



## **MINUTES**

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

**Tuesday, November 18, 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 - Jessie Harwood

Pledge of Allegiance

Roll Call

#### **PRESENT**

Mayor Anna Liese

Councilmember-At-Large Gerard Maher

Ward 1 Shane Finley

Ward 2 Ricky Sheppard

Ward 3 Jessie Harwood - Via Teleconference

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:

#### **CONSENT AGENDA**

Remove Item #5 2025-276: Motion to approve amendment No. 1 for the Master Services Agreement work assignment in the amount of \$78,611.83 with Covington Civil and Environmental for the East Aloha Drive Phase II Sidewalk Improvements.

Back-up documentation for consent agenda #15 was revised.

Add 15a. Motion to approve budget amendment 2026-002.

Move to Action Agenda 15. **2025-287:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental LLC in the amount not to exceed \$75,000.00 for Legal Descriptions and Surveys of Miscellaneous Property as needed.

#### **CLAIMS PAYABLE**

Add 16a. Motion to approve Docket of Claims (DKT233325) in the amount of \$454.25.

#### **DEPARTMENT REPORTS**

Add Court Report

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, December 2, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.
- b. Hub International - Insurance Benefit Renewals

**City Manager's Report.**

**CITY MANAGER REPORT**

November 18, 2025

1. Coon Branch – The project is 180 days with a current end date of December 13<sup>th</sup>. The contractor has brought in a second crew to work on driveway culvert replacement while the other crew finishes the roadway culverts.
2. Canal Dredging – MDEQ reviewed the bids and all documents submitted. They requested three additional documents. Engineer has submitted everything and MDEQ has approved. The contractor has given a February start date due to current tide conditions. The contract will be for 240 days and should be completed by end of October 2026.
3. Jourdan River Boardwalk – MDEQ has issued the acceptance letter on the 13<sup>th</sup>. We have the project out for bid with a current due date of December 16<sup>th</sup>.
4. Rotten Bayou Nature Trail – Public Works has cleared the trail. The engineers will have their survey crew out this month to create legal descriptions. Once they complete the survey, we will work on the lease from the Secretary of State and Purcell.
5. Dog Park – Public Works is finishing up on the clearing of the park area.
6. Landscaping Project – Keep Diamondhead Beautiful and their landscape architect are working on the project scope. The city has expressed the new for landscaping to not obstruct driver's view.
7. Commercial District – The engineer is completing the final design. I am currently waiting on appraisers to get reports back to me for the additional piece of roadway needed.
8. Bank Stabilization – No Update this month. The next step for this project will be to work on easement acquisition. Once complete, the engineers can finalize the design.
9. Fitness Park – No Update this month. Public Works will start the clearing of the property next to Ochsner Medical and the new multimodal trail. Once cleared, they will install the equipment provided by Ochsner.
10. MDOT Projects – No Update this month. The contractor installed the signage last week. Once the engineers update the drawings for the railing along the multimodal path, the contractor will be back out to install and complete the project.
11. Montjoy Creek – No Update this month. The MDMR is requiring an additional public notice comment period for adjacent property owners. This period will be 30 days for submission of comments.

12. Hazard Mitigation Grant Program – No update this month. The appraiser is completing the reports on the property acquisition project. As soon as I have the updated appraisals, I will submit them to MEMA.
13. Pelican Cove – No update this month. Met with the engineer last week to finalize the design and timeline. The engineer will complete the updates and submit final plans next week.

Public Comments on Agenda Items - None

Council Comments.

**Policy Agenda.**

**Minutes:**

1. Motion to approve November 4, 2025 Regular Meeting Minutes.  
Motion made by Councilmember-At-Large Maher, Seconded by Ward 4 Clark to approve November 4, 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**
2. Motion to approve November 10, 2025 Special Called Meeting Minutes.  
Motion made by Ward 3 Harwood, Seconded by Councilmember-At-Large Maher to approve November 10, 2025 Special Called Meeting Minutes.  
Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark  
Voting Abstaining: Ward 2 Sheppard  
**MOTION CARRIED UNANIMOUSLY**

**Resolutions:**

3. **2025-274:** Motion to adopt Resolution 2025-058 thereby authorizing city offices closed as proclaimed by the Governor on November 27 and 28, 2025 in observance of Thanksgiving, December 25 and 26, 2025 in observance of Christmas and January 1 and 2, 2026 in observance of New Year.  
Motion made by Ward 2 Sheppard, Seconded by Councilmember-At-Large Maher to adopt Resolution 2025-058 thereby authorizing city offices closed as proclaimed by the Governor on November 27 and 28, 2025 in observance of Thanksgiving, December 25 and 26, 2025 in observance of Christmas and January 1 and 2, 2026 in observance of New Year.  
Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark  
**MOTION CARRIED UNANIMOUSLY**
4. **2025-278:** Motion to adopt Resolution 2025-059 thereby abandoning a 5' drainage/utility easement on each side of the common property line between lots 33 and 34, Diamondhead Phase 1, Unit 4, Block 9. The parcel numbers are 067G-1-25-147.000 and 067G-1-25-146.000. The physical address is 9720 Limu Place.

Motion made by Ward 2 Sheppard, Seconded by Ward 1 Finley to adopt Resolution 2025-059 thereby abandoning a 5' drainage/utility easement on each side of the common property line between lots 33 and 34, Diamondhead Phase 1, Unit 4, Block 9. The parcel numbers are 067G-1-25-147.000 and 067G-1-25-146.000. The physical address is 9720 Limu Place.

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 Ward 1 Finley, Seconded by Mayor Liese to approve the following consent items:

6. **2025-277:** Motion to authorize advertisement for bids for Diamondhead Paving 2026.
7. **2025-279:** Motion to accept and approve renewals from Blue Cross Blue Shield of Mississippi, Morgan White (major medical and deductible buy back) and Guardian (life, dental and vision) and employee benefits insurance renewals for calendar year 2026.
8. **2025-280:** Motion to approve Work Order with Bottom 2 Top Construction, LLC in the amount not to exceed \$24,257.52 Moke Way Project - 2025 Unit Price Contract.
9. **2025-281:** Motion to approve Work Order with Bottom 2 Top Construction, LLC in the amount not to exceed \$47,685.50 Kolo Court Project - 2025 Unit Price Contract.
10. **2025-282:** Motion to approve Task Order 5 Amendment 2 with Rostan Solutions, LLC extending the service period to March 25, 2027 for the residential acquisition project (DR4626 Hurricane Ida).
11. **2025-283:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC in the amount not to exceed \$30,000.00 for the Support for 2026 Annual Unit Price Contract as needed.
12. **2025-284:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC in the amount not to exceed \$25,000.00 for Site Development Plan Review FY26 as needed.
13. **2025-285:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC in the amount not to exceed \$35,000.00 for On Call Survey Services FY26 as needed.
14. **2025-286:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC in the amount not to exceed \$30,000.00 for Traffic Engineer Services FY26 as needed.
- 15a. Motion to approve budget amendment 2026-002.

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.**

- 15. 2025-287:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC in the amount not to exceed \$75,000.00 for Legal Descriptions and Surveys of Miscellaneous Property as needed.

Motion made by Ward 4 Clark, Seconded by Ward 1 Finley to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC in the amount not to exceed \$75,000.00 for Legal Descriptions and Surveys of Miscellaneous Property as needed.

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**

- 16.** Motion to approve Docket of Claims (DKT233296 - DKT233324) in the amount of \$188,260.17.

Motion made by Ward 1 Finley, Seconded by Ward 2 Sheppard to approve Docket of Claims (DKT233296 - DKT233324) in the amount of \$188,260.17.

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

**MOTION CARRIED UNANIMOUSLY**

- 16a.** Motion to approve Docket of Claims (DKT233325) in the amount of \$454.25.

Motion made by Ward 2 Sheppard, Seconded by Mayor Liese to approve Docket of Claims (DKT233325) in the amount of \$454.25.

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**

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to approve the following department reports:

Police Department

Building

Code Enforcement

Court

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.**

Marc Patrick - Diamondhead Lakes/Cherry Hill Access Road

Dianne Ackerman - Diamondhead Lakes/Cherry Hill Access Road

Cheryl Thompson - Diamondhead Lakes/Cherry Hill Access Road

Myra Zavatchan - Diamondhead Lakes/Cherry Hill Access Road

Mark Gordon - Diamondhead Lakes/Cherry Hill Access Road

Don Ball - Diamondhead Lakes/Cherry Hill Access Road

Alan Dugas - Diamondhead Lakes/Cherry Hill Access Road

Jan White - Diamondhead Lakes/Cherry Hill Access Road

**Council Closing Comments**

**Adjourn/Recess.**

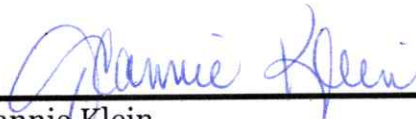
At 6:45 p.m. with no further business to come before the council, motion made by Ward 4 Clark, Seconded by Ward 2 Sheppard to adjourn.

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

