

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

**MUNICIPAL DOCKET  
REGULAR MEETING OF DECEMBER 18, 2018  
THE MAYOR AND BOARD OF ALDERMEN  
THE CITY OF LONG BEACH, MISSISSIPPI  
5:00 O'CLOCK P.M. LONG BEACH CITY HALL, 201 JEFF DAVIS AVE.  
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- I. **CALL TO ORDER**
- II. **INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL AND ESTABLISH QUORUM**
- IV. **ANNOUNCEMENTS; PRESENTATIONS; PROCLAMATIONS**
- V. **AMENDMENTS TO THE MUNICIPAL DOCKET**
- VI. **APPROVE MINUTES:**
  - 1. **MAYOR AND BOARD OF ALDERMEN**
    - a. December 4, 2018 - Regular
    - b. December 11, 2018 - Work Session
  - 2. **PLANNING AND DEVELOPMENT COMMISSION**
    - a. December 13, 2018 - Regular
- VII. **APPROVE DOCKET OF CLAIMS NUMBER(S):**
  - 1. 121818
- VIII. **UNFINISHED BUSINESS**
  - 1. Library Board Appointment
  - 2. Revised Subdivision Ordinance
  - 3. Revised Floodplain Management Ordinance
- IX. **NEW BUSINESS**
  - 1. Reschedule regular MBOA meeting
  - 2. Special Event Application - Carnival Association; Mardi Gras Parade
  - 3. Special Event Application & Waive Fee Request - Long Beach High Student Council; 5K Fun Run
  - 4. Special Event Application - Long Beach Community Development Association; Sea Santa Sail-a-bration
  - 5. Discussion - Cars/RVs/Boats parked in streets & yards; Alderman Frazer
  - 6. Resolutions - Emergency Road & Bridge Repair Fund Program; Spread in Minutes
- X. **DEPARTMENTAL BUSINESS**
  - 1. **MAYOR'S OFFICE**
  - 2. **PERSONNEL**
    - a. Police Department - Education Pay (1)
    - b. Fire Department - Step Increase (1); Education Pay (2)
    - c. Harbor - Step Increase (1)
    - d. Municipal Court - Step Increase (1)
  - 3. **CITY CLERK**
    - a. Revenue/Expense Report November 2018
  - 4. **FIRE DEPARTMENT**
  - 5. **POLICE DEPARTMENT**
  - 6. **ENGINEERING**
    - a. Harbor Fuel Facility - Award Decommission
    - b. Harbor Fuel Facility - Status Report
    - c. Lovers Lane Drainage - Request to Advertise
  - 7. **PUBLIC WORKS**
  - 8. **DERELICT PROPERTIES**
    - a. Schedule Public Hearing:
      - 642 Railroad Street; Assessed to Savarese, Bert S Estate
- XI. **REPORT FROM CITY ATTORNEY**
- XII. **ADJOURN (OR) RECESS**

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Be it remembered that a regular meeting of the Mayor and Board of Aldermen, Long Beach, Mississippi, was begun and held at 5:00 o'clock p.m., Long Beach City Hall Meeting Room, 201 Jeff Davis Avenue, in said City, it being the third Tuesday in December, 2018, and the same being the time, date and place fixed by Laws of the State of Mississippi and ordinance of the City of Long Beach for holding said meeting.

There were present and in attendance on said board and at the meeting the following named persons: Mayor George L. Bass, Aldermen Donald Frazer, Ronald Robertson, Bernie Parker, Kelly Griffin, Timothy McCaffrey, Jr., Mark E. Lishen, Patricia Bennett, Deputy City Clerk Kini Gonsoulin, and City Attorney James C. Simpson, Jr.

There being a quorum present sufficient to transact the business of the City, the following proceedings were had and done.

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Alderman Frazer made motion seconded by Alderman Robertson and unanimously carried to suspend the rules and add Police Department Resignation (1) to the agenda under section X2a.

\*\*\*\*\*

Alderman Frazer made motion seconded by Alderman Griffin and unanimously carried to approve the following minutes of the Mayor and Board of Aldermen, as submitted:

- December 4, 2018 Regular
- December 11, 2018 Work Session

\*\*\*\*\*

Alderman Lishen made motion seconded by Alderman Parker and unanimously carried to approve the regular minutes of the Planning & Development commission dated December 13, 2018, as submitted, with the following exceptions:

- The Noise Ordinance review will be done by City Attorney Jim Simpson instead of Consultant Bill Hessel to determine if the City's current ordinance is arbitrary and capricious or unconstitutional, and if it could benefit from additional language.
- The Public Hearing for Public Streets & Private Roads will not be scheduled.

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Alderman Griffin made motion seconded by Alderman Lishen and unanimously carried to approve payment of invoices as listed in Docket of Claims number 121818.

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The Library Board Appointment was tabled until the January 2, 2019 meeting.

\*\*\*\*\*

Revised Subdivision Ordinance was tabled for additional work by the City Attorney and City Engineer.

\*\*\*\*\*

Revised Floodplain Management Ordinance was tabled for additional work.

\*\*\*\*\*

Alderman Robertson made motion seconded by Alderman McCaffrey to advance the Mayor's Office section to this time of the meeting.

\*\*\*\*\*

There came on for discussion the buildings located at 100 LaRosa Road. Ms. Sheila Ladner was in attendance and informed the Board that she has been making progress in the cleaning of her portion of the buildings at this location. She has made application to MDA for grant funding to renovate her building. Alderman Robertson made motion seconded by Alderman Parker and unanimously carried to grant Ms. Ladner 90 days leniency in her property cleanup for the grant process to take place.

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There came on for consideration at a duly constituted meeting of the Board of Aldermen and Mayor of the City of Long Beach held on 18<sup>th</sup> day of December, the following Resolution, which was reduced to writing and presented in advance of the meeting for reading and examination:

**RESOLUTION SEEKING THE ASSISTANCE OF THE HARRISON COUNTY  
BOARD OF SUPERVISORS IN PAVING WILKERSON LANE IN THE CITY OF  
LONG BEACH, AND FOR OTHER PURPOSES**

**WHEREAS**, the City of Long Beach and the Board of Supervisors of Harrison County, Mississippi have heretofore entered into an Interlocal Agreement to allow and provide for the exchange of services and the provision of assistance between them on behalf of the citizens of Long Beach and Harrison County; and

**WHEREAS**, from time to time and on occasion the City has sought the assistance of Harrison County in paving roads, public parking lots and other public areas in need of repair, and the Harrison County Board of Supervisors has generously responded and complied whenever possible with such requests; and

**WHEREAS**, Wilkerson Lane in the City of Long Beach has suffered extreme deterioration due to use, wet weather conditions, construction activity, and other causes which may possibly cause this street to deteriorate to the point of being in a hazardous condition and threat to public safety; and

**WHEREAS**, being without sufficient resources and proper equipment to pave such public street, the City of Long Beach hereby seeks the assistance of the Harrison County Board of Supervisors to pave Wilkerson Lane for the use, protection, health and safety of all citizens of Harrison County.

**NOW, THEREFORE**, be it resolved by the Board of Aldermen of the City of Long Beach that the Harrison County Board of Supervisors be, and same hereby are requested to provide such assistance as may be available to the citizens of Harrison County in the City of Long Beach in the form of asphalt paving of Wilkerson Lane in the City of Long Beach for such street is in need of resurfacing and for which purpose no municipal funds or resources are available.

**BE IT FURTHER RESOLVED**, by the Mayor and Board of Aldermen of the City

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of Long Beach that we express our appreciation to Supervisor Marlin Ladner and the entire Harrison County Board of Supervisors for any assistance it is able to provide in this request.

The above and foregoing Resolution having been introduced in writing, was first read and considered section by section and then as a whole. This question being put to a roll call vote by the Mayor, the result was as follows:

Alderman Ronald Robertson	voted	Aye
Alderman Timothy McCaffrey, Jr.	voted	Aye
Alderman Kelly Griffin	voted	Aye
Alderman Bernie Parker	voted	Aye
Alderman Mark E. Lishen	voted	Aye
Alderman Patricia Bennett	voted	Aye
Alderman Donald Frazer	voted	Aye

The question having received the Affirmative vote of a majority the Alderman present and voting, the Mayor declared the motion carried and the resolution and order adopted and approved this 18<sup>th</sup> day of December 2018.

APPROVED:



George L. Bass, Mayor

ATTEST:



Stacey Dahl, City Clerk

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Due to the New Year's holiday, Alderman Lishen made motion seconded by Alderman Griffin and unanimously carried to reschedule the Tuesday, January 1, 2019 meeting to Wednesday, January 2, 2019 at 5:00 p.m.

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Alderman Griffin recused herself from the meeting.

\*\*\*\*\*

Alderman Parker made motion seconded by Alderman Frazer and unanimously carried to approve the Special Event Application submitted by Carnival Association of Long Beach for the Annual Mardi Gras Parade, as follows:

February 23, 2019  
Saturday  
6:00 pm - 8:00 pm  
Mardi Gras Parade  
Jeff Davis Ave

CITY OF LONG BEACH  
SPECIAL EVENT APPLICATION  
City Clerk's Office \* 201 Jeff Davis Avenue \* P.O. Box 929 \* Long Beach, MS 39560

Date Received By Clerk's Office: 1/23/18 Time: 2:13 By: CS

Please complete this application in accordance with the City of LONG BEACH Special Events Policy, and return it to the Office of the City Clerk at least 90 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: CARNIVAL ASSOCIATION OF LONG BEACH

Organization Address: P.O. Box 120 LONG BEACH, MS 39560

Organization Agent: EDDIE SEAL Title: PARADE CHAIRMAN

Phone: 228-326-7267 Work Home CELL During event SAME

Agent's Address: PO Box 756 LONG BEACH, MS 39560

Agent's E-Mail Address: EDDIE.SEAL@CABLEONE.NET

Event Name: CALB MARDI GRAS PARADE

Please give a brief description of the proposed special event: ANNUAL CALB MARDI GRAS PARADE (COMPLETE ROUTE ATTACHED)

Event Day(s) & Date(s): 2/23/19 Event Time(s): 6:00 PM

Set-Up Date & Time: 2/22/19 4:00 PM Tear-Down Date & Time: 2/24/19 6:00 PM

Event Location: DOWNTOWN LB, STADIUM LOT, JEFF DAVIS, RAILROAD, ETC. ROUTE ATTACHED

ANNUAL EVENT: Is this event expected to occur next year?  YES  NO

How many years has this event occurred? 48

ADOPTED: 11.15.11-BOARD ACTION

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**MAP:** (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

**STREET CLOSURES:** Start Date/ Time: 2/23/19 5PM through Date/ Time 2/23/19 7:00 PM

**RESERVED PARKING:** Are you requesting reserved parking? YES  NO

If yes, list the number of street spaces, City lots or locations where parking is requested:

ALL SPACES IN FRONT OF CITY HALL FACING JEFF DAVIS AND  
THE ENTIRE HIGH SCHOOL STADIUM PARKING LOT

**VENDORS:** Food Concessions? YES  Other Vendors? YES

**DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT?** YES  NO

If yes, are liquor license and liquor liability insurance attached? YES NO

If yes, what time? \_\_\_\_\_ Until \_\_\_\_\_

**ENTERTAINMENT:** Are there any entertainment features related to this event? YES

If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

**ATTENDANCE:** What is the expected (estimated) attendance for this event? 30,000

**AMUSEMENT:** Do you plan to have any amusement or carnival rides? YES

If yes, you are required to obtain a permit through the City Clerk's Office.

**REST ROOMS:** Are you planning to provide portable rest rooms at the event? YES  NO

If yes, how many? 12

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

**OTHER REQUESTS:** (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

FIRE AND POLICE PARTICIPATION IN PARADE AS WELL AS  
STREET CLOSURES ALONG ROUTE

ADOPTED: 11.15.11-BOARD ACTION

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**INSURANCE:** All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Long Beach as an additional insured party on the policy. A sponsor of a Low Hazard event may request that Board of Aldermen waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:

INSURANCE DECLARATION ATTACHED INCLUDING NAMED  
INSURED ADDING CITY OF LONG BEACH AND LONG BEACH SCHOOLS

**CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that: A Certificate of Insurance must be provided which names the City of Long Beach as an additional named insured party on the policy or I am requesting that Board of Aldermen waive the insurance requirement for this Low Hazard Event as identified in paragraph above

related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.

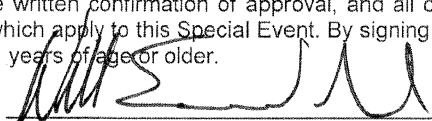
All food vendors must be approved by the Harrison County Health Department, and each food or other vendor must provide the City of Long Beach with a Certificate of Insurance which names the City of Long Beach as an additional named insured party on the policy.

The approval of this special event may include additional requirements or limitations, based on the City's review of this application. Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

11/25/18

Date

  
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least ninety (90) days before the first day of the event to:  
CITY CLERK'S OFFICE - 201 JEFF DAVIS AVENUE - P.O. BOX 929 - LONG BEACH, MS  
39560**

ADOPTED: 11.15.11-BOARD ACTION



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Event Title: Carnival Assoc. of Long Beach 2/23/19

DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk's Office, as soon as possible.

Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department has been met.

Police Dept.: WR Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Fire Dept.: \_\_\_\_\_ Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Public Works: fc Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Traffic Eng.: \_\_\_\_\_ Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Parks/REC: Rp Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Have businesses been notified for street closures? YES NO

Reason for disapproval: \_\_\_\_\_

Any special requirements/conditions: \_\_\_\_\_

Insurance / Indemnification Received: \_\_\_\_\_

Insurance Approved: \_\_\_\_\_

Board of Aldermen Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Approval/ Denial Mailed: \_\_\_\_\_

ADOPTED: 11.15.11-BOARD ACTION

# Minutes of December 18, 2018 Mayor and Board of Aldermen



BUSINESSOWNERS PROPERTY COVERAGE PART DECLARATIONS						
Policy No. NBP2551522C			Effective Date: 06/15/2018 12:01 AM STANDARD TIME			
<b>DESCRIPTION OF PREMISES</b>						
Prem	Bldg	Location, Construction, Occupancy and Other Information	Territory	Fire Code		
1	1	7910 Magnolia Loop, Pass Christian, MS 39571 Description: Non-Profit Directors and Officers Covered Causes of Loss: Special Excluding Wind And Hail Construction: Frame Special Deductible: None      Special Deductible Type:	001	0757 Protection Class 2 Square Footage:		
<b>COVERAGES PROVIDED - INSURANCE AT THE DESCRIBED PREMISES APPLIES ONLY FOR COVERAGES FOR WHICH A LIMIT OF INSURANCE IS SHOWN</b>						
Prem	Bldg	Coverage	Limits of Insurance	Deductible	Coinsurance % or Monthly Indemnity + Valuation	Premium
1	1	Business Income and Extra Expense	\$29,366	\$0		Included
1	1	Business Personal Property	\$5,000	\$1,000	RC	Included
MINIMUM PREMIUM FOR PROPERTY COVERAGE PART:						\$50
TOTAL PREMIUM FOR PROPERTY COVERAGE PART:						\$50 MP
* Valuation: ACV - Actual Cash Value; RC - Replacement Cost; RC/ACV - Replacement Cost/ACV Roof FBV - Functional Building Value; AA - Agreed Amount; ALS - Actual Loss Sustained MP - minimum premium						
LOSS PAYABLE(S): NONE						
Coverage Form(s)/Part(s) and Endorsement(s) made a part of this policy at time of issue: See Endorsement EOD (01/95)						

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BUSINESSOWNERS GENERAL LIABILITY COVERAGE PART DECLARATIONS							
Policy No. NBP2551522C				Effective Date: 06/15/2018 12:01 AM STANDARD TIME			
<b>LIMITS OF INSURANCE</b>							
Liability and Medical Expenses						\$1,000,000	
Medical Expense (per person)						\$5,000	
Damages To Premises Rented To You (Any One Premises)						\$100,000	
An Aggregate Limit of Liability applies to this Coverage as defined in SECTION II - LIABILITY, paragraph D.4. of the Businessowners Coverage Form.							
<b>LIABILITY DEDUCTIBLE</b>						\$0	
<b>LOCATIONS OF ALL PREMISES YOU OWN, RENT OR OCCUPY</b>							
<i>Location</i>	<i>Address</i>					<i>Territory</i>	
1	7910 Magnolia Loop, Pass Christian, MS 39571					001	
<b>PREMIUM COMPUTATION</b>							
Loc	Classification	Code No.	Premium Basis	Rate		Advance Premium	
				Pr/Co	All Other	Pr/Co	All Other
1	Additional Insured - Designated Person	49950	3 Per Additional Insured	0.000	50.000	\$0	\$150
1	Blanket Special Events without Liquor Liability coverage - Non-Profit Organizations	00041	Flat	0.000	900.000	\$0	\$900
1	Charitable Organization - no premises owned or leased - Not-for-Profit only	41670	137 Per Members	0.000	2.885	\$0	\$395
MINIMUM PREMIUM FOR GENERAL LIABILITY COVERAGE PART:						\$345	
TOTAL PREMIUM FOR GENERAL LIABILITY COVERAGE PART:						\$1,445	
(This Premium may be subject to adjustment.) MP - minimum premium							
Coverage Form(s)/Part(s) and Endorsement(s) made a part of this policy at time of issue: See Form EOD (01/95)							
THESE DECLARATIONS ARE PART OF THE POLICY DECLARATIONS CONTAINING THE NAME OF THE INSURED AND THE POLICY PERIOD.							

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Alderman Griffin returned to the meeting.

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Alderman Robertson made motion seconded by Alderman Griffin and unanimously carried to approve and waive any applicable fees of the Special Event Application submitted by the Long Beach High School Student Council for a 5K Fun Run, and approve the Special Event Application submitted by Long Beach Community Development Association for the Sea Santa Sail-a-bration, as follows:

Mayor George Bass  
201 Jeff Davis Ave.  
Long Beach, MS 39560

4 December 2018

Long Beach High School Student Council  
300 E Old Pass Rd.  
Long Beach, MS 39560

Dear Mayor Bass,

The Long Beach Senior High School's Student Council plans to host a 5K Fun Run on January 19, 2019. This is a great opportunity for Student Council members to plan, organize, and hold an event for the community and further build their leadership skills. The run will begin at 8:00 am and end at 10:00 pm. We have planned the route to start at the Town Green and follow along Magnolia Street and Lang Avenue before returning to the Town Green. Since the Town Green will play a central role in the event, we are humbly asking for the normal fee associated with the Town Green to be waived, as this is primarily a fundraising event for the Student Council. You would be helping the Student Council greatly in this manner as they continue to serve their community.

If you have any further questions concerning the event, feel free to email either Bayleigh Babin ([bayleigh.babin@lbsdk12.com](mailto:bayleigh.babin@lbsdk12.com)) or Karen McMillan ([karen.mcmillan@lbsdk12.com](mailto:karen.mcmillan@lbsdk12.com)). We look forward to your help and hope that you will also take part in the event and support your Long Beach High School Student Council.

Sincerely,

Bayleigh Babin  
Karen McMillan

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**CITY OF LONG BEACH  
SPECIAL EVENT APPLICATION**

City Clerk's Office \* 201 Jeff Davis Avenue \* P.O. Box 929 \* Long Beach, MS 39560

Date Received By Clerk's Office: 12/18/18 Time: 3:30 By: CS

Please complete this application in accordance with the City of LONG BEACH Special Events Policy, and return it to the Office of the City Clerk at least 90 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Long Beach High School Student Council  
 Organization Address: 300 E. Old Pass Rd. Long Beach, MS 39560  
 Organization Agent: Bayleigh Babin + Karen McMillan Title: Club Sponsors  
 Phone: 228-864-1146 Work Home \_\_\_\_\_ During event <sup>228-380-1610 - Bayleigh</sup> ~~228-806-2084 - Karen~~  
 Agent's Address: 401 Saint Augustine Ave. Long Beach, MS 39560 (Bayleigh)  
 Agent's E-Mail Address: Bayleigh.Babin@LBSDK12.com  
 Event Name: Superhero Scramble 5K/Fun Run  
 Please give a brief description of the proposed special event: Superhero Themed 5K and 1-mile run for ages 5+ in Downtown Long Beach. Event will be staged at The Town Green and runners will go down Magnolia and Lang.  
 Event Day(s) & Date(s): Jan, 19, 2019 Event Time(s): 7:00 am - 12:00 pm  
 Set-Up Date & Time: 1/19/19 7:00 am Tear-Down Date & Time: 1/19/19 11 am  
 Event Location: Town green, down Magnolia street and Lang Ave.  
 ANNUAL EVENT: Is this event expected to occur next year?  YES  NO  
 How many years has this event occurred? this is the first

ADOPTED: 11.15.11-BOARD ACTION

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**MAP:** (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane. *Cross streets Need to be monitored; not necessarily closed whole time for safety*

*Magnolia must be closed.*  
**STREET CLOSURES:** Start Date/ Time: 1/19/19 8:30 am through Date/ Time 1/19/19 9:30 am

**RESERVED PARKING:** Are you requesting reserved parking? YES  NO

If yes, list the number of street spaces, City lots or locations where parking is requested:

**VENDORS:** Food Concessions? YES  NO  Other Vendors? YES  NO

**DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT?** YES  NO

If yes, are liquor license and liquor liability insurance attached? YES  NO

If yes, what time? \_\_\_\_\_ Until \_\_\_\_\_

**ENTERTAINMENT:** Are there any entertainment features related to this event? YES  NO

If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

**ATTENDANCE:** What is the expected (estimated) attendance for this event? 100

**AMUSEMENT:** Do you plan to have any amusement or carnival rides? YES  NO

If yes, you are required to obtain a permit through the City Clerk's Office.

**REST ROOMS:** Are you planning to provide portable rest rooms at the event? YES  NO

If yes, how many? \_\_\_\_\_

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

**OTHER REQUESTS:** (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

6 tables and Police Department assistance

ADOPTED: 11.15.11-BOARD ACTION

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**INSURANCE:** All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Long Beach as an additional insured party on the policy. A sponsor of a Low Hazard event may request that Board of Aldermen waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:

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**CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that: A Certificate of Insurance must be provided which names the City of Long Beach as an additional named insured party on the policy or I am requesting that Board of Aldermen waive the insurance requirement for this Low Hazard Event as identified in paragraph above

related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.

All food vendors must be approved by the Harrison County Health Department, and each food or other vendor must provide the City of Long Beach with a Certificate of Insurance which names the City of Long Beach as an additional named insured party on the policy.

The approval of this special event may include additional requirements or limitations, based on the City's review of this application. Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

11/30/18  
Date

*[Handwritten Signature]*  
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least ninety (90) days before the first day of the event to:  
CITY CLERK'S OFFICE - 201 JEFF DAVIS AVENUE - P.O. BOX 929 - LONG BEACH, MS  
39560**

ADOPTED: 11.15.11-BOARD ACTION

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Event Title: 5th & 1 mile Run 1/12/19

DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk's Office, as soon as possible.

Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department has been met.

Police Dept.: [Signature] Recommend Approval: (YES) NO Est. Economic Impact: \$ \_\_\_\_\_

Fire Dept.: [Signature] Recommend Approval: (YES) NO Est. Economic Impact: \$ \_\_\_\_\_

Public Works: [Signature] Recommend Approval: (YES) NO Est. Economic Impact: \$ \_\_\_\_\_

Traffic Eng.: \_\_\_\_\_ Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Parks/REC: \_\_\_\_\_ Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Have businesses been notified for street closures?: YES NO

Reason for disapproval \_\_\_\_\_

Any special requirements/conditions \_\_\_\_\_

Insurance / Indemnification Received: \_\_\_\_\_

Insurance Approved: \_\_\_\_\_

Board of Aldermen Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Approval/ Denial Mailed: \_\_\_\_\_

ADOPTED: 11.15.11-BOARD ACTION



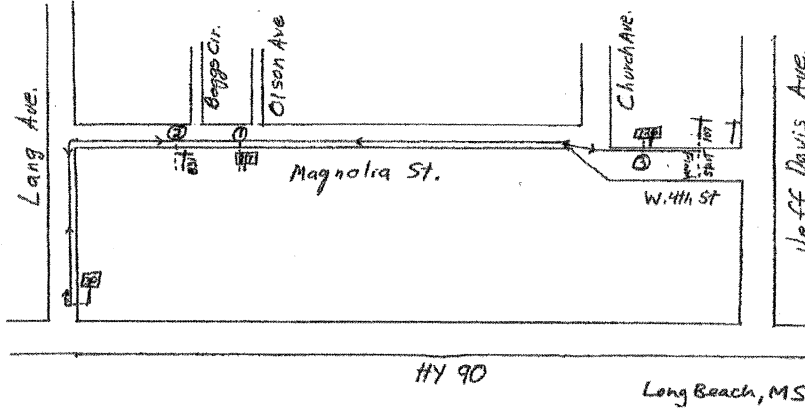
# Minutes of December 18, 2018 Mayor and Board of Aldermen

USATF-Certified Course MS11037MS Effective 09/28/2011 to 12/31/2021

Long Beach Student Council 5K Course  
Measured By: Leonard Vergunst 9/24/11



Start - Even with telephone pole #107 - and pole near Jeff Davis & W. 4th St  
1 Mile - 1 yd west of mail box #817 near Olson Ave  
U-Turnaround - 1 yd north of 30 MPH sign near corner of Hy 90 + Lang Ave.  
2 Mile - 3 yds west of telephone pole #831 near Roggs Cir.  
3 Mile - 6 yds west of mail box #126 on W. 4th St.  
Finish - Same as Start line, TP #107 - Even with the base.



January 19, 2019  
Saturday  
5K + 1 mile run  
7:00 AM - 12:00 PM  
Jeff Davis  
Avenue  
Town Green

CITY OF LONG BEACH  
PARKS AND RECREATION DEPARTMENT  
APPLICATION FOR PERMIT

TOWN GREEN

Bob Paul  
228-669-7601

Group / Individual Name (Permit fee):

Long Beach High School Student Council

Telephone Number: 228-864-1146

Street Address: 300 E. Old Pass Rd.

City Long Beach State MS Zip

Type of Event: 5K and 1 mile run

Start Time: 7:00 am

Closing Time: 12:00 pm

It is agreed between the City of Long Beach and the permit fee that the named facility is reserved on

January 19, 2019  
(Date)

The person(s) requesting this permit

1. Agrees to personally accept responsibility for any damage done to the facility, grounds or equipment by persons in his/her group during the reserved period of time, and will hold the City of Long Beach harmless of any damage done to permit tee or permit tee's equipment.
2. Agrees to maintain order and control over persons in the group.
3. Agrees to abide by all policies and procedures of the City of Long Beach, the Long Beach Parks and Recreation Department as directed by the contents of the Town Green policy statement.
4. Understands that failure to comply with all the terms of the aforementioned policy as well as any violation of federal, state, or municipal law in conjunction with the use of this facility will result in the cancellation of the privilege of using this facility and will jeopardize any future permit grants for this or any other facility. I hereby agree that I have read and understand the regulations and policies governing the use of the Long Beach Town Green, including the deck area and shoo-fly.

Signature Kevin McMill Date: 12/31/18

Rental Fee \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Date \_\_\_\_\_

Deposit Fee \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Date \_\_\_\_\_

Clean-up Fee \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Date \_\_\_\_\_

PLEASE REVIEW THE POLICY AND RETAIN FOR YOUR RECORDS

Minutes of December 18, 2018  
Mayor and Board of Aldermen

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
SECOND JUDICIAL DISTRICT

RELEASE AND IDNEMNITY

WHEREFORE, for and in consideration of the use of the ground of the City of Long Beach, Town Green and structures erected upon it owned by the City of Long Beach, Mississippi, and located at 115 East 3<sup>rd</sup> Street, I Long Beach School District + employees / affil. do hereby release, acquit and forever discharge the City of Long Beach, Mississippi, and all of its respective agents, servants, employees, elected and non-elected officials, successors, predecessors, insurers, attorneys, and any and all other legal entities and persons, of and from any and all claims, demands, actions, damages, liability, or legal recourse of any type, and expenses (including attorneys' fees) in connection with or arising from or out of my use of the Town Green.

WHEREFORE, PREMISES CONSIDERED:

The undersigned further agrees that he/she shall indemnify and hold harmless the City against and from all claims, demands, actions, rights of action, liabilities, losses, judgments, costs, expenses, and attorney fees which shall or may rise by virtue of anything done or omitted to be done by us, including through or by its agents, employees, or other representatives, arising out of, claimed on account of, or in any manner predicated upon the use of the above mentioned property. The undersigned further agrees to protect and save and keep the City harmless and indemnify the City against and from any and all claims, demands, actions, liabilities, judgments, losses, costs, damages or expenses (including attorneys' fees) arising out of, claimed on account of, or in any manner predicated upon any accident or other occurrence arising from the use of the above mentioned property causing injury to person(s) (including death) or property to whomsoever or whatever in law and equity.

Furthermore, as part of the consideration for using the abovementioned property, the undersigned agree to assume full responsibility and liability for any and all risk of loss by theft, vandalism, destruction, or otherwise, of any and all items of personal property belonging to the organization, group or members thereof while in and about said facility, regardless of whether or not said loss relates to, or arises out of, the use of said facility and, in addition, said organization or group agrees to indemnify and hold the City of Long Beach, its agents and servants, and employees harmless from and against all claims and expenses for same, including attorneys fees.

This, the 4<sup>th</sup> day of Dec., 20 18.

Authorized Signature [Signature] Kenneth McMillin

Witness [Signature]



Minutes of December 18, 2018  
Mayor and Board of Aldermen

CITY OF LONG BEACH  
SPECIAL EVENT APPLICATION  
City Clerk's Office \* 201 Jeff Davis Avenue \* P.O. Box 929 \* Long Beach, MS 39560

Date Received By Clerk's Office: 12/5/18 Time: 1:20 By: CS

Please complete this application in accordance with the City of LONG BEACH Special Events Policy, and return it to the Office of the City Clerk at least 90 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Long Beach Community Development Association

Organization Address: PO Box 1352

Organization Agent: Sheelad Jones Title: President

Phone: 228-380-6851 Work Home — During event —

Agent's Address: —

Agent's E-Mail Address: —

Event Name: Sea Santa Sail-a-tration

Please give a brief description of the proposed special event: parade & festivities (snow globe, snow, music, Santa)

Event Day(s) & Date(s): Dec 7, 2019 Event Time(s): 5:30 - 9:00

Set-Up Date & Time: Dec 7, 2019 3:00-9:00 Tear-Down Date & Time: Dec 7, 2019 8:00

Event Location: Harper McLaughan Town Green

ANNUAL EVENT: Is this event expected to occur next year?  YES  NO

How many years has this event occurred? 5

ADOPTED: 11.15.11-BOARD ACTION

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

**MAP:** (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

**STREET CLOSURES:** Start Date/ Time: Dec 7, 2019 5:30 through Date/ Time Dec 7, 2019 6:30

**RESERVED PARKING:** Are you requesting reserved parking? YES  NO

If yes, list the number of street spaces, City lots or locations where parking is requested:

boat parking, volunteer parking

**VENDORS:** Food Concessions? YES  NO Other Vendors? YES  NO

**DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT?** YES  NO

If yes, are liquor license and liquor liability insurance attached? YES NO  
If yes, what time? \_\_\_\_\_ Until \_\_\_\_\_

**ENTERTAINMENT:** Are there any entertainment features related to this event? YES  NO

If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

**ATTENDANCE:** What is the expected (estimated) attendance for this event? ?

**AMUSEMENT:** Do you plan to have any amusement or carnival rides? YES NO

If yes, you are required to obtain a permit through the City Clerk's Office.

**REST ROOMS:** Are you planning to provide portable rest rooms at the event? YES  NO  
If yes, how many? \_\_\_\_\_

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

**OTHER REQUESTS:** (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

Police, Fire Dept, street closures, electricity  
on Lawn Green

ADOPTED: 11.15.11-BOARD ACTION

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

**INSURANCE:** All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Long Beach as an additional insured party on the policy. A sponsor of a Low Hazard event may request that Board of Aldermen waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:

---

**CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that: A Certificate of Insurance must be provided which names the City of Long Beach as an additional named insured party on the policy or I am requesting that Board of Aldermen waive the insurance requirement for this Low Hazard Event as identified in paragraph above

related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.

All food vendors must be approved by the Harrison County Health Department, and each food or other vendor must provide the City of Long Beach with a Certificate of Insurance which names the City of Long Beach as an additional named insured party on the policy.

The approval of this special event may include additional requirements or limitations, based on the City's review of this application. Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

Dec. 5, 2018  
Date

  
Signature of Sponsoring Organization's Agent

**RETURN THIS APPLICATION at least ninety (90) days before the first day of the event to:  
CITY CLERK'S OFFICE - 201 JEFF DAVIS AVENUE - P.O. BOX 929 - LONG BEACH, MS  
39560**

ADOPTED: 11.15.11-BOARD ACTION

Minutes of December 18, 2018  
Mayor and Board of Aldermen

Event Title: Sea Santa Sail-g-bration 12/7/19

DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk's Office, as soon as possible.

Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department has been met.

Police Dept.: W Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Fire Dept.: M Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Public Works: 36 Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Traffic Eng.: \_\_\_\_\_ Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Parks/REC: \_\_\_\_\_ Recommend Approval: YES NO Est. Economic Impact: \$ \_\_\_\_\_

Have businesses been notified for street closures?: YES NO

Reason for disapproval \_\_\_\_\_

Any special requirements/conditions \_\_\_\_\_

Insurance / Indemnification Received: \_\_\_\_\_

Insurance Approved: \_\_\_\_\_

Board of Aldermen Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Approval/ Denial Mailed: \_\_\_\_\_

ADOPTED: 11.15.11-BOARD ACTION

Minutes of December 18, 2018  
Mayor and Board of Aldermen

December 7, 2018  
Saturday  
5:45pm - 9:00pm.  
Sea Santa Sail-a-ration  
Parade + Event @  
Town Green

CITY OF LONG BEACH  
PARKS AND RECREATION DEPARTMENT  
APPLICATION FOR PERMIT

Bob Paul  
228-669-7601

TOWN GREEN

Group / Individual Name (Permit tee):

Long Beach Community Development Association

Telephone Number: 228-380-6851  
Home Work Cell

Street Address:

City State Zip

Type of Event: Sea Santa Sail-a-ration

Start Time: 5:45

Closing Time: 9:00

It is agreed between the City of Long Beach and the permit fee that the named facility is reserved on  
December 7, 2018  
(Date)

The person(s) requesting this permit

1. Agrees to personally accept responsibility for any damage done to the facility, grounds or equipment by persons in his/her group during the reserved period of time, and will hold the City of Long Beach harmless of any damage done to permit tee or permit tee's equipment.
2. Agrees to maintain order and control over persons in the group.
3. Agrees to abide by all policies and procedures of the City of Long Beach, the Long Beach Parks and Recreation Department as directed by the contents of the Town Green policy statement.
4. Understands that failure to comply with all the terms of the aforementioned policy as well as any violation of federal, state, or municipal law in conjunction with the use of this facility will result in the cancellation of the privilege of using this facility and will jeopardize any future permit grants for this or any other facility. I hereby agree that I have read and understand the regulations and policies governing the use of the Long Beach Town Green, including the deck area and shoo-fly.

Signature: Sheila Jones Date: 12/5/18

Rental Fee \$ Receipt # Date

Deposit Fee \$ Receipt # Date

Clean-up Fee \$ Receipt # Date

PLEASE REVIEW THE POLICY AND RETAIN FOR YOUR RECORDS



Minutes of December 18, 2018  
Mayor and Board of Aldermen

STATE OF MISSISSIPPI  
COUNTY OF HARRISON  
SECOND JUDICIAL DISTRICT

**RELEASE AND IDNEMNITY**

WHEREFORE, for and in consideration of the use of the ground of the City of Long Beach, Town Green and structures erected upon it owned by the City of Long Beach, Mississippi, and located at 115 East 3<sup>rd</sup> Street, I Shelda Jones (LBCDA), do hereby release, acquit and forever discharge the City of Long Beach, Mississippi, and all of its respective agents, servants, employees, elected and non-elected officials, successors, predecessors, insurers, attorneys, and any and all other legal entities and persons, of and from any and all claims, demands, actions, damages, liability, or legal recourse of any type, and expenses (including attorneys' fees) in connection with or arising from or out of my use of the Town Green.

**WHEREFORE, PREMISES CONSIDERED:**

The undersigned further agrees that he/she shall indemnify and hold harmless the City against and from all claims, demands, actions, rights of action, liabilities, losses, judgments, costs, expenses, and attorney fees which shall or may rise by virtue of anything done or omitted to be done by us, including through or by its agents, employees, or other representatives, arising out of, claimed on account of, or in any manner predicated upon the use of the above mentioned property. The undersigned further agrees to protect and save and keep the City harmless and indemnify the City against and from any and all claims, demands, actions, liabilities, judgments, losses, costs, damages or expenses (including attorneys' fees) arising out of, claimed on account of, or in any manner predicated upon any accident or other occurrence arising from the use of the above mentioned property causing injury to person(s) (including death) or property to whomsoever or whatever in law and equity.

Furthermore, as part of the consideration for using the abovementioned property, the undersigned agree to assume full responsibility and liability for any and all risk of loss by theft, vandalism, destruction, or otherwise, of any and all items of personal property belonging to the organization, group or members thereof while in and about said facility, regardless of whether or not said loss relates to, or arises out of, the use of said facility and, in addition, said organization or group agrees to indemnify and hold the City of Long Beach, its agents and servants, and employees harmless from and against all claims and expenses for same, including attorneys fees.

This, the 5<sup>th</sup> day of December, 2018.

Authorized Signature Shelda Jones

Witness [Signature]

~ 2 ~

\*\*\*\*\*

There came on for discussion Cars/RVs/Boats parked in streets and yards. Alderman Frazer made motion seconded by Alderman Griffin and unanimously carried to direct the City Attorney to research options for this issue.

\*\*\*\*\*

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

Alderman Robertson made motion seconded by Alderman Frazer and unanimously carried to spread the following Resolutions in the minutes of this meeting:

**A RESOLUTION BY THE  
CITY OF LONG BEACH  
REGARDING THE  
EMERGENCY ROAD & BRIDGE REPAIR FUND PROGRAM**

WHEREAS, the Mississippi Department of Transportation (MDOT) is soliciting projects for the Emergency Road and Bridge Repair Fund (ERBRF) Program for emergency repairs to public roads and bridges in the state, and

WHEREAS, City of Long Beach desires to submit an application for 28<sup>th</sup> St. Bridge Replacement, and

WHEREAS, City of Long Beach acknowledges that if the project is awarded, grant funding will not exceed the amount requested in the application or the low bid, whichever is less, and

NOW, THEREFORE, BE IT RESOLVED, that City of Long Beach authorizes Overstreet & Associates to prepare and submit applications for the Emergency Road and Bridge Repair Fund Program and authorizes the execution of such grants and/or related documents required for commencement of the project.

SO ORDERED this 4<sup>TH</sup> day of DECEMBER, 2018.

**George Bass**

BY:   
George Bass, Mayor

Alderman Ronald Robertson	voted	Aye
Alderman Timothy McCaffrey, Jr.	voted	Aye
Alderman Kelly Griffin	voted	Aye
Alderman Bernie Parker	voted	Aye
Alderman Mark E. Lishen	voted	Aye
Alderman Patricia Bennett	voted	Aye
Alderman Donald Frazer	voted	Aye

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

**A RESOLUTION BY THE  
CITY OF LONG BEACH  
REGARDING THE  
EMERGENCY ROAD & BRIDGE REPAIR FUND PROGRAM**

WHEREAS, the Mississippi Department of Transportation (MDOT) is soliciting projects for the Emergency Road and Bridge Repair Fund (ERBRF) Program for emergency repairs to public roads and bridges in the state, and

WHEREAS, City of Long Beach desires to submit an application for 28<sup>th</sup> St. Rehabilitation, and

WHEREAS, City of Long Beach acknowledges that if the project is awarded, grant funding will not exceed the amount requested in the application or the low bid, whichever is less, and

NOW, THEREFORE, BE IT RESOLVED, that City of Long Beach authorizes Overstreet & Associates to prepare and submit applications for the Emergency Road and Bridge Repair Fund Program and authorizes the execution of such grants and/or related documents required for commencement of the project.

SO ORDERED this 4<sup>TH</sup> day of DECEMBER, 2018.

*George Bass*

BY:   
George Bass, Mayor

Alderman Ronald Robertson	voted	Aye
Alderman Timothy McCaffrey, Jr.	voted	Aye
Alderman Kelly Griffin	voted	Aye
Alderman Bernie Parker	voted	Aye
Alderman Mark E. Lishen	voted	Aye
Alderman Patricia Bennett	voted	Aye
Alderman Donald Frazer	voted	Aye

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

**A RESOLUTION BY THE  
CITY OF LONG BEACH  
REGARDING THE  
EMERGENCY ROAD & BRIDGE REPAIR FUND PROGRAM**

WHEREAS, the Mississippi Department of Transportation (MDOT) is soliciting projects for the Emergency Road and Bridge Repair Fund (ERBRF) Program for emergency repairs to public roads and bridges in the state, and


WHEREAS, City of Long Beach desires to submit an application for Clower Ave. Rehabilitation, and

WHEREAS, City of Long Beach acknowledges that if the project is awarded, grant funding will not exceed the amount requested in the application or the low bid, whichever is less, and

NOW, THEREFORE, BE IT RESOLVED, that City of Long Beach authorizes Overstreet & Associates to prepare and submit applications for the Emergency Road and Bridge Repair Fund Program and authorizes the execution of such grants and/or related documents required for commencement of the project.

SO ORDERED this 4<sup>TH</sup> day of DECEMBER, 2018.

**George Bass**

BY:   
George Bass, Mayor

Alderman Ronald Robertson	voted	Aye
Alderman Timothy McCaffrey, Jr.	voted	Aye
Alderman Kelly Griffin	voted	Aye
Alderman Bernie Parker	voted	Aye
Alderman Mark E. Lishen	voted	Aye
Alderman Patricia Bennett	voted	Aye
Alderman Donald Frazer	voted	Aye

The Mayor and City Engineer David Ball were authorized at the December 4, 2018 meeting of the Mayor and Board of Aldermen to make application for the above-mentioned projects.

\*\*\*\*\*

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

Based on the recommendations of the Department Heads and certification by the Civil Service Commission, Alderman Griffin made motion seconded by Alderman Frazer and unanimously carried to approve personnel matters, as follows:

Police Department:

- Education Pay, Police Officer 1<sup>st</sup> Class Courtney Favre, effective January 1, 2019
- Resignation, Police Officer 1<sup>st</sup> Class Christopher Ballard, effective December 18, 2018

Fire Department:

- Step Increase, Firefighter 1<sup>st</sup> Class Brooks Hoda, FS9-I, effective February 16, 2019
- Education Pay, Driver/Operator Brad McGill, effective January 1, 2019
- Education Pay, Lieutenant Richard Scott, effective January 1, 2019

Harbor:

- Step Increase, Assistant Harbor Master David Falks, CSH-4-VI, effective November 16, 2018

Municipal Court:

- Step Increase, Deputy Court Clerk Jill Scafide, CSA4-II, effective November 1, 2018

\*\*\*\*\*

Alderman Frazer made motion seconded by Alderman Griffin and unanimously carried to accept the November 2018 Revenue/Expense report, as submitted.

\*\*\*\*\*

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

Based on the recommendations of City Engineer David Ball, Alderman Robertson made motion seconded by Alderman Parker and unanimously carried to award the decommission of the fuel facility at the harbor to Kirk Ladner Excavating Inc., as follows:

161 Lameuse St., Suite 203  
Biloxi, MS 39530  
228-967-7137



630 Delmas Ave., Suite B  
Pascagoula, MS 39567  
228-967-7137

December 13, 2018

City of Long Beach  
P.O. Box 929  
Long Beach, MS 39560

**RE: LB Harbor – Decommission Fuel Facility**

Ladies and Gentlemen:

We requested quotes from several local contractors to decommission the LB Harbor fuel facility in preparation for installation and operation of a mobile fuel facility. We received three quotes and a tabulation of the quotes is attached hereto, along with a copy of each quote. The low price was offered by Kirk Ladner Excavating, Inc. with a total price of \$21,450. This Contractor is on the MS DEQ mandated "short list" of Contractors licensed for this work, and we therefore have little hesitation in recommending award of the referenced work to the company and the issuance of a Purchase Order to them in the amount of their quote.

Sincerely,

David Ball, P.E.

DB:1024  
Enclosure

# Minutes of December 18, 2018 Mayor and Board of Aldermen

LONG BEACH SMALLCRAFT HARBOR  
DECOMMISSION FUEL FACILITY

12/13/2018

CONTRACTORS BIDDING:			Kirk L. Ladner Excavating, Inc. Gulfport, MS		Ray Environmental Contracting, LLC Foley, AL		Mike Hoffman's Equipment Service, Inc. Mobile, AL	
ITEM NO.	ITEM	QUANTITY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1-A	CONCRETE SLAB REMOVAL	1 L.S.	\$ 4,150.00	\$ 4,150.00	\$ 10,500.00	\$ 10,500.00	\$ 8,000.00	\$ 8,000.00
1-B	FUEL FACILITY CLOSURE	1 L.S.	\$ 12,800.00	\$ 12,800.00	\$ 17,000.00	\$ 17,000.00	\$ 24,510.63	\$ 24,510.63
1-C	SANDY BACKFILL	1 L.S.	\$ 4,500.00	\$ 4,500.00	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
<b>TOTAL BID</b>			<b>\$ 21,450.00</b>		<b>\$ 29,000.00</b>		<b>\$ 35,510.63</b>	

### PROPOSAL FOR

#### "DECOMMISSION FUEL FACILITY"

MAYOR AND BOARD OF ALDERMEN  
LONG BEACH PORT COMMISSION  
LONG BEACH, MISSISSIPPI

Ladies and Gentlemen:

Pursuant to your request for quotes, we Kirk Ladner Excavating (Name of Company) residing at 18226 Highway 53, Gulfport, MS 39503 (Company Address), do hereby submit this our proposal for furnishing of all labor, tools, and equipment needed to decommission, close, and remove all facilities associated with a fuel facility in the Long Beach Small Craft Harbor as indicated in the Drawings and Specifications shown herein. Contractor will furnish all materials, equipment, and labor as may be required to satisfactorily complete this work.

#### GENERAL REQUIREMENTS:

- (1) In order to be considered, all proposals should be returned to the office of the City Engineer, Overstreet & Associates, at 161 Lameuse St., Suite 203, Biloxi, MS, 39530. Completed proposals may be returned via email (david@overstreeteng.com), mail, or by hand-delivery.
- (2) Owner intends to issue a purchase order to the Contractor providing the lowest and best quote for this project, as provided for under State Law for procurement of construction contracts under \$50,000.
- (3) Contractor must furnish to the Owner proof of vehicular and public liability insurance in the amount of not less than \$1,000,000, prior to commencement of the work.
- (4) The City of Long Beach and Overstreet & Associates shall be named as additional insureds on all policies.
- (5) Failure of the contractor to commence work under the terms of this contract within 15 calendar days from the Owner's notification of the issuance of a purchase order shall be justification for the cancellation of the contract without penalty to either party.
- (6) All work under this contract must be fully completed within 30 calendar days from the Owner's notification of the issuance of a purchase order. If contractor fails to complete the work within this time without cause or reason satisfactory to Owner, the payment for the completed work shall be reduced by the sum of two hundred dollars (\$200) for each and every calendar day which the work remained incomplete after expiration of the allowed time.
- (7) Payment for the completed work will be made in one lump sum, after approval by the Board of Aldermen at the next Board Meeting subsequent to the completion of work. No partial payments will be allowed.
- (8) Payment and performance bonds will be required for quotes that are in excess of \$25,000.00.
- (9) Contractor shall warrant his work against defects in materials and workmanship for a period of one year following final payment of the project by the City.
- (10) The price quoted shall include any and all applicable taxes or fees and costs, and shall be in full consideration of all expenses incurred in performing the work.
- (11) Contractor shall submit all material "cut sheets" and a list of any sub-contractors within 14-days of Owner's notification of issuance of a purchase order.

# Minutes of December 18, 2018 Mayor and Board of Aldermen

**CONSTRUCTION REQUIREMENTS:**

(1) Per the attached Drawings (Sheet 1) and Technical Specifications (Pages 1-4).

**PRICE:**

Contractor proposes to furnish all labor, tools, and equipment to make the emergency repairs, as described herein, at the below prices.

**BASE QUOTE:**

~~Item 1-C is a credit to Owner and will be subtracted from the total of the other base quote item prices.~~

**1-A – CONCRETE SLAB REMOVAL**

Four thousand one hundred fifty dollars and zero cents (\$ 4,150.00 ) LUMP SUM  
(AMOUNT IN WORDS) (AMOUNT IN NUMBERS)

**1-B – FUEL FACILITY CLOSURE**

Twelve thousand eight hundred dollars and zero cents (\$12,800.00 ) LUMP SUM

**1-C – SANDY BACKFILL**

Four thousand five hundred dollars and zero cents (\$4,500.00 ) LUMP SUM

**TOTAL AMOUNT OF QUOTE (ITEM 1-A + ITEM 1-B + ITEM 1-C):**

Twenty one thousand four hundred fifty dollars (\$21,450.00 )  
(AMOUNT IN WORDS) (AMOUNT IN NUMBERS)

The Owner reserves the right to award the work to the Contractor providing the lowest and best price based on any combination of Base and Alternate Quotes, at its own discretion.

RESPECTFULLY SUBMITTED:

DATE: December 13, 2018

FIRM NAME OF CONTRACTOR: Kirk L. Ladner Excavating Inc

SIGNED BY (Name & Title): James Alexander Project Manager



**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

ADDRESS OF FIRM: 18226 Highway 53

CITY AND STATE: Gulfport, MS 39503 TELEPHONE: 228-380-3852

## Minutes of December 18, 2018 Mayor and Board of Aldermen

### PROPOSAL FOR

#### "DECOMMISSION FUEL FACILITY"

MAYOR AND BOARD OF ALDERMEN  
LONG BEACH PORT COMMISSION  
LONG BEACH, MISSISSIPPI

Ladies and Gentlemen:

**Ray Environmental  
Contracting LLC**

Pursuant to your request for quotes, we Ray Environmental Contracting LLC (Name of Company) residing at 16013 LAURENT Rd. Foley, AL (Company Address), do hereby submit this our proposal for furnishing of all labor, tools, and equipment needed to decommission, close, and remove all facilities associated with a fuel facility in the Long Beach Small Craft Harbor as indicated in the Drawings and Specifications shown herein. Contractor will furnish all materials, equipment, and labor as may be required to satisfactorily complete this work.

#### GENERAL REQUIREMENTS:

- (1) In order to be considered, all proposals should be returned to the office of the City Engineer, Overstreet & Associates, at 161 Lameuse St., Suite 203, Biloxi, MS, 39530. Completed proposals may be returned via email (david@overstreeteng.com), mail, or by hand-delivery.
- (2) Owner intends to issue a purchase order to the Contractor providing the lowest and best quote for this project, as provided for under State Law for procurement of construction contracts under \$50,000.
- (3) Contractor must furnish to the Owner proof of vehicular and public liability insurance in the amount of not less than \$1,000,000, prior to commencement of the work.
- (4) The City of Long Beach and Overstreet & Associates shall be named as additional insureds on all policies.
- (5) Failure of the contractor to commence work under the terms of this contract within 15 calendar days from the Owner's notification of the issuance of a purchase order shall be justification for the cancellation of the contract without penalty to either party.
- (6) All work under this contract must be fully completed within 30 calendar days from the Owner's notification of the issuance of a purchase order. If contractor fails to complete the work within this time without cause or reason satisfactory to Owner, the payment for the completed work shall be reduced by the sum of two hundred dollars (\$200) for each and every calendar day which the work remained incomplete after expiration of the allowed time.
- (7) Payment for the completed work will be made in one lump sum, after approval by the Board of Aldermen at the next Board Meeting subsequent to the completion of work. No partial payments will be allowed.
- (8) Payment and performance bonds will be required for quotes that are in excess of \$25,000.00.
- (9) Contractor shall warrant his work against defects in materials and workmanship for a period of one year following final payment of the project by the City.
- (10) The price quoted shall include any and all applicable taxes or fees and costs, and shall be in full consideration of all expenses incurred in performing the work.
- (11) Contractor shall submit all material "cut sheets" and a list of any sub-contractors within 14-days of Owner's notification of issuance of a purchase order.

# Minutes of December 18, 2018 Mayor and Board of Aldermen

**CONSTRUCTION REQUIREMENTS:**

(1) Per the attached Drawings (Sheet 1) and Technical Specifications (Pages 1-4).

**PRICE:**

Contractor proposes to furnish all labor, tools, and equipment to make the emergency repairs, as described herein, at the below prices.

**BASE QUOTE:**

Item 1-C is a credit to Owner and will be subtracted from the total of the other base quote item prices.

**1-A – CONCRETE SLAB REMOVAL**

Ten Thousand Five Hundred (\$ 10,500.00 ) LUMP SUM  
(AMOUNT IN WORDS) (AMOUNT IN NUMBERS)

**1-B – FUEL FACILITY CLOSURE**

SEVENTEEN THOUSAND (\$ 17,000.00 ) LUMP SUM

**1-C – SANDY BACKFILL**

ONE THOUSAND FIVE HUNDRED (\$ 1,500.00 ) LUMP SUM

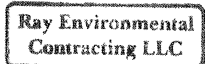
**TOTAL AMOUNT OF QUOTE (ITEM 1-A + ITEM 1-B + ITEM 1-C):**

Twenty Nine Thousand (\$ 29,000.00 )  
(AMOUNT IN WORDS) (AMOUNT IN NUMBERS)

The Owner reserves the right to award the work to the Contractor providing the lowest and best price based on any combination of Base and Alternate Quotes, at its own discretion.

RESPECTFULLY SUBMITTED:

DATE: 12/13/18



FIRM NAME OF CONTRACTOR: \_\_\_\_\_

SIGNED BY (Name & Title): [Signature] (OWNER)

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

ADDRESS OF FIRM: 16013 LAURENT Rd. Foley, AL 36535

CITY AND STATE: Foley, AL TELEPHONE: 251-423-6760

# Minutes of December 18, 2018

## Mayor and Board of Aldermen

### PROPOSAL FOR

### "DECOMMISSION FUEL FACILITY"

MAYOR AND BOARD OF ALDERMEN  
LONG BEACH PORT COMMISSION  
LONG BEACH, MISSISSIPPI

Ladies and Gentlemen:

Pursuant to your request for quotes, we Mike Hoffman's Equip Serv, Inc (Name of Company) residing at 4109 Falls Mill Rd, Mobile, AL 36693 (Company Address), do hereby submit this our proposal for furnishing of all labor, tools, and equipment needed to decommission, close, and remove all facilities associated with a fuel facility in the Long Beach Small Craft Harbor as indicated in the Drawings and Specifications shown herein. Contractor will furnish all materials, equipment, and labor as may be required to satisfactorily complete this work.

#### GENERAL REQUIREMENTS:

- (1) In order to be considered, all proposals should be returned to the office of the City Engineer, Overstreet & Associates, at 161 Lameuse St., Suite 203, Biloxi, MS, 39530. Completed proposals may be returned via email (david@overstreeteng.com), mail, or by hand-delivery.
- (2) Owner intends to issue a purchase order to the Contractor providing the lowest and best quote for this project, as provided for under State Law for procurement of construction contracts under \$50,000.
- (3) Contractor must furnish to the Owner proof of vehicular and public liability insurance in the amount of not less than \$1,000,000, prior to commencement of the work.
- (4) The City of Long Beach and Overstreet & Associates shall be named as additional insureds on all policies.
- (5) Failure of the contractor to commence work under the terms of this contract within 15 calendar days from the Owner's notification of the issuance of a purchase order shall be justification for the cancellation of the contract without penalty to either party.
- (6) All work under this contract must be fully completed within 30 calendar days from the Owner's notification of the issuance of a purchase order. If contractor fails to complete the work within this time without cause or reason satisfactory to Owner, the payment for the completed work shall be reduced by the sum of two hundred dollars (\$200) for each and every calendar day which the work remained incomplete after expiration of the allowed time.
- (7) Payment for the completed work will be made in one lump sum, after approval by the Board of Aldermen at the next Board Meeting subsequent to the completion of work. No partial payments will be allowed.
- (8) Payment and performance bonds will be required for quotes that are in excess of \$25,000.00.
- (9) Contractor shall warrant his work against defects in materials and workmanship for a period of one year following final payment of the project by the City.
- (10) The price quoted shall include any and all applicable taxes or fees and costs, and shall be in full consideration of all expenses incurred in performing the work.
- (11) Contractor shall submit all material "cut sheets" and a list of any sub-contractors within 14-days of Owner's notification of issuance of a purchase order.

# Minutes of December 18, 2018 Mayor and Board of Aldermen

**CONSTRUCTION REQUIREMENTS:**

(1) Per the attached Drawings (Sheet 1) and Technical Specifications (Pages 1-4).

**PRICE:**

Contractor proposes to furnish all labor, tools, and equipment to make the emergency repairs, as described herein, at the below prices.

**BASE QUOTE:**

Item 1-C is a credit to Owner and will be subtracted from the total of the other base quote item prices.

**1-A - CONCRETE SLAB REMOVAL**

Eight thousand dollars and zero cents is \$ 8,000.00 ) LUMP SUM  
(AMOUNT IN WORDS) (AMOUNT IN NUMBERS)

**1-B - FUEL FACILITY CLOSURE**

Twenty four thousand five hundred ten dollars and sixty three cents is 24,510.63 ) LUMP SUM

**1-C - SANDY BACKFILL**

Three thousand dollars and zero cents is 3,000.00 ) LUMP SUM

**TOTAL AMOUNT OF QUOTE (ITEM 1-A + ITEM 1-B + ITEM 1-C):**

Thirty five thousand five hundred ten dollars and sixty three cents is 35,510.63 )  
(AMOUNT IN WORDS) (AMOUNT IN NUMBERS)

The Owner reserves the right to award the work to the Contractor providing the lowest and best price based on any combination of Base and Alternate Quotes, at its own discretion.

**RESPECTFULLY SUBMITTED:**

DATE: December 7, 2018

FIRM NAME OF CONTRACTOR: Mike Hogan's Equip. Serv., Inc.

SIGNED BY (Name & Title): 

Minutes of December 18, 2018  
Mayor and Board of Aldermen

ADDRESS OF FIRM: 4109 Falls Mill Rd., Mobile, AL 36693

CITY AND STATE: Mobile, AL TELEPHONE: 251-666-8994

\*\*\*\*\*

Minutes of December 18, 2018  
Mayor and Board of Aldermen

City Engineer David Ball provided the following Status Report on the Harbor  
Fuel Facility:

161 Lameuse St., Suite 203  
Biloxi, MS 39530  
228-967-7137



630 Delmas Ave., Suite B  
Pascagoula, MS 39567  
228-967-7137

December 13, 2018


City of Long Beach  
P.O. Box 929  
Long Beach, MS 39560

**RE: LB Harbor Fuel Facility – Status Report  
Hurricane Nate Repairs**

Ladies and Gentlemen:

We have nearly completed a set of documents suitable for the construction of the concrete pad necessary for installation and operation of the mobile fuel facility in the Long Beach Harbor. This work is anticipated to cost well less than \$50,000 and we therefore intend to utilize the Request for Quotes (RFQ) process. This process saves significant time and effort and yet is still suitable for public purchases less than \$50,000.

If the Board concurs, we recommend not requesting quotes for construction of the concrete pad until the decommissioning and demolition of the existing fuel facility is nearly completed. We recommend scheduling the RFQ process so that quotes can be obtained and awarded to the lowest "bidder" at the 2<sup>nd</sup> meeting in January 2019, assuming the decommissioning process proceeds unhindered.

Sincerely,  
  
David Ball, P.E.

DB:1024

Alderman Parker made motion seconded by Alderman Frazer and unanimously carried to concur with Mr. Ball's recommendation above.

\*\*\*\*\*



**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

Alderman Lishen made motion seconded by Alderman Parker and unanimously carried to authorize advertisement for the Lover's Lane Drainage Improvements project as requested by City Engineer David Ball, and to send notifications to homeowners nearby to notify them of the project.

161 Lameuse St., Suite 203  
Biloxi, MS 39530  
228-967-7137



630 Delmas Ave., Suite B  
Pascagoula, MS 39567  
228-967-7137

December 13, 2018

City of Long Beach  
P.O. Box 929  
Long Beach, MS 39560

**RE: Lovers Lane Drainage Improvements**

Ladies and Gentlemen:

We have nearly completed the Bid Documents for the referenced project, and are ready to request competitive bids for the construction of the project. Therefore, if it pleases the Board, we recommend the following advertising schedule:

Authorize Advertisement:	December 18, 2018
First Advertisement:	December 28, 2018
Second Advertisement:	January 4, 2019
Receive Bids:	January 29, 2019

If approved, we will coordinate the advertisements as detailed. Following this schedule, we hope to have a Bid Tabulation and Recommendation of Award at the February 5, 2019 meeting.

Additionally, we have begun meeting with the impacted property owners in an attempt to gain written drainage easements for the project which can be recorded at the Courthouse. So far, all contacted property owners have been agreeable to granting an easement to the City.

Sincerely,

David Ball, P.E.

DB:1022

\*\*\*\*\*

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

There came on for discussion derelict properties, whereupon Alderman Lishen made motion seconded by Alderman Griffin and unanimously carried to schedule a public hearing, Tuesday, January 15, 2019, at 5:00 o'clock p.m., Long Beach City Hall Meeting Room, 201 Jeff Davis Avenue, Long Beach, Mississippi, to determine whether or not a certain property situated in the City of Long Beach is in such a state of uncleanliness as to constitute a menace to the public health and safety of the community; said property are as follows:

- 642 Railroad Street; Assessed to Savarese, Bert S Estate

\*\*\*\*\*

The Mayor apprised the Board that they would be provided questionnaires for the School Board Appointment interviews. After considerable discussion, it was the consensus of the Board to re-schedule the interviews for 45 minutes intervals.

\*\*\*\*\*

The Mayor recognized the City Attorney for his report, whereupon he apprised the Board of the progress that has been made with Municode on codification of the City's ordinances.

\*\*\*\*\*

There being no further business to come before the Mayor and Board of Aldermen at this time, Alderman Griffin made motion seconded by Alderman Frazer and unanimously carried to adjourn until the next regular meeting in due course.

\*\*\*\*\*

**Minutes of December 18, 2018  
Mayor and Board of Aldermen**

APPROVED:

\_\_\_\_\_  
Alderman Donald Frazer, At-Large

\_\_\_\_\_  
Alderman Ronald Robertson, Ward 1

\_\_\_\_\_  
Alderman Bernie Parker, Ward 2

\_\_\_\_\_  
Alderman Kelly Griffin, Ward 3

\_\_\_\_\_  
Alderman Timothy McCaffrey, Jr., Ward 4

\_\_\_\_\_  
Alderman Mark E. Lishen, Ward 5

\_\_\_\_\_  
Alderman Patricia Bennett, Ward 6

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Kini Gonsoulin, Deputy City Clerk

