYS TO APPLY

**Apply online:** Complete the online application at [www.usps.com/poboxes](http://www.usps.com/poboxes) and make your first payment with a credit or debit card. (Online registration is not available for Business Mail Pickup (Caller) Service or Qualifying No-Fee box customers.)

**Apply at a Post Office:** Complete pages 3 and 4 and take this whole form to a Post Office most convenient for you. Once we verify your information and receive your payment, we will provide your PO Box address and begin your service.

## ID REQUIRED

Whether you apply online or at a Post Office, **two valid forms of identification** (one photo and one non-photo) are required when you obtain your keys or combination at the Post Office where your box is located. You must present the IDs at a Post Office. One item must contain a photograph and one must be traceable to the bearer (prove your physical address). Both must be current. Acceptable forms of ID include:

### Photo ID Options:

- Valid U.S. driver's license or state non-driver's identification card
- U.S. Armed forces, government, university, or recognized corporate employee identification card
- Passport, passport card, alien registration card, or certificate of naturalization
- NEXUS or Matricula Consular card.

### Non-Photo ID Options:

- Current lease, mortgage, or deed of trust
- Voter or vehicle registration card
- Home or vehicle insurance policy

**Note:** Social Security cards, credit cards, and birth certificates are not acceptable forms of ID.

## RENEWAL PAYMENTS

Renewal payments are due the last day of the month your service period ends. If your payment is late, you will not be able to access the mail in your box. After 10 days of nonpayment, we remove the mail, treat it as undeliverable, and close your box. You may also incur a late payment fee. Note that closed PO Boxes are available for new customers immediately, so late payment can lead to loss of your PO Box address. You may renew your PO Box online, at a Post Office, by mail, or a Self-Service Kiosk (SSK). It is your responsibility to pay your renewal fee on time. Convenient payment options are:

**Pay online:** Use a current valid credit or debit card to make a one-time payment or set up automatic renewal payments at [www.usps.com/poboxes](http://www.usps.com/poboxes).

**Pay in person:** Pay at the Post Office where your PO Box is located using cash, check, credit card, or debit card, or set up automatic renewal payments (available at most Post Offices). Automatic renewal payment is required for 3-month payment option.

**Pay at any SSK:** Find an SSK at [www.usps.com/locator](http://www.usps.com/locator) or by downloading the mobile application at [www.usps.com/mobile](http://www.usps.com/mobile).





Walter Morrison  
United States

Room Number: 113  
Arrival Date: 07/25/21  
Departure Date: 07/28/21  
Page No: 1 of 1

INVOICE  
Folio No: 17842

07/28/21

Date	Description	Charges	Credits
07/25/21	GROUP Room Rate	169.00	
07/25/21	Sales Tax 7%	11.83	
07/25/21	Occupancy Tax 5%	8.45	
07/26/21	Cora's Restaurant Room# 113 : CHECK# 4	16.57	
07/26/21	Cora's Restaurant Room# 113 : CHECK# 52	21.12	
07/26/21	GROUP Room Rate	169.00	
07/26/21	Sales Tax 7%	11.83	
07/26/21	Occupancy Tax 5%	8.45	
07/27/21	GROUP Room Rate	169.00	
07/27/21	Sales Tax 7%	11.83	
07/27/21	Occupancy Tax 5%	8.45	
07/28/21	American Express XXXXXXXXXXXX4007 XX/XX		605.53
Total		605.53	605.53
Balance		0.00	

Signature: \_\_\_\_\_



1:31

LTE 



## Transaction Details

# \$11577

Posted on Wednesday, July 28, 2021

### Doe's Eat Place

195 Beach Blvd  
BILOXI, MS 39530



Appears on your statement as:  
DOES EAT PLACE BILOXI MS 39530 USA

Made on Monday, July 26, 2021



Call Merchant



Merchant Website



Report a Problem



Home



Help



Profile



Guest Name: **Jayce Powell**  
**Ms Municipal League 2021**  
**111 Ridgefield Dr**  
**Madison, MS 39110 USA**

Room #: **1118**  
Folio #: **RMRB1F447**  
Group #: **975**  
Guests: **1**  
Clerk: **IATHERTC**

CL #:  
CC #:

Arrive: 07/25/21 Time: 15:57 Depart: 07/28/21 Time: 11:06 Status: HIST

Date	Description	Reference	Comment	Charges	Credits
07/25/2021	PAY MASTERCARD	07259548229	*****2972 04756B	\$0.00	(\$582.36)
07/25/2021	DEP MASTERCARD	07258048229	*****2972 07729B	\$0.00	(\$100.00)
07/25/2021	ROOM CHARGE	1118		\$159.00	\$0.00
07/25/2021	SALES TAX	1118t	SALES TAX	\$11.13	\$0.00
07/25/2021	OCC TAX	1118t	OCC TAX	\$7.95	\$0.00
07/25/2021	RESORT FEE	Recur 972	Recurring: Powell 1118	\$14.99	\$0.00
07/25/2021	SALES TAX	Recur 972t	Recurring: Powell 1118	\$1.05	\$0.00
07/26/2021	ROOM CHARGE	1118		\$159.00	\$0.00
07/26/2021	SALES TAX	1118t	SALES TAX	\$11.13	\$0.00
07/26/2021	OCC TAX	1118t	OCC TAX	\$7.95	\$0.00
07/26/2021	RESORT FEE	Recur 972	Recurring: Powell 1118	\$14.99	\$0.00
07/26/2021	SALES TAX	Recur 972t	Recurring: Powell 1118	\$1.05	\$0.00
07/27/2021	ROOM CHARGE	1118		\$159.00	\$0.00
07/27/2021	SALES TAX	1118t	SALES TAX	\$11.13	\$0.00
07/27/2021	OCC TAX	1118t	OCC TAX	\$7.95	\$0.00
07/27/2021	RESORT FEE	Recur 972	Recurring: Powell 1118	\$14.99	\$0.00
07/27/2021	SALES TAX	Recur 972t	Recurring: Powell 1118	\$1.05	\$0.00
07/28/2021	DEP MASTERCARD	07258048229	*****2972	\$100.00	\$0.00

Folio Balance: **\$0.00**

Signature: \_\_\_\_\_

Bridge & Watson, Inc.  
P.O. Box 1482  
Oxford, MS 38655

Received 09/5/2021  
City of Gluckstadt  
Docket No. 2021-001  
Claim No. 2021-005

**Invoice**  
Date  
8/20/2021

Bill To  
Mr. Walter Morrison, Mayor  
Via electronic mail to:  
WMorrison@gainsben.com

P.O. No.	Project
	Budgeting

Item	Date	Description	Qty	Rate	Amount
T Youngblood	5/20/2021	Prep for field work (edited & printed maps, lists, etc.); Printed handouts for meeting	2.5	125.00	312.50
T Youngblood	5/24/2021	Prep for meeting & field work (printed documents & maps); Field survey re businesses in city; Travel	3.5	125.00	437.50
T Youngblood	5/26/2021	Organized/compiled business list resulting from 05/24/21 field survey	4.7	125.00	587.50
T Youngblood	5/27/2021	Compilation of business list resulting from 05/24/21 field survey	5.3	125.00	662.50
T Youngblood	6/1/2021	Additional work/research re business list; Completed final list; Left message w/ MDoR re data request	5	125.00	625.00
T Youngblood	6/2/2021	Conf w/ J Scanlon & C Watson re orientation meeting, etc.	0.3	125.00	37.50
T Youngblood	6/4/2021	Conf w/ C Watson re A.V. calculations; Created work map; Began A.V. calculation	2.5	125.00	312.50
T Youngblood	6/7/2021	Calculation of city's real property A.V. (created gis database, split parcels, etc.); Began compiling personal property A.V.	6.5	125.00	812.50
T Youngblood	6/8/2021	Research re personal property A.V., compilation of data re same; Emailed sales tax revenue request to Miss. Dept. of Revenue	7.6	125.00	950.00
T Youngblood	6/10/2021	Began working on financial projections re FYE2021 & FYE2022 budgeting	4	125.00	500.00
T Youngblood	6/11/2021	Preliminary financial projections re FYE2021 & FYE2022 budgeting; Conf w/ C Watson re same (A.V., auto tags re tag credit, etc.); Updating demographics	5.6	125.00	700.00
T Youngblood	6/14/2021	Updating demographics; Formatted/printed maps for attorneys	2.5	125.00	312.50
C Watson	6/17/2021	Assist staff with budget prep	2.1	200.00	420.00
T Youngblood	6/17/2021	Preliminary budgeting; Edited city demographics; Conf w/ C Watson re estimated sales tax diversion revenue	3	125.00	375.00
C Watson	6/18/2021	Assist staff with budget prep	0.7	200.00	140.00
T Youngblood	6/18/2021	Preliminary budgeting; Conf w/ C Watson re legislative tag credit reimbursement	5	125.00	625.00
C Watson	6/21/2021	Review and comment re: draft ordinances; Correspond re: various matters	1.4	200.00	280.00
T Youngblood	6/21/2021	Emailed additional sales tax revenue request to Miss. Dept. of Revenue; Conf w/ MDoR re coding businesses for sales tax diversion, timing of payment, etc.; Preliminary budgeting	6.3	125.00	787.50
T Youngblood	6/22/2021	Preliminary budgeting; Printed documents & maps for 1st board meeting	7.4	125.00	925.00
C Watson	6/23/2021	Conf with attorneys; Review correspondence and draft minutes; Conf with staff re: budgeting	0.9	200.00	180.00

**Total**



Bridge & Watson, Inc.  
P.O. Box 1482  
Oxford, MS 38655

# Invoice

Date
8/20/2021

Bill To
Mr. Walter Morrison, Mayor Via electronic mail to: WMorrison@gainsben.com

P.O. No.	Project
	Budgeting

Item	Date	Description	Qty	Rate	Amount
T Youngblood	6/23/2021	Preliminary budgeting; Research re workers comp, revenue items, cost of supplies	5.6	125.00	700.00
C Watson	6/24/2021	Conf with staff re: budgeting; Assist in budget prep.; Various communications	2.5	200.00	500.00
T Youngblood	6/24/2021	Preliminary budgeting; Research re various revenue & expenditure items; Conf/work session w/ C Watson re FYE2021 budget; Emailed data request to MDoR	7.6	125.00	950.00
C Watson	6/25/2021	Correspondence and digital data to Entergy; Assist staff with budgeting	3.3	200.00	660.00
T Youngblood	6/25/2021	Preliminary budgeting; Research re bonding requirements, Grand Gulf revenue, etc.; Conf w/ C Watson re budgets for FYE2021 & FYE2022; Conf w/ MDoR re Grand Gulf revenue	5.9	125.00	737.50
C Watson	6/28/2021	Assist staff with budgeting; Misc. tasks re: post incorporation notifications	2.1	200.00	420.00
T Youngblood	6/28/2021	Preliminary budgeting; Compiled list of fireworks stands; Research re state contract vehicles, archive source data	6.7	125.00	837.50
C Watson	6/29/2021	Develop list of items for consideration; Conf with Mills and Scanlon re: variety of issues; Conf with staff re: budget development	3.4	200.00	680.00
C Watson	6/30/2021	Conf with staff and review revenue estimates and assessed value estimates; Review statutory authority for certain revenue items; Conf with Mills and Scanlon	4.5	200.00	900.00
T Youngblood	6/30/2021	Preliminary budgeting; Conf w/ C Watson re municipality's 1st 3 budget years, review of revenue items for same, compiled revenue summary re same	5.7	125.00	712.50
C Watson	7/1/2021	Research motor fuel taxes and car rental tax revenue items; Conf with staff	1.1	200.00	220.00
T Youngblood	7/1/2021	Preliminary budgeting; Conf w/ C Watson re various personnel & equipment costs; Conf w/ attorney re various policy items	4.2	125.00	525.00
C Watson	7/2/2021	Conf with staff re: development of 2022 budget; Review timing of expenditures; Research privilege license requirements	5.1	200.00	1,020.00
T Youngblood	7/2/2021	Preliminary budgeting (updating personnel & equipment costs); Conf w/ C Watson re various personnel & equipment costs	4.4	125.00	550.00
C Watson	7/6/2021	Conf with staff and attorneys re: tasks to accomplish; Budget Prep and attend board meeting; Travel	8.5	200.00	1,700.00
T Youngblood	7/6/2021	Preliminary budgeting (updating personnel & equipment costs); Conf w/ C Watson re various personnel & equipment costs	6	125.00	750.00
C Watson	7/7/2021	Return travel from meeting; Conf with staff	2.5	200.00	500.00

<b>Total</b>
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Bridge & Watson, Inc.  
P.O. Box 1482  
Oxford, MS 38655

# Invoice

Date
8/20/2021

<b>Bill To</b>
Mr. Walter Morrison, Mayor Via electronic mail to: WMorrison@gainsben.com

P.O. No.	Project
	Budgeting

Item	Date	Description	Qty	Rate	Amount
T Youngblood	7/7/2021	Preliminary budgeting (edits to FYE22 expenses, etc.); Conf w/ C Watson re personnel & equipment costs	4.5	125.00	562.50
C Watson	7/8/2021	Conf with staff re: budgeting	1.1	200.00	220.00
T Youngblood	7/8/2021	Preliminary budgeting; Conf w/ C Watson re same	5.5	125.00	687.50
T Youngblood	7/13/2021	Compilation of 2021 personal property A.V.; Revisions/edits to preliminary financial analyses	4.3	125.00	537.50
C Watson	7/14/2021	Conf with staff re: budgeting and compilation of financial data	2.9	200.00	580.00
T Youngblood	7/14/2021	Compilation of 2021 personal property A.V.; Revisions/edits to preliminary financial analyses	2.5	125.00	312.50
C Watson	7/16/2021	Conf with J. Scanlon re: zoning board matters; Various tasks	1.4	200.00	280.00
T Youngblood	7/20/2021	Conf w/ C Watson & J Scanlon re planning commission; Edited preliminary FYE2021 budget	2	125.00	250.00
T Youngblood	7/21/2021	Budget edits; Conf w/ Entergy re franchise fees (timing of payments, etc.), edited preliminary budget re same	1.2	125.00	150.00
C Watson	7/28/2021	Correspond re: budget process; Review correspondence from planning commissioner and others	0.8	200.00	160.00
C Watson	7/29/2021	Meet with planning commission; Travel	7.5	200.00	1,500.00
T Youngblood	8/2/2021	Confs w/ C Watson & J Scanlon re 08/03/21 board meeting / budget work session; Emailed preliminary budget worksheets to mayor; Began formatting preliminary budgets for handouts / worksheets	7.5	125.00	937.50
C Watson	8/3/2021	Attend board meeting; Travel	3	200.00	600.00
T Youngblood	8/3/2021	Conf w/ J Scanlon & J Mills re zoning, budgeting, hiring personnel, public hearings, etc.; Edits to preliminary budgets; Prepped for board meeting / budget work session; Travel; Attended board meeting	9.7	125.00	1,212.50
T Youngblood	8/4/2021	Meeting w/ mayor re FYE2022 budget; Conf w/ J Scanlon re budgeting, etc.; Edits to preliminary budgets; Conf w/ county tax assessor's office re ad valorem collections for 2021, left msg for tax assessor; Travel	8.5	125.00	1,062.50
C Watson	8/5/2021	Conf with staff re: budgeting, tax roll, etc.; Conf with Mills and Scanlon re: county services/tax assessor	3.8	200.00	760.00
T Youngblood	8/5/2021	Confs w/ C Watson & J Scanlon re budgeting, public hearings, etc.; Edits to preliminary budgets; Finalized FYE2021 budget; Conf w/ county tax assessor re ad valorem collections for 2021	8	125.00	1,000.00

<b>Total</b>
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Bridge & Watson, Inc.  
P.O. Box 1482  
Oxford, MS 38655

# Invoice

Date
8/20/2021

Bill To
Mr. Walter Morrison, Mayor Via electronic mail to: WMorrison@gainsben.com

P.O. No.	Project
	Budgeting

Item	Date	Description	Qty	Rate	Amount
C Watson	8/6/2021	Review 2021 budget revenue and expenditures with staff; Prep for meeting; Review 2022 budget and timing of expenses; conf with J. Scanlon re: tax assessor; Review automobile assessment statute	6.5	200.00	1,300.00
T Youngblood	8/6/2021	Conf w/ C Watson re FYE2021 & FYE2022 budgets, ad valorem collections, sales tax revenue, etc.; Edits to preliminary FYE2022 budget	7.5	125.00	937.50
C Watson	8/9/2021	Review proposed budgets for FYE 21 and 22; Prep for meeting; Correspond with DoR re: sales tax; Attend board meeting; travel	14.6	200.00	2,920.00
T Youngblood	8/9/2021	Edited preliminary FYE2021 & FYE2022 budgets; Conf w/ J Scanlon & C Watson re budget edits; Prepped for board meeting / budget work session (printing handouts, creating electronic worksheets, etc.); Travel; Attended board meeting	13.5	125.00	1,687.50
C Watson	8/10/2021	Review code sections re: budget and tax levy notice, hearing and adoption; Research budgeting procedures; Conf with staff re: revised sales tax figures and budget modifications; Conf with Mills and Scanlon	6.2	200.00	1,240.00
T Youngblood	8/10/2021	Edited preliminary FYE2021 & FYE2022 budgets based on budget workshop & new information from MDoR; Conf w/ J Scanlon & C Watson re budget edits, public hearings, etc.; Emailed tax assessor data compiled re personal prop. AV & city address ranges	5.5	125.00	687.50
C Watson	8/11/2021	Draft letter to Kay Pace; Conf with J. Scanlon	2.4	200.00	480.00
T Youngblood	8/11/2021	Budgeting - editing & formatting FYE2021 & FYE2022 budgets & associated documents; Conf w/ J Scanlon & C Watson re budget edits, public hearings, etc.	6	125.00	750.00
T Youngblood	8/12/2021	Budgeting - editing & formatting documents	0.8	125.00	100.00
C Watson	8/16/2021	Conf w/ J. Scanlon; correspond re: upcoming schedule of meetings and business; Review and research budget publication requirements; Misc. tasks	3	200.00	600.00
C Watson	8/17/2021	Conf with attorneys re: budgeting, tax collections, assessments, etc.	2.9	200.00	580.00
C Watson	8/18/2021	Correspond with Mayor re: finances and reporting tasks; develop an expense form for travel reimbursement	2.6	200.00	520.00
C Watson	8/19/2021	Conf with J. Scanlon re: tax assessor concerns; Conf with Dept. of Revenue re: incorporation status and info needed; Forward info	3.4	200.00	680.00
Food/Lodging		Food/Lodging		445.72	445.72
Mileage		Mileage @ .56		0.56	787.02
			1,405.4		

<b>Total</b>	<b>\$46,872.74</b>
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Received 09/10/2021  
City of Gluckstadt

Docket No. 2021-001  
Claim No. 2021-006

Jerry L. Mills  
John P. Scanlon  
John T. Wakeland  
  
Edwin L. Pittman, Of Counsel

**Mills, Scanlon, Dye & Pittman**

ATTORNEYS AT LAW  
800 Avery Boulevard North, Suite 101  
Ridgeland, Mississippi 39157

Telephone:  
(601) 957-2600  
Facsimile:  
(601) 957-7440

Brad Dye (1933-2018)  
James H. Gabriel (1948-2016)  
Carolyn B. Mills (1947-2017)

September 10, 2021

**CITY OF GLUCKSTADT  
STATEMENTS FOR SERVICES RENDERED  
Through August 27, 2021**

RETAINER THROUGH JUNE 30, 2021	\$ 3,000.00
RETAINER THROUGH JULY 31, 2021	3,000.00
RETAINER THROUGH AUGUST 31, 2021	3,000.00
GENERAL LEGAL	48,601.23
PLANNING & ZONING	1,360.00
 TOTAL LEGAL DUE:	 \$ 58,961.23
 PUBLICATION EXPENSES	 \$ 1,467.34
 TOTAL DUE:	 1,467.34

Mills, Scanlon, Dye & Pittman  
800 Avery Boulevard North  
Suite 101  
Ridgeland, Mississippi 39157

Tax ID# 64-0777372

City of Gluckstadt  
P. O. Box 2210  
Madison MS 39130

ATTN: Mayor Walter C. Morrison

Retainer

Page: 1  
09/10/2021  
ACCOUNT NO: 3600-0000M  
STATEMENT NO: 1

			HOURS	
06/22/2021	JLM	Attend BoA meeting.	1.00	
	JPS	Agency appearance at regular Board of Alderman meeting.	1.00	
FOR CURRENT SERVICES RENDERED			<u>2.00</u>	<u>3,000.00</u>
TOTAL CURRENT WORK				3,000.00
BALANCE DUE				<u>\$3,000.00</u>

HANDLING CHARGES ACCRUE AFTER THIRTY  
(30) DAYS AT THE RATE OF 1.5 % PER MONTH  
ON ALL UNPAID BALANCES

Mills, Scanlon, Dye & Pittman  
800 Avery Boulevard North  
Suite 101  
Ridgeland, Mississippi 39157

Tax ID# 64-0777372

City of Gluckstadt  
P. O. Box 2210  
Madison MS 39130

ATTN: Mayor Walter C. Morrison

Retainer

Page: 1  
09/10/2021  
ACCOUNT NO: 3600-0000M  
STATEMENT NO: 1

			HOURS	
07/06/2021	JPS	Agency appearance at Board of Aldermen meeting	2.50	
		FOR CURRENT SERVICES RENDERED	2.50	<u>3,000.00</u>
		TOTAL CURRENT WORK		3,000.00
		BALANCE DUE		<u>\$3,000.00</u>

HANDLING CHARGES ACCRUE AFTER THIRTY  
(30) DAYS AT THE RATE OF 1.5 % PER MONTH  
ON ALL UNPAID BALANCES

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Tax ID# 64-0777372

City of Gluckstadt  
P. O. Box 2210  
Madison MS 39130

ATTN: Mayor Walter C. Morrison

Retainer

Page: 1  
09/10/2021  
ACCOUNT NO: 3600-0000M  
STATEMENT NO: 1

			HOURS	
08/03/2021	ZLG	Agency appearance at BOA meeting	3.00	
	JPS	Attend BoA meeting.	3.00	
08/23/2021	ZLG	Attend Planning and Zoning Commissioner's meeting.	2.00	
	JPS	Attend Planning and Zoning meeting.	2.00	
		FOR CURRENT SERVICES RENDERED	10.00	<u>3,000.00</u>
		TOTAL CURRENT WORK		3,000.00
		BALANCE DUE		<u>\$3,000.00</u>

HANDLING CHARGES ACCRUE AFTER THIRTY  
(30) DAYS AT THE RATE OF 1.5 % PER MONTH  
ON ALL UNPAID BALANCES

Mills, Scanlon, Dye & Pittman  
 800 Avery Boulevard North  
 Suite 101  
 Ridgeland, Mississippi 39157

Tax ID# 64-0777372

City of Gluckstadt  
 P. O. Box 2210  
 Madison MS 39130

ATTN: Mayor Walter C. Morrison

General Legal

Page: 1  
 09/10/2021  
 ACCOUNT NO: 3600-1000M  
 STATEMENT NO: 2

			HOURS
06/07/2021	JPS	Correspondence with clients and correspondence with SOS re commissions; telephone conference(s); legal research	0.50
06/08/2021	JPS	Telephone conference with CEW; correspondence with clients; draft of documents - revise call of first meeting and agenda; draft of documents - oaths of office; legal research; telephone conference and correspondence with SOS re commissions	2.00
06/09/2021	JPS	Conference with SOS's office for commissions; correspondence and telephone conference(s) with clients	2.00
06/11/2021	JPS	Correspondence re bonds	0.20
06/14/2021	JPS	Legal research; correspondence	0.70
06/15/2021	JPS	Correspondence re business list and DOR; receipt and review list from CEW	0.40
06/16/2021	JPS	Correspondence re Notice and Call of Mayor for first meeting	0.20
06/17/2021	JPS	Correspondence with clients re call to first meeting; file review; draft of documents - finalize call and agenda; legal research	0.70
06/18/2021	JPS	Correspondence with clients re initial items; telephone conference with Bonding Surety Co.	0.60
06/21/2021	JPS	Draft of documents - ordinance and orders; correspondence with JLM; telephone conference and correspondence with CEW; legal research; review documents - statue; correspondence with clients; telephone conference with WM; preparation of orders	3.50
	JLM	Reviewed Ordinances and Orders, reviewed Ordinance to make certain office appointments, review Order to make City Attorney appointments.	1.10
	JLM	Receipt and review of correspondence re: preparation for first BoA meeting.	0.40
06/22/2021	JPS	Preparation for meeting; conference with JLM; telephone conference with CEW; telephone conference with BM; telephone conference with SS and KM re bonds and insurance	4.00



General Legal

			HOURS
	JLM	Review draft Ordinance, start-up issues; conference and telephone conference with JPS and CEW.	2.80
	JLM	Review orders; conference with CEW.	3.40
06/23/2021	JPS	Legal Research; review documents - statutes; conference with JLM and telephone conference with CEW re various matters for new municipality (Open Meeting Act, insurance); draft of documents - meeting minutes and correspondence - forward to Chris W. and JLM; revise; correspondence to insurance company and correspondence with Mayor and Board of Aldermen; receipt and review of Orders from Mayor; receipt and review of county tax levy.	4.20
	JLM	Conference with JPS re: review insurance issues; conference with CEW review correspondence.	3.20
06/24/2021	JPS	Receipt and review of resolution and signed letter from Mayor; correspondence to; receipt and review of demographic info from CEW; receipt and review of revisions to minutes; correspondence to S. Smith for insurance coverage; draft of documents of resolution and interlocal for coverage.	3.20
	JLM	Conference re: budgeting issues.	1.50
	JLM	Conference with CEW re: demographics; conference with JPS - review issues re: Open Meetings; review correspondence.	3.70
06/25/2021	JPS	General services; correspondence re: July meeting items - resolution and interlocal for insurance coverage; conference with JLM; draft of documents - Notice and Agenda; receipt and review of map and correspondence with CEW.	0.80
	JLM	Correspondence; draft of documents re: insurance coverage, open issues and agenda.	0.60
	JLM	Conference with CEW re: budgeting issues.	0.60
06/28/2021	JPS	Correspondence with clients and telephone conference(s) with CEW; conference with JLM	0.50
	JLM	Assist CEW with post insurance matters, budget issues.	1.20
	JLM	Conference with JPS, telephone conference with CEW, review correspondence.	0.50
06/29/2021	JPS	Legal Research; review documents - special meeting statute and Open Meetings Act; correspondence with Mayor and Board of Aldermen; draft of documents - special meeting notice; general services	1.70
	JLM	Review documents - Open meetings; review of documents.	3.70
06/30/2021	JPS	Legal Research; review documents - statute; correspondence with clients; telephone conference(s) with CEW; conference with LW and KM re zoning; finalize special meeting notice	2.60
	JLM	Conference with CEW, review post annexation issues; research statute re: tax authorities.	3.20
	JLM	Telephone conference with CEW, review zoning issues; research, review Gatlin case.	3.20
07/01/2021	JPS	Telephone conference(s) with client (L.W.); correspondence re city limit signs; correspondence re tax diversion funds; receipt and review MAGIC document	

## General Legal

			HOURS
		and other documents	1.00
07/02/2021	JPS	Telephone conference(s) with CEW re budget; correspondence with clients; finalize special meeting notice and forward to Mayor and Board; legal research re zoning; review documents - <u>Gatlin</u> case; correspondence re depositories	1.80
	JLM	Budget research, conference CEW, research.	2.80
07/06/2021	JPS	Legal Research re zoning; review documents - statute and <u>Gatlin</u> case; meeting preparation; review documents - statute on municipal depositories; review documents - statute on public hearing for budget; receipt and review proposed resolution for committee on zoning	3.10
	JLM	Research items in advance of BoA meeting.	3.30
07/07/2021	JPS	Telephone conference(s) with WM; correspondence with BOA; correspondence - forward certificate of insurance received from MML Co.	0.60
	JLM	Research re: garbage, fire district, road and bridge.	5.10
07/08/2021	JPS	Legal Research re effective date of ordinances; review documents - statutes on city clerk job duties; correspondence with Mayor; file review	1.80
	JLM	Conference with JPS re: legal ads, Ordinance effective dates.	0.50
	JLM	Review and research budget issues, notice timetable.	3.20
07/09/2021	JPS	Correspondence; draft of document(s) - notice of special meeting; draft of documents - city clerk job description; legal research; review documents - statutes; correspondence with Mayor and CEW; correspondence re meetings	1.60
07/10/2021	JPS	Receipt and review of revised job description; receipt and review signed notice; correspondence with Mayor	0.40
07/12/2021	JPS	Draft of document(s) - ordinance establishing P & Z Commission; finalize special meeting notice and correspondence to forward to BOA; file review; correspondence and telephone conference(s) with CEW; review documents - <u>Gatlin v. Laurel</u> case; research re moratorium	1.70
07/13/2021	JPS	Legal Research re ordinances; correspondence; review documents - statute	0.60
	JLM	Receipt and review - correspondence re: special meeting.	0.20
07/14/2021	JPS	Receipt and review of P/R request; research re city clerk job listings; draft of documents - 7/6 minutes; receipt and review info re Aug. meeting	2.00
	JLM	Receipt and review - information re: August meeting.	0.10
07/15/2021	JPS	Telephone conference(s) with Mayor; receipt and review info re meetings at GHS; correspondence	0.50
07/16/2021	JPS	Receipt and review of info for zoning board nominations; correspondence re city clerk and depository with Mayor; correspondence re publication; research; draft of documents - finalize minutes; correspondence - forward minutes to BOA	1.10
07/19/2021	JPS	Telephone conference(s) with Mayor; legal research; review documents - AG opinions and statutes re depository; draft of documents - revise depository bid	

General Legal

		HOURS
	notice and correspondence to forward for publication; conference with JLM; telephone conference(s) with CEW; correspondence to Mike Espy; correspondence with BOA; finalize clerk job listing	2.60
JPS	Draft of document(s) - ordinance establishing zoning commission (revisions); research; correspondence to CEW and JLM re 7/29 meeting	0.80
JLM	Conference re: issues related to moratorium, zoning.	0.80
JLM	Review Ordinance Planning and Zoning, receipt and review correspondence.	0.40
JPS	Agency appearance at special meeting.	1.50
07/20/2021	JPS Correspondence re publishing job description for city clerk and depository notice; review documents - ordinances passed; telephone conference(s) re zoning issues; receipt and review info on meeting place; correspondence re public purchasing; correspondence re zoning board	2.10
	JLM Receipt and review correspondence re: zoning issues.	0.20
07/21/2021	JPS File review; draft of document(s) - minutes; correspondence; review documents - posting	1.00
07/22/2021	JPS Correspondence re P/R request; review documents - request; review documents; correspondence with BOA re office space; correspondence re publication of clerk job	0.90
07/23/2021	JPS Correspondence re clerk job listing in classifieds; correspondence re P/R request; conference; review documents - depository cert.	0.60
07/26/2021	JPS Correspondence with client re city clerk and commercial property and re budget; preparation of ordinances for publication	0.80
07/27/2021	JPS Review document(s) - ordinances for publication; file review; correspondence with BOA re Open Meetings Act; finalize publication	0.70
07/28/2021	JPS Correspondence with CEW and clients re budget; correspondence with P&Z commission re first meeting	0.40
07/29/2021	JLM Telephone conference(s) w/Boackle	0.70
	JPS Correspondence re budget and meeting agenda	0.50
	JLM Receipt and review correspondence re: Planning and Zoning meeting.	0.10
	JLM Conference with CEW re: meeting; conference with LW, meeting zoning board.	0.70
07/30/2021	JPS Telephone conference(s) with MMH; correspondence with client re clerk; correspondence - forward applicants; receipt and review of information from P&Z Commission	0.50
	JLM Receipt and review correspondence from CEW re: planning commission bylaws.	0.30
	JLM Receipt and review correspondence re: zoning changes.	0.10
08/02/2021	JPS Receipt and review - form bylaws; correspondence with Mayor and CEW re: budget; research (legal) and review of documents - statutes (re: budget, tax levy and notice); review of documents - AG opinions; draft of documents - special meeting notice; correspondence to BoA; review of documents - Minutes draft; correspondence re: clerk applicant; receipt and review - budget	

## General Legal

			HOURS
		from TY.	3.60
	JPS	Correspondence with planning and zoning re: single point of contact; receipt and review - proof/affidavit of publication in newspaper; receipt and review - signed notice from Mayor; correspondence to BoA - forward minutes.	0.90
08/03/2021	ZLG	Research budget / tax advertising statutes	0.50
	ZLG	Conference with JPS and JLM re budget	1.00
	JPS	Conference with JLM and ZLG; telephone conference with TY; correspondence with CEW; research (legal); review of documents - statutes re: notice of budget public hearing; correspondence with clients.	2.90
	JPS	Revise minutes; correspondence with client; telephone conference and correspondence with insurance company (S. Smith).	1.10
08/04/2021	JPS	Conference with ZLG and JLM; correspondence with client; telephone conference with TY; telephone conference with Mayor; telephone conference with CEW re: budget; research (legal); draft of documents - memo; review of documents - AG opinions re: day-to-day management in code charter.	2.40
	JPS	Receipt and review of lease for City Hall space; correspondence with Mayor; conference with JLM and ZLG; correspondence with clients; forward proof of depository ad publication; correspondence re: clerk resumes; receipt and review - insurance certificate; correspondence re: zoning.	1.10
08/05/2021	JPS	Research (legal) re: boardroom procedure; correspondence with Mayor; receipt and review of reply to memo; review of documents - depository certificate; correspondence re: zoning bylaws; review of documents - forms; research (legal) budget; telephone conference with Auditor re: PERS; conference with CEW and JLM.	3.40
	JLM	Conference with CEW re: county tax rolls, conference with JPS.	1.80
08/06/2021	JPS	Telephone conference; correspondence re: tax collection and assessment issue; research (legal); correspondence - forward zoning bylaws forms; file review; draft of documents formal letter to tax assessor's office; telephone conference and correspondence with M. Espy; correspondence to NC; telephone conference with Mayor; conference with CEW.	2.80
	JPS	Finalize memo to Mayor and BoA re: separation of powers and boardroom procedure; review of documents - lease; correspondence to Dr. Quick re: availability; draft of documents - Notice of special meeting and correspondence - forward to Mayor.	2.10
08/09/2021	JPS	Research (legal) re: budget and tax levy; receipt and review - correspondence re: notice; revise notice and re-send; receipt and review - draft BoA minutes; correspondence - forward MCJ newspaper budget hearing notice; research building official job description; receipt and review of budget from TY.	2.40
	JPS	Research - assessor's role via interlocal; correspondence with clients; draft of documents - Order for ad valorem taxes; telephone conference with TY and correspondence - forward Interlocal form; correspondence with ME; draft of documents - resolution; review of documents - City Hall lease; prepare zoning materials.	2.60
	JLM	Receipt and review email re: corrected revenues.	0.10
	JLM	Conference with JPS re: tax and budget issues.	0.70
	JLM	Conference with JPS, CEW, TY re: budget issues.	2.10
	JPS	Attend BoA special meeting.	2.00

## General Legal

			HOURS
	ZLG	Attend BoA meeting.	2.00
08/10/2021	JPS	Research (legal); review of documents - budget and tax levy statutes; review of documents - Open Meetings Act; review of documents - Common Cause cases; review of documents - AG's opinions re: job interviews in executive session; revise budget notice for publication; correspondence with client.	1.50
	JPS	Research; telephone conference with technical assistance; correspondence; review of documents - AG's opinions and statutes; receipt and review City Hall lease; forward to Mayor August 3, 2021 minutes for depository; review of documents Open Meetings Act and draft of documents - executive session procedures; forward to Mayor; preparation budget schedule; correspondence with CEW.	2.10
	JPS	Draft of documents - special meeting notice for August 19, 2021. Draft of documents - minutes from August 9, 2021 meeting; receipt and review - of revenue (sales) prediction; receipt and review - opened account bank information. receipt and review CEW correspondence to Norm C; conference with CEW.	1.80
	ZLG	Review of documents - executive session procedure drafted by JPS (proofread).	0.30
	JLM	Receipt and review correspondence re: revised tax numbers.	0.10
	JLM	Conference with CEW et al re: tax and budget issues.	2.60
	JLM	Review tax statutes; conference with CEW, TY and JPS.	0.90
08/11/2021	JPS	Research budget and tax levy; receipt and review - letter draft; approve and sign; correspondence to Tax Collector; correspondence with Mayor re: schedule; receipt and review - signed notice for August 19., 2021; telephone conference with CEW.	1.20
08/12/2021	JPS	Correspondence and telephone conference with ME; research tax levy and budget; correspondence with Mayor and CEW; telephone conference with CEW and conference with JLM; correspondence to Tax Assessor's attorney.	2.20
08/13/2021	JPS	Correspondence re: city clerk interviews; receipt and review - correspondence from WQ re: meetings in GHS; file review.	0.50
08/16/2021	JPS	Telephone conference and correspondence with Mayor and appearance at Madison County BoS meeting with Mayor; conference with M. Espy; correspondence re: revised interlocal; draft of documents - interlocal for taxes.	3.40
	JPS	Correspondence to Madison County Journal re: budget and lax levy ads for public hearing; correspondence with CEW; telephone conference.	0.80
	JLM	Conference with JPS and CEW.	0.40
08/17/2021	JPS	Telephone conference with Mayor; correspondence with TY and CEW; research (legal) re: taxes; review of documents - AG's opinions; review of documents - statutes; correspondence re: revised minutes; correspondence to tax collector; correspondence with M. Espy re: revised agreement.	3.10
	JPS	Draft of documents - public hearing resolution and Notice; correspondence with client; receipt and review from Mayor, collateral security agreement.	0.90
	ZLG	Conference with JLM and JPS; research issue with County Tax Assessor and Collector; conference with JLM and JPS and M. Espy discussing tax agreement with County.	0.50

## General Legal

		HOURS
	JLM Conference with CEW re: budget issues.	2.40
	JLM Review matters re: tax collection; conference with JPS.	0.20
08/18/2021	JPS Correspondence re: budget meetings; revise meeting notice; forward to Mayor; correspondence with Planning and Zoning re: meeting; finalize notice, minutes, interlocal, Order and Resolution for BoA; correspondence - forward to clients.	2.10
	JPS Correspondence re: clerk duties with Mayor and CEW; receipt and review information from Tax Assessor; conference and telephone conference with CEW.	0.70
08/19/2021	JPS Telephone conference with Mayor; draft of documents - prepare minutes sheet for meeting; file review; telephone conference with CEW; review of documents - AG opinion; correspondence to Norman Cannady; conference; correspondence to AG's office for approval (Kyle Williams); correspondence with Jeff Foreman.	2.10
	JPS Correspondence with M. Espy; receipt and review information sent to Norman Cannady.	0.50
	JLM Conference with CEW et al re: tax assessment issues.	0.70
08/20/2021	JPS Receipt and review of minutes outline from WM; draft of documents - minutes; correspondence; prepare ad for FY22 budget hearing; receipt and review information re: new clerk; correspondence with LK.	1.80
	JLM Review statutes re: tax and budget issues.	0.60
08/23/2021	JPS Draft of documents - special Notice of August 26, 2021 meeting; correspondence; review of documents - clerk letter to SOS; forward Mayor notice and receipt and review of signed version in return; draft and revise August 19, 2021 minutes; correspondence to paper re: public hearing Notice for tax and budget.	1.90
	JLM Receipt and review of notice of meeting; preparation of agenda items.	0.40
	JLM Receipt and review of memos; review documents; conference with JPS re: zoning issues, calculation re: garbage issues; review tax publication.	0.90
08/24/2021	JPS Conference with JLM and CEW; review of documents - Interlocal and Orders; title search/abstract - zoning map; correspondence to AG with Interlocal and Orders for approval; correspondence re: minutes and finalize; correspondence to WQ.	1.80
	JPS Conference with SV, M. Espy, Mayor, JLM re: transition of services; review of documents - public hearing resolution signed; telephone conference and correspondence re: Planning and Zoning for September 2, 2021; receipt and review of draft of Planning and Zoning minutes and revise; correspondence.	3.10
	JLM Prepare for meeting, conference with CEW, JPS, SV, M. Espy, Mayor re: transition of services; attend meeting at county.	5.20
08/25/2021	JPS Research re: building official job description; receipt and review forms; correspondence.	0.60
	JPS Receipt and review Mayor memo; telephone conference with Mayor; correspondence to Mayor; receipt and review - budget resolution from CEW; receipt and review of tax diversion information and correspondence.	0.80
	JLM Receipt and review memo re: meeting with county; conference with JPS.	0.20
	JLM Telephone conference; conference with JPS.	0.30

General Legal

ACCOUNT NO:  
STATEMENT NO:

		HOURS	
	JLM Conference re: building official; zoning issues conference with JPS.	0.30	
08/26/2021	JPS Correspondence re: meeting and job descriptions; correspondence re: budget; correspondence re: meeting minutes; receipt and review of correspondence from AG re: interlocal.		
	ZLG Conference with JLM about garbage pick up and disposal.	0.90	
	JLM Conference re: building official.	0.10	
	JLM Information re: garbage collection.	0.60	
	ZLG BoA meeting.	0.20	
		0.50	
08/27/2021	JPS Receipt and review from M. Espy correspondence to tax assessor; correspondence re: city clerk training.		
		0.30	
	FOR CURRENT SERVICES RENDERED	191.00	46,892.50

RECAPITULATION

TIMEKEEPER

	HOURS	HOURLY RATE	TOTAL
Jerry L. Mills	68.30	\$250.00	\$17,075.00
John P. Scanlon	117.80	250.00	29,450.00
Zachary L. Giddy	4.90	75.00	367.50

05/28/2021	Mileage - MMH to/from Miss. SOS's office (2 trips)	38.08
06/30/2021	Teleconferencing and File Sharing fees	45.00
06/30/2021	Lexis Nexis research usage.	409.25
07/01/2021	Court costs - Mississippi Supreme Court - 2nd Qtr 2021 - MEC document fee through 06/30/2021	0.40
07/01/2021	Photocopy expense through 06/30/2021	62.00
07/28/2021	Photocopy expense through 07/23/2021	121.25
07/30/2021	Teleconferencing and File Sharing fees.	45.00
07/30/2021	Lexis Nexis research usage.	409.25
08/06/2021	ZipRecruiter Invoice for City Clerk job posting; Date range July 27, 2021 - August 5, 2021 at \$16.00 per day.	160.00
08/06/2021	Postage expense.	209.25
08/11/2021	Postage expense.	209.25
	TOTAL EXPENSES	1,708.73
	TOTAL CURRENT WORK	48,601.23
	BALANCE DUE	<u>\$48,601.23</u>

HANDLING CHARGES ACCRUE AFTER THIRTY (30) DAYS AT THE RATE OF 1.5 % PER MONTH ON ALL UNPAID BALANCES

Mills, Scanlon, Dye & Pittman  
 800 Avery Boulevard North  
 Suite 101  
 Ridgeland, Mississippi 39157

Tax ID# 64-0777372

City of Gluckstadt  
 P. O. Box 2210  
 Madison MS 39130

ATTN: Mayor Walter C. Morrison

Planning & Zoning

Page: 1  
 09/10/2021  
 3600-2000M  
 1

ACCOUNT NO:  
 STATEMENT NO:

			HOURS	
07/29/2021	JLM	Attend Planning and Zoning meeting.	1.00	
08/16/2021	JPS	Correspondence with CEW re: August 23, 2021 Planning and Zoning meeting; draft of documents - notice of special meeting; correspondence with Mayor; research (legal) - changing meeting place; conference with JLM; revise notices; correspondence - forward budget schedule.	1.20	
08/23/2021	JPS	Conference with CEW and JLM; preparation for meeting and attend zoning meeting.	3.00	
08/24/2021	ZLG	Review of documents - minutes from the August 23, 2021 Planning and Zoning Commissioner's meeting.	0.60	
08/31/2021	ZLG	Conference with JPS and CEW re: upcoming Planning and Zoning meeting.	0.20	
		<b>FOR CURRENT SERVICES RENDERED</b>	<u>6.00</u>	<u>1,360.00</u>

RECAPITULATION

TIMEKEEPER	HOURS	HOURLY RATE	TOTAL
Jerry L. Mills	1.00	\$250.00	\$250.00
John P. Scanlon	4.20	250.00	1,050.00
Zachary L. Giddy	0.80	75.00	60.00

TOTAL CURRENT WORK 1,360.00

BALANCE DUE \$1,360.00

HANDLING CHARGES ACCRUE AFTER THIRTY  
 (30) DAYS AT THE RATE OF 1.5 % PER MONTH  
 ON ALL UNPAID BALANCES



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ATTN: Mayor Walter C. Morrison

General Legal

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09/10/2021  
ACCOUNT NO: 3600-1000M  
STATEMENT NO: 3

07/20/2021	Column/Madison County Journal - Invoice #CA53D46E-0003 - Publication of City Clerk Job Posting	125.42
08/27/2021	Madison County Journal - Gluckstadt Budget Notice advertisements - run in issues: 8/12/21, 8/19/21, 8/26/21, and 8/26/21 at \$335.48 per issue.	<u>1,341.92</u>
	TOTAL EXPENSES	1,467.34
	TOTAL CURRENT WORK	1,467.34

HANDLING CHARGES ACCRUE AFTER THIRTY  
(30) DAYS AT THE RATE OF 1.5 % PER MONTH  
ON ALL UNPAID BALANCES

**RESOLUTION TO ADOPT THE BUDGET FOR FISCAL YEAR ENDING 2022 FOR THE CITY OF GLUCKSTADT, MISSISSIPPI**

**WHEREAS**, the City of Gluckstadt became an incorporated municipality on June 6, 2021, in accordance with the laws of the State of Mississippi; and,

**WHEREAS**, as a new municipality the City of Gluckstadt has no financial history concerning revenues or expenditures to serve as a guide in budgeting and estimating revenues and expenditures; and,

**WHEREAS**, the budget proposed herein is the best estimate of revenues and expenditures expected to occur in the ensuing fiscal year, and said budget is necessary for the City of Gluckstadt to properly account for its revenues, pay claims, and otherwise manage its municipal affairs; and,

**WHEREAS**, the City of Gluckstadt caused due public notice to be given and conducted a public hearing on Tuesday, Sept. 7, 2021, on the proposed budget for fiscal year ending September 30, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, that pursuant to Section 21-35-5 of the Mississippi Code of 1972 Annotated, the City of Gluckstadt, Mississippi, does hereby approve and adopt as the budget for the fiscal year ending on September 30, 2022, said budget being attached hereto and identified as "EXHIBIT A."

**BE IT FURTHER RESOLVED** that the herein adopted budget be published at least one time, as soon as practicable, pursuant to Section 21-35-5 of the Mississippi Code of 1972 Annotated.

The foregoing Resolution having been first reduced to writing was moved for adoption by Alderman Powell, and seconded by Alderman Slay, and the vote thereon being as follows:

	Aye	Nay
ALDERMAN BATES	<u>Absent</u>	_____
ALDERMAN POWELL	<u>X</u>	_____
ALDERMAN SLAY	<u>X</u>	_____
ALDERMAN TAYLOR	<u>X</u>	_____
ALDERMAN WILLIAMS	<u>X</u>	_____

SO RESOLVED, THIS THE 14 DAY OF September, 2021.



Walter C. Morrison, MAYOR

EXHIBIT "C"

## EXHIBIT A

### BUDGET OF ESTIMATED REVENUES AND EXPENDITURES City of Gluckstadt, Mississippi For the Fiscal Year Ended September 30, 2022

	Final Budget For Next Fiscal Year	Estimated Total For Current Fiscal Year
<b>RECEIPTS</b>		
Licenses & Permits:		
Privilege Licenses	\$ 6,000	\$ -
Building Permits	24,500	-
Franchise Fees	176,400	-
Intergovernmental Revenues:		
State Shared Revenues	1,806,459	360,000
Fines and Forfeits	46,005	-
Miscellaneous:		
Donations	-	500
Fee for Tax Collections	(40,824)	-
Total from All Sources, Other Than Taxation	2,018,540	360,500
Beginning Cash and Investment Balance	163,870	-
Total Receipts Other Than Ad Valorem Tax	2,182,410	360,500
Amount to be Raised by Ad Valorem Tax (necessary to balance budget)	\$1,360,793	-
<b>TOTAL FROM ALL SOURCES</b>	<b>\$ 3,543,203</b>	<b>\$ 360,500</b>
<b>DISBURSEMENTS</b>		
Legislative - Board:		
Supplies	\$ 500	\$ 400
Contractual Services	12,125	5,200
Total	\$ 12,625	\$ 5,600
Judicial - Municipal Court:		
Personnel Services	\$ 91,713	\$ -
Supplies	1,667	-
Contractual Services	25,220	-
Capital Outlay	6,519	-
Total	\$ 125,119	\$ -

**EXHIBIT A**

**BUDGET OF ESTIMATED REVENUES AND EXPENDITURES  
City of Gluckstadt, Mississippi  
For the Fiscal Year Ended September 30, 2022**

<b>DISBURSEMENTS</b>	<u>Final Budget For Next Fiscal Year</u>	<u>Estimated Total For Current Fiscal Year</u>
<b>Executive - Mayor:</b>		
Supplies	\$ 500	\$ 400
Contractual Services	4,325	1,200
Capital Outlay	3,612	4,000
Total	<u>\$ 8,437</u>	<u>\$ 5,600</u>
<b>Administration - Financial:</b>		
Personnel Services	\$ 184,764	\$ 8,636
Supplies	3,815	4,000
Contractual Services	23,125	4,700
Capital Outlay	16,041	12,500
Total	<u>\$ 227,745</u>	<u>\$ 29,836</u>
<b>Planning &amp; Zoning:</b>		
Contractual Services	\$ 280,000	\$ -
Total	<u>\$ 280,000</u>	<u>\$ -</u>
<b>Administration - General:</b>		
Supplies	\$ 6,600	\$ 1,000
Contractual Services	448,959	118,595
Capital Outlay	169,908	29,000
Total	<u>\$ 625,467</u>	<u>\$ 148,595</u>
<b>Police Department:</b>		
Personnel Services	\$ 738,026	\$ -
Supplies	59,500	-
Contractual Services	60,474	-
Debt Service	102,948	-
Capital Outlay	114,937	-
Total	<u>\$ 1,075,885</u>	<u>\$ -</u>
<b>Fire Department:</b>		
Contractual Services	\$ 29,308	\$ -
Total	<u>\$ 29,308</u>	<u>\$ -</u>

**EXHIBIT A**

**BUDGET OF ESTIMATED REVENUES AND EXPENDITURES**

**City of Gluckstadt, Mississippi**

**For the Fiscal Year Ended September 30, 2022**

	Final Budget For Next Fiscal Year	Estimated Total For Current Fiscal Year
<b>DISBURSEMENTS</b>		
Building Inspection:		
Personnel Services	\$ 177,324	\$ -
Supplies	8,051	-
Contractual Services	8,994	-
Debt Service	13,858	-
Capital Outlay	9,246	-
Total	<u>\$ 217,473</u>	<u>\$ -</u>
Street Department:		
Contractual Services	\$ -	\$ 7,000
Total	<u>\$ -</u>	<u>\$ 7,000</u>
Street Lights:		
Contractual Services	\$ 77,993	\$ -
Total	<u>\$ 77,993</u>	<u>\$ -</u>
Total Disbursements	<u>2,680,053</u>	<u>196,630</u>
Ending Cash and Investment Balance	<u>863,150</u>	<u>163,870</u>
<b>TOTAL DISBURSEMENTS AND ENDING BALANCE</b>	<u><u>\$ 3,543,203</u></u>	<u><u>\$ 360,500</u></u>