



AGENDA
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
February 18, 2014
6:00 p.m. CST

Mayor Schafer IV
Councilmember Knobloch At-Large
Councilmember Lopez Ward 1
Councilmember LaFontaine Ward 2
Councilmember Sislow Ward 3
Councilmember Rech Ward 4

I. Call to Order

1. Invocation – Councilmember Knobloch
2. Pledge of Allegiance – Councilmember Rech
3. Roll Call
4. Confirm or adjust agenda order

II. Presentation Agenda

1. Council Comments
 - a. City Hall will be closed Tuesday, March 4, 2014 for the Mardi Gras Holiday
 - b. The next regularly scheduled Council Meeting has been changed and will be held at 6:00 p.m. CST on Wednesday, March 5, 2014 in Council Chambers located at 5000 Diamondhead Circle
2. **2014–3095** - Proclamation in memory of the late Ms. Francis Pike, SPCA Representative for Diamondhead
3. City Manager Report
 - a. Introduction of Michael Anderson, General Manager of Cable One
4. Public Comments on Agenda Items

III. Policy Agenda

1. Approval of Minutes
 - a. February 4, 2014 Formal Meeting
2. Code Enforcement Hearing/Resolutions
 - a. **Public Hearing at 6:30 p.m. CST** regarding: A Menace to the Public Health and Safety of the Community of Address 574 Anoi Place, Diamondhead, MS.
 - b. **Item No. 2014-3085 - Resolution – 2014-086:** A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF DIAMONDHEAD, MISSISSIPPI, FINDING AND ADJUDICATING THAT THE HEREIN DESCRIBED PARCEL OF LAND IS IN SUCH A STATE OF UNCLEANLINESS AS TO BE A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE CITIZENRY OF THE CITY AND AUTHORIZING ADVERTISEMENT FOR BIDS TO HAVE SAID LAND CLEARED AND CLEANED AND TO ASSESS THE COSTS TO THE SAID PROPERTY LOCATED AT 574 ANOAI PLACE, DIAMONDHEAD, MS.
3. Other actions
 - a. **2014-3079 – RFP #2014-1029:** Approve Official Request For Proposal City Depository Banking Services, City of Diamondhead, Mississippi
 - b. **2014-3080 – Bid #2014-1023:** Open Bids for Drainage Improvements to the City of Diamondhead: Diamondhead Drive East, Ahekolo Circle Bayou Drive & Kapalama Drive at **6:30 p.m. CST**
 - c. **2014-3088 – Bid #2014-1030:** Request for Bids of a 4 Ton Recycler/Hot Box Trailer for the City of Diamondhead, MS

- IV. Routine Agenda**
 - 1. Docket of Claims
 - 2. Revenue and Report – January 2014
- V. Public Comments on Non Agenda Items**
- VI. Adjourn**

Proclamation

In Memory of Frances C. Pike

Whereas, on Tuesday, February 11th, 2014, our heavenly father called to rest, Frances C. Pike, beloved wife of George Pike.

Whereas, Frances Pike for the last three decades dedicated her time, energy and communication skills to preventing and easing the suffering of unwanted and sometimes cruelly abused animals through the founding of the Diamondhead Friends of the Animals in 1982, which later became the Society for the Prevention of Cruelty to Animals (SPCA) of Diamondhead in 1992;

Whereas, Frances diligently pursued the SPCA goal to build an area animal shelter, which came to fruition with the opening in 2012 of the modern facility on Texas Flat Road in Kiln, Mississippi;

Whereas, Frances's other contributions to the City of Diamondhead and the larger community through her love and care for animals are far too numerous to list;

Whereas, Frances was honored by the Hancock County Chamber of Commerce in 2012 for her efforts on behalf of the animals; and

Whereas, Frances was devoted to her family, her friends, her community and most of all to the animals who could not fend for themselves, her passing leaves us all with a deep feeling of sorrow for the loss of such an honored and respected citizen.

Now, Therefore Be It Resolved by the Mayor and Council of the City of Diamondhead, Mississippi as follows:

- 1) That Tuesday, February 18, 2014, be designated as a day of remembrance of Frances C. Pike;
- 2) That sincere condolences are hereby extended by the Mayor and Council on behalf of the entire city to the bereaved family of Frances Pike;
- 3) That this memorial be spread upon the Official Minutes of this meeting;
- 4) That an original copy of this Proclamation be presented to the family as an expression of sincere regret for their loss and ours.

Adopted by the Mayor and City Council this 18th day of February, 2014.

Mayor Tommy Schafer



MINUTES
FORMAL MEETING OF CITY COUNCIL
 Diamondhead, Mississippi
 Council Chambers, City Hall
 February 4, 2014
 6:00 pm CST

I. Call to Order – Mayor Schafer called the meeting to order at 6:00 p.m. CST

1. **Invocation** – Mayor Schafer
2. **Pledge of Allegiance** – Councilmember Rech
3. **Roll Call** – Mayor Schafer, Lopez, LaFontaine, Knobloch, Sislow and Rech were present.
4. **Confirmation or Adjustment of the Agenda Order** – Councilmember LaFontaine motioned, seconded by Councilmember Rech, to accept the Agenda Order as presented.

Ayes: Mayor Schafer, Lopez, LaFontaine, Knobloch, Sislow and Rech. Nay's none.

II. Presentation Agenda

1. Council Comments

- a. Mayor Schafer announced the next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on Tuesday, February 18, 2014 in Council Chambers located at 5000 Diamondhead Circle.
- b. Mayor Shafer, IV delivered his 2014 State of the City Address.

2. City Manager Report

- a. Introduced Jeannie Klein as Minute Clerk for the City of Diamondhead beginning February 10, 2014.
- b. Captain Al Hermann gave the Police Report for the period of January 1, 2014 to January 21, 2014.

3. Public Comments on Agenda Items - NONE

III. Policy Agenda

1. **Approval of Minutes** - Upon motion by Councilmember Rech, seconded by Councilmember Sislow, to accept and approve the 1/21/14 and 1/27/14 Formal Meeting minutes as presented.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nay's none. Abstain: Lopez

2. 2014-3076- Reject bids for Lot Clean—up

Building Official Ronald Jones was recognized and stated the property located at 6838 Apona Street has been cleaned, therefore there is no need to award bids received.

Councilmember LaFontaine motioned, seconded by Councilmember Knobloch, to reject bids received for Lot Clean-up for property located at 6838 Apona Street.

Ayes: Lopez, LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nay's none.

3. Other Actions

a. 2014-3070 - Approve Hancock Bank Statewide Collateral Pool Program Security Agreement

Councilmember Rech motioned, seconded by Councilmember Sislow to approve the Hancock Bank Statewide Collateral Pool Program Security Agreement.

Ayes: Mayor Schafer, Lopez, LaFontaine, Knobloch, Sislow and Rech. Nay's: None.

b. 2014-3072- Discussion, and/or action if required, of hosting the Hancock County Chamber of Commerce Kiosk at City Hall

Councilmember LaFontaine motioned, seconded by Councilmember Lopez, to table further discussion and/or action if required, the hosting of the Hancock County Chamber of Commerce Kiosk at City Hall until the February 18, 2014 Formal Council Meeting.

Upon further discussion, Councilmember LaFontaine motioned, seconded by Councilmember Lopez, to withdraw their motion and second to table further discussion, and/or action if required, the hosting of the Hancock County Chamber of Commerce Kiosk at City Hall until the February 18, 2014 Formal Council Meeting.

Councilmember Knobloch motioned, seconded by Councilmember Lopez, to move forward with hosting the Hancock County Chamber of Commerce Kiosk at City Hall.

Ayes: Mayor Schafer, Lopez, LaFontaine, Knobloch, and Rech. Nay's: Sislow

c. 2014-3073- Acceptance/Approval of MDOT Exit 16 Interchange Proposal

Councilmember LaFontaine motioned, seconded by Councilmember Knobloch to approve the MDOT Exit 16 Interchange proposal.

The MDOT Exit 16 Interchange Proposal is as follows:

During the peak hours of 3:30 p.m. to 5:30 p.m., a traffic flow change would be put in place requiring all eastbound exit traffic to turn right upon exiting and travel southbound, access the roundabout and thus travel back northward on Diamondhead Drive. This movement would prevent traffic from queuing onto 1-10 in the eastbound direction. If the City of Diamondhead is agreeable to this configuration, MDOT would supply and install the necessary signage and deliver a movable barricade. The City would be responsible for placing the barricade each day and removing in the designated time period. This is considered a short term solution while MDOT works on a viable permanent solution.

The City Manager will discuss the logistics with Kelly Castleberry and give a report at the next Formal Council Meeting on February 18, 2014.

Ayes: Mayor Schafer, Lopez, LaFontaine, Knobloch, Sislow and Rech. Nay's: None

d. 2014-3074- Approval of Adoption Agreements Between the City of Diamondhead and a Designated Group of Residents –

1. Chuck Sites on behalf of Fairway Estates Residents
2. Karen H. Rice resident to adopt Median located at 56133 Diamondhead Drive East

Mayor Schafer motioned, seconded by Councilmember Lafontaine, to approve Adoption Agreements between the City of Diamondhead and the Designated Group of Residents provided the agreement is amended to include a hold harmless clause.

Ayes: Mayor Schafer, Lopez, LaFontaine, Knobloch, Sislow and Rech. Nay's: None

- e. **2014-3075** - Discussion, and/or action if required, to move the March 4, 2014 meeting to another date due to the Mardi Gras holiday

Councilmember Rech motioned, seconded by Councilmember Sislow to move the March 4, 2014 Formal meeting to March 5, 2014 at 6:00 pm CST in Council Chambers located at 5000 Diamondhead Circle due to the Mardi Gras Holiday.

IV. Routine Agenda

1. Docket of Claims

Councilmember LaFontaine, seconded by Councilmember Lopez, to approve the Docket of Claims as presented.

Ayes: Mayor Schafer, Lopez, LaFontaine, Knobloch, Sislow and Rech. Nay's none.

EXECUTIVE SESSION

Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to go into closed session to discuss the need to go into Executive Session. The motion carried unanimously to go into Closed Session at 7:17 pm CST.

Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to go into Executive Session to discuss personnel issues and potential litigation matters. The motion carried unanimously.

Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to come out of Executive Session. The motion carried unanimously.

Councilmember LaFontaine moved, seconded by Councilmember Lopez, to return to the Regular meeting. The motion carried unanimously to return to the Regular meeting at 8:12 pm CST.

RETURN TO REGULAR SESSION

The City Attorney announced personnel issues and potential litigation was discussed in Executive Session and no official action was taken.

V. Public Comments on Non Agenda Items limited to 3 minutes per person – NONE

- VI. **Adjourn** - Councilmember Rech motioned, seconded by Councilmember Sislow, to adjourn the meeting at 11:43 a.m. CST. The motion carried.

Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk

"Exhibit A"

The Sea Coast Echo

Since 1892

POST OFFICE BOX 2009
BAY SAINT LOUIS, MS 39521-2009

PROOF OF PUBLICATION

STATE OF MISSISSIPPI
HANCOCK COUNTY

PERSONALLY appeared before me the undersigned authority in and for said County and State, JAMES R. PONDER, publisher of THE SEA COAST ECHO, a newspaper printed and published in the City of Bay Saint Louis, said County, who being duly sworn, deposes and says the publication of this notice hereunto annexed has been made in the said publication 7 weeks to-wit:

On the 25 day of January 2014
On the _____ day of _____ 2014
On the _____ day of _____ 2014
On the _____ day of _____ 2014

James R. Ponder

LEGAL NOTICE OF HEARING
The undersigned authority in and for said County and State, JAMES R. PONDER, publisher of THE SEA COAST ECHO, a newspaper printed and published in the City of Bay Saint Louis, said County, who being duly sworn, deposes and says the publication of this notice hereunto annexed has been made in the said publication 7 weeks to-wit:
On the 25 day of January 2014
On the _____ day of _____ 2014
On the _____ day of _____ 2014
On the _____ day of _____ 2014

Sworn to and subscribed before me A NOTARY PUBLIC

Judith M. Ledner
this January 27 2014

Notary Public State of Mississippi At Large
My Commission Expires: November 01, 2017

There came on for consideration at a meeting of the Mayor and City Council of the City of Diamondhead, Mississippi, held on the **18th** day of **FEBUARY, 2014**, the following Resolution:

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF DIAMONDHEAD, MISSISSIPPI, FINDING AND ADJUDICATING THAT THE HEREIN DESCRIBED PARCEL OF LAND IS IN SUCH A STATE OF UNCLEANLINESS AS TO BE A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE CITIZENRY OF THE CITY AND AUTHORIZING ADVERTISEMENT FOR BIDS TO HAVE SAID LAND CLEARED AND CLEANED AND TO ASSESS THE COSTS TO THE SAID PROPERTY

WHEREAS, Mayor and City Council of the City of Diamondhead, Mississippi, (the "City"), pursuant to Mississippi Code Annotated Section 21-19-11, 1972, as amended, finds, determines, and adjudicates, based upon the investigation of the City's Building Department, that the parcel of land described below is in such a state of uncleanness as to be a menace to the public health, safety and welfare of the citizenry of the City; and

WHEREAS, said property, as described herein, is within the corporate boundaries of the City of Diamondhead, Hancock County, Mississippi; and

WHEREAS, the parcel investigated by the Building Department and recommended by the Building Official for adjudication as being in such a state of uncleanness as to be a menace to the public health, safety and welfare of the citizenry of the City is identified as:

Tax Identification Parcel Number 0131B-0-01-098.000

574 Anoai Place, Diamondhead Phase 2, Unit 5, Block 2, Lots 3 & 4

Clean and cut the grounds including shrubs; Remove all trash, rubbish and debris to a proper disposal site i.e. building forms, materials and pallets, barrels, plumbing fixtures, pipes and tires (James K. Overstreet)

WHEREAS, notice to the property owner was provided by the City pursuant to Mississippi Code Annotated Section 21-19-11, 1972, as amended, via legal notice of hearing published in Sea Coast Echo on January 25, 2014, a copy of said proof of publication being attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS, the Mayor and City Council of the City of Diamondhead further find, determine and adjudicate that advertisement for bids to clean the above referenced properties should be made in the form and manner as provided by law; and

WHEREAS, the Mayor and City Council further find, determine and adjudicate that the cost of the demolition and/or lot cleanup shall not exceed the aggregate amount of \$10,000.00 per parcel per calendar year or the fair market value of the property subsequent to cleaning, whichever is less. Said amount shall be assessed as a lien against said property as provided by law and shall be enrolled in the office of the Circuit Clerk of Hancock County, Mississippi as other judgments are enrolled.

WHEREAS, the Mayor and City Council of the City of Diamondhead further find, determine and grant authority to the Building Department to re-enter the property not more than five (5) times for a period of one (1) year without any further hearings if notice is posted on this property and at City Hall, 5000 Diamondhead Circle, Diamondhead, MS 39525 at least ten (10) days prior to re-entering the property for resolution of the same type of violation;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DIAMONDHEAD, MISSISSIPPI, AS FOLLOWS:

SECTION 1. That the matters, facts and things recited in the Preamble hereto are hereby adopted as the official findings of the Governing Authority.

SECTION 2. That the property located at 574 Anoai Place, Diamondhead, Mississippi, (Tax Identification Parcel Number 0131B-0-01-098.000)

be and hereby is declared to be a menace to the public health, safety and welfare of the citizenry of the City of Diamondhead.

SECTION 3. That the City Clerk be and hereby is authorized to advertise for bids to cut and clean the property described hereinabove and lying within corporate boundaries of the City of Diamondhead, Hancock County, Mississippi, as well as remove all trash, rubbish and debris to a proper disposal site i.e. building forms, materials and pallets, barrels, plumbing fixtures, pipes and tires,

SECTION 4. That the cost of cleanup of the herein described property, including any penalty assessed, shall be a lien against said property as provided by law and shall be enrolled in the office of the Circuit Clerk of Hancock County, Mississippi.

SECTION 5. That the Mayor and City Council of the City of Diamondhead further find, determine and hereby grant authority to the Building Department to re-enter

**RFP 2014-1029
OFFICIAL REQUEST FOR PROPOSAL
CITY DEPOSITORY BANKING SERVICES
CITY OF DIAMONDHEAD, MISSISSIPPI**

RELEASED

February 18, 2014

DUE BY:

Friday, March 21, 2014

10:00 a.m. CST

DELIVER TO:

City of Diamondhead

Purchasing Clerk

5000 Diamondhead Circle

Diamondhead, MS 39525

RFP 2014-1029
OFFICIAL REQUEST FOR PROPOSAL FOR DEPOSITORY BANKING
SERVICES FOR THE CITY OF DIAMONDHEAD, MISSISSIPPI

Statement of Solicitation

Proposals for Central Depository Banking services are hereby solicited by the City of Diamondhead, Mississippi in accordance with all rules and instructions set for in both this proposal and the applicable laws of the State of Mississippi as stated in Title 27 Chapter 105 Article 3 of the Mississippi Code.

Instructions for Submission of Proposals

Inquiries – all inquiries are to be directed to the following person

Attn: Richard Rose, City Manager
City Hall
5000 Diamondhead Circle
Diamondhead, MS 39525
228-222-4626

All responses to this RFP must be received in written form by 10:00 a.m., March 21, 2014 to the address listed above. The sealed envelope must be marked as follows:

RFP 2014-1029
Official Request for Proposal for Depository Banking Services
City of Diamondhead

Include the company's name and address on the envelope. Bids will be opened at 10:00 a.m., March 21, 2014 to the public. The bid opening will serve only to open, read and tabulate the bid prices on each bid. No discussion will be entered into with any vendor and no award will be made at the bid opening.

Clarifications – Any clarification desired by the proposer regarding this proposal can be submitted in written form to the address and person listed above. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective proposer concerning a solicitation will be furnished to all prospective proposers.

Required Information for submission - The information required to be submitted with proposals is included on page 7.

Delivery of Proposals – Ten (10) sealed copies of the completed proposals agreeing to perform the services described herein are to be delivered, identified as stated above and delivered to the person listed above no later than 10:00 a.m., March 21, 2014. No proposals will be accepted after the deadline.

Authorizations – Proposals and transmittal letters are to be signed by those bank officials or agents duly authorized on behalf of their respective institutions to sign proposals and contracts.

Term – Terms and conditions of the proposals outlined herein shall be valid and binding for a minimum of 120 days from the submission deadline mentioned above.

Award of the Contract – The contract will be awarded to the responsible proposer whose proposal, which must conform to the RFP, is the most advantageous to the City of Diamondhead. The City will reserve the right to accept, reject, or negotiate with various banks all or part of the City's accounts as contained in this proposal.

Compliance with State Laws – It is agreed and understood that any contracts and or orders placed as a result of this proposal shall be governed under the State Laws of Mississippi.

Transmittal Letter – Each participating bank shall submit, as an integral part of its proposal, a Letter of Transmittal to include the minimum:

- A. Bank's Background Summary – (Please be brief)
 1. Experience in the maintenance of large public bank accounts with high volume activity.
 2. Experience in the following banking services:
 - a. "sweep accounts" – describe the services offered
 - b. electronic banking – describe the services offered
- B. Description of the minimum electronic equipment needed from client in order to accomplish electronic banking.
- C. Bank's time frame for implementation of requested services.

Contract terms and Compensation Methods

- A. Contract Terms – A contract will be entered with a bank or banks authorized to do business in the State of Mississippi. The term of the contract shall be for a period of two years.
- B. Compensation Method – Fees shall be paid to the bank on a monthly basis via a submission of an account analysis for each account (i.e. volume of checks, number of deposits, number of returned items, other charges, etc.) When determining the above-described fees, take into consideration: 1) the volume statistics contained in Exhibit “A” in this proposal, and 2) the services to be provided contained on pages 6-7. Show in a separate section entitled “pricing section” the various charges associated with each type of transaction. Proposer should show the calculations of all related fees in a very easy to understand format, preferably the format shown on Exhibit “A”. The format should show all related charges for each account contained on Exhibit A.
- C. Investment Services Fees – Banks must be able to provide investment services on city accounts. The City wishes to have its idle funds invested via a “sweep account” concept whereby all funds remain invested in short term securities and only demands presented against account are paid. Please provide a rate of return expressed as +/- number of basis points of the 90-day treasury yield as presented in the Wall Street Journal at the first business day of month. This amount will be adjusted monthly.
- D. Non-Interest Bearing Accounts – Banks must be able to provide separate non-interest bearing accounts that are not included in the “sweep account.”

Quotes provided using a different rate other than the requested +/- number of basis points for the 90-day treasury yield and/or vague, unclear responses as to how fees or other charges are calculated will be grounds for elimination of entire proposal.

Overview of Services to be provided

The City of Diamondhead will actively pursue utilizing the latest and most feasible advancements in electronic transactions, reporting, and other features available in the electronic banking environment. The bank or banks selected will be expected to keep abreast of new innovations and make these available to the City.

Banking Functions - A description of the accounts involved with their respective average monthly balances and volume statistics are included in Exhibit "A". The services required fall into the below-described primary areas:

1. The Collection Function – This function is oriented to the deposit of City funds and concentrates on the most rapid collection and crediting of checks and other deposit items presented by the City.
2. The Disbursement Function – This area encompasses the primary disbursement function of the City. The capacity to process demands for payment in a timely manner is a key element of this function. From time to time, the bank will be required to process new accounts.
3. The Safekeeping or Custodial Function – The capability to receive, transmit, and report securities purchased and sold under agreements. This function includes the receipt, safekeeping, and release of securities as it relates to both the investments of the City's surplus funds and meeting the requirements of pledged collateral.
4. Investment Function – The bank shall be able to provide safekeeping, investing, and investment tracking of City funds, securities, and other applicable investments. The investment function includes providing investing services via "sweep concept", portfolio maintenance, and daily \ monthly reporting and accounting of investments.

Minimum Qualifications for Submitting Proposals

At the time of submission of the proposal, the submitting bank must certify that it is capable of performing all tasks and activities associated with the requirements of this Request for Proposal (RFP).

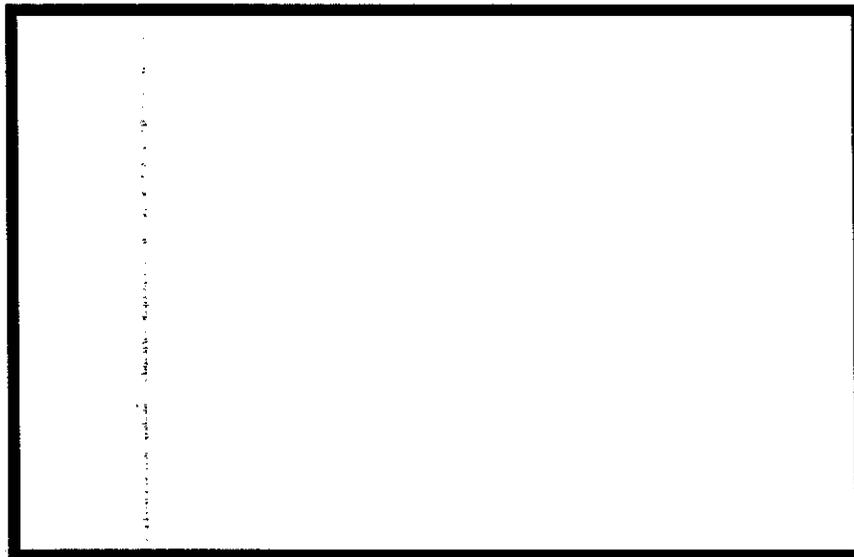
The bank or banks designated for the City Depository must meet the minimum qualifications described below:

1. Currently be and remain, throughout the term of the contract, a designated fiscal agent of the State of Mississippi.
2. Currently be and remain, throughout the term of the contract, a member of, or have access to the Federal Reserve System with full wire transfer capabilities in order to send requests for funds to the United States Government receive funds, transfer funds to other banks as directed by the Comptroller. In conjunction with this, the bank must verify and remit funds immediately involving securities purchased under agreements to resell.
3. Currently have and maintain, throughout the term of the contract, a trust or safekeeping department capable of issuing safekeeping receipts immediately upon receipt of securities that are acceptable to the City of Diamondhead.
4. Currently operate and maintain a branch within the city limits of Diamondhead.
5. Banks must have been in business for a minimum of one year prior to the contract period.

Information Required to Be Submitted with Proposals

1. Transmittal Letter – See page 3.
2. Pricing Summary – See page 4 and Exhibit A
3. Investment Services summary and fees. See page 4 and Exhibit A.
4. Address and functional description of all facilities located within with City of Diamondhead.
5. A copy of the latest audited annual report.
6. Web-site address of demo version of electronic banking functions, CD-Rom or availability of on-site demo.
7. A sample copy of: 1) a monthly bank statement, 2) investment report (daily and monthly) with explanations of terms and calculations, and 3) account analysis with explanations.
8. The activity levels of the bank if the City were added to the current processing capacity. Please state the totals in real terms (number of debits and credits processed daily) and as a percentage of capacity.

End of RFP



DEPOSITORY PROPOSAL FORM

NUMBER OF TRANSACTIONS

CITY OF DIAMONDHEAD EXHIBIT "A"	Average Monthly # of Proposed Amount												Average Monthly # of Proposed Amount
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
GENERAL ACCOUNT SERVICES													
Account Maintenance	1	1	1	1	1	1	1	1	1	1	1	1	1
FDIC (how is charge calculated - use separate sheet)	592	1331	1886	1876	1730	1647	1565	1574	1608	1342	1371	1280	1472
Zero Balance Account - Master													
Zero Balance Account	18	11	13	13	14	11	15	12	16	17	7	8	13
Deposits/Credits	3												3
Checks/Debits													
Automated Investment Account													
Automated Investment Account (Not in Sweep)													
Automated Investment Account (In Sweep)													
DEPOSITORY SERVICES													
Items Deposited on	20	22	29	24	32	12	14	12	34	37	18	10	22
Government Items Deposited	28	34	40	30	38	42	28	26	31	69	26	20	34
Local Items Deposited													
City Items Deposited													
RPCP Items Deposited													
City Items Deposited - Other Fed													
RPCP Items Deposited - Other Fed													
Country Items Deposited - Other Fed													
Deposited Items Returned					1						1		1
TOTAL DEPOSITORY SERVICES													
CASH SERVICES													
Currency Deposited - per 1,000	3125	2959	3259	2092	3706	548	1808	2893	2436	2483	2427	2655	2533
TREASURY SOLUTION ONLINE BANKING													
Monthly Maintenance	1	1	1	1	1	1	1	1	1	1	1	1	1
Per Account > 5	3	3	3	3	3	3	3	3	3	3	3	3	3
Previous Day Per Item > 500	89	104	160	133	167	188	163	151	134	146	102	94	136
DISBURSEMENT RECONCILLATION													
ARP Partial Maintenance													
ARP Partial Per Item													
ARP Transmission													
CD ROM Monthly Fee													
CD ROM Per Item													
CD ROM Additional Accounts Each													
TOTAL DISBURSMENT RECONCILLATION													
GENERAL ACH SERVICES													
ACH Received Debit													
ACH Received Credit	1	1	2	1	2	1	1	1	2	2	3	1	2
Treasury Solution ACH Module Monthly	1	1	1	1	1	1	1	1	1	1	1	1	1
TOTAL ACH SERVICES													
EDI PAYMENT SERVICES													
EDI Remittance Advising - E-mail													
TOTAL EDI PAYMENT SERVICES													

2014-1023
REQUEST FOR BID
DRAINAGE IMPROVEMENTS
TO THE
CITY OF DIAMONDHEAD

Notice is hereby given that the City of Diamondhead, Mississippi, will receive sealed bids at City Hall, until 5:00 p.m. on Tuesday, the **February 18, 2014**. Bids will be opened at 6:30 p.m. on Tuesday, **February 18, 2014** at the Council Meeting in the City Hall Council Chambers for the following:

Drainage Improvements
Diamondhead Drive East, Ahekolo Circle
Bayou Drive & Kapalama Drive

Work on which proposals are invited consists of furnishing and installing drainage improvements on Ahekolo Circle, Bayou Drive, Kapalama Drive and Diamondhead Drive East, Alternate No. 1. Scope of work includes clearing and grubbing, backfill, installation of reinforced concrete pipe, headwall construction, rip-rap placement and asphalt paving.

A **PRE-BID MEETING** will be held at 9:00 am on **January 31, 2014** at 5000 Diamondhead Circle, Diamondhead, Mississippi. It is strongly recommended that all prospective Bidders attend. It is also suggested that all potential subcontractors and interested parties attend.

The maximum time allowable for completion of said project is sixty (60) calendar days following the CITY'S written order to commence (Notice to Proceed).

The successful bidder will be required to furnish a 100% Payment and Performance Bond if the bid equals or exceeds \$25,000. If the bid is less than \$25,000, the City of Diamondhead may elect to make a lump sum payment at the completion of the job, in which case a payment and performance bond shall not be required.

Proposals must be accompanied by a Proposal Guaranty consisting of a Bid Bond, Cashier's Check or Certified Check in the amount of 5% of the amount of the bid.

All persons having a contract with the City of Diamondhead must adhere to the City's policy concerning nondiscrimination without regard to race, creed, color, age, sex, national origin, or handicap.

On bids which equal or exceed \$50,000, Certificate of Responsibility classification issued by the Mississippi State Board of Contractors shall be written on the outside of the envelope containing the bids. Bids of less than \$50,000 will be marked on the outside that the bid contained within does not exceed \$50,000.

Bids, which are for work outside of the classification listed for any bidder, shall be returned unopened.

Copies of the plans, specifications and proposal documents are on file with the Purchasing Clerk at City of Diamondhead, which is located at 5000 Diamondhead Circle, Diamondhead, Mississippi, (228) 222-4626. Plans and specifications may be examined without charge during regular business hours (8:00 a.m. - 4:00 p.m., Monday - Friday), and may be obtained from the same office upon payment of \$45.00. This deposit will be

refunded upon return of all documents in good condition within thirty (30) days of receipt of bids. No refunds will be made after the thirty (30) day period.

The ability to obtain any insurance required by the contract documents which does not require proof of coverage to be contained in the submitted bid (such as bid bonds), must be demonstrated in the bid by the means specified in the contract documents. Proof of actual insurance coverage must be submitted within five (5) business days from the bid acceptance.

In compliance with the laws of the State of Mississippi, in choosing materials for the project, the successful bidder shall be required to give preference to materials grown, produced, prepared, made or manufactured within the State of Mississippi. The foregoing notwithstanding, no preference shall be given to materials grown, produced, prepared, made or manufactured in the State of Mississippi when other materials of like quality produced outside the State of Mississippi may be purchased or secured at less cost, or any other materials of better quality produced outside the State of Mississippi can be secured at a reasonable cost. The Contractor shall not use any materials on the project that are grown, produced, prepared, made or manufactured outside of the United States. If such materials are not available, then those which are grown, produced, prepared, made or manufactured outside the United States may be used.

BIDS SHALL BE DELIVERED TO THE CITY OF DIAMONDHEAD, WHICH IS LOCATED AT 5000 DIAMONDHEAD CIRCLE, DIAMONDHEAD, MISSISSIPPI.

Bids shall be in letter form with the envelope and bid marked plainly Drainage Improvements Diamondhead Drive East, Ahekolo Circle, Bayou Drive & Kapalama Drive, and shall be addressed to the City of Diamondhead, Purchasing Clerk, 5000 Diamondhead Circle, Diamondhead, MS 39525. In addition, the envelope shall list the Company Name and Address, and all applicable state and local license numbers.

The City reserves the right to reject any and all bids and to waive any informality in the proposal accepted. The City also reserves the right to select a combination of any of the following bid items: Item No. 1- Ahekolo Circle; Item No. 2- Bayou Drive; Item No. 3 - Kapalama Drive or Alternate No. 1- Diamondhead Drive East; Item at the City's discretion to accommodate the project budget.

**CITY OF DIAMONDHEAD
DRAINAGE IMPROVEMENTS
BID FORM**

Company Name: _____

Representative Name (Print): _____

Representative Signature: _____

Address: _____

Phone: _____ **Date:** _____

<u>Base Bid</u>	<u>Bid Amount</u>
Item No 1 - Ahekolo Circle	\$ _____
Item No 2 - Bayou Drive	\$ _____
Item No 3 - Kapalama Drive	\$ _____
Total Bid	\$ _____

(Total Base Bid) _____ dollars &
_____ cents

WORDS

(Total Base Bid must be in figures & words)

Alternate No 1 - Diamondhead Drive East \$ _____

(Total Alt No 1 Bid) _____ dollars &
_____ cents

WORDS

(Total Base Bid must be in figures & words)

NOTICE TO BIDDERS

- Bids must be submitted on this form and shall be submitted in a sealed envelope marked accordingly. Bids not submitted on this form may be disqualified.

- Your attention is called to the fact that the State of Mississippi has a reciprocal preference law in regards to resident contractors. The State's treatment of non-resident contractor's and the local preference percentage shall be applied in evaluating the bids. It is the responsibility of the vendor to submit a copy of their state's preference law with the bid. Failure to do so may be reason to reject the bid.
- Hold harmless: Contractor agrees that it will, and hereby does, indemnify, defend and hold harmless City of Diamondhead from and against any and all claims, damages, losses, costs and expenses of every kind and nature, including court costs and attorney fees and claims for damages resulting from or arising out of any infringement claim or claim of bodily injury, death or damage to real or tangible personal property caused by contractor and/or its partners, principals, agents, employees or subcontractors in the performance of this contract. The City of Diamondhead will notify the contractor in writing of any claim to be indemnified hereunder, of which City has knowledge, and contractor in turn will promptly notify City of any such claim. Contractor shall, at its sole expense, control the defense of such suit to the extent allowed by Mississippi law. The parties agree to cooperate with one another in the defense of any such matter.
- Failure of, or disturbances in, any mail service is not a legitimate reason for bids submitted after the above due date and time. Bids received after said day and time shall be returned to the respective bidder unopened. Four (4) copies of the bids should be sealed and properly labeled:

2014-1023
ADVERTISEMENT FOR BID
DRAINAGE IMPROVEMENTS
DIAMONDHEAD DRIVE EAST, AHEKOLO CIRCLE, BAYOU
DRIVE & KAPALAMA DRIVE

Envelope shall be addressed to the City of Diamondhead, Purchasing Clerk, 5000 Diamondhead Circle, Diamondhead, MS 39525. In addition, the envelope shall list the Company Name and Address and all applicable state and local license numbers.

AND shall be hand delivered between the hours of 8 am and 5 pm Monday through Friday or mailed to Connie Scott, Purchasing Clerk, City of Diamondhead, 5000 Diamondhead Circle, Diamondhead, MS 39525 and RECEIVED NO LATER THAN 5:00 P.M., February 18, 2014

Bids will be opened and read aloud at the Council Meeting at 6:30 PM, February 18, 2014, in the City Hall Council Chambers.

**Publish Twice in Sun Herald and Sea Coast Echo:
Wednesday, January 15, 2014 and Wednesday, January 22, 2014**

END OF DOCUMENT

2014-1030
REQUEST FOR BIDS
4 TON ASPHALT RECYCLER/HOT BOX DUMP TRAILER
CITY OF DIAMONDHEAD

Notice is hereby given that the City of Diamondhead, Mississippi, will receive sealed bids at City Hall, until **2:00 p.m. on Tuesday, March 25, 2014** for the following:

4 TON ASPHALT RECYCLER/HOT BOX DUMP TRAILER

Bids will be opened at **2:00 p.m. on Tuesday, March 25, 2014** to the public. The bid opening will serve only to open, read and tabulate the bid prices on each bid. No discussion will be entered into with any vendor and no award will be made at the bid opening.

SUBMISSION INSTRUCTIONS

Sealed bids can be mailed or hand delivered before **2:00 p.m. on Tuesday, March 25, 2014** to:

City of Diamondhead
Attn: Purchasing Clerk
5000 Diamondhead Circle
Diamondhead, MS 39525

Faxed and emailed bids will not be accepted. Bids received after said day and time shall be returned to the respective bidder unopened. The bids shall be sealed and properly labeled:

2014-1030
REQUEST FOR BID
4 TON ASPHALT RECYCLER/HOT BOX DUMP TRAILER
CITY OF DIAMONDHEAD

AND the envelope shall be addressed to the City of Diamondhead, Purchasing Clerk, 5000 Diamondhead Circle, Diamondhead, MS 39525. **In addition**, the envelope shall list the Company Name and Address.

QUESTION SUBMISSION

Questions or concerns regarding any aspect of this solicitation shall be forwarded in writing to Purchasing Clerk at the above address; or through email to cscott@diamondhead.ms.gov so they can be addressed prior to the solicitation deadline for bidders.

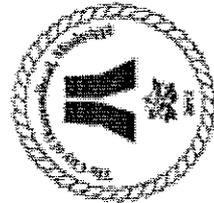
SPECIFICATIONS

The required minimum specifications are listed below. (Any substitutions must be equal to or better than the listed specifications). Please attach a justification for any substitutions.

- Diesel fuel fired
- 4 Ton
- Recycling virgin hot mix (uncompressed), non-virgin asphalt chunks (compressed), and surface millings

- Holding and transporting hot mix for days
- Hopper floor and all four walls heated
- Hopper dimensions 63”Lx83”Wx45”H
- Triple wall construction and 2” mineral wool insulation
- Hopper has three parallel walls (inner, middle, outer)
- (3) 12-volt batteries
- Battery charger package
- Automatic temperature control
- Toggle switches labeled
- Electric brakes with safety breakaway
- Conspicuity safety tape on trailer as required per DOT
- Dual burner recycling package with 24 hour timer
- Burner box insulated with 1” ceramic blanket on walls/floors
- Dump box (12-volt electric over hydraulic hoist)
- Tandem axle trailer frame
- Extended frame (2 feet)
- FMCSA Compliant lighting
- Two Red Stop/Tail/Turn Lights Per side
- Arrow Stick – with multiple pattern settings
- Release agent dispenser holder
- Tool holder – 5 positions
- Pour pot for tack with mounting mechanism
- Tires ST235/80R16
- 30-gallon heated rejuvenator/tack tank with molasses pour spout
- Spray system for rejuvenator
- Painted black
- 7 Pin RV plug
- Plate compactor (with water) 14”x22” plate
- Crane with elect-hoist to lift and stow compactor
- Rosebud torch with propane bottle
- Burner must be capable of remaining lit while transporting asphalt
- Burner tune up kit for upper and lower burners
- Burner tune up kit for rejuvenator/tack tank burner
- Hose reel (for hand held propane tank)
- Strobe Safety light
- 4-6 weeks delivery time
- Training by a factory-trained technician required on delivery
- Operator/parts/service manual(s) must be provided upon delivery
- One year warranty
- Delivered to the City of Diamondhead Public Works Barn, 98190 Kapalama Dr., Diamondhead, MS 39525

END OF DOCUMENT



City of Diamondhead, MS

Docket of Claims Register - Council

APPKT00091 - Docket of Claims 02.18.2014

By Docket/Claim Number

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Item Description	Line Amount	Payment Amount
DKT130301	AGJ	02/18/2014	35851	IT Services	001-140-69100	Other Services &	Monthly Charge	1,100.00	1,100.00
DKT130302	Bryan Gaines	02/18/2014	02.03.2014	Refund of cash bond	650-10001	Holding Account	Refund of cash bond	2,000.00	2,000.00
DKT130303	Cintas Corporation	02/18/2014	02..10.2014	PW Uniform Rental January	001-301-52300	Uniforms	Uniform Rental January	523.30	523.30
DKT130304	Coast Electric Power Association	02/18/2014	02.19.2014 - 003 1.30.14	Service City Hall street lights 12.30-1.30.14	001-140-65000 001-301-65100 001-301-65100 001-301-65100	Utilities - General Utilities - Street Lights Utilities - Street Lights Utilities - Street Lights	Service City Hall 3051917-001 JAN 3051917-002 JAN 3051917-005 JAN	3,061.31 10,151.22 1,021.60 134.12	14,368.25
DKT130305	Comcepts LLC	02/18/2014	95808	Answering Service	001-140-61000	Telephone	Monthly Charge	125.00	125.00
DKT130306	Correct Checks Inc.	02/18/2014	293068	Background Check	001-140-69800	Misc. Services - Drug Testing & Other	Jeanne Klein	45.00	45.00
DKT130307	CSpire	02/18/2014	02.07.2014	January Invoice	001-650-61100 001-100-61100 001-301-61100	Telephone - Cell Telephone - Cell Telephone - Cell	January Invoice Building January Invoice Mayor January Invoice Public Works	83.55 61.99 468.99	614.53
DKT130308	David's Chainsaw & Lawnmower	01/28/2014	907472	Chains for Chain Saw	001-301-54300	Repairs & Maintenance - Equipment	17 chains--2 sprockets	326.00	326.00
DKT130309	Diamondhead Country Club and Property Owner's Association Inc.	02/18/2014	02.10.2014	March Rent for PW Barn	001-301-67000	Rentals	March Rent for PW Barn	1,000.00	1,000.00
DKT130310	E. Vegely Signs	01/27/2014	1793	cod enforcement sign	001-650-63100	Printing & Binding	code enforcement sign 18"x24" double face	240.00	240.00

Docket of Claims Register - Council

APPKT00091 - Docket of Claims 02.18.2014

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Item Description	Line Amount	Payment Amount
DKT130311	Eagle Energy	02/18/2014	3170	fuel	001-301-52200	Fuel/Oil	nathanoe	62.40	1,216.88
							Unleaded gas	1,154.48	
DKT130312	Fleetcor Technologies Inc.	02/18/2014	NP40382226	Fuel for Patrol Cars	001-200-52200	Fuel/Oil	Unit 155	126.56	1,198.63
							Unit 165	14.85	
							Unit 287	42.20	
							Unit 350	55.69	
							Unit 462	121.71	
							Unit 642	95.86	
							Unit 801	97.43	
							Unit 803	105.89	
							Unit 155	81.24	
							Unit 165	31.86	
							Unit 287	38.95	
							Unit 350	83.43	
							Unit 462	37.68	
							Unit 642	28.09	
							Unit 789	110.48	
Unit 801	39.86								
Unit 803	86.85								
DKT130313	Geiger Heating and Air	02/18/2014	107585	Service	001-140-54000	Repairs & Maintenance - Building	Service 02.04.2014	223.75	581.75
							Repairs & Maintenance - Building	358.00	
DKT130314	Hancock Bank	02/27/2014	1.27.14a	Mardi Gras decorations	001-140-50100	Supplies	Mardi Gras Decorations for City Hall	195.71	2,709.16
							Police Traffic Laser/Radar Instructor	795.00	
							--Course		
							TV/dvd		
							1.27.14c		
							1.27.14d		
							1.27.14e		
							1.27.14f		
							1.27.14g		
							1.27.14h		
DKT130315	Hancock County Sheriff's Office	02/18/2014	02.06.2014	January Invoice	001-200-69000	Interlocal Agreement	January Invoice	60,969.26	61,089.26
							Inmate Charges	120.00	

APPKT00091 - Docket of Claims 02.18.2014

Docket of Claims Register - Council

Docket/Claim #	Vendor Name		Payable Number	Payable Description	Account Number	Account Name	Item Description	Payment Amount	
	Payable Date	Payable Amount						Line Amount	Payment Amount
DKT130316	Hancock Medical Health Services	02/18/2014	13527C2644	Drug Screen	001-140-69800	Misc. Services - Drug Testing & Other	Drug Screen Jeannie Klein	35.00	35.00
DKT130317	Interbank-Exchange LLC	02/18/2014	7702	Cash Tray Storage Cabinet	001-140-91000	Capital Outlay - Furn. & Fixtures	Cash Tray Storage Cabinet	1,021.60	1,021.60
DKT130318	Land Shaper Inc.	02/18/2014	90504	Cold Tack	001-301-54500	Repairs & Maintenance - Street Repair	cold tack	90.00	90.00
DKT130319	Levanway Associates	02/18/2014	1.31.14	Retainer for February 2014	001-140-60100	Professional Fees - Consulting	Retainer for February 2014	3,000.00	3,000.00
DKT130320	Lowes Home Improvement	02/18/2014	02.20.2014	Monthly Statement	001-301-54400	Repairs & Maintenance - Other	Monthly Statement - February	372.27	372.27
DKT130321	Mid South Uniform and Supply	02/18/2014	503877	PO# 2013-0989 Police Uniform	001-200-52300	Uniforms	Gold Stripe Police Uniform Pants	60.00	187.60
				Enforcer ultra lite boot with zipper size 10.5	001-200-52300	Uniforms	White Police Shirts	23.96	
					001-200-52300	Uniforms	enforcer ultra lite workboots	103.64	
DKT130322	MS Department of Public Safety	02/18/2014	1.31.14	Court/ Assessments for January	001-10500	State Assessments Payable	Court/ Assessments for January	60.06	60.06
DKT130323	Napa of Bay St. Louis	02/19/2014	02.02.2014	oil filter/oil pump	001-301-54200	Repairs & Maintenance - Vehicle	oil filter	5.75	246.35
				battery for dump truck	001-301-54200	Repairs & Maintenance - Vehicle	oil pump	136.97	
					001-301-54200	Repairs & Maintenance - Vehicle	battery	103.63	
DKT130324	North Bay Auto	02/18/2014	15637	interstate battery	001-200-54200	Repairs & Maintenance - Vehicle	interstate battery	173.95	173.95

Docket of Claims Register - Council

Docket/Claim #	Vendor Name		Payable Number	Payable Description	Account Number	Account Name	Item Description	Payment Amount	
	Payable Date	Office Depot						Line Amount	Payment Amount
DKT130325	01/23/2014	Office Depot	691174721001	Stamp & Refill Ink	001-110-50100	Supplies	Refill Ink	2.96	180.12
			6918736592001	3 part 1099	001-110-50100	Supplies	Stamp	25.37	
				office supplies	001-140-50100	Supplies	3 part 1099 Laser Sets white pack of 50	31.99	
	02/18/2014		692489158001		001-140-50100	Supplies	Foray Med. Point Bk Pens	5.52	
					001-140-50100	Supplies	Manila Folders 2 prong	89.98	
					001-140-50100	Supplies	Post Cards	19.54	
					001-140-50100	Supplies	Xstamper Stamp Refill	4.76	
DKT130326	01/27/2014	Pete's	1023	40 yards clay gravel	001-301-54500	Repairs & Maintenance - Street Repair	40 yards clay gravel	480.00	2,330.00
	02/18/2014		1025	haul and dispose of debris	001-301-69100	Other Services &	hauling & disposing of debris in pw yard	1,850.00	
DKT130327	02/18/2014	Philip's Pest Control Co., LLC	6969	Annual Termite Renewal	001-140-65300	Pest Control	Annual Termite Renewal	380.00	380.00
DKT130328	02/18/2014	Ronald Jones	02-11.2014	Mileage Expense	001-650-62000	Travel & Training	Mileage Expense	21.09	21.09
DKT130329	02/07/2014	S&L Office Supplies	10067	office supplies	001-140-50100	Supplies	desk tray	13.80	119.62
					001-140-50100	Supplies	paper clip holders	5.76	
					001-140-50100	Supplies	pen holders	5.94	
					001-140-50100	Supplies	staple removers	1.17	
					001-140-50100	Supplies	stapler	5.46	
					001-140-50100	Supplies	tape dispensers	2.62	
					001-140-50100	Supplies	vertical sorter	37.78	
					001-140-50100	Supplies	vertical sorter	23.29	
	02/18/2014		10131	Padded Envelopes	001-140-50100	Supplies	padded envelopes	23.80	
DKT130330	02/18/2014	Sea Coast Echo	02526751-001	Advertisement for bids	001-140-63000	Advertising	Advertisement for bid	37.54	515.96
					001-140-63000	Advertising	Advertisement for bids	36.00	
					001-140-63000	Advertising	Advertisement for bids	36.22	
					001-140-63000	Advertising	Advertisement for bids	36.66	
	09.07.2013			Notice of Closed Meeting on	001-140-63000	Advertising	Display Ad - Closed Budget Meeting	369.54	

Docket of Claims Register - Council

APPKT00091 - Docket of Claims 02.18.2014

Docket/Claim #	Vendor Name		Payable Number	Payable Description	Account Number	Account Name	Item Description	Payment Amount	
	Payable Date	Line Amount						Payment Amount	
DKT130331	Seymour Engineering	02/18/2014	4736	Drainage Meetings and Plan	001-301-60200	Professional Fees - Engineering	Drainage Meetings and Plan Job# 13.070.01	4,060.00	15,052.50
			4737	Project Management	001-650-60100	Professional Fees - Consulting	Project Management Job# 13-	10,557.50	
			4738		001-301-60200	Professional Fees - Engineering	Project Management Job# 13-	435.00	
DKT130332	Shawn A Bernard	02/18/2014	02.04.2014	Over paid fine refund	650-10001	Holding Account	Over paid fine refund	9.00	9.00
DKT130333	South Mississippi Business Machines	02/18/2014	AR223322	Sharp/MX-6201N Copy Charges	001-140-52600	Copier Maintenance	Base Charge	52.00	414.57
			AR223494	Copier in Finance	001-140-52600	Copier Maintenance	Copy Coverage Charge	260.57	
					001-140-67200	Rent - Copier	Copier in Finance	102.00	
DKT130334	State Treasurer	02/18/2014	1.31.14	assessment/fine settlement for January 2014	001-10500	State Assessments Payable	assessment/fine settlement for January 2014	1,365.44	1,365.44
DKT130335	Timothy A. Kellar, Chancery Clerk	02/18/2014	02.07.2014	Tax Sale redemption for February	001-140-69400	Tax Collection Fees	Tax Sale Redemption for February	210.00	210.00
DKT130336	Tyler Technologies	02/18/2014	025-86420	Subscription fees for 2014	001-140-91400	Capital Outlay -	Subscription fees for 2014	37,374.00	41,789.65
			025-88134	Building department training	001-650-60100	Professional Fees - Consulting	Building Department Training	4,415.65	
DKT130337	UPS	02/18/2014	0000X993W8443	Shipping Charges	001-140-61300	Postage	Shipping Charges	23.89	23.89
DKT130338	Warren Paving	02/18/2014	19194	24 yards lime stone	001-301-54500	Repairs & Maintenance - Street Repair	24 yards lime stone	645.92	645.92
Total Claims: 38								Total Payment Amount:	155,382.35

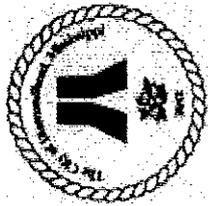
CITY OF DIAMONDHEAD, MISSISSIPPI
Financial Statements
Coversheet
For the Month ended January 31, 2014

1 Monthly Budget Report
(General Fund)

- Basic financial statements provided in required format.

2 Notes to the Monthly Budget Report

- Provides explanations to variances and general information on data.



City of Diamondhead, MS

Monthly Budget Report

Group Summary

For Fiscal: 2013-2014 Period Ending: 01/31/2014

Category	Period 01 Budget	Period 01 Activity	Variance Favorable (Unfavorable)		YTD Budget	YTD Activity	Variance Favorable (Unfavorable)		Percent Used	Total Budget
			Favorable (Unfavorable)	Percent Used			Favorable (Unfavorable)	Percent Used		
Fund: 001 - GENERAL FUND										
Revenue										
200 - TAXES	795,333.29	955,759.88	160,426.59	-120.17 %	861,524.20	1,073,857.61	212,333.41	-124.65 %		2,552,530.08
220 - LICENSES & PERMITS	75,784.10	51,858.18	-23,925.92	-68.43 %	174,976.40	153,137.35	-21,839.05	-87.52 %		385,295.50
250 - INTERGOVERNMENTAL	73,351.92	68,953.66	-4,398.26	-94.00 %	248,390.45	190,296.02	-58,094.43	-76.61 %		811,734.86
290 - FINES & FORFEITS	2,315.74	2,105.91	-209.83	-90.94 %	9,262.96	11,019.10	1,756.14	-118.96 %		27,800.00
300 - MISCELLANEOUS	199.92	783.89	583.97	-392.10 %	799.68	2,923.65	2,123.97	-365.60 %		2,400.00
350 - TRANSFERS AND NON REVENUE RECEIPTS	0.00	0.00	0.00	0.00 %	1,600,000.00	0.00	-1,600,000.00	0.00 %		1,600,000.00
Total Revenue:	946,984.97	1,079,461.52	132,476.55	-113.99 %	2,894,953.69	1,431,233.73	-1,463,719.96	-49.44 %		5,379,760.44
Expense										
Department: 100 - LEGISLATIVE - COUNCIL										
400 - PERSONNEL SERVICES	1,086.45	1,086.52	-0.07	100.01 %	4,345.80	4,360.83	-15.03	100.35 %		13,038.00
500 - SUPPLIES	49.98	0.00	49.98	0.00 %	199.92	636.00	-436.08	318.13 %		600.00
600 - CONTRACTUAL SERVICES	1,911.96	905.87	1,006.09	47.38 %	8,487.84	1,242.55	7,245.29	14.64 %		11,784.00
Total Department: 100 - LEGISLATIVE - COUNCIL:	3,048.39	1,992.39	1,056.00	65.36 %	13,033.56	6,239.38	6,794.18	47.87 %		25,422.00
Department: 110 - JUDICIAL - MUNICIPAL COURT										
400 - PERSONNEL SERVICES	6,241.30	5,244.00	997.30	84.02 %	26,273.70	20,347.67	5,926.03	77.45 %		77,716.00
500 - SUPPLIES	124.95	269.99	-145.04	216.08 %	499.80	364.65	135.15	72.96 %		1,500.00
600 - CONTRACTUAL SERVICES	339.86	100.00	239.86	29.42 %	1,359.44	158.28	1,201.16	11.64 %		4,080.00
Total Department: 110 - JUDICIAL - MUNICIPAL COURT:	6,706.11	5,613.99	1,092.12	83.71 %	28,132.94	20,870.60	7,262.34	74.19 %		83,296.00
Department: 140 - ADMINISTRATION - GENERAL										
400 - PERSONNEL SERVICES	30,682.36	23,192.76	7,489.60	75.59 %	128,128.29	115,369.04	12,759.25	90.04 %		379,849.78
500 - SUPPLIES	2,816.70	1,550.58	1,266.12	55.05 %	11,266.80	5,815.99	5,450.81	51.62 %		33,814.00
600 - CONTRACTUAL SERVICES	57,497.33	43,942.39	13,554.94	76.43 %	155,642.44	161,475.81	-5,833.37	103.75 %		583,675.00
800 - DEBT SERVICE	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %		58,326.00
900 - CAPITAL OUTLAY	3,083.10	4,538.97	-1,455.87	147.22 %	1,632,332.40	8,882.74	1,623,449.66	0.54 %		1,690,421.00
Total Department: 140 - ADMINISTRATION - GENERAL:	94,079.49	73,224.70	20,854.79	77.83 %	1,927,369.93	291,543.58	1,635,826.35	15.13 %		2,746,085.78
Department: 200 - POLICE DEPARTMENT										
400 - PERSONNEL SERVICES	1,906.45	0.00	1,906.45	0.00 %	8,065.84	0.00	8,065.84	0.00 %		23,825.00
500 - SUPPLIES	6,135.46	4,022.48	2,112.98	65.56 %	24,541.84	12,129.91	12,411.93	49.43 %		73,655.00
600 - CONTRACTUAL SERVICES	57,449.16	38,041.32	19,407.84	66.22 %	229,796.64	73,424.66	156,371.98	31.95 %		689,666.00
900 - CAPITAL OUTLAY	708.05	333.50	374.55	47.10 %	2,832.20	10,596.78	-7,764.58	374.15 %		8,500.00
Total Department: 200 - POLICE DEPARTMENT:	66,199.12	42,397.30	23,801.82	64.05 %	265,236.52	96,151.35	169,085.17	36.25 %		795,646.00

Monthly Budget Report

For Fiscal: 2013-2014 Period Ending: 01/31/2014

Category	Period 01 Budget	Period 01 Activity	Variance Favorable (Unfavorable)	Percent Used	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Used	Total Budget
Department: 301 - PUBLIC WORKS									
400 - PERSONNEL SERVICES	60,421.53	42,428.56	17,992.97	70.22 %	251,436.37	182,765.59	68,670.78	72.69 %	746,139.40
500 - SUPPLIES	17,970.63	3,802.19	14,168.44	21.16 %	71,882.52	16,176.67	55,705.85	22.50 %	215,734.00
600 - CONTRACTUAL SERVICES	24,840.87	24,588.53	252.34	98.98 %	99,363.48	63,434.96	35,928.52	63.84 %	298,210.00
900 - CAPITAL OUTLAY	16,202.65	0.00	16,202.65	0.00 %	58,810.60	0.00	58,810.60	0.00 %	182,300.00
Total Department: 301 - PUBLIC WORKS :	119,435.68	70,819.28	48,616.40	59.29 %	481,492.97	262,377.22	219,115.75	54.49 %	1,442,383.40
Department: 650 - ECONOMIC DEVELOPMENT/BLDG & PLAN									
400 - PERSONNEL SERVICES	7,546.98	6,348.41	1,198.57	84.12 %	31,535.92	30,055.73	1,480.19	95.31 %	93,474.60
500 - SUPPLIES	1,016.26	489.13	527.13	48.13 %	4,065.04	648.95	3,416.09	15.96 %	12,200.00
600 - CONTRACTUAL SERVICES	14,887.85	1,235.08	13,652.77	8.30 %	54,145.44	3,412.43	50,733.01	6.30 %	154,042.00
Total Department: 650 - ECONOMIC DEVELOPMENT/BLDG & PLANNIN	23,451.09	8,072.62	15,378.47	34.42 %	89,746.40	34,117.11	55,629.29	38.02 %	259,716.60
Total Expense:	312,919.88	202,120.28	110,799.60	64.59 %	2,805,012.32	711,299.24	2,093,713.08	25.36 %	5,352,549.78
Total Revenues	946,984.97	1,079,461.52	132,476.55	-113.99 %	2,894,953.69	1,431,233.73	-1,463,719.96	-49.44 %	5,379,760.44
Total Fund: 001 - GENERAL FUND:	634,065.09	877,341.24	243,276.15		89,941.37	719,934.49	629,993.12		27,210.66
Report Total:	634,065.09	877,341.24	243,276.15		89,941.37	719,934.49	629,993.12		27,210.66

Fund Summary

Fund	Period 01		Period 01		YTD		YTD		Total Budget	
	Budget	Activity	Variance Favorable (Unfavorable)	Percent Used	Budget	Activity	Variance Favorable (Unfavorable)	Percent Used		
001 - GENERAL FUND	634,065.09	877,341.24	243,276.15		89,941.37	719,934.49	629,993.12		27,210.66	27,210.66
Report Total:	634,065.09	877,341.24	243,276.15		89,941.37	719,934.49	629,993.12			

CITY OF DIAMONDHEAD, MISSISSIPPI
Notes to Monthly Budget Report
General Fund
For the Month ended January 31, 2014

General:

- 1. Hancock Bank Account Balance as of: 1/31/2014 \$ 2,256,107.12
- 2. Highlighted Activity: 1/31/2014
 - a. Fund Balance \$ 2,258,143.81

Revenues:

		<u>Period</u>
1. Real Property Tax	\$ 907,801.79	2014
2. Auto Tax	\$ 44,322.85	December
3. Auto Tax	\$ 1,560.17	Prior Year - 2012/2013
4. Sales Tax	\$ 37,361.63	November
5. Franchise Fees	\$ 44,673.80	Oct-Dec 2013 Coast Electric
6. County Road & Bridge	\$ 31,592.03	2014
7. Court Fines (net)	\$ 1,469.50	January
8. Interest Earned	\$ 386.84	January

Expenditures:

Legislative Council

CONTRACTUAL SERVICES

	<u>Period Budget</u>	<u>Period Activity</u>	<u>Explanation of Variance</u>
1. Travel & Training	\$ 1,833.33	\$ 843.74	Expenses for Legislative Reception and MML Conference. MML Conference was cancelled due to weather conditions.

Municipal Court

PERSONNEL SERVICES

	<u>Period Budget</u>	<u>Period Activity</u>	<u>Explanation of Variance</u>
1. Salaries	\$ 6,241.30	\$ 5,256.50	Budgeted \$1,000 for each appeal. None applied to date.

Administration - General

PERSONNEL SERVICES

	<u>Period Budget</u>	<u>Period Activity</u>	<u>Explanation of Variance</u>
1. Salaries	\$ 21,595.42	\$ 16,368.46	Minute Clerk not hired.

CONTRACTUAL SERVICES

1. Insurance	\$ 11,922.20	\$ -	Did not pay installment this month.
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Police

PERSONNEL SERVICES

	<u>Period Budget</u>	<u>Period Activity</u>	<u>Explanation of Variance</u>
1. Salaries	\$ 1,760.16	\$ -	Salary is for Animal Control Officer. No expense to date.

Public Works - NONE

Economic Development/Building/Planning & Zoning - NONE