



AGENDA
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
December 17, 2013
6:00 pm

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

I. Call to Order

1. Invocation
2. Pledge of Allegiance
3. Confirm or adjust agenda order

II. Presentation Agenda

1. Council Comments
2. City Manager Report
3. Police Report
4. Public Comments on Agenda Items limited to 3 minutes per person
5. Presentations
 - a. MDOT Presentation regarding Exit 16
 - b. Mayor Schafer Presentation of Diamondhead's MDEQ Proposal

III. Policy Agenda

1. Approval of Minutes
 - a. 12/03/2013 Formal Meeting
 - b. 12/10/2013 Special Called Meeting
2. Code enforcement hearings/resolutions/actions
Item No. 2013-3052 Resolution No. 79
RESOLUTION OF THE MAYOR AND MEMBERS OF THE COUNCIL OF THE CITY OF DIAMONDHEAD FINDING AND ADJUDICATING THAT THE HEREIN DESCRIBED PARCELS OF LAND ARE IN SUCH A STATE OF UNCLEANLINESS AS TO BE A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY AND AUTHORIZING ADVERTISEMENT FOR BIDS TO HAVE LAND CLEANED AND TO ASSESS THE COSTS TO THE SAID PROPERTIES.
3. Resolutions
Item No. 2013-3053 Resolution No. 80
RESOLUTION AUTHORIZING THE MAYOR AND CITY COUNCIL OF THE CITY OF DIAMONDHEAD, MISSISSIPPI TO ACQUIRE, BY DONATION, CERTAIN REAL PROPERTY LOCATED WITHIN THE CITY FROM DONOR, PURCELL COMPANY, INC.

IV. Routine Agenda

1. Docket of Claims
2. Revenue and Expense Report – November 2013

V. Public Comments on Non Agenda Items limited to 3 minutes per person

VI. Adjourn



MINUTES
FORMAL MEETING OF CITY COUNCIL
 Diamondhead, Mississippi
 Council Chambers, City Hall
 December 3, 2013
 6:00 pm CST

1. **Call to Order** – Mayor Schafer called the meeting to order at 6:07 pm CST
2. **Invocation** – Councilmember LaFontaine
3. **Pledge of Allegiance** – Councilmember Rech
4. **Roll Call** – All Councilmembers were present
5. **Approval of Minutes** – Councilmember Knobloch motioned, seconded by Councilmember LaFontaine, to accept the Minutes as presented. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nays none.

11/12/2013 Work Session

11/19/2013 Formal Meeting

6. **Confirmation or Adjustment of the Agenda Order** – Councilmember Rech motioned, seconded by Councilmember Sislow, to accept the Agenda Order as presented. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nays none.
7. **Communications/Announcements from Mayor and Council** – The next regularly scheduled Council Meeting will be held at 6:00 pm CST on Tuesday, December 17, 2013 in Council Chambers located at 5000 Diamondhead Circle.
8. **Presentations/Appointments** – Councilmember Knobloch motioned, seconded by Councilmember LaFontaine, to approve the three members recommended for appointment on the Planning and Zoning Commission. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nays none.
 - a. **Appointment of E. J. Bice to Planning and Zoning for Ward 2 by Blaine LaFontaine** – The Mayor recognized E.J. Bice as a new commissioner on the Planning and Zoning Commission and administered the Oath of Office to him.
 - b. **Appointment of David Malley to Planning and Zoning for Ward 1 by Joseph Lopez** – The Mayor recognized David Malley as a new commissioner on the Planning and Zoning Commission and administered the Oath of Office to him.
 - c. **Appointment of Mark Miller to Planning and Zoning by Mayor Schafer** – The Mayor recognized Mark Miller as a new commissioner on the Planning and Zoning Commission and administered the Oath of Office to him.
 - d. **2013-3046 – Proclamation – Recognizing the Diamondhead Spartans Youth Football Players and Volunteers on a Successful 2013 Season, presented by Blaine LaFontaine** – The Mayor read a

proclamation recognizing the Diamondhead Spartans Youth Football Players and Volunteers. The team presented their trophies for display at City Hall.

9. City Manager's Report

- a. Code enforcement continues to work on issues relating to high grass/weed and abandoned cars. Due to the absence of the Building Official, an update on the four units located on Kapalama will be given at the next Council Meeting.
- b. Captain Al Hermann was recognized and gave a report on recent police activity.

10. Approval of Docket of Claims— Councilmember LaFontaine motioned, seconded by Councilmember Lopez, to approve the Docket of Claims as presented. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

11. Citizens Wishing Address Council, Agenda Items –

- a. Mr. Hank Holcomb was recognized. He commented on the Economic Development Resolution and Hancock County Sheriff's Department Interlocal Agreement.
- b. Mr. Robert Foreman was recognized. He stated the City should approve a one year Interlocal Agreement with the Hancock County Sheriff's Department instead of the proposed two year agreement.

12. Old and New Business

a. 2013-3030 – Select and Approve a Merchant Credit Card Processing Agreement; Approve a 3% per Transaction Fee

The Comptroller was recognized. After comparing local financial institution Merchant Processing services/costs, she recommended the City use Hancock Bank for Merchant Processing Services and set a 3% per transaction.

Councilmember Rech motioned, seconded by Councilmember Sislow, to approve the Hancock Bank Credit Card Processing Agreement and approve a 3% per transaction fee. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

b. 2013-3038 – Recommendation for City Clerk Position and Salary

The Mayor read the City Manager's recommendation to formally appoint Kristin Ventura, current City of Diamondhead Comptroller, as the City Clerk and to increase her annual salary from \$46,000 to \$51,000.

Councilmember Knobloch motioned, seconded by Councilmember LaFontaine, to select Kristin Ventura for the City Clerk Position and increase her annual salary from \$46,000 to \$51,000. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

c. 2013-3039 – Resolution-074: The City of Diamondhead Appointing a City Clerk

Councilmember Knobloch motioned, seconded by Councilmember Sislow, to approve Resolution-074: Appointing a City Clerk. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

d. 2013-3040 – Oath of the City Clerk and Deputy City Clerk

The Mayor recognized Kristin Ventura as the City of Diamondhead City Clerk and administered the Oath of Office to her.

The Mayor recognized Lolita McSwain as the City of Diamondhead Deputy City Clerk and administered the Oath of Office to her.

e. 2013-3041 - Resolution-075: To Amend Resolution 2012-007, replacing the City Clerk with the Deputy City Clerk as an Authorized Check Signer

Councilmember Knobloch motioned, seconded by Councilmember Sislow, to approve Resolution-075: Amending Resolution 2012-007, replacing the City Clerk with the Deputy Clerk as an Authorized Check Signer.

Councilmember Knobloch stated the reason for Resolution-075 was to ensure internal controls were in compliance with the handling/accounting of funds.

Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

f. 2013-3043 - Approve Budget Amendment – Addition of Minute Clerk Position and Consolidation of City Clerk/Comptroller Position

Councilmember Sislow motioned, seconded by Councilmember LaFontaine, to approve Budget Amendment adding the Minute Clerk Position and Consolidating the City Clerk/Comptroller Position.

Councilmember Lopez stated his desire to offer the Minute Clerk an annual salary that is towards the lower end of the pay scale.

Councilmember LaFontaine agreed with Councilmember Lopez and recommended implementing an incentive program to the salary.

Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

g. 2013-3045 – Resolution 2013-076: Resolution to Amend Resolution 2013-040, Establishing a “Keep Diamondhead Beautiful” Committee and Appoint a Representative to the Hancock Chamber Beautification Committee

Councilmember LaFontaine motioned, seconded by Councilmember Lopez, to approve Resolution 2013-076 amending Resolution 2013-040: Establishing a “Keep Diamondhead Beautiful” Committee and Appoint a Representative to the Hancock Chamber Beautification Committee. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

Paul Montjoy was recognized and gave a report on the Keep Diamondhead Beautiful Committee.

h. 2013-3047 – Resolution 2013-077: Resolution in Support of Economic Development

Councilmember Rech motioned, seconded by Councilmember Lopez, to approve Resolution 2013-077: Support of Economic Development.

Councilmember Sislow stated the Resolution is not meant for a “specific” project. The general intent is to bring overall Economic Growth to the City of Diamondhead.

Councilmember Knobloch stated his concerns for ensuring gaming sites are legal.

Councilmember LaFontaine stated he believes Resolution 2013-077 is fair.

Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

i. 2013-3048 – Interlocal Cooperation Agreement between Hancock County and the City of Diamondhead for Police Protection Services and other Purposes through December 31, 2015.

Councilmember Knobloch motioned, seconded by Councilmember LaFontaine, to approve the Interlocal Cooperation Agreement between Hancock County and the City of Diamondhead for Police Protection Services and other Purposes through December 31, 2015.

Sean Tindell, City Attorney, was recognized and stated the agreement is still open for discussion by the Council. It is not a Resolution. There is a Resolution in place to authorize the mayor to approve the contract after Council has agreed on the contract.

Councilmember Rech asked if the contract can be canceled at any time during the contract period. Tindell stated it can be cancelled with a 60 day notice assuming both parties agree.

Councilmember LaFontaine stated the benefit of gaining historical financial data once the contract is exhausted. This information will assist in gaging future intentions of a police department.

Councilmember Knobloch noted additional requirements to the existing contract, "At least one Deputy on duty shall be licensed and/or a certified to administer field sobriety test and breathalyzers in cases of Driving Under the Influence."

Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

j. 2013-3049 – Resolution 2013-078: Resolution Authorizing the Mayor to Execute Interlocal Cooperation Agreement Between Hancock County and The City of Diamondhead for Police Protection Services and Other Purposes Through December 31, 2015

Councilmember Knobloch motioned, seconded by Councilmember Lopez, to approve Resolution 2013-078: Authorizing the Mayor to Execute Interlocal Cooperation Agreement Between Hancock County and The City of Diamondhead for Police Protection Services and Other Purposes Through December 31, 2015. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

k. 2013-3050 – Ordinance 042: The City of Diamondhead, Mississippi, Amending the Ordinance 2012-003 Establishing a Planning and Zoning Commission

Councilmember Sislow motioned, seconded by Councilmember LaFontaine, to approve Ordinance 042: The City of Diamondhead, Mississippi, Amending the Ordinance 2012-003 Establishing a Planning and Zoning Commission.

Councilmember LaFontaine suggested the time frame for nominating a candidate for appointment to the Commission be changed from (30) days to (90) days of any vacancy.

After discussion, Councilmember Sislow motioned, seconded by Councilmember LaFontaine, to amend the original motion by changing the time frame from (30) days to (90) days under the Membership Section. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

There came the vote to approve the original motion as amended. Mayor Schafer, Councilmember Lopez, Councilmember LaFontaine, Councilmember Knobloch, Councilmember Sislow and Councilmember Rech all voted Aye. Nay's none.

13. Citizens Wishing to Address Council, Non-Agenda Items –

Mr. Bill Henderson requested the sound system be repaired. He stated he could not hear most of the Council Meeting.

EXECUTIVE SESSION

- 14.** The City Attorney was recognized at 7:08 pm CST and announced the Council need to go into Executive Session to discuss potential litigation.

Councilmember Lopez moved, seconded by Councilmember LaFontaine, to go into closed session to discuss the need to go into Executive Session at 7:08 pm CST. The motion carried to go into Closed Session.

Councilmember Sislow moved, seconded by Councilmember Rech, to go into Executive Session to discuss potential litigation. The motion carried.

Councilmember Sislow moved, seconded by Councilmember Rech, to come out of Executive Session at 7:18 pm CST. The motion carried.

RETURN TO REGULAR SESSION

- 15.** The City Attorney announced potential litigation was discussed in Executive Session and no official action was taken.
- 16. Adjourn –** Councilmember Knobloch motioned, seconded by Councilmember LaFontaine, to adjourn the meeting at 7:20 pm CST. The motion carried.

Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk



MINUTES
SPECIAL CALL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
December 10, 2013
1:00 pm CST

1. Call to Order by Mayor Schafer @ 1:00 pm
2. Pledge of Allegiance by Councilman Rech
3. Roll Call-Councilman Lafontaine and Councilman Lopez absent.
4. Citizens Wishing to Address Council, Agenda Items Limit of 3 minutes per person- none
5. **NEW BUSINESS**

Item No. 2013-3051 – Discussion of Present and Future Invoicing in relationship with Diamondhead Water and Sewer

Upon motion by Councilmember Sislow and seconded by Councilmember Rech at 1:05 pm, the Council voted to go into Closed Session to determine the need for an Executive Session. Ayes: Knobloch, Rech, Sislow, Mayor Schafer. Councilmember Lafontaine was absent.

Upon motion by Councilmember Sislow and second by Councilmember Rech, the Council voted to go into Executive Session to discuss Potential Litigation. Ayes: Lopez, Knobloch, Sislow, Rech, Mayor Schafer. Councilmember Lafontaine absent.

Upon motion by Councilmember Sislow and seconded by Councilmember Lopez, the council voted to come out of Executive Session. Ayes: Lopez, Knobloch, Sislow, Rech, and Mayor Schafer. Councilmember Lafontaine absent.

Upon motion by Councilmember Rech and seconded by Councilmember Sislow, the Council voted to come out of Closed Session. Ayes: Lopez, Knobloch, Sislow, Rech, Mayor Schafer. Councilmember Lafontaine absent.

Mayor Schafer stated no decisions were made in Executive Session.

6. RECESS OR ADJOURN

Upon motion by Councilmember Rech and seconded by Councilmember Sislow, the Council voted to adjourn the meeting. Ayes: Lopez, Knobloch, Sislow, Rech, Mayor Schafer. Councilmember Lafontaine absent.

Mayor Tommy Schafer, IV

Kristin Ventura, City clerk

There came on for consideration at a meeting of the Mayor and members of the Council of the City of Diamondhead, Mississippi, held on the 17th day of DECEMBER, 2013, the following Resolution:

A RESOLUTION OF THE MAYOR AND MEMBERS OF THE COUNCIL OF THE CITY OF DIAMONDHEAD FINDING AND ADJUDICATING THAT THE HEREIN DESCRIBED PARCELS OF LAND ARE IN SUCH A STATE OF UNCLEANLINESS AS TO BE A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY AND AUTHORIZING ADVERTISEMENT FOR BIDS TO HAVE LAND CLEANED AND TO ASSESS THE COSTS TO THE SAID PROPERTIES

WHEREAS, Mayor and members of the Council of the City of Diamondhead finds, determines, and adjudicates, based upon the investigation of the City's Building Department, that the parcels of land described below are in such a state of uncleanness as to be a menace to the public health, safety and welfare of the community; and

WHEREAS, said properties, as described herein, are lying and being within the City of Diamondhead, Hancock County, Mississippi; and

WHEREAS, the parcels investigated by the Building Department and recommended by the Building Official for adjudication as being parcels in such a state of uncleanness as to be a menace to the public health, safety and welfare of the community are as follows:

- Parcel 1: 131A-0-01-051.000. Diamondhead Phase 2, Unit 5, Block 9, Lots 105 — 6838 Apona Street. Cut and clean grounds and remove all trash and debris from site. (Matthew C. Hensel)

WHEREAS, the Mayor and members of the 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 by law provided; and

WHEREAS, the Mayor and members of the 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. It shall be a lien against said property and shall be enrolled in the office of the Circuit Clerk of Hancock County, Mississippi as other judgments are enrolled, and thereafter, the Tax Collector (City Clerk) of the Municipality shall, upon order of the Mayor and members of the Council, proceed to sell the herein described land to satisfy said lien as now provided by law for the sale of land for delinquent municipal taxes.

WHEREAS, the Mayor and members of the 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 MEMBERS OF THE 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 City Clerk be and is hereby authorized to advertise for bids to clean the property described above lying and being within the City of Diamondhead, Hancock County, Mississippi,

SECTION 3. That the cost of cleanup of the herein described property, including any penalty assessed, shall be a lien against said property and shall be enrolled in the office of the Circuit Clerk of Hancock County, Mississippi, and thereafter, the Tax Collector (City Clerk) of the City, shall, upon order of the Mayor and members of the Council, proceed to sell the land to satisfy said lien as now provided by law for the sale of lands delinquent municipal taxes.

SECTION 4. The Mayor and members of the 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;

Councilmember _____ moved the adoption of the Resolution, which motion was seconded by Councilmember _____.

Upon being put to a roll call vote, the following ballots were cast:

YEAS: NAYS: ABSENT:

Lopez
Lafontaine
Sislow
Rech
Knobloch
Schafer

WHEREUPON the Mayor declared the motion carried and the Resolution adopted, this the _____ day of _____, 2013.

ATTEST: _____ ADOPTED:

CITY CLERK _____

MAYOR _____

RESOLUTION AUTHORIZING THE MAYOR AND CITY COUNCIL (THE "GOVERNING BODY") OF THE CITY OF DIAMONDHEAD, MISSISSIPPI (THE "CITY), TO ACQUIRE, BY DONATION, CERTAIN REAL PROPERTY LOCATED WITHIN THE CITY FROM DONOR, PURCELL COMPANY, INC.

WHEREAS, the Mayor and City Council (the "Governing Body") of the City of Diamondhead, Mississippi (the "City"), acting for and on behalf of the City, hereby finds and determines as follows:

1. The City is in need of acquiring certain real property for roadway purposes that is currently owned by Purcell Company, Inc.
2. The City is authorized to acquire real property pursuant to Miss. Code Ann §21-17-1.
3. Purcell Company, Inc., has expressed a willingness to donate the property legally described in a survey completed by Seymour Engineering and attached hereto as Exhibit "A" to this resolution
4. The City is willing to accept the donation of the aforementioned property.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY, AS FOLLOWS:

SECTION 1. That the Governing Body of the City will accept the donation of the aforementioned property.

SECTION 2. That the Governing Body of the City does hereby authorize the City Attorney to prepare any an all documentation related to the acquisition of the aforementioned property by donation and for the City Manager to execute any necessary documentation to effectuate the donation of the subject property.

The above and foregoing resolution, after having been first reduced to writing, was introduced by Councilmember _____, seconded by Councilmember _____ and the question being put to a roll call vote, the result was as follows:

| | Aye | Nay | Absent |
|--------------------------|-----|-----|--------|
| Councilmember Knobloch | ___ | ___ | ___ |
| Councilmember LaFontaine | ___ | ___ | ___ |

Councilmember Lopez ___ ___ ___

Councilmember Rech ___ ___ ___

Councilmember Sislow ___ ___ ___

Mayor Schaffer ___ ___ ___

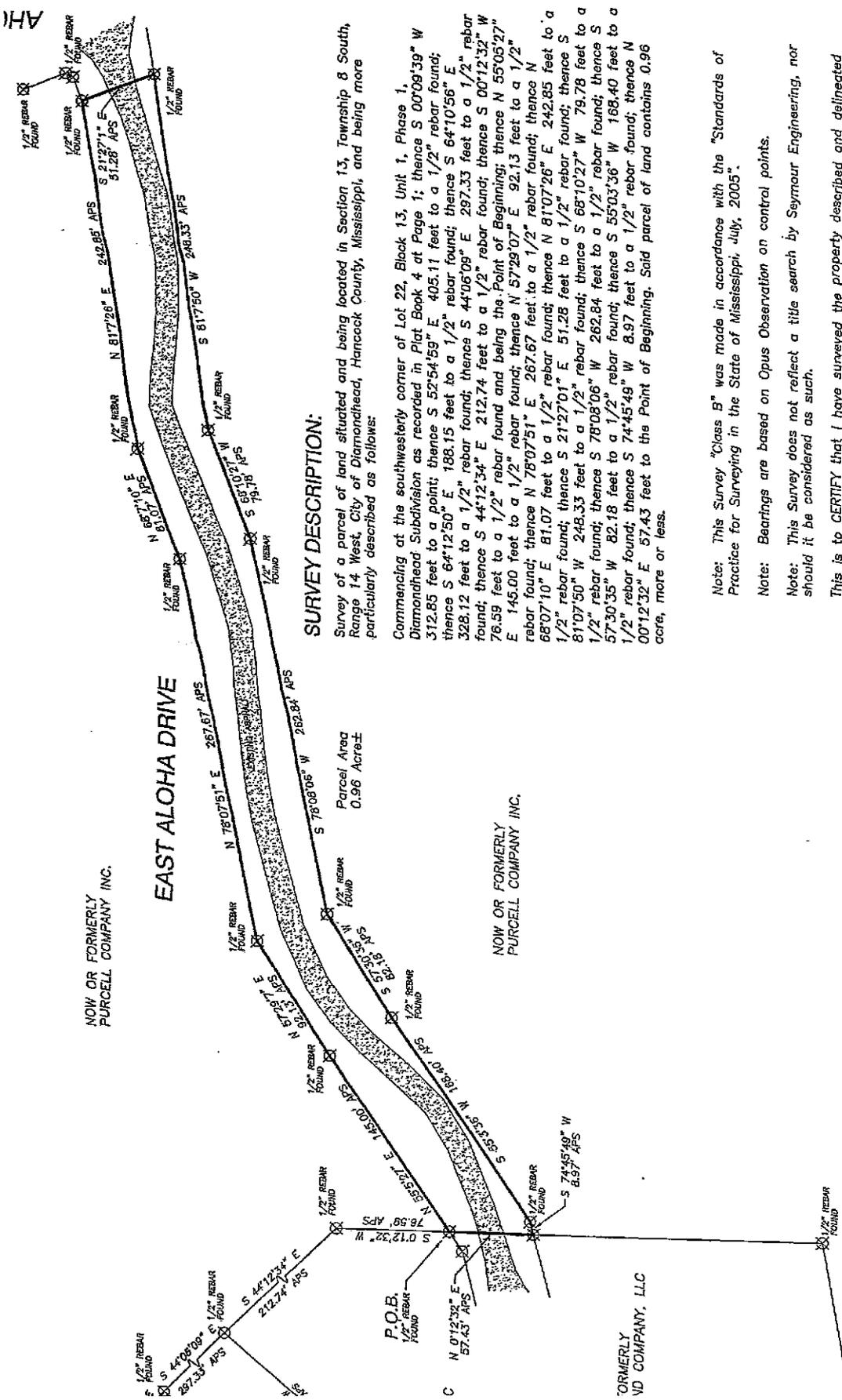
The motion having received the affirmative vote of a majority of all of the members of the Governing Body, the Mayor declared the motion carried and the resolution adopted, this the _____ day of _____, 2013.

MAYOR

ATTEST:

CITY CLERK

(SEAL)



SURVEY DESCRIPTION:

Survey of a parcel of land situated and being located in Section 13, Township 8 South, Range 14 West, City of Diamondhead, Hancock County, Mississippi, and being more particularly described as follows:

Commencing at the southwesterly corner of Lot 22, Block 13, Unit 1, Phase 1, Diamondhead Subdivision as recorded in Plat Book 4 at Page 1; thence S 00°09'39" W 312.85 feet to a point; thence S 52°54'59" E, 405.11 feet to a 1/2" rebar found; thence S 64°12'50" E, 188.15 feet to a 1/2" rebar found; thence S 64°10'56" E, 328.12 feet to a 1/2" rebar found; thence S 44°06'09" E, 297.33 feet to a 1/2" rebar found; thence S 44°12'34" E, 212.74 feet to a 1/2" rebar found; thence S 00°12'32" W 76.59 feet to a 1/2" rebar found and being the Point of Beginning; thence N 55°05'27" E, 145.00 feet to a 1/2" rebar found; thence N 57°29'07" E, 92.13 feet to a 1/2" rebar found; thence N 78°07'51" E, 267.67 feet to a 1/2" rebar found; thence N 68°07'10" E, 81.07 feet to a 1/2" rebar found; thence N 81°07'26" E, 242.85 feet to a 1/2" rebar found; thence S 21°27'01" E, 51.28 feet to a 1/2" rebar found; thence S 81°07'50" W, 248.33 feet to a 1/2" rebar found; thence S 68°10'27" W, 79.78 feet to a 1/2" rebar found; thence S 78°08'06" W, 262.84 feet to a 1/2" rebar found; thence S 57°30'35" W, 82.18 feet to a 1/2" rebar found; thence S 55°03'56" W, 188.40 feet to a 1/2" rebar found; thence S 74°45'49" W, 8.97 feet to a 1/2" rebar found; thence N 00°12'32" E, 57.43 feet to the Point of Beginning. Said parcel of land contains 0.96 acre, more or less.

Note: This Survey "Class B" was made in accordance with the "Standards of Practice for Surveying in the State of Mississippi, July, 2005".

Note: Bearings are based on Opus Observation on control points.

Note: This Survey does not reflect a title search by Seymour Engineering, nor should it be considered as such.

This is to CERTIFY that I have surveyed the property described and delineated hereon; and that the measurements and other data indicated are correct to the best of my knowledge and belief.

Jamys C. Booth, Jr.
 JAMES C. BOOTH, JR.
 LAND SURVEYOR
 No. 2508

NOW OR FORMERLY
 PURCELL COMPANY INC.

NOW OR FORMERLY
 PURCELL COMPANY INC.

FORMERLY
 VD COMPANY, LLC



City of Diamondhead, MS

Docket of Claims Register - Council

APPKT00056 - Docket of Claims 12.17.2013

By Docket/Claim Number

| Docket/Claim # | Vendor Name | Payable Date | Payable Number | Payable Description | Account Number | Account Name | Item Description | Line Amount | Payment Amount |
|----------------|--|--------------|--|--|---|---|--|---|----------------|
| DKT130189 | ABC Rental | 12/17/2013 | 79866-2 | Pallet Jack Rental | 001-301-67000 | Rentals | Pallet Jack Rental | 44.00 | 44.00 |
| DKT130190 | AGI | 12/17/2013 | 35472 35552 | Monthly Service Contract - Install Wireless Access Point | 001-140-60400 001-140-60400 | Professional Fees - IT Professional Fees - IT | Monthly Service Contract - Install Wireless Access Point | 1,100.00 447.98 | 1,547.98 |
| DKT130191 | Barneys Police and Hunting Supplies | 12/09/2013 | 11159 11357 | Police supplies for new cars Smith & Wesson Cluffs, Std, M100 MK1 | 001-200-50100 001-200-50100 | Supplies Supplies | FINGERPRINT KIT, PRO LATENT cuffs, std, M100 NKL | 96.98 87.97 | 184.95 |
| DKT130192 | Cintas Corporation | 12/17/2013 | 12.09.2013 | November Invoice Public Works Uniforms | 001-301-52300 | Uniforms | Public Works Uniforms | 675.83 | 675.83 |
| DKT130193 | Coast Electric Power Association | 12/17/2013 | 001- 11.27.2013 002- 11.27.2013 004 - 11.27.2013 005 - 11.27.2013 12.21.13 | Streetlights Streetlights Streetlights Guard House Service for City Hall | 001-301-65100 001-301-65100 001-301-65100 001-301-65100 001-140-65000 | Utilities - Street Lights Utilities - Street Lights Utilities - Street Lights Utilities - Street Lights Utilities - General | Streetlights Streetlights Streetlights Guard House Service for City Hall | 9,603.56 1,005.43 119.24 78.13 1,843.41 | 12,649.77 |
| DKT130194 | Concepts LLC | 12/17/2013 | 95626 | Answering Service Monthly Charge | 001-140-61000 | Telephone | Answering Service Monthly Charge | 100.00 | 100.00 |
| DKT130195 | CSpire | 12/17/2013 | 11/30/2013 | Cellular services 11/1-11/30/13 | 001-100-61100 001-301-61100 001-650-61100 | Telephone - Cell Telephone - Cell Telephone - Cell | Cellular Phone Services 11/1- 11/30/13 Cellular Services 11/1-11/30/13 | 61.93 468.35 83.82 | 614.10 |
| DKT130196 | Diamondhead Cleaners | 12/17/2013 | 0006 | Repaired Police Jacket | 001-200-69100 | Other Services & | Repaired Police Jacket | 18.00 | 18.00 |
| DKT130197 | Diamondhead Country Club and Property Owner's Association Inc. | 12/17/2013 | 01.07.2014 | Rent for Public Works Barn | 001-301-67000 | Rentals | Rent foe Public Works Barn - | 1,000.00 | 1,000.00 |

Docket of Claims Register - Council

| Docket/Claim # | Vendor Name | Payable Date | Payable Number | Payable Description | Account Number | Account Name | Item Description | Line Amount | Payment Amount |
|----------------|--|--------------|-----------------------|---|----------------|---------------------------------|---|-----------------|----------------|
| DKT130198 | Fleetcor Technologies Inc. 12/17/2013 | NP39733300 | 11.24.2013 | Fuel Usage 11.18 to 11.24.2013 | 001-200-52200 | Fuel/Oil | Police Fuel Usage | 697.40 | 1,635.09 |
| | | NP39835092 | 11.25 to 12/2-12/8/13 | Police Fuel Usage 11.25 to Fuel service period 12/2-12/8/13 | 001-200-52200 | Fuel/Oil | Police Fuel Usage 11.25 to Fuel service period 12/2-12/8/13 | 426.28 | |
| | | NP39901778 | 12/2-12/8/13 | Fuel service period 12/2-12/8/13 | 001-200-52200 | Fuel/Oil | Fuel service period 12/2-12/8/13 | 511.41 | |
| DKT130199 | Geiger Heating and Air 12/17/2013 | 107234 | | Service AC and Heating Units | 001-140-69100 | Other Services & | Service AC and Heating Units | 535.56 | 535.56 |
| DKT130200 | Gulfport Industrial Supply Inc. 12/09/2013 | 148951 | | maintenance supplies | 001-301-54400 | Repairs & Maintenance - Other | Flap wheel, grind'ing wheel, letter stamp set | 313.83 | 313.83 |
| DKT130201 | Hancock Bank 12/17/2013 | 11.05.2013 | Rouses | snaks/drinks | 001-140-62000 | Travel & Training | Drinks/snacks for LEPC meeting | 36.46 | |
| | | 11.26.2013 | Walmart | Christmas Decorations | 001-140-50100 | Travel & Training Supplies | sandwiches/cookies Christmas Decorations | 78.98 297.94 | 413.38 |
| DKT130202 | Hancock County Sheriff's Office 12/17/2013 | 12.03.2013 | | Inmate Charges | 001-200-68900 | Prisoner's Expense | Inmate Charges for November | 240.00 | 240.00 |
| DKT130203 | Herb Swanson 12/17/2013 | 11.20.2013 | | Mileage City Hall to Lowes | 001-140-62000 | Travel & Training | Mileage city Hall to Lowes | 12.77 | 12.77 |
| DKT130204 | Lee Tractor 12/17/2013 | PI68021 | | Solenoid | 001-301-54400 | Repairs & Maintenance - Other | Solenoid | 21.87 | 21.87 |
| DKT130205 | Lowes Home Improvement 12/17/2013 | 12.20.2013 | | Supplies for Public Works | 001-301-54400 | Repairs & Maintenance - Other | Supplies for Public Works | 647.81 | 647.81 |
| DKT130206 | MS Department of Public Safety 12/17/2013 | 12/6/13 | | State Assessments for November 2013 | 001-10500 | State Assessments Payable | State Assessments November 2013 | 109.90 | 109.90 |
| DKT130207 | MS Municipal Workers' Compensation Group 12/17/2013 | 12.09.2013 | | Second Payment | 001-140-47400 | Worker's Compensation | Second Payment | 6,596.00 | 6,596.00 |
| DKT130208 | North Bay Auto 12/17/2013 | 15099 | | Oil Change Unit 462 | 001-200-54200 | Repairs & Maintenance - Vehicle | Oil Change Unit 462 | 38.44 | 67.43 |
| | | 15100 | | Light Bulb Unit 801 | 001-200-54200 | Repairs & Maintenance - Vehicle | Light Bulb Unit 801 | 28.99 | 28.99 |

Docket of Claims Register - Council

| Docket/Claim # | Vendor Name | | Payable Number | Payable Description | Account Number | Account Name | Item Description | Payment Amount | |
|----------------|---|----------------------|---------------------------------------|---------------------|---------------------------|--|-------------------------|------------------|----------------|
| | Payable Date | Payable Number | | | | | | Line Amount | Payment Amount |
| DKT130209 | Sea Coast Echo 12/11/2013 | 02526545001 | Sea Coast Echo Ordinance No. 2013-042 | 001-140-63000 | Advertising | Advertisement for Ordinance No. 2013-042 | 56.40 | 143.52 | |
| | 12/17/2013 | 265958-00 11.30.2013 | Publication | 001-140-63000 | Advertising | (3) Ordinances advertised | 87.12 | | |
| DKT130210 | South Mississippi Business Machines 12/17/2013 | AR219620 | Copier Maintenance 11/8/13-01/07/13 | 001-140-52600 | Copier Maintenance | Copier Maintenance 11/8/13-01/07/13 | 180.99 | 282.99 | |
| | | AR219711 | Copier Rental 12.12 to 01.11.2014 | 001-140-67200 | Rent - Copier | Copier Rental - Finance | 102.00 | | |
| DKT130211 | State Treasurer 12/17/2013 | 12/6/2013 | Court Assessments for November 2013 | 001-10500 | State Assessments Payable | Court Assessments November 2013 | 1,715.35 | 1,715.35 | |
| DKT130212 | Timothy A. Kellar, Chancery Clerk 12/17/2013 | 12.02.2013 | Sales Tax Redemption for November | 001-140-69400 | Tax Collection Fees | Tax Redemption for November | 80.00 | 80.00 | |
| DKT130213 | Tindell Law Firm 12/17/2013 | 10.31.2013 | Professional Services for October | 001-140-60300 | Professional Fees - Legal | Professional Services for October | 2,074.47 | 7,074.47 | |
| | | 12.02.2013 | December Retainer | 001-140-60300 | Professional Fees - Legal | December Retainer | 5,000.00 | | |
| DKT130214 | Waring Oil Company LLC 12/17/2013 | 001274333 | Mobile Grease | 001-301-50100 | Supplies | Mobile Grease | 87.69 | 87.69 | |
| DKT130215 | Waste Management 12/17/2013 | 0582642-2134-0 | Rent for 6 Yard Roll Off at City Hall | 001-301-69100 | Other Services & | Rent for 6 Yd Roll Off at City Hall | 57.50 | 57.50 | |
| | | | | | | | Total Claims: 27 | 36,869.79 | |

CITY OF DIAMONDHEAD, MISSISSIPPI
Financial Statements
Coversheet
For the Month ended November 30, 2013

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: 11/30/2013

| Category | Period 11 Budget | Period 11 Activity | Variance Favorable (Unfavorable) | Percent Used | YTD Budget | YTD Activity | Variance Favorable (Unfavorable) | Percent Used | Total Budget |
|--|------------------|--------------------|----------------------------------|------------------|---------------------|-------------------|----------------------------------|-----------------|---------------------|
| Fund: 001 - GENERAL FUND | | | | | | | | | |
| Revenue | | | | | | | | | |
| 200 - TAXES | 25,740.91 | 40,166.12 | 14,425.21 | -156.04 % | 33,095.45 | 77,715.76 | 44,620.31 | -234.82 % | 2,552,530.08 |
| 220 - LICENCES & PERMITS | 10,204.10 | 4,644.27 | -5,559.83 | -45.51 % | 89,408.20 | 66,608.47 | -22,799.73 | -74.50 % | 385,295.50 |
| 250 - INTERGOVERNMENTAL | 46,679.51 | 37,615.74 | -9,063.77 | -80.58 % | 133,359.02 | 82,371.63 | -50,987.39 | -61.77 % | 811,734.86 |
| 290 - FINES & FORFEITS | 2,315.74 | 2,801.25 | 485.51 | -120.97 % | 4,631.48 | 5,894.24 | 1,262.76 | -127.26 % | 27,800.00 |
| 300 - MISCELLANEOUS | 199.92 | 281.67 | 81.75 | -140.89 % | 399.84 | 1,846.18 | 1,446.34 | -461.73 % | 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: | 85,140.18 | 85,509.05 | 368.87 | -100.43 % | 1,860,893.99 | 234,436.28 | -1,626,457.71 | -12.60 % | 5,379,760.44 |
| Expense | | | | | | | | | |
| Department: 100 - LEGISLATIVE - COUNCIL | | | | | | | | | |
| 400 - PERSONNEL SERVICES | 1,086.45 | 1,086.52 | -0.07 | 100.01 % | 2,172.90 | 2,173.04 | -0.14 | 100.01 % | 13,038.00 |
| 500 - SUPPLIES | 49.98 | 0.00 | 49.98 | 0.00 % | 99.96 | 0.00 | 99.96 | 0.00 % | 600.00 |
| 600 - CONTRACTUAL SERVICES | 161.96 | 336.68 | -174.72 | 207.88 % | 323.92 | 336.68 | -12.76 | 103.94 % | 11,784.00 |
| Total Department: 100 - LEGISLATIVE - COUNCIL: | 1,298.39 | 1,423.20 | -124.81 | 109.61 % | 2,596.78 | 2,509.72 | 87.06 | 96.65 % | 25,422.00 |
| Department: 110 - JUDICIAL - MUNICIPAL COURT | | | | | | | | | |
| 400 - PERSONNEL SERVICES | 6,241.30 | 6,545.93 | -304.63 | 104.88 % | 12,482.60 | 15,832.35 | -3,349.75 | 126.84 % | 77,716.00 |
| 500 - SUPPLIES | 124.95 | 0.00 | 124.95 | 0.00 % | 249.90 | 0.00 | 249.90 | 0.00 % | 1,500.00 |
| 600 - CONTRACTUAL SERVICES | 339.86 | 58.28 | 281.58 | 17.15 % | 679.72 | 58.28 | 621.44 | 8.57 % | 4,080.00 |
| Total Department: 110 - JUDICIAL - MUNICIPAL COURT: | 6,706.11 | 6,604.21 | 101.90 | 98.48 % | 13,412.22 | 15,890.63 | -2,478.41 | 118.48 % | 83,296.00 |
| Department: 140 - ADMINISTRATION - GENERAL | | | | | | | | | |
| 400 - PERSONNEL SERVICES | 30,730.14 | 21,955.13 | 8,775.01 | 71.44 % | 61,460.28 | 56,611.30 | 4,848.98 | 92.11 % | 380,447.00 |
| 500 - SUPPLIES | 2,816.70 | 2,492.11 | 324.59 | 88.48 % | 5,633.40 | 3,255.08 | 2,378.32 | 57.78 % | 33,814.00 |
| 600 - CONTRACTUAL SERVICES | 28,704.89 | 20,495.83 | 8,209.06 | 71.40 % | 65,767.78 | 40,388.35 | 25,379.43 | 61.41 % | 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 | 4,343.77 | -1,260.67 | 140.89 % | 1,626,166.20 | 4,343.77 | 1,621,822.43 | 0.27 % | 1,690,421.00 |
| Total Department: 140 - ADMINISTRATION - GENERAL: | 65,334.83 | 49,286.94 | 16,047.99 | 75.44 % | 1,759,027.66 | 104,598.50 | 1,654,429.16 | 5.95 % | 2,746,683.00 |
| Department: 200 - POLICE DEPARTMENT | | | | | | | | | |
| 400 - PERSONNEL SERVICES | 1,906.45 | 0.00 | 1,906.45 | 0.00 % | 3,812.90 | 0.00 | 3,812.90 | 0.00 % | 23,825.00 |
| 500 - SUPPLIES | 6,135.46 | 5,495.06 | 640.40 | 89.56 % | 12,270.92 | 6,163.47 | 6,107.45 | 50.23 % | 73,655.00 |
| 600 - CONTRACTUAL SERVICES | 57,449.16 | 108.62 | 57,340.54 | 0.19 % | 114,898.32 | 174.85 | 114,723.47 | 0.15 % | 689,666.00 |
| 900 - CAPITAL OUTLAY | 708.05 | 9,763.29 | -9,055.24 | 1,378.90 % | 1,416.10 | 9,763.29 | -8,347.19 | 689.45 % | 8,500.00 |
| Total Department: 200 - POLICE DEPARTMENT: | 66,199.12 | 15,366.97 | 50,832.15 | 23.21 % | 132,398.24 | 16,101.61 | 116,296.63 | 12.16 % | 795,646.00 |

Monthly Budget Report

| Category | Period 11 Budget | Period 11 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 | 42,532.58 | 17,888.95 | 70.39 % | 120,843.06 | 97,996.72 | 22,846.34 | 81.09 % | 746,139.40 |
| 500 - SUPPLIES | 17,970.63 | 5,972.72 | 11,997.91 | 33.24 % | 35,941.26 | 8,167.56 | 27,773.70 | 22.72 % | 215,734.00 |
| 600 - CONTRACTUAL SERVICES | 24,840.87 | 21,562.46 | 3,278.41 | 86.80 % | 49,681.74 | 25,978.57 | 23,703.17 | 52.29 % | 298,210.00 |
| 900 - CAPITAL OUTLAY | 14,202.65 | 0.00 | 14,202.65 | 0.00 % | 28,405.30 | 0.00 | 28,405.30 | 0.00 % | 182,300.00 |
| Total Department: 301 - PUBLIC WORKS: | 117,435.68 | 70,067.76 | 47,367.92 | 59.66 % | 234,871.36 | 132,142.85 | 102,728.51 | 56.26 % | 1,442,383.40 |
| Department: 650 - ECONOMIC DEVELOPMENT/BLDG & PLAN | | | | | | | | | |
| 400 - PERSONNEL SERVICES | 7,546.98 | 6,614.87 | 932.11 | 87.65 % | 15,093.96 | 17,246.38 | -2,152.42 | 114.26 % | 93,474.60 |
| 500 - SUPPLIES | 1,016.26 | 68.44 | 947.82 | 6.73 % | 2,032.52 | 81.73 | 1,950.79 | 4.02 % | 12,200.00 |
| 600 - CONTRACTUAL SERVICES | 11,660.85 | 1,763.51 | 9,897.34 | 15.12 % | 27,046.74 | 1,895.51 | 25,151.23 | 7.01 % | 154,042.00 |
| Total Department: 650 - ECONOMIC DEVELOPMENT/BLDG & PLAN: | 20,224.09 | 8,446.82 | 11,777.27 | 41.77 % | 44,173.22 | 19,223.62 | 24,949.60 | 43.52 % | 259,716.60 |
| Total Expense: | 277,198.22 | 151,195.80 | 126,002.42 | 54.54 % | 2,186,479.48 | 290,466.93 | 1,896,012.55 | 13.28 % | 5,353,147.00 |
| Total Revenues | 85,140.13 | 85,509.05 | 368.87 | -100.43 % | 1,860,893.99 | 234,436.28 | -1,626,457.71 | -12.60 % | 5,379,760.44 |
| Total Fund: 001 - GENERAL FUND: | -192,058.04 | -65,686.75 | 126,371.29 | | -325,585.49 | -56,030.65 | 269,554.84 | | 26,613.44 |
| Report Total: | -192,058.04 | -65,686.75 | 126,371.29 | | -325,585.49 | -56,030.65 | 269,554.84 | | 26,613.44 |

Monthly Budget Report

Fund Summary

| Fund | Period 11 | | Period 11 Activity | YTD Budget | YTD Activity | YTD Budget | YTD Activity | Variance Favorable (Unfavorable) | Percent Used | Variance Favorable (Unfavorable) | Percent Used | Total Budget |
|----------------------|--------------------|-------------------|-----------------------|--------------------|-------------------|--------------------|-------------------|--|-----------------|--|-----------------|------------------|
| | Budget | Activity | | | | | | | | | | |
| 001 - GENERAL FUND | -192,058.04 | -65,686.75 | -126,371.29 | -325,585.49 | -56,030.65 | -325,585.49 | -56,030.65 | 269,554.84 | | 269,554.84 | | 26,613.44 |
| Report Total: | -192,058.04 | -65,686.75 | 126,371.29 | -325,585.49 | -56,030.65 | -325,585.49 | -56,030.65 | 269,554.84 | | 269,554.84 | | 26,613.44 |

CITY OF DIAMONDHEAD, MISSISSIPPI
Notes to Monthly Budget Report
General Fund
For the Month ended November 30, 2013

General:

1- Hancock Bank Account Balance as of: 11/30/2013 \$ 1,487,039.83

2- Highlighted Activity: 11/30/2013

- a. Received grant reimbursement request from Public Safety for \$49,192.80.
- b. Fund Balance \$ 1,538,209.32

Revenues:

| | | <u>Month</u> |
|-----------------------|--------------|--------------|
| 1 - Auto Tax | \$ 40,166.12 | October |
| 2 - Sales Tax | \$ 35,011.67 | September |
| 3 - Court Fines (net) | \$ 2,066.45 | November |
| 4 - Interest Earned | \$ 281.67 | November |

Expenditures:

NOTE: There were three payroll checks paid in October; two in November.

Legislative Council - NONE

Municipal Court - NONE

Executive - Mayor - NONE

Administration - General - NONE

Economic Development/Building/Planning & Zoning - NONE

Police - NONE

Public Works - NONE