



Mayor Depreo
Councilmember Maher At-Large
Councilmember Finley Ward 1
Councilmember Liese Ward 2
Councilmember Cumberland Ward 3
Councilmember Clark Ward 4

AGENDA

REGULAR MEETING OF THE CITY COUNCIL

Tuesday, March 21, 2023

6:00 PM CST

Council Chambers, City Hall
and via teleconference, if necessary

Call to Order.

Invocation

Pledge of Allegiance

Roll Call

Confirm or Adjust Agenda Order

Presentation Agenda.

- a. The next Regular Meeting of the City Council will be held April 4, 2023 at 6:00 p.m. in Council Chambers located at City Hall.
- b. Frank Bordeaux of Cadence Insurance - 2023 Insurance Renewals
- c. Traffic Study Presentation - Covington Civil & Environmental

Council Comments.

City Manager's Report.

Public Comments on Agenda Items.

Policy Agenda.

Minutes:

1. Motion to approve the March 7, 2023 Regular Meeting Minutes.
2. Motion to approve the March 16, 2023 Recess Meeting Minutes.

Consent Agenda:

3. **2023-171:** Motion to approve the purchase of two (2) Dodge Charger Police Pursuit Units through State Contract Pricing No. 8200065474 from Pine Belt Chrysler Dodge Cheep in the amount of \$34,717.00 each totaling 69,434.00 and to accept the low quote received from Dana Safety Supply for up fitting each amount of \$5,161.73 each totaling \$10,326.46 for a total purchase in the amount of \$79,757.46.
4. **2023-172:** Motion to approve payments to Digital Engineering in the amount of \$1,631.25 for Beau Vue Phase 2 Drainage Improvements and in the amount of \$74,882.50 for Bond Paving Project.
5. **2023-173:** Motion to approve payments to Chiniche Engineering & Surveying in the amount of \$4,233.00 for Canal Dredging, in the amount of \$5,709.50 for Noma Drive Dredging, in the amount of \$1,870.00 for Noma Drive Improvements and in the amount of \$4,372.50 and \$1,420.00 for Montjoy Creek Improvements.

- 6.** **2023-174:** Motion to authorize the City Manager to enter into the agreement for the 2023 Cruisin' The Coast event and to approve payment of the event fee in the amount of \$4,000.00.
- 7.** **2023-176:** Motion to authorize the administration to renew and bind insurances with Cadence Insurance in the total combined amount of \$119,662.69 for property through Velocity in the amount of \$23,930.69, Inland Marine through Markel American Insurance in the amount of \$21,892.00, Equipment Breakdown through Hartford Steam Boiler in the amount of \$946.00 and through Travelers General Liability in the amount of \$12,988.00, Public Officials Liability in the amount of \$10,645.00, Business Auto in the amount of \$38,928.00 and Crime and Cyber in the amount of \$10,333.00.
- 8.** **2023-177:** Motion to accept the proposal of Wright Ward Hatten & Guel to perform annual auditing services for FY2022 in the amount of \$34,000, FY2023 in the amount of \$35,000 and FY2024 in the amount \$36,000 totaling \$105,000 and further to accept and approve the engagement letter for the FY22 annual audit.
- 9.** **2023-178:** Motion to approve the selection of Chiniche Engineering as the engineer for the Coon Branch Drainage Improvements Project and to authorize the City Manager to secure the services through a Master Service Agreement Work Assignment in the amount of \$291,850.00.
- 10.** **2023-179:** Motion to approve amendment to the Work Assignment 00-14-2021 with Pickering Firm in the amount of \$12,000.00 for the Makiki Drive Culvert Replacement Project for a total amount not to exceed \$62,600.00.

Routine Agenda.

Claims Payable

- 11.** Motion to approve Payroll Payables Claims DKT230504 - DKT230549 in the amount of \$42,541.84, PRCLAIM000153 in the amount of \$26,811.84, PRCLAIM000154 in the amount of \$25,898.89 and PRCLAIM000155 in the amount of \$2,523.58.
- 12.** Motion to approve Docket of Claims (DKT230550-DKT230576) in the amount of \$242,054.99.

Department Reports

- a.** Building Permits
Privilege License
Police Department
Court Department

Public Comments on Non-Agenda Items.

Executive Session - If Necessary

WORKSHOP – Discussion Architectural Review Committee

Adjourn/Recess.

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



MINUTES
REGULAR MEETING OF THE CITY COUNCIL
Tuesday, March 07, 2023
6:00 PM CST
Council Chambers, City Hall

Call to Order.

Mayor Depreo called the meeting to order at 6:00 p.m.

Invocation - Councilmember Liese

Pledge of Allegiance

Roll Call

PRESENT

Mayor Nancy Depreo

Councilmember-At-Large Gerard Maher

Ward 1 Shane Finley

Ward 2 Anna Liese

Ward 3 John Cumberland

Ward 4 Charles Clark

Confirm or Adjust Agenda Order

Motion made by Mayor Depreo, Seconded by Ward 2 Liese to adjust the agenda as follows:

Move from consent to action, 2023.159: Motion to create position and approve job description for Recreation Supervisor.

Add-**2023-165**: Motion to adopt Resolution **2023-015** thereby acquiring by Quitclaim Deed, certain real property located within the City from Baron Foreman and DHPI, LLC and for other related purposes.

Add-**2023-166**: Motion to authorized travel and other related expenses for the City Manager and City Council (TBD) to attend the Annual Coast Legislative meeting to be held March 15, 2023 in Jackson, MS.

Add-**2023-167**: Motion to adopt Resolution **2023-016** endorsing financial support to State and Local Resources for the mission of the Mississippi Sound Coalition.

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

MOTION CARRIED UNANIMOUSLY

Presentation Agenda.

- a. The next Regular Meeting of the City Council will be held March 21, 2023 at 6:00 p.m. in Council Chambers located at City Hall.

Council Comments.

Mayor Depreo reminded those present about the Blood Drive on March 8, 2023 in the Activity Center, the Diamondhead Farmers Market to be held each Friday and the March of the Mayors Canned Food Drive.

Motion made by Mayor Depreo, Seconded by Ward 4 Clark to amend the agenda removing the following tabled items:

2. **2023-136:** Motion to request use of the kitchen by the Diamondhead Senior Village, Inc.
3. **2023-167:** Motion to request use of the chapel/storage room by the Diamondhead Senior Village.

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

MOTION CARRIED UNANIMOUSLY

City Manager's Report.

1. Bayou Drive Kayak Launch Repairs – The contractor started on Monday 27th. The contract is a 45-calendar day job. The pilings have been installed and the stringers are currently being installed. The roadway is being widened to allow for vehicular traffic to drop off and pick up their kayaks.
2. Lily Pond and I-10 Pond – The preconstruction meeting was held on Monday, March 6, 2023 and a notice to proceed date was set for Monday, 20th. The contract will be 120 calendar days.
3. Park Ten Road – The City is waiting on the Will-Serve from DWSD before the project is advertised.
4. Twin Lakes Park – The CM is meeting with the dog park committee on March 16th.
5. Phase 4 paving – The paving project is currently demobilized until the area around Bayou Circle is available to complete the project. A Change Order is on the current agenda to extend the contract time by an additional 60 days. The current end date of the project is February 15th, this change order will extend the contract until April 16th.
6. Montjoy Creek – The CM, the engineer and MSDMR performed an onsite visual inspection of the wetlands. The meeting was positive with the determination that the walking trail can avoid the current tidal marsh.
7. Noma Improvements Site Work – The City is getting quotes for the mobile restrooms that will be located on the site. The engineer was on site to determine how to best incorporate the DWSD comments into the design.
8. Planning Commissioner Training – The City will host a regional planning commissioner training session on April 6th. The training will be all day with Tom Hood, MS Ethics Commissioner, providing a lecture on basic ethical requirements, and followed by a legal session by Paul Watkins, City of Oxford attorney. I would like to thank Councilwoman Liese for facilitating this meeting.
9. Makiki Drive – I am asking the council to recess until next Thursday (16th). We are current waiting on the project engineer to provide documentation to submit to the bonding company. We may have a need for the council to approve an adjusted pay application before the next regular meeting.

Public Comments on Agenda Items - None

Policy Agenda.

Minutes:

1. Motion to approve the February 22, 2023, Regular Meeting Minutes.

Motion made by Ward 3 Cumberland, Seconded by Ward 4 Clark to approve the February 22, 2023 Regular Meeting Minutes.

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

MOTION CARRIED UNANIMOUSLY

Resolutions:

2023-165: Motion to adopt Resolution 2023-015 thereby acquiring by Quitclaim Deed, certain real property located within the City from Baron Foreman and DHP1, LLC and for other related purposes.

Motion made by Ward 3 Cumberland, Seconded by Ward 2 Liese to adopt Resolution 2023-015 thereby acquiring by Quitclaim Deed, certain real property located within the City from Baron Foreman and DHP1, LLC and for other related purposes.

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

MOTION CARRIED UNANIMOUSLY

2023-167: Motion to adopt Resolution 2023-016 endorsing financial support to State and Local Resources for the mission of the Mississippi Sound Coalition.

Motion made by Ward 1 Finley, Seconded by Councilmember-At-Large Maher to adopt Resolution 2023-016 endorsing financial support to State and Local Resources for the mission of the Mississippi Sound Coalition.

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

MOTION CARRIED UNANIMOUSLY

Consent Agenda:

Motion made by Ward 2 Liese, Seconded by Ward 3 Cumberland to approve the following consent items:

4. **2023-155:** Motion to approve to remove items no longer owned or in-place (464-destroyed and 558 trade-in) from inventory.
5. **2023-156:** Motion to authorize the administration to close the safety deposit box at Hancock Whitney Bank and authorize signatories as necessary to effectuate the closure.

- 6. **2023-158:** Motion to approve the MS Department of Marine Resources Tidelands Grant Agreement for FY21 Diamondhead Fishing Pier and Boardwalk.
- 8. **2023-165:** Motion to approve Change Order No. 2 for sixty (60) additional days to the contract with Huey P. Stockstill, LLC. for the Roadway Improvements Phase 4 with no change to contract price.

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

MOTION CARRIED UNANIMOUSLY

Action Agenda.

- 7. **2023-159:** Motion to create position and approve job description for Recreation Supervisor.
Motion made by Ward 3 Cumberland, Seconded by Ward 4 Clark for discussion to create position and approve job description for Recreation Supervisor.

NO ACTION TAKEN

2023-166: Motion to authorize travel and other related expenses for the City Manager and City Council (TBD) to attend the Annual Coast Legislative meeting to be held March 15, 2023, in Jackson, MS.

Motion made by Ward 4 Clark, Seconded by Ward 3 Cumberland to authorize travel and other related expenses for the City Manager and City Council (TBD) to attend the Annual Coast Legislative meeting to be held March 15, 2023, in Jackson, MS.

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

MOTION CARRIED UNANIMOUSLY

2023-168: Motion to dissolve Senior Center Steering Committee.

Motion made by Ward 2 Liese, Seconded by Mayor Depreo to dissolve Senior Center Steering Committee.

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

MOTION CARRIED UNANIMOUSLY

- 9. **2023-160:** Motion for discussion and possible action requesting the administration to e-blast all future Planning & Zoning agendas.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 3 Cumberland for discussion and possible action requesting the administration to e-blast all future Planning & Zoning agendas.

NO ACTION TAKEN

- 10. **2023-161:** Motion to grant Dennis Mitchell, Jr. a variance of 9 1/2" from the side yard setback of 10' to construct a new residence. The Planning Commission voted 4-0 to recommend the variance.

The address is 1430 Hanakealoha Place. The tax parcel number is 132R-0-10-118.000. The property is in a R-2 zoning district. The Case File Number is 202300000.

Motion made by Ward 4 Clark, Seconded by Ward 3 Cumberland to grant Dennis Mitchell, Jr. a variance of 9 1/2" from the side yard setback of 10' to construct a new residence. The Planning Commission voted 4-0 to recommend the variance. The address is 1430 Hanakealoha Place. The tax parcel number is 132R-0-10-118.000. The property is in a R-2 zoning district. The Case File Number is 202300000.

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

MOTION CARRIED UNANIMOUSLY

- 11. **2023-163:** Motion to deny the variance request by The Camp House to exceed the 150 square feet sign maximum by 50 square feet on the street facing wall. The Planning Commission voted to deny 4-0. The property address is 3410 Yacht Club Circle. The tax parcel number is 131M-2-11-058.000. The property is in a C-2 zoning district. The Case File Number is 202300025.

Motion made by Ward 4 Clark, Seconded by Ward 2 Liese to deny the variance request by The Camp House to exceed the 150 square feet sign maximum by 50 square feet on the street facing wall. The Planning Commission voted to deny 4-0. The property address is 3410 Yacht Club Circle. The tax parcel number is 131M-2-11-058.000. The property is in a C-2 zoning district. The Case File Number is 202300025.

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

MOTION CARRIED UNANIMOUSLY

Routine Agenda.

Claims Payable

- 12. Motion to approve Docket of Claims (DKT230514- DKT230546) in the amount of \$128,972.74.

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to approve Docket of Claims (DKT230514- DKT230546) in the amount of \$128,972.74.

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

MOTION CARRIED UNANIMOUSLY

Public Comments on Non-Agenda Items.

Durell Pellegrin - Drainage

Adjourn/Recess.

At 7:00 p.m. with no further business to come before the Council, motion made by Ward 1 Finley, Seconded by Councilmember-At-Large Maher to recess until Thursday, March 16, 2023, at 12:30 p.m.

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

MOTION CARRIED UNANIMOUSLY

Nancy Depreo
Mayor

Jeannie Klein
City Clerk



MINUTES
RECESS MEETING OF THE CITY COUNCIL
Thursday, March 16, 2023
12:30 PM CST
Council Chambers, City Hall
and via teleconference, if necessary

Call to Order.

Mayor Depreo called the meeting to order at 12:30 p.m.

Invocation - Councilmember Cumberland

Pledge of Allegiance

Roll Call

PRESENT

Mayor Nancy Depreo

Councilmember-At-Large Gerard Maher

Ward 1 Shane Finley

Ward 2 Anna Liese – Present via teleconference

Ward 3 John Cumberland - Present via teleconference

Ward 4 Charles Clark

Confirm or Adjust Agenda Order

Motion made by Ward 3 Cumberland, Seconded by Ward 1 Finley to confirm the agenda.

Voting Yea by roll call: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Presentation Agenda.

- a. The next Regular Meeting of the City Council will be held March 21, 2023 at 6:00 p.m. in Council Chambers located at City Hall.

Council Comments - None

Public Comments on Agenda Items - None

Policy Agenda.

Consent Agenda:

1. **2023-169:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC for Bank Stabilization.

Ben Benvenuti with Covington Civil and Environmental, LLC provided an overview for the proposed project.

NO ACTION TAKEN

Action Agenda.

- 2. **2023-170:** Motion for discussion possible action on J&A Excavation Pay Application No. 4 and Revised Pay Application No. 4.

Motion was made by Councilmember Finley, seconded by Councilmember Clark , to bring to the table for discussion J & A Excavation payment applications.

Voting Yea by roll call: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Motion made by Councilmember-At-Large Maher, Seconded by Ward 1 Finley to approve J&A Excavation Revised Payment Application No. 4 in the amount of (-\$15,644.44).

Voting Yea by roll call: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Depreo, Seconded by Ward 1 Finley to approve bank stabilization project to be funded with Hancock County Board of Supervisors American Rescue Plan Act (ARPA) funds in the amount of \$2,000,000.00.

Voting Yea by roll call: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Public Comments on Non-Agenda Items - None

Adjourn/Recess.

At 1:05 p.m. with no further business to come before the Council, Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to adjourn.

Voting Yea by roll call: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Nancy Depreo
Mayor

Jeannie Klein
City Clerk



2023-171

Item No.3.

5000 Diamondhead Circle · Diamondhead, MS 39525-3260
Phone: 228.222.4626 Fax: 228.222.4390
www.diamondhead.ms.gov

March 14, 2023

Diamondhead City Council
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear Councilmembers:

RE: Purchase of Police Units

Permission is hereby requested to purchase two (2) Dodge Charger Police Pursuit Units through State Contract Pricing No. 8200065474 from Pine Belt Chrysler Dodge Jeep in the total amount of \$34,717.00 each (V8 engine, wheel covers and vinyl seats) for a total of \$69,434.00

Quotes for upfitting each vehicle were received as follows:

Dana Safety Supply Inc.	\$5,161.73 each	\$10,326.46 total
JLH Sales, LLC	\$8,141.00 each	\$16,282.00 total

It is also the recommendation to accept and award the low quote received from Dana Safety Supply Inc. in the amount of \$5,161.73 each for equipment/supplies for upfitting the vehicle for a total purchase for upfitting both units upfitting in the amount of \$10,323.46.

Funding in the total amount of \$79,757.46 for these vehicles is mobile equipment funds budget in FY22 that were ordered but were never delivered or received. In addition, the City is actively pursuing the purchase 2 of additional vehicles for the Police Department through reverse auction with FY23 mobile equipment appropriations.

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

Sincerely,

Jeannie Klein
City Clerk

Item No.3.

STANDARD/OPTIONAL EQUIPMENT FORM
 REPORT NO.: Full Size Sedan Police Pursuit
 OR: Pine Belt CDJR
 ITEM NO.: 7105400605
 MAKE/MODEL Dodge Charger Ppv AWD
 ENGINE: 3.6L V6
 PRICE INCLUDING TITLE FEE: \$ 33,900

2022-2023 State Police Vehicles Contract

Miles Per Gallon	
City	17
Hwy	24
Combined	

Contract No:	8200065474
Contact Person	Ritchie Bearden
Phone:	662-360-8590
Email	ritchie.bearden@primemotors.com

LIST FACTORY COLORS AVAILABLE AT NO CHARGE:
 White, Black

LIST FACTORY COLORS AT ADDITIONAL CHARGE:
 PRICE \$ Granite Pearl 86.00, Octane Red 356.00,

ITEM	OPTION CODE	DEALER COST	REQ. OPTION CODE
List optional engines:			
V-6			
V-8	RWD	\$ 570.00	
Accessory Feed Wire		INC	
Air Conditioner		INC	
Engine: Minimum 200HP for V6, 200HP for V8		INC	
Radio: AM/FM Stereo		INC	
Radio Noise Suppression Package		INC	
Drive:FWD/RWD/AWD		INC	
Seats: Cloth-Front & Rear		INC	
Spotlights 6" left side windshield pillar mounted, factory installed		INC	
Power Windows and Locks		INC	
Speed Control		INC	
Front License Plate Bracket		INC	
Full Size Spare		INC	
Automatic Transmission		INC	
Hands Free Capability		INC	
Vinyl Rear Seat	X5X9	\$121	
Wheel Covers	W88	\$40	
Deactivate Rear Doors/Windows	CW6	77	
Driver Side Ballistic Door Panels	XDV	2,371.00	
Street Appearance Group	AEB	378	
Delate Spot Light	(LNF)	-211	
Delate Carpet	CK9	N/C	
Additional Non Key Alike Fobs	GXQ	153	
Fleet Safety Group	AWC	356	

2023-171

Item No.3.

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	478829-B
Customer No.	HANCOSO

Bill To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Ship To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Contact: Darryl Russell
 Telephone: 228-216-9504
 E-mail: DRussell@CO.HANCOCK.MS.US

Contact: Darryl Russell
 Telephone: 228-216-9504
 E-mail: Drussell@CO.HANCOCK.MS.US

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
03/14/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Michael Cassagne		Michael Cassagne-Baton Rouge	Daryl Russell	16-0051

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	JD-475-3002 Delivery Info: ORDER CHARGER 11+ UDRH - Full Window w/Safety Wire (includes Warehouse: BARO Vin #: LIST PRICE \$1147.32 ea	675.0000	675.00
1	1	Y	475-3003 Delivery Info: ORDER JOTTO, EXTENSION PANELS Warehouse: BARO Vin #: LIST PRICE \$ 101.24 ea.	60.0000	60.00
1	1	Y	BK1518CGR15 Delivery Info: ORDER SMC LIGHT READY PB450LR4 MPOWER 15-23 CHARGER Warehouse: BARO Vin #: LIST PRICE \$529 ea.	340.0000	340.00
1	1	Y	ENFWB01036 Delivery Info: ORDER SOI Dodge Charger (2021-22) Split Front Warehouse: BARO Vin #: LIST PRICE \$2108 ea Dodge Charger (2021-22) Split Front (DRV) D12 D12 D12 D12 D12 D12 D12 D12 (PAS) B_W B_W B_W B_W B_W B_W B_W B_W Accessories: PNFLBSPLT1 DSC w/ Breakout Box (Included)	840.0000	840.00

Print Date	03/15/23
Print Time	11:11:04 AM
Page No.	1

Printed By: Michael Cassagne

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	478829-B
Customer No.	HANCOSO

Bill To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Ship To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Contact: Darryl Russell
 Telephone: 228-216-9504
 E-mail: DRussell@CO.HANCOCK.MS.US

Contact: Darryl Russell
 Telephone: 228-216-9504
 E-mail: Drussell@CO.HANCOCK.MS.US

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
03/14/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Michael Cassagne		Michael Cassagne-Baton Rouge	Daryl Russell	16-0051

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	MISC Delivery Info: ORDER SOI ENFWB011UX Dodge Charger (2021-22) Solid Rear Warehouse: BARO Vin #: LIST PRICE \$ 2108.00 ea Dodge Charger (2021-22) Solid Rear (DRV) D12 D12 D12 D12 D12 D12 D12 (PAS) B_W B_W B_W B_W B_W B_W B_W B_W Accessories: PNFLBSPLT1 DSC w/ Breakout Box (Included)	840.0000	840.00
1	1	Y	ENGSA5100CSP Delivery Info: ORDER SOI BLUEPRINT 500 SERIES CONTROL SYSTEM Warehouse: BARO Vin #: LIST PRICE \$ 1465 ea.500 Series Console Control System	580.0000	580.00
1	1	Y	ETSS100J Delivery Info: ORDER SOI 100J SERIES COMPOSITE SPEAKER Warehouse: BARO Vin #: 100J series composite speaker w/ universal bail brkt-100 watt	145.0000	145.00
2	2	Y	MSRP \$389 EA EMPSCG2QMS4E Delivery Info: ORDER SOI mpower 4" 3-Wire Light Dual Color - Blue/White Warehouse: BARO Vin #: LIST PRICE \$ 245.00 ea To be mounted on ea side of cutouts of Push Bumper for intersection lighting	110.0000	220.00

Print Date	03/15/23
Print Time	11:11:04 AM
Page No.	2

Printed By: Michael Cassagne

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	478829-B
Customer No.	HANCOSO

Bill To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Ship To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Contact: Darryl Russell
 Telephone: 228-216-9504
 E-mail: DRussell@CO.HANCOCK.MS.US

Contact: Darryl Russell
 Telephone: 228-216-9504
 E-mail: Drussell@CO.HANCOCK.MS.US

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
03/14/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30
Entered By		Salesperson	Ordered By	Resale Number
Michael Cassagne		Michael Cassagne-Baton Rouge	Daryl Russell	16-0051

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	EMPCG4STS4E Delivery Info: ORDER SOI MPOWER 4" BLUE/WHITE Warehouse: BARO Vin #:	110.0000	220.00
1	1	Y	LIST PRICE \$245 ea. To be mounted in Cutout Channel of Front bumper for front facing lighting in front of grille area ETFBSSN-P Delivery Info: ORDER SOI 100% SOLID STATE TAILLIGHT FLASHER (12-WIRE) Warehouse: BARO Vin #:	40.0000	40.00
1	1	Y	MSRP \$81 per rear flasher 7170-0886-01 Delivery Info: ORDER GJ 2021+ Dodge Charger Console Box (Short 10.5") Kit w Warehouse: BARO Vin #:	440.0000	440.00
1	1	Y	MSRP \$897 EA 2021+ Dodge Charger Console Box (Short 10.5") Kit with Cup Holder and Rear Armrest 7160-0322 Delivery Info: ORDER GJ full faceplate motorola xtl 2500/5000 full size Warehouse: BARO Vin #:	0.0000	0.00
1	1	Y	20033 Delivery Info: ORDER GJ SOI 500 SERIES FACEPLATE Warehouse: BARO Vin #:	0.0000	0.00
1	1	Y	TES-338265 Delivery Info: ORDER TESSCO ANTENNA 3/4" Mount, 25' RG58/U Mini-UHF loose Warehouse: BARO Vin #:	35.0000	35.00

Print Date	03/15/23
Print Time	11:11:04 AM
Page No.	3

Printed By: Michael Cassagne

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	478829-B
Customer No.	HANCOSO

Bill To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Ship To

Diamondhead Police Department
 5000 Diamondhead Circle
 attn Daryl Russell
 Diamondhead, MS 39525
 US

Contact: Darryl Russell
 Telephone: 228-216-9504

E-mail: DRussell@CO.HANCOCK.MS.US

Contact: Darryl Russell
 Telephone: 228-216-9504

E-mail: Drussell@CO.HANCOCK.MS.US

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
03/14/23	GROUND SHIPMENT	QUOTED FREIGHT		NET30	
Entered By		Salesperson	Ordered By	Resale Number	
Michael Cassagne		Michael Cassagne-Baton Rouge	Daryl Russell	16-0051	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	TES-423661 Delivery Info: ORDER TES LARSEN 740-866 MHz Shadow 0dB low profile black an Warehouse: BARO Vin #: MFG PART #: LPT700/800NMO	48.0000	48.00
1	1	Y	2880376E84 Delivery Info: ORDER COMMSP MINI UHF CONNECTORS Warehouse: BARO Vin #:	13.7500	13.75
2	2	Y	MMSU-1 Delivery Info: ONHAND MAGNETIC MIC SINGLE UNIT CONVERSION KIT Warehouse: BARO Vin #: Dodge Charger 2022 Equipment Only	34.9900	69.98
Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities Quote Good for 30 Days					

Print Date	03/15/23
Print Time	11:11:04 AM
Page No.	4

Printed By: Michael Cassagne

Subtotal	4,566.73
Freight	595.00
Order Total	5,161.73

JLH SALES, LLC

Protecting Our Tomorrow

Quotation

Address: 4661 County Road 27
Fort Payne, AL 35968
Phone: (256) 996-5484
Email: Jakeharris@dtmrepgroup.com

DATE 3/15/2023
Quotation # 1958

To: DIAMONDHEAD PD

Quotation valid until: 3/25/2023
Prepared by: Jake Harris

SALESPERSON	P.O. NUMBER	SHIP VIA	F.O.B. POINT	TERMS
Jake Harris				NET 30

QUANTITY	PART	DESCRIPTION	MFG	UNIT PRICE	AMOUNT
1	475-3002	PARTITION	JOTTO	\$ 950.00	\$ 950.00
1	475-3003	EXTENSION PANELS	JOTTO	\$ 95.00	\$ 95.00
1	BK1518CGR15	LIGHT READY BUMPER	SETINA	\$ 525.00	\$ 525.00
1	ENFWB01036	INTERIOR LB - B/W	SOUNDOFF	\$ 1,225.00	\$ 1,225.00
1	ENFWB011UX	REAR ILB - B/W	SOUNDOFF	\$ 1,225.00	\$ 1,225.00
1	ENGSA5100CSP	500S CONTROL PANEL	SOUNDOFF	\$ 675.00	\$ 675.00
1	ETSS100J	100W SPEAKER	SOUNDOFF	\$ 195.00	\$ 195.00
2	EMPSCG2QMS4E	4" MPOWER B/W - 3 WIRE	SOUNDOFF	\$ 155.00	\$ 310.00
2	EMPSCG4STS4E	4" MPOWER B/W	SOUNDOFF	\$ 155.00	\$ 310.00
1	ETFBSSN-P	TAIL LIGHT FLASHER	SOUNDOFF	\$ 95.00	\$ 95.00
1	7170-0886-01	CHARGER CONSOLE KIT	GAMBER JOHNSON	\$ 995.00	\$ 995.00
1	7160-0322	MOTOROLLA 4500 FACEPLATE	GAMBER JOHNSON	\$ -	\$ -
1	20033	SOS 500S FACEPLATE	GAMBER JOHNSON	\$ -	\$ -
1	338265	UHF ANTENNA	TESSCO	\$ 70.00	\$ 70.00
1	423661	700-800 MHZ ANTENNA	TES LARSEN	\$ 86.00	\$ 86.00
1	2880376-E84	MINI UHF	COMMSP	\$ 25.00	\$ 25.00
2	MMSU-1	MIC MOUNT	MAGNETIC MIC	\$ 55.00	\$ 110.00

QUANTITY	PART	DESCRIPTION	MFG	UNIT PRICE	AMOUNT
				SUBTOTAL	\$ 6,891.00
				SHIPPING	\$ 1,250.00
				TOTAL	\$ 8,141.00

If you have any questions concerning this quotation, please contact: Jake Harris (256) 996-5484,
jakeharris@dtmrepgroup.com

THANK YOU FOR YOUR BUSINESS!

March 6, 2023

Mr. Jon McCraw
City Manager
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2021)
Work Assignment No. 3 Beaux Vue Ph. 2 Drainage Improvements
DE Invoice No.: 730-1001-31

Dear Mr. McCraw:

Attached please find Invoice No. 31 for professional services on the above referenced project in the amount of **\$1,631.25** in accordance with our agreement.

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

Sincerely,

DIGITAL ENGINEERING



L. Bruce Newton, P.E., M.B.A.
President

LBN/chc

cc: Mr. Robert J. Delaune

Enclosures

Digital Engineering & Imaging, Inc.

City of Diamondhead
 5300 Diamondhead Circle
 Diamondhead, MS 39525

March 06, 2023
 Project No: B7301001.000
 Invoice No: 31

Project B7301001.000 City of Diamondhead Master Services Agreement 2021

Professional Services from January 29, 2023 to February 25, 2023

Phase 003 Beaux Vue Ph. 2 Drainage Improvements
 Task 05 Topo Survey
 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topo Survey	4,345.00	100.00	4,345.00	4,345.00	0.00
Total Fee	4,345.00		4,345.00	4,345.00	0.00
Total Fee					0.00
Total this Task					0.00

Task 20 Design
 Professional Personnel

	Hours	Rate	Amount
Stein, John	11.25	145.00	1,631.25
Totals	11.25		1,631.25
Total Labor			1,631.25

Billing Limits	Current	Prior	To-Date
Total Billings	1,631.25	17,293.75	18,925.00
Limit			22,612.00
Remaining			3,687.00
Total this Task			\$1,631.25
Total this Phase			\$1,631.25

Billings to Date	Current	Prior	Total
Fee	0.00	4,345.00	4,345.00
Labor	1,631.25	17,293.75	18,925.00
Totals	1,631.25	21,638.75	23,270.00
Total this Invoice			\$1,631.25

Billing Backup

Monday, March 6, 2023

Digital Engineering & Imaging, Inc.

Invoice 31 Dated 3/6/2023

12:56:43 PM

Project	B7301001.000	City of Diamondhead Master Services Agreement 2021
Phase	003	Beaux Vue Ph. 2 Drainage Improvements
Task	20	Design

Professional Personnel

			Hours	Rate	Amount	
0111	35 - Stein, John	1/3/2023	.50	145.00	72.50	
0111	35 - Stein, John	1/4/2023	5.50	145.00	797.50	
0111	35 - Stein, John	1/5/2023	4.75	145.00	688.75	
0111	35 - Stein, John	1/6/2023	.50	145.00	72.50	
	Totals		11.25		1,631.25	
	Total Labor					1,631.25

Total this Task \$1,631.25

Total this Phase \$1,631.25

Total this Project \$1,631.25

Total this Report \$1,631.25



DIGITAL ENGINEERING & IMAGING, INC.

Item No.4.

March 6, 2023

Mr. Jon McCraw
City Manager
City of Diamondhead
5300 Diamondhead Circle
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2021)
Work Assignment No. 7 Bond Paving Project
DE Invoice No.: 730-1001.007-01

Dear Mr. McCraw:

Attached please find Invoice No. 01 for professional services on the above referenced project in the amount of **\$74,882.50** in accordance with our agreement.

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

Sincerely,

DIGITAL ENGINEERING

A handwritten signature in cursive script that reads 'L. Bruce Newton'.

L. Bruce Newton, P.E., M.B.A.
President

LBN/chc

cc: Mr. Robert J. Delaune

Enclosures

Digital Engineering & Imaging, Inc.

March 06, 2023

Project No: B7301001.007

Invoice No: 1

City of Diamondhead
 5300 Diamondhead Circle
 Diamondhead, MS 39525

Project B7301001.007 COD_Bond Paving Project

Professional Services from January 29, 2023 to February 25, 2023

Phase 010 Preliminary

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	40,845.00	100.00	40,845.00	0.00	40,845.00
Design	136,150.00	25.00	34,037.50	0.00	34,037.50
Bidding	13,615.00	0.00	0.00	0.00	0.00
Construction Admin	75,000.00	0.00	0.00	0.00	0.00
Total Fee	265,610.00		74,882.50	0.00	74,882.50
Total Fee					74,882.50
				Total this Phase	\$74,882.50
				Total this Invoice	\$74,882.50

Billings to Date

	Current	Prior	Total
Fee	74,882.50	0.00	74,882.50
Totals	74,882.50	0.00	74,882.50

Chiniche Engineering & Surveying
 407 Highway 90
 Bay St. Louis, MS 39520
 +1 2284676755
 jason@jjc-eng.com
 https://jjc-eng.com/



INVOICE

BILL TO

City of Diamondhead
 5000 Diamondhead Circle
 Diamondhead, MS

INVOICE # 17-057-168

DATE 02/28/2023

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
02/13/2023	17-057-2021 Cad	plan updates	8:00	70.00	560.00
02/14/2023	17-057-2021 Cad	plan updates	8:00	70.00	560.00
02/14/2023	17-057-2021 Cad	plan updates	8:00	70.00	560.00
02/15/2023	17-057-2021 Project Engineer	project coordination , agent letter	5:00	95.00	475.00
02/15/2023	17-057-2021 Cad	plan updates	8:00	70.00	560.00
02/22/2023	17-057-2021 Senior Professional	project coordination	6:00	145.00	870.00
02/28/2023	17-057-2021 Principal	project coordination	4	162.00	648.00

Canal Dredging

BALANCE DUE

\$4,233.00

Chiniche Engineering & Surveying
407 Highway 90
Bay St. Louis, MS 39520
+1 2284676755
jason@jjc-eng.com
https://jjc-eng.com/



INVOICE

BILL TO
City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS

INVOICE # 17-057-169
DATE 02/28/2023

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
02/13/2023	17-057-2021 Cad	plan updates	5:00	70.00	350.00
02/14/2023	17-057-2021 Project Engineer	project coordination	2:30	95.00	237.50
02/14/2023	17-057-2021 Survey Crew Chief	grade shots	5:00	68.00	340.00
02/14/2023	17-057-2021 Instrument Person	grade shots	5:00	41.00	205.00
02/15/2023	17-057-2021 Sen. Cad Tech	plan updates	4:00	90.00	360.00
02/16/2023	17-057-2021 Sen. Cad Tech	plan updates	5:00	90.00	450.00
02/16/2023	17-057-2021 Sen. Cad Tech	plan updates	6:00	90.00	540.00
02/16/2023	17-057-2021 Professional Land S	point calculations	2:30	98.00	245.00
02/16/2023	17-057-2021 Senior Professional	project coordination	6:00	145.00	870.00
02/17/2023	17-057-2021 Sen. Cad Tech	plan updates	4:00	90.00	360.00
02/17/2023	17-057-2021 Professional Land S	lease and calculation review	4:00	98.00	392.00
02/20/2023	17-057-2021 Sen. Cad Tech	plan updates	6:00	90.00	540.00
02/20/2023	17-057-2021 Sen. Cad Tech	plan updates	4:00	90.00	360.00
02/21/2023	17-057-2021 Senior Project Mana	project coordination	4:00	115.00	460.00

Noma Drive Dredging

BALANCE DUE

\$5,100.00 Item No.5.

Chiniche Engineering & Surveying

407 Highway 90
 Bay St. Louis, MS 39520
 +1 2284676755
 jason@jjc-eng.com
 https://jjc-eng.com/



INVOICE

BILL TO

City of Diamondhead
 5000 Diamondhead Circle
 Diamondhead, MS

INVOICE # 17-057-0170**DATE** 02/28/2023**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/20/2023	17-057-2021 Sen. Cad Tech	plan updates	3:00	90.00	270.00
01/25/2023	17-057-2021 Sen. Cad Tech	plan updates	3:00	90.00	270.00
02/13/2023	17-057-2021 Sen. Cad Tech	plan updates	4:00	90.00	360.00
02/14/2023	17-057-2021 Sen. Cad Tech	plan updates	3:30	90.00	315.00
02/15/2023	17-057-2021 Sen. Cad Tech	plan updates	3:00	90.00	270.00
02/17/2023	17-057-2021 Sen. Cad Tech	plan updates	4:30	90.00	405.00
02/17/2023	17-057-2021 Project Engineer	Project Coordination	0:30	95.00	47.50
02/21/2023	17-057-2021 Sen. Cad Tech	plan updates	3:00	90.00	270.00
02/21/2023	17-057-2021 Sen. Cad Tech	plan updates	4:00	90.00	360.00
02/21/2023	17-057-2021 Project Engineer	Project Coordination	0:30	95.00	47.50
02/22/2023	17-057-2021 Sen. Cad Tech	plan updates	3:30	90.00	315.00
02/22/2023	17-057-2021 Sen. Cad Tech	plan updates	4:00	90.00	360.00
02/22/2023	17-057-2021 Project Engineer	Project Coordination	0:30	95.00	47.50
02/23/2023	17-057-2021 Sen. Cad Tech	plan updates	6:00	90.00	540.00
02/23/2023	17-057-2021 Sen. Cad Tech	plan updates	4:30	90.00	405.00

Item No.5.

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	
02/23/2023	Tech 17-057-2021 Sen. Cad Tech	plan updates	1:00	90.00	90.00

Montjoy Creek Improvements

BALANCE DUE

\$4,372.50



March 10, 2023

Mr. Jon McGraw, City Manager
 City of Diamondhead
 5000 Diamondhead Circle
 Diamondhead Ms 39525

Re: Cruisin' The Coast 2023

Dear Jon:

As we move forward with our preparations for Cruisin' The Coast 2023, we would like to thank you for your support of and participation in our event last year. I'm sure you've heard it was a record-breaker. Thank you for your years of support.

The following proposal defines the agreement between Cruisin' The Coast (CTC) and the City of Diamondhead for the event, Blessing of the Classics, to be held Wednesday, October 4.

City of Diamondhead will provide:

- Event fee of \$4,000
- Volunteers to staff the event
- Traffic control
- Port-o-lets
- Signage
- Liaison between City and CTC.

Cruisin' The Coast will provide:

- Promotion of the event in all appropriate printed materials and website.
- Direct marketing to CTC auto registrants via insert into our official registration packet. (Printing of 10,000 flyers will be at Diamondhead's cost. Flyers to be delivered to CTC by 3 p.m., September 20.)
- 10 tickets to the Kickoff Sponsor Party.
- 10 Sponsor T-shirts

General:

- Outside vendors, not associated with a local merchant, will be liable for state sales tax. Each vendor will be responsible for submitting the appropriate state reporting form. The City of Diamondhead is responsible for any sales tax issue arising from the event.
- ET Motorgear is the official apparel vendor of Cruisin' The Coast, other vending of this type is not permitted.
- Additional events, give away items or special promotions must be approved by Cruisin' The Coast.
- All media releases, press conferences, and any collateral materials promoting the event must be approved in advance by CTC. CTC must approve any advertisements by sponsors of event. CTC is a registered trademark and any use of the CTC logo and the words "Cruisin' The Coast" must be approved by CTC.
- The City of Diamondhead will obtain appropriate liability insurance and list CTC as an additional insured.

Enclosed is a Memorandum of Understanding for your signature. Please return a signed copy of the MOU to our office at the address listed.

If this proposal reflects your understanding of our agreement, please sign both copies and return one to me at P.O. Box 3001, Gulfport, MS 39505

Representative of CTC

Representative of City of Diamondhead

[Handwritten Signature]
Signature

Signature

Sherwood R. "Woody" Bailey, Jr.
Print Name

Print Name

Exec. Director
Title

Title

3/10/23
Date

Date

Memorandum of Understanding

This Memorandum of Understanding is by and between *Cruisin' the Coast, Inc.* [hereinafter "CTC"] and the following business or entity: City of Diamondhead, MS (Sponsor) and applies to the "Cruisin the Coast" event of: Oct. 4, 2023. The "event" consists of multiple forms and types of entertainment from simply viewing vintage automobiles to the staging of activities including but not limited to demonstration of the functional capabilities of the vehicles of the attendees [hereinafter simply the "event"]. In contemplation of the nature of the event, including its date and time, the parties do accept the commitments and assurances of the other as follows:

1. Sponsor agrees that CTC and its authorized personnel, vendors and promoters, may utilize the premises permitted, licensed and assigned to it for the purpose of hosting the event to take place at various venues on the Mississippi Gulf Coast and contiguous counties and venues on Oct. 4, 2023.
2. Sponsor will allow CTC reasonable access to the site or premises during and prior to event hours for the purposes of hosting and sponsoring the event as well as preparing for related activities.
3. Sponsor agrees that CTC may use the site, assigned area or premises provided, and Sponsor will not permit or allow anyone not otherwise associated with CTC, its agents, vendors and/or sub-contractors to access the site or premises for any reason unrelated to Cruisin' the Coast.
4. Sponsor grants an irrevocable license to CTC to use the site, area or premises for activities associated with the event and CTC will not use the site, area or premises in a dangerous manner or in any manner inconsistent with the purposes of the event.
5. Sponsor will pay CTC a sponsorship fee in the amount of \$4,000 as consideration for hosting a portion of the event at its site.
6. To the extent required by law or ordinance, CTC agrees that it will obtain any and all permits or licenses necessary to hold the event. Sponsor agrees to reasonably cooperate with CTC in securing any necessary permits or licenses to host the event.
7. Sponsor has full authority to permit CTC to use the premises during the dates and times of the event.
8. With the permission of the Sponsor, CTC may reasonably restrict access to any area assigned to it by the Sponsor consistent with the existing ongoing commercial activity that may be present at the site.
9. CTC agrees that it will use the site or premises in a reasonable method and manner and will commit no waste or permanent damage to the premises.
10. Sponsor agrees to allow CTC reasonable access to the site, area or premises by agents, vendors and sub-contractors of CTC during non event hours for the purposes of event preparation and staging.
11. CTC retains the exclusive right to permit and contract with any individual at the site or premises for the purposes of event promotions, concessions, activities, or performances. Sponsor agrees to reasonably cooperate with CTC with the planned activities and access to the site or premises. CTC retains the exclusive right to permit and contract with any individual at the Event Site for the purposes of event promotions, concessions, activities, performances and/or charitable purposes. Sponsor agrees that it will secure the approval of CTC prior to the event if the Sponsor seeks to include or permit any other activity, vendors and/or charitable entities during the event in the area committed for use by CTC or in reasonable proximity to the site so as to serve as a disruption to registrants, patrons and other vendors of CTC.
12. Upon request of CTC and in the event of notification to the Sponsor that an individual or entity is in violation of paragraph 3 or 11, or is otherwise soliciting within its event site or sufficiently close in proximity to it effectively resulting in a violation of paragraph 3 or 11, the Sponsor will compel and removal any individual, group or entity that is without permission or permit of CTC and/or convey to them that it or they are to cease and desist all activities that are contrary to the reasonable requests of CTC. It is the intent of this paragraph that to the extent that the Sponsor has the right of control over any vendor or provider of goods or services, that

those vendors, entities or groups will be promptly removed by the Sponsor from the event site of CTC while the event is then ongoing.

13. At the conclusion of the event, CTC agrees that it will return the site or premises in substantially the same state or condition when it was provided to CTC.

14. Sponsor acknowledges that the premises are suitable for hosting the event at its site, area or premises and warrants that there are no hidden hazards or conditions likely to produce injury that are not otherwise apparent to CTC or their patrons.

15. Sponsor acknowledges that it is satisfied that it is adequately insured for hosting this event on its premises.

16. Sponsor and CTC agree to indemnify the other as it may relate to any claim or suit that is the result of the negligence of the other. As such, sponsor will agree to indemnify CTC for any claim or suit which alleges negligence of sponsor concerning the premises tendered or any conduct or activity of sponsor that resulted in a suit or claim by a third person. Likewise, CTC agrees to indemnify sponsor for any activity which materially changed the use or nature of the site or premises out of which injury is alleged including any suit for conduct arising out of the activities of CTC.

17. No activity will be undertaken on the site or premises or otherwise allowed which is a violation of state or federal law.

18. No lewd or lascivious activity will be engaged in by CTC, or its agents, servants, employees, vendors or sub-contractors or by Sponsor on the site or premises during hours of the event.

19. Time is of the essence of this agreement.

20. This agreement may be amended but only upon a writing and signed by the parties.

21. This agreement and undertakings set forth herein, are not to be construed in any way that either party is the agent of the other, and neither party has the ability and capacity to bind the other to any agreement or undertaking. Both parties acknowledge that each is an independent contractor and there is no vicarious relationship whatsoever.

22. CTC retains the exclusive right to the CTC logo, to include any likeness or images associated with the event and Sponsor may use the logo, likeness or images of CTC only as permitted or authorized, in writing, by CTC. CTC agrees not to use the logo, likeness or images associated with Sponsor, except with its express permission or as permitted by Sponsor in the CTC advertising, brochures or programming.

23. Termination of Agreement: A. This agreement may be terminated for any reason more than 90 days prior to the event without recourse against either party; B. If termination is sought by either party upon or within 90 days of the event, it shall only be for breach of this agreement or otherwise for "good cause."

24. Subject to paragraph 23, both parties retain the right to pursue a claim for damages against the other for breach of the agreement or for termination of the agreement without "good cause."

25. Notwithstanding paragraph 24, both parties agree to resolve all claims by and between themselves and for those arising out of or pursuant to this agreement by arbitration which will be preceded by voluntary mediation. Any mediator or arbitrator obtained herein shall be selected by agreement of the parties or pursuant to the procedures set out and mandated by the American Arbitration Association or equivalent. In the event of any claim by and between the parties hereto, such mediation or arbitration shall occur only in Harrison County, Mississippi.

26. Subject to the provisions of paragraph 25, no suit may be filed by and between the parties in any jurisdiction other than Harrison County except to enforce the mediation and/or arbitration provisions herein or an award of an arbitrator.

27. This agreement shall expire at midnight on the last full day of the event as scheduled.

28. This agreement does not automatically renew and shall not be renewed except by separate or similar agreement signed by all parties.

29. All executory agreements, warranties or covenant required hereunder shall extend beyond the termination of this agreement for purposes of relief or enforcement.

30. The agreement herein constitutes the entire agreement of the parties and no other agreements, not specifically incorporated herein, are valid except that they may constitute an amendment to this agreement subject to the provisions of Paragraph 20.

31. All notices pertaining to this agreement may be verbalized to any authorized CTC representative "On site" during the event, but SHALL be subsequently [as soon as prudent] provided in writing to Sherwood R. Bailey, Post Office Box 3001, Gulfport, Miss. 39505 and to: cruisinthecoast@cruisinthecoast.com. Likewise, all notice under this agreement may be verbalized to any "on site" representative of Sponsor, but SHALL be provided subsequently [as soon as prudent] in writing to:

32. Special Provisions, if any, are attached and constitute an amendment under Paragraph 20 without signature, but only if attached at the time of the execution of this Agreement. *[If a municipality or governmental entity, it is required that the agreement be approved by the governing authority and be approved on the minutes of the body.]*

Cruisin' the Coast, Inc.

City of Diamondhead, MS

By: 
SHERWOOD R. BAILEY, JR.

By: _____
[name]

Date: 3/10/23

Date: _____



5000 Diamondhead Circle ·
Diamondhead, MS 39525-3260

March 17, 2023

City of Diamondhead
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear Councilmembers:

Re: Property, Equipment, Liability, Auto, Public Officials, The City’s Property, Equipment, General Liability, Auto, Public Officials, Employment Practices and Equipment Breakdown Insurance Coverages.

Frank Bordeaux of Cadence Insurance has completed the marketing process and has provided a proposal for renewal with a total combined premium in the amount of \$119,662.69. It is recommended to renew policies through Cadence Insurance for property through Velocity in the amount of \$23,930.69, Inland Marine through Markel American Insurance in the amount of \$21,892.00, Equipment Breakdown through Hartford Steam Boiler in the amount of \$946.00 and through Travelers General Liability in the amount of \$12,988.00, Public Officials Liability in the amount of \$10,645.00, Business Auto in the amount of 438,928.00 and Crime and Cyber in the amount of \$10,333.00. All policies renewing will expire April 8, 2024. A summary of the policy and insured values are as follows:

PREMIUM SUMMARY

COVERAGE	COMPANY	AM BEST RATING	23/24 RENEWAL PREMIUM	22/23 EXPIRING PREMIUM
Property	Velocity (Independent/Lloyds)	A- Rated or Better	\$23,930.69	\$18,896.38
			<i>\$4,670,851 TIV</i>	<i>\$4,446,763 TIV</i>
Inland Marine	Markel American Insurance	A XV	\$21,892.00 <i>\$1,887,263 TIV</i>	\$15,953.00 <i>\$1,450,261 TIV</i>
Equipment Breakdown	Hartford Steam Boiler Inspection and Ins	A++XV	\$946.00	\$579.00
			<i>\$4,612,851 TIV</i>	<i>\$2,683,095 TIV</i>
General Liability	Travelers- The Charter Oak Fire Insurance Co	A++XV	\$12,988.00	\$9,930.00
Public Officials Liability	Travelers- The Charter Oak Fire Insurance Co	A++XV	\$10,645.00	\$9,637.00
Business Auto	Travelers Property and Casualty Co of America	A++XV	\$38,928.00 <i>39 Units</i>	\$36,946.00 <i>39 Units</i>
Crime and Cyber	Travelers Casualty and Surety Co of America	A++XV	\$10,333.00 <i>\$9,921,438 Revenue</i>	\$7,224.00 <i>\$6,331,471 Revenue</i>
TOTAL ESTIMATED ANNUAL PREMIUM			\$119,662.69	\$99,165.38

Sincerely,

Jon McCraw
City Manager



5000 Diamondhead Circle · Diamondhead, MS 39525-3260
Phone: 228.222.4626 Fax: 228.222.4390
www.diamondhead.ms.gov

March 15, 2023

Diamondhead City Council
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear Councilmembers:

FY22, FY23 and FY24 Annual Financial Reports

Sealed proposals were received for annual auditing services for Fiscal Years 2022, 2023 and 2024. Responses were received from the following firms:

	FY22	FY23	FY24	TOTAL
AVL	\$45,000	\$45,000	\$45,000	\$135,000
Wright Ward Hatten & Guel	\$34,000	\$35,000 \$	\$36,000	\$105,000

Both firms are well-qualified and have provided auditing services to the City in the past. It is the recommendation of the administration to accept proposal of Wright Ward Hatten & Guel for FY22, FY23 and FY24 Auditing Services in the total of amount of \$105,000 and further to accept and approve the engagement letter of March 14, 2023.

Thank you for your consideration and approval in this matter.

Sincerely,

Jeannie Klein
City Clerk

WRIGHT, WARD, HATTEN & GUEL

PROFESSIONAL LIMITED LIABILITY COMPANY

(SUCCESSORS TO A. L. EVANS & COMPANY ESTABLISHED 1926)

Certified Public Accountants

HANCOCK BANK BUILDING

2510 - 14TH STREET

P.O. BOX 129

GULFPORT, MISSISSIPPI 39502

MICHAEL E. GUEL, CPA, CVA, PFS, CFP®, CFE
SANDE W. HENTGES, CPA, CFE

CHARLENE KERKOW, CPA
SHARI L. BREEDEN, CPA
ROBERT D. FOREMAN, CPA

MEMBERS
AMERICAN INSTITUTE OF CPAS
MISSISSIPPI SOCIETY OF CPAS

TELEPHONE (228) 863-6501
FAX NUMBER (228) 863-6544
EMAIL: OFFICE@WWWHGCPA.COM

March 14, 2023

To the Mayor, City Council and Management
City of Diamondhead, Mississippi

We are pleased to confirm our understanding of the services we are to provide for the City of Diamondhead, Mississippi for the year ended September 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the City of Diamondhead, Mississippi as of and for the year ended September 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Diamondhead, Mississippi's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board 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 City of Diamondhead, Mississippi's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Diamondhead, Mississippi's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

- 1) Schedule of Expenditures of Federal Awards.
- 2) Schedule of Surety Bonds
- 3) Combining Financial Statements

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) City Officials
- 2) Organizational Chart

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk of material misstatement as part of our audit planning:

Improper revenue recognition.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Diamondhead, Mississippi's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Diamondhead, Mississippi's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City of Diamondhead, Mississippi's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Diamondhead, Mississippi in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements,

the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the 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 latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to make the audited financial statements readily available to intended users of the

schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Wright, Ward, Hatten & Guel and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Office of the State Auditor or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Wright, Ward, Hatten & Guel personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Sande Hentges, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be \$34,000. Our fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

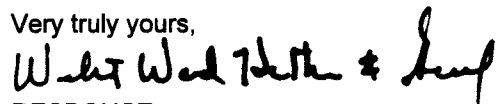
Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Mayor and City Council of the City of Diamondhead, Mississippi. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions 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 issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the City of Diamondhead, Mississippi and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



RESPONSE:

This letter correctly sets forth the understanding of the City of Diamondhead, Mississippi.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

EXHIBIT "B"

SCOPE OF SERVICES

Engineer shall provide professional services for the City pursuant to Work Assignments issued from time to time. All work assignments shall be subject to the terms and conditions set forth herein and any additional conditions or limitations provided for the specific assignment. General areas of services include, but are not limited to, work related to Water, Wastewater, Streets, Bridges, Storm Drainage, Traffic Control, and Landscape Design. Engineer may be asked to provide preliminary engineering reports, designs, environmental and surveying services, construction drawings, construction observation, and other tasks that may become necessary during the process. For tasks assigned under this Agreement, the scope of service will be agreed to in advance, funding identified, and a specific work authorization issued for each assignment. (See Exhibit "C" for format.)

EXHIBIT "C"

WORK ASSIGNMENT

CITY OF DIAMONDHEAD

WORK ASSIGNMENT

NO _____

ENGINEER'S PROJECT NUMBER: - 17-057 Coon Branch Drainage Improvements Project

This Work Assignment is executed in accordance with the Master Services Agreement entered into by the City of Diamondhead Mississippi and Chiniche Engineering & Surveying on the 29th day of October 2021.

WHEREAS, each of said parties represents that it continues to have authority to execute this Work Assignment and that all certifications previously made in said Agreement remain in effect;

NOW THEREFORE, the parties hereto do further contract and agree to add the following items of work to the above Agreement under the additional terms and conditions as are hereinafter stated:

SPECIFIC SCOPE OF WORK FOR THIS WORK ASSIGNMENT OR PHASE

- 1. Basic Services (design, bidding and construction administration) - \$138,600.00
- 2. Topographic and boundary surveying - \$ 42,250.00
- 3. Permitting - \$ 30,000.00
- 4. Construction inspection - \$ 81,000.00

WORK ASSIGNMENT TERM [No new Work Assignments shall be executed after October 28, 2021.

This WORK ASSIGNMENT shall be effective upon the latest date of execution hereof and continue until insert Work Assignment Termination date here, at 11:59 P.M. CDT. However, the Engineer may not begin work prior to receiving a Notice to Proceed.

DBEGOAL

The DBE goal established for this Work Assignment shall be _____ %

KEYPERSONNEL

{{{{Designate project engineer and the Engineer's project representative here. Also include a list of any key personnel who are dedicated to this particular job by the CONSULTANT.}}}}

CITY

CONSULTANT PROJECT MANAGER:
(Certified as a Professional Engineer to do business in the State of Mississippi)

PROGRESS SCHEDULE

{{{Attach at the end of "Exhibit C" the progress schedule, including a not to exceed date}}}

MAXIMUM ALLOWABLE COST { Delete the other cost methods not used }

Contract Maximums:

[Use for Labor Hour/Unit Cost Work Assignments]

Under no circumstances shall the amount payable by the City for this assignment exceed \$291,850 _____ (Total of all Charges) without the prior written consent of both parties.

The Labor Rates have been identified in Table 1: Rate Schedule for Labor Hours.

Table 1: Rate Schedule for Labor Hours

NAMES	LABOR CLASSIFICATION	RATE
Jason Chiniche	Principal Engineer	162.00
Christina Shurley	Senior Professional Engineer	145.00
Alex Bertagnolli	Senior Cad	90.00

Both parties hereto represent that they have authority to enter into Work Assignment No. _____, as "Exhibit C" of the Agreement executed by and between the City and Engineer to which is now made a part of said Agreement.

SO EXECUTED AND AGREED THIS THE _____ DAY OF _____, _____.

City of Diamondhead

Authorized Signature

WITNESS this my signature in execution hereof, this the _____ day of _____, 20____.

Printed Name: _____

Signature: _____

ATTEST: _____

EXHIBIT "D" FEES

AND EXPENSES

The City shall pay the Engineer on an actual Labor Hour/Unit Cost Basis for the satisfactory completion of the Scope of Work set forth herein, for all salaries, payroll additives, overhead, direct costs and the Engineer's fixed fees attributable to a Work Assignment. The Engineer shall prepare an estimate for the specific work identified for the contemplated transportation improvement, and the City shall review and may approve this amount on a Work Assignment by Work Assignment basis using typical rates, and when acceptable issue the Notice to Proceed to the Engineer.

Actual costs as the term is used herein shall include all direct salaries, payroll additives, overhead and direct. Direct salaries are those amounts actually paid to the person performing the services which are deemed reasonably necessary by the City for the advancement of the Scope of Work. Overtime work is not contemplated by the Work Assignment. Accordingly, direct salaries chargeable to the Work Assignment shall not include any overtime premium. Salaries for officers, principals or partners shall not increase at a rate in excess of that for other employees. Payroll additives and overhead consist of employee fringe benefits and that part of Engineer's allowable indirect costs attributable to the Work Assignment.

Direct costs are those charges deemed reasonably necessary by the City for the successful completion of the Scope of Work which are charged directly to the Work Assignment and not included in overhead.

Fixed-fee as the term is used herein shall mean a dollar amount established to cover the Engineer's profit and business expenses not allocable to overhead for the successful completion of the Services.

Labor Hour as the term is used herein shall include all direct salaries, payroll additives, overhead, and profit. Unit-Costs, as the term is used herein shall include all direct costs and profit. Labor Hour/Unit-Costs are not subject to any adjustments on the basis of the Engineer's cost experience in performing the Work Assignment. The Labor Hour/Unit-Costs shall be paid based on the rates established in the Work Assignment.

Each month, the Engineer shall submit OCR-484-C found on MDOT's website to the CITY along with the Invoice. This form certifies payments to all Subcontractors and shows all firms even if the Engineer has paid no monies to the firm during that estimate period (negative report).

If requested by City all labor charges for services must be substantiated by supporting data, i.e. certified time sheets, daily logs, check stubs, pay vouchers, etc.

Direct costs:

The City will reimburse the Engineer's printing, long distance phone calls, and testing for actual documented expenses. All Direct costs shall be substantiated with supporting documentation. Testing costs shall not exceed 2% of the construction costs and the CITY shall approve the testing agreement in advance of testing working being performed. All direct expenses will be reimbursed upon receipt of acceptable paid invoices.

Direct Salaries:

Direct salaries shall not exceed those amounts actually paid to an employee performing services reasonably necessary for the completion of the Scope of Work set forth under "Exhibit B" to this Agreement.

EXHIBIT "E"

SAMPLE INVOICE
[Labor-Hour/Unit Cost]

City of Diamondhead
Attn: Finance Department
5000 Diamondhead Circle
Diamondhead, MS 39525

Date _____

Invoice No. 0000
Period _____, 20____ Through _____, 20____

PROFESSIONAL SERVICES IN ACCORDANCE WITH MASTER SERVICES AGREEMENT

Engineer's Project No _____ Mississippi

City Work Assignment No. _____

Engineer: _____

-----:
_

	Current Period	Previous Estimate	Total Allowed to Date
Labor Costs *	\$	\$	\$
Direct Costs **	\$	\$	\$
Project Total	\$	\$	\$
Amount Due this Invoice			\$

NOTE:

1. * PAYROLL ADDITIVES (INCLUDING ALL FRINGE BENEFITS & OVERHEAD)
2. THE ESTIMATED FCCM FOR COST PROPOSALS AND SUPPLEMENTAL AGREEMENTS MUST BE SPECIFICALLY IDENTIFIED AND DISTINGUISHED FROM THE OTHER COSTS. PROFIT/FEE SHALL NOT INCLUDE AMOUNTS APPLICABLE TO FCCM.
3. ** DIRECT COSTS (ATTACH SUPPORTING DATA)
4. THE CONSULTANT MAY USE ITS OWN INVOICE FORM SO LONG AS IT HAS BEEN APPROVED BY THE CONSULTANT SERVICES DIRECTOR. PRIOR TO SUBMISSION BY THE CONSULTANT SAID FORM SHOULD, AT A MINIMUM, CONTAIN THE ABOVE INFORMAT

SUPPORTING DATA (Sample Only)

Engineer's Project No _____

Hancock County

<u>Employee and Classification</u>	<u>Rate of Pay</u>	<u>Current Period Hours</u>	<u>Current Period Costs</u>	<u>Previous Period Costs</u>	<u>Cost to Date</u>
John P. Public Jr. <u>Engineer</u>	\$0.00/hour	0.00	\$0.00	\$0.00	\$0.00
John P. Public Jr. <u>Designer</u>	\$0.00/hour	0.00	\$0.00	\$0.00	\$0.00
John P. Public Jr. <u>Technician.</u>	\$0.00/hour	0.00	\$0.00	\$0.00	\$0.00
SUBTOTAL	\$ 0.00/hour	0.00	\$0.00	\$0.00	\$0.00

TOTAL LABOR

Direct Costs

PROJECT TOTAL

Employee and Classification

EXHIBIT "F"
PROGRESS REPORT

MONTHLY PROJECT STATUS REPORT	
Reporting Period:	_____
City Representative:	_____
Consultant:	_____
Project No.:	_____
Project Description:	_____
Work Completed:	_____
Work Planned:	_____
Issues to be Addressed;	_____

Report Submitted by _____

Date: _____

EXHIBIT "G"**NOTICE TO CONTRACTORS, FEDERAL AID CONTRACT COMPLIANCE WITH TITLE VI OF THE AMERICANS WITH DISABILITIES ACT, COPELAND ANTI-KICKBACK ACT, DAVIS BACON ACT, CONTRACT WORK HOURS AND SAFETY STANDARDS ACT, CLEAN AIR ACT, ENERGY POLICY AND CONSERVATION ACT, DISADVANTAGED BUSINESS ENTERPRISES ACT, WORKER VISIBILITY**

During the performance of this Agreement, the Engineer, for itself, its assignees and successor-in-interest (hereinafter referred to as the "Engineer") agrees as follows:

1. Compliance with Regulations: The Engineer will comply with the Regulations of the City, relative to nondiscrimination in Federally-assisted programs of the U. S. Department of Transportation (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of this Agreement.

2. Nondiscrimination: The Engineer, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the grounds of race, religion, color, sex, national origin, age or disability in the selection and retention of sub-consultants including procurement of materials and leases of equipment. The Engineer will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when this Agreement covers a program set forth in Appendix B of the Regulations. In addition, the Engineer will not participate either directly or indirectly in discrimination prohibited by 23 C.F.R. 710.405(b).

3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all Solicitations, either by competitive bidding or negotiation made by the Engineer for work to be performed under a subcontract, including procurement of materials or equipment, each potential sub-consultant or supplier shall be notified by the Engineer of the Engineer's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, national origin, age or disability.

4. Anti-kick back provisions: All agreements and subcontracts for construction or repair shall include a provision for compliance with the Copeland "Anti-Kick Back" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR, Part 3). This Act provides that each consultant/contractor or sub-consultant/sub-contractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The Engineer shall report all suspected or reported violations to the City.

5. Davis Bacon Act: When required by the federal grant program legislation, all construction contracts awarded to contractors and subcontractors in excess of \$2,000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR, Part 5). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less often than once a week

6. Contract Work Hours and Safety Standards Act: Where applicable, all contracts awarded by contractors and subcontractors in excess of \$2,000 for construction contracts and in excess of \$2,500 for other contracts which involve the employment of mechanics or laborers shall include a provision for compliance with sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C.

327-330) as supplemented by Department of Labor Regulations (29 CFR, Part 5). Under section 103 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard workweek of 40 hours. Work in excess of the standard workweek is permissible provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of 40 hours in the workweek. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction, safety, and health standards promulgated by the Secretary of Labor. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

7. Clean Air Act: Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clear Air Act (42 U.S.C. 1857 (h), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15) (Contracts and subcontracts in amounts in excess of \$100,000).

8. Energy Policy and Conservation Act: Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163).

9. Disadvantaged Business Enterprises (DBE): It is the policy of the City to comply with the requirements of 49 C.F.R. 26, to prohibit unlawful discrimination, to meet its goal for DBE participation, to meet that goal whenever possible by race-neutral means, to create a level playing field, and to achieve that amount of DBE participation that would be obtained in an non-discriminatory market place. To meet that objective in any United States Department of Transportation assisted contracts, the City and the Engineer shall comply with the "Mississippi Department of Transportation's Disadvantage Business Enterprise Programs For United States Department Of Transportation Assisted Contracts".

Neither the Engineer, nor any sub-recipient or sub-consultant shall discriminate on the bases of race, color, national origin, or sex in the performance of this Agreement. The Engineer shall carry out applicable requirements of 49 C.F.R. 26 in the award and administration of United States Department of Transportation assisted contracts. Failure of the Engineer to carry out those requirements is a material breach of this Agreement which may result in the termination of this Agreement or such other remedies as the City deems appropriate.

10. Worker Visibility: All workers within the right-of-way of a Federal-aid highway who are exposed either to traffic (vehicles using the highway for the purposes of travel) or to construction equipment within the work area shall wear high-visibility safety apparel-personal protective safety clothing that is intended to provide conspicuity during both daytime and nighttime usage, and that meets the Performance Class 2 or 3 requirements of the ANSI/ISEA 107-2004 publication entitled "American National Standard for High-Visibility Safety Apparel and Headwear"- for compliance with 23 CFR, Part 634.

EXHIBIT "H"**CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS- Certification in accordance with Section 29.510 Appendix A, C.F.R. Vol. 53, No. 102, page 19210 and 19211:

- (1) The CONSULTANT certifies to the best of its knowledge and belief that it and its principals:
- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or Agreement under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and
 - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default;
 - (e) has not either directly or indirectly entered into any agreement participated in any collusion; or otherwise taken any action in restraint of free competitive negotiation in connection with this Agreement.
- (2) The Engineer further certifies, to the best of his/her knowledge and belief, that:
- (f) No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or employee of a member of Congress in connection with the awarding of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
 - (g) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or any employee of a member of Congress in connection with this Agreement, Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions will be completed and submitted,

The certification contained in (1) and (2) above is a material representation of fact upon which reliance is placed and a pre-requisite imposed by Section 1352, Title 31, U. S. Code prior to entering into this Agreement. Failure to comply shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000.00. The Engineer shall include the language of the certification in all subcontracts exceeding \$25,000.00 and all sub-consultants shall certify and disclose accordingly.

I hereby certify that I am the duly authorized representative of the Engineer for purposes of making this certification, and that neither I, nor any principal, officer, shareholder or employee of the above firm has:

- (a) employed or retained for commission, percentages, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above Engineer) to solicit or secure this agreement,
- (b) agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the agreement, or
- (c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above Engineer) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the agreement; except as herein expressly stated (if any).

I acknowledge that this Agreement may be furnished to the Federal Highway Administration, United States Department of Transportation, or any other applicable Federal or State Agency in connection with the Agreement involving participation of Federal-Aid Highway funds, and is subject to applicable state and federal laws, both criminal and civil.

SO CERTIFIED this. ____ day of. _____, 20____ -

{Enter Consultant's Name}

{Print or Type}

ATTEST _____

My Commission Expires:

Notary

EXHIBIT "I"

PRIME CONSULTANT / CONTRACTOR EEV
CERTIFICATION AND AGREEMENT

By executing this Certification and Agreement, the undersigned verifies its compliance with the, "Mississippi Employment Protection Act," Section 71-11-3 of the Mississippi Code of 1972, as amended, and any rules or regulations promulgated by the CITY, Mississippi Transportation Commission [MTC], Department of Employment Security, State Tax Commission, Secretary of State, Department of Human Services in accordance with the Mississippi Administrative Procedures Law (Section 25-43-1 et seq., Mississippi Code of 1972, as amended), stating affirmatively that the individual, firm, or corporation which is contracting with the CITY has registered with and is participating in a federal work authorization program* operated by the United States Department of Homeland Security to electronically verify information of newly hired employees pursuant to the Immigration Reform and Control Act of 1986, Pub.L. 99-603,100 Stat 3359, as amended. The undersigned agrees to inform the CITY if the undersigned is no longer registered or participating in the program.

The undersigned agrees that, should it employ or contract with any entity(s) in connection with the performance of this Agreement, the undersigned will secure from such entity(s) verification of compliance with the Mississippi Employment Protection Act. The undersigned further agrees to maintain records of such compliance and provide a copy of each such verification to the City, if requested, for the benefit of the City or this Contract.

EEV* Company Identification Number [Required]

The undersigned certifies that the above information is complete, true and correct to the best of my knowledge and belief. The undersigned acknowledges that any violation may be subject to the cancellation of the contract, ineligibility for any state or public contract for up to three (3) years, the loss of any license, permit, certificate or other document granted by any agency, department or government entity for the right to do business in Mississippi for up to one (1) year, or both, any and all additional costs incurred because of the contract cancellation or the loss of any license or permit, and may be subject to additional felony prosecution for knowingly or recklessly accepting employment for compensation from an unauthorized alien as defined by 8 U.S.C §1324a(h)(3), said action punishable by imprisonment for not less than one (1) year nor more than five (5) years, a fine of not less than One Thousand Dollars (\$1,000.00) nor more than Ten Thousand Dollars (\$10,000.00), or both, in addition to such prosecution and penalties as provided by Federal law.

BY: _____
Authorized Officer or Agent

Date

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent of Contractor /Consultant

SWORN TO AND SUBSCRIBED before me on this the _____ day of _____ 20____

NOTARY PUBLIC
My Commission Expires: _____

* As of the effective date of the Mississippi Employment Protection Act, the applicable federal work authorization program E-Verify operated by the U. S. Citizenship and Immigration Services of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration.

MASTER SERVICE AGREEMENT RATES

<u>Classification</u>	<u>Labor Hourly Rate</u>
Principal Engineer.....	\$162.00
Senior Professional Engineer (held P.E. License minimum 10 years.....)	\$145.00
Senior Professional Engineer (held P.E. License minimum 5 years).....	\$125.00
Professional Engineer (licensed P.E.).....	\$105.00
Senior Project Manager (minimum 15 Year Experience	\$115.00
Project Engineer.....	\$95.00
Professional Land Surveyor.....	\$98.00
Survey Crew Chief.....	\$68.00
Instrument Person	\$41.00
Senior CAD Technician (minimum 15 Years Experience).....	\$90.00
Senior CAD Technician (minimum 15 Years Experience).....	\$80.00
CAD Technician	\$70.00
Clerical	\$50.00
Senior Administration (minimum 15 Years Experience).....	\$80.00
Resident Project Representative	\$75.00
Engineering/Specification Technician	\$65.00
Student Intern/Co-op.....	\$40.00
Scientist	\$85.00
Biologist	\$115.00
1 man GPS Survey Crew	\$150.00
2 man GPS Survey Crew	\$175.00
Drone (minimum charge, up to half day).....	\$350.00
Drone (more than half day to all day	\$475.00

WORK ASSIGNMENT

WORK ASSIGNMENT NO. _____

PROJECT NUMBER: 26040.00; Makiki Drive Culvert Replacement and associated swales

This Work Assignment is executed in accordance with the Master Services Agreement entered into by the City of Diamondhead, Mississippi and Pickering Firm, Inc. on the 19th day of August, 2016.

WHEREAS, each of said parties represents that it continues to have authority to execute this Work Assignment and that all certifications previously made in said Agreement remain in effect;

NOW THEREFORE, the parties hereto do further contract and agree to add the following items of work to the above Agreement under the additional terms and conditions as are hereinafter stated:

SPECIFIC SCOPE OF WORK FOR THIS WORK ASSIGNMENT OR PHASE

See 'Attachment A – Scope of Services'

WORK ASSIGNMENT TERM

No new Work Assignments shall be executed after October 28th, 2024 at 11:59 P.M. CDT.

This WORK ASSIGNMENT shall be effective upon the latest date of execution hereof and continue until October 28th, 2024 at 11:59 P.M. CDT. However, the Engineer may not begin work prior to receiving a Notice to Proceed.

DBE GOAL

The DBE goal established for this Work Assignment shall be zero percent (0%).

KEY PERSONNEL

CITY PROJECT MANAGER:

CONSULTANT PROJECT MANAGER:

(Certified as a Professional Engineer to do business in the State of Mississippi)

Cara Wagner, PE (MS #26030)

PROGRESS SCHEDULE

Applications, meetings, and other items requested by the client will be prepared and submitted in a timely fashion following client request.

MAXIMUM ALLOWABLE COST

Contract Maximums:

Under no circumstances shall the amount payable by the City for this assignment exceed **\$12,000** (Total of all Charges), without the prior written consent of both parties. The Labor Rates have been identified in Table 2: Rate Schedule for Labor Hours.

Table 1: Compensation for Services Breakdown

Basic Services		
Phase #	Phase Title	Fee (labor hour/unit cost)
IX	Construction Phase and Bond Assistance	\$12,000

Table 2: Rate Schedule for Labor Hours

NAMES	LABOR CLASSIFICATION	RATE
	Principal Engineer	\$ 135
	Professional Engineer	\$ 97
	Senior Project Manager	\$ 105
	Project Engineer	\$ 75
	Professional Land Surveyor	\$ 80
	Survey Crew Chief	\$ 47
	Instrument Person	\$ 35
	CAD Technician	\$ 50
	Clerical	\$ 43
	Resident Project Representative	\$ 70
	Engineering Technician	\$ 50

Both parties hereto represent that they have authority to enter into this Work Assignment as "Exhibit C" of the Agreement executed by and between the City and Engineer to which is now made a part of said Agreement.

SO EXECUTED AND AGREED THIS THE _____ DAY OF _____,

City of Diamondhead, Mississippi

By: _____

WITNESS this, my signature, in execution hereof, this the 16th day of March 2023.

Pickering Firm, Inc.

ATTEST:



 Austin Keith



 By: Cara Wagner, PE

ATTACHMENT A – SCOPE OF SERVICES**General Project Description**

In general, the Engineer will perform environmental permitting, boundary and topographic survey, preparation of easement plats, engineering analysis, engineering design (including production of construction documents), bid phase, and construction engineering and inspection services relative to the replacement or rehabilitation of the culvert that crosses Makiki Drive just east of its intersection with Kui Place. Additionally, the incoming channels (roadside and through lot) and outflowing channel will be analyzed for appropriate capacity in the 25-year design storm event. Finally, a new swale traveling generally easterly behind the first 4-5 homes fronting Makiki Drive will be considered to assist with rear yard drainage.

Items not specifically outlined below are excluded from this proposal; subsequent services may be added, as mutually agreed upon by both parties, as either an amendment to this contract or as a separate contract.

Phase IX – Construction Phase & Bond Assistance (\$12,000)

Upon written authorization from CLIENT, Engineer shall assist the City with termination of the current construction contract with the Contractor, provide data as needed for the bonding company, assist if needed with a new construction contract and Contractor and provide general administration of construction contract. This includes; consult with CLIENT and act as CLIENT's representative as provided in the Construction Contract. The extent and limitations of the duties, responsibilities, and authority of Engineer as assigned in the Construction Contract shall not be modified, except as Engineer may otherwise agree in writing. All of CLIENT's instructions to Contractor will be issued through Engineer, which shall have authority to act on behalf of CLIENT in dealings with Contractor to the extent provided in this Agreement and the Construction Contract except as otherwise provided in writing.

Additional Services

Any service not specifically outlined above is excluded from Pickering Firm, Inc.'s scope of work. In the event you request additional services over and above the subject scope of work, we will perform said additional services under a new work assignment or an amendment to this work assignment. Additional Services may include, but are not limited to: preparation of right-of-way or easement acquisition documents, environmental assessments, project permitting, engineering design of proposed improvements not outlined above.



City of Diamondhead, MS

Docket of Claims Register Item No. 11.

APPKT01952 - February 2023 Payroll Payables

By Docket/Claim Number

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Payment Amount Line Amount
DKT230504	Morgan White Group						1,000.04
		02/08/2023	INV0005301	Morgan White	650-140-112.01	Morgan White Payable	607.79
		02/22/2023	INV0005330		650-140-112.01	Morgan White Payable	392.25
DKT230505	American Fidelity						921.62
		02/08/2023	INV0005280	American Fidelity Hospital Gap Plan	650-140-113.04	American Fidelity Withheld	37.85
			INV0005281	American Fidelity Term Life	650-140-113.04	American Fidelity Withheld	70.52
			INV0005282	American Fidelity Accident	650-140-113.04	American Fidelity Withheld	87.45
			INV0005283	American Fidelity Critical Illness	650-140-113.04	American Fidelity Withheld	38.63
			INV0005284	American Fidelity Disability	650-140-113.04	American Fidelity Withheld	305.43
			INV0005285	AmFid Cancer Post Tax	650-140-113.04	American Fidelity Withheld	5.80
			INV0005286	AmFid Cancer Pre Tax	650-140-113.04	American Fidelity Withheld	15.90
		02/22/2023	INV0005309	American Fidelity Hospital Gap Plan	650-140-113.04	American Fidelity Withheld	37.85
			INV0005310	American Fidelity Term Life	650-140-113.04	American Fidelity Withheld	15.52
			INV0005311	American Fidelity Accident	650-140-113.04	American Fidelity Withheld	70.75
			INV0005312	American Fidelity Critical Illness	650-140-113.04	American Fidelity Withheld	38.63
			INV0005313	American Fidelity Disability	650-140-113.04	American Fidelity Withheld	175.59
			INV0005314	AmFid Cancer Post Tax	650-140-113.04	American Fidelity Withheld	5.80
			INV0005315	AmFid Cancer Pre Tax	650-140-113.04	American Fidelity Withheld	15.90
DKT230506	Texas Life						95.55
		02/08/2023	INV0005302	Texas Life	650-140-113.05	Texas Life Withheld	47.78
		02/22/2023	INV0005331		650-140-113.05	Texas Life Withheld	47.77
DKT230507	Blue Cross Blue Shield of MS						10,130.08
		02/08/2023	INV0005300	MONTHLY PREMIUM	650-140-112.00	BCBS Withheld/Payable	5,065.12
		02/22/2023	INV0005329		650-140-112.00	BCBS Withheld/Payable	5,064.96

Docket of Claims Register - Council

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line	Amount	Payment Amount
DKT230508	Colonial Life								421.90
	02/08/2023	INV0005287	EE PREMIUM	650-140-113.00	Colonial Withheld		32.40		
		INV0005288		650-140-113.00	Colonial Withheld		61.08		
		INV0005289	Critical Illness	650-140-113.00	Colonial Withheld		9.12		
		INV0005290	EE Premium	650-140-113.00	Colonial Withheld		18.17		
		INV0005291	EE PREMIUM	650-140-113.00	Colonial Withheld		24.60		
		INV0005292		650-140-113.00	Colonial Withheld		32.80		
		INV0005293		650-140-113.00	Colonial Withheld		32.78		
	02/22/2023	INV0005316		650-140-113.00	Colonial Withheld		32.40		
		INV0005317		650-140-113.00	Colonial Withheld		61.08		
		INV0005318	Critical Illness	650-140-113.00	Colonial Withheld		9.12		
		INV0005319	EE Premium	650-140-113.00	Colonial Withheld		18.17		
		INV0005320	EE PREMIUM	650-140-113.00	Colonial Withheld		24.60		
		INV0005321		650-140-113.00	Colonial Withheld		32.80		
		INV0005322		650-140-113.00	Colonial Withheld		32.78		
	DKT230509	Systematized Benefits and Administrators Inc							
02/08/2023		INV0005294	Deferred Compensation	650-140-110.00	Deferred Compensation Withheld/Payable		4,634.45		
02/22/2023		INV0005323		650-140-110.00	Deferred Compensation Withheld/Payable		4,634.45		
DKT230510	MS Department of Revenue Payroll								1,891.00
	02/01/2023	INV0005276	Payroll State Withholding Taxes	650-140-134.00	State Withholding Tax		25.00		
	02/08/2023	INV0005304		650-140-134.00	State Withholding Tax		937.00		
	02/22/2023	INV0005333		650-140-134.00	State Withholding Tax		904.00		
	03/01/2023	INV0005338		650-140-134.00	State Withholding Tax		25.00		
DKT230511	MS Department of Human Services								223.86
	02/22/2023	INV0005332	M Ladner	650-140-106.00	Garnishment Withheld		223.86		
DKT230512	MS Department of Human Services								223.86
	02/08/2023	INV0005303	M Ladner	650-140-106.00	Garnishment Withheld		223.86		
DKT230547	Guardian								476.07
	02/08/2023	INV0005295	ER Life Ins Over 65	650-140-113.01	Guardian Withheld/Payable		6.88		
		INV0005296	ER Guardian Life Over 70	650-140-113.01	Guardian Withheld/Payable		7.95		
		INV0005297	EE PREMIUM	650-140-113.01	Guardian Withheld/Payable		89.93		
		INV0005298	ER BENEFIT LIFE INS MONTHLY PREMIUM	650-140-113.01	Guardian Withheld/Payable		89.93		
	02/22/2023	INV0005324	ER Life Ins Over 65	650-140-113.01	Guardian Withheld/Payable		6.86		
		INV0005325	ER Guardian Life Over 70	650-140-113.01	Guardian Withheld/Payable		7.92		
		INV0005327	ER BENEFIT LIFE INS MONTHLY PREMIUM	650-140-113.01	Guardian Withheld/Payable		217.24		
		INV0005328	EE PREMIUM	650-140-113.01	Guardian Withheld/Payable		49.36		

Docket of Claims Register - Council

APPKT01952 - February 2023 Item No. 11.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT230548	Guardian							319.64
		02/08/2023	INV0005299	EE PREMIUM	650-140-113.01	Guardian Withheld/Payable	58.26	
		02/22/2023	INV0005326		650-140-113.01	Guardian Withheld/Payable	261.38	
DKT230549	Internal Revenue Service							17,569.32
		02/08/2023	INV0005305	Federal Payroll Taxes	650-140-122.00	Social Security Withheld/Payable	4,962.16	
			INV0005306		650-140-122.01	Medicare Withheld/Payable	1,160.48	
			INV0005307		650-140-123.00	Federal Withholding Tax	2,761.26	
		02/22/2023	INV0005334		650-140-122.00	Social Security Withheld/Payable	4,820.62	
			INV0005335		650-140-122.01	Medicare Withheld/Payable	1,127.38	
			INV0005336		650-140-123.00	Federal Withholding Tax	2,737.42	
Total Claims: 12							Total Payment Amount:	42,541.84

Item No. 11.

PR Payables

APPKT	Payroll Pd	Docket #	Description	Payment Date	PKT Total	Agenda	JE Done	PR Net Wages	Payroll Pd	Seq No.	Docket #	Description	Paymt Date	Amount	Agenda
								PYPKT01337	01/06-01-29 Bi Weekly	000153	PRCLAIM000153	Net Wages Payable	2/8/2023	26,811.84	3/21/2023
								PYPKT01340	01/30-2/12 Bi-Weekely	000154	PRCLAIM000154	Net Wages Payable	2/22/2023	25,898.89	3/21/2023
								PYPKT01341	2/01-2/28 Monthly	000155	PRCLAIM000155	Net Wages Payable	3/1/2023	2,523.58	3/21/2023



City of Diamondhead, MS

Docket of Claims Register - Council

Item No. 12.

APPKT01961 - 3.21.23 DOCKET

By Docket/Claim Number

Docket/Claim #	Vendor Name		Payable Description	Account Number	Account Name	Payment Amount	
	Payable Date	Payable Number				Line	Amount
DKT230550	B&R INDUSTRIAL SUPPLY INC.		CASING FOR TE3-50 PUMP	001-301-570.00	Repairs & Maintenance - Vehicle		140.00
	03/21/2023	976889				140.00	
DKT230551	BLADES GROUP, LLC		ASPHALT	001-301-581.00	Asphalt/Concrete		1,178.00
	03/21/2023	18041044				1,178.00	
DKT230552	Coast Electric Power Association		MONTHLY ELECTRIC BILL	001-301-630.00	Utilities - Streetlights & Other		19,040.56
	03/21/2023	03/09/23-005				99.03	
		03/09/23-007				49.45	
		03/09/23-010				64.13	
		03/09/23-012				47.67	
		03/09/23-016				47.20	
		03/09/23-017				215.50	
		03/09/23-018				62.64	
		03/09/23-019				53.09	
		03/28/23-003				1,879.73	
		3/09/23-020				3,431.65	
		3/13/23-001				1,244.11	
		3/13/23-002				10,509.01	
						1,337.35	
	DKT230553	Cuevas Machine Co Inc				MACHINE REPAIRS	001-301-571.00
03/21/2023		23-198	3,500.00				
DKT230554	DAVID'S CHAINSAW & LAWNMOWER REPAIR, LLC		PUBLIC WORKS SUPPLIES	001-301-571.00	Repairs & Maintenance - Equipment		1,507.96
	03/21/2023	40546				136.00	
						152.00	
						184.00	
						195.96	
						112.00	
						312.00	
						120.00	
						96.00	
						96.00	
						104.00	

Docket of Claims Register - Council

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Payment Amount Line Amount
DKT230555	Digital Engineering and Imaging Inc	03/21/2023	1	BOND PAVING PROJECT	302-301-602.00	Professional Fees - Engineering	76,513.75
			31	WORK ASSIGNMENT #018 -- BEAUX VUE PHASE 2	001-301-602.00	Professional Fees - Engineering	74,882.50
							1,631.25
DKT230556	Dixieland Home Farm and Garden Center Inc	03/21/2023	511023	GLYPHOSATE	001-301-501.00	Supplies	199.98
DKT230557	Eagle Energy	03/21/2023	37907	FUEL	001-301-525.00	Fuel	2,751.39
					001-301-525.00	Fuel	9.59
			37908		001-301-525.00	Fuel	1,425.54
							1,316.26
DKT230558	Environmental Systems Research Institute	03/21/2023	94443724	DESKTOP PRIMARY MAINTENANCE	001-140-623.00	Membership Dues/Fees	440.00
DKT230559	Fuelman	03/21/2023	NP63957114	FOR THE WEEK ENDING 3.5.23	001-200-525.00	Fuel	1,620.18
			NP64004296	FOR THE WEEK ENDING 3.12.23	001-200-525.00	Fuel	769.06
							851.12
DKT230560	GULF COPY SYSTEMS LLC	03/21/2023	2720	COPY COUNT FOR THE MONTH	001-110-506.00	Copier Usage/Maintenance	414.91
					001-110-506.00	Copier Usage/Maintenance	29.04
					001-140-506.00	Copier Usage/Maintenance	67.84
					001-140-506.00	Copier Usage/Maintenance	35.46
					001-200-506.00	Copier Usage/Maintenance	202.00
					001-200-506.00	Copier Usage/Maintenance	61.76
					001-200-506.00	Copier Usage/Maintenance	15.83
					001-301-506.00	Copier Usage/Maintenance	2.32
001-301-506.00	Copier Usage/Maintenance	0.66					
DKT230561	Hancock County Sheriffs Office	03/21/2023	2023-DH-002H	INMATE HOUSING FOR FEBRUARY 2023	001-200-689.00	Prisoner's Expense	42,615.10
							560.00
			2023-DHLE-31	INTERLOCAL AGREEMENT FOR WEEK ENDING 2.25.23	001-200-690.00	Interlocal Agreement	1,221.09
					001-110-681.00	Other Services & Charges	295.60
					001-200-690.00	Interlocal Agreement	40,292.41
				001-200-612.00	Internet	246.00	
DKT230562	Hancock County Solid Waste	03/21/2023	1176	DECEMBER RESIDENTIAL SOLID WASTE COLLECTION	401-322-680.00	Other Services & Charges	60,378.01
							60,378.01

Docket of Claims Register - Council

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Payment Amount
							Line Amount
DKT230563	James J Chiniche PA Inc	03/21/2023	17-057-0170	ENGINEER SVS MONTJOY CREEK/PUBLIC ACCESS PROJECT	115-000-602.00	Professional Fees - Engineering Tidelands FY20	17,605.00
			17-057-0171	NOMA DRIVE DREDGING	158-000-602.00	Professional Fees - Engineering Tidelands FY21	4,372.50
			17-057-0172	ENGINEER SVS MONTJOY CREEK/PUBLIC ACCESS PROJECT	115-000-602.00	Professional Fees - Engineering Tidelands FY20	1,870.00
			17-057-168	CANAL DREDGIN IMPROVEMENTS PROJECT	001-301-602.00	Professional Fees - Engineering	1,420.00
			17-057-169	NOMA DRIVE DREDGING	158-000-602.00	Professional Fees - Engineering Tidelands FY21	4,233.00
							5,709.50
DKT230564	Lowes Home Improvement	03/21/2023	903832-KPOFUS	BUILDING DEPARTMENT SUPPLIES	001-280-502.00	SMALL HAND TOOLS	154.74
					001-280-502.00	SMALL HAND TOOLS	47.48
					001-280-502.00	SMALL HAND TOOLS	7.58
					001-280-502.00	SMALL HAND TOOLS	9.49
					001-280-502.00	SMALL HAND TOOLS	28.48
					001-280-502.00	SMALL HAND TOOLS	18.98
					001-280-502.00	SMALL HAND TOOLS	42.73
DKT230565	MAYLEY'S PEST CONTROL	03/21/2023	103440	PEST CONTROL CONTRACT	001-140-634.00	Pest Control	115.00
							115.00
DKT230566	MS Coast Building Officials Association	03/21/2023	S. TORONE - 2023	S. TORONE - 2023 MEMBERSHIP	001-280-623.00	Membership Dues/Fees	100.00
							100.00
DKT230567	MS Power Company	03/21/2023	3/1/23	SURVEILLANCE CONTRACT FOR FEBRUARY	001-200-681.00	Other Services & Charges	1,265.00
							1,265.00
DKT230568	Petes Services	03/21/2023	702161	DEBRIS PILE PICK UP - PW YARD	001-301-681.00	Other Services & Charges	3,500.00
							3,500.00
DKT230569	S&L Office Supplies	03/21/2023	106823	BUILDING DEPARTMENT PRINTER	001-280-501.00	Office Supplies	160.36
					001-280-501.00	Office Supplies	51.59
					001-280-501.00	Office Supplies	29.59
					001-280-501.00	Office Supplies	39.59
					001-280-501.00	Office Supplies	39.59
DKT230570	SLIDELL ARMY SURPLUS INC	03/21/2023	55891	UNIFORMS - SHIRTS	001-200-535.00	Uniforms	126.50
							126.50
DKT230571	Southern MS Planning and Development District Inc	03/21/2023	2023	PRCC HIGHER EDUCATION OPPORTUNITY	001-140-704.00	Appropriations - General	5,000.00
							5,000.00

Docket of Claims Register - Council

APPKT01961 - Item No. 12. T

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT230572	UMB Card Services	03/21/2023	3/10/23-fp postage	FP MAILING SOLUTIONS - POSTAGE METER	001-140-611.00	Postage	1,035.00	1,095.99
			INV191065031	MONTHLY CHARGES FOR CONSTANT CONTACT & ZOOM	001-140-623.00	Membership Dues/Fees	45.00	
					001-140-623.00	Membership Dues/Fees	15.99	
DKT230573	UniFirst Corporation	03/21/2023	1530060956	UNIFORM RENTAL FOR THE WEEK ENDING 3.6.23	001-301-535.00	Uniforms	176.20	352.40
			1530062244	UNIFORM RENTAL FOR THE WEEK ENDING 3.13.23	001-301-535.00	Uniforms	176.20	
DKT230574	Unifirst First Aid Corp	03/21/2023	H975272	FIRST AID CABINET REFILL	001-301-501.00	Supplies	127.82	292.66
			H975273		001-140-501.00	Supplies	164.84	
DKT230575	WageWorks	03/21/2023	0223-DR42799	COBRA PAYMENT FOR FEBRUARY	001-140-625.00	Insurance	40.00	40.00
DKT230576	Warran Automotive, Inc	03/21/2023	26132	DUMPTRUCK COOLANT RESERVOIR	001-301-570.00	Repairs & Maintenance - Vehicle	658.61	1,947.50
			26252	F650 DEF PUMP REPAIRS	001-301-635.00	Professional Fees - R&M Outside Services	1,288.89	
Total Claims: 27							Total Payment Amount:	242,054.99

3/14/2023 8:54 AM

L I C E N S E M A S T E R R E P O R T

PAGE:

LICENSES: ALL

SORTED BY: LICENSE NUMBER

EFFECTIVE DATES: 2/01/2023 TO 2/28/

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

EXPIRATION DATES: 0/00/000

CLASSES: Include: PRIV

COMMENT:

STATUS: ACTIVE

PAY STATUS:

CITY LIMITS: INSIDE, OUTSIDE

Item No.a

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
01662 2/17/23-	PRIV-SERV 9/30/23	XPRESS SHIPPING SERVICES 4321 LEISURE TIME DR	ACTIVE	PRIV SHIP	2/17/2023	2/17/2023

REPORT TOTALS: 1 LICENSES

Privilege License - Feb - 2023

3/14/2023 8:55 AM
 PROJECTS: THRU ZZZZZZZZZZ
 PROJECT TYPE: All
 CONTRACTORS: All
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 STATUS INCLUDED: All

PROJECT MASTER REPORT

CONTRACTOR CLASS: All

PAGE:
 REPORT SEQUENCE: Project
 - All Contractors
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 2/01/2023 THRU 2/28/2023

Item No.a

*** PROJECT TYPE RECAP ***

PROJECT TYPE	# OF PROJECTS	BALANCE
B01-SFR - SINGLE FAMILY RESIDENTI	1	130.00
B02-ADD - RESIDENTIAL ADDITION	5	69.00
B03-REM - RESIDENTIAL REMODEL	2	0.00
B04-ACC - RESIDENTIAL ACCESSORY	1	0.00
B05-REP - RESIDENTIAL REPAIR	8	0.00
ELEC-COM - COMMERCIAL ELECTRICAL	2	100.00
ELEC-RES - RESIDENTIAL ELECTRICAL	5	0.00
FENCE-RES - RESIDENTIAL FENCE	7	109.00
FLAT-RES - RESIDENTIAL FLATWORK	1	0.00
PZ-01 - DEVELOPMENT	3	0.00
SIGN - SIGN	1	200.00
SPRK-COM - COMMERCIAL FIRE SPRINK	1	400.00
TELECOM - TELECOMMUNICATIONS	1	0.00
*** TOTALS ***	38	1,008.00

*Permits by types
 Feb. 2023*

Diamondhead Monthly Statistics

February 2022

(Sections in italics not counted toward call total)

Item No.a.

False Alarms- Residential/ Business/ 911	16	Stolen Vehicle	0
Civil Disputes / Escorts / Process	8	Burglary – Residence	0
Complaint / See An Officer	4	Burglary – Vehicle	0
Death	2	Attempted Burglary	0
Disturbance	11	Counterfeit Money	0
Follow ups/ citizen call requests	418	Damage – Property	6
Juvenile Problem	5	Embezzlement	0
Lost/Found Item	1	Forgery / Bad Check/Fraud	4
Miscellaneous	8	Malicious Mischief	3
		Recovered Stolen Vehicle	0
TOTAL MISCELLANEOUS	473	Recovered Stolen Property	0
		Shoplifting	0
Drug Law Violation	1	Theft (Grand)	0
Prostitution	0	Theft (Petit)	3
		Trespassing	2
TOTAL CRIMES AGAINST PUBLIC SAFETY	1	Unauthorized Use / Vehicle	0
Animal Problem / Complaints	5	TOTAL PROPERTY CRIME	18
Public Drunk	0		
Fire Structure / Vehicle	3		
Fireworks	0		
Funeral Escort	4	Accident – Private Property	2
Littering/Dumping/Haz-Mat Spill	0	Accident – Public Roadway	8
Medical Emergency	10	Accident - Hit & Run	1
Missing/Runaway	2		
Parking Violation	3	TOTAL ACCIDENTS/COLLISIONS	11
Shots Fired	0		
Suicide / Threat / Attempt	0		
Suicide	0	Assist motorist	3
Suspicious / Person / Vehicle	23	Traffic Stop	124
Welfare Concern	20	<i>Traffic Citation (Adults)</i>	17
		<i>Traffic citation (minors)</i>	6
TOTAL PUBLIC HEALTH & SAFETY	70	Traffic Fatality	0
Animal Bite	0	TOTAL TRAFFIC	150
Assault By Threat	0		
Assault	0		
Child Abuse / Neglect	0	<i>Warrant Arrests</i>	3
Domestic violence	0	<i>Drunk Driver (DUI) Arrests</i>	0
Harassment	2	<i>Traffic Arrests</i>	0
Harassing Phone Call	2	<i>Domestic Assault Arrests</i>	0
Robbery – Armed	0	<i>Other Arrests</i>	0
Sexual Abuse / Molestation	0	TOTAL ARRESTS	3
Stalking	0		
TOTAL CRIMES AGAINST PERSON	4	TOTAL CALLS	707



DIAMONDHEAD MUNICIPAL COURT
5000 Diamondhead Circle
Diamondhead, MS 39525
Tel.: (228) 222-4626
Fax: (228) 222-4390

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

March 2, 2023

To: DIAMONDHEAD CITY MANAGER

STATS FOR THE MONTH OF FEBRUARY 2023

Number of Tickets written: 15
Violation City Animal Ordinance: 0
Leash Law Violations: 0

Total fines and fees collected: \$2,864.00
State portion of the fees collected: \$1,125.12
Wireless Communication portion collected: \$50.63
Crime Stopper Fund: \$4.00
Remaining balance the City of Diamondhead receives: \$1,684.25

Total inmates held and billed for jail housing:
(Housing cost rate of \$20 per day per inmate)
9 inmates @ a total of 28 days = \$560.00