

AGENDA  
BRANDON BOARD OF ALDERMEN & MAYOR  
REGULAR BOARD MEETING  
BUTCH LEE, MAYOR PRESIDING  
FEBRUARY 3, 2025

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
4. OLD BUSINESS
  1. Approve the Work Session and Regular Board Meeting Minutes of January 21, 2025.
5. BUTCH LEE, MAYOR
  1. Consideration to adopt a resolution of the Mayor and Board of Aldermen of the City of Brandon, Mississippi declaring support for the preservation of the Federal Tax Exemption of Municipal Bonds.
  2. Consideration to authorize Benchmark Engineering to prepare plans and specifications for the Hwy. 18 water and sewer improvements project for the East Metropolitan Center Industrial Park.  
<https://governorreeves.ms.gov/mississippis-110-million-investment-lays-foundation-forfuture-economic-development-success/>
  3. Consideration to accept the best professional services proposal for ROW Tree Removal (Project #4) to Specialty Tree Service, as selected by the Tree Evaluation Committee (consisting of Sharon Womack, Jarrad Craine, and David Farris) at various areas in the City.
  4. Consideration to pay the invoice for the City's 2025-2056 Top Dog Level Sponsorship.
  5. Consideration to approve a request for Mayor, Aldermen, and City Clerk to travel to Biloxi, MS to attend the 2025 MS Municipal League Annual conference on July 19-24, 2025, and authorize payment of related registration and travel expenses.
6. MARY ANN HESS, CITY CLERK
  1. Consideration to approve professional services agreements for the purposes of promoting tourism in accordance with HB1521 (2023 MS Legislative Session) and other lawful and related purposes; authorize the Mayor to execute the same; and approve payment of all show related expenditures:  
Alison Krauss Union Station - 05.03.2025 - Brandon Amphitheater - Contract  
Willie Watson Contract Brandon 2025
  2. Consideration to approve Brandon Amphitheater sponsorship agreements for the 2025 concert season and authorize the Mayor to execute the same for the following sponsors:
    - Mississippi Lottery Corporation

- Visit Mississippi (MDA)
3. Consideration to approve the quote from Efficient Power & Light (EPL) to renovate the listed building's lighting with new energy saving LED lights and authorize the mayor to execute all necessary documents.
  4. Consideration to approve:
    - a. Docket of Claims for February 4, 2025.
    - b. Fox Everett claims released on February 7, 2025.
    - c. Electronic fund transfers for January 2025.

## 7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Permission to develop plans and advertise for bid the Felicity Street Sidewalk Improvements Project.
2. Permission to develop plans and advertise for bid the West Sunset Drive Waterline Replacement Project.
3. Consideration to declare an emergency the repairs to the Centrepointhe Lift Station, approve the following invoices related to the emergency repairs, and authorize payment of the same.
  1. Harvey Services, Inc. – invoice #7359 - \$24,814.88 – rebuild both pumps in lift station & replace soft start
  2. Hydra Services, Inc. – invoice #184885 - \$4,160.45 – trailer mounted bypass pump rental 12/14/2024 – 1/11/2025
  3. Hydra Services, Inc. – invoice #185184 - \$2,093.55 – trailer mounted bypass pump rental 1/12/2025 – 1/20/2025 (final return quantities)
4. Consideration to reject the bids received on January 21, 2025, for the FY25 Concrete Construction Services bid and allow rebid of the commodity with revisions to the specifications.
5. Consideration to approve Pay Request 1 in the amount of \$55,917.00 from Woodward Contracting, LLC for the Trustmark Bank Property Waterline Project and authorize payment of the same.
6. Consideration to approve the Professional Services Agreement with TWS, Inc. for water operator services and authorize the Mayor to execute the same.
7. Consideration to approve Pay Request 2 FINAL in the amount of \$8,910.00 from Duraco Construction, Inc. for the Pecan Circle Drainage Improvements Project and authorize payment of the same. Pay Request 2 FINAL is the finalization for this project.
8. Consideration to approve Pay Request 5 in the amount of \$117,311.54 from Eubank Construction Company, Inc. for the Highway 18 Highway 468 Sewer Force Main Replacement Project and authorize payment of the same.

9. Consideration to approve the utility adjustment approvals and denials pursuant to the memo.
  10. Consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project Phase I - Group 3 of 6 and authorize payment of the same. All repairs invoiced were at the FY24 General Construction Services Commodity Bid prices.
    1. Near 148 Fern Valley Road – H24192-01-55082 - \$18,054.09
    2. Near 147 Fern Valley Road – H24192-01-55079 - \$9,823.00
    3. Near 122 Forest Ridge Court – H24192-01-55078 - \$10,093.50
    4. Near 155 Post Hill Road – H24192-01-55077 - \$8,925.95
    5. Near 163 Post Hill Road – H24192-01-55084 - \$11,617.00
    6. Near 166 Summit Ridge Drive - H24192-01-55083 - \$13,797.00
  11. Permission to publish a notice to accept bids for the Grants Ferry Parkway Shared Use Path LPA Project.
  12. Consideration to approve the following from Griner Drilling Service, Inc. for the Cornerstone Water Well Project.
    1. Approve Change Order 1 at a decrease in the project cost of \$126,370.90 and authorize the Mayor to execute the same.
    2. Approve Pay Request 2 in the amount of \$1,242,456.65 (including Change Order 1) and authorize payment of the same.
  13. Consideration to approve Change Order 2 from Adcamp, Inc. at an increase in the 2024 Street Overlay Project in the amount of \$50,797.50 and authorize the Mayor to execute the same.
8. SAM HAWKINS, COMMUNITY DEVELOPMENT
1. Set a public hearing for March 3, 2025 at 6:00 p.m. regarding the comprehensive plan for the City of Brandon and approve the publication of the public notice.
  2. Set public hearing for Conditional Use application case # 25-002 for February 18, 2025 - 724 S. College St - parcel # 18F-8.
  3. Consideration to authorize Cassie Burnette to sign utility permits
9. JOSEPH FRENCH, POLICE CHIEF
1. Request permission to purchase four (4) license plate readers from Insight LPR, LLC in the amount of \$32,200.00 as the best and lowest quote. The purchase will be reimbursed by the Homeland Security Grant.
10. BRIAN ROBERTS, FIRE CHIEF
1. Consideration to approve travel to Philadelphia, MS for the MS Fire Service Instructors Assoc. Annual Training Conference March 5-7, 2025, for Chief Roberts and Division Chief King.
  2. Consideration to purchase five (5) sets of turn-out gear from Delta Fire and Safety on state contract (#8200072844) in the amount of \$17,100 from our state Insurance rebate funds and authorize payment of the same.

3. Consideration to accept the terms for the Homeland Security State and Local Cybersecurity grant program -Batch 2 and authorize submission of the MOHS interest survey form and the State and Local Cybersecurity grant program MOU/Consent form indicating the City's interest in participating, and further authorize the mayor to execute all related documents.
4. Consideration to change the employment status for Firefighter Justin "Eli" Watkins from a full time to a part-time firefighter effective February 3, 2025, and set his rate of pay in accordance with the memo.

11. EXECUTIVE SESSION

12. ADJOURN



MINUTES OF THE REGULAR BOARD MEETING OF THE  
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI  
OF JANUARY 21, 2025 AT 6:00 P.M.  
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Womack, Williams, Vinson Craine and Coker were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Vinson gave the invocation and Alderman Coker led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS: None. Mayor Lee recognized Van Croxton, Brian Elwell, Jerry Spell and Tim Martin, who delivered donated emergency goods to North Carolina.
4. OLD BUSINESS
  1. Approve the Work Session and Regular Board Meeting Minutes of January 6, 2025.

Alderman Womack made the motion to approve agenda item 4.1, seconded by Alderman Craine and upon unanimous vote the motion carried.

5. BUTCH LEE, MAYOR

1. Authorize Benchmark Engineering & Surveying, LLC to begin design and initiate the MDOT Local Public Agency (LPA) project activation request for the Grants Ferry Parkway Phase A Project from US Highway 80 to Trickhambridge Rd. and permission for the Mayor to execute all related documents associated with the project.
2. Consideration to adopt Memorandum of Understanding (MOU) between the City of Brandon and the Rankin County Board of Supervisors.
3. Designate Georganna Keenum as the Interim Event Services Director effective immediately and approve revised Facility Use Agreement.
4. Approve enrollment for Tracie Riggin for the Spring Certification Training Program for Municipal Clerks and authorize payment of the registration fee and all related travel expenses.

Alderman Vinson made the motion to approve agenda items 5.1-5.4, in accordance with the memos from the Mayor's Office, which are appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

6. MARY ANN HESS, CITY CLERK

1. Approve professional services agreements for the purposes of promoting tourism in accordance with HB1521 (2023 MS Legislative Session) and other lawful and related purposes; authorize the Mayor to execute the same; and

approve payment of all show related expenditures:  
 Willie Nelson - 04.10.2025 - Brandon Amphitheater - Contract  
 Treaty Oak Revival Contract Brandon 2025  
 License/Use Agreement Awakening Events

2. Adopt an ordinance of the City of Brandon, Mississippi to abolish the Municipal Election Commission and to establish the City's intent to enter into an agreement with the County Election Commissioners to conduct municipal elections and other functions performed by Municipal Election Commissioners for the benefit of the efficiency and conformity of elections and to abolish the election commissioners.
3. Approve a quote from Rankin County Board of Supervisors regarding election equipment for the primary elections on April 1.
4. Approve a professional services contract for Labor Standards Consulting Services with Sample, Hicks & Associates. This is for the City's DWSIRLF project for the Cornerstone/Grants Ferry Parkway Waterline Extension Project.
5. Spread on Minutes that the December 2024 Revenue and Expense Reports were provided to the Board by link.
6. Approve:
  - a. Docket of Claims for January 21, 2025.
  - b. Fox Everett claims released on January 21, 2025.

Alderman Womack made the motion to approve agenda items 6.1-6.6 (a) & (b), in accordance with the memos from the City Clerk's Office, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

#### 7. GEORGANNA KEENUM, INTERIM EVENTS SERVICES DIRECTOR

1. Approve the attached vendor list to provide goods and services for City Hall rentals for 2025. Authorize permission to add or remove vendors as necessary.

Alderman Farris made the motion to approve agenda item 7.1, in accordance with the memo of the Events Department which is appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

#### 8. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

| Public Works Monthly Activity Report - December 2024 |              |          |                 |               |         |          |       |
|------------------------------------------------------|--------------|----------|-----------------|---------------|---------|----------|-------|
| 1                                                    | Protel Calls |          | Meter Svr Calls | Customer Leak | Other   |          |       |
|                                                      | 3,112        |          |                 | 492           | 50      |          |       |
| 2                                                    | Work Orders  | Reported | Water           | Sewer         | Streets | Drainage | Other |
|                                                      |              |          | 74              | 33            | 141     | 12       | 150   |

|   |                 | #<br>Completed | Water            | Sewer          | Streets   | Drainage     | Other |
|---|-----------------|----------------|------------------|----------------|-----------|--------------|-------|
|   |                 |                | 76               | 26             | 94        | 11           | 51    |
| 3 | Locate Requests | 392            | Utilities Billed | \$1,250,381.21 | Collected | \$932,243.51 |       |

1. Approve Pay Request in the amount of \$87,588.57 from Hemphill Construction Company for the Dining Poindexter New Parking Lot Project and authorize payment of the same.
2. Approve the quote in the amount of \$6,943.19 from Darrell's Auto Electric for repairs to the 2020 Dodge Ram 5500 4X4 - VIN#: 4852, in accordance with MCA Section 31-7-13(m)(ii), first finding that the extent of repairs was not known before dismantling and authorize payment.
3. Purchase two (2) 83X12 Iron Bull Dump Trailers in the amount of \$10,300.00 each from MC Trailer Sales, Inc., as the lowest and best quote received. (Both trailers were budgeted in FY25 - (1) Water Department & (1) Sewer Department.)
4. Award and accept the commodity term bids as listed on the attached memo and as advertised, bid, and awarded by Rankin County to be effective immediately through June 30, 2025. (The City entered into an Interlocal Agreement with Rankin County in 2021 for joint commodity bidding and the use of the same upon acceptance by the City.)
5. Approve the following invoices from Hemphill Construction Company for emergency repairs in the month of October 2024 at the FY25 commodity bid pricing and authorize payment of the same.
  1. 55 Pebble Hill Drive - ER water leak repair - invoice #H24192-01-55516 - \$12,260.77
  2. 3041 Louis Wilson Drive - ER sewer repair - invoice #H24192-01-55074 - \$15,036.84
  3. Eastmark Drive - ER sewer line repair caused by Rankin County construction - invoice #H24192-01-55408 - \$7,422.96
  4. Eastmark Drive - ER sewer manhole repair caused by Rankin County construction - invoice #H24192-01-55373 - \$20,639.82
6. Approve invoice #H24192-01-55075 in the amount of \$7,144.50 from Hemphill Construction Company for an emergency sewer repair on Highway 18 across from Sunchase Subdivision at the FY24 commodity bid pricing and authorize payment of the same.

Alderman Williams made the motion to approve agenda items 8.1-8.6, in accordance with the memos from the Public Works Department, which are appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

7. Approve the following invoices from Hemphill Construction Services for repairs in the month of October 2024 at the FY25 commodity bid rates and authorize

payment of the same.

1. Woodgate Drive at Highway 80 - water issue - invoice #H24192-01-56064 - \$25,763.66
  2. 300 Provision Parkway - water leak repair - invoice #H24192-01-54913 - \$6,6387.78
  3. 2121 Shadowlawn Street - storm drain inlet repair - invoice #H24192-01-54804 - \$6,691.96
  4. 581 Lincolns Drive - storm drain inlet repair - invoice #H24192-01-55136 - \$15,168.77
  5. 305 Peachtree Street - storm drain inlet repair - invoice #H24192-01-54436 - \$15,581.17
  6. 82 Summit Ridge Drive - water leak repair - invoice #H24192-01-55303 - \$6,387.78
  7. 513 Belle Oak Place - storm drain inlet repair due to ATT bore - invoice #H24192-01- 51790 - \$6,691.96
  8. 56 Sagewood Cove - water leak repair - invoice #H24192-01-55355 - \$4,275.34
  9. 107 Bentonwood Drive - water leak repair - invoice #H24192-01-53914 - \$4,833.27
  10. 306 Woodland Drive - water leak repair - invoice #H24192-01-54324 - \$6,387.78
  11. 22 Crosswoods Road - storm drain pipe repair damaged by Centerpoint Energy gas line - invoice #H24192-01-49387 - \$3,971.16
  12. 1811 West Government Street - water leak repair - invoice #H24192-01-55397- \$7,029.78
  13. 59 Springview Drive - water leak repair - invoice #H24192-01-55405 -\$2,951.62
  14. 205 East Toulon Street - storm drain pipe repair damaged by ATT - invoice #H24192-01-55022 - \$5,009.56
  15. South College Street (near 995 S College St) - water leak repair - invoice #H24192- 01-55263 - \$2,647.44
  16. Value Road at Highway 471 - water leak repair - invoice #H24192-01-55169 - \$7,280.46
  17. Highway 18 at West Sunset Drive - water leak repair - invoice H24192-01- 55276 -\$3,650.16
8. Approve Pay Request 6 in the amount of \$106,456.48 from Thornton Construction Company for the Marquette Road Multi-use Path Project and authorize payment of the same.
  9. Approve the Memorandum of Agreement with the Mississippi Transportation Commission for the Highway 80 Geometric Crossover Improvements Project and authorize the Mayor to execute the same.
  10. Approve Pay Request 4 in the amount of \$81,475.33 from Hemphill Construction Company for the Burnham Road Waterline Improvements Project and authorize payment of same.

Alderman Vinson made the motion to approve agenda items 8.7-8.10, in accordance with the memos from the Public Works Department, which are appended hereto, seconded by

Alderman Craine and upon unanimous vote the motion carried.

9. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Tabled item from January 6, 2025, Board Meeting - Public hearing and board action regarding a conditional use application from James B. Polk to operate a package store at 332 Crossgates Blvd - Parcel # H9A-3 - Case # 24-027.

The Public Hearing was continued from January 6, 2025 with respect to the referenced application whereupon the Director of Community Development advised that all of the pre-requisites to the public hearing have been met, and that the matter was presented to the Planning Commission (which recommended approval of the application; however, in the opinion of the Director of Community Development the Planning Commission did not at that time have all of the pertinent information relevant to the application regarding *inter alia* off-street parking and loading area issues) and that the Community Development Department prepared a Staff Report #24-027 (which includes all attachments thereto) regarding the application which is appended to the Minutes of the Public Hearing and thereafter the Director described the nature of the application and the concerns of the Department regarding off-street parking and loading area issues regarding store deliveries which because of the configuration of the property and the parking lot, as presented will, in the opinion of the Director, create a traffic hazard by causing traffic to back-up into Crossgates Blvd., and that in the Director's opinion as presented, the applicant has not made satisfactory provision and arrangement concerning the same, and thereafter those in favor of or in opposition to the application were given the opportunity to come forward and speak whereupon Buell Polk, the owner of the property, and Matt Baisden, an employee of the owner, spoke in favor of the application. No additional public comments were received, and the Public Hearing was closed. Thereafter, Alderman Coker, first expressing his concerns about the new construction on Crossgates Blvd. and its connection to the East Metro Corridor and increased traffic flow and speed in the immediate area and his concern that with such improvements and because of the nature of the premises and the configuration of the parking lot, delivery trucks will cause a traffic hazard of vehicles backing up into the street during deliveries, and having considered the requirements of Section 9.7(2) of the Zoning Ordinance of the Code of Ordinances, and such other applicable authority, and further incorporating the Staff Report, the opinion of the Director, and things presented in the record of the Public Hearing, which are appended hereto, and further incorporating such other facts and matters with respect to the same, and first finding that the applicant has failed to make satisfactory provision and arrangement for all of the elements Section 9.7.2 of the Zoning Ordinance of the Code of Ordinances, made the motion to deny the application, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

2. Public hearing and board action regarding a rezoning request from Greater New Friendship Missionary Baptist Church located at 755 Shiloh Rd re-zoning Parcel # J8-14-30 (2.16+/- acres) from TND – Traditional Neighborhood Development to RR – Rural Residential - Case # 24-047.

The Public Hearing was opened with respect to the referenced application, whereupon the Director of Community Development advised that all of the pre-requisites to the public hearing have been met, and that the matter was presented to the Planning Commission which recommended approval of the application and that the Community Development Department prepared a Staff Report #24-047 (which includes all attachments thereto) regarding the application which is appended to the Minutes of the Public Hearing and thereafter the Director described the nature of the application. The Director recommended approval of the request, advising that in his opinion the amendment will correct a manifest error in the City's Zoning Ordinance. Those in favor of or in opposition to the re-zoning request were then requested to come forward and speak. No additional public comments were received. The Public hearing was then closed.

Alderman Craine exited the board room.

Alderman Williams made the motion to adopt an Ordinance, which is appended hereto, re-zoning the subject property from TND to RR as provided in the application, which is appended hereto, relying *inter alia* upon the recommendations of the Planning Commission and the Director of Community Development and first finding that the applicant has shown by clear and convincing evidence that there is a manifest error in the City's Zoning Ordinance, and to append all documents and things in relation to the re-zoning request to the Minutes, seconded by Alderman Womack, and upon affirmative vote of the members present with the exception of Alderman Craine who was absent from the board room, the motion carried.

Alderman Craine returned to the board room.

3. Approve the agreement between the City of Brandon and Allen Engineering and Science regarding the 2025 Phase II Stormwater Program Implementation (MS4) and authorize the Mayor to execute the same.
4. Approve the preliminary plat for GFP 10 Subdivision - Parcel # J09-27.
5. Appoint the following committee to review and determine the most qualified vendor for the Efficiency Services Program in the City of Brandon:  
Alderman David Farris  
Alderman Lu Coker

Police Chief Joseph French  
 Fire Chief Brian Roberts  
 Public Works Representative Carly Dearman

6. Appoint Eric Skipper to the City of Brandon Planning Commission.

Alderman Craine made the motion to approve agenda items 9.3 - 9.6, in accordance with the memos from the Community Development Department, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

#### 10. JENNIFER BYRD, PARKS AND RECREATION

##### **Parks and Rec Monthly Activity Report - Dec. 2024**

|   |                  | # Events                                                                          | # Teams | Not Local | # Guests | Not Local |  |
|---|------------------|-----------------------------------------------------------------------------------|---------|-----------|----------|-----------|--|
| 1 | Events           | 0                                                                                 | 0       | 0         | 0        | 0         |  |
|   |                  | Month                                                                             |         | YTD       |          |           |  |
| 2 | Revenue          | \$17,495                                                                          |         | \$132,082 |          |           |  |
| 3 | Maintenance      | Taking down Christmas city décor, replacing multipurpose restroom, trimming trees |         |           |          |           |  |
|   | Equipment Issues | Replaced a motor in one of the drags                                              |         |           |          |           |  |

1. Approve the purchase of an Exmark Kaw, Lazer E-Series Mower which is on state contract in the amount of \$11,138 from Frederick's Sales and Service, a state contract dealer.

Alderman Coker made the motion to approve agenda item 10.1, in accordance with the memo from the Parks and Recreation Department, which is appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

#### 11. JOSEPH FRENCH, POLICE CHIEF

|   | <b>PD Monthly Activity Report - Dec. 2024</b> |      |
|---|-----------------------------------------------|------|
| 1 | Calls for Service                             | 1311 |
| 2 | Motor Vehicle Accidents                       | 113  |
| 3 | Reports: Incidents / Supplemental             | 240  |
| 4 | Arrests                                       | 34   |
| 5 | Sanitation: Road Trash Detail Bags            | 266  |

1. Authorize permission to apply and receive grant funding in the amount of \$85,000.00 for FY26 from the Mississippi Office of Highway Safety and authorize Mayor Lee to execute any related documents.

Alderman Womack made the motion to approve agenda item 11.1, in accordance with the memo from the Police Department, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

## 12. BRIAN ROBERTS, FIRE CHIEF

| FD Monthly Activity Report - Dec. 2024 |                |         |            |                                      |          |             |       |
|----------------------------------------|----------------|---------|------------|--------------------------------------|----------|-------------|-------|
|                                        |                | Active  | Not Active | Problem Locations:                   |          |             |       |
| 1                                      | Weather Sirens | 17      | 1          | Greenbrook Dr - waiting on repairman |          |             |       |
| 2                                      | Pafford P1     | # Calls | 198        | Avg Resp Time                        | 8:35     |             |       |
| 3                                      | BFD            | # Calls | 280        | Avg Resp Time                        | 6:03     |             |       |
|                                        |                | Fire    | EMS        | Wrecks                               | Training | Inspections | Other |
|                                        |                | 6       | 167        | 35                                   | 233      | 10          | 72    |

1. Purchase six (6) air packs, face pieces and twelve (12) air bottles from Emergency Equipment Professionals, state contract dealer, at state contract, in the amount of \$62,403.60.
2. Approve travel to Vicksburg, MS for the annual Firefighters and Fire Chiefs summer conference May 28-June 1, 2025, for Chief Roberts, Deputy Chief Wofford and Division Chief King.

Alderman Williams made the motion to approve agenda items 12.1 & 12.2, in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

## 13. EXECUTIVE SESSION

Alderman Womack made the motion to consider the need to enter into Executive Session, seconded by Alderman Farris and upon unanimous vote the motion carried.

Alderman Williams then made the motion to enter into Executive Session to discuss possible litigation involving the public works department and the police department, seconded by Alderman Coker and upon unanimous vote the motion carried.

Alderman Coker made the motion to authorize the City Attorney and City Clerk to take measures to resolve the purchasing issue addressed in Executive Session, seconded by Alderman Williams and upon unanimous vote the motion carried.

Alderman Williams made the motion to resume the Regular Board Meeting out of Executive Session seconded by Alderman Craine and upon unanimous vote the motion carried.

(That there was a vote taken in Executive Session was announced upon resuming the



Regular Board Meeting out of Executive Session).

14. ADJOURN

Alderman Williams made the motion to adjourn the Regular Board Meeting, seconded by Alderman Coker and upon unanimous vote the motion carried.

(Next Regular Board Meeting: February 3, 2025)

Minutes approved this the 3<sup>rd</sup> day of February 2025.

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Hon. Butch Lee, Mayor

Attest:

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Hon. Mary Ann Hess, City Clerk

MINUTES OF THE WORK SESSION OF THE MAYOR  
AND BOARD OF ALDERMEN OF THE CITY OF  
BRANDON, MISSISSIPPI HELD  
ON JANUARY 21, 2025 at 5:30 P.M.  
MAYOR BUTCH LEE PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Womack, Williams, Vinson, Coker and Craine were present. Mayor Lee gave the invocation.

The Work Session Notice is appended hereto.

3. BUTCH LEE, MAYOR

1. Golf Cart Ordinance Introduction
2. Recommendations from Event Concessions and Live Nation concerning Cashless Operations
3. Deed Tree Removal Work Proposal
4. Appointments for Tree Removal Review Committee
5. Magic of Lights Attendance Report
6. Appointments to Street Light Review Committee
7. Adoption of Ordinance re: abolish Municipal Election Commission and contract with the County Election Commissioners to conduct municipal elections and other functions.
8. Planning Commission Status and Appointment

4. ADJOURN

Minutes approved, this the 3<sup>rd</sup> day of February 2025.

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Hon. Butch Lee, Mayor

Attest:

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Hon. Mary Ann Hess, City Clerk



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM:  
DATE: 01/29/2025  
SUBJECT: CONSIDERATION TO ADOPT A RESOLUTION OF THE MAYOR A

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### ATTACHMENTS:

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1. City of Brandon- Resolution Re Tax Exemption of Municipal Bonds
2. City of Brandon- Letter to Butch Lee re Resolution supporting tax-exempt bonds

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI DECLARING SUPPORT FOR THE PRESERVATION OF THE FEDERAL TAX EXEMPTION OF MUNICIPAL BONDS.**

**WHEREAS**, the tax-exempt municipal bond market is a widely used source of capital for states, local governments, tribes, territories, and non-profit borrowers that finances a tremendous share of the nation's public infrastructure; and

**WHEREAS**, state and local governments finance about three-quarters of the public infrastructure in the United States and use tax-exempt bonds to do so, with the federal government providing only about one-quarter of the investment; and

**WHEREAS**, federal tax exemption for municipal bonds, dating back to the 1800s and incorporated into the modern tax code in 1913, has been crucial for state and local governments to affordably finance critical infrastructure projects; and

**WHEREAS**, tax-exempt municipal bonds offer borrowers to achieve a multiplier effect of 2.11, meaning that for every dollar, borrowers achieve \$2.11 in borrowing cost savings thereby demonstrating the efficiency and effectiveness of this exemption in facilitating infrastructure investment; and

**WHEREAS**, the Mayor and Board of Aldermen ("Governing Body") of the City of Brandon, Mississippi (the "City") finds and determines that tax-exempt municipal bonds provide for essential infrastructure projects, such as roads, bridges, utilities, broadband, water and sewer systems, and hospitals, which are vital to the health and well-being of our community such that without such bonds, the cost of borrowing would be more expensive thereby causing an increase in taxes and fees that would place an undue burden on taxpayers; and

**WHEREAS**, the Governing Body further finds and determines that tax-exempt municipal bonds provide an opportunity for economic development and growth, better facilitate the movement of agriculture products, equipment, and other goods, and increase safety in our community.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City as follows: The Governing Body hereby encourages the Mississippi Congressional Delegation to assist the City by preserving the tax-exempt status of municipal bonds by supporting and ensuring the protection of the federal tax exemption of municipal bonds.

**BE IT FURTHER RESOLVED**, that copies of this Resolution shall be furnished to all members of the Mississippi Congressional Delegation.

Following the reading of the foregoing Resolution, \_\_\_\_\_ made the motion and \_\_\_\_\_ seconded the motion, and the question being put to a roll call vote, the result was taken as follows:

Alderwoman Sharon Womack voted: \_\_\_\_\_  
Alderman Jarrad Craine voted: \_\_\_\_\_  
Alderman Cris Vinson voted: \_\_\_\_\_  
Alderman Harry Williams voted: \_\_\_\_\_  
Alderman Lu Coker voted: \_\_\_\_\_  
Alderman Dwight Middleton voted: \_\_\_\_\_  
Alderman David Farris voted: \_\_\_\_\_

The motion having received the affirmative vote of a majority of the members of the Board of Aldermen present, being a quorum of said Board of Aldermen, the Mayor declared the motion carried and the resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

(SEAL)

**CITY OF BRANDON, MISSISSIPPI**

By \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

91995301.v1

# BUTLER | SNOW

January 28, 2025

*Via Email and Regular Mail*

Mayor Butch Lee  
1000 Municipal Drive  
Brandon, MS 39042

Re: Resolution Supporting Federal Tax-Exemption of Municipal Bonds

Dear Mayor Lee:

The 119<sup>th</sup> United States Congress has recently been sworn in. At the top of their agenda is addressing the expiring provisions of the Tax Cuts and Jobs Act of 2017. The cost of extending these provisions is of major concern and Congress is looking at all potential ways to fill the gap. One way that has been discussed and is of grave concern to our local communities is the elimination of the federal tax exemption on municipal bonds.

As you know, the federal tax exemption on municipal bonds provides a more economical way to finance projects vital to local communities, whether it is roads, new buildings, economic development projects, etc. In today's market, a tax-exempt rate is much lower than a taxable rate, providing significant interest savings to our local governments and ultimately to the taxpayer.

In order to let our Mississippi Congressional Delegation know how much the preservation of the federal tax exemption on municipal bonds means to the City of Brandon, please consider presenting the attached resolution to your Board of Alderman for adoption and distribution to the Mississippi Congressional Delegation.

Please let us know if we can be of any assistance.

Sincerely,

BUTLER SNOW LLP



Sue H. Fairbank

encl.

91995474.v1

Post Office Box 6010  
Ridgeland, MS 39158-6010

T 601.948.5711  
F 601.985.4500  
[www.butlersnow.com](http://www.butlersnow.com)

Suite 1400  
1020 Highland Colony Parkway  
Ridgeland, MS 39157

BUTLER SNOW LLP



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/29/2025  
**SUBJECT: CONSIDERATION TO AUTHORIZE BENCHMARK ENGINEERING T**

---

Consideration to grant permission to begin analysis and work necessary to evaluate site conditions, toward the development of bid documents to extend water and sewer utilities through the Rankin First Industrial property along Hwy 18 South.

**ATTACHMENTS:**

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None





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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/31/2025  
**SUBJECT: CONSIDERATION TO ACCEPT THE BEST PROFESSIONAL SERV**

---

Consideration to accept the best professional services proposal for ROW Tree Removal (Project #4) to Specialty Tree Service, as selected by the Tree Evaluation Committee (consisting of Sharon Womack, Jarrad Craine, and David Farris) at various areas in the City.

**ATTACHMENTS:**

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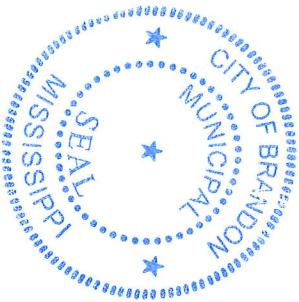
1. BID TAB ROW TREES JAN 2025

ROW Tree Removal  
 Work Proposal #4  
 January 29, 2025 - 4:00 p.m.

| BIDDER                  | INSURANCE COMPANY          | TOTAL BID   |
|-------------------------|----------------------------|-------------|
| Morgan Tree Service     | Ins. Associates of Brandon | \$42,500.00 |
| Specialty Tree Service  | Crum & Forster             | \$76,000.00 |
| Big John's Tree Service | Hartford                   | \$81,500.00 |
| Morris Tree Service     | Colony Insurance           | \$99,000.00 |
|                         |                            |             |
|                         |                            |             |
|                         |                            |             |
|                         |                            |             |
|                         |                            |             |
|                         |                            |             |

This is to certify that the above is a true and accurate tabulation of bids received on

January 29, 2025  
Rebecca Pevey  
 Rebecca Pevey, Deputy City Clerk





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## MEMORANDUM

---

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/30/2025  
**SUBJECT: TOP DOG LEVEL SPONSORSHIP**

---

Consideration to pay the invoice for the City's 2025-2056 Top Dog Level Sponsorship. This is the 4th year of the 5 year agreement.

**ATTACHMENTS:**

---

1. C Club Invoice City of Brandon 2025

January 30,  
2025

## Invoice No. 1025

To **City of Brandon**

**ATTN: Mayor Butch  
Lee/Angela Bean**

| Quantity            | Description                                                   | Unit Price | Total     |
|---------------------|---------------------------------------------------------------|------------|-----------|
| 1                   | 2025-2026 Top Dog Level Scoreboard<br>Sponsorship Year 4 of 5 | 10,000.00  | 10,000.00 |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
|                     |                                                               |            |           |
| Subtotal            |                                                               |            |           |
| Sales Tax           |                                                               |            |           |
| Shipping & Handling |                                                               |            |           |
| Total Due           |                                                               |            | 10,000.00 |

Due Net 45 days

Thank you for your business!

**B Club, Inc.**

**Tel**  
601-966-9601  
601-825-2261

P.O. Box 1508  
Brandon, MS 39043

Brandonbulldogathletics.com  
bclubbrandon@gmail.com





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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/29/2025  
**SUBJECT: MML CONFERENCE TRAVEL**

---

Consideration to approve a request for Mayor, Aldermen, and City Clerk to travel to Biloxi, MS to attend the 2025 MS Municipal League Annual conference on July 19-24, 2025, and authorize payment of related registration and travel expenses.

**ATTACHMENTS:**

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None



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/31/2025  
**SUBJECT: PROFESSIONAL SERVICES AGREEMENTS**

---

Consideration to approve professional services agreements for the purposes of promoting tourism in accordance with HB1521 (2023 MS Legislative Session) and other lawful and related purposes; authorize the Mayor to execute the same; and approve payment of all show related expenditures:  
Alison Krauss Union Station - 05.03.2025 - Brandon Amphitheater - Contract  
Willie Watson Contract Brandon 2025

**ATTACHMENTS:**

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None



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: REBECCA PEVEY  
DATE: 01/30/2025  
**SUBJECT: BRANDON AMPHITHEATER SPONSORSHIPS**

---

Consideration to approve Brandon Amphitheater sponsorship agreements for the 2025 concert season and authorize the Mayor to execute the same for the following sponsors:

- Mississippi Lottery Corporation
- Visit Mississippi (MDA)

### **ATTACHMENTS:**

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1. MS Lottery Corp Sponsorship agreement
2. Visit MS (MDA) Sponsorship agreement



---

## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/30/2025  
SUBJECT: EFFICIENT POWER & LIGHT

---

Asking for your consideration to enter into the above referenced energy program and authorize the mayor to execute all necessary documents. The program allows qualifying small businesses to replace their existing lighting with new energy saving LED lights and pay only 20 percent of the replacement cost, while the program pays the other 80 percent. The list below currently shows the building qualifying.

Asking for your consideration to approve the quotes from Efficient Power & Light (EPL), shown below, to renovate the listed building's lighting with new energy saving LED lights, and authorize the mayor to execute all necessary documents.

- Fire Station #2 Grants Ferry Rd - \$1,728.00 GL Code 001-161-636

### ATTACHMENTS:

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1. Memo\_Entergy MS Small Business Solutions Program\_013025
2. Participation Agreement-Brandon fire station 2 ICF51272758
3. Customer-Brandon fire station 2 ICF51272758





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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS, CITY CLERK  
JODY COMPTON, FACILITIES MANAGER  
BOARD AGENDA: FEBRUARY 3, 2025  
SUBJECT: ENTERGY MS SMALL BUSINESS SOLUTIONS PROGRAM

---

Asking for your consideration to enter into the above referenced energy program and authorize the mayor to execute all necessary documents. The program allows qualifying small businesses to replace their existing lighting with new energy saving LED lights and pay only 20 percent of the replacement cost, while the program pays the other 80 percent. The list below currently shows the building qualifying.

Asking for your consideration to approve the quotes from Efficient Power & Light (EPL), shown below, to renovate the listed building's lighting with new energy saving LED lights, and authorize the mayor to execute all necessary documents.

- Fire Station #2 Grants Ferry Rd - \$1,728.00 GL Code 001-161-636

Thank you for your consideration in this matter. Please let us know if you have any questions.

## ATTACHMENTS

---

- Efficient Power & Light (EPL) Quotes



# Participation Agreement

## Small Business Solutions

### Customer Information

|                         |                                             |                         |                               |
|-------------------------|---------------------------------------------|-------------------------|-------------------------------|
| <b>Company Name:</b>    | CITY OF BRANDON                             | <b>Mailing Address:</b> | PO Box 1539 Brandon, MS 39043 |
| <b>Company Address:</b> | 6577 GRANTS FERRY RD, BRANDON MS 39042-9334 |                         |                               |
| <b>Contact Name:</b>    | Jody Compton                                | <b>Account #:</b>       | 000127027266                  |
| <b>Contact Title:</b>   |                                             | <b>Contact Email:</b>   | jcompton@brandonms.org        |
| <b>Contact Phone:</b>   | 601-825-5021                                | <b>Customer Type:</b>   | Not for Profit                |
| <b>Primary Use:</b>     | Public Order and Safety                     | <b>Met With:</b>        | Teryn DeLong                  |

### Project Information

|                    |            |                              |            |                               |            |
|--------------------|------------|------------------------------|------------|-------------------------------|------------|
| <b>Total Cost:</b> | \$8,640.00 | <b>Program Contribution:</b> | \$6,912.00 | <b>Customer Contribution:</b> | \$1,728.00 |
|--------------------|------------|------------------------------|------------|-------------------------------|------------|

### Customer Acknowledgement

By signing below, I hereby certify that all statements made on this application are correct to the best of my knowledge and that I have read and agree to the Terms and Conditions.

**Customer Name:**

**Customer Title:**

**Customer Signature:**

**Date:**

### Terms & Conditions

The Entergy Mississippi, LLC., Small Business Solutions (SBS) Program service includes a lighting assessment and possible installation of energy-saving measures at the time of the site visit by ICF Resources, LLC ("ICF") a an Entergy Mississippi Entergy Solutions for Business program representative. Small Business owners who participate in the program will receive an onsite lighting assessment detailing lighting upgrades to achieve energy savings. A Customer Report that includes a detailed proposal showing total project cost, program contribution to the cost (up to 80%) and customer contribution will be generated and provided to small business customers. Small business customers are responsible for 100% of the cost of any measures, equipment, or additional installation costs not covered by the SBS program. Payment terms for the customer contribution portion of the project is to be agreed upon directly between the Small Business owner and the Small Business Trade Ally. These terms and conditions govern participation in the Entergy Mississippi SBS Program by the undersigned Small Business owner or manager.

**Customer Report:** The SBS Customer Report will provide the Small Business owner with a compiled review of potential lighting energy savings measures throughout the property, and recommendations related to the energy efficiency programs available. Entergy Mississippi will not be responsible for lost documentation pertaining to the delivery.

**Eligibility:** Funds are limited and services are available in select geographic areas on a first come, first served basis. The SBS program is valid for non-residential facilities using  $\leq 100$  kW during nonpeak periods located in Entergy Mississippi's service area. Entergy Mississippi will maintain a list of eligible customers that qualify through their Customer Information System.

**Approval and Verification:** Entergy Mississippi reserves the right to verify the delivery of services and to have reasonable access to the participant's business to inspect the energy efficiency measures installed under this program.

**Tax Liability:** The Small Business owner is responsible for declaring and paying any and all applicable federal, state, and local taxes associated to the entire project costs. Entergy Mississippi will not be responsible for any tax liability that may be imposed on the customer as a result of the delivery of direct installation measures or program incentives. Please contact your tax professional for more information.

**Evaluation Follow-up Visits:** With advance notice, Entergy Mississippi reserves the right to schedule follow-up visits to Customer facilities during the 36 months following the actual completion of the project to provide Entergy Mississippi with an opportunity to review the operation of the ECMs for program evaluation purposes.

**Information Release:** The Small Business owner agrees that Entergy Mississippi may include the Small Business owner's name, Entergy Mississippi services and resulting energy savings in reports or other documentation submitted by the program implementer on Entergy Mississippi's behalf and/or the Mississippi Public Service Commission. Entergy Mississippi will treat all other information gathered in evaluations as confidential.

**Limitation of Liability:** Entergy Mississippi's sole liability is limited to paying the properly qualified incentives specified herein. Neither Entergy Mississippi nor ICF is liable to the Customer or any other party for any damages whatsoever including but not limited to indirect, consequential or incidental damages connected with or resulting from participation in the SBS Program.

**No Warranties:** Neither Entergy Mississippi nor ICF warrants the proper completion of work or performance of installed products, expressly or implicitly. Neither Entergy Mississippi nor ICF endorses, guarantees or warrants any particular manufacturer or product and neither Entergy Mississippi nor ICF provides any warranties, express or implied, for any products or services. Neither Entergy Mississippi nor ICF makes any warranties of any kind, whether statutory, expressed or implied, including without limitations, warranties of merchantability or fitness for a particular purpose regarding and specific lighting equipment. The Customer's reliance on warranties is limited to any warranties that may arise from, or be provided by the lighting manufacturer, contractors, vendors, etc. Neither Entergy Mississippi nor ICF makes any guarantee of energy - saving results by receiving measure installation. The customer acknowledges that neither Entergy Mississippi nor ICF is responsible for assuring the design, engineering or installation of the energy conservation measures is proper or complies with any particular laws (including patent laws), codes or industry standards.

**Property Rights:** The manager represents that he/she has the right to arrange for the completion and/or installation of the energy efficiency measures on the property on which those measures are completed and/or installed.

**Right to Refuse:** The Entergy Mississippi contractor has the right to refuse service or end the delivery when confronted by a customer acting inappropriately or when facing an unsafe situation. "Inappropriate" includes but is not limited to the following: unreasonable demands for service, personally threatening or offensive language, threatening or erratic behavior and personal contact. Authorized contractor reserves the right to exclude any premises, or vicinity therein, deemed potentially unsafe or harmful.

**Use of Email Address:** Entergy Mississippi or Entergy Mississippi's program implementer may contact participants via email in connection with the SBS Program.

**Authorization: Program Changes, Suspension or Cancellation:** Entergy Mississippi may change the program requirements, incentives or terms and conditions, including suspending acceptance of applications or terminating the program, at any time without notice.

**Miscellaneous:** These terms and conditions constitute the agreement between the parties and supersede all other communications and representation. By executing an enrollment form, the customer agrees to be bound by these terms and conditions.

### For Official Use Only

**Audit #:** ICF51272758

**Work Order #:** Brandon fire station 2

A message from Entergy Mississippi, Inc. ©2024 Entergy Services, Inc. All Rights Reserved. The Entergy Solutions program is an energy efficiency program and not affiliated with Entergy Solutions, LLC.  
Authorized by the Mississippi Public Service Commission.

**Proposal Report for CITY OF BRANDON**

6577 GRANTS FERRY RD, BRANDON MS 39042-9334

Report Date: 12/11/2024 09:23 PM

 **Project Summary**

|                          |                                      |                      |              |
|--------------------------|--------------------------------------|----------------------|--------------|
| <b>Audit / Proposal:</b> | ICF51272758 / Brandon fire station 2 | <b>Account #:</b>    | 000127027266 |
| <b>Contact Name:</b>     | Jody Compton                         | <b>Auditor Name:</b> | Teryn DeLong |
| <b>Contact Phone:</b>    | 601-825-5021                         | <b>Audit Date:</b>   | 12/9/2024    |

 **Audit Summary****Estimated Wattage Savings**Savings: **4,466 Watts****Estimated kWh Savings**Savings: **39,015 kWh****Estimated Annual \$ Savings**Savings: **\$3,491.84****Estimated Job Costs**Total: **\$8,640.00**Program Incentive: **\$6,912.00**Customer Share: **\$1,728.00****Estimated Financials**Simple Payback (years): **0.49**Savings to Investment Ratio (SIR): **20.21**

This proposal is valid for 60 days from the audit date and may be withdrawn if it is not executed within this period.

*\* Applicable taxes not included*



Detailed Energy Savings



Lighting

| Line   | Location     | Existing Description                      | Qty | Watts | Hrs/Wk | KWH    | Proposed Description                            | Qty | Watts | Hrs/Wk | KWH    | Savings |
|--------|--------------|-------------------------------------------|-----|-------|--------|--------|-------------------------------------------------|-----|-------|--------|--------|---------|
| 1      | Front        | 4L 32W T8, elec normal bf<br>4F32T8NBF    | 24  | 112   | 168    | 23,482 | LED 4ft Fixture 30W<br>4LED30FX, 4ft Flat Panel | 24  | 30    | 168    | 6,290  | 17,192  |
| 2      | Cans         | Inc 60W 110060                            | 20  | 60    | 168    | 10,483 | LED Downlight 16W, 6in<br>Recess Downlight      | 20  | 16    | 168    | 2,796  | 7,688   |
| 3      | Bay          | 6L 54W T5 HO, elec normal bf<br>6F54T5NBF | 8   | 366   | 168    | 25,579 | LED Hi-Bay 200W<br>1LED200HB, Hi-Bay            | 8   | 200   | 168    | 13,978 | 11,601  |
| 4      | Bay          | 4L 32W T8, elec normal bf<br>4F32T8NBF    | 3   | 112   | 168    | 2,935  | LED 4ft Fixture 35W<br>4LED35FX, Wrap           | 3   | 35    | 168    | 917    | 2,018   |
| 5      | Bay upstairs | 2L 40W T12, std mag ballast<br>2F40T12STM | 1   | 94    | 168    | 821    | LED 4ft Fixture 35W<br>4LED35FX, Strip          | 1   | 35    | 168    | 306    | 515     |
| Totals |              |                                           |     | 7,246 |        | 63,300 |                                                 |     | 2,780 |        | 24,287 | 39,014  |



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/06/2025  
**SUBJECT: CLAIMS DOCKETS**

---

Consideration to approve:

- a. Docket of Claims for February 4, 2025.
- b. Fox Everett claims released on February 7, 2025.
- c. Electronic fund transfers for January 2025.

### **ATTACHMENTS:**

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1. Claims Docket\_02-03-25
2. 1\_28\_2025
3. January 2025 Memo to the Board



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939  
Check# Vendor# Vendor Name PO# Invoice# Description GL Acct# vhwkins Acct Per. Detail Amount

|                      |         |                      |                  |                                                       |             |   |  |          |  |
|----------------------|---------|----------------------|------------------|-------------------------------------------------------|-------------|---|--|----------|--|
| Dept#                | 001-000 |                      |                  |                                                       |             |   |  |          |  |
| 99068                | 676     | CITY OF BRANDON      | 01/28/25         | FEB 2025 FLOWER FUND                                  | 001-000-127 | 4 |  | \$108.00 |  |
| 99111                | 14123   | KEYSIANN VEGA-FLORES | 01/06/25-DEPOSIT | ROOM RENTAL FULL DEPOSIT REFUND 01/06/2025 CHECK #205 | 001-000-311 | 4 |  | \$200.00 |  |
| Total For Department |         |                      | 001-000          |                                                       |             |   |  | \$308.00 |  |

|       |         |                                    |       |                                       |             |   |  |          |  |
|-------|---------|------------------------------------|-------|---------------------------------------|-------------|---|--|----------|--|
| Dept# | 001-010 |                                    |       |                                       |             |   |  |          |  |
| 99116 | 13964   | MCE LLC                            | 1005  | MEMBERSHIP FEE- 02/01/2025-02/28/2025 | 001-010-695 | 4 |  | \$122.18 |  |
| 99143 | 3699    | STAPLES CONTRACT & COMMERCIAL, INC | 19064 | 6021826702                            | 001-010-500 | 4 |  | \$11.38  |  |

|       |            |             |   |         |  |
|-------|------------|-------------|---|---------|--|
| 19064 | 6021826695 | 001-010-500 | 4 | \$12.92 |  |
|       |            | 001-010-500 | 4 | \$56.99 |  |

desk tray, sheet protectors, binders, dawn, toilet bowl cleaner, keyboard cleaner, keyboard and mouse, label

desk tray, sheet protectors, binders, dawn, toilet bowl cleaner, keyboard and mouse, label maker, flash drives, pens, batteries, dividers, tabs, spray bottles, clorox, small binder clips, stackable trays, gloves, computer stand, urinal deodorizer, Post its



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

Check# Vendor# Vendor Name

PO# Invoice#

Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

Total For Department

001-010

\$269.90

|       |         |                              |       |          |                                         |             |   |  |             |
|-------|---------|------------------------------|-------|----------|-----------------------------------------|-------------|---|--|-------------|
| Dept# | 001-040 |                              |       |          |                                         |             |   |  |             |
| 99060 | 12248   | BRANDON BUSINESS ASSOCIATION | 18557 | 01/23/25 | INITIAL PROGRAMMING FUNDS-B/A 6/17/2024 | 001-040-600 | 4 |  | \$12,500.00 |

|       |       |                             |       |       |                                       |             |   |  |          |
|-------|-------|-----------------------------|-------|-------|---------------------------------------|-------------|---|--|----------|
| 99098 | 4763  | GREEN OAK GARDEN CENTER LLC | 17906 | 26545 | Plant Care Services                   | 001-040-600 | 4 |  | \$150.00 |
| 99116 | 13964 | MCE LLC                     | 1005  |       | MEMBERSHIP FEE- 02/01/2025-02/28/2025 | 001-040-695 | 4 |  | \$219.92 |

|       |      |                                    |       |            |                        |             |   |  |          |
|-------|------|------------------------------------|-------|------------|------------------------|-------------|---|--|----------|
| 99143 | 3699 | STAPLES CONTRACT & COMMERCIAL, INC | 19079 | 6021826700 | Office Supplies- Mayor | 001-040-500 | 4 |  | \$143.58 |
|-------|------|------------------------------------|-------|------------|------------------------|-------------|---|--|----------|

|  |       |            |                        |             |   |  |         |
|--|-------|------------|------------------------|-------------|---|--|---------|
|  | 19057 | 6021826693 | Office Supplies        | 001-040-500 | 4 |  | \$62.09 |
|  | 19079 | 6021826694 | Office Supplies- Mayor | 001-040-500 | 4 |  | \$19.74 |



## City of Brandon

## Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

Check# Vendor# Vendor Name

PO# Invoice#

Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

KEENUM

0916275

BRANDON VEST  
FOR EVENTS  
WELCOMES HOME  
TRADE SHOW  
TRAVEL

001-040-696

4

\$708.36

0196275-1

WELCOMES HOME  
TRADE SHOW  
TRAVEL

001-040-696

4

\$40.00

REBATE

CREDIT CARD  
REBATE

001-040-696

4

(\$8.34)

Total For Department

001-040

\$13,907.51

Dept# 001-092

99061 12191 BYRD & COOK PAINT & DECORATING  
CENTER INC.

18946

10979

remove and replace  
roughly 1,050 square  
feet of second floor  
carpet in the main  
hallway and lobby  
area. Install new  
carpet tiles in the  
same areas.

001-092-637

4

\$7,862.00

99067 1999 CINTAS CORPORATION NO 210

4218256723

UNIFORMS

001-092-535

4

\$3.95

99085 2245 ENTERGY

10019635696

ENTERGY  
COLLECTIVE BILL-

001-092-630

4

\$11,356.61

99093 860 FLEETCOR TECHNOLOGIES

NP67785430

ACCT #126876-  
FUEL FOR WEEK  
01/13/25-01/19/25

001-092-630

4

\$348.04

NP67813574

ACCT #126876-  
FUEL FOR WEEK  
01/20/25-01/26/25

001-092-525

4

\$17.12

99105 623 JACKSON PAPER COMPANY  
99110 10529 K&S TRUCKING LLC

19080

757906  
27877Copy Paper  
OIL CHANGE AND  
ANTIFREEZE

001-092-500

4

\$45.75

001-092-635

4

\$70.00

Report run by: vhawkins

Page 3 of 40

01/30/2025





City of Brandon

Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                                     |       |            | vhawkins                                                      |          | Detail Amount |            |
|--------------------|---------|-------------------------------------|-------|------------|---------------------------------------------------------------|----------|---------------|------------|
| Check#             | Vendor# | Vendor Name                         | PO#   | Invoice#   | Description                                                   | GL Acct# | Acct Per.     |            |
| 99116              | 13964   | MCE LLC                             |       | 1005       | MEMBERSHIP FEE- 001-092-695<br>02/01/2025-<br>02/28/2025      |          | 4             | \$268.80   |
| 99117              | 4566    | METRO BUILDING SERVICES, INC        |       | 58293      | EMERGENCY- 001-092-636<br>HEAT NOT<br>WORKING AT CITY<br>HALL |          | 4             | \$655.02   |
| 99123              | 985     | POSTAGE BY PHONE                    |       | 01/23/25   | POSTAGE BY 001-092-691<br>PHONE                               |          | 4             | \$146.17   |
| 99126              | 9654    | PROTEL, INC                         | 19030 | 250100254  | Call Center 001-092-600<br>December 2024 -<br>September 2025  |          | 4             | \$12.00    |
| 99143              | 3699    | STAPLES CONTRACT & COMMERCIAL, INC  | 19057 | 6021826703 | Office Supplies 001-092-500                                   |          | 4             | \$29.79    |
|                    |         |                                     | 19079 | 6021826700 | Office Supplies- 001-092-500<br>Mayor                         |          | 4             | \$27.36    |
|                    |         |                                     | 19057 | 6021826696 | Office Supplies 001-092-500                                   |          | 4             | \$12.26    |
|                    |         |                                     |       |            | 001-092-500                                                   |          | 4             | \$12.01    |
| 99147              | 4578    | TECHSOURCE SOLUTIONS INC            | 19031 | 6021340132 | Office Supplies 001-092-500                                   |          | 4             | \$11.45    |
|                    |         |                                     |       | TSSQ7257   | CISCO MERAKI 001-092-605<br>MDM<br>SUBSCRIPTION 1<br>YEAR     |          | 4             | \$3,400.00 |
| 99152              | 3845    | TRUSTMARK VISAMC - CAROLYN PALMER   | 18522 | 01/23/25   | QUICKBOOKS 001-092-600<br>MONTHLY<br>PAYMENT                  |          | 4             | \$99.00    |
| 99153              | 14000   | TRUSTMARK VISAMC - GEORGANNA KEENUM |       | 1624374    | BASIC PLUS 001-092-600<br>CRIMINAL<br>BACKGROUND<br>CHECK     |          | 4             | \$59.98    |
| 99158              | 11103   | VESTIS GROUP INC F/K/A ARAMARK      |       | 2780317674 | MOPS FOR CITY 001-092-510<br>HALL AND SENIOR<br>CENTER        |          | 4             | \$45.95    |
|                    |         |                                     |       | 2780313827 | MOPS FOR CITY 001-092-510<br>HALL AND SENIOR<br>CENTER        |          | 4             | \$45.95    |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

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Check# Vendor# Vendor Name

PO#

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Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

Total For Department

001-092

\$24,603.60

Dept# 001-112

99062 2254 C SPIRE

C024802912

Hap (Lavonne) CELL PHONE 001-112-690

4

\$90.00

99071 4293 COMCAST CABLE

8396410610147  
155-JAN 25

PD TV SERVICES  
01/18/25-02/17/25

001-112-605

4

\$274.48

99076 4870 CROW BURLINGAME CO.

19126 6006-9272

battery for unit 21-  
007  
headlight for 19-001  
with extra  
Antifreeze - patrol  
cars

001-112-635

4

\$217.36

19126 6006-9360

battery for unit 21-  
007  
headlight for 19-001  
with extra  
Antifreeze - patrol  
cars

001-112-635

4

\$38.96

99082 356 DPS LAW ENFORCEMENT  
99085 2245 ENTERGY

90156922  
10019635696

ANALYTICAL FEES 001-112-600  
ENTERGY 001-112-630  
COLLECTIVE BILL-

4

\$60.00  
\$3,938.61

99093 860 FLEETCOR TECHNOLOGIES

NP67785430

ACCT #126876-  
FUEL FOR WEEK  
01/13/25-01/19/25

4

\$1,998.10

NP67813574

ACCT #126876-  
FUEL FOR WEEK  
01/20/25-01/26/25

4

\$1,355.11

99103 2567 INSURANCE MART

424777

SURETY BOND  
25/26 BOND-  
WILLIAM  
MCINTYRE

4

\$175.00

99110 10529 K&S TRUCKING LLC

19122 27955

Oil filter housing 20-  
008  
Thermostat &  
housing, Coolant

4

\$325.00



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Detail Amount

|       |       |                   |       |       |                                             |             |   |  |          |
|-------|-------|-------------------|-------|-------|---------------------------------------------|-------------|---|--|----------|
|       |       |                   | 19122 | 27956 | temp sensor &<br>Antifreeze unit 17-<br>008 | 001-112-635 | 4 |  | \$350.00 |
|       |       |                   |       |       | Electric radiator                           |             |   |  |          |
|       |       |                   |       |       | cooling fan unit 21-<br>013                 |             |   |  |          |
|       |       |                   |       |       |                                             |             |   |  |          |
|       |       |                   | 19122 | 27957 | Oil filter housing 20-<br>008               | 001-112-635 | 4 |  | \$20.00  |
|       |       |                   |       |       | Thermostat &<br>housing, Coolant            |             |   |  |          |
|       |       |                   |       |       | temp sensor &<br>Antifreeze unit 17-<br>008 |             |   |  |          |
|       |       |                   |       |       | Electric radiator                           |             |   |  |          |
|       |       |                   | 19122 | 27957 | cooling fan unit 21-<br>013                 | 001-112-635 | 4 |  | \$185.00 |
|       |       |                   |       |       |                                             |             |   |  |          |
|       |       |                   |       |       |                                             |             |   |  |          |
|       |       |                   |       |       |                                             |             |   |  |          |
|       |       |                   | 18887 | 1384  | Thermostat &<br>housing, Coolant            | 001-112-635 | 4 |  | \$150.00 |
|       |       |                   |       |       | temp sensor &<br>Antifreeze unit 17-<br>008 |             |   |  |          |
|       |       |                   |       |       | Electric radiator                           |             |   |  |          |
|       |       |                   |       |       | cooling fan unit 21-<br>013                 |             |   |  |          |
| 99113 | 12776 | LGT WRAP SHOP LLC |       |       | Wrap for new patrol                         | 001-112-635 | 4 |  | \$0.00   |
|       |       |                   |       |       | cars and decal for                          |             |   |  |          |
|       |       |                   |       |       | motorcycle Board                            |             |   |  |          |
|       |       |                   |       |       | Approved 12/2/24                            |             |   |  |          |
|       |       |                   |       |       | Unit 19-001 wrap                            | 001-112-635 | 4 |  | \$0.00   |
|       |       |                   |       |       |                                             |             |   |  |          |
|       |       |                   |       |       |                                             |             |   |  |          |
|       |       |                   |       |       |                                             |             |   |  |          |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

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Description

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Acct Per.

Detail Amount

|       |       |                                    |            |                                                                                                                                                                                                                                                                   |   |            |
|-------|-------|------------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|------------|
| 99116 | 13964 | MCE LLC                            | 1005       | MEMBERSHIP FEE- 001-112-695<br>02/01/2025-<br>02/28/2025                                                                                                                                                                                                          | 4 | \$855.26   |
| 99122 | 931   | O'REILLY AUTO PARTS                | 19127      | Wiper blades - K9 Tahoe                                                                                                                                                                                                                                           | 4 | \$40.78    |
| 99135 | 11302 | SAVANT LEARNING SYSTEMS            | VA13959    | VIRTUAL ACADEMY TRAINING                                                                                                                                                                                                                                          | 4 | \$2,250.00 |
| 99138 | 5241  | SHRED-IT                           | 8009692590 | PD SHRED IT SERVICES 01/10/25                                                                                                                                                                                                                                     | 4 | \$168.83   |
| 99140 | 4865  | SOUTHEAST RADAR CERTIFICATION      | 003082     | MPH-PYTHON II                                                                                                                                                                                                                                                     | 4 | \$720.00   |
| 99143 | 3699  | STAPLES CONTRACT & COMMERCIAL, INC | 19064      | desk tray, sheet protectors, binders, dawn, toilet bowl cleaner, key/board and mouse, label maker, flash drives, pens, batteries, dividers, tabs, spray bottles, clorox, small binder clips, stackable trays, gloves, computer stand, urinal deodorizer, Post its | 4 | \$19.95    |

|       |            |             |   |         |
|-------|------------|-------------|---|---------|
| 19064 | 6021826695 | 001-112-510 | 4 | \$16.60 |
|       |            | 001-112-500 | 4 | \$8.22  |

desk tray, sheet protectors, binders, dawn, toilet bowl cleaner, key/board and mouse, label maker tape, label maker, flash drives, pens, batteries, dividers, tabs, spray bottles, clorox, small binder clips, stackable trays, gloves, computer stand, urinal



**Check Register by Department for Checks Dated 2/4/2025**

| Check# | Vendor# | Vendor Name |
|--------|---------|-------------|
|--------|---------|-------------|

| Description | GL Acct# |
|-------------|----------|
|             |          |

### Detail Amount

|                       |             |   |          |
|-----------------------|-------------|---|----------|
| deodorizer, Post its  | 001-112-510 | 4 | \$72.39  |
|                       | 001-112-500 | 4 | \$35.72  |
|                       | 001-112-500 | 4 | \$14.78  |
|                       | 001-112-500 | 4 | \$9.14   |
|                       | 001-112-500 | 4 | \$8.12   |
|                       | 001-112-500 | 4 | \$43.65  |
|                       | 001-112-500 | 4 | \$158.92 |
|                       | 001-112-500 | 4 | \$123.72 |
|                       | 001-112-500 | 4 | \$107.76 |
|                       | 001-112-500 | 4 | \$59.99  |
|                       | 001-112-500 | 4 | \$20.90  |
|                       | 001-112-510 | 4 | \$67.16  |
|                       | 001-112-500 | 4 | \$17.40  |
|                       | 001-112-500 | 4 | \$19.21  |
|                       | 001-112-500 | 4 | \$75.20  |
|                       | 001-112-510 | 4 | \$168.30 |
|                       | 001-112-510 | 4 | \$98.78  |
|                       | 001-112-500 | 4 | \$41.76  |
|                       | 001-112-500 | 4 | \$72.66  |
|                       | 001-112-500 | 4 | \$59.65  |
|                       | 001-112-500 | 4 | \$24.99  |
|                       | 001-112-500 | 4 | \$2.52   |
| Fulton - 6022A - Vest | 001-112-535 | 4 | \$75.00  |



City of Brandon

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Check# Vendor# Vendor Name

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Description

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Acct Per.

Detail Amount

Vest & carrier

|                      |       |                                 |          |                                              |                     |             |             |          |
|----------------------|-------|---------------------------------|----------|----------------------------------------------|---------------------|-------------|-------------|----------|
| 99150                | 1246  | TRUSTMARK NATIONAL BANK         | 24.14816 | CASE 24.14816-4DISKS, 37 PAGES OF DOCUMENTS  | 001-112-690         | 4           | \$169.99    |          |
|                      |       |                                 |          | Chief's membership dues                      | 001-112-695         | 4           | \$79.99     |          |
|                      |       |                                 |          | LATE FEE                                     | 001-112-695         | 4           | \$118.00    |          |
|                      |       |                                 |          | REBATE                                       | 001-112-695         | 4           | \$18.00     |          |
|                      |       |                                 |          | Red dot pistol                               | 001-112-685         | 4           | \$16.00     |          |
|                      |       |                                 |          | Instructor course for Sgt. Reid              | 001-112-535         | 4           | \$129.00    |          |
|                      |       |                                 |          | 55 gal oil drum for all Chevy Tahoe's - 0w20 | 001-112-535         | 4           | \$15.00     |          |
|                      |       |                                 |          |                                              | 001-112-535         | 4           | \$10.99     |          |
|                      |       |                                 |          |                                              | 001-112-535         | 4           | \$118.00    |          |
|                      |       |                                 |          |                                              | 001-112-535         | 4           | \$38.95     |          |
| 99154                | 13013 | TRUSTMARK VISAMC - LYDIA EASLEY | 19128    | 01/23/25                                     |                     | 001-112-695 | 4           | \$100.00 |
| 99160                | 1292  | WARING OIL CO.                  | 19070    | 387746                                       | 01/28/2025-LATE FEE | 001-112-695 | 4           | \$35.00  |
|                      |       |                                 |          |                                              | REBATE              | 001-112-695 | 4           | (\$5.56) |
|                      |       |                                 |          |                                              | GCEDKK1YY           | 001-112-685 | 4           | \$700.00 |
|                      |       |                                 |          |                                              |                     |             |             |          |
|                      |       |                                 |          |                                              |                     |             |             |          |
| Total For Department |       |                                 |          |                                              | 001-112             |             | \$17,024.28 |          |

Dept# 001-161

99056 10473 AMAZON

19137 1V6Q-JQ9X-DHL6

001-161-687

4

\$71.38



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

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| Check# | Vendor# | Vendor Name                           | PO#   | Invoice#            | Description                                                                         | GL Acct#    | vhawkins<br>Acct Per. | Detail Amount |
|--------|---------|---------------------------------------|-------|---------------------|-------------------------------------------------------------------------------------|-------------|-----------------------|---------------|
| 99063  | 934     | CAROLYN PALMER PETTY CASH             |       | 01/14/25            | PETTY CASH                                                                          | 001-161-550 | 4                     | \$21.27       |
| 99064  | 12555   | CAVENDER STORES, LTD                  | 19083 | 1737563457369       | BOOTS FOR NEW<br>HIRE- GRICE                                                        | 001-161-535 | 4                     | \$165.00      |
| 99065  | 389     | CENTERPOINT ENERGY ENTEx              |       | 10594862-4-JAN      | 147 KENNEDY<br>FARM PKWY-FS #3-<br>12/12/24-01/13/25                                | 001-161-630 | 4                     | \$609.58      |
|        |         |                                       |       | 3133152-3-JAN<br>25 | 629 MARQUETTE<br>RD-FS #1-12/12/24-<br>01/13/25                                     | 001-161-630 | 4                     | \$418.83      |
|        |         |                                       |       | 3194065-3-JAN<br>25 | 213 POINDEXTER<br>ST-FS #6-12/12/24-<br>01/13/25                                    | 001-161-630 | 4                     | \$221.31      |
| 99066  | 6913    | CENTRAL ALABAMA TRAINING<br>SOLUTIONS |       | 17048233            | ANNUAL<br>COMPRESSOR SVC<br>AND QUARTERLY<br>AIR TESTING ON 2<br>CASCADE<br>SYSTEMS | 001-161-636 | 4                     | \$2,600.00    |
| 99072  | 12880   | COMSOUTH INC                          | 19002 | 208548              | REPAIR 2<br>PORTABLE RADIOS                                                         | 001-161-636 | 4                     | \$660.04      |
|        |         |                                       | 19002 | 208549              | REPAIR 2<br>PORTABLE RADIOS                                                         | 001-161-636 | 4                     | \$660.04      |
| 99080  | 1913    | DAVID JEFcoat PEST CONTROL            |       | 40542               | QUARTERLY PEST<br>CONTROL FIRE<br>DEPT STATION #6                                   | 001-161-600 | 4                     | \$60.00       |
| 99085  | 2245    | ENTERGY                               |       | 10019635696         | ENTERGY<br>COLLECTIVE BILL-                                                         | 001-161-630 | 4                     | \$474.89      |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$4.29        |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$5.98        |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$4.29        |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$4.29        |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$4.29        |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$69.87       |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$290.90      |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$71.70       |
|        |         |                                       |       |                     |                                                                                     | 001-161-630 | 4                     | \$615.30      |



# City of Brandon

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| Check Run #: 12939 |         |                                 |       |            | vhwkins                                                        |             |           |               |
|--------------------|---------|---------------------------------|-------|------------|----------------------------------------------------------------|-------------|-----------|---------------|
| Check#             | Vendor# | Vendor Name                     | PO#   | Invoice#   | Description                                                    | GL Acct#    | Acct Per. | Detail Amount |
| 99087              | 7770    | ESI SUPPLY, LLC                 | 19118 | 54810      | ACCT #126876-FUEL FOR WEEK                                     | 001-161-687 | 4         | \$365.40      |
| 99093              | 860     | FLEETCOR TECHNOLOGIES           |       | NP67785430 | 01/13/25-01/19/25                                              | 001-161-525 | 4         | \$533.45      |
|                    |         |                                 |       | NP67813574 | ACCT #126876-FUEL FOR WEEK                                     | 001-161-525 | 4         | \$496.78      |
|                    |         |                                 |       |            | 01/20/25-01/26/25                                              |             |           |               |
| 99094              | 476     | GEORGE'S DOOR SERVICE           | 19133 | 052124     | LUMBER/SCREWS FOR BUILDING                                     | 001-161-636 | 4         | \$178.00      |
| 99095              | 144     | GILMORE BROS BUILDING SUPPLY    | 19081 | 143981     | CABINETS IN NEW BC TRUCK                                       | 001-161-550 | 4         | \$39.99       |
|                    |         |                                 |       |            | 14" aluminum pipe wrench                                       | 001-161-550 | 4         | \$151.98      |
| 99102              | 575     | HOME DEPOT CREDIT SERVICES      | 19000 | 4130389    | avp 10' 60t fine finish, titebond II wood glue, kitchen faucet | 001-161-550 | 4         | (\$3.04)      |
|                    |         |                                 | 19000 | 530496     |                                                                | 001-161-550 | 4         | \$129.44      |
|                    |         |                                 | 19119 | 7514142    | lock nuts/machine screws/spring clamp/toilet tank lever/etc.   | 001-161-637 | 4         | (\$2.59)      |
|                    |         |                                 |       |            |                                                                | 001-161-637 | 4         | \$65.61       |
| 99112              | 1734    | LANGFORD WATER ASSOCIATION, INC |       | 1228-jan   | FIRE STATION #2 WATER-12/07/24-01/04/25                        | 001-161-630 | 4         | (\$1.31)      |
| 99116              | 13964   | MCE LLC                         |       | 1005       | MEMBERSHIP FEE-02/01/2025-02/28/2025                           | 001-161-695 | 4         | \$32.00       |
|                    |         |                                 |       |            |                                                                | 001-161-695 | 4         | \$953.01      |
| 99117              | 4566    | METRO BUILDING SERVICES, INC    |       | 58092      | emergency urinal stopped up                                    | 001-161-636 | 4         | \$679.18      |
|                    |         |                                 | 18896 | 58029      | install (1) new                                                | 001-161-720 | 4         | \$6,336.31    |





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Description

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vhawkins  
Acct Per.

Detail Amount

|       |      |                                         |          |                                                                                                            |             |   |          |
|-------|------|-----------------------------------------|----------|------------------------------------------------------------------------------------------------------------|-------------|---|----------|
| 99119 | 5621 | MS FIRE SERVICE INSTRUCTORS ASSOCIATION | 01/27/25 | to control condensation per engineer - by recommendation. Approved by Board Dec 2, 2024 and budget amended | 001-161-696 | 4 | \$300.00 |
|-------|------|-----------------------------------------|----------|------------------------------------------------------------------------------------------------------------|-------------|---|----------|

|       |       |                                 |       |             |                    |             |   |          |
|-------|-------|---------------------------------|-------|-------------|--------------------|-------------|---|----------|
| 99122 | 931   | O'REILLY AUTO PARTS             | 19001 | 1129-463269 | MOTOR OIL/DRIP PAN | 001-161-635 | 4 | \$42.97  |
| 99133 | 14095 | SAFEGUARD BUSINESS SYSTEMS, INC | 19035 | 9006895769  |                    | 001-161-685 | 4 | \$741.20 |
|       |       |                                 |       |             |                    | 001-161-685 | 4 | \$487.20 |
|       |       |                                 |       |             |                    | 001-161-685 | 4 | \$85.98  |
|       |       |                                 |       |             |                    | 001-161-685 | 4 | \$400.00 |
|       |       |                                 |       |             |                    | 001-161-635 | 4 | \$455.00 |
|       |       |                                 |       |             |                    | 001-161-636 | 4 | \$47.77  |

|       |       |                                   |       |               |                             |             |   |  |
|-------|-------|-----------------------------------|-------|---------------|-----------------------------|-------------|---|--|
| 99144 | 1158  | STATE FIRE ACADEMY                | 18605 | 33046         |                             |             |   |  |
| 99149 | 13433 | TRI-COUNTY DIESEL LLC             | 19028 | 5176          |                             |             |   |  |
| 99152 | 3845  | TRUSTMARK VISAMC - CAROLYN PALMER | 19112 | 12501246197B0 | PM RECERTIFICATION SHIPPING | 001-161-636 | 4 |  |
|       |       |                                   |       | 28520         |                             |             |   |  |

|  |  |  |       |               |                    |             |   |          |
|--|--|--|-------|---------------|--------------------|-------------|---|----------|
|  |  |  | 01/25 | REBATE        | CREDIT CARD REBATE | 001-161-636 | 4 | (\$1.69) |
|  |  |  | 19112 | 12501286197A0 | UPS SHIPPING LABEL | 001-161-636 | 4 | \$22.00  |
|  |  |  |       | 41605         |                    |             |   |          |

|                      |  |  |         |  |  |  |  |             |
|----------------------|--|--|---------|--|--|--|--|-------------|
| Total For Department |  |  | 001-161 |  |  |  |  | \$19,567.89 |
|----------------------|--|--|---------|--|--|--|--|-------------|

|       |         |                       |          |  |                                  |             |   |            |
|-------|---------|-----------------------|----------|--|----------------------------------|-------------|---|------------|
| Dept# | 001-180 |                       |          |  |                                  |             |   |            |
| 99058 | 1873    | BENCHMARK ENGINEERING | 26479    |  | BOUNDARY SURVEY OF PARCEL 18J-70 | 001-180-607 | 4 | \$1,027.50 |
| 99081 | 3489    | DAVID STEVENS         | 01/29/25 |  | ROLL CALL JAN 27, 2025           | 001-180-600 | 4 | \$100.00   |



City of Brandon

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| Check# | Vendor# | Vendor Name                           | PO#   | Invoice#   | Description                                                         | GL Acct#    | vhawkins<br>Acct Per. | Detail Amount |
|--------|---------|---------------------------------------|-------|------------|---------------------------------------------------------------------|-------------|-----------------------|---------------|
| 99086  | 14125   | ERIC SKIPPER                          |       | 01/29/25   | ROLL CALL JAN 27, 2025                                              | 001-180-600 | 4                     | \$100.00      |
| 99093  | 860     | FLEETCOR TECHNOLOGIES                 |       | NP67785430 | ACCT #126876-<br>FUEL FOR WEEK<br>01/13/25-01/19/25                 | 001-180-525 | 4                     | \$135.77      |
|        |         |                                       |       | NP67813574 | ACCT #126876-<br>FUEL FOR WEEK<br>01/20/25-01/26/25                 | 001-180-525 | 4                     | \$38.07       |
| 99095  | 144     | GILMORE BROS BUILDING SUPPLY          | 19087 | 143572     |                                                                     | 001-180-550 | 4                     | \$61.98       |
| 99103  | 2567    | INSURANCE MART                        |       | 424778     | SURETY BOND<br>25/26 BOND-<br>HANNAH HARRELL                        | 001-180-601 | 4                     | \$175.00      |
| 99104  | 12702   | J. THOMAS EVANS, JR.                  |       | 01/29/25   | ROLL CALL JAN 27, 2025                                              | 001-180-600 | 4                     | \$100.00      |
| 99106  | 10560   | JAMES W. BROOCKS                      |       | 01/29/25   | ROLL CALL JAN 27, 2025                                              | 001-180-600 | 4                     | \$100.00      |
| 99109  | 13432   | JEFFREY LYNN BULLOCK                  |       | 01/29/25   | ROLL CALL JAN 27, 2025                                              | 001-180-600 | 4                     | \$100.00      |
| 99116  | 13964   | MCE LLC                               |       | 1005       | MEMBERSHIP FEE-<br>02/01/2025-<br>02/28/2025                        | 001-180-695 | 4                     | \$146.62      |
| 99123  | 985     | POSTAGE BY PHONE                      |       | 01/23/25   | POSTAGE BY<br>PHONE                                                 | 001-180-691 | 4                     | \$58.11       |
| 99143  | 3699    | STAPLES CONTRACT & COMMERCIAL,<br>INC | 19057 | 6021826696 | Office Supplies                                                     | 001-180-500 | 4                     | \$2.92        |
|        |         |                                       |       |            |                                                                     | 001-180-500 | 4                     | \$3.08        |
|        |         |                                       |       |            |                                                                     | 001-180-500 | 4                     | \$9.77        |
|        |         |                                       |       |            |                                                                     | 001-180-500 | 4                     | \$0.28        |
|        |         |                                       |       |            |                                                                     | 001-180-500 | 4                     | \$0.80        |
| 99145  | 2708    | SUZANNE ROSS                          |       | 01/29/25-1 | ROLL CALL JAN 27, 2025                                              | 001-180-600 | 4                     | \$100.00      |
| 99162  | 9523    | WIERHOUSE LIVING LLC                  |       | ARB 01-25  | MEETINGS/BUILDIN<br>G REVIEWS AND<br>REDESIGN/STIE<br>PLAN PLANNING | 001-180-600 | 4                     | \$4,800.00    |



City of Brandon

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Check# Vendor# Vendor Name

PO# Invoice#

Description GL Acct#

vhawkins  
Acct Per.

Detail Amount

Total For Department 001-180

\$7,059.90

| Dept# | 001-201 |                       |       |                                                                       |             |   |  |            |  |
|-------|---------|-----------------------|-------|-----------------------------------------------------------------------|-------------|---|--|------------|--|
| 99058 | 1873    | BENCHMARK ENGINEERING |       |                                                                       |             |   |  |            |  |
|       |         |                       | 26523 | HYDROLOGIC RESTORATION OF RICHLAND CREEK TRIBUTARY 2 NEAR BELLE OAK   | 001-201-607 | 4 |  | \$3,045.00 |  |
|       |         |                       | 26525 | US HWY 80 CROSSOVER IMPROVEMENTS BETWEEN STONEGATE AND MUNICIPAL DR   | 001-201-703 | 4 |  | \$501.25   |  |
|       |         |                       | 26527 | MODIFICATION TO INTERSECTIONS AT CROSSGATES BLVD AND CROSSGATES DRIVE | 001-201-703 | 4 |  | \$5,091.25 |  |
|       |         |                       | 26528 | GENERAL SERVICES- CITY OF BRANDON                                     | 001-201-607 | 4 |  | \$330.00   |  |
|       |         |                       | 26534 | HWY 80 INTERSECTION IMPROVEMENTS @ STONEGATE AND WOODGATE             | 001-201-703 | 4 |  | \$129.60   |  |
|       |         |                       | 26535 | DRAINAGE INVESTIGATION IN CENTRE POINT SUBDIVISION ALONG POINTE COVE  | 001-201-607 | 4 |  | \$1,377.50 |  |
|       |         |                       | 26541 | GRANTS FERRY PARW MULTIUSE PATH                                       | 001-201-703 | 4 |  | \$4,800.00 |  |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

Check# Vendor# Vendor Name

PO#

Invoice#

Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

99067 1999 CINTAS CORPORATION NO 210

4218256723

UNIFORMS

001-201-535

4

\$5.74

001-201-535

4

\$9.67

99070 4106 CLEO MCKINION

19026 1142

Open PO for Asphalt  
& Pothole Repairs  
(labor and  
equipment)  
3/18/24 Board  
Approved -  
Professional  
Services Agreement

001-201-637

4

\$4,640.00

19026 1143

Open PO for Asphalt  
& Pothole Repairs  
(labor and  
equipment)  
3/18/24 Board  
Approved -  
Professional  
Services Agreement

001-201-637

4

\$4,640.00

19026 1144

Open PO for Asphalt  
& Pothole Repairs  
(labor and  
equipment)  
3/18/24 Board  
Approved -  
Professional  
Services Agreement

001-201-637

4

\$4,995.00

19026 1145

Open PO for Asphalt  
& Pothole Repairs  
(labor and  
equipment)  
3/18/24 Board  
Approved -  
Professional  
Services Agreement

001-201-637

4

\$4,730.00

99077 303 CUSTOM PRODUCTS CORP.

19052 INV21300

Brackets & Sign for  
Downtown

001-201-637

4

\$117.68

99084 2190 ENTERGY

365005344966

498 CROSSGATES

001-201-637

4

\$179.60

Report run by: vhwkins

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01/30/2025



City of Brandon  
Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                       |     | vhawkins     |                                                     |             |
|--------------------|---------|-----------------------|-----|--------------|-----------------------------------------------------|-------------|
| Check#             | Vendor# | Vendor Name           | PO# | Invoice#     | Description                                         | Acct Per.   |
| 99085              | 2245    | ENTERGY               |     | 130006839906 | BLVD<br>405 CROSSGATES<br>BLVD                      | 4           |
|                    |         |                       |     | 10019635696  | ENTERGY<br>COLLECTIVE BILL-                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$170.73    |
|                    |         |                       |     |              | 001-201-630                                         | \$26.23     |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$241.53    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$975.64    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$90.07     |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$157.49    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$55.52     |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$32,699.78 |
|                    |         |                       |     |              | 001-201-630                                         | \$220.36    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$306.57    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$463.86    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$145.52    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$58.46     |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$84.93     |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$75.46     |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$137.98    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$136.59    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$207.24    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$160.42    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$62.34     |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$168.08    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$107.90    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$123.09    |
|                    |         |                       |     |              | 001-201-630                                         | 4           |
|                    |         |                       |     |              | 001-201-630                                         | \$254.90    |
| 99093              | 860     | FLEETCOR TECHNOLOGIES |     | NP67785430   | ACCT #126876-<br>FUEL FOR WEEK<br>01/13/25-01/19/25 | 4           |
|                    |         |                       |     | NP67813574   | ACCT #126876-<br>FUEL FOR WEEK<br>01/20/25-01/26/25 | 4           |
|                    |         |                       |     |              | 001-201-625                                         | \$0.00      |



City of Brandon  
Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                              |     |                  | vhawkins                                                                                                                                                                                |                                           |             |                                     |
|--------------------|---------|------------------------------|-----|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------|-------------------------------------|
| Check#             | Vendor# | Vendor Name                  | PO# | Invoice#         | Description                                                                                                                                                                             | GL Acct#                                  | Acct Per.   | Detail Amount                       |
| 99095              | 144     | GILMORE BROS BUILDING SUPPLY |     | 143411           | CLEANING OUT<br>DITCH BEHIND<br>HOUSE ON STREET                                                                                                                                         | 001-201-637                               | 4           | \$5.50                              |
| 99115              | 12879   | MAGCOR INDUSTRIES            |     | 134058           | MAGCOR<br>INDUSTRIES<br>133476 P/R<br>REIMBURSEMENT<br>FOR WORK<br>RELEASE-12/26/24                                                                                                     | 001-201-604                               | 4           | \$5,332.65                          |
|                    |         |                              |     | 134066           | MAGCOR<br>INDUSTRIES<br>133476 P/R<br>REIMBURSEMENT<br>FOR WORK<br>RELEASE-1/09/25 &<br>01/23/25                                                                                        | 001-201-604                               | 4           | \$3,038.49                          |
| 99116              | 13964   | MCE LLC                      |     | 1005             | MEMBERSHIP FEE-<br>02/01/2025-<br>02/28/2025                                                                                                                                            | 001-201-604<br>001-201-695                | 4<br>4      | \$2,083.45<br>\$73.31               |
| 99120              | 2377    | MURPHY'S LAWN & LANDSCAPE    |     | 19077 17794      | Effectively select<br>prune, top, and thin<br>the row of crape<br>myrtles along west<br>side of Crossgates<br>Blvd to improve<br>visibility to overhead<br>signage. Haul off<br>debris. | 001-201-604                               | 4           | \$1,736.50                          |
| 99141              | 6085    | SOUTHERN TIRE MART, LLC      |     | 19102 2600198401 | VIN #1170 CAT<br>130G Motor Grader -<br>new tires - Qty: 4                                                                                                                              | 001-201-540                               | 4           | \$612.50                            |
| 99142              | 5896    | SPECIALTY TREE SERVICE, LLC  |     | 19110 172        | Cut & remove one<br>double Ash tree<br>along drainage<br>easement<br>Tree must be                                                                                                       | 001-201-540<br>001-201-540<br>001-201-637 | 4<br>4<br>4 | \$25.00<br>\$2,360.00<br>\$4,200.00 |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939  
Check# Vendor# Vendor Name

PO# Invoice#

Description GL Acct#

vhawkins  
Acct Per.

Detail Amount

|                                                                        |     |                                                        |             |   |            |             |
|------------------------------------------------------------------------|-----|--------------------------------------------------------|-------------|---|------------|-------------|
| 19106                                                                  | 173 | removed for storm<br>drain pipe repairs to<br>be made. | 001-201-637 | 4 | \$1,200.00 |             |
| Grind three stumps &<br>clean up debris in<br>median<br>Terraces Drive |     |                                                        |             |   |            |             |
| Total For Department                                                   |     |                                                        |             |   | 001-201    | \$92,608.17 |

|       |         |                      |       |             |                                                                                     |             |   |          |
|-------|---------|----------------------|-------|-------------|-------------------------------------------------------------------------------------|-------------|---|----------|
| Dept# | 001-220 |                      |       |             |                                                                                     |             |   |          |
| 99107 | 2791    | JANI KING OF JACKSON | 18952 | JAC01250440 | MOL-clean public<br>restrooms and green<br>room public<br>restrooms thru Jan<br>3rd | 001-220-648 | 4 | \$750.00 |

|       |       |                   |        |  |                                                                                     |             |   |             |
|-------|-------|-------------------|--------|--|-------------------------------------------------------------------------------------|-------------|---|-------------|
| 99115 | 12879 | MAGCOR INDUSTRIES | 134058 |  | MAGCOR<br>INDUSTRIES<br>133476 P/R<br>REIMBURSEMENT<br>FOR WORK<br>RELEASE-12/26/24 | 001-220-648 | 4 | \$40,099.01 |
|-------|-------|-------------------|--------|--|-------------------------------------------------------------------------------------|-------------|---|-------------|

|  |        |  |  |  |                                                                                                  |             |   |             |
|--|--------|--|--|--|--------------------------------------------------------------------------------------------------|-------------|---|-------------|
|  | 134066 |  |  |  | MAGCOR<br>INDUSTRIES<br>133476 P/R<br>REIMBURSEMENT<br>FOR WORK<br>RELEASE-1/09/25 &<br>01/23/25 | 001-220-648 | 4 | \$36,177.06 |
|--|--------|--|--|--|--------------------------------------------------------------------------------------------------|-------------|---|-------------|

|       |       |                              |        |  |                                |             |   |             |
|-------|-------|------------------------------|--------|--|--------------------------------|-------------|---|-------------|
| 99151 | 12065 | TRUSTMARK VISAMC - BUTCH LEE | 692185 |  | MOL - MAGCOR<br>MEALS 01/11/25 | 001-220-648 | 4 | \$14,915.57 |
|       |       |                              | 643302 |  | MOL - MAGCOR<br>MEALS 01/05/25 | 001-220-648 | 4 | \$112.67    |
|       |       |                              | 660070 |  | MOL - MAGCOR<br>MEALS 01/04/25 | 001-220-648 | 4 | \$152.28    |
|       |       |                              | 680251 |  | MOL - MAGCOR                   | 001-220-648 | 4 | \$152.28    |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                                      |       |                      | vhawkins                                                   |             |           |               |
|--------------------|---------|--------------------------------------|-------|----------------------|------------------------------------------------------------|-------------|-----------|---------------|
| Check#             | Vendor# | Vendor Name                          | PO#   | Invoice#             | Description                                                | GL Acct#    | Acct Per. | Detail Amount |
| 99153              | 14000   | TRUSTMARK VISA/MC - GEORGANNA KEENUM |       | 000810139786         | MEALS 01/03/25                                             | 001-220-648 | 4         | \$112.20      |
|                    |         |                                      |       | REBATE               | CREDIT CARD                                                | 001-220-648 | 4         | (\$10.82)     |
|                    |         |                                      |       | 630950               | MOL TEAR DOWN                                              | 001-220-648 | 4         | \$29.36       |
|                    |         |                                      |       |                      |                                                            |             |           |               |
| 99156              | 4935    | UNITED RENTALS (N.A.), INC.          | 18592 | 242993992-001        | Magic Of Lights Equipment Rental/Setup                     | 001-220-648 | 4         | \$2,929.20    |
|                    |         |                                      |       | Total For Department | 001-220                                                    |             |           | \$95,537.50   |
| Dept#              | 001-340 |                                      |       |                      |                                                            |             |           |               |
| 99093              | 860     | FLEETCOR TECHNOLOGIES                |       | NP67785430           | ACCT #126876-FUEL FOR WEEK 01/13/25-01/19/25               | 001-340-525 | 4         | \$131.23      |
|                    |         |                                      |       | NP67813574           | ACCT #126876-FUEL FOR WEEK 01/20/25-01/26/25               | 001-340-525 | 4         | \$255.35      |
| 99136              | 13279   | SAYLE OIL COMPANY INC                | 18783 | 833016               | Open PO for off-road diesel tank located on Marquette Road | 001-340-525 | 4         | \$1,055.71    |
|                    |         |                                      | 18783 | 833015               | Open PO for off-road diesel tank located on Marquette Road | 001-340-525 | 4         | \$1,389.10    |
|                    |         |                                      |       | Total For Department | 001-340                                                    |             |           | \$2,831.39    |
| Dept#              | 001-342 |                                      |       |                      |                                                            |             |           |               |
| 99085              | 2245    | ENTERGY                              |       | 10019635696          | ENTERGY COLLECTIVE BILL-                                   | 001-342-630 | 4         | \$83.10       |
|                    |         |                                      |       | Total For Department | 001-342                                                    |             |           | \$83.10       |





## City of Brandon

## Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939   |         |                                    |       |             |                                                       | vhawkins    |           |               |
|----------------------|---------|------------------------------------|-------|-------------|-------------------------------------------------------|-------------|-----------|---------------|
| Check#               | Vendor# | Vendor Name                        | PO#   | Invoice#    | Description                                           | GL Acct#    | Acct Per. | Detail Amount |
| Dept#                | 001-350 |                                    |       |             |                                                       |             |           |               |
| 99085                | 2245    | ENTERGY                            |       | 10019635696 | ENTERGY COLLECTIVE BILL-                              | 001-350-630 | 4         | \$3,707.31    |
| 99090                | 13383   | EXELL/MS BOTTLE WATER-ACCT #023270 | 18525 | 002098      | LIBRARY-EQUIPMENT RENTAL                              | 001-350-640 | 4         | \$11.00       |
|                      |         |                                    |       |             |                                                       | 001-350-640 | 4         | \$5.34        |
|                      |         |                                    | 18525 | 003972      | LIBRARY-EQUIPMENT RENTAL                              | 001-350-640 | 4         | \$11.00       |
| 99117                | 4566    | METRO BUILDING SERVICES, INC       | 19058 | 58327       | replace all existing restroom toilet seats, (8) units | 001-350-636 | 4         | \$1,183.00    |
| Total For Department |         |                                    |       | 001-350     |                                                       |             |           | \$4,917.65    |
| Dept#                | 001-351 |                                    |       |             |                                                       |             |           |               |
| 99158                | 11103   | VESTIS GROUP INC F/K/A ARAMARK     |       | 2780317674  | MOPS FOR CITY HALL AND SENIOR CENTER                  | 001-351-510 | 4         | \$45.94       |
|                      |         |                                    |       | 2780313827  | MOPS FOR CITY HALL AND SENIOR CENTER                  | 001-351-510 | 4         | \$45.94       |
| Total For Department |         |                                    |       | 001-351     |                                                       |             |           | \$91.88       |
| Fund Total           |         |                                    |       | 001         |                                                       |             |           | \$278,810.77  |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939  
Check# Vendor# Vendor Name PO# Invoice# Description GL Acct# vhawkins Acct Per. Detail Amount

|                      |         |                   |         |      |                                                                          |             |   |  |             |
|----------------------|---------|-------------------|---------|------|--------------------------------------------------------------------------|-------------|---|--|-------------|
| Dept#                | 002-100 |                   |         |      |                                                                          |             |   |  |             |
| 99113                | 12776   | LGT WRAP SHOP LLC | 18887   | 1384 | Wrap for new patrol cars and decal for motorcycle Board Approved 12/2/24 | 002-100-740 | 4 |  | \$7,800.00  |
|                      |         |                   |         |      | Unit 19-001 wrap                                                         | 002-100-740 | 4 |  | \$5,500.00  |
|                      |         |                   |         |      |                                                                          | 002-100-740 | 4 |  | \$600.00    |
| Total For Department |         |                   | 002-100 |      |                                                                          |             |   |  | \$13,900.00 |
| Fund Total           |         |                   | 002     |      |                                                                          |             |   |  | \$13,900.00 |



## City of Brandon

## Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

Check# Vendor# Vendor Name

PO# Invoice#

Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

Dept# 004-500

99057 10919 AMBIANCE LANDSCAPES, LLC

17727 17713

AMP - Landscaping  
Board Approved Prof  
Srv 4.15.24

4 \$3,217.49

99085 2245 ENTERGY 10019635696

ENTERGY  
COLLECTIVE BILL-  
AMP-EQUIPMENT 004-500-630 4 \$5,904.83

99091 786 EXELL/MS BOTTLE WATER-ACCT #029737 18523 004804

AMP-EQUIPMENT 004-500-640 4 \$11.00

99092 10308 EZ WHEELS INC 19109 19445

VIN #1476  
Amphitheater Kubota  
RTV - Preventative  
Maintenance: Filters  
& Oil 004-500-636 4 \$327.72

99093 860 FLEETCOR TECHNOLOGIES NP67785430

ACCT #126876-  
FUEL FOR WEEK 004-500-525 4 \$36.32

NP67813574

ACCT #126876-  
FUEL FOR WEEK 004-500-525 4 \$30.47

99097 1515 Gray Media Group, Inc

3671839-1  
3673929-1JON PARDI/WLBT 004-500-615 4 \$500.00  
DWIGHT 004-500-615 4 \$1,440.75  
YOAKAM/WLBT

99102 575 HOME DEPOT CREDIT SERVICES

3664852-1  
7542348JON PARDI/WLBT 004-500-615 4 \$1,122.00  
PAINT GRID AND 004-500-550 4 \$10.36  
CLEANING TOOL

3542683

HOSE 004-500-550 4 (\$0.21)  
ADAPTER/SPLITTE 004-500-720 4 \$21.96  
R TO ADD 2ND  
WASHER/DRYER IN  
LAUNDRY/STAFF  
CHECKIN

99114 9846 LIVE NATION WORLDWIDE INC

18518 01/23/25

MONTHLY 004-500-720 4 (\$0.44)  
004-500-600 4 \$20,000.00

Report run by: vhawkins

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01/30/2025



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

| Check# | Vendor# | Vendor Name                           | PO# | Invoice# | Description                                                                                                     | GL Acct#    | vhawkins<br>Acct Per. | Detail Amount |
|--------|---------|---------------------------------------|-----|----------|-----------------------------------------------------------------------------------------------------------------|-------------|-----------------------|---------------|
| 99115  | 12879   | MAGCOR INDUSTRIES                     |     | 134066   | BOOKING FEE<br>MAGCOR<br>INDUSTRIES<br>133476 P/R<br>REIMBURSEMENT<br>FOR WORK<br>RELEASE-1/09/25 &<br>01/23/25 | 004-500-604 | 4                     | \$1,704.64    |
| 99116  | 13964   | MCE LLC                               |     | 1005     | MEMBERSHIP FEE-<br>02/01/2025-<br>02/28/2025                                                                    | 004-500-695 | 4                     | \$73.31       |
| 99117  | 4566    | METRO BUILDING SERVICES, INC          |     | 58107    | emergency dining<br>room unit not heating                                                                       | 004-500-695 | 4                     | \$250.00      |
|        |         |                                       |     | 58081    | serv call diagnostic<br>and repair                                                                              | 004-500-636 | 4                     | \$534.63      |
| 99123  | 985     | POSTAGE BY PHONE                      |     | 01/23/25 | POSTAGE BY<br>PHONE                                                                                             | 004-500-691 | 4                     | \$295.89      |
| 99131  | 5874    | RED MOUNTAIN ENTERTAINMENT, INC.      |     | 12312024 | SPONSOR AND<br>BOX SEAT<br>COMMISSION                                                                           | 004-500-600 | 4                     | \$279.69      |
| 99137  | 1880    | SEFCO ELECTRICAL SUPPLY               |     | 19076    | purchase an<br>additional 10<br>emergency light<br>backup batteries to<br>replace failed<br>batteries.          | 004-500-636 | 4                     | \$222,582.20  |
| 99143  | 3699    | STAPLES CONTRACT & COMMERCIAL,<br>INC |     | 19057    | Office Supplies                                                                                                 | 004-500-500 | 4                     | \$2,685.70    |
|        |         | Total For Department                  |     | 004-500  |                                                                                                                 |             |                       | \$261,076.57  |

Fund Total

004

\$261,076.57



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

Check# Vendor# Vendor Name

PO#

Invoice#

Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

Dept# 100-000  
99069 8046 CITY OF PEARL

01/21/25

REIMBURSE CITY  
FOR GARBAGE  
COLLECTION FEES

100-000-290

4

\$37.54

Total For Department

100-000

\$37.54

Dept# 100-220

99067 1999 CINTAS CORPORATION NO 210  
99075 10569 CROSS COUNTRY GROCERY, INC

4218256723  
1021722

UNIFORMS  
INMATE MEALS  
01/23/25

100-220-535  
100-220-520

4  
4

\$9.86  
\$263.67

99093 860 FLEETCOR TECHNOLOGIES

NP67785430

ACCT #126876-  
FUEL FOR WEEK  
01/13/25-01/19/25

100-220-525

4

\$121.70

NP67813574

ACCT #126876-  
FUEL FOR WEEK  
01/20/25-01/26/25

100-220-525

4

\$311.68

99122 931 O'REILLY AUTO PARTS

19089

0994-197006

VIN #0390 2015  
Chevy Sanitation  
Van

100-220-635

4

\$9.56

99127 2583 RAMEY'S

000810142389  
000810142896  
000810142953  
000810143024  
000810143126  
000810143331

INMATE MEALS  
01/17/25  
INMATE MEALS  
01/21/25  
INMATE MEALS  
01/22/25  
INMATE MEALS  
01/23/25  
INMATE MEALS  
01/24/25  
INMATE MEALS  
01/27/25

100-220-520  
100-220-520  
100-220-520  
100-220-520  
100-220-520  
100-220-520  
100-220-520  
100-220-520  
100-220-540

4  
4  
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4  
4  
4  
4

\$35.47  
\$32.95  
\$16.79  
\$36.86  
\$32.88  
\$283.88



## City of Brandon

**Check Register by Department for Checks Dated 2/4/2025**

**Check Run #: 12939**

| Check Run #: 12939 |         |                                   |       |              |                                                                                  | vhawkins    |           | Detail Amount |
|--------------------|---------|-----------------------------------|-------|--------------|----------------------------------------------------------------------------------|-------------|-----------|---------------|
| Check#             | Vendor# | Vendor Name                       | PO#   | Invoice#     | Description                                                                      | GL Acct#    | Acct Per. |               |
| 99139              | 1851    | SONIC                             |       | 000810143393 | INMATE MEALS<br>01/28/25                                                         | 100-220-520 | 4         | \$24.34       |
|                    |         |                                   |       | 000810143488 | INMATE MEALS<br>1/29/25                                                          | 100-220-520 | 4         | \$26.34       |
|                    |         |                                   |       | CHK 132      | INMATE MEALS<br>01/22/25                                                         | 100-220-520 | 4         | \$273.36      |
| 99146              | 13733   | TASTE OF DETROIT RESTAURANT LLC   |       | CHK 148      | INMATE MEALS<br>01/29/25                                                         | 100-220-520 | 4         | \$253.30      |
|                    |         |                                   |       | 314834       | INMATE MEALS<br>01/17/25                                                         | 100-220-520 | 4         | \$330.00      |
|                    |         |                                   |       | 314835       | INMATE MEALS<br>01/24/25                                                         | 100-220-520 | 4         | \$330.00      |
| 99157              | 5787    | VACUUM TRUCK SALES & SERVICE, LLC | 19013 | 26601        | VIN #1711 2020<br>Kenworth T370 Leaf<br>Collector - part to<br>repair leaf truck | 100-220-636 | 4         | \$890.37      |
| 99159              | 8048    | WALTER L. HARVEY                  |       | 104          | INMATE MEALS<br>01/21/25                                                         | 100-220-520 | 4         | \$71.63       |
|                    |         |                                   |       |              | INMATE MEALS<br>01/28/25                                                         | 100-220-520 | 4         | \$320.00      |
|                    |         |                                   |       |              | Total For Department                                                             |             |           |               |
| Fund Total         |         |                                   |       | 100          |                                                                                  |             |           | \$4,207.18    |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939  
Check# Vendor# Vendor Name

PO# Invoice#

Description GL Acct#

vhawkins  
Acct Per.

Detail Amount

|       |         |                       |       |                                                                                                       |             |   |  |            |  |
|-------|---------|-----------------------|-------|-------------------------------------------------------------------------------------------------------|-------------|---|--|------------|--|
| Dept# | 314-600 |                       |       |                                                                                                       |             |   |  |            |  |
| 99058 | 1873    | BENCHMARK ENGINEERING | 26513 | HB1353/PROJECT<br>2024-08-<br>EASTGATE DRIVE<br>SIDEWALK HWY 80<br>TO BRIDGE                          | 314-600-702 | 4 |  | \$350.00   |  |
|       |         |                       | 26514 | HB1353/PROJECT2<br>024-01-2024<br>STREET OVERLAY<br>AND<br>IMPROVEMENT                                | 314-600-702 | 4 |  | \$8,793.00 |  |
|       |         |                       | 26516 | HB1353/PROJECT<br>2024-10- DRAINAGE<br>IMPROVEMENTS<br>@INTERSECTION<br>OF MORROW ST<br>AND ORR DRIVE | 314-600-702 | 4 |  | \$3,938.42 |  |
|       |         |                       | 26517 | SB2948/PROJECT<br>2024-19-DESIGN<br>OF PARKING LOT<br>AT SW CORNER FO<br>DINING ST &<br>POINDEXTER    | 314-600-717 | 4 |  | \$1,918.27 |  |
|       |         |                       | 26520 | HB603/PROJECT<br>2024-22-HWY 80<br>WATERLINE<br>IMPROV FROM<br>POST OFFICE TO<br>POLICE STATION       | 314-600-718 | 4 |  | \$3,147.50 |  |
|       |         |                       | 26524 | HB1353/PROJECT<br>2024-28 Design and<br>Const of Depot Dr.<br>off Old Lakeland<br>Drive               | 314-600-702 | 4 |  | \$3,200.00 |  |
|       |         |                       | 26526 | HB1353/PROJECT<br>2024-30 PHASE I<br>DRAINAGE                                                         | 314-600-702 | 4 |  | \$3,460.00 |  |



City of Brandon  
Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                                                                                                                            | vhawkins |          |               |
|--------------------|---------|----------------------------------------------------------------------------------------------------------------------------|----------|----------|---------------|
| Check#             | Vendor# | Vendor Name                                                                                                                | PO#      | Invoice# | Detail Amount |
|                    |         | IMPROVEMENTS IN<br>RAINTREE<br>SUBDIVISION<br>ALONG AFTON<br>DRIVE                                                         |          |          |               |
|                    |         | HB1353/PROJECT<br>2024-27-STORM<br>DRAIN INLET<br>REPAIR<br>THROUGHOUT<br>CITY OF BRANDON                                  |          | 26521    | \$550.00      |
|                    |         | HB1353/PROJECT2<br>020-05-STAKEOUT<br>AND<br>CONSTRUCTION<br>SERVICES FOR<br>CITY HALL<br>CONNECTOR RD                     |          | 26529    | \$270.00      |
|                    |         | SRLF&592 GRANT/<br>NEW WATER WELL<br>NEAR GRANTS<br>FERRY PRKW &<br>STRATFORD<br>SUBDIVISION-<br>CORNERSTONE<br>WATER WELL |          | 26530    | \$625.85      |
|                    |         | HB1353/PROJECT<br>2024-32- SURVEY &<br>LAYOUT OF<br>TAMBERLINE RD<br>EXT                                                   |          | 26531    | \$9,565.00    |
|                    |         | HB603/PROJECT<br>2021-21-Grants<br>Ferry Parkway Sewer<br>Extension Project<br>2021-21                                     |          | 26533    | \$480.00      |
|                    |         | HB603/PROJECT<br>2024-05-<br>REPLACEMENT OF<br>EXISTING FORCE                                                              |          | 26537    | \$456.52      |





City of Brandon  
Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939  
Check# Vendor# Vendor Name PO# Invoice# Description GL Acct# Acct Per. Detail Amount

|       |       |                             |  |  |                |                                                                                                                                                                    |             |   |              |
|-------|-------|-----------------------------|--|--|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---|--------------|
| 99083 | 13184 | DURACO CONSTRUCTION INC     |  |  | 26538          | MAIN ALONG HWY 18 NEAR HWY 468<br>SRLF&592<br>GRANT/PROJECT<br>2024-25- NEW<br>WATERLINE<br>ALONG GRANTS<br>FERRY PWY FOR<br>CORNERSTONE<br>WATER WELL AND<br>TANK | 314-600-701 | 4 | \$4,906.60   |
|       |       |                             |  |  | 26539          | HB603/PROJECT<br>2023-05-Burnham<br>Rd Proposed<br>Waterline From Tank<br>To The Commons<br>Project 2023-05                                                        | 314-600-718 | 4 | \$7,578.03   |
|       |       |                             |  |  | 26540          | HB603/PROJECT<br>2023-01-Sanitary<br>Sewer Rehabilitation<br>Lance/Martin/Eastha<br>ven Subdivision                                                                | 314-600-718 | 4 | \$1,443.45   |
| 99083 | 13184 | DURACO CONSTRUCTION INC     |  |  | PAY REQUEST #2 | HB1353/PAY<br>REQUEST #2-<br>PECAN CIRCLE<br>STORM DRAIN<br>IMPROVEMENTS                                                                                           | 314-600-702 | 4 | \$8,910.00   |
| 99088 | 13779 | EUBANK CONSTRUCTION COMPANY |  |  | PAY REQUEST #5 | PAY REQUEST #5-<br>CONSTRUCTION<br>SERVICES FOR<br>CITY OF BRANDON<br>HWY 18/468<br>SEWER FORCE<br>MAIN<br>REPLACEMENT<br>PROJECT                                  | 314-600-716 | 4 | \$117,311.54 |
| 99163 | 14126 | WOODWARD CONTRACTING, LLC   |  |  | PAY REQUEST #1 | HB1353-<br>WATERLINE<br>ALONG<br>TRUSTMARK BANK                                                                                                                    | 314-600-702 | 4 | \$55,917.00  |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939   |         |             |     |          |             | vhawkins |              |
|----------------------|---------|-------------|-----|----------|-------------|----------|--------------|
| Check#               | Vendor# | Vendor Name | PO# | Invoice# | Description | GL Acct# | Acct Per.    |
|                      |         |             |     |          | PROPERTY    |          |              |
| Total For Department |         |             |     |          | 314-600     |          | \$232,821.18 |
| Fund Total           |         |             |     |          | 314         |          | \$232,821.18 |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939  
Check# Vendor# Vendor Name PO# Invoice# Description GL Acct# Acct Per. Detail Amount

|       |         |                              |  |                |                                                |             |   |  |                |
|-------|---------|------------------------------|--|----------------|------------------------------------------------|-------------|---|--|----------------|
| Dept# | 400-600 |                              |  |                |                                                |             |   |  |                |
| 99099 | 4297    | GRINER DRILLING SERVICE, INC |  | PAY REQUEST #2 | City of Brandon Cornerstone Water Well Project | 400-600-703 | 4 |  | \$1,242,456.65 |

|                      |         |  |  |  |  |  |  |  |                |
|----------------------|---------|--|--|--|--|--|--|--|----------------|
| Total For Department | 400-600 |  |  |  |  |  |  |  | \$1,242,456.65 |
|----------------------|---------|--|--|--|--|--|--|--|----------------|

|       |         |                                    |       |            |                                            |             |   |  |            |
|-------|---------|------------------------------------|-------|------------|--------------------------------------------|-------------|---|--|------------|
| Dept# | 400-670 |                                    |       |            |                                            |             |   |  |            |
| 99103 | 2567    | INSURANCE MART                     |       | 424814     | SURETY BOND-LORI SARVER-25/26              | 400-670-601 | 4 |  | \$175.00   |
|       |         |                                    |       | 424815     | SURETY BOND-MARY LISA GRAYER-25/26         | 400-670-601 | 4 |  | \$175.00   |
| 99105 | 623     | JACKSON PAPER COMPANY              | 19080 | 757596     | Copy Paper                                 | 400-670-500 | 4 |  | \$183.00   |
| 99116 | 13964   | MCE LLC                            |       | 1005       | MEMBERSHIP FEE-02/01/2025-02/28/2025       | 400-670-695 | 4 |  | \$171.05   |
| 99123 | 985     | POSTAGE BY PHONE                   |       | 01/23/25   | POSTAGE BY PHONE                           | 400-670-691 | 4 |  | \$14.96    |
| 99124 | 5042    | PROFESSIONAL MAIL SERVICES, INC.   | 18529 | EPI000184  | WATER BILL POSTAGE                         | 400-670-691 | 4 |  | \$5,250.00 |
| 99125 | 5042    | PROFESSIONAL MAIL SERVICES, INC.   | 18530 | 93329      | WATER BILL PROCESSING FEE-B/A 3/2015       | 400-670-620 |   |  | \$1,134.19 |
| 99126 | 9654    | PROTEL, INC                        | 19030 | 250100254  | Call Center December 2024 - September 2025 | 400-670-600 | 4 |  | \$3,116.50 |
| 99143 | 3699    | STAPLES CONTRACT & COMMERCIAL, INC | 19057 | 6021826693 | Office Supplies                            | 400-670-500 | 4 |  | \$17.49    |
|       |         |                                    | 19057 | 6021826696 | Office Supplies                            | 400-670-500 | 4 |  | \$23.89    |
|       |         |                                    |       |            |                                            | 400-670-500 | 4 |  | \$3.92     |



City of Brandon  
Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939  
Check# Vendor# Vendor Name

PO# Invoice# Description GL Acct# vhawkins  
Acct Per.

Detail Amount

|                      |            |                 |             |   |             |
|----------------------|------------|-----------------|-------------|---|-------------|
| 19057                | 6022245559 | Office Supplies | 400-670-500 | 4 | \$39.76     |
|                      |            |                 | 400-670-500 | 4 | \$198.90    |
|                      |            |                 | 400-670-500 | 4 | \$17.80     |
|                      |            |                 | 400-670-500 | 4 | \$16.09     |
|                      |            |                 | 400-670-500 | 4 | \$9.24      |
|                      |            |                 | 400-670-500 | 4 | \$12.26     |
|                      |            |                 | 400-670-500 | 4 | \$116.07    |
| Total For Department |            |                 | 400-670     |   | \$10,675.12 |

| Dept# |      | 400-673               |       |                                                                                                       |             |   |            |  |
|-------|------|-----------------------|-------|-------------------------------------------------------------------------------------------------------|-------------|---|------------|--|
| 99058 | 1873 | BENCHMARK ENGINEERING |       |                                                                                                       |             |   |            |  |
|       |      |                       | 26515 | GLS DATA<br>UPKEEPING,<br>UPDATING AND<br>MAPPING                                                     | 400-673-607 | 4 | \$540.00   |  |
|       |      |                       | 26518 | WPCRLF<br>FACILITIES-PLAN<br>UPDATE 2025                                                              | 400-673-607 | 4 | \$2,780.00 |  |
|       |      |                       | 26519 | DWSIRLF<br>FACILITIES PLAN<br>2025                                                                    | 400-673-607 | 4 | \$75.65    |  |
|       |      |                       | 26522 | HYDRAULIC<br>MODEL-CITY OF<br>BRANDON WATER<br>DISTRIBUTION<br>SYSTEM                                 | 400-673-607 | 4 | \$2,030.00 |  |
|       |      |                       | 26528 | GENERAL<br>SERVICES-CITY<br>OF BRANDON                                                                | 400-673-607 | 4 | \$2,345.00 |  |
|       |      |                       | 26532 | DESIGN<br>WATERLINE<br>RELOCATION FOR<br>US HWY 80 BRIDGE<br>REPLACEMENT<br>OVER KCS<br>RAILROAD NEAR | 400-673-607 | 4 | \$480.00   |  |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

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Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

|       |      |                                      |       |                    |                                                                                                                  |             |   |            |
|-------|------|--------------------------------------|-------|--------------------|------------------------------------------------------------------------------------------------------------------|-------------|---|------------|
| 99059 | 127  | BLOSSMAN GAS, INC.                   | 18579 | 30375998           | VALUE ROAD<br>Propane for Cily<br>Shop<br>October 2024 -<br>September 2025                                       | 400-673-525 | 4 | \$2,334.19 |
| 99067 | 1999 | CINTAS CORPORATION NO 210            |       | 4218256723         | UNIFORMS                                                                                                         | 400-673-535 | 4 | \$4.51     |
| 99073 | 274  | CONSOLIDATED PIPE & SUPPLY CO., INC. |       | MS0047670          | WO # 54699 6100<br>OLD BRANDON RD<br>PEACHTREE<br>VILLAGE ASSISTED<br>LIVING REPAIR<br>CUT OFF VALVE<br>ON METER | 400-673-535 | 4 | \$12.30    |
|       |      |                                      |       | MS0047692          | WO# 55997 113 &<br>115 WEST SUNSET<br>DRIVE PARTS TO<br>INSTALL WATER<br>TAP                                     | 400-673-637 | 4 | \$546.00   |
| 99074 | 2442 | CORE & MAIN, LP                      | 18975 | W178594<br>V886565 | Stock at Shop<br>PARTS FOR<br>WORKING ON<br>WATER METERS                                                         | 400-673-550 | 4 | \$170.00   |
| 99078 | 2183 | D&S SALES                            | 19033 | 38309              | Public Works Field<br>Staff - disposable<br>suits for water &<br>sewer work                                      | 400-673-535 | 4 | \$236.25   |
| 99079 | 311  | DARRELL'S AUTO ELECTRIC              | 19051 | 105559             | VIN #5849 2007 Ford<br>F350 - replace<br>cylinder 5 injector<br>and valve cover<br>gasket                        | 400-673-535 | 4 | \$229.80   |
|       |      |                                      |       |                    | VIN #5849 2007 Ford<br>F350 - replace<br>cylinder 5 injector<br>and valve cover                                  | 400-673-535 | 4 | \$205.35   |
|       |      |                                      |       |                    | VIN #5849 2007 Ford<br>F350 - replace<br>cylinder 5 injector<br>and valve cover                                  | 400-673-635 | 4 | \$1,039.11 |
|       |      |                                      |       |                    | VIN #5849 2007 Ford<br>F350 - replace<br>cylinder 5 injector<br>and valve cover                                  | 400-673-635 | 4 | \$694.15   |



City of Brandon

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Description

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vhawkins  
Acct Per.

Detail Amount

|       |      |         |  |              |                                              |             |   |            |
|-------|------|---------|--|--------------|----------------------------------------------|-------------|---|------------|
| 99084 | 2190 | ENTERGY |  | 375005243450 | gasket<br>311 OLD LAKE LAND<br>DR WATER TANK | 400-673-630 | 4 | \$73.05    |
| 99085 | 2245 | ENTERGY |  | 10019635696  | ENTERGY<br>COLLECTIVE BILL-                  | 400-673-630 | 4 | \$2,348.95 |

|       |       |                                   |       |        |                          |             |            |         |
|-------|-------|-----------------------------------|-------|--------|--------------------------|-------------|------------|---------|
|       |       |                                   |       |        | 400-673-630              | 4           | \$4,117.15 |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$3,639.07 |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$2,205.03 |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$810.76   |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$291.75   |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$5,264.11 |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$13.81    |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$115.71   |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$4,750.37 |         |
|       |       |                                   |       |        | 400-673-630              | 4           | \$55.52    |         |
| 99089 | 13384 | EXELLMS BOTTLE WATER-ACCT #018566 | 18524 | 003862 | SHOP-EQUIPMENT<br>RENTAL | 400-673-640 | 4          | \$11.00 |

|       |     |                       |  |            |                                                     |             |   |            |
|-------|-----|-----------------------|--|------------|-----------------------------------------------------|-------------|---|------------|
|       |     |                       |  | 002113     | 5 gal drinking water                                | 400-673-640 | 4 | \$76.04    |
| 99093 | 860 | FLEETCOR TECHNOLOGIES |  | NP67785430 | ACCT #126876-<br>FUEL FOR WEEK<br>01/13/25-01/19/25 | 400-673-525 | 4 | \$1,088.18 |

|       |      |                      |  |            |                                                     |             |   |          |
|-------|------|----------------------|--|------------|-----------------------------------------------------|-------------|---|----------|
|       |      |                      |  | NP67813574 | ACCT #126876-<br>FUEL FOR WEEK<br>01/20/25-01/26/25 | 400-673-525 | 4 | \$407.33 |
| 99108 | 2743 | JEFCOAT FENCE CO INC |  | AC38896    | REPAIR OF GATE<br>BEHIND BRANDON<br>HOSPITAL        | 400-673-636 | 4 | \$155.00 |

|       |       |                   |  |        |                                                                                                  |             |   |          |
|-------|-------|-------------------|--|--------|--------------------------------------------------------------------------------------------------|-------------|---|----------|
| 99115 | 12879 | MAGCOR INDUSTRIES |  | 134066 | MAGCOR<br>INDUSTRIES<br>133476 P/R<br>REIMBURSEMENT<br>FOR WORK<br>RELEASE-1/09/25 &<br>01/23/25 | 400-673-604 | 4 | \$378.80 |
|-------|-------|-------------------|--|--------|--------------------------------------------------------------------------------------------------|-------------|---|----------|

99116 13964 MCE LLC

1005

MEMBERSHIP FEE-

4

\$268.80



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

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Check# Vendor# Vendor Name

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Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

|       |       |                               |          |           |                                                                                                                                                                                                                                                         |                            |        |                     |
|-------|-------|-------------------------------|----------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------|---------------------|
| 99118 | 10037 | MIDWEST MOTOR SUPPLY CO. INC. | 19042    | 102934112 | 02/01/2025-<br>02/28/2025<br>Stock at Shop - 9"<br>Reciprocating Saw<br>Blades (Item<br>#831827)<br>Shop Supplies - 1)<br>First Aid Cabinet:<br>Antibiotic Ointment<br>Packets, Alcohol<br>Wipes & Ibuprofen<br>Tablets; 2) Items for<br>Nuts/Bolts Bin | 400-673-550                | 4      | \$143.70            |
| 99121 | 7173  | NJ FARMS INC                  | 19054    | 0320      | WO# 56384<br>Sidewalk and Inlet<br>Wall Repairs<br>corner of Felicity<br>Street & Hwy 80<br>due to Water Leak<br>Repair - occurred on<br>12/24/2024                                                                                                     | 400-673-637                | 4      | \$3,850.00          |
| 99123 | 985   | POSTAGE BY PHONE              | 01/23/25 |           | POSTAGE BY<br>PHONE                                                                                                                                                                                                                                     | 400-673-691                | 4      | \$1.07              |
| 99128 | 1015  | RANKIN COUNTY COOPERATIVE     | 19046    | 1176731   | Prep for Ice / Snow                                                                                                                                                                                                                                     | 400-673-550                | 4      | \$100.00            |
|       |       |                               |          |           |                                                                                                                                                                                                                                                         | 400-673-550                | 4      | \$18.95             |
|       |       |                               |          |           |                                                                                                                                                                                                                                                         | 400-673-550                | 4      | \$45.98             |
|       |       |                               |          |           |                                                                                                                                                                                                                                                         | 400-673-550                | 4      | \$16.45             |
| 99130 | 9506  | RED BUD SUPPLY, INC           | 19045    | 190012    | Gloves for PW Field<br>Staff                                                                                                                                                                                                                            | 400-673-535                | 4      | \$196.80            |
| 99132 | 1048  | REVELL HARDWARE               | 19096    | 850986    | 1) Stock at Shop -<br>grinder wheels (2<br>types)                                                                                                                                                                                                       | 400-673-535<br>400-673-550 | 4<br>4 | \$392.68<br>\$56.25 |



**City of Brandon**

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**Check Run #: 12939**

| Check# | Vendor# | Vendor Name |
|--------|---------|-------------|
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|------------|-----------------|
| <b>PO#</b> | <b>Invoice#</b> |
|------------|-----------------|

### Description

GL Acct#

**vhawkins**  
**Acct Per.**

**Acct Per.****Detail Amount**

2) Welding supplies  
Clamps and Tip  
cleaners for torches  
3) Pressure gauges  
for air & acetylene  
tanks

|       |       |                |             |   |          |
|-------|-------|----------------|-------------|---|----------|
| 19094 | 19094 | Ingersoll Rand | 400-673-550 | 4 | \$38.80  |
|       |       |                | 400-673-550 | 4 | \$11.25  |
|       |       |                | 400-673-550 | 4 | \$77.26  |
|       |       |                | 400-673-550 | 4 | \$8.93   |
|       |       |                | 400-673-550 | 4 | \$8.93   |
|       |       |                | 400-673-550 | 4 | \$8.93   |
|       |       |                | 400-673-550 | 4 | \$8.93   |
|       |       |                | 400-673-550 | 4 | \$8.93   |
|       |       |                | 400-673-636 | 4 | \$144.00 |

Ingersoll Rand  
CBV333527 Air  
Compressor (at City  
Shop)

|       |      |                                |        |               |                 |             |            |
|-------|------|--------------------------------|--------|---------------|-----------------|-------------|------------|
| 99134 | 3974 | SAMPLE HICKS & ASSOCIATES INC  | 0125-5 | DWISIRLF-LOAN | 400-673-607     | 4           | \$5,000.00 |
| 99143 | 3699 | STAPLES CONTRACT & COMMERCIAL, | 19057  | 6021826696    | Office Supplies | 400-673-500 | 4          |
|       |      |                                |        |               |                 |             | \$238.89   |

|       |       |         |     |               |             |   |             |
|-------|-------|---------|-----|---------------|-------------|---|-------------|
| 89155 | 13577 | TWS LLC | 125 | REBUILD HYDRO | 400-673-604 | 4 | \$13,916.04 |
|-------|-------|---------|-----|---------------|-------------|---|-------------|

REBUILD HYDRO  
EJECTOR/NEW  
WELL  
MEETING/PULL  
BOL/WATER  
SAMPLES/REWRAP  
WELLS FOR  
COLD/INSPECTION  
S/ETC.

|       |      |                    |       |        |                                       |             |   |            |
|-------|------|--------------------|-------|--------|---------------------------------------|-------------|---|------------|
| 99161 | 4342 | WARREN PAVING, INC | 19103 | 102074 | Stock at Shop - 610<br>Slog - 95 Tons | 400-673-550 | 4 | \$4,948.65 |
|-------|------|--------------------|-------|--------|---------------------------------------|-------------|---|------------|

|                             |                |                    |
|-----------------------------|----------------|--------------------|
| <b>Total For Department</b> | <b>400-673</b> | <b>\$70,303.70</b> |
|-----------------------------|----------------|--------------------|





City of Brandon

Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                           |     |              |                                                                                                               | vhawkins    |           |               |
|--------------------|---------|---------------------------|-----|--------------|---------------------------------------------------------------------------------------------------------------|-------------|-----------|---------------|
| Check#             | Vendor# | Vendor Name               | PO# | Invoice#     | Description                                                                                                   | GL Acct#    | Acct Per. | Detail Amount |
| Dept#              | 400-680 |                           |     |              |                                                                                                               |             |           |               |
| 99058              | 1873    | BENCHMARK ENGINEERING     |     | 26512        | PROJECT 2023-09<br>SEWER LINE<br>DESIGN ALONG<br>HWY 471 NEAR<br>DOLLAR GENERAL<br>AND MAX NALDER<br>PROPERTY | 400-680-607 | 4         | \$442.24      |
|                    |         |                           |     | 26528        | GENERAL<br>SERVICES- CITY<br>OF BRANDON                                                                       | 400-680-607 | 4         | \$495.00      |
| 99067              | 1999    | CINTAS CORPORATION NO 210 |     | 4218165092   | MATS/AMPHITEATE<br>R                                                                                          | 400-680-535 | 4         | \$325.00      |
|                    |         |                           |     | 4218885166   | MATS/AMPHITEATE<br>R                                                                                          | 400-680-535 | 4         | \$325.00      |
|                    |         |                           |     | 4218256723   | UNIFORMS                                                                                                      | 400-680-535 | 4         | \$5.73        |
|                    |         |                           |     |              |                                                                                                               | 400-680-535 | 4         | \$7.60        |
|                    |         |                           |     |              |                                                                                                               | 400-680-535 | 4         | \$6.39        |
|                    |         |                           |     |              |                                                                                                               | 400-680-535 | 4         | \$8.26        |
| 99084              | 2190    | ENTERGY                   |     | 340004412055 | CORNERSTONE DR<br>& GRANTS FERRY                                                                              | 400-680-630 | 4         | \$155.90      |
| 99085              | 2245    | ENTERGY                   |     | 10019635696  | ENTERGY<br>COLLECTIVE BILL-                                                                                   | 400-680-630 | 4         | \$95.56       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$27.26       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$25.57       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$27.05       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$13.36       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$40.17       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$89.42       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$14.86       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$16.31       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$45.13       |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$251.07      |
|                    |         |                           |     |              |                                                                                                               | 400-680-630 | 4         | \$64.95       |



## City of Brandon

## Check Register by Department for Checks Dated 2/4/2025

Check Run #: 12939

Check# Vendor# Vendor Name

PO# Invoice#

Description

GL Acct#

vhawkins  
Acct Per.

Detail Amount

|       |       |                        |       |            |                                                                                    |             |   |            |
|-------|-------|------------------------|-------|------------|------------------------------------------------------------------------------------|-------------|---|------------|
| 99092 | 10308 | EZ WHEELS INC          | 19092 | 19444      | VIN #7089 Kubota<br>RTV-X900WL -<br>Preventative<br>Maintenance - Filters<br>& Oil | 400-680-630 | 4 | \$15.32    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$127.49   |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$13.75    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$12.91    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$12.75    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$75.49    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$13.54    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$12.75    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$47.94    |
|       |       |                        |       |            |                                                                                    | 400-680-630 | 4 | \$14.91    |
|       |       |                        |       |            |                                                                                    | 400-680-636 | 4 | \$327.41   |
| 99093 | 860   | FLEETCOR TECHNOLOGIES  |       | NP67785430 | ACCT #126876-<br>FUEL FOR WEEK<br>01/13/25-01/19/25                                | 400-680-525 | 4 | \$370.24   |
|       |       |                        |       | NP67813574 | ACCT #126876-<br>FUEL FOR WEEK<br>01/20/25-01/26/25                                | 400-680-525 | 4 | \$338.72   |
| 99096 | 10830 | GOLDSTAR PRODUCTS INC. | 19024 | 0081235-in | Stock at Shop -<br>sewer solvent for<br>grease                                     | 400-680-550 | 4 | \$4,997.00 |
| 99100 | 5991  | HARVEY SERVICES INC    |       | 7348       | LIFE STATION<br>REPAIR TANK<br>TAYLOR<br>CONTRACTED<br>HARVEY SERVICES             | 400-680-637 | 4 | \$775.00   |
|       |       |                        |       | 7349       | WO# 56667 150<br>JEWELL DRIVE<br>GRINDER PUMP<br>REPAIR                            | 400-680-636 | 4 | \$575.00   |
|       |       |                        |       | 7350       | WO# 56659<br>GRINDER PUMP<br>143                                                   | 400-680-636 | 4 | \$750.00   |



City of Brandon  
Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                                                                                      | vhawkins |             |               |
|--------------------|---------|--------------------------------------------------------------------------------------|----------|-------------|---------------|
| Check#             | Vendor# | Vendor Name                                                                          | PO#      | Invoice#    | Detail Amount |
|                    |         |                                                                                      |          |             |               |
|                    |         |                                                                                      |          | 7355        | \$1,025.00    |
|                    |         | TRICKHAMBRIDGE COVE                                                                  |          |             |               |
|                    |         | WO#56748 SHELBY CR LIFT STATION NOT WORKING ON AUTOMATIC - REPAIRD CONTROL PANEL     |          |             |               |
|                    |         | WO#56771 LABOR ONLY-GRINDER PUMP COB PROVIDED PUMP PANEL AND FLOAT 3194 LOUIS WILSON |          |             |               |
|                    |         |                                                                                      |          | 400-680-636 | \$750.00      |
|                    |         |                                                                                      |          | 4           |               |
|                    |         | rebuild both pumps in lift station & replace soft start                              |          |             |               |
|                    |         |                                                                                      |          | 400-680-637 | \$24,814.88   |
|                    |         |                                                                                      |          | 4           |               |
|                    |         | trailer mounted bypass pump rental 12/14/2024 - 1/11/2025                            |          |             |               |
|                    |         |                                                                                      |          | 400-680-637 | \$2,093.55    |
|                    |         |                                                                                      |          | 4           |               |
|                    |         | trailer mounted bypass pump rental 12/14/2024 - 1/11/2025                            |          |             |               |
|                    |         |                                                                                      |          | 400-680-637 | \$4,160.45    |
|                    |         |                                                                                      |          | 4           |               |
|                    |         | WORK ORDER 55082-Hunters Woods Sewer Point Repairs - Group 3 of 6                    |          |             |               |
|                    |         | Board approved to proceed with repairs - 7/15/2024.                                  |          |             |               |
|                    |         |                                                                                      |          | 400-680-637 | \$18,054.09   |
|                    |         |                                                                                      |          | 4           |               |
|                    |         | WORK ORDER 55079-Hunters Woods Sewer Point Repairs - Group 3 of 6                    |          |             |               |
|                    |         |                                                                                      |          | 400-680-637 | \$9,823.00    |
|                    |         |                                                                                      |          | 4           |               |



City of Brandon  
Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939 |         |                    |     |                 |                                                                                                                                                                         |             |                       |               |  |  |
|--------------------|---------|--------------------|-----|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----------------------|---------------|--|--|
| Check#             | Vendor# | Vendor Name        | PO# | Invoice#        | Description                                                                                                                                                             | GL Acct#    | vhawkins<br>Acct Per. | Detail Amount |  |  |
|                    |         |                    |     | H24192-01-55078 | proceed with repairs - 7/15/2024.<br>WORK ORDER<br>55078-WHunters<br>Woods Sewer Point<br>Repairs - Group 3 of 6<br>Board Approved to proceed with repairs - 7/15/2024. | 400-680-637 | 4                     | \$10,093.50   |  |  |
|                    |         |                    |     | H24192-01-55077 | WORK ORDER<br>55077-Hunters<br>Woods Sewer Point<br>Repairs - Group 3 of 6<br>Board Approve                                                                             | 400-680-637 | 4                     | \$8,925.95    |  |  |
|                    |         |                    |     | H24192-01-55084 | WORK ORDER<br>55084-Hunters<br>Woods Sewer Point<br>Repairs - Group 3 of 6<br>Board approved to proceed with repairs - 7/15/2024                                        | 400-680-637 | 4                     | \$11,617.00   |  |  |
|                    |         |                    |     | 55083           | WORK ORDER<br>55083-Hunters<br>Woods Sewer Repair<br>Project Group 3 of 6<br>Board approved to proceed with repairs - 7/15/2024                                         | 400-680-637 | 4                     | \$13,797.00   |  |  |
| 99116              | 13964   | MCE LLC            |     | 1005            | MEMBERSHIP FEE- 02/01/2025-02/28/2025                                                                                                                                   | 400-680-695 | 4                     | \$97.74       |  |  |
| 99129              | 1028    | RANKIN COUNTY NEWS |     | 249344          | 68 PUBLIC HEARING<br>PROPOSED<br>REHAB- SANITARY<br>SEWER LINES IN<br>CROSSGATES SUB                                                                                    | 400-680-615 | 4                     | \$27.60       |  |  |



City of Brandon

Check Register by Department for Checks Dated 2/4/2025

| Check Run #: 12939   |         |             |     |          | vhawkins    |          |           |                |
|----------------------|---------|-------------|-----|----------|-------------|----------|-----------|----------------|
| Check#               | Vendor# | Vendor Name | PO# | Invoice# | Description | GL Acct# | Acct Per. | Detail Amount  |
| Total For Department |         |             |     | 400-680  |             |          |           | \$116,241.81   |
| Fund Total           |         |             |     | 400      |             |          |           | \$1,439,677.28 |
| Grand Total          |         |             |     |          |             |          |           | \$2,230,492.98 |



# City of Brandon

## Check Processing Confirmation

| Check Run ID                   | Check Date | Beg. Check # | Bank Fund | Bank                                       | User     |
|--------------------------------|------------|--------------|-----------|--------------------------------------------|----------|
| 12938                          | 1/27/2025  | 99055        | 098       | Community Bank - Payables Clearing Account | vhawkins |
| Check Run Updated Successfully |            |              |           | Count of Checks                            | 1        |
|                                |            |              |           | Total Amount of Checks                     | \$782.71 |

**CITY OF BRANDON**  
**02/03/2025 Voided Claims**

2540  
1/27/2025

**Reliance Standard**  
CHECK 0099017 was voided  
remit address has been changed  
Will Re-Issue check on 01/27/25 manual check # 099055

\$782.71  
\$782.71



City of Brandon  
Manual Check Batch #: 5565  
Fiscal Year 2024 - 2025 4 - Jan

| Vendor #      | Name                  | PO # | Invoice #  | Inv Date         | Due Date    | Invoice Amount    | Sequence #         |
|---------------|-----------------------|------|------------|------------------|-------------|-------------------|--------------------|
| GL Account #  | Account Description   | Tax  | 1099       | Sales Tax Amount | Liq. Amount | Detail Amount     | Detail Description |
| Check # 10092 | Check Date: 1/17/2025 |      |            |                  |             |                   |                    |
| 839           | DEPARTMENT OF REVENUE |      | 01/17/2025 | 1/17/2025        | 1/17/2025   | \$4,688.31        | 100                |
| 400-000-120   | SALES TAX PAYABLE     | N    |            |                  |             | \$0.00            | SALES TAX          |
| 400-000-380   | TRANSFERS             | N    |            |                  |             | \$0.00            | SALES TAX          |
|               |                       |      |            |                  |             | Invoice Total     |                    |
|               |                       |      |            |                  |             | \$0.00            | \$4,688.31         |
|               |                       |      |            |                  |             | Total for Check # |                    |
|               |                       |      |            |                  |             | 10092             | \$4,688.31         |
|               |                       |      |            |                  |             | Total for fund    |                    |
|               |                       |      |            |                  |             | 400               | \$0.00             |
|               |                       |      |            |                  |             | Total for batch   |                    |
|               |                       |      |            |                  |             | 5565              | \$0.00             |
|               |                       |      |            |                  |             |                   | \$4,688.31         |





**CITY OF BRANDON**  
**02/03/2025 Voided Claims**

5874

**Live Nation Worldwide, INC**

\$222,582.20

1/31/2025

Check 099131 voided

**\$222,582.20**

remit address was changed

reissued 01/31/2025 to correct remit address



BRANDON  
MISSISSIPPI

# City of Brandon

## Check Processing Confirmation

| Check Run ID                   | Check Date | Beg. Check #    | Bank Fund | Bank                                       | Use          |
|--------------------------------|------------|-----------------|-----------|--------------------------------------------|--------------|
| 12940                          | 1/31/2025  | 99164           | 098       | Community Bank - Payables Clearing Account | vhawk        |
| Check Run Updated Successfully |            | Count of Checks | 1         | Total Amount of Checks                     | \$222,582.20 |

**2/7/2025**

| Invoice Date | Date Released | Check Seq. # | Invoice Amount | Disbursed Amount | Expenditure Description |
|--------------|---------------|--------------|----------------|------------------|-------------------------|
| 1/10/2025    | 1/23/2025     | 24518        | \$28,614.76    | \$28,614.76      | RX Benefits             |
| 1/15/2025    | 1/23/2025     | 24520        | \$33,635.77    | \$33,635.77      | Admin Jan               |
| 1/23/2025    | 1/23/2025     | 24521-24579  | \$28,241.26    | \$28,241.26      | Medical Claims          |
| 1/15/2025    | 1/28/2025     | 24519        | \$374,162.91   | \$374,162.91     | Medical Claims          |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              |                |                  |                         |
|              |               |              | \$464,654.70   | \$464,654.70     |                         |

|    |            |
|----|------------|
| \$ | 473,216.88 |
|----|------------|

*Board Approval Procedure - Statement should be submitted to Board for Approval at the next scheduled meeting*

# Memo

**To:** Mayor and Board of Aldermen

**From:** Niki Jobe

**Date:** 1/24/2025

**Re: Request for Approval of January 2025 Electronic Fund Transfers**

|                                             | <u>Date</u>      | <u>Amount</u>       |
|---------------------------------------------|------------------|---------------------|
| January 2025 Deferred Compensation Transfer | <u>1/10/2025</u> | <u>\$1,645.00</u>   |
|                                             | <u>1/24/2025</u> | <u>\$1,645.00</u>   |
| January 2025 Retirement Transfer            | <u>1/24/2025</u> | <u>\$223,682.29</u> |
| January 2025 Federal Tax Transfers          | <u>1/10/2025</u> | <u>\$107,884.34</u> |
|                                             | <u>1/24/2025</u> | <u>\$87,917.96</u>  |
| January 2025 MS State Tax Commission        | <u>1/10/2025</u> | <u>\$13,626.00</u>  |
|                                             | <u>1/24/2025</u> | <u>\$10,230.00</u>  |



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## MEMORANDUM

---

**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** FELICITY STREET SIDEWALK IMPROVEMENTS PROJECT  
PERMISSION TO DEVELOP PLANS & ADVERTISE FOR BID

---

Asking for your permission to develop plans & advertise for bid the Felicity Street Sidewalk Improvements Project.

The Felicity Street Sidewalk Improvements Project will allow for reconstruction of the existing sidewalk on the West side of Felicity Street.

Thank you for your consideration in this matter. Please let me know if you have any questions.

**ATTACHMENTS:**

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## MEMORANDUM

---

**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** WEST SUNSET DRIVE WATERLINE REPLACEMENT PROJECT  
PERMISSION TO DEVELOP PLANS & ADVERTISE FOR BID

---

Asking for your permission to develop plans & advertise for bid the West Sunset Drive Waterline Replacement Project.

The West Sunset Drive Waterline Replacement Project will allow for the replacement of the existing waterline along West Sunset Drive from South College Street to the Overby Street area.

Thank you for your consideration in this matter. Please let me know if you have any questions.

**ATTACHMENTS:**

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## MEMORANDUM

---

**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** CENTREPOINTE LIFT STATION  
EMERGENCY REPAIR DECLARATION & INVOICE APPROVALS

---

Asking for your consideration to declare an emergency the repairs to the CentrepoinTE Lift Station, approve the following invoices related to the emergency repairs, and authorize payment of the same.

1. Harvey Services, Inc. – invoice #7359 - \$24,814.88 – rebuild both pumps in lift station & replace soft start
2. Hydra Services, Inc. – invoice #184885 - \$4,160.45 – trailer mounted bypass pump rental 12/14/2024 – 1/11/2025
3. Hydra Services, Inc. – invoice #185184 - \$2,093.55 – trailer mounted bypass pump rental 1/12/2025 – 1/20/2025 (final return quantities)

On December 12, 2024, the CentrepoinTE Lift Station quit working properly causing sewer overflow at the location. Upon inspection by the City of Brandon, it was discovered that both pumps at the lift station were not working. Harvey Services, Inc. was contacted to pull the pumps. Harvey Services, Inc. rebuilt both pumps and installed a new soft start at the lift station. During this timeframe, a bypass pump was required to keep the lift station pumped down and prevent further sewer overflow or sewer backup. The trailer mounted bypass pump was rented from Hydra Services, Inc.

Thank you for your consideration in this matter. Please let me know if you have any questions.

### ATTACHMENTS:

---

- Harvey Services Inc. - invoice #: 7359 - \$24,814.88
- Hydra Services, Inc. – invoice #: 184885 - \$4,160.45
- Hydra Services, Inc. – invoice #: 185184 - \$2,093.55

GL Code: 400-680-637

Funding: WSOM



HARVEY SERVICES, INC.

8879 HWY 80

MORTON, MS 39117

# Invoice

601-622-7675  
Office Manager - Jean

| Date      | Invoice # |
|-----------|-----------|
| 1/17/2025 | 7359      |

|                                                              |
|--------------------------------------------------------------|
| Bill To                                                      |
| City of Brandon<br>1000 Municipal Drive<br>Brandon, MS 39042 |

|                                                              |
|--------------------------------------------------------------|
| Ship To                                                      |
| City of Brandon<br>1000 Municipal Drive<br>Brandon, MS 39042 |

| P.O. Number | Terms  | Rep | Ship      | Via | F.O.B. | Project |
|-------------|--------|-----|-----------|-----|--------|---------|
|             | Net 30 |     | 1/17/2025 |     |        |         |

| Quantity | Item Code        | Description                                                                                          | Price Each | Amount   |
|----------|------------------|------------------------------------------------------------------------------------------------------|------------|----------|
|          |                  | Center Point Lift Station - 2 pumps rebuilt and replaced Soft Start                                  |            |          |
| 1        | Soft Start /     | Soft Start / Motor Starter 30HP 240V 3 Phase installed                                               | 4,218.75   | 4,218.75 |
| 1        | Sewer -Pump -Rep | Complete Rebuild Sewer Pump Hydromatic S4K3--M3-3 Serial # 10590529 1750 RPM, 3PH 230 Volt           | 7,773.18   | 7,773.18 |
| 1        | Sewer -Pump -Rep | Complete Rebuild Sewer Pump Hydromatic S4K3--M3-3 Serial # 10590530 1750 RPM, 3PH 230 Volt           | 8,722.95   | 8,722.95 |
| 1        | Wench Truck      | Wench Truck To Pull and Set Pumps                                                                    | 500.00     | 500.00   |
| 1        | service          | Service fee to pull both pumps, take to Motor Shop, picked back in and connect motor leads (2 trips) | 3,600.00   | 3,600.00 |

Thank You for  
Your business.  
Stay Safe

601-750-1711

tharvey@harveyservices.net

**Total**

\$24,814.88

**HYDRA SERVICE, INC.**

P.O. BOX 365  
WARRIOR AL 35180

205-647-5326

**Invoice**

|                 |
|-----------------|
| Customer Number |
| 27220           |
| Invoice No.     |
| 184885          |

**Bill To:**

CITY OF BRANDON  
ATTN: ACCOUNTS PAYABLE  
P.O. BOX 1539  
BRANDON MS 39043

**Ship To:**

BRANDON, CITY OF  
CENTRE POINTE DR.  
BRANDON MS 39042

| Date                                        | Salesperson | Order Date                                                                                                              | Order No. | Purchase Order No.            | Special Instructions     |
|---------------------------------------------|-------------|-------------------------------------------------------------------------------------------------------------------------|-----------|-------------------------------|--------------------------|
| 1/15/2025                                   | P92         | 12/16/2024                                                                                                              | R22939    | NEED                          | HSI Delivery 12/14/24-SS |
| Rental Period: 12/14/2024 through 1/11/2025 |             |                                                                                                                         |           |                               |                          |
| Qty. Shipped                                | U/M         | Description / Stock Number                                                                                              | Code      | Unit Price                    | Amount                   |
|                                             |             | CENTRE POINT DR.                                                                                                        |           |                               |                          |
| 1.00                                        | EA          | GODWIN DRI PRIME CD150M, TRAILER MOUNTED, DIESEL DRIVEN, CRITICAL SILENCED<br>S/N: 18648047/01 HOURS: 4624.1 FLEET: 569 | 2606      | \$2,900.00                    | \$2,900.00               |
| 1.00                                        | EA          | 6" X 20' SUCTION HOSE W/ BAUER FITTINGS                                                                                 | 2618      | \$185.00                      | \$185.00                 |
| 1.00                                        | EA          | 6" X 50' DISCHARGE HOSE W/ BAUER FITTINGS                                                                               | 2618      | \$215.00                      | \$215.00                 |
| 1.00                                        | EA          | 6" 45 DEGREE BAUER ELBOW                                                                                                | 2618      | \$50.00                       | \$50.00                  |
| 1.00                                        | EA          | AUTOMATIC PRIME GUARD FLOAT SWITCHES                                                                                    | 2618      | \$150.00                      | \$150.00                 |
| 4.67                                        | EA          | J-Rental-Delivery/Setup                                                                                                 | 2610      | \$135.00                      | \$630.45                 |
| 20.00                                       | EA          | MILEAGE/TRUCK# 334<br>SERVICE TECH<br>MATT WILSON<br>12/14/24                                                           | 2610      | \$1.50                        | \$30.00                  |
| Payment/Terms: NET 30                       |             |                                                                                                                         |           | Subtotal                      | \$4,160.45               |
|                                             |             |                                                                                                                         |           | 7.000% Tax<br>Freight Charges |                          |
| Received By : x_____                        |             |                                                                                                                         |           | <b>Total Amount Due</b>       | <b>\$4,160.45</b>        |

**HYDRA SERVICE, INC.**

P.O. BOX 365  
WARRIOR AL 35180

205-647-5326

**Invoice**

|                 |
|-----------------|
| Customer Number |
| 27220           |
| Invoice No.     |
| 185184          |

**Bill To:**

CITY OF BRANDON  
ATTN: ACCOUNTS PAYABLE  
P.O. BOX 1539  
BRANDON MS 39043

**Ship To:**

BRANDON, CITY OF  
CENTRE POINTE DR.  
BRANDON MS 39042

| Date                                       | Salesperson | Order Date                                                                                                                    | Order No.  | Purchase Order No.            | Special Instructions     |
|--------------------------------------------|-------------|-------------------------------------------------------------------------------------------------------------------------------|------------|-------------------------------|--------------------------|
| 1/22/2025                                  | P92         | 12/16/2024                                                                                                                    | R22939.001 | NEED                          | HSI Delivery 12/14/24-SS |
| Rental Period: 1/12/2025 through 1/20/2025 |             |                                                                                                                               |            |                               |                          |
| Qty. Shipped                               | U/M         | Description / Stock Number                                                                                                    | Code       | Unit Price                    | Amount                   |
| 1.00                                       | EA          | RENTAL RETURN<br>CENTRE POINT DR.                                                                                             |            |                               |                          |
| 1.00                                       | EA          | GODWIN DRI PRIME CD150M, TRAILER<br>MOUNTED, DIESEL DRIVEN, CRITICAL<br>SILENCED<br>S/N: 18648047/01 HOURS: 4624.1 FLEET: 569 | 2606       | \$1,613.00                    | \$1,613.00               |
| 1.00                                       | EA          | RETURN HOURS: 4740.0<br>6" X 20' SUCTION HOSE W/ BAUER FITTINGS                                                               | 2618       | \$125.00                      | \$125.00                 |
| 1.00                                       | EA          | 6" X 50' DISCHARGE HOSE W/ BAUER<br>FITTINGS                                                                                  | 2618       | \$141.00                      | \$141.00                 |
| 1.00                                       | EA          | 6" 45 DEGREE BAUER ELBOW                                                                                                      | 2618       | \$29.00                       | \$29.00                  |
| 1.00                                       | EA          | AUTOMATIC PRIME GUARD FLOAT<br>SWITCHES                                                                                       | 2618       | \$84.00                       | \$84.00                  |
|                                            |             | SERVICE TECH<br>MATT WILSON<br>12/14/24                                                                                       |            |                               |                          |
| 0.53                                       | EA          | J-Rental RETURN                                                                                                               | 2610       | \$135.00                      | \$71.55                  |
| 20.00                                      | EA          | J-Rental RETURN<br>MILEAGE/TRUCK# 334                                                                                         | 2610       | \$1.50                        | \$30.00                  |
|                                            |             | SERVICE TECH: MATT WILSON<br>1/20/25                                                                                          |            |                               |                          |
| Payment/Terms: NET 30                      |             |                                                                                                                               |            | Subtotal                      | \$2,093.55               |
|                                            |             |                                                                                                                               |            | 7.000% Tax<br>Freight Charges |                          |
| Received By : x_____                       |             |                                                                                                                               |            | <b>Total Amount Due</b>       | <b>\$2,093.55</b>        |

**EMERGENCY CERTIFICATION RE: MCA SECTION 31-7-13(k) (1972, as amended)**

I, Carly Beth Dearman, the Public Works Operations Coordinator  
for the City of Brandon, Mississippi, have determined that an emergency exists as described in  
the memo attached hereto, with regard to the purchase of the commodities or repair contracts,  
identified as follows:

Emergency repairs to the Centrepointhe Lift Station - occurrence date 12/14/2024

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at the location/address identified in the memo attached hereto, so that the delay incident to  
giving opportunity for competitive bidding would be detrimental to the interest of the  
governing authority, and I hereby approve the bill presented therefore for such emergency  
commodities and/or contract services provided, and I do hereby certify that the purchase of  
such commodities was made from \_\_\_\_\_ (or with  
Harvey Services & Hydra Services, Inc. from whom such an emergency repair contract was  
made), as reflected in the bill(s)/invoice(s) attached hereto and request payment of the same  
accordingly.

So certified, this the 27 day of January, 2025.

*Carly Beth Dearman*

Carly Beth Dearman  
(Print Name)

Public Works Operations Coordinator  
(Title)

(Note: At the board meeting next following the emergency purchase or repair contract,  
documentation of the purchase or repair contract, including a description of the commodity  
purchased, the price thereof and the nature of the emergency shall be presented to the board  
and shall be placed on the minutes of the board of such governing authority.)



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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** CONCRETE CONSTRUCTION SERVICES COMMODITY  
REJECT BID & PERMISSION TO REBID

---

Asking for your consideration to reject the bids as received on January 21, 2025, for the FY25 Concrete Construction Services Commodity and allow rebid of the commodity with revisions to the specifications.

On January 21, 2025, the City of Brandon received bids for the FY25 Concrete Construction Services commodity. The request to reject the bids is due to a needed revision in the specifications that were not evident at the time of the original bid.

The Concrete Services Commodity Bid will allow the City of Brandon to receive competitive bids for cast in place reinforced concrete which will include labor and materials. This commodity bid will have the option to be renewed for three additional years after the initial year of service with an annual increase in contract amounts limited to the lesser of CPI or 5%.

Thank you for your consideration in this matter. Please let me know if you have any questions.

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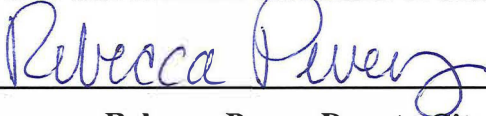
### ATTACHMENTS:

- FY25 Concrete Construction Service Bid Tab

**Concrete Construction Services FY25**  
**Bid #: 2024-22, January 21, 2025 at 10:00 AM**

| Description                                      | Waren Bldg. Co             | Bulldog Const. Co. | NJ Farms, Inc. |
|--------------------------------------------------|----------------------------|--------------------|----------------|
| <b>Concrete Curb and Gutter per LF:</b>          |                            |                    |                |
| 0 to 25 feet                                     | \$3,000.00 minimum charge  | \$60.00            | \$60.00        |
| 25 to 100 feet                                   | \$3,000.00 minimum charge  | \$60.00            | \$35.00        |
| 100 to 500 feet                                  | \$30.00                    | \$25.00            | \$30.00        |
| Over 500 feet                                    | \$25.00                    | \$25.00            | \$25.00        |
|                                                  |                            |                    |                |
| <b>Concrete Sidewalks per SF, 4" thick:</b>      |                            |                    |                |
| Up to 50 SF                                      | \$3,000.00 minimum charge  | \$35.00            | \$42.00        |
| 50 to 500 SF                                     | \$20.00 w/ \$3,000 minimum | \$35.00            | \$30.00        |
| 500 to 1500 SF                                   | \$12.00                    | \$20.00            | \$20.00        |
| Over 1500 SF                                     | \$10.00                    | \$15.00            | \$17.00        |
|                                                  |                            |                    |                |
| <b>Concrete Drainage Structures per CY:</b>      |                            |                    |                |
| Price per Cubic Yard                             | \$1,500.00                 | \$1,900.00         | \$600.00       |
|                                                  |                            |                    |                |
| <b>Concrete Driveways &amp; Roadways per CY:</b> |                            |                    |                |
| Price per Cubic Yard                             | \$1,000.00                 | \$1,500.00         | \$500.00       |
|                                                  |                            |                    |                |

**This is to certify that the above is a true and accurate tabulation of bids received on January 21, 2025**

  
 \_\_\_\_\_  
 Rebecca Pevey, Deputy City Clerk





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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** TRUSTMARK BANK PROPERTY NEW WATERLINE PROJECT  
PAY REQUEST 1

---

Asking for your consideration to approve Pay Request 1 in the amount of \$55,917.00 from Woodward Contracting, LLC for the new waterline adjacent to the Trustmark Bank property and authorize payment of the same.

On August 12, 2024, the Board awarded the bid for the Trustmark Bank Property New Waterline Project to Woodward Contracting, LLC as the lowest and best bid received. The installation of this new waterline to the West of the Trustmark Bank property (1355 West Government Street) will allow for an additional waterline feed for the properties in the area.

Thank you for your consideration in this matter. Please let me know if you have any questions.

---

### ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 1

GL Code: 314-600-702

Funding: HB 1353

January 27, 2025

Mrs. Carly Dearman  
Public Works Operations Coordinator  
City of Brandon  
1000 Municipal Drive  
Brandon, MS 39042

RE: City of Brandon  
Waterline Along Trustmark Bank Property  
B-11032  
Pay Request #1

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 1 for construction services for the City of Brandon Waterline Along Trustmark Bank Property for Woodward Contracting, LLC. in the total amount of **\$55,917.00**.

We have reviewed this pay request and recommend this be submitted to the Board for their approval.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7780.

Sincerely,



Anthony Horn, P.E.  
Benchmark Engineering & Surveying, LLC

cc: Matthew Miller, P.E., P.L.S. (Benchmark)

File: B-11032



# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

ENGINEER Benchmark Engineering  
660 Katherine Dr, Suite 302  
Flowood, MS 39232

PROJECT:

Waterline Along Trustmark Bank Property

APPLICATION NO: 1

Distribution to:

☐ OWNER  
☐ ARCHITECT  
☐ CONTRACTOR  
☒ ENGINEER  
☐

FROM SUBCONTRACTOR:

VIA ARCHITECT: N/A

Woodward Contracting, LLC

P.O. BOX 2827

Madison, MS 39130

CONTRACT FOR: Waterline Construction

PERIOD TO: 12-31-24

PROJECT NOS: n/a

SUBCONTRACT DATE: 8/19/2024

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

|                                                                           |    |           |
|---------------------------------------------------------------------------|----|-----------|
| 1. ORIGINAL CONTRACT SUM                                                  | \$ | 97,730.00 |
| 2. Net change by Change Orders                                            | \$ | 0.00      |
| 3. CONTRACT SUM TO DATE (Line 1 ± 2)                                      | \$ | 97,730.00 |
| 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)                    | \$ | 58,860.00 |
| 5. RETAINAGE:                                                             |    |           |
| a. 5 % of Completed Work (Column D + E on G703)                           | \$ | 2,943.00  |
| b. 0 % of Stored Material (Column F on G703)                              | \$ | 0.00      |
| Total Retainage (Lines 5a + 5b or Total in Column I of G703)              | \$ | 2,943.00  |
| 6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)                 | \$ | 55,917.00 |
| 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) | \$ | 0.00      |
| 8. CURRENT PAYMENT DUE                                                    | \$ | 55,917.00 |
| 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)            | \$ | 41,813.00 |

| CHANGE ORDER SUMMARY                               | ADDITIONS | DEDUCTIONS |
|----------------------------------------------------|-----------|------------|
| Total changes approved in previous months by Owner |           |            |
| Total approved this Month                          |           |            |
| TOTALS                                             | \$0.00    | \$0.00     |
| NET CHANGES by Change Order                        | \$0.00    |            |

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 4/24/2025

State of: Mississippi County of: Rankin  
Subscribed and sworn to before me this 24th day of January 2025  
Notary Public: Allison Landry  
My Commission expires: 7/02/27



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 55,917.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: J. Anthony Hough Date: 1/27/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**CONTINUATION SHEET**

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

**SCHEDULE OF VALUES**

Waterline Along Trustmark Bank Property

Pay App No. 1

| A<br>ITEM<br>NO. | B<br>DESCRIPTION OF WORK                            | C<br>SCHEDULED<br>VALUE | D<br>WORK COMPLETED                     |                    | F<br>MATERIALS<br>PRESENTLY<br>STORED<br>(NOT IN<br>D OR E) | G                                                      |               | H<br>BALANCE<br>TO FINISH<br>(C - G) | I<br>RETAINAGE<br><br>5% |
|------------------|-----------------------------------------------------|-------------------------|-----------------------------------------|--------------------|-------------------------------------------------------------|--------------------------------------------------------|---------------|--------------------------------------|--------------------------|
|                  |                                                     |                         | FROM PREVIOUS<br>APPLICATION<br>(D + E) | THIS<br>PERIOD     |                                                             | TOTAL<br>COMPLETED<br>AND STORED<br>TO DATE<br>(D+E+F) | %<br>(G ÷ C)  |                                      |                          |
| 001              | Mobilization                                        | \$19,990.00             | \$0.00                                  | \$19,990.00        | \$0.00                                                      | \$19,990.00                                            | 100.00%       | \$0.00                               | \$999.50                 |
| 002              | Temp. Erosion Control, Installation & Maintenance   | \$3,000.00              | \$0.00                                  | \$1,500.00         | \$0.00                                                      | \$1,500.00                                             | 50.00%        | \$1,500.00                           | \$75.00                  |
| 003              | Permanent Seed & Mulch                              | \$1,500.00              | \$0.00                                  | \$750.00           | \$0.00                                                      | \$750.00                                               | 50.00%        | \$750.00                             | \$37.50                  |
| 004              | Connection to Existing Water Main                   | \$10,000.00             | \$0.00                                  | \$5,000.00         | \$0.00                                                      | \$5,000.00                                             | 50.00%        | \$5,000.00                           | \$250.00                 |
| 005              | 10" C-900 Water Main, Open Cut (Incl All Fittings)  | \$29,760.00             | \$0.00                                  | \$14,880.00        | \$0.00                                                      | \$14,880.00                                            | 50.00%        | \$14,880.00                          | \$744.00                 |
| 006              | 10" C-900 Water Main, In Casing (Incl All Fittings) | \$3,000.00              | \$0.00                                  | \$1,500.00         | \$0.00                                                      | \$1,500.00                                             | 50.00%        | \$1,500.00                           | \$75.00                  |
| 007              | 20" Steel Casing, Open Cut                          | \$7,200.00              | \$0.00                                  | \$3,600.00         | \$0.00                                                      | \$3,600.00                                             | 50.00%        | \$3,600.00                           | \$180.00                 |
| 008              | 10" Gate Valve Assy.                                | \$23,280.00             | \$0.00                                  | \$11,640.00        | \$0.00                                                      | \$11,640.00                                            | 50.00%        | \$11,640.00                          | \$582.00                 |
| <b>Total</b>     |                                                     | <b>\$97,730.00</b>      | <b>\$0.00</b>                           | <b>\$58,860.00</b> | <b>\$0.00</b>                                               | <b>\$58,860.00</b>                                     | <b>60.23%</b> | <b>\$38,870.00</b>                   | <b>\$2,943.00</b>        |



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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** PROFESSIONAL SERVICES AGREEMENT  
TWS, INC.  
WATER OPERATOR SERVICES

---

Asking for your consideration to approve the Professional Services Agreement with TWS, Inc. for water operator services and allow the Mayor to execute the same.

The proposed Professional Services Agreement with TWS, Inc. would provide three certified water operators for the City of Brandon for a 12-month period. Under the Professional Services Agreement, TWS, Inc. would provide water operator services to the City of Brandon as required by the Mississippi State Department of Health.

Thank you for your consideration in this matter. Please let me know if you have any questions.

**ATTACHMENTS:**

---

- TWS, Inc. – Professional Services Agreement

INDEPENDENT CONTRACTOR PROFESSIONAL SERVICES AGREEMENT BETWEEN  
THE CITY OF BRANDON, MISSISSIPPI AND TWS, INC.

THIS AGREEMENT is made by and between the City of Brandon, Mississippi, ("City"), and TWS, Inc., ("Contractor").

WITNESSETH:

WHEREAS, the City has determined the need to engage the services of a professional to provide water operator services; and

WHEREAS, Contractor possesses specialized knowledge and expertise in this area; and

WHEREAS, the City desires to enter into this Agreement with Contractor and Contractor desires to enter into this Agreement with respect to such services to the City, upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, the parties agree as follows:

1. The City shall retain Contractor and Contractor shall assist the City upon the terms and conditions hereinafter set forth.

2. Term. The term of this Agreement shall commence on the \_\_\_\_ day of \_\_\_\_\_, 2025. Said agreement shall remain in effect for a period of twelve (12) months from and after the commencement date, unless mutually extended by agreement of the parties; however, this Agreement may be terminated by either party, with or without cause, at any time.

3. Duties of Contractor. During the period of this Agreement, Contractor shall have the full and complete obligation and responsibility for the performance of the duties and/or work described in the attached Exhibit "A" for the City and Contractor shall be obligated to the City for the performance of all such duties and/or work. During the period hereof, Contractor shall assist the City and shall perform any and all services required or requested as identified in Exhibit "A".

4. Time Requirements. Contractor shall devote, during the term of this Agreement, such time, energy, and skill as is necessary in the performance of the duties hereunder and shall periodically, or at any time, upon the request of the City, submit data as to the time requirements of work performed and to be performed by it for the City in connection with this Agreement.

5. Fees to Contractor. The City shall pay Contractor as provided in Exhibit "A" attached hereto.

6. Relation of the Parties. Contractor is retained by the City only for the purposes and to the extent set forth in this Agreement and Contractor's relationship to the City shall during the term of this Agreement be that of an Independent Contractor. The City shall not withhold from sums becoming payable to Contractor hereunder any amounts for State or Federal Income Tax or for FICA (Social Security) Taxes, during the term of this Agreement. Contractor shall be free to

dispose of such portions of its entire time, energy and skill as it is not obligated to devote hereunder to the City in such manner as it deems advisable. Contractor shall not be considered as having an employee status or as being entitled to participate in any plans or arrangements by the City pertaining to or in connection with any insurance, pension or other benefit extended to the City's employees.

#### 7. Contractor Insurance.

(a) General Liability. Contractor shall procure and maintain a general liability policy (including contractual liability insurance, including an umbrella policy, and including hired, non-owned auto coverage, and abuse and molestation coverage) which insures Contractor and which includes the City as an additional named insured, with a general liability policy (including contractual liability insurance) with a combined single limit of \$1,000,000 per person/occurrence. All such insurance shall be on an occurrence basis.

(b) Workers Compensation. Contractor shall procure and maintain worker's compensation insurance required under applicable Mississippi state law.

(c) Contractor shall provide a current Certificate of Insurance reflecting the coverages required herein and evidencing the City as an additional insured thereon before commencing any work under this Agreement.

8. Professional Responsibility. Nothing in this Agreement shall be construed to interfere with or otherwise affect the rendering of services by Contractor in accordance with its independent and professional judgment. Contractor shall perform such services substantially in accordance with generally accepted practices and principles of the profession and all applicable statutes and regulations.

9. Indemnity to Contractor. Contractor agrees to indemnify, defend and hold harmless the City against any claim, loss or liability which the City may sustain by reason of any conduct of Contractor under this Agreement.

10. Termination. This Agreement may be terminated at any time, with or without cause, by either party. Upon termination, Contractor shall immediately return to the City all items and/or things provided by City and/or generated by Contractor in relation to the performance of the work under this Agreement.

11. Notice. Any notice required to be given hereunder may be provided verbally or in writing.

12. Income Tax Designation. In the event that the Internal Revenue Service or Mississippi Department of Revenue should determine that Contractor is according to IRS or state DOR guidelines, or otherwise, an employee subject to withholding and social security contributions, Contractor acknowledges that all payments to Contractor are gross payments, and Contractor is responsible for all income taxes and social security payments thereon and other government withholdings otherwise required.



13. All Intangible and Tangible Property Rights Remain City's. The City retains all intellectual property rights, copyrights and trademarks and any other tangible and/or intangible rights and ownership to all items and things provided by City to Contractor and/or created or produced by Contractor pursuant to the provisions of this Agreement and Contractor shall not reproduce any item or thing having, including or containing anything provided by the City or created or produced by Contractor pursuant to the provisions of this Agreement for any reason whatsoever without the express written permission of the City.

14. Handling of Money, Expenditures of Funds by the City, Use of City property. Contractor expressly is not authorized to accept or receive any monies in relation to any services performed under this Agreement. Contractor is further not authorized to execute any contracts or make any agreements binding the City to perform or to provide anything or do anything in any respect whatsoever. Any expenditure in furtherance of any performance hereunder by Contractor is subject to the sole discretion of the City and the City may for any reason decline to make any expenditure recommended by Contractor or otherwise, in whole or in part. The use of any City facility or property by Contractor in the furtherance of this Agreement must be approved by the City through the Mayor.

15. City Materials and Property. All material, information, records, and documents made by Contractor or coming into Contractor' possession concerning the business or affairs of the City shall be the sole property of the City. Upon termination of this Agreement, whether voluntarily or involuntarily terminated by either party with or without cause or notice, Contractor shall promptly deliver the same to the City and shall retain no exemplars, samples, prototypes, products and/or copies of any items and/or things provided by City or created or produced by Contractor in furtherance of the City's business and/or pursuant to this Agreement. Contractor shall also promptly return to the City all other property in Contractor' possession owned or leased by the City or otherwise under the control of the City, upon termination of this Agreement.

16. Governing Law. This Agreement shall be construed in accordance with and governed for all purposes by the law of the State of Mississippi, regardless of any applicable choice of law provisions. All actions brought to enforce or construe this Agreement shall be brought exclusively in the state courts located in Rankin County, Mississippi. The parties believe that the provisions in this Agreement are, under the circumstances, reasonable and enforceable. However, if any one or more of the provisions contained in this Agreement shall, for any reason under the law as it shall then be construed, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had not be included herein.

17. Survival of Obligations. Termination of this Agreement by either party, whether voluntarily or involuntarily and whether with or without cause or notice, shall not in any manner impair or relieve Contractor of her obligations under this Agreement.

18. Entire Agreement. This Agreement represents the entire understanding between the parties as to the subject matter contained herein and replaces any previous actual or implied agreement or understanding, written or otherwise, which Contractor may have had with City relating generally to the same or similar subject matter. Neither this Agreement nor any provision hereof may be altered, amended, waived or changed in any detail by any verbal or written agreement, statement, representation, or understanding, other than by written agreement approved by the City and executed by the Mayor. This Agreement may not be assigned or transferred by Contractor.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

City of Brandon, Mississippi

TWS, INC.

BY: \_\_\_\_\_

BY: \_\_\_\_\_

Butch Lee, Mayor

Perry Overby, President

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_

Mary Ann Hess, City Clerk



**TWS, INC.**  
6630 Highway 18  
Brandon, Mississippi 39042  
601-260-4340

January 24, 2025  
Mayor Butch Lee  
City Of Brandon  
1000 Municipal Dr.  
Brandon, Mississippi 39043

Re: City of Brandon Water Operator Services

Dear Mayor Lee:

TWS, Inc. (TWS) greatly appreciates the opportunity to submit a quote for water operator services for the City of Brandon. Our team consists of 3 licensed water operators with over 60 years of combined experience. Presented below is a quote for water operator services for the City's current water facilities.

**TWS will provide the following water operator services on a lump sum basis of \$5,610.00 per month. This amount will increase to \$6,270.00 per month once an additional well is added to the system.**

1. A Class D Water Operator that lives at least 50 miles from the facility. The operator shall visit the City's water facilities three (3) times per week in accordance with the requirements of the Mississippi State Department of Health (MSDH) Bureau of Public Water Supply.

Site visits shall include operational inspections of system components and maintaining an Operator Logbook.

2. The monthly MSDH water system Coliform/Microbial sample is collected and delivered to the MSDH lab in Jackson for analysis. Any additional required samples will be billed at the rates below.
3. Coordinate with the City staff to ensure that all supplies, chemicals, and equipment required to operate the system properly are adequately supplied, including chlorine and pump oil, at the City's expense.
4. Serve as the point of contact for the staff of MSDH for operator-related issues.

**\*\* Fluoride sampling and operational requirements are not included in the lump sum payment and will be billed as described in the later section if necessary.**



The City of Brandon will provide the following to ensure adequate operations:

1. Maintenance staff associated with facility maintenance and repairs.
2. Maintenance of grass and landscaping of the water facilities.
3. Supplies needed to repair, maintain, and operate the water facilities.
4. Prompt ordering of chlorine, oil, and other critical supplies needed for basic operations of water facilities.
5. All lab supplies and/or equipment necessary to operate the drinking water facilities.

**TWS can provide additional water operations services not described above, including additional testing and/or repairs to equipment at an hourly rate of \$65.00 per hour plus mileage at the standard IRS mileage rate. If any additional supplies, parts, or equipment are needed, they shall be billed at the actual cost. There shall be a minimum charge of three hours for any emergency calls.**

Please feel free to contact me if you need any further information.

Sincerely,

A handwritten signature in blue ink that reads "Perry Overby". The signature is written in a cursive, flowing style.

Perry Overby



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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** PECAN CIRCLE DRAINAGE IMPROVEMENTS PROJECT  
PAY REQUEST 2 FINAL

---

Asking for your consideration to approve Pay Request 2 FINAL in the amount of \$8,910.00 from Duraco Construction, Inc. for the Pecan Circle Drainage Improvements Project and authorize payment of the same. Pay Request 2 FINAL is the finalization for the Pecan Circle Drainage Improvements Project.

On July 15, 2024, the Board awarded the quote for the Pecan Circle Drainage Improvements Project to Duraco Construction as the best and lowest quote received. This project is allowed for the replacement of a deficient storm drain pipe in between 404 & 406 Pecan Circle.

Thank you for your consideration in this matter. Please let me know if you have any questions.

---

### ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 2 FINAL

GL Code: 314-600-702

Funding: House Bill 1353

December 20<sup>th</sup>, 2024

Mrs. Carly Dearman  
Public Works Operations Coordinator  
City of Brandon  
1000 Municipal Drive  
Brandon, MS 39042

RE: City of Brandon  
Pecan Circle Storm Drain Improvements  
B-10882  
Pay Request No. 2 Final

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 2 for construction services for Pecan Circle Storm Drain Improvements for Duraco Construction, Inc in the total amount of **\$8,910.00**. Additional close out documents including the 1 year warranty are also included. We have reviewed this pay request and recommend this be submitted to the Board for their approval.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7780.

Sincerely,



Anthony Horn, P.E.  
Benchmark Engineering & Surveying, LLC

cc: Matthew Miller, P.E., P.L.S. (Benchmark)

File: B-10882

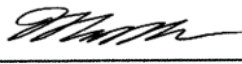
|                                                                                           |  |                                                                                                  |  |
|-------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------|--|
| APPLICATION FOR PARTIAL PAYMENT                                                           |  | Duraco Job #                                                                                     |  |
| NAME OF PROJECT<br><b>PECAN CIRCLE<br/>DRAINAGE IMPROVEMENTS</b>                          |  | PAY APPLICATION NUMBER<br><b>TWO (2)</b>                                                         |  |
| LOCATION OF PROJECT<br>Brandon, MS                                                        |  | PAY APP. PERIOD<br>8/10/2024 to 12/1/2024                                                        |  |
| NAME AND ADDRESS OF OWNER<br>City of Brandon<br>1000 Municipal Drive<br>Brandon, MS 39042 |  | NAME AND ADDRESS OF CONTRACTOR<br>DURACO CONSTRUCTION, INC.<br>P.O. BOX 711<br>BRANDON, MS 39043 |  |

**SCHEDULE OF CONTRACT CHANGE ORDERS**  
List every change order issued to date of this request even if no work has been done under on or more such orders.

| CONTRACT<br>CHANGE ORDER |             | DESCRIPTION<br>(3) | ADDITIONS<br>TO<br>CONTRACT PRICE<br>AS SHOWN ON<br>CHANGE ORDER<br>(4) | DEDUCTIONS<br>FROM<br>CONTRACT PRICE<br>AS SHOWN ON<br>CHANGE ORDER<br>(5) |
|--------------------------|-------------|--------------------|-------------------------------------------------------------------------|----------------------------------------------------------------------------|
| NO<br>(1)                | DATE<br>(2) |                    |                                                                         |                                                                            |
|                          |             |                    | 0.00                                                                    | 0.00                                                                       |
| <b>TOTALS</b>            |             |                    | \$0.00                                                                  | \$0.00                                                                     |

| ANALYSIS OF ADJUSTED CONTRACT AMOUNT TO DATE |                                                   |              |
|----------------------------------------------|---------------------------------------------------|--------------|
| (a)                                          | ORIGINAL CONTRACT AMOUNT.....                     | \$ 43,400.00 |
| (b)                                          | PLUS: ADDITIONS SCHEDULED IN COLUMN 4 ABOVE.....  | \$ 0.00      |
| (c)                                          | LESS: DEDUCTIONS SCHEDULED IN COLUMN 5 ABOVE..... | \$ 0.00      |
| (d)                                          | ADJUSTED CONTRACT AMOUNT TO DATE.....             | \$ 43,400.00 |

| ANALYSIS OF WORK PERFORMED TO DATE |                                                       |                    |
|------------------------------------|-------------------------------------------------------|--------------------|
| (a)                                | COST OF ORIGINAL CONTRACT WORK PERFORMED TO DATE..... | \$ 43,400.00       |
| (b)                                | EXTRA WORK PERFORMED TO DATE BY CHANGE ORDER.....     | \$ 0.00            |
| (c)                                | TOTAL COST OF WORK PERFORMED TO DATE.....             | \$ 43,400.00       |
| (d)                                | ADD: MATERIALS STORED AT CLOSE OF PERIOD.....         | \$ 0.00            |
| (e)                                | SUBTOTAL OF (c) and (d).....                          | \$ 43,400.00       |
| (f)                                | LESS: RETAINAGE (5%).....                             | \$ 0.00            |
| (g)                                | SUBTOTAL OF (e) and (f).....                          | \$ 43,400.00       |
| (h)                                | LESS: AMOUNT OF PREVIOUS PAYMENTS.....                | \$ 34,490.00       |
| (i)                                | <b>AMOUNT DUE THIS APPLICATION.....</b>               | <b>\$ 8,910.00</b> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p align="center"><b>CERTIFICATE OF CONTRACTOR</b></p> <p>According to the best of my knowledge and belief, I certify that all items and amounts shown in this Application for Partial Payment are correct; that all work has been performed and/or duly authorized deviations, substitutions, alterations and/or additions; that the foregoing is a true and correct statement of the Contract account up to and including the last day of the period covered by the Application for Partial Payment; and that no part of the "Amount Due This Application" has been received.</p> <p align="center"><u>Duraco Construction, INC.</u><br/>(Contractor)</p> <p>By: <br/>Jarrod "Turtle" Madison<br/>Title: Project Manager<br/>Date: 12-10-24</p> | <p align="center"><b>RECOMMENDATION OF OWNER</b></p> <p>This Application for Final Payment covers all pay item work performed by the Contractor through the application period stated hereon. The undersigned recommends payment of the amount on line (i) above subject to the provisions of the Contract Documents covering the repair or replacement of all defective work, if any, that may be discovered prior to final payment or expiration of the general guaranty period.</p> <p align="center"><u>Benchmark Engineering</u><br/>(Engineer)</p> <p>By: <br/>Mr. Matthew Miller, P.E., P.L.S.<br/>Title: City Engineer<br/>Date: 12/10/24</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

CONTRACTOR: DURACO CONSTRUCTION, INC.

## COST BREAKDOWN

PROJECT: PECAN CIRCLE

DRAINAGE IMPROVEMENTS

APPLICATION NO: TWO (2)

PERIOD: 8/10/2024 TO 12/1/2024

| APPLICATION NO: TWO (2)<br>PERIOD: 8/10/2024 TO 12/1/2024 |                                |          |      |           |            |                      |            |                      |            |                   |            | COMPLETE |           |                   |            |
|-----------------------------------------------------------|--------------------------------|----------|------|-----------|------------|----------------------|------------|----------------------|------------|-------------------|------------|----------|-----------|-------------------|------------|
| ITEM NO                                                   | DESCRIPTION OF WORK            | CONTRACT |      |           |            | PREVIOUS APPLICATION |            | COMPLETED THIS MONTH |            | COMPLETED TO DATE |            |          | RETAINAGE | BALANCE TO FINISH |            |
|                                                           |                                | QTY      | UNIT | UNIT COST | TOTAL COST | QTY                  | TOTAL COST | QTY                  | TOTAL COST | QTY               | TOTAL COST |          |           | QTY               | TOTAL COST |
| D. WATER DISTRIBUTION                                     |                                |          |      |           |            |                      |            |                      |            |                   |            |          |           |                   |            |
| 1                                                         | Mobilization & Demobilization  | 1        | LS   | 7,500.00  | 7,500.00   | 0.50                 | 3,750.00   | 0.50                 | 3,750.00   | 1.00              | 7,500.00   | 100%     | 0.00      | 0.00              | 0.00       |
| 2                                                         | Removal of Existing 18" C.P.P. | 141      | LF   | 25.00     | 3,525.00   | 141.00               | 3,525.00   | 0.00                 | 0.00       | 141.00            | 3,525.00   | 100%     | 0.00      | 0.00              | 0.00       |
| 3                                                         | 18" Reinforced Concrete Pipe   | 141      | LF   | 115.00    | 16,215.00  | 141.00               | 16,215.00  | 0.00                 | 0.00       | 141.00            | 16,215.00  | 100%     | 0.00      | 0.00              | 0.00       |
| 4                                                         | Connect to Existing Inlet      | 2        | EA   | 2,600.00  | 5,200.00   | 2.00                 | 5,200.00   | 0.00                 | 0.00       | 2.00              | 5,200.00   | 100%     | 0.00      | 0.00              | 0.00       |
| 5                                                         | Concrete Collar                | 2        | EA   | 2,900.00  | 5,800.00   | 2.00                 | 5,800.00   | 0.00                 | 0.00       | 2.00              | 5,800.00   | 100%     | 0.00      | 0.00              | 0.00       |
| 6                                                         | Remove and Reset Fence         | 1        | EA   | 3,000.00  | 3,000.00   | 0.00                 | 0.00       | 1.00                 | 3,000.00   | 1.00              | 3,000.00   | 100%     | 0.00      | 0.00              | 0.00       |
| 7                                                         | Solid Sod (To Match Existing)  | 180      | SY   | 12.00     | 2,160.00   | 0.00                 | 0.00       | 180.00               | 2,160.00   | 180.00            | 2,160.00   | 100%     | 0.00      | 0.00              | 0.00       |
| 8                                                         |                                |          |      | 0.00      | 0.00       | 0.00                 | 0.00       | 0.00                 | 0.00       | 0.00              | 0.00       | 0%       | 0.00      | 0.00              | 0.00       |
| TOTAL BASE BID                                            |                                |          |      |           | 43,400.00  |                      | 34,490.00  |                      | 8,910.00   |                   | 43,400.00  | 100%     | 0.00      |                   | 0.00       |



**DURACO CONSTRUCTION, INC.**  
(601) 946-5147

**RELEASE OF LIEN**

The undersigned, in consideration of the sum of **\$8,910.00**  
received for **Pay Application #2 FINAL.**

The Contractor hereby release and waives all liens and claims to liens which the Contractor may have on or affecting the Project as a result of the Contractor's contract for the Project or for performing labor and/or furnishing materials that are in any way connected with any construction of any improvements for the Project.

The Contractor further certifies and warrants that all subcontractors of labor and/or materials supplied to, for, through or at direct request of the Contractor have been paid.

Project: Pecan Circle Storm Drain Improvements  
Brandon, MS

Owner: City of Brandon  
1000 Municipal Drive  
Brandon, MS 39042

By: \_\_\_\_\_

Date: 12-10-24

Title: President

Company: Duraco Construction, Inc.

P.O. Box 711

Brandon MS 39043

State of Mississippi

County of Rankin

Sworn to and described before me this 10th day of December 2024.

Samuel Madison is personally known to me or provided  
the following identification Drivers License.

Lindsey Relaine Harrell  
Notary Public State of Mississippi

My commission expires: 3/7/27



**DURACO CONSTRUCTION, INC.**  
(601) 946-5147

**WARRANTY OF WORK**

Benchmark Engineering and Surveying  
101 Highpointe Court, Suite B  
Brandon, MS 39042  
Mr. Matthew Miller, P.E., P.L.S.

December 10, 2024

Project: Pecan Circle Storm Drain Improvements  
Brandon, MS

Scope: Remove collapsed C.P.P. and replace with R.C.P.  
Connect to existing Cub Inlet and Grate Inlet  
Remove and replace fence and sod

Final Inspection Performed: November 11, 2024  
On this date, temporary fence was removed and all items were  
completed.

Remaining Punch List Items: None

Duraco Construction, Inc. hereby guarantees all work performed on the above referenced project,  
as of the day of final inspection, to be free from defective materials and workmanship for a period  
of one (1) year or such period of time as described in the contract documents.

This warranty does not include excessive wear and tear or use under abnormal conditions.

If you should have any questions or concerns about the aforementioned, please feel free to contact  
me by phone or e-mail.

Thank You,



Jarrod "Turtle" Madison

P.O. Box 711

Brandon, MS 39043

gseturtle@aol.com



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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** HIGHWAY 18 HIGHWAY 468 SEWER FORCE MAIN REPLACEMENT PROJECT  
PAY REQUEST 5

---

Asking for your consideration to approve Pay Request 5 in the amount of \$117,311.54 from Eubank Construction Company, Inc. for the Highway 18 Highway 468 Sewer Force Main Replacement Project and authorize payment of the same.

On February 20, 2024, the Board awarded the bid for this project to Eubank Construction Company, Inc. as the best and lowest bid received.

Thank you for your consideration in this matter. Please let me know if you have any questions.

**ATTACHMENTS:**

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- Benchmark Engineering Recommendation Letter
- Eubank Construction Company – Pay Request 5

GL Code: 314-600-716

Funding: MDEQ MCWI Grant Program  
MDEQ Agreement #: 58-2-CW-5.5



January 27, 2025

Mrs. Carly Dearman  
Public Works Operations Coordinator  
City of Brandon  
1000 Municipal Drive  
Brandon, MS 39042

RE: City of Brandon  
Hwy 18/468 Sewer Force Main Replacement Project  
B-9693  
Pay Request No. 5

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 5 for construction services for the City of Brandon Hwy 18/468 Sewer Force Main Replacement Project for Eubank Construction Co., Inc. in the amount of \$117,311.54.

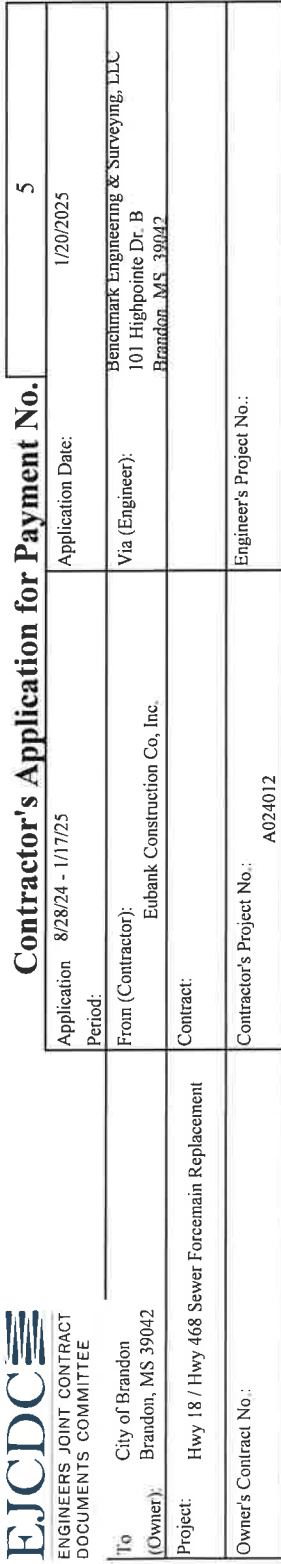
We have reviewed this Pay Request and recommend submittal to the Board for their approval.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7780.

Sincerely,



Matthew Miller, P.E., P.L.S.  
Benchmark Engineering & Surveying, LLC  
cc: File: B-9693



| Application For Payment<br>Change Order Summary |             |            |
|-------------------------------------------------|-------------|------------|
| Approved Change Orders                          |             |            |
| Number                                          | Additions   | Deductions |
| 1.1                                             | \$7,330.73  |            |
| 1.2                                             | \$500.70    |            |
| 2.1                                             | \$7,028.86  |            |
| 2.2                                             | \$23,304.25 |            |
| 2.3                                             | \$8,425.94  |            |
|                                                 |             |            |
|                                                 |             |            |
|                                                 |             |            |
| TOTALS                                          | \$46,590.48 |            |
| NET CHANGE BY<br>CHANGE ORDERS                  | \$46,590.48 |            |

|                                                                                             |    |                |
|---------------------------------------------------------------------------------------------|----|----------------|
| 1. ORIGINAL CONTRACT PRICE.....                                                             | \$ | \$1,140,083.00 |
| 2. Net change by Change Orders.....                                                         | \$ | \$46,590.48    |
| 3. Current Contract Price (Line 1 ± 2).....                                                 | \$ | \$1,186,673.48 |
| 4. TOTAL COMPLETED AND STORED TO DATE<br>(Column F on Progress Estimate).....               | \$ | \$1,097,152.48 |
| 5. RETAINAGE:                                                                               |    |                |
| a. 5%   X   \$1,097,152.48   Work Completed.....                                            | \$ | \$54,857.62    |
| b. 5%   X                    Stored Material.....                                           | \$ |                |
| c. Total Retainage (Line 5a + Line 5b).....                                                 | \$ | \$54,857.62    |
| 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....                                          | \$ | \$1,042,294.86 |
| 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....                              | \$ | \$924,983.32   |
| 8. AMOUNT DUE THIS APPLICATION.....                                                         | \$ | \$117,311.54   |
| 9. BALANCE TO FINISH, PLUS RETAINAGE<br>(Column G on Progress Estimate + Line 5 above)..... | \$ | \$144,378.62   |

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment, (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

|                    |    |                                                                                    |                                                            |
|--------------------|----|------------------------------------------------------------------------------------|------------------------------------------------------------|
| Payment of:        | \$ | \$117,311.54                                                                       | (Line 8 or other - attach explanation of the other amount) |
| is recommended by: |    |  | 1-27-25<br>(Date)                                          |
| Payment of:        | \$ |                                                                                    | (Engineer)                                                 |
| is approved by:    |    |                                                                                    | (Owner)                                                    |
| Approved by:       |    |                                                                                    | (Date)                                                     |
|                    |    |                                                                                    | Funding Agency (if applicable)                             |

Progress Estimate - Unit Price Work

Contractor's Application

| For (Contract) Brandon - Hwy 18 - 468 Sewer Foremain Replacement |                                                                |                      |       |             |                        |      |      |      |       |             |             |              |        |                             |
|------------------------------------------------------------------|----------------------------------------------------------------|----------------------|-------|-------------|------------------------|------|------|------|-------|-------------|-------------|--------------|--------|-----------------------------|
| Application Period August 28, 2024 - January 17, 2025            |                                                                |                      |       |             |                        |      |      |      |       |             |             |              |        |                             |
| 1/20/2025                                                        |                                                                |                      |       |             |                        |      |      |      |       |             |             |              |        |                             |
| 5                                                                |                                                                |                      |       |             |                        |      |      |      |       |             |             |              |        |                             |
| A                                                                |                                                                |                      |       |             |                        |      |      |      |       |             |             |              |        |                             |
| Bid Item No                                                      | Item Description                                               | Contract Information |       |             |                        | B    | C    | D    | E     | F           | G           | H            | I      |                             |
|                                                                  |                                                                | Contract Quantity    | Units | Unit Price  | Total Cost of Contract |      |      |      |       |             |             |              |        | Previous Quantity Installed |
| 1                                                                | Mobilization                                                   | 1                    | LS    | \$35,000.00 | \$ 35,000.00           |      | 1    |      | 1     | \$35,000.00 |             | \$35,000.00  | 100.0% | \$ -                        |
| 2                                                                | Silt Fence                                                     | 1850                 | LF    | 5.00        | \$ 9,250.00            | 1568 |      |      | 1568  | \$7,840.00  |             | \$7,840.00   | 84.8%  | \$ 1,410.00                 |
| 3                                                                | 20" Watlles                                                    | 160                  | LF    | 25.00       | \$ 4,000.00            | 160  |      |      | 160   | 4,000.00    |             | \$4,000.00   | 100.0% | \$ -                        |
| 4                                                                | Excess Excavation, FM, AH                                      | 200                  | CY    | 6.00        | \$ 1,200.00            | 274  | 30   | 30   | 304   | 1,644.00    | \$180.00    | \$1,824.00   | 152.0% | \$ (624.00)                 |
| 5                                                                | Select Bedding Material, FM, AH                                | 200                  | CY    | 25.00       | \$ 5,000.00            | 274  | 30   | 30   | 304   | 6,850.00    | \$750.00    | \$7,600.00   | 152.0% | \$ (2,600.00)               |
| 6                                                                | Connection to Existing San Sewer (Manhole)                     | 3                    | EA    | 18,000.00   | \$ 54,000.00           | 274  | 3    | 3    | 3     |             | \$54,000.00 | \$54,000.00  | 100.0% | \$ -                        |
| 7                                                                | 12" SDR-18 Sanitary Sewer Force Main Pipe (Open Cut)           | 25                   | LF    | 350.00      | \$ 8,750.00            |      | 25   | 25   | 25    |             | \$8,750.00  | \$8,750.00   | 100.0% | \$ -                        |
| 8                                                                | 24" SDR-18 Sanitary Sewer Force Main Pipe (Open Cut)           | 1393                 | LF    | 281.00      | \$ 391,433.00          | 1410 | 40   | 40   | 1450  | 396,210.00  | \$11,240.00 | \$407,450.00 | 104.1% | \$ (16,017.00)              |
| 9                                                                | 24" SDR-18 Sanitary Sewer Force Main Pipe (In Steel Casing)    | 430                  | LF    | 290.00      | \$ 124,700.00          | 406  |      |      | 406   | 117,740.00  |             | \$117,740.00 | 94.4%  | \$ 6,960.00                 |
| 10                                                               | 36" Steel Casing (Bored)                                       | 430                  | LF    | 600.00      | \$ 258,000.00          | 406  |      |      | 406   | 243,600.00  |             | \$243,600.00 | 94.4%  | \$ 14,400.00                |
| 11                                                               | Removal and Capping of Existing Sanitary Sewer Force           | 1                    | LS    | 34,000.00   | \$ 34,000.00           |      | 0.25 | 0.25 | 0.25  |             | \$8,500.00  | \$8,500.00   | 25.0%  | \$ 25,500.00                |
| 12                                                               | Ductile Iron Fittings                                          | 16500                | LBS   | 12.00       | \$ 198,000.00          | 9200 | 2259 | 2259 | 11459 | 110,400.00  | \$27,108.00 | \$137,508.00 | 69.4%  | \$ 60,492.00                |
| 13                                                               | Permanent Seed and Mulch                                       | 1                    | AC    | 8,500.00    | \$ 8,500.00            | 1    |      |      |       | 8,500.00    |             | \$8,500.00   | 100.0% | \$ -                        |
| 14                                                               | Removal of Existing 18" DI FM Pipe (Includes any/all Fittings) | 43                   | LF    | 150.00      | \$ 6,450.00            |      | 43   | 43   | 43    |             | \$6,450.00  | \$6,450.00   | 100.0% | \$ -                        |
| 15                                                               | Removal of Existing 12" DI FM Pipe (Includes any/all Fittings) | 12                   | LF    | 150.00      | \$ 1,800.00            |      | 12   | 12   | 12    |             | \$1,800.00  | \$1,800.00   | 100.0% | \$ -                        |
| CO Item 1.1                                                      | Force Main Adjustment                                          | 1                    | LS    | 7,330.73    | \$ 7,330.73            | 1    |      |      |       | 7,330.73    |             | \$7,330.73   | 100.0% | \$ -                        |
| CO Item 1.2                                                      | Test Station Installation                                      | 3                    | EA    | 166.90      | \$ 500.70              |      | 3    | 3    | 3     |             | \$500.70    | \$500.70     | 100.0% | \$ -                        |
| CO Item 2.1                                                      | Ground Debris Removal                                          | 1                    | LS    | 7,028.86    | \$ 7,028.86            |      | 1    | 1    | 1     |             | \$7,028.86  | \$7,028.86   | 100.0% | \$ -                        |
| CO Item 2.2                                                      | Relocate and Reconnect Existing 12" Check Valve Asser          | 1                    | LS    | 23,304.25   | \$ 23,304.25           |      | 1    | 1    | 1     |             | \$23,304.25 | \$23,304.25  | 100.0% | \$ -                        |
| CO Item 2.3                                                      | New 12" Check Valve                                            | 1                    | LS    | 8,425.94    | \$ 8,425.94            |      | 1    | 1    | 1     |             | \$8,425.94  | \$8,425.94   | 100.0% | \$ -                        |

\$939,114.73 \$158,037.75 \$1,097,152.48 92.46% \$ 89,521.00

\$ 1,186,673.48



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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** UTILITY ADJUSTMENTS

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Asking for your consideration to approve the attached utility adjustment recommendations for approval or denial by the Public Works Department pursuant to the City of Brandon Adjustment Policy.

The Mississippi Attorney General has opined the following regarding bill adjustments.

*“Any policy allowing for the adjustment of a water customer’s bill must include a factual determination by the Municipal governing authorities that, because of unforeseen circumstances, the customer did not receive the benefits of the water service thereby warranting a reduction or compromise. Such factual determinations should be reflected in the Municipal minutes.”*

Thank you for your consideration in this matter. Please let me know if you have any questions.

---

### ATTACHMENTS:

- Utility Adjustments Listing

| PUBLIC WORKS DEPARTMENT                    |                            |                         |                                               |             |  |
|--------------------------------------------|----------------------------|-------------------------|-----------------------------------------------|-------------|--|
| ADJUSTMENT APPROVALS FOR 02/03/2025 AGENDA |                            |                         |                                               |             |  |
| UNPOSTED ADJUSTMENTS                       |                            |                         |                                               |             |  |
| Account Number                             | Name                       | Address                 | Adjustment Description                        | Amount      |  |
| 20710000.00 98                             | Angela Bierdeman           | 12 Rotan Court          | Her pmt was posted to account 10710000.00 98  | -\$70.19    |  |
| 10710000.00 98                             | Terraces Homeowners Assoc. | Entrance to Terraces    | Posting error s/h/w to 20710000.00 98         | \$63.81     |  |
| 10132000.00 97                             | Leslie Parrish             | 1226 Crossview Court    | Foundation leak                               | -\$404.83   |  |
| 61109700.00 97                             | Richard Little             | 208 Mary Emma Ave.      | Ice maker water valve constantly running      | -\$1,083.30 |  |
| 40876000.00 96                             | Darrell Hogan              | 102 W. Legacy Drive     | Pool Fill                                     | -\$106.41   |  |
| 40789000.00 98                             | Shirley Ann Harvey         | 601 West Sunset Drive   | Broken line in yard                           | -\$234.69   |  |
| 60630311.00 62                             | Rexford Robinson           | 333 Towne Street        | Pool Fill                                     | -\$205.39   |  |
| 61666000.00 97                             | Michael Knapp              | 251 August Drive        | Broken line in yard                           | -\$79.38    |  |
| 41284300.00 98                             | Wilson Taylor              | 1035 West Sunset Drive  | Waive late fee                                | -\$7.81     |  |
| 21025000.00 98                             | Michael Davy               | 63 Terrapin Drive       | Broken line in yard                           | -\$526.14   |  |
| 60637000.00 95                             | William & Marcia Grant     | 3053 Louis Wilson Drive | Broken line in yard                           | -\$522.58   |  |
| 10318000.00 97                             | David Mata                 | 1020 Cobblestone Cove   | Pool Fill                                     | -\$95.43    |  |
| 51275301.00 95                             | Mario Johnson              | 252 Penny Lane          | Pmt posted to 50151000.00 97                  | -\$200.33   |  |
| 50151000.00 97                             | Candace Johnson            | 414 Pecan Circle        | Pmt posted to wrong acct s/h/w to 51275301.00 | \$182.12    |  |
| 40783000.00 97                             | Latnina Harvey             | 619 West Sunset Drive   | Billing error s/h/closed out on 12/6/2024     | -\$22.56    |  |
| 30181000.00 98                             | Beverly Howard             | 35 Woodbridge Road      | Posting error                                 | \$67.21     |  |
| 11079500.00 97                             | Beverly Howard             | 356 Wild Cedar Place    | Posting error                                 | -\$80.88    |  |
| 50891000.00 87                             | GF Properties LLC          | 100 Ole Duke Drive      | Adj GA/Base closed act 11/6                   | -\$52.63    |  |
| 10198000.00 96                             | Patrick Dennis             | 2003 Cross Creek Cove   | Waive late fees                               | -\$12.56    |  |
| 61643600.00 96                             | Levelle McLaurin           | 264 August Drive        | Broken line under house/yard                  | -\$398.73   |  |
| 21025000.00 98                             | Michael Davy               | 63 Terrapin Drive       | Broken line in yard                           | -\$521.15   |  |
| 50298800.00 97                             | Craig Slay                 | 115 Grandeur Drive      | Broken line in yard                           | -\$150.99   |  |
| 60648000.00 98                             | Jessie Wallace             | 3013 Louis Wilson Drive | Broken line in yard                           | -\$1,219.45 |  |
| 10381000.00 98                             | Merit Health Rankin        | 350 Crossgates Blvd     | Cooling tower meter (no swr)                  | -\$2,846.71 |  |
| 50379000.00 90                             | Lindsay Grace              | 111 Lance Drive         | Billing error                                 | -\$544.08   |  |
|                                            |                            |                         |                                               |             |  |
|                                            |                            |                         |                                               |             |  |

|                           |                             |                           |                     |                                       |  |
|---------------------------|-----------------------------|---------------------------|---------------------|---------------------------------------|--|
|                           |                             |                           |                     |                                       |  |
|                           |                             |                           |                     |                                       |  |
|                           |                             |                           |                     |                                       |  |
|                           |                             |                           |                     |                                       |  |
| <b>Denied Adjustments</b> |                             |                           |                     |                                       |  |
| 6084000.00 97             | Dustin Toigo                | 100 Afton Drive           | Commode/Faucet Leak | No adj for water going into the sewer |  |
| 50631000.00 95            | Leslie Abt                  | 1060 Centre Court         | Commode Leak        | No adj for water going into the sewer |  |
| 62017500.00 96            | Carmen Bianca or James Dean | 315 Flagstone Drive       | Commode Leak        | No adj for water going into the sewer |  |
| 30175000.00 92            | Jeffery Latham              | 21 Woodbridge Road        | Commode Leak        | No adj for water going into the sewer |  |
| 40621000.00 94            | Nikki Griffin               | 415 W. Sunset Dr. Apt B16 | Commode Leak        | No adj for water going into the sewer |  |
| 30242000.00 97            | Chad Miles                  | 75 Crossgates Drive       | Tub valve leak      | No adj for water going into the sewer |  |
| 40297000.00 98            | Linette McIntyre            | 222 Terrapin Creek Road   | Broken line in yard | Didn't exceed 50% of avg              |  |

|                |              |                     |                     |                          |
|----------------|--------------|---------------------|---------------------|--------------------------|
| 61697000.00 96 | Eric Pearson | 300 Windchase Drive | Broken line in yard | Didn't exceed 50% of avg |
|                |              |                     |                     |                          |







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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** HUNTERS WOODS SEWER REPAIR PROJECT – GROUP 3 OF 6  
INVOICE APPROVAL

---

Asking for your consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project – Group 3 of 6 – sewer point repairs and authorize payment of the same.

Invoiced repair locations:

1. Near 148 Fern Valley Road – H24192-01-55082 - \$18,054.09
2. Near 147 Fern Valley Road – H24192-01-55079 - \$9,823.00
3. Near 122 Forest Ridge Court – H24192-01-55078 - \$10,093.50
4. Near 155 Post Hill Road – H24192-01-55077 - \$8,925.95
5. Near 163 Post Hill Road – H24192-01-55084 - \$11,617.00
6. Near 166 Summit Ridge Drive – H24192-01-55083 - \$13,797.00

On July 15, 2024, the Board approved for Hemphill Construction Company to proceed with the Hunters Woods Sewer Repair Project - Group 3 sewer point repairs at the FY24 commodity pricing. Each sewer point repair was necessary due to deficiencies in the sewer lines that were allowing infiltration and restricted flow in the system.

Thank you for your consideration in this matter. Please let me know if you have any questions.

### ATTACHMENTS:

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- Hemphill Construction Company Invoices

GL Code: 400-680-637

Funding: WSOM

| Line Item #      | QTY  | Unit | DESCRIPTION OF WORK         | UNIT PRICE                   | TOTAL                            |
|------------------|------|------|-----------------------------|------------------------------|----------------------------------|
| 1                | 15.4 | HR   | Superintendent              | <del>\$107.00</del> \$105.00 | <del>\$1,647.80</del> \$1,617.00 |
| 2                | 23.5 | HR   | Foreman                     | <del>\$96.81</del> \$ 95.00  | <del>\$2,275.04</del> \$2,232.50 |
| 3                | 23.5 | HR   | Trackhoe & Operator (308)   | <del>\$117.19</del> \$115.00 | <del>\$2,753.97</del> \$2,702.50 |
| 4                | 23.5 | HR   | Front End Loader & Operator | <del>\$132.47</del> \$130.00 | <del>\$3,113.05</del> \$3,055.00 |
| 5                | 23.5 | HR   | Pipelayer                   | <del>\$45.86</del> \$ 45.00  | <del>\$1,077.71</del> \$1,057.50 |
| 6                | 47   | HR   | Laborer                     | <del>\$38.72</del> \$ 38.00  | <del>\$1,819.84</del> \$1,786.00 |
| 7                | 23.5 | HR   | Pickup Truck                | <del>\$22.42</del> \$ 22.00  | <del>\$526.87</del> \$ 517.00    |
| 8                | 23.5 | HR   | Flatbed Truck               | <del>\$19.36</del> \$ 19.00  | <del>\$454.96</del> \$ 446.50    |
| 9                | 23.5 | HR   | Small Incidental Tools      | <del>\$15.29</del> \$ 15.00  | <del>\$359.32</del> \$ 352.50    |
| 10               | 23.5 | HR   | Vacuum Excavator            | <del>\$81.52</del> \$ 80.00  | <del>\$1,915.72</del> \$1,880.00 |
| 11               | 1    | LS   | Eagle Pipe                  | \$2,407.59                   | \$2,407.59                       |
| TOTAL AMOUNT DUE |      |      |                             |                              | <del>\$18,351.85</del>           |

Please pay: \$18,054.09

Hunters Woods Sewer Point Repairs - Group 3 of 6  
Board approved to proceed with repairs - 7/15/2024.

GL Code: 400-680-637  
Funding: WSOM

\*\*\*All work performed on the attached invoice was completed in FY24. Invoice date was October 2024; however, work was completed in September 2024. Totals on the invoice were changed to reflect the FY24 commodity rates.

*Carly Beth Dearman*



**Work Order #:** 55082

**Work Order Date:** 09/13/24

**Work Type:**

**Status:** Open

**Prepared By:** Carly Dearman

**Type of Work Order:** Assigned Work Order (During Reg Hours)

**Request Type:** Sewer - Sinkhole

**Date Requested:** 09/13/2024

**Name:** Carly Beth Dearman

**Service Address or Request Location:** near 148 Fern Valley Road

**Phone Number:**

**Email Address:**

**Reported By:** Tim Martin

**Department:** Sewer

**Ward:**

**Nature of Request:** sewer point repair - 249lf downstream of MH-878 - sinkhole

**Scheduled Completion Date:**

**Date Work Order Completed:**

**Work Order Completed By:**

**Scope of Work Completed:**

**Locate Number If Necessary:**

**Additional Information:** 9/13/2024 - Gave to Hemphill on 9/13/2024. See notes - Carly Beth Dearman

**Concrete Repair Required/Details:**

**Sod/Yard Restoration**

**Required/Details:**

**Asphalt Repair Required/Details:**

**Invoice & Cost Information:**

**Meter Deposit Amount:**

**Tap Fee Amount:**

**Status:**

#### Notes

09/13/2024 Sewer point repair that is part of the Hunters Woods Sewer Repair Project Group 3 of 6.

Board permission for repair to be made was approved on 7/15/2024. Carly Beth Dearman

**Employee Cost: \$0.00**  
**Equipment Cost: \$0.00**  
**Material Cost: \$0.00**  
**Inventory Cost: \$0.00**



450 Industrial Drive  
Jackson MS 39209

Your single source for water, sewer, gas, drainage and erosion  
control needs.

## INVOICE

| Date         | Account # | Invoice #    | Due Date   |
|--------------|-----------|--------------|------------|
| 9/25/2024    | HCCI      | 70845        | 10/25/2024 |
| FAX          |           | PHONE        |            |
| 601-487-7474 |           | 601-487-7473 |            |

**RECEIVED**

BILL TO:

OCT 25 2024

SHIP TO:

Hemphill Construction Company Inc  
PO Drawer 879  
Florence, MS 39073

**RECEIVED**

H24192 - Fern Valley  
Kenneth - 601-559-5101  
148 Fern Valley  
Brandon, MS 39047  
Please send MPC #

| PO or JOB #      | TERMS                                                                                                       | REP | ORDER DATE | VIA         | F.O.B.  | JOB/PROJECT                            |
|------------------|-------------------------------------------------------------------------------------------------------------|-----|------------|-------------|---------|----------------------------------------|
| H24192 / Kenneth | 1% 10 Net 30                                                                                                | NRP | 9/24/2024  | Eagle Truck | Jobsite | 02 - Shop Account - Hemphill Constr... |
| QTY              | DESCRIPTION                                                                                                 |     |            |             | UNIT    | EXT                                    |
| 4                | *** 148 Fern Valley - Brandon, MS ***<br>---<br>8in Maxadaptor - MAX8 - 8.40in to 10.15in<br># 19215<br>--- |     |            |             | 195.30  | 781.20                                 |

OCT 29 2024

H24192 - 040001-CY

Please make your check payable to Eagle Pipe and Supply, LLC and remit to the above address.  
Terms are Net 30 days. All past due accounts are subject to a finance charge of 1.5% per month (18% per annum).  
We will not accept goods returned without permission and then goods are subject to inspection for decision on possible credit.  
To avoid late fees, allow 5 or more days for postal delivery.

Payments on account with a credit card will incur a 4% transaction fee.

|                   |          |
|-------------------|----------|
| Subtotal:         | \$781.20 |
| Payments/Credits  | \$0.00   |
| Sales Tax: (8.0%) | \$62.49  |
| Balance Due       | \$843.69 |





450 Industrial Drive  
Jackson MS 39209

Your single source for water, sewer, gas, drainage and erosion  
control needs.

RECEIVED  
SEP 25 2024  
RECEIVED

# INVOICE

| Date         | Account # | Invoice #    | Due Date   |
|--------------|-----------|--------------|------------|
| 9/27/2024    | HCCI      | 70886        | 10/27/2024 |
| FAX          |           | PHONE        |            |
| 601-487-7474 |           | 601-487-7473 |            |

|                                                                          |                                                                                                          |     |            |                                                                                                             |         |                                         |  |
|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|-----|------------|-------------------------------------------------------------------------------------------------------------|---------|-----------------------------------------|--|
| BILL TO:                                                                 |                                                                                                          |     |            | SHIP TO:                                                                                                    |         |                                         |  |
| Hemphill Construction Company Inc<br>PO Drawer 879<br>Florence, MS 39073 |                                                                                                          |     |            | H24192 - Fern Valley<br>Kenneth - 601-559-5101<br>148 Fern Valley<br>Brandon, MS 39047<br>Please send MPC # |         |                                         |  |
| PO or JOB #                                                              | TERMS                                                                                                    | REP | ORDER DATE | VIA                                                                                                         | F.O.B.  | JOB/PROJECT                             |  |
| H24192 / Kenneth                                                         | 1% 10 Net 30                                                                                             | NRP | 9/25/2024  | Eagle Truck                                                                                                 | Jobsite | 02 - Shop Account - Hemphill Constru... |  |
| QTY                                                                      | DESCRIPTION                                                                                              |     |            |                                                                                                             | UNIT    | EXT                                     |  |
| 28                                                                       | 8in SDR26 HW PVC Sewer Pipe - ps115 - 14ft length - Gasket Joint<br># 8SDR26HWX14<br>---                 |     |            |                                                                                                             | 15.60   | 436.80                                  |  |
| 4                                                                        | 8in Maxadaptor - MAX8 - 8.40in to 10.15in<br># 19215<br>---                                              |     |            |                                                                                                             | 195.30  | 781.20                                  |  |
| 2                                                                        | 8in x 8in Flexible Sewer Coupling - Concrete x PVC - ARC Shielded (Mission Rubber)<br># MR0688ARC<br>--- |     |            |                                                                                                             | 172.95  | 345.90                                  |  |

H24192 - 040001 - 0%

Posted  
OCT 01 2024

Please make your check payable to Eagle Pipe and Supply, LLC and remit to the above address.  
Terms are Net 30 days. All past due accounts are subject to a finance charge of 1.5% per month (18% per annum).  
We will not accept goods returned without permission and then goods are subject to inspection for decision on possible credit.  
To avoid late fees, allow 5 or more days for postal delivery.

Payments on account with a credit card will incur a 4% transaction fee.

|                   |            |
|-------------------|------------|
| Subtotal:         | \$1,563.90 |
| Payments/Credits  | \$0.00     |
| Sales Tax: (0.0%) | \$0.00     |
| Balance Due       | \$1,563.90 |

JOB NO: H24192-

PROJECT: Brandon Maintenance

DATE: 9/23/2024

DAY OF WEEK: MONDAY

ACCIDENTS: ☐ YES ☒ NO

INCIDENTS:  YES ☒ NO

**SUPERINTENDENT:** Chad Phelps

REVIEWED: BK

[illegible][illegible][illegible]

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to 148 Fern Valley Rd to work on sewer main under driveway. We sawcut section of driveway. Waited on locators to come mark utilities. Removed driveway section and started pot holing trying to find utilities in area. Spent most of the day to pot holing utilities. Hauled off concrete from driveway with loader. Made sure everything was safed up for the night and installed safety fence around excavation in driveway.

|                                     |                                                                                     |
|-------------------------------------|-------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST. |
| <input checked="" type="checkbox"/> | ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER               |

**KENNETH MCCARDLE**  
FOREMAN



JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

9/24/2024

DAY OF WEEK:

TUESDAY

ACCIDENTS:YES

☒

NO

INCIDENTS:YES

☒

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

CONSTRUCTION

HEMPHILL

COMPANY

FLORENCE, MS SINCE 1983

|    | NAME              | EMP. # | CLASS     | ABSENCE | TOTAL HOURS / OTHER FOREMAN | 010001- |  |  |  |  |  |  |  |  | TOTAL | PENETROMETER |
|----|-------------------|--------|-----------|---------|-----------------------------|---------|--|--|--|--|--|--|--|--|-------|--------------|
| 1  | KENNETH MCCARDLE  | 2611   | FOREMAN   |         |                             | 12.00   |  |  |  |  |  |  |  |  | 12.00 | A.M.         |
| 2  | JOSEPH WELBORN    | 1641   | Pipelayer |         |                             | 12.00   |  |  |  |  |  |  |  |  | 12.00 | READING      |
| 3  | BARRET ABRAMS     | 2930   | Trackhoe  |         |                             | 12.00   |  |  |  |  |  |  |  |  | 12.00 | SOIL TYPE    |
| 4  | ZACHARY MACKE     | 3102   | Labor     |         |                             | 12.00   |  |  |  |  |  |  |  |  | 12.00 | LOCATION     |
| 5  | CHARLES SHOULDERS | 2865   | Loader    |         |                             | 12.00   |  |  |  |  |  |  |  |  | 12.00 |              |
| 6  | CEDRIC HYDE       | 3377   | Labor     |         |                             | 12.00   |  |  |  |  |  |  |  |  | 12.00 | P.M.         |
| 7  |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     | READING      |
| 8  |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     | SOIL TYPE    |
| 9  |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     | LOCATION     |
| 10 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     |              |
| 11 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     |              |
| 12 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     |              |
| 13 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     |              |
| 14 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     |              |
| 15 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  | -     |              |

| TEMP LABOR | EMPLOYER | POTENTIAL HIRE? Y/N | 010001- |  |  |  |  |  |  |  |  |  |  |  |   |
|------------|----------|---------------------|---------|--|--|--|--|--|--|--|--|--|--|--|---|
| 1          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  | - |
| 2          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  | - |
|            |          |                     |         |  |  |  |  |  |  |  |  |  |  |  | - |

| DAILY WORK REPORT |                  |       | EQUIP. # | EQUIP DESCRIPTION | 010001- |   |  |  |  |  |  |  |  | TOTAL | EQ. ODOMETER READINGS |     |     |
|-------------------|------------------|-------|----------|-------------------|---------|---|--|--|--|--|--|--|--|-------|-----------------------|-----|-----|
| WORK DAY (Y/N)    | WEATHER          |       | 1582     | Ford F250 Pickup  | 12.00   | - |  |  |  |  |  |  |  | 12.00 | BEGIN                 | END | HRS |
|                   | FAIR             |       | 1057     | 2-Ton Truck       | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
|                   | CLOUDY           |       | 12510    | Level             | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
|                   |                  |       | 13716    | Pipe Saw          | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
|                   | RAIN AMOUNT (IN) |       | 9494     | Laser             | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
|                   | TEMPERATURE      |       | 5610     | Conex Box         | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| TIME WORKED       | START            | STOP  | 5215     | 20' Trailer       | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| MORNING           |                  |       | 11619    | Centrifugal Pump  | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| AFTERNOON         |                  |       | 11654    | Diaphragm Pump    | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| NIGHT             |                  |       | 13816    | Trench Box 8'     | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| TOTAL HRS FOR DAY |                  |       | 13819    | Trench Box 16'    | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| WORK COMPLETED    |                  |       | 13910    | Material Box      | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| PHASE             | QUANTITY         | UNITS | 13461    | Tamp              | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| 1                 |                  |       | 13430    | Tamp              | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| 2                 |                  |       | 8593     | Pothole Machine   | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| 3                 |                  |       | 2408     | 926 Cat           | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| 4                 |                  |       | 2397     | 308 Cat           | 12.00   | - |  |  |  |  |  |  |  | 12.00 |                       |     | -   |
| 5                 |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 6                 |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 7                 |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 8                 |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 9                 |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 10                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 11                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 12                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 13                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 14                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 14                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 14                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |
| 15                |                  |       |          |                   |         |   |  |  |  |  |  |  |  | -     |                       |     | -   |

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Had to take out more driveway and hauled off with loader. Found water service and put a loop in it to give more slack. Excavated down beside Caspore fiber until we could install trench box. Had to jet down on sewer main to find damage in pipe. Once excavation was safe for entry we cleaned off pipe. Cut out had section of 8" truss pipe and had to install 4 ft section of 8" pvc pipe and sleeved back together with 7 8" max adapter couplings. Bedded around pipe with sand and made sure to tamp properly. Backfilled excavation with sand up to a certain point and then backfilled driveway with 5/10 Limestone. Dressed up driveway and made sure everything was cleaned up for the night.

☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

| <u>Line Item #</u>      | <u>QTY</u> | <u>Unit</u> | <u>DESCRIPTION OF WORK</u>  | <u>UNIT PRICE</u>            | <u>TOTAL</u>                     |
|-------------------------|------------|-------------|-----------------------------|------------------------------|----------------------------------|
| 1                       | 8.5        | HR          | Superintendent              | <del>\$107.00</del> \$105.00 | <del>\$909.50</del> \$ 892.50    |
| 2                       | 16.5       | HR          | Foreman                     | <del>\$96.81</del> \$ 95.00  | <del>\$1,597.37</del> \$1,567.50 |
| 3                       | 16.5       | HR          | Trackhoe & Operator (308)   | <del>\$117.19</del> \$115.00 | <del>\$1,933.64</del> \$1,897.50 |
| 5                       | 16.5       | HR          | Front End Loader & Operator | <del>\$132.47</del> \$130.00 | <del>\$2,185.76</del> \$2,145.00 |
| 6                       | 16.5       | HR          | Pipelayer                   | <del>\$45.86</del> \$ 45.00  | <del>\$756.69</del> \$ 742.50    |
| 7                       | 33         | HR          | Laborer                     | <del>\$38.72</del> \$ 38.00  | <del>\$1,277.76</del> \$1,254.00 |
| 8                       | 16.5       | HR          | Pickup Truck                | <del>\$22.42</del> \$ 22.00  | <del>\$369.93</del> \$ 363.00    |
| 9                       | 16.5       | HR          | Flatbed Truck               | <del>\$19.36</del> \$ 19.00  | <del>\$319.44</del> \$ 313.50    |
| 10                      | 16.5       | HR          | Small Incidental Tools      | <del>\$15.29</del> \$ 15.00  | <del>\$252.29</del> \$ 247.50    |
| 11                      | 5          | HR          | Vacuum Excavator            | <del>\$81.52</del> \$ 80.00  | <del>\$407.60</del> \$ 400.00    |
| <b>TOTAL AMOUNT DUE</b> |            |             |                             |                              | <b><del>\$10,009.96</del></b>    |

Please pay: \$9,823.00

Hunters Woods Sewer Point Repairs - Group 3 of 6  
Board Approved to proceed with repairs - 7/15/2024.

GL Code: 400-680-637  
Funding: WSOM

\*\*\*All work performed on the attached invoice was completed in FY24.  
Invoice date was October 2024; however, work was completed in September  
2024. Totals on the invoice were changed to reflect the FY24 commodity rates.

*Carly Beth Dearman*





**Work Order #:** 55079

**Work Order Date:** 09/13/24

**Work Type:**

**Status:** Complete

**Prepared By:** Carly Dearman

**Type of Work Order:** Assigned Work Order (During Reg Hours)

**Request Type:** Sewer - Sinkhole

**Date Requested:** 09/13/2024

**Name:** Carly Beth Dearman

**Service Address or Request** near 147 Fern Valley Road

**Location:**

**Phone Number:**

**Email Address:**

**Reported By:** Tim Martin

**Department:** Sewer

**Ward:**

**Nature of Request:** sewer point repair - 210lf downstream of MH-876 - utility conflict

**Scheduled Completion Date:**

**Date Work Order Completed:** 09/26/2024

**Work Order Completed By:** Hemphill Construction Company

**Scope of Work Completed:** Replaced 7 feet of 8" pvc sewer pipe and sleeved together with two 8" Max Adapter couplings. Backfilled area with sand.

**Locate Number If Necessary:**

**Additional Information:** 9/13/2024 - Gave to Hemphill on 9/13/2024. See notes - Carly Beth Dearman

**Concrete Repair**

**Required/Details:**

**Sod/Yard Restoration**

**Required/Details:**

**Asphalt Repair**

**Required/Details:**

**Invoice & Cost Information:**

**Meter Deposit Amount:**

**Tap Fee Amount:**

**Status:**

#### Notes

09/13/2024 Sewer point repair that is part of the Hunters Woods Sewer Repair Project Group 3 of 6.

Board permission for repair to be made was approved on 7/15/2024. Carly Beth Dearman

**Employee Cost: \$0.00**







## Work Order 55078 – 122 Forest Ridge Court

| <u>Line Item #</u>      | <u>QTY</u> | <u>Unit</u> | <u>DESCRIPTION OF WORK</u>  | <u>UNIT PRICE</u>            | <u>TOTAL</u>                     |
|-------------------------|------------|-------------|-----------------------------|------------------------------|----------------------------------|
| 1                       | 8          | HR          | Superintendent              | <del>\$107.00</del> \$105.00 | <del>\$856.00</del> \$ 840.00    |
| 2                       | 15.5       | HR          | Foreman                     | <del>\$96.81</del> \$ 95.00  | <del>\$1,500.56</del> \$1,472.50 |
| 3                       | 15.5       | HR          | Trackhoe & Operator (308)   | <del>\$117.19</del> \$115.00 | <del>\$1,816.45</del> \$1,782.50 |
| 4                       | 15.5       | HR          | Front End Loader & Operator | <del>\$132.47</del> \$130.00 | <del>\$2,053.29</del> \$2,015.00 |
| 5                       | 15.5       | HR          | Pipelayer                   | <del>\$45.86</del> \$ 45.00  | <del>\$710.83</del> \$ 697.50    |
| 6                       | 31         | HR          | Laborer                     | <del>\$38.72</del> \$ 38.00  | <del>\$1,200.32</del> \$1,178.00 |
| 7                       | 15.5       | HR          | Pickup Truck                | <del>\$22.42</del> \$ 22.00  | <del>\$347.51</del> \$ 341.00    |
| 8                       | 15.5       | HR          | Flatbed Truck               | <del>\$19.36</del> \$ 19.00  | <del>\$300.08</del> \$ 294.50    |
| 9                       | 15.5       | HR          | Small Incidental Tools      | <del>\$15.29</del> \$ 15.00  | <del>\$237.00</del> \$ 232.50    |
| 10                      | 15.5       | HR          | Vacuum Excavator            | <del>\$81.52</del> \$ 80.00  | <del>\$1,263.56</del> \$1,240.00 |
| <b>TOTAL AMOUNT DUE</b> |            |             |                             |                              | <b><del>\$10,285.58</del></b>    |

Please pay: \$10,093.50

Hunters Woods Sewer Repair Project - Group 3 of 6  
Board approved to proceed with repairs - 7/15/2024.

GL Code: 400-680-637

Funding: WSOM

\*\*\*All work performed on the attached invoice was completed in FY24. Invoice date was October 2024; however, work was completed in September 2024. Totals on the invoice were changed to reflect the FY24 commodity rates.

*Carly Beth Dearman*



**Work Order #:** 55078

**Work Order Date:** 09/13/24

**Work Type:**

**Status:** Complete

**Prepared By:** Carly Dearman

**Type of Work Order:** Assigned Work Order (During Reg Hours)

**Request Type:** Sewer - Sinkhole

**Date Requested:** 09/13/2024

**Name:** Carly Beth Dearman

**Service Address or Request** near 122 Forest Ridge Court

**Location:**

**Phone Number:**

**Email Address:**

**Reported By:** Tim Martin

**Department:** Sewer

**Ward:**

**Nature of Request:** sewer point repair - 227lf downstream of MH-841 - collapsed pipe

**Scheduled Completion Date:**

**Date Work Order** 09/27/2024

**Completed:**

**Work Order Completed By:** Hemphill Construction Company

**Scope of Work Completed:** Replaced 8 feet of 8" pvc sewer pipe and reconnected to manhole. Grouted around pipe inside and outside of manhole. Backfilled excavation with sand.

**Locate Number If Necessary:**

**Additional Information:** 9/13/2024 - Gave to Hemphill on 9/13/2024. See notes - Carly Beth Dearman

**Concrete Repair**

**Required/Details:**

**Sod/Yard Restoration**

**Required/Details:**

**Asphalt Repair**

**Required/Details:**

**Invoice & Cost Information:**

**Meter Deposit Amount:**

**Tap Fee Amount:**

**Status:**

#### Notes

09/13/2024 Sewer point repair that is part of the Hunters Woods Sewer Repair Project Group 3 of 6.

Board permission for repair to be made was approved on 7/15/2024. Carly Beth Dearman



JOB NO:

H24192-

PROJECT:

Brandon Maintenance

DATE:

9/26/2024

DAY OF WEEK:

THURSDAY

ACCIDENTS:YES

☒

NO

INCIDENTS:YES

☒

NO

SUPERINTENDENT:

Chad Phelps

REVIEWED:

BK

HEMPHILL

FLORENCE, MS SINCE 1963

|    | NAME              | EMP. # | CLASS     | ABSENCE | TOTAL HOURS / OTHER FOREMAN | 010001- | 010001- |  |  |  |  |  |  |  |  | TOTAL | PENETROMETER |
|----|-------------------|--------|-----------|---------|-----------------------------|---------|---------|--|--|--|--|--|--|--|--|-------|--------------|
| 1  | KENNETH MCCARDLE  | 2611   | FOREMAN   |         |                             | 5.00    | 6.00    |  |  |  |  |  |  |  |  | 11.00 | A.M.         |
| 2  | JOSEPH WELBORN    | 1641   | Pipelayer |         |                             | 5.00    | 6.00    |  |  |  |  |  |  |  |  | 11.00 | READING      |
| 3  | BARRET ABRAMS     | 2930   | Trackhoe  |         |                             | 5.00    | 6.00    |  |  |  |  |  |  |  |  | 11.00 | SOIL TYPE    |
| 4  | ZACHARY MACKE     | 3102   | Labor     |         |                             | 5.00    | 6.00    |  |  |  |  |  |  |  |  | 11.00 | LOCATION     |
| 5  | CHARLES SHOULDERS | 2865   | Loader    |         |                             | 5.00    | 6.00    |  |  |  |  |  |  |  |  | 11.00 |              |
| 6  | CEDRIC HYDE       | 3377   | Labor     |         |                             | 5.00    | 6.00    |  |  |  |  |  |  |  |  | 11.00 | P.M.         |
| 7  |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     | READING      |
| 8  |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     | SOIL TYPE    |
| 9  |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     | LOCATION     |
| 10 |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     |              |
| 11 |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     |              |
| 12 |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     |              |
| 13 |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     |              |
| 14 |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     |              |
| 15 |                   |        |           |         |                             |         |         |  |  |  |  |  |  |  |  | -     |              |

| TEMP LABOR | EMPLOYER | POTENTIAL HIRE? Y/N | 010001- | 010001- |  |  |  |  |  |  |  |  |  |  |  |   |
|------------|----------|---------------------|---------|---------|--|--|--|--|--|--|--|--|--|--|--|---|
| 1          |          |                     |         |         |  |  |  |  |  |  |  |  |  |  |  | - |
| 2          |          |                     |         |         |  |  |  |  |  |  |  |  |  |  |  | - |
|            |          |                     |         |         |  |  |  |  |  |  |  |  |  |  |  | - |

| DAILY WORK REPORT |  |  | EQUIP. # | EQUIP DESCRIPTION | 010001- | 010001- |  |  |  |  |  |  |  |  |  | TOTAL | BEGIN | END | HRS |
|-------------------|--|--|----------|-------------------|---------|---------|--|--|--|--|--|--|--|--|--|-------|-------|-----|-----|
| WORK DAY (Y/N)    |  |  | 1582     | Ford F250 Pickup  | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| WEATHER           |  |  | 1057     | 2-Ton Truck       | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| FAIR              |  |  | 12510    | Level             | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| CLOUDY            |  |  | 13716    | Pipe Saw          | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| RAIN AMOUNT (IN)  |  |  | 9494     | Laser             | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| TEMPERATURE       |  |  | 5610     | Conex Box         | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| TIME WORKED       |  |  | 5215     | 20' Trailer       | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| MORNING           |  |  | 11619    | Centrifugal Pump  | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| AFTERNOON         |  |  | 11654    | Diaphragm Pump    | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| NIGHT             |  |  | 13816    | Trench Box 8'     | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| TOTAL HRS FOR DAY |  |  | 13819    | Trench Box 16'    | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| WORK COMPLETED    |  |  | 13910    | Material Box      | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| PHASE             |  |  | 13461    | Tamp              | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| 1                 |  |  | 13430    | Tamp              | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| 2                 |  |  | 8593     | Pothole Machine   | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| 3                 |  |  | 2408     | 926 Cat           | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| 4                 |  |  | 2397     | 308 Cat           | 5.00    | 6.00    |  |  |  |  |  |  |  |  |  | 11.00 |       |     | -   |
| 5                 |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 6                 |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 7                 |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 8                 |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 9                 |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 10                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 11                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 12                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 13                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 14                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 14                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 14                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |
| 15                |  |  |          |                   |         |         |  |  |  |  |  |  |  |  |  | -     |       |     | -   |

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Had to excavate farther back on sewer main to find good pipe where we left of Wednesday evening. Once we found good pipe cut out bad section , installed a 7 ft section of 8" pvc sewer pipe, and sleeved back together with 2 8" Max Adapter couplings. Backfilled around with sand and made sure it was under pipe. good. Backfilled excavation and cleaned up area. Made sure to rack out yard and dressed up yard. Moved all equipment and traffic control signs to 112 Forest Ridge Court. Started pot holing on utilities in area trying to find sewer main. Found all utilities and sewer main had to excavate around utilities to install trench box. While excavating we damaged a Comcast line and had to report it to 811. Made sure everything was safed up for the night, and installed safety fence around area.

KENNETH MCCARDLE

FOREMAN

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER



JOB NO: H24192-

PROJECT: Brandon Maintenance

DATE: 9/27/2024

DAY OF WEEK: FRIDAY

ACCIDENTS: ☐ YES ☒ NO

INCIDENTS: ☐ YES ☒ NO

SUPERINTENDENT: Chad Phelps

REVIEWED: BK

[illegible][illegible][illegible]

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Once we found sewer main we had to trace back on collapsed pipe to manhole we removed all damaged concrete pipe, we had to chop hole in manhole for the pvc pipe, and installed a 8 ft section of 8" pvc sewer pipe. Once pipe was installed we grouted up around pipe on outside and inside of manhole. Bedded around pipe with sand, backfilled excavation and cleaned up trash in area. Raked out yard and dressed up area. Made sure everything was safe up for the weekend.

☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST

☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

KENNETH MCCARDLE

FOREMAN

| <u>Line Item #</u>      | <u>QTY</u> | <u>Unit</u> | <u>DESCRIPTION OF WORK</u>  | <u>UNIT PRICE</u>            | <u>TOTAL</u>                     |
|-------------------------|------------|-------------|-----------------------------|------------------------------|----------------------------------|
| 1                       | 14.3       | HR          | Foreman                     | <del>\$96.81</del> \$ 95.00  | <del>\$1,384.38</del> \$1,358.50 |
| 2                       | 11.5       | HR          | Trackhoe & Operator (308)   | <del>\$117.19</del> \$115.00 | <del>\$1,347.69</del> \$1,322.50 |
| 3                       | 11.5       | HR          | Front End Loader & Operator | <del>\$132.47</del> \$130.00 | <del>\$1,523.41</del> \$1,495.00 |
| 4                       | 11.5       | HR          | Pipelayer                   | <del>\$45.86</del> \$ 45.00  | <del>\$527.39</del> \$ 517.50    |
| 5                       | 23         | HR          | Laborer                     | <del>\$38.72</del> \$ 38.00  | <del>\$890.56</del> \$ 874.00    |
| 6                       | 11.5       | HR          | Pickup Truck                | <del>\$22.42</del> \$ 22.00  | <del>\$257.83</del> \$ 253.00    |
| 7                       | 11.5       | HR          | Flatbed Truck               | <del>\$19.36</del> \$ 19.00  | <del>\$222.64</del> \$ 218.50    |
| 8                       | 11.5       | HR          | Small Incidental Tools      | <del>\$15.29</del> \$ 15.00  | <del>\$175.84</del> \$ 172.50    |
| 9                       | 11.5       | HR          | Vacuum Excavator            | <del>\$81.52</del> \$ 80.00  | <del>\$937.48</del> \$ 920.00    |
| 10                      | 1          | LS          | Eagle Pipe                  | \$1,794.45                   | \$1,794.45                       |
| <b>TOTAL AMOUNT DUE</b> |            |             |                             |                              | <b><del>\$9,061.66</del></b>     |

Please pay: \$8,925.95

Hunters Woods Sewer Point Repairs - Group 3 of 6  
Board approved to proceed with repairs - 7/15/2024

GL Code: 400-680-637  
Funding: WSOM

\*\*\*All work performed on the attached invoice was completed in FY24. Invoice date was October 2024; however, work was completed in September 2024. Totals on the invoice were changed to reflect the FY24 commodity rates.

*Carly Beth Dearman*





**Work Order #:** 55077

**Work Order Date:** 09/13/24

**Work Type:**

**Priority:**

**Status:** Complete

**Prepared By:** Carly Dearman

**Type of Work Order:** Assigned Work Order (During Reg Hours)

**Request Type:** Sewer - Sinkhole

**Date Requested:** 09/13/2024

**Name:** Carly Beth Dearman

**Service Address or Request** near 155 Post Hill Road

**Location:**

**Phone Number:**

**Email Address:**

**Reported By:** Tim Martin

**Department:** Sewer

**Ward:**

**Nature of Request:** sewer point repair - 109 lf downstream of MH-868 - utility conflict

**Scheduled Completion Date:**

**Date Work Order Completed:** 09/26/2024

**Work Order Completed By:** Hemphill Construction Company

**Scope of Work Completed:** Damage to 8" sewer line by electrical cable. Replaced 6 feet of 8" sewer pipe and installed two 8x8 concrete to pvc Fernco couplings.

**Locate Number If Necessary:**

**Additional Information:** 9/13/2024 - Gave to Hemphill on 9/13/2024. See notes - Carly Beth Dearman

**Concrete Repair**

**Required/Details:**

**Sod/Yard Restoration**

**Required/Details:**

**Asphalt Repair**

**Required/Details:**

**Invoice & Cost Information:**

**Meter Deposit Amount:**

**Tap Fee Amount:**

**Status:**

## Notes

09/13/2024 Sewer point repair that is part of the Hunters Woods Sewer Repair Project Group 3 of 6.

Board permission for repair to be made was approved on 7/15/2024. Carly Beth Dearman



450 Industrial Drive  
Jackson MS 39209

Your single source for water, sewer, gas, drainage and erosion  
control needs.

RECEIVED  
OCT 25 2024

RECEIVED  
OCT 25 2024

# INVOICE

| Date         | Account # | Invoice #    | Due Date   |
|--------------|-----------|--------------|------------|
| 9/25/2024    | H24023    | 70843        | 10/25/2024 |
| FAX          |           | PHONE        |            |
| 601-487-7474 |           | 601-487-7473 |            |

|                                                                           |                                                                                                   |     |            |                                                                                                                 |         |                                |          |
|---------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----|------------|-----------------------------------------------------------------------------------------------------------------|---------|--------------------------------|----------|
| BILL TO:                                                                  |                                                                                                   |     |            | SHIP TO:                                                                                                        |         |                                |          |
| Hemphill Construction Company Inc.<br>PO Drawer 879<br>Florence, MS 39073 |                                                                                                   |     |            | H24023 - February 2024 Brandon<br>Kenneth - 601-559-5101<br>Directions below<br>Brandon, MS<br>MPC#: MP11153210 |         |                                |          |
| PO or JOB #                                                               | TERMS                                                                                             | REP | ORDER DATE | VIA                                                                                                             | F.O.B.  | JOB/PROJECT                    |          |
| H24023 / Wendell                                                          | 1% 10 Net 30                                                                                      | NRP | 9/24/2024  | Eagle Truck                                                                                                     | Jobsite | H24023 - February 2024 Brandon |          |
| QTY                                                                       | DESCRIPTION                                                                                       |     |            |                                                                                                                 |         | UNIT                           | EXT      |
|                                                                           | ** 155 Post Hill Road - Brandon MS **                                                             |     |            |                                                                                                                 |         |                                |          |
|                                                                           | ---                                                                                               |     |            |                                                                                                                 |         |                                |          |
| 6                                                                         | 8in x 8in Flexible Sewer Coupling - Concrete x PVC - ARC Shielded (Mission Rubber)<br># MR0688ARC |     |            |                                                                                                                 |         | 178.95                         | 1,073.70 |
|                                                                           | ---                                                                                               |     |            |                                                                                                                 |         |                                |          |
| 2                                                                         | 8in x 8in Flexible Sewer Coupling - Clay x PVC - ARC Shielded (Mission Rubber)<br># MR0288ARC     |     |            |                                                                                                                 |         | 119.85                         | 239.70   |
|                                                                           | ---                                                                                               |     |            |                                                                                                                 |         |                                |          |
| 1                                                                         | Extended Squeeze Off Tool - 3/4in to 2in Tubing<br># SS01C                                        |     |            |                                                                                                                 |         | 481.05                         | 481.05   |
|                                                                           | ---                                                                                               |     |            |                                                                                                                 |         |                                |          |

192  
H24023 - 04 0001-04  
Q

Please make your check payable to Eagle Pipe and Supply, LLC and remit to the above address.  
Terms are Net 30 days. All past due accounts are subject to a finance charge of 1.5% per month (18% per annum).  
We will not accept goods returned without permission and then goods are subject to inspection for decision on possible credit.  
To avoid late fees, allow 5 or more days for postal delivery.

Payments on account with a credit card will incur a 4% transaction fee

|                   |            |
|-------------------|------------|
| Subtotal:         | \$1,794.45 |
| Payments/Credits  | \$0.00     |
| Sales Tax: (0.0%) | \$0.00     |
| Balance Due       | \$1,794.45 |

JOB NO: H24192-

PROJECT: Brandon T &amp; M

DATE: 9/26/2024

DAY OF WEEK: THURSDAY

ACCIDENTS: ☐ YES ☒ NOINCIDENTS: ☐ YES ☒ NO

SUPERINTENDENT: CHAD PHELPS

REVIEWED: BK

|    | NAME              | EMP. # | CLASS     | ABSENCE | TOTAL HOURS / OTHER FOREMAN | 010001- |  |  |  |  |  |  |  |  |  | TOTAL | PENETROMETER |
|----|-------------------|--------|-----------|---------|-----------------------------|---------|--|--|--|--|--|--|--|--|--|-------|--------------|
| 1  | WENDELL PITTS     | 2615   | FOREMAN   |         |                             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | A.M.         |
| 2  | ROBERT LADNER     | 1019   | Trackhoe  |         |                             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | READING      |
| 3  | JEFFERY PITTS     | 2771   | Trackhoe  |         |                             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | SOIL TYPE    |
| 4  | MATTHEW GROSS     | 3341   | Pipelayer |         |                             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | LOCATION     |
| 5  | DILLION WALTERS   | 2630   | LABOR     |         |                             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |              |
| 6  | CARLOS DE LE CRUZ | 3342   | LABOR     |         |                             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | P.M.         |
| 7  |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     | READING      |
| 8  |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     | SOIL TYPE    |
| 9  |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     | LOCATION     |
| 10 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     |              |
| 11 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     |              |
| 12 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     |              |
| 13 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     |              |
| 14 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     |              |
| 15 |                   |        |           |         |                             |         |  |  |  |  |  |  |  |  |  | -     |              |

| TEMP LABOR | EMPLOYER | POTENTIAL HIRE? Y/N | 010001- |  |  |  |  |  |  |  |  |  |  |  |  |  |   |
|------------|----------|---------------------|---------|--|--|--|--|--|--|--|--|--|--|--|--|--|---|
| 1          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  |  | - |
| 2          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  |  | - |
|            |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  |  | - |

| DAILY WORK REPORT |  |  |  | EQUIP. # | EQUIP DESCRIPTION | 010001- |  |  |  |  |  |  |  |  |  | TOTAL | EQLODOMETER READINGS |     |     |
|-------------------|--|--|--|----------|-------------------|---------|--|--|--|--|--|--|--|--|--|-------|----------------------|-----|-----|
| WORK DAY (Y/N)    |  |  |  | 1570     | F250 FOREMAN TRK  | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | BEGIN                | END | HRS |
| WEATHER           |  |  |  | 1056     | 2 TON             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     | -   |
| FAIR              |  |  |  | 12762    | LEVEL             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     | -   |
| CLOUDY            |  |  |  | 13780    | PIPESAW           | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     | -   |
| RAIN AMOUNT (IN)  |  |  |  | 9468     | LASER             | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     | -   |
| TEMPERATURE       |  |  |  | 11614    | 3" Trash Pump     | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     | -   |
| TIME WORKED       |  |  |  | 11652    | 3" Diaphram Pump  | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     | -   |
| MORNING           |  |  |  | 5614     | Conex Box         | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     | -   |
| AFTERNOON         |  |  |  | 2412     | CAT 926M          | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| NIGHT             |  |  |  | R33-014  | VAC MACHINE       | -       |  |  |  |  |  |  |  |  |  | -     |                      |     |     |
| TOTAL HRS FOR DAY |  |  |  | 2244     | CAT 303.5         | -       |  |  |  |  |  |  |  |  |  | -     |                      |     |     |
| WORK COMPLETED    |  |  |  | 2393     | CAT 308           | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| PHASE             |  |  |  |          |                   |         |  |  |  |  |  |  |  |  |  | -     |                      |     | -   |
| 1                 |  |  |  |          |                   |         |  |  |  |  |  |  |  |  |  | -     |                      |     | -   |
| 14                |  |  |  |          |                   |         |  |  |  |  |  |  |  |  |  | -     |                      |     | -   |
| 15                |  |  |  |          |                   |         |  |  |  |  |  |  |  |  |  | -     |                      |     | -   |

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

END STATION:

BEGIN STATION:

Went to 155 Post Hill Drive dug down on 8" concrete sewer line and started digging back when we found 2" underground electrical cable that wasn't marked bored through sewer line. Had to pothole and shovel 2 foot of dirt because we couldn't dig down any further because of electrical cable. Used 6 feet of 8" pvc pipe and 2 - 8" X 8" concrete to pvc sure ring furnco couplings to fix damaged pipe.

Per

- ☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.
- ☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

WENDELL PITTS

FOREMAN

| <u>Line Item #</u>      | <u>QTY</u> | <u>Unit</u> | <u>DESCRIPTION OF WORK</u>  | <u>UNIT PRICE</u>   |          | <u>TOTAL</u>                  |            |
|-------------------------|------------|-------------|-----------------------------|---------------------|----------|-------------------------------|------------|
| 1                       | 21         | HR          | Foreman                     | <del>\$96.81</del>  | \$ 95.00 | <del>\$2,033.01</del>         | \$1,995.00 |
| 2                       | 21         | HR          | Trackhoe & Operator (308)   | <del>\$117.19</del> | \$115.00 | <del>\$2,460.99</del>         | \$2,415.00 |
| 3                       | 21         | HR          | Front End Loader & Operator | <del>\$132.47</del> | \$130.00 | <del>\$2,781.87</del>         | \$2,730.00 |
| 4                       | 21         | HR          | Pipelayer                   | <del>\$45.86</del>  | \$ 45.00 | <del>\$963.06</del>           | \$ 945.00  |
| 5                       | 42         | HR          | Laborer                     | <del>\$38.72</del>  | \$ 38.00 | <del>\$1,626.24</del>         | \$1,596.00 |
| 6                       | 21         | HR          | Pickup Truck                | <del>\$22.42</del>  | \$ 22.00 | <del>\$470.82</del>           | \$ 462.00  |
| 7                       | 21         | HR          | Flatbed Truck               | <del>\$19.36</del>  | \$ 19.00 | <del>\$406.56</del>           | \$ 399.00  |
| 8                       | 21         | HR          | Small Incidental Tools      | <del>\$15.29</del>  | \$ 15.00 | <del>\$321.09</del>           | \$ 315.00  |
| 9                       | 9.5        | HR          | Vacuum Excavator            | <del>\$81.52</del>  | \$ 80.00 | <del>\$774.44</del>           | \$ 760.00  |
| <b>TOTAL AMOUNT DUE</b> |            |             |                             |                     |          | <b><del>\$11,838.08</del></b> |            |

Please pay: **\$11,617.00**

Hunters Woods Sewer Point Repairs - Group 3 of 6  
Board approved to proceed with repairs - 7/15/2024

GL Code: 400-680-637  
Funding: WSOM

\*\*All work performed on the attached invoice was completed in FY24. Invoice date was October 2024; however, work was completed in September 2024. Totals on the invoice were changed to reflect the FY24 commodity rates.

*Carly Beth Dearman*



**Work Order #:** 55084

**Work Order Date:** 09/13/24

**Work Type:**

**Priority:**

**Status:** Complete

**Prepared By:** Carly Dearman

**Type of Work Order:** Assigned Work Order (During Reg Hours)

**Request Type:** Sewer - Sinkhole

**Date Requested:** 09/13/2024

**Name:** Carly Beth Dearman

**Service Address or Request Location:** near 163 Post Hill Road

**Phone Number:**

**Email Address:**

**Reported By:** Tim Martin

**Department:** Sewer

**Ward:**

**Nature of Request:** sewer point repair - 431f downstream of MH-820 - joint separation

**Scheduled Completion Date:**

**Date Work Order Completed:** 09/30/2024

**Work Order Completed By:** Hemphill Construction Company

**Scope of Work Completed:** Repaired sewer line

**Locate Number If Necessary:**

**Additional Information:** 9/13/2024 - Gave to Hemphill on 9/13/2024. See notes - Carly Beth Dearman

**Concrete Repair Required/Details:**

**Sod/Yard Restoration**

**Required/Details:**

**Asphalt Repair Required/Details:**

**Invoice & Cost Information:**

**Meter Deposit Amount:**

**Tap Fee Amount:**

**Status:**

#### Notes

09/13/2024 Sewer point repair that is part of the Hunters Woods Sewer Repair Project Group 3 of 6.

Board permission for repair to be made was approved on 7/15/2024. Carly Beth Dearman

**Employee Cost: \$0.00**  
**Equipment Cost: \$0.00**  
**Material Cost: \$0.00**



JOB NO: H24192-

PROJECT: Brandon T & M

DATE: 9/27/2024

DAY OF WEEK: FRIDAY



ACCIDENTS: YES ☒ NO

INCIDENTS: YES ☒ NO

SUPERINTENDENT: CHAD PHELPS

REVIEWED: BK

|    |                   |      |           | TOTAL HOURS / OTHER FOREMAN | 010001- |      |  |  |  |  |  |  |  |  |  |  |  | TOTAL | PENETROMETER |
|----|-------------------|------|-----------|-----------------------------|---------|------|--|--|--|--|--|--|--|--|--|--|--|-------|--------------|
| 1  | WENDELL PITTS     | 2615 | FOREMAN   |                             |         | 9.50 |  |  |  |  |  |  |  |  |  |  |  | 9.50  | A.M.         |
| 2  | ROBERT LADNER     | 1019 | Trackhoe  |                             |         | 9.50 |  |  |  |  |  |  |  |  |  |  |  | 9.50  | READING      |
| 3  | JEFFERY PITTS     | 2771 | Trackhoe  |                             |         | 9.50 |  |  |  |  |  |  |  |  |  |  |  | 9.50  | SOIL TYPE    |
| 4  | MATTHEW GROSS     | 3341 | Pipelayer |                             |         | 9.50 |  |  |  |  |  |  |  |  |  |  |  | 9.50  | LOCATION     |
| 5  | DILLION WALTERS   | 2630 | LABOR     |                             |         | 9.50 |  |  |  |  |  |  |  |  |  |  |  | 9.50  |              |
| 6  | CARLOS DE LE CRUZ | 3342 | LABOR     |                             |         | 9.50 |  |  |  |  |  |  |  |  |  |  |  | 9.50  | P.M.         |
| 7  |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     | READING      |
| 8  |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     | SOIL TYPE    |
| 9  |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     | LOCATION     |
| 10 |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     |              |
| 11 |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     |              |
| 12 |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     |              |
| 13 |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     |              |
| 14 |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     |              |
| 15 |                   |      |           |                             |         |      |  |  |  |  |  |  |  |  |  |  |  | -     |              |

| TEMP LABOR | EMPLOYER | POTENTIAL HIRE? Y/N | 010001- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |  |
|------------|----------|---------------------|---------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|--|
| 1          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  |  |  | - |  |
| 2          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  |  |  | - |  |
|            |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  |  |  | - |  |

| DAILY WORK REPORT |          |       | EQUIP. # | EQUIP DESCRIPTION | 010001- |  |  |  |  |  |  |  |  |  |  |  |  | TOTAL | EQ ODOMETER READINGS |     |     |
|-------------------|----------|-------|----------|-------------------|---------|--|--|--|--|--|--|--|--|--|--|--|--|-------|----------------------|-----|-----|
| WORK DAY (Y/N)    |          |       | 1570     | F250 FOREMAN TRK  | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  | BEGIN                | END | HRS |
| WEATHER           |          |       | 1056     | 2 TON             | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| FAIR              |          |       | 12762    | LEVEL             | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| CLOUDY            |          |       | 13780    | PIPESAW           | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| RAIN AMOUNT (IN)  |          |       | 9468     | LASER             | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| TEMPERATURE       |          |       | 11614    | 3" Trash Pump     | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| TIME WORKED       | START    | STOP  | 11652    | 3" Diaphram Pump  | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| MORNING           |          |       | 5614     | Conex Box         | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| AFTERNOON         |          |       | 2412     | CAT 926M          | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| NIGHT             |          |       | R33-014  | VAC MACHINE       | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| TOTAL HRS FOR DAY |          |       | 2244     | CAT 303.5         | 9.50    |  |  |  |  |  |  |  |  |  |  |  |  | 9.50  |                      |     | -   |
| WORK COMPLETED    |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  |  |  |       |                      |     | -   |
| PHASE             | QUANTITY | UNITS |          |                   |         |  |  |  |  |  |  |  |  |  |  |  |  |       |                      |     | -   |
| 1                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  |  |  |       |                      |     | -   |
| 2                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  |  |  |       |                      |     | -   |
| 14                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  |  |  | -     |                      |     | -   |
| 14                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  |  |  | -     |                      |     | -   |
| 15                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  |  |  | -     |                      |     | -   |

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

BEGIN STATION:

END STATION:

Potholed for utilities at 163 Post Hill Drive. Brought 8' trench box over and put safety fence around trench box and holes.

Par

x THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

x ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

WENDELL PITTS

FOREMAN

JOB NO: H24192-  
PROJECT: Brandon T & M  
DATE: 9/30/2024  
DAY OF WEEK: MONDAY



ACCIDENTS: YES ☒ NO  
INCIDENTS: YES ☒ NO

SUPERINTENDENT: CHAD PHELPS

REVIEWED: BK

| TOTAL HOURS / OTHER |                   |       |           |         | 010001- |  |  |  |  |  |  |  | TOTAL | PENETROMETER |
|---------------------|-------------------|-------|-----------|---------|---------|--|--|--|--|--|--|--|-------|--------------|
| NAME                | EMP. #            | CLASS | ABSENCE   | FOREMAN |         |  |  |  |  |  |  |  |       |              |
| 1                   | WENDELL PITTS     | 2615  | FOREMAN   |         | 11.50   |  |  |  |  |  |  |  | 11.50 | A.M.         |
| 2                   | ROBERT LADNER     | 1019  | Trackhoe  |         | 11.50   |  |  |  |  |  |  |  | 11.50 | READING      |
| 3                   | JEFFERY PITTS     | 2771  | Trackhoe  |         | 11.50   |  |  |  |  |  |  |  | 11.50 | SOIL TYPE    |
| 4                   | MATTHEW GROSS     | 3341  | Pipelayer |         | 11.50   |  |  |  |  |  |  |  | 11.50 | LOCATION     |
| 5                   | DILLION WALTERS   | 2630  | LABOR     |         | 11.50   |  |  |  |  |  |  |  | 11.50 |              |
| 6                   | CARLOS DE LE CRUZ | 3342  | LABOR     |         | 11.50   |  |  |  |  |  |  |  | 11.50 | P.M.         |
| 7                   |                   |       |           |         |         |  |  |  |  |  |  |  | -     | READING      |
| 8                   |                   |       |           |         |         |  |  |  |  |  |  |  | -     | SOIL TYPE    |
| 9                   |                   |       |           |         |         |  |  |  |  |  |  |  | -     | LOCATION     |
| 10                  |                   |       |           |         |         |  |  |  |  |  |  |  | -     |              |
| 11                  |                   |       |           |         |         |  |  |  |  |  |  |  | -     |              |
| 12                  |                   |       |           |         |         |  |  |  |  |  |  |  | -     |              |
| 13                  |                   |       |           |         |         |  |  |  |  |  |  |  | -     |              |
| 14                  |                   |       |           |         |         |  |  |  |  |  |  |  | -     |              |
| 15                  |                   |       |           |         |         |  |  |  |  |  |  |  | -     |              |

| TEMP LABOR | EMPLOYER | POTENTIAL HIRE? Y/N | 010001- |  |  |  |  |  |  |  |  |  |   |
|------------|----------|---------------------|---------|--|--|--|--|--|--|--|--|--|---|
| 1          |          |                     |         |  |  |  |  |  |  |  |  |  | - |
| 2          |          |                     |         |  |  |  |  |  |  |  |  |  | - |
|            |          |                     |         |  |  |  |  |  |  |  |  |  | - |

| DAILY WORK REPORT |  |          |       | EQUIP. #    | EQUIP DESCRIPTION | 010001- |  |  |  |  |  |  |  | TOTAL | EQ ODOMETER READINGS |     |     |
|-------------------|--|----------|-------|-------------|-------------------|---------|--|--|--|--|--|--|--|-------|----------------------|-----|-----|
| WORK DAY (Y/N)    |  |          |       | 1570        | F250 FOREMAN TRK  | 11.50   |  |  |  |  |  |  |  | 11.50 | BEGIN                | END | HRS |
| WEATHER           |  |          |       | 1056        | 2 TON             | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| FAIR              |  |          |       | 12762       | LEVEL             | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| CLOUDY            |  |          |       | 13780       | PIPESAW           | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| RAIN AMOUNT (IN)  |  |          |       | 9468        | LASER             | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| TEMPERATURE       |  |          |       | 11614       | 3" Trash Pump     | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| TIME WORKED       |  | START    | STOP  | 11652       | 3" Diaphram Pump  | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| MORNING           |  |          |       | 5614        | Conex Box         | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| AFTERNOON         |  |          |       | 2412        | CAT 926M          | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| NIGHT             |  |          |       | R33-014     | VAC MACHINE       | -       |  |  |  |  |  |  |  | -     |                      |     |     |
| TOTAL HRS FOR DAY |  |          |       | 2244        | CAT 303.5         | -       |  |  |  |  |  |  |  | -     |                      |     |     |
| WORK COMPLETED    |  |          |       | 2393        | CAT 308           | 11.50   |  |  |  |  |  |  |  | 11.50 |                      |     |     |
| PHASE             |  | QUANTITY | UNITS |             |                   |         |  |  |  |  |  |  |  | -     |                      |     |     |
| 14                |  |          |       |             |                   |         |  |  |  |  |  |  |  | -     |                      |     | -   |
| 14                |  |          |       |             |                   |         |  |  |  |  |  |  |  | -     |                      |     | -   |
| 14                |  |          |       |             |                   |         |  |  |  |  |  |  |  | -     |                      |     | -   |
| 15                |  |          |       | TOTAL HOURS |                   |         |  |  |  |  |  |  |  |       |                      |     | -   |

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

BEGIN STATION:

END STATION:

Dug down on 8" sewer line at 163 Post Hill Drive. Potholed around pipe and found where pipe was separated at 2 locations. Cut out existing concrete pipe and replaced it with 10' of 8" pvc sewer pipe and used 2 - 8"x 8" sure ring ferro couplings. Loaded and took small trench box to Brandon yard.

Per

- ☒ THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.  
☒ ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

WENDELL PITTS

FOREMAN

| <u>Line Item #</u>      | <u>QTY</u> | <u>Unit</u> | <u>DESCRIPTION OF WORK</u>  | <u>UNIT PRICE</u>            | <u>TOTAL</u>                     |
|-------------------------|------------|-------------|-----------------------------|------------------------------|----------------------------------|
| 1                       | 23         | HR          | Foreman                     | <del>\$96.81</del> \$ 95.00  | <del>\$2,226.63</del> \$2,185.00 |
| 2                       | 23         | HR          | Trackhoe & Operator (308)   | <del>\$117.19</del> \$115.00 | <del>\$2,695.37</del> \$2,645.00 |
| 3                       | 23         | HR          | Front End Loader & Operator | <del>\$132.47</del> \$130.00 | <del>\$3,046.81</del> \$2,990.00 |
| 4                       | 23         | HR          | Pipelayer                   | <del>\$45.86</del> \$ 45.00  | <del>\$1,054.78</del> \$1,035.00 |
| 5                       | 46         | HR          | Laborer                     | <del>\$38.72</del> \$ 38.00  | <del>\$1,781.12</del> \$1,748.00 |
| 6                       | 26         | HR          | Pickup Truck                | <del>\$22.42</del> \$ 22.00  | <del>\$582.92</del> \$ 572.00    |
| 7                       | 23         | HR          | Flatbed Truck               | <del>\$19.36</del> \$ 19.00  | <del>\$445.28</del> \$ 437.00    |
| 8                       | 23         | HR          | Small Incidental Tools      | <del>\$15.29</del> \$ 15.00  | <del>\$351.67</del> \$ 345.00    |
| 9                       | 23         | HR          | Vacuum Excavator            | <del>\$81.52</del> \$ 80.00  | <del>\$1,874.96</del> \$1,840.00 |
| <b>TOTAL AMOUNT DUE</b> |            |             |                             |                              | <b>\$14,059.54</b>               |

**Please pay: \$13,797.00**

Hunters Woods Sewer Repair Project Group 3 of 6  
Board approved to proceed with repairs - 7/15/2024

GL Code: 400-680-637

Funding: WSOM

\*\*\*All work performed on the attached invoice was completed in FY24. Invoice date was October 2024; however, work was completed in September 2024. Totals on the invoice were changed to reflect the FY24 commodity rates.

*Carly Beth Dearman*





**Work Order #:** 55083

**Work Order Date:** 09/13/24

**Work Type:**

**Priority:**

**Status:** Complete

**Prepared By:** Carly Dearman

**Type of Work Order:** Assigned Work Order (During Reg Hours)

**Request Type:** Sewer - Sinkhole

**Date Requested:** 09/13/2024

**Name:** Carly Beth Dearman

**Service Address or Request** near 166 Summit Ridge Drive

**Location:**

**Phone Number:**

**Email Address:**

**Reported By:** Tim Martin

**Department:** Sewer

**Ward:**

**Nature of Request:** sewer point repair - 220lf downstream of MH-819 - joint seperation

**Scheduled Completion Date:**

**Date Work Order Completed:** 09/25/2024

**Work Order Completed By:** Hemphill Construction Company

**Scope of Work Completed:** Replaced 5 feet of 8" sewer pipe and installed two 8"x8" concrete to pvc Fernco couplings.

**Locate Number If Necessary:**

**Additional Information:** 9/13/2024 - Gave to Hemphill on 9/13/2024. See notes - Carly Beth Dearman

**Concrete Repair Required/Details:**

**Sod/Yard Restoration**

**Required/Details:**

**Asphalt Repair Required/Details:**

**Invoice & Cost Information:**

**Meter Deposit Amount:**

**Tap Fee Amount:**

**Status:**

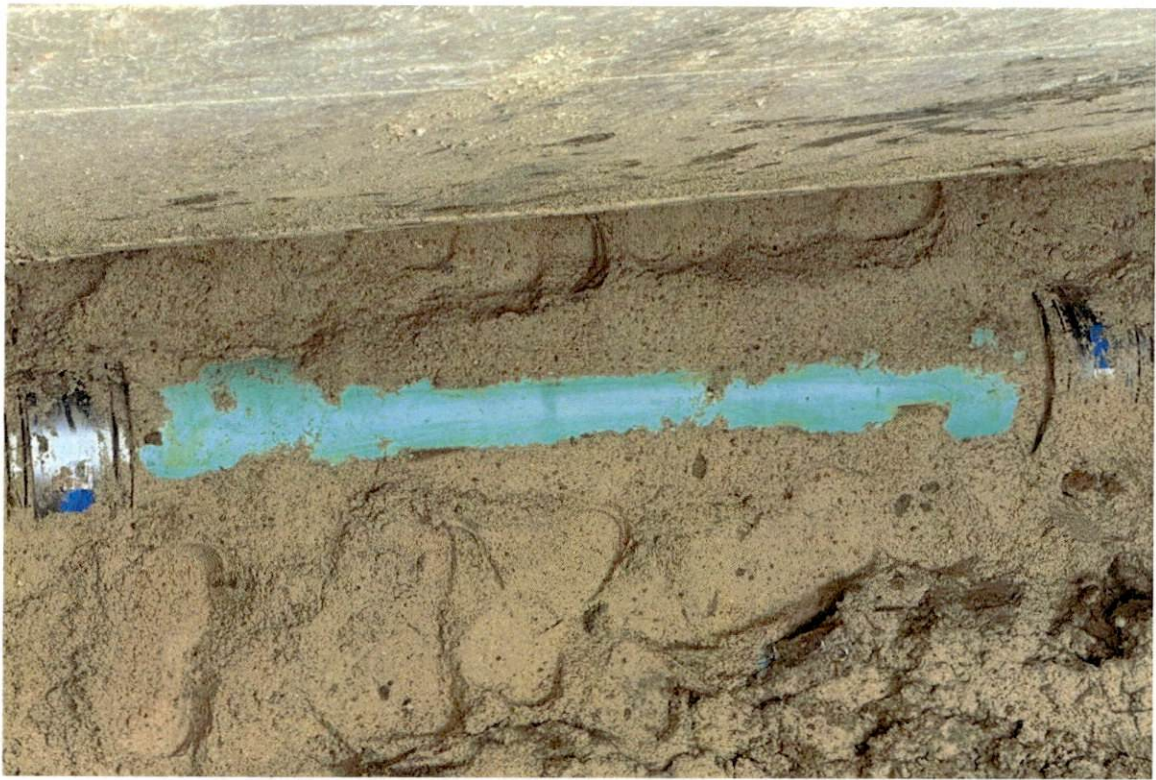
#### Notes

09/13/2024 Sewer point repair that is part of the Hunters Woods Sewer Repair Project Group 3 of 6.

Board permission for repair to be made was approved on 7/15/2024. Carly Beth Dearman

**Employee Cost: \$0.00**

**Equipment Cost: \$0.00**





[illegible]



JOB NO:

H24192-

PROJECT:

Brandon T & M

DATE:

9/25/2024

DAY OF WEEK:

WEDNESDAY

ACCIDENTS:YES

X

NO

INCIDENTS:YES

X

NO

SUPERINTENDENT:

CHAD PHELPS

REVIEWED:

BK

HEMPHILL

FLORENCE, MS SINCE 1981

|    | NAME              | EMP. # | CLASS     | ABSENCE | TOTAL HOURS / OTHER<br>FOREMAN | 010001- |  |  |  |  |  |  |  |  |  | TOTAL | PENETROMETER |
|----|-------------------|--------|-----------|---------|--------------------------------|---------|--|--|--|--|--|--|--|--|--|-------|--------------|
| 1  | WENDELL PITTS     | 2615   | FOREMAN   |         |                                | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | A.M.         |
| 2  | ROBERT LADNER     | 1019   | Trackhoe  |         |                                | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | READING      |
| 3  | JEFFERY PITTS     | 2771   | Trackhoe  |         |                                | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | SOIL TYPE    |
| 4  | MATTHEW GROSS     | 3341   | Pipelayer |         |                                | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | LOCATION     |
| 5  | DILLION WALTERS   | 2630   | LABOR     |         |                                | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 |              |
| 6  | CARLOS DE LE CRUZ | 3342   | LABOR     |         |                                | 11.50   |  |  |  |  |  |  |  |  |  | 11.50 | P.M.         |
| 7  |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     | READING      |
| 8  |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     | SOIL TYPE    |
| 9  |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     | LOCATION     |
| 10 |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     |              |
| 11 |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     |              |
| 12 |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     |              |
| 13 |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     |              |
| 14 |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     |              |
| 15 |                   |        |           |         |                                |         |  |  |  |  |  |  |  |  |  | -     |              |

| TEMP LABOR | EMPLOYER | POTENTIAL HIRE? Y/N | 010001- |  |  |  |  |  |  |  |  |  |  |  |  |   |
|------------|----------|---------------------|---------|--|--|--|--|--|--|--|--|--|--|--|--|---|
| 1          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  | - |
| 2          |          |                     |         |  |  |  |  |  |  |  |  |  |  |  |  | - |

| DAILY WORK REPORT |          |       | EQUIP. # | EQUIP DESCRIPTION | 010001- |  |  |  |  |  |  |  |  |  |  | TOTAL | EQ. ODOMETER READINGS |     |     |
|-------------------|----------|-------|----------|-------------------|---------|--|--|--|--|--|--|--|--|--|--|-------|-----------------------|-----|-----|
| WORK DAY (Y/N)    |          |       | 1570     | F250 FOREMAN TRK  | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 | BEGIN                 | END | HRS |
| WEATHER           |          |       | 1056     | 2 TON             | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| FAIR              |          |       | 12762    | LEVEL             | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| CLOUDY            |          |       | 13780    | PIPESAW           | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| RAIN AMOUNT (IN)  |          |       | 9468     | LASER             | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| TEMPERATURE       |          |       | 11614    | 3" Trash Pump     | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| TIME WORKED       | START    | STOP  | 11652    | 3" Diaphram Pump  | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| MORNING           |          |       | 5614     | Conex Box         | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| AFTERNOON         |          |       | 2412     | CAT 926M          | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| NIGHT             |          |       | R33-014  | VAC MACHINE       | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| TOTAL HRS FOR DAY |          |       | 2244     | CAT 303.5         | 11.50   |  |  |  |  |  |  |  |  |  |  | 11.50 |                       |     |     |
| WORK COMPLETED    |          |       |          |                   | -       |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| PHASE             | QUANTITY | UNITS |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 1                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 2                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 3                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 4                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 5                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 6                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 7                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 8                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 9                 |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 10                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 11                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 12                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 13                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 14                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 14                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 14                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |
| 15                |          |       |          |                   |         |  |  |  |  |  |  |  |  |  |  | -     |                       |     |     |

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

BEGIN STATION:

END STATION:

Went to 166 Summit Ridge and finished pot holing around sewer line and cut out and removed damaged sewer line. Used 5 feet of 8" pvc pipe and 2 8" X 8" concrete to pvc sure ring fernco couplings.

X

THIS WORKING SITE HAS BEEN INSPECTED THIS DAY AND NO APPARENT SAFETY HAZARDS EXIST.

X

ALL HEAVY EQUIPMENT HAS BEEN INSPECTED AND IS IN GOOD OPERATING ORDER

WENDELL PITTS

FOREMAN



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MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** GRANTS FERRY PARKWAY SHARED USE PATH LPA PROJECT  
PERMISSION TO PUBLISH A NOTICE TO ACCEPT BIDS

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Asking for your permission to publish a notice to accept bids for the Grants Ferry Parkway Share Use Path LPA Project.

Thank you for your consideration in this matter. Please let us know if you have any questions.

**ATTACHMENTS:**

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## MEMORANDUM

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**TO:** HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
**FROM:** CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
**BOARD AGENDA:** FEBRUARY 3, 2025  
**SUBJECT:** CORNERSTONE WATER WELL PROJECT  
PAY REQUEST 2 & CHANGE ORDER 1

---

Asking for your consideration to approve the following from Griner Drilling Service, Inc. for the Cornerstone Water Well Project.

1. Approve Change Order 1 at a decrease in the project cost of \$126,370.90 and authorize the Mayor to execute the same.
2. Approve Pay Request 2 in the amount of \$1,242,456.65 (including Change Order 1) and authorize payment of same.

Change Order 1 is a deduction in the project cost due to a reduction in the size of the proposed well. The original well design was for a 1500gpm well. However, during test well operations, it was determined that the well site will produce approximately 950 gpm instead.

On July 27, 2023, the Board awarded the bid for the Cornerstone Water Well Project to Griner Drilling Service, Inc. as the best and lowest bid received.

Thank you for your consideration in this matter. Please let me know if you have any questions.

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### ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 2 & Change Order 1

GL Code: 400-600-703

Funding: 592 Grant Program & MSDH SRLF Loan

January 29, 2025

Mrs. Carly Dearman  
Public Works Operations Coordinator  
City of Brandon  
1000 Municipal Drive  
Brandon, MS 39042

RE: City of Brandon  
Cornerstone Water Well Project  
B-8031  
Pay Request #2 & Change Order #1(Deduct)

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 2 for construction services for the City of Brandon Cornerstone Water Well Project for Griner Drilling Services, Inc. in the total amount of **\$1,242,456.65**. Additionally, please find the paperwork necessary for approval of Change Order #1 in the deduct amount of **(\$126,370.90)**. This change order is for a reduction of the cost of the well due to the size of the proposed well which was determined from the test well. It was determined during the test well operations that the well will produce approximately 950 gpm instead of the 1500 gpm which the well was designed for (see attached memo from contractor).

We have reviewed this pay request and change order and recommend these be submitted to the Board for their approval.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-591-1077.

Sincerely,



Matthew Miller, P.E., P.L.S.  
Vice President  
Benchmark Engineering & Surveying, LLC

cc: File: B-8031

# PAYMENT APPLICATION AND CERTIFICATE

Application No: 2

12/31/2024

Period: 7/1/24 to 12/31/24

Sheet 1 of 2

Project: City of Brandon - Cornerstone Water Well

Contractor: Griner Drilling Service Inc.

126 Interstate Drive

Richland, MS 39218

|                                                    |                                         |                 |
|----------------------------------------------------|-----------------------------------------|-----------------|
| 1 Original Bid Amount                              |                                         | \$ 2,848,000.00 |
| 2 Modifications approved in previous applications: |                                         |                 |
| Additions: \$ _____                                | Deductions: \$ _____                    |                 |
| 3 Modifications approved this period               |                                         |                 |
|                                                    | (List Contract Modification Nos. _____) |                 |
| Additions: \$ _____                                | Deductions: \$ 126,370.90               |                 |
| 4 Net change by contract modifications             | (Sum of lines 2 & 3)                    | \$ (126,370.90) |
| 5 Revised contract amount:                         | (Sum of lines 1 & 4)                    | \$ 2,721,629.10 |
| 6 Total value of work to date                      | (Attached payment breakdown)            | \$ 1,551,099.10 |
| 7 Percent Project Complete                         | (Line 6 divided by 5 x 100)             | 56.99%          |
| 8 Materials on hand                                | (Listing Attached)                      | \$ -            |
| 9 Partial payment undelivered equipment            | (Listing Attached)                      | \$ -            |
| 10 Subtotal                                        | (Sum of lines 6, 8, 9)                  | \$ 1,551,099.10 |
| 11 Less amount retained                            | (5%)                                    | \$ (77,554.96)  |
| 12 Total amount retained to date                   |                                         | \$ (77,554.96)  |
| 13 Approved retainage reduction                    |                                         | \$ -            |
| 14 Subtotal                                        | (Line 10 - Line 11)                     | \$ 1,473,544.15 |
| 15 Less previous certificates for payment          | (Item 14 from Previous Application)     | \$ 231,087.50   |
| 16 Current payment due                             | (Difference between lines 14 & 15)      | \$ 1,242,456.65 |

The undersigned Contractor certifies that the Work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work which previous Certificates for Payments were issued and payments received from the Owner, and that the current payments shown herein is now due.

Griner Drilling Service Inc.

Contractor

By

Date

I HEREBY ACKNOWLEDGE THAT THE MATERIAL AND LABOR INVOLVED ON THE ABOVE ESTIMATE ARE CORRECT AND PAYMENT IS DUE THE CONTRACTOR.

Benchmark Engineering & Surveying

Engineer

By

1-29-25

Date



| Item No.                   | Description                                                                                                   | Units | Qty   | Unit Price     | Bid Amount     |        | Previous Application |               | Current Application |                 | Total-To-Date |                 | % Complete<br>Current Appl | % Complete<br>Total-To-Date |
|----------------------------|---------------------------------------------------------------------------------------------------------------|-------|-------|----------------|----------------|--------|----------------------|---------------|---------------------|-----------------|---------------|-----------------|----------------------------|-----------------------------|
|                            |                                                                                                               |       |       |                | Ext. Total     | Amount | Units                | Amount        | Units               | Amount          | Amount        |                 |                            |                             |
| New Cornerstone Water Well |                                                                                                               |       |       |                |                |        |                      |               |                     |                 |               |                 |                            |                             |
| 1                          | Mobilization/Demobilization                                                                                   | 1     | LS    | \$95,000.00    | \$95,000.00    |        | 0.35                 | \$ 33,250.00  | 0.40                | \$ 38,000.00    | 0.75          | \$ 71,250.00    | 40.0%                      | 75.0%                       |
| 2                          | Silt Fence                                                                                                    | 240   | LF    | \$5.00         | \$1,200.00     |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 3                          | 12" Erosion Control Wattles                                                                                   | 10    | LF    | \$50.00        | \$500.00       |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 4                          | Test Hole, Test Well & Logs, Bid Depth 1500 Feet                                                              | 1     | LS    | \$350,000.00   | \$350,000.00   |        | 0.6                  | \$ 210,000.00 | 0.40                | \$ 140,000.00   | 1.00          | \$ 350,000.00   | 40.0%                      | 100.0%                      |
|                            | Add/Deduct if Test Hole is other than 1500 Feet                                                               | 1     | LF    | \$100.00       |                |        |                      | \$ -          |                     |                 |               |                 |                            |                             |
| 5                          | Gravel Wall Well 20" x 12", Bid Depth 1500 Feet                                                               | 1     | LS    | \$1,281,220.00 | \$1,281,220.00 |        |                      | \$ -          | 1.00                | \$ 1,281,220.00 | 1.00          | \$ 1,281,220.00 | 100.0%                     | 100.0%                      |
|                            | Add/Deduct if Gravel Wall Well is other than 1500 feet                                                        | 1     | LF    | \$125.00       |                |        |                      | \$ -200.00    | -200.00             | \$ (25,000.00)  | -200.00       | \$ (25,000.00)  |                            |                             |
| 6                          | Vertical Turbine Pump, 1500 GPM @ 140 Feet of Head                                                            | 1     | LS    | \$325,000.00   | \$325,000.00   |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 7                          | Well Header Piping                                                                                            | 1     | LS    | \$30,800.00    | \$30,800.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 8                          | Well Head/piping Header Slab                                                                                  | 1     | LS    | \$7,500.00     | \$7,500.00     |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 9                          | 12" Ductile Iron Yard Piping (Underground)                                                                    | 24    | LF    | \$450.00       | \$10,800.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
|                            |                                                                                                               |       |       |                |                |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 10                         | 12" C-900 Yard Piping                                                                                         | 284   | LF    | \$200.00       | \$56,800.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 11                         | 12" Gate Valve                                                                                                | 3     | EA    | \$6,800.00     | \$20,400.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 12                         | Fire Hydrant Assembly                                                                                         | 1     | EA    | \$9,500.00     | \$9,500.00     |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
|                            |                                                                                                               |       |       |                |                |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 13                         | Equipment Building                                                                                            | 1     | LS    | \$141,200.00   | \$141,200.00   |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 14                         | Chlorination Equipment                                                                                        | 1     | LS    | \$34,600.00    | \$34,600.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
|                            |                                                                                                               |       |       |                |                |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 15                         | Fluoride Equipment                                                                                            | 1     | LS    | \$16,380.00    | \$16,380.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 16                         | Electrical and Controls                                                                                       | 1     | LS    | \$215,000.00   | \$215,000.00   |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
|                            |                                                                                                               |       |       |                |                |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 17                         | Generator & Auto Transfer Switch                                                                              | 1     | LS    | \$181,000.00   | \$181,000.00   |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 18                         | SCADA Equipment                                                                                               | 1     | LS    | \$11,000.00    | \$11,000.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
|                            |                                                                                                               |       |       |                |                |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 19                         | Electrical Primary Service                                                                                    | 1     | ALLOW | \$10,000.00    | \$10,000.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 20                         | Select Fill                                                                                                   | 60    | CY    | \$75.00        | \$4,500.00     |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 21                         | Fencing & Automated Gate                                                                                      | 1     | EA    | \$45,000.00    | \$45,000.00    |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| 22                         | Project Sign                                                                                                  | 1     | EA    | \$600.00       | \$600.00       |        |                      | \$ -          | 0.00                | \$ -            | 0.00          | \$ -            | 0.0%                       | 0.0%                        |
| CO-1                       | Deduction for reducing size of the well to a 16" x 10" due to insufficient sands to complete a 1500 GPM well. | 1     | LS    | (\$126,370.90) | (\$126,370.90) |        |                      | \$ -          | 1.00                | \$ (126,370.90) | 1.00          | \$ (126,370.90) | 100.0%                     | 100.0%                      |
|                            |                                                                                                               |       |       |                |                |        |                      |               |                     |                 |               |                 |                            |                             |
|                            | TOTAL CONTRACT AMOUNTS                                                                                        |       |       |                | \$2,721,629.10 |        |                      | \$ 243,250.00 |                     | \$ 1,307,849.10 |               | \$ 1,551,099.10 | 48.05%                     | 56.99%                      |

|                         |    |              |
|-------------------------|----|--------------|
| VALUE OF COMPLETED WORK | \$ | 1,551,099.10 |
| MATERIAL INVENTORY      |    |              |
| SUBTOTAL                | \$ | 1,551,099.10 |
| LESS 5% RETAINAGE       | \$ | 77,554.96    |
| NET DUE                 | \$ | 1,473,544.15 |
| LESS PREVIOUS PAYMENTS  | \$ | 231,087.50   |
| TOTAL THIS ESTIMATE     | \$ | 1,242,456.65 |



- Industrial, Municipal, and Irrigation Water Wells
- Pumps, Gears, Motors
- Maintenance and Machine Shops

---

126 Interstate Drive • Richland, MS 39218 • Phone (601) 932-4511 • Fax (601) 932-4751

January 22, 2025

Benchmark Engineering & Surveying, LLC  
Mr. Matthew Miller  
660 Katherine Drive, Suite 302  
Flowood, MS 39232

RE: CHANGE ORDER REQUEST  
City of Brandon - Cornerstone Water Well

Mr. Miller:

Griner Drilling Service has completed the construction phase of the new Cornerstone Water Well. We are requesting a change order to REDUCE the price of the well by \$126,370.90. Since the site was not capable of producing 1500 GPM, the well size was reduced to accommodate what the site can produce. Therefore, a 16" x 10" well was constructed. The amount of this deduction is the result of several changes:

| DESCRIPTION                                             | QTY     | UNIT PRICE | TOTAL               |
|---------------------------------------------------------|---------|------------|---------------------|
| Reduce the casing size from 20" to 16" casing.          | 1235 ft | \$45.39/ft | \$56,056.65         |
| Reduce the screen size from 12" to 10" screen.          | 60 ft   | \$70.57/ft | \$4,234.20          |
| Reduce the lap pipe size from 12" to 10"                | 100     | \$28.00/ft | \$2,800.00          |
| Reduce the cement needed for 16" casing instead of 20". | 1       | \$8,295.00 | \$8,295.00          |
| Total COST of materials                                 |         |            | \$71,385.85         |
| Standard markup for materials, 35%                      |         |            | \$24,985.05         |
| SUBTOTAL DEDUCT FOR MATERIALS                           |         |            | \$96,370.90         |
| ESTIMATED LABOR REDUCTIONS                              |         |            | \$30,000.00         |
| TOTAL MATERIAL & LABOR DEDUCTIONS FOR THE SMALLER WELL  |         |            | <b>\$126,370.90</b> |

Therefore, Griner Drilling Service is requesting a change order to reduce the contract amount a **total of \$126,370.90** to account for the smaller well design.

Please let me know if you have any questions or concerns regarding this request.

Thank you,



Robert Morris  
Griner Drilling Service



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR  
BOARD AGENDA: FEBRUARY 3, 2025  
SUBJECT: 2024 STREET OVERLAY PROJECT  
CHANGE ORDER 2

---

Asking for your consideration to approve Change Order 2 from Adcamp, Inc. at an increase in the 2024 Street Overlay Project in the amount of \$50,797.50 and authorize the Mayor to execute the same.

Change Order 2 is for the addition of base repairs, milling, and overlay of Dell Boulevard.

On December 18, 2023, the Board awarded the bid for the 2024 Street Overlay Project to Adcamp, Inc.

Thank you for your consideration in this matter. Please let me know if you have any questions.

### ATTACHMENTS:

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- Benchmark Engineering Recommendation Letter
- Change Order 2

GL Code: 300-610-712

Funding: 2024 GO Bond, 2% funds, & Modernization Act

January 30, 2025

Mrs. Carly Dearman  
Public Works Operations Coordinator  
City of Brandon  
1000 Municipal Dr.  
Brandon, MS 39042

RE: City of Brandon  
CITY OF BRANDON 2024 STREET OVERLAY AND PAVING IMPROVEMENTS PROJECT  
B-10382  
Change Order 2

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Change Order 2 for construction services for the City of Brandon 2024 Street Overlay and Paving Improvements Project for Ad Camp Inc. in the amount of \$50,797.50. This change order is for the addition of base repairs and milling and overlay of Dell Boulevard. The current approved construction contract amount is \$5,414,465.00. We currently estimate that this amount will be exceeded by approximately \$40,000 prior to the inclusion of Dell Blvd.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-591-1077.

Sincerely,



Matthew Miller, P.E., P.L.S.  
Benchmark Engineering & Surveying, LLC

cc: File: B-10382

## CONSTRUCTION CONTRACT CHANGE ORDER

CHANGE ORDER NO.: 2

NAME OF PROJECT 2024 Street Overlay and Paving Improvements Project

OWNER: CITY OF BRANDON

CONTRACTOR: Adcamp Inc.

### DESCRIPTION OF CHANGE:

Milling and Overlay of Dell Drive along with base repairs due to construction activity

### CHANGE ORDER BREAKDOWN

| Pay Item No. | Description                                  | Quantity | Unit | Unit Price | Item Price   |
|--------------|----------------------------------------------|----------|------|------------|--------------|
| CO2.1        | Removal of Asphalt, All Depths               | 250      | SY   | \$ 12.44   | \$ 3,110.00  |
| CO2.2        | Cold Milling of Asphalt Pavement, All Depths | 2400     | SY   | \$ 2.00    | \$ 4,800.00  |
| CO2.3        | Bituminous Surface Course, SC-1, Type 8      | 265      | TONS | \$ 109.50  | \$ 29,017.50 |
| CO2.4        | Bituminous Black Base, BB-1, Type 6          | 120      | TONS | \$ 101.00  | \$ 12,120.00 |
| CO2.5        | Excess Excavation                            | 70       | CY   | \$ 25.00   | \$ 1,750.00  |
| CO 2. Totals |                                              |          |      |            | \$ 50,797.50 |

ORIGINAL CONTRACT AMOUNT: \$ 5,377,885.01

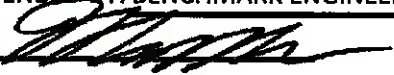
PREVIOUS CHANGE ORDERS: \$ 36,579.99

AMOUNT THIS CHANGE ORDER: \$ **50,797.50** (INCREASE)

TOTAL CHANGE ORDER: \$ 87,377.49

ADJUSTED CONTRACT AMOUNT: \$ **5,465,262.50**

RECOMMENDED BY: BENCHMARK ENGINEERING & SURVEYING, LLC

BY: 

TITLE: Project Manager

DATE: 1/30/2025

ACCEPTED BY: Adcamp Inc.

BY: 

TITLE: Sec/Treasurer

DATE: 01/30/2025

APPROVED BY: CITY OF BRANDON

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

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You are hereby authorized to make the following changes/modifications for the above referenced project once this document has been signed by all parties. It is understood and agreed that this change is subject to the terms and conditions of the original contract agreement.

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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: MARY ANN HESS  
DATE: 01/24/2025  
**SUBJECT: SET A PUBLIC HEARING FOR MARCH 3, 2025 AT 6:00 P.M**

---

Set a public hearing for March 3, 2025 at 6:00 p.m. regarding the comprehensive plan for the City of Brandon and approve the publication of the public notice.

**ATTACHMENTS:**

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1. Public Hearing Notice for Proposed Adoption of a Comprehensive Plan

PUBLIC HEARING NOTICE FOR  
PROPOSED ADOPTION OF A COMPREHENSIVE PLAN  
FOR THE CITY OF BRANDON, MISSISSIPPI

Notice is hereby given that the Board of Aldermen of the City of Brandon, Mississippi, intend to consider proposed adoption of a Comprehensive Plan during their regular Board Meeting on Monday, March 3, 2025, at 6:00 p.m. at the Brandon City Hall at 1000 Municipal Drive, Brandon, Mississippi 39042.

The proposed Comprehensive Plan may be viewed at [www.brandonms.org](http://www.brandonms.org) or at the **City of Bradon Office of Community Development at 1000 Municipal Drive in Brandon, Mississippi, 39042, beginning February 13, 2025, from 8:00 a.m. to 5:00 p.m. (Monday-Friday)**. A public hearing will be held on Monday, March 3, 2025, at 6:00 p.m. at the Brandon City Hall at 1000 Municipal Drive, Brandon, Mississippi 39042. The purpose of this hearing will be to obtain citizen input on the proposed plan.

**PUBLISH DATE: February 13, 2025**



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM:  
DATE: 01/29/2025  
**SUBJECT: SET PUBLIC HEARING FOR CONDITIONAL USE APPLICATION**

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### ATTACHMENTS:

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1. Memo - set public hearing



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: SAM HAWKINS  
CC: MARK BAKER, MARY ANN HESS  
BOARD AGENDA: FEBRUARY 3, 2025  
SUBJECT: SET PUBLIC HEARING FOR THE FOLLOWING CASE FOR FEBRUARY 18, 2025

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1. Conditional Use application case #25-002 – 724 S. College St (Parcel # I8F-8)

ATTACHMENTS:

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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM:  
DATE: 01/29/2025  
**SUBJECT: CONSIDERATION TO AUTHORIZE CASSIE BURNETTE TO SIGN**

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### ATTACHMENTS:

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1. Memo - Cassie Burnette - public utility signer



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: SAM HAWKINS  
CC: MARY ANN HESS, MARK BAKER  
**BOARD AGENDA: FEBRUARY 3, 2025**  
**SUBJECT: CONSIDERATION TO AUTHORIZE CASSIE BURNETTE TO SIGN UTILITY PERMITS**

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Request consideration to authorize Casse Burnette to sign on behalf of the City of Brandon on utility permits submitted for underground boring projects.



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: JOSEPH FRENCH  
DATE: 02/03/2025  
**SUBJECT: LICENSE PLATE READERS**

---

Request permission to purchase four (4) license plate readers from Insight LPR, LLC in the amount of \$32,200.00 as the best and lowest quote. The purchase will be reimbursed by the Homeland Security Grant.

**ATTACHMENTS:**

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1. License Plate Readers

MAYOR  
Butch Lee



CHIEF OF POLICE  
Joseph French

To: The Mayor Butch Lee and Board of Aldermen

Date: January 30, 2025

From: Joseph French, Chief of Police

Ref: **License plate readers**

---

The Mayor Butch Lee and Board of Aldermen

Respectfully request permission to purchase four (4) license plate readers from Insight LPR, LLC as the best and lowest quote. The purchase will be reimbursed by the Homeland Security Grant.

Insight LPR, LLC - \$32,200.00

TCS Ware - \$45,200.00

Thank you for your consideration,

Joseph French  
Chief of Police



POLICE DEPARTMENT

P.O. Box 790, Brandon, MS 39043 • P: 601-825-7225 • F: 601-824-0699 • [www.brandonsms.org](http://www.brandonsms.org)



**Insight LPR, LLC**

1014 Highway 471  
Brandon, MS 39042  
[www.insightlpr.com](http://www.insightlpr.com)  
[kristi.kelly@insightlpr.com](mailto:kristi.kelly@insightlpr.com)

**QUOTE #:** 7755668267

**CREATED:** 1/30/25

**PREPARED FOR:**

Brandon Police Department

1455 W. Government Street, Brandon, MS 39042

| Name                           | Charge Type | QTY/HR | Price Per | Total Price |
|--------------------------------|-------------|--------|-----------|-------------|
| Matrix Edge                    | One Time    | 4      | \$6,500   | \$26,000    |
| Installation Fee               | One Time    | 4      | \$500     | \$2,000     |
| SIM Card (If Insight provided) | Recurring   | 1      | \$500     | \$500       |
| Data Storage                   | Recurring   | 4      | \$300     | \$1,200     |
| Warranty (First Year Included) | Included    |        | \$0       | \$0         |
| Comms Box                      | One Time    | 1      | \$2,500   | \$2,500     |

**TERMS**

Estimate does not include taxes/permitting if applicable  
This estimate is NOT final as details need to be confirmed

**Total Recurring Charges:** \$1,700

**Total One Time Charges:** \$30,500

**First Year Total:** \$32,200

**25429**

**ATTN: BPD**

MS License #15037311



City of Brandon  
Police Department  
P. O. Box 790  
Brandon, MS 39043  
USA

[illegible]

Quote is Valid for 30 Days Unless Otherwise Specified

TCSWare, INC | PO Box 54186 | Pearl, MS 39288 | 3599 Old Brandon Road | Pearl, MS | 39208 | 601.932.8271 ph. | 601.932.9399 fax



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: BRIAN ROBERTS  
DATE: 01/27/2025  
SUBJECT: **CONSIDERATION TO APPROVE TRAVEL TO PHILADELPHIA, MS FOR THE MS  
FIRE SERVICE INSTRUCTORS ASSOC. ANNUAL TRAINING CONFERENCE  
MARCH 5-7, 2025, FOR CHIEF ROBERTS AND DIVISION CHIEF KING.**

---

The fire department respectfully requests your consideration for Chief Brian Roberts and Division Chief Jerry King to travel to Philadelphia, MS March 5-7, 2025 to attend the 2025 MS Fire Service Instructors Association Annual Training Conference and approve all travel expenses. The conference (including hotel) is a budgeted item for FY 25.

Thank you for your consideration.

**ATTACHMENTS:**

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1. Registration form for Annual Fire Service Instructors Conference 2025

**2025 Mississippi Fire Service Instructors Association  
Annual Training Conference**

**March 5-7, 2025 - Pearl River Resort - Golden Moon - Choctaw, MS**

**Attendee Registration Form**

**PLEASE FILL OUT A SEPARATE FORM FOR EACH ATTENDEE AND PLEASE PRINT LEGIBLY**

**Jerry King**

**Division Chief**

*Name*

*Rank*

**Brandon Fire Department**

*Organization/Department*

**629 Marquette Rd**

**Brandon**

**MS**

**39042**

*Mailing Address*

*City*

*State*

*Zip*

**629 Marquette Rd, Brandon, MS 39042**

*Attendee Email*

**jking@brandonms.org**

*Billing Email (Person responsible for paying the registration fee)*

**601-824-4636**

**601-824-4636**

*Attendee Cell Phone Number*

*Billing Phone Number*

Conference Location: Golden Moon Hotel and Casino, 13541 MS-16, Choctaw, MS 39350. Please make reservations by calling **1-866-44-PEARL**. Group Code: **S3MFS25**. Room rate is \$99 per night + applicable sales tax. Cut-Off Date For Rooms is February 11, 2025.

Conference Registration Fee:

Full conference registration fee \$ 150.00

Do you plan to attend the Thursday Night Banquet yes

**\*\*\$40 Annual Membership Included in Conference Registration Fees\*\***

Remit Payment & Registration Form To:

Mississippi Fire Service Instructors Association (MSFSIA)

PO Box 91

Blue Springs, MS 38828



To Pay Online and For More Information Visit

[www.msfsia.com](http://www.msfsia.com)

Contact Lesley Rakestraw at [lesley@oxfordms.net](mailto:lesley@oxfordms.net) or 662-322-5570 for any questions, problems or assistance

**2025 Mississippi Fire Service Instructors Association  
Annual Training Conference**

**March 5-7, 2025 - Pearl River Resort - Golden Moon - Choctaw, MS**

**Attendee Registration Form**

**PLEASE FILL OUT A SEPARATE FORM FOR EACH ATTENDEE AND PLEASE PRINT LEGIBLY**

**Brian Roberts**

**Chief**

*Name*

*Rank*

**Brandon Fire Department**

*Organization/Department*

**629 Marquette Rd**

**Brandon**

**MS**

**39042**

*Mailing Address*

*City*

*State*

*Zip*

**629 Marquette Rd, Brandon, MS 39042**

*Attendee Email*

**broberts@brandonms.org**

*Billing Email (Person responsible for paying the registration fee)*

**601-824-4636**

**601-824-4636**

*Attendee Cell Phone Number*

*Billing Phone Number*

Conference Location: Golden Moon Hotel and Casino, 13541 MS-16, Choctaw, MS 39350. Please make reservations by calling **1-866-44-PEARL**. Group Code: **S3MFS25**. Room rate is \$99 per night + applicable sales tax. *Cut-Off Date For Rooms is February 11, 2025 .*

Conference Registration Fee:

Full conference registration fee

\$ 150.00

Do you plan to attend the Thursday Night Banquet

yes

**\*\*\$40 Annual Membership Included in Conference Registration Fees\*\***

Remit Payment & Registration Form To:

Mississippi Fire Service Instructors Association (MSFSIA)

PO Box 91

Blue Springs, MS 38828



To Pay Online and For More Information Visit

[www.msfsia.com](http://www.msfsia.com)

Contact Lesley Rakestraw at [lesley@oxfordms.net](mailto:lesley@oxfordms.net) or 662-322-5570 for any questions, problems or assistance





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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: BRIAN ROBERTS  
DATE: 01/27/2025  
**SUBJECT: CONSIDERATION TO PURCHASE FIVE (5) SETS OF TURN-OU**

---

The fire department respectfully requests your consideration to purchase five (5) sets of turnout pants and coats from Delta Fire and Safety for a total amount of \$17,100.00 plus any shipping charges and authorize payment of the same. The quote is attached, and it is under state contract. The department requests that we utilize our State Insurance Rebate funds to pay for the turn-out gear and request to amend our budget accordingly. (001-161-730)

The turn-out gear is listed under State Contract - 8200072844.

Thank you for your consideration.

**ATTACHMENTS:**

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1. Turn out gear quote 012725

# Sales Quote

QUOTE-6115



January 17, 2025

**Bill To Address**

**City of Brandon**  
**PO Box 1539**  
**Brandon, MS 39042**

**Ship-to Address**

City of Brandon  
629 Marquette Road  
Brandon, MS 39042

**Delta Fire & Safety Inc.**

3159 Summit Dr.  
Port Neches, TX 77651  
USA

**Valid to**

February 16, 2025

**Salesperson**

Tim Harris

**Contract**

| No.        | Description                                                           | Quantity | Unit Price | Line Amount |
|------------|-----------------------------------------------------------------------|----------|------------|-------------|
| HONEYWELL  | Morning Pride TAILS Coat                                              | 5        | \$2,075.00 | \$10,375.00 |
|            | MS State Contract #8200072844                                         |          |            |             |
| HONEYWELL  | Morning Pride Pro-Fit Pant                                            | 5        | \$1,250.00 | \$6,250.00  |
|            | MS State Contract #8200072844                                         |          |            |             |
| 9174-1 REG | Boston Leather, 9174-1, Firefighter's<br>Suspenders, 8-Point Loop REG | 5        | \$95.00    | \$475.00    |
| Subtotal   |                                                                       |          |            | 17,100.00   |
| Total Tax  |                                                                       |          |            | 0.00        |
| Freight:   |                                                                       | Total \$ |            | 17,100.00   |



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: BRIAN ROBERTS  
DATE: 01/29/2025  
**SUBJECT: CONSIDERATION TO ACCEPT THE TERMS FOR THE HOMELAND**

---

The department respectfully requests your consideration to apply for and accept the terms for the MS Office of Homeland Security State and Local Cybersecurity Grant program, Batch 2 and authorize submission of the forms indicating the City's interest in participating in this program and further authorize Mayor Lee to execute all documents. This is for a variety of programs that will benefit local government entities and jurisdictions. It would include a cybersecurity assessment to determine gaps, vulnerabilities and capabilities of local government, cybersecurity training, in person training and potential grant funding if we have needs identified that can be addressed with grant funds. Attached is information on this program.

Thank you for your consideration.

**ATTACHMENTS:**

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1. MOHS State and Local Cybersecurity Program Batch 2 012925





**Mississippi Office of Homeland Security**  
**State and Local Cybersecurity Grant**  
**Program (SLCGP)**  
**Program Participation-Batch 2**



To: Local Government Entities and Jurisdictions  
From: Mississippi Office of Homeland Security  
Re: Participation into the State and Local Cybersecurity Program  
Date: January 2, 2025

As part of the FEMA State and Local Cybersecurity Grant Program (SLCGP), the Mississippi Office of Homeland Security (MOHS) is coordinating efforts to improve cybersecurity across Mississippi. The MOHS has received federal grant funding for a variety of programs that benefit local government entities and jurisdictions. A few of the programs that will be part of the SCLGP programming may be found below.

- **Cybersecurity Assessment:** As part of this project, the MOHS is conducting a statewide needs and readiness assessment to determine gaps, vulnerabilities, and capabilities of local government entities/jurisdictions, with an emphasis on rural jurisdictions. As a participant in the SLCGP program, each entity/jurisdiction will receive a **free** cybersecurity assessment for your local jurisdiction.
- **Virtual Cybersecurity Training:** Each entity/jurisdiction will also receive the availability of virtual cybersecurity training that will help with work force training on a variety of topic areas from basic cybersecurity to more advanced levels.
- **In Person Training:** The MOHS in coordination with the Mississippi Cybersecurity Unit are in development of onsite training for local government entity/jurisdictions to have training for their staff and workforce from basic knowledge to expert knowledge in cybersecurity.
- **Attack Surface Management Platform:** The Mississippi Cyber Unit is currently onboarding our complimentary Attack Surface Management (ASM) platform for local entities. This platform provides visibility into your digital footprint, identifies vulnerabilities, and offers actionable insights to enhance your cyber resilience. While the ASM and the SLCGP will work together to support you, there are separate programs that require the two different MOUs to be signed. The ASM platform will jumpstart your cyber resilience and safeguard your assets against emerging threats, and the SLCGP will help you continue that practice once fully implemented.
- **Potential Grant Funding:** Also, part of this program is the potential of grant funds that may be available to those entity/jurisdictions that have received a cybersecurity assessment from the MOHS and have had needs identified that can be addressed with grant funds.

**Eligibility:** According to the Federal Emergency Management, local jurisdictions are defined as county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; and a rural community, unincorporated town or village, or other public entity.

Entity/jurisdictions are encouraged to sign up for their subdivisions within their municipality/counties, so that each area can be assessed for their specific needs and potential gaps, risks and vulnerabilities. Ex. Police/Sheriff's Dept.; Fire Dept.; City/County Administration; Libraries; Airports; Emergency Management, etc.

**Informational Webinar:** The MOHS will be offering (3) Informational Webinars on the following dates, to provide information about the program and answer any question on program participation, etc. Please RSVP at: [mohsgrants@dps.ms.gov](mailto:mohsgrants@dps.ms.gov), by **January 14, 2025**. Please include your name and email address, so that we can provide log-in instructions for the webinar.

- **Session 1: January 16, 2025. 1:00 p.m.-2:00 p.m.**
- **Session 2: January 23, 2025. 9:00 a.m.-10:00 a.m.**
- **Session 3: February 13, 2025. 9:00 a.m.-10:00 a.m.**

**Participation in SLCGP Program:** As part of the SLCGP grant program, the MOHS requires two (2) forms to be completed and returned to our office for program participation.

- **Interest Survey:** The survey is designed to collect information from local government entities who are eligible to participate in the State and Local Cybersecurity Grant Program (SLCGP). This participation survey may include receiving state provided services, programming, and funding with the future year(s) of the SLCGP funding opportunities. The survey is an assessment, designed to ascertain a local entity's interest and potential need for cybersecurity services outlined through the grant period of performance.

A local government entity's participation in this survey signals an interest and an intention to participate in the SLCGP. Participation in the survey and needs assessment will be used to understand and prioritize the use of awarded funds, but survey participation does not guarantee funding will be available to meet the needs for all submissions.

- **Memorandum of Understanding:** The attached MOU is a document signed by the local jurisdictions to support the program, with the retention of grant award funds for the purpose of providing the local and rural jurisdictions with cybersecurity assessments/training for the evaluation of gaps, vulnerabilities, and capabilities. Data provided from the assessments will provide a path forward toward securing local jurisdictions into more secure cybersecurity postures.

**Batch 2 Close Date:** To properly plan and execute program resources, MOHS will conclude Batch 2 of the SLCGP program participation on **February 28, 2025**. All Interest Surveys and Memorandum of Understandings received from January 2, 2025, through February 28, 2025, will be included in Batch 2 participation and planning. At the conclusion the Batch 2, planning activities will begin with the procurement of services for Batch 2 participants.

**Future Participation in the SLCGP Program:** MOHS cannot guarantee that there will be additional batches of participation in the SCLGP program or additional funding available for services. The SLCGP is programmed as one-time federal funds. At the depletion of program funding, the MOHS will conclude the SCLGP. The MOHS is unaware of any future funds after the depletion of the current known or expected grant award funds.

**Please return both the Interest Survey and the MOU to the following email address, to be part of the SCLGP Batch 2 Program, by February 28, 2025.**

**If you have any questions regarding the survey, please contact [mohsgrants@dps.ms.gov](mailto:mohsgrants@dps.ms.gov)**

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State of Mississippi  
State and Local Cybersecurity Grant Program  
Memorandum of Understanding/Consent Form  
Batch 2



I, **Butch Lee** (Printed Name), the duly appointed authorized agency on behalf of the **City of Brandon-Administration** ("Local Governmental Entity"), located at **1000 Municipal Dr., Brandon, MS 39042** (Physical Address) hereby

**expressly consent** to the State of Mississippi's State Administrative Agency (SAA), namely the Mississippi Office of Homeland Security (MOHS), undertaking the following acts in accordance with the State and Local Cybersecurity Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1; EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section 2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

1. Retain **\$2,989,537.80** in SLCGP funds for FY2022-FY2024 at the State Level, as Management and Administration Costs, as well as SLCGP Operations Costs. Funds are in alignment and compliance with Federal allowances.
2. Utilize **\$11,958,151.20** in SLCGP funds for FY2022-FY2024 and subsequent grant awards as follows:
  - a. **98.75%** for Asset Management Systems; Cybersecurity Assessments and Cybersecurity Sub-Grants for local and rural entities. Assessments will provide an overall assessment of Mississippi cybersecurity structure, gaps, vulnerabilities, and capabilities.
  - b. **1.25%** for cybersecurity training for local and rural entities, to include training sessions, cybersecurity exercises and training software programs.

This consent is given to be in the best interest of the Local Government Entity and is provided without duress or fear of reprisal. This consent is only effective for FY2022-FY2024 and subsequent grant awards for SLCGP federal funds.

Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),  
in **Rankin** County, Mississippi.

\_\_\_\_\_  
(Signature)

**Butch Lee**

\_\_\_\_\_  
(Printed Name)

**Mayor**

\_\_\_\_\_  
(Title)



State of Mississippi  
State and Local Cybersecurity Grant Program  
Interest Survey Form  
Batch 2



City of Brandon-Administration \_\_\_\_\_ (“Local Governmental Entity”), located  
at 1000 Municipal Dr., Brandon, MS 39042 \_\_\_\_\_ (Physical Address)

\_\_\_\_\_ **IS NOT** interested in participating in the State and Local Cybersecurity Grant Program; or

**X** **IS** interested in participating in the State and Local Cybersecurity Grant Program  
Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1;  
EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section  
2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

Organization Type: Municipality

Point of Contact: Mary Ann Hess/ Rebecca Pevey

Contact Phone Number: 601-706-2607

Contact E-mail Address: mhess@brandonms.org/rpevey@brandonms.org

Is your organization interested in services/solutions procured, managed, and deployed  
by the state providing support to local government jurisdictions: **X** YES \_\_\_\_\_ NO.

Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),

in Rankin County, Mississippi.

\_\_\_\_\_  
(Signature)

Butch Lee

\_\_\_\_\_  
(Printed Name)

Mayor

\_\_\_\_\_  
(Title)



State of Mississippi  
State and Local Cybersecurity Grant Program  
Interest Survey Form  
Batch 2



City of Brandon Fire Department ("Local Governmental Entity"), located  
at 629 Marquette Rd., Brandon, MS 39042 (Physical Address)

☐ **IS NOT** interested in participating in the State and Local Cybersecurity Grant Program; or

☒ **IS** interested in participating in the State and Local Cybersecurity Grant Program  
Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1;  
EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section  
2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

Organization Type: Fire Department

Point of Contact: Brian Roberts/Carolyn Palmer

Contact Phone Number: 601-824-4636

Contact E-mail Address: broberts@brandonms.org / cpalmer@brandonms.org

Is your organization interested in services/solutions procured, managed, and deployed  
by the state providing support to local government jurisdictions: ☒ YES ☐ NO.

Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),

in Rankin County, Mississippi.

\_\_\_\_\_  
(Signature)

Butch Lee

\_\_\_\_\_  
(Printed Name)

Mayor

\_\_\_\_\_  
(Title)





State of Mississippi  
State and Local Cybersecurity Grant Program  
Memorandum of Understanding/Consent Form  
Batch 2



I, Butch Lee (Printed Name), the duly appointed authorized agency on behalf of the Brandon Fire Department ("Local Governmental Entity"), located at 629 Marquette Rd., Brandon, MS 39042 (Physical Address) hereby **expressly consent** to the State of Mississippi's State Administrative Agency (SAA), namely the Mississippi Office of Homeland Security (MOHS), undertaking the following acts in accordance with the State and Local Cybersecurity Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1; EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section 2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

1. Retain \$2,989,537.80 in SLCGP funds for FY2022-FY2024 at the State Level, as Management and Administration Costs, as well as SLCGP Operations Costs. Funds are in alignment and compliance with Federal allowances.
2. Utilize \$11,958,151.20 in SLCGP funds for FY2022-FY2024 and subsequent grant awards as follows:
  - a. 98.75% for Asset Management Systems; Cybersecurity Assessments and Cybersecurity Sub-Grants for local and rural entities. Assessments will provide an overall assessment of Mississippi cybersecurity structure, gaps, vulnerabilities, and capabilities.
  - b. 1.25% for cybersecurity training for local and rural entities, to include training sessions, cybersecurity exercises and training software programs.

This consent is given to be in the best interest of the Local Government Entity and is provided without duress or fear of reprisal. This consent is only effective for FY2022-FY2024 and subsequent grant awards for SLCGP federal funds.

Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),  
in Rankin County, Mississippi.

\_\_\_\_\_  
(Signature)

Butch Lee

\_\_\_\_\_  
(Printed Name)

Mayor

\_\_\_\_\_  
(Title)



State of Mississippi  
State and Local Cybersecurity Grant Program  
Interest Survey Form  
Batch 2



City of Brandon -Public Works Department  
at 1000 Municipal Dr., Brandon, MS 39042  
(Physical Address)

☐ **IS NOT** interested in participating in the State and Local Cybersecurity Grant Program; or  
☒ **IS** interested in participating in the State and Local Cybersecurity Grant Program  
Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1;  
EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section  
2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

Organization Type: Municipality-Public Works

Point of Contact: Carly Dearman

Contact Phone Number: 601-706-2601

Contact E-mail Address: cdearman@brandonms.org

Is your organization interested in services/solutions procured, managed, and deployed  
by the state providing support to local government jurisdictions: ☒ YES ☐ NO.

Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),

in Rankin County, Mississippi.

\_\_\_\_\_  
(Signature)

Butch Lee

\_\_\_\_\_  
(Printed Name)

Mayor

\_\_\_\_\_  
(Title)



**State of Mississippi**  
**State and Local Cybersecurity Grant Program**  
**Memorandum of Understanding/Consent Form**  
**Batch 2**



I, Butch Lee (Printed Name), the duly appointed authorized agency on behalf of the City of Brandon Public Works Dept. ("Local Governmental Entity"), located at 1000 Municipal Dr., Brandon, MS 39042 (Physical Address) hereby

**expressly consent** to the State of Mississippi's State Administrative Agency (SAA), namely the Mississippi Office of Homeland Security (MOHS), undertaking the following acts in accordance with the State and Local Cybersecurity Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1; EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section 2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

1. Retain \$2,989,537.80 in SLCGP funds for FY2022-FY2024 at the State Level, as Management and Administration Costs, as well as SLCGP Operations Costs. Funds are in alignment and compliance with Federal allowances.
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Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),

in Rankin County, Mississippi.

\_\_\_\_\_  
(Signature)

Butch Lee

\_\_\_\_\_  
(Printed Name)

Mayor

\_\_\_\_\_  
(Title)





State of Mississippi  
State and Local Cybersecurity Grant Program  
Interest Survey Form  
Batch 2



City of Brandon Police Department ("Local Governmental Entity"), located  
at 1455 W. Government St., Brandon, MS 39042 (Physical Address)

\_\_\_\_ **IS NOT** interested in participating in the State and Local Cybersecurity Grant Program; or

**X** **IS** interested in participating in the State and Local Cybersecurity Grant Program  
Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1;  
EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section  
2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

Organization Type: Police Department

Point of Contact: Joseph French / Beau Edgington

Contact Phone Number: 601-825-7225

Contact E-mail Address: jfrench@brandonms.org /bedginton@brandonms.org

Is your organization interested in services/solutions procured, managed, and deployed  
by the state providing support to local government jurisdictions: **X** YES \_\_\_\_ NO.

Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),

in Rankin County, Mississippi.

\_\_\_\_\_  
(Signature)

Butch Lee

\_\_\_\_\_  
(Printed Name)

Mayor

\_\_\_\_\_  
(Title)



**State of Mississippi**  
**State and Local Cybersecurity Grant Program**  
**Memorandum of Understanding/Consent Form**  
**Batch 2**



I, **Butch Lee** (Printed Name), the duly appointed authorized agency on behalf of the **Brandon Police Department** ("Local Governmental Entity"), located at **1455 W. Government St., Brandon, MS 39042** (Physical Address) hereby

**expressly consent** to the State of Mississippi's State Administrative Agency (SAA), namely the Mississippi Office of Homeland Security (MOHS), undertaking the following acts in accordance with the State and Local Cybersecurity Grant Program (SLCGP) for Fiscal Years (FY) 2022-2024, Funding Opportunity: EMW-2022-CY-00005-SO1; EMW-2023-CY-00002-SO1; EMW-2024-CY-0509 and subsequent grant awards, as authorized by Section 2220A of the Homeland Security Act of 2022, as amended (Pub. L. No. 107-296) (6 U.S.C. §665g):

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This consent is given to be in the best interest of the Local Government Entity and is provided without duress or fear of reprisal. This consent is only effective for FY2022-FY2024 and subsequent grant awards for SLCGP federal funds.

Signed, on \_\_\_\_\_ (day), \_\_\_\_\_ (month) \_\_\_\_\_ (year),

in **Rankin** County, Mississippi.

\_\_\_\_\_  
(Signature)

**Butch Lee**

\_\_\_\_\_  
(Printed Name)

**Mayor**

\_\_\_\_\_  
(Title)



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## MEMORANDUM

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TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN  
FROM: BRIAN ROBERTS  
DATE: 01/31/2025  
**SUBJECT: EMPLOYMENT STATUS JUSTIN "ELI" WATKINS**

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Consideration to change the employment status for Firefighter Justin "Eli" Watkins from a full time to a part-time firefighter effective February 3, 2025, and set his rate of pay in accordance with the memo.

**ATTACHMENTS:**

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1. change in status for E. Watson 01302025
2. Part Time