CITY OF BILOXI
AGENDA ITEM
FACT SHEET

Item No.: 5BB

Council Meeting Date: November 17, 2026

ITEM TITLE: RESOLUTION

INTRODUCED BY: Mayor Andrew "FoFo" Gilich

CONTACT PERSON: Richard Weaver, Chief Administrative Officer

Christy LeBatard, Director of Engineering & Public Works

SUMMARY EXPLANATION:

Resolution creating Capital Project No. 1141, Pine Grove Infrastructure Repairs, amending the Municipal Budget to provide funding, and authorizing Project Authorization No. Five (5) with MP Design Group for said project

Resolution ✓ **Ordinance** _____ **Public Hearing** _____ **Routine Agenda** _____

Exhibits for Review

Contract ✓ **Minutes** _____ **Plans/Maps** _____ **Deed** _____ **Lease** _____

Other (Specify): Exhibit A: Budget Amendment Exhibit
Exhibit B: Project Authorization

Submittal Authorization: **Council President** _____ **Mayor** ✓

STAFF RECOMMENDATION:

COUNCIL ACTION: **Motion By:** _____ **Second By:** _____

Vote:	Councilmember	Yes	No	AFR	ABST	Councilmember	Yes	No	AFR	ABST
	Gray	___	___	___	___	Tisdale	___	___	___	___
	Marshall	___	___	___	___	Glavan	___	___	___	___
	Nail	___	___	___	___	Shoemaker	___	___	___	___
	Creel	___	___	___	___					

ACTION TAKEN:

11172026 lengpw/cl

Resolution No.

RESOLUTION CREATING CAPITAL PROJECT NO.1141: PINE GROVE INFRASTRUCTURE REPAIRS, AMENDING THE MUNICIPAL BUDGET TO PROVIDE FUNDING, AND AUTHORIZING PROJECT AUTHORIZATION NO. FIVE (5) WITH MP DESIGN GROUP FOR SAID PROJECT

WHEREAS, Pine Grove Avenue has areas that are in need of sewer and/or storm drainage repairs as evidenced by the numerous potholes in the roadway;

WHEREAS, it is in the best interest of the City of Biloxi (City) to create Capital Project C1141: Pine Grove Infrastructure Repairs (C1141), for the purpose of evaluating the existing infrastructure to determine the extent of the damage and make the necessary repairs;

WHEREAS, the current estimated cost of construction is $500,000, and subsequent project management fee will be 3% of final construction cost;

WHEREAS, by Resolution No. 578-26, the City approved entry into a Professional Services Agreement with MP Design Group (MP) to assist in the planning, design, construction administration and/or project management of General Obligation Series 2026 Bond projects;

WHEREAS, MP Design Group (MP) has submitted Project Authorization No. Five (5), attached hereto as Exhibit "A", for Project Management services in the amount of 3% of construction cost for an estimated fee of $15,000 to review the extent of the damage, recommend necessary repairs and provide a detailed scope of work for the City's Repair/Replace contractor;

WHEREAS, once the design professional has reviewed the extent of the damage an updated estimated cost of construction will be provided and subsequent budget amendment for construction costs and project management fees will be provided;

WHEREAS, at this time construction costs are not being budgeted only project management fees;

WHEREAS, it is necessary that the municipal budget for fiscal year ending September 30, 2027, be amended to provide funding for Project C1141 by transferring the sum of $15,000 from Capital Project No.C9999: Reserve Funding, line item GO263C-6658-C9999, to Project C1141, line item GO263C-6658-C1141;

WHEREAS, Section 21-35-25 of the Mississippi Code of 1972, Annotated, provides authorization for the governing authorities of a municipality to amend the budget of such municipality, provided there be funds in the treasury of the municipality not appropriated by the budget and there is a deficit in any one (1) or more items provided for in the budget;

WHEREAS, the purposes of Project C1141 are permissible uses of said funds; and

WHEREAS, it is the recommendation of Christy LeBatard, Director of Public Works and Engineering, that Project C1141 be created for the reasons stated herein, the budget be amended as described above and Project Authorization No. Five (5) be accepted and executed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF BILOXI, MISSISSIPPI, AS FOLLOWS:

SECTION ONE: The findings, conclusions, and statements contained in the preamble of this are hereby approved, adopted, and ratified.

SECTION TWO: Capital Project C1141: Pine Grove Infrastructure Repairs is hereby created for the purpose of evaluating the existing infrastructure to determine the extent of the damage and make the necessary repairs.

SECTION THREE: The Municipal Budget of the City of Biloxi for fiscal year ending September 30, 2027, is hereby amended to reflect the transfer of $15,000 from the account established Capital Project No. C9999: Reserve Funding, line item GO263C-6658-C9999, to an

account established for Capital Project C1141: Pine Grove Infrastructure Repairs line item GO263C-6658-C1141.

SECTION FOUR: The Mayor, on behalf of the City of Biloxi, is hereby authorized to execute Project Authorization No. Five (5), attached hereto as Exhibit "A", to the Professional Services Agreement with MP Design Group for Capital project No. C1141: Pine Grove Infrastructure Repairs.

SECTION FOUR: This Resolution shall take effect and be in force from and after adoption.

City of Biloxi

EXHIBIT A

Budget Amendment

Resolution Number: _____

Date: November 17, 2026

FROM: (or credit)

Revenue or Expense	Category	Org Code	Object	Project	$ Amount
Expense	Capital Outlay	GO263C	6658	C9999	$15,000.00

Total From: $15,000.00

TO: (or debit)

Revenue or Expense	Category	Org Code	Object	Project	$ Amount
Expense	Capital Outlay	GO263C	6658	C1141	$15,000.00

Total To: $15,000.00

Explanation:

To amend FY 2027's budget to transfer funding from Series 2026 bond proceeds for evaluating the existing infrastructure of Pine Grove C1141.

Department Head

DGT 11/09/2026

Accounting Department

David J. Machado, PE
Brad P. Patano, PE
Gerrod W. Kilpatrick, PE
Bradford A. Jones, AIA

YOUR PROJECT · OUR PRIORITY · NO EXCUSES

November 11th, 2026

A.M. Gilich, Jr.
Mayor
City of Biloxi
P.O. Box 429
Biloxi, MS 39530

RE: Project Authorization Request No. 5 – City of Biloxi Bond-Funded Capital Projects Agreement Between Owner and Architect (AIA Document B104–2017) dated August 18, 2026

Dear Mayor Gilich,

MP Design Group ("Architect") respectfully requests that the City of Biloxi ("Owner") authorize the capital project described below for funding from the General Obligation Bond proceeds approved by the City Council on July 7, 2026. We request that this authorization be presented to the City Council for approval.

Section 1.1 of the Agreement provides that, depending on project scope and status, the City shall direct the Architect to provide either design and construction administration services or project management services. This letter identifies, for each project, the service type requested and the project-specific information the Agreement calls for.

Governing Terms

All services described in this letter shall be performed under, and are subject to, the terms and conditions of the Agreement. This letter does not amend, modify, or supersede any provision of the Agreement. Compensation shall be as set forth in Article 11, and if any statement in this letter conflicts with the Agreement, the Agreement governs.

Exhibit B

Project Requested for Authorization

Project 5: Pine Grove Sewer / Drainage Repairs
Location: Pine Grove Avenue, Biloxi, MS 39530
Project Scope:

- Evaluation of existing sanitary sewer and storm system.
- Recommendation of repairs to system deficiencies.
- Bidding and procurement phase support.
- Construction administration services.

Professional Fee Schedule:

Project Management Services: 3% of Construction Cost

Supplemental Services Required: None anticipated at this time.

Upon the City Council's approval and the Owner's signature below, this letter shall serve as the Owner's direction to the Architect under Section 1.1 to proceed with the services described. Please contact me at (228) 388-1950 with any questions.
Respectfully,

MP DESIGN GROUP

_____ David Machado, PE, Principal

Owner Acceptance

The City of Biloxi hereby directs the Architect to provide the services described above for Project 5, in accordance with the Agreement dated August 18, 2026. This authorization was approved by the City Council on September 15th, 2026.

CITY OF BILOXI

_____ Date: _____

A.M. Gilich, Jr.
Mayor