MINUTES

REGULAR MEETING OF THE CITY COUNCIL

Tuesday, November 03, 2026
6:00 PM CST
Council Chambers, City Hall

Call to Order.

At 6:00 p.m. Mayor Liese called the meeting to order.

Invocation - Mayor Liese

Pledge of Allegiance

Roll Call

PRESENT
Mayor Anna Liese
Ward 1 Shane Finley
Ward 3 Jessie Harwood
Ward 4 Austin Clark

ABSENT
Ward 2 Ricky Sheppard
Councilmember-At-Large Gerard Maher

Confirm or Adjust Agenda Order

Motion made by Mayor Liese, Seconded by Ward 1 Finley to adjust the agenda tabling the following items:

2026-342: Motion to enter into an Agreement For Consulting Services with Orion Planning + Design for Phase I Annexation Assessment Scope of Services in an amount not to exceed $20,000.00 plus reasonable reimbursable travel expenses.

2026-343: Motion to authorize Employee Handbook Revision Section 102 - Hiring Process and approve the Hiring Process Checklist.

Voting Yea: Mayor Liese, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Councilmember Maher entered the meeting at 6:04 p.m.

Presentation Agenda.

a. The next Regular Meeting of the City Council will be held Tuesday November 17, 2026 at 6:00 p.m. in the Council Chambers located at City Hall.

b. The Diamondhead BBQ and Brews will be held Saturday November 7th from 4:30 - 8:00 p.m. at City Hall. The Veterans Day Parade will begin at 4:30 p.m.

c. Proclamation - Junior Auxiliary of Hancock County

City Manager's Report.

CITY MANAGER REPORT
November 03, 2026

1. Bank Stabilization – The contract is for 180 days with a current end date of April 10th, 2027. The Duck Pond progress is continuing with the removal of the old spillway and the dredging of the pond. The contractor has been reminded to keep the street as clean as possible and the start time for all construction work.
2. Pelican Cove – The contract is for 150 days with a current end date of April 01st, 2027. The contractor will begin with the draining and dredging of the pond on the sixth hole of the Pine Course. Residents need to be aware that this hole will be closed during construction.
3. Canal Dredging – The contract is for 240 days with the current end date of October 24th. The contractor's attorney has submitted additional documentation to MDEQ's attorney and provided the engineer and the city with a copy. The city will wait for a response from MDEQ.
4. Jourdan River Boardwalk – The engineer is working on the substantial completion paperwork for this project. A walkthrough will be scheduled with the engineer and contractor. A final punch list will be determined from this walkthrough.
5. Montjoy Creek Nature Trail – The contract is 210 calendar days with a current end date of November 9th. A walkthrough is scheduled for tomorrow. A change order is on tonight's agenda to extend the contract time due to the bridge fabrication delay. The current expected delivery of the bridge is December 1st. Until the new sod is established, all residents need to stay off the trail.
6. East Aloha Drive – The city is gathering the necessary right-of-way documents from the property owners for MDOT. Once acquired, they will be sent to MDOT for approval and final permission to start this project.
7. West Aloha Drive – The engineers have finalized the design and are working with MDOT to complete the right-of-way approval. As these steps are finished, the project will move forward with final design presented to the council.

No additional updates on remaining projects.

8. Fitness Park – The city received the exercise equipment. Public Works will start working on installing everything.
9. Commercial District – The engineer is completing the final design. Additional sewer realignment is needed to finish the project.
10. Landscaping Project – Keep Diamondhead Beautiful and their landscape architect company are working on the project scope. The city has expressed that the landscaping cannot obstruct driver's view.
11. Unit Price Contracts

    Crooked Stick – A design has been created. A work directive will be submitted.
    Mauna Loa Drive – A design has been created. A work directive will be submitted.

Koula Drive – A design has been created. An OPC has been issued for budget needs.

12. Hazard Mitigation Grant Program – The kickoff meeting with FEMA was held two weeks ago for the Outdoor Emergency Siren System. The project is waiting on a period of performance extension from FEMA. The bid advertisement and specifications will be on the agenda at the next council meeting for your review and approval.
13. Rotten Bayou Nature Trail – The engineer is working on final design and permitting. I have moved the expected advertisement for bids on this project to October. This agenda includes a request to extend the grant from MOSTF for six months due to the permitting process not being completed.

Public Comments on Agenda Items. - None

Council Comments.

Policy Agenda.

Minutes:

1. Motion to approve October 20, 2026 Regular Meeting Minutes.

   Motion made by Ward 1 Finley, Seconded by Ward 3 Harwood to approve October 20, 2026 Regular Meeting Minutes.

   Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

   MOTION CARRIED UNANIMOUSLY

2. Motion to approve October 26, 2026 Special Meeting Minutes.

   Motion made by Mayor Liese, Seconded by Ward 1 Finley to approve October 26, 2026 with corrections.

   Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

   MOTION CARRIED UNANIMOUSLY

Resolutions:

3. 2026-334: Motion to adopt Resolution 2026-036 thereby establishing salaries and rates effective November 4, 2026 for Fiscal Year 2027.

Motion made by Ward 1 Finley, Seconded by Ward 3 Harwood to adopt Resolution 2026-036 thereby establishing salaries and rates effective November 4, 2026 for Fiscal Year 2027.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

4. 2026-336: Motion to adopt Resolution 2026-037 thereby authorizing city offices closed as proclaimed by the Governor on November 26 and 27, 2026 in observance of Thanksgiving, December 24 and 25, 2026 in observance of Christmas and January 1 2027 in observance of New Year.

Motion made by Mayor Liese, Seconded by Ward 4 Clark to adopt Resolution 2026-037 thereby authorizing city offices closed as proclaimed by the Governor on November 26 and 27, 2026 in observance of Thanksgiving, December 24 and 25, 2026 in observance of Christmas and January 1 2027 in observance of New Year.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark.

MOTION CARRIED UNANIMOUSLY

Consent Agenda:

Motion made by Ward 3 Harwood, Seconded by Ward 1 Finley to approve the following consent items:

5. **2026-331:** Motion to approve Pay App with Bottom 2 Top Construction, LLC in the amount not to exceed $48,401.87 for Hilo Way and Ewa Street - 2025 Unit Price Contract.
6. **2026-332:** Motion to approve Pay Application 6 in the amount of $212,040.00 to Gill's Crane & Dozer Services, for the Jourdan River Boardwalk Project.
7. **2026-333:** Motion to approve payments to Covington Civil & Environmental, LLC in the amount of $286.25 for Site Development Plan Review FY26, in the amount of $3,324.24 for Annual Unit Price Contract, in the amount of $4,600.00 for Bank Stabilization Project, in the amount of 8,400.00 for West Aloha Roadway and in the amount of $3,100.00 for Diamondhead Paving 2026.
8. **2026-335:** Motion to approve Change Order No. 3 for sixty (60) additional days to the contract with Holliday Construction for the Montjoy Creek Nature Trail increasing the contract time from 210 days to 270 days, ending January 9, 2027.
9. **2026-337:** Motion to approve Pay Application 4 in the amount of $108,957.78 to Holliday Construction, for the Montjoy Creek Nature Trail.
10. **2026-338:** Motion to approve payments to Chiniche Engineering & Surveying in the amount of $9,991.00 for the Rotten Bayou Observatory, in the amount of $33,245.45 for the Jourdan River Boardwalk, in the amount of $5,068.50 for the Montjoy Creek Nature Trail and in the amount of 2,953.75 for Canal Dredging Project.
11. **2026-339:** Motion to approve Budget Amendments 109 and 2027-002.
12. **2026-340:** Motion to approve Task Order 4 Amendment 2 with Rostan Solution extending the service period to March 25, 2027 for the Mitigation Consulting Services (DR4536 Severe Storms & DR4576 Hurricane Zeta).
13. **2026-341:** Motion to approve Task Order 6 with Rostan Solution extending the service period to March 25, 2027 for the Residential Mitigation Consulting Services (FMA Swift 2024).

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Routine Agenda.

Claims Payable

16. Motion to approve Docket of Claims (DKT234181-DKT234216) in the amount of $506,050.74.

Motion made by Ward 1 Finley, Seconded by Mayor Liese to approve Docket of Claims (DKT234181-DKT234216) in the amount of $506,050.74.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Department Reports

Motion made by Ward 4 Clark, Seconded by Ward 3 Harwood to approve the following department reports.

a. Court

Police

Building

Code Enforcement

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Public Comments on Non-Agenda Items.

Peter Yanez - Golf Cart Decals and Duck Pond

Council Closing Comments

Adjourn/Recess.

At 6:24 p.m. with no further business to come before the council motion made by Ward 4 Clark, Seconded by Ward 3 Harwood to adjourn.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 3 Harwood, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Anna Liese
Mayor

Jeannie Klein
City Clerk