

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
AUGUST 4, 2025

- I. CALL TO ORDER
- II. INVOCATION AND PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENTS AND RECOGNITIONS
 - A. Mayor Butch Lee
 - B. Larry Quillen
 - C. Bob Odom
 - D. Pam Johnson
 - E. Tom Evans
 - F. Angela English
- IV. OLD BUSINESS
 - A. Approve the Regular Board Meeting Minutes of July 21, 2025.
 - B. Approve the Minutes from the Budget Work Sessions held on July 28, 29, 30, and 31, 2025.
- V. BUTCH LEE, MAYOR
 - A. Mike Monk - Central Mississippi Planning & Developing District Executive Director - Brief review of the programs offered through the CMPDD.
 - B. Request permission for Georganna Keenum to travel to Vicksburg, MS to attend the 2025 Governor's Conference on Tourism October 1-3, 2025 and authorize payment of registration fees and all related travel expenses.
 - C. Consideration to advertise in the 2026 MS Tour Guide to promote tourism in the city.
 - D. Request permission to travel to Philadelphia, MS to attend the MML Small Town Conference October 15-16, 2025 and pay all related travel expenses.
 - E. Consideration to accept the bids received on August 4, 2025, regarding the Civic Center (Big Room) Renovation Project and award to Gilreath Construction Company, LLC as the best bid received in the amount of \$248,700.00 and authorize the Mayor to sign all related documents.
- VI. MARY ANN HESS, CITY CLERK
 - A. Consideration to rescind the action taken at the regular Board meeting on July 21 regarding setting the date of the public hearing on August 14 and instead setting it for a week later on August 21.

- B. Consideration to approve professional services agreement 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.
Nappy Boy Touring, LLC and City of Brandon Artist Agreement
Kash Nation, LLC and City of Brandon Artist Agreement
- C. Consideration to adopt an ordinance of the City of Brandon, Mississippi prohibiting the purchase, possession, distribution, sale or offering for sale any product derived from the hemp plant, designed for human ingestion and/or consumption, that is not approved by the United States Food and Drug Administration and codifying the same as Chapter 7 Section 7-2 of the Code of Ordinances of the City.
- D. Consideration to approve the quote from Metro Mechanical in the amount of \$15,812.50 to replace the existing damaged fiberglass shower unit with new tile. Another quote was received from JL Roberts Mechanical in the amount of \$28,504.00.
- E. Consideration to approve:
 - 1. Docket of Claims for August 4, 2025
 - 2. Fox Everett claims released on July 29, 2025
 - 3. Electronic fund transfers for July 2025
- F. Presentation of Quarterly Reports for the Quarter Ending June 2025 as filed with the State of Mississippi, Department of Finance & Administration:
 - 1. Senate Bill 2948, 2021 Regular Legislative Session
 - 2. House Bill 1353, 2022 Regular Legislative Session
 - 3. House Bill 603, 2023 Regular Legislative Session
 - 4. Senate Bill 2468, 2024 Regular Legislative Session
 - 5. MOST, Marquette Road Multi-Use Path

VII. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

- A. Consideration to declare an emergency repairs to the traffic signal at Highway 80 and Value Road due to a traffic accident, approve invoice #M2025-82 in the amount of \$10,930.00 from Lewis Electric, Inc., and authorize payment of the same.
- B. Asking for your consideration to declare an emergency the following repairs to various lift station sites, approve the invoices from Harvey Services, Inc. for each site, and authorize payment of the same.
 - 1. Greenfield Ridge Lift Station (Greenfield Subdivision) - Invoice #7699 - \$9,490.00 - On 6/27/2025, the Greenfield Ridge Lift Station stopped working due to a failed pump. Harvey Services, Inc. was contacted by the City of Brandon to replace the pump.
 - 2. Highway 468 Lift Station - Invoice #7726 - \$5,062.50 - On 7/9/2025, the Highway 468 Lift Station was not working properly due to issues with the floats and the soft start. Harvey Services, Inc. was contacted by the City of Brandon to replace the soft start at the site. City of Brandon employees were able to replace both floats.
 - 3. Gray Daniels Lift Station - Invoice #7735 - \$8,309.29 - On 7/18/2025, the Gray Daniels Lift Station stopped working due to a failed pump. Harvey Services, Inc. was contacted by the City of Brandon to replace the pump.
 - 4. Rivage Lift Station (Louis Wilson Drive) - Invoice #7751 - \$8,350.00 - On 7/24/2025,

the Rivage Lift Station stopped working due to failed pumps and start kits. Harvey Services, Inc. was contacted by the City of Brandon to replace both pumps and start kits at the site.

- C. Consideration to approve invoice #189714 in the amount of \$27,188.39 from Hydra Service, Inc. for emergency repairs at the Richland Creek Lift Station and authorize payment of the same. On April 21, 2025, the Board declared an emergency the repairs to Richland Creek Lift Station. This is the final invoice for the emergency repairs at the site.

- D. Consideration to approve the following related to the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project.

- 1. Spread on the minutes Mississippi Development Authority Environment Clearance and Authority to Use Grant Funds for the project dated July 16, 2025.

- 2. Permission to develop plans and advertise for bid the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project.

- 3. Approve a Professional Services Agreement with Benchmark Engineering Services for design and construction engineering for the project and authorize the Mayor to execute the same.

- E. Consideration to approve Pay Request 7 in the amount of \$103,841.41 from Thornton Construction Company for the Marquette Road Multi-Use Path Project and authorize payment of the same.

- F. Consideration to approve utility adjustments and denials pursuant to the memo.

- G. Consideration to release the Letter of Credit for Glen Arbor Subdivision Phase II. Thornton Construction Company, Inc. has met the requirements for release of the LOC.

- H. Consideration to approve a Professional Services Agreement with Lawrence Printing Company for monthly utility bill printing services and authorize the Mayor to execute the same.

VIII. JOEY BARNETTE, COMMUNITY DEVELOPMENT

- A. Adopt an ordinance of the City of Brandon extending a temporary moratorium of residential subdivision development with exceptions. Adopted on March 6, 2023

- B. Request permission to surplus damaged vehicle - 2007 Ford F150 – VIN - 1FTRF12WX7KC90601

- C. Set Public hearing for August 18, 2025 for consideration of application 25-026 for conditional use for secondary detached dwelling. Permit request from Larry Holden 510 North St. Parcel #19H-1 PPIN#33466

- D. Set public hearing for August 18, 2025 for consideration of an application for conditional use to operate an AirBnB / Vrbo per request from Rankin Roots Properties LLC / Andy Harrist for 939 South College St. (Parcel # I8B-21).

- E. Set public hearing for August 18, 2025 for consideration of dimensional variance request for KFL Investments Parcel #H8-1-60 PPIN# 88636 917 Marquette Road Brandon MS 39042. The applicant is requesting a Dimensional variance for building height from the

ORC Office and research zoning district to be allowed to exceed the 40' height limit to 55'-0"

IX. JOSEPH FRENCH, POLICE CHIEF

- A. Accept the resignation of William McIntyre from his current position as a Police Officer for the City of Brandon Police Department effective August 15, 2025.
- B. Request permission for Officer Cody Moulds to travel to Biloxi, MS to participate in the Dynamic Police Training conference on September 24-25, 2025. All expenses will be funded by the department's training budget.

X. BRIAN ROBERTS, FIRE CHIEF

- A. Request consideration to authorize travel to Corinth, MS for the "Training at the Crossroads" class and authorize all travel expenses for Sgt. Adam Denson, Chief Brian Roberts and Div. Chief Jerry King Oct. 8-12, 2025.
- B. Request consideration to authorize travel and conference expenses for Capt. Travis Cohn and Lt. Brendon Gaunt to travel to Biloxi, MS for the 2025 MEMS Conference from October 12-15, 2025.
- C. Request consideration to destroy old, obsolete or broken equipment.
- D. Request consideration to approve the attached quotes for the annual maintenance on the engines and ladder truck for a total of \$9,175.00 and authorize payment for the same once work is completed.

XI. EXECUTIVE SESSION

XII. ADJOURN

[MEET_FOOT]

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

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, King, Womack, Williams, Vinson, Coker, and Craine were present. (Aldermen King, Womack, Coker and Craine attended by telephone).
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Farris gave the invocation and Alderman Williams led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS:
 - Ron Ogan, 125 Parkside Dr. Asked the board to provide information to the public regarding recycling.
 - S. Ross Aldridge, 384 Audubon Circle. Mr. Aldridge spoke against relocating the confederate statue.
 - Robert Murphree, Rankin County. Mr. Murphree spoke in opposition to relocating the confederate statue.
 - Debbie Cannon. President of the Mississippi Division of the United Daughters of the Confederacy. Ms. Cannon gave general comments about the UDC and spoke in opposition to relocating the confederate statue.
 - Rickey Sutton, 607 Holly Bush Rd. Mr. Sutton spoke in favor of relocating the confederate statue.
 - Janie Wheatly. Ms. Wheatly spoke in favor of relocating the confederate statue.
4. OLD BUSINESS

1. Approve the Regular Board Meeting Minutes of July 7, 2025.

Alderman Williams made the motion to approve agenda item 4.1, seconded by Alderman, Womack and upon affirmative vote of the members present the motion carried.

5. BUTCH LEE, MAYOR

1. Approve a professional services agreement with SST HR Consulting to provide employment locate services to fill the position of Public Works Director for the City, upon the same terms and conditions as previously retained for other employment searches and authorize the Mayor and City Clerk to execute the same.

Alderman Williams made the motion to approve agenda item 5.1, in accordance with the memo from the Mayor's Office, which is appended hereto with attachment, seconded by Alderman Farris and upon affirmative vote of the members present the motion carried.

6. REBECCA PEVEY, DEPUTY CITY CLERK

1. Set a public hearing for the FY 2026 Budget on Thursday, August 14, 2025 at 6:00 p.m. at the Regular Board Meeting Room in City Hall.
2. Approve professional services agreement for the purposes of promoting tourism and parks and recreations, 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:
 - Live Nation and City of Brandon Sell-off Agreement.
3. Adopt a resolution authorizing participation and partnership in the Mississippi Main Street Association's designated community program.
4. Accept the quote from Mity Incorporated to purchase 500 folding chairs and 13 storage racks in the amount of \$39,549.66 as the lowest and best quote received and approve. An additional quote was received from Business Interiors in the amount of \$50,443.00.
5. Authorize payments of the annual leases on the following Sixteenth Section parcels:

1. 16-5-3 ISJ-70-20	\$1,700.00
2. 16-5-3 ISM-12-10	\$320.00
3. 16-5-3 ISN-66	\$600.00
4. 16-5-3 ISN-67	\$2,600.00
6. Approve Tracie Riffin to enroll in the Certified Municipal Clerk's training program, attend all required training and conferences, and authorize payment of registration fee(s) and travel expenses.
7. Transfer Beth Johnson from Community Development to the City Clerk's office effective July 7, 2025.
8. Authorize Niki Jobe to travel to Biloxi, MS to attend the 2025 MS SHRM Conference on September 8-10, 2025, and authorize payment of registration and related travel expenses.
9. Approve:
 - a. Docket of Claims for July 21, 2025.
 - b. Fox Everett claims released on July 8 and 11, 2025.
10. Declare as an emergency in accordance with MCA Section 31-7-13(k) and approve repairs of fire damage to Brandon Library.

Alderman Farris made the motion to approve agenda items 6.1-6.10, in accordance with the memos from the City Clerk's Office, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the

motion carried.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Accept the bid in the amount of \$116,037.00 from Mcinnis Systems, Inc, for the Appleridge Lift Station On-Site Generator as the lowest and best bid received, append bid documents to the Minutes, approve contract documents and authorize the Mayor to execute the same. A new generator at the Appleridge Lift Station was approved as part of the FY25 budget.
2. Approve Pay Request #1 in the amount of \$52,950.13 from Thornton Construction Company for the Grants Ferry Parkway Shared Use Path LPA Project and authorize payment of the same.
3. Accept the bid in the amount of \$155,384.60 from Jose Serra Construction, LLC for the West Sunset Drive Waterline Replacement Project as the lowest and best bid received, append bid documents to the Minutes, approve contract documents and authorize the Mayor to execute the same.
4. Authorize submission of a time extension request to the USDA-NRCS division for the Richland Creek Stonebridge NRCS EWP Ditch Project due to recent weather conditions.

Alderman Williams made the motion to approve agenda items 7.1-7.4, in accordance with the memos from the Public Works Department, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

8. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Accept the resignation of Hannah Harrell, receptionist for Community Development, effective July 14, 2025.
2. Authorize Cassie Burnette to attend the Mississippi Association of Code Enforcement Summer Conference on August 27-29, 2025 in Biloxi, Mississippi and approve registration and related travel expenses.

Alderman Farris made the motion to approve agenda items 8.1 & 8.2, in accordance with the memos from the Community Development Department, which are appended hereto with attachments, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

3. Public hearing for consideration of an application for conditional use permit request for Highway 471/Warner Property LLC - David Frederick for 1143 Hwy 471. (Parcel# 19-18-10).

The Public Hearing was opened with respect to the referenced application. The Director of Community Development advised that all prerequisites to the public hearing have been met and the matter was presented to the Planning Commission which recommended approval of the same. The Director then presented Staff Report #25-106 regarding the application

which is appended to the Minutes and incorporated herein. The Community Development Department recommended approval of the application subject to certain conditions set forth in the Staff Report. Thereafter, those desiring to provide public comment with respect to the application were given an opportunity to address the governing authorities, whereupon no one other than representatives of the Community Development Department made comments regarding the same and the Public Hearing was closed. Thereafter, Alderman Williams, first finding that the applicant presented or otherwise made satisfactory provision or arrangement as to the matters required by Section 9.7.2 (a)-(h) of the Zoning Ordinance of the Code of Ordinances of the City and has otherwise complied with Section 9.7.3 thereof, made the motion to approve the application, subject to the recommendation and conditions of the Community Development Department as included in the Staff Report, which is incorporated herein by reference, seconded by Alderman Vinson, and upon affirmative vote of the members present the motion carried.

9. JOSEPH FRENCH, POLICE CHIEF

1. Authorize that (1) FMK 9mm pistol, Serial #BT10812, be added to the Brandon Police Department's forfeited property inventory, in accordance with Mississippi Code Annotated §97-37-3.

Alderman Vinson made the motion to approve agenda item 9.1, in accordance with the memo from the Police Department, which is appended hereto with attachment, seconded by Alderman Williams and upon unanimous vote the motion carried.

10. BRIAN ROBERTS, FIRE CHIEF

1. Correct the salary for Sgt. Adam Denson due to scrivener's error and add his education stipend.
2. Accept the quote from George's Door Service for three (3) bay doors at station 1 in the amount of \$27,681.00 as the lowest and best quote received and approve payment. An additional quote was received from Magnolia Dock and Door in the amount of \$30,000.00.
3. Authorize travel to Ringgold, GA for SPRAT rope access level 1 for Capt. Travis Cohn and Lt. Mark Herrin and SPRAT rope access level 2 for Div. Chief Jerry King August 8-14, 2025 and approve related registration and travel expenses.
4. Authorize Div. Chief Jerry King to execute the paramedic school verification form and to approve payment of tuition, books and related expenses for Firefighter Cody Cole, Sgt. Hayden Jackson, and Lt. Allan Plotkin III to attend EMS training school (\$8,500.00) each and approve related travel expenses where required.

Alderman Vinson made the motion to approve agenda items 10.1-10.4, in accordance with the memos from the Fire Department, which are appended hereto with attachments, seconded by Alderman Womack upon affirmative vote of the members present the motion carried.

11. ADJOURN

Alderman Williams made the motion to adjourn the Regular Board Meeting, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

(Next Regular Board Meeting: August 4, 2025)

Minutes approved this the 4th day of August 2025.

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, City Clerk

MINUTES
Brandon Board of Aldermen & Mayor
WORK SESSION
BUTCH LEE, MAYOR PRESIDING
July 28, 2025

I. CALL TO ORDER

Present: Mayor Lee, Alderwoman Womack, Alderman Craine, Alderman Vinson, Alderman Williams, Alderman Coker, Alderman King, and Alderman Farris.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was given by Alderman Williams and the Pledge of Allegiance was led by Mayor Lee.

III. BUTCH LEE, MAYOR

IV. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

- A. Consideration of the FY 2026 budgets for the Public Works Department, including Streets, Water Admin, Water, Sewer, Sanitation, Cemetery, and Library budgets.

No official action taken.

V. ADJOURN

Minutes approved this the _____

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, MMC, City Clerk

MINUTES
Brandon Board of Aldermen & Mayor
Work Session
BUTCH LEE, MAYOR PRESIDING
July 29, 2025

1. CALL TO ORDER

Present: Mayor Lee, Alderwoman Womack, Alderman Craine, Alderman Vinson, Alderman Williams, Alderman Coker, Alderman King, and Alderman Farris.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was given by Alderman Vinson and the Pledge of Allegiance was led by Alderman Craine.

3. BUTCH LEE, MAYOR

4. JOSEPH FRENCH, POLICE CHIEF

1. Consideration of the FY 2026 budgets for the Police Department, including Drug Seizure and Court Services budgets.

No official action taken.

5. ADJOURN

The meeting was adjourned at 6:40 p.m.

Minutes approved this the _____

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, MMC, City Clerk

MINUTES
Brandon Board of Aldermen & Mayor
WORK SESSION
BUTCH LEE, MAYOR PRESIDING
July 30, 2025

I. CALL TO ORDER

Present: Mayor Lee, Alderwoman Womack, Alderman Craine, Alderman Vinson, Alderman Williams, Alderman Coker, Alderman King, and Alderman Farris.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was given by Alderman Womack and the Pledge of Allegiance was led by Alderman King.

III. OLD BUSINESS

IV. BUTCH LEE, MAYOR

V. JOEY BARNETTE, COMMUNITY DEVELOPMENT

A. Consideration of the FY 26 Budget for the Community Development Department.

No official action taken.

VI. BRIAN ROBERTS, FIRE CHIEF

A. Consideration of the FY 26 Budget for the Fire Department.

The Board requested that an analysis of the City's fire sirens be conducted, with a recommended number to be upgraded and/or replaced each year.

No official action taken.

VII. ADJOURN

The meeting was adjourned at 6:35 p.m.

Minutes approved this the _____

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, MMC, City Clerk

MINUTES
BRANDON BOARD OF ALDERMEN & MAYOR
WORK SESSION
BUTCH LEE, MAYOR PRESIDING
July 31, 2025

I. CALL TO ORDER

Present: Mayor Lee, Alderwoman Womack, Alderman Craine, Alderman Vinson, Alderman Williams, Alderman Coker, Alderman King, and Alderman Farris.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was given by Alderman Farris and the Pledge of Allegiance was led by Alderman King.

III. OLD BUSINESS

IV. BUTCH LEE, MAYOR

A. Consideration of the 2026 Departmental Budgets:

1. General Government – presented by Tracie Riggins
 2. Parks – presented by Jennifer Byrd
 3. Conference Center – presented by Charles Pitcox
 4. Amphitheater – presented by the Mayor and Tracie Riggins
 5. Administration – presented by the Mayor
- No Official Action taken.

V. ADJOURN

The meeting was adjourned at 6:45 p.m.

Minutes approved this the _____

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 07/30/2025
SUBJECT: MIKE MONK - CENTRAL MISSISSIPPI PLANNING & DEVELOP

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 07/24/2025
SUBJECT: TRAVEL REQUEST - GEORGANNA KEENUM

Request permission for Georganna Keenum to travel to Vicksburg, MS to attend the 2025 Governor's Conference on Tourism October 1-3, 2025 and authorize payment of registration fees and all related travel expenses.

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: GEORGINNA KEENUM
DATE: 07/30/2025
SUBJECT: 2026 MISSISSIPPI TOUR GUIDE

Consideration to advertise in the 2026 Mississippi Tour Guide with a half-page ad in the amount of \$6050.00 plus \$500.00 for copy editing to promote tourism in the city.

ATTACHMENTS:

1. 2026 Ms Tour Guide0001



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: GEORGINNA KEENUM
DATE: 08/04/2025
SUBJECT: AD IN MS TOUR GUIDE

Consideration to advertise in the 2026 Mississippi Tour Guide with a half-page ad in the amount of \$6050.00 plus \$500.00 for copy editing to promote tourism in the city.

ATTACHMENTS:

1. 2026 MS Tour Guide

2026 OFFICIAL MISSISSIPPI TOUR GUIDE



MISSISSIPPI

TOURISM ASSOCIATION

**VISIT
MISSISSIPPI**

43.7 MILLION PEOPLE VISIT MISSISSIPPI EACH YEAR

Advertise in the 2026 Mississippi Tour Guide to make sure they know about your destination, lodging, casino, attraction, restaurant, boutique or experience.

WORKING HAND-IN-HAND

The 2026 Official Mississippi Tour Guide is a partnership of the Mississippi Tourism Association, Visit Mississippi and Compass Media.

Hello!

On behalf of the Mississippi Tourism Association, I am happy to introduce the sales and production process for our upcoming 2026 Official Mississippi Tour Guide.

For those new to MTA, the Mississippi Tourism Association was established in 1988 with a mission to unite all sectors of the tourism industry through advocacy, promotion and education. **The Mississippi Tour Guide** is produced under the direction of MTA and utilized by **Visit Mississippi** as the state's official tourism guide. For the **2026 Official Mississippi Tour Guide**, MTA has contracted with **Compass Media** as our publisher.

Tourism is the **4th largest** industry in Mississippi, employing more than **133,880** people. In fiscal year 2023, **43.7 MILLION** people visited Mississippi, generating more than **\$11.5 BILLION** in visitor spending.

Your investment in the guide is an excellent use of your marketing dollars. It is the state's most comprehensive guide and offers a highly targeted distribution to fulfill visitor requests. In addition to requests, the guide is also distributed to welcome centers, destination marketing organizations, lodging partners and attractions throughout the state. The digital version of the guide is easily accessible at VisitMississippi.org.

When you advertise, you are also helping MTA continue to advance our mission of increased visitor spending and overall travel growth. Your support matters!

If you have any questions about the guide or would like to learn more about the Mississippi Tourism Association, please reach out to me.



Danielle Morgan, Executive Director
Mississippi Tourism Association
dmorgan@mstourism.com



MISSISSIPPI

TOURISM ASSOCIATION

JOIN THE MISSISSIPPI TOURISM ASSOCIATION

We are stronger together!

Our organization is always working to promote tourism as a consistent, billion-dollar producer that is growing Mississippi's communities and strengthening quality of place for the benefit of visitors as well as residents.

Annual dues start at only \$395

ADVOCACY

The MTA leadership and lobbying team continuously monitors proposed laws and regulations affecting our industry. During the legislative session, we provide weekly updates to our membership. Throughout the year, we are always working to support legislation that advances the tourism industry and safeguarding against any that would be a deterrent.

EDUCATION

As a member of MTA, you will have access to important experiences such as our annual Spring Tourism Summit and the Governor's Conference on Tourism. Experience Mississippi, our hospitality training program, offers empowerment to tourism professionals with the tools they need to improve visitor interactions. Additionally, in partnership with Mississippi State University, we created the Excellence in Tourism Leadership Program.

OPPORTUNITIES

Throughout the year, MTA provides networking and promotional opportunities. Get involved and participate in:

- Tourism Day at the Capitol and Legislative Reception
- Spring Tourism Summit
- Governor's Conference on Tourism
- National Travel and Tourism Week
- Monthly Membership Update Calls

Your Voice Matters! Join MTA Today.

mstourism.com



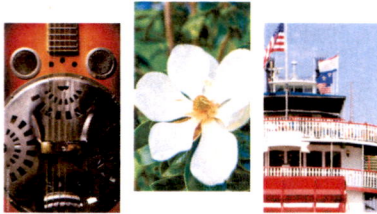
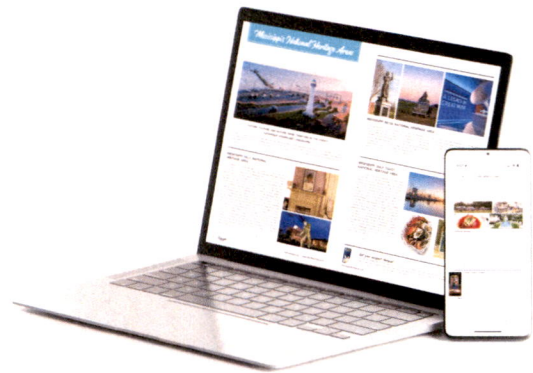
TAP INTO THE MARKETING POWER OF THE OFFICIAL MISSISSIPPI TOUR GUIDE

Print Quantity: 200,000
Online Guide: Unlimited Potential

When you advertise in the **Official Mississippi Tour Guide**, you are joining in the state's most powerful tourism promotion. Both in print and online, the guide is carefully designed to be the most important marketing tool for bringing visitors to our state and for helping them maximize their experience.

The guide is:

- mailed to fulfill requests at VisitMississippi.org and 866-SEE-MISS.
- distributed at welcome centers, destination marketing organizations, lodging partners, attractions and other key locations throughout the state.
- distributed at travel and group tradeshow.
- easily viewed and downloaded at VisitMississippi.org. Digital guide includes responsive view designed for mobile devices.



THE MISSISSIPPI TRAVEL INDUSTRY BY THE NUMBERS

In FY 2023, **43.7 MILLION** people visited Mississippi and spent **\$11.5 BILLION** during their visits.

Visitors spend an average of **\$31.6 MILLION** per day.

Mississippi tourism supports **133,880** jobs in the state.

Mississippi tourism is the **4th LARGEST** private sector industry in the state.

Mississippi tourism generates **\$1.1 BILLION** in state and local taxes.

Source: Economic Contribution Report by Tourism Economics 2023

RECEIVE VALUABLE LEADS



Whether they are planning their first visit or their latest of many, readers of the Official Mississippi Tour Guide can **request additional information** from advertisers. They will be directed to fill out an online request for faster fulfillment. Compass Media will send those **leads to advertisers** from February to September 2026.

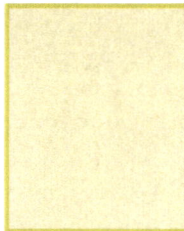
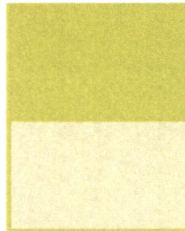
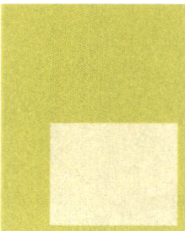
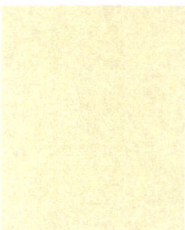
These leads are a **valuable marketing asset**. They can be incorporated into your marketing funnel for your consumer emails or to your mailing list to receive your printed material.

ADVERTISING DETAILS AND RATES

PUBLICATION DATE:
DECEMBER 2025

ADVERTISING CLOSING:
AUGUST 13, 2025

PRINT MATERIALS DUE:
AUGUST 27, 2025

 Full Page Bleed \$11,600 7.75" x 10.5" with .125" bleed & .375 live area	 Full Page Non-Bleed \$11,600 6.75" x 9.5"	 Two-Thirds Page, Vertical \$8,830 4.4375" x 9.5"	 Half Page, Horizontal \$6,050 6.75" x 4.6875"							
 Third Page, Square \$4,540 4.4375" x 4.6875"	 Third Page, Vertical \$4,540 2.125" x 9.5"	 Sixth Page, Vertical \$2,520 2.125" x 4.6875"	 Twelfth Page, Vertical Formatted Profile \$1,390 2.125" x 2.25"							
 Two Page Spread \$20,900 15.5" x 10.5" with .125" bleed & .375" live area	PREMIUM POSITIONS <table><tr><td>Inside Front Cover</td><td>\$12,600</td></tr><tr><td>Page 1</td><td>\$12,600</td></tr><tr><td>Inside Back Cover</td><td>\$12,600</td></tr></table>			Inside Front Cover	\$12,600	Page 1	\$12,600	Inside Back Cover	\$12,600	Includes one horizontal image, business name, address, phone, URL and a 125-character description.
Inside Front Cover	\$12,600									
Page 1	\$12,600									
Inside Back Cover	\$12,600									

PRODUCTION QUESTIONS

Contact Compass Media at 251-967-7542 or Materials@CompassMedia.com.
For important design specs, please visit CompassMedia.com/specs.

BOOK YOUR SPACE

Reserve your space today! Contact your
Compass Media advertising rep or call 251-968-4600.

Elise Ankerson

EAnkerson@CompassMedia.com
251-967-7564 | c: 251-753-8115

Dianne O'Connor

DOConnor@CompassMedia.com
251-967-7562 | c: 251-978-5429



Big City Convenience. Small Town Life.



Home of the Brandon Amphitheater

For your next trip or your next home, come to Rankin County. Something for everyone!

Rankinfirst.com | 601.825.5335 | P.O. Box 129 Brandon, MS 39043



A COMMUNITY TO



www.brandonms.org

LIVE, WORK, AND PLAY.



tourism@brandonms.org | www.brandonamphitheater.com



Advertising Contract

Agreement #: 24592

Agreement Date: 7/28/2025

Advertiser

Butch Lee
City of Brandon
1000 Municipal Drive
Brandon, MS 39043
(601) 825-5021
blee@randonms.org

Bill To

Georganna Keenum
City of Brandon
1000 Municipal Drive
Brandon, MS 39043
601-706-2622
gkeenum@brandonms.org

Publisher

Compass Media LLC.
P O Box 3388
Gulf Shores, AL 36547
Phone: 251-968-4600
Rep: Elise Ankerson
Rep Phone: 251-753-8115
Rep Email: eankerson@compassmedia.com

Publication	Issue	Year	Ad Size	Color	Premium Position	Section	Net	Gross
Mississippi Tour Guide	Annual 2026	2026	1/2 H				\$6,050.00	\$6,050.00

Total:	\$6,050.00
--------	------------

ADVERTISING AS: Brandon, MS
(Please print the business name as it will be listed in the advertiser's index.)

☐ 50% @ Closing / ☐ 50% @ Tearsheet ☐ Bill at Tearsheet ☐ Quarterly ☐ Monthly ☐ See Notes

Who Should Compass contact for materials?

☐ Pick up from previous issue ☐ Compass will produce. ☒ Ad agency/client will provide

Contact: Sabrina Turner Co. Name: Cirlot Agency
Phone: 601.664-2010 E-Mail: sabrina@cirlot.com

Lead Generation Contact:

Name: Georganna Keenum Email: gkeenum@brandonms.com
Secondary Name: _____ Secondary Email Address: _____

TERMS AND CONDITIONS: A 15% commission to recognized agencies who have placed advertising. Commission not allowed on accounts more than 60 days past due, or on advertising placed directly by the agency's client. If advertising is placed by an agency, the agency and the client are jointly liable for all charges. All accounts are payable upon receipt of the invoice, and accounts not paid within 30 days will occur an interest charge of 1.5% per month. Accounts not paid within 90 days are turned over for collection. Finance charges, collection charges plus attorney fees will be added. The Advertiser and its Agency, if there be one, each represents that it is fully authorized and licensed to use all materials within or related to advertising placed with Compass Media LLC. As part of the consideration and to induce Compass Media LLC to publish such advertisement, the Advertiser and/or Agency agrees to indemnify and hold harmless Compass Media LLC and its employees and representatives against any and all claims, errors, omissions, liability, loss, damage and expense of any nature, including attorney's fees, arising out of the copying, printing, publishing, distribution or transmission of such advertisement.

Thank you for your business!

Advertiser Signature

Date

Account Executive Signature

Date



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 08/04/2025
SUBJECT: 2025 MML SMALL TOWN CONFERENCE

Request permission to travel to Philadelphia, MS to attend the MML Small Town Conference October 15-16, 2025 and pay all related travel expenses.

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 08/04/2025
SUBJECT: CIVIC CENTER (BIG ROOM) RENOVATION PROJECT BIDS

Consideration to accept the bids received on August 4, 2025, regarding the Civic Center (Big Room) Renovation Project and award to Gilreath Construction Company, LLC as the best bid received in the amount of \$248,700.00 and authorize the Mayor to sign all related documents.

ATTACHMENTS:

1. Civic Center Renovation Bid Tab
2. Civic Center Renovation POP

Civic Center Renovation (Big Room)

Bid # 2025-11

August 4, 2025 - 2:00 p.m.

BIDDER	Cert of Responsibility	BID BOND	ADDENDUM 1,2 & 3	TOTAL BID
J.E. Stevens Construction Group LLC	24536-MC	The Hanover Ins. Co.	Yes	\$385,000.00
Johnston Construction Group, LLC	26369-MC	Employers Mutual Casualty Co	Yes	\$394,000.00
Gilreath Construction Co., LLC	21050-MC	Fidelity & Deposit Co. of Maryland	Yes	\$248,700.00
Conerly Construction, Inc.	03619-MC	Travelers Casualty & Surety Co.	Yes	\$468,000.00

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

August 4, 2025

Rebecca Pevey
Rebecca Pevey, Deputy City Clerk



AFFIDAVIT

PROOF OF PUBLICATION

RANKIN COUNTY NEWS • P.O. BOX 107 • BRANDON, MS 39043

STATE OF MISSISSIPPI COUNTY OF RANKIN

THIS 2ND DAY OF JUNE, 2025, personally came Marcus Bowers, publisher of the Rankin County News, a

ADVERTISEMENT FOR BIDS
FROM:
1. THE OWNER (HEREINAFTER REFERRED TO AS OWNER):
A. The City of Brandon, Mississippi
1000 Municipal Dr
Brandon, MS 39042
2. AND THE ARCHITECT (HEREINAFTER REFERRED TO AS ARCHITECT):
A. Wier Boerner Allin
Architecture
2727 Old Canton Road, Suite 200
Jackson, MS 39216
3. TO: POTENTIAL BIDDERS
A. Your firm is invited to submit an offer under seal to Owner for construction of a renovation located at 1000 Municipal Drive, Brandon, MS 39042 before 2 pm local standard time on the 28th day of July, 2025, for:
B. Project Description: Owner's Bid Number 2025-11. Architect's Project Number 24-040. Brandon Civic Center (Big Room) Renovations.
C. Contract Documents may be obtained at Jackson Blueprint & Supply, Inc. 699 Monroe Street Jackson, MS 39202 (601) 353-5803 www.planroom.jaxblue.com. Bidders are responsible for all costs associated with downloading digital plans and/or printing costs (if requested).
D. Bidders will be required to provide Bid security in the form of a Bid Bond of a sum no less than 5 percent of the Bid Amount.
E. Refer to other bidding requirements described in Document 00.2113 - Instructions to Bidders and Document 00.3100 - Available Project Information.
F. Submit your offer on the Bid Form provided, including bid number 2025-11 marked in the lower left corner of the envelope. Bidders may supplement this form as appropriate.
G. The City of Brandon also offers electronic bidding submissions. All documents may be downloaded from Central Bidding at www.centralbidding.com. For any questions regarding the electronic process, please call Central Bidding at (225) 810-4814.
H. Your offer will be required to be submitted under a condition of irrevocability for a period of 60 days after submission.
I. The Owner reserves the right to accept or reject any or all offers.
4. SIGNATURE
A. For: The City of Brandon, Mississippi
B. By: Butch Lee, Mayor
1. Signed: /s/ Butch Lee
5. DATES OF PUBLICATION:
A. 1st advertisement: June 25, 2025
B. 2nd advertisement: July 2, 2025
#918

weekly newspaper printed and published in the City of Brandon, In the County of Rankin and State aforesaid, before me the undersigned officer in and for said County and State, who being duly sworn, deposes and says that said newspaper has been published for more than 12 months prior to the first publication of the attached notice and is qualified under Chapter 13-3-31, Laws of Mississippi, 1936, and laws supplementary and amendatory thereto, and that a certain

ADVERTISEMENT FOR BIDS

BRANDON CIVIC CENTER (BIG ROOM) RENOVATIONS

a copy of which is hereto attached, was published in said newspaper Two (2) consecutive weeks, as follows, to-wit:

Vol 177 No. 51 on the 25th day of June, 2025

Vol 177 No. 52 on the 2nd day of July, 2025

Marcus Bowers

MARCUS BOWERS, Publisher

Sworn to and subscribed before me by the aforementioned Marcus Bowers this 2nd day of July, 2025

Frances Conger

FRANCES CONGER

My Commission Expires: January 25, 2026

PRINTER'S FEE: (12 cents per word for first insertion and 10 cents per word for each subsequent insertion)

330 words at .22 per word..... \$72.60

Proof of Publication..... 3.00

TOTAL..... \$75.60





MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 08/04/2025
SUBJECT: RESCIND BOARD ACTION

Consideration to rescind the action taken at the regular Board meeting on July 21 regarding setting the date of the public hearing on August 14 and setting it for August 21.

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 07/25/2025
SUBJECT: **PROFESSIONAL SERVICES AGREEMENTS**

Consideration to approve professional services agreement 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.
Nappy Boy Touring, LLC and City of Brandon Artist Agreement
Kash Nation, LLC and City of Brandon Artist Agreement

ATTACHMENTS:

1. T-Pain - 10.18.2025 - Brandon Amphitheater - Contract
2. Kashus Culpepper - 09.20.2025 - Brandon Amphitheater - Contract



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 07/31/2025
SUBJECT: CONSIDERATION TO ADOPT AN ORDINANCE OF THE CITY OF

ATTACHMENTS:

1. Hemp Ordinance

AN ORDINANCE OF THE CITY OF BRANDON, MISSISSIPPI PROHIBITING THE PURCHASE, POSSESSION, DISTRIBUTION, SALE OR OFFERING FOR SALE ANY PRODUCT DERIVED FROM THE HEMP PLANT, DESIGNED FOR HUMAN INGESTION AND/OR CONSUMPTION, THAT IS NOT APPROVED BY THE UNITED STATES FOOD AND DRUG ADMINISTRATION AND CODIFYING THE SAME AS CHAPTER 7 SECTION 7-2 OF THE CODE OF ORDINANCES OF THE CITY

BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Brandon, Mississippi, as follows:

The City of Brandon hereby adopts the following Ordinance, to be codified as Chapter 7, Section 7-2 of the Code of Ordinances of the City, which prohibits the purchase, possession, distribution, sale or offering for sale any product derived from the hemp plant, designed for human ingestion and/or consumption, that is not approved by the United States Food and Drug Administration, as set forth herein below, to wit:

Section 1.

7-2 Purchase, possession, distribution, sale or offering for sale any product derived from the hemp plant, designed for human ingestion and/or consumption, that is not approved by the United States Food and Drug Administration; prohibited.

- a) No person shall purchase, possess, distribute, sale or attempt to possess, purchase, distribute or sale or publicly display for sale any product derived from the Hemp plant, designed for human ingestion and/or consumption, that is not approved by the United States Food and Drug Administration, in compliance with Mississippi Code 41-29-113.
- b) If the aforementioned substance(s) shall be found in the possession of any person, unless specifically excluded herein, the substances shall be confiscated by law enforcement officials.
- c) It shall not be an offense under subsection (a) above of this section if a person shall be acting at the direction of an authorized agent of the city to enforce or ensure compliance with this law prohibiting the possession, purchase, distribution or sale or the attempt to possess, purchase, distribute or sale or publicly display for sale the aforementioned substances.
- d) This section shall not apply to any person who shall commit any act described in this section pursuant to the direction or prescription of a duly licensed physician or dentist authorized to direct or prescribe such act.
- e) Any person found to be guilty of violating this section shall be deemed guilty of a misdemeanor and shall be punished by a fine not to exceed \$1,000.00 or imprisoned in the county jail not to exceed six months or both.

Section 2. Said Ordinance having been previously reduced to writing, a motion was made by Alderman _____ and seconded by Alderman _____ to adopt the Ordinance and no request having been made by the Mayor or any member of the Board of Aldermen that said Ordinance be read by the City Clerk before a vote was taken, and reading of such having been waived, said Ordinance was adopted by the vote of the Board of Aldermen, the results being as follows:

	Aye	Nay
ALDERMAN FARRIS	_____	_____
ALDERMAN KING	_____	_____
ALDERMAN WOMACK	_____	_____
ALDERMAN COKER	_____	_____
ALDERMAN WILLIAMS	_____	_____
ALDERMAN VINSON	_____	_____
ALDERMAN CRAINE	_____	_____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved on this the _____ day of _____, 2025.

Section 3. Effective Date. The Board of Aldermen finds it necessary that this Ordinance become immediately effective to provide for the immediate and temporary preservation of the public peace, health, safety, and for other good cause; therefore, this Ordinance shall take effect and be in force immediately upon its adoption, prior to publication required by law if the same is adopted by unanimous vote. If this Ordinance is adopted by less than unanimous vote the same shall take effect 30 days from and after adoption.

SO ORDAINED, THIS THE _____ DAY OF _____ 2025.

BUTCH LEE
MAYOR

Attest:

MARY ANN HESS
CITY CLERK

[SEAL]



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 07/31/2025
SUBJECT: CONSIDERATION TO APPROVE THE QUOTE FROM METRO MECH

ATTACHMENTS:

1. Metro Quote
2. Bid Submittal
3. Metro Quote
4. JL Roberts Quote



Service Estimate

Company

Metro Building Services
1385 Industrial Drive
Bolton, MS 39041
Ph: 601-398-2475 Fax:

Proposal Date: 7/24/2025

Proposal Number: P22619

Agreement Number:

Contractor License:

Bill To Identity

City of Brandon
1475 W. Government Street
Brandon, mississippi 39043

Agreement Location

Fire station 3
147 Kennedy Farm Parkway
Brandon, Mississippi 39042

Metro Building Services, a Fidelity Building Services Group Company, is pleased to submit our proposal to

OUR PROPOSED SCOPE OF WORK INCLUDES:

- Mobilize to site- \$1,286.64
- Demo existing shower- \$858.57
- Modify sanitary waste- \$2,145.83
- Tile- shower base/wall surround-\$8,240.86
- Wall framing/blocking-\$1,125.86
- Patching/painting/caulking-\$1,300.57
- Reinstall shower accessories- \$854.17
- All work to be done in accordance with the drawings and specs provided by City of Brandon.

EXCLUSIONS:

- Any repairs outside the above scope of work
- Overtime/night work
- Expedited shipping unless noted in the above scope of work

YOUR INVESTMENT FOR THIS SCOPE OF WORK\$15,812.50

This proposal is valid for a period of fifteen (15) days, and if not accepted within that time frame, it shall be automatically rescinded, and any replacement proposal may be subject to increased costs. Upon execution as provided below, this agreement shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that they have authority to enter into this Agreement.

Service Contractor

James Pickle

Signature (Authorized Representative)

James Pickle

Name (Print/ Type)

601-398-2475

Phone

Customer

Signature (Authorized Representative)

Name (Print/ Type)

Title

7/24/2025

P22619

Date

Proposal #

Date

PO#

Terms and Conditions

Throughout this Agreement:

City of Brandon shall be known as the Customer.

Metro Building Services shall be known as the Service Contractor.

These terms and conditions of the Agreement (the "Agreement") and all of the sections included, are integral parts of and form the Agreement between the Service Contractor and the Customer. In the event the Customer seeks to have the Service Contractor enter into a separate written contract for the scope of work of this Agreement, then: (1) the separate written contract must be acceptable to the Contractor; (2) the entire Agreement shall be attached to and incorporated by reference in such separate written contract; (3) to the extent that there is a conflict between the terms and conditions of the Agreement and the terms and conditions of the separate written contract, the terms and conditions of this Agreement shall control; and (4) if the Contractor and the Customer are unable to agree upon a mutually acceptable separate written contract, the Contractor shall have the right to rescind the quote included with this Agreement without liability to the Contractor.

The Service Contractor will perform the work enumerated in the Agreement (the "Work") in accordance with the terms and conditions of the Agreement.

This Agreement shall not include maintenance, repairs, service or replacements necessitated by any loss or damage resulting from any cause beyond the control of the Service Contractor, including but not limited to damage or loss due to lack of water, freezing, loss or insufficient electric power or fuel source, hail, flood, windstorm, excessive rain, snow, freezing weather, lightning, earthquake, theft, fire, riots of any origin, strikes, wars, misuse, negligence by person(s) other than those representing the Service Contractor, vandalism, acts of government, building code requirements, insurance company requirements, unauthorized adjustments or repairs, or any other peril or act of God. The cost of all repairs, modifications, or alterations necessitated by the above shall be the responsibility of the Customer and payable to the Service Contractor at Service Contractor's current service rates in addition to vehicle and other related service charges.

All reasonable efforts shall be extended in performing the Work as requested by the Customer, but the Service Contractor shall not be liable for any losses or consequential damage that arise out of delays, misuse by the Customer, or the Customer's agents or employees. The Customer agrees to pay the Service Contractor as set forth in the Agreement. The terms of payment for all other invoices submitted by the Service Contractor are net thirty (30) days from the Customer's receipt of such invoice. The Customer's obligation to pay the Contractor shall not be contingent upon or delayed by prior payment of a third-party, including but not limited to any insurance companies or the Customer's client. In the event that the Customer objects to the charges in any invoice, the Customer shall notify the Contractor in writing the basis for such objection within fifteen (15) days of its receipt of such invoice, and if the Customer fails to provide written notice within such timeframe, the Customer's objection shall be deemed waived, and the invoice shall be deemed due and payable for the amount of such invoice. Unless the Agreement specifically states otherwise, the prices in this Agreement do not include sales tax, and to the extent sales tax is applicable to any services, materials and/or equipment, such sales tax will be listed separately on the Service Contractor's invoices, and the Customer agrees to pay for all applicable sales taxes. The prices in this Agreement do not include any costs associated with using any invoicing software, portals or services required by the Customer or of any requirement by the Customer for the Service Contractor to procure additional insurance or higher limits of insurance than are typically carried by the Service Contractor, and to the extent there are any costs incurred by the Service Contractor to comply with such requirements, the Customer agrees to reimburse the Service Contractor for such costs. The Customer will be responsible for any price increases that the Service Contractor incurs as a result of any tariffs imposed on the equipment and materials reflected in its scope of work, including any tariffs on any component parts of the equipment and materials. In the event the Service Contractor incurs any such tariff-related price increase, the Customer will issue a change order to the Service Contractor to adjust the contract price to reflect the tariff-related price increase. The Service Contractor, as a convenience to the Customer, accepts payments via most major credit cards. In the event the Customer wishes to pay Service Contractor by credit card, Customer agrees to reimburse the Service Contractor a surcharge of 4% of the amount of the invoice being charged (or to the extent permissible by law) if the Customer uses any major credit card, and the Customer authorizes Service Contractor to add the applicable surcharge to the credit card transaction.

The Customer further agrees to pay finance charges of 1½ % per month for invoices not paid within 30 days of the invoice date. In the event that the Customer fails to pay the Service Contractor in accordance with the agreed payment terms: (1) the Service Contractor may, at its sole discretion, stop all work under this Agreement and any other Agreement between the Service Contractor and the Customer until such time as the Customer's account is brought current; and (2) the Customer agrees to reimburse the Service Contractor for any and all costs of collection of the outstanding balance, including but not limited to the Service Contractor's attorneys' fees, expert fees, court costs and any other legal expenses that the Service Contractor incurs, even if the costs of collection exceed the outstanding balance. The Service Contractor and the Customer agree that in the event a dispute arises with respect to this Agreement, such dispute shall be resolved in a court of competent jurisdiction in the county in which Service Contractor's home office is located and this Agreement shall be governed and interpreted by the laws of the state in which Service Contractor's home office is located, exclusive of its conflict of laws principles. THE SERVICE CONTRACTOR AND THE CUSTOMER EXPRESSLY CONSENT TO THE PERSONAL JURISDICTION OF THE AFORMENTIONED STATE, AGREE TO THE AFOREMENTIONED COUNTY AS THE APPROPRIATE VENUE FOR DISPUTES, AND IRREVOCABLY WAIVE TRIAL BY JURY IN ANY ACTION, PROCEEDING, OR COUNTERCLAIM, WHETHER AT LAW OR IN EQUITY, BROUGHT BY EITHER PARTY IN CONNECTION WITH THIS AGREEMENT.

The Service Contractor's liability hereunder shall not exceed the price of the Work as set forth in this Agreement. In no event shall the Service Contractor be liable for consequential damages or losses, including but not limited to loss of profits, loss of the use of any associated or supported equipment, high or unusual utility cost, investment cost of substitute facilities, or rental of equipment. Unless a different warranty period is referenced elsewhere in the Agreement, the Service Contractor agrees to either repair or replace any defects in the Work that arises within thirty (30) days of Service Contractor's substantial completion of the Work. The determination as to whether such work is to be repaired or replaced is within the sole discretion of the Service Contractor. Any warranty of the materials, parts and equipment installed by Service Contractor shall be subject to the manufacturers' standard warranty terms, if any, and Customer's exclusive remedy with respect to any claims of defects in such materials, parts or equipment shall be governed by the manufacturers' standard warranty. To the fullest extent permitted by law, the Customer shall defend, indemnify and hold harmless the Service Contractor, its agent and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of Work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of the Customer, anyone directly or indirectly employed by the Customer, or anyone for whose acts the Customer may be liable, regardless of whether it is caused in part by the negligence of the Service Contractor. Further and notwithstanding the preceding sentence, the Service Contractor shall be held harmless by the Customer and shall not be liable to the Customer for any claims, liabilities, damages, losses and expenses related to mold or the creation of mold at the Customer's location(s) and shall have no obligation to treat, identify or remove such mold.

The Customer agrees to not solicit or hire employees of Service Contractor and/or the Service Contractor's subcontractors for itself and/or for any corporation, which Customer now represents or with which Customer now or may later be affiliated during the term of this Agreement and for a period of one year after the termination of the Agreement.

PANDEMIC AND EPIDEMIC PRECAUTIONS

The Customer and the Service Contractor acknowledge that pandemics and/or epidemics may severely impact the location where the services will be performed. As a result, in the event of a pandemic and/or epidemic, Federal, State and Local guidelines and requirements may be imposed and modified, which may impact the timing and cost of the services under the Agreement.

The Customer and the Service Contractor agree that: (1) the Customer and the Service Contractor will both use commercially reasonable efforts with respect to the services under the Agreement; (2) the Customer and the Service Contractor and their respective employees, agents and representatives will comply with applicable Federal, State and Local government quarantines, shelter-in-place orders, regulations, executive orders and/or directives, including but not limited to any recommendations or requirements of the Centers for Disease Control, U.S. Department of Labor, U.S. Department of Health and Human Services, and/or any comparable State or Local agencies (collectively, "Pandemic/Epidemic Requirements"); (3) the Customer and the Service Contractor will both use commercially reasonable efforts to keep each other informed of pertinent updates or developments regarding their obligations to comply with Pandemic/Epidemic Requirements; and (4) if the Service Contractor's performance of the services under the Agreement is delayed, suspended and/or effected by Pandemic/Epidemic Requirements and/or by their direct or indirect impacts, the Service

Contractor shall be entitled to adjustments to the schedule and/or the prices under the Agreement, provided the Service Contractor notifies the Customer within a reasonable period of time after the Service Contractor learns of the delay, suspension and/or effect.

CITY OF BRANDON, MISSISSIPPI

BID, CONTRACTOR BOND AND INSURANCE CERTIFICATION FORM

This bid form is furnished by the City of Brandon, Mississippi in accordance with Mississippi Code § 31-7-13(b) regarding competitive written bids for purchases between \$5,000.00 and \$75,000.00.

Bids may be submitted by facsimile, electronic mail, or other generally accepted method of information distribution.

All bids must be developed based upon comparable identification of the project needs which have been provided to the bidder. Bidder shall include the project specifications/information provided by the City with this bid submission form.

All bidders take notice that all bids shall be developed independently and without knowledge of other bids or prospective bids.

Any bid item for construction in excess of Five Thousand Dollars (\$5,000.00) shall be broken down by components to provide detail of component description and pricing. These details shall be submitted with this bid submission form and shall become part of the bid evaluation criteria.

(To be completed by Contractor/Vendor)

Project Name: Fire Station #3 Showers Renovation

Bid Number: 722619

Bid Submission Date: 7/16/25

Location of Work/Delivery (if applicable): 147 Kennedy Farm Pkwy

Expected Completion/Delivery Date: Dependent on approval

Additional Requirements: _____

I. CONTRACTOR/VENDOR INFORMATION

Company Name: Metro Building Services

Mailing Address: 1385 Industrial Dr.

City, State, Zip: Bolton, MS 39041

Phone Number: 601-866-9050

Email Address: James @ Metro Mechanical .net

Federal Tax ID/SSN: 68-05048-68

Mississippi Certificate of Responsibility No.: 09704-MC

*(Required for construction projects over \$50,000.)

For purposes of this solicitation, "construction project" means work relating to the construction, alteration, or repair of any public building or public work.

II. BID AMOUNT

1. Total Bid (excluding freight/shipping): \$ 15,812.50

Freight/Shipping Charges (if applicable): \$ _____

Grand Total: \$ 15,812.50

2. Additional Information

Warranty Information: _____

Delivery/Completion Timeline: _____

Payment Terms: Contractor/Vendor acknowledges that all payments by the City shall be lump sum only after delivery and/or completion of the work. (Terms other than lump sum must be approved by the City).

III. BOND AND INSURANCE CERTIFICATIONS

As the authorized representative of the above-named contractor, I certify that our company understands and will comply with the following requirements according to Mississippi Code §31-5-51 if awarded this contract (please check all boxes):

A. For Construction Projects Over \$25,000:

☐ Performance Bond: I certify that our company will furnish a performance bond payable to the City in an amount not less than the total contract amount.

☐ Payment Bond: I certify that our company will furnish a payment bond payable to the City in an amount not less than the total contract amount.

- ☐ Bond Quality: I certify that all bonds will be issued by a surety company that is:
- Authorized to do business in the State of Mississippi
 - Listed on the United States Treasury Department's list of acceptable sureties

Name of Bonding Company: AON

Bonding Agent Contact: Scott Boudon 6104 673-463

B. Liability Insurance:

- ☐ General Liability Insurance: I certify that our company will provide proof of general liability insurance coverage in an amount not less than One Million Dollars (\$1,000,000.00) for bodily injury and property damage.

- ☐ City as Named Insured: I certify that our company will include the City as a named insured on the liability insurance policy.

Name of Insurance Company: Acord

Insurance Agent Contact: Rebecca Gierszak 410-339-7263

Policy Number: VTNC05469 B537 PHX25

339

C. Certificate of Responsibility:

- ☐ For construction projects over \$50,000: I certify that our company holds a valid Mississippi Certificate of Responsibility as required by state law (number listed above).

IV. ACKNOWLEDGMENT OF DOCUMENTATION REQUIREMENTS

I understand that the following documents must be provided if our company is awarded this contract (please check all boxes):

- ☐ Insurance Certificate: Showing \$1,000,000 liability coverage with City named as insured (for construction projects over \$25,000)
- ☐ Performance Bond: Equal to 100% of contract value (for construction projects over \$25,000)
- ☐ Payment Bond: Equal to 100% of contract value (for construction projects over \$25,000)
- ☐ Certificate of Responsibility: Copy of valid certificate (for construction projects over \$50,000)

V. NON-COLLUSION CERTIFICATION

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

VI. CERTIFICATION AND SIGNATURE

I, the undersigned, certify that I am authorized to complete this form and make these commitments on behalf of the contractor/vendor named above. I understand that failure to meet these requirements if awarded the contract may result in bid rejection or contract termination.

Signature: James B. Rickle

Printed Name: James B. Rickle

Title: Plumbing Sales

Date: 7/16/25

FOR CITY USE ONLY

Form Received By: Loddy Compton

Date Received: 7/29/25

Insurance Verification: ☐ Complete ☐ Incomplete ☐ Not Required Yet

Bond Verification: ☒ Complete ☐ Incomplete ☐ Not Required Yet

Certificate of Responsibility Verified: ☐ Yes ☐ No ☒ Not Required

This bid meets all requirements of § 31-7-13(b): ☒ Yes ☐ No

Award Date: _____

Bid award authorized by Governing Authority: ☐ Yes ☐ No. (If "No" indicate reason why
_____)

Bid Accepted: ☒ Yes ☐ No. (If "No" indicate why this bid was not accepted:
_____)

Governing Authority Minutes Date (if applicable): _____

Purchase Order No. (if applicable): _____

Notes: _____

By executing below, I certify on behalf of the City that this bid solicitation was developed based upon comparable identification of the needs of the City and independently of any bidder.

City Representative Signature: J. Compton

Date: 7/29/25



Service Estimate

Company

Metro Building Services
1385 Industrial Drive
Bolton, MS 39041
Ph: 601-398-2475 Fax:

Proposal Date: 7/24/2025

Proposal Number: P22619

Agreement Number:

Contractor License:

Bill To Identity

City of Brandon
1475 W. Government Street
Brandon, mississippi 39043

Agreement Location

Fire station 3
147 Kennedy Farm Parkway
Brandon, Mississippi 39042

Metro Building Services, a Fidelity Building Services Group Company, is pleased to submit our proposal to

OUR PROPOSED SCOPE OF WORK INCLUDES:

- Mobilize to site- \$1,286.64
- Demo existing shower- \$858.57
- Modify sanitary waste- \$2,145.83
- Tile- shower base/wall surround-\$8,240.86
- Wall framing/blocking-\$1,125.86
- Patching/painting/caulking-\$1,300.57
- Reinstall shower accessories- \$854.17
- All work to be done in accordance with the drawings and specs provided by City of Brandon.

EXCLUSIONS:

- Any repairs outside the above scope of work
- Overtime/night work
- Expedited shipping unless noted in the above scope of work

YOUR INVESTMENT FOR THIS SCOPE OF WORK\$15,812.50

This proposal is valid for a period of fifteen (15) days, and if not accepted within that time frame, it shall be automatically rescinded, and any replacement proposal may be subject to increased costs. Upon execution as provided below, this agreement shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that they have authority to enter into this Agreement.

Service Contractor

James Pickle

Signature (Authorized Representative)

James Pickle

Name (Print/ Type)

601-398-2475

Phone

Customer

Signature (Authorized Representative)

Name (Print/ Type)

Title

7/24/2025

P22619

Date

Proposal #

Date

PO#

Terms and Conditions

Throughout this Agreement:

City of Brandon shall be known as the Customer.

Metro Building Services shall be known as the Service Contractor.

These terms and conditions of the Agreement (the "Agreement") and all of the sections included, are integral parts of and form the Agreement between the Service Contractor and the Customer. In the event the Customer seeks to have the Service Contractor enter into a separate written contract for the scope of work of this Agreement, then: (1) the separate written contract must be acceptable to the Contractor; (2) the entire Agreement shall be attached to and incorporated by reference in such separate written contract; (3) to the extent that there is a conflict between the terms and conditions of the Agreement and the terms and conditions of the separate written contract, the terms and conditions of this Agreement shall control; and (4) if the Contractor and the Customer are unable to agree upon a mutually acceptable separate written contract, the Contractor shall have the right to rescind the quote included with this Agreement without liability to the Contractor.

The Service Contractor will perform the work enumerated in the Agreement (the "Work") in accordance with the terms and conditions of the Agreement.

This Agreement shall not include maintenance, repairs, service or replacements necessitated by any loss or damage resulting from any cause beyond the control of the Service Contractor, including but not limited to damage or loss due to lack of water, freezing, loss or insufficient electric power or fuel source, hail, flood, windstorm, excessive rain, snow, freezing weather, lightning, earthquake, theft, fire, riots of any origin, strikes, wars, misuse, negligence by person(s) other than those representing the Service Contractor, vandalism, acts of government, building code requirements, insurance company requirements, unauthorized adjustments or repairs, or any other peril or act of God. The cost of all repairs, modifications, or alterations necessitated by the above shall be the responsibility of the Customer and payable to the Service Contractor at Service Contractor's current service rates in addition to vehicle and other related service charges.

All reasonable efforts shall be extended in performing the Work as requested by the Customer, but the Service Contractor shall not be liable for any losses or consequential damage that arise out of delays, misuse by the Customer, or the Customer's agents or employees. The Customer agrees to pay the Service Contractor as set forth in the Agreement. The terms of payment for all other invoices submitted by the Service Contractor are net thirty (30) days from the Customer's receipt of such invoice. The Customer's obligation to pay the Contractor shall not be contingent upon or delayed by prior payment of a third-party, including but not limited to any insurance companies or the Customer's client. In the event that the Customer objects to the charges in any invoice, the Customer shall notify the Contractor in writing the basis for such objection within fifteen (15) days of its receipt of such invoice, and if the Customer fails to provide written notice within such timeframe, the Customer's objection shall be deemed waived, and the invoice shall be deemed due and payable for the amount of such invoice. Unless the Agreement specifically states otherwise, the prices in this Agreement do not include sales tax, and to the extent sales tax is applicable to any services, materials and/or equipment, such sales tax will be listed separately on the Service Contractor's invoices, and the Customer agrees to pay for all applicable sales taxes. The prices in this Agreement do not include any costs associated with using any invoicing software, portals or services required by the Customer or of any requirement by the Customer for the Service Contractor to procure additional insurance or higher limits of insurance than are typically carried by the Service Contractor, and to the extent there are any costs incurred by the Service Contractor to comply with such requirements, the Customer agrees to reimburse the Service Contractor for such costs. The Customer will be responsible for any price increases that the Service Contractor incurs as a result of any tariffs imposed on the equipment and materials reflected in its scope of work, including any tariffs on any component parts of the equipment and materials. In the event the Service Contractor incurs any such tariff-related price increase, the Customer will issue a change order to the Service Contractor to adjust the contract price to reflect the tariff-related price increase. The Service Contractor, as a convenience to the Customer, accepts payments via most major credit cards. In the event the Customer wishes to pay Service Contractor by credit card, Customer agrees to reimburse the Service Contractor a surcharge of 4% of the amount of the invoice being charged (or to the extent permissible by law) if the Customer uses any major credit card, and the Customer authorizes Service Contractor to add the applicable surcharge to the credit card transaction.

The Customer further agrees to pay finance charges of 1½ % per month for invoices not paid within 30 days of the invoice date. In the event that the Customer fails to pay the Service Contractor in accordance with the agreed payment terms: (1) the Service Contractor may, at its sole discretion, stop all work under this Agreement and any other Agreement between the Service Contractor and the Customer until such time as the Customer's account is brought current; and (2) the Customer agrees to reimburse the Service Contractor for any and all costs of collection of the outstanding balance, including but not limited to the Service Contractor's attorneys' fees, expert fees, court costs and any other legal expenses that the Service Contractor incurs, even if the costs of collection exceed the outstanding balance. The Service Contractor and the Customer agree that in the event a dispute arises with respect to this Agreement, such dispute shall be resolved in a court of competent jurisdiction in the county in which Service Contractor's home office is located and this Agreement shall be governed and interpreted by the laws of the state in which Service Contractor's home office is located, exclusive of its conflict of laws principles. THE SERVICE CONTRACTOR AND THE CUSTOMER EXPRESSLY CONSENT TO THE PERSONAL JURISDICTION OF THE AFORMENTIONED STATE, AGREE TO THE AFOREMENTIONED COUNTY AS THE APPROPRIATE VENUE FOR DISPUTES, AND IRREVOCABLY WAIVE TRIAL BY JURY IN ANY ACTION, PROCEEDING, OR COUNTERCLAIM, WHETHER AT LAW OR IN EQUITY, BROUGHT BY EITHER PARTY IN CONNECTION WITH THIS AGREEMENT.

The Service Contractor's liability hereunder shall not exceed the price of the Work as set forth in this Agreement. In no event shall the Service Contractor be liable for consequential damages or losses, including but not limited to loss of profits, loss of the use of any associated or supported equipment, high or unusual utility cost, investment cost of substitute facilities, or rental of equipment. Unless a different warranty period is referenced elsewhere in the Agreement, the Service Contractor agrees to either repair or replace any defects in the Work that arises within thirty (30) days of Service Contractor's substantial completion of the Work. The determination as to whether such work is to be repaired or replaced is within the sole discretion of the Service Contractor. Any warranty of the materials, parts and equipment installed by Service Contractor shall be subject to the manufacturers' standard warranty terms, if any, and Customer's exclusive remedy with respect to any claims of defects in such materials, parts or equipment shall be governed by the manufacturers' standard warranty. To the fullest extent permitted by law, the Customer shall defend, indemnify and hold harmless the Service Contractor, its agent and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of Work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of the Customer, anyone directly or indirectly employed by the Customer, or anyone for whose acts the Customer may be liable, regardless of whether it is caused in part by the negligence of the Service Contractor. Further and notwithstanding the preceding sentence, the Service Contractor shall be held harmless by the Customer and shall not be liable to the Customer for any claims, liabilities, damages, losses and expenses related to mold or the creation of mold at the Customer's location(s) and shall have no obligation to treat, identify or remove such mold.

The Customer agrees to not solicit or hire employees of Service Contractor and/or the Service Contractor's subcontractors for itself and/or for any corporation, which Customer now represents or with which Customer now or may later be affiliated during the term of this Agreement and for a period of one year after the termination of the Agreement.

PANDEMIC AND EPIDEMIC PRECAUTIONS

The Customer and the Service Contractor acknowledge that pandemics and/or epidemics may severely impact the location where the services will be performed. As a result, in the event of a pandemic and/or epidemic, Federal, State and Local guidelines and requirements may be imposed and modified, which may impact the timing and cost of the services under the Agreement.

The Customer and the Service Contractor agree that: (1) the Customer and the Service Contractor will both use commercially reasonable efforts with respect to the services under the Agreement; (2) the Customer and the Service Contractor and their respective employees, agents and representatives will comply with applicable Federal, State and Local government quarantines, shelter-in-place orders, regulations, executive orders and/or directives, including but not limited to any recommendations or requirements of the Centers for Disease Control, U.S. Department of Labor, U.S. Department of Health and Human Services, and/or any comparable State or Local agencies (collectively, "Pandemic/Epidemic Requirements"); (3) the Customer and the Service Contractor will both use commercially reasonable efforts to keep each other informed of pertinent updates or developments regarding their obligations to comply with Pandemic/Epidemic Requirements; and (4) if the Service Contractor's performance of the services under the Agreement is delayed, suspended and/or effected by Pandemic/Epidemic Requirements and/or by their direct or indirect impacts, the Service

Contractor shall be entitled to adjustments to the schedule and/or the prices under the Agreement, provided the Service Contractor notifies the Customer within a reasonable period of time after the Service Contractor learns of the delay, suspension and/or effect.



PROPOSAL

COMPANY	City of Brandon	DATE	July 2, 2025
CONTACT	Jody Compton	jcompton@brandonms.org	COR # 13941-MC
PROJECT	Brandon Fire Station #3 – Shower Unit		

PRICE BREAKDOWN

- Mobilize to site \$ 1,149.00
- Demo existing shower \$ 3,480.00
- Modify sanitary waste and supply piping \$ 2,015.00
- Modify floor drain \$ 1,870.00
- Tile – Shower base/wall surround \$12,500.00
- Wall framing/blocking \$ 2,500.00
- Patching/Painting/Caulking \$ 3,120.00
- Reinstall shower accessories \$ 1,870.00

Total: \$28,504.00

Exclusions:

permit fees, site work/site utilities, electrical, building control system, design/coordination drawings, design services/fees, temporary facilities/controls, temporary utilities, temporary dust barriers/walls, temporary HVAC, fire protection systems, shower accessories/hooks/hangers/shower curtain/towel bar

 7/2/25

ACCEPTANCE

This proposal may be withdrawn by J.L. Roberts Mechanical if not accepted within 14 days.	Chad Ashmore
	J.L. Roberts Mechanical Authorized Representative
PROPOSAL ACCEPTANCE The above prices, specifications and conditions are satisfactory and are hereby accepted. J.L. Roberts Mechanical is authorized to perform the work as specified. Payment will be made as outlined in the contract documents.	



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 07/09/2025
SUBJECT: CLAIMS DOCKET

Consideration to approve:

1. Docket of Claims for August 4, 2025
2. Fox Everett claims released on July 29, 2025
3. Electronic fund transfers for July 2025

ATTACHMENTS:

1. DOCKET_08-04-2025
2. 0436_001
3. CheckRunConfirmMANUAL DOCKET_08-04-2025
4. 7_29_2025
5. July 2025 Memo to the Board



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#	001-000							
101033	4011	AMERICAN UNITED LIFE INS. CO.		G 00611669- 0001-00- AUG 25	AUGUST 2025 VOL LIFE INSURANCE	001-000-155	10	\$512.86
				G00611669- 0001-000-AUG 2025	AUGUST 2025 VOL LIFE INSURANCE	001-000-155	10	\$1,557.01
101046	676	CITY OF BRANDON		AUG 2025	AUGUST FLOWER FUND	001-000-127	10	\$113.00
101051	260	COLONIAL LIFE & ACCIDENT		7029838080115 1	P&P/LIFE INSURANCE- AUGUST 2025	001-000-128	10	\$3,184.51
						001-000-129	10	\$527.30
101065	799	DPS FUND #3734		JUNE 2025	SPECIAL ASSESSMENTS	001-000-330		\$2,076.00
101089	14455	JAMES HOLMES		07/24/2025	REFUND ON DISMISSED CHARGE	001-000-003	10	\$100.00
101104	12735	MS ATTORNEY GENERAL'S OFFICE		JUNE 2025	VICTIMS OF HUMAN TRAFFICKING AND COMMERICAL SEXUAL EXPLOITATION FUND	001-000-330	10	\$1,600.00
101115	1224	RANKIN CO SUPERVISORS		JUNE 2025	JUNE 2025 LAW LIBRARY	001-000-330	10	\$316.00
101118	2540	RELIANCE STANDARD		AUGUST 2025	LTD INSURANCE	001-000-154	10	\$667.49
101124	838	STATE TREASURER		JUNE 2025	COURT ASSESSMENT 2025	001-000-330	10	\$26,190.00
101129	14452	TIFFANY SANDERS		07/24/2025	ROOM DEPOSIT REFUND PAID 04/11/2025	001-000-311	10	\$400.00

Total For Department

001-000

\$37,244.17



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#		001-040						
101038	12248	BRANDON BUSINESS ASSOCIATION	18557	AUGUST 2025	INITIAL PROGRAMMING FUNDS-B/A 6/17/2024	001-040-600	10	\$12,500.00
101041	685	BUTCH LEE		07/20/2025	LODGING FOR MML CONFERENCE	001-040-696	10	\$2,867.20
101042	2254	C SPIRE		0031072390-AUG 25	CELLULAR BILL 06/19/2025-07/18/2025	001-040-605	10	\$97.15
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876-FUEL FOR WEEK 07/14/2025-07/20/2025	001-040-525	10	\$33.67
				NP68845448	ACCT #126876-FUEL FOR WEEK 07/21/2025-07/27/2025	001-040-525	10	\$94.52
101091	14454	JEREME KING		07/20/2025	MEALS & LODGING FOR MML CONF. 07/20/25-07/23/25	001-040-696	10	\$811.49
101098	13229	MARGARET SHARON WOMACK		07/20/2025	MILEAGE AND LODGING FOR MML CONFERENCE 07/20/2025-07/22/2025	001-040-696	10	\$612.08
101111	3565	POLLCHAPS LLC	20157	25169	Alderman and Events Shirts	001-040-535	10	\$1,130.75
101123	3699	STAPLES CONTRACT & COMMERCIAL, INC	20160	6037203149	Office Supplies	001-040-500	10	\$11.44
101133	14000	TRUSTMARK VISA/MC - GEORGINNA KEENUM		188111	SOUTH BEACH HOTEL HOTEL STAY FOR MML CONF.	001-040-696	10	\$675.00
				673313	OFFICE DEPOT-WHITE BOARD	001-040-500	10	\$64.18



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
				620565	BIG LOTS-CANDY	001-040-696	10	\$50.45
				REBATE-A	CREDIT CARD	001-040-500	10	(\$4.54)
					REBATE			
101148	1708	WOLVERTON ENTERPRISE INC.	20211	20252822	Business Cards-Mayor	001-040-500	10	\$65.00
			20253	20252929	business cards Sharon Womack	001-040-620	10	\$65.00
Total For Department				001-040				\$19,073.39
Dept#	001-092							
101039	4919	BROADBAND VOICE, LLC		133367	CITY HALL & LIBRARY PHONE-07/15/25-07/15/25	001-092-605	10	\$150.00
101044	1879	CAPITOL HARDWARE COMPANY	20214	0150466-IN	repair backdoor panic device damaged during a rental event, and replaced broken door hinge in senior center	001-092-636	10	\$500.00
101045	1999	CINTAS CORPORATION NO 210		4237388678	UNIFORMS	001-092-535	10	\$3.95
						001-092-535	10	\$8.22
101048	12503	CIVICPLUS, LLC		336093	ONLINE CODE HOSTING	001-092-600	10	\$1,334.02
101054	12880	COMSOUTH INC	18527	210114	FLEET TRACKING	001-092-600	10	\$2,340.00
101063	14231	DELTA UTILITIES AGGREGATOR, LLC		6641534-0-JULY 25	1351 W GOVERNMENT ST	001-092-630	10	\$374.90
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	001-092-630	10	\$10,797.11
						001-092-630	10	\$278.69
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876-FUEL FOR WEEK 07/14/2025-07/20/2025	001-092-525	10	\$39.04
				NP68845448	ACCT #126876-	001-092-525	10	\$17.12



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101078	4763	GREEN OAK GARDEN CENTER LLC	19856	28948	FUEL FOR WEEK 07/21/2025- 07/27/2025 Annual Plant Maintenance	001-092-604	10	\$150.00
101081	575	HOME DEPOT CREDIT SERVICES	20140	1900261	purchase new dryer for janitorial use	001-092-636	10	\$438.00
101083	13118	ICC-CDS, LLC		CMS0027283	TRAINING CENTER FOR LF/SQL EXPRESS/AVANTE FULL USER/AVANTE WEB ACCESS/ SCAN CONNECT	001-092-600	10	\$4,239.22
101085	2567	INSURANCE MART		433759	SURETY BOND- REBECCA DEAR	001-092-601	10	\$175.00
101086	14458	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS		07/10/2025	IIMC FOUNDATION - ANNUAL MEMBERSHIP- MARY ANN HESS	001-092-695	10	\$195.00
101090	12612	JARRAD CRAINE		07/20/2025	LODGING/MEALS/T RAVEL FOR MML TRAINING	001-092-696	10	\$1,019.85
101099	13688	MARY ANN HESS		07/20/2025-A	LODGING/MILEAGE /MEALS MML CONFERENCE 07/20/2025- 07/24/2025	001-092-696	10	\$873.09
101101	4566	METRO BUILDING SERVICES, INC	20077	61088	Work Off Inspection. Due to condensation issue around the building, Metro's inspection reveled a build-up of dirt at the bottom of the evaporator coils which needs to be cleaned via pressure washing. This will be a weekend only	001-092-636	10	\$2,507.46



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
				61325	project. Unit will be off for 5 to 6 hours. EMERGENCY DRAIN STOPPED UP	001-092-636	10	\$422.53
				61279	CIVIC CENTER UNIT REPAIR	001-092-636	10	\$469.89
101112	9654	PROTEL, INC	19030	250700978	Call Center December 2024 - September 2025	001-092-600	10	\$6.00
101123	3699	STAPLES CONTRACT & COMMERCIAL, INC	20175	6037203152	Office Supplies	001-092-510	10	\$19.75
			20160	6037203149	Office Supplies	001-092-500	10	\$19.99
						001-092-500	10	\$12.49
						001-092-500	10	\$10.95
						001-092-500	10	\$9.90
						001-092-500	10	\$10.66
						001-092-500	10	\$12.72
						001-092-500	10	\$11.11
						001-092-500	10	\$15.86
						001-092-500	10	\$11.44
						001-092-500	10	\$20.65
						001-092-500	10	\$39.86
						001-092-500	10	\$21.80
						001-092-500	10	\$17.37
						001-092-500	10	\$17.41
101132	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	18522	AUGUST 2025	QUICKBOOKS MONTHLY PAYMENT	001-092-600	10	\$115.00
				JULY 2025	QUICKBOOKS MONTHLY PAYMENT	001-092-600	10	\$16.00
				CREDIT	CREDIT ON TRUSTMARK CARD	001-092-600	10	(\$17.39)



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101133	14000	TRUSTMARK VISA/MC - GEORGANNA KEENUM		LHNW46DYH4V	MS SHRM CONFERENCE REGISTRATION FEE- NIKI JOBE	001-092-696	10	\$462.47
				3Z2QN	SHRM CONFERENCE HOTEL STAY- NIKI JOBE	001-092-696	10	\$89.59
101140	11103	VESTIS GROUP INC F/K/A ARAMARK		2780359882	MOPS FOR CITY HALL AND SENIOR CENTER	001-092-510	10	\$96.49
				2780361235	MOPS FOR CITY HALL AND SENIOR CENTER	001-092-510	10	\$96.49
Total For Department				001-092				\$27,449.70
Dept#	001-112							
101052	4293	COMCAST CABLE		8396410610147 155-AUG 25	PD TV SERVICES 07/18/2025- 07/17/2025	001-112-605	10	\$274.48
101057	4870	CROW BURLINGAME CO.		6006-12841	Fan Assembly - 17- 005 spark plugs and eng mount front left - 20- 001 battery - 20-006	001-112-635	10	\$178.88
				6006-12705	Fan Assembly - 17- 005 spark plugs and eng mount front left - 20- 001 battery - 20-006	001-112-635	10	\$104.00
						001-112-635	10	\$69.00
			20230	6006-12619	battery - 21-006 front and rear brakes - 21-010	001-112-635	10	\$154.96



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
					thermostat - 21-003 battery - 20-006 - for radio fuel injection & injector, spark plugs, and fuel injector - 19- 003			
101066	356	DPS LAW ENFORCEMENT		90163411	ANALYTICAL FEES	001-112-600		\$600.00
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	001-112-630	10	\$3,951.47
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025- 07/20/2025	001-112-525	10	\$2,008.96
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025- 07/27/2025	001-112-525	10	\$2,067.32
101085	2567	INSURANCE MART		432460	SURETY BOND- WILLIAM PARKER	001-112-601	10	\$175.00
				434510	SURETY BOND- BRANDY CATES	001-112-601	10	\$175.00
101092	10529	K&S TRUCKING LLC	20257	31801	Mount & balance - 19-001 Mount & balance - 21-001	001-112-635	10	\$32.00
						001-112-635	10	\$10.00
			20257	31801-a	Mount & balance - 19-001 Mount & balance - 21-001	001-112-635	10	\$10.00
						001-112-635	10	\$32.00
101101	4566	METRO BUILDING SERVICES, INC		61281	EMERGENCY DIAGNOSE AND REPAIR COURT SVC ROOM PER JODY	001-112-636	10	\$892.38
101103	3403	MLEOTA	20240	07/18/2025	Patrol Rifle course -	001-112-685	10	\$150.00

Report run by: vhawkins



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
					8/11-12/25 - J. James Officer Survival course - 10/16-17/25 - J. James			
			20240	07/18/2025-A	Patrol Rifle course - 8/11-12/25 - J. James Officer Survival course - 10/16-17/25 - J. James	001-112-685	10	\$350.00
101105	4590	MS DEPT OF REVENUE		07/29/2025	UNTRACEABLE TAG RENEWALS FOR PD VEHICLES VIN-0384,1325,3451,3539,4982,8023,8344	001-112-690	10	\$103.25
101108	931	O'REILLY AUTO PARTS	20165	1129-497405	spark plug and ign. coil - 21-001	001-112-635	10	\$88.72
						001-112-635	10	\$33.10
101110	2707	PITNEY BOWES INC / SUPPLIES	20241	07/29/2025	ink and postage tape for mailing machine	001-112-500	10	\$285.58
						001-112-500	10	\$142.78
101113	13272	QUINCY PHILLIPS		07/18/2025	REIMBURSEMENT MEALS-MARSO 07/13/25-07/18/25	001-112-685	10	\$267.86
101119	5241	SHRED-IT		8011519158	PD SHRED IT SVS 07/09/2025	001-112-600	10	\$166.63
101126	14453	TANNA GREEN		07/18/2025	REIMBURSEMENT MEALS-MARSO 07/13/25-07/18/25	001-112-685	10	\$265.87
101127	3994	THE SOUTHERN CONNECTION POLICE SUPPLIES LLC	20150	35546	pant and shirt - R. Wells - order 10317A	001-112-535	10	\$134.00
					boots, jacket, and embroidery - J. Jones - order 10466A			



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101130	9371	TIREHUB, LLC	20219	51427822	2 tires - 17-004 2 tires - 19-001 2 tires - 21-001	001-112-535	10	\$15.00
						001-112-535	10	\$119.99
						001-112-535	10	\$16.00
						001-112-540	10	\$260.00
						001-112-540	10	\$240.00
						001-112-540	10	\$240.00
						001-112-540	10	\$6.00
			20153	51631771	4 tires - 19-004	001-112-540	10	\$484.00
			20227	51631754	4 tires for - 20-001 2 Tires for - 19-001	001-112-540	10	\$488.00
						001-112-540	10	\$238.00
101139	1920	UNIVERSITY OF MISSISSIPPI	20242	07/29/2025	3 copies of the Model Forms for Criminal Affidavits Handbook, 2 CID, 1 NARCO	001-112-500	10	\$126.00
101146	13967	WILLARD D HOLIFIELD JR		20250715	POLYGRAPH- TERRENCE CRAFT	001-112-600	10	\$200.00
				20250717	POLYGRAPH- PRYAN TAYLOR	001-112-600	10	\$200.00
101147	9618	WILLIAM CRISS LOTT, PH.D.		1192	LEO EVALUATION- TAYLOR, PYRAN/CR AFT, TERRANCE	001-112-600	10	\$900.00
				Total For Department	001-112			\$16,256.23
Dept#	001-161							
101029	14451	ACADEMY VC, LLC	20234	4233221849	SPRAT LEVEL 1 AND 3 ROPE ACCESS TRAINING- APPROVED BY BOARD 7/21/25- FOR RINGGOLD, GA	001-161-685	10	\$2,600.00



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101040	4573	BRYHN BECK		07/30/2025	MS STATE PARKS REIMBURSEMENT FOR LODGING 09/28/2025- 10/01/2025- ADVANCED ROPE RESUCE WILDERNESS	001-161-685 001-161-685 001-161-685	10 10 10	\$1,600.00 (\$100.00) \$266.33
101060	1913	DAVID JEFcoat PEST CONTROL		44651	QTRLY PEST CONTROL- FS #2	001-161-600	10	\$60.00
				44652	QTRLY PEST CONTROL- FS #1	001-161-600	10	\$60.00
101062	13531	DELTA FIRE & SAFETY INC	19540	INVTX25-4372	TO BE PAID FOR OUT OF FIRE STATE REBATE FUNDS	001-161-730	10	\$2,139.00
						001-161-730	10	\$1,307.00
						001-161-730	10	\$30.00
101063	14231	DELTA UTILITIES AGGREGATOR, LLC		3133152-3-JULY 25	629 MARQUETTE RD-FS #1	001-161-630	10	\$48.62
				3194065-3-JULY 25	213 POINDEXTER ST-FS #6	001-161-630	10	\$45.35
				10594862-4- JULY 25	147 KENNEDY FARM PKWY	001-161-630	10	\$92.16
101069	3820	EMERGENCY EQUIP PROFESSIONALS	20170	517842	91 PIERCE ANNUAL MAINT -	001-161-635	10	\$47.80
						001-161-635	10	\$166.01
						001-161-635	10	\$43.49
						001-161-635	10	\$113.53
						001-161-525	10	\$235.52
						001-161-635	10	\$47.20
						001-161-635	10	\$53.52
						001-161-635	10	\$10.50



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	001-161-635 001-161-635 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-630 001-161-525	10 10 10 10 10 10 10 10 10 10 10 10 10 10 10 10	\$25.00 \$907.43 \$685.51 \$4.48 \$6.23 \$4.48 \$4.48 \$4.48 \$71.57 \$451.37 \$74.13 \$790.02 \$645.20
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025- 07/20/2025	001-161-525	10	\$625.44
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025- 07/27/2025	001-161-525	10	\$235.17
101076	1468	GOLDEN NUGGET BILOXI HOTEL & CASINO		07/28/2025	HOTEL FOR CONFERENCE-MS LAW ENFORCEMENT ACCREDITATION	001-161-696	10	\$589.00
101080	9872	HENRY SCHEIN INC	19684	41252023	APPROVED BY BOARD APRIL 21,2025-\$15,330 OF THIS WILL BE PAID FOR BY EMSOF GRANT -BALANCE BY GENERAL FUNDS	001-161-686	10	\$22.74
101081	575	HOME DEPOT CREDIT SERVICES	20171	5020121	BLANKET PO FOR MISC SUPPLIES	001-161-550	10	



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101093	1734	LANGFORD WATER ASSOCIATION, INC		AUG 25	FS #2 WATER BILL	001-161-550	10	(\$0.45)
101108	931	O'REILLY AUTO PARTS	19439	1129-495920	SEALED BEAM	001-161-630	10	\$36.75
			19439	1129-496446	CAR WASH	001-161-635	10	\$21.01
101122	6085	SOUTHERN TIRE MART, LLC	20164	2600213537	TIRES FOR ENGINE 4	001-161-635	10	\$69.90
						001-161-540	10	\$1,627.40
						001-161-540	10	\$4.00
						001-161-540	10	\$180.00
						001-161-540	10	\$31.80
						001-161-540	10	\$40.00
						001-161-540	10	\$180.00
						001-161-540	10	\$7.50
101123	3699	STAPLES CONTRACT & COMMERCIAL, INC	20216	6037700144	COPY PAPER AND INK FOR NEW PRINTERS	001-161-500	10	\$281.68
						001-161-500	10	\$269.78
						001-161-500	10	\$93.78
						001-161-500	10	\$28.29
						001-161-500	10	\$40.34
101125	5591	SUNBELT FIRE, INC.	19994	00028711	IAFF WEIGHT VEST	001-161-685	10	\$2,825.00
101131	13433	TRI-COUNTY DIESEL LLC	19809	5731	REPAIRS ON ENGINES-AIR LEAKS, DRYERS, ETC.	001-161-635	10	\$241.79
101132	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	20237	HA-PGM0BV	VRBO FEES RINGGOLD, GA- APPROVED BY BOARD JULY 21, 2025	001-161-685	10	\$706.18
101138	5036	ULINE, INC.	20232	196004503	MEDICAL CABINET WITH 168 BINS	001-161-750	10	\$2,228.45
101148	1708	WOLVERTON ENTERPRISE INC.	19357	2025745	BUSINESS CARDS FOR DEPUTY CHIEF WOFFORD-1000	001-161-620	10	\$65.00



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Total For Department				001-161				\$22,990.96
Dept#	001-180							
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025- 07/20/2025	001-180-525	10	\$88.89
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025- 07/27/2025	001-180-525	10	\$37.23
101085	2567	INSURANCE MART		434511	SURETY BOND- JOSEPH BARNETTE	001-180-601	10	\$175.00
101117	1028	RANKIN COUNTY NEWS		251507	SECTION 18-61, SUBSECTION 6(N) APPLICABLE BUILDING CONSTRUCTION	001-180-615	10	\$37.56
101123	3699	STAPLES CONTRACT & COMMERCIAL, INC	20160	6037203149	Office Supplies	001-180-500	10	\$4.63
						001-180-500	10	\$12.49
101144	2500	WASTE MANAGEMENT OF JACKSON		3258429-0078-0	PROPERTY CLEANUP	001-180-604	10	\$707.34
101145	9523	WIERHOUSE LIVING LLC		ARB 07-25	Meetings- Commercial Bldg Design Review 1- Site Visits -Shiloh Trials Rendering	001-180-607	10	\$4,800.00
101148	1708	WOLVERTON ENTERPRISE INC.	20167	2025705	Business Cards-Joey Barnette	001-180-620	10	\$65.00
Total For Department				001-180				\$5,928.14



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#	001-201							
101030	18	ADAPCO, INC.	20108	SI301001631	Stock at Shop - Mosquito Concentrate	001-201-515	10	\$4,387.55
						001-201-515	10	\$38.00
101031	12701	AJ CONSTRUCTION INC		4143	RANKIN COMMODITY B/A 01/21/2025 ASPHALT REPAIRS	001-201-637	10	\$1,758.24
101032	11983	ALLEN ENGINEERING AND SCIENCE		00250976	PROJECT STORMWATER	001-201-607	10	\$1,750.00
101045	1999	CINTAS CORPORATION NO 210		4237388678	UNIFORMS	001-201-535	10	\$5.74
						001-201-535	10	\$5.35
						001-201-535	10	\$6.31
101049	4106	CLEO MCKINION		1206	RANKIN COMMODITY B/A 01/21/2025 ASPHALT REPAIRS	001-201-637	10	\$4,820.00
101055	2442	CORE & MAIN, LP	20084	X280497	Stock at Shop	001-201-550	10	\$750.00
101058	303	CUSTOM PRODUCTS CORP.	20122	INV31285	MDOT required signs for Hwy 80 / I-20 Bridge Cleaning	001-201-637	10	\$2,653.68
101059	2183	D&S SALES	20137	39034	Pintle Hooks (for attaching truck to trailer)	001-201-635	10	\$171.80
						001-201-635	10	\$261.60
			20090	39022	Estimate #1723: 1) Spotlight for Oley (wtr); 2) C Battery for Shop (wtr) Estimate #1725: Socket set to remove the bolts from bush hog blades - Qty: 4 (str) (2 in Rod's truck; 2 at Shop)	001-201-550	10	\$118.80



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101061	4845	DEEP SOUTH LAND IMPROVEMENT, LLC		1947	B/A 03/17/2025 COB ROW BUSHHOG	001-201-600	10	\$7,650.00
101070	2190	ENTERGY		165008071878	405 CROSSGATES BLVD	001-201-630	10	\$145.80
				330004694352	498 CROSSGATES BLVD	001-201-630	10	\$173.31
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	001-201-630	10	\$26.29
						001-201-630	10	\$242.47
						001-201-630	10	\$1,033.35
						001-201-630	10	\$86.53
						001-201-630	10	\$117.33
						001-201-630	10	\$58.06
						001-201-630	10	\$32,788.47
						001-201-630	10	\$158.07
						001-201-630	10	\$249.54
						001-201-630	10	\$775.53
						001-201-630	10	\$133.53
						001-201-630	10	\$61.86
						001-201-630	10	\$100.49
						001-201-630	10	\$80.18
						001-201-630	10	\$122.45
						001-201-630	10	\$122.45
						001-201-630	10	\$188.68
						001-201-630	10	\$139.40
						001-201-630	10	\$63.54
						001-201-630	10	\$150.63
						001-201-630	10	\$101.70
						001-201-630	10	\$118.83
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025- 07/20/2025	001-201-525	10	\$305.61



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025- 07/27/2025	001-201-525	10	\$305.55
101095	693	LEWIS ELECTRIC		M2025.82	emergency repairs to the traffic signal at Highway 80 and Value Road due to a traffic accident	001-201-637	10	\$10,930.00
101097	12879	MAGCOR INDUSTRIES		135656	P/R REIMBURSEMENT FOR WORK RELEASE 07/06/2025- 07/19/2025	001-201-604	10	\$10,790.35
101122	6085	SOUTHERN TIRE MART, LLC	20102	2600212886	VIN #6817 Kubota M9960 Tractor - replace back tires	001-201-540	10	\$2,400.34
101128	3187	THORNTON CONSTRUCTION CO INC		PAY REQ #7	Marquette Road Multi-Use Path Project	001-201-703	10	\$103,841.41
101142	12881	WAREN BUILDING COMPANY INC	20105	104870	Curb & Gutter repair between 307 Eastridge Drive & 309 Eastridge Drive WO #58065	001-201-637	10	\$3,500.00
Total For Department				001-201				\$193,688.82

Dept#	001-220							
101077	2420	GREAT SOUTHERN EVENTS INC	20052	11337	Freedom Fest Rentals-Misting Fans	001-220-639	10	\$625.00
101109	13687	PETTY CASH - CANDANCE HUNLEY		07/21/2025	PETTY CASH REIMBURSEMENT 04/24/25-07/16/25	001-220-600	10	\$10.98
101111	3565	POLLCHAPS LLC	20157	25169	Alderman and Events Shirts	001-220-535	10	\$81.00



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101123	3699	STAPLES CONTRACT & COMMERCIAL, INC	20160	6037203148	Office Supplies	001-220-500	10	\$50.79
			20160	6037203149	Office Supplies	001-220-500	10	\$0.00
						001-220-500	10	\$12.99
						001-220-500	10	\$9.46
						001-220-500	10	\$11.19
						001-220-500	10	\$6.78
						001-220-500	10	\$7.09
						001-220-500	10	\$8.10
						001-220-500	10	\$4.08
						001-220-500	10	\$10.38
						001-220-500	10	\$2.69
						001-220-500	10	\$5.56
						001-220-500	10	\$5.85
						001-220-500	10	\$109.63
101135	7534	TUCKER MARKETING GROUP	20134	16535	City Hall Reserved Chair Covers	001-220-591	10	\$391.13
101148	1708	WOLVERTON ENTERPRISE INC.	20168	2025739	Business Card-Barrie Smith	001-220-620	10	\$65.00
Total For Department				001-220				\$1,417.70
Dept#	001-340							
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876-FUEL FOR WEEK 07/14/2025-07/20/2025	001-340-525	10	\$625.42
				NP68845448	ACCT #126876-FUEL FOR WEEK 07/21/2025-07/27/2025	001-340-525	10	\$421.73
Total For Department				001-340				\$1,047.15



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#	001-342							
101035	12360	BLACK FORREST LAWN CARE LLC	19503	3534	2025 Professional Services Agreement for Cemetery Mowing and String Trimming Board Approved 3/3/2025	001-342-604	10	\$255.00
						001-342-604	10	\$1,080.00
						001-342-604	10	\$1,550.00
						001-342-604	10	\$255.00
			19503	3535	2025 Professional Services Agreement for Cemetery Mowing and String Trimming Board Approved 3/3/2025	001-342-604	10	\$255.00
						001-342-604	10	\$1,080.00
						001-342-604	10	\$1,550.00
						001-342-604	10	\$255.00
			19503	3559	2025 Professional Services Agreement for Cemetery Mowing and String Trimming Board Approved 3/3/2025	001-342-604	10	\$255.00
						001-342-604	10	\$1,080.00
						001-342-604	10	\$1,550.00
						001-342-604	10	\$255.00
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	001-342-630	10	\$83.38
Total For Department				001-342				\$9,503.38



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#	001-350							
101068	370	ELCON ELECTRICAL CO. INC.		53160	EMERGENCY - FIRE AT LIBRARY DE-ENERGIZED KITCHEN CIRCUITS RELABEL BREAKERS IN PANEL	001-350-636	10	\$360.00
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	001-350-630	10	\$6,967.02
101101	4566	METRO BUILDING SERVICES, INC		31652	EMERGENCY URNIAL NOT SHUTTING OFF	001-350-636	10	\$327.86
				61357	EMERGENCY CHILDRENS BATHROOM TOILET STOPPED UP	001-350-636	10	\$232.20
				61341	FIRE AT LIBRARY CHECK FOR PROPER OPERATION OFF ALL UNITS	001-350-636	10	\$465.75
Total For Department				001-350				\$8,352.83
Fund Total				001				\$342,952.47



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#		004-500						
101037	13903	BRADY INDUSTRIES OF MS LLC	19724	10251057	concert janitorial supplies	004-500-510	10	\$134.11
			19724	10251061	concert janitorial supplies	004-500-510	10	\$836.90
			19724	10417604	concert janitorial supplies	004-500-510	10	\$834.68
101043	7990	CABLEORGANIZER.COM LLC	20139	772735	Board Approved 7/7/2025 purchase 100 crowd control barricades	004-500-730	10	\$11,850.00
101045	1999	CINTAS CORPORATION NO 210		4237273360	AMPHITEATRE MATS	004-500-535	10	\$302.31
				4237990577	AMPHITEATRE MATS	004-500-535	10	\$302.31
101057	4870	CROW BURLINGAME CO.	20251	6006-13039	purchase new battery for light plant at amphitheater	004-500-636	10	\$132.00
101064	3716	DIRECTV		028469680X241 117-JULY 25	AMP TV SERVICES- 07/16/2025-08/15/2025	004-500-605		\$217.99
101068	370	ELCON ELECTRICAL CO. INC.	19640	53048	AMP - Show Staffing - GAVIN ADCOCK- Electricians FY25	004-500-600	10	\$540.00
				53159	TROUBLESHOOT ICE MAKER	004-500-636	10	\$630.00
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	004-500-630	10	\$8,430.64
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025-07/20/2025	004-500-525	10	\$33.59
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025-	004-500-525	10	\$37.26



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101081	575	HOME DEPOT CREDIT SERVICES		2512610	07/27/2025 LOCK NUTS/WALLDRILLE R/BOLTS	004-500-637	10	(\$2.69)
						004-500-637	10	\$134.35
101088	623	JACKSON PAPER COMPANY	20147	1422168	Amp Copy paper	004-500-500	10	\$45.75
101096	9846	LIVE NATION WORLDWIDE INC	18518	AUGUST 2025	MONTHLY BOOKING FEE	004-500-600	10	\$20,000.00
101097	12879	MAGCOR INDUSTRIES		135656	P/R REIMBURSEMENT FOR WORK RELEASE 07/06/2025- 07/19/2025	004-500-604	10	\$1,551.87
101100	14409	MCMaster-CARR SUPPLY COMPANY	20162	48793837	purchase 12 barrel bolts to repair the broken urinal partition in mens restroom	004-500-636	10	\$35.57
101101	4566	METRO BUILDING SERVICES, INC	20042	61372	Board Approved June 16th purchase and install one new Hoshizaki Ice Machine for A2 Bldg Concession	004-500-730	10	\$21,038.00
101102	13239	MIGHTY FRESH LLC	20078	114311	AMP - Show Product Rental -Portable Toilets FY25	004-500-640	10	\$170.00
101109	13687	PETTY CASH - CANDANCE HUNLEY		07/21/2025	PETTY CASH REIMBURSEMENT 04/24/25-07/16/25	004-500-636	10	\$10.00
						004-500-637	10	\$5.39
						004-500-636	10	\$10.00
						004-500-637	10	\$28.79
101120	4323	SIGNMARK, INC.		390657	purchase 5 new ID signs and 3 Discard signs for the front at gate a, and repair	004-500-550	10	\$805.00



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101123	3699	STAPLES CONTRACT & COMMERCIAL, INC	20175	6037203152	/install one sign post. Office Supplies	004-500-500	10	\$251.48
101134	14358	TRUSTMARK VISA/MC- CHARLES PITCOX		10324566831	SAMS ORDER FOR AMP	004-500-609	10	\$132.96
						004-500-550	10	\$153.18
				113-5353728- 5663434	AMAZON- CLOTHING RACKS FOR DRESSING ROOMS	004-500-550	10	\$777.40
				rebate	credit card rebate	004-500-550	10	(\$1.63)
101135	7534	TUCKER MARKETING GROUP	20035	16534	AMP chair covers, numbered	004-500-550	10	\$1,517.52
Total For Department				004-500				\$70,944.73
Fund Total				004				\$70,944.73



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#		100-000						
101047	8046	CITY OF PEARL		07/22/2025	REIMBURSEMENT FOR GARBAGE COLLECTION FEES FOR JULY 2025	100-000-290	10	\$37.54
Total For Department				100-000				\$37.54
Dept#		100-220						
101045	1999	CINTAS CORPORATION NO 210		4237388678	UNIFORMS	100-220-535	10	\$9.86
101056	10569	CROSS COUNTRY GROCERY, INC		1026113	INMATE MEALS 07/17/2025	100-220-520	10	\$222.30
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025- 07/20/2025	100-220-525	10	\$242.44
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025- 07/27/2025	100-220-525	10	\$224.27
101092	10529	K&S TRUCKING LLC	20178	31587	Inmate trailer, property tag #0172 - new tires	100-220-540	10	\$315.00
101114	2583	RAMEY'S		000810156198	INMATE MEALS 07/18/2025	100-220-520	10	\$31.27
				000810156110	INMATE MEALS 07/17/2025	100-220-520	10	\$30.34
				000810156395	INMATE MEALS 07/21/2025	100-220-520	10	\$279.76
				000810156470	INMATE MEALS 07/22/2025	100-220-520	10	\$37.96
				000810156540	INMATE MEALS 07/23/2025	100-220-520	10	\$289.14



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
				000810156676	INMATE MEALS 07/25/2025	100-220-520	10	\$23.26
				000810156948	INMATE MEALS 07/28/2025	100-220-520	10	\$287.44
				000810156991	INMATE MEALS 07/29/2025	100-220-520	10	\$34.74
				000810157070	INMATE MEALS 07/30/2025	100-220-520	10	\$42.13
101121	1851	SONIC		CHK 125	INMATE MEALS 07/18/25	100-220-520	10	\$300.03
				CHK 136	INMATE MEALS 07/24/2025	100-220-520	10	\$279.38
				CHK 187	INMATE MEALS 07/30/2025	100-220-520	10	\$267.48
101141	8048	WALTER L. HARVEY		07/22/25	INMATE MEALS 07/22/2025	100-220-520	10	\$320.00
				07/29/2025	INMATE MEALS 07/29/2025	100-220-520	10	\$320.00
Total For Department				100-220				\$3,556.80
Fund Total				100				\$3,594.34



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check Run #: 12987							vhawkins	
Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	400-670							
101088	623	JACKSON PAPER COMPANY	20146	1422167	PW Copy paper	400-670-500	10	\$183.00
101106	10748	OFFICE INNOVATIONS, INC	19937	17491	Public Works Admin Office - lateral filing cabinets Board Approved 5/19/2025	400-670-750	10	\$7,555.00
101112	9654	PROTEL, INC	19030	250700978	Call Center December 2024 - September 2025	400-670-600	10	\$3,113.50
101123	3699	STAPLES CONTRACT & COMMERCIAL, INC	20061	6037203151	Office Supplies Public Works	400-670-500	10	\$69.50
						400-670-500	10	\$23.29
						400-670-500	10	\$15.23
			20213	6037700146	Office supplies-PW	400-670-500	10	\$231.90
						400-670-500	10	\$142.63
Total For Department				400-670	\$11,334.05			
Dept#	400-673							
101036	13958	BLAKENEY ELECTRICAL SERVICES LLC		1158	TROUBLESHOOT POWER LOSS TO GATE CONTROLS	400-673-636	10	\$300.00
101045	1999	CINTAS CORPORATION NO 210		4237388678	UNIFORMS	400-673-535	10	\$4.51
						400-673-535	10	\$12.30
101050	12500	COASTAL PROCESS LLC	20209	27918	Water Wells - Annual iQ2 Platform access fee per device Service Date: June 2025 - May 2026	400-673-605	10	\$1,890.00
101055	2442	CORE & MAIN, LP	20032	X220535	Fire Hydrant Repair Parts	400-673-637	10	\$2,580.00



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101057	4870	CROW BURLINGAME CO.	20116	6006-12543	Repair kits for hydrants - 2 types	400-673-637	10	\$700.00
					VIN #0976 2007 Ford F150 - A/C Compressor, A/C Dryer, A/C Accumulator w/ hose - included in Kit. Master (\$69.99) - tool kit to make repair and can be used for other vehicles	400-673-635	10	\$324.70
101059	2183	D&S SALES	20096	39023	City Shop - pipe stands for holding welding pipe, beams, etc	400-673-635 400-673-550	10 10	\$69.99 \$395.84
			20090	39022	Estimate #1723: 1) Spotlight for Oley (wtr); 2) C Battery for Shop (wtr) Estimate #1725: Socket set to remove the bolts from bush hog blades - Qty: 4 (str) (2 in Rod's truck; 2 at Shop)	400-673-550	10	\$115.13
101060	1913	DAVID JEF COAT PEST CONTROL		44824	CITY SHOP QTRLY PEST CONTROL	400-673-550 400-673-600	10 10	\$39.94 \$75.00
				44914	QRTLY PEST SERVICE-CITY SHOP	400-673-600	10	\$80.00
101067	6903	EAGLE PIPE AND SUPPLY, LLC		74423	WO 58994 2188 HWY 18 PARTS FOR WATER REPAIR ON 12" MAIN	400-673-637	10	\$435.01



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	400-673-630	10	\$2,703.18
						400-673-630	10	\$4,646.96
						400-673-630	10	\$3,956.33
						400-673-630	10	\$2,583.06
						400-673-630	10	\$716.32
						400-673-630	10	\$298.44
						400-673-630	10	\$6,004.36
						400-673-630	10	\$14.52
						400-673-630	10	\$121.06
						400-673-630	10	\$5,465.58
						400-673-630	10	\$58.06
101072	13384	EXELL/MS BOTTLE WATER-ACCT #018566	18524	265458	SHOP-EQUIPMENT RENTAL	400-673-640	10	\$27.61
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025- 07/20/2025	400-673-525	10	\$1,026.28
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025- 07/27/2025	400-673-525	10	\$815.17
101075	144	GILMORE BROS BUILDING SUPPLY	20114	151613	1) City Shop - Spare drain plugs for the MDEQ tanks (oil & diesel) 2) Portable Air Compressor Serial #2574 - 100ft Air Hose for mobile air compressor on VIN #5852	400-673-636	10	\$9.95
						400-673-636	10	\$60.99
				151659	WO 59208 114 BELLA VISTA DR PARTS TO FIX	400-673-637	10	\$17.49



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101081	575	HOME DEPOT CREDIT SERVICES	20210	6901638	WATER LEAK White Paint for Fire Hydrants requested from Fire Department	400-673-637	10	\$1,392.56
						400-673-637	10	(\$27.85)
101084	13073	iKEYLESS LLC	20117	CKE-2923337	Spare Key for VIN #3101 2019 Ford F550	400-673-635	10	\$114.67
101088	623	JACKSON PAPER COMPANY	20146	1422167	PW Copy paper	400-673-500	10	\$45.75
			20106	1421615	Shop Supplies	400-673-550	10	\$413.16
101094	14120	LEADING EDGE CONCEPTS, LLC	19296	20160410-55	Well Site Wireless Maint - B/A 10.03.2016 New PO for FY25 March - September	400-673-605	10	\$704.96
101097	12879	MAGCOR INDUSTRIES		135656	P/R REIMBURSEMENT FOR WORK RELEASE 07/06/2025-07/19/2025	400-673-604	10	\$6,328.72
101101	4566	METRO BUILDING SERVICES, INC		credit	credit from double payment	400-673-636	10	(\$1,203.55)
101107	14403	O'NEAL INDUSTRIES, INC	20103	15025073	1) 4 x 4 sheet (1/4") to cover meter box behind Ollie's 2) 4 x 4 sheet (1/2") sheet for welding at City Shop	400-673-637	10	\$215.70
						400-673-550	10	\$361.39
101109	13687	PETTY CASH - CANDANCE HUNLEY		07/21/2025	PETTY CASH REIMBURSEMENT 04/24/25-07/16/25	400-673-600	10	\$29.00
						400-673-600	10	\$27.00
101116	1015	RANKIN COUNTY COOPERATIVE	20081	308832	New Hire: Sami Elbatnigi Ticket #359 - rubber boots	400-673-535	10	\$143.99



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101136	13577	TWS LLC		725	Ticket #363 - work boots, waders & pants B/A 02/03/2025 BASIC SERVICE	400-673-604	10	\$11,208.03
101137	1266	U. S. POST OFFICE		07/18/2025	REIMBURSEMENT FOR PLUMBING INVOICE 128 OVERBY STREET	400-673-637	10	\$266.43
101143	4342	WARREN PAVING, INC	20126	110157	Stock at Shop - 610 Slag - 95 Tons	400-673-550	10	\$4,947.60
				Total For Department	400-673			\$60,515.34
Dept#	400-680							
101034	2948	BISHOP'S HIGH VELOCITY DRAIN SERVICE, INC.		27610	SEWER ISSUES 2041,2043, & 2045 RED OAK DR	400-680-604	10	\$770.00
101045	1999	CINTAS CORPORATION NO 210		4237388678	UNIFORMS	400-680-535	10	\$5.73
						400-680-535	10	\$7.60
						400-680-535	10	\$0.00
						400-680-535	10	\$0.00
101053	4289	COMPLIANCE ENVIROSYSTEMS, LLC		2855-00-1	ER CCTB @ 439 GREENFIELD RIDGE CR IN SEPT 2024	400-680-604	10	\$7,000.00
101055	2442	CORE & MAIN, LP	20032	X220535	Fire Hydrant Repair Parts Repair kits for hydrants - 2 types	400-680-637	10	\$0.00
101071	2245	ENTERGY		10020225592	ENTERGY COLLECTIVE BILL-	400-680-630	10	\$96.47
						400-680-630	10	\$13.31
						400-680-630	10	\$48.98
						400-680-630	10	\$57.71



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
						400-680-630	10	\$14.19
						400-680-630	10	\$57.16
						400-680-630	10	\$272.81
						400-680-630	10	\$14.80
						400-680-630	10	\$21.75
						400-680-630	10	\$41.49
						400-680-630	10	\$175.40
						400-680-630	10	\$38.46
						400-680-630	10	\$29.49
						400-680-630	10	\$68.02
						400-680-630	10	\$77.81
						400-680-630	10	\$13.58
						400-680-630	10	\$13.31
						400-680-630	10	\$70.36
						400-680-630	10	\$14.52
						400-680-630	10	\$13.31
						400-680-630	10	\$46.62
						400-680-630	10	\$15.21
101073	10308	EZ WHEELS INC	20087	21045	VIN #7089 Kubota RTV-X900WL - replace seat	400-680-636	10	\$355.27
101074	860	FLEETCOR TECHNOLOGIES		NP68816285	ACCT #126876- FUEL FOR WEEK 07/14/2025- 07/20/2025	400-680-525	10	\$458.37
				NP68845448	ACCT #126876- FUEL FOR WEEK 07/21/2025- 07/27/2025	400-680-525	10	\$511.85
101079	5991	HARVEY SERVICES INC		7730	WO 59191 PROCTOR CIRCLE LIFT STATION #9 REPLACE PUMP AND START KITS	400-680-636	10	\$4,850.00



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
				7731	WO 59195 134 JEWELL DRIVE MANHOLE OVERFLOW REPLACE AIR RELIEF VALVE	400-680-637	10	\$750.00
				7699	Greenfield Ridge Lift Station stopped working due to a failed pump	400-680-636	10	\$9,490.00
				7726	the Highway 468 Lift Station was not working properly due to issues with the floats and the soft start.	400-680-636	10	\$5,062.50
				7735	the Gray Daniels Lift Station stopped working due to a failed pump	400-680-636	10	\$8,309.29
				7751	the Rivage Lift Station stopped working due to failed pumps and start kits.	400-680-636	10	\$8,350.00
101081	575	HOME DEPOT CREDIT SERVICES		4020216	SEWER REPAIR DUE TO OBJECTS STUCK IN TAP LINE CAUSING BACKUP	400-680-637	10	\$26.28
						400-680-637	10	(\$0.53)
101082	1386	HYDRA SERVICES		189714	emergency repairs at the Richland Creek Lift Station	400-680-637	10	\$27,188.39
101087	3448	JACKSON AIR AND HYDRAULIC INC		82306	VIN 4562 MACHINE WAS STUCK- UNABLE TO MOVE FOUND BUSTED HOSE	400-680-636	10	\$213.50
Total For Department				400-680				\$74,563.01



City of Brandon
Check Register by Department for Checks Dated 8/5/2025

Check Run #: 12987

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
				Fund Total	400			\$146,412.40
				Grand Total				\$563,903.94

CITY OF BRANDON
08/04/2025 Voided Claims

DYNAMIC POLICE TRAINING LLC \$385.00

check 100738 voided
due to class fees being more
expensive

GREEN OAK GARDEN CENTER LLC \$150.00

voided check 100753
company duplicated invoices
with two different invoice #'s
so the check was returned.



City of Brandon

Manual Check Batch #: 5591

Fiscal Year 2024 - 2025 10 - Jul

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 # 10099	Check Date: 7/21/2025							
839	DEPARTMENT OF REVENUE		07/21/2025	7/21/2025	7/21/2025	\$77,370.45	100	
400-000-120	SALES TAX PAYABLE	N				\$0.00	\$3,536.38	JULY 2025 SALES TAX
400-000-380	TRANSFERS	N				\$0.00	\$73,834.07	JULY 2025 SALES TAX
Invoice Total					\$0.00	\$77,370.45		
Total for Check # 10099					\$0.00	\$77,370.45		
Total for fund			400		\$0.00	\$77,370.45		
Total for batch			5591		\$0.00	\$77,370.45		



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12988	7/31/2025	101149	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$266.43



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12989	8/5/2025	101150	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$95,058.48

8/4/2025

FOX EVERETT/COB - REGIONS TRUST ACCOUNT HEALTH INSURANCE ACCOUNT

Invoice Date	Date Released	Check Seq. #	Invoice Amount	Disbursed Amount	Expenditure Description
7/10/2025	7/29/2025	25326	\$33,975.95	\$33,975.95	Magellan
7/18/2025	7/29/2025	25327	\$33,230.57	\$33,230.57	Admin July
7/24/2025	7/29/2025	25328-25385	\$21,095.95	\$21,095.95	Medical Claims
			\$88,302.47	\$88,302.47	

CURRENT BALANCE OF HEALTH INSURANCE ACCOUNT

\$	70,609.82
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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: 7/31/2025

Re: Request for Approval of July 2025 Electronic Fund Transfers

	<u>Date</u>	<u>Amount</u>
July 2025 Deferred Compensation Transfer	<u>7/11/2025</u>	<u>\$2,510.00</u>
	<u>7/25/2025</u>	<u>\$2,510.00</u>
July 2025 Retirement Transfer	<u>7/25/2025</u>	<u>\$239,719.78</u>
July 2025 Federal Tax Transfers	<u>7/11/2025</u>	<u>\$105,744.98</u>
	<u>7/25/2025</u>	<u>\$100,310.77</u>
July 2025 MS State Tax Commission	<u>7/11/2025</u>	<u>\$12,572.00</u>
	<u>7/25/2025</u>	<u>\$12,026.00</u>



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 07/11/2025
SUBJECT: QUARTERLY REPORTS

Presentation of Quarterly Reports for the Quarter Ending June 2025 as filed with the State of Mississippi, Department of Finance & Administration:

1. Senate Bill 2948, 2021 Regular Legislative Session
2. House Bill 1353, 2022 Regular Legislative Session
3. House Bill 603, 2023 Regular Legislative Session
4. Senate Bill 2468, 2024 Regular Legislative Session
4. MOST, Marquette Road Multi-Use Path

ATTACHMENTS:

1. SB 2948 - JUL 2025 SIGNED FORM
2. HB 1353 - JUL 2025 SIGNED FORM A
3. HB 603 - JUL 2025 SIGNED FORM A
4. SB 2468 - JULY 2025 SIGNED FORM
5. MOSTF Y2Q1



STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

QUARTERLY REPORT FORM

Name of Entity: City of Brandon, Mississippi

Project Description: Downtown Revitalization Projects

Legislative Bill Number: Section 29(o) of the Senate Bill 2948, 2021 Regular Legis. Session

Report for the Quarter Ending: June 30 Year: 2025

Quarterly

Report Type: _____

Complete this section upon initial receipt of funds

	Amount
Date of Initial Receipt of Proceeds (01/07/2022):	\$ 1,250,000.00
Less: Pro Rata Share of Issuance Cost (if applicable):	(\$ _____)
Beginning Project Balance:	\$ 1,250,000.00

Insert Beginning and Ending Quarter dates in () below

	Amount
Quarter Balance Beginning (<u>04/01/2025</u>):	\$ 434,022.12
Plus: Interest Earned/Reimbursements (if applicable):	\$ 3,014.53
Less: Project Expenditures During This Period:	(\$ 168,555.34)
Quarter Balance Ending (<u>06/30/2025</u>):	\$ 268,481.31

Project Summary: (List updates regarding the project status or information regarding bank transfers or errors):

Work is finishing on a parking lot on the corner of Dining and Poindexter; project includes costs for construction, engineering, and street lighting. Also erosion control along Mary Ann Drive Sidewalk.

Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

[illegible]

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Signature

City Clerk

Title

07/14/2025

Date

Sworn to and subscribed before me this 14 day of July 2025

State of Mississippi

County of: Rankin

Notary Public

My Commission Expires

2/12/2027





Page:

1

Date 6/30/25 Page 1
Primary Account Acct Ending 2571City of Brandon
City of Brandon S.B. 2948
1000 Municipal Dr
Brandon MS 39042-2972

* * * SUMMARY OF ACTIVITY DURING STATEMENT PERIOD * * *

Business Now		Number of Enclosures	0
Account Number	Acct Ending 2571	Statement Dates	6/02/25 thru 6/30/25
Previous Balance	267,829.92	Days in the statement period	29
Deposits/Credits	.00	Average Ledger	267,627.42
1 Checks/Debits	217.50	Average Collected	267,627.42
Total Service Charges	.00	Interest Earned	839.91
Interest Paid	868.89	Annual Percentage Yield Earned	4.02%
Current Balance	268,481.31	2025 Interest Paid	8,157.35

Activity in Date Order

Date	Description	Amount
6/04	Transf to Payables Clearing	217.50-
	Confirmation number 604250512	
6/30	Interest Deposit	868.89

Daily Balance Information

Date	Balance	Date	Balance
6/02	267,829.92	6/04	267,612.42
		6/30	268,481.31

Interest Rate Summary

Date	Interest Rate
6/01	3.950000%

IN CASE OF ERRORS OR QUESTIONS ABOUT ELECTRONIC TRANSFERS, PLEASE CALL TOLL FREE 1-866-217-3305. You may write to Electronic Banking, 325 Maxey Drive, Brandon, MS 39042.



City of Brandon
City of Brandon S.B. 2948
1000 Municipal Dr
Brandon MS 39042-2972

* * * SUMMARY OF ACTIVITY DURING STATEMENT PERIOD * * *

Business Now		Number of Enclosures	0
Account Number	Acct Ending 2571	Statement Dates	4/01/25 thru 4/30/25
Previous Balance	434,022.12	Days in the statement period	30
Deposits/Credits	.00	Average Ledger	385,061.40
2 Checks/Debits	168,337.84	Average Collected	385,061.40
Total Service Charges	.00	Interest Earned	1,250.13
Interest Paid	1,250.13	Annual Percentage Yield Earned	4.02%
Current Balance	266,934.41	2025 Interest Paid	6,392.95

Activity in Date Order

Date	Description	Amount
4/08	Transf to Payables Clearing	8,141.25-
	Confirmation number 408252234	
4/23	Transf to Payables Clearing	160,196.59-
	Confirmation number 423251433	
4/30	Interest Deposit	1,250.13

Daily Balance Information

Date	Balance	Date	Balance
4/01	434,022.12	4/23	265,684.28
4/08	425,880.87	4/30	266,934.41

Interest Rate Summary

Date	Interest Rate
3/31	3.950000%

IN CASE OF ERRORS OR QUESTIONS ABOUT ELECTRONIC TRANSFERS, PLEASE CALL TOLL
FREE 1-866-217-3305. You may write to Electronic Banking, 325 Maxey Drive,
Brandon, MS 39042.



Date 5/30/25 Page 1
Primary Account Acct Ending 2571

City of Brandon
City of Brandon S.B. 2948
1000 Municipal Dr
Brandon MS 39042-2972

* * * SUMMARY OF ACTIVITY DURING STATEMENT PERIOD * * *

Business Now		Number of Enclosures	0
Account Number	Acct Ending 2571	Statement Dates	5/01/25 thru 6/01/25
Previous Balance	266,934.41	Days in the statement period	32
Deposits/Credits	.00	Average Ledger	266,934.41
Checks/Debits	.00	Average Collected	266,934.41
Total Service Charges	.00	Interest Earned	924.49
Interest Paid	895.51	Annual Percentage Yield Earned	4.02%
Current Balance	267,829.92	2025 Interest Paid	7,288.46

Activity in Date Order

Date	Description	Amount
5/31	Interest Deposit	895.51

Daily Balance Information

Date	Balance	Date	Balance
5/01	266,934.41	5/31	267,829.92

Interest Rate Summary

Date	Interest Rate
4/30	3.950000%

IN CASE OF ERRORS OR QUESTIONS ABOUT ELECTRONIC TRANSFERS, PLEASE CALL TOLL
FREE 1-866-217-3305. You may write to Electronic Banking, 325 Maxey Drive,
Brandon, MS 39042.

Benchmark Engineering & Surveying, LLC

101 Highpointe Court, Suite B

Brandon, MS 39042

Tel: (601) 591-1077 Fax: (601) 591-0711

mlove@benchmarkms.net

Invoice

Invoice Date: Mar 11, 2025

Invoice Num: 26880

City of Brandon

cdearman@brandonms.org lserver@brandonms.org

Brandon, MS 39043

Design of Parking Lot at Southwest Corner of Dining Street & Poindexter - Boundary and Topo (B11025) - Managed by
(MILLER, MATTHEW)

For professional services rendered on the above referenced job for the period ending: February 28, 2025

<u>Date</u>	<u>Employee</u>	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Principal Total:			1.50		\$277.50
Project Engineer					
2/26/2025	HORN, ANTHONY	asbuilt wall review, revise plans sheets, curb and striping	3.00	\$145.00	\$435.00
2/27/2025	HORN, ANTHONY	asphalt revised submittal review	0.50	\$145.00	\$72.50
Project Engineer Total:			3.50		\$507.50
Sr. Project Manager					
2/25/2025	BURT, LON	construction engineering review	0.50	\$165.00	\$82.50
Sr. Project Manager Total:			0.50		\$82.50

Total Service Amount: \$3,611.25

Amount Due This Invoice: \$3,611.25

This invoice is due on 4/10/2025

Invoices are due upon receipt. We accept debit and credit cards. Your business is appreciated.

Benchmark Engineering & Surveying, LLC

101 Highpointe Court, Suite B

Brandon, MS 39042

Tel: (601) 591-1077 Fax: (601) 591-0711

mlove@benchmarkms.net

Project Name: 2025-02
GL Charge Code: 314-600-717
Funding Account: SB 2948

Invoice

Invoice Date: Mar 11, 2025

Invoice Num: 26890

City of Brandon

cdearman@brandonms.org lsarver@brandonms.org

Brandon, MS 39043

Handwritten signature
3/28/25

Felcity Street Parking Lot Modifications (B11388) - Managed by (MILLER, MATTHEW)

For professional services rendered on the above referenced job for the period ending: February 28, 2025

<u>Date</u>	<u>Employee</u>	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
<u>Engineering Intern</u>					
2/3/2025	HILL, JOEL B	site plan, grading & drainage plan	6.50	\$120.00	\$780.00
2/4/2025	HILL, JOEL B	grading & drainage plan, spot elevations	6.50	\$120.00	\$780.00
2/5/2025	HILL, JOEL B	preparing plan set, details, quantities	7.50	\$120.00	\$900.00
2/6/2025	HILL, JOEL B	preparing plan set, details, quantities	4.00	\$120.00	\$480.00
2/7/2025	HILL, JOEL B	preparing plan set, details, quantities	2.00	\$120.00	\$240.00
2/10/2025	HILL, JOEL B	preparing plan set, details, quantities	1.00	\$120.00	\$120.00
2/12/2025	HILL, JOEL B	review markups	0.75	\$120.00	\$90.00
2/24/2025	HILL, JOEL B	review markups: section detail, site plan	3.50	\$120.00	\$420.00
2/25/2025	HILL, JOEL B	review markups: parking lot entrance, garage ramp	6.00	\$120.00	\$720.00
Engineering Intern Total:			37.75		\$4,530.00

Total Service Amount: \$4,530.00

Amount Due This Invoice: \$4,530.00

This invoice is due upon receipt

Invoices are due upon receipt. We accept debit and credit cards. Your business is appreciated.



APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: H24202-04

To
Customer: City of Brandon
1000 Municipal Drive
Brandon, MS 39042

Project H24202: Dining/Poinsettia Parking Lot
Brandon

Via Engineer Benchmark Engineering & Surveying
LLC
660 Kahlene Drive Suite 302
Flowood, MS 39232

Application No. JB App #4
Period From: 3/1/2025
Period To: 3/31/2025

Distribution to :
☐ Owner
☐ Engineer
☐ Contractor

From Contracto Hemphill Construction Company, Inc.
PO Drawer 879
1858 Hwy 49 South
Florence, MS 39073

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

External B-11025
Contract No.
Contract Date: 10/25/2024

Application Date: 4/4/2025

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1	Original Contract Sum	\$336,945.00
2	Net Change By Change Order	\$0.00
3	Contract Sum To Date	\$336,945.00
4	Work Completed To Date	\$335,505.85
5	Stored Materials Inventory	\$0.00
6	Total Completed and Stored To Date	\$335,505.85
7	Retainage	
a	Maximum Retainage is in effect	\$0.00
b	Securities are not furnished in lieu of Retainage	\$8,387.65
c	Retainage on Work Completed to Date 2.50 %	\$0.00
d	Retainage on Stored Materials Inventory 0.00 %	\$8,387.65
e	Total Calculated Retainage	\$8,387.65
f	Total Retainage To Be Withheld	\$327,118.20
8	Total Earned Less Retainage	\$178,040.36
9	Less Previous Certificates For Payments	\$149,077.84
10	Current Payment Due	\$9,826.80
11	Balance to Finish, Plus Retainage	

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: Hemphill Construction Company, Inc

By [Signature] Date: 4/4/2025

State of Mississippi County of Simpson

Subscribed and sworn to before me this 4th day of April 2025

Notary Public: [Signature]

My Commission expires: January 29, 2028

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Engineer certifies to the Owner that to the best of the Engineer'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 \$149,077.84

(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.)

ENGINEER:

By [Signature] Date: 04/07/2025

OWNER:

By _____ Date _____

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.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

CONTINUATION SHEET

Application and Certification for Payment, containing
Engineer's signed certification is attached
Tabulations below

Invoice #: H24202-04

Contract: H24202- Dining/Pointdexter Parking Lot Brandon

Application No.: JB App #4

Application Date: 04/04/25

Period From: 03/01/25

Period To: 03/31/25

External Contract No.: B-11025

Page 2 of 2

Item No.	Description of Item	Contract U of M	Units	Cost Per Unit	Total Cost Of Contract	Previous Quantity	Current Quantity	To Date Quantity	Previous Cost	Current Cost	Stored Materials	Total Completed and Stored	Balance to Finish	Percent Complete
1	MOBILIZATION	LS	1.00	\$33,000.00	\$33,000.00	0.99	0.75	1.00	\$29,000.00	\$3,300.00	0.00	\$33,000.00	\$0.00	100.00%
2	TEMP. EROSION CONTROL INSTALLATION & MAINTENANCE	LS	1.00	\$15,000.00	\$15,000.00	0.75	0.25	1.00	\$11,250.00	\$3,750.00	0.00	\$15,000.00	\$0.00	100.00%
3	CLEARING & GRUBBING	LS	1.00	\$19,750.00	\$19,750.00	1.00	0.00	1.00	\$19,750.00	\$0.00	0.00	\$19,750.00	\$0.00	100.00%
4	REMOVAL OF CURB & GUTTER (ALL TYPES)	LF	48.00	\$20.00	\$960.00	0.00	54.00	54.00	\$0.00	\$1,080.00	0.00	\$1,080.00	\$150.00	117.59%
5	UNCLASSIFIED EXCAVATION, FM, AH	CY	410.00	\$10.50	\$4,305.00	410.00	-75.10	334.90	\$4,305.00	\$-785.55	0.00	\$3,519.45	\$788.55	81.69%
6	EXCESS EXCAVATION, FM, AH	CY	2,068.00	\$13.50	\$27,918.00	1,931.00	204.20	2,135.20	\$26,068.50	\$2,756.10	0.00	\$28,825.20	\$-907.20	103.25%
7	15" REINFORCED CONCRETE PIPE, CLASS III	LF	23.00	\$150.00	\$3,450.00	23.00	0.00	23.00	\$3,450.00	\$0.00	0.00	\$3,450.00	\$0.00	100.00%
8	GRATE INLET (3X3)	EA	1.00	\$7,550.00	\$7,550.00	1.00	0.00	1.00	\$7,550.00	\$0.00	0.00	\$7,550.00	\$0.00	100.00%
9	CONNECTION TO EXIST. CURB INLET	EA	1.00	\$2,977.00	\$2,977.00	1.00	0.00	1.00	\$2,977.00	\$0.00	0.00	\$2,977.00	\$0.00	100.00%
10	4" BITUMINOUS BASE COURSE, BB-1, TYPE B	TON	372.00	\$135.00	\$50,220.00	0.00	379.26	379.26	\$0.00	\$51,200.10	0.00	\$51,200.10	\$-980.10	101.95%
11	2" BITUMINOUS BASE COURSE, SC-1, TYPE B	TON	186.00	\$170.00	\$31,620.00	0.00	185.59	185.59	\$0.00	\$31,545.20	0.00	\$31,545.20	\$74.80	99.76%
12	CONCRETE SIDEWALK (4" THICKNESS)	SY	60.00	\$145.00	\$8,700.00	0.00	61.22	61.22	\$0.00	\$8,876.90	0.00	\$8,876.90	\$-176.90	102.03%
13	TYPE 3B MODIFIED CURB & GUTTER	LF	520.00	\$40.00	\$20,800.00	0.00	569.00	569.00	\$0.00	\$22,760.00	0.00	\$22,760.00	\$-1,960.00	109.42%
14	1" X 4" CONCRETE STRIP (RETAINING WALL "A")	LF	211.00	\$40.00	\$8,440.00	0.00	200.00	200.00	\$0.00	\$8,000.00	0.00	\$8,000.00	\$440.00	94.79%
15	4" THERMOPLASTIC PARKING LOT STRIPE (CONTINUOUS WHITE)	LF	1,305.00	\$5.00	\$6,525.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$6,525.00	0.00%
16	24" THERMOPLASTIC LEGEND WHITE, CROSSWALK	LF	63.00	\$30.00	\$1,890.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,890.00	0.00%
17	MAINTENANCE OF TRAFFIC	IS	1.00	\$19,750.00	\$19,750.00	0.50	0.50	1.00	\$9,750.00	\$9,750.00	0.00	\$19,500.00	\$0.00	100.00%
18	SMALL BLOCK RETAINING WALL (KEYSTONE COMPACT STRAIGHT SPLIT)	SF	1,275.00	\$53.00	\$67,575.00	1,275.00	-40.00	1,315.00	\$67,575.00	\$2,120.00	0.00	\$69,695.00	\$-2,120.00	103.14%
19	PRECAST CONCRETE WHEEL STOP	EA	8.00	\$175.00	\$1,400.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,400.00	0.00%
20	SOLID SOD	SY	575.00	\$9.00	\$5,175.00	0.00	560.00	560.00	\$0.00	\$6,550.00	0.00	\$6,550.00	\$-3,375.00	165.22%
Grand Totals					\$356,945.00				\$182,605.50	\$162,900.35	\$0.00	\$335,606.85	\$1,439.15	99.57%

Benchmark Engineering & Surveying, LLC

101 Highpointe Court, Suite B

Brandon, MS 39042

Tel: (601) 591-1077 Fax: (601) 591-0711

mlove@benchmarkms.net

Project Name: _____

GL Charge Code: _____

Funding Account: _____

Invoice

Invoice Date: Apr 14, 2025

Invoice Num: 27075

City of Brandon

cdearman@brandonms.org lscarver@brandonms.org

Brandon, MS 39043

Matthew Miller
4/15/25

Design of Parking Lot at Southwest Corner of Dining Street & Poindexter - Boundary and Topo (B11025) - Managed by (MILLER, MATTHEW)

For professional services rendered on the above referenced job for the period ending: March 31, 2025

Date	Employee	Description	Hours	Rate	Amount
Construction Manager					
3/12/2025	VICKERS, JIMMY	site inspection	5.00	\$145.00	\$725.00
3/13/2025	VICKERS, JIMMY	site inspection	5.00	\$145.00	\$725.00
Construction Manager Total:			25.00		\$3,625.00
Project Engineer					
3/4/2025	HORN, ANTHONY	pay request 3 review	0.50	\$145.00	\$72.50
3/11/2025	HORN, ANTHONY	site visit, meeting with hemphill	1.50	\$145.00	\$217.50
3/13/2025	HORN, ANTHONY	site visit	1.00	\$145.00	\$145.00
3/17/2025	HORN, ANTHONY	site visit, erosion issues	0.75	\$145.00	\$108.75
Project Engineer Total:			3.75		\$543.75
Sr. Project Manager					
3/25/2025	BURT, LON	project management & design review, coordination with city	0.50	\$165.00	\$82.50
Sr. Project Manager Total:			0.50		\$82.50

Total Service Amount: \$11,118.75

Amount Due This Invoice: \$11,118.75

This invoice is due on 5/14/2025

Invoices are due upon receipt. We accept debit and credit cards. Your business is appreciated.

Benchmark Engineering & Surveying, LLC

101 Highpointe Court, Suite B

Brandon, MS 39042

Tel: (601) 591-1077 Fax: (601) 591-0711

mlove@benchmarkms.net

Project Name: 2024-19
GL Charge Code: 314-600-717
Funding Account: SB 2948

Invoice

Invoice Date: May 21, 2025

Invoice Num: 27257

City of Brandon

cdearman@brandonms.org lserver@brandonms.org

Brandon, MS 39043

Matthew Miller
5/27/25

Design of Parking Lot at Southwest Corner of Dining Street & Poindexter - Boundary and Topo (B11025) - Managed by

(MILLER, MATTHEW)

For professional services rendered on the above referenced job for the period ending: April 30, 2025

<u>Date</u>	<u>Employee</u>	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Engineer					
4/7/2025	HORN, ANTHONY	pay request review	1.00	\$145.00	\$145.00
4/15/2025	HORN, ANTHONY	change order	0.50	\$145.00	\$72.50
Project Engineer Total:			1.50		\$217.50
Total Service Amount:					\$217.50
Amount Due This Invoice:					\$217.50

This invoice is due on 6/20/2025

Invoices are due upon receipt. We accept debit and credit cards. Your business is appreciated.



STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

QUARTERLY REPORT FORM

Name of Entity: City of Brandon, Mississippi

Project Description: 2022 Local Improvements

Legislative Bill Number: Section 25 of the House Bill 1353, 2022 Regular Legis. Session

Report for the Quarter Ending: June 30 Year: 2025

Quarterly
Report Type: _____

Complete this section upon initial receipt of funds

	Amount
Date of Initial Receipt of Proceeds (10/03/2022):	\$ 2,000,000.00
Less: Pro Rata Share of Issuance Cost (if applicable):	(\$ _____)
Beginning Project Balance:	\$ 2,000,000.00

Insert Beginning and Ending Quarter dates in ()below

	Amount
Quarter Balance Beginning (<u>04/01/2025</u>):	\$ 1,211,288.60
Plus: Interest Earned/Reimbursements (if applicable):	\$ 9,221.74
Less: Project Expenditures During This Period:	(\$ 499,682.48)
Quarter Balance Ending (<u>06/30/2025</u>):	\$ 720,827.86

Project Summary:(List updates regarding the project status or information regarding bank transfers or errors):

Various street, drainage and culvert projects over the City. All contract documents have been signed and the work has begun.

Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

Date	Invoice Description	Amount
04/08/2025	Benchmark Engineering	\$ 2,075.00
	Benchmark Engineering	\$ 253.75
	Benchmark Engineering	\$ 240.00
	Benchmark Engineering	\$ 3,892.50
	Hemphill Construction	\$ 51,178.39
	Hemphill Construction	\$ 30,189.45
	NJ Farms	\$ 12,230.00
	Benchmark Engineering	\$ 1,497.50
4/23/25	Benchmark Engineering	\$ 9,518.75
	Benchmark Engineering	\$ 2,388.75
	Benchmark Engineering	\$ 926.25
	Benchmark Engineering	\$ 300.00
	Design Precast & Pipe	\$ 6,914.88
	Design Precast & Pipe	\$ 6,914.88
	Design Precast & Pipe	\$ 987.84
	Design Precast & Pipe	\$ 2,320.61
	Design Precast & Pipe	\$ 6,156.36
	Design Precast & Pipe	\$ 5,902.08
	Hemphill Construction	\$ 63,281.45
5/6/25	Hemphill Construction	\$ 38,872.06
5/21/25	NJ Farms	\$ 41,349.64
	Williams Equipment & Supply	\$ 4,640.00
	Neel-Schaffer Engineering	\$ 5,007.16
6/4/25	Design Precast & Pipe	\$ 1,205.00
	Design Precast & Pipe	\$ 4,899.50
	Design Precast & Pipe	\$ 625.00
	Benchmark Engineering	\$ 632.50
	Benchmark Engineering	\$ 330.00
	Benchmark Engineering	\$ 1,751.63
	Benchmark Engineering	\$ 92.50
	Benchmark Engineering	\$ 277.50
	Hemphill Construction	\$ 39,551.78
	Hemphill Construction	\$ 38,164.24
	Hemphill Construction	\$ 47,756.90
	Hemphill Construction	\$ 25,810.48
	Hemphill Construction	\$ 17,302.97
	NJ Farms	\$ 7,575.00
	Murphy's Lawn & Land	\$ 1,351.36
	Murphy's Lawn & Land	\$ 5,556.32
	Neel-Schaffer Engineering	\$ 9,762.50
	Total	\$ 499,682.48

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Mary Ann Hess

Signature

City Clerk

Title

07/30/2025

Date

Sworn to and subscribed before me this 30 day of July 2025

State of Mississippi

County of: Rankin

Notary Public

Candance Hunley

My Commission Expires

2/12/2027

Notary
Public
Seal





STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

QUARTERLY REPORT FORM

Name of Entity: City of Brandon, Mississippi

Project Description: Infrastructure Repairs and Maintenance

Legislative Bill Number: Section 28(fm) of House Bill 603, 2023 Regular Legislative Session

Report for the Quarter Ending: June 30 Year: 2025

Quarterly

Report Type: _____

Complete this section upon initial receipt of funds

	Amount
Date of Initial Receipt of Proceeds (09/25/2023):	\$ 1,000,000.00
Less: Pro Rata Share of Issuance Cost (if applicable):	(\$ _____)
Beginning Project Balance:	\$ 1,000,000.00

Insert Beginning and Ending Quarter dates in () below

	Amount
Quarter Balance Beginning (<u>04/01/2025</u>):	\$ 738,149.56
Plus: Interest Earned/Reimbursements (if applicable):	\$ 6,110.77
Less: Project Expenditures During This Period:	(\$ 255,729.33)
Quarter Balance Ending (<u>06/30/2025</u>):	\$ 488,531.00

Project Summary: (List updates regarding the project status or information regarding bank transfers or errors):

Used for engineering project costs associated with upcoming water and sewer line infrastructure improvements.

Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

[illegible]

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Signature

City Clerk

Title

07/14/2025

Date

Sworn to and subscribed before me this 14 day of July 2025

State of Mississippi

County of: Rankin

Notary Public

My Commission Expires

2/12/2027

Notary
Public
Seal





STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION
LIZ WELCH
EXECUTIVE DIRECTOR

QUARTERLY REPORT FORM

Name of Entity: City of Brandon, Mississippi
Project Description: Infrastructure Repairs and Maintenance
Legislative Bill Number: Section 10 of Senate Bill 2468, 2024 Regular Legislative Session

Report for the Quarter Ending: June 30 Year: 2025
Quarterly
Report Type: _____

	Amount
Complete this section upon initial receipt of funds	
Date of Initial Receipt of Proceeds (11/21/2024):	\$ <u>3,000,000.00</u>
Less: Pro Rata Share of Issuance Cost (if applicable):	(\$ <u> </u>)
Beginning Project Balance:	\$ <u>3,000,000.00</u>

<u>Insert Beginning and Ending Quarter dates in ()below</u>	Amount
Quarter Balance Beginning (<u>04/01/2025</u>):	\$ <u>3,043,327.38</u>
Plus: Interest Earned/Reimbursements (if applicable):	\$ <u>30,069.00</u>
Less: Project Expenditures During This Period:	(\$ <u>0.00</u>)
Quarter Balance Ending (<u>06/30/2025</u>):	\$ <u>3,073,396.38</u>

Project Summary:(List updates regarding the project status or information regarding bank transfers or errors):

Road and street improvements to include construction, right-of-way acquisition, utility relocation and other associated improvements, such as storm water drainage, sidewalks, and multiuse path development and construction necessary to improve vehicle and pedestrian safety

Project Expenditures

Bank fees should be listed but must be reimbursed by the next quarter

[illegible]

*****Please submit the notarized report, three (3) bank statements, and invoices to the email provided in the notice.*****

I, the undersigned authority, do hereby swear and affirm that all information provided above is complete and accurate to the best of my knowledge. I further swear and affirm that all state bond proceeds reported on herein were used in accordance with the legislation that authorized such bonds.

Please note that under no circumstance should the person executing the report also notarize the signature.

COMPLETED BY:

Mary Ann Hess

Name

Mary Ann Hess

Signature

City Clerk

Title

07/14/2025

Date

Sworn to and subscribed before me this 14 day of July 2025

State of Mississippi

County of: Rankin

Notary Public

My Commission Expires

Candance Hunley
2/12/2025





Page:

1

Date 4/30/25 Page 1
Primary Account Acct Ending 2639

City of Brandon
SB2468
1000 Municipal Dr
Brandon MS 39042-2972

* * * SUMMARY OF ACTIVITY DURING STATEMENT PERIOD * * *

Business Now		Number of Enclosures	0
Account Number	Acct Ending 2639	Statement Dates	4/01/25 thru 4/30/25
Previous Balance	3,043,327.38	Days in the statement period	30
Deposits/Credits	.00	Average Ledger	3,043,327.38
Checks/Debits	.00	Average Collected	3,043,327.38
Total Service Charges	.00	Interest Earned	9,880.39
Interest Paid	9,880.39	Annual Percentage Yield Earned	4.02%
Current Balance	3,053,207.77	2025 Interest Paid	39,330.03

Activity in Date Order

Date	Description	Amount
4/30	Interest Deposit	9,880.39

Daily Balance Information

Date	Balance	Date	Balance
4/01	3,043,327.38	4/30	3,053,207.77

Interest Rate Summary

Date	Interest Rate
3/31	3.950000%

IN CASE OF ERRORS OR QUESTIONS ABOUT ELECTRONIC TRANSFERS, PLEASE CALL TOLL FREE 1-866-217-3305. You may write to Electronic Banking, 325 Maxey Drive, Brandon, MS 39042.



Date 5/30/25 Page 1
Primary Account Acct Ending 2639

City of Brandon
SB2468
1000 Municipal Dr
Brandon MS 39042-2972

* * * SUMMARY OF ACTIVITY DURING STATEMENT PERIOD * * *

Business Now		Number of Enclosures	0
Account Number	Acct Ending 2639	Statement Dates	5/01/25 thru 6/01/25
Previous Balance	3,053,207.77	Days in the statement period	32
Deposits/Credits	.00	Average Ledger	3,053,207.77
Checks/Debits	.00	Average Collected	3,053,207.77
Total Service Charges	.00	Interest Earned	10,574.41
Interest Paid	10,242.88	Annual Percentage Yield Earned	4.02%
Current Balance	3,063,450.65	2025 Interest Paid	49,572.91

Activity in Date Order

Date	Description	Amount
5/31	Interest Deposit	10,242.88

Daily Balance Information

Date	Balance	Date	Balance
5/01	3,053,207.77	5/31	3,063,450.65

Interest Rate Summary

Date	Interest Rate
4/30	3.950000%

IN CASE OF ERRORS OR QUESTIONS ABOUT ELECTRONIC TRANSFERS, PLEASE CALL TOLL FREE 1-866-217-3305. You may write to Electronic Banking, 325 Maxey Drive, Brandon, MS 39042.



Page:

1

Date 6/30/25 Page 1
Primary Account Acct Ending 2639

City of Brandon
SB2468
1000 Municipal Dr
Brandon MS 39042-2972

* * * SUMMARY OF ACTIVITY DURING STATEMENT PERIOD * * *

Business Now		Number of Enclosures	0
Account Number	Acct Ending 2639	Statement Dates	6/02/25 thru 6/30/25
Previous Balance	3,063,450.65	Days in the statement period	29
Deposits/Credits	.00	Average Ledger	3,063,450.65
Checks/Debits	.00	Average Collected	3,063,450.65
Total Service Charges	.00	Interest Earned	9,614.20
Interest Paid	9,945.73	Annual Percentage Yield Earned	4.02%
Current Balance	3,073,396.38	2025 Interest Paid	59,518.64

Activity in Date Order
Date Description Amount
6/30 Interest Deposit

9,945.73

Daily Balance Information

Date	Balance	Date	Balance
6/02	3,063,450.65	6/30	3,073,396.38

Interest Rate Summary
Date Interest Rate
6/01 3.950000%

IN CASE OF ERRORS OR QUESTIONS ABOUT ELECTRONIC TRANSFERS, PLEASE CALL TOLL
FREE 1-866-217-3305. You may write to Electronic Banking, 325 Maxey Drive,
Brandon, MS 39042.

[◀ Previous submission](#)

▶ Submission information

GENERAL INFORMATION

Date of Report Submission 7/31/2025

Select Quarter Year 2 - Q1

Entity Name City of Brandon, Mississippi

Project Title Marquette Road Multi-Use Path Revised 12-15-23 - BB. 07-029

Project Number STP-7081-00(002)LPA, 109244701

Project Agreement Start Date 4/10/2024

Project Agreement End Date 4/10/2026

Percentage Completed 86%

FINANCIAL UPDATE

Total Project Cost \$ 1,542,428.00

Total MOST Funding Amount \$ 585,678.00

Total Expenditure To Date \$ 1,385,057.73

Total MOST Reimbursement RCVD To Date \$ 500,000.00

Total Reimbursement Requested This Quarter \$ 0.00

Pending Reimbursement This Quarter {Empty}

PROJECT UPDATE

Describe all work completed this quarter. Please be very descriptive and include proof of progress, such as photos, receipts, etc. The north side of Marquette is 100% complete with the smaller segment on the south side of Marquette to go (No construction updates since the last update).

Describe any delays, causes for delays, and remedies in place to get the project back on schedule. {Empty}

Upload Documents and Photos {Empty}

Photo Description {Empty}

Upload A Photo Map That Depicts Photo # Locations On Aerial Project Map Here {Empty}

SIGNATURE

Name of Contact Mary Ann Hess

Title City Clerk

Date 7/31/2025

Email mhess@brandonms.org

Phone No. [601-706-2607](tel:601-706-2607)

Download Submission [submission.pdf](#)

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- Transparency
- Work Order Request

In the event of an emergency please call the DPS Capitol Police at (601) 359-3125

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MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: EMERGENCY TRAFFIC SIGNAL REPAIR
HIGHWAY 80 AT VALUE ROAD
LEWIS ELECTRIC INVOICE

Asking for your consideration to declare an emergency repairs to the traffic signal at Highway 80 and Value Road due to a traffic accident, approve invoice #M2025.82 in the amount of \$10,930.00 from Lewis Electric, Inc., and authorize payment of the same.

On June 28, 2025, a traffic accident occurred in which the traffic signal cabinet, pedestal, and wiring were damaged at the intersection of Highway 80 and Value Road. The damage caused the traffic signal at the intersection to no longer work. Lewis Electric, Inc. was contacted by the City of Brandon to make repairs, which included replacing the power pedestal and wiring and repairing the communication panels. The power supply meter to the traffic signal was also damaged. Lewis Electric, Inc. had to run the traffic signal power by generator until Entergy Mississippi was able to set a new meter at the site on 7/1/2025.

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

ATTACHMENTS:

- Lewis Electric Invoice #: M2025.82
- Brandon PD Accident Report
- ER Affidavit

GL Code: 001-201-637

Funding: Streets (General Government)

LEWIS ELECTRIC, INC.

Fed ID #64-0823637

601-932-0101

P. O. Box 320337

Flowood, MS 39232

Invoice

Date	Invoice #
7/2/2025	M2025.82

Bill To
CITY OF BRANDON ATTN: CARLY DEARMAN PUBLIC WORKS DEPT. BRANDON, MS 39042

P.O. No.	Terms	Project
	NET DUE 30 DAYS	

Quantity	Description	Rate	Amount
	EMERGENCY REPAIRS TRAFFIC SIGNAL HWY 80/VALUE ROAD		
	6/29/25:		
2	ONE MAN/ONE SERVICE TRUCK 12:30 AM TO 2:30 AM REWIRE CABINET FOR GENERATOR POWER	250.00	500.00
1	ONE MAN/ONE SERVICE REFILL GENERATOR 8:30AM WEEKEND	250.00	250.00
1	ONE MAN/ONE SERVICE REFILL GENERATOR 2:30 PM WEEKEND	250.00	250.00
1	ONE MAN/ONE SERVICE REFILL GENERATOR 7:30 PM WEEKEND	250.00	250.00
	6/30/25:		
1	ONE MAN/ONE SERVICE TRUCK REFILL GENERATOR 6:00AM	200.00	200.00
1	5 MEN CREW ON SITE ONE SERVICE/ONE BUCKET 7 HOURS 7AM-2PM	4,200.00	4,200.00
1	NEW POWER PEDESTAL	3,115.00	3,115.00
1	NEW SERVICE WIRE	540.00	540.00
1	MISC. MATERIALS FOR REPAIRS TO COMMUNICATION PANELS	275.00	275.00
1	ONE MAN/ONE SERVICE REFILL GENERATOR 7:30 PM AFTERHOURS	250.00	250.00
	7/1/25:		
1	ONE MAN/ONE SERVICE REFILL GENERATOR 6:AM	200.00	200.00
2	3 MEN/2 SERVICE TRUCK/ 2 HOURS - 10AM ENTERGY RECONNECTED SERVICE WIRES	450.00	900.00
	LEI MADE FINAL CONNECTIONS TO NEW POWER PANEL AND REMOVED GENERATOR.		
	REMOVED FORM WORK AND DRESSED UP SITE		
		Total	\$10,930.00

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 traffic signal repair at Highway 80 and Value Road due to traffic accident which

occurred on June 28, 2025

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
Lewis Electric, 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 29 day of July, 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.)

Administration Information

Report Number:	2 5 0 0 0 0 9 8 5 9 0 0 0	Report Type:	CRIME
Report Date:	0 6 / 2 8 / 2 0 2 5	Time:	2 0 : 3 7
Address:	00104 VALUE	RD:	Apt:
Report Officer 1 -	JB5651 BEEMAN, JESSE	Assign Date:	0 6 / 2 8 / 2 0 2 5
Report Officer 2 -		Assign Date:	/ /
Investigator 1 -	GB9054 BACON, GERRAD	Assign Date:	0 6 / 3 0 / 2 0 2 5
Investigator 2 -		Review Date:	/ /
Assigned By:	PR3609 RAMAGE, PAIGE	Assign Date:	/ /
UCR Status:	N	Review Date:	0 6 / 3 0 / 2 0 2 5
Case Status:	C CLOSED	Status Date:	0 6 / 2 8 / 2 0 2 5
		Status Date:	0 7 / 0 7 / 2 0 2 5

Primary Offense

Offense Type:	63-3-409	☐ Attempted	☒ Completed
Address:	00104 VALUE	RD:	
City:	BRANDON	State:	M S
		Zip:	3 9 0 4 2 -
District/Zone:	BEAT 01	Location Type:	25 OTHER/UNKNOWN
Begin Date:	0 6 / 2 8 / 2 0 2 5	Time:	2 0 : 3 2
End Date:	0 6 / 2 8 / 2 0 2 5	Time:	2 0 : 3 2
Lighting:		Weather:	
Bias Motive:	88 NONE (NO BIAS)	Premises Enter:	
Point Entry:		Point Exit:	
Tools Used:		Entry Dir:	
		Exit Dir:	

☐ B-Buying Receiving
☐ C-Cultivation/Manufacturing/Publishing
☐ D-Distributing/Selling
☐ E-Exploiting Children
☐ O-Operating/Promoting/Assisting
☐ P-Possessing/Concealing
☐ T-Transporting/Transmitting/Importing
☐ U-Using/Consuming
☐ I-Pos With Intent To Sell
☐ X-Other

☐ Consumed Alcohol
 ☐ Photo/Video
 ☐ Used Computer Equipment
 ☐ Used Drugs
 ☐ Prints Lifted

Weapons:

Comments:

Report approved by Paige Ramage on 07/07/2025



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: EMERGENCY LIFT STATION REPAIRS
INVOICE APPROVALS

Asking for your consideration to declare an emergency the following repairs to various lift station sites, approve the invoices from Harvey Services, Inc. for each site, and authorize payment of the same.

1. Greenfield Ridge Lift Station (Greenfield Subdivision) – invoice #7699 - \$9,490.00 – On 6/27/2025, the Greenfield Ridge Lift Station stopped working due to a failed pump. Harvey Services, Inc. was contacted by the City of Brandon to replace the pump.
2. Highway 468 Lift Station – invoice #7726 - \$5,062.50 – On 7/9/2025, the Highway 468 Lift Station was not working properly due to issues with the floats and the soft start. Harvey Services, Inc. was contacted by the City of Brandon to replace the soft start at the site. City of Brandon employees were able to replace both floats.
3. Gray Daniels Lift Station – invoice #7735 - \$8,309.29 – On 7/18/2025, the Gray Daniels Lift Station stopped working due to a failed pump. Harvey Services, Inc. was contacted by the City of Brandon to replace the pump.
4. Rivage Lift Station (Louis Wilson Drive) – invoice #7751 - \$8,350.00 – On 7/24/2025, the Rivage Lift Station stopped working due to failed pumps and start kits. Harvey Services, Inc. was contacted by the City of Brandon to replace both pumps and start kits at the site.

All repairs listed were emergencies due to the lift stations not working. These sewer lift stations are required components of the City of Brandon sewer system. If any of these sites are non-functioning, it will cause sewer overflow and sewer backup to those areas which are environmental, health, and property hazards.

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

ATTACHMENTS:

- Harvey Services, Inc. – invoice #7699 - \$9,490.00
- Harvey Services, Inc. - invoice #7726 - \$5,062.50



- Harvey Services, Inc - invoice #7735 - \$8,309.29
- Harvey Services, Inc – invoice #7751 - \$8,350.00
- ER Affidavits

GL Code: 400-680-636

Funding: WSOM

HARVEY SERVICES, INC.

8879 HWY 80
MORTON, MS 39117

Invoice

Date	Invoice #
6/27/2025	7699

Bill To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

Ship To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		6/27/2025			

Quantity	Item Code	Description	Price Each	Amount
1	11.3/3PH-230 Volt ...	Greenfield Station, Pump station #1 (Bad Pump)		
1	Wench Truck	11.3/3PH/230 Volt Barmesa 4"- 4BSE1133DS	7,490.00	7,490.00
1	service	Wench Truck To Pull and Set Pumps	500.00	500.00
		Service fee to remove old pump and install new	1,500.00	1,500.00

Thank You for Your business. Stay Safe	Phone #	Total	\$9,490.00
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6017501711

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 lift station repair at Greenfield Ridge Lift Station (Greenfield Subdivision) due to
pump failure at the site

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, 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 30 day of July, 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.)

HARVEY SERVICES, INC.

8879 HWY 80
MORTON, MS 39117

Invoice

Date	Invoice #
7/10/2025	7726

Bill To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

Ship To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		7/10/2025			

Quantity	Item Code	Description	Price Each	Amount
1	service	Service fee to replace soft start	1,050.00	1,050.00
1	parts	ATS 2211056U soft start	4,012.50	4,012.50
		Hwy 468 Lift Station - Brandon		

Thank You for
Your business.
Stay Safe

Phone #

6017501711

Total

\$5,062.50

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 lift station repair at Highway 468 Lift Station due to soft start failure at the site

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, 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 30 day of July, 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.)

HARVEY SERVICES, INC.

8879 HWY 80
MORTON, MS 39117

Invoice

Date	Invoice #
7/18/2025	7735

Bill To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

Ship To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

P.O. Number		Terms	Rep	Ship	Via	F.O.B.	Project	
		Net 30		7/18/2025				
Quantity		Item Code	Description				Price Each	Amount
1		4.5HP Barmesa	Gray Daniels Lift Station 4BSE453DS 3PH, 4.5 HP Barmesa Pump				6,934.29	6,934.29
1		Wench Truck	Wench Truck To Pull and Set Pumps				500.00	500.00
1		service	Service fee to Pull pump and Install new pump and connect motor leads				875.00	875.00

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 lift station repair at Gray Daniels Lift Station due to pump failure at the site

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, 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 30 day of July, 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.)

HARVEY SERVICES, INC.

8879 HWY 80

MORTON, MS 39117

Invoice

Date	Invoice #
7/25/2025	7751

601-622-7675
Office Manager - Jean

Bill To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

Ship To
City of Brandon 1000 Municipal Drive Brandon, MS 39042

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30		7/25/2025			

Quantity	Item Code	Description	Price Each	Amount
2	Start Kit	Duplex Lift Station (#33)		
1	service	Start Kit for 2 HP/1PH Sewer Pump	175.00	350.00
		Service fee to pull old pumps out and replace with new pumps and start kit	1,000.00	1,000.00
2	Myers VS 20-1-P...	Myers VS20-1-PH 230 Volt Grinder	3,500.00	7,000.00

Thank You for Your business. Stay Safe	601-750-1711	tharvey@harveyservices.net	Total	\$8,350.00
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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 lift station repair at Rivage Lift Station due to pump failures at the site

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, 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 30 day of July, 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.)



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: RICHLAND CREEK LIFT STATION
EMERGENCY REPAIRS

Asking for your consideration to approve invoice #189714 in the amount of \$27,188.39 from Hydra Service, Inc. for emergency repairs at the Richland Creek Lift Station and authorize payment of the same. This invoice is the final invoice for the Richland Creek Lift Station emergency repairs.

The repairs made by Hydra Service, Inc. are for the on-site bypass pump. Hydra Service, Inc. rebuilt the bypass pump due to the bypass not working at all. The on-site bypass pump is an essential part of the Richland Creek Lift Station. The bypass pump allows for a backup pumping system at the site in the event of lift station failure.

On April 21, 2025, the Board declared an emergency the repairs to Richland Creek Lift Station.

Beginning in January 2025, the Richland Creek Lift Station has had several issues, including power failures and debris in the lift station, such as rags, that are believed to have contributed to damage and strain on the pumps at the site. During the lift station inspection, the on-site bypass pump would not run which caused the City of Brandon to have to rent a portable bypass pump for the site.

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

ATTACHMENTS:

- Hydra Service, Inc. – invoice #189714 - \$27,188.39

GL Code: 400-680-637

Funding: WSOM

HYDRA SERVICE, INC.

P.O. BOX 365
WARRIOR AL 35180

205-647-5326

Invoice

Customer Number
27220
Invoice No.
189966

Bill To:

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

Ship To: BRANDON, CITY OF

201 N COLLEGE ST
APPLE RIDGE LS
BRANDON MS 39042

Date	Salesperson	Order Date	Order No.	Purchase Order No.	Special Instructions
7/16/2025	P96	2/25/2025	R23097.004	APPLE RIDGE LS	HSI Delivery AFTER HOURS - CV
Rental Period: 6/21/2025 through 7/19/2025					
Qty. Shipped	U/M	Description / Stock Number	Code	Unit Price	Amount
		MOVED TO APPLE RIDGE LS ON 06.19.2025			
1.00	EA	GODWIN DRI-PRIME CD180M, DIESEL DRIVEN, SKID MOUNTED PUMP S/N: 1061569/01 HOURS: 10.1 FLEET: 455	2606	\$4,158.00	\$4,158.00
2.00	EA	6" X 20' SUCTION HOSE W/ BAUER FITTINGS	2618	\$185.00	\$370.00
1.00	EA	8" X 20' BLACK RUBBER SUCTION HOSE	2618	\$522.00	\$522.00
1.00	EA	8" X 20' BLUE SLINKY HOSE	2618	\$522.00	\$522.00
4.00	EA	8" BOLT PACK w/gasket	2618		\$0.00
1.00	EA	AUTOMATIC PRIME GUARD FLOAT SWITCHES	2618	\$150.00	\$150.00
4.00	EA	6" GREEN GASKET	2618		\$0.00
1.00	EA	8" GREEN GASKET	2618		\$0.00
1.00	EA	8" X 6" FLANGED REDUCER	2618	\$59.00	\$59.00
		SERVICE TECHS: STEVEN GOODIN AND FOREST 02.28.2025			
Payment/Terms: NET 30				Subtotal	\$5,781.00
				7.000% Tax Freight Charges	
Received By : x_____				Total Amount Due	\$5,781.00



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: 2024 DIAMOND EMERALD SEWER REHABILITATION CDBG PROJECT
CDBG GRANT AGREEMENT NUMBER : 1201-24-128-PF-01
GRANT & PROJECT APPROVALS

Asking for your consideration to approve the following related to the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project.

1. Spread on the minutes the Mississippi Development Authority Environmental Clearance and Authority to Use Grant Funds for the project dated July 16, 2025.
2. Permission to develop plans and advertise for bid the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project.
3. Approve a Professional Services Agreement with Benchmark Engineering Services for design and construction engineering for the 2024 Diamond Emerald Sewer Rehabilitation CDBG Project and authorize the Mayor to execute the same.

This project will allow for the rehabilitation of the sewer facilities along Diamond Street, Emerald Street, Royal Street, Old Lakeland Drive, and a portion of North Street.

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

ATTACHMENTS:

- MDA Environmental Clearance Letter
- MDA Authority to Use Grant Funds
- Benchmark Engineering Services Professional Services Agreement



State of Mississippi

TATE REEVES
Governor

MISSISSIPPI DEVELOPMENT AUTHORITY

William V. Cork
Executive Director

City of Brandon

JUL 24 2025

RECEIVED

July 16, 2025

Mayor Butch Lee
City of Brandon
PO Box 1539
Brandon, MS 39043

RE: Environmental Clearance – City of Brandon
CDBG Grant Agreement Number- 1201-24-128-PF-01

Dear Mayor Lee:

The Community Incentives Division has received your Environmental Review Record and request for environmental clearance regarding the above-referenced project. Based on the information provided, environmental clearance is granted, and the Community Development Block Grant (CDBG) funds awarded for the project are hereby released. Please accept the enclosed Authority to Use Grant Funds, form HUD-7015.16 for your records. All items and conditions of the contract other than those expressly stated herein remain unaffected.

Should you have any questions, please feel free to contact me at 601-359-2498 or lmaxwell@mississippi.org.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Maxwell".

Lisa Maxwell
Deputy Director
Community Incentives Division

Authority to Use Grant Funds

U.S. Department of Housing
and Urban Development
Office of Community Planning
and Development

To: (name & address of Grant Recipient & name & title of Chief Executive Officer)

Mayor Butch Lee
City of Brandon
PO Box 1539
Brandon, MS 39043

Copy To: (name & address of SubRecipient)

We received your Request for Release of Funds and Certification, form HUD-7015.15 on

04/16/2025

Your Request was for HUD/State Identification Number

1201-24-128-PF-01

All objections, if received, have been considered. And the minimum waiting period has transpired.
You are hereby authorized to use funds provided to you under the above HUD/State Identification Number.
File this form for proper record keeping, audit, and inspection purposes.

Typed Name of Authorizing Officer

Lisa Maxwell

Title of Authorizing Officer

Deputy Director

Signature of Authorizing Officer

X 

Date (mm/dd/yyyy)

07/16/2025

AGREEMENT BETWEEN OWNER AND BENCHMARK ENGINEERING & SURVEYING, LLC FOR PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of **08/ /25** ("Effective Date") between **The City of Brandon** ("Owner") and Benchmark Engineering & Surveyors, LLC ("Engineer").

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows: **North St./Emerald St./Diamond St. Area Sewer Improvements.**

Part 1 – Scope of Services

The project is proposed to remove an existing sanitary sewer pump station located near the northwest corner of the Rankin County Detention Facility on North St. in Brandon, MS, and the analysis and rehabilitation of the condition of the existing sanitary sewer system located in the Emerald/Diamond St. areas. This rehabilitation will generally consist of the installation of cured in place pipe (CIPP) and the coating of sanitary sewer manholes. Project referenced is the Community Development Block Grant funded project, Project No. 1201-24-128-PF-01. Engineer's services and Owner's responsibilities under this Agreement are generally identified as follows:

1.01 *Design Phase Services:*

A. Provide civil consulting engineering services required to:

1. Prepare construction plans detailing improvements. Plans shall include plan sheets showing all information engineer deems necessary to construct the project to its intent. This may include but not be limited to sewer layout, erosion control plan, demolition plan & construction details.
2. Prepare specifications for bidding and construction project (contract documents)
3. Obtain necessary permits through MDEQ for storm water and sewer plan approval.
4. Coordinate with CDBG program funding process.
5. Attend and assist in conducting the Bid Opening.
6. Analyze the bids received for irregularities.
7. Review proof of bidder's qualifications and recommend contract award or rejection.
8. Prepare Resolution of Award and assist in its execution.
9. Collect Proof of Publication, and assist in securing approval of award and procurement procedures.
10. Prepare contract documents and assist in their execution.
11. Prior to advertisement, the ENGINEER shall provide the OWNER a maximum of three (3) copies of the plans, specifications, and contract documents for use by the OWNER. The cost of such drawings, specifications, and contract documents shall be included in the basic compensation paid to the ENGINEER.

1.02 *Construction Engineering & Observation:* Services for Construction Engineering & Observation will begin upon award of any Construction Contract based upon the Construction Contract Documents compiled by the Engineer. Services provided are the following:

- A. Act as the OWNER'S representative with duties and responsibilities and limitations of authority as described in the General Conditions to the Construction Contract Document.
- A. Advise and consult with the OWNER'S representative with duties and responsibilities and limitations of authority as described in the General Conditions to the Construction Contract Documents.
- B. Make periodic visits to the site of the construction to observe the progress and quality of the construction work and to determine, in general, if the results of the construction work are in accordance with the Drawings and the Specifications. On the basis of his on-site observations as an ENGINEER, he shall endeavor to guard the OWNER against apparent defects and deficiencies in the permanent work constructed by the Contractor but does not guarantee the performance of the Contractor. The ENGINEER shall not be required to make exhaustive or continuous on-site observations to check the quality or quantity of the construction work. The ENGINEER is not responsible for construction means, methods, techniques, sequences or procedures, time of performance, programs, or of any safety precautions in connection with the construction work. The ENGINEER is not responsible for the Contractor's failure to execute the work in accordance with the Construction Contract.
- C. Review the Contractor's request for progress payment, and based upon said on-site observation, advise the OWNER as to the ENGINEER'S opinion of the extent of the work completed in accordance with the terms of the Construction Contract as of the date of the Contractor's payment request and issue, for processing by the OWNER, a Certificate for Payment in the amount owed the Contractor. The issuance of Certificates for Payment shall constitute a declaration by the ENGINEER to the OWNER, based upon said on-site observations, review any data accompanying the request for payment, that the Contractor's work has progressed to the point indicated; that to the best of the ENGINEER'S knowledge, information and belief, the quality of the Contractor's work is in accordance with the Construction Contract Documents (subject to subsequent correction of minor deviations from the Construction Contract Documents and to qualifications stated in the Certificate for Payment); and that the Contractor is entitled to the amount stated. The issuing of the Certificate for Payment by the ENGINEER shall not represent that has made any investigation to determine the uses made by the Contractor of the sum paid to the Contractor.
- D. The ENGINEER shall provide a part time Resident Project Representative to assist the ENGINEER in order to render more extensive representation at the Project site during the Construction Phase. By means of the more extensive on-site observations of the work in progress, the ENGINEER will endeavor to provide further protection for the OWNER against defects and deficiencies in the Contractor's work, but the furnishing of such services shall not include construction review of the Contractor's construction means, methods, techniques, sequences or procedures, or of any safety precautions and programs in connection with the work, and the ENGINEER shall not be responsible for the Contractor's failure to carry out the work in accordance with the Construction Contract.
- E. Make recommendations to the OWNER on all claims relating to the execution and progress of the construction work. The ENGINEER'S decisions in matters relating to the ENGINEER'S design shall be final.

- F. Notify the OWNER of permanent work that does not conform to the result required in the Construction Contract, prepare a written report describing any apparent non-conforming permanent work and make recommendations to the OWNER for its correction and, at the request of the OWNER, have recommendation implemented by the Contractor.
- G. Review and approve shop drawings, samples, and other submittal of the Contractor only for general conformance to the design concept of the Project and for general compliance with the Construction Contract.
- H. Prepare for the OWNER'S approval, Change Orders that address revisions with the original project scope.
- I. The ENGINEER shall not be responsible for the defects or omissions in the work resulting of the Contractor(s), or any Subcontractor(s), or any of the Contractor's of Subcontractor's employees, or that of any other persons or entities responsible for performing any of the work result as contained in the Construction Contract.
- J. Review and approve the Contractor's schedule of amounts for contract payment.

1.03 *Professional Services not included:*

- A. Environmental Services and Permitting
- B. Preparation of plats and legal descriptions should additional ROW be needed to complete project (not anticipated at time of preparation of this agreement)
- C. Construction Layout
- D. Testing Services During Construction

1.04 *Basic Agreement and Period of Service*

- A. Engineer shall provide or furnish the Services set forth in this Agreement. Should the project scope change after execution of this Agreement, Engineer shall provide Owner with a revised fee for services or provide Additional Services as described in Section 2.03.
- B. Engineer shall make every effort to complete his work in a timely manner meeting the Owner's project schedule. At the time of preparation of this Agreement, no time schedule has been set.
- C. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's Services is impaired, or Engineer's Services are delayed or suspended, then the time for completion of Engineer's Services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.

1.05 *Owner's Responsibilities*

The Owner shall:

- A. Provide to the ENGINEER all criteria, design and construction standards and full information as to the OWNERS requirements for the Project.
- B. Designate in writing a person authorized to act as the OWNER'S representative. The OWNER or his representative shall receive and examine documents submitted by the ENGINEER, interpret and define the OWNER'S policies and render decisions and authorizations in writing promptly to prevent unreasonable delay in the progress of the ENGINEER'S services.
- C. Furnish soils data, when necessary, including but not limited to reports, test borings, test pits, probings, subsurface explorations, soil bearing values, percolations test, ground corrosion and resistivity test, all with appropriate professional interpretation.
- D. Furnish laboratory test, air and water pollution tests, reports, and inspections of samples, materials or other items required by law or by governmental authorities having jurisdiction over this project.
- E. Provide legal and accounting services necessary for the project, legal review of the Construction Contract Documents, and such auditing services as the OWNER may require to account for expenditures of sums paid to the Contractor.
- F. Furnish permits and approvals for all governmental authorities having jurisdiction over this project and from others as may be necessary for completion of the Project.
- G. Furnish above services at the OWNERS expense and in such manner that the ENGINEER may rely upon them in the performance of his services under this Agreement.
- H. Protect and preserve all survey stakes and markers placed at the Project site prior to the assumption of this responsibility by the Contractor and bear all cost of replacing stakes or markers damaged or removed during said time interval.
- I. Guarantee full and free access for the ENGINEER to enter upon all property required for the performance of the ENGINEER'S services under this Agreement.
- J. Give prompt written notice to the ENGINEER whenever the OWNER observes or otherwise becomes aware of any defect in the Project or other events which may substantially affect the ENGINEER'S performance of services under this Agreement.
- K. Compensate the ENGINEER for service rendered under this Agreement.

Part 2 – Invoicing and Payment

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall invoice client for services rendered for the previous month. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for Services, Additional Services, and/or expenses within 30 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of 1.5% per month from said thirtieth day, and (2) in addition, Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
- B. *Payment:* As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in Paragraphs 2.01, 2.02 and 2.03. If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment: - Lump Sum*

- A. Owner shall pay Engineer for Services as follows:
1. Design Phase Services: For Design Phase services, the total fee shall be **\$92,201.00**. This fee shall be made in monthly payments in proportion to services performed so that compensation at the completion of each phase shall equal the following percentages of total basic compensation:

Preliminary Design Phase -----40%
Final Design Phase ----- 40%
Construction Contract Documents Phase ----- 10%
Bidding and Awarding Phase ----- 10%
 2. For Construction Review Services, Part I, 1.02 payments will be made based on the percentage of completion of the construction contract but shall not exceed \$30,958.00.
 3. Engineer's Standard Hourly Rates are attached as Appendix A.
 4. In addition to the Total Fees per hourly rate, Owner shall reimburse Engineer for the following expenses:
 - a. Copies of construction plan sheets for Owner/Bidder/Contractor use.
 - b. Copies of contract documents (specifications) for Owner/Bidder/Contractor use.
 - c. Costs for mailing project documents via UPS, FedEx, US Mail or other courier services
- B. Engineer shall provide Owner with an invoice each month for services that have been completed in full at time of invoicing. Said services shall be billed in full at the hourly rates shown in Appendix A.
- C. Should the Owner change the project scope that, in the Engineer's opinion, would cause the Engineer to exceed the projected "not to exceed" fee, Owner agrees to pay Engineer per the

standard hourly rates associated with this contract as an additional cost above and beyond the “not to exceed” fee.

- 2.03 *Additional Services:* For Additional Services, Owner shall pay Engineer at the standard hourly rates defined in Appendix A of this document.

Part 3 – General Terms and Conditions

3.01 Termination

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement’s terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer’s responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer’s Services are delayed for more than 90 days for reasons beyond Engineer’s control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 3.03.I.
 - c. Engineer shall have no liability to Owner on account of a termination for cause by Engineer.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
 2. For convenience, by Owner effective upon Engineer’s receipt of written notice from Owner.
- B. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Engineer’s consultants’ charges, if any.

3.02 Successors, Assigns, and Beneficiaries

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 3.02.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

3.03 General Considerations

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer or in any report, opinion, document or otherwise. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor’s work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of

construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.

- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer has no means or methods for locating underground utilities and is 100% dependent on utility companies and 811 (One Call) to locate such, therefore, Engineer does not provide any type of certification or guarantee of the location, size, type, etc. of any underground utilities located on or near the project site whether these lines are shown or not shown on the drawings and shall be held harmless for any errors, omissions, increase in construction costs or required utility relocations or changes to the construction drawings due to existing underground utility conflicts that arise before or during construction.
- E. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.
- F. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Engineer or its consultants.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. To the fullest extent permitted by law, Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
 - 4. such limited license to Owner shall not create any rights in third parties.
- H. Owner and Engineer may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- I. Engineer shall maintain during the performance of services contemplated by the Agreement the following insurance coverage and provide the Owner with satisfactory evidence of such upon request:
 - 1. Workers Compensation for statutory limits in compliance with the applicable state and federal laws, and Employer's Liability with a limit of \$1,000,000 with a waiver of the insurer's right of subrogation against the OWNER for both Workers' Compensation and Employer's Liability policies;
 - 2. Commercial General Liability including Products and Completed Operations, Contractual Liability and Broad Form Property and Personal Injury Liability with a combined single limit of \$1,000,000 per occurrence and in the aggregate which shall name the OWNER as an additional insured with a waiver of subrogation;
 - 3. Automobile Liability Insurance with a combined single limit of \$1,000,000 for bodily injury and property damage with respect to vehicles either owned, non-owned, and leased by ENGINEER in the performance of services contemplated by the Agreement which shall name the OWNER as an additional insured with a waiver of subrogation;
 - 4. Professional Liability Insurance in the amount of \$1,000,000 per claim and in the aggregate
- J. Engineer agrees to the fullest extent permitted by law, to indemnify and hold the Owner, its officers, directors, employees and affiliates harmless from any damage, liability, or cost to the extent caused by the Engineer's negligent acts, errors, or omissions in the performance of professional services under this Agreement and those of his or her sub consultants or anyone for whom the Engineer is legally liable. The Owner agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer, its officers, directors, employees and affiliates harmless from

- any damage, liability, or cost to the extent caused by the Owner's negligent acts, errors, or omissions in the performance of professional services under this Agreement and those of his or her sub consultants or anyone for whom the Owner is legally liable, and arising from the projects that is the subject of this Agreement. Engineer is not obligated to indemnify the Owner in any manner whatsoever for the Owner's own negligence.
- K. Neither the Owner nor the Engineer shall be responsible or liable for delays or failures if such delay arises out of causes beyond either's control. Such causes may include but are not limited to acts of God or of the public enemy, fires, floods, epidemics, freight embargoes, computer or communications failures, acts or omissions of subcontractors or third parties or demands or requirements of governmental agencies.
 - J. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that the total aggregate liability of the Engineer under this Agreement for claims, damages, cost, or injury arising from any of the Engineer's errors or omissions shall be limited to \$50,000 or the total charges in accordance with this Agreement, whichever is greater.
 - K. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
 - L. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
 - M. This Agreement is to be governed by the laws of the state of Mississippi.
 - N. Engineer's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.
 - O. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
 - P. Both parties agree that to the fullest extent permitted by law, that the time period for bringing claims, except for claims for indemnification, under this Agreement shall expire one year after Project completion.
 - Q. Appendix B, CDBG Terms and Conditions

Part 4 – Definitions

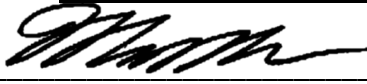
- A. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: The City of Brandon

Engineer: Benchmark Engineering & Surveying, LLC

By: _____
(Signature)

By: 
(Signature)

Name: _____
(Print)

Name: Matthew Miller
(Print)

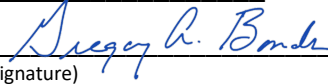
Title: _____

Title: Vice President

Date: _____

Date: 7-28-2025

Witness: _____
(Signature)

Witness: 
(Signature)

Witness Name: _____
(Print)

Witness Name: Greg Bonds
(Print)

APPENDIX A

• Principal:	\$185.00/hr
• Senior Project Manager:	\$165.00/hr
• Project Manager:	\$155.00/hr
• Project Engineer:	\$145.00/hr
• Sr Engineering Intern:	\$135.00/hr
• Engineering Intern:	\$120.00/hr
• Sr Engineering CAD Tech:	\$100.00/hr
• Structural Engineer, Principal	\$185.00/hr
• Structural Engineer	\$150.00/hr
• Structural Designer	\$120.00/hr
• Director of Surveying:	\$150.00/hr
• Surveyor Manager:	\$120.00/hr
• Professional Surveyor (PLS):	\$150.00/hr
• Sr Survey CAD Tech:	\$125.00/hr
• CAD Tech Level III:	\$120.00/hr
• CAD Tech Level II:	\$110.00/hr
• CAD Tech:	\$100.00/hr
• Construction Manager:	\$145.00/hr
• Construction Rep I:	\$100.00/hr
• Construction Rep II:	\$115.00/hr
• Administrative Assistant:	\$65.00/hr
• Survey Crew:	\$140.00/hr
• 3-man Survey Crew:	\$250.00/hr
• Rodman:	\$30.00/hr
• UAV:	\$250.00/hr
• UAV + LIDAR:	\$500.00/hr
• Pilot:	\$150.00/hr
• Flight Technician:	\$125.00/hr
• Data Processing:	\$150.00/hr
• UTV Expense:	\$150.00/day
• Boat Expense:	\$200.00/day

Mileage @ Current Government Rate At Time Of Service

APPENDIX B: CDBG TERMS & CONDITIONS

Access of Grantee, State of Mississippi, HUD and Others to CDBG Documents, Papers, and Books. That said Engineer agrees to allow for the grantee, State of Mississippi, HUD, the Comptroller General of the United States and any of their duly authorized representatives, access to any book, documents, papers and records of the Engineer, which are directly pertinent to the CDBG Program for the purpose of making audits, examinations, excerpts and transcriptions.

Termination of Contract for Cause. If, through any cause, the Engineer shall fail to fulfill in timely and proper manner, its obligations under this Contract, or if the Engineer shall violate any of the covenants, agreements, or stipulations of this Contract, the City shall thereupon have the right to terminate this Contract by giving written notice to the Engineer of such termination and specifying the effective date thereof at least five days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Engineer under this Contract shall, at the option of the City become its property and the Engineer shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

Termination for Convenience of City. The City may terminate this Contract any time by a notice in writing from the City to the Engineer. If the Contract is terminated by the City as provided herein, the Engineer will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Engineer covered by this Contract, less payments of compensation previously made: Provided, however, that if less than sixty percent of the services covered by this Contract have been performed upon the effective date of such termination, the Engineer shall be reimbursed (in addition to the above payment) for that portion of the actual out-of-pocket expenses (not otherwise reimbursed under this Contract) incurred by the Engineer during the Contract period which are directly attributable to the uncompleted portion of the services covered by this Contract.

Records. All records required to be kept in the project shall be maintained for at least three years after final payments and all other pending matters under the grant are closed.

Health and Safety Standards. All parties participating in this project agree to comply with Section 107 of the Contract Work Hours and Safety Standards Act. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction, safety, and health standards promulgated by the Secretary of Labor. These requirements do not apply to the purchase of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Environmental Compliance. Contracts, subcontracts, and subgrants of amounts in excess of \$100,000 shall contain a provision which requires compliance with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 USC 1957(h)), Section 508 of the Clean Water Act (33 USC 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR, Part 15), which prohibit the use under non-exempt Federal contracts, grants of loans of facilities included on the EPA List of Violating Facilities. The provision shall require reporting of violations to the grantor agency and to the U.S. EPA Assistant Administrator for Enforcement (EN-329).

Energy Efficiency. All participants in the project shall recognize mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

Changes. The City may, from time to time, request changes in the scope of the services of the Engineer to be performed hereunder. Such changes, including any increase or decrease in the amount of the Engineer's compensation, which are mutually agreed upon by and between Engineer and City, shall be incorporated in written amendments to this Contract.

Personnel. A. The Engineer represents that it has, or will secure at its own expense, all personnel required in performing the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City.

B. All the services required hereunder will be performed by the Engineer or under its supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and local law to perform such services.

C. No person who is serving sentence in a penal or correctional institution shall be employed or work under this contract.

Anti-Kickback Rules. Salaries of architects, draftsmen, technical engineers, and technicians performing work under this Contract shall be paid unconditionally and not less often than once a month without payroll deduction or rebate on any account except only such payroll deductions as are mandatory by law or permitted by the applicable regulations issued by the Secretary of Labor pursuant to the "Anti-Kickback Act" of June 13, 1934 (48 Stat. 948; 62 Stat. 740; 63 Stat. 108; title 18 U.S.C., section 874; and Title 40 U.S.C., section 276c). The Engineer shall comply with all applicable "Anti-Kickback" regulations and shall insert appropriate provisions in all subcontracts covering work under this Contract to insure compliance by subcontractors with such regulations, and shall be responsible for the submission of affidavits required of subcontractors thereunder except as the Secretary of Labor may specifically provide for variations of or exemptions from the requirements thereof.

Withholding of Salaries. If in the performance of this Contract, there is any underpayment of salaries by the Engineer or by any subcontractor thereunder, the City shall withhold from the Engineer out of payments due to it an amount sufficient to pay to employees underpaid the difference between the salaries required thereby to be paid and the salaries actually paid such employees for the total number of hours worked. The amounts withheld shall be disbursed by the City for and on account of the Engineer or subcontractor to the respective employees to whom they are due.

Claims and Disputes Pertaining to Salary Rates. Claims and disputes pertaining to salary rates or to classifications of architects, draftsmen, technical engineers, technicians, or other professional staff performing work under this Contract shall be promptly reported in writing by the Engineer to the City for the latter's decision which shall be final with respect thereto.

Equal Employment Opportunity. During the performance of this Contract, the Engineer agrees to comply with Executive Order 11246, and the regulations issued pursuant thereto (24 CFR Part 130 and 41 CFR Chapter 60), which provides that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal or Federally assisted construction contracts. Contractors and subcontractors on federal and federally assisted construction contracts shall take affirmative action to insure fair treatment in employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training and apprenticeship.

Anti-Discrimination Clauses. The Engineer will comply with:

- A. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), and the regulations issued pursuant thereto (24 CFR Part 1), which provides that no person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provisions of similar services or benefits;
- B. Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-284), as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services; and
- C. Executive Order 11063, as amended by Executive Order 12259, on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance.

Section 109 of the Housing and Community Development Act of 1974, as amended, which requires that no person in the United States shall on the grounds of race, color, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activities funded in whole or in part with community development funds made available pursuant to the Act. Section 109 further provides that any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. Section 6101 et seq) or with respect to any otherwise qualified

handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. section 796) shall also apply to any such program or activity.

Section Three Clause. The Engineer will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 17010) requiring that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the project be awarded to eligible business concerns which are located in, or owned in substantial part by, persons residing in the area of the project.

Section 3 Clause

ALL SECTION 3 COVERED CONTRACTS SHALL INCLUDE THE FOLLOWING CLAUSE (REFERRED TO AS THE SECTION 3 CLAUSE):

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUDassisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR 75, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 75 regulations.

C. The contractor agrees to send to each labor organization or representative or workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR 75, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR 75. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR 75.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR 75 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR 75.

F. Noncompliance with HUD's regulations in 24 CFR 75 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

CID Section 3 Policy and Procedures 4/2021

Section 3 Clause *Modified

Discrimination Because of Certain Labor Matters. No person employed on the work covered by this Contract shall be discharged or in any way discriminated against because he has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating the labor standards applicable hereunder to his employer.

Compliance with Local Laws. The Engineer shall comply with all applicable laws, ordinances and codes of the State and local governments, and shall commit no trespass on any public or private property in performing any of the work embraced by this Contract.

Subcontracting. None of the services covered by this Contract shall be subcontracted without the prior written consent of the City. The Engineer shall be as fully responsible to the City for the acts and omission of its subcontractors, and of persons either directly or indirectly employed by it. The Engineer shall insert in each subcontract appropriate provisions requiring compliance with the labor standards provisions of this Contract.

Assignability. The Engineer shall not assign any interest in this Contract, and shall not transfer any interest in the same (Whether by assignment or novation) without the prior written approval of the City; Provided, however, that claims for money due or to become due the Engineer from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a Trustee in Bankruptcy, without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

Interest of Members of Local Public Agency and Others. The Engineer agrees to establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.

The Engineer will comply with Sec. 21-39-1, Mississippi Code Annotated (1972), which prohibits municipal officers and employees from having or owning any interest or share, individually or as agent or employee of any persons or corporation, either directly or indirectly, in any contract made or let by the governing authorities of such municipality for the construction or doing of any public work, or for the sale or purchase of any materials, supplies, or property of any description, or for any other purpose whatsoever, or in any subcontract arising therefrom or connected therewith, or to receive, either directly or indirectly, any portion or share of any money or other thing paid for the construction or doing of any public work, or for the sale or purchase of any property, or upon any other contract made by the governing authorities of the municipality, or subcontract arising therefrom or connected therewith.

The Engineer will also be aware of and avoid any violation of Section 97-11-19, Mississippi Code Annotated (Supp. 1982) which prescribes a criminal penalty for any public officer who has an interest in any contract passed by the board of which he is a member during the term he was a member and for one year thereafter.

Interest of Certain Federal Officials. No member of or delegate to the Congress of the United States, and no Resident Commissioner, shall be admitted to any share or part of this Contract or any benefit to arise herefrom.

Interest of Contractor. The Engineer covenants that it presently has no interest and shall not acquire any interest, direct or indirect in the above described Project or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his services hereunder. Engineer further covenants that in the performance of this Contract no person having any such interest shall be employed.

Political Activity. The Engineer will comply with the provisions of the Hatch Act (5 U.S.C. 1501 et seq), which limits the political activity of employees.

Davis-Bacon Act Requirements. The Engineer will comply with Section 110 of the Housing and Community Development Act of 1974, as amended, which required that all laborers and mechanics employed by contractors or subcontractors on construction work assisted under the Act shall be paid at rates not less than those prevailing on similar construction in the locality as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), and it will comply with the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq). However, these requirements apply to the rehabilitation of residential property only if such property is designed for residential use of eight or more families.

Uniform Act Requirements. The Engineer will comply with all applicable requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4630) as specified in regulations issued by the Secretary of the Department of Housing and Urban Development and published in 24 CFR Part 570 Subpart 1.

Lead Based Paint Requirements. The Engineer will comply with Title IV of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. section 4831) which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with Federal assistance in any form.

Compliance with Office of Management and Budget. The parties agree to comply with the regulations, policies, guidelines and requirements of Office of Management and Budget Circulars A-95, A-102, and A-54, as they relate to the use of Federal funds under this Contract.

Flood Insurance Purchase Requirements. Both parties agree to comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, (P.L. 93-234, 87 Stat. 975) approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase, "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

Historic Preservation. Both parties agree to assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see CFR Part 600.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency and the State grantor agency to avoid or mitigate adverse effects upon such properties.

Program Monitoring. Both parties agree to assist and cooperate with the Federal grantor agency and the State grantor agency or their duly designated representatives in the monitoring of the project or projects to which this grant relates, and to provide in form and manner approved by the State grantor agency such monitoring reports, progress reports, and the like, as may be required and to provide such reports at the times specified.

Discrimination Due to Beliefs. No person with responsibilities in operation of the project to which this grant relates will discriminate with respect to any program participant or any applicant for participation in such program because of political affiliation or beliefs.

Confidential Findings. All of the reports, information, data, etc., prepared or assembled by the Engineer under this Contract are confidential and the Engineer agrees that they shall not be made available to any individual or organization without the prior written approval of the City.

Right to Audit. Each Participating Party receiving grant funds shall keep and maintain books, records and other documents relating directly to the receipt and disbursement of such grant funds. Any duly authorized representative of the Governor's Office of Federal-State Programs, Mississippi Development Authority, the U.S. Department of Housing and Urban Development (HUD) and/or the Controller General of the United States shall, at all reasonable times, have access to and the right to inspect, copy, audit and examine all such books, records and other documents of such Participating Party until the completion of all close-out procedures respecting this grant and the final settlement and conclusion of all issues arising out of this grant.

Access to Project. Each Participating Party agrees that any duly authorized representative of the Governor's Office of Federal-State Programs, Mississippi Development Authority, the U.S. Department of Housing and Urban Development (HUD) and/or the Controller General of the United States shall, at all reasonable times, have access to any portion of the Project in which such Participating Party is involved until the completion of all close-out procedures respecting this grant.

Certification of Compliance with Air and Water Acts. Applicable to federally assisted construction contracts and related subcontracts exceeding \$100,000.

Compliance with Air and Water Acts. During the performance of this contract, the Engineer and all subcontractors shall comply with the requirements of the Clean Air Act, as amended, 42 USC 1857 et seq., the Federal Water Pollution Control Act, as amended, 33 USC 1251 et seq., and the regulations of the Environmental Protection Agency with respect thereto, at 40 CFR Part 15, as amended.

In addition to the foregoing requirements, all nonexempt Engineers and subcontractors shall furnish to the owner the following:

- (1) A stipulation by the Engineer or subcontractors, that any facility to be utilized in the performance of any nonexempt contract or subcontract, is not listed on the List of Violating Facilities issued by the Environmental Protection Agency (EPA) pursuant to 40 CFR 15.20.
- (2) Agreement by the Engineer to comply with all the requirements of Section 114 of the Clean Air Act, as amended, (42 USC 1857 C-8) and Section 308 of the Federal Water Pollution Control Act, as amended, (33 USC 1318) relating to inspection, monitoring, entry, reports, and information as well as all other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder.
- (3) A stipulation that as a condition for the award of the contract, prompt notice will be given of any notification received from the Director, Office of Federal Activities, EPA, indicating that a facility utilized or to be utilized for the contract, is under consideration to be listed on the EPA list of Violating Facilities.
- (4) Agreement by the Engineer that he will include, or cause to be included, the criteria and requirements in paragraphs (1) through (4) of this section in every nonexempt subcontract and requiring that the Engineer will take such action as the Government may direct as a means of enforcing such provisions.

IN WITNESS WHEREOF, Engineer and City have executed this agreement as of the _____ day of _____, 2025.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: MARQUETTE ROAD MULTI-USE PATH PROJECT
LPA PROJECT #: STP-7081-00(002)LPA/109244/701000
PAY REQUEST 7

Consideration to approve Pay Request 7 in the amount of \$103,841.41 from Thornton Construction Company for the Marquette Road Multi-Use Path Project and authorize payment of the same.

On December 4, 2023, the Board awarded the bid for the Marquette Road Multi-Use Path Project to Thornton Construction Company as the lowest and best bid received.

The Marquette Road Multi-use Path Project will allow for a new multi-use path to be constructed along Marquette Road from Boyce Thompson Drive to the I-20 bridge area.

The Board gave permission to bid this project on October 16, 2023.

The Marquette Road Multi-use Path Project will be funded through MPO funds, House Bill funds, and grant monies.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 7

GL Code: 001-201-703

Funding: MPO

July 30th, 2025

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

RE: City of Brandon
Marquette Rd. Multiuse Path
Project # STP-7081-00(002)LPA 109244/701000
B-9506/B-10825
Pay Request No. 7

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 7 for construction services for the City of Brandon Marquette Rd. Multiuse Path for Thornton Construction Co. Inc. in the total amount of **\$103,841.41**

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 601-591-1077.

Sincerely,



Lon Burt, P.E.
Project Manager
Benchmark Engineering & Surveying, LLC

cc: Matthew Miller, P.E., P.L.S. (Benchmark)
Mary Ann Hess (City of Brandon)
File: B-9506/B-10825



PROJECT : **MARQUETTE RD. MULTI-USE PATH (CITY OF BRANDON) (LPA)**

PROJ. NO.: **STP-7081-00(002)LPA , 109244/701000**

BENCHMARK NO.: B-9506/B-10825

								PAY REQUEST #7 - PAY PERIOD 1/1/2025 - 04/30/2025				
LINE NO.	PAY ITEM	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	SUBTOTAL	CURRENT QUANTITY	CURRENT TOTAL	QUANTITY TO DATE	QUANTITY REMAINING	TOTAL TO DATE	% COMPLETE
		ROADWAY DIRECT CONTRACT ITEMS										
10	202-B007	REMOVAL OF ASPHALT PAVEMENT, ALL DEPTHS	1,247	SY	\$8.00	\$ 9,976.00	-397.69	\$ (3,181.52)	1594.31	-347.31	\$ 12,754.48	127.9%
20	202-B063	REMOVAL OF CONCRETE PAVED DITCH	74	SY	\$10.00	\$ 740.00	0.00	\$ -	82.00	-8.00	\$ 820.00	110.8%
30	202-B073	REMOVAL OF CONCRETE PAVEMENT, ALL DEPTHS	671	SY	\$10.00	\$ 6,710.00	-53.21	\$ (532.10)	736.00	-65.00	\$ 7,360.00	109.7%
40	202-B089	REMOVAL OF CURB &/OR CURB AND GUTTER, ALL TYPES	1,092	LF	\$4.00	\$ 4,368.00	433.00	\$ 1,732.00	1122.50	-30.50	\$ 4,490.00	102.8%
50	202-B129	REMOVAL OF FLARED END SECTION, ALL SIZES	3	EA	\$400.00	\$ 1,200.00	0.00	\$ -	2.00	1.00	\$ 800.00	66.7%
60	202-B164	REMOVAL OF INLET AND JUNCTION BOX, ALL TYPES & SIZES	1	EA	\$1,000.00	\$ 1,000.00	0.00	\$ -	1.00	0.00	\$ 1,000.00	100.0%
70	202-B191	REMOVAL OF PIPE, 8" AND ABOVE	266	LF	\$40.00	\$ 10,640.00	-101.00	\$ (4,040.00)	269.00	-3.00	\$ 10,760.00	101.1%
80	203-A001	UNCLASSIFIED EXCAVATION, FM, AH	1,077	CY	\$10.00	\$ 10,770.00	882.00	\$ 8,820.00	882.00	195.00	\$ 8,820.00	81.9%
90	203-B002	ROCK EXCAVATION, LVM, AH	100	CY	\$26.00	\$ 2,600.00	0.00	\$ -	13.00	87.00	\$ 338.00	13.0%
100	203-EX041	BORROW EXCAVATION, AH, LVM, CLASS B9-6	3,951	CY	\$18.00	\$ 71,118.00	137.66	\$ 2,477.88	5107.00	-1156.00	\$ 91,926.00	129.3%
110	203-G002	EXCESS EXCAVATION, LVM, AH	1,611	CY	\$13.00	\$ 20,943.00	-87.74	\$ (1,140.62)	90.00	1521.00	\$ 1,170.00	5.6%
120	213-A001	AGRICULTURAL LIMESTONE	1	TON	\$650.00	\$ 650.00	0.00	\$ -	0.00	1.00	\$ -	0.0%
130	215-A001	VEGETATIVE MATERIALS FOR MULCH	1	TON	\$200.00	\$ 200.00	0.00	\$ -	2.00	-1.00	\$ 400.00	200.0%
140	216-A001	SOLID SODDING	3,341	SY	\$5.00	\$ 16,705.00	0.00	\$ -	4242.00	-901.00	\$ 21,210.00	127.0%
150	219-A001	WATERING	67	KGAL	\$20.00	\$ 1,340.00	0.00	\$ -	0.00	67.00	\$ -	0.0%
160	221-A001	CONCRETE PAVED DITCH	20	CY	\$600.00	\$ 12,000.00	16.40	\$ 9,840.00	22.40	-2.40	\$ 13,440.00	112.0%
170	225-A001	GRASSING	1	ACRE	\$1,200.00	\$ 1,200.00	0.00	\$ -	1.00	0.00	\$ 1,200.00	100.0%
180	226-A001	TEMPORARY GRASSING	1	ACRE	\$800.00	\$ 800.00	0.00	\$ -	0.00	1.00	\$ -	0.0%
190	907-234-A001	TEMPORARY SILT FENCE	5,000	LF	\$3.50	\$ 17,500.00	210.00	\$ 735.00	2604.00	2396.00	\$ 9,114.00	52.1%
200	237-A002	WATTLES, 20"	1,500	LF	\$7.00	\$ 10,500.00	170.00	\$ 1,190.00	1120.00	380.00	\$ 7,840.00	74.7%
210	907-258-PP002	DECORATIVE PARK BENCH	2	EA	\$2,500.00	\$ 5,000.00	0.00	\$ -	2.00	0.00	\$ 5,000.00	100.0%
220	304-F001	3/4" AND DOWN CRUSHED STONE BASE	843	TON	\$ -	\$ -	0.00	\$ -	0.00	843.00	\$ -	0.0%
230	304-F002	SIZE 610 CRUSHED STONE BASE	843	TON	\$70.00	\$ 59,010.00	-25.54	\$ (1,787.80)	718.67	124.33	\$ 50,306.90	85.3%
240	304-F003	SIZE 825B CRUSHED STONE BASE	843	TON	\$ -	\$ -	0.00	\$ -	0.00	843.00	\$ -	0.0%
250	403-A006	19-MM, ST, ASPHALT PAVEMENT	419	TON	\$250.00	\$ 104,750.00	-26.61	\$ (6,652.50)	398.53	20.47	\$ 99,632.50	95.1%
260	403-A015	9.5-MM, ST, ASPHALT PAVEMENT	122	TON	\$260.00	\$ 31,720.00	22.63	\$ 5,883.80	254.71	-132.71	\$ 66,224.60	208.8%
270	403-C003	19-MM, ST, ASPHALT PAVEMENT, TRENCH WIDENING	29	TON	\$500.00	\$ 14,500.00	0.00	\$ -	29.00	0.00	\$ 14,500.00	100.0%
280	503-C010	SAW CUT, FULL DEPTH	1,410	LF	\$12.00	\$ 16,920.00	0.00	\$ -	1961.00	-551.00	\$ 23,532.00	139.1%
290	601-B001	CLASS "B" STRUCTURAL CONCRETE, MINOR STRUCTURES	45	CY	\$3,000.00	\$ 135,000.00	1.66	\$ 4,980.00	45.94	-0.94	\$ 137,820.00	102.1%
300	602-A001	REINFORCING STEEL	3,537	LBS	\$1.00	\$ 3,537.00	8701.00	\$ 8,701.00	12422.93	-8885.93	\$ 12,422.93	351.2%
310	603-CA003	15" REINFORCED CONCRETE PIPE, CLASS III	123	LF	\$80.00	\$ 9,840.00	0.00	\$ -	98.00	25.00	\$ 7,840.00	79.7%



PROJECT : **MARQUETTE RD. MULTI-USE PATH (CITY OF BRANDON) (LPA)**

PROJ. NO.: **STP-7081-00(002)LPA , 109244/701000**

BENCHMARK NO.: B-9506/B-10825

								PAY REQUEST #7 - PAY PERIOD 1/1/2025 - 04/30/2025				
LINE NO.	PAY ITEM	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	SUBTOTAL	CURRENT QUANTITY	CURRENT TOTAL	QUANTITY TO DATE	QUANTITY REMAINING	TOTAL TO DATE	% COMPLETE
320	603-CA011	18" REINFORCED CONCRETE PIPE, CLASS III	851	LF	\$90.00	\$ 76,590.00	18.00	\$ 1,620.00	894.00	-43.00	\$ 80,460.00	105.1%
330	603-CA026	24" REINFORCED CONCRETE PIPE, CLASS III	185	LF	\$120.00	\$ 22,200.00	0.00	\$ -	145.00	40.00	\$ 17,400.00	78.4%
340	603-CB002	15" REINFORCED CONCRETE END SECTION	5	EA	\$1,200.00	\$ 6,000.00	0.00	\$ -	5.00	0.00	\$ 6,000.00	100.0%
350	603-CB003	18" REINFORCED CONCRETE END SECTION	1	EA	\$1,400.00	\$ 1,400.00	-1.00	\$ (1,400.00)	2.00	-1.00	\$ 2,800.00	200.0%
360	603-CB005	30" REINFORCED CONCRETE END SECTION	1	EA	\$1,400.00	\$ 1,400.00	0.00	\$ -	0.00	1.00	\$ -	0.0%
370	603-CE001	18" X 11" CONCRETE ARCH PIPE, CLASS A III	20	LF	\$105.00	\$ 2,100.00	0.00	\$ -	24.00	-4.00	\$ 2,520.00	120.0%
380	603-CE002	22" X 13" CONCRETE ARCH PIPE, CLASS A III	16	LF	\$110.00	\$ 1,760.00	0.00	\$ -	16.00	0.00	\$ 1,760.00	100.0%
390	603-CF001	18" X 11" CONCRETE ARCH PIPE END SECTION	2	EA	\$1,200.00	\$ 2,400.00	0.00	\$ -	2.00	0.00	\$ 2,400.00	100.0%
400	604-A001	CASTING	3,172	LBS	\$2.00	\$ 6,344.00	1392.00	\$ 2,784.00	4320.00	-1148.00	\$ 8,640.00	136.2%
410	604-B001	GRATINGS	2,600	LBS	\$2.00	\$ 5,200.00	-96.00	\$ (192.00)	2304.00	296.00	\$ 4,608.00	88.6%
420	605-U003	8" NON-PERFORATED PIPE FOR UNDERDRAINS, PVC	15	LF	\$70.00	\$ 1,050.00	0.00	\$ -	14.00	1.00	\$ 980.00	93.3%
430	608-B001	CONCRETE SIDEWALK, WITH REINFORCEMENT	4,593	SY	\$52.00	\$ 238,836.00	-0.05	\$ (2.76)	4478.40	114.60	\$ 232,876.80	97.5%
440	907-608-C001	DETECTABLE WARNING PANELS	158	SF	\$50.00	\$ 7,900.00	0.00	\$ -	158.00	0.00	\$ 7,900.00	100.0%
450	609-C001	CONCRETE INTEGRAL CURB, TYPE 1	210	LF	\$40.00	\$ 8,400.00	83.00	\$ 3,320.00	234.00	-24.00	\$ 9,360.00	111.4%
460	609-D002	COMBINATION CONCRETE CURB AND GUTTER TYPE 1 MODIFIED, TYPE 1A	1,255	LF	\$32.00	\$ 40,160.00	181.00	\$ 5,792.00	1431.00	-176.00	\$ 45,792.00	114.0%
470	609-D003	COMBINATION CONCRETE CURB AND GUTTER TYPE 1 MODIFIED, TYPE 1B	99	LF	\$40.00	\$ 3,960.00	9.00	\$ 360.00	108.00	-9.00	\$ 4,320.00	109.1%
480	609-D004	COMBINATION CONCRETE CURB AND GUTTER TYPE 1 MODIFIED, TYPE 1C	180	LF	\$40.00	\$ 7,200.00	13.00	\$ 520.00	193.00	-13.00	\$ 7,720.00	107.2%
490	614-B003	CONCRETE DIRVEWAY, WITH REINFORCEMENT, 6-INCH THICKNESS	170	SY	\$90.00	\$ 15,300.00	0.00	\$ -	108.10	61.90	\$ 9,729.00	63.6%
500	614-B004	CONCRETE DIRVEWAY, WITH REINFORCEMENT, 8-INCH THICKNESS	518	SY	\$110.00	\$ 56,980.00	3.65	\$ 401.50	600.00	-82.00	\$ 66,000.00	115.8%
520	618-B001	ADDITIONAL CONTRUCTION SIGNS	1	SF	\$10.00	\$ 10.00	0.00	\$ -	0.00	1.00	\$ -	0.0%
540	626-H005	THERMOPLASTIC LEGEND, WHITE	496	LF	\$12.50	\$ 6,200.00	185.40	\$ 2,317.50	881.20	-385.20	\$ 11,015.00	177.7%
550	630-A001	STANDARD ROADSIDE SIGNS, SHEET ALUMINUM, 0.080" THICKNESS	61	SF	\$60.00	\$ 3,660.00	0.00	\$ -	65.75	-4.75	\$ 3,945.00	107.8%
560	630-C003	STEEL U-SECTION POSTS, 3.0 LB/FT	189	LF	\$18.00	\$ 3,402.00	-2.00	\$ (36.00)	198.00	-9.00	\$ 3,564.00	104.8%
580	907-809-A001	RETAINING WALL SYSTEM	722	SF	\$105.00	\$ 75,810.00	0.00	\$ -	462.00	260.00	\$ 48,510.00	64.0%
590	907-809-A004	RETAINING WALL SYSTEM, MODULAR BLOCK	577	SF	\$100.00	\$ 57,700.00	0.00	\$ -	823.17	-246.17	\$ 82,317.00	142.7%
600	L00011: 230-B500	TREE PLANTING	6	EA	\$400.00	\$ 2,400.00	0.00	\$ -	0.00	6.00	\$ -	0.0%
610	PP500	BICYCLE RACK	1	EA	\$1,200.00	\$ 1,200.00	0.00	\$ -	1.00	0.00	\$ 1,200.00	100.0%
620	PP500	SHRUB PLANTING	6	EA	\$60.00	\$ 360.00	0.00	\$ -	0.00	6.00	\$ -	0.0%
8010	209-A004	GEOTEXTILE STABILIZATION, TYPE V	85	SY	\$1.11	\$ 94.35	0.00	\$ -	85.00	0.00	\$ 94.35	100.0%
8020	249-A001	RIPRAP FOR EROSION CONTROL	28	TON	\$128.60	\$ 3,639.38	-1.67	\$ (214.76)	26.63	1.67	\$ 3,424.62	94.1%
8030	614-B001	CONCRETE DRIVEWAY, WITH REINFORCEMENT	153	SY	\$176.70	\$ 27,035.10	2.00	\$ 353.40	155.00	-2.00	\$ 27,388.50	101.3%
8040	815-F002	SEDIMENT CONTROL STONE	28	TON	\$124.46	\$ 3,478.66	45.70	\$ 5,687.82	75.45	-47.50	\$ 9,390.51	269.9%



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www.benchmarkms.net

PROJECT : **MARQUETTE RD. MULTI-USE PATH (CITY OF BRANDON) (LPA)**

PROJ. NO.: **STP-7081-00(002)LPA , 109244/701000**

BENCHMARK NO.: B-9506/B-10825

								PAY REQUEST #7 - PAY PERIOD 1/1/2025 - 04/30/2025				
LINE NO.	PAY ITEM	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	SUBTOTAL	CURRENT QUANTITY	CURRENT TOTAL	QUANTITY TO DATE	QUANTITY REMAINING	TOTAL TO DATE	% COMPLETE
8050	815-A006	LOOSE RIPRAP, SIZE 200	18	TON	\$104.76	\$ 1,841.68	5.96	\$ 624.37	23.54	-5.96	\$ 2,466.05	133.9%
8060	L00087	UTILITY WORK - WATER, (NON-DESTRUCTIVE UTILITY INVESTIGATION)	12	HRS	\$264.14	\$ 3,169.68	0.00	\$ -	12.00	0.00	\$ 3,169.68	100.0%
8070	201-A001	CLEARING AND GRUBBING	1	LS	\$896.32	\$ 896.32	0.00	\$ -	1.00	0.00	\$ 896.32	100.0%
8080	202-B243	REMOVAL OF TREES LESS THAN 10"	2	EA	\$1,044.70	\$ 2,089.40	0.00	\$ -	2.00	0.00	\$ 2,089.40	100.0%
8090	603-CF002	22"X13" CONCRETE ARCH PIPE END SECTION	1	EA	\$1,443.48	\$ 1,443.48	0.00	\$ -	1.00	0.00	\$ 1,443.48	100.0%
9000	613-D003	ADJUSTMENT OF INLET	3	EA	\$2,440.61	\$ 7,321.83	0.00	\$ -	3.00	0.00	\$ 7,321.83	100.0%
9010	L00018	HANDRAIL, PER PLANS (42" DECORATIVE)	109	LF	\$480.80	\$ 52,407.20	109.00	\$ 52,407.20	109.00	0.00	\$ 52,407.20	100.0%
		ROADWAY DIRECT CONTRACT ITEMS SUBTOTAL				\$ 1,340,576.08		\$ 101,367.41			\$ 1,382,630.15	1.0314



PROJECT : **MARQUETTE RD. MULTI-USE PATH (CITY OF BRANDON) (LPA)**

PROJ. NO.: **STP-7081-00(002)LPA , 109244/701000**

BENCHMARK NO.: B-9506/B-10825

								PAY REQUEST #7 - PAY PERIOD 1/1/2025 - 04/30/2025				
LINE NO.	PAY ITEM	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	SUBTOTAL	CURRENT QUANTITY	CURRENT TOTAL	QUANTITY TO DATE	QUANTITY REMAINING	TOTAL TO DATE	% COMPLETE
		DEPENDENT ITEMS										
510	618-A001	MAINTENANCE OF TRAFFIC	1	LS	\$10,000.00	\$ 10,000.00	0.1237	\$ 1,237.0000	1.0000	0.0000	\$ 10,000.00	100.00%
530	620-A001	MOBILIZATION	1	LS	\$86,269.00	\$ 86,269.00	0.0000	\$ -	1.0000	0.0000	\$ 86,269.00	100.00%
570	699-A001	ROADWAY CONSTRUCTION STAKES	1	LS	\$10,000.00	\$ 10,000.00	0.1237	\$ 1,237.0000	1.0000	0.0000	\$ 10,000.00	100.00%
		DEPENDENT ITEMS SUBTOTAL				\$ 106,269.00		\$ 2,474.00			\$ 106,269.00	
		CONTRACT TOTAL				\$ 1,446,845.08		\$ 103,841.41			\$ 1,488,899.15	1.0314

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 PLANS AND CONTRACT DOCUMENTS.

CONTRACTOR: THORNTON CONSTRUCTION CO., INC.

SIGNED: Matt Thornton

Date:07/30/25

PRINT: Matt Thornton

ENGINEER CERTIFIES THAT PAY ITEMS REQUESTED FOR PAYMENT HAVE BEEN REVIEWED IN THE FIELD AND THE REQUEST APPEARS TO BE ACCURATE TO THE WORK THAT HAS BEEN PERFORMED UP UNTIL THE PAY PERIOD END DATE.

SIGNED: Jon Burt

Date:07/30/25

PRINT: Lon Burt, P.E. (Benchmark Engineering & Surveying, LLC)

ORIGINAL CONTRACT PRICE	\$ 1,343,428.00	
NET CHANGE BY CHANGE ORDERS	\$ 103,417.08	
CURRENT CONTRACT PRICE	\$ 1,446,845.08	TOTAL CONTRACT TIME (WORKING DAYS) = 112
COST OF ORIGINAL CONTRACT WORK PERFORMED TO DATE:	\$ 1,488,899.15	
EXTRA WORK PERFORMED TO DATE:	\$ -	
COST OF TOTAL WORK PERFORMED TO DATE:	\$ 1,488,899.15	
STORED MATERIALS:	\$ -	TOTAL DAYS = 111
SUBTOTAL:	\$ 1,488,899.15	TOTAL CONTRACT TIME USED = 99.1%
LESS RETAINAGE		
SUBTOTAL LESS RETAINAGE:	\$ 1,488,899.15	% BILLED = 102.91%
LESS PREVIOUS PAYMENTS AND AMOUNTS DUE FROM PREVIOUS:	\$ 1,385,057.73	
FUEL ADJUSTMENT	\$ -	
BALANCE DUE THIS PAYMENT (INC. FUEL ADJUSTMENTS):	\$ 103,841.41	

Owner APPROVAL OF THIS PAY REQUEST

SIGNED: _____

Date: _____

PRINT: Butch Lee, Mayor

FEDERAL FUNDS	\$ 670,425.00
MOSTF FUNDS	\$ 585,678.00
TOTAL EXPENDEC	\$ 1,488,899.15



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 8, 2025
SUBJECT: UTILITY ADJUSTMENTS

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 08/04/2025 AGENDA					
UNPOSTED ADJUSTMENTS					
Account Number	Name	Address	Adjustment Description	Amount	
10005600.00 98	Daniel Welch	144 Burnham Road	Burnham Road Water Project	-\$21.22	
10003000.00 98	Marty Herndon	200 Burnham Road	Burnham Road Water Project	-\$15.68	
10235500.00 97	Willie & Judy Dillon	220 Burnham Road	Burnham Road Water Project	-\$61.71	
10027000.00 98	William McKeithen	300 Burnham Road	Burnham Road Water Project	-\$102.79	
10061000.00 98	Tammie Brewer	560 Burnham Road	Burnham Road Water Project	-\$30.38	
10067000.00 98	Lucian Coker	650 Burnham Road	Burnham Road Water Project	-\$97.89	
10015000.00 98	Richard & Pam Sparks	506 Daniel Lane	Burnham Road Water Project	-\$24.97	
10014000.00 96	Markas Marburey	508 Daniel Lane	Burnham Road Water Project	-\$24.42	
10018000.00 98	William Oakley	210 Booker Road	Burnham Road Water Project	-\$45.28	
10218000.00 98	James Wright	100 Chalet Strausse	Burnham Road Water Project	-\$116.88	
10224000.00 98	Robert McCaa	112 Chalet Strausse	Burnham Road Water Project	-\$12.80	
10022500.00 98	Swanzetta Scott	285 Booker Lake Road	Burnham Road Water Project	-\$250.95	
10169000.00 96	Ashton Jones	2000 Cross Creek Cove	Burnham Road Water Project	-\$16.92	
10197000.00 97	Laura Simon	2005 Cross Creek Cove	Burnham Road Water Project	-\$26.64	
10196000.00 98	Jeff & Brooke Neal	2007 Cross Creek Cove	Burnham Road Water Project	-\$30.01	
10194000.00 97	Norman Degeorge	2011 Cross Creek Cove	Burnham Road Water Project	-\$58.89	
10184000.00 95	Shannon Warren	3004 Cross Creek Cove	Burnham Road Water Project	-\$17.33	
10188000.00 98	Amanda Burt	3009 Cross Creek Cove	Burnham Road Water Project	-\$170.63	
10148000.00 94	Glenda Singleton	2001 Cross Point Cove	Burnham Road Water Project	-\$48.28	
10163000.00 97	Jason Frost	2006 Cross Point Cove	Burnham Road Water Project	-\$52.66	
10144500.00 98	Quinton Smith	2008 Cross Point Cove	Burnham Road Water Project	-\$21.35	
10144000.00 96	James Hollowell	2009 Cross Point Cove	Burnham Road Water Project	-\$12.68	
10153000.00 98	Guy Ward	3009 Cross Point Cove	Burnham Road Water Project	-\$22.82	
10154000.00 98	James Wells	3010 Cross Point Cove	Burnham Road Water Project	-\$16.55	
10118000.00 98	Tracey Sinclair	1208 Crossview Court	Burnham Road Water Project	-\$35.29	
10119000.00 95	Harold Little	1210 Crossview Court	Burnham Road Water Project	-\$84.29	
10129000.00 95	Brittney Perry	1222 Crossview Court	Burnham Road Water Project	-\$109.71	

10133000.00 96	Kendyl C Rogers	1228 Crossview Court	Burnham Road Water Project	-\$18.18	
10205510.00 97	Daryl S Cook	4322 Lakeshore Drive	Burnham Road Water Project	-\$36.62	
10201200.00 98	Miriam R Shufelt	4323 Lakeshore Drive	Burnham Road Water Project	-\$147.62	
10042000.00 97	Cara Dubuisson	2111 Shadowlawn Street	Burnham Road Water Project	-\$35.60	
10044000.00 97	Hannah Ming	2115 Shadow Lawn Street	Burnham Road Water Project	-\$61.86	
10046000.00 97	Robert Willard	2119 Shadow Lawn Street	Burnham Road Water Project	-\$45.23	
10047000.00 97	Paula Usry	2121 Shadow Lawn Street	Burnham Road Water Project	-\$82.54	
10127000.00 96	Melissa Jackson	205 Asbury Circle	Burnham Road Water Project	-\$22.65	
10164000.00 95	Robert Sullivan	4005 Asbury Lane	Burnham Road Water Project	-\$14.09	
10171000.00 96	Sheri Lewis	4012 Asbury Trail	Burnham Road Water Project	-\$53.66	
10168000.00 97	Kara Killough	4015 Asbury Trail	Burnham Road Water Project	-\$14.72	
10211000.00 97	Jonathan Warren	405 Asbury Lane Drive	Burnham Road Water Project	-\$15.43	
10124000.00 91	Robert Blackmon	409 Asbury Lane Drive	Burnham Road Water Project	-\$14.47	
10125000.00 95	Corey Langham	501 Asbury Lane Drive	Burnham Road Water Project	-\$20.15	
10212000.00 97	Rick Trusty	502 Asbury Lane Drive	Burnham Road Water Project	-\$30.93	
10068000.00 98	H M Cartwright	107 Blackbridge Drive	Burnham Road Water Project	-\$39.63	
10096000.00 98	Steve McMahon	108 Blackbridge Drive	Burnham Road Water Project	-\$17.74	
10094000.00 98	Bobbie Strickland	112 Blackbridge Drive	Burnham Road Water Project	-\$20.77	
10069000.00 98	Elizabeth Grace Moody	115 Blackbridge Drive	Burnham Road Water Project	-\$12.75	
10073000.00 97	Mary Calabresi	201 Blackbridge Drive	Burnham Road Water Project	-\$82.58	
10079000.00 96	Matthew Douglas	226 Blackbridge Drive	Burnham Road Water Project	-\$15.44	
60754000.00 98	Tanis McKay	518 East Jasper Street	Broken Ice Maker line	-\$191.33	
20276000.00 98	Joan Fabbri	117 Longmeadow Road	Waive late fee	-\$5.01	
50888000.00 98	Dr. Patrick Luckett III	710 Brenmar Drive	Pool Fill	-\$287.28	
10380000.00 98	Merit Health Rankin Office	350 Crossgates Blvd.	Waive late fee	-\$23.03	
60000151.00 98	Merit Health Group Brandon	2841 Hwy 18 Suite A	Waive late fee	-\$9.85	
10376000.00 98	Merit Health Rankin	336 Crossgates Blvd.	Waive late fee	-\$7.29	
10384000.00 98	Rankin County EMS	352 Crossgates Blvd	Waive late fee	-\$5.00	
10383000.00 98	Merit Health Rankin	350 Crossgates Blvd.	Waive late fee	-\$953.45	
50201000.00 98	Diane Thornton	198 Meadowlane	Posting error	\$55.75	
50201000.00 96	Helen Thornton	198 Meadowlane	Posting error	-\$55.75	
40338000.00 95	Harrison Freeman	1020 Old Hwy 471	Broken line	-\$1,990.20	

60826000.00 94	Judy Rogers	315 Mary Ann Drive	Posting error	-\$248.30	
60630401.00 96	Judy Rogers	423 Rolling Hills Circle	Posting error	\$239.43	
20194000.00 98	Ira Burge	121 Fern Valley Road	Broken line under house	-\$186.10	
50563000.00 96	Terrance Phillips	209 Martin Road	Posting Error	\$75.00	
30262000.00 97	Terrance Phillips	29 Quail Ridge Drive	Posting error	-\$82.15	
10381000.00 98	Merit Health Rankin	350 Crossgates Blvd.	Cooling Tower	-\$6,942.91	
51170100.00 98	Richard Atkinson&Jessica Zimmer	288 Cornerstone Drive	Broken sprinkler line during storm drain repair	-\$17.84	
21062000.00 98	Robert McCaughan	29 Terrapin Hill Road S.	Pool Fill	-\$202.88	
61060000.00 97	Allyson Tramel	106 East Sunset Drive	Waive late fees on BD	-\$245.14	
50364000.00 96	Karen Holton	300 Trickhambridge Road	Pool Fill	-\$129.01	
Denials					
50888500.00 97	Chistynn Lovelace	712 Brenmar Drive	Broken line in yard	Not on city sewer	
41122000.00 98	Clarence Robertson	116 Kathryn Drive	Unexplained Usage	No adj. for unexplained usage (not on sewer)	
50472000.00 98	Wendy Harrell	106 Winchester Lane	Unexplained Usage	Water went through meter. Usage back to normal	
73000380.00 96	Katie V. Nations	1201 Belle Oak Pointe	Unexplained Usage Carly and I met with homeowner(wife) and she stated that they had repaired a toilet leak	No adj for water going into sewer	



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: GLEN ARBOR SUBDIVISION PHASE II
RELEASE LETTER OF CREDIT

Asking for your consideration to release the Irrevocable Standby Letter of Credit Number: 816000999690 dated July 12, 2019, in the amount of \$104,000.00 for Glen Arbor Subdivision Phase II. The final wear surface for the streets in Glen Arbor Subdivision Phase II was applied in May 2025 and has been inspected and approved by the Public Works Department.

Thornton Construction Company, Inc. has met the requirements for release of the Letter of Credit.

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

ATTACHMENTS:

- Cadance Bank LOC Number 816000999690



Amendment Number 001
To
Irrevocable Standby Letter of Credit
Cadence Bank
Tupelo, Mississippi

Amendment Number 001 Date: May 18, 2023

Original Letter of Credit Issuance Date: July 12, 2019

Irrevocable Standby Letter of Credit Number: 816000999690

Beneficiary: City of Brandon
1000 Municipal Dr.
Brandon, MS 39042

Applicant: Thornton Construction Co Inc.
115 Bragg St.
Brandon, MS 39042

Dear Sir or Madam:

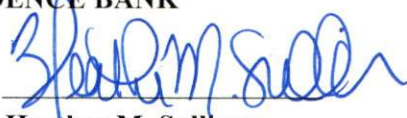
The above referenced Irrevocable Standby Letter of Credit together with each amendment thereto, (collectively the "Letter of Credit") in the aggregate amount of \$104,000.00 is hereby amended on the indicated Amendment Number 001 Date as follows:

- Issuing bank changed to Cadence Bank, 2778 West Jackson Street, Building C, Tupelo, MS 38801, Attention: Letter of Credit Department. All future drafts and all future correspondence should be forwarded to the aforementioned address.

ALL OTHER TERMS AND CONDITIONS STATED IN THE AFOREMENTIONED LETTER OF CREDIT REMAIN UNCHANGED.

This amendment forms an integral part of the Letter of Credit and must be attached thereto. The Beneficiary is requested to notify us promptly if this amendment is not accepted by the Beneficiary.

CADENCE BANK

BY: 

Heather M. Sullivan

ITS: Vice President



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: UTILITY BILL PRINTING
LAWRENCE PRINTING COMPANY
PROFESSIONAL SERVICES AGREEMENT

Asking for your consideration to approve a Professional Services Agreement with Lawrence Printing Company for monthly utility bill printing services and authorize payment of the same.

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

ATTACHMENTS:

- Lawrence Printing Company Professional Services Agreement

SERVICE AGREEMENT

For Printing and Processing Monthly Utility Statements

This Service Agreement ("Agreement") is entered into as of [Date], by and between:

The City of Brandon, Mississippi
PO Box 1539
1000 Municipal Drive
Brandon MS 39043

and

Lawrence Printing Company
400 Stribling Avenue
Greenwood, MS 38930

1. Scope of Services

The Service Provider agrees to print, process, and mail the Client's monthly utility statements to its customers. Services shall include but are not limited to:

- Data import and formatting
- Statement design/layout (as approved by Client)
- Printing of utility statements and any required inserts (e.g., notices)
- Envelope stuffing and sealing
- Addressing and sorting for postal delivery
- Delivery to the United States Postal Service (USPS) or equivalent carrier

2. Term and Termination

2.1 Term: This Agreement shall commence on the date approved by the City of Brandon and continue for 12 months unless terminated earlier in accordance with Section 2.2.

2.2 Termination: Either party may terminate this Agreement with 60 days' written notice. Termination for cause may be initiated immediately if there is a material breach that is not cured within 15 days of written notice.

3. Fees and Payment Terms

3.1 Fee Structure: Client shall pay the Service Provider according to the following rates:

- Base charge per statement (print & mail): \$0.14 each

- Additional Inserts (if applicable): \$0.045 each
- Setup/Design fees: \$500 [one-time rate]
- Postage: Invoiced at USPS First Class Presorted Rates

3.2 Payment Terms: Invoices shall be issued monthly. Printing/Processing Invoices are due within 45 days of receipt. Postage invoices shall be due within 30 days of receipt.

4. Responsibilities of the Parties

4.1 Client Responsibilities:

- Provide accurate customer data by the 6th day each month.
- Approve all statement formats and templates
- Notify Service Provider of any changes to statement content or schedule

4.2 Service Provider Responsibilities:

- Maintain confidentiality of all customer data
- Ensure timely processing and mailing of statements by the 10th of each month
- Notify Client promptly of any delays or issues

5. Confidentiality

Both parties agree to keep all customer data and proprietary business information confidential and not to disclose it to any third party without prior written consent, except as required by law.

6. Data Security and Compliance

The Service Provider shall implement appropriate administrative, technical, and physical safeguards to ensure the confidentiality, integrity, and availability of the Client's data. The Service Provider shall comply with all applicable federal and state laws related to data privacy and utility billing practices.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

City of Brandon, Mississippi

By: _____

Name: BUTCH LEE

Title: MAYOR

Date: _____

Attest:

Mary Ann Hess, City Clerk

Lawrence Printing Company

By: _____

Name: _____

Title: _____

Date: _____



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 07/31/2025
SUBJECT: ADOPT AN ORDINANCE OF THE CITY OF BRANDON EXTENDIN

ATTACHMENTS:

1. Extension of Ordinance of City re Temporary Moratorium re Single Family Residential Zoning Districts. 7.22.25

**ORDINANCE OF THE CITY OF BRANDON EXTENDING A TEMPORARY
MORATORIUM OF RESIDENTIAL SUBDIVISION DEVELOPMENT, WITH
EXCEPTIONS, ADOPTED ON MARCH 6, 2023**

Whereas, on March 6, 2023, the governing authorities of the City of Brandon adopted a temporary moratorium, which except as provided therein, precludes the approval of any preliminary plat and/or development plans or final plats for single-family residential subdivisions in an RR, R-12, R-8, RM-8, RM-4 or TND zoning district, which temporary moratorium was imposed until the City of Brandon has completed its planning and zoning activities with respect to the same or twelve (12) months from the date of passage, whichever occurs first.

Whereas, by Ordinance of the governing authorities on March 4, 2024, the said temporary moratorium was extended for a period of six months (6) from the date of adoption thereof, or the conclusion of the planning and zoning activities, whichever occurs first; and

Whereas, by Ordinance of the governing authorities on September 3, 2024, the said temporary moratorium was extended for an additional period of six (6) months from the date of adoption thereof, or the conclusion of the planning and zoning activities, whichever occurs first; and

Whereas, the City's Community Development Department together with the City's consulting planning and development expert are continuing to complete the examination and analysis with respect to the same; however, additional time is required to finalize the same and to prepare, present and adopt modifications to the City's zoning and related ordinances in relation thereto, and therefore; and

NOW THEREFORE BE IT ORDAINED that the temporary moratorium which is the subject of the March 6, 2023 Ordinance, should be and the same is hereby extended for an additional period of six (6) months from the date of adoption hereof, or the conclusion of planning and zoning activities, whichever occurs first.

For the immediate and temporary preservation of the public peace, health, safety and welfare of the citizenry and for other good cause and statements of reasons why as set forth herein-above, upon unanimous vote of all members of the Board of Aldermen, this Ordinance shall be immediately effective from and after passage, and if the vote is other than unanimous, the same shall be effective thirty days from and after passage.

Said Ordinance having previously been reduced to writing, a motion was made by Alderman _____ and seconded by Alderman _____ to adopt the Ordinance, and no request having been made by any member that said Ordinance be read by the Clerk before a vote was taken, said Ordinance was adopted by the vote of the Board of Aldermen, the results being as follows:

Sharon Womack, Alderman at Large	_____
Jarrad Craine, Alderman Ward 1	_____
Cris Vinson, Alderman Ward 2	_____
Harry Williams, Alderman Ward 3	_____
Lu Coker, Alderman Ward 4	_____
Jereme King, Alderman Ward 5	_____
David Farris, Alderman Ward 6	_____

The Mayor thereby declared the motion carried and the Ordinance adopted and approved on this the ____ day of _____ 2025.

BUTCH LEE, MAYOR

ATTEST:

MARY ANN HESS, CITY CLERK



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BETH JOHNSON
DATE: 07/31/2025
SUBJECT: REQUEST PERMISSION TO SURPLUS DAMAGED VEHICLE - 20

ATTACHMENTS:

1. Memo- vehicle surplus
2. photos



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: JOEY BARNETTE - COMMUNITY DEVELOPMENT DIRECTOR
CC: MARY ANN HESS, MARK BAKER
BOARD AGENDA: AUGUST 4, 2025
SUBJECT: REQUEST PERMISSION TO SURPLUS DAMAGED VEHICLE

Consideration to declare the following vehicle as surplus and authorize sale at auction or online. This vehicle was involved in an accident on December 2, 2024 and is no longer operable.

2007 Ford F150 – VIN - 1FTRF12WX7KC90601

ATTACHMENTS:

Photos





MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: JOEY BARNETTE
DATE: 07/31/2025
SUBJECT: SET PUBLIC HEARING FOR AUGUST 18, 2025 FOR CONSIDER

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 07/31/2025
SUBJECT: SET PUBLIC HEARING FOR AUGUST 18, 2025 FOR CONSIDER

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 07/31/2025
SUBJECT: SET PUBLIC HEARING FOR AUGUST 18, 2025 FOR CONSIDERATION

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 07/17/2025
SUBJECT: **REQUEST CONSIDERATION TO AUTHORIZE TRAVEL TO CORINTH, MS FOR THE "TRAINING AT THE CROSSROADS" CLASS AND AUTHORIZE ALL TRAVEL EXPENSES FOR SGT. ADAM DENSON, CHIEF BRIAN ROBERTS AND DIV. CHIEF JERRY KING OCT. 8-12,2025.**

The fire department respectfully requests your consideration to authorize all travel expenses (registration, hotel, meals, fuelman) for Sgt. Adam Denson, Chief Brian Roberts, and Div. Chief Jerry King to Corinth, MS from October 8-12, 2025, to participate in the "training at the Crossroads" class. This class will cover rescue-based training, and we do have funds in our training budget to cover this.

Thank you for your consideration.

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 07/17/2025
SUBJECT: **REQUEST CONSIDERATION TO AUTHORIZE TRAVEL AND CONFERENCE EXPENSES FOR CAPT. TRAVIS COHN AND LT. BRENDON GAUNT TO TRAVEL TO BILOXI, MS FOR THE 2025 MEMS CONFERENCE FROM OCTOBER 12-15, 2025.**

The fire department respectfully requests your consideration to authorize all travel expenses (registration, hotel, meals and fuelman) for Captain Travis Cohn and Lt. Brendon Gaunt to travel to Biloxi, MS October 12-15, 2025 to attend the Mississippians for Emergency Medical Services Conference. There are funds in our training budget to cover this conference.

Thank you for your consideration.

ATTACHMENTS:

1. MEMS 2025 Registration info 071425



Upcoming Education Opportunities

[Switch to Calendar View](#)

2025 MEMS Conference

Start	October 13, 2025	Join your fellow EMS Practitioners for the 2025 MEMS Conference.
End	October 15, 2025	Workshops will begin on Monday, October 13 from 0830 through 1715. Stick around for the Vendor Social in the Grand Ballroom following the day's education workshops.
Schedule	3 sessions	
Location	Golden Nugget, Biloxi, MS	Regular conference workshop sessions continue Tuesday, October 14 from 0800 through 1715. Stop by and visit with your Sponsor/Vendors during the Vendor Luncheon in the vendor area. Stick around for the Conference Party in the Grand Ballroom following the day's education workshops.
Register		Join us for a panel discussion on Wednesday, October 15 from 0900 to 1100.

[Show details >>](#)

2025 MEMS Conference - Sponsor/Vendor

Start	October 13, 2025 08:00	Join MS EMS Practitioners for the 2025 MEMS Conference.
End	October 15, 2025 12:00	Sponsors and Vendors
Location	Golden Nugget, Biloxi, MS	The MEMS Board of Directors is gearing up for the 2025 edition of the Mississippi EMS EXPO. The conference will be held October 13 through October 15, 2025 at the Golden Nugget Hotel and Casino.
Register		We are confident that the total package of our conference affords our business partners with superior benefits. MEMS is an organization comprised of ambulance companies, thus our vendors are afforded the chance to meet with key decision-makers who have purchasing

[Show details >>](#)

MEMS is a 501(c)3 non-profit organization.

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Mississippians for Emergency Medical Services

Agenda

(Conference agenda will be updated as speakers and times are confirmed.)

	Deer Island	Ship Island C	Parking Lot	Ship Island A and B
Monday October 13	Main Conference	Breakout Sessions	Breakout Sessions	Breakout Sessions
0700 - 1700	Registration	Registration	Registration	Registration
0700 - 0800	Breakfast	Breakfast	Breakfast	Breakfast
0830 - 0945	EMS Safety			Cadaver Lab
1000 - 1115	EMS Compact			Cadaver Lab
1115 - 1215	Don't Do Drugs	Research Rules		Cadaver Lab
1200 - 1300	Lunch	Lunch	Lunch	Lunch
1300 - 1400	UMC ER Resident	Lights Camera EMS	Trauma Escape Room	Cadaver Lab
1400 - 1500	Integrative Medicine	MS Healthcare Alliance	Trauma Escape Room	Cadaver Lab
1500 - 1515	Break	Break	Break	Break
1515 - 1615	EMS Leadership Panel	Restraining a Patient Safely	Trauma Escape Room	Cadaver Lab
1615 - 1715	Restrain or Sedate...What's the Answer	Ken Bouvier	Trauma Escape Room	Cadaver Lab
1730 - 1930	Meet the Vendors - Grand Ballroom			
Tuesday October 14	Main Conference	Breakout Sessions	Breakout Sessions	Breakout Sessions
0700 - 0830	Breakfast	Breakfast	Breakfast	Breakfast
0800 - 0900	PediFlite	From Dispatch to Discharge		Cadaver Lab
0900 - 1000	UMC ER Resident	Young Guns vs Old Shooters	Trauma Escape Room	Cadaver Lab
1000 - 1015	Break	Break	Break	Break
1015 - 1130	Future of EMS	PediFlite	Trauma Escape Room	Cadaver Lab
1130 - 1300	Lunch	Lunch	Lunch	Lunch
1230 - 1300	MEMS Membership Meeting			
1300 - 1400	Maternal Health Guidelines	Initial Burn Management	Trauma Escape Room	Cadaver Lab
1400 - 1500	EMS Career Paths & Education	Ken Bouvier	Trauma Escape Room	Cadaver Lab
1500 - 1515	Break	Break	Break	Break
1515 - 1615	From Recovery to Advocacy	Paul Boackle		Cadaver Lab
1615 - 1715	Daniel Cliburn	Eric Sprayberry		Cadaver Lab
1800 - 2000	MEMS Social Event			
Wednesday October 15	Main Conference			
0830 - 0900	Breakfast			
0900 - 1000	Panel Discussion			
1000 - 1100	Panel Discussion			

Breakfast and snacks provided in main registration area. Tuesday lunch provided in Grand Ballroom with vendors.

Enter search string



Mississippians for Emergency Medical Services

[Back](#)[Add to my calendar](#)

2025 MEMS Conference

Start	October 13, 2025	Join your fellow EMS Practitioners for the 2025 MEMS Conference.
End	October 15, 2025	
Schedule	3 sessions	Workshops will begin on Monday, October 13 from 0830 through 1715. Stick around for the Vendor Social in the Grand Ballroom following the day's education workshops.
#1.	October 13, 2025, 08:00 (CDT) October 15, 2025, 17:00 (CDT)	Regular conference workshop sessions continue Tuesday, October 14 from 0800 through 1715. Stop by and visit with your Sponsor/Vendors during the Vendor Luncheon in the vendor area. Stick around for the Conference Party in the Grand Ballroom following the day's education workshops.
#2.	October 14, 2025, 08:00 (CDT) October 15, 2025, 17:00 (CDT)	Join us for a panel discussion on Wednesday, October 15 from 0900 to 1100.
#3.	October 15, 2025, 09:00 11:00 (CDT)	Cadaver lab will be back this year! Sign-up at conference check-in. Slots will be on a first-come, first-serve basis.
Location	Golden Nugget, Biloxi, MS	

Registration

(depends on selected options)

Base fee:

- **EMS Program Student Registration - \$125.00**
Student attendee registration for EMS Program Directors.
- **Extra T-Shirt - \$20.00**
Order an extra Conference T-shirt
- **Extra Vendor Social Ticket - \$25.00**
Bring a guest to the social with you
- **Full Conference Registration - Early Bird Special - \$150.00**
Full Conference Registration
Includes:
*All conference sessions and events,
*Breakfast on Tuesday and Wednesday,
*Lunch on Monday and Tuesday,
*Vendor Social, and
*One Conference T-Shirt
- **Monday and Tuesday Only - \$150.00**
Monday and Tuesday
Conference Registration
Includes:
*All conference sessions and events,
*Breakfast on Tuesday and Wednesday,



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 07/17/2025
SUBJECT: **REQUEST CONSIDERATION TO DESTROY OLD, OBSOLETE OR BROKEN EQUIPMENT.**

The department respectfully requests your consideration to destroy the items on the attached sheet that are beyond repair and no longer of use to the fire department or City and will be destroyed. This equipment is broken, and can no longer be repaired. The portable radio could be listed on Govdeal.com for parts.

Thank you for your consideration.

ATTACHMENTS:

1. SURPLUS LIST FOR BOARD 07112025

SURPLUS LIST
BRANDON FIRE DEPARTMENT
7/14/2025

Inventory to be disposed of or surplused

[illegible]



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 07/30/2025
SUBJECT: **REQUEST CONSIDERATION TO APPROVE THE ATTACHED QUOTES FOR THE ANNUAL MAINTENANCE ON THE ENGINES AND LADDER TRUCK FOR A TOTAL OF \$9,175.00 AND AUTHORIZE PAYMENT FOR THE SAME ONCE WORK IS COMPLETED.**

The Fire Department respectfully requests your consideration to approve the attached quotes for the annual maintenance (oil changes, filter changes, etc.) on the engines and ladder truck. The cost per engine is \$1,650 plus an additional \$925. 00 for the ladder truck. The total purchase order and invoice will be \$9,175.00 and authorize payment for the same once the work is completed.

The department does not have to get second quotes per Tom Chain at the State Auditors' office.

Section 31-7-13(m)(ii) is an exemption from the bid requirements for repairs and maintenance to equipment unless it is known on the front end that an entire assembly, such as an engine or transmission, is going to be replaced.

Thank you for your consideration.

ATTACHMENTS:

1. EEP quotes for annual maintenance 073025

Remit To:

EEP
PO BOX 1739
Southaven, MS. 38671
PH: (662) 280-4729
Fax:(662) 342-7251



QUOTE
224093

CUSTOMER NO.
111

BILL TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

SHIP TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

PHONE: 601/824-4636
FAX: 601/824-4639

Visit our website at www.emergencyequipment.us

PAGE 1

E-2
Quantum

DATE		SHIP VIA	F.O.B.	TERMS	
07/10/25		SHIP COMPLETE		NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER
		07/10/25	HMS bkh		224093
QUANTITY	ITEM NUMBER		DESCRIPTION	UNIT PRICE	AMOUNT
REQUIRED	SHIPPED				
1		TWX-LF9009FLG	oil filter	47.80	47.80
1		CPS-29558329	transmission filter kit	166.01	166.01
1		TWX-FS1065FLG	Fuel/water separator	43.49	43.49
1		FLT-FF63054NN	FILTER, FUEL, REPLACES FF63009	113.53	113.53
8		RDY-257004981	CHEVRON DELO 400 15W40	29.44	235.52
2		RDY-9503900448	atf dexron III	23.60	47.20
2		RDY-949660448	drydene gear oil 80w90	26.76	53.52
1		MIS.WASTE-OIL-FEE	WASTE OIL FEE	10.50	10.50
1		MIS-SS	SHOP SUPPLIES	25.00	25.00
1		LAB,C001	CUSTOMER LABOR	907.43	907.43
Please note: Invoices paid by Credit Card will have a 3% fee added to the Total Quote Amount shown below					
Pricing quotes are estimates only. Due to volatility in material cost, pricing, surcharges, etc., orders will not be accepted until pricing is verified from the vendor. Both the purchaser and Emergency Equipment Professionals, Inc. will approve final pricing before the order is finalized.					
If the supplier to EEP modifies prices after the order has been submitted, the customer will have the right to cancel without penalty.					
					
Product Total	Discount	Freight	Taxable Amount	Tax	Misc. Amt.
1,650.00	0.00		1,650.00	0.00	
QUOTATION TOTAL					1,650.00

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from Emergency Equipment Professionals. All shortages and discrepancies must be reported to Emergency Equipment Professionals within 10 days of receipt of shipment. No cash refunds will be given.

Remit To:

EEP
PO BOX 1739
Southaven, MS. 38671
PH: (662) 280-4729
Fax: (662) 342-7251



QUOTE
224094

CUSTOMER NO.
111

BILL TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

SHIP TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

PHONE: 601/824-4636

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FAX: 601/824-4639

E-3
E-one

DATE		SHIP VIA		F.O.B.		TERMS							
07/10/25		SHIP COMPLETE				NET 30 DAYS							
PURCHASE ORDER NUMBER		ORDER DATE		SALESPERSON		OUR QUOTE NUMBER							
		07/10/25		HMS bkh		224094							
QUANTITY		ITEM NUMBER		DESCRIPTION		UNIT PRICE		AMOUNT					
REQUIRED	SHIPPED												
1		TWX-LF9009FLG		oil filter		47.80		47.80					
1		CPS-29558329		transmission filter kit		166.01		166.01					
1		TWX-FS1065FLG		Fuel/water separator		43.49		43.49					
1		TWX-FF63054NNFLG		fuel filter		113.53		113.53					
8		RDY-257004981		CHEVRON DELO 400 15W40		29.44		235.52					
2		RDY-9503900448		atf dexron III		23.60		47.20					
2		RDY-949660448		drydene gear oil 80w90		26.76		53.52					
1		MIS.WASTE-OIL-FEE		WASTE OIL FEE		10.50		10.50					
1		MIS-SS		SHOP SUPPLIES		25.00		25.00					
1		LAB,C001		CUSTOMER LABOR		907.43		907.43					
Please note: Invoices paid by Credit Card will have a 3% fee added to the Total Quote Amount shown below													
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If the supplier to EEP modifies prices after the order has been submitted, the customer will have the right to cancel without penalty.													
													
Product Total		Discount		Freight		Taxable Amount		Tax		Misc. Amt.		QUOTATION TOTAL	
1,650.00		0.00				1,650.00		0.00				1,650.00	

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from Emergency Equipment Professionals. All shortages and discrepancies must be reported to Emergency Equipment Professionals within 10 days of receipt of shipment. No cash refunds will be given.

Remit To:

EEP
PO BOX 1739
Southaven, MS. 38671
PH: (662) 280-4729
Fax:(662) 342-7251



QUOTE
224095

CUSTOMER NO.
111

BILL TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

SHIP TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

PHONE: 601/824-4636

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PAGE 1

E-4
Arrow

FAX: 601/824-4639

DATE		SHIP VIA	F.O.B.	TERMS	
07/10/25		SHIP COMPLETE		NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER
		07/10/25	HMS bkh		224095
QUANTITY	ITEM NUMBER		DESCRIPTION	UNIT PRICE	AMOUNT
REQUIRED	SHIPPED				
1		TWX-LF9009FLG	oil filter	47.80	47.80
1		CPS-29558329	transmission filter kit	166.01	166.01
1		TWX-FS1065FLG	Fuel/water separator	43.49	43.49
1		TWX-FF63054NNFLG	fuel filter	113.53	113.53
8		RDY-257004981	CHEVRON DELO 400 15W40	29.44	235.52
2		RDY-9503900448	atf dexron III	23.60	47.20
2		RDY-949660448	drydene gear oil 80w90	26.76	53.52
1		MIS.WASTE-OIL-FEE	WASTE OIL FEE	10.50	10.50
1		MIS-SS	SHOP SUPPLIES	25.00	25.00
1		LAB,C001	CUSTOMER LABOR	907.43	907.43
Please note: Invoices paid by Credit Card will have a 3% fee added to the Total Quote Amount shown below					
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If the supplier to EEP modifies prices after the order has been submitted, the customer will have the right to cancel without penalty.					
					

Product Total	Discount	Freight	Taxable Amount	Tax	Misc. Amt.	QUOTATION TOTAL
1,650.00	0.00		1,650.00	0.00		1,650.00

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Fax: (662) 342-7251



QUOTE
224096

CUSTOMER NO.
111

BILL TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

SHIP TO:

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Attn: Accts Payable Dept
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Brandon, MS 39043

PHONE: 601/824-4636

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FAX: 601/824-4639

E-5
E-one

DATE		SHIP VIA	F.O.B.	TERMS	
07/10/25		SHIP COMPLETE		NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER
		07/10/25	HMS bkh		224096
QUANTITY	ITEM NUMBER		DESCRIPTION	UNIT PRICE	AMOUNT
REQUIRED	SHIPPED				
1		TWX-LF9009FLG	oil filter	47.80	47.80
1		CPS-29558329	transmission filter kit	166.01	166.01
1		TWX-FS1065FLG	Fuel/water separator	43.49	43.49
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If the supplier to EEP modifies prices after the order has been submitted, the customer will have the right to cancel without penalty.					
<i>Shm Roberts</i>					

Product Total	Discount	Freight	Taxable Amount	Tax	Misc. Amt.	QUOTATION TOTAL
1,650.00	0.00		1,650.00	0.00		1,650.00

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QUOTE
224097

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Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

SHIP TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

Ladder 1

PHONE: 601/824-4636

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PAGE 1

FAX: 601/824-4639

DATE		SHIP VIA	F.O.B.	TERMS			
07/10/25		SHIP COMPLETE		NET 30 DAYS			
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER		
		07/10/25	HMS bkh		224097		
QUANTITY		ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT		
REQUIRED	SHIPPED						
1		TWX-LF9009FLG	oil filter	47.80	47.80		
1		CPS-29558329	transmission filter kit	166.01	166.01		
1		TWX-FS1065FLG	Fuel/water separator	43.49	43.49		
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Product Total		Discount	Freight	Taxable Amount	Tax	Misc. Amt.	QUOTATION TOTAL
1,650.00		0.00		1,650.00	0.00		1,650.00

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% reslocking fee. No returns are allowed without prior written approval from Emergency Equipment Professionals. All shortages and discrepancies must be reported to Emergency Equipment Professionals within 10 days of receipt of shipment. No cash refunds will be given.

Remit To:

EEP
PO BOX 1739
Southaven, MS. 38671
PH: (662) 280-4729
Fax:(662) 342-7251



QUOTE
224101

CUSTOMER NO.
111

BILL TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

SHIP TO:

Brandon, City Of
Attn: Accts Payable Dept
P O Box 1539
Brandon, MS 39043

Ladder 1

PHONE: 601/824-4636

Visit our website at www.emergencyequipment.us

PAGE 1

FAX: 601/824-4639

DATE		SHIP VIA		F.O.B.		TERMS	
07/10/25		SHIP COMPLETE				NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE		SALESPERSON		OUR QUOTE NUMBER	
		07/10/25		HMS		224101	
QUANTITY		ITEM NUMBER		DESCRIPTION		UNIT PRICE	
REQUIRED	SHIPPED						
1		LAB,C001		CUSTOMER LABOR		925.00	925.00
				Pressure wash ladder, all cables, and turn table area. Inspect all parts and moving components of the ladder and turn table. Grease all moving components and lubricate cables and waterway. ladder cleaning, inspection, and service			
Please note: Invoices paid by Credit Card will have a 3% fee added to the Total Quote Amount shown below Pricing quotes are estimates only. Due to volatility in material cost, pricing, surcharges, etc., orders will not be accepted until pricing is verified from the vendor. Both the purchaser and Emergency Equipment Professionals, Inc. will approve final pricing before the order is finalized. If the supplier to EEP modifies prices after the order has been submitted, the customer will have the right to cancel without penalty.							
							
Product Total		Discount		Freight		Taxable Amount	
925.00		0.00				925.00	
				Tax		Misc. Amt.	
				0.00			
						QUOTATION TOTAL	
						925.00	

Terms and Conditions: Interest will be charged at the rate of 1 1/2% per month, or 18% annually on any unpaid balance. Customer agrees to pay reasonable attorney's fee and all other costs of collection after default. All orders received "As Ordered" and returned are subject to a 20% restocking fee. No returns are allowed without prior written approval from Emergency Equipment Professionals. All shortages and discrepancies must be reported to Emergency Equipment Professionals within 10 days of receipt of shipment. No cash refunds will be given.