



**Tetra Tech**

Kimberly Ryals-Brooks  
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(225) 305-9233

August 27, 2025

**City of Bay St. Louis**

Attention: Michael J. Reso  
688 Highway 90  
Bay St. Louis, MS 39520

RE: Approval Recommendation – Reimbursement Request for 4035 Honshu Street Structure Elevation (FMA-PJ-04-MS-2022-008)

Dear Mr. Reso,

Tetra Tech has completed a thorough review of the payment invoice and associated backup documentation submitted for Milestone No. 3 of the 4035 Honshu Street Structure Elevation project. This includes verification of the contractor's invoice, executed contract, mid-Elevation Certificate, and photographic evidence of milestone completion.

Based on our review, all documentation is complete and consistent with the approved scope of work under the Flood Mitigation Assistance (FMA) Swift Current grant. We find the invoice amount of **\$51,596.87** submitted by Kane Construction, LLC. to be accurate and in alignment with the contractual milestone payment schedule.

Accordingly, Tetra Tech recommends approval of the reimbursement request and disbursement of funds to Kane Construction, LLC.

Please feel free to contact us if you have any questions or need further clarification.

Sincerely,

A handwritten signature in cursive script that reads 'Kim Ryals-Brooks'.

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# APPLICATION AND CERTIFICATE FOR PAYMENT

To: Ms. April G. Byrd  
From: Kane Construction LLC  
Application No.: 003  
Date: 8/26/2025

Project Name: 4035 Honshu Street Structure Elevation  
Project Location: 4035 Honshu Street, Bay. St. Louis, MS 39520  
Grant Number: FMA-PJ-04-MS-2022-008  
Grant Name: Flood Mitigation Assistance (FMA) Swift Current

## Application for Payment

1) Original Contract Sum:	\$	217,250.00
2) Net Change by Change Orders:	\$	-
3) Contract Sum To Date:	\$	217,250.00
4) Total Completed & Stored to Date	\$	162,937.50
5) Retainage (5%)	\$	8,146.88
6) Total Less Retainage	\$	154,790.63
7) Less Previous Payments	\$	103,193.76
8) Current Payment Due	\$	51,596.87
9) Balance to Finish	\$	54,312.50

  
Contractor Certification for Payment

Sanders Kane, Manager  
Aug. 26, 2025

Home Owner: Ms. April G. Byrd  
 Project Name: 4035 Honshu Street Structure Elevation  
 Project Location: 4035 Honshu Street, Bay St. Louis, Mississippi 39520  
 Grant Number: FMA-PJ-04-M5-2022-008  
 Grant Name: Flood Mitigation Assistance (FMA) Swift Current

Invoice No. 3 - Schedule of Values  
 26-Aug-25

Item No	Pay Item	Schedule of Values							
	Description	Contract Amount	Unit % Complete Previous Period	Cost Complete Previous Period	Unit % This Period	Costs Complete This Period	Total To Date	Total % Complete	Balance to Finish
1	Permit and Notice to Proceed (25%):	\$ 54,312.50	100%	\$ 54,312.50	0%	\$ -	\$ 54,312.50	100%	\$ -
2	Foundation (25%):	\$ 54,312.50	100%	\$ 54,312.50	0%	\$ -	\$ 54,312.50	100%	\$ -
3	Pilings/piers (25%):	\$ 54,312.50	0%	\$ -	100%	\$ 54,312.50	\$ 54,312.50	100%	\$ -
4	Final Completion (25%):	\$ 54,312.50	0%	\$ -	0%	\$ -	\$ -	0%	\$ 54,312.50
Total Costs		\$ 217,250.00	50%	\$ 108,625.00	25%	\$ 54,312.50	162,937.50	75%	\$ 54,312.50

## Hazard Mitigation Assistance Grants Milestone Inspection Form

Homeowner Name(s): Ms April Byrd  
Address: 4035 Hinchey ST  
City, State, Zip: Bay St. Louis, MS 39520  
Phone Number: (504) 508-1571



*My signature below indicates my satisfaction with work complete to date.*

### PROJECT MILESTONES

1. Permit and Notice to Proceed (25%): Submit A&E drawings, obtain pre-construction Elevation Certificate, City building permits, Notice to Proceed (fully/executed), and specification for lift, if applicable

Kim Ryals Brooks  
INSPECTOR SIGNATURE  
April G Byrd  
HOMEOWNER SIGNATURE

3/26/25  
DATE  
3/26/25  
DATE

2. Foundation (25%): Clearing work has been completed, tunneling completed, jacking and cribbing completed, structure is in air ready for new foundation. (Foundation layout must be completed prior to signoff of Milestone 2).

R. L. C. CM  
INSPECTOR SIGNATURE  
April G Byrd  
HOMEOWNER SIGNATURE

5/2/25  
DATE  
5/1/25  
DATE

3. Pilings/piers (25%): Piers and/or Post columns are built and structure is set on new piers and/or post columns. New foundation is complete and structure is assumed to be at the new elevation height required. (Updated EC must be presented at Milestone 3 Inspection).

R. L. C. CM  
INSPECTOR SIGNATURE  
April G Byrd  
HOMEOWNER SIGNATURE

8/20/2025  
DATE  
8/25/2025  
DATE

4. Final Completion (25%): Completion of all work, all utilities are connected, removal of all equipment, final site clean-up, Certificate of Completion/Occupancy, and Final EC have been obtained and submitted to City. Verifying that the elevation of structure meets or exceeds the required height (BFE/ABFE+2).

\_\_\_\_\_  
INSPECTOR SIGNATURE  
\_\_\_\_\_  
HOMEOWNER SIGNATURE

\_\_\_\_\_  
DATE  
\_\_\_\_\_  
DATE