

**Flood Mitigation Assistance SWIFT (FMA - SC)  
Quarterly Report (Narrative)**

**Date: Jan 12, 2026**

**QUARTER:**    1<sup>st</sup>    2<sup>nd</sup>    3<sup>rd</sup>    4<sup>th</sup>  
                                    

Disaster Number:    **FEMA-DR-LA**

Type of Project:    **HMGP**     **PLANNING**     **PDM**     **FMA**

FEMA Project Number:    **FMA-PJ-04-MS-2022-008**

State Project Number:    -    -

Subgrantee Name:    **City of Bay St. Louis**

Project Description:    **Elevation of 2 Properties**

Amount Obligated:    **\$555,250.00**

Date Obligated: **9/26/2024**

Project Start Date:    **10/8/2024**

Completion Date: **4/25/2027**

Federal Funds received to date: **\$269,382.02**

---

**Project Status Narrative**

1. Specific project activities achieved during this quarter:

**4035 Honshu St:** Contractor has finalized all work for this property. Milestones 1, 2, and 3 have been completed and paid. Milestone 4 and Retainage are completed and reimbursements are pending. We do not anticipate any delays with the completion of the project.

**3100 Roberson Rd:** Contractor has completed all work on the property. Milestone 4 and Retainage payments are pending reimbursement.

2. Comparison of actual achievements to the planned objectives established in the application:

Project is on schedule, and we do not anticipate any time extensions. Bay St. Louis has submitted an amendment request to MEMA to add "Legal Fees" to the line items for approval by MEMA and FEMA. This cost was incurred during procurement and start up of grant. This is a no-cost budget revision and will move money from "A&E Design Plans" item to "Legal Fees". Additionally, a budget adjustment has been requested to adjust the "Relocation" line item for 3100 Roberson Road as the homeowner was out of the structure for the duration of the elevation project. Amendment is with FEMA HQ for review and approval.

3. Reasons for problems / delays encountered if objectives were not met:

**None**

4. Indicate corrective actions proposed and/or undertaken to address problems / delays if objectives were not met:

**None**

5. Justification for any proposed scope changes or extensions:

**None**

---

Change of scope/Extension Date:

Do you anticipate:

a) cost overrun/underrun next quarter?

Yes

No

**Flood Mitigation Assistance SWIFT (FMA - SC)  
Quarterly Report (Narrative)**

**Date: Jan 12, 2026**

- b) a change in the Scope of Work? Yes  No
- c) an extension of performance period? Yes  No
- Was an AW501 submitted for Repetitive Loss Structures? Yes  No
- 

Project Close Date:

Final cost of Project: \$

Prepared by:    Name:            **Kimberly Ryals Brooks**  
                         Organization:    **Tetra Tech**  
                         Title:            **Sr. Hazard Mitigation Specialist**  
                         Phone:          **(225) 305-9233**  
                         e-mail:         **kim.ryalsbrooks@tetrattech.com**