



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

**AGENDA**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**Tuesday, July 15, 2025**  
**6:00 PM CST**  
Council Chambers, City Hall  
and via teleconference, if necessary

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**Call to Order.**

Invocation  
Pledge of Allegiance  
Roll Call  
Confirm or Adjust Agenda Order

**Presentation Agenda.**

- a. The next Regular Meeting of the City Council will be held Tuesday, August 5, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.

City Manager's Report.

Public Comments on Agenda Items.

Council Comments.

**Policy Agenda.**

**Minutes:**

1. Motion to approve July 1, 2025 Regular Meeting Minutes.

**Resolutions:**

2. **2025-156:** Motion to adopt Resolution 2025-033 thereby appointing Mayor Liese as Voting Delegate and Councilmember Finley as First Alternate to serve as Mississippi Municipal League 2025 Voting Delegates.

**Consent Agenda:**

3. **2025-157:** Motion to enter into a Cooperative Service Agreement with United States Department of Agriculture Animal and Plant Inspection Services (APHIS) and Wildlife Services (WS) in the amount not to exceed \$5,000 for the period July 15, 2025 - July 14, 2026 for wildlife damage management services as needed.
4. **2025-158:** Motion to approve to advertise for bids for the 2025 Annual Unit Price Repair Contract.
5. **2025-159:** Motion to approve payment to Chiniche Engineering & Surveying in the amount of \$4504.50 for Coon Branch Drainage, in the amount of \$3,728.75 for Montjoy Creek Nature Trail, in the amount of \$230.00 for Jourdan River Boardwalk, and in the amount of \$2,442.50 for Rotten Bayou Nature Trail.

6. **2025-160:** Motion to approve payment to Covington Civil & Environmental, LLC in the amount of \$8,500.00 for Fairway and Kome Drive Project.
7. **2025-162:** Motion to approve Change Order No. 2 for thirty-one (31) additional calendar days to the contract with JLB Contractors, LLC, for the Kome Drive and Kalipekona Pond Drainage Project for a completion date of August 17, 2025 with no change to contract price.

**Action Agenda.**

- 8. 2025-163:** Motion to request the Planning and Zoning Commission to hold a public hearing to remove the special condition "Permitted only on weekends from 5 pm Friday until 30 minutes after sunset Sunday" for open house/real estate signs. (Sheppard)

**Routine Agenda.**

**Claims Payable**

9. Motion to approve Docket of Claims (DKT232949 - DKT232988) in the amount of \$232,123.14.

**Department Reports**

- a. Court  
Police  
Building  
Code Enforcement

**Public Comments on Non-Agenda Items.**

**Council Closing Comments**

**Executive Session - If Necessary**

**Adjourn/Recess.**

*NOTE: THE CITY OF DIAMONDHEAD WILL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES WHERE NECESSARY TO AFFORD INDIVIDUALS WITH DISABILITIES AN EQUAL OPPORTUNITY TO SERVICES AND ACTIVITIES OF THE CITY. A WRITTEN REQUEST BY OR ON BEHALF OF QUALIFYING INDIVIDUALS SHALL BE SUBMITTED IN A TIMELY MANNER TO THE CITY CLERK.*



**MINUTES**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**Tuesday, July 01, 2025**  
**6:00 PM CST**  
Council Chambers, City Hall

**Call to Order.**

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

Invocation - Mayor Liese

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

Ward 4 Austin Clark

Confirm or Adjust Agenda Order

Motion made by Ward 1 Finley, Seconded by Councilmember-At-Large Maher to confirm the agenda.

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, July 15, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.
- b. The annual 4th of July Fireworks event will be held on Thursday, July 3rd from 7:00 p.m. to 10:30 p.m. at the Harbor Circle.
- c. City Hall will be closed Friday, July 4, 2025 in observance of Independence Day.
- d. Proclamation- 100th Anniversary of the Rotary Club of Bay St Louis

City Manager's Report.

**CITY MANAGER REPORT**  
July 01, 2025

1. Ieke Drive – I have met with the engineer at the site to observe the area. There are currently no concerns regarding the undermining of the roadway. This area has been put on the public works list to address the riprap in the area and the current ditch work.

2. Kome Drive & Kalipekona Pond – The project is for 157 days with a current end date of July 17<sup>th</sup>. A walkthrough was conducted, and a punch list was created. The Kalipekona Pond dredging is progressing, and the contractor expects to get the majority of the work completed in the next two weeks. A change order for weather delays will be on the next agenda.
3. MDOT Projects – The final ramp is complete and open. The contractor is working on the final roundabout. Access to the ramp is limited based on work being done in the area, so please drive with extreme caution. The bridge expansion is progressing as well. Please drive carefully in the construction area as debris, lane shifts and delays are expected.
4. Dog Park – The engineers have provided a plan to reroute the major ditch to drain out to the East and outside the fenced area. Public Works will continue clearing the land and will work to start clearing the area to reroute the ditch as designed.
5. Paving 2025 – The project started last week. Project is 90 days with a current end date of September 21<sup>st</sup>. The contractor has started with base repair on Bayou Drive. A complete schedule can be found on the city's website.
6. Coon Branch – The project has been delayed starting due to contractor workforce. The project is 180 days with a current end date of December 13<sup>th</sup>. Once work begins, the contractor will work from East to West.
7. Canal Dredging – The request to advertise for bid is on tonight's agenda. The advertisement will not run until the final approval is given by MDEQ for this reason, the actual bid dates may vary.
8. Jourdan River Boardwalk – I met with the engineer on this project and decided on the lighting portion of the plans. These have been submitted to MDEQ for review. Once approved, bid documents will be prepared.
9. Montjoy Creek – **No update on this meeting.** The engineer has sent the revised plans to MS DMR/USACE with the sediment trap updates.
10. HMGP – Hazard Mitigation Grant Program. **No update on this meeting.**
  - a. The generator project has been approved by FEMA. It is on tonight's agenda for your approval along with permission to advertise. The state is currently requesting 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 contacting the residents to start the process of property acquisition. All expenses will be a passthrough for the city.
11. 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.
12. 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.
13. Pelican Cove Drainage Project – **No update on this meeting.** The engineer has additional surveying to complete and will finalize the drawing for this project.

Public Comments on Agenda Items - None

Council Comments.

**Policy Agenda.**

**Minutes:**

1. Motion to approve June 17, 2025 Regular Meeting Minutes.

Motion made by Ward 4 Clark, Seconded by Councilmember-At-Large Maher to approve June 17, 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**

**Resolutions:**

2. **2025-137:** Motion to adopt Resolution 2025-023 thereby appointing a Mayor Pro Tem for Diamondhead City Council.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 2 Sheppard to adopt Resolution 2025-023 thereby appointing Shane Finley Mayor Pro Tem for Diamondhead City Council.

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

**MOTION CARRIED UNANIMOUSLY**

3. **2025-138:** Motion to adopt Resolution 2025-024 thereby reappointing Jon McCraw to the position of City Manager.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 3 Harwood to adopt Resolution 2025-024 thereby reappointing Jon McCraw to the position of City Manager.

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

**MOTION CARRIED UNANIMOUSLY**

4. **2025-139:** Motion to adopt Resolution 2025-025 thereby reappointing Jeannie Klein to the position of City Clerk.

Motion made by Ward 4 Clark, Seconded by Councilmember-At-Large Maher to adopt Resolution 2025-025 thereby reappointing Jeannie Klein to the position of City Clerk.

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

**MOTION CARRIED UNANIMOUSLY**

5. **2025-140:** Motion to adopt Resolution 2025-026 thereby reappointing Tammy Garber to the position of Deputy City Clerk.

Motion made by Ward 3 Harwood, Seconded by Ward 2 Sheppard to adopt Resolution 2025-026 thereby reappointing Tammy Garber to the position of Deputy City Clerk.

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

**MOTION CARRIED UNANIMOUSLY**

6. **2025-141:** Motion to adopt Resolution 2025-027 thereby reappointing Lisa McSwain to the position of Municipal Court Clerk.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 2 Sheppard to adopt Resolution 2025-027 thereby reappointing Lisa McSwain to the position of Municipal Court Clerk.

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

**MOTION CARRIED UNANIMOUSLY**

7. **2025-142:** Motion to adopt Resolution 2025-028 thereby reappointing Robert Hayes Johnson to serve as Municipal Court Judge.

Motion made by Ward 1 Finley, Seconded by Ward 3 Harwood to adopt Resolution 2025-028 thereby reappointing Robert Hayes Johnson to serve as Municipal Court Judge.

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

**MOTION CARRIED UNANIMOUSLY**

8. **2025-143:** Motion to adopt Resolution 2025-029 thereby engaging and hiring Cusick and Williams Law Firm in the capacity to serve as City Attorney and City Prosecutor and for other related purposes.

Motion made by Ward 2 Sheppard, Seconded by Mayor Liese to adopt Resolution 2025-029 thereby engaging and hiring Cusick and Williams Law Firm in the capacity to serve as City Attorney and City Prosecutor 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**

9. **2025-144:** Motion to adopt Resolution 2025-030 thereby reaffirming FY25 compensation for all employment position within the City.

Motion made by Ward 2 Sheppard, Seconded by Ward 1 Finley to adopt Resolution 2025-029 thereby engaging and hiring Cusick and Williams Law Firm in the capacity to serve as City Attorney and City Prosecutor 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**

10. **PUBLIC HEARING - 2025-153:** Motion to adopt Resolution 2025-031 to adjudicate that the property located at 6514 Koula Drive, 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. 067N-2-35-159.000 and the property owner is Anne T. Pitre.

**PUBLIC HEARING-** Mayor Liese opened the Public Hearing in the matter of property located a 6514 Koula Drive (Parcel No. 067N-2-35-159.000) and called on three (3) occasions the property owner Anne Pitre with no response.

**PUBLIC HEARING WAS CLOSED**

Motion made by Ward 1 Finley, Seconded by Ward 3 Harwood to adopt Resolution 2025-031 to adjudicate that the property located at 6514 Koula Drive, 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. 067N-2-35-159.000 and the property owner is Anne T. Pitre.

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

**MOTION CARRIED UNANIMOUSLY**

11. **2025-155:** Motion to adopt Resolution 2025-032 thereby authorizing signatories for all City of Diamondhead depository accounts.

Motion made by Ward 2 Sheppard, Seconded by Mayor Liese to adopt Resolution 2025-032 thereby authorizing signatories for all City of Diamondhead depository accounts.

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 Ward 2 Sheppard to approve the following consent items:

12. **2025-136:** Motion to accept donation in the amount of \$100.00 from Cusick and Williams, PLLC for the City Council Reception.
13. **2025-145:** Motion to accept FY26 Budget Calendar.
14. **2025-146:** Motion to approve all existing contracts and to authorize City Manager to extend any contract expiring prior to September 30, 2025 as necessary.
15. **2025-147:** Motion to approve Pay App 5 in the amount of \$50,508.65, change order 2 in the amount of -\$35,412.00 and final Pay App 6 in the amount of \$36,797.35 to Gill Crane & Doze Services, Inc. for the Noma Drive Waterfront Improvements Project.
16. **2025.148:** Motion to approve payment to Chiniche Engineering & Surveying in the amount of \$14,138.75 for Coon Branch Drainage, in the amount of \$4,472.50 for Drainage Pond Remediation, in the amount of \$8,229.00 for Jourdan River Boardwalk, in the amount of \$7,029.60 for Canal Dredging Project and in the amount of \$12,798.50 for Noma Drive Dredging.
17. **2025-149:** Motion to approve final pay app 3 retainage in the amount of \$17,550.00, to JE Borries, Inc., change order 1 in the amount of -\$6,000.00 and close out documents for the Noma Drive Dredging Project.

18. **2025-150:** Motion to approve Pay Application 4 in the amount of \$161,475.00 to JLB Contractors, LLC., for the Kome Drive and Kalipekona Pond Drainage Project.
19. **2025-151:** Motion to advertise for rebids for Canal Dredging Project.
20. **2025-152:** Motion to approve payment to Covington Civil & Environmental, LLC in the amount of \$19,750.00 for Commercial District - Phase III Project.
21. **2025-154:** Motion to approve Change Order No. 1 to the contract with Gulf Pride Paving, LLC. in the net amount of \$63,566.00 for a total contract amount of \$773,943.50 for Diamondhead Paving Project 2025.

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**

22. Motion to approve Docket of Claims (DKT232913 - DKT232947) in the amount of \$856,203.61.

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to approve Docket of Claims (DKT232913 - DKT232947) in the amount of \$856,203.61.

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

### **MOTION CARRIED UNANIMOUSLY**

23. Motion to approve Payroll Payables DKT232822 in the amount of \$90.72, DKT232795 in the amount of \$90.72, DKT232902-DKT232911 in the amount of \$46,108.67, PRCLAIM000238 in the amount of \$28,715.10, PRCLAIM000239 in the amount of \$31,922.88 and PRCLAIM000240 in the amount of \$3,058.37.

Motion made by Ward 2 Sheppard, Seconded by Ward 3 Harwood to approve Payroll Payables DKT232822 in the amount of \$90.72, DKT232795 in the amount of \$90.72, DKT232902-DKT232911 in the amount of \$46,108.67, PRCLAIM000238 in the amount of \$28,715.10, PRCLAIM000239 in the amount of \$31,922.88 and PRCLAIM000240 in the amount of \$3,058.37.

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 4 Clark, Seconded by Mayor Liese to approve the following department reports.

- a. April 2025 Financial Report
- b. May 2025 Financial Report



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

**FY25 Year End Projections -**

**City Manager, Jon McCraw provided the council with an overview of the FY25 Year-end projections.**

**Council Closing Comments**

**Adjourn/Recess.**

At 6:30 p.m. with no further action to come before the council, motion made by Mayor Liese, Seconded by Ward 4 Clark to recess until July 15, 2025 at 5:00 p.m.

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

**MOTION CARRIED UNANIMOUSLY**

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Anna Liese  
Mayor

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Jeannie Klein  
City Clerk

## RESOLUTION

RESOLUTION APPOINTING MISSISSIPPI MUNICIPAL 2025 VOTING DELEGATES  
FOR THE CITY OF DIAMONDHEAD, MISSISSIPPI

WHEREAS, the Mississippi Municipal League amended the bylaws of the association to provide for a ballot election, to be conducted by the officers of the Mississippi Municipal Clerks and Collectors Association, to be held each year at the summer convention, to elect a second vice-president from the Central District: and

WHEREAS, the amended bylaws require the City Council to designate in its minutes the voting delegate and one alternate to cast the vote for each member municipality.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DIAMONDHEAD, in accordance with the bylaws of the Mississippi Municipal League, the voting delegate(s) for the 2025 Mississippi Municipal League election to be held at the annual convention on July 22<sup>nd</sup> are as follows:

Voting Delegate: Anna Liese - Mayor  
First Alternate: Shane Finley - Councilmember Ward 1

That public interest and necessity requiring same, this Resolution shall become effective upon passage. The above and forgoing Resolution, after having been first reduced to writing, was introduced by \_\_\_\_\_, seconded by \_\_\_\_\_, and was adopted by the following vote to wit:

YEAS:

NAYS:

ABSENT:

The Mayor thereby declared the motion carried and the Resolution adopted this the \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

ADOPTED:

\_\_\_\_\_  
Jeannie Klein, City Clerk

\_\_\_\_\_  
Mayor Anna Liese

(seal)

**COOPERATIVE SERVICE AGREEMENT**  
**between**  
**Diamondhead and**  
**UNITED STATES DEPARTMENT OF AGRICULTURE**  
**ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)**  
**WILDLIFE SERVICES (WS)**

**ARTICLE 1**

The purpose of this agreement is to cooperate in a wildlife damage management project as described in the attached Work Plan.

**ARTICLE 2**

APHIS-WS has statutory authority under the Acts of March 2, 1931, 46 Stat. 1468-69, 7 U.S.C. §§ 8351-8352, as amended, and December 22, 1987, Public Law No. 100-202, § 101(k), 101 Stat. 1329-331, 7 U.S.C. § 8353. , to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

**ARTICLE 3**

APHIS-WS and the Cooperator agree:

1. The Cooperator will provide payment upon receipt of quarterly bills to “USDA, APHIS” in the amount of up to \$5,000.00 for this agreement.
2. The performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.
3. Nothing in this agreement shall prevent APHIS-WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.
4. The Cooperator certifies that APHIS-WS has advised the Cooperator there may be private sector service providers available to provide wildlife damage management services that the Cooperator is seeking from APHIS-WS.
5. The performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.
6. The cooperating parties agree to coordinate with each other before responding to media requests on work associated with this project.

**ARTICLE 4**

This agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS-WS upon failure of Congress to so appropriate. This agreement also may be reduced or terminated if Congress only provides APHIS-WS funds for a finite period under a Continuing Resolution.

**ARTICLE 5**

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this agreement or to any benefit to arise there from.

**ARTICLE 6**

APHIS-WS assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 USC 1346(b), 2401(b), 2671-2680). This agreement is not a procurement contract (31 U.S.C. 6303), nor is it considered a grant (31 U.S.C. 6304). In this agreement, APHIS-WS provides goods or services on a cost recovery basis to nonfederal recipients, in accordance with all applicable laws, regulations and policies. This agreement shall become effective July 15, 2025 and shall continue until July 14, 2026. This agreement may be amended or terminated at any time by mutual agreement of the parties in writing. Further, in the event the Cooperator does not, for any reason, provide necessary funds, APHIS-WS is relieved of the obligation to provide services under this agreement. As required by Debt Collection Improvement Act of 1996:

Cooperator's Tax ID No.: 45-4475966

APHIS-WS Tax ID: 41-0696271

**Cooperator Name/signer, Address**

Jon McCraw  
City Manager  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**APHIS-WS State Office/signer, Address**

Robert Byrd  
State Director  
1020 Lantrip Rd  
Sherwood, AR 72120

\_\_\_\_\_  
Cooperator's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
APHIS-WS State Director's Signature Date

## WORK PLAN

Item No.3.

Wildlife Species: Multiple species – Feral Swine, Resident Canada Geese

Description of Damage: Feral swine damage to general property within the community. Canada geese present a health and safety hazard as well as a threat of collision with aircraft.

Location: Diamondhead, MS 39525

Services Provided: Feral Swine and Resident Canada Geese trapping and carcass disposal.

### FINANCIAL PLAN

Cost Element		Full Cost
Personnel Compensation		\$3,327.59
Vehicles		\$304.77
Supplies		\$300.00
Subtotal (Direct Charges)		\$3,932.36
Pooled Job Costs	11.00%	432.56
Indirect Costs	16.15%	\$635.08
Agreement Total		\$5,000.00
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement but may not exceed: \$5,000.00.		

### Financial Points of Contact

#### Cooperator

Jeannie Klein  
5000 Diamondhead Circle  
Diamondhead, MS 39525  
228-222-4626  
Jklein@diamondhead.ms.gov

#### USDA Wildlife Services

Rachel Doyle  
1020 Lantrip Rd.  
Sherwood, AR 72120  
573-476-8027

**ADVERTISEMENT FOR BIDS**  
**CITY OF DIAMONDHEAD**  
**ANNUAL UNIT PRICE REPAIR CONTRACT**

**General Notice**

City of Diamondhead (Owner) is requesting Bids for the following Project:

**2025 Annual Unit Price Repair Contract**  
**Bid No. 2025-006**

Electronic or Sealed Bids for the Project will be received by the City Clerk at the Diamondhead City Hall located at 5000 Diamondhead Circle, Diamondhead, MS, until **August 21, 2025, at 10:00 a.m. local time**. At that time the Bids received will be publicly opened and read aloud.

When bids are submitted electronically, the same requirements for submitting sealed bids shall apply. Electronic bids shall include a document representing the cover of the envelope containing the aforementioned criteria.

Scope of work: Unit price bids are invited for the furnishing of materials, equipment, labor, and incidentals necessary to effect certain repairs and/or replacement of existing utilities within the City of Diamondhead.

**Obtaining the Bidding Documents**

Copies of the contract documents, including Drawings and Technical Specifications, are on file and may be examined without charge at the following locations:

Covington Civil & Environmental	City of Diamondhead	<a href="http://www.ccelcplans.us">www.ccelcplans.us</a>
2300 14 <sup>th</sup> Street	5000 Diamondhead Circle	<a href="http://www.diamondheadbids.com">www.diamondheadbids.com</a>
Gulfport, MS 39501	Diamondhead, Mississippi 39525	(log-in/registration required)

Plans and Specifications are being made available via hard copy or digital download. Plan Holders are required to log-in or register for an account to view or order bid documents at [www.diamondheadbids.com](http://www.diamondheadbids.com). Bid documents are non-refundable and must be purchased through the website. Questions regarding website registration and online orders, please contact Plan House at 228-248-0181. No partial sets of drawings of project manuals will be issued. No contract documents (hard copies or electronic copies) will be issued to Contractors within twenty-four (24) hours of the time indicated above for receiving bids.

Bids must be submitted upon the standard forms contained within these contract documents furnished by the Engineer for the City of Diamondhead, Mississippi, noted in the Instructions to Bidders. Bids submitted shall be in letter form in a sealed envelope and outside of envelope shall be marked plainly City of Diamondhead, 2025 Annual Unit Price Repair Contract and shall be addressed to Jeannie Klein, City Clerk, City of Diamondhead at 5000 Diamondhead Circle, Diamondhead, Mississippi 39525 or for those interested, bids can be electronically submitted at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccelcplans.us](http://www.ccelcplans.us) under the project page. No oral, telegraphic, telephonic, or e-mail proposals will be considered. Each bidder shall write his Name, his Address, and his Certificate of Responsibility number/or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$50,000) on the outside of the sealed envelope containing the proposal. If submitting electronically, please include this information on a cover page with your bid submission. All interpretations of drawings and specifications shall be directed to Covington Civil & Environmental, LLC, Sarah McLellan, P.E. 228-396-0486 or email [sarah@ccelc.us](mailto:sarah@ccelc.us). All questions regarding this bid must be submitted in writing and must be received by the end of business **5:00 p.m. local time August 15, 2025**. Questions submitted after this date will not be considered. An

acknowledged received copy of all Addenda issued by the Engineer via Plan House must be included with the bid proposal.

### **Pre-bid Conference**

A pre-bid conference will be held on Thursday, **August 07, 2025, at 10:00 a.m.** at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS 39525. Attendance at the pre-bid conference is encouraged but not required.

### **Instructions to Bidders**

A certified check or bank draft payable to the order of City of Diamondhead, Mississippi, negotiable U.S. Government bonds (at par value), or a satisfactory Bid Bond executed by the Bidder and an acceptable surety licensed under the laws of the State of Mississippi, in an amount equal to five thousand dollars (\$5,000.00) for "City of Diamondhead, 2025 Annual Unit Price Repair Contract" shall be submitted with each bid.

The Bidder must indicate his Certificate of Responsibility Number on outside of sealed proposal as required by Mississippi Law. For the purposes of submitting a bid, the Bidder shall possess a current commercial contractor's license from the Mississippi State Board of Contractors. The license shall be in the correct classification of licensure that will allow the perspective bidder to perform the work described in the bid documents.

The City of Diamondhead, Mississippi, reserves the right to consider the following relevant factors in addition to the contract price in determining the lowest and best bid: bidder's skill and business judgment, his experience, and his facilities for carrying out the contract, his previous conduct under other contracts and the quality of previous work, as well as his pecuniary ability, honesty, and integrity. The City also reserves the right to reject any or all bids or to waive any informalities in the bidding.

Effective July 1, 2010; Per MS Code 31-3-21(3); any bid submitted by a nonresident contractor which does not include the nonresident contractor's current state law pertaining to such state's treatment of nonresident contractors, shall be rejected, and not considered for award. If no such law exists in the nonresident contractor's state, then the non-resident contractor shall provide a statement to that effect with his bid.

Bids may be held by the City of Diamondhead, Mississippi, for a period not to exceed ninety (90) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the contract.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

### **This Advertisement is issued by:**

Owner: City of Diamondhead

By: Jeannie Klein

Title: City Clerk

Date: 07/24/2025 & 07/31/2025

Chiniche Engineering & Surveying  
 407 Highway 90  
 Bay St. Louis, MS 39520  
 +12284676755  
 jason@chiniche.com  
 www.chiniche.com



# INVOICE

## BILL TO

City of Diamondhead

INVOICE # 17-057-0268

DATE 07/05/2025

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/03/2025	17-057-2021 Senior Professional	coordination	1:30	145.00	217.50
06/04/2025	17-057-2021 Senior Professional	submittals	1:30	145.00	217.50
06/05/2025	17-057-2021 Senior Professional	coordination	2:30	145.00	362.50
06/06/2025	17-057-2021 Senior Professional	ROEs	2:00	145.00	290.00
06/09/2025	17-057-2021 Senior Professional	submittal	3:30	145.00	507.50
06/09/2025	17-057-2021 Survey Crew Chief	Control points 5-13	3:45	68.00	255.00
06/09/2025	17-057-2021 Professional Land S	Review data from crew, update allpoints and control points.	1:30	98.00	147.00
06/13/2025	17-057-2021 Senior Professional	submittals, coordination	2:00	145.00	290.00
06/16/2025	17-057-2021 Senior Professional	submittals, RFI log, coordination	2:30	145.00	362.50
06/17/2025	17-057-2021 Senior Professional	coordination	2:30	145.00	362.50
06/19/2025	17-057-2021 Senior Professional	submittal, coordination	3:30	145.00	507.50
06/20/2025	17-057-2021 Senior Professional	coordination, submittals	2:30	145.00	362.50
06/23/2025	17-057-2021 Senior Professional	coordination, submittal	1:30	145.00	217.50
06/30/2025	17-057-2021 Principal Engineer	project review	2:30	162.00	405.00



Corn Branch

BALANCE DUE

\$4,504.50

Chiniche Engineering & Surveying  
 407 Highway 90  
 Bay St. Louis, MS 39520  
 +12284676755  
 jason@chiniche.com  
 www.chiniche.com



# INVOICE

**BILL TO**  
 City of Diamondhead

**INVOICE #** 17-057-0267  
**DATE** 07/05/2025

**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
07/01/2024	17-057-2021 Senior Project Mana	Diamondhead exhibit - meeting prep	2:00	115.00	230.00
07/03/2024	17-057-2021 Senior Project Mana	Coordinate for Permit	0:30	115.00	57.50
07/08/2024	17-057-2021 Senior Project Mana	Permit Coordination	1:00	115.00	115.00
07/17/2024	17-057-2021 Senior Project Mana	Update Exhibit, Report to USACE	1:00	115.00	115.00
07/23/2024	17-057-2021 Senior Project Mana	Coordinate with Culpepper	1:00	115.00	115.00
07/24/2024	17-057-2021 Senior Project Mana	Diamondhead Tideland reports with Jeannie	0:30	115.00	57.50
07/25/2024	17-057-2021 Senior Project Mana	Coordinate Permit request from USACE	1:00	115.00	115.00
07/29/2024	17-057-2021 Senior Project Mana	Culpepper permit coordination	1:00	115.00	115.00
07/30/2024	17-057-2021 Senior Project Mana	Culpepper permit coordination, USACE	0:30	115.00	57.50
08/08/2024	17-057-2021 Senior Project Mana	Permit Questions	1:00	115.00	115.00
09/03/2024	17-057-2021 Cad	ADDING EXISTING BULKHEAD	2:00	70.00	140.00
09/03/2024	17-057-2021 Senior Project Mana	Markups, bulkhead for update	1:00	115.00	115.00
09/04/2024	17-057-2021 Cad	BULKHEAD, BIRD TOWER & BOARDWALK ADJUSTMENT	4:30	70.00	315.00
09/04/2024	17-057-2021 Senior Project Mana	Update exhibit for USACE	1:00	115.00	115.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/05/2024	17-057-2021 Senior Project Mana	Email KJ USACE, updates	0:30	115.00	57.50
04/25/2025	17-057-2021 Cad	EXHIBIT CHANGES MADE TO TWO DIFFERENT FILES & PDF FOR NANCY	2:00	70.00	140.00
04/25/2025	17-057-2021 Senior Project Mana	Exhibit markups	0:30	115.00	57.50
06/17/2025	17-057-2021 Project Engineer		1:00	95.00	95.00
06/18/2025	17-057-2021 Project Engineer		1:00	95.00	95.00
06/19/2025	17-057-2021 Cad	WETLAND MARKUPS EXHIBIT	0:30	70.00	35.00
06/19/2025	17-057-2021 Project Engineer	exhibit review	1:00	95.00	95.00
06/23/2025	17-057-2021 Project Engineer	opc/funding	1:00	95.00	95.00
06/24/2025	17-057-2021 Project Engineer	funding coord w/ nancy opc meet w/ JC permit research	2:15	95.00	213.75
06/25/2025	17-057-2021 Project Engineer	Tidelands Funding	0:30	95.00	47.50
06/26/2025	17-057-2021 Project Engineer	Update OPC for Base Bid and Bid Alt 1 MDOT funding Plan Markups	2:30	95.00	237.50
06/27/2025	17-057-2021 Cad	MARKUPS FOR TRILBY	1:30	70.00	105.00
06/27/2025	17-057-2021 Project Engineer	plan markups	0:30	95.00	47.50
06/30/2025	17-057-2021 Cad	MARKUPS FOR TRILBY	9:00	70.00	630.00

Montjoy Creek Nature Trail

BALANCE DUE

**\$3,728.75**

Chiniche Engineering & Surveying  
407 Highway 90  
Bay St. Louis, MS 39520  
+12284676755  
jason@chiniche.com  
www.chiniche.com



# INVOICE

**BILL TO**  
City of Diamondhead

**INVOICE #** 17-057-0270  
**DATE** 07/05/2025

**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/02/2025	17-057-2021 Senior Project Mana	Called ICT for electrical questions for boardwalk	1:30	115.00	172.50
06/25/2025	17-057-2021 Senior Project Mana	Meeting with Jon	0:30	115.00	57.50

Jourdan River Boardwalk

**BALANCE DUE**

**\$230.00**

Chiniche Engineering & Surveying  
 407 Highway 90  
 Bay St. Louis, MS 39520  
 +12284676755  
 jason@chiniche.com  
 www.chiniche.com



# INVOICE

## BILL TO

City of Diamondhead  
 5000 Diamondhead Circle  
 Diamondhead, MS

INVOICE # 17-057-0269

DATE 07/05/2025

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/05/2025	17-057-2021 Cad	plan updates	2:30	70.00	175.00
06/17/2025	17-057-2021 Project Engineer	project review	3:30	95.00	332.50
06/18/2025	17-057-2021 Sen. Cad Tech	exhibit	2:30	90.00	225.00
06/18/2025	17-057-2021 Project Engineer	project review	3:30	95.00	332.50
06/19/2025	17-057-2021 Project Engineer	exhibit	1:00	95.00	95.00
06/20/2025	17-057-2021 Project Engineer	Exhibit to Jon	1:30	95.00	142.50
06/23/2025	17-057-2021 Project Engineer	survey points	2:00	95.00	190.00
06/24/2025	17-057-2021 Project Engineer	grant agreement funding coord w/ nancy	1:30	95.00	142.50
06/25/2025	17-057-2021 Project Engineer	phone call w/ Jason coord w/ nancy	2:30	95.00	237.50
06/26/2025	17-057-2021 Project Engineer	Review MTG notes meet w/ JC	2:30	95.00	237.50
06/30/2025	17-057-2021 Project Engineer	SPECS Phone call w/ Jason	3:30	95.00	332.50

Rotten Bayou Nature Trail

BALANCE DUE

**\$2,442.50**



July 3, 2025

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Professional Services – City of Diamondhead Fairway Dr and Kome Dr Project**

Dear Mr. McCraw:

Enclosed, for your review and approval, is the 14<sup>th</sup> invoice for the above referenced project Fairway Dr and Kome Dr, Invoice #16175.08-196 for 05/16/2025 – 06/30/2025.

We appreciate the opportunity to provide these services to the City of Diamondhead. If you have any questions on the attached invoice, please contact me at 228-396-0486.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**

A handwritten signature in black ink, appearing to read "BB", with a stylized flourish extending from the end.

Ben Benvenuti, P.E.  
*Principal Engineer*



Covington Civil & Environmental, LLC  
2300 14th Street  
Gulfport, MS 39501  
228-396-0486

Project Title  Project Number  Invoice #		Kome Dr and Fairway Dr Drainage Project			
		16175.08			
		16175.08-196			
Budgeted Tasks	Budget	Previously Billed	Current Invoice	Balance Remaining	Percentage Complete
Engineering and Design	\$ 70,000.00	\$ 70,000.00	\$ -	\$ -	100%
Surveying	\$ 72,000.00	\$ 72,000.00	\$ -	\$ -	100%
Permitting	\$ 28,000.00	\$ 28,000.00	\$ -	\$ -	100%
Bidding	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	100%
Construction Inspection and Administration	\$ 85,000.00	\$ 34,000.00	\$ 8,500.00	\$ 42,500.00	50%
Total	\$ 265,000.00	\$ 214,000.00	\$ 8,500.00	\$ 42,500.00	84%



# Invoice

**Invoice #:** 16175.08196  
**Invoice Date:** 7/3/2025  
**Due Date:** 8/2/2025  
**Project:** FP WA 1 - Fairway Dr an...  
**P.O. Number:** 1-00-24-2023  
**Terms:** Net 30

**Bill To:**

City of Diamondhead

Description	Hours/Qty	Rate	Amount
Professional Engineering Services Kome Drive and Fairway Drive - FP WA 1 Services Provided 05/16/2025 - 06/30/2025 PO: 1-00-24-2023			
Task 1: Engineering and Design	0	70,000.00	0.00
Task 2: Surveying	0	72,000.00	0.00
Task 3: Permitting	0	28,000.00	0.00
Task 4: Bidding	0	10,000.00	0.00
Task 5: Construction Inspection and Administration	0.1	85,000.00	8,500.00

All payments are due by "Due Date" shown on invoice.  
 Finance fees will be charged for all payments received past  
 "Due Date". Please call 228-398-0486 with any questions  
 about invoices.

<b>Total</b>	<b>\$8,500.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$8,500.00</b>





July 8, 2025

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Change Order #2  
Kome Drive and Kalipekona Pond Drainage Project  
JLB Contractors, LLC**

Dear Mr. McCraw:

For consideration by the Council, I have enclosed Change Order #2 for this project.

This Change Order serves to extend the Contract Time in response to delays in progress due to substantial rainfall since work began.

The Contract Time will increase 31 calendar days, making the new Substantial Completion date August 17, 2025. This Change Order does not alter the Contract Price.

I recommend the Council approve this Change Order #2. Should you have any questions, please do not hesitate to contact me at 228-396-0486 or [nathan@ccllc.us](mailto:nathan@ccllc.us).

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**

A handwritten signature in black ink that reads "Nathan Long". The signature is written in a cursive, flowing style.

Nathan Long, E.I.  
Project Engineer

Enclosures: Change Order 2 Signed

**CHANGE ORDER****OWNER:**

City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**CHANGE ORDER NO.****2****DATE:** July 8, 2025**CONTRACTOR:**

JLB Contractors, LLC  
21294 Johnson Road  
Long Beach, MS 39560

**ENGINEER:** Covington Civil &  
Environmental

**PROJECT:** Kome Drive and Kalipekona  
Pond Drainage Project

**SUMMARY:**

This Change Order serves to extend the Contract Time in response to delays in progress due to substantial rainfall since work began.

The Contract Time will increase 31 calendar days. There is no change in Contract Price.

The Net Change to the Contract Amount will therefore be:

\$0.00**THE CONTRACT IS AMENDED AS SHOWN BELOW:****(Not valid until executed by the Owner, Engineer, and Contractor)**

The original Contract Sum: \$1,236,395.00

Net Change by previously authorized Change Orders: (\$10,377.07)

The Contract Sum prior to this Change Order was: \$1,226,017.93

The Contract Sum will now Change: \$0.00

The New Contract Sum including this Change Order will be: \$1,226,017.93

The original Contract Time: 6/10/2025

Net Change by previously authorized Change Orders: 37

The Date of Substantial Completion prior to this Change Order: 7/17/2025

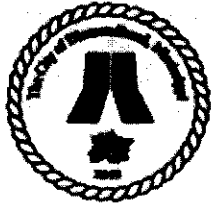
The Contract Time will now Change by (+) days: 31

The New Date of Substantial Completion will be: 8/17/2025

**CONTRACTOR:**By: Date: 7-9-2025**ENGINEER:**By: Nathan LongDate: 07/09/2025**OWNER:**

By: \_\_\_\_\_

Date: \_\_\_\_\_



City of Diamondhead, MS

# Docket of Claims Register - Council

Item No.9.

APPKT02413 - 7.15.25 DOCKET

By Docket/Claim Number

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT232949	Airgas Inc	07/15/2025	5517476065	GAS RENTALS - PUBLIC WORKS	001-301-640.00	Rentals		162.31
					001-301-640.00	Rentals	43.66	
					001-301-640.00	Rentals	74.99	
					001-301-640.00	Rentals	43.66	
DKT232950	B&J PITT STOP LLC	07/15/2025	11-0218193	UNIT 952 OIL CHANGE	001-200-635.00	Professional Fees - R&M Outside Services	65.00	130.00
			11-0218459	UNIT 395 OIL CHANGE	001-200-635.00	Professional Fees - R&M Outside Services	65.00	
DKT232951	BLADES GROUP, LLC	07/15/2025	18048924	ROCK ASPHALT	001-301-581.00	Asphalt/Concrete	1,240.00	1,240.00
DKT232952	Coast Electric Power Association	07/15/2025	6/25/25-028	MONTHLY ELECTRIC BILL	001-301-630.00	Utilities - Streetlights & Other	129.80	21,329.18
			6/26/25-003		001-140-630.00	Utilities - General	2,531.34	
					001-301-630.00	Utilities - Streetlights & Other	2,253.31	
			6/26/25-005		001-301-630.00	Utilities - Streetlights & Other	55.90	
			6/26/25-007		001-301-630.00	Utilities - Streetlights & Other	60.29	
			6/26/25-010		001-140-630.00	Utilities - General	74.96	
			6/26/25-012		001-140-630.00	Utilities - General	63.37	
			6/26/25-016		001-301-630.00	Utilities - Streetlights & Other	55.90	
			6/26/25-017		001-301-630.00	Utilities - Streetlights & Other	247.05	
			6/26/25-018		001-301-630.00	Utilities - Streetlights & Other	70.01	
			6/26/25-019		001-301-630.00	Utilities - Streetlights & Other	55.90	
			6/26/25-020		001-301-630.00	Utilities - Streetlights & Other	1,029.86	
			6/26/25-021		001-301-630.00	Utilities - Streetlights & Other	49.06	
			6/26/25-022		001-301-630.00	Utilities - Streetlights & Other	141.29	
			6/26/25-023		001-301-630.00	Utilities - Streetlights & Other	55.90	
			6/26/25-024		001-301-630.00	Utilities - Streetlights & Other	55.90	
			6/26/25-025		001-301-630.00	Utilities - Streetlights & Other	48.05	
			6/26/25-026		001-301-630.00	Utilities - Streetlights & Other	61.51	
			6/26/25-027		001-301-630.00	Utilities - Streetlights & Other	55.90	
			6/26/25-030		001-301-630.00	Utilities - Streetlights & Other	66.08	
			6/27/25-029		001-301-630.00	Utilities - Streetlights & Other	4,928.31	
			7/1/25-001		001-301-630.00	Utilities - Streetlights & Other	7,201.56	
			7/1/25-002		001-301-630.00	Utilities - Streetlights & Other	2,037.93	

## Docket of Claims Register - Council

APPKT02413 - Item No.9. T

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount		
DKT232953	Coastal Hardware and Rental Co LLC	07/15/2025	A20533577	GREASE, PIN, COUPLER, PLUG SET, CLAMP, WAX SEAL,	001-301-501.00	Supplies	4.98	912.42		
					001-140-560.00	Repairs & Maintenance - Building	10.49			
					001-301-501.00	Supplies	15.98			
					001-301-501.00	Supplies	51.90			
					001-301-571.00	Repairs & Maintenance - Equipment	3.79			
					001-301-501.00	Supplies	63.99			
			A20534637	DEF, FUEL HOSE, METER, OIL, DRAIN, MODULE, BULB	001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	9.29			
					001-301-571.00	Repairs & Maintenance - Equipment	6.04			
					001-301-571.00	Repairs & Maintenance - Equipment	33.12			
					001-301-501.00	Supplies	239.99			
					001-301-501.00	Supplies	47.79			
					001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	7.39			
					001-301-571.00	Repairs & Maintenance - Equipment	38.28			
					001-301-501.00	Supplies	73.14			
	A20535106 D20326292	PNEUMATIC DR CLOSR TOILET, WAX SEAL, PVC, SLIPING, BUSHING, CAULK	001-140-560.00	Repairs & Maintenance - Building	16.49					
			001-140-560.00	Repairs & Maintenance - Building	265.61					
			001-140-560.00	Repairs & Maintenance - Building	10.49					
			001-301-501.00	Supplies	13.66					
	DKT232954	Coastal Tire and Auto LLC	07/15/2025	88423	FAS24 TRAILER TIRE	001-301-571.00	Repairs & Maintenance - Equipment		91.50	91.50
	DKT232955	Covington Civil and Environmental LLC	07/15/2025	16175.08196	KOME DRIVE AND FAIRWAY DRIVE DRAINAGE	165-000-602.00	Professional Fees Engineering - GOMESA FY23		8,500.00	11,500.00
16422.08-42				CITY ENGINEERING SERVICES	001-301-602.00	Professional Fees - Engineering	3,000.00			

Docket of Claims Register - Council

APPKT02413 - Item No.9. ET

Docket/Claim #	Vendor Name		Payable Description	Account Number	Account Name	Payment Amount	
	Payable Date	Payable Number				Line	Amount
DKT232956	Cspire Internet Service		INTERNET & PHONE RENTAL FOR THE MONTH OF JUNE	001-140-612.00	Internet		644.49
	07/15/2025	0690858-71				208.99	
				001-140-643.00	Rent - Phone System	435.50	
DKT232957	Diamondhead True Value						160.41
	07/15/2025	1000				12.99	
		1007				5.99	
		1019				14.97	
		1022				26.57	
		1025				0.79	
						39.92	
		1031				6.99	
		1035				22.96	
		950				17.99	
		976				2.25	
		980				38.98	
		985				-29.99	
		986				23.98	
		999				-23.98	
DKT232958	Diamondhead Water and Sewer District		WATER				835.05
	07/15/2025	7/10/25-0002				59.10	
		7/10/25-0004				77.46	
		7/10/25-020				197.40	
						98.70	
		7/10/25-021				25.82	
		7/10/25-1001				25.82	
		7/10/25-170				67.93	
		7/10/25-2070				25.82	
		7/10/25-2075				25.82	
		7/10/25-2080				25.82	
		7/10/25-472				89.78	
		7/10/25-473				89.76	
		7/10/25-830				25.82	
DKT232959	Dixieland Home Farm and Garden Center Inc		BROWNTOP MILLET GRASS SEED	001-301-501.00	Supplies		480.00
	07/15/2025	615947				480.00	
DKT232960	FirstPoint Inc		FINGERPRINT BACKGROUND CHECK	001-301-698.00	Misc. Services - Drug Testing & Other		64.00
	07/15/2025	30430				64.00	

## Docket of Claims Register - Council

APPKT02413 - Item No.9. ET

Docket/Claim #	Vendor Name		Payable Description	Account Number	Account Name	Payment Amount	
	Payable Date	Payable Number				Line	Amount
DKT232961	FP Mailing Solutions						81.00
	07/15/2025	RI106695785	POSTAGE METER	001-140-611.00	Postage	81.00	
DKT232962	FREDERICK PILLOT						2,500.00
	07/15/2025	7/2025	EASEMENT PURCHASE	191-000-900.00	Capital Outlay - Land	2,500.00	
DKT232963	Fuelman						1,691.52
	07/15/2025	NP68654930	FOR THE WEEK ENDING 6.29.25	001-200-525.00	Fuel	877.38	
				001-280-525.00	Fuel	83.11	
		NP68746443	FOR THE WEEK ENDING 7.6.25	001-200-525.00	Fuel	731.03	
DKT232964	GULF COPY SYSTEMS LLC						309.46
	07/15/2025	6366	COPY COUNT FOR THE MONTH	001-110-506.00	Copier Usage/Maintenance	17.31	
				001-110-506.00	Copier Usage/Maintenance	68.32	
				001-140-506.00	Copier Usage/Maintenance	18.47	
				001-140-506.00	Copier Usage/Maintenance	157.60	
				001-200-506.00	Copier Usage/Maintenance	4.95	
				001-200-506.00	Copier Usage/Maintenance	40.40	
				001-301-506.00	Copier Usage/Maintenance	1.29	
				001-301-506.00	Copier Usage/Maintenance	1.12	
DKT232965	Hancock County Sheriffs Office						76,722.22
	07/15/2025	2025-DH-06	CELL PHONE REIMBURSEMENT	001-200-632.00	Telephone - Cell Service	265.11	
		2025-DH-06H	INMATE HOUSING FOR JUNE 2025	001-200-689.00	Prisoner's Expense	1,400.00	
		2025-DHLE-046	INTERLOCAL AGREEMENT FOR WEEK ENDING 6.14.25	001-110-681.00	Other Services & Charges	159.28	
				001-200-690.00	Interlocal Agreement	38,332.33	
				001-200-612.00	Internet	164.00	
		2025-DHLE-047	INTERLOCAL AGREEMENT FOR WEEK ENDING 6.28.25	001-110-681.00	Other Services & Charges	79.64	
				001-200-690.00	Interlocal Agreement	36,157.86	
				001-200-612.00	Internet	164.00	
DKT232966	Hancock County Solid Waste						67,807.60
	07/15/2025	1438	JUNE RESIDENTIAL SOLID WASTE COLLECTION	401-322-680.00	Other Services & Charges	67,807.60	
DKT232967	J&M DISPLAYS, INC.						12,000.00
	07/15/2025	61671	2025 FIREWORK DISPLAY - 7/3/25	001-653-650.00	Promotions	12,000.00	

## Docket of Claims Register - Council

APPKT02413 - Item No.9. ET

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT232968	James J Chiniche PA Inc	07/15/2025	17-057-0267	MONTJOY CREEK TRAIL PROJECT	115-000-602.00	Professional Fees - Engineering Tidelands FY20	3,728.75	10,905.75
			17-057-0268	COON BRANCH DRAINAGE IMPROVEMENTS	162-000-602.00	Prof Fees Engineering- GOMESA FY22 Coon Branch	4,504.50	
			17-057-0269	TIDELANDS NATURE TRAIL	149-000-602.00	Professional Fees - Engineering Tidelands FY24	2,442.50	
			17-057-0270	NOMA DRIVE WATERFRONT IMPROVEMENTS PHASE II -	166-301-602.00	Professional Fees - Engineering	230.00	
DKT232969	JOHN PILLOT	07/15/2025	2025	EASEMENT PURCHASE	191-000-900.00	Capital Outlay - Land	2,500.00	2,500.00
DKT232970	King Waste Services LLC	07/15/2025	17446	FIREWORK SHOW PORTOLETS - 7/3/25	001-653-650.00	Promotions	290.00	1,080.00
					001-653-650.00	Promotions	190.00	
					001-653-650.00	Promotions	600.00	
DKT232971	Lowes Home Improvement	07/15/2025	993589-PDWPIIL	MISTING HOSES, 12 FT	001-653-650.00	Promotions	37.94	37.94
DKT232972	MARY HOLSTON	07/15/2025	07072025	refund pool permit 95516 Diamondhead Dr. West	001-000-222.00	Permits - Building	270.75	270.75
DKT232973	Mid South Uniform and Supply	07/15/2025	658945	SHIRT, PATCHES, AND CARRIERS - POLICE	001-200-535.00	Uniforms	438.76	4,619.60
					001-200-535.00	Uniforms	4,180.84	
DKT232974	Mow Life LLC	07/15/2025	20145	FA 798 & FA 799 WEEDEATER HEAD	001-301-571.00	Repairs & Maintenance - Equipment	37.99	75.98
					001-301-571.00	Repairs & Maintenance - Equipment	37.99	
DKT232975	MS Department of Public Safety	07/15/2025	JUNE 2025	COURT ASSESSMENTS	650-110-131.00	State Assessments Payable	154.14	154.14
DKT232976	MS Department of Revenue Gulf Coast District	07/15/2025	7/24/25	2025 CODH FIREWORK SHOW EVENT TAXES	650-000-145.00	Special Events Taxes Due	727.44	727.44
DKT232977	MS Power Company	07/15/2025	JUNE 2025	SURVEILLANCE CONTRACT FOR	001-200-681.00	Other Services & Charges	1,265.00	1,265.00

## Docket of Claims Register - Council

APPKT02413 - Item No.9. ET

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT232978	Napa of Bay St Louis	07/15/2025	415701	FA 346 POWERSPORT STARTER	001-301-571.00	Repairs & Maintenance - Equipment	227.24	869.54
			415703	REM HYD OIL 5G	001-301-571.00	Repairs & Maintenance - Equipment	87.99	
			416155	UNIT 951 UNIT 952 EXACTFIT BEAM	001-200-570.00	Repairs & Maintenance - Vehicle	33.94	
					001-200-570.00	Repairs & Maintenance - Vehicle	33.94	
			416506	FA 760 449 523 OIL AND FILTERS	001-301-571.00	Repairs & Maintenance - Equipment	27.12	
					001-301-571.00	Repairs & Maintenance - Equipment	34.58	
					001-301-571.00	Repairs & Maintenance - Equipment	27.12	
					001-301-571.00	Repairs & Maintenance - Equipment	34.58	
					001-301-571.00	Repairs & Maintenance - Equipment	27.12	
					001-301-571.00	Repairs & Maintenance - Equipment	34.58	
			416560	MOWER OIL (FA760, 449, 523)	001-301-571.00	Repairs & Maintenance - Equipment	87.99	
			416561	MECHANICS FUNNEL	001-301-501.00	Supplies	3.76	
			416891	KUBOTA TRACTOR AND UTV OIL FILTER	001-301-571.00	Repairs & Maintenance - Equipment	58.93	
			416977	BLDG 572 BATTERY	001-280-635.00	Professional Fees - R&M Outside Services	150.65	
DKT232979	PREMIER CONCRETE LEVELING LLC	07/15/2025	7925	SEAL BASIN - CONCRETE GRATE CAP	001-301-635.00	Professional Fees - R&M Outside Services	1,450.00	4,050.00
					001-301-635.00	Professional Fees - R&M Outside Services	950.00	
					001-301-635.00	Professional Fees - R&M Outside Services	1,650.00	
DKT232980	Sea Coast Echo	07/15/2025	643198	GENERATORS AND BACKHOE ADVERTISING	001-140-620.00	Advertising	74.28	147.90
			643199		001-140-620.00	Advertising	73.62	
DKT232981	State Treasurer	07/15/2025	JUNE 2025	COURT ASSESSMENT/FINE FOR JUNE	650-110-131.00	State Assessments Payable	1,948.67	1,948.67
DKT232982	STUMP N GRIND LLC	07/15/2025	1097	ARBORIST SERVICES	001-301-681.00	Other Services & Charges	150.00	150.00
DKT232983	ThyssenKrupp Elevator Corporation	07/15/2025	3008717336	MAINTENANCE CONTRACT FOR 2025 - QUARTER 3	001-140-681.00	Other Services & Charges	990.53	990.53
DKT232984	TIFFANY COWMAN	07/15/2025	JUNE 2025	TAX SALE REDEMPTIONS FOR JUNE	001-140-694.00	Collection Fees	200.00	200.00
DKT232985	TransUnion Risk and Alternative Data Solutions Inc	07/15/2025	5859551-202506-1	TLOxp FOR JUNE	001-110-681.00	Other Services & Charges	75.00	150.00
			6177932-202506-1		001-200-681.00	Other Services & Charges	75.00	



Docket of Claims Register - Council

APPKT02413 - Item No.9. ET

Docket/Claim #	Vendor Name		Payable Description	Account Number	Account Name	Payment Amount	
	Payable Date	Payable Number				Line Amount	
DKT232986	UniFirst Corporation						136.80
	07/15/2025	1530231296	UNIFORM RENTAL FOR THE WEEK ENDING 6.30.25	001-301-535.00	Uniforms	68.40	
		1530232802	UNIFORM RENTAL FOR THE WEEK ENDING 7/7/25	001-301-535.00	Uniforms	68.40	
DKT232987	US BANK NATIONAL ASSOCIATION						90.74
	07/15/2025	050134	INAUGURATION SUPPLIES	001-653-650.00	Promotions	76.97	
		134036		001-653-650.00	Promotions	13.77	
DKT232988	VULCAN MATERIALS COMPANY						3,091.20
	07/15/2025	3797286	3IN-6IN GABION ROCK	001-301-583.00	Gravel, Sand, Rip Rap	3,091.20	
						<b>Total Claims: 40</b>	<b>Total Payment Amount: 232,123.14</b>



DIAMONDHEAD MUNICIPAL COURT  
5000 Diamondhead Circle  
Diamondhead, MS 39525  
Tel.: (228) 222-4626

Fax: (228) 222-4390

Robert H. Johnson, Jr., Judge  
Derek Cusick, Prosecutor  
Lolita McSwain, Court Clerk

**To: DIAMONDHEAD CITY MANAGER**

**Stats for the MONTH of JUNE 2025**

Total number of violations written: 28 violations

Violation of City Animal Ordinance: 0 violation

Cruelty of Animals: 0

DUI Arrests: 0

Leash Law Violation: 0

Total fines and fees collected: \$4,640.36

State portion of the fees collected: \$1,948.67

Wireless Communication Fund: \$128.14

Crime Stopper Fund: \$26.00

The remaining balance the City of Diamondhead receives: \$2,537.55

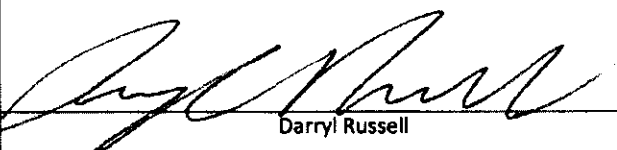
Total Inmates held and billed for jail housing: 8 inmates

(Housing cost rate of \$20 per day per inmate

8 inmates -- total of 70 days = \$1,400.00

## Diamondhead Monthly Statistics

June-25

Animal Problem / Complaints	9	Civil Disputes / Escorts / Process	14
Drug Law Violation	0	Complaint / See An Officer	20
Fire Structure / Vehicle	1	Death	1
Fireworks	0	Disturbance	13
Funeral Escort	0	False Alarms- Residential/ Business/ 911	19
Littering/Dumping/Haz-Mat Spill	5	Follow ups/ citizen call requests	593
Medical Emergency	8	Juvenile Problem	1
Missing/Runaway	1	Lost/Found Item	0
Parking Violation	13	Miscellaneous	6
Prostitution	0	<b>TOTAL MISCELLANEOUS CALLS</b>	<b>667</b>
Public Drunk	0	Accident – Private Property	3
Shots Fired	0	Accident – Public Roadway	7
Suicide	0	Accident - Hit & Run	1
Suicide / Threat / Attempt	1	Accident - Fatality	0
Suspicious / Person / Vehicle	27	<b>TOTAL ACCIDENTS/COLLISIONS</b>	<b>11</b>
Welfare Concern	19	Assist Motorist	13
<b>TOTAL PUBLIC HEALTH &amp; SAFETY</b>	<b>84</b>	Traffic Stop	118
Animal Bite	0	<b>TOTAL TRAFFIC CALLS</b>	<b>131</b>
Assault By Threat	1		
Assault	1	<b>Total Calls for Service</b>	<b>909</b>
Child Abuse / Neglect	0	<b>Traffic Citation (Adults)</b>	<b>18</b>
Domestic Violence	1	<b>Traffic Citation (Minors)</b>	<b>0</b>
Harrassment	1	Warrant Arrests	6
Harassing Phone Call	0	Drunk Driver (DUI) Arrests	0
Robbery – Armed	0	Traffic Arrests	0
Sexual Abuse / Molestation	0	Domestic Assault Arrests	0
Stalking	0	Other Arrests	0
<b>TOTAL CRIMES AGAINST PERSON</b>	<b>4</b>	<b>Total Arrests</b>	<b>6</b>
Attempted Burglary	0	<b>Significant Events</b>	
Burglary – Residence	1	 Darryl Russell Captain	
Burglary – Vehicle	0		
Counterfeit Money	0		
Damage – Property	6		
Embezzlement	0		
Forgery / Bad Check/Fraud	1		
Malicious Mischief	1		
Recovered Stolen Property	0		
Recovered Stolen Vehicle	0		
Shoplifting	0		
Stolen Vehicle	0		
Theft (Grand)	0		
Theft (Petit)	3		
Trespassing	0		
Unauthorized Use / Vehicle	0		
<b>TOTAL PROPERTY CRIME</b>	<b>12</b>		

7-02-2025 10:39 AM  
TASK CODE

T A S K   S T A T U S   R E P O R T  
T O T A L S

PAGE:

Item No.a.

INC CODE: \* - All  
TASK CODE: \* - ALL  
STATUS: \* - All

USER: \* - All  
GROUP: \* - All  
PRIORITY: \* - All  
TYPE:

ORIGINATION: 0/00/0000 T /9  
DUE: 0/00/0000 THRU 99/99/9  
RESOLUTION: 6/01/2025 THRU 6/30/2

		-----PRIORITY-----									TOTAL
		1	2	3	4	5	6	7	8	9	
STATUS	ACTIVE										
	CLOSED	171									171
	VOIDED										
	SUSPENDED										
TOTALS		171									171

-----SEQUENCES-----	
TASK CODE	COUNT
INSPECTION	137
REINSPECTION	28
REVIEW	6
TOTAL INCIDENTS	171

Inspections  
June 2025

7/02/2025 10:33 AM  
PROJECTS: THRU ZZZZZZZZZZ  
PROJECT TYPE: All  
CONTRACTORS: All  
APPLIED DATES: 0/00/0000 THRU 99/99/9999  
STATUS INCLUDED: All

PROJECT MASTER REPORT

CONTRACTOR CLASS: All

PAGE:  
REPORT SEQUENCE: Project  
- All Contractors

Item No.a.

EXPIRE DATES: 0/00/0000 THRU 99/99/9999  
ISSUED DATES: 6/01/2025 THRU 6/30/2025

\*\*\* PROJECT TYPE RECAP \*\*\*

PROJECT TYPE	# OF PROJECTS	BALANCE
B01-SFR - SINGLE FAMILY RESIDENTIAL	4	2,351.00
B04-ACC - RESIDENTIAL ACCESSORY	6	0.00
B05-REP - RESIDENTIAL REPAIR	28	319.00
COC - CHANGE OF OCCUPANCY	1	0.00
CULVERT - CULVERT	1	0.00
DEMO-RES - RESIDENTIAL DEMOLITION	1	0.00
ELEC-RES - RESIDENTIAL ELECTRICAL	4	150.00
FENCE-RES - RESIDENTIAL FENCE	8	24.00
FLAT-RES - RESIDENTIAL FLATWORK	10	0.00
GAS-RES - RESIDENTIAL GAS	1	0.00
MECH-RES - RESIDENTIAL MECHANICAL	6	0.00
POOL-RES - RESIDENTIAL POOL	2	361.00
PZ-09 - TEXT AMENDMENT	1	0.00
TELECOM - TELECOMMUNICATIONS	1	0.00
TREE - TREE REMOVAL	1	0.00
*** TOTALS ***	75	3,205.00

Building Projects  
June 2025

7/02/2025 10:29 AM

L I C E N S E   M A S T E R   R E P O R T  
SORTED BY:   LICENSE NUMBER

PAGE: 9/LE  
EFFECTIVE DATES: 6/01/2025 TO 6/30/  
EXPIRATION DATES: 0/00/0000  
COMMENT:  
PAY STATUS:

LICENSES: ALL

LICENSE CODES: Include: PRIV-MFG, PRIV-RET, PRIV-SERV

CLASSES: All

STATUS: ACTIVE

CITY LIMITS: INSIDE, OUTSIDE

Item No.a.

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
01898	PRIV-SERV	SALTWATER REALTY	ACTIVE	PRIV	6/06/2025	
6/06/25-	9/30/25	2399 COELHO WAY		REAL-BROK		6/06/2025

REPORT TOTALS:            1 LICENSES

Privilege License  
June 2025

# City of Diamondhead Code Enforcement Monthly Report

## June 2025

Code Violations	Total	Closed	Open
Abandoned Vehicles	2	1	1
Accessory Structure	1	0	1
ATV	0	0	0
Boat & Jet-Ski	9	7	2
Care of Premises	10	7	3
High Grass	5	2	3
Signs	17	17	0
RV & Campers	9	6	3
Trailers	21	15	6
Trees & Lot Clearing	1	1	0
21-19-11	2	0	2
Permits	24	24	0
Miscellaneous	3	3	0
Citations	0	0	0
Cumulative Totals	104	83	21