MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
March 15, 2016
6:00 pm CST

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

1. Invocation – Councilmember Knobloch
2. Pledge of Allegiance – Councilmember Rech

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3. Roll Call –
   Present: Mayor Schafer, Councilmembers, Knobloch, Sislow and Rech. Present via teleconference: Councilmembers Lopez and Woolbright. Absent: None.

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4. Confirmation or Adjustment of the Agenda Order – Councilmember Sislow moved, seconded by Councilmember Knobloch, to accept and approve the agenda as presented.

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

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II. Presentation Agenda

1. Council Comments
   a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on April 5, 2016 in Council Chambers located at 5000 Diamondhead Circle
   b. Mayor Schafer announced the presentation of Certificates of Appreciation to exiting Planning & Zoning Commissioners David Malley and Roger Smith for their service. Followed by presentation to David Malley. Roger Smith was not present.

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2. City Manager's Report
   <u>Gulf Regional Planning Commission:</u>
   After consulting with the Director of the MPO at the GRPC we believe we would have a good chance of receiving funding for lighting the interchange through the Transportation Improvement Program and we could possibly get funding for the multi-modal path to connect the Southside to the Northside of Diamondhead for bicycles, carts and pedestrians through the Transportation Alternative Program. The deadline for submission is May 13th. If you are interested in these projects, we will begin developing the applications.

Grants:
We had a site visit for the Safe Routes to School Grant today. The award will be made in April. I am cautiously optimistic that we will be awarded. We are moving forward on the

Infrastructure improvements update:
Awaiting signed easements for Live Oak Dr. Phase II and the new Commercial Drive to go forward with final engineering plans and advertisement for construction.

Training:
We have a representative of Tyler Technologies here this week conducting training on our Incode software. It has been well worth the effort.

Audit:
The field work has been completed and the audit is on schedule. I am not aware of any big issues in their audit.

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3. Public Comments on Agenda Items - None

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III. Policy Agenda

1. Approve Minutes of March 1, 2016

Councilmember Lopez, seconded Councilmember Rech, to approve the Minutes of March 1, 2016 as corrected

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

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2. Other Actions:
   a. 2016-046: Award RFPs for the 2016 CDBG grant application received for engineering and grant administration services and reject the sole legal submission received.

Councilmember Knobloch moved, seconded by Councilmember Rech to Accept and Award RFP's for the 2016 CDBG Public Facilities Grant through Mississippi Development Authority for drainage improvements at Holiday Village and Kapalama. The awards are as follows with the recommendations of the Procurement Committee attached to and made a part of these minutes:

Engineering Services – Seymour Engineering
Grant Administration – Professional Grant Management, LLC
Legal – reject sole submission for failure to properly mark submission

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech. Nays: Mayor Schafer. Absent: None

MOTION CARRIED

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b. 2016-048: Approve Closeout Agreement and relative documentation for City Hall ADA Improvement (CDBG#1131-14-432-PF-01).

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Closeout Agreement and relative documentation for City Hall.

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

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c. 2016-049: Approve final payment in the amount of $2,500.00 to Professional Grant Management Services for professional services relating to City Hall ADA Improvements.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve final payment in the amount of $2,500.00 to Professional Grant Management Services for City Hall ADA Improvement (CDBG#1131-14-432-PF-01).

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

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d. 2016-050: Authorize City Manager to review RFPs for selection of depository services and execute necessary documents to secure same.

Councilmember Rech moved, seconded by Councilmember Knobloch, to authorize the City Manager to review RFP's for selection of depository services and to execute necessary documents to secure same.

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

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e. 2016-051: Approve substantial completion of City Hall ADA Improvements (CDBG#1131-14-432-PF-01).

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Certificate of Substantial Completion for City Hall ADA Improvement (CDBG#1131-14-432-PF-01) noting for the record the project is complete.

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

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f. 2016-052: Approve to accept additional funding and local match for Hazard Mitigation FEMA Project 4081-0015.

Councilmember Sislow moved, seconded by Councilmember Knobloch, to accept additional funding and local match for $16,349.00 ($12,262 Federal Share; $4,087 Local Match) for additional roof hardening and the cost overrun on the tie down straps with additional A&E costs in the amount of $1,308 denied by FEMA to be an additional cost to the City.

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Knobloch, Sislow and Rech. Nays: None. Absent: None

MOTION CARRIED

g. 2016-053: Authorize travel to Washington, D.C. during the last week of April for transportation issues

Councilmember Sislow moved, seconded by Councilmember Lopez, to authorize Councilmember Knobloch, City Manager Reed and Carl Ray Furr of Pickering Engineering to travel to Washington, D. C. during the 1st week in April to pursue funding for transportation infrastructure.

A roll call vote was taken as follows:
Ayes: Lopez, Woolbright, Sislow and Rech. Abstain: Knobloch. Nays: Mayor Schafer. Absent: None

MOTION CARRIED

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h. 2016-054: Discussion/possible action with regard to grant applications – No discussion/action taken.

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IV. Routine Agenda

1. Docket of Claims (Claims DKT152248 thru DKT152293)

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (DKT152248 thru DKT152293).

Ayes: Lopez, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

MOTION CARRIED

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2. Net Payroll, including benefits and taxes, March 2 ,2016 - $49,902.97

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V. Public Comment on Non Agenda Items
Don Hopes addressed the Council regarding recent work completed on and near his property. He commended the Public Works Department on the manner and quick response to complete the job.

VI. Adjourn

At 6:35 p.m. CST Councilmember Rech moved, seconded by Councilmember Sislow, to adjourn.

Ayes: Lopez, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

MOTION CARRIED

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Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk