



Mayor Depreo
Councilmember L'Ecuyer At-Large
Councilmember Finley Ward 1
Councilmember Moran Ward 2
Councilmember Morgan Ward 3
Councilmember Clark Ward 4

AGENDA
REGULAR MEETING OF THE CITY COUNCIL
Tuesday, January 19, 2021
6:00 PM CST
Council Chambers, City Hall
and via teleconference, if necessary

Call to Order.

Invocation
Pledge of Allegiance – Councilmember Moran
Roll Call
Confirm or Adjust Agenda Order

Presentation Agenda.

Council Comments.

- a. The next City Council meeting will be held February 2, 2021 at 6:00 p.m. in Council Chambers.
City Hall will be closed Monday, February 15, 2021 for President's Day and February 16, 2021 for Mardi Gras.

City Manager's Report.

Public Comments on Agenda Items.

Policy Agenda.

Minutes:

1. Motion to approve the January 5, 2021 Regular Meeting Minutes.

Ordinances:

Resolutions:

Consent Agenda:

2. **2021-013:** Motion to approve payments to James J. Chiniche in the amount of \$468.75 for Noma Drive conceptual (tidelands), \$1,000 for Shephards Square Design, \$2,837.50 Montjoy Creek Improvements (Tidelands).
3. **2021-014:** Motion to approve payments to Digital Engineering in the amount of \$1,455 for GIS Maintenance, \$3,231.50 for Plan/Spec Review, \$1,000 for Roadway Improvements Phase 3, and \$1,092 for Roadway Improvements Project Phase 1.
4. **2021-015:** Motion to authorize advertisement for depository services for a two (2) year period commencing March 2021.
5. **2021-017:** Motion to approve the agreement with Election Systems & Software in the total amount of \$18,891.00 for Municipal Election Support for the 2021 Primary and General Elections.

- [6.](#) **2021-022:** Motion to approve Budget Amendment 2021-022.
- [7.](#) **2021-023:** Motion to approve interfund transfers for FY20 project and year-end closeout.

Action Agenda.

- [8.](#) **2021-020:** Motion for possible action regarding correspondence from Diamondhead Water & Sewer District requesting payment in the amount of \$32,670 for sewer main repairs.
- [9.](#) **2021-021:** Motion to authorize the Planning and Zoning Commission to advertise and hold a public hearing on the proposed text amendment for Article 14: Land Alterations and Disturbances to include "no net fill" regulations.

Routine Agenda.

Claims Payable

- [10.](#) Motion to approve the Docket of Claims (Claims DKT158039 - DKT158073) in the amount \$167,424.31.

Department Reports

- [a.](#) Privilege License
Building Department
Police Department
Code Enforcement
Solid Waste
- [b.](#) December 2020 Financials

Public Comments on Non-Agenda Items.

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.



Mayor Depreo	Item No. 1.
Councilmember L'Ecuyer	Ward 1
Councilmember Finley	Ward 2
Councilmember Moran	Ward 3
Councilmember Morgan	Ward 4
Councilmember Clark	

MINUTES
REGULAR MEETING OF THE CITY COUNCIL
Tuesday, January 05, 2021
6:00 PM CST
Council Chambers, City Hall

Call to Order.

At 6:00 p.m., Mayor Depreo called the meeting to order and welcomed newly seated Ward 1 Councilmember Shane Finley.

Invocation- Councilmember Finley

Pledge of Allegiance

Roll Call

PRESENT

Ward 1 Shane Finley

Ward 2 Alan Moran

Ward 3 Jamie Morgan

Ward 4 Charles Clark

Councilmember-At-Large Lindsay L'Ecuyer - present via teleconference

Mayor Nancy Depreo

Confirm or Adjust Agenda Order

Motion made by Ward 3 Morgan, Seconded by Ward 2 Moran to approve the agenda with the following amendments and additions:

2021-009 amend motion to include language regarding the payment to Holliday Construction that the payment presented is subject to approval by Tetra-Tech and further to approve the agenda with said amendment.

Add: 12. a. **2021-012**: Motion to adopt Order 2021-001 canceling the Mardi Gras Parade in the City of Diamondhead scheduled for February 13, 2021 due to COVID-19.

Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

Presentation Agenda.

Council Comments.

The next regularly scheduled City Council meeting will be at 6:00 p.m. on January 19, 2021.

City Manager's Report.

1. COVID – As everyone knows, the number of new cases of COVID continue to increase in Hancock County, and this includes Diamondhead. We have had many city employees test positive in the last two months, and now have more testing positive this week. I have implemented additional precautionary

measures at city hall to try to keep our staff and residents safe. This includes the requirement to wear masks in the building and temperature checks upon entering the building for any reason. We will continue with restricted access to the building, and everyone is asked to try to use email and phone to conduct business as much as possible. The goal is to keep everyone safe. Hancock County is currently under a mask mandate from the Governor's Executive Order. This requires everyone to wear mask in buildings.

2. Electronic Signatures – The city clerk and I are asking for authorization to use electronic signatures for city business. This will make it more efficient for council to sign certain forms when needed, such as emergency proclamations for hurricanes.
3. Veterans Local Government Management Fellow – I am requesting authorization to participate in the Veterans Local Government Management Fellow program. This does not obligate the city to anything, but simply allows us to try to match with a potential veteran who is wanting to work on the coast. The goal of this program is to help train a veteran who is about to leave military for a career after his service. It is free for the city and paid by the military. It is also a great way for our community to help a veteran in this small way.
4. Pre-Arranged Contracts for Disaster Recovery Services – I am asking for authorization to advertise for proposals for Disaster Recovery Services. This is a pre-arranged contract for things like hurricanes. The vendor will assist the city with administration of FEMA forms, other requirements and administrative work. They will also help advise the city in disaster recovery services, so city employees can continue to do their daily work in a time of crisis. This is the first pre-arranged contract to secure. Next, we will work to get the debris monitor and debris removal contractor pre-arranged as well. For our residents, this means we can begin moving debris off the streets faster.
5. Holiday Construction Change Order – I am requesting a change order to the contract with Holliday Construction to allow for additional days to remove the debris. This is a result of several things including Christmas holidays; bad weather days; and the increased quantity of debris on our streets. We have much more debris than originally expected and it is taking longer to remove.
6. City Hall Parking Lot for ADA Compliance – I am asking for council authorization to instruct Machado Patano to move forward with the design and specs for bidding the parking lot improvements at city hall to be ADA compliant. We have the funds available for this project if the council wants to proceed. I am exploring options for grants to assist with this project.
7. Short-Term and Long-Term Rental Property Ordinance – I am asking authorization to hire Orion Planning and Design to develop amendments to or ordinances related to short-term and long-term rental properties in the City of Diamondhead and to further implement a moratorium on any new applications for short-term rentals. It will take 60-90 days for Orion to complete their work.
8. No Net Fill Policy – In the past, no net fill regulations have been discussed regarding land development to minimize drainage issues. You may remember that Mayor Schafer was one that pushed us to get this done. The Council authorized Orion Planning to develop no net fill regulations, and the initial draft has been distributed for your review. Since the proposed regulations are a text amendment to Article 14 the Zoning Ordinance, it will require the initiation by the City Council or the Planning Commission to authorize a public hearing to consider the proposed amendment. After input has been received from the Council, developers and builders, the Council could authorize a public hearing for consideration of the proposed text amendment, if the Council thought it would be appropriate to have such regulations for the benefit of Diamondhead.

- 9. Employee Manual Update – I have started working with our city attorney to make some recommended changes to our employee manual. This has not been revised since 2015, and there are some items that could be improved. I hope to have something to the council to consider in the next 2 months.
- 10. Debris Monitor Update: President Trump has signed the disaster declaration for Hurricane Zeta which includes the City of Diamondhead. This means the city is eligible for FEMA reimbursement for debris removal. We will be working with our debris monitoring company and FEMA & MEMA representatives to file the necessary paperwork to request reimbursement. As of yesterday, our contractor has removed over 131,000 cubic yards of debris from Diamondhead. Comments from Tetra Tech. Matt Mooneyham with Tetra Tech provided an update on the debris removal in the city.

Public Comments on Agenda Items.

Frank Pittman - opposed to the VRBO property on Fairway Drive.

Policy Agenda.

Minutes:

- 1. Motion to approve the December 15, 2020 Regular Meeting Minutes
 Motion made by Ward 3 Morgan, Seconded by Ward 4 Clark to approve the December 15, 2020 Minutes.
 Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

Resolutions:

- 2. **2020-007:** Motion to adopt Resolution 2021-001 thereby abandoning a 5' drainage/utility easement on each side of the common property line between lots 33 and 34 Phase 2, Unit 10, Block 1. The physical address is 736 Kalipekona Court ;parcel number is 068R-2-41-179.000. (Lemmler)
 Motion made by Ward 3 Morgan, Seconded by Ward 4 Clark to adopt Resolution 2021-001 thereby abandoning a 5' drainage/utility easement on each side of the common property line between lots 33 and 34 Phase 2, Unit 10, Block 1. The physical address is 736 Kalipekona Court ;parcel number is 068R-2-41-179.000. (Lemmler).
 Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

- 3. **2021-008:** Motion to adopt Resolution 2021-002 thereby abandoning a 5' drainage/utility easement on each side of the common property line between Lots 13 and 14, Phase 2, Unit 5, Block 4. The physical address is 578 Alkii Way; Parcel Number 131B-0-01-120.000. (Elliott Homes)
 Motion made by Ward 4 Clark, Seconded by Ward 1 Finley to adopt Resolution 2021-002 thereby abandoning a 5' drainage/utility easement on each side of the common property line between Lots 13 and 14, Phase 2, Unit 5, Block 4. The physical address is 578 Alkii Way; Parcel Number 131B-0-01-120.000. (Elliott Homes)
 Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

Consent Agenda:

Motion made by Ward 3 Morgan, Seconded by Ward 2 Moran to approve the following agenda items by consent:

- 4. **2021-001:** Motion to authorize the use of electronic signatures as necessary for city business with the City Clerk being the authorized user.
- 5. **2021-002:** Motion to authorize participate in the Host a Veterans Local Government Management Fellow and further to authorize the City Manager to execute the intent for same.
- 6. **2021-003:** Motion to approve to advertise for proposals for 2021-RFP001 Disaster Recovery Consulting Services.
- 7. **2021-004:** Motion to approve Budget Amendment 2021-10.
- 8. **2021-005:** Motion to declare surplus property and proceed with proper disposal.
- 9. **2020-009:** Motion to approve payment in the amount of \$1,261,097.25 to Holliday Construction for Hurricane Zeta debris removal subject to approval by TetraTech.
- 10. **2021-010** Motion to approve Change Order No. 1 to the contract with Holliday Construction to allow additional days.
- 11. **2021-011:** Motion to authorize the issuance of the Notice To Proceed with Machado-Patano for the design and specification development for the proposed City Hall Parking Lot.

Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

Action Agenda.

- 12. **2021-006:** Motion to authorize the City Manager to engage and enter into an agreement with Orion Planning & Design to develop amendments to or ordinances related to short-term and long-term rental properties in the City of Diamondhead and further to implement a moratorium on any new applications for short-term rentals.

Motion made by Ward 2 Moran, Seconded by Ward 1 Finley to authorize the City Manager to engage and enter into an agreement with Orion Planning & Design to develop amendments to or ordinances related to short-term and long-term rental properties in the City of Diamondhead and further to implement a moratorium on any new applications for short-term rentals.

Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

At this time, Councilmember Morgan recused and exited Council Chambers.

- 12. a. **2021-012:** Motion to adopt Order 2021-001 canceling the Mardi Gras Parade in the City of Diamondhead scheduled for February 13, 2021 due to COVID-19.

Motion made by Ward 2 Moran, Seconded by Ward 1 Finley, to adopt Order 2021-001 canceling the Mardi Gras Parade in the City of Diamondhead scheduled for February 13, 2021 due to COVID-1

Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo.
Recusals: Ward 3 Morgan.

MOTION CARRIED UNANIMOUSLY

Councilmember Morgan returned to council chambers and rejoined the council meeting proceedings.

Routine Agenda.

Claims Payable

13. Motion to approve the Docket of Claims (DKT157986 - DKT158020) in the amount of \$1,419,359.30.

Motion made by Ward 4 Clark, Seconded by Ward 3 Morgan to approve the Docket of Claims (DKT157986 - DKT158020) in the amount of \$1,419,359.30.

Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

14. Motion to approve Payroll Payables PRCLAIM069 in the amount of \$31,272.76, PRCLAIM071 in the amount of \$1,914.00 and PRCLAIM072 in the amount of \$31,747.31.

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to approve Payroll Payables PRCLAIM069 in the amount of \$31,272.76, PRCLAIM071 in the amount of \$1,914.00 and PRCLAIM072 in the amount of \$31,747.31.

Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

Department Reports

Motion made by Ward 3 Morgan, Seconded by Ward 4 Clark to accept the November 2020 Financial Report.

Voting Yea: Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

Public Comments on Non-Agenda Items. – None.

Adjourn/Recess.

Motion made by Ward 3 Morgan, Seconded by Ward 1 Finley to adjourn at 6:33 p.m.

Voting Yea: Ward 1, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark, Councilmember-At-Large L'Ecuyer, Mayor Depreo

MOTION CARRIED UNANIMOUSLY

Nancy Depreo
Mayor Pro Tem

Jeannie Klein
City Clerk



2021-01 Item No.2.

Phone: 228.222.4626 Fax: 228.222.4390
www.diamondhead.ms.gov

January 12, 2020

Mayor and Council
City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear Councilmembers:

Re: Payments to James J. Chiniche for professional services

Attached for your review and consideration are invoices for payment from James J. Chiniche for projects as listed:

\$468.75	Noma Drive Conceptual (Tidelands)
\$ 1,000	Shephards Square Design (General)
\$2,837.50	Montjoy Creek Improvements (Tidelands)

If you find these documents to be in order, please proceed with payment.

Sincerely,

Michael Reso
City Manager

MR:jk

2020-013

Item No.2.

Invoice

James J. Chiniche, P.A. Inc
 412 HWY 90 Suite 4
 Bay St. Louis, MS 39520

228-467-6755
 jason@jjc-eng.com



Date	Invoice #
12/30/2020	17-057-117

Bill To

City of Diamondhead
 5000 Diamondhead Circle
 Diamondhead, MS 39525
 Atten: Jeannie Klein, City Clerk

Work Assignment No. 00-04-2020 Noma Drive Conceptual
 Total Amount of Work Assignment \$7,500.00
 Previously Paid \$7,026.92
 Amount of Current Invoice \$468.75
 Balance to be Paid \$4.33

Project

Noma Drive Conceptual

Item	Description	Serviced	Qty	Rate	Amount
17-057 Dhead MS Proj. Eng.	tidelands application	6/30/2020	1	75.00	75.00
17-057 Dhead MS CAD Tech	wetland map updates	9/21/2020	2	50.00	100.00
17-057 Dhead MS CAD Tech	wetland map updates	9/23/2020	2	50.00	100.00
17-057 Dhead MS Proj. Eng.	project coordination	11/30/2020	0.5	75.00	37.50
17-057 Dhead MS CAD Tech	wetlands map	11/30/2020	1	50.00	50.00
17-057 Dhead MS Proj. Eng.	project coordination	12/1/2020	0.25	75.00	18.75
17-057 Dhead MS CAD Tech	wetlands map	12/1/2020	1	50.00	50.00
17-057 Dhead MS Proj. Eng.	project coordination	12/2/2020	0.5	75.00	37.50

3% Transaction fee for all credit/debit payments.
 1% Service Charge on all accounts over 30 days

Balance Due	\$468.75
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Item No.2.

Invoice

James J. Chiniche, P.A. Inc
412 HWY 90 Suite 4
Bay St. Louis, MS 39520

228-467-6755
jason@jjc-eng.com



Date	Invoice #
12/30/2020	17-057-118

Bill To
City of Diamondhead 5000 Diamondhead Circle Diamondhead, MS Atten: Jeannie Klein
Project
Shepherds Square

Work Assignment No. 00-05-2020 Shepherds Square Design
 Total Amount of Work Assignment \$12,000
 Previously Paid \$9,893.55
 Amount of Current Invoice \$1,000.00
 Balance to be Paid \$1,106.45

Item	Description	Serviced	Qty	Rate	Amount
17-057 Dhead MS CAD Tech	CAD	8/3/2020	1	50.00	50.00
17-057 Dhead MS CAD Tech	plan updates	8/10/2020	4	50.00	200.00
17-057 Dhead MS CAD Tech	plan updates	8/11/2020	2	50.00	100.00
17-057 Dhead MS CAD Tech	plan updates	8/12/2020	1	50.00	50.00
17-057 Dhead MS CAD Tech	plan updates	8/13/2020	1.5	50.00	75.00
17-057 Dhead MS CAD Tech	plan updates	8/14/2020	1	50.00	50.00
17-057 Dhead MS CAD Tech	plan updates	8/17/2020	2.5	50.00	125.00
17-057 Dhead MS CAD Tech	plan updates	8/18/2020	1.5	50.00	75.00
17-057 Dhead MS CAD Tech	plan updates	8/19/2020	2	50.00	100.00
17-057 Dhead MS CAD Tech	plan updates	8/20/2020	1	50.00	50.00
17-057 Dhead MS CAD Tech	plan updates	8/21/2020	2.5	50.00	125.00

3% Transaction fee for all credit/debit payments.
 1% Service Charge on all accounts over 30 days

Balance Due	\$1,000.00
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Invoice

James J. Chiniche, P.A. Inc
 412 HWY 90 Suite 4
 Bay St. Louis, MS 39520
 228-467-6755
 jason@jjc-eng.com



Date	Invoice #
12/30/2020	17-057-119

Bill To
City of Diamondhead 5000 Diamondhead Circle Diamondhead, MS 39525 Atten: Jeannie Klein
Project
Montjoy Creek Improvements

Work Assignment Description - Montjoy Creek Improvements
 Total Amount of Work Assignment - \$50,000
 Total Previously Paid on Work Assignment - \$7,083.75
 Amount of Current Invoice - \$2,837.50
 Remaining Balance to be paid on Work Assignment - \$40,078.75

Item	Description	Serviced	Qty	Rate	Amount
17-057 Dhead MS Proj. Eng.	project coordination	10/22/2020	0.5	75.00	37.50
17-057 Dhead MS CAD Tech	plan updates	10/22/2020	1	50.00	50.00
17-057 Dhead MS Proj. Eng.	project coordination	10/23/2020	0.5	75.00	37.50
17-057 Dhead MS CAD Tech	plan updates	10/23/2020	3	50.00	150.00
17-057 Dhead MS CAD Tech	plan updates	10/26/2020	0	50.00	0.00
17-057 Dhead MS CAD Tech	plan updates	10/27/2020	1	50.00	50.00
17-057 Dhead MS CAD Tech	plan updates	12/8/2020	2	50.00	100.00
17-057 Dhead MS Proj. Eng.	site plan updates	12/14/2020	2	75.00	150.00
17-057 Dhead MS CAD Tech	plan updates	12/14/2020	8	50.00	400.00
17-057 Dhead MS CAD Tech	plan updates	12/15/2020	6	50.00	300.00
17-057 Dhead MS Proj. Eng.	site plan updates	12/16/2020	0.25	75.00	18.75
17-057 Dhead MS CAD Tech	plan updates	12/16/2020	8	50.00	400.00
17-057 Dhead MS Proj. Eng.	site plan updates	12/17/2020	0.5	75.00	37.50
17-057 Dhead MS CAD Tech	plan updates	12/17/2020	3.5	50.00	175.00
17-057 Dhead MS CAD Tech	plan updates	12/18/2020	8	50.00	400.00
17-057 Dhead MS CAD Tech	plan updates	12/21/2020	5	50.00	250.00
17-057 Dhead MS Proj. Eng.	wetlands coordination	12/22/2020	0.75	75.00	56.25
17-057 Dhead MS CAD Tech	plan updates	12/22/2020	3	50.00	150.00
17-057 Dhead MS Proj. Eng.	wetlands coordination	12/23/2020	1	75.00	75.00

3% Transaction fee for all credit/debit payments.	
1% Service Charge on all accounts over 30 days	
Balance Due	\$2,837.50

2021-014

Item No.3.



Phone: 228.222.4626 Fax: 228.222.4390
www.diamondhead.ms.gov

January 12, 2020

Mayor and Council
City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear Councilmembers:

Re: Payments to Digital Engineering

Attached for your review and consideration for payment are invoices from Digital Engineering for payment as follows:

\$1,455.00 GIS Maintenance
\$3,231.50 Developer Plan and Spec Review
\$1,000 Roadway Improvements Phase 3
\$1,092.00 for Roadway Improvements Project 2

If you find these invoices to be in order, please proceed with payment approval.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Michael Reso', is written over the printed name.

Michael Reso
City Manager

MR:jk

2021-014

Item No.3.



DIGITAL ENGINEERING & IMAGING, INC.

January 4, 2021

Mr. Michael Reso
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2018)
Work Order No. 15 GIS Maintenance FY21
DE Invoice No.: 730-1000-83

Dear Mr. Reso:

Attached please find Invoice No. 83 for professional services on the above referenced project in the amount of **\$1,455.00** in accordance with our agreement.

Should you have questions or need additional information, please contact our office.

Sincerely,

DIGITAL ENGINEERING

A handwritten signature in black ink that reads 'L. Bruce Newton'.

L. Bruce Newton, P.E.
Executive Vice-President

LBN/chc

cc: Mr. Thomas P. Hickey

Enclosures



January 4, 2021
Project No: B7301000.00
Invoice No: 83

Michael Reso
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Project B7301000.00 Master Services Agreement

Professional Services from November 29, 2020 to January 2, 2021

Phase 015 GIS System Maintenance FY21

Professional Personnel

	Hours	Rate	Amount
Shurley, Christina	15.00	97.00	1,455.00
Totals	15.00		1,455.00
Total Labor			1,455.00
		Total this Phase	\$1,455.00
		Total this Invoice	\$1,455.00

BILLING LIMITS

Total Amount of Work Order	Previous Fee Billed	Total this Invoice	Remaining Balance
\$12,000.00	\$4,153.00	\$1,455.00	\$6,392.00

Project B7301000.00 Master Services Agreement Invoice 83

Billing Backup

Tuesday, January 5, 2021

Digital Engineering & Imaging, Inc.

Invoice 83 Dated 1/4/2021

10:43:12 AM

Project B7301000.00 Master Services Agreement

Phase 015 GIS System Maintenance FY21

Professional Personnel

			Hours	Rate	Amount	
0121	35 - Shurley, Christina	11/30/2020	2.50	97.00	242.50	
0121	35 - Shurley, Christina	12/2/2020	1.00	97.00	97.00	
0121	35 - Shurley, Christina	12/5/2020	1.50	97.00	145.50	
0121	35 - Shurley, Christina	12/7/2020	1.00	97.00	97.00	
0121	35 - Shurley, Christina	12/8/2020	.50	97.00	48.50	
0121	35 - Shurley, Christina	12/10/2020	2.00	97.00	194.00	
0121	35 - Shurley, Christina	12/11/2020	2.00	97.00	194.00	
0121	35 - Shurley, Christina	12/12/2020	1.50	97.00	145.50	
0121	35 - Shurley, Christina	12/14/2020	3.00	97.00	291.00	
	Totals		15.00		1,455.00	
	Total Labor					1,455.00
				Total this Phase		\$1,455.00
				Total this Project		\$1,455.00
				Total this Report		\$1,455.00



DIGITAL ENGINEERING & IMAGING, INC.

January 4, 2020

Mr. Michael Reso
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2018)
Work Order No. 11 Developer Plan and Spec Review (FY20)
DE Invoice No.: 730-1000-82

Dear Mr. Reso:

Attached please find Invoice No. 82 for professional services on the above referenced project in the amount of **\$3,231.50** in accordance with our agreement.

Should you have questions or need additional information, please contact our office.

Sincerely,

DIGITAL ENGINEERING

A handwritten signature in black ink that reads 'L. Bruce Newton'.

L. Bruce Newton, P.E.
Executive Vice-President

LBN/chc

cc: Mr. Thomas P. Hickey

Enclosures



January 4, 2021
Project No: B7301000.00
Invoice No: 82

Michael Reso
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Project B7301000.00 Master Services Agreement

Professional Services from November 29, 2020 to January 2, 2021

Phase	011	Review Developer Plans and Spec FY20
Task	02	The Preserve Phase 1 by Structures of Diamondhead

Professional Personnel

	Hours	Rate	Amount	
Shurley, Christina	9.50	97.00	921.50	
Stein, John	22.00	105.00	2,310.00	
Totals	31.50		3,231.50	
Total Labor				3,231.50
		Total this Task		\$3,231.50
		Total this Phase		\$3,231.50
		Total this Invoice		\$3,231.50

BILLING LIMITS

Total Amount of Work Order	Previous Fee Billed	Total this Invoice	Remaining Balance
\$20,000.00	\$15,212.50	\$3,231.50	\$1,556.00

Project B7301000.00 Master Services Agreement Invoice 82

Billing Backup

Tuesday, January 5, 2021

Digital Engineering & Imaging, Inc.

Invoice 82 Dated 1/4/2021

10:37:46 AM

Project B7301000.00 Master Services Agreement

Phase 011 Review Developer Plans and Spec FY20

Task 02 The Preserve Phase 1 by Structures of Diamondhead

Professional Personnel

			Hours	Rate	Amount
0121	35 - Shurley, Christina	12/22/2020	.50	97.00	48.50
0121	35 - Shurley, Christina	12/28/2020	8.00	97.00	776.00
0121	35 - Shurley, Christina	12/30/2020	1.00	97.00	97.00
0111	35 - Stein, John	12/16/2020	.50	105.00	52.50
0111	35 - Stein, John	12/28/2020	1.00	105.00	105.00
0111	35 - Stein, John	12/29/2020	7.50	105.00	787.50
0111	35 - Stein, John	12/30/2020	8.00	105.00	840.00
0111	35 - Stein, John	12/31/2020	5.00	105.00	525.00
	Totals		31.50		3,231.50
	Total Labor				3,231.50

Total this Task \$3,231.50

Total this Phase \$3,231.50

Total this Project \$3,231.50

Total this Report \$3,231.50



DIGITAL ENGINEERING & IMAGING, INC.

January 4, 2021

Mr. Michael Reso
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2018)
Work Order No. 16 Roadway Improvements Project Ph. 3
DE Invoice No.: 730-1000-84

Dear Mr. Reso:

Attached please find Invoice No. 84 for professional services on the above referenced project in the amount of **\$1,000.00** in accordance with our agreement.

Should you have questions or need additional information, please contact our office.

Sincerely,

DIGITAL ENGINEERING

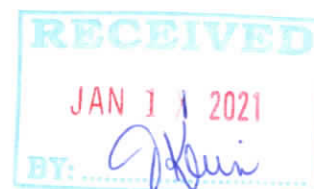
A handwritten signature in black ink that reads 'L. Bruce Newton'.

L. Bruce Newton, P.E.
Executive Vice-President

LBN/chc

cc: Mr. Thomas P. Hickey

Enclosures



Michael Reso
 City of Diamondhead
 5300 Diamondhead Circle
 Diamondhead, MS 39525

January 4, 2021
 Project No: B7301000.00
 Invoice No: 84

Project B7301000.00 Master Services Agreement
Professional Services from November 29, 2020 to January 2, 2021

Phase 016 Roadway Improvements Ph. 3

Task 20 Design

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Design	19,440.00	100.00	19,440.00	18,440.00	1,000.00
Bidding	3,000.00	0.00	0.00	0.00	0.00
Construction Administration	7,800.00	0.00	0.00	0.00	0.00
Record Drawings	2,000.00	0.00	0.00	0.00	0.00
Total Fee	32,240.00		19,440.00	18,440.00	1,000.00
Total Fee					1,000.00
Total this Task					\$1,000.00
Total this Phase					\$1,000.00
Total this Invoice					\$1,000.00



DIGITAL ENGINEERING & IMAGING, INC.

January 5, 2021

Mr. Michael Reso
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2018)
Work Order No. 12 & 12A Roadway Improvements Project Ph. 1
DE Invoice No.: 730-1000-85

Dear Mr. Reso:

Attached please find Invoice No. 85 for professional services on the above referenced project in the amount of **\$1,092.00** in accordance with our agreement.

Should you have questions or need additional information, please contact our office.

Sincerely,

DIGITAL ENGINEERING

A handwritten signature in black ink that reads 'L. Bruce Newton'.

L. Bruce Newton, P.E.
Executive Vice-President

LBN/chc

cc: Mr. Thomas P. Hickey

Enclosures



Michael Reso
 City of Diamondhead
 5300 Diamondhead Circle
 Diamondhead, MS 39525

January 5, 2021
 Project No: B7301000.00
 Invoice No: 85

Project B7301000.00 Master Services Agreement

Professional Services from November 29, 2020 to January 2, 2021

Phase 012 Roadway Improvements Project

Task 20 Design

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Design	32,190.00	100.00	32,190.00	32,190.00	0.00
Bidding	7,260.00	100.00	7,260.00	7,260.00	0.00
Construction Admin	14,520.00	100.00	14,520.00	14,520.00	0.00
Record Drawings	3,630.00	100.00	3,630.00	3,630.00	0.00
Materials Testing (Task Order 12A)	4,097.34	26.6514	1,092.00	0.00	1,092.00
Total Fee	61,697.34		58,692.00	57,600.00	1,092.00
Total Fee					1,092.00
Total this Task					\$1,092.00
Total this Phase					\$1,092.00
Total this Invoice					\$1,092.00

2021-015

Item No.4.



Phone: 228.222.4626 Fax: 228.222.4390
www.diamondhead.ms.gov

January 13, 2020

Mayor and Council
City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear Councilmembers:

Re: Depository Services

Approval is hereby requested to advertise for Request for Proposals for bank depository services for a period of two (2) years per statute. The services secured under this RFP will commence April 2021 and expire in March 2023.

Thank you for your consideration and approval in this matter.

Sincerely,

A handwritten signature in black ink that reads 'Jeannie Klein'.

Jeannie Klein
City Clerk

Attachment: proposed advertisement

**CITY OF DIAMONDHEAD
REQUEST FOR PROPOSALS RFQ2021-004
CITY DEPOSITORY BANKING SERVICES**

The City of Diamondhead is requesting sealed proposals for City Depository Banking Services. The proposal should comply with the minimum specifications as outlined in the proposal package that may be obtained from the City Clerk, City of Diamondhead 5000 Diamondhead Circle, Diamondhead MS 39525, by email request to jklein@diamondhead.ms.gov or by calling 228-222-4626, Ext. 1800. Sealed proposals must be sealed and marked "2021-004 Depository Services" and may be hand delivered or mailed to the City Clerk at the above address and **MUST BE RECEIVED NO LATER THAN 10:00 a.m.** on Thursday, February 11, 2021 at which time submitting financial institutions will be named and proposals will be taken under advisement for review. Faxed or emailed proposals will not be accepted.

Publish Dates:

Wednesday, January 20, 2021

Wednesday, January 27, 2021

2021-017

Item No.5.



Phone: 228.222.4626 Fax: 228.222.4390
www.diamondhead.ms.gov

January 13, 2020

Mayor and Council
City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear Councilmembers:

RE: 2021 Primary and General Municipal Election Support Agreement

Attached for your review and consideration is a proposed agreement in the amount of \$18,891.00 from Election Systems and Software for the 2021 Primary and General Municipal Election. Under this agreement, ES&S will provide to the City 4 days technical support, ballot coding and support as well electronic pollbook coding and support for each primary and general election.

The City has in the past engaged the services of ES&S for election support and equipment using the TSX voting machine from Hancock County as the method for ballot casting. The County has since upgraded its election hardware and software, replaced it with an optical scan ballot system and has agreed to allow the City to utilize the equipment necessary to conduct the upcoming primary and general elections. We are working with ES&S to obtain Ballot On Demand printing and necessary software needs as well as other one-time purchases for use with the optical scan voting method. The cost of the one-time expenses is expected to be approximately \$5,500 and will be utilized for this and future municipal elections.

Approval is requested to accept the agreement in the amount of \$18,891.00 from Election Systems and Software for the 2021 Primary and General Municipal Elections and to authorize the City Clerk to execute the agreement for same.

Thank you in advance for your approval and consideration in this matter.

Sincerely,

A handwritten signature in blue ink that reads 'Jeannie Klein'.

Jeannie Klein
City Clerk

Handwritten initials 'mjk' in blue ink.

Attachment – ES&S Agreement



January 13th, 2021
Re: Municipal Election Support
Quote # - ESS-1190
Jeannie Klein
Diamondhead City Hall
5300 Diamondhead Circle
Diamondhead, MS 39525
Office- 228-222-4626 Fax: 228-222-4390
Email: jklein@diamondhead.ms.gov

Dear Ms. Klein,

ES&S is pleased to offer to you the following pricing for your 2021 Municipal Election Support.

April 6th, 2021 Municipal Election Support

4 Days of Election Technician Support
ElectionWare Ballot Coding & Support
Pollbook Coding & Support
Total - \$6,297.00

April 27th, 2021 Municipal Election Runoff Support

4 Days of Election Technician Support
ElectionWare Ballot Coding & Support
Pollbook Coding & Support
Total - \$6,297.00

June 8th, 2021 Municipal Election Support

4 Days of Election Technician Support
ElectionWare Ballot Coding & Support
Pollbook Coding & Support
Total - \$6,297.00

Considerations that impact pricing:

1. Pricing is valid for 60 days.
2. Price includes all travel and expenses.
3. All Sales, Services and Licenses are subject and bound to the terms and conditions of ES&S.

Thank you again for the opportunity to quote your Municipal Election support. We would ask that you please approve this proposal by signing and returning so that we can secure the necessary resources needed to support this service. Please feel free to call with any questions you might have.

Sincerely,

Bill Lowe
Election Systems & Software
Account Manager - State of Mississippi
5738 Hwy 80 West Suite C
Jackson, MS 39209
Phone - 601-922-2476
Cell - 601-497-4769
Fax - 601-922-8475

Election Official Approval

"Maintaining Voter Confidence. Enhancing the Voting Experience."

11208 John Galt Boulevard • Omaha, NE 68137 USA • Phone: 402.593.0101 • Toll-Free: 1.800.247.8683 • Fax: 402.593.8107 • www.essvote.com

**City of Diamondhead
Budget Adjustments
For the Fiscal Year Ending September 30, 2020**

<u>Budget Entry No. (InCode)</u>	<u>Account</u>	<u>ACCT DESCRIPTION</u>	<u>Adjustment Amount</u>	<u>Effect on Budget</u>	<u>Description</u>	<u>Form to Council</u>
<u>Reclass Funds for April - May 2020 City Elections</u>						
2021-11	001-140-693.00	Other - Elections	33,925.00		Increase funds for Added Polling Expenses and Special Election Exp	1/19/2021
2021-11	001-140-505.00	FF&E Non-Capitalized	5,075.00		Increase funds for New Polling Printer/Ballot Boxes	1/19/2021
2021-11	001-140-650.00	Promotions		(11,200.00)	Reclass unused December/Trunk R Treat/Veterans/3rd Saturday	1/19/2021
2021-11	001-653-650.00	Promotions		(9,300.00)	Reclass unused CTC/Mardi Gras Event Expenses	1/19/2021
2021-11	001-140-900.00	Capital Outlay - Land		20,500.00	Reclass funds for City Elections	1/19/2021
				39,000.00	<u>Reclass Funds for April - May 2020 City Elections</u>	

Fund	Fiscal Year End	Current Interfund Loan	Actual Grant Revenue	Actual Matching Revenue	Total Actual Revenue	Actual Expenses	(Over)/ Under	
106	1-10 Lighting	80/20	74% 538,087.54	26% 188,868.97	726,956.51	722,697.34	(4,259.17)	Grant Closed Rev Portion of Matching
108	East Aloha Widening	80/20	73% 140,366.32	27% 51,050.00	191,416.32	221,584.02	30,167.70	Finalizing Grant Reimbursement FY21 Increase City Matching Funds
							<u>(16,889.64)</u>	Awaiting Deferred Grant Revenue
110	Tidelands FY2018 Montjoy Creek Improvements	100	100% 307,815.88		307,815.88	307,815.88	-	Grant Closed
111	MDOT East Aloha Comm District Study	80/20	80% 15,927.00	20% 4,000.00	19,927.00	19,606.66	(320.34)	Grant Closed Rev Portion of Matching Funds
112	Tidelands FY2019	100	100% 4,841.25	0%	4,841.25	5,958.75	1,117.50	
1	PC Multi Modal Path	80/20	0%	100% 20,000.00	20,000.00		(20,000.00)	
1	PC Commercial Connectivity Study	80/20	64% 27,128.94	36% 15,000.00	42,128.94	74,747.20	32,618.26	
115	Tidelands FY20 Public Access	100	#####	#####	-	-	-	No activity at end of FY
116	NRCS Emergency Water Shed Protection	50,000.00	75/25 0%	100% 61,250.00	61,250.00	-	(61,250.00)	
117	MDA-SMLP East Aloha Improvements	100,000.00	80/20 0%	100% 30,000.00	30,000.00		(30,000.00)	
155	Coast Electric I-10 Frontage Road Access Study	52/48	52% 25,000.00	48% 23,450.00	48,450.00	48,350.00	(100.00)	

Diamondhead Water & Sewer District
4425 Park Ten Dr.
Diamondhead, MS 39525

Item No.8.

1/12/2021

CITY OF DIAMONDHEAD
5000 DIAMONDHEAD CIR

DIAMONDHEAD, MS 39525

Re Acct#: 11-100020-01 5000 DIAMONDHEAD CIRCLE BLDG

Account Balance: \$32,670.00 IF NOT PAID, CUTOFF DATE WILL BE ON: 1/20/2021

DEAR CITY OF DIAMONDHEAD:

This letter is to inform you that as of the date of this letter we have not received your payment and a late fee has been applied to your account.

If you find this to be incorrect or you are unable to make payment at this time, please contact our office at (228)255-5813. MONDAY-FRIDAY 8:00am-4:00pm.

Should the balance not be paid, resulting in a disconnection of service, additional fees will be applied to your account. An arrangement for payment must be made before service can be restored.

****PAY ONLINE WITH YOUR CREDIT CARD AT WWW.DWSD.US****

Sincerely,

Diamondhead Water & Sewer District





Water Is Life

July 10, 2020



Mr. Michael J. Reso
Diamondhead City Manager
5000 Diamondhead Circle
Diamondhead, MS 39525

RE: Sewer Damages – Kolo Court, Diamondhead, MS

Dear Mr. Reso:

On June 29, 2020, the Diamondhead Water & Sewer District was required to perform emergency repairs to its sewer main located on Kolo Court. The repairs consisted of: (i) resetting of the existing manhole; (ii) installation of three (3) new manholes; (iii) replacement of 200' of 8" gravity sewer; and (iv) fill material, grading and seeding. Damage to the District's infrastructure was directly caused by the City's failure to adequately maintain the drainage ditch on Kolo Court resulting in severe ditch erosion which left the sewer main exposed.

Due to the extent of the damage incurred, the impact closure of the system would have on District operations, and the urgent need to have the repairs performed as quickly as possible, the District contracted with DNA Underground to perform the emergency repairs. Attached find the invoice for services performed by DNA Underground for the repair of the sewer main at Kolo Court in the amount of \$32,670.00. As a result of the City's failure to adequately maintain the drainage ditch on Kolo Court, which was the proximate cause of the damage to the District's infrastructure, the District is of the position that the City should reimburse the District for all costs associated with the emergency repair. Remittance to Diamondhead Water & Sewer District for the total amount of \$32,670.00 should be sent to my attention at your earliest convenience.

If you have any questions or comments, please contact me at (228) 255-5813, EXT.226.

Sincerely,

David Carden,
General Manager



DNA Underground LLC

16101 S. Swan Rd
Gulfport, MS 39503

Item No.8.

Invoice

Date	Invoice #
6/3/2020	DNA 060320

<https://www.dnaundergroundllc.com> 228.284.5049

Bill To
Diamondhead Water & Sewer 4425 Park Ten Drive Diamondhead, MS 39525

Requisition No.:	P.O. No.	Terms	Project
			Kolo Court Sewer Repair
Description	Quantity	Rate	Amount
Reset existing manhole, installed (3) new manholes, replaced 200' of 8" gravity sewer, clearing, fill material, grading, seeding - City is responsible for erosion control of existing ditch <i>Kolo Ct.</i> <i>CIP - Sewer Imp.</i> <i>2020 5639107</i> <i>Board approved</i> <i>motion 6.2.A.</i> <i>on 6/11/2020</i> <i>TC</i>	1	32,670.00	32,670.00
Total			\$32,670.00

APPROVED JUN 04 2020

POSTED

Diamondhead Water & Sewer District
 4425 Park Ten Drive
 Diamondhead, MS 39525
 RETURN SERVICE REQUESTED
 3917-4489 1 T11 P1

RETURN THIS STUB WITH PAYMENT

Item No.8.

Amount Due	Due Date
\$243.54	1/10/2021
Account #	After Due Date
11-100020-01	\$243.54
Service Address	
5000 DIAMONDHEAD CIRCLE BL	

If your mailing address has changed, please check here and complete the reverse side.

CITY OF DIAMONDHEAD
 5000 DIAMONDHEAD CIR
 DIAMONDHEAD MS 39525

Diamondhead Water & Sewer District
 4425 Park Ten Drive
 Diamondhead, MS 39525



DUE UPON RECEIPT

Keep this section for your records Office Hrs: M - F 8:00 - 4:00 Phone: 228-255-5813 Fax: 228-255-5840 Website: www.dwsd.us

Amount Due	Due Date	Bill Detail		Consumption History	
\$243.54	1/10/2021	Previous Balance	\$	11/18/2020 To 12/18/2020	
Account #	After Due Date	Late Fee	\$		
11-100020-01	\$243.54	Current Water	\$ 81.18	Previous Reading	377971
Service Address		Current Sewer	\$ 162.36	Current Reading	396321
5000 DIAMONDHEAD CIRCLE BL		Amount Due	\$ 243.54	Consumption	18350

IF PAYMENT IS NOT RECEIVED WITHIN SEVEN (7) DAYS FROM DUE DATE, SERVICE WILL BE DISCONNECTED WITHOUT FURTHER NOTICE

Payment Methods: Bank Draft, Cash, Checks, or Money-Orders. Contact the Office for bank draft set-up.
 NSF Checks are subject to disconnection.
 Failure to receive your bill for any reason does not excuse you from payment or disconnection for non-payment.
If services are disconnected, a service fee and additional deposit will be required before service is restored.
 For questions regarding your bill, call **PRIOR** to the due date.
 Drop-box locations: Office driveway (white box), Door slot, or Aloha Plaza (outside post office)
 After hour emergencies can be reported 24/7 by calling (228) 255-5813.

***** NOTICE *****

The District will be closed on December 24 & 25, 2020 in observance of Christmas and December 31, 2020 & January 1, 2021 in observance of New Years.

Safety is our top priority; therefore, we ask that whenever possible, use our drive up payment box outside our office (white box) or PAY YOUR BILL ONLINE AT WWW.DWSD.US

(Credit card payments accepted by phone or online will have a third party processing fee)

FOR ASSISTANCE CALL (228)255-5813 (Phone payments available.)

ARTICLE 14: LAND ALTERATIONS AND DISTURBANCES

14.1 PURPOSE

The purpose of this Section is to set forth regulations governing the excavation, clearing, filling, and draining of properties within the City of Diamondhead. Because the alteration of land, particularly large areas, impacts hydrologic characteristics of most land areas, it is imperative that the activity takes into account the immediate and long-term impact of such work on adjoining and downstream properties. Specifically, the intent of these regulations is to assure that any land alteration results in a zero increase in sedimentation and storm water volumes and rates beyond that which existed prior to alteration or disturbance.

14.1.1 Clearing and Grubbing, Haul Roads, Waste Areas, Plant Sites, or Other Areas Occupied by the Contractor

Clearing and grubbing on erodible areas, including the construction site, or other areas occupied by the contractor in connection with the work shall include adequate protection for preventing excessive erodible material from entering water or waterways on land not occupied by the contractor and preventing dust created by hauling equipment.

Temporary measures as necessary shall be employed by the contractor from the beginning of the work. These measures may consist of the expeditious use of brush, vegetation or other residue from clearing and grubbing, temporary or permanent terraces, berms, dikes, dams, sediment basins, or other effective means of containing sediment. All temporary or permanent erosion control features shall be maintained in an effective manner so long as essential to the abatement of siltation.

No development permit is required for the clearing, grubbing (as to clear by digging up by the roots) or clipping of underbrush.

14.1.2 Excavation

No excavation of land greater than one thousand (1,000) square feet shall be made, unless and until a development permit has been secured. Excavations shall be made in an acceptable manner to the Zoning Administrator and shall be left in a presentable and acceptable condition when completed:

1. A plot plan, drawn to scale, showing dimension of excavation, depth, slopes, distances from other property, and entrances and exits shall be submitted.
2. Excavations shall be dug on a 3-to-1 slope.
3. Topsoil from pits shall be dressed down on slopes and grassed to prevent erosion.
4. Bottom of pits shall be graded in a generally level contour.
5. Edge of slope at ground level shall be no closer than thirty-five (35) feet from any property line, nor closer than three hundred (300) feet from a public road.
6. The maximum depth of the excavation shall be determined by the Zoning Administrator.

Upon approval, a permit for an excavation shall be issued for a one year period and shall be reviewed and considered for additional periods of time by the Zoning Administrator/Building Official.

14.1.3 Land Clearing and Drainage

1. *Structures, grading, and other construction.* The contractor shall perform all work in such a manner and with such protective features to control and contain siltation and dust within the limits of the work. He shall prevent or minimize undesirable siltation and dust in connection with excavation and construction.
2. It is the intent of these specifications that the work shall proceed in a manner and sequence to ensure the earliest possible establishment of permanent erosion control items.
3. Parcels of land greater than one acre: No parcel of property in excess of one acre or series of contiguous lots the combined area of which exceeds one acre shall be cleared prior to submitting to the Zoning Administrator a site clearing plan. Such plans shall include but are not limited to access routes, proposed culvert locations, existing drainage systems on the property, plans for future drainage, and measures to address erosion control and dust. Plans of this nature may be included with and made a part of the building permit application. Erosion and sedimentation controls shall be generally accepted best management practices and may include vegetative fences, silt screens, retention ponds, or other practices deemed appropriate by the Zoning Administrator. The Zoning Administrator may, upon determining that a previously approved erosion control plan is inadequate, issue a stop work notice to the contractor and order corrective measures sufficient to deter siltation of adjoining ditches, properties, or bayous and streams.
4. Parcels of land greater than three (3) acres: Proposed new developments in excess of three (3) acres shall not be cleared until an overall project plan has been submitted to and approved by the Zoning Administrator. Such plans shall, in addition to the above referenced requirements, include detailed storm water run-off control measures including retention and/or detention ponds capable of retaining both "during construction" and "post-construction" sediments and of holding a volume of storm water equal to a five-year storm based on south Mississippi average rainfalls for urbanized areas wherein the rainfall duration is one (1) hour at a rainfall intensity of three (3) inches per hour. Run off shall be drained onsite to retention ponds and allowed to discharge at a rate no greater than the average discharge prior to development.
5. All temporary entrances to the site shall have limestone and/or gravel placed from the edge of the asphalt to the property line.

Provisions for the long-term maintenance of permanent storm water control facilities shall be determined prior to the finalization of a project, or prior to issuance of a certificate of occupancy or approval of final plats. Spillways and discharge systems shall be constructed in accordance with accepted engineering practices and shall be maintained in good working order at all times.

14.1.4 Filling

1. *Fill permit require.* Excessive filling of land may cause detrimental drainage impacts, elevated grades that are out of scale with surrounding buildings and environment, soil erosion, and other negative community impacts. To mitigate these negative effects and ensure proper stormwater management, no fill may be placed on any parcel of land for the purpose of raising its elevation without first submitting an application for and obtaining a fill permit.
2. *Application to fill land.* An application to fill land shall contain the following:
 - a) Plot plan, drawn to scale, showing the following:
 - i) Existing site topography, elevations, and drainage flow
 - ii) Proposed site topography, elevation and drainage flow

- iii) Volume, type, and area of proposed fill
 - iv) Distances from surrounding property lines and buildings
 - b) A statement expressing the purpose of the proposed fill
 - c) Additional related information as may be requested by the Zoning Administrator
3. *Fill requirements.* The fill permit application shall demonstrate that the following:
- a) The least amount of fill is proposed to achieve the purposes of the operation
 - b) The amount of fill shall be offset so as to achieve no net increase in soil volume on the site
 - c) Fill shall not exceed a height of 12 inches above adjacent grade.
 - d) Fill standards shall not preclude the excavation and movement of soil from one area of a site to another to establish buildable grade consistent with section 14.1.2 above.
 - e) Fill shall not encroach into any designated draining easements adjacent to side and rear lot lines.
 - f) Fill shall not cause negative impacts to surrounding property
4. An application to fill land shall be evaluated by the Zoning Administrator/Building Official for compliance with this section. The Zoning Administrator/Building Official shall either approve, approve with modifications, or deny the fill permit application.

DRAFT



City of Diamondhead, MS

Docket of Claims Register -

Item No. 10.

APPKT01404 - 01.19.2021 DOCKET

By Docket/Claim Number

Docket/Claim #	Vendor Name		Payable Description	Account Number	Account Name	Payment Amount	
	Payable Date	Payable Number				Line	Amount
DKT158039	Amazon com LLC		409 CLEANER 2 PACK	001-140-501.00	Supplies		829.08
	01/19/2021	19GY-KVMN-VJPV		001-140-501.00	Supplies	13.92	
		1R9N-344L-QT4X		001-140-501.00	Supplies	130.10	
				001-140-501.00	Supplies	102.57	
				001-140-501.00	Supplies	64.20	
				001-140-501.00	Supplies	159.98	
				001-140-501.00	Supplies	33.24	
				001-140-501.00	Supplies	74.97	
				001-140-501.00	Supplies	47.96	
				001-140-501.00	Supplies	10.82	
				001-140-501.00	Supplies	40.17	
				001-140-501.00	Supplies	52.75	
				001-140-501.00	Supplies	10.91	
				001-140-501.00	Supplies	7.59	
				001-140-501.00	Supplies	15.20	
		001-140-501.00	Supplies	15.65			
		001-140-501.00	Supplies	42.75			
		001-140-501.00	Supplies	6.30			
DKT158040	Blue360 Media						151.90
	01/19/2021	INV-201106-SF-08386	MS CRIMINAL & TRAFFIC LAW E-BOOK	001-110-622.00	Publications	151.90	
DKT158041	Clyde C Scott Insurance						2,100.00
	01/19/2021	38570	SURETY BOND RENEWAL 02/06/2021-02/06/2022	001-140-625.00	Insurance	2,100.00	

Docket of Claims Register - Council

APPKT01404 - 01.1 Item No. 10.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT158042	Coast Electric Power Association	01/19/2021						19,103.37
			021-DEC	HARBOR CIR 8 #1 - DECEMBER	001-301-630.00	Utilities - Streetlights & Other	36.90	
			022-DEC	HARBOR CIR 8 #2 -- DECEMBER	001-301-630.00	Utilities - Streetlights & Other	128.12	
			023-DEC	HARBOR CIR 8 #3 -- DECEMBER	001-301-630.00	Utilities - Streetlights & Other	36.90	
			024-DEC	HARBOR CIR 8 #4 -- DECEMBER	001-301-630.00	Utilities - Streetlights & Other	36.90	
			025-DEC	I10 & YACHT CLUB DRIVE -- DECEMBER	001-301-630.00	Utilities - Streetlights & Other	38.86	
			JAN - 001	CODH SEC LIGHTS	001-301-630.00	Utilities - Streetlights & Other	7,695.59	
			JAN - 002	CODH SEC LGTS	001-301-630.00	Utilities - Streetlights & Other	1,188.84	
			JAN - 003	DH DRIVE NORTH 63780	001-140-630.00	Utilities - General	2,466.43	
					001-301-630.00	Utilities - Streetlights & Other	5,430.18	
			JAN - 005	DH CIRCLE 5300 FRNT GATE	001-301-630.00	Utilities - Streetlights & Other	84.72	
			JAN - 007	ALAWAI AVE 884	001-301-630.00	Utilities - Streetlights & Other	40.84	
			JAN - 010	DH DRIVE NORTH 63780 SIGN	001-140-630.00	Utilities - General	56.40	
			JAN - 012	NOMA DRIVE & DH DRIVE CIRCLE	001-140-630.00	Utilities - General	43.75	
			JAN - 015	ALOHA DRIVE E BAND STAND	001-301-630.00	Utilities - Streetlights & Other	47.36	
			JAN - 016	DH DRIVE EAST	001-301-630.00	Utilities - Streetlights & Other	38.13	
			JAN - 017	DH CIR WATERFALL	001-301-630.00	Utilities - Streetlights & Other	295.23	
			JAN - 018	GUARD BUILDING	001-301-630.00	Utilities - Streetlights & Other	53.39	
			JAN - 019	DH CIRCLE 5300 ASSOC	001-301-630.00	Utilities - Streetlights & Other	48.00	
			JAN - 020	NW INTERCHANGE	001-301-630.00	Utilities - Streetlights & Other	1,336.83	
DKT158043	Cspire Internet Service	01/19/2021	1603783	INTERNET & PHONE RENTAL FOR THE MONTH OF JANUARY	001-140-612.00	Internet	208.99	652.06
					001-140-643.00	Rent - Phone System	443.07	
DKT158044	Dana Safety Supply Inc	01/19/2021	688689	Uniform/Casual Men's Black Zip	001-200-535.00	Uniforms	149.99	149.99
DKT158045	Design Precast & Pipe Inc	01/19/2021	92069	FRAME & GRATE INLET	001-301-582.00	Culverts	1,440.00	2,084.00
					001-301-582.00	Culverts	644.00	
DKT158046	Diamondhead Property Owners Association Inc	01/19/2021	JAN 2021	RENTAL OF MAINTENANCE YARD -- JANUARY	001-301-640.00	Rentals	1,000.00	1,000.00
DKT158047	Diaz Brothers Printing	01/19/2021	3554	BUSINESS CARDS	001-100-621.00	Printing & Binding	40.00	120.00
					001-301-621.00	Printing & Binding	40.00	
			3555	BUSINESS CARDS FOR NEW COUNCILMEMBER	001-100-621.00	Printing & Binding	40.00	

Docket of Claims Register - Council

APPKT01404 - 01.1

Item No. 10.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT158048	Digital Engineering and Imaging Inc	01/19/2021	730-1000-82	Engineer SVS Plan Review Services	001-280-602.00	Professional Fees - Engineering	3,231.50	6,778.50
			730-1000-83	MONTHLY MAINTENANCE TO GIS SYSTEM	001-301-601.00	Professional Fees - Consulting	1,455.00	
			730-1000-84	ENGINEERING SERVICE/ROADWAY IMPROVEMENTS PHASE 3	001-301-602.00	Professional Fees - Engineering	1,000.00	
			730-1000-85	Roadway Improvements/material testing	001-301-912.01	Capital Outlay - Paving	1,092.00	
DKT158049	Dixie Decorations	01/19/2021	23469	POW-MIA FLAGS	001-140-501.00	Supplies	144.13	144.13
DKT158050	Enmon Enterprises	01/19/2021	MGC01210097	MONTHLY CONTRACT FOR JANUARY	001-140-681.00	Other Services & Charges	2,100.00	2,100.00
DKT158051	FP Mailing Solutions	01/19/2021	RI104733658	POSTAGE METER RENTAL FOR FIRST QUARTER 2021	001-140-611.00	Postage	81.00	81.00
DKT158052	Fuelman	01/19/2021	NP59422922	FOR THE WEEK ENDING 01.03.2021	001-200-525.00	Fuel	416.55	837.88
			NP59447226	FOR THE WEEK ENDING 01.10.2021	001-200-525.00	Fuel	421.33	
DKT158053	Hancock Bank credit card	07/09/2020	17600016	Registration MML conf JKlein	001-140-615.00	Travel & Training	280.00	1,049.00
		09/01/2020	176200016A	Refund MML Conf PO 2020-0178	001-100-615.00	Travel & Training	-280.00	
		08/04/2020	183010044	Training Implicit Bias Police	001-200-615.00	Travel & Training	890.00	
		09/01/2020	183010044A	MML Credit PO-2020-0178	001-100-615.00	Travel & Training	-370.00	
					001-140-615.00	Travel & Training	-520.00	
		01/19/2021	240408303359000160019	BUILDING OFFICIALS ASSOCIATION WINTER CONFERENCE	001-280-615.00	Travel & Training	554.00	
DKT158054	Hancock County Board of Supervisors	01/19/2021	FIRE FUND REFUND	REFUND OF FIRE AD VALOREM COLLECTED	701-000-001.05	Fire Fund Cash Acct	22,963.72	22,963.72
DKT158055	Hancock County Chamber of Commerce	01/19/2021	DH 12 2020	DIGITAL MARKETING & PUBLIC RELATIONS -- DEC. 2020	001-140-623.00	Membership Dues/Fees	1,000.00	1,000.00

Docket of Claims Register - Council

APPKT01404 - 01.1 Item No. 10.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT158056	Hancock County Sheriffs Office	01/19/2021	2020-DH-012H	INMATE HOUSING FOR DECEMBER 2020	001-200-689.00	Prisoner's Expense	320.00	31,776.93
			2020-DHLE-026	INTERLOCAL AGREEMENT FOR WEEK ENDING 12.19.2020	001-200-690.00	Interlocal Agreement	961.54	
					001-110-681.00	Other Services & Charges	154.69	
					001-200-690.00	Interlocal Agreement	30,340.70	
DKT158057	Hancock County Solid Waste	01/19/2021	947	DECEMBER RESIDENTIAL SOLID WASTE COLLECTION	401-322-680.00	Other Services & Charges	39,618.50	39,618.50
DKT158058	James J Chiniche PA Inc	01/19/2021	17-057-117	Engineer SVS Noma Drive Boat launch	001-301-602.00	Professional Fees - Engineering	468.75	4,306.25
			17-057-118	Engineer SVS East Aloha/Shepards Square	001-301-602.00	Professional Fees - Engineering	1,000.00	
			17-057-119	ENGINEER SVS MONTJOY CREEK/PUBLIC ACCESS PROJECT	112-301-602.00	Professional Fees - Engineering Tidelands FY19	2,837.50	
DKT158059	Law offices of Derek R Cusick PLLC	01/19/2021	201	GENERAL MATTERS -- DECEMBER	001-140-603.00	Professional Fees - Legal	5,625.00	11,937.50
			202	PLANNING AND ZONING -- DECEMBER	001-280-603.00	Professional Fees - Legal	1,437.50	
			203	CITY PROSECUTOR -- DECEMBER	001-110-603.00	Professional Fees - Legal	3,000.00	
			204	LONGANECKER VS CODH -- DECEMBER	001-280-603.00	Professional Fees - Legal	1,843.75	
			205	COVID-19 RESPONSE -- DECEMBER	001-140-603.00	Professional Fees - Legal	31.25	
DKT158060	LexisNexis Matthew Bender and Co	01/19/2021	23116706	MS CODE 2020 SUPPLEMENTAL	001-140-622.00	Publications	543.36	586.44
			23209291	MS CODE FORMS 2020	001-140-622.00	Publications	43.08	
DKT158061	Lowes Home Improvement	01/19/2021	87310	LIGHTING TIMER FOR MALUHIA GARDENT	001-301-501.00	Supplies	54.11	54.11
DKT158062	Marvin J Bobinger III	01/19/2021	JAN 2021	LOBBYING SERVICES FOR JANUARY	001-653-601.00	Professional Fees - Consulting	3,000.00	3,000.00
DKT158063	MS Department of Public Safety	01/19/2021	DEC 2020	COURT ASSESSMENT FOR	650-110-131.00	State Assessments Payable	84.35	84.35

Docket of Claims Register - Council

APPKT01404 - 01.1 Item No. 10.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT158064	MS Power Company	01/19/2021	JANUARY 2021	SURVEILLANCE CONTRACT FOR JANUARY	001-200-681.00	Other Services & Charges	1,265.00	1,265.00
DKT158065	Orion Planning and Design	01/19/2021	3146	Consulting services 25 yr Comp plan	001-140-601.00	Professional Fees - Consulting	6,930.65	6,930.65
DKT158066	SAFETY MEETING OUTLINES, INC.	01/05/2021	1220-00069	DAILY LOG BOOKS	001-301-501.00	Supplies	174.00	174.00
DKT158067	State Treasurer	01/19/2021	DEC 2020	COURT ASSESSMENT/FINE FOR DECEMBER	650-110-131.00	State Assessments Payable	1,487.15	1,517.15
					650-110-131.01	Court Bond Fees Payable	30.00	
DKT158068	ThyssenKrupp Elevator Corporation	01/19/2021	3005689510	MAINTENANCE CONTRACT FOR 2021 - QUARTER 1	001-140-681.00	Other Services & Charges	789.38	789.38
DKT158069	Timothy A Kellar Chancery Clerk	01/19/2021	DEC 2020	TAX SALE REDEMPTIONS FOR DECEMBER	001-140-694.00	Collection Fees	520.00	520.00
DKT158070	TransUnion Risk and Alternative Data Solutions Inc	01/19/2021	5859551-202012-1	TLOxp FOR DECEMBER	001-110-681.00	Other Services & Charges	50.00	50.00
DKT158071	Tree Tech LLC	01/19/2021	0102021	REMOVE PINES FROM IEKE DRIVE	001-301-681.00	Other Services & Charges	550.00	3,350.00
			01022021	REMOVE TWO TREES NEAR WATERTOWER	001-301-681.00	Other Services & Charges	900.00	
			01032021	TREE REMOVAL	001-301-681.00	Other Services & Charges	950.00	
			01052021		001-301-681.00	Other Services & Charges	950.00	
DKT158072	UniFirst Corporation	01/19/2021	105 0917340	UNIFORM RENTAL FOR THE WEEK ENDING 01/04/2021	001-301-535.00	Uniforms	130.72	260.19
			105 0918469	UNIFORM RENTAL FOR THE WEEK ENDING 01/11/2021	001-301-535.00	Uniforms	129.47	
DKT158073	Waste Management	01/05/2021	0731661-4768-3	DUMPSTER RENTAL FOR DECEMBER	001-140-681.00	Other Services & Charges	59.23	59.23
Total Claims: 35							Total Payment Amount:	167,424.31

COMMENT: NONE SELECTED
STATUS: ACTIVE, RENEWED, TERMINATED
PAY STATUS: ALL
CITY LIMITS: INSIDE, OUTSIDE

REPORT CODE SUMMARY

BALANCE	CODE	DESCRIPTION	NUMBER
20.00	RENT	RENTAL SERVICES	1
20.00	TOTAL:		1

1/15/2021 9:42 AM
 T
 LICENSES: ALL
 EFFECTIVE DATES: 0/00/0000 TO 99/99/9999
 LICENSE CODES: Include: PRIV-MFG, PRIV-RET, PRIV-SERV , PRIV-WH
 EXPIRATION DATES: 0/00/0000 TO 99/99/9999
 CLASSES: All
 COMMENT: NONE SELECTED
 STATUS: ACTIVE, RENEWED, TERMINATED
 PAY STATUS: ALL
 CITY LIMITS: INSIDE, OUTSIDE

FEE CODE SUMMARY

PAID	FEE CODE	INPUT AMOUNT	CHARGES	ADJUSTMENTS
0.00	SCHED2	1.0000	20.00	0.00
0.00	TOTALS:	1.0000	20.00	0.00

1/15/2021 9:42 AM
 T
 LICENSES: ALL
 EFFECTIVE DATES: 0/00/0000 TO 99/99/9999
 LICENSE CODES: Include: PRIV-MFG, PRIV-RET, PRIV-SERV , PRIV-WH
 EXPIRATION DATES: 0/00/0000 TO 99/99/9999
 CLASSES: All

Diamondhead Monthly Statistics December 2020

(Sections in italics not counted toward call total)

False Alarms- Residential/ Business/ 911	30		
Civil Disputes / Escorts / Process	18		
Complaint / See An Officer	2	Stolen Vehicle	2
Death	1	Burglary – Residence	1
Disturbance	16	Burglary – Vehicle	0
Follow-Up Information	746	Attempted Burglary	0
Juvenile Problem	4	Counterfeit Money	2
Lost/Found Item	2	Damage – Property	7
Miscellaneous	27	Embezzlement	0
		Forgery / Bad Check/Fraud	6
TOTAL MISCELLANEOUS	846	Malicious Mischief	5
		Recovered Stolen Vehicle	1
Drug Law Violation	0	Recovered Stolen Property	0
Prostitution	0	Shoplifting	1
		Theft (Grand)	5
TOTAL CRIMES AGAINST PUBLIC SAFETY	0	Theft (Petit)	2
		Trespassing	5
Animal Problem / Complaints	6	Unauthorized Use / Vehicle	0
Public Drunk	0		
Fire Structure / Vehicle	0	TOTAL PROPERTY CRIME	37
Fireworks	4		
Funeral Escort	0	Accident – Private Property	3
Littering/Dumping/Haz-Mat Spill	0	Accident – Public Roadway	5
Medical Emergency	4	Accident - Hit & Run	0
Missing/Runaway	0		
Parking Violation	6	TOTAL ACCIDENTS/COLLISIONS	8
Shots Fired	2		
Suicide / Threat / Attempt	1	Assist Motorist	12
Suicide	0	Reckless Driver	3
Suspicious / Person / Vehicle	31	Traffic Stop	81
Welfare Concern	15	<i>Traffic Citation (Adults)</i>	47
		<i>Traffic citation (minors)</i>	4
TOTAL PUBLIC HEALTH & SAFETY	63	Traffic Fatality	0
Animal Bite	0	TOTAL TRAFFIC	96
Assault By Threat	2		
Assault	1		
Child Abuse / Neglect	0	<i>Warrant Arrests</i>	4
Domestic violence	0	<i>Drunk Driver (DUI) Arrests</i>	0
Harassment	0	<i>Traffic Arrests</i>	0
Harassing Phone Call	0	<i>Domestic Assault Arrests</i>	0
Robbery – Armed	0	<i>Other Arrests</i>	0
Sexual Abuse / Molestation	0	TOTAL ARRESTS	
Stalking	1		
TOTAL CRIMES AGAINST PERSON		TOTAL CALLS	1054

1/15/2021 8:34 AM

PROJECT MASTER REPORT

PAGE:

PROJECTS: THRU ZZZZZZZZZZ

PROJECT TYPE: All

CONTRACTORS: All

APPLIED DATES: 0/00/0000 THRU 99/99/9999

STATUS INCLUDED: Opened, Complet

Dec. 2020

CONTRACTOR CLASS: All

REPORT SEQUENCE: Project
- All Contra

Item No.a

EXPIRE DATES: 0/00/0000 THRU 99/99/99/99/
ISSUED DATES: 12/01/2020 THRU 12/31/2020

Permits by Type

*** PROJECT TYPE RECAP ***

PROJECT TYPE	# OF PROJECTS	BALANCE
B01-SFR - SINGLE FAMILY RESIDENTI	4	1,110.00
B02-ADD - RESIDENTIAL ADDITION	2	0.00
B04-ACC - RESIDENTIAL ACCESSORY	2	0.00
B05-REP - RESIDENTIAL REPAIR	27	0.00
ELEC-COM - COMMERCIAL ELECTRICAL	1	50.00
FENCE-RES - RESIDENTIAL FENCE	14	77.00
GAS-RES - RESIDENTIAL GAS	1	0.00
MECH-RES - RESIDENTIAL MECHANICAL	1	0.00
PZ-01 - DEVELOPMENT	3	0.00
PZ-06 - VARIANCE	1	0.00
SIGN - SIGN	1	200.00
*** TOTALS ***	57	1,437.00

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

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

ORIGINATION: 0/00/0000 THRU 99/99/9
DUE: 12/01/2020 THRU 12/31/2
RESOLUTION: 0/00/0000 THRU 99/99/9

Dec 20 Inspections

STATUS	-----PRIORITY-----									TOTAL
	1	2	3	4	5	6	7	8	9	
ACTIVE	18									18
CLOSED	209									209
VOIDED										
SUSPENDED										
TOTALS	227									227

-----SEQUENCES-----		COUNT
TASK CODE		
DOCUMENT		5
INSPECTION		158
REINSPECTION		50
REVIEW		14
TOTAL INCIDENTS		227

CODE ENFORCEMENT

Item No.a.

Code Violations 7/6/2020-12/31/2020	Total	Closed	Open
Abandoned Vehicles	10	8	2
Abandoned/Dilapidated/Deteriorated House (unoccupied)	2	1	1
Advertising/Solicitation			0
ATV			0
Boats	25	24	1
Camper	14	11	3
Cars in Yard	19	18	1
Construction Equipment	4	3	1
Dumpster (commercial)	3	0	3
Dumpster (residential)			0
Fence	10	6	4
Furniture in Yard			0
Golf Carts			0
Graffiti			0
High Grass (overgrown)/Shrubs	11	8	3
Jet Ski	4	4	0
Lack of Maintenance (structure)			0
Permit	31	24	7
POD	1	1	0
RV	10	9	1
Signs	13	7	6
Slab/Driveway Removal			0
Trailers	28	25	3
Trash & Rubbish	24	20	4
Trash Cans			0
Unapproved Structure			0
Cumulative Totals	209	169	40

AGENDA
HANCOCK COUNTY REGIONAL SOLID WASTE
January 11, 2021 at 8:30 a.m.
City of Bay St. Louis Conference Room
Bay St. Louis, MS

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Recognition or Comments
5. Board of Director Comments
 - a. Waveland is requesting for Recycle Dumpster located at Waveland City Hall to be picked up twice a week.
 - b. Issue with Recycle Dumpster at City Hall in Diamondhead.
6. **Consent Agenda**
 - A. Motion to Approve minutes dated December 14, 2020.
 - B. Motion to approve docket dated January 11, 2021 in the amount of \$263,605.18.
 - C. Motion to Accept Statement of Revenue and Expense and Balance Sheet dated for January 6, 2021.
 - D. Request authorization for Chairman Jeremy Burke to sign engagement letter from TOPP McWhorter Harvey, PPLC.
7. Hancock County Solid Waste Enforcement Officer Report
8. Engineer Report
9. Administrator Report

Working on Class I and Class II Rubbish Specifications.
10. Attorney Report
11. Adjourn

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
December 14, 2020**

Item No.a.

The Board of Directors of the Hancock County Regional Solid Waste Management Authority held its regular meeting at the City of Bay St. Louis Conference Center at 8:30 a.m.

Call to Order

The meeting of the Board of Directors convened at 8:30 A.M. December 14, 2020 at the Bay St. Louis Conference Center Located at 598 Main Street, Bay Saint Louis, MS.

Board Members physically present at the start of the meeting were Jeremy Burke, Mike Smith, Greg Shaw, Eddie Favre, Mike Favre, Mike Reso, and Nancy Depreo.

Board Attorney Heather Smith was present.

Dawn Malley representing Compton Engineering, Administrator was present.

It was determined there was a quorum and the following proceedings were held.

MOTION TO APPROVE MINUTES DATED NOVEMBER 9, 2020

Motion was made by Director Nancy Depreo seconded by Director Mike Smith to approve minutes dated November 9, 2020.

The following roll call vote was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried.

ORDER TO APPROVE DOCKET DATED DECEMBER 14, 2020

Motion was made by Director Nancy Depreo seconded by Director Mike Smith to approve the docket dated December 14, 2020 in the amount of \$307,562.52.

The following roll call was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
December 14, 2020**

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried. A copy of the docket is attached hereto as Exhibit A.

**MOTION TO ACCEPT THE STATEMENT OF REVENUE AND EXPENSE SHEET
AND BALANCE SHEET DATED NOVEMBER 24, 2020**

Motion was made by Director Nancy Depreo seconded by Director Mike Smith to accept the Statement of Revenue and Expense Sheet and Balance Sheet dated for November 24, 2020.

The following roll call was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried. A copy of the sheet is attached hereto as Exhibit B.

**MOTION TO APPROVE TOPP MCWHORTER HARVEY, PLLC TO PERFORM
ANNUAL AUDIT FOR FY SEPTEMBER 30, 2020**

Motion was made by Director Nancy Depreo seconded by Director Mike Smith to approve TOPP McWhorter Harvey, PLLC to perform annual Audit for FY September 30, 2020.

The following roll call was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried. A copy of the proposal is attached hereto as Exhibit C.

**MOTION TO SPREAD ON MINUTES THE REMOVAL OF DIRECTOR TOMMY
SCAHER FROM HC SOLID WASTE AUTHORITY AUDIT COMMITTEE AND ADD
DIRECTOR NANCY DEPREO**

Motion was made by Director Nancy Depreo seconded by Director Mike Smith to spread on minutes the removal of Director Tommy Schafer from HC Solid Waste Authority Audit Committee and add Director Nancy Depreo.

**MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
December 14, 2020**

The following roll call was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried.

ORDER TO REAPPOINT HEATHER LADNER SMITH AS ATTORNEY OF RECORD

Motion was made by Director Mike Favre, seconded by Director Mike Smith to reappoint Heather Ladner Smith of Butler Snow, LLP as Attorney of record for the 2021 calendar year.

The following roll call was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Nancy Depreo, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried.

ORDER TO REAPPOINT COMPTON ENGINEERING, INC. AS ENGINEER OF RECORD

Motion was made by Director Mike Favre, seconded by Director Mike Smith to reappoint Compton Engineering, Inc. as Engineer of record for the 2021 calendar year.

The following roll call was taken:

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Smith, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried.

MINUTES OF THE
HANCOCK COUNTY REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY
December 14, 2020

ORDER TO REAPPOINT COMPTON ENGINEERING, INC. AS ADMINISTRATOR OF RECORD

Motion was made by Director Mike Smith, seconded by Director Mike Reso to reappoint Compton Engineering, Inc. as Administrator of record for the 2021 calendar year.

The following roll call was taken.

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried.

ORDER TO ADJOURN

Motion was made by Director Nancy Depreo seconded by Director Mike Favre to adjourn.

The following roll call was taken:

VOTING YEA: Directors Jeremy Burke, Mike Smith, Mike Reso, Mike Favre, Greg Shaw, Eddie Favre and Nancy Depreo.

VOTING NAY: None

ABSENT AND NOT VOTING: Director Jeffrey Reed

Motion was declared carried and the meeting was adjourned.

Minutes of the December 14, 2020 meeting.

Approved by:

Jeremy Burke	Chairman Title	Date
--------------	-------------------	------

DOCKET OF CLAIMS
1/11/2021

	<u>AMOUNT</u>	<u>CHECK BALANCE</u>
The First		
BEGINNING CHECK BOOK BALANCE		\$107,929.48
DEPOSITS		
Interest December 2020	\$ -	\$107,929.48
City of Diamondhead (November 2020 Collection Billing)	\$ 39,618.50	\$147,547.98
City of Waveland (November 2020 Collection Billing and Dumpster)	\$ 26,446.95	\$173,994.93
City of Bay St. Louis (November 2020 Collection Billing)	\$ 45,931.89	\$219,926.82
City of Bay St. Louis (Dumpsters November 2020)	\$ 862.88	\$220,789.70
City of Bay St Louis (Rolloff November 2020)	\$ 349.38	\$221,139.08
Hancock County (November 2020 Collection Billing)	\$ 71,615.50	\$292,754.58
Hancock County (Mill December 2020)	\$ 96,912.50	\$389,667.08
Hancock County (Dumpster November 2020)	\$ 3,866.46	\$393,533.54
Hancock County (Dumpsters for All Saints Day 2020)	\$ 708.77	\$394,242.31
	\$ -	\$394,242.31

Total \$ 286,312.83

CHECKS

Withdrawals/Payments

		\$394,242.31
Ck# 3439 Jeremy Burke (Per Diem 12-14-20)	\$ 40.00	\$ 394,202.31
Ck# 3440 Mike Smith (Per Diem 12-14-20)	\$ 40.00	\$ 394,162.31
Ck# 3441 Greg Shaw (Per Diem 12-14-20)	\$ 40.00	\$ 394,122.31
Ck# 3442 Eddie Favre (Per Diem 12-14-20)	\$ 40.00	\$ 394,082.31
Ck# 3443 Mike Favre (Per Diem 12-14-20)	\$ 40.00	\$ 394,042.31
Ck# 3444 Mike Reso (Per Diem 12-14-20)	\$ 40.00	\$ 394,002.31
Ck# 3445 Gulf Coast Bookkeeping (Bookkeeping December 2020)	\$ 150.00	\$ 393,852.31
Ck# 3446 Compton Engineering (Admin. December 2020)	\$ 1,700.00	\$ 392,152.31
Ck# 3447 Butler Snow (Attorney December 2020)	\$ 2,250.00	\$ 389,902.31
Ck# 3448 King Construction (Landfill December 2020)	\$ 17,617.75	\$ 372,284.56
Ck# 3449 Waste Mang. Pecan Grove (Disposal December 2020)	\$ 53,572.05	\$ 318,712.51
Ck# 3450 Waste Mang. (Collection/Bulky/Carts December 2020)	\$ 183,309.48	\$ 135,403.03
Ck# 3451 Waste Mang (HC Dumpster December 2020)	\$ 3,866.46	\$ 131,536.57
Ck# 3452 Waste Mang (BSL Dumpster December 2020)	\$ 596.08	\$ 130,940.49
Ck# 3453 Waste Mang. (Waveland Dumpster December 2020)	\$ 303.36	\$ 130,637.13
	\$ -	\$ 130,637.13
	\$ -	\$ 130,637.13
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -

\$ 263,605.18

Hancock County Solid Waste Authority
Statement of Revenue & Expense
November 2020

	Nov 20	Budget	Oct - Nov 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Collection Fees					
City of Bay St. Louis					
Bulky Waste	4,957.31	5,081.25	9,914.62	10,162.50	60,975.00
Collection	40,974.58	41,999.00	81,949.16	83,998.00	503,988.00
Total City of Bay St. Louis	45,931.89	47,080.25	91,863.78	94,160.50	564,963.00
City of Diamondhead					
Bulky Waste	2,883.50	2,955.58	5,767.00	5,911.17	35,467.00
Cart Rental	3,634.00	3,634.00	7,268.00	7,268.00	43,608.00
Collection	33,101.00	33,928.58	66,202.00	67,857.17	407,143.00
Total City of Diamondhead	39,618.50	40,518.16	79,237.00	81,036.34	486,218.00
City of Waveland					
Bulky Waste	2,821.61	2,892.17	5,643.22	5,784.33	34,706.00
Collection	23,321.98	23,905.08	46,643.96	47,810.17	286,861.00
Total City of Waveland	26,143.59	26,797.25	52,287.18	53,594.50	321,567.00
Hancock County					
Bulky Waste	5,821.75	5,967.33	11,643.50	11,934.67	71,608.00
Cart Rental	7,337.00	7,337.00	14,674.00	14,674.00	88,044.00
Collection	58,456.75	59,918.17	117,000.85	119,836.33	719,018.00
Total Hancock County	71,615.50	73,222.50	143,318.35	146,445.00	878,670.00
Total Collection Fees	183,309.48	187,618.16	366,706.31	375,236.34	2,251,418.00
Dumpster Fees					
Bay St. Louis	1,212.26	1,250.00	2,160.52	2,500.00	15,000.00
Diamondhead	0.00	0.00	0.00	0.00	0.00
Waveland	303.36	321.00	606.72	642.00	3,852.00
Emergency Rolloffs	0.00	350.00	0.00	700.00	4,200.00
Hancock County	4,575.23	3,791.67	9,427.24	7,583.33	45,500.00
Total Dumpster Fees	6,090.85	5,712.67	12,194.48	11,425.33	68,552.00
Interest (Bank)	172.24	258.33	350.13	516.67	3,100.00
Total Income	189,572.57	193,589.16	379,250.92	387,178.34	2,323,070.00
Expense					
Collection and Dumpster Expense					
Garbage Collection	183,309.48	187,618.17	366,618.96	375,236.33	2,251,418.00
Dumpsters and Rolloffs	6,090.85	5,712.67	12,281.83	11,425.33	68,552.00
Total Collection and Dumpster Expense	189,400.33	193,330.84	378,900.79	386,661.66	2,319,970.00
Other Ordinary Expenses					
Administrator	1,700.00	1,700.00	3,400.00	3,400.00	20,400.00
Advertising	0.00	29.17	49.12	58.33	350.00
Attorney	2,250.00	2,250.00	4,500.00	4,500.00	27,000.00
Audit	0.00	708.33	0.00	1,416.67	8,500.00
Bookkeeping	150.00	166.67	300.00	333.33	2,000.00
Directors Fees	240.00	416.67	480.00	833.33	5,000.00
Engineering	0.00	1,250.00	0.00	2,500.00	15,000.00
Garbage Disposal	66,283.09	48,166.67	113,791.24	96,333.33	578,000.00
Insurance	0.00	1,500.00	8,923.24	3,000.00	18,000.00
Miscellaneous	0.00	25.00	0.00	50.00	300.00
Plan Amendment Expense	0.00	4,216.67	0.00	8,433.33	50,600.00
Public Notice Outreach	0.00	500.00	0.00	1,000.00	6,000.00
Recycling Dumpsters	15,331.29	14,833.33	27,878.21	29,666.67	178,000.00
Roll-Offs King Landfill	655.82	716.67	1,311.64	1,433.33	8,600.00
Rubbish Landfill	18,349.25	17,916.67	42,868.75	35,833.33	215,000.00
Seminars/Travel	0.00	16.67	0.00	33.33	200.00
SW Enforcement Officer	0.00	2,500.00	0.00	5,000.00	30,000.00
Total Other Ordinary Expenses	104,959.45	96,912.52	203,502.20	193,824.98	1,162,950.00
Total Expense	294,359.78	290,243.36	582,402.99	580,486.64	3,482,920.00

Hancock County Solid Waste Authority
Balance Sheet
As of November 30, 2020

	<u>Nov 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
The First Checking	241,976.25
Total Checking/Savings	<u>241,976.25</u>
Accounts Receivable	
Accounts Receivable	392,486.13
Total Accounts Receivable	<u>392,486.13</u>
Other Current Assets	
Prepaid Insurance	9,577.34
Total Other Current Assets	<u>9,577.34</u>
Total Current Assets	<u>644,039.72</u>
TOTAL ASSETS	<u>644,039.72</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	307,562.52
Total Accounts Payable	<u>307,562.52</u>
Total Current Liabilities	<u>307,562.52</u>
Total Liabilities	307,562.52
Equity	
Retained Earnings	349,893.35
Net Income	-13,416.15
Total Equity	<u>336,477.20</u>
TOTAL LIABILITIES & EQUITY	<u>644,039.72</u>



December 28, 2020

To the Board of Commissioners
Hancock County Regional Solid Waste Management Authority
3036 Longfellow Drive
Bay St. Louis, Mississippi 39520

Dear Commissioners:

The following represents our understanding of the services we will provide Hancock County Regional Solid Waste Management Authority.

You have requested that we audit the financial statements of Hancock County Regional Solid Waste Management Authority as of September 30, 2020 and 2019 for the years then ended and the related notes, which collectively comprise Hancock County Regional Solid Waste Management Authority’s basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit applicable to those basic financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP,) as promulgated by the Governmental Accounting Standards Board (GASB) require that the *management’s discussion and analysis and budgetary comparison information* be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management’s responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- Management’s Discussion and Analysis

Supplementary information other than RSI will accompany Hancock County Regional Solid Waste Management Authority’s basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with U.S. GAAS.



HATTIESBURG
2 Southern Pointe Parkway, Suite 100
Hattiesburg, MS 39401-8025

P. O. Drawer 15099
Hattiesburg, MS 39404-5099

COLUMBIA
150 Old Highway 98 E
Columbia, MS 39429-6447

P. O. Box 609
Columbia, MS 39429-0609

GULFPORT
2019 23rd Avenue
Gulfport, MS 39501-2968

P. O. Box 1842
Gulfport, MS 39502-1842

To the Board of Commissioners
Hancock County Regional Solid Waste Management Authority
December 28, 2020
Page 2 of 6

We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole:

- Budgetary Comparison Schedule
- Schedule of Surety Bonds

Auditor Responsibilities

We will conduct our audit in accordance with U.S. GAAS. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the basic financial statements, whether due to fraud or error, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the basic financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements (whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and in accordance with *Government Auditing Standards*.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

To the Board of Commissioners
 Hancock County Regional Solid Waste Management Authority
 December 28, 2020
 Page 3 of 6

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of Hancock County Regional Solid Waste Management Authority's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which *management* is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from *management* for the purpose of the audit; and
 - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by the entity's auditor;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

To the Board of Commissioners
Hancock County Regional Solid Waste Management Authority
December 28, 2020
Page 4 of 6

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

With respect to any nonattest services we perform, we agree to perform the following:

- Propose adjusting or correcting journal entries to be reviewed and approved by Hancock County Regional Solid Waste Management Authority management.
- Preparation of the basic financial statements and related notes to be reviewed and approved by Hancock County Regional Solid Waste Management Authority management.

We will not assume management responsibilities on behalf of Hancock County Regional Solid Waste Management Authority. However, we will provide advice and recommendations to assist management of Hancock County Regional Solid Waste Management Authority in performing its responsibilities.

Hancock County Regional Solid Waste Management Authority's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the engagement are as follows:

- We will perform the services in accordance with applicable professional standards,
- This engagement is limited to the nonattest services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Reporting

We will issue a written report upon completion of our audit of Hancock County Regional Solid Waste Management Authority's basic financial statements. Our report will be addressed to the governing body of Hancock County Regional Solid Waste Management Authority. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

We also will issue a written report on compliance and internal controls in accordance with Governmental Auditing Standards upon completion of our audit.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

To the Board of Commissioners
Hancock County Regional Solid Waste Management Authority
December 28, 2020
Page 5 of 6

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The timing of our audit will be scheduled for performance and completion by June 2021.

Paige M. Johnson, CPA, is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising TMH's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered every two weeks and are payable upon presentation. We estimate that our fee for the audit will not exceed Eight Thousand Five Hundred Dollars and No Cents (\$8,500). We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use Hancock County Regional Solid Waste Management Authority's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the Board of Commissioners the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;

To the Board of Commissioners
Hancock County Regional Solid Waste Management Authority
December 28, 2020
Page 6 of 6

- Management’s consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of TMH and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of TMH’s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to *regulator*. The *regulator’s* may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

TMH



 Paige M. Johnson, CPA

RESPONSE:

This letter correctly sets forth our understanding.

Hancock County Regional Solid Waste Management Authority

Acknowledged and agreed on behalf of Hancock County Regional Solid Waste Management Authority by:

Officer Signature

Officer Name (Printed)

Officer Title

Date



CPAs & BUSINESS ADVISORS

Report on the Firm's System of Quality Control

May 15, 2019

To the Partners of Topp McWhorter Harvey, PLLC
and the Peer Review Committee of the Mississippi Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of TMH (the firm) in effect for the year ended December 31, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards). A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of TMH in effect for the year ended December 31, 2018, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. TMH has received a peer review rating of *pass*.

Eide Bailly LLP

Dawn

From: Michael J. Reso <mreso@diamondhead.ms.gov>
Sent: Monday, January 4, 2021 2:02 PM
To: Dawn
Cc: Heather Smith; Bennett, Jenna
Subject: FW: Recycling dumpster

Below are some pictures I took of our recycling dumpster in Diamondhead. It is overflowing. We currently have 3 pulls per week (Monday, Wednesday and Friday). Is there an option to increase the number of pulls to daily? Or what are other options?

Mike

From: Michael J. Reso <mreso@diamondhead.ms.gov>
Sent: Monday, January 4, 2021 1:39 PM
To: Michael J. Reso <mreso@diamondhead.ms.gov>
Subject: Recycling dumpster







Sent from my iPhone

Dawn

From: Heather Smith <Heather.Smith@butlersnow.com>
Sent: Thursday, December 3, 2020 1:18 PM
To: Dawn; Laura Heusel
Subject: Fwd: Info needed for solid waste plan Hancock County [IWOV-ButlerSnow.FID1669240]

Dawn
 Do you mind collecting al of this info for Laura?
 Heather

Sent from my iPhone

Begin forwarded message:

From: Laura Heusel <Laura.Heusel@butlersnow.com>
Date: December 3, 2020 at 12:59:01 PM CST
To: Heather Smith <heather.smith@butlersnow.com>
Subject: Info needed for solid waste plan Hancock County [IWOV-ButlerSnow.FID1669240]

Heather,

Here is the list of documents and information needed to get started on the Solid Waste Plan. I'd suggest we get the most current copies of the following to begin. May need include a few more items as we move forward.

- ✓ -Contract between Waste Management of Mississippi/Team Waste and the Solid Waste Authority
- Contract between King Class I site and the Solid Waste Authority
- Reports from Waste Management of Mississippi/Team Waste on tons of waste collected
- Any reports on solid waste provided to MDEQ from the Pecan Groove Landfill and King Rubbish Site, specifically need amounts of waste disposed at these sites
- Annual report provide to MDEQ from Breaux landfarm

- If the authority has had a household hazardous waste collection day since 2012, reports of quantifies of wastes collected. Have these been funded by grants, and if so, how much?
- specific budget information for the Solid Waste Authority,
 - how much was spent on collection and disposal for household waste and rubbish in FY 2019 and how much spent so far in FY 2020?
 - how many accounts are currently being billed each month for household service?
- do we have current numbers for number of tires collected and disposed of and costs associated with this? (probably in reports related to MDEQ grants)?

Laura

Laura D. Heusel
Butler Snow LLP

D: (601) 985-4520 | F: (601) 985-4500
 1020 Highland Colony Parkway, Suite 1400, Ridgeland, MS 39157
 P.O. Box 6010, Ridgeland, MS 39158-6010

CITY OF DIAMONDHEAD, MISSISSIPPI
Financial Statements
Coversheet to Monthly Budget Report
For the Month Ended December 31, 2020

ALL FUNDS HIGHLIGHTS

*Revenue:		Current Year	Prior Year
	Total YTD Revenue	\$ 1,243,881	\$ 710,762
	Total Budget	\$ 6,474,754	\$ 7,777,954
	% Actual to Budget	19.2%	9.1%
	Current Month % to Fiscal Year	25.0%	25.0%
*Expenses YTD Activity:		Current Year	Last Year
	Total YTD Expenses Actual Activity	\$ 2,400,644	\$ 1,123,352
	Total YTD Expenses Activity w/ Encumbrances	\$ 3,722,292	
	Total Budget	\$7,508,610	\$ 9,444,004
	% Actual to Budget	32.0%	11.9%
	% Actual w/ Encumbrances to Budget	49.6%	
	Current Month % to Fiscal Year	25.0%	25.0%

* Excludes Other Financing Sources and Uses

Hancock Bank Account Balances as of: December 31, 2020

General Bank Acct:	\$ 3,071,498	Unrestricted	\$ 4,531,870
Accounts Payable Clearing:	9,688	Fiduciary Fund	6,431
Payroll Clearing:	6,885	Solid Waste	106,438
Contingency Operating Fund:	2,118,026	Fire Fund	22,964
Fire Department Fund:	22,964	Grant Funds	560,895
		MS Infrastructure	463
TOTAL	\$ 5,229,061		\$ 5,229,061

Fund Activity	YTD Actual	YTD Actual w/ Encumbrances	Total Budget
001 - General Fund	\$ (1,239,553)	\$ (2,375,427)	\$ (958,190)
104 - MS Infrastructure Modification Fu	\$ 102	\$ 102	\$ (36)
108 - Grant - TIP - East Aloha Widening	\$ -	\$ -	\$ (2,824)
111 - Grant - GRPC Commercial Area I			
112 - Grant - Tidelands FY19 MontJoy	\$ 1,118	\$ (22,056)	\$ -
113 - Grant - GRPC Multi Modal Path	\$ -	\$ -	\$ (20,000)
114 - Grant - GRPC Commercial Conne	\$ 25,331	\$ 25,331	\$ -
115 - Grant- Tidelands FY20 Rotten Ba	\$ (1,750)	\$ (81,250)	\$ -
116 - Grant- NRCS-Emergency Waters	\$ -	\$ (50,600)	\$ (61,250)
117 - Grant- MDA-SMLP East Aloha Im	\$ (1,470)	\$ (33,970)	\$ (30,000)
401 - Solid Waste Fund	\$ 59,325	\$ 59,325	\$ 38,070
701 - Fire Department Fund	\$ 135	\$ 135	\$ 374
TOTAL Surplus (Deficit)	\$ (1,156,763)	\$ (2,478,410)	\$ (1,033,856)

CITY OF DIAMONDHEAD, MISSISSIPPI
Financial Statement
Grants Fund Breakdown
For the Month Ended December 31, 2020

Fund Balances

<u>Expense</u>	<u>Prior Year</u>		<u>YTD Actual w/ Encumbrances</u>	<u>Total Budget</u>	<u>YTD % Used</u>
	<u>Project Totals</u>	<u>YTD Actual</u>			
108 - East Aloha Widening FY18	\$ 221,584	-	-	19,714	0%
111 - Commercial Area Improvement Stud	\$ 19,607	-	-	-	
112 - Tidelands Grant FY19	\$ 5,959	-	23,174	332,550	7%
113 - GRPC Multi Modal Path Grant		-	-	100,000	0%
114 - GRPC Commercial Connectivity Stur	\$ 74,747				0%
115 - Grant- Tidelands FY20 Rotten Bayou Public Acces		1,750	81,250	250,000	33%
116 - NRCS-Emergency Watershed Protection Grant		-	50,600	400,600	13%
117 - Grant- MDA-SMLP East Aloha Improvement		1,470	33,970	180,000	19%

TOTAL EXPENSES YTD

\$ 321,897	\$ 3,220	\$ 188,994	\$ 1,282,864	0%
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Revenue

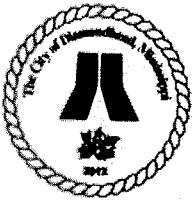
108 - East Aloha Widening FY18	\$ 191,416	-	-	16,890	0%
111 - Commercial Area Improvement Stud	\$ 19,927				0%
112 - Tidelands Grant FY19	\$ 4,841	1,118	1,118	332,550	0%
113 - GRPC Multi Modal Path Grant	\$ 20,000	-	-	80,000	0%
114 - GRPC Commercial Connectivity Stur	\$ 42,129	25,331	25,331	-	0%
115 - Grant- Tidelands FY20 Rotten Bayou Public Acces		-	-	250,000	0%
116 - NRCS-Emergency Watershed Protec	\$ 61,250	-	-	339,350	0%
117 - Grant- MDA-SMLP East Aloha Imprc	\$ 30,000	-	-	150,000	0%

TOTAL REVENUE YTD

\$ 369,564	\$ 26,449	\$ 26,449	\$ 1,168,790	2%
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Department Total Surplus (Deficit)

\$ 47,667	\$ 23,229	\$ (162,545)	\$ (114,074)
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City of Diamondhead, MS

Income Statement Group Summary

For Fiscal: 2020-2021 Period Ending: 12/31/2020

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND						
Revenue						
Department: 000 - NON DEPARTMENTAL						
20 - TAXES	2,923,700.00	2,923,700.00	50,906.73	142,275.70	142,275.70	2,781,424.30
22 - LICENSES AND PERMITS	415,000.00	415,000.00	12,615.00	114,021.96	114,021.96	300,978.04
23 - INTERGOVERNMENTAL REVENUES	1,210,248.00	1,210,248.00	72,643.42	208,581.37	208,581.37	1,001,666.63
28 - CHARGES FOR GOVERNMENTAL SERVICES	0.00	0.00	0.90	3.30	3.30	-3.30
33 - FINES & FORFEITS	48,600.00	48,600.00	1,526.50	8,958.99	8,958.99	39,641.01
34 - MISCELLANEOUS REVENUE	120,650.00	120,650.00	12,593.67	238,845.21	238,845.21	-118,195.21
39 - NON REVENUE RECEIPTS	0.00	41,664.00	320,000.00	361,644.00	361,644.00	-319,980.00
Department: 000 - NON DEPARTMENTAL Total:	4,718,198.00	4,759,862.00	470,286.22	1,074,330.53	1,074,330.53	3,685,531.47
Revenue Total:	4,718,198.00	4,759,862.00	470,286.22	1,074,330.53	1,074,330.53	3,685,531.47
Expense						
Department: 100 - LEGISLATIVE - COUNCIL						
40 - PERSONNEL SERVICES	43,000.00	39,000.00	2,242.70	6,728.10	6,728.10	32,271.90
50 - SUPPLIES	600.00	774.70	31.50	345.48	376.98	397.72
60 - CONTRACTUAL SERVICES	16,512.80	16,512.80	47.14	321.47	1,895.83	14,616.97
90 - CAPITAL OUTLAY	3,750.00	3,750.00	0.00	0.00	0.00	3,750.00
Department: 100 - LEGISLATIVE - COUNCIL Total:	63,862.80	60,037.50	2,321.34	7,395.05	9,000.91	51,036.59
Department: 110 - COURT						
40 - PERSONNEL SERVICES	129,533.12	128,331.54	14,337.77	33,600.55	33,600.55	94,730.99
50 - SUPPLIES	1,905.00	1,962.23	0.00	671.86	671.86	1,290.37
60 - CONTRACTUAL SERVICES	59,524.90	59,524.90	0.00	9,008.24	9,008.24	50,516.66
Department: 110 - COURT Total:	190,963.02	189,818.67	14,337.77	43,280.65	43,280.65	146,538.02
Department: 140 - GENERAL ADMINISTRATION						
40 - PERSONNEL SERVICES	427,339.17	414,528.79	47,752.14	110,705.90	110,705.90	303,822.89
50 - SUPPLIES	22,085.00	31,396.97	2,059.64	13,446.13	14,798.77	16,598.20
60 - CONTRACTUAL SERVICES	621,317.52	705,855.68	27,421.67	106,528.02	151,205.28	554,650.40
70 - GRANTS, SUBSIDIES AND ALLOCATIONS	40,196.00	44,196.00	4,500.00	43,696.00	43,696.00	500.00
90 - CAPITAL OUTLAY	61,200.00	75,212.61	0.00	26,452.61	31,437.23	43,775.38
Department: 140 - GENERAL ADMINISTRATION Total:	1,172,137.69	1,271,190.05	81,733.45	300,828.66	351,843.18	919,346.87
Department: 200 - POLICE - PUBLIC SAFETY						
50 - SUPPLIES	48,700.00	50,892.27	2,761.34	9,727.64	9,927.62	40,964.65
60 - CONTRACTUAL SERVICES	894,413.37	895,263.37	35,017.14	161,147.50	161,997.50	733,265.87
70 - GRANTS, SUBSIDIES AND ALLOCATIONS	9,600.00	9,600.00	0.00	9,600.00	9,600.00	0.00
90 - CAPITAL OUTLAY	82,200.00	108,507.50	0.00	0.00	89,350.50	19,157.00
Department: 200 - POLICE - PUBLIC SAFETY Total:	1,034,913.37	1,064,263.14	37,778.48	180,475.14	270,875.62	793,387.52
Department: 280 - BUILDING AND ZONING						
40 - PERSONNEL SERVICES	191,572.62	187,652.74	19,674.89	45,082.01	45,082.01	142,570.73
50 - SUPPLIES	5,000.00	5,120.47	229.33	837.50	837.50	4,282.97
60 - CONTRACTUAL SERVICES	91,892.79	113,980.19	593.92	12,840.88	50,026.62	63,953.57
90 - CAPITAL OUTLAY	0.00	13,925.00	0.00	125.00	13,925.00	0.00
Department: 280 - BUILDING AND ZONING Total:	288,465.41	320,678.40	20,498.14	58,885.39	109,871.13	210,807.27
Department: 301 - PUBLIC WORKS						
40 - PERSONNEL SERVICES	756,962.75	774,894.59	78,064.91	176,074.84	176,074.84	598,819.75
50 - SUPPLIES	145,962.00	149,816.15	6,609.14	21,907.39	25,163.00	124,653.15
60 - CONTRACTUAL SERVICES	382,151.76	453,995.98	1,315,142.41	1,381,722.02	2,169,867.55	-1,715,871.57
70 - GRANTS, SUBSIDIES AND ALLOCATIONS	3,000.00	3,000.00	0.00	3,000.00	3,000.00	0.00
90 - CAPITAL OUTLAY	705,000.00	969,978.69	0.00	102,289.75	245,115.48	724,863.21
Department: 301 - PUBLIC WORKS Total:	1,993,076.51	2,351,685.41	1,399,816.46	1,684,994.00	2,619,220.87	-267,535.46

Income Statement

For Fiscal: 2020-2021 Period Ending: 12/31/2020

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Department: 653 - ECONOMIC DEVELOPMENT						
60 - CONTRACTUAL SERVICES	111,650.00	111,650.00	14,000.00	38,024.70	45,664.70	65,985.30
Department: 653 - ECONOMIC DEVELOPMENT Total:	111,650.00	111,650.00	14,000.00	38,024.70	45,664.70	65,985.30
Department: 800 - DEBT						
80 - DEBT SERVICE	178,129.20	178,129.20	0.00	0.00	0.00	178,129.20
Department: 800 - DEBT Total:	178,129.20	178,129.20	0.00	0.00	0.00	178,129.20
Department: 900 - INTERFUND TRANSACTIONS						
95 - INTERFUND TRANSFERS OUT	120,000.00	170,600.00	0.00	0.00	0.00	170,600.00
Department: 900 - INTERFUND TRANSACTIONS Total:	120,000.00	170,600.00	0.00	0.00	0.00	170,600.00
Expense Total:	5,153,198.00	5,718,052.37	1,570,485.64	2,313,883.59	3,449,757.06	2,268,295.31
Fund: 001 - GENERAL FUND Surplus (Deficit):	-435,000.00	-958,190.37	-1,100,199.42	-1,239,553.06	-2,375,426.53	1,417,236.16
Fund: 104 - MS Infrastructure Modification Fund						
Revenue						
Department: 000 - NON DEPARTMENTAL						
23 - INTERGOVERNMENTAL REVENUES	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00
34 - MISCELLANEOUS REVENUE	510.00	510.00	0.96	138.17	138.17	371.83
Department: 000 - NON DEPARTMENTAL Total:	60,510.00	60,510.00	0.96	138.17	138.17	60,371.83
Revenue Total:	60,510.00	60,510.00	0.96	138.17	138.17	60,371.83
Expense						
Department: 301 - PUBLIC WORKS						
90 - CAPITAL OUTLAY	60,510.00	60,546.20	0.00	36.20	36.20	60,510.00
Department: 301 - PUBLIC WORKS Total:	60,510.00	60,546.20	0.00	36.20	36.20	60,510.00
Expense Total:	60,510.00	60,546.20	0.00	36.20	36.20	60,510.00
Fund: 104 - MS Infrastructure Modification Fund Surplus (Deficit):	0.00	-36.20	0.96	101.97	101.97	-138.17
Fund: 108 - Grant - TIP - East Aloha Widening FY18						
Revenue						
Department: 301 - PUBLIC WORKS						
23 - INTERGOVERNMENTAL REVENUES	0.00	16,890.04	0.00	0.00	0.00	16,890.04
Department: 301 - PUBLIC WORKS Total:	0.00	16,890.04	0.00	0.00	0.00	16,890.04
Revenue Total:	0.00	16,890.04	0.00	0.00	0.00	16,890.04
Expense						
Department: 301 - PUBLIC WORKS						
90 - CAPITAL OUTLAY	0.00	19,713.88	0.00	0.00	0.00	19,713.88
Department: 301 - PUBLIC WORKS Total:	0.00	19,713.88	0.00	0.00	0.00	19,713.88
Expense Total:	0.00	19,713.88	0.00	0.00	0.00	19,713.88
Fund: 108 - Grant - TIP - East Aloha Widening FY18 Surplus (Deficit):	0.00	-2,823.84	0.00	0.00	0.00	-2,823.84
Fund: 112 - Grant - Tidelands FY19 MontJoy Creek						
Revenue						
Department: 301 - PUBLIC WORKS						
23 - INTERGOVERNMENTAL REVENUES	332,550.00	332,550.00	1,117.50	1,117.50	1,117.50	331,432.50
Department: 301 - PUBLIC WORKS Total:	332,550.00	332,550.00	1,117.50	1,117.50	1,117.50	331,432.50
Revenue Total:	332,550.00	332,550.00	1,117.50	1,117.50	1,117.50	331,432.50
Expense						
Department: 301 - PUBLIC WORKS						
60 - CONTRACTUAL SERVICES	332,550.00	332,550.00	0.00	0.00	23,173.75	309,376.25
Department: 301 - PUBLIC WORKS Total:	332,550.00	332,550.00	0.00	0.00	23,173.75	309,376.25
Expense Total:	332,550.00	332,550.00	0.00	0.00	23,173.75	309,376.25
Fund: 112 - Grant - Tidelands FY19 MontJoy Creek Surplus (Deficit):	0.00	0.00	1,117.50	1,117.50	-22,056.25	22,056.25

Income Statement

For Fiscal: 2020-2021 Period Ending: 12/31/2020

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 113 - Grant - GRPC Multi Modal Path						
Revenue						
Department: 550 - RECREATION						
23 - INTERGOVERNMENTAL REVENUES	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Department: 550 - RECREATION Total:	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Revenue Total:	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
Expense						
Department: 550 - RECREATION						
90 - CAPITAL OUTLAY	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00
Department: 550 - RECREATION Total:	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00
Expense Total:	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00
Fund: 113 - Grant - GRPC Multi Modal Path Surplus (Deficit):	-20,000.00	-20,000.00	0.00	0.00	0.00	-20,000.00
Fund: 114 - Grant - GRPC Commercial Connectivity Study						
Revenue						
Department: 000 - NON DEPARTMENTAL						
23 - INTERGOVERNMENTAL REVENUES	0.00	0.00	0.00	25,331.00	25,331.00	-25,331.00
Department: 000 - NON DEPARTMENTAL Total:	0.00	0.00	0.00	25,331.00	25,331.00	-25,331.00
Revenue Total:	0.00	0.00	0.00	25,331.00	25,331.00	-25,331.00
Fund: 114 - Grant - GRPC Commercial Connectivity Study Total:	0.00	0.00	0.00	25,331.00	25,331.00	-25,331.00
Fund: 115 - Grant- Tidelands FY20 Rotten Bayou Public Access						
Revenue						
Department: 000 - NON DEPARTMENTAL						
23 - INTERGOVERNMENTAL REVENUES	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00
Department: 000 - NON DEPARTMENTAL Total:	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00
Revenue Total:	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00
Expense						
Department: 000 - NON DEPARTMENTAL						
60 - CONTRACTUAL SERVICES	25,000.00	25,000.00	0.00	0.00	81,250.00	-56,250.00
90 - CAPITAL OUTLAY	225,000.00	225,000.00	0.00	1,750.00	0.00	225,000.00
Department: 000 - NON DEPARTMENTAL Total:	250,000.00	250,000.00	0.00	1,750.00	81,250.00	168,750.00
Expense Total:	250,000.00	250,000.00	0.00	1,750.00	81,250.00	168,750.00
Fund: 115 - Grant- Tidelands FY20 Rotten Bayou Public Access Surplus ..	0.00	0.00	0.00	-1,750.00	-81,250.00	81,250.00
Fund: 116 - Grant- NRCS-Emergency Watershed Protection						
Revenue						
Department: 301 - PUBLIC WORKS						
23 - INTERGOVERNMENTAL REVENUES	0.00	288,750.00	0.00	0.00	0.00	288,750.00
38 - INTERFUND TRANSFERS IN	0.00	50,600.00	0.00	0.00	0.00	50,600.00
Department: 301 - PUBLIC WORKS Total:	0.00	339,350.00	0.00	0.00	0.00	339,350.00
Revenue Total:	0.00	339,350.00	0.00	0.00	0.00	339,350.00
Expense						
Department: 301 - PUBLIC WORKS						
60 - CONTRACTUAL SERVICES	0.00	50,600.00	0.00	0.00	50,600.00	0.00
90 - CAPITAL OUTLAY	0.00	350,000.00	0.00	0.00	0.00	350,000.00
Department: 301 - PUBLIC WORKS Total:	0.00	400,600.00	0.00	0.00	50,600.00	350,000.00
Expense Total:	0.00	400,600.00	0.00	0.00	50,600.00	350,000.00
Fund: 116 - Grant- NRCS-Emergency Watershed Protection Surplus (Def..	0.00	-61,250.00	0.00	0.00	-50,600.00	-10,650.00
Fund: 117 - Grant- MDA-SMLP East Aloha Improvement						
Revenue						
Department: 000 - NON DEPARTMENTAL						
23 - INTERGOVERNMENTAL REVENUES	0.00	150,000.00	0.00	0.00	0.00	150,000.00
Department: 000 - NON DEPARTMENTAL Total:	0.00	150,000.00	0.00	0.00	0.00	150,000.00
Revenue Total:	0.00	150,000.00	0.00	0.00	0.00	150,000.00

Income Statement

For Fiscal: 2020-2021 Period Ending: 12/31/2020

Category	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Department: 301 - PUBLIC WORKS						
60 - CONTRACTUAL SERVICES	0.00	33,000.00	0.00	1,470.00	33,970.00	-970.00
90 - CAPITAL OUTLAY	0.00	147,000.00	0.00	0.00	0.00	147,000.00
Department: 301 - PUBLIC WORKS Total:	0.00	180,000.00	0.00	1,470.00	33,970.00	146,030.00
Expense Total:	0.00	180,000.00	0.00	1,470.00	33,970.00	146,030.00
Fund: 117 - Grant- MDA-SMLP East Aloha Improvement Surplus (Deficit)..	0.00	-30,000.00	0.00	-1,470.00	-33,970.00	3,970.00
Fund: 401 - SOLID WASTE FUND						
Revenue						
Department: 322 - WASTE COLLECTION						
28 - CHARGES FOR GOVERNMENTAL SERVICES	534,677.92	534,677.92	27,045.83	142,255.61	142,255.61	392,422.31
34 - MISCELLANEOUS REVENUE	1,140.00	1,140.00	230.16	573.97	573.97	566.03
Department: 322 - WASTE COLLECTION Total:	535,817.92	535,817.92	27,275.99	142,829.58	142,829.58	392,988.34
Revenue Total:	535,817.92	535,817.92	27,275.99	142,829.58	142,829.58	392,988.34
Expense						
Department: 322 - WASTE COLLECTION						
60 - CONTRACTUAL SERVICES	497,747.67	497,747.67	811.37	83,504.66	83,504.66	414,243.01
Department: 322 - WASTE COLLECTION Total:	497,747.67	497,747.67	811.37	83,504.66	83,504.66	414,243.01
Expense Total:	497,747.67	497,747.67	811.37	83,504.66	83,504.66	414,243.01
Fund: 401 - SOLID WASTE FUND Surplus (Deficit):	38,070.25	38,070.25	26,464.62	59,324.92	59,324.92	-21,254.67
Fund: 701 - FIRE DEPARTMENT FUND						
Revenue						
Department: 260 - FIRE ADMINISTRATION						
34 - MISCELLANEOUS REVENUE	374.00	374.00	45.42	134.54	134.54	239.46
Department: 260 - FIRE ADMINISTRATION Total:	374.00	374.00	45.42	134.54	134.54	239.46
Revenue Total:	374.00	374.00	45.42	134.54	134.54	239.46
Fund: 701 - FIRE DEPARTMENT FUND Total:	374.00	374.00	45.42	134.54	134.54	239.46
Total Surplus (Deficit):	-416,555.75	-1,033,856.16	-1,072,570.92	-1,156,763.13	-2,478,410.35	

Income Statement

For Fiscal: 2020-2021 Period Ending: 12/31/2020

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001 - GENERAL FUND	-435,000.00	-958,190.37	-1,100,199.42	-1,239,553.06	-2,375,426.53	1,417,236.16
104 - MS Infrastructure Modifi...	0.00	-36.20	0.96	101.97	101.97	-138.17
108 - Grant - TIP - East Aloha W..	0.00	-2,823.84	0.00	0.00	0.00	-2,823.84
112 - Grant - Tidelands FY19 ...	0.00	0.00	1,117.50	1,117.50	-22,056.25	22,056.25
113 - Grant - GRPC Multi Moda...	-20,000.00	-20,000.00	0.00	0.00	0.00	-20,000.00
114 - Grant - GRPC Commercial..	0.00	0.00	0.00	25,331.00	25,331.00	-25,331.00
115 - Grant- Tidelands FY20 Ro...	0.00	0.00	0.00	-1,750.00	-81,250.00	81,250.00
116 - Grant- NRCS-Emergency...	0.00	-61,250.00	0.00	0.00	-50,600.00	-10,650.00
117 - Grant- MDA-SMLP East A...	0.00	-30,000.00	0.00	-1,470.00	-33,970.00	3,970.00
401 - SOLID WASTE FUND	38,070.25	38,070.25	26,464.62	59,324.92	59,324.92	-21,254.67
701 - FIRE DEPARTMENT FUND	374.00	374.00	45.42	134.54	134.54	239.46
Total Surplus (Deficit):	-416,555.75	-1,033,856.16	-1,072,570.92	-1,156,763.13	-2,478,410.35	