



228.222.4626

228.222.4390

5000 Diamondhead Circle · Diamondhead, MS 39525-3260

www.diamondhead.ms.gov



August 10, 2026

City Council
5000 Diamondhead Circle
Diamondhead, MS 39525

Dear City Council,

I am writing to request your approval to submit a project agreement amendment request form to Mississippi Outdoor Stewardship Trust Fund. The grant expiration date is currently October 10th, 2026. This project has been delayed due to additional grant funds received and relocation of the project. I am requesting an additional six months on this grant.

The engineering firm and the city are confident that the permitting, final design, and construction can be completed within the next six months. Please let me know if you have any questions regarding this matter.

Your approval will be appreciated.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jon McCraw', with a stylized flourish at the end.

Jon McCraw





Mississippi Outdoor Stewardship Trust Fund

PROJECT AGREEMENT AMENDMENT REQUEST FORM

Project Information

Project # : BB.007-030

Project Completion % : 35%

Project Name: Noma Drive Walking Trail

Grantee : City of Diamondhead

Total Project Amount:

\$ 4,386,200.00

Current Project Agreement Date:

02/14/2024

Total Funding Approved:

\$ 500,000.00

Current Project Expiration Date:

10/10/2026

Total Match Commitment:

\$ 3,886,200.00

Date of Amendment Request:

08/19/2026

Amendment Request Information

Describe in detail the changes to be requested:

See Attached Letter

Are you requesting an increase in funding from MOSTF? ☐ Yes ☒ No
If yes, provide an itemized budget sheet that details the amended budget for the entire project

Please provide a detailed reason for change of scope:

N/A


Entity Project Manager Signature

Jon McCraw

Print Name

SUBMISSION INSTRUCTIONS. Please ensure all required fields are completed accurately and all necessary supporting documentation is attached. Save the completed form and documentation as a single PDF file, if possible. Email the form to ms-outdoor-steward-trust@dfa.ms.gov with "Reimbursement Request - [Your Name/Organization]" in the subject line. Retain a copy of the email and submitted documents for your records.



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To: MS Outdoor Stewardship Trust Board

From: Jon McCraw, City Manager

Date: August 10, 2026

RE: Project Extension

The City of Diamondhead is requesting an extension to the Noma Drive Walking Trail project due to permitting requirements for the project. Upon receiving the additional grant from the MS Restore Act, the project has increased in size, requiring the USACE permit process to take longer to obtain. Firstly, the engineer was required to survey the entire walking trail to have the information needed for the permit application. This has taken several additional months to complete. The engineer is currently waiting for comments from the USACE on the application that has been submitted.

The engineer and city expect to have a final permit from the Corp in the next month. Once in hand, the bid process will take place, and the project will start being built. The engineering firm and city expect the first phase of this project to be completed over the next six months. In that time frame, the RESTORE grant funds will be available to the city to complete phase two.

The engineering firm has completed the layout and design of the first phase. If the USACE requires any changes, it should be minor to the overall design, and the necessary adjustments will be completed in a timely manner. Current estimated timeline is to open bids in October with a November start date on construction.





August 12, 2026

Jon McCraw
City Manager
5000 Diamondhead Circle,
Diamondhead, MS 39525

RE: Request for Funding Extension – Rotten Bayou Nature Observatory Project

Dear Jon,

We respectfully request an extension of the current funding deadline of October 10 for the Rotten Bayou Nature Observatory Project due to the timing and complexity of the required permitting process.

The project team has been actively working to advance the project while prioritizing the avoidance and minimization of impacts to wetlands and other sensitive natural resources. Due to the project's location in relation to tidal marsh and Rotten Bayou, the U.S. Army Corps of Engineers (USACE) is currently determining the appropriate level of authorization. Depending on that determination, the project may qualify for a Nationwide Permit, which generally has a review period of approximately 30–60 days, or may require an Individual Permit or Letter of Permission, which would involve a more extensive review process that could take approximately 120 days or longer.

Considerable progress has already been made toward completing the necessary due diligence and permitting requirements. The project team has acquired an easement for the proposed parking area, allowing the parking improvements to be located within an existing disturbed upland area and thereby minimizing potential impacts to wetlands. Survey information has also been obtained, and a wetland delineation has been completed to provide the permitting agencies with accurate site information and allow for informed review of the proposed design.

Additional information is still required to complete the permitting process. In particular, the Mean High Water (MHW) line must be established at the site. This process requires field measurements over multiple weeks and is dependent upon appropriate tidal conditions. Following completion of the permitting process and receipt of the necessary approvals, a Tidelands lease will also need to be obtained before the project can proceed to construction.



The project is approximately 75% designed, with ADA accessibility remaining a primary consideration throughout the design process. Certain elements of the design have intentionally remained flexible because their final configuration is dependent upon the USACE's determination of jurisdiction and the type of permit required. This approach will allow the project team to make any necessary adjustments based on agency requirements.

We respectfully request that the current October 10 funding deadline be extended to allow sufficient time for the required federal and state permitting processes to be completed. The requested extension would allow the project team to continue progressing toward construction while ensuring that the project complies with all applicable environmental, regulatory, and Tidelands requirements.

Please let us know if additional documentation, a revised project schedule, or other information would be helpful in considering this extension request. We appreciate your consideration and continued support of this project.

Sincerely,

Jason Chiniche, P.E.

Jason Chiniche, PE