AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
SEPTEMBER 2, 2025

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS AND RECOGNITIONS

D. OLD BUSINESS

1. Approve Regular Board Meeting Minutes as amended of August 18, 2025 and the Recessed Board Meeting Minutes of August 21, 2025.

E. BUTCH LEE, MAYOR

1. Presentation items: Information/Recommendation (bond rating, police/fire monthly stats, community requests for support, city flag adoption, bicentennial preparation, christening of USS Louis H. Wilson, Jr. travel request, PATH Lighting, city hall renovations progress, discussion of tourism bureau, Sports Facilities Advisors site visit, Magic of Lights 2025 recommendation, Transportation Alternative (TA) grant applications, residential development moratorium)

2. Police and Fire Departments Monthly Reports

3. Consideration to adopt the recommendation for the design of a new flag for the City of Brandon.

4. Consideration of the creation of a Bicentennial Celebration Steering Committee.

5. Permission for two travel requests:

    - At the request of General Dynamics Bath Iron Works, permission to travel to Bath, Maine to attend the Christening of the Flight III Arleigh Burke Class Guided Missile Destroyer DDG126, Louis H. Wilson, Jr. September 26-28, 2025.
    - Permission for Alderman Cris Vinson, Alderman Harry Williams, and Mayor Butch Lee to travel and assess various recreational facilities in Louisiana, Arkansas, Tennessee, Kentucky, and Alabama.

6. Consideration to approve the recommendation to compensate PATH for the Street Light GIS Study in the amount of $60,000 as per the contract dated March 3, 2025.

7. Consideration to approve a professional services Limited License Agreement with Fun Guys, LLC. re: Magic of Lights 2025.

8. Consideration of the approval of the project section list for the MPO, MDOT, and MOST Grant Applications

9. Discussion of the potential Tourism Bureau Development and office space lease.

10. Discussion of a moratorium on a new residential development.
11. Consideration to adopt an ordinance setting the salary of the members of the Board of Aldermen at $32,000.00 per year, effective October 2, 2025.
12. Request permission to change the titles of the following employees effective September 1, 2025.
    - Tracie Riggin to Finance Director
    - Charles Pitcox to Events Director

F. MARY ANN HESS, CITY CLERK

1. Consideration to adopt the FY 2025-2026 Taxing and Spending Plan and authorize publication of the same.
2. Consideration to pay an additional $81.08 in lease payment to the Rankin County School District on a piece of 16th Section Land (Parcel: 16-5-3 I8J-50-10) due to a new CPI Rent Adjustment.
3. Consideration to renew the annual contract for Adobe Acrobat Pro for teams - Subscription in the amount of $6,737.12 from Insight - coverage dates are from 24 Aug 2025 to 23 Aug 2026. (This is an MS ITS EPL Pricing quote.) Another quote was obtained from TechSource in the amount of $8,710.00.
4. Accept the resignation of Veronica Hawkins from her current position as the Accounts Payable Specialist for the City of Brandon Finance Department effective September 12, 2025.
5. Consideration for City Clerk Mary Ann Hess to attend training at the Fall MMCCA Conference at the Cotton House Hotel in Cleveland, MS on October 7-10, 2025.
6. Consideration to approve:
    a. Docket of Claims for September 2, 2025.
    b. Fox Everett claims released on August 22, 2025.

G. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Permission to develop plans and advertise for bid the Kennedy Farm Parkway Sidewalk Project.
2. Consideration to approve the following from Thornton Construction Company for the Grants Ferry Parkway Shared Use Path LPA Project.
   1. Approve Pay Request 2 in the amount of $168,672.19 and authorize payment.
   2. Approve Supplemental Agreement 1 at an increase of $45,585.48 in the project cost and authorize the Mayor to execute the same. Supplemental Agreement 1 adds 500lf of concrete paved ditch to the project scope and adds 5 working days to the project.
3. Consideration to approve Pay Request 5 in the amount of $12,129.00 from Hemphill Construction Company for the Dining Poindexter New Parking Lot Project and authorize

payment of the same.

4. Consideration to approve the following from Thornton Construction Company for the Marquette Road Multi-Use Path Project. These items will finalize the Marquette Road Multi-Use Path Project.

   1. Approve the Final Summary Change Order at an increase of $43,454.07 in the project amount and authorize the Mayor to execute the same. The Final Summary Change Order is due to final project quantities.
   2. Approve Pay Request 8 FINAL, including the Final Summary Change Order, in the amount of $1,400.00 and authorize payment of the same.

5. Consideration to accept the attached letter from Delta Utilities, formerly Centerpoint Energy Gas Company, dated 8/22/2025. This letter from Delta Utilities is with regard to required maintenance work to be performed on the 4" gas line along Highway 80 between Woodgate Drive and Terrapin Skin Creek and restoration of the City of Brandon's walking trail in that area that will be affected.

6. Consideration to approve the following regarding emergency repairs at Appleridge Lift Station.
   1. Declare an emergency the repairs to Appleridge Lift Station due to lift station pump failure.
   2. Approve invoice 189966 in the amount of $5,781.00 from Hydra Services, Inc. for bypass pump rental from 6/21/2025 thru 7/19/2025.
   3. Approve invoice 190794 in the amount of $5,781.00 from Hydra Services, Inc. for bypass pump rental from 7/20/2025 thru 8/17/2025.
   4. Approve invoice 7800 in the amount of $3,675.00 from Harvey Services, Inc. for labor services to install the new lift station pump at the site.

7. Consideration to approve the following from Hemphill Construction Company for the Highway 80 Waterline Improvements Project.
   1. Approve Change Order 1 at an increase of $25,731.00 in the project cost and authorize the Mayor to execute the same. Change Order 1 is due to utility conflicts, the relocation of two water meters, a fire hydrant connection not on the original plans, and the need for additional fittings and pipe quantities.
   2. Approve Pay Request 4 in the amount of $40,735.05 and authorize payment.

8. Consideration to approve the utility adjustment approvals and denials.

H. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Request permission to hire Jessica Carr as an Office Manager effective September 8, 2025, and set the rate of pay in accordance with the memo.

2. Requesting Approval of Development Application – Brandon Heights Loft #1 (Thrash Group), Parcel #H8Q-7-20, within Brandon Heights PUD

3. Requesting Approval of Development Application – Brandon Heights Loft #2 (Thrash Group), Parcel #H8Q-7-20, within Brandon Heights PUD

4. Set public hearing for Consideration to rezone an existing CC – Community Center property to I-1 Light industrial for Spiers Properties and Development LLC on (Parcel #

H08Q000013 00000 PPIN #022074).

5. Set public hearing for September 15, 2025 for Consideration to rezone an existing ORC Office and Research Campus property to I-1 Light industrial for Michael Perry on (Parcel # I09A000002 00030 PPIN #33180).

I. JOSEPH FRENCH, POLICE CHIEF

1. Request permission for Clare Lancaster to be designated as the E-Telecommunications Custodian for the Police Department to receive and disseminate records, information and affidavits for reimbursement(s).

2. Request permission for the following people to travel to Topeka, Kansas to help with the pick-up of the recently purchased patrol cars from the Kansas Highway Patrol on September 16-17, 2025:
   Beau Edgington
   Brian Elwell
   Jerry Spell
   Jabri Selmon
   Sam Versell
   Tami Hutson
   DMarques Adams
   Brian Roberts
   Bryhn Beck
   Jerry King

J. BRIAN ROBERTS, FIRE CHIEF

1. Consideration to approve FF Cody Cole, SGT. Hayden Jackson and LT. Allan Plotkin to travel to Gulfport, MS for paramedic lab school and approve all travel expenses.

2. Consideration to hire Justin Hales and Michael Williams as part-time firefighters/EMT/Paramedic at the rate of pay per memo.

3. Request consideration to accept the Homeland Security Grant #23HS128R in the amount of $21,350 and authorize Mayor Lee, Chief Roberts, City Clerk Mary Ann Hess, Finance Director Tracie Riggin and Carolyn Palmer to execute all documents.

4. Request permission to declare an emergency repair to the 2016 E-One (Vin #9942) for the amount of $9,092.31 to replace the turbo and turbo actuator and authorize payment for the same.

5. Request consideration to purchase four (4) sets of turn-out gear from Delta Fire and Safety on state contract # 8200078722 in the amount of $14,472.00 from our state Insurance rebate funds and authorize payment of the same.

6. Consideration to approve a three (3) year contract with Timeclock Plus (TCP)plus for our fire department scheduler software as the lowest and best quote for a three-year total of $14,988.18 and authorize Mayor Butch Lee to execute the same.

K. EXECUTIVE SESSION

L. ADJOURN

[MEET_FOOT]