

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** 

Wednesday, March 05, 2025 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 Tuesday, March 18, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.

City Manager's Report.

Public Comments on Agenda Items.

Council Comments.

## Policy Agenda.

#### Minutes:

<u>1.</u> Motion to approve February 18, 2025 Regular Meeting Minutes.

#### **Consent Agenda:**

- 2025-046: Motion to approve payment to Chiniche Engineering & Surveying in the amount of \$20,214.25 for Coon Branch Drainage, in the amount of \$5,073.25 for Jourdan River Boardwalk, in the amount of \$4,300.00 for Canal Dredging Project and in the amount of \$2,205.00 for Noma Dredging.
- **3. 2025-047:** Motion to approve payments to Covington Civil & Environmental, LLC in the amount of \$23,825.00 for Diamondhead Paving Project.
- **4. 2025-050:** Motion to surplus property Asset ID 560, proceed with decommission and proper disposal.
- 5. 2025-051: Motion to authorize the use of a city-owned event tent, 6 tables and 30 chairs to CASA Hancock County for an event to be held April 5, 2025.

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### Action Agenda.

- 6. 2025-048: Request to change sign ordinance for temporary signs such as election signs so that they be placed on private property on city right of way as long as at least 2 feet from City Street. Election signs are still to follow the 60 day prior to election to be put up, and within 7 days after election to come down. (Maher)
- 2025-049: Motion to request P&Z's recommendation for the following ordinance change: "Sec. 4-36, Livestock and fowl. Livestock and fowl are not permitted in the city limits."

Recommendation requested: Whether or not to allow residents to obtain a limited amount of chickens for the purpose of harvesting eggs and any stipulations that may be needed. (Clark)

## Routine Agenda.

## **Claims Payable**

8. Motion to approve Docket of Claims (DKT232552- DKT232586) in the amount of \$136,547.43.

Public Comments on Non-Agenda Items.

**Council Closing Comments** 

**Executive Session - If Necessary** 

Adjourn/Recess.

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



# MINUTES REGULAR MEETING OF THE CITY COUNCIL Tuesday, February 18, 2025 6:00 PM CST Council Chambers, City Hall

## Call to Order.

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

Invocation - Councilmember Maher

Pledge of Allegiance

Roll Call

PRESENT Mayor Nancy Depreo Councilmember-At-Large Gerard Maher Ward 1 Shane Finley Ward 2 Anna Liese Ward 4 Austin Clark

ABSENT Ward 3 John Cumberland

Confirm or Adjust Agenda Order

Motion made by Mayor Depreo, Seconded by Ward 1 Finley to adjust the agenda.

Adding-

**Resolutions:** 

1. 2025-045: Motion to adopt Resolution 2025-006 to purchase easements for the Bank Stabilization from Frederick Pillot in the amount of \$5000.00.

Claims Payable:

17. Motion to approve Docket of Claims DKT232551 in the amount of \$5,000.00.

Moving from Consent Agenda to Action Agenda-

**2025-042:** Motion to enter into a Sublease Agreement with Ochsner Medical Center and The City of Diamondhead for approximately 1.3 acres for a period not to exceed the duration of the prime lease in the amount of \$1 per year for non medical use as a Dog Park to the Action Agenda.

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

#### MOTION CARRIED UNANIMOUSLY

#### Presentation Agenda.

- a. The next Regular Meeting of the City Council will be held Wednesday, March 5, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.
- b. City Hall will be closed Tuesday, March 4, 2025 in observance of Mardi Gras.
- c. Frank Bordeaux-Property Insurance Presentation

City Manager's Report.

# **CITY MANAGER REPORT**

## February 18, 2025

- <u>Dog Park</u> The lease is on this agenda for your approval. The engineering firm is currently working on the redesign of the park and OPC. The engineer will include all elements of the original design in the updated drawing. Unless additional fencing is required due to the larger size of the park, the estimated budget of ~\$70,000 will be needed to build the park. Once I have the updated OPC, I will ask for the budget amendment for the needed \$40,000 on the next agenda.
- 2. <u>Paving 2025</u> The work assignment for this design and report phase for this project is on tonight's agenda for your approval. The estimated cost is \$1.4 million. The project includes paving and base repair of Bayou Drive, Lola Drive, Turnberry Drive, Way and Court. The Civil-Link Road survey rated the roadway between three and four. These roads have recently had additional drainage work done on them with patch repairs. This paving project will complete the road paving on these streets.
- 3. <u>MDOT Projects</u> The I-10 Westbound ramp work is continuing. The walking trail and soundwall portion of the widening project is also progressing. The contractor will be installing three additional culverts on the West end of the trail to allow better drainage. They will also remove three trees withing the drainage ditch to be able to improve the site grade. This work should be completed this week.
- 4. <u>Park Ten Road</u> The weather delayed the walkthrough and striping for this project. The striping started on Monday and will be finished this week. The walkthrough will be held later this week.
- 5. <u>Kaleki Way</u> The new completion date for this project is March 3<sup>rd</sup>. The base repair has been completed. Paving will be completed in the next two weeks.
- Kome Drive & Kalipekona Pond The project is for 120 days with a current end date of June 10<sup>th</sup>. The contractor has completed all driveway repairs and will begin working on the landscape culvert replacements. Once completed, the contractor will begin the pond dredging.
- <u>Coon Branch</u> Bids are due March 26<sup>th</sup>. This drainage project will increase the size of the driveway culverts on Kahana Street, and a portion of Ana Hula Street. The project will also address the rear drainage ditch at the intersection of Ana Hula and Kaloa Street to Kahana Street.
- 8. <u>Canal Dredging</u> The bids were opened on February 10<sup>th</sup>. All documents will be sent to MDEQ for the Bid Package Review.
- 9. <u>Jourdan River Boardwalk</u> The Secretary of State Tidelands lease has been filed. We are continuing with the monthly meetings with MDEQ.

- 10. <u>Bank Stabilization</u> The project has been divided into three phases. Phase one will cover the area from Diamondhead Drive North to Kalipekona Pond. The rear ditch will require additional easement for access. The engineer is currently working on final drawing for all properties.
- 11. <u>Noma Drive Phase 1b</u> <u>No update on this meeting</u>. We will set up a walkthrough next week, and a punch list will be issued.
- 12. <u>Unit Price Projects</u> <u>No update on this meeting</u>. The Kipapa Way project design has been given to public works, one major project is currently ahead of this project.
- 13. <u>Noma Drive Dredging</u> <u>No update on this meeting</u>. The notice to proceed will be issued around the first of February with the schedule of work to be completed within that month.
- 14. <u>Noma Drive Nature Trail</u> <u>No update on this meeting</u>. The engineer has determined the phase 1 site and will start the design and layout.
- 15. <u>Detention Pond</u> <u>No update on this meeting</u>. The engineer will be completing the plans for this area by the end of the year. Public works will dredge this pond once plans are provided to the city.
- 16. <u>Pelican Cove Drainage Project</u> No update on this meeting. The engineer has additional surveying to complete and will finalize the drawing for this project.
- 17. <u>Montjoy Creek</u> No update on this meeting. USACE needed additional information from the engineer. That has been provided to them, and we are waiting on final permits to be issued. The project is being separated into three phases to ensure funding.

## **Email Request Received**

- 1. <u>698 / 6910 Aukai Place</u> Councilmember asked about the drainage ditch in this area needing to be addressed. A work order has been issued.
- 2. <u>9951 Hamakua St</u> Resident is requesting ditch to be cleaned. A work order has been issued.
- 3. <u>Maui Circle</u> I noticed two weeks ago the debris on the side of the road. I gave our grapple service time to clean up the debris. As it is not in front of a resident, it was not picked up. I asked code enforcement to contact the property owner regarding the debris. The property owner was notified by code enforcement last week to remove the debris left in vacant lot on Maui Circle.
- 4. <u>69243 Diamondhead Drive East</u> Resident contacted a councilmember about the backyard of this home. Code enforcement has contacted the homeowner. The resident is cleaning out the newly acquired property. He was given 10 days to clean up the area. Code enforcement will follow up on the clean-up progress.

<u>7855 Hilo Way</u> – Councilmember asked about adding a streetlight in this area as it is very dark. I will contact Coast Electric to install any streetlights needed in that area

Public Comments on Agenda Items. Bill Atkinson - Dog Park John Hurley - Dog Park Gene Peters - Dog Park

#### Council Comments.

#### Policy Agenda.

#### Minutes:

1. Motion to approve February 4, 2025 Regular Meeting Minutes.

Motion made by Ward 2 Liese, Seconded by Ward 4 Clark to approve February 4, 2025 Regular Meeting Minutes.

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

#### MOTION CARRIED UNANIMOUSLY

#### **Resolutions:**

**2025-045:** Motion to adopt Resolution 2025-006 to purchase easements for the Bank Stabilization from Frederick Pillot in the amount of \$5000.00.

Motion made by Ward 1 Finley, Seconded by Ward 2 Liese to adopt Resolution 2025-006 to purchase easements for the Bank Stabilization from Frederick Pillot in the amount of \$5000.00.

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

#### MOTION CARRIED UNANIMOUSLY

#### **Consent Agenda:**

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to approve the following consent items:

- 2. 2025-032: Motion to approve payments to Covington Civil & Environmental, LLC in the amount of \$8,975.00 for Kaleki Way Drainage Project, in the amount of \$1,758.80 for Site Development Plan Review, in the amount of \$6,030.00 for On-Call Survey Services, in the amount of \$1,986.35 for Annual Unit Price Contract, in the amount of \$6,400.00 for Ahuli Drainage Project, in the amount of \$4,250.00 for Kome Drive and Fairway Drive Drainage Project, in the amount of \$2,160.00 for Highpoint Signage Review, in the amount of \$3,750.00 for DH Drive East/Golf Club Drive Intersection Review and in the amount of \$8,156.79 for the Commercial District Transformation Project.
- **3. 2025-033:** Motion to authorize the administration to enter an agreement with J & M Displays, Inc. in the amount of \$12,000 for 4th of July firework display on Thursday, July 3, 2025.
- **4. 2025-034:** Motion to approve Pay Application 5 in the amount of \$10,255.05 to LJ Construction Inc., for the Turnberry Drainage Project.
- 5. 2025-035: Motion to approve Pay Application 4 in the amount of \$1,530.75 to LJ Construction Inc., for the Kalae Street Drainage Project.
- 6. **2025-036:** Motion to accept substantial completion of the Ahuli Drainage Project as of February 5, 2025.
- **7. 2025-037:** Motion to approve Pay Application 3 in the amount of \$162,437.42 to LJ Construction Inc., for the Ahuli Drainage Project.

- **8. 2025-038:** Motion to approve Pay Application 2 in the amount of \$172,880.52 to LJ Construction, Inc., for the Hilo Way Master Drainage Improvements Project.
- **9. 2025-039:** Motion to accept substantial completion of the Hilo Way Master Drainage Project as of January 24, 2025.
- **10. 2025-040:** Motion to approve Pay Application 7 in the amount of \$58,531.20 to LJ Construction Inc., for the Kaleki Way Drainage Project.
- **11. 2025-041:** Motion to approve Pay Application 17 in the amount of \$115,191.60 to Bottom 2 Top Construction, LLC for the Commercial District Transformation Project Phase I.
- **13. 2025-044:** Motion to approve Work Assignment under the Master Service Agreement with Covington Civil and Environmental, LLC in the amount not to exceed \$99,500.00 for Diamondhead Paving 2025.

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

#### MOTION CARRIED UNANIMOUSLY

#### Action Agenda.

**14. 2025-043:** Motion to authorize city clerk to publish the qualification period for municipal elections on the city's Facebook page in addition to required locations. (Depreo)

Motion made by Mayor Depreo, Seconded by Councilmember-At-Large Maher to authorize city clerk to publish the qualification period for municipal elections on the city's Facebook page in addition to required locations.

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

#### **MOTION CARRIED**

**2025-042:** Motion to enter into a Sublease Agreement with Ochsner Medical Center and The City of Diamondhead for approximately 1.3 acres for a period not to exceed the duration of the prime lease in the amount of \$1 per year for nonmedical use as a Dog Park.

Motion made by Ward 2 Liese, Seconded by Councilmember-At-Large Maher to enter into a Sublease Agreement with Ochsner Medical Center and The City of Diamondhead for approximately 1.3 acres for a period not to exceed the duration of the prime lease in the amount of \$1 per year for non medical use as a Dog Park.

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

#### **MOTION CARRIED**

#### Routine Agenda.

#### **Claims Payable**

15. Motion to approve Docket of Claims (DKT232515 - DKT232549) in the amount of \$714,337.03.

Motion made by Ward 1 Finley, Seconded by Ward 2 Liese to approve Docket of Claims (DKT232515 - DKT232549) in the amount of \$714,337.03.

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

#### MOTION CARRIED UNANIMOUSLY

 Motion to approve Payroll Payables PRCLAIM000225 in the amount of \$26,337.48, PRCLAIM000226 in the amount of \$25,335.19, PRCLAIM in the amount of \$3,055.04, PRCLAIM000228 in the amount of \$27,727.45 and DKT232504-DKT232514 in the amount of \$40,382.65.

Motion made by Ward 1 Finley, Seconded by Ward 2 Liese to approve Payroll Payables PRCLAIM000225 in the amount of \$26,337.48, PRCLAIM000226 in the amount of \$25,335.19, PRCLAIM in the amount of \$3,055.04, PRCLAIM000228 in the amount of \$27,727.45 and DKT232504-DKT232514 in the amount of \$40,382.65.

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

#### MOTION CARRIED UNANIMOUSLY

Motion to approve Docket of Claims DKT232551 in the amount of \$5000.00.

Motion made by Ward 4 Clark, Seconded by Ward 1 Finley to approve Docket of Claims DKT232551 in the amount of \$5000.00.

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

#### MOTION CARRIED UNANIMOUSLY

#### **Department Reports**

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

a. Court

Police

Building

Code Enforcement

b. January 2025 Financial Report

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

#### MOTION CARRIED UNANIMOUSLY

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

#### **Council Closing Comments**

# Adjourn/Recess.

At 7:28 p.m. with no further business to come before the council, motion made by Ward 4 Clark, Seconded by Councilmember-At-Large Maher to adjourn.

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

## MOTION CARRIED UNANIMOUSLY

Nancy Depreo Mayor Jeannie Klein City Clerk Chiniche Engineering & Surveying

407 Highway 90 Bay St. Louis, MS 39520 228-467-6755 jason@chiniche.com www.chiniche.com

# INVOICE

BILL TO City of Diamondhead



Item No.2.

INVOICE # 17-057-0253 DATE 02/13/2025

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/03/2025	17-057-2021 Senior Professional	design	3:00	145.00	435.00
01/06/2025	17-057-2021 Senior Professional	design	2:30	145.00	362.50
01/07/2025	17-057-2021 Senior Professional	design	1:30	145.00	217.50
01/07/2025	17-057-2021 Sen. Cad Tech	review and address comments	2:00	90.00	180.00
01/08/2025	17-057-2021 Senior Professional	design	1:00	145.00	145.00
01/09/2025	17-057-2021 Senior Professional	design	2:00	145.00	290.00
01/09/2025	17-057-2021 Sen. Cad Tech	address markups and comments	2:30	90.00	225.00
01/09/2025	17-057-2021 Sen. Cad Tech	address markups and comments	2:45	90.00	247.50
01/10/2025	17-057-2021 Senior Professional	design	2:00	145.00	290.00
01/10/2025	17-057-2021 Sen. Cad Tech	ADDRESS COMMENTS FROM PM - PREL. PLOT REVIEW	4:15	90.00	382.50
01/10/2025	17-057-2021 Cad	DRAFTING PURPOSED DRIVEWAY REPLACEMENT	4:30	70.00	315.00
01/13/2025	17-057-2021 Senior Professional	design	2:00	145.00	290.00
01/13/2025	17-057-2021 Survey Crew Chief	17-057-00-11-2023 D'Head	4:30	68.00	306.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		Ana Hulu St.	<b></b>		AMOON
01/13/2025	17-057-2021 Sen. Cad Tech	ADD SHEETS/WORK ON FINISHED PROFILES	3:30	90.00	315.00
01/13/2025	17-057-2021 Sen. Cad Tech	prepare review set with comments addressed	2:00	90.00	180.00
01/13/2025	17-057-2021 Sen. Cad Tech	prepare review set with comments addressed	2:30	90.00	225.00
01/13/2025	17-057-2021 Instrument Person	17-057-00-2023	4:15	41.00	174.25
01/13/2025	17-057-2021 Survey Crew Chief	17-057-00-11-2023 topo si	4:15	68.00	289.00
01/13/2025	17-057-2021 Professional Land S	Review data and update allpoints.	4:30	98.00	441.00
01/13/2025	17-057-2021 Cad	Drafting Proposed Replace/Remove Driveways, Marking Existing Driveway Retaining Walls	3:30	70.00	245.00
01/14/2025	17-057-2021 Senior Professional	design	4:30	145.00	652.50
01/14/2025	17-057-2021 Sen. Cad Tech	input new topo data	1:15	90.00	112.50
01/15/2025	17-057-2021 Senior Professional	design	3:30	145.00	507.50
01/15/2025	17-057-2021 Cad	Drafting Driveway Remove/Replace	5:30	70.00	385.00
01/17/2025	17-057-2021 Senior Professional	design	2:30	145.00	362.50
01/17/2025	17-057-2021 Sen. Cad Tech	talk to pm about progress/draft plans	3:45	90.00	337.50
01/20/2025	17-057-2021 Senior Professional	design	2:30	145.00	362.50
01/20/2025	17-057-2021 Sen. Cad Tech	work on ditches	4:30	90.00	405.00
01/20/2025	17-057-2021 Sen. Cad Tech	work on ditch contours	5:30	90.00	495.00
01/20/2025	17-057-2021 Sen. Cad Tech	prepare prelim. set for review	2:45	90.00	247.50
01/20/2025	17-057-2021 Sen. Cad Tech	prepare and review full set	2:30	90.00	225.00
01/21/2025	17-057-2021 Sen. Cad Tech	review latest plan set	4:15	90.00	382.50
01/21/2025	17-057-2021 Sen. Cad Tech	work on plans/coordinate details with pm	5:30	90.00	495.00
01/22/2025	17-057-2021 Senior	design	1:30	145.00	217.50

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DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Professional				
01/23/2025	17-057-2021 Senior Professional	design	6:00	145.00	870.00
01/23/2025	17-057-2021 Sen. Cad Tech	review latest plan set	5:00	90.00	450.00
01/23/2025	17-057-2021 Sen. Cad Tech	review latest plan set	2:30	90.00	225.00
01/24/2025	17-057-2021 Senior Professional	design	4:00	145.00	580.00
01/24/2025	17-057-2021 Sen. Cad Tech	address pm comments	4:15	90.00	382.50
01/25/2025	17-057-2021 Sen. Cad Tech	work on details/review plans	4:30	90.00	405.00
01/27/2025	17-057-2021 Senior Professional	design	2:00	145.00	290.00
01/27/2025	17-057-2021 Sen. Cad Tech	ADDRESS COMMENTS - COORDIANTE CONFLICTS	4:00	90.00	360.00
01/27/2025	17-057-2021 Sen. Cad Tech	WORK ON SEWER FOR CONFLICTS	6:30	90.00	585.00
01/27/2025	17-057-2021 Sen. Cad Tech	WORK ON SEWER FOR CONFLICTS	1:30	90.00	135.00
01/28/2025	17-057-2021 Senior Professional	design	1:30	145.00	217.50
01/28/2025	17-057-2021 Sen. Cad Tech	work on utility conflicts	3:30	90.00	315.00
01/28/2025	17-057-2021 Sen. Cad Tech	work on utility conflicts and details	2:45	90.00	247.50
01/29/2025	17-057-2021 Senior Professional	design, meeting	3:30	145.00	507.50
01/29/2025	17-057-2021 Sen. Cad Tech	DRAFT PLANS - COORDINATE WITH PM	4:30	90.00	405.00
01/29/2025	17-057-2021 Sen. Cad Tech	MOVE PIPES TO CENTER OF EASMEMENT PER CITY'S REQUEST	3:30	90.00	315.00
01/29/2025	17-057-2021 Sen. Cad Tech	CONTINUE ADDRESSING CITY COMMENTS/PLOT AREA FOR RPR	2:30	90.00	225.00
01/29/2025	17-057-2021 Cad	Drafting Existing Conditions: Owner Information	4:30	70.00	315.00
01/30/2025	17-057-2021 Senior Professional	design	9:00	145.00	1,305.00
01/30/2025	17-057-2021 Sen. Cad Tech	coordinate with pm - final review	5:30	90.00	495.00
01/30/2025	17-057-2021 Sen. Cad	prepare final review	1:15	90.00	112.50

DATE		DESCRIPTION		QTY	RATE	AMOUNT
01/31/2025	Tech 17-057-2021 Principal	set project review		4:30	162.00	729.00
Coon Branch Dra	inage		BALANCE DUE		\$20	,214.25



# Chiniche Engineering & Surveying

407 Highway 90 Bay St. Louis, MS 39520 228-467-6755 jason@chiniche.com www.chiniche.com

# INVOICE

BILL TO City of Diamondhead INVOICE # 17-057-0254 DATE 02/13/2025

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/15/2025	17-057-2021 Cad	EXHIBIT CHANGE	3:30	70.00	245.00
01/15/2025	17-057-2021 Senior Project Mana	Permit documentation, emails and meeting	2:30	115.00	287.50
01/16/2025	17-057-2021 Cad	CALC. CHECK FOR EXHIBIT	5:30	70.00	385.00
01/16/2025	17-057-2021 Senior Project Mana	Coordinate with USACE, exhibit updates	4:30	115.00	517.50
01/20/2025	17-057-2021 Sen. Cad Tech	review plans and comment	3:30	90.00	315.00
01/20/2025	17-057-2021 Senior Project Mana	Review update status of status of permit	4:15	115.00	488.75
01/27/2025	17-057-2021 Cad	Drafting Corrections and Reviewing Corrections	6:00	70.00	420.00
01/28/2025	17-057-2021 Cad	REVIEW CHECK OF NACOLE'S WORK ON CIVIL STRUCTURAL MARKUPS	6:30	70.00	455.00
01/29/2025	17-057-2021 Cad	Drafting Changes- Markups	3:30	70.00	245.00
01/29/2025	17-057-2021 Cad	Drafting Correcting and Reviewing Corrections	4:30	70.00	315.00
01/30/2025	17-057-2021 Cad	Drafting Changes: Markups	4:30	70.00	315.00
01/30/2025	17-057-2021 Senior Project Mana	Lease	4:30	115.00	517.50

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/30/2025	17-057-2021 Principal Engineer	project review	3:30	162.00	567.00

Jourdan River Boardwalk

BALANCE DUE

\$5,073.25

# Chiniche Engineering & Surveying

407 Highway 90 Bay St. Louis, MS 39520 228-467-6755 jason@chiniche.com www.chiniche.com

INVOICE

City of Diamondhead

BILL TO



## INVOICE # 17-057-0255 DATE 02/13/2025

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/02/2025	17-057-2021 Senior Professional	MDEQ comments, addendum	3:30	145.00	507.50
01/06/2025	17-057-2021 Senior Professional	prep, pre-bid meeting	4:30	145.00	652.50
01/07/2025	17-057-2021 Senior Professional	addendum	3:30	145.00	507.50
01/08/2025	17-057-2021 Senior Professional	addendum, coordination	4:00	145.00	580.00
01/10/2025	17-057-2021 Clerical	Bid tab template bid opening sheet add to calendar	2:30	50.00	125.00
01/13/2025	17-057-2021 Senior Professional	environmental checklist	4:30	145.00	652.50
01/15/2025	17-057-2021 Senior Professional	addendum	2:30	145.00	362.50
01/30/2025	17-057-2021 Senior Professional	addendum	3:30	145.00	507.50
01/31/2025	17-057-2021 Principal Engineer	project review	2:30	162.00	405.00

Canal Dredging Project

BALANCE DUE

\$4,300.00



#### INVOICE # 17-057-0256 DATE 02/13/2025

#### TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/02/2024	17-057-2021 Senior Project Mana	Coordinate contracts, meeting	1:30	115.00	172.50
12/04/2024	17-057-2021 Senior Project Mana	Contract,	2:30	115.00	287.50
12/16/2024	17-057-2021 Clerical	pre-con signin and agenda	1:30	50.00	75.00
12/16/2024	17-057-2021 Senior Project Mana	meeting	2:30	115.00	287.50
12/17/2024	17-057-2021 Senior Project Mana	Meeting	3:00	115.00	345.00
12/23/2024	17-057-2021 Senior Project Mana	Pre-Con documentation	3:30	115.00	402.50
01/28/2025	17-057-2021 Senior Project Mana	Email checking on status of NTP	0:30	115.00	57.50
01/30/2025	17-057-2021 Senior Project Mana	Email USACE	0:30	115.00	57.50
01/30/2025	17-057-2021 Senior Project Mana	Contact Contractor to coordinate NTP	0:30	115.00	57.50
01/31/2025	17-057-2021 Senior Project Mana	Email, call	0:30	115.00	57.50
01/31/2025	17-057-2021 Principal Engineer	Project Review	2:30	162.00	405.00

Noma Dredging

Chiniche Engineering & Surveying

407 Highway 90

228-467-6755

Bay St. Louis, MS 39520

jason@chiniche.com www.chiniche.com

**INVOICE** 

City of Diamondhead

**BILL TO** 

BALANCE DUE

# \$2,205.00



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

Project Title Project Number Invoice #		20 161	amondhead Paving Project 2024 16175.13 16175.13-175		
	Budget	Previously Billed	Current Invoice	Balance Remaining	Percentage Complete
Task 1: Geotechnical Investigations and Survey	\$ 22,300.00	\$ 11,150.00	\$ 11,150.00	\$-	100%
Task 2: Preliminary Design Report	\$ 16,900.00	\$ 4,225.00	\$ 12,675.00	\$ -	100%
Total	\$ 39,200.00	\$ 15,375.00	\$ 23,825.00	\$ -	100%

# Invoice

Invoice #: 16175.08175 Invoice Date: 2/24/2025 Due Date: 3/26/2025 Project: 16175.08 WA 31 DH Pav... P.O. Number: 31-00-14-2024 Terms: Net 30

# FINAL INVOICE

Description	Hours/Qty	Rate	Amount
Professional Engineering Services Diamondhead Paving Project 2024 - WA 31 Streets Included: Kaleki Way leke Drive Amoka Drive Bayou Drive Turnberry Way Turnberry Drive (Mahalo Hui to Turnberry Way) Services Provided 12/01/24 - 02/24/25 Task 1: Geotechnical Investigations and Survey Locate Task 2: Preliminary Design Report Subtotal	0.5 0.75	22,300.00 16,900.00	
All payments are due by "Due Date" shown on Invoice. Finance fees will de charged for all payments received past	Total		\$23,825.00
Due Date", Please call 228-396-0486 with shy duestions cout invoice.	Paymen	ts/Credits	\$0.00
	Balance	Due	\$23,825.00



# Bill To:

City of Diamondhead

2025-050 Item No.4.



**City of Diamondhead, MS** 5000 Diamondhead Circle Diamondhead, MS 39525

# **Equipment Disposition Request**

Department : Admin

Fixed Asset #	Description of Item	Quantity Disposed	Month/Yr Purchased	Asset Tag #	Unit Cost	Net Asset Value	Equipment Condition	Recommended Disposition Method/Action
	Dell Latitude Laptop							Decommission/
00000560	Computer i5 Processor 8 GB	1	07/2020	560	1,135.00	0.00	Poor	recycle
					-			

	Approval Signature	Date
Department Head :	12	
FA Coordinator	Klein	2 26 25
City Manager :		
Physical Condition Guide:		

P - Poor

- F- Fair
- G- Good

E- Excellent

U - Unknown

Agenda Item #2022- 048

# City of Diamondhead, MS Request for Council Action

TO: <u>Mayor/Council/City Clerk</u>
FROM: Councilmember At-large Maher
DATE:02/20/2025
× Ordinance Resolution Agreement Info Only Work Session Other   AGENDA LOCATION: Consent Agenda X Regular Agenda   AGENDA DATE REQUESTED 03/05/2025
ORDINANCE/RESOLUTION CAPTIONS or ISSUE:   Request to change sign ordinance for temporary signs such as election signs and real estate signs, open house, etc. so that they be placed on private property on city right of way as long as at least 2 feet from City Street. Election signs are still to follow the 60 day prior to election to be put up, and within 7 days after election to come down. Real estate signs, may be placed 7 days a week on listed property, but must come down within 7 days of listing ending or closing.   M. M. J. J. M. J. J. M. J. J. M. M. M. J. J. M.
REQUIRED SIGNATURE
REQUESTED BY: Gerard P Maher
COUNCIL ACTION:
Approved Denied Tabled/Deferred Info Only Completed:

Agenda Item #202

# City of Diamondhead, MS Request for Council Action

TO: <u>Mayor/Council/City Clerk</u>		
FROM: Councilmember A. Clark		
DATE: 02/24/2025		
Ordinance Resolution	Agreement Info Only Work Session	X <sub>Other</sub>
AGENDA LOCATION: X Conse	ent AgendaRegular Agenda	
AGENDA DATE REQUESTED	MARCH 4, 2025	
	commendation for the following ordin stock and fowl. Livestock and fowl are not p	
20 Strephysic statistic result representation of the result of the statistic pro- statistic statistic result representation of the statistic st	ed: Whether or not to allow residents for the purpose of harvesting eggs a eeded.	

	REQUIRED SIGN	IATURE		
REQUESTED BY:	Austin Clark			
COUNCIL ACTION:	enied Tabled/Deferred	Info Only	Completed:	

002.7 Request for Council Action (RCA - revised)



## City of Diamondhead, MS

# Docket of Claims Register

APPKT02354 - 3.4.25 DOCKET

By Docket/Claim Number

Docket/Claim #	Vendor Name Payable Date	Payable Number	Payable Description Account Number	Account Name	Payme Line Amount	nt Amoui	
DKT232552	A Rifkin Compa	iny					103.6
	03/04/2025	4252947	KEYLESS SECURITY SEALS - RED	001-140-693.00	Elections	103.61	105.0
DKT232553	Absolute Print	Solutions					269.0
	03/04/2025	201028	500 IN PERSON ABSENTEE	001-140-693.00	Elections	269.02	200.0
DKT232554	AGJ						2,680.1
	03/04/2025	120884	MONTHLY BILLING - MARCH	001-140-605.00	Professional Fees - IT	40.00	2,000.1
				001-140-605.00	Professional Fees - IT	135.00	
		121091	DISPLAY ADAPTERS AND WIRELESS ADAPTER	001-140-501.00	Supplies	31.44	
		121091-b	MICROPHONE ADAPTER, MOUNT	001-140-501.00	Supplies	11.98	
		MSP-120683	BACKUP	001-140-605.00	Professional Fees - IT	250.00	
				001-140-605.00	Professional Fees - IT	2,120.76	
-				001-140-605.00	Professional Fees - IT	91.00	
DKT232555	Amazon com Ll	c					692.5
	03/04/2025	1C3H-MG1P-HCFC	LANDSCAPE RAKES, PENCILS, CALCULATOR TAPE	001-140-501.00	Supplies	164.00	0521
		1PTQ-QQFK-3PV9	PUBLIC WORKS RUBBER BOOTS	001-140-501.00	Supplies	10.68	
				001-280-501.00	Office Supplies	9.99	
				001-110-501.00	Supplies	48.50	
				001-280-501.00	Office Supplies	3.43	
				001-140-501.00	Supplies	20.78	
		1TFG-K1RG-6DKN		001-301-535.00	Uniforms	89.98	
				001-301-535.00	Uniforms	56.28	
				001-301-535.00	Uniforms	57.58	
				001-301-535.00	Uniforms	67.95	
		1TTD-MFVL-KTMJ	LANDSCAPE RAKES, PENCILS, CALCULATOR TAPE	001-140-501.00	Supplies	23.99	
		1WTK-XRQ4-VHHW		001-140-501.00	Supplies	15.99	
				001-140-501.00	Supplies	119.98	
				001-140-501.00	Supplies	3.38	
KT232556	BROOKS ROBIN	PINKSTON				·	500.0
	03/04/2025	2025	CASH BOND REFUND	650-110-110.00	Court Bond Holding	500.00	500.00

	Vendor Name					Davies	
Docket/Claim #		Payable Number	Payable Description	Account Number	Account Name	Line Amount	ent Amouni
DKT232557	CADENCE EQU	IPMENT FINANCE					475.00
	03/04/2025	1131464	COPIER LEASE AGREEMENT 41 OF 48	001-800-820.07	Note Principal Payment - Copier Lease Purch 2021	465.73	
				001-800-830.07	Note Interest Payment - Copier Lease Purch 2021	9.27	
DKT232558	Chnaro Nurser	y and Landscaping					3,044.00
	03/04/2025	2.14.25	LILY POND TREES	169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	150.00	•
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	270.00	
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	160.00	
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	315.00	
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	168.00	
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	1,204.00	
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	777.00	
DKT232559	Covington Civi	and Environmental LLC					23,825.00
	03/04/2025	16175.08175	DH PAVING 2024	302-301-602.00	Professional Fees - Engineering	23,825.00	
DKT232560	CSpire Cell Ser	rvice					1,005.17
	03/04/2025	2/18/25	CELLULAR SERVICE FOR FEBRUARY	001-140-632.00	Telephone - Ceil	45.01	
				001-200-612.00	Internet	344.80	
				001-280-632.00	Telephone - Cell	180.04	
				001-301-632.00	Telephone - Cell	435.32	
DKT232561	CUSICK & WILI	liams, pllc					11,937.50
	03/04/2025	1743	GENERAL MATTERS FEBRUARY	001-140-603.00	Professional Fees - Legal	7,156.25	
		1744	PLANNING AND ZONING	001-280-603.00	Professional Fees - Legal	1,062.50	
		1745	CITY PROSECUTOR FEBRUARY	001-110-603.00	Professional Fees - Legal	3,000.00	
		1746	BANK STABILIZATION FEBRUARY	191-000-603.00	Professinal Fees - Legal	500.00	
		1748	ECKERT VS CODH FEBRUARY	001-140-603.00	Professional Fees - Legal	218.75	
DKT232562	DIAMONDHEA	D COUNTRY CLUB & POA					1,000.00
	03/04/2025	MARCH 2024	RENTAL OF MAINTENANCE YARD MARCH	001-301-640.00	Rentals	1,000.00	
DKT232563	Diamondhead	Water and Sewer District			· · · · · · · · · · · · · · · · · · ·		718.07
	03/04/2025	3/10/25-010	WATER	001-301-630.00	Utilities - Streetlights & Other	11.30	
		3/10/25-020		001-140-630.00	Utilities - General	158.64	
				001-140-630.00	Utilities - General	79.32	
		3/10/25-021		001-301-630.00	Utilities - Streetlights & Other	25.82	
		3/10/25-170		001-301-630.00	Utilities - Streetlights & Other	339.71	
		3/10/25-2070		001-301-630.00	Utilities - Streetlights & Other	25.82	
		3/10/25-2075		001-301-630.00	Utilities - Streetlights & Other	25.82	
		3/10/25-2080		001-301-630.00	Utilities - Streetlights & Other	25.82	
		3/10/25-830				25.02	

Docket of Claims	Register - Counc	;ił				АРРКТ02354	No.8.
	Vendor Name	Develop blanch an				•	ent Amoun
Docket/Claim #	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	
DKT232564	Diaz Brothers F	-					710.0
	03/04/2025	8320	COURTESY CITATION - POLICE	001-200-621.00	Printing & Binding	555.00	
		8336	SANTA YARD SIGN	001-140-650.00	Promotions	40.00	
		8365	ELECTION BALLOT PAPER	001-140-693.00	Elections	115.00	
DKT232565	Dixieland Hom	e Farm and Garden Cen	ter Inc				446.65
	03/04/2025	598252	TREE PLANTING DAY SUPPLIES	169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	95.70	
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	231.25	
				169-000-907.00	Capital Outlay-Other Tidelands FY25 Lily	119.70	
DKT232566	Fuelman						1,652.80
	03/04/2025	NP67941791	FOR THE WEEK ENDING 2.16.25	001-200-525.00	Fuel	676.10	
				001-280-525.00	Fuel	64.29	
		NP67969514	FOR THE WEEK ENDING 2.23.25	001-200-525.00	Fuel	888.49	
				001-280-525.00	Fuel	23.92	
DKT232567	GLOCK PROFES	SIONAL INC					300.00
	03/04/2025	TRP/100208617	TROY BORDELON GLOCK TRAINING	001-200-615.00	Travel & Training	300.00	
DKT232568	Hancock Count	v Sheriffs Office		· · · ·			40,598.95
	03/04/2025	2025-DHLE-037	INTERLOCAL AGREEMENT FOR WEEK ENDING 2.8.25	001-110-681.00	Other Services & Charges	159.28	10,000.00
				001-200-690.00	Interlocal Agreement	40,296.17	
				001-200-612.00	Internet	143.50	
DKT232569	James J Chinich	e PA inc	· · · · · · · · · · · · · · · · · · ·	·			31,792.50
	03/04/2025	17-057-0253	COON BRANCH DRAINAGE	162-000-602.00	Prof Fees Engineering- GOMESA FY22 Coon Branch	20,214.25	31,732.30
		17-057-0254	NOMA DRIVE WATERFRONT IMPROVEMENTS PHASE II -	166-301-602.00	Professional Fees - Engineering	5,073.25	
		17-057-0255	CANAL DREDGIN IMPROVEMENTS PROJECT	001-301-602.00	Professional Fees - Engineering	4,300.00	
<u> </u>		17-057-0256	NOMA DRIVE DREDGING	158-000-602.00	Professional Fees - Engineering Tidelands FY21-23	2,205.00	
DKT232570	Kirks Tire Pros						907.63
	03/04/2025	11070	UNIT 395 TIRES	001-200-635.00	Professional Fees - R&M Outside Services	907.63	
DKT232571	Lowes Home In	nprovement				· · ·	205.18
	03/04/2025	52570	8ftx8in STRAW BROWN WATTLE	001-301-501.00	Supplies	16.13	0
				001-140-560.00	Repairs & Maintenance - Building	189.05	
DKT232572	LYLE MACHINE	RY CO.	·····				1,577.50
	03/04/2025	P66896	FA#498 REPAIRS	001-301-571.00	Repairs & Maintenance - Equipment	1,405.00	1,377.30
	,,			001-301-571.00	Repairs & Maintenance - Equipment	1,403.00	

АРРКТ02354	Item No.8.
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Docket of Claims	Register - Counci	1				АРРКТ02354	
Docket/Claim #	Vendor Name Payable Date	Payable Number	Payable Description	Account Number	Account Name	Payme Line Amount	nt Amount
DKT232573	Marvin J Bobing 03/06/2025	er III FEBRUARY 2025	LOBBYING SERVICES FOR FEBRUARY	001-653-601.00	Professional Fees - Consulting	4,000.00	4,000.00
DKT232574	MAYLEY'S PEST 03/04/2025	CONTROL 126216	PEST CONTROL SERVICES	001-140-634.00	Pest Control	115.00	115.00
DKT232575	MS Coast Buildin 03/04/2025	ng Officials Association 2025	MS COAST BUILDING OFFICIALS 2025 MEMBERSHIPS	001-280-623.00	Membership Dues/Fees	100.00	400.00
			2025 MEMBERSHI 5	001-280-623.00	Membership Dues/Fees	100.00	
				001-280-623.00	Membership Dues/Fees	100.00	
			001-280-623.00 Membership Dues/Fees	100.00			
DKT232576	Napa of Bay St L 03/04/2025	ouis 405830	FA357 ALTERNATOR AND BATTERY	001-301-570.00	Repairs & Maintenance - Vehicle	261.38	261.38
DKT232577	Nickys Paint and 03/04/2025	l Body LLC 2/24/25	UNIT 951 REPAIRS	001-200-635.00	Professional Fees - R&M Outside Services	5,289.18	5,289.18
DKT232578		ess Machines Gulfport 476677	PER COPY CHARGE FOR FEBRUARY	001-280-506.00	Copier Usage/Maintenance	64.28	64.28
DKT232579	Southern Printin 03/04/2025	ng 250536	PW & CODE ENFORCEMENT POLOS	001-280-535.00 001-301-535.00	Uniforms Uniforms	103.44 182.50	285.94
DKT232580	STACY KREHER						714.00
<u> </u>		2025	CASH BOND REFUND	650-110-110.00	Court Bond Holding	714.00	<u> </u>
DKT232581	SunSouth LLC 03/04/2025	5088000	FA360 REPAIRS	001-301-635.00	Professional Fees - R&M Outside Services	495.90	495.90
DKT232582	UniFirst Corpora 03/04/2025	ition 1530201776	UNIFORM RENTAL FOR THE WEEK	001-301-535.00	Uniforms	68.40	136.80
		1530203266	ENDING 2.17.25 UNIFORM RENTAL FOR THE WEEK ENDING 2/24/25	001-301-535.00	Uniforms	68.40	
DKT232583		North America Inc 244614026-001	24" AUGER BIT RENTAL	001-301-640.00	Rentals	164.00	164.00
DKT232584		NAL ASSOCIATION 90954	2025 CHILI COOKOFF SUPPLIES	001-140-650.00	Promotions	7.50	7.50

	Vendor Name					Paum	ent Amount
Docket/Claim #	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amoun	
DKT232585	Waste Manage	ement					76.18
	03/04/2025	0857721-4768-3	DUMPSTER RENTAL	001-140-681.00	Other Services & Charges	76.18	3
DKT232586	WATERS AGRIC	CULTURAL LABORATORI	ES INC		<u></u>		96.00
	03/04/2025	A2250204-03	SOIL AND WATER TESTING	169-000-601.00	Professional Fees-Consulting-Tideland FY25 Lily	15.00	)
		A2250204-139		169-000-601.00	Professional Fees-Consulting-Tideland FY25 Lily	25.00	)
				169-000-601.00	Professional Fees-Consulting-Tideland FY25 Lily	10.00	)
				169-000-601.00	Professional Fees-Consulting-Tideland FY25 Lily	15.00	)
				169-000-601.00	Professional Fees-Consulting-Tideland FY25 Lily	25.00	)
				169-000-501.00	Professional Fees-Consulting-Tideland FY25 Lily	6.00	1
·				··· ···	Total Claims: 35	Total Payment Amount:	136,547.43

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