



## **MINUTES**

### **REGULAR MEETING OF THE CITY COUNCIL**

**Tuesday, August 05, 2025**

**6:00 PM CST**

**Council Chambers, City Hall  
and via teleconference, if necessary**

#### **Call to Order.**

At 6:00 p.m. Mayor Liese called the meeting to order.

Invocation - Councilmember Harwood

Pledge of Allegiance

Roll Call

#### **PRESENT**

Mayor Anna Liese

Councilmember-At-Large Gerard Maher

Ward 1 Shane Finley - via teleconference

Ward 2 Ricky Sheppard

Ward 3 Jessie Harwood

Ward 4 Austin Clark

Confirm or Adjust Agenda Order

Motion made by Mayor Liese, Seconded by Ward 4 Clark to adjust the agenda as follows:

Add -

**18a. 2025-184:** Motion to amend the Landscape Culvert Permit Policy to allow the City Manager or their designee the authority to consider existing conditions and approve less than 100-year design standards should those existing conditions warrant such approval.

**18b. 2025-186:** Motion to authorize the Mayor to sign letters of support and partnership with the Diamondhead School of Fine Arts for the "Jewel of the Coast" Art Project.

**19a.** Motion to approve Docket of Claims (DKT233043) in the amount of \$10,048.52.

Remove –

- 4. 2025-178:** Motion to adopt Resolution 2025-036 to adjudicate that the property located at 10751 Limu Way, Diamondhead, Mississippi is in a state of uncleanliness and a menace to the public health, safety and welfare of the citizenry, that the City Clerk is hereby authorized to advertise for bids, obtain quotes or utilize city resources to bring property into compliance with city ordinances and for other related purposes. The Parcel No. 067G-1-25-181.000 and the property owner is William Koscinski.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Presentation Agenda.**

- a. The next Regular Meeting of the City Council will be held Tuesday, August 19, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.
- b. John Brdecka Library Update

City Manager's Report.

**CITY MANAGER REPORT**

August 05, 2025

1. Kome Drive & Kalipekona Pond – This project has a change order on tonight's agenda for consideration. Change Order #03 reduces the overall project cost by \$5,760.00 but adds an additional 5 days to the completion date. If approved, the contract end date will be August 22, 2025. The road damage incurred during this project has been repaired by the contractor and paving of most road cuts has been completed.
2. MDOT Projects – The contractor has started paving the work site and will complete the installation of the lighting. Please use caution in the construction area as debris, lane shifts and delays are expected.
3. Paving 2025 – Project is 90 days with a current end date of September 21<sup>st</sup>. The contractor has completed the paving of Bayou Drive and started on Lola Drive. All base repairs along Turnberry have also been completed. Waiting on an updated schedule from the contractor.
4. Coon Branch – The project is 180 days with a current end date of December 13<sup>th</sup>. The contractor has completed the outfall area around Kahana Street. They will begin installing the culverts between houses from Koloa Street and Kahana Street.
5. Canal Dredging – The project is out for bid. All bids are due August 13, 2025. The pre-bid meeting was held on the 4<sup>th</sup>.
6. Jourdan River Boardwalk – Our monthly meeting with MDEQ has been beneficial. The final plans have been given to MDEQ for their review and comments. Once we have approval, we will request permission to advertise.
7. Montjoy Creek – MS DMR held a meeting with the engineer and the city to discuss the plans and asked for several alterations to the drawings. The engineer will be working on the changes requested and get the revised plans back to MS DMR/USACE by the end of the month.
8. HMGP – Hazard Mitigation Grant Program.
  - a. Waiting on MEMA/FEMA to complete the paperwork for the generator project. MEMA has requested a Period of Performance extension to add time to the disaster declaration to allow enough time for the city to complete the project.
  - b. Rostan is trying to contact the last resident to determine if they are still interested in the buyout program. MEMA is working on the kickoff meeting schedule.
9. Bank Stabilization – **No update on this meeting.** The engineers are finalizing the analysis on the Phase 1 design. Phase one will cover the area from Diamondhead Drive North to Kalipekona Pond. The rear ditch will require additional easement for access.

10. Rotten Bayou Nature Trail – **No update on this meeting.** The engineer has redesigned this project into five phases. The funding is already secured for phase 1. The engineer is working on the phase 1 design.
11. Pelican Cove Drainage Project – **No update on this meeting.** The engineer has additional surveying to complete and will finalize the drawing for this project.
12. Dog Park – **No update on this meeting.** I have provided the engineer's final plans for you to look over. The FY26 budget will include the current donations. I would like to add an additional \$40,000 to next year's budget to complete the project. Public Works will continue clearing the land and will work to start clearing the area to reroute the ditch as designed.

Public Comments on Agenda Items - None

Council Comments.

### Policy Agenda.

#### Minutes:

1. Motion to approve July 15, 2025 Recess Meeting Minutes.  
Motion made by Ward 3 Harwood, Seconded by Ward 2 Sheppard to approve July 15, 2025 Recess Meeting Minutes.  
Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark  
**MOTION CARRIED UNANIMOUSLY**
2. Motion to approve July 15, 2025 Regular Meeting Minutes.  
Motion made by Ward 3 Harwood, Seconded by Councilmember-At-Large Maher to approve July 15, 2025 Regular Meeting Minutes.  
Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark.  
**MOTION CARRIED UNANIMOUSLY**
3. Motion to approve July 29, 2025 Recess Meeting Minutes.  
Motion made by Ward 2 Sheppard, Seconded by Councilmember-At-Large Maher to approve July 15, 2025 Regular Meeting Minutes.  
Voting Yea: Mayor Liese, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood  
Voting Abstaining: Councilmember-At-Large Maher, Ward 4 Clark  
**MOTION CARRIED**

#### Resolutions:

5. **2025-181:** Motion to adopt Resolution 2025-037 to adjudicate that the property located at 84584 Diamondhead Drive North, Diamondhead, Mississippi is in a state of uncleanness and a menace to the public health, safety and welfare of the citizenry, that the City Clerk is hereby authorized to advertise for bids, obtain quotes or utilize city resources to bring property into compliance with city ordinances and for other related purposes. The Parcel No. 067M-1-35-142.000 and the property owner is Justine Whitby.

**PUBLIC HEARING** - Mayor Liese opened the Public Hearing in the matter of property located at 84584 Diamondhead Drive North, Parcel No. 067M-1-35-142.000 and called on three (3) occasions for property owner Justine Whitby with no response. The **PUBLIC HEARING** was closed.

Motion made by Ward 2 Sheppard, Seconded by Councilmember-At-Large Maher to adopt Resolution 2025-037 to adjudicate that the property located at 84584 Diamondhead Drive North, Diamondhead, Mississippi is in a state of uncleanliness and a menace to the public health, safety and welfare of the citizenry, that the City Clerk is hereby authorized to advertise for bids, obtain quotes or utilize city resources to bring property into compliance with city ordinances and for other related purposes. The Parcel No. 067M-1-35-142.000 and the property owner is Justine Whitby.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

6. **Motion 2025-182:** Motion to adopt Resolution 2025-038 thereby abandoning a 5' drainage/utility easement on each side of the common property line between lots 12 and 21, Diamondhead Phase 1, Unit 2A, Block 8. The parcel number is 068R-3-41-192.000. The physical address is 73661 Diamondhead Drive North.

Motion made by Ward 2 Sheppard, Seconded by Ward 4 Clark to adopt Resolution 2025-038 thereby abandoning a 5' drainage/utility easement on each side of the common property line between lots 12 and 21, Diamondhead Phase 1, Unit 2A, Block 8. The parcel number is 068R-3-41-192.000. The physical address is 73661 Diamondhead Drive North.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

7. **2025-183:** Motion to adopt Resolution 2025-039 to authorize grant application to Mississippi Outdoor Stewardship Trust Fund in the amount of \$500,000 for Montjoy Creek Trailhead.

Motion made by Ward 4 Clark, Seconded by Ward 2 Sheppard to adopt Resolution 2025-039 to authorize grant application to Mississippi Outdoor Stewardship Trust Fund in the amount of \$500,000 for Montjoy Creek Trailhead.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Consent Agenda:**

Motion made by Councilmember-At-Large Maher, Seconded by Ward 3 Harwood to approve the following consent items:

8. **2025-167:** Motion to establish the value of \$1.00 for the Diamondhead Police Unit - 2010 Ford Crown Victoria Vin#2FABP7BV6AX116155 and proceed with sale of same to Hancock County.
9. **2025-168:** Motion to approve Pay Application 5 in the amount of \$220,447.50 to JLB Contractors, LLC., for the Kome Drive and Kalipekona Pond Drainage Project.

10. **2025-169:** Motion to approve payments to Covington Civil & Environmental, LLC in the amount of \$2,695.00 for East Aloha Phase II Sidewalks, in the amount of \$1,398.75 for Site Development Plan Review, in the amount of \$1,652.00 for On-Call Survey Services, in the amount of \$6,944.75 for Annual Unit Price Contract, and in the amount of \$11,380.00 for Diamondhead Paving 2025.
11. **2025-170:** Enter into agreement with FP Mailing Systems for 36 months in the amount of \$30.00 per month for a postage meter.
12. **2025-171:** Motion to approve Pay Application 1 in the amount of \$146,573.60 to Gulf Pride Paving, LLC., for the Diamondhead Paving Project 2025.
13. **2025-172:** Motion to approve reallocation of FY24 Tidelands Project Funds in the amount of \$11,456.72 from Diamondhead Noma Drive Public Access and Improvements Project to FY20 Montjoy Creek and Rotten Bayou Restoration and Public Access Project.
14. **2025-173:** Motion to approve reallocation of FY25 Tidelands Project Funds in the amount of \$245,503.33 from Lilly Pond Public Access Improvements Project to FY20 Montjoy Creek and Rotten Bayou Restoration and Public Access Project.
15. **2025-174:** Motion to enter into the 2nd Amended Grant Agreement for GCRF 23-05 Commercial District Transformation Project thereby extending the grant period to June 30, 2026.
16. **2025-177:** Motion to approve change order No.1 in the amount of -\$611.10 and final pay application 1 in the amount of \$36,083.90 to DNA Underground LLC for 2024 Unit Price Contract - Laa La Way.
17. **2025-180:** Motion to approve Change Order No. 3 to the Kome Drive and Kalipekona Pond Drainage Project contract with JLB Contractors, LLC in the net amount of -\$5,760.00 for a total contract amount of \$1,220,257.93 and to increase the contract for an additional 5 (five) calendar days, making the new Substantial Completion date August 22, 2025.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

#### **Action Agenda.**

18. **Motion 2025-179:** Motion to concur with the Planning Commission recommendation to approve a Text Amendment to add Coastal AE Zone and Freeboard to the Flood Damage Prevention Ordinance (Ord. 2012-006). Case File Number is 2025000398. The proposed text amendment would add "Coastal AE Zone" and "a minimum of 12 inches" to Chapter 14: Flood Damage Prevention. Section 14-105, 106, 108, and 110.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 4 Clark to concur with the Planning Commission recommendation to approve a Text Amendment to add Coastal AE Zone and Freeboard to the Flood Damage Prevention Ordinance (Ord. 2012-006). Case File Number is 2025000398. The proposed text amendment would add "Coastal AE Zone" and "a minimum of 12 inches" to Chapter 14: Flood Damage Prevention. Section 14-105, 106, 108, and 110.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

- 18a. **2025-184:** Motion to amend the Landscape Culvert Permit Policy to allow the City Manager or their designee the authority to consider existing conditions and approve less than 100-year design standards should those existing conditions warrant such approval.

Motion made by Ward 4 Clark, Seconded by Ward 2 Sheppard to amend the Landscape Culvert Permit Policy to allow the City Manager or their designee the authority to consider existing conditions and approve less than 100-year design standards should those existing conditions warrant such approval.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

- 18b. **2025-186:** Motion to authorize the Mayor to sign letters of support and partnership with the Diamondhead School of Fine Arts for the "Jewel of the Coast" Art Project.

Motion made by Ward 4 Clark, Seconded by Mayor Liese to authorize the Mayor to sign letters of support and partnership with the Diamondhead School of Fine Arts for the "Jewel of the Coast" Art Project.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

#### **Routine Agenda.**

#### **Claims Payable**

19. Motion to approve Docket of Claims (DKT233004 - DKT233042) in the amount of \$602,075.75.

Motion made by Ward 2 Sheppard, Seconded by Ward 3 Harwood to approve Docket of Claims (DKT233004 - DKT233042) in the amount of \$602,075.75.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

- 19a. Motion to approve Docket of Claims (DKT233043) in the amount of \$10,048.52.

Motion made by Ward 4 Clark, Seconded by Ward 2 Sheppard to approve Docket of Claims (DKT233043) in the amount of \$10,048.52.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

20. Motion to approve Payroll Payables DKT232912 in the amount of \$90.72, DKT232850 in the amount of \$90.72, DKT232948 in the amount of \$90.72, PRCLAIM0000241 in the amount of \$29,003.64, PRCLAIM000242 in the amount of \$30,606.60, PRCLAIM000243 in the amount of \$3,058.37 and DKT232992 -DKT23300 in the amount of \$46,056.81.

Motion made by Ward 2 Sheppard, Seconded by Ward 3 Harwood to approve Payroll Payables DKT232912 in the amount of \$90.72, DKT232850 in the amount of \$90.72, DKT232948 in the amount of \$90.72, PRCLAIM0000241 in the amount of \$29,003.64, PRCLAIM000242 in the amount of \$30,606.60, PRCLAIM000243 in the amount of \$3,058.37 and DKT232992 -DKT23300 in the amount of \$46,056.81.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

### **Department Reports**

- a. June 2025 Financials

Motion made by Ward 2 Sheppard, Seconded by Mayor Liese to approve the June 2025 Financials.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

### **Public Comments on Non-Agenda Items - None**

### **Council Closing Comments**

### **Executive Session - If Necessary**

Motion made by Mayor Liese, Seconded by Ward 2 Sheppard to enter closed session to discuss the need to enter executive session.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

Motion made by Mayor Liese, Seconded by Ward 2 Sheppard to enter into executive session pursuant to MS Code 25-41-7(g): transaction of business and discussion regarding the prospective purchase; sale; or leasing of lands.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

Motion made by Mayor Liese, Seconded by Ward 2 Sheppard to exit executive session.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

Motion made by Ward 2 Sheppard, Seconded by Councilmember-At-Large Maher to exit closed session.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

City Attorney Cusick announced that no official action of record was taken during executive session.

**2025-185:** Motion to adopt Resolution 2025-040 authorizing City Council to acquire by donation certain real property from the Diamondhead Country Club and Property Owners Association Inc., authorizing City Attorney and City Manager to effectuate said acquisition and for other related purposes.

Motion made by Ward 2 Sheppard, Seconded by Councilmember-At-Large Maher to adopt Resolution 2025-040 authorizing City Council to acquire by donation certain real property from the Diamondhead Country Club and Property Owners Association Inc., authorizing City Attorney and City Manager to effectuate said acquisition and for other related purposes.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

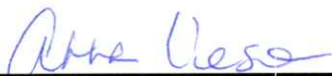
**MOTION CARRIED UNANIMOUSLY**

**Adjourn/Recess.**

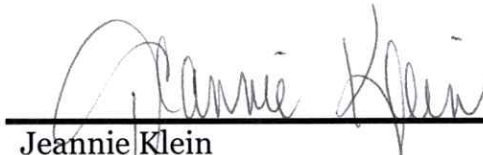
At 7:45 p.m. with no further business to come before the Council, motion made by Ward 4 Clark, Seconded by Ward 1 Finley to adjourn.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**



Anna Liese  
Mayor



Jeannie Klein  
City Clerk

