

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 Riggins 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 18J-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 Riggins 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]

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF AUGUST 18, 2025, AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

- A. CALL TO ORDER - Mayor Lee and Aldermen Farris, King, Womack, Williams, Vinson, Coker, and Craine were present.
- B. INVOCATION AND PLEDGE OF ALLEGIANCE - Alderman Williams gave the invocation and Alderman Vinson led the Pledge of Allegiance.
- C. PUBLIC COMMENTS AND RECOGNITIONS
 - 1. Mike Mann - The Exchange Club of Brandon. Mr. Mann advised that the club was awarded the Outstanding Fundraising Award from the National Exchange Club Association for clubs having members from 1-29.
 - 2. Mike Lee, 1011 Prince Drive, Brandon, MS 39042. Spoke in opposition to relocating the confederate statue.
 - 3. Janie Wheaton, 100 Morrow Street, Brandon, MS 39042. Spoke in favor of relocating the confederate statue.
 - 4. Jane Foreman, 643 Tucker Crossing, Brandon, MS 39042. As president of the Town Station HOA, she reiterated her opposition to the development of the property located between Town Station and Glen Arbor subdivision on Louis Wilson Drive.
 - 5. Paul Smith – 125 Glen Arbor Court, Brandon, MS 39042. Mr. Smith shared comments from the president of the Glen Arbor subdivision relating concerns about water runoff in Glen Arbor Subdivision. He further expressed concerns about the development of the property located between Town Station and Glen Arbor subdivision on Louis Wilson Drive.
- D. OLD BUSINESS
 - 1. Approve Regular Board Meeting Minutes of August 4, 2025.

Alderman Womack made the motion to approve agenda item D.1, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.
- E. BUTCH LEE, MAYOR
 - 1. Approve professional services contract with CMPDD to assist the City with updating the City of Brandon's Hazard Mitigation Plan, in the amount of \$3,000.00 and authorize the Mayor to execute the same.
 - 2. Adopt a Resolution authorizing annual reimbursement to the Richland Creek Watershed Drainage District for maintenance of Richland Creek within the corporate boundaries of the City of Brandon.
 - 3. Hire Alex Wade as Public Works Director effective September 8, 2025, and set salary in accordance with the memo.
 - 4. Authorize the purchase an advertisement featuring the Brandon High School Football Team in the 2025 Rankin County High School Football Edition in the amount of \$230.00 for purposes of advertising and bringing into favorable notice the opportunities and

possibilities of the City, first finding that this mode of advertising is in the best interest of the citizenry.

Alderman Womack made the motion to approve agenda items E.1- E.4, in accordance with the memos from the Mayor's Office, which are appended hereto with attachments, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried

5. Mayor Lee presented the following matters to the Board of Aldermen re: Vehicle Incidents, Continued Horizontal Boring, Sewer/Storm Water Systems, Water/Sewer improvements for Rankin First, Parks/Rec Fall Updates, Magic of Light Contract Request, MPO Hwy 80 West Safety Improvement Projects, MPO Call for TA Projects, MDOT Call for TA Projects, MOST Call for Projects, CDBG update, Active and Planned Construction Projects, Congressional Awarded Projects and Requests, City Hall Improvements, etc.
6. Rudy Watkins – Path Company. Presented an update regarding Street Light Conversion Project.

Alderman Williams made the motion to authorize the Mayor to request West Rankin Utility Authority to use excess West Rankin bond funds to clean and camera sewer lines in the areas of Crossgates and Shiloh Road as discussed, seconded by Alderman Coker and upon affirmative vote of the members present the motion carried.

F. MARY ANN HESS, CITY CLERK

1. Approve professional services agreement for the purposes of promoting tourism and parks and recreation 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, to-wit:
 - Live Nation and City of Brandon Sell-Off Agreement re: Hardy.
2. Authorize payments of the annual leases on the following Sixteenth Section parcels:
 - a. 16-5-3 18N59-50 \$300.00
 - b. 16-5-3 18J-70 \$4,080.00
3. Approve:
 - a. Docket of Claims for August 18, 2025
 - b. Fox Everett claims released on August 8, 2025

Alderman Craine made the motion to approve agenda items F.1 – F.3(a)&(b), in accordance with the memos from the City Clerk's Office, which are appended hereto with attachments, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

G. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Approve the following from Thornton Construction Company for the Cornerstone Grants Ferry Parkway Waterline Extension Project. (These items will finalize the project.)
 - Final Summary Change Order at an increase of \$5,336.00 in the project amount due

to final quantity numbers, first finding that, as reflected in the documentation appended hereto, after the construction contract was let changes or modifications to the original contract were necessary and better serve the purposes of the City and that such change is being made in a commercially reasonable manner and is not being made to circumvent the public purchasing statutes, and authorize the Mayor to execute the same.

- Pay Request #5 FINAL (including the Final Summary Change Order) in the amount of \$89,114.11 and authorize payment of the same.

2. Approve the following items from Hemphill Construction Company for the Edgewood Waterline Loop Project. These items will finalize the project.

- Final Summary Change Order at a decrease of \$4,647.00 in the project amount due to final quantity numbers and authorize the Mayor to execute the same.
- Pay Request #2 Final (including the Final Summary Change Order) in the amount of \$26,303.30 and authorize payment of the same.

3. Approve Pay Request #1 in the amount of \$114,375.77 from ERS, Inc. for the Richland Creek Stonebridge NRCS EWP Ditch Project and authorize payment of the same.

4. Approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same. (All services rendered on the attached invoicing are at the FY25 General Construction Services commodity bid pricing.)

1. Near 125 Overby Street - \$18,701.32 - invoice#: H24192-09-55650 - storm drain pipe replacement.
2. 41 Eastgate Drive - \$9,692.36 - invoice#: H24192-09-58290 - sewer repair due to ATT bore.
3. North Street - \$5,678.24 - invoice#: H24192-09-58727 - water leak repair.
4. 876 Long Leaf Circle - \$20,529.59 - invoice#: H24192-09-58534 - fire hydrant replacement.
5. 615 Westhill Road - \$13,376.28 - invoice #: H24192-09:58728 - water leak due to gas bore.
6. 2008 Cobblestone Place - \$4,400.32 - invoice#: H24192-09-58496 - manhole repair.
7. Near 216 Tucker Drive - \$43,911.76 - invoice#: H24192-09-56994 - storm drain pipe replacement.
8. 64 Terrapin Drive - \$11,583.31 - invoice#: H24192-09-58719 - manhole repair.
9. 104 The Hills - \$3,221.27 - invoice#: H24192-09-58803 - fire hydrant replacement.

5. Declare as an emergency in accordance with MCA Section 31-7-13(k), authorize repairs and approve the following invoices from Hemphill Construction Company for such emergency repairs and authorize payment of the same. (All services rendered on the attached invoicing are at the FY25 General Construction Services commodity bid pricing.)

1. Easthaven Drive at Trickhambridge Road - \$7,097.80 - invoice#: H24192-09-58783 - emergency sewer repair.
2. Near 231 Appleridge Road - \$19,656.60 - invoice#: H24192-09-58891 - .. emergency manhole repair.
3. Jasmine Cove - \$7,097.80 - invoice#: H24192-09-59012 - emergency sewer repair due to bore.
4. 827 Osagian Circle - \$5,678.24 - invoice#: H24192-09-59039 - emergency

water leak repair.

6. Approve invoice #2024 in the amount of \$5,000.00 and invoice #2025 in the amount of \$5,000.00 from the Richland Creek Watershed District for maintenance of Richland Creek within the corporate limits of the City and authorize payment of the same.
7. Approve the following items from Hemphill Construction Company for the Burnham Road Waterline Improvements Project, to-wit:
 1. Change Order #1 in the amount of \$259,846.00, at an increase in the project amount and authorize the Mayor to execute the same, first finding that, as reflected in the documentation appended hereto, after the construction contract was let changes or modifications to the original contract were necessary and will better serve the purposes of the City and that such change is being made in a commercially reasonable manner and is not being made to circumvent the public purchasing statutes.
 2. Pay Request #7 in the amount of \$357,577.55, including Change Order #1, and authorize payment of the same.
8. Authorize the purchase of a six (6) desk furniture systems for the Public Works Administrative Office from Office Innovations in the amount of \$28,232.88 at state contract pricing. (This purchase was budgeted for in FY25.)

Alderman Craine made the motion to approve agenda items G.1 – G.8, in accordance with the memos from the Public Works Department, which are appended hereto with attachments, seconded by Alderman Farris and upon affirmative vote of the members present the motion carried.

H. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Public hearing 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 request for building height from the ORC Office and Research Zoning district to be allowed to exceed the 40' height limit to 55'-0".

The Public Hearing was opened with respect to the referenced application whereupon the Director of Community Development advised that all pre-requisites to the Public Hearing had been met and that the Planning Commission had considered the application and recommended approval of the same and further that the Department had prepared Staff Report 25-025 regarding the same, which together with all exhibits thereto, is appended to the Minutes of the Public Hearing and whereupon those seeking to make public comments regarding the application were requested to come forward and address the board whereupon no one presented themselves for additional public comments. Thereafter, first incorporating all matters presented at the Public Hearing and further finding that the applicant has satisfied all of the elements of Section 9.6.1 of the City's Zoning Ordinance, Alderman Womack made the motion to approve agenda items H.1, in accordance with the memo from the Community Development Department, which is appended hereto with attachments, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

2. Public hearing for consideration of an application for conditional use permit request for Rankin Roots Properties LLC for 939 South College St. (Parcel# 188-21).

The Public Hearing was opened with respect to the referenced application whereupon the Director of Community Development advised that all pre-requisites to the Public Hearing had been met and that the Planning Commission had considered the application and recommended approval of the same

with conditions, and further that the Department had prepared Staff Report 25-019 regarding the same, which together with all exhibits thereto, is appended to the Minutes of the Public Hearing and whereupon those seeking to make public comments regarding the application were requested to come forward and address the board whereupon no one presented themselves for additional public comments. Thereafter, first incorporating all matters presented at the Public Hearing and further finding that the applicant has satisfied all of the elements of Section 9.7 of the City's Zoning Ordinance, Alderman Vinson made the motion to approve agenda items H.2, in accordance with the memo from the Community Development Department, with the conditions as set forth in the Staff Report, which is appended hereto with attachments, seconded by Alderman Williams and upon affirmative vote of the members present the motion carried.

3. Public hearing for consideration of an application for a conditional use in regard to a secondary detached dwelling permit request from Larry Holden, 510 North St. Parcel #19H-1 PPIN#33466.

The Public Hearing was opened with respect to the referenced application whereupon the Director of Community Development advised that all pre-requisites to the Public Hearing had been met and that the Planning Commission had considered the application and recommended approval of the same and further that the Department had prepared Staff Report 25-026 regarding the same, which together with all exhibits thereto, is appended to the Minutes of the Public Hearing and whereupon those seeking to make public comments regarding the application were requested to come forward and address the board whereupon no one presented themselves for additional public comments. Thereafter, first incorporating all matters presented at the Public Hearing and further finding that the applicant satisfied all of the elements of Section 9.7 of the City's Zoning Ordinance, Alderman Farris made the motion to approve agenda items H.3, in accordance with the memo from the Community Development Department, which are appended hereto with attachments, seconded by Alderman Coker and upon affirmative vote of the members present the motion carried.

4. Hire William 'Joseph' Moran as a Code Enforcement Officer/Inspector effective August 20, 2025, and set rate of pay in accordance with the memo.

Alderman Womack made the motion to approve agenda items H.4, in accordance with the memo from the Community Development Department, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

5. Preliminary plat approval for Towne Station Phase 4. (The proposed site is within a R-12 Zoning District and is a single-family residential subdivision consisting of forty (40) lots on approximately 16.88 acres.)

Alderman Womack made the motion to table consideration of agenda item H.5 to the Regular Board meeting on September 15, 2025, seconded by Alderman Craine, and upon affirmative vote of the members present the motion carried.

I. JOSEPH FRENCH, POLICE CHIEF

1. Hire the following and set rate of pay in accordance with the memos:
 1. Terrence Craft as a Patrolman effective August 18, 2025.
 2. Pyran Taylor as a Patrolman effective August 18, 2025.
 3. Chantell Williams as a Communications Officer effective August 19, 2025.
 4. Hannah McMinn as a Communications Officer effective September 1, 2025.

2. Transfer Hayden Gibbons to a Civilian Animal Control Officer effective August 18, 2025. He will be a 40 hour-a-week employee and his salary will stay the same.
3. Authorize Captain Brian Elwell and Sergeant John Dragoo to travel to Dekalb, Mississippi to participate in the Tactical Medical for First Responders class on August 19, 2025 and approved authorized tuition and travel expenses. (Tuition and meals will be funded by the department's training budget.)
4. Authorize the purchase of five (5) 2023 Dodge Durango Pursuit AWD, three (3) 2022 Dodge Durango Pursuit AWD and one (1) 2021 Dodge Durango Pursuit AWD from the Kansas Highway Patrol in accordance with MCA Section 31-7-13(d)(vi) authorizing intergovernmental transfers, in the amount of Three Hundred Thirty Thousand Five Hundred Dollars and No/100 (\$330,500.00) and authorize the payment of the same. (These vehicles will be purchased with from the Drug Seizure Fund.)
5. Authorize permission to accept and receive grant funding in the amount of \$60,000.00 for the FY26 Mississippi Office of Highway Safety grant and authorize the Mayor to execute any related documents.
6. Authorize the acceptance and receipt of grant funding in the amount of \$24,100.00 re: the FY25 Mississippi Homeland Security Grant Program and authorize the Mayor to execute any related documents.

Alderman Williams made the motion to approve agenda items I.1- I. 6, in accordance with the memos from the Police Department, which are appended hereto with attachments, seconded by Alderman Vinson and upon unanimous vote the motion carried.

J. BRIAN ROBERTS, FIRE CHIEF

1. Approve a subscription agreement for Baron Threat Net license for one year and authorize Chief Brian Roberts to execute the same.
2. Add Tommy Steen to the Brandon Fire Department reserve/volunteer roster.
3. Hire Tyler Herring, Kayson Neely, Hayden Townsend and James Yawn effective August 19, 2025, and set a rate of pay in accordance with the memo.

Alderman Coker made the motion to approve agenda items J.1- J.3, 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.

K. EXECUTIVE SESSION

Alderman Coker made the motion to consider the need to enter into Executive Session, seconded by Alderman Farris and upon affirmative vote of the members present the motion carried.

Alderman Womack then made the motion to enter into Executive Session to discuss pending and potential litigation and economic development, seconded by Alderman Coker and affirmative vote of the members present the motion carried.

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

(That there were no votes taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

L. ADDITIONAL ITEMS

1. Adopt a Resolution of the Mayor and Board of Aldermen of the City of Brandon, Mississippi, granting a fee-in-lieu of ad valorem taxes, and approving and authorizing the execution of a fee-in-lieu of ad valorem tax agreement, pursuant to Mississippi Code Sections 27-31-104 and 27-31-105(2) for one or more new data center buildings, to be constructed, developed and operated in the City of Brandon by ADP Rankin Data Hub, LLC, and related matters.

Alderman Williams made the motion to approve agenda items L.1, in accordance with the memo from the Mayor's Office, which is appended hereto with attachment, and authorize the Mayor and City Clerk to execute the same, seconded by Alderman Vinson upon affirmative vote of the members present the motion carried.

M. RECESS

Alderman Womack made the motion to recess the Regular Board Meeting to Thursday August 21, 2025, at 6:00 p.m., for the purposes of holding a Public Hearing on the FY 2025-2026 Budget Hearing, adopting the FY 2025-2026 Millage assessment, and for such other matters as may lawfully come before the Board, seconded by Alderman King and upon affirmative vote of the members present the motion carried.

Minutes approved this the 2nd day of September 2025.

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, City Clerk

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

- A. CALL TO ORDER - Mayor Lee and Aldermen Farris, King, Womack, Williams, Vinson, Coker, and Craine (via telephone) were present.
- B. INVOCATION AND PLEDGE OF ALLEGIANCE - Alderman Farris gave the invocation and Alderman Womack led the Pledge of Allegiance.
- C. BUTCH LEE, MAYOR

- 1. Append the Recessed Meeting Notice to the Minutes.

Alderman Womack made the motion to append the Recessed Meeting Notice which was posted and otherwise provided in accordance with applicable law to the Minutes, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried

- 2. Public Hearing re: FY 2025-2026 Taxing and Spending Plan.

The Public Hearing was opened with respect to the FY 2025-2026 Taxing and Spending Plan, whereupon Traci Riffin, Finance Director, advised that all of the prerequisites to the Public Hearing have been met. The notice of the same as published in the Rankin County News is appended hereto together with a roster of those present at the Public Hearing. Thereafter those desiring to give public comments with regard to the same were given an opportunity to do so, whereupon no public comments were received, and the Public Hearing was then closed.

- 3. Adopt a Resolution authorizing the tax levy for the, City of Brandon ad valorem taxes for the Fiscal Year 2025-2026.

Alderman Coker made the motion to approve agenda item C.3, in accordance with the memo from the Mayor's Office, which is appended hereto with attachment, seconded by Alderman Williams and upon affirmative vote of the members present the motion carried

D. ADJOURN

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

(Next Regular Board Meeting: September 2, 2025)

Minutes approved this the 2nd September 2025.

Hon. Butch Lee, Mayor

Attest:

Hon. Mary Ann Hess, City Clerk



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 09/02/2025
SUBJECT: PRESENTATION ITEMS: INFORMATION/RECOMMENDATION (B

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 09/02/2025
SUBJECT: POLICE AND FIRE DEPARTMENTS MONTHLY REPORTS

ATTACHMENTS:

1. Police Monthly Activity Report_
2. Copy of Activity Report - Fire Dept - 09012025

Police Monthly Activity Report

1	Calls for Service	2233			
2	Motor Vehicle Accidents	106			
3	Reports: Incidents / Supplemental	300			
4	Arrests	56			
5	Sanitation: Road Trash Detail Bags	370			

Fire Monthly Activity Report for August 2025

		# Active	# Not Active	Locations		
1	Weather Sirens	18	2	Greenbrook, Hwy 468-Armory		
		# Calls	Avg Resp Time			
2	Pafford P1	210	10:55			
		# Calls	Avg Resp Time	Fire	EMS	Wrecks
3	BFD	276	0.2625	6	165	21
	Training Hrs:	345	Inspections:	30	PE Hrs:	7

Other
84

Fire Monthly Activity Report

		# Active	# Not Active	Locations		
1	Weather Sirens					
		# Calls	Avg Resp Time			
2	Pafford P1					
		# Calls	Avg Resp Time	Fire	EMS	Wrecks
3	BFD					
	Training Hrs:		Inspections:		PE Hrs:	

Parks and Rec Monthly Activity Report

		# Events	# Teams	Not Local	# Guests	Not Local
1	Events					
		Month		YTD		
2	Revenue					
3	Maintenance					
	Equipment Issues					

Public Works Monthly Activity Report

		Customer Leak		Other		
1	Meter Svr Calls					
2	Calls	# Calls	Water	Sewer	Streets	Drainage
3	Work Orders	# Completed	Water	Sewer	Streets	Drainage
4	Locate Requests		Billing		Collected	

Police Monthly Activity Report

1	Calls for Service				
2	Motor Vehicle Accidents				
3	Reports: Incidents/Suppl				
4	Arrests				
5	Road Trash Detail Bags				

Other

Other
Other

[illegible]



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 09/02/2025
SUBJECT: CITY OF BRANDON FLAG

ATTACHMENTS:

1. COB PROPOSED FLAG





MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 09/02/2025
SUBJECT: BICENTENNIAL STEERING COMMITTEE

Consideration of the creation of a Bicentennial Celebration Steering Committee.

ATTACHMENTS:

1. COB STEERING COMMITTEE

Bicentennial Celebration Planning



Establish formal planning committee to plan, guide and execute a city-wide celebration of activities to commemorate city's bicentennial.

- **Community-wide celebration ideas**
- **School and education-focused ideas**
- **Church and organizational ideas**
- **Business and commercial ideas**
- **Planning and promotion**

Dan Davis

Camille Ferriss

Suzzanne Ross

Brother Rogers

Pervie Green

Waymon Tigrett

Allie Vance Walters

Delena Hamel

Deborah Tucker

Pam Partridge

Charla Jordan

Meredith McCullough



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 08/28/2025
SUBJECT: TRAVEL REQUESTS

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.

ATTACHMENTS:

1. Memo
2. Christening of Louis H. Wilson Jr. DDG 126



MEMORANDUM

TO: BOARD OF ALDERMEN

FROM: BUTCH LEE, MAYOR

BOARD AGENDA: TUESDAY, SEPTEMBER 2, 2025

SUBJECT: TRAVEL REQUEST – CHRISTENING OF FLIGHT III GUIDED MISSILE DESTROYER
LOUIS H. WILSON

AT THE REQUEST OF GENERAL DYNAMICS BATH IRON WORKS,
REQUEST PERMISSION TO TRAVEL TO BATH, MAINE TO ATTEND THE
CHRISTENING OF THE FLIGHT III ARLEIGH BURKE CLASS GUIDED
MISSILE DESTROYER DDG 126, LOUIS H. WILSON, JR. SEPTEMBER
26-28, 2025.

ATTACHMENTS:

Invitation



Christening of
LOUIS H. WILSON JR.
DDG 126





CEREMONY SCHEDULE

Gate opens at 9:30 a.m.
Ceremony starts at 10:30 a.m.

700 Washington Street
Bath, Maine

Please RSVP promptly for security considerations.
You may bring guests to the Christening ceremony.
This invitation is not transferable.

*If you are unable to attend, you may use the
link below or QR code to view the ceremony live:*
<https://vimeo.com/event/5299125>





*General Dynamics Bath Iron Works
requests the pleasure of your company
at the Christening of our first Flight III
Arleigh Burke Class Guided Missile Destroyer*

LOUIS H. WILSON JR.
(DDG 126)

On Saturday,
the twenty-seventh of September,
two thousand twenty-five
at ten thirty in the morning.

Military Participants: Full Dress White or service equivalent
Military Guests: Summer White or service equivalent
Civilians: Business Attire





RSVP

by

Friday, September 5, 2025

via

gdbiw.eventsmart.com/events/126wilsonjr

or scan the QR Code:

Password (case sensitive):

WILSON



If you cannot access the RSVP link or have questions regarding the event, please contact our Christening Event Team at:

Phone: 207-442-1234

Email: biwchristening@gdbiw.com

*This invitation is not transferable.
We are unable to accommodate non-RSVPs.*



GENERAL DYNAMICS
Bath Iron Works



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 09/02/2025
SUBJECT: **PATH - ESCO PROJECT**

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.

ATTACHMENTS:

1. 101674-001 Brandon Streetlights PDA MB Edits 2.25 CLEAN. with Mark additional edits



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 09/02/2025
SUBJECT: PROFESSIONAL SERVICES AGREEMENT

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

ATTACHMENTS:

1. FunGuys MOL Brandon MS Brandon Amphitheater License Agreement Rental 2025-2028
Events 8.26.25

LIMITED LICENSE AGREEMENT

THIS LIMITED LICENSE AGREEMENT (this “**Agreement**”) is made this 2 day of September, 2025 (the “**Effective Date**”) between The City of Brandon, Mississippi (“**Licensor**”) as licensor of the facility located at and commonly known as: Brandon Amphitheater, 8190 Rock Way {off Boyce Thompson Drive}, Brandon, MS 39042 (the “**Venue**” or “**Property**”), and FunGuys, LLC, an Ohio limited liability company, 13211 Pleasant Valley Rd, Woodstock, IL 60098 (“**Licensee**”), as licensee of the Property. Licensor and Licensee are each referred to hereinafter individually as a “**Party**”, and collectively as the “**Parties**.”

RECITALS:

WHEREAS, Licensor is the legal owner, tenant or licensee of the Property with sub-licensing rights;

WHEREAS, the Venue is an outdoor amphitheater located in Brandon, MS. The Event Area where the Event will take place is located within the Property (“**Event Area**”);

WHEREAS, Licensee desires to use the Event Area on a temporary basis during the Term of this Agreement for the purposes set forth herein, and Licensor desires to license the Event Area to Licensee (the “**License**”);

WHEREAS, Licensee is the owner and operator of the drive-through holiday lights display show, including without limitation, all rights related to the intellectual property related thereto, known as Magic of Lights® (the “**Event**”); and

WHEREAS, Licensee and Licensor desire to enter into an Agreement in order for Licensee to present the Magic of Lights Event within the Event Area to be used for ticketed recreational viewing purposes with associated features.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto, intending to be legally bound, agree as follows:

1. **EVENT.** The Event will consist of animated and static-lighted holiday displays (the “**Displays**”) arranged along an approximate one-to-two-mile course through the Property in the Event Area as shown on the site map (“**Site Map**”), attached hereto as **Exhibit A**, and incorporated herein for all purposes. Licensee will transport and provide the Magic of Lights Displays, and certain equipment and supplies related thereto for the Event. Licensor and Licensee will collaborate and approve course layout and placement of Displays throughout the Event Area. Additionally, subject to the mutual approval of the parties, the Site Map area may also include an Event holiday village comprised of various other activities, including for example, sales related to food and beverage, merchandise, photos, etc. As more particularly set forth herein in Sections 5(b-c), Licensor has agreed to reasonably provide a total of eight (8) production labor workers (“**Workers**”, as defined below) and equipment (“**Equipment**” as defined below) at no additional charge to Licensee. Licensor will make such Workers and Equipment available for the efficient operation of the Event. The Workers and Equipment will be available for the installation and dismantling of the Displays. Licensee will further collaborate with Licensor to plan and

provide all local Event front-of-house operations crews, including a front of house manager, as agreed upon by the Parties, including all related costs.

2. RUN DATES.

(a) The Event opening to the public will begin on November 21, 2025 and run until the last date of the Event on January 3, 2026 (collectively, the “**Run Dates**”), which Run Dates will include all weekdays, weekends and holidays. The Event will be open to the public daily from approximately 5:00 PM to 10:00 PM daily (if there are long lines, the closing time frame may be extended for a reasonable period of time to accommodate the patrons).

(b) The Parties mutually shall agree on the dates for the move in and move out by Licensee for the purpose of setting up and loading out the Event within the Event Area of the Property. The Parties agree that setting up (load in) shall begin on or about October 1, 2025 and load out shall be completed by January 31, 2026 (with similar dates to be confirmed for all subsequent years under the terms of this Agreement). The Run Dates schedule (the “**Schedule**”), including applicable move-in dates, shall be agreed upon by the Parties in writing and attached hereto as **Exhibit B**, which exhibit is by this reference incorporated herein for all purposes. Except for any Force Majeure Occurrence, and except where matters of health, safety and welfare of Event attendees is at issue Licensor shall not unreasonably: (i) delay the start of the Event, (ii) cancel certain Run Dates, or (iii) cause an early termination of the Event.

3. TERM. The term of this Agreement shall be for a period of four (4) years for an Event to be produced and presented at the Property beginning on the dates set forth above in Section 2(a) (the “**Term**”) (with similar dates to be confirmed between the Parties for all subsequent years under the terms of this Agreement), with the Event commencing on the Effective Date and continuing through load out by no later than January 31, 2026 (and again, on similar dates for all subsequent years under the terms of this Agreement as mutually agreed upon), or such additional period of time thereafter mutually agreed by the Parties to complete the tear down and cleanup of the Event. Notwithstanding anything herein to the contrary, Licensee shall conclude the load out in its entirety in year one of this Agreement and exit the Property by no later than January 31, 2026 and on similar dates in subsequent years (“**Event End Date**”).

4. ACCESS. During the Term, Licensee will have access to the Event Area a minimum of twenty-eight (28) days prior to the beginning of the Run Dates for setup of the Event, and a minimum of twenty-one (21) days after the close of the Event, and subject to the Event End Date, such additional period of time thereafter that is reasonably necessary for the Licensee to complete the tear down and cleanup of the Event. Licensor agrees that neither it, nor its agents or contractors, will unreasonably interfere with Licensee’s activities and access during the setup and teardown periods of the Event.

5. FINANCIAL TERMS AND OTHER CONDITIONS. Other than as specifically set forth herein, the Parties agree that Licensee shall assume 100% of the financial risk associated with the production and presentation of the Event, and shall be entitled to 100% of all Event Revenues related thereto, as defined herein, subject to the following terms and conditions:

“**Event Revenues**” are all revenues associated with the Event and may include but are not limited to: all net proceeds from ticket sales; ticketing rebates or allowances, service and handling charges; facility fees; local

sponsorships; VIP and upgrade revenues; retail product sales; exhibitor fees; vendor fees; booth fees; merchandise sales; proceeds from concessions sold for the Event; royalties; other fees and commissions paid to the Event; and revenues from other ancillary or adjunct events that are associated with the Event regardless of when accrued or received.

- a. **License Fee; Base Amount Calculation.** Licensee will pay a License Fee to Licensor as described hereafter. For 2025, Licensee will sell tickets for the Event to the viewing public at a rate per paid ticket to be determined by Licensee. Licensee will pay Licensor a \$15,000 flat fee each year. Licensee will not be obligated to pay any License Fee to Licensor related to the ticket revenues generated from the sale of the first 15,000 tickets sold to the Event (hereafter the “**Base Amount**”). However, should Licensee sell more than 15,000 tickets to the Event, the Parties agree as follows: For each ticket sold thereafter, if any, Licensee agrees to pay Licensor the sum of One Dollar (\$1.00) per paid ticket above the Base Amount between 15,001 and 20,000. Additionally, Licensee agrees to pay Licensor Four Dollars and Fifty Cents (\$4.50) per paid ticket above the Base Amount between 20,001 – 30,000. Finally, Licensee agrees to pay Licensor Five Dollars (\$5.00) per paid ticket above the Base Amount after 30,001 tickets. Licensee shall provide Licensor with a report of ticket sales by date as requested by Licensor (the “**Ticket Audit Sales Report**”). Beginning with the \$15,000 flat fee, compensation to Licensor under the terms hereof shall be paid by Licensee by December 15th of each year. Additionally, the sale of any tickets beyond the sale of 15,000 (i.e., beginning with ticket sale number 15,001), compensation to Licensor under the terms hereof shall be paid by Licensee on a bi-weekly basis (i.e., payment every two weeks). Final settlement shall include a settlement sheet (each a “**Settlement Sheet**”) that will include the total of Event to-date ticket sales, broken down by Event date, the calculated amount due and shall include a certification by the Licensee, that the amount reflected in each Settlement Sheet is a true and correct report of all sums due and owing by Licensee to Licensor as determined by the Ticket Sales Report. Any final payment due to Licensor by Licensee of the applicable License Fee shall be made by no later than January 31, 2026. For 2026 – 2028.

Sample, proposed 4-year financial terms based on a placeholder of 26,500 tickets sold:

Year	Brandon 4-Year Proposed Deal Terms	Placeholder - Budgeted amount for 2025 is 26500	Total
2025	\$15K flat fee, no rent from 0-15,000 tickets, \$1.00 from 15,001 – 20,000 tickets, \$4.50 from 20,001 – 30,000 tickets, \$5.00 from 30,001 +	26,500	\$ 49,244.50
2026	\$15K flat fee, no rent from 0-15,000 tickets, \$1.50 from 15,001 – 20,000 tickets, \$4.50 from 20,001 – 30,000 tickets, \$5.00 from 30,001+	26,500	\$ 51,744.00
2027	\$15K flat fee, no rent from 0-15,000 tickets, \$2.00 from 15,001-20,000 tickets, \$4.50 from 20,001-30,000 tickets, \$5.00 from 30,001+	26,500	\$ 54,243.50
2028	\$15K flat fee, no rent from 0-15,000 tickets, \$2.50 from 15,001-20,000 tickets, \$4.50 from 20,001-30,000, \$5.00 from 30,001+	26,500	\$ 56,743.00

- b. **Village.** The Parties agree that Licensee will pay Licensor a one-time payment in the amount of Two Thousand Five Hundred Dollars (\$2,500) for Licensee’s use of the Amphitheater in order for Licensee to set up, staff, manage and operate the Village within the Property relative to the services and activities that will be provided by Licensee within the Village during the Event. The Parties agree that Licensor’s concessionaire, Event Concessions, Inc., will be utilized for the Village concessions. Licensor will provide Licensee with vendor information for cleaning services. Licensee will then contract with the applicable cleaning services company and will pay for those services as a part of the Event.
- c. **Equipment.** In addition to the License granted by Licensor to Licensee for the use of the Property to produce the Event, Licensor will reasonably provide at no additional cost to Licensee, the equipment generally described on Exhibit C attached hereto and incorporated herein for all purposes (“**Equipment**”). Licensor represents and agrees that such Equipment will be in good working order and

condition. Licensee shall not permit the operation of any such equipment in contravention of Licensor's insurance requirements to the extent any such insurance requirements are provided in writing by Licensor to Licensee. Licensee shall not use the Equipment in any respect outside of the Event area without express permission of the Licensor.

d. **Event Labor.**

(i) **Licensor Workers.** At no cost to Licensee, Licensor has agreed to reasonably provide a total of eight (8) production labor workers for the setup and removal of the Event (hereafter collectively, the "**Workers**"). These Workers will be available to assist Licensee's staff in the installation and subsequent removal of the Event equipment. Licensor understands and acknowledges that the Workers must be capable of doing light construction, assembly, loading and unloading activities outdoors. Each of the Workers will work with the Licensee operations team for approximately 21 days (i.e., other than two workers who will be needed for approximately 28 days) for the installation of the Event Displays and related Event equipment and materials and restoration of the Property site following the Event. The specific hourly work schedules, the days and hours of work and the number of these Workers required for each day are estimates but will be specified closer to the dates when the Event will be installed at the Property and as may be necessitated by the progress of the production work as same may be affected by weather, availability of supplies and equipment or by other factors. The local crew shall consist exclusively of Licensor employees and to the extent permitted by law, their activities shall not be covered under Licensee's worker's compensation insurance but rather, under Licensor's worker's compensation insurance. The Workers will be required to comply with Licensee's reasonable safety procedures, including the use of appropriate personal protective equipment and proper attire requirements as determined by Licensee.

(ii) **Front of House Crew.** In addition to the Workers, Licensor, at no cost to Licensor, will use reasonable efforts to try to locate additional support personnel as requested by Licensee to assist Licensee with its front of house ("**FOH**") staffing needs for the Event ("**FOH Crew**"). Licensor shall have no involvement with the terms of any employment of the FOH Crew by Licensee. Licensor has however provided the name of a company that Licensee may contact directly for this purpose.

e. **Hotel Accommodations.** Licensor, at no additional cost to Licensor, will assist Licensee in locating economical hotel accommodations. Licensor does not warrant any lodging business in this respect and shall not be responsible for any events or circumstances related thereto. Licensor will use its best efforts to communicate with Licensee no later than fourteen (14) days following the signing of this Agreement with recommendations and contact information for this purpose.

f. **Site Storage.** Licensor will use good faith efforts to provide site storage within the Property or contiguous thereto for storage of Licensee's semi-trailers during the Event (the "**Site Storage**"). Licensor shall not be responsible for any loss, cost and/or expense incurred by Licensee with respect to any damage, vandalism, loss or other event, casualty or otherwise, occurring with respect to the use of Licensor's Property for Site Storage.

6. GENERAL EVENT MANAGEMENT RESPONSIBILITIES.

a. Promotional Responsibilities:

- i. Licensee Responsibilities. Licensee bears the responsibilities for the promotion, production and management of the Event.
- ii. Advertising, Marketing and Promotions. To the extent not in conflict with any agreement otherwise, Licensor, in its sole discretion and at no additional cost to Licensor, will assist Licensee in the promotion of the Event to the public.
- iii. Sponsorships. Licensor in its sole discretion, and at no additional expense to Licensor, will assist Licensee as may be feasible with sponsorship sales. To the extent that Licensor provides substantive leads and contact information for the sale of any local sponsorships, and Licensee is able to close any such sponsorship arrangements, Licensor will be entitled to the payment of a sponsorship sales commission as more particularly set forth in Section 7(b) below. Licensee acknowledges that Licensor has in place certain sponsorship agreements in relation to the Brandon Amphitheater and nothing herein shall require or otherwise permit any sponsorship in violation of any such agreements. The matter of Licensor's interest in any payment in relation to the sale of any sponsorship shall be determined prior to the inclusion of any such sponsor in any Event advertising, signage or otherwise, promotion, etc. All sponsorship payments to Licensor shall be made within five (5) business days after such funds are received by Licensee.
- iv. Course Layout/Display Placement. Licensee will collaborate with Licensor to determine course layout and placement of displays throughout the Event Area. Licensee shall make such adjustments as reasonably requested by Licensor, taking into consideration the impact to Licensor's infrastructure and improvements. Licensor authorizes Licensee to attach displays to existing and temporary structures in the Event Area, subject to Property capabilities and prior written approval from Licensor, which approval may be denied by Licensor in its sole discretion, including with respect to buildings, fences, poles, trees, in yards and gardens, and in and on any other structure or object, as is reasonable, and which will not damage or interfere with the integrity of the object, the safety of the facility, agreements with landlords or licensors, or the smooth operation of the Event Area.
- v. Equipment. As set forth in Section 5(b), including Exhibit C, Licensor will reasonably provide certain equipment and similar production assets, as agreed by Licensee and Licensor. In addition, Licensor shall provide at no cost to the Event, and where applicable, all normally available facilities and equipment located at the Property, including but not limited to, public buildings, parking lots, storage areas, festival grounds and other buildings that can be reasonably employed in the production and presentation of the Event; fencing, traffic control equipment and systems; security equipment and systems; radios; permanent and portable lights; water hookups; gate equipment; signs, marquees and information displays; heaters,

fans and air-conditioning; electrical service, shore power, cables, reasonably accessible and usable power panels, and generators; and, available machinery and equipment, including skid steers, forklifts, loaders, telehandlers, golf carts and other tools. All equipment shall be operated by approved, qualified, and, as applicable, licensed operators. Licensee shall return all equipment to Licensor in its original condition, less reasonable wear and tear. Licensee shall be responsible for any damage and/or injury resulting from the use thereof.

- vi. **Ticket Operations.** All ticket sales for the Event shall be conducted by Licensee. All ticket sales and admissions/redemptions will occur on equipment provided by Licensee using its ticketing platform and related resources. Licensor will provide its box office facilities, including available ticket booth, offices, cash control facilities, etc.; however, the actual ticket selling and ticket taking operations will occur only on equipment provided to Licensor by Licensee for use by Licensor's FOH crew. All ticket sales shall be subject to applicable taxes and ticket service fees. Licensee shall be responsible for paying all required sales and other taxes to the State of Mississippi Department of Revenue related to the Event. Licensee shall be solely responsible for the collection of payments at the entrance of the Event for customers wanting to purchase tickets at the gate. Licensee shall provide Licensor with daily sales reports in the form of a Ticket Audit Sales Report, as defined above. NO CITY EMPLOYEES SHALL RECEIVE OR ACCEPT ANY REVENUE IN RELATION TO THE EVENT.
- vii. **Cash Management Controls.** Licensee shall provide cash management and controls for all Event revenues collected by Licensee and its designated agent.
- viii. **Maintenance and Cleanup.** At the conclusion of the Event, Licensee will be responsible for the cleaning of any areas within the Event Area used during the Event including set-up and removal of the Event, such as for example, the display areas, production areas, parking areas, the roadway course, festival areas and other areas. The Parties will mutually certify that clean-up has been satisfactorily completed before Licensee vacates the Event Area at the end of the Term.

7. SPONSORSHIP.

- a. **Local Sponsorship Sales.** As noted above in Section 7(a)(iii), Licensor and Licensee are permitted to sell local sponsorships for the Event. Licensor and Licensee agree to work together in good faith to provide the benefits to sponsors as set forth in any applicable sponsorship agreements ("**Sponsorship Agreements**"). Licensor and Licensee further agree as follows: (i) Sponsorship Agreements for the Event shall be written, issued, and executed by Licensee; (ii) payments for such Sponsorship Agreements shall be remitted to Licensee, and (iii) all Sponsorship Agreements are subject to the approval of Licensor, in its sole discretion, including applicable benefits related thereto.
- b. **Sales Commission.** Subject to Section 7(a)(iii), Licensee and Licensor agree that a sales commission ("**Commission**") of 20% of net sponsor revenue from any applicable sponsorships related to Licensor's activities ("**Net Sponsor Revenue**"), shall be due to Licensor for each sponsorship for which payment

is fully collected. "Net Sponsor Revenue" is defined as the gross amount collected for each sponsorship sold, less any out-of-pocket costs related to the activation and fulfillment of that sponsorship.

8. **SETTLEMENT.** Licensee shall pay Licensor any sums due to Licensor pursuant to Sections 5(a), 6(a)(ii) and 7(b).
9. **CONFIDENTIALITY.** During the term of this Agreement, the Parties hereto and their respective elected or appointed officials, officers, directors, shareholders, managers, members, partners, employees, agents, contractors and representatives may gain access or be exposed to certain confidential and proprietary information relating to the business of the other Party or their respective affiliates. Except for disclosure (i) authorized by the express prior consent of such other Party, (ii) to such Party's attorneys or financial advisors as may be necessary to allow for effective legal, financial or tax representation of such Party's interest, (iii) as required by the Mississippi Public Records Act of 1983 or (iv) as required pursuant to any legal proceeding after prior written notice to the other Party, such Party agrees, for itself and its elected or appointed officials, officers, directors, shareholders, managers, members, partners, contractors, employees, agents and representatives, that all such confidential and proprietary information shall remain and be kept in strictest confidence and shall not be disclosed to or used by any person or entity without the prior written consent of the other Party. The obligation to maintain confidentiality provided herein shall survive any termination or expiration of the Term of this Agreement, including any Renewal Term, and may be enforced by injunctive relief or other equitable or legal remedies without the necessity of proving inadequacy of legal remedies and without proving that such party or any of its affiliates or any of their respective elected or appointed officials, officers, directors, shareholders, members, partners, contractors, employees, agents, or representatives would suffer irreparable harm as a result of a violation of such confidentiality obligation. The Licensee acknowledges that the Licensor is a governmental entity of the State of Mississippi and accordingly is subject to the provisions of the Mississippi Public Records Act of 1983 and accordingly, that this Agreement must be approved and spread on the Minutes of the governing authority and by application, this Agreement shall not be confidential. Any press release announcing this Agreement or the Event is subject to Licensee's and Licensor's separate prior written approvals. The Parties agree to work together in good faith relative to any such press releases.
10. **EXCLUSIVE USE.**
 - a. Licensee will have the exclusive right to use the Event Area during the Run Dates for the Permitted Use (as defined below). Licensor shall not use or permit any other party to use the Event Area during the Term without the prior written approval of Licensee. Such exclusive right shall not impair or affect Licensor's ability to access the Event Area at any time for any reason in its sole discretion, provided that any such access will not unreasonably interfere with the Event, except where matters of health, safety and welfare of Event attendees is at issue.
 - b. Licensor agrees that it will not produce, host or otherwise permit any other holiday lights display show attraction on the Property or Event Area for a period of ninety (90) days before the first Run Date and ninety (90) days after the first Run Date.
11. **PERMITTED USE.** Licensee will have the right to use the Event Area for the Event in the following manner (the "Permitted Use").

- a. The Event will be placed along a roadway course, approximately one to two miles in length within the Event Area, to be used by motor vehicles and for the purpose of viewing the Event, which will include Displays placed at intervals along the course as determined by Licensee. All applicable roads, paths and trails, and open spaces within the Event Area will be reserved exclusively for the Event.
- b. Subject to the conditions defined herein, Licensee and Licensor may mutually agree to install or operate other attractions within the Event Area in addition to the Displays of the Event along the roadway course, including but not limited to, a performance stage, festival area, a concession vending area, souvenir merchandise sales, holiday retail market, sponsor and exhibitor booths, petting zoo, photo booths, ice sculptures, etc.
- c. For the purposes of producing the Event within the Event Area, Licensee requires the use of any necessary parking, delivery, staging, holding, access, traffic control, ticket selling, ticket taking, sponsor activation, VIP function, and other viewing, production and activation areas, and any additional areas of the Property and its existing facilities, as determined by Licensee which Licensor will reasonably endeavor to provide in good faith as required for the optimal production of the Event.
- d. The Event Area will be open for Event production vehicles, personnel and equipment prior to, during, and after the Event for set-up, maintenance and rearrangement, and for removal of the Event as needed.
- e. Installation of sponsorship signage, Displays and activations on or about the Event Area shall be subject to the mutual approval of the Parties.
- f. Licensor represents that the spectators will be permitted reasonable access to the Event Area, pursuant to security and crowd control measures as mutually established by Licensor and Licensee.
- g. All Displays will remain in the Event Area throughout the duration of the Event. Each Display shall remain where originally installed and shall not be moved without the mutual consent of Licensor and Licensee. Licensee shall be solely responsible for all displays and its equipment utilized in the Event.

12. SITE REQUIREMENTS.

- a. Licensor represents that it will coordinate with Licensee as follows: (i) the Event Area will be made available as scheduled for access by the Licensee for Event setup, and (ii) the Event Area and all associated approaches and exits shall be fully prepared as hereafter described:
 - i. At Licensee's expense, Licensor will prepare the Event Area, to the extent reasonably required for the Event, including minor brush removal, mowing, snow removal or ground leveling at each Display location, for the installation and placement of the Event and its various components, at the direction of Licensee. In addition, Licensor shall maintain all portions of the course free of obstacles and hazards, such as for example, snow, leaves, or debris, as needed, to keep the course passable by automobiles at all times during the Event.

- ii. Licensee and Licenser will mutually approve all Display installations and locations.
- iii. Licenser will provide adequate quantity of parking areas during the Run Dates.

Failure of Licenser to deliver the Event Area as required above shall be a default of this Agreement by the Licenser, and following written notice from Licensee to Licenser identifying such default with specificity and providing Licenser with a five (5) day opportunity to cure such breach (or such lesser period of time depending on the circumstances relative to the applicable Event dates impacted by any such breach), Licensee's sole recourse in the event of Licenser's failure in this respect is to cancel the Event without any further obligations by Licensee to Licenser.

- b. Licenser represents and warrants that the Event Area and Property will operate within reasonable parameters in a physical condition required for the production of the Event as described by Licensee, including during Event installation and removal, during seasonal conditions, as well as during inclement weather conditions, and that Licenser will undertake in a timely manner any reasonably necessary measures to repair, maintain or otherwise adapt the Event Area and Property, including plowing, mowing, snow removal, road repairs, parking lot repairs and maintenance, electrical service, maintenance and repairs and any other similar measures, to allow for the normal operation of the Event for each of the Run Dates. Time is of the essence for Licenser to comply with the above obligations.

13. SERVICE TERMS.

- a. Other than those items specifically provided by Licenser for the production and operation of the Event, Licensee shall furnish or provide materials for the Event and for Licensee's personnel (including by way of example, Displays, generators, construction and other related equipment and supplies, inventory, uniforms, communications equipment, etc.) and other items necessary to perform the Licensee's obligations pursuant to this Agreement (the "**Materials**").
- b. Licensee shall at all times retain ownership of all such Materials and be entitled to remove them and transport such Materials following the Event. Licenser shall not be responsible for any loss, vandalism or other damage to any such Materials.
- c. Upon the expiration or earlier termination of this Agreement, Licensee shall promptly remove all Materials from the Property, unless the Parties have hereafter mutually agreed that such Materials are to be stored on the Property for Events to be conducted in the future. In the event that conditions beyond the reasonable control of Licensee make the timely removal impossible or impracticable for a period of time, Licenser and Licensee shall work together in good faith to make alternate arrangements that accommodate the conditions causing the delay. Without the Licenser's agreement otherwise, which shall be in the sole discretion of the Licenser, no Materials shall remain on the Property after the removal deadline which in any way interferes with Licenser's use of the Property.
- d. Licensee is, and shall be for all purposes, an independent contractor and not a joint employer, agent, or employee of Licenser. Other than the specific, limited authority to assign and monitor Event specific

projects, Licensor shall have no control over the performance of Licensee's personnel. Licensee's personnel are not subject to personnel policies and procedures covering Licensor's employees or contractors. All of Licensee's personnel will report directly to Licensee's operation managers, who in turn will be responsible for their supervision. Any request by Licensor regarding the placement or conduct of Licensee's personnel shall be made to Licensee's managers, who will be responsible for the satisfaction of such requests to the extent not inconsistent with this Agreement. Licensee shall have no oversight and/or control of any employee of the Licensor. Any request by Licensee regarding the placement or conduct of Licensor's personnel shall be made to Licensor's representative, who in the sole discretion of the Licensor will be responsible for responding to such requests.

- e. Licensee's personnel shall be admitted to the Property at all times during the setup, operation and removal of the Event during the Term in such numbers as Licensee may reasonably require for conducting its operations. Licensee will ensure that its personnel comply with Licensor's guidelines regarding Property access and any recording restrictions.

14. LEGAL REQUIREMENTS AND STANDARDS. Without in any way limiting any other term or provision of this Agreement or any obligation of the Parties hereto, the Parties represent and covenant that they shall do or cause to be done all of the following:

- a. Perform its activities under this Agreement in accordance with all applicable federal, state and local laws, statutes, ordinances, rules and regulations applicable to that Party's services or obligations, including but not limited to, complying with the Fair Labor Standards Act, Americans with Disability Act, and antidiscrimination laws.
- b. Obtain, maintain and comply with those licenses, permits and approvals from any governmental authority that may be required to enable either Party to perform its Services and other obligations under this Agreement.

15. FORCE MAJEURE. The failure of any Party hereto to comply with the terms and conditions hereof because of a Force Majeure Occurrence, as hereafter defined, shall not be deemed a breach of this Agreement. "**Force Majeure Occurrence**" shall be defined to include, without limitation, Act of God, strike, labor disputes, war, fire, earthquake, acts of public enemies, acts of terrorism, epidemic, pandemic, action of federal, state or local governmental authorities or an event or reason beyond the reasonable control of a Party that makes execution of this Agreement impossible or impracticable. Each Party shall be relieved of its obligations hereunder with respect to the performance so prevented by a Force Majeure Occurrence, unless and until the Force Majeure Occurrence ends or is reasonably resolved.

16. INDEMNITY.

- a. Licensee Indemnity. To the fullest extent permitted by law, Licensee expressly agrees to indemnify, defend and hold harmless the City of Brandon, MS and its elected officials, officers, directors, employees, agents and vendors (the "**Licensor Parties**") from and against any and all claims, citations, penalties or other loss arising out of any violation of any law, rule, regulation or order, and from any and all claims or liabilities, including reasonable attorneys' fees, for loss, damage or injury to persons

or property of whatever kind or nature arising from the acts or omissions of Licensee, its parents, partners, affiliates, subsidiaries, successors or assigns and each of their respective agents, employees, workers, representatives, vendors and contractors (hereafter collectively, “**Claims**”).

- b. Performance Bond. Licensee shall provide a Performance Bond in favor of Licensor up to the amount of \$25,000 toward the amount, if any, attributable to the License Fee under Section 5(a) or with respect to any other sums due to Licensor from Licensee under the terms of this Agreement.
- c. Survival. The indemnification obligations set forth in this Section 16 shall survive the expiration or earlier termination of this Agreement.

17. INSURANCE.

- a. Licensee’s Obligations. Licensee will obtain and keep in full force and effect during the Term of this Agreement, Commercial General Liability insurance from companies authorized to do business in the state of Mississippi with an insurance rating of “A-XII” or better, satisfactory to Licensor, in minimum amounts of \$1,000,000 each occurrence for Bodily Injury, Personal Injury or Property Damage Liability, with a General Aggregate limit of \$2,000,000 with coverage to include Contractual Liability, with respect to the operations of the Named Insured, Independent Contractors, Premises Liability, and Products/Completed Operations Liability. Auto Liability (including Hired and Non-Owned Vehicles) shall be provided with limits of not less than \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage. Licensee shall further keep and maintain in full force and effect, Worker’s Compensation insurance, including Employers Liability with limits of \$1,000,000 each accident, \$1,000,000 each person for disease. Licensee shall also provide a \$4,000,000 per occurrence and aggregate Umbrella insurance policy with coverage no less broad than the primary policies including Commercial General Liability, Employers Liability and Automobile Liability. Licensee shall keep and maintain in full force and effect during the Term of this Agreement, for the benefit of Licensor, All Risk property insurance for the full replacement value of all of Licensee’s equipment, furnishings, materials and other property owned, rented or brought into the Event Area by Licensee, or its sub-contractors. Certificates of Insurance evidencing the same will be furnished to Licensor prior to the commencement of Licensee’s usage. In the event of a cancellation of, non-renewal or material adverse change to Licensee’s insurance, Licensee agrees to provide not less than thirty (30) days’ prior written notice thereof to Licensor. Such Certificates will list the Licensor Parties as additional insureds (other than Worker’s Compensation) as respects the liabilities assumed herein by Licensee. All policies are to contain a Waiver of Subrogation in favor of Licensor. Licensee’s insurance shall be primary and non-contributory as to Licensor and all Additional Insureds for any and all Claims to the extent of the liability assumed under this Agreement by Licensee. Licensee’s commercial general liability insurance shall cover the use of Licensor’s equipment by Licensee.
- b. Licensor’s Obligations. Licensor is a member of the Mississippi Municipal Liability Plan and will remain a member of such during the Term of this Agreement. Licensor shall, to the extent required by law, maintain worker’s compensation insurance for its employees. In its discretion, Licensor will maintain casualty (property) insurance with respect to its equipment.

18. **LICENSES AND OTHER PERMITS.** Licensee agrees to obtain all permits, licenses or other approvals from federal, state or provincial, and local authorities necessary for the promotion, presentation and operation of the Event that is the subject of this Agreement. At no cost to Licensor, it will reasonably cooperate with Licensee in this effort.

19. **OWNERSHIP.** Licensor agrees that at all times, all Displays, equipment, supplies, and any other Materials provided by Licensee, its lessors or contractors for the Event (collectively, the “**Displays**”), no matter if free standing, or if attached in any way to the Property or to any of its structures or objects in the Event Area, shall remain the sole property of Licensee and its lessors or contractors. Licensor agrees that at no time, by act or omission of the Licensor, or by negligence on the part of the Licensor, shall ownership or control of any Displays and other Event Materials be assigned, assumed, forfeited or otherwise transferred, for any reason whatsoever, to any other party, no matter the circumstances. If the Event Area, Property or Licensor is subject to any claim, lien, levy or charge or legal process which would seek to determine, change or test Licensee’s rights of possession of the Displays, Licensor shall immediately notify Licensee. If the Event Area, Property or Licensor is subject to any act of forfeiture of deed, title, lease or other rights that would affect Licensee’s control or possession of the Displays, Licensor agrees that Licensee may dismantle the Displays immediately and remove them from the Property, and Licensor shall forfeit all rights in this Agreement. Any such actions against Licensor shall constitute a default under this Agreement. In that event, Licensee shall be entitled to pursue all legal and equitable remedies under applicable law relative to its ownership rights to the Displays and related Event Materials.

20. **INTELLECTUAL PROPERTY.**

- a. Each Party is, and shall remain, the owner of all rights it has in all creative and copyrightable material created by it, trademarks, service marks and other intellectual property, including the goodwill applicable thereto, as they may exist or may hereafter be modified by such Party (each Party’s “**Marks**”). Each Party acknowledges that its use of the other Party’s Marks inures to the benefit of the Party owning such Marks, including any goodwill, and that neither Party will acquire any ownership in the other Party’s Marks as a result of this Agreement. Neither Party shall use the other Party’s Marks or allow any other Party to use the other’s Marks in any manner not specifically granted in writing by the owner of such Marks prior to use. If permission is so granted, then the Marks shall be used only in the format in accordance with the specifications provided by the Party granting such use from time to time, unless approval to modify the Marks is expressly granted by the owner of such Marks. All materials using a Party’s Marks must be pre-approved by the Party owning such Marks. Either Party may monitor and object to any unauthorized use of the other Party’s Marks, and such Party agrees that, upon notice from the other Party of any such unauthorized use, such Party shall immediately cease such unauthorized use of the other Party’s Marks. Failure to immediately cease such unauthorized use shall constitute a material breach of this Agreement. Any authorized use by a Party of the other Party’s Marks shall be under license from such Party for the limited purposes permitted herein in accordance with the terms set forth in this Agreement.

- b. Notwithstanding anything to the contrary contained herein, Licensor acknowledges and agrees that Licensee shall be entitled to exclusively take photographs, videos or other media of the Event, including without limitation, the use of the Materials, Displays, other equipment setup for the purposes of the Event, as well as, conduct interviews of patrons attending the Event (collectively, the “Onsite IP Materials”). Licensee shall at all times be the owner of the Onsite IP Materials for all purposes. Licensee shall be responsible for obtaining and paying all required rights and clearances that may be necessary in connection with the Onsite IP Materials, including without limitation releases from any person(s) depicted therein, as well as licenses from applicable publishers, record labels, public performance organizations and any other third-party rights holders. Licensee will be responsible for all costs associated with Onsite IP Materials, including without limitation, equipment, set-up/load-in, security, office space, equipment and labor. Licensee represents, warrants and covenants that the Onsite IP Materials and the exploitation of such Onsite IP Materials shall not include any disparaging remarks, comments or actions about or toward the Licensor Parties.

21. APPROVALS.

- a. All uses of the names, marks, images, logos, descriptions and all other intellectual property (collectively, “IP”) of the Event, including without limitation, the Licensee’s federally registered service mark, Magic of Lights, Licensee’s affiliated Event logo, the names and marks of any third parties that have licensed their IP for use within the Event, and the name FunGuys, LLC for the purpose of publicizing or promotion of the Event shall be subject to the approval of Licensee, such approval not to be unreasonably withheld.
- b. Subject to subsection 23(a), all artworks, renderings, representations, descriptions, video, audio, animations or other media, if any, created by the Licensor for the purpose of publicizing or promoting the Event, whether publicly or privately, must be mutually approved by the Parties in advance of its use.
- c. If Licensor is involved with any marketing, promotion, or publicizing of the Event, all such plans and activity must be approved in advance by Licensee, including all placements, schedules, costs, advertisements, imagery and artwork.
- d. Licensor and Licensee will mutually agree on the course layout for the Event, including all entrance lanes placements, route, display locations and set ups, signage locations, and all other site plan issues.
- e. Licensor and Licensee will confer on the operations plan for the Event, including all days and hours of operation, crew placement, crew levels, crew hours, crew costs, Event managers plan, Event operations supervisors plan, emergency plans, and all other plans and arrangements for the daily operation of the Event; with the understanding that final decision making shall be that of the Licensee.

22. MERCHANDISE, CONCESSIONS AND OTHER SALES. Subject to Property capabilities, Licensor will provide adequate space in the Event Area for the reasonable operation of Licensee’s merchandise sales program including access to selling stalls and spaces, utilities, walkways and other resources. Merchandise and

concessions items offered for sale will be determined by Licensee. All sales methods and systems shall be determined by Licensee.

23. MISCELLANEOUS PROVISIONS.

- a. Assignment. This Agreement or any part hereof will not be transferred, conveyed or assigned by either without the prior written consent of the other Party.
- b. Entire Agreement; No Other Representations. This Agreement and Exhibits sets forth the entire agreement and understanding of the Parties relating to the subject matter hereof, and supersedes all prior agreements, arrangements and understandings, written or oral, between the Parties, except as specifically provided herein. Except as explicitly set forth herein, there are no promises, conditions, representations, understandings, interpretations or terms of any kind as conditions or inducements to the execution hereof or in effect between the Parties. This Agreement may not be amended, modified or revised except by a written instrument executed by the Party against which enforcement of the amendment or revision is asserted.
- c. Notice of Default. In the event of a material breach of this Agreement, the non-breaching Party shall provide written notice to the other Party specifying the alleged breach and providing such Party with the opportunity to cure such breach within ten (10) days from the date of receipt of written notice to correct or remedy such default, unless a shorter time period is required under the circumstances. If any material defaults are not cured within the time periods set forth in the preceding sentence, then the non-breaching Party has the right to terminate this Agreement and to exercise all other rights and remedies under law and in equity that the non-breaching Party may have pursuant to applicable law.
- d. Relationship of the Parties. The Parties are acting herein as independent contractors. Nothing herein shall create or be construed as creating a partnership, joint venture or agency relationship between the Parties and no Party shall have the authority to bind the other in any respect.
- e. Successors and Assigns. All of the terms of this Agreement shall apply to, be binding upon and inure to the benefit of the Parties hereto, their successors, assigns, heirs and legal representatives, and all other persons claiming by, through or under them.
- f. Survival. The terms and conditions of this Agreement shall survive the expiration or early termination of this Agreement to the fullest extent necessary for their enforcement and for the realization of the benefit thereof by the Party in whose favor they operate.
- g. Applicable law. This Agreement shall be governed by and construed according to the laws of the state of Mississippi, without giving effect to its choice of law principles. Venue for any dispute arising under this Agreement shall be in the appropriate state court in Rankin County, Mississippi.
- h. No Waiver of Rights. If either Party fails to enforce any of the provisions of this Agreement or any rights or fails to exercise any election provided in this Agreement, it will not be a waiver of those provisions, rights or elections or in any way affect the validity of this Agreement. The failure of either Party to exercise any of these provisions, rights or elections will not preclude or prejudice such Party from later enforcing or exercising the same or any other provision, right or election which it may have under this Agreement.

- i. Invalidity. If any term, provision, covenant or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of this Agreement will remain in full force and effect and will in no way be affected, impaired or invalidated.
- j. Notices. All notices given hereunder shall be in writing and shall be deemed to have been duly given if delivered personally with receipt acknowledged or sent by registered or certified mail or equivalent, if available, return receipt requested, or by nationally recognized overnight courier for next day delivery, or by email (which shall also be confirmed on the same day that such email is sent with a writing sent by registered or certified mail or equivalent or by nationally recognized overnight courier for next day delivery), addressed or sent to the Parties at the addresses set forth herein with a copy, if to FunGuys, LLC, to the attention of its Senior Vice President/General Counsel: Louis J. Gurwitch at Louis.Gurwitch@familyentertainmentlive.com or to such other email address as either party may subsequently provide in writing to the other party.
- k. Good Faith Negotiations. The Parties agree that, should any difference of interpretation, or any other controversy or claim arise out of or relate to this Agreement or any exhibits, addenda or amendments hereto, or the breach hereof, the Parties shall immediately make good faith efforts to negotiate a written voluntary resolution of the matter prior to instigating legal proceedings.
- l. Counterparts. This Agreement may be executed by facsimile and PDF and in any number of counterparts, and each of such counterparts shall be deemed an original.
- m. Attorneys' Fees. If either Party institutes an action or proceeding against the other to enforce the terms of this Agreement, then the prevailing Party in such action or proceeding will be entitled to recover from the other Party the reasonable attorneys' fees and costs incurred therein, to the extent permitted by law.
- n. Headings. This Agreement and all of the words, terms, and provisions shall be construed in accordance with their usual and ordinary meanings, and not in favor of or against either Party. Headings are not a part of this Agreement but are only for convenience.
- o. Further Assurances. Each Party to this Agreement, upon the request of any other Party to this Agreement, shall execute, acknowledge and deliver such further documents or instruments and perform such further acts as may be necessary, desirable or proper to carry out more effectively the purpose of this Agreement. Each of the Parties certifies that the individual executing the Agreement on the Party's behalf is duly authorized to do so.
- p. Equipment. The provisions of this Agreement notwithstanding, in performance under the Agreement, Licensor shall not be obligated or otherwise required to purchase (or rent) any item and/or equipment. It is intended that any item or equipment provided by Licensor under this Agreement shall be provided from existing inventory of Licensor.
- q. Governmental Entity. The provisions of this Agreement notwithstanding, Licensee acknowledges that Licensor is a governmental entity of the State of Mississippi and has certain rights, and is entitled to certain protections, defenses, limitations (including limitations of liability), privileges and immunities as provided by MCA Section 11-46-1 et. seq. (1972, as amended) ("the Mississippi Tort Claims Act") and as otherwise provided by Mississippi law by virtue of its status as a public entity and that Licensor reserves, asserts, and maintains all such rights, protections, defenses, limitations (including limitations of liability), privileges and immunities in all respects.

{Signature Page to Follow}

ACCEPTED AND AGREED as of the date and year first above written.

CITY OF BRANDON, MISSISSIPPI

FUNGUYS, LLC

NAME:

KEN HUDGENS

TITLE:

TITLE: CEO

SIGNATURE: _____

SIGNATURE: _____

DATE: _____

DATE: _____

EXHIBIT A

SITE MAP



LICENSEE: _____

LICENSOR: _____

EXHIBIT B

SCHEDULE/RUN DATES

Move-In Tuesday, October 1, 2025 through Friday November 17, 2025*
Run Dates Friday November 21, 2025 through Saturday, January 3, 2026
Move-Out Sunday January 4, 2026 through no later than January 31, 2026

- During its move-in activities, Licensee will use its best, good faith efforts to work around any of Licensor's existing or previously scheduled activities.

LICENSEE: _____
LICENSOR: _____

EXHIBIT C

LICENSOR EQUIPMENT **

For Installation of Displays:

Arrival 10/1 by 8:00 AM (all equipment)

- (2) 7000lbs or 8000lbs enclosed cab extend reach telescoping and articulating forklifts
- (1) 45 articulating man-lift
- (1) 40 straight man lift
- (2) enclosed-cab Kubota- style 4 seat utility carts

Partial Return/Pick-Up 11/17:

- (1) forklift
- (1) Strait man lift
- (1) Kubota Style Cart

Delivery of the following section is to be confirmed:

- (10) 6500-watt generators w/ 3 way plugs out of the 30-amp breaker

Remainder of above to remain on site for run of show

For Removal of Displays:

Arrival for load out 1/6 by 8:00 am

- (1) forklift
- (1) Strait man lift
- (1) Kubota Style Cart

Return/Pick Up 1/31*:

All Equipment to be returned by no later than 1/31/26 (and on similar dates in the future Event years)

****** The above Equipment will be provided by Licensor at no additional cost to Licensee. However, certain additional items (together, the **"Items"**, whether one or more) will also be provided by Licensor on a mutually agreed upon basis subject to the following procedure: Licensor will submit a written quote to Licensee for its review and approval (each, a **"Quote"**) describing the Item(s) and the proposed cost and Licensee shall have the right to approve the cost associated therewith. By way of example only, the Items may include the following: cement blocks, load-in/load-out weekend meals, portable toilets, fuel, etc. Once approved by Licensee, the parties will sign or initial each of the Quotes for use at the Event Settlement.

LICENSEE: _____

LICENSOR: _____



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 09/02/2025
SUBJECT: LIST OF PROPOSED PROJECTS

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

ATTACHMENTS:

1. COB Project List 2025

8 Recommended Grant Applications (Highest Ranking)

MPO / MDOT Submissions

1. City Park – City Hall Shared Use Path
2. Shiloh Park Shared Use – Shiloh Rd. to Kennedy Farms Pkwy. (Shiloh Park. Cir.)
3. Shiloh Park Shared Use – Along Shiloh Road to Shiloh Park Circle
4. Grants Ferry Pkwy. Shared Use Path, Cornerstone Dr. to Grants Ridge Subdivision
5. Crossgates Dr. Shared Use Path from Crossgates Blvd. to Stonegate Dr.
6. Eastgate Sidewalk from Sandalwood Dr. to S. of Thorngate Dr.

MDOT Submission Only

7. Downtown Lighting project on Dining Street (MDOT)

MOST Submission Only

8. Rehabilitation of Library Walking Trail behind Tennis Courts (MOST)



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 09/02/2025
SUBJECT: DISCUSSION OF THE POTENTIAL TOURISM BUREAU DEVELOP

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 09/02/2025
SUBJECT: DISCUSSION OF A MORATORIUM ON A NEW RESIDENTIAL DE

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 08/29/2025
SUBJECT: ORDINANCE - BOARD OF ALDERMEN SALARY

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.

ATTACHMENTS:

1. Alderman Salary Ordinance.9.2.25

AN ORDINANCE SETTING SALARY OF THE MEMBERS OF THE BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI

BE IT ORDAINED BY THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF BRANDON THAT:

SECTION 1: The salary of the individual members of the Board of Aldermen shall be \$32,000.00 annually, beginning the 2nd day of October 2025.

- 1. This Ordinance shall supersede any and all ordinances which are in conflict herewith.
- 2. This Ordinance shall go into effect one (1) month after passage, in accordance with Miss. Code Ann. Section 21-13-11 (1972 as amended).
- 3. The foregoing Ordinance having been first reduced to writing was read and considered and by motion of Alderman _____ and seconded by Alderman _____ was adopted by the following vote, to wit:

Sharon Womack, Alderman at Large	_____
Jarrad Craine, Alderman Ward 1	_____
Cris Vinson, Alderman Ward 2	_____
Harry Williams, 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 2nd day of September 2025.

ATTEST:

BUTCH LEE, MAYOR

MARY ANN HESS, CITY CLERK



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BUTCH LEE
DATE: 08/28/2025
SUBJECT: EMPLOYEE TITLE CHANGES

Request permission to change the titles of the following employees effective September 1, 2025.

- Tracie Riggins to Finance Director
- Charles Pitcox to Events Director

ATTACHMENTS:

1. Employee Title Change Memo



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 08/25/2025
SUBJECT: FY 2025-2026 TAXING AND SPENDING PLAN

Consideration to adopt the FY 2025-2026 Taxing and Spending Plan and authorize publication of the same.

ATTACHMENTS:

1. 2025 - 2026 Budget for Publication (2)

**CITY OF BRANDON
GENERAL FUND
FY 2026**

**PROPOSED
BUDGET**

PROJECTED CASH BALANCES AT 10/01/25:

Unassigned fund balance	6,620,560
Restricted/committed/assigned fund balance	6,437,648
	<u>13,058,208</u>

REVENUE

Taxes	7,077,891
Licenses & Permits	1,204,769
State Shared Revenues	11,519,660
Grants	7,087,465
County Shared Revenue	1,081,900
Charges for Services	144,600
Court Fines & Fees	414,857
Miscellaneous	441,700
Transfers	(1,416,120)
Non-Revenue Receipts	<u>13,200</u>

TOTAL REVENUE	<u>27,569,923</u>
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TOTAL FROM ALL SOURCES	<u><u>40,628,131</u></u>
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EXPENDITURES

CITY COURT

Personnel Costs	315,983
Supplies	6,800
Charges for Services	17,758
Capital Expenditures	<u>0</u>
TOTAL CITY COURT	340,541

EXECUTIVE / ADMINISTRATIVE

Personnel Costs	611,779
Supplies	7,580
Charges for Services	219,462
Capital Expenditures	5,200
Debt Service	0
TOTAL EXECUTIVE / ADMINISTRATIVE	844,021

GENERAL GOVERNMENT

Personnel Costs	983,641
Supplies	24,875
Charges for Services	1,367,257
Capital Expenditures	665,600
Debt Service	0
TOTAL GENERAL GOVERNMENT	3,041,373

POLICE DEPARTMENT

Personnel Costs	4,835,392
Supplies	404,370
Charges for Services	475,385
Capital Expenditures	178,510
Debt Service	0
TOTAL POLICE DEPARTMENT	5,893,656

FIRE DEPARTMENT

Personnel Costs	6,559,880
Supplies	174,503
Charges for Services	558,121
Capital Expenditures	1,029,998
Debt Service	0
TOTAL FIRE DEPARTMENT	8,322,501

COMMUNITY DEVELOPMENT

Personnel Costs	744,892
Supplies	13,800
Charges for Services	180,979
Capital Expenditures	45,129
Debt Service	0
TOTAL COMMUNITY DEVELOPMENT	984,800

STREET DEPARTMENT

Personnel Costs	283,203
Supplies	110,100
Charges for Services	3,034,220
Capital Expenditures	9,998,804
Debt Service	<u>0</u>
TOTAL STREET DEPARTMENT	13,426,327

CONF CENTER RENTAL

Personnel Costs	219,093
Supplies	19,700
Charges for Services	333,401
Capital Expenditures	1,700
Debt Service	<u>0</u>
TOTAL CONF CENTER RENTAL	573,894

PARK DEPARTMENT (INCLUDES SENIOR SERVICES)

Personnel Costs	952,108
Supplies	210,875
Charges for Services	971,710
Capital Expenditures	593,000
Debt Service	<u>0</u>
TOTAL PARK DEPARTMENT	2,727,693

CEMETERY MAINTENANCE

Supplies	0
Charges for Services	186,000
Capital Expenditures	<u>0</u>
TOTAL CEMETERY MAINTENANCE	186,000

LIBRARY

Contributions	0
Supplies	4,650
Charges for Services	157,195
Capital Expenditures	<u>368,000</u>
TOTAL LIBRARY	529,845

TOTAL EXPENDITURES	<u>36,870,652</u>
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Projected Ending Cash Balances 09/30/26	<u><u>3,757,479</u></u>
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**CITY OF BRANDON
DRUG SEIZURE FUND
FY 2026**

**PROPOSED
BUDGET**

Projected Cash Balance 10/01/25	1,048,661
REVENUE	
Forfeitures	229,580
Interest Earnings	<u>2,459</u>
TOTAL REVENUE	<u>232,039</u>
TOTAL FROM ALL SOURCES	<u><u>1,280,700</u></u>
EXPENDITURES	
Supplies	19,840
Charges for Services	8,000
Capital Expenditures	496,983
Debt Service	<u>0</u>
TOTAL EXPENDITURES	<u>524,823</u>
Projected Ending Cash Balance 09/30/26	<u><u>755,877</u></u>

**CITY OF BRANDON
AMPHITHEATHER
FY 2026**

**PROPOSED
BUDGET**

Projected Cash Balance 10/01/25	1,583,786
REVENUE	
Charges for Services	9,580,681
Miscellaneous	128,270
Transfers	17,774
Non-Revenue Receipts	<u>0</u>
TOTAL REVENUE	<u>9,726,725</u>
TOTAL FROM ALL SOURCES	<u><u>11,310,510</u></u>
EXPENDITURES	
Personnel Costs	437,878
Supplies	149,565
Charges for Services	6,378,926
Capital Expenditures	<u>1,179,255</u>
TOTAL AMPHITHEATER EXPENSES	<u>8,145,624</u>
Projected Ending Cash Balance 09/30/26	<u><u>3,164,887</u></u>

**CITY OF BRANDON
SANITATION FUND
FY 2026**

**PROPOSED
BUDGET**

Projected Cash Balance 10/01/25	280,776
REVENUE	
Garbage Revenue	2,134,176
Transfers	0
Interest Earnings	<u>4,696</u>
TOTAL REVENUE	<u>2,138,872</u>
TOTAL FROM ALL SOURCES	<u><u>2,419,648</u></u>
EXPENDITURES	
Personnel Costs	96,879
Supplies	99,240
Charges for Services	1,964,904
Capital Expenditures	250,000
Debt Service	<u>0</u>
TOTAL EXPENDITURES	<u>2,411,023</u>
Projected Ending Cash Balance 09/30/26	<u><u>8,625</u></u>

**CITY OF BRANDON
DEBT SERVICE FUND
FY 2026**

**PROPOSED
BUDGET**

Projected Cash Balance 10/01/25	4,875,608
REVENUE	
Taxes	3,315,165
Transfers In	2,878,586
Interest Earnings	<u>164,558</u>
TOTAL REVENUE	<u>6,358,309</u>
TOTAL FROM ALL SOURCES	11,233,916
EXPENDITURES	
Bonds Redeemed	3,924,000
Interest on Bonds	1,117,663
Bond Fees & Expenses	<u>22,000</u>
TOTAL EXPENDITURES	<u>5,063,663</u>
Projected Ending Cash Balance 09/30/26	<u><u>6,170,253</u></u>

**CITY OF BRANDON
CAPITAL IMPROVEMENTS FUND
FY 2026**

**PROPOSED
BUDGET**

Projected Cash Balance 10/01/25	1,586,170
REVENUE	
Interest	406,986
SB2948	269,382
SECTION 592	936,064
HB 1353	40,000
HB 603	453,695
SB 2468	3,000,000
MOSTF	392,925
CDBG Diamond Emerald	691,041
NRCS	336,600
Transfers	-
TOTAL REVENUE	<u>6,526,692</u>
TOTAL FROM ALL SOURCES	<u><u>8,112,862</u></u>
EXPENDITURES	
Capital Expenditures	<u>6,911,053</u>
TOTAL EXPENDITURES	<u>6,911,053</u>
Projected Ending Cash Balance 09/30/26	<u><u>1,201,809</u></u>

**CITY OF BRANDON
INFRASTRUCTURE ACT FUND
FY 2026**

**PROPOSED
BUDGET**

Projected Cash Balance 10/01/25	720,892
REVENUE	
Infrastructure Act	2,358,897
Interest	34,942
Transfers	<u>(1,462,466)</u>
TOTAL REVENUE	<u>931,373</u>
TOTAL FROM ALL SOURCES	<u><u>1,652,265</u></u>
EXPENDITURES	
Capital Expenditures	<u>100,000</u>
TOTAL EXPENDITURES	<u>100,000</u>
Projected Ending Cash Balance 09/30/26	<u><u>1,552,265</u></u>

**CITY OF BRANDON
ENTERPRISE FUND
FY 2026**

**PROPOSED
BUDGET**

PROJECTED CASH BALANCES 10/01/25:

Unassigned fund balance	1,814,303
Restricted/committed/assigned fund balance	646,002
	<u>2,460,305</u>

REVENUE

Water Sales	1,929,963
Sewer Charges	2,904,922
Sewer Charges - West Rankin	4,740,445
West Rankin Tap Fees	1,516
Base Rate	3,420,805
Taps	107,417
Reconnect Fees	12,935
Late Charges	215,707
Misc. Income	9,930
Transfers	0
Interest Earnings	116,142
Loan revenue	<u>850,000</u>

TOTAL REVENUE	<u>14,309,783</u>
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TOTAL FROM ALL SOURCES	<u><u>16,770,088</u></u>
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EXPENDITURES

DEBT SERVICE	4,836,797
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ADMINISTRATION

Personnel Costs	595,138
Supplies	8,250
Charges for Services	512,089
Capital Expenditures	61,800
TOTAL ADMINISTRATION	<u>1,177,277</u>

WATER DEPARTMENT

Personnel Costs	1,350,402
Supplies	519,000
Charges for Services	2,907,561
Capital Expenditures	1,666,049
Debt Service	0
TOTAL WATER DEPARTMENT	<u>6,443,012</u>

SEWER DEPARTMENT

Personnel Costs	291,481
Supplies	75,350
Charges for Services	1,691,280
Capital Expenditures	1,245,000
Debt Service	<u>0</u>
TOTAL SEWER DEPARTMENT	3,303,111
 TOTAL EXPENDITURES	 <u>15,760,198</u>
 Projected Ending Cash Balances 09/30/26	 <u><u>1,009,890</u></u>



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 08/13/2025
SUBJECT: CONSIDERATION TO PAY AN ADDITIONAL \$81.08 IN LEASE

ATTACHMENTS:

1. 16th Section Land Lease CPI Increase 2025

16th Section Land Management

Office Address: 200 School Road | Brandon, MS 39042 | 601-824-5147
Mailing Address: Post Office Box 1359 | Brandon, MS 39043 | www.rcsd.ms

August 13, 2025

**CITY OF BRANDON
P.O. Box 1539
Brandon, MS 39042**

**RE: YOUR SIXTEENTH SECTION LEASE – NEW CPI RENT ADJUSTMENT
PARCEL: 16-5-3 I8J-50-10**

Dear Leaseholder:

In accordance with the terms of your Sixteenth Section land lease with the Rankin County School District, a new CPI appraisal of the land you currently lease has been conducted by J. Neil Parker, Appraisal Research Company and received by Rankin County School District this day.

Based upon this CPI appraisal, your annual rental has been set at **\$3,078.50** with the payment due on **July 01, 2025**. We have received your payment of the **\$2,997.42**. Your remaining balance due is **\$81.08**. Please forward your payment to the Rankin County School District, Post Office Box 1359, Brandon, MS 39043. Also, please sign and return this letter with your payment to acknowledge your agreement to the new rental amount to be paid in accord with the terms of your lease.

Should you have any questions regarding this matter, please feel free to call Maverick Harrison, Sixteenth Section Land Manager, at 601-824-5147.

Sincerely,



Eric Smith
Assistant Superintendent

AGREED TO:

LESSEE

DATE

LESSEE

DATE

Shane Sanders
Superintendent of Education

Appraisal Research Company, LLC

104 Avalon Court, Suite A
Brandon, MS 39047
Post Office Box 320217
Flowood, MS 39232
(601) 664-2422
FAX: (601) 664-1605

August 12, 2025

Rankin County School District
Attn: Mr. Maverick Harrison, Sixteenth Section Land Manager
200 School Street
Brandon, MS 39042

Re: CPI Lease Adjustment

Tax Parcel Number: I8J-50-10

Leaseholder: City of Brandon

Dear Mr. Harrison,

As you requested, I have personally reviewed the lease for the above captioned property, and I have consulted the Consumer Price Index for all Urban Consumers (CPI-U) for the purpose of providing you the new rental rate for the coming year of the lease according to the "Rent Adjustments" clause in that lease. The applicable CPI data and the resulting calculations are shown in the following chart.

CPI Rent Calculations

Parcel	I8J-50-10
Insert Old Rent	\$2,997.42
Most Recent CPI Index Date	July 2025
Current Index (A)	323.048
Index 12 months ago (B)	314.540
Adjustment Factor (A/B)	1.0270490239
New Rent	\$3,078.50

Respectfully submitted,



J. Neil Parker, MAI
Partner



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 08/27/2025
SUBJECT: **CONSIDERATION TO RENEW THE ANNUAL CONTRACT FOR ADO**

ATTACHMENTS:

1. Quotation #0228685520 - City of Brandon
2. TSSQ7666

Account name: 11176714

CITY OF BRANDON
1000 MUNICIPAL DR
BRANDON MS 39042-2972

SHIP-TO

CITY OF BRANDON
1000 MUNICIPAL DR
BRANDON MS 39042-2972

Quotation

Quotation Number : [0228685520](#)
Document Date : 05-AUG-2025
PO Number :
PO Release :
Sales Rep : DJ McBride
Email : DJ.MCBRIDE@INSIGHT.COM
Phone : +15015054707

We deliver according to the following terms:

Payment Terms : Net 30 days
Ship Via : Electronic Delivery
Terms of Delivery : FOB DESTINATION
Currency : USD

Material	Material Description	Quantity	Unit Price	Extended Price
65324170BC12A12	Adobe Acrobat Pro for enterprise - Subscription Renewal - 1 user Coverage Dates: 24-AUG-2025 - 23-AUG-2026 STATE OF MISSISSIPPI NASPO VALUEPOINT SOFTWARE VAR(# CTR060025 / ITS-46432) LICENSE : F1953A4DA7BA48E6D58A DEPLOY DATE : 05-AUG-2025	26	259.12	6,737.12
Product Subtotal				6,737.12
TAX				0.00
Total				6,737.12

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

DJ McBride
+15015054707
DJ.MCBRIDE@INSIGHT.COM

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you are purchasing under an Insight Public Sector, Inc. contract vehicle, in which case, that agreement will govern.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.

Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

<https://www.insight.com/terms-and-policies>

Quoted To:

City of Brandon

Mary Ann Hess
1000 Municipal Drive
Brandon, MS 39042
United States

Phone (601) 825-5021

Fax

Prepared By:

Jared Grant

jgrant@techsource.ms

601-914-6888

Ship Via:

Terms: NET30

Adobe Acrobat Renewal - 2025-2026

Description	Unit Price	Qty	Ext. Price
☐ Adobe Acrobat Pro for enterprise - Subscription Renewal - 1 user - Annual License Fee	\$335.00	26	\$8,710.00

Subtotal	\$8,710.00
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Tax	\$0.00
------------	--------

Shipping	\$0.00
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Grand Total	\$8,710.00
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Please contact me if I can be of further assistance.

Quote valid for 30 days. Taxes, shipping, handling and other fees may apply.

Unless otherwise stated, this quote does not include any labor charges. We reserve the right to cancel orders arising from pricing or other errors.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 09/02/2025
SUBJECT: RESIGNATION - V HAWKINS

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.

ATTACHMENTS:

1. Agenda Item Veronica Hawkins 9.2..2025
2. V Hawkins Resignation 0001



MEMORANDIUM

TO: BOARD OF ALDERMEN
FROM: MARY ANN HESS
BOARD AGENDA: TUESDAY, SEPTEMBER 2, 2025
SUBJECT: RESIGNATION VERONICA HAWKINS

ACCEPT THE RESIGNATION OF VERONICA HAWKINS, AP SPECIALIST, EFFECTIVE SEPTEMBER 12, 2025.

ATTACHMENTS:

Resignation Letter

Veronica Hawkins

335 Boteler Road

Florence, MS 39073

veronicabhawkins@gmail.com

601-628-0191

Date: August 29, 2025

To:

Tracie Riffin

City of Brandon

Finance Director

Brandon, MS

Dear Tracie,

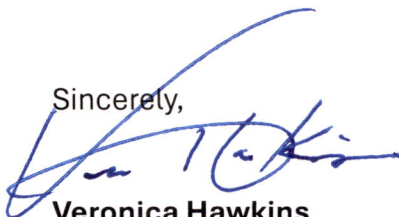
Please accept this letter as formal notice of my resignation from my position as Accounts Payable Specialist with the City of Brandon. My last working day will be Friday, September 12, 2025.

I have appreciated the opportunity to contribute to the finance team and serve the City of Brandon. I'm grateful for the professional experience and support I've received during my time here.

I am committed to ensuring a smooth transition over the next two weeks and will do everything I can to complete outstanding responsibilities and assist with the handover of my duties.

Thank you again for the opportunity. I wish the organization continued success.

Sincerely,



Veronica Hawkins



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 08/20/2025
SUBJECT: FALL MMCCA CONFERENCE

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.

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 07/31/2025
SUBJECT: CLAIMS DOCKET

ATTACHMENTS:

1. 09-02-2025 Claims Docket
2. 8_22_2025



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#		001-000						
101381	14511	DIDAR S KHINDA		08/21/2025	ROOM RENTAL REFUND	001-000-321	11	\$750.00
101383	14348	DONNA GROSS		05/12/2025-REPRINT	ROOM RENTAL DEPOSIT FULL REFUND	001-000-359	11	\$200.00
101386	11422	EBONY WOODSON		08/21/2025	ROOM RENTAL REFUND	001-000-321	11	\$750.00
101396	14463	GABRIELLE PRICE		08/08/2025	ROOM DEPOSIT FULL REFUND	001-000-321	11	\$750.00
101411	14005	JAGDISH BAROT		08/18/2025	ROOM RENTAL DEPOSIT REFUND	001-000-321	11	\$500.00
101431	14502	MOST BEAUTIFUL YOU PAGENT		08/18/2025	ROOM RENTAL DEPOSIT REFUND	001-000-321	11	\$400.00
101438	14510	PARWINDER JIT KAUR		08/21/2025	ROOM RENTAL REFUND	001-000-321	11	\$1,450.00
Total For Department				001-000				\$4,800.00
Dept#		001-040						
101359	12248	BRANDON BUSINESS ASSOCIATION	18557	SEPT 25	INITIAL PROGRAMMING FUNDS-B/A 6/17/2024	001-040-600	11	\$12,500.00
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025-08/18/2025	001-040-605	11	\$328.92
101364	205	CENTRAL MS PLANNING & DEVELOPMENT DISTRICT, INC.		5787	CENTRAL MS MAYORS ASSOC FY 256 DUES	001-040-695	11	\$250.00
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876-FUEL FOR WEEK 08-11-2025-08-17-	001-040-525	11	\$42.32



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101397	7989	GEIGER BROS	20298	5981078	2025 Welcome Home Brandon promotional items	001-040-650	11	\$3,940.00
						001-040-650	11	\$220.05
Total For Department				001-040				\$17,281.29
Dept#	001-092							
101360	4919	BROADBAND VOICE, LLC		135314	CITY HALL & LIBRARY PHONE- 08/26/2025- 08/31/2025	001-092-605	11	\$346.89
101361	4017	BUSINESS SYSTEMS & CONSULTANTS	20141	3700	Board Approved 7/7/2025 Scan Large Format Drawings	001-092-600	11	\$12,632.50
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025- 08/18/2025	001-092-605	11	\$256.10
101365	1999	CINTAS CORPORATION NO 210		4239591559	UNIFORMS	001-092-535	11	\$3.95
						001-092-535	11	\$8.22
				4240319558	UNIFORMS	001-092-535	11	\$3.95
						001-092-535	11	\$8.22
				4241059746	UNIFORMS	001-092-535	11	\$3.95
						001-092-535	11	\$8.22
101370	12880	COMSOUTH INC	18527	210454	FLEET TRACKING	001-092-600	11	\$2,340.00
101380	14231	DELTA UTILITIES AGGREGATOR, LLC		6641534-0-AUG 25	1351 W GOVERNMENT ST	001-092-630	11	\$267.96
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	001-092-630	11	\$10,780.06
						001-092-630	11	\$295.11
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK	001-092-525	11	\$60.68



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
					08-11-2025-08-17-2025			
				NP69004735	ACCT #126876-FUEL FOR WEEK 08/18/2025-08/24/2025	001-092-525	11	\$22.35
101395	463	FREDERICK'S SALES & SERV.		01-126039	FIX BACKPACK SPRAYER	001-092-636	11	\$34.45
101400	4763	GREEN OAK GARDEN CENTER LLC	19856	29358	Annual Plant Maintance	001-092-604	11	\$150.00
101404	575	HOME DEPOT CREDIT SERVICES		4093718	PAINTER TOOLS	001-092-729	11	\$51.96
						001-092-729	11	(\$1.04)
101425	4566	METRO BUILDING SERVICES, INC	20264	61621	remove and replace one 16" collapsed ac return duct from AHU#2 to the new events room	001-092-636	11	\$1,662.00
			20324	61791	replace fire damper on ahu#2 main return. this includes service call and diagnose fees	001-092-636	11	\$1,658.46
			18588	61681	HVAC Equipment Service Agreement FY25	001-092-637	11	\$1,247.50
101427	6093	MIDSOUTH ELEVATOR, LLC	18526	INV-07331	CITY HALL ELEVATOR SERVICE	001-092-600	11	\$214.16
101434	5993	NATIONAL ELEVATOR INSPECTION SERVICES INC	20132	RI 25020537	Annual Elevator Inspection Certificate	001-092-600	11	\$198.00
101440	4276	PITNEY BOWES		3321137422	CITY HALL POSTAGE METER RENTAL	001-092-640		\$451.62
101443	9654	PROTEL, INC	19030	250800108	Call Center December 2024 - September 2025	001-092-600	11	\$11.50
101449	12708	RECURO HEALTH, INC		62810	JULY MD LIFE 2025	001-092-480	11	\$350.00



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101452	14095	SAFEGUARD BUSINESS SYSTEMS, INC		9008582045	PAYABLES CLEARING ACCOUNT	001-092-620	11	\$616.93
101456	14336	SIMMONS LANDSCAPE,LLC	20421	16-26010	flower bed and lawn maintenance for the following locations: city hall, downtown, gray daniels blvd, mar-lynn drive, cemetary and s college st.	001-092-637	11	\$1,680.48
101457	5895	SiteOne Landscape Supply Holding, LLC	19818	157287655-001	Turf and planting bed weed control chemicals for the amphitheater and city planting beds	001-092-637	11	\$1,053.38
101464	4578	TECHSOURCE SOLUTIONS INC	18536	70813	SERVER CONTRACT FY25	001-092-600	11	\$7,907.50
			18534	71020	IT DEPT SOFTWARE MONTHLY	001-092-600	11	\$909.75
			18536	MSP-71018	SERVER CONTRACT FY25	001-092-600	11	\$8,765.00
101465	6853	THE POWER SOURCE, PLLC		25463	CITY HALL RENOVATIONS	001-092-705	11	\$1,277.50
101472	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	18522	SEPT 25	QUICKBOOKS MONTHLY PAYMENT	001-092-600	11	\$99.00
101473	14000	TRUSTMARK VISA/MC - GEORGANNA KEENUM		7224559	HOME DEPOT GALV FENCE	001-092-637	11	\$11.96
				08/14/2025	HOME DEPOT- PRESSURE WASHER NOZZLE KIT	001-092-637	11	\$26.95
				CREDIT- HOTEL	CREDIT FOR GOLDEN NUGGET	001-092-696	11	(\$145.59)
101479	1652	VENABLE GLASS SERVICES	20323	2-409630	replace 12 store front windows at city hall	001-092-720	11	\$3,226.00



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101480	11103	VESTIS GROUP INC F/K/A ARAMARK		2780365309	that have fogged. MOPS FOR SENIOR CENTER AND CITY HALL	001-092-510	11	\$96.49
				2780366667	MOPS FOR SENIOR CENTER AND CITY HALL	001-092-510	11	\$96.49
Total For Department				001-092				\$58,688.61
Dept#	001-112							
101352	91	BATTERIES PLUS	20384	P8484973	2 new batteries for ire alarm panel	001-112-636	11	\$55.90
101356	14286	BLUE TO GOLD, LLC		08/26/2025	OFFICERS TO ATTEND CLASSES BEING HOSTED 09/23-09/24	001-112-685	11	\$2,962.50
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025- 08/18/2025	001-112-605	11	\$459.63
101369	4293	COMCAST CABLE		8396410610147 155-SEPT 25	PD TV SERVICES- 08/18/2025- 09/17/2025	001-112-605	11	\$274.48
101370	12880	COMSOUTH INC		210613	SPEAKER MIC	001-112-636	11	\$1,200.00
101384	356	DPS LAW ENFORCEMENT		08/26/2025	SGT DRAGOO & WELL'S MLEOTA FIRST LINE SUPERVISION CLASS	001-112-685		\$590.00
101385	356	DPS LAW ENFORCEMENT		08/26/2025-A	SGT LINDSEY TO ATTEND MLEOTA SUPERVISION & LEADERSHIP LEVEL 2 CLASS	001-112-685		\$329.00
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	001-112-630	11	\$4,517.74



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	001-112-525	11	\$2,063.97
				NP69004735	ACCT #126876- FUEL FOR WEEK 08/18/2025- 08/24/2025	001-112-525	11	\$2,114.47
101399	13735	GLOBAL POLICE SOLUTIONS	20414	08/20/2025	Class for Officer Scoggins - 10/21/25	001-112-685	11	\$149.00
101414	10529	K&S TRUCKING LLC	20329	32110	TMPS - 17-001 & 17- 003 & 17-004 Mount & Balance - 20-001 & 17-004 & 21-004 & 2 spares	001-112-635	11	\$80.00
			20329	32111	TMPS - 17-001 & 17- 003 & 17-004 Mount & Balance - 20-001 & 17-004 & 21-004 & 2 spares	001-112-635	11	\$80.00
			20329	32112	TMPS - 17-001 & 17- 003 & 17-004 Mount & Balance - 20-001 & 17-004 & 21-004 & 2 spares	001-112-635	11	\$80.00
						001-112-635	11	\$32.00
						001-112-635	11	\$10.00
			20329	32113	TMPS - 17-001 & 17- 003 & 17-004 Mount & Balance - 20-001 & 17-004 & 21-004 & 2 spares	001-112-635	11	\$64.00
						001-112-635	11	\$20.00
			20329	32114	TMPS - 17-001 & 17- 003 & 17-004 Mount & Balance - 20-001 & 17-004 & 21-004 & 2 spares	001-112-635	11	\$96.00



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
						001-112-635	11	\$20.00
			20329	32115	TMPS - 17-001 & 17-003 & 17-004 Mount & Balance - 20-001 & 17-004 & 21-004 & 2 spares	001-112-635	11	\$32.00
						001-112-635	11	\$10.00
			20443	32356	TPM sensor - 17-005	001-112-635	11	\$40.00
101425	4566	METRO BUILDING SERVICES, INC		61577	EMERGENCY- VRF DOWN IN MULTIPLE AREAS	001-112-636	11	\$2,247.63
			18588	61682	HVAC Equipment Service Agreement FY25	001-112-637	11	\$669.50
101429	6168	MIPCO IMPRESSION PRODUCTS, INC.	18543	273487	PD ADMIN COPIER	001-112-640	11	\$531.23
101442	997	PROFESSIONAL DISPATCH MANAGEMENT		08/27/2025	BASIC CERT CLASS FOR JESSICA	001-112-685	11	\$395.00
				08/27/2025-A	CLASS FOR PERLA FOR CRISIS CALL HANDLING AND OFFICER DOWN	001-112-685	11	\$300.00
101446	2477	RANKIN CO SHERIFF DEPT		SO-55135	AUGUST 2025 INMATE FEEDING/HOUSING /MEDICAL	001-112-522	11	\$3,650.00
						001-112-523	11	\$731.12
101454	5241	SHRED-IT		8011816229	PD SHRED IT SVS- 08/06/2025	001-112-600	11	\$166.63
101464	4578	TECHSOURCE SOLUTIONS INC		70812	ADD NEW LABEL PRINTER TO INVESTIGATOR BACON'S PC	001-112-600	11	\$98.00
			18533	71021	PD MONTHLY FIREWALL	001-112-605	11	\$530.00
101466	3994	THE SOUTHERN CONNECTION POLICE SUPPLIES LLC	20334	35744	Order 10765A - Hutson - pants Order 10239A -	001-112-535	11	\$54.99



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
			20334	35748	Hutson - carrier Order 10758A - Hardin - pants Order 10783A - K. Cade - boot Order 10765A - Hutson - pants Order 10239A - Hutson - carrier Order 10758A - Hardin - pants Order 10783A - K. Cade - boot	001-112-535	11	\$158.00
			20334	35709	Order 10765A - Hutson - pants Order 10239A - Hutson - carrier Order 10758A - Hardin - pants Order 10783A - K. Cade - boot	001-112-535 001-112-535	11 11	\$59.00 \$159.00
			20226	35749	Polos - Ramage	001-112-535	11	\$49.99
						001-112-535	11	\$42.99
						001-112-535	11	\$46.00
101469	9371	TIREHUB, LLC	20333	52214298	21-002 - 2 tires	001-112-540	11	\$242.00
101474	13013	TRUSTMARK VISA/MC - LYDIA EASLEY	20331	08/15/2025	3 chairs for dispatch	001-112-550	11	\$641.98
			20159	08/25/2025	Tv for break room	001-112-550	11	\$309.98
				2000135- 19744694	TV FOR BREAKROOM	001-112-550	11	\$297.46
				CREDIT- 08/2025	CREDIT FROM CREDIT CARD STATEMENT	001-112-550	11	(\$719.15)
101477	14505	TY HARDIN		08/21/2025	MEALS/SFST CLASS	001-112-685	11	\$57.47
101478	13996	V H BLACKINTON & CO INC		08/27/2025	BADGE REFINISH	001-112-535	11	\$36.00
			20439	08/26/2025	sending badge to be	001-112-535	11	\$36.00



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101482	1292	WARING OIL CO.	20332	453160	refinished Drum of oil for the Tahoes	001-112-525 001-112-525 001-112-525	11 11 11	\$589.41 \$13.88 \$4.40
Total For Department				001-112				\$26,679.20
Dept#	001-161							
101350	10473	AMAZON	20327	1VXM-FLTL- KCRK	PHONE CHARGERS FOR STATIONS, CHAMOIS, CEILING DUSTER	001-161-550 001-161-550 001-161-550 001-161-550	11 11 11 11	\$24.99 \$41.94 \$17.80 \$6.99
			20391	14GX-3367- TRL9	SCREEN PROTECTORS FOR IPADS	001-161-550	11	\$34.16
101351	90	BARON WEATHER, INC.	20433	079872	ANNUAL LICENSE AGREEMENT- APPROVED BY BOARD 08/18/25	001-161-687	11	\$2,040.00
101352	91	BATTERIES PLUS	20392	P85102805	REPAIR SCREEN ON STATION 4 IPAD	001-161-636	11	\$299.99
101353	1873	BENCHMARK ENGINEERING		27696	GENERAL SERVICES	001-161-607	11	\$370.00
101357	3976	BOUND TREE MEDICAL LLC	20393	85890385	SCORTS-SUCTION UNIT, BARIATRIC TRANSFER FLAT, SUCTION CUPS FOR LIFELINE ARM	001-161-555	11	\$2,939.97
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025- 08/18/2025	001-161-605	11	\$455.66



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101363	6913	CENTRAL ALABAMA TRAINING SOLUTIONS	20144	17049519	RECONDITIONED MAKO BREATHING AIR COMPRESSOR- APPROVED BY BOARD 7/7/25- HAVE 2 QUOTES	001-161-730	11	\$12,000.00
101380	14231	DELTA UTILITIES AGGREGATOR, LLC		3133152-3-AUG 25	629 MARQUETTE RD-FS #1	001-161-730 001-161-630	11 11	\$850.00 \$48.62
				3194065-3-AUG	213 POINDEXTER ST-FS #6	001-161-630	11	\$44.24
				10594862-4- AUG 25	147 KENNEDY FARM PKWY	001-161-630	11	\$98.71
101387	370	ELCON ELECTRICAL CO. INC.	20326	53275	ELECTRICAL FOR CASCADE SYSTEM AT STATION 4	001-161-637	11	\$946.00
101388	3820	EMERGENCY EQUIP PROFESSIONALS	20072	518890	ROOF HOOKS	001-161-550	11	\$939.24
			20305	519137	RIT PAC	001-161-730	11	\$3,480.93
			20390	519165	ANNUAL MAINTENANCE ON REHAB UNIT	001-161-635	11	\$595.00
						001-161-635	11	\$449.20
						001-161-635	11	\$185.00
						001-161-635	11	\$92.50
						001-161-635	11	\$368.04
			20304	519267	ANNUAL MAINTENANCE- FOR E-2,E-3,E-4,E- 5, LADDER 1-PER TOM CHAIN AT AUDITORS OFFICE WE DO NOT NEED 2 QUOTES	001-161-635	11	\$1,395.34
						001-161-635	11	\$925.00
						001-161-635	11	\$2,125.68
101390	2245	ENTERGY		10020326843	ENTERGY	001-161-630	11	\$767.56



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					COLLECTIVE BILL-			
						001-161-630	11	\$4.48
						001-161-630	11	\$6.23
						001-161-630	11	\$4.48
						001-161-630	11	\$4.48
						001-161-630	11	\$4.48
						001-161-630	11	\$73.36
						001-161-630	11	\$551.23
						001-161-630	11	\$74.13
						001-161-630	11	\$840.06
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	001-161-525	11	\$859.06
				NP69004735	ACCT #126876- FUEL FOR WEEK 08/18/2025- 08/24/2025	001-161-525	11	\$711.68
101395	463	FREDERICK'S SALES & SERV.	20431	01-126028	REPLACEMENT CHAIN SAWS	001-161-730	11	\$1,900.78
101404	575	HOME DEPOT CREDIT SERVICES	20171	544061	BLANKET PO FOR MISC SUPPLIES	001-161-550	11	\$178.98
						001-161-637	11	\$27.84
						001-161-550	11	(\$4.14)
			20171	7022566	BLANKET PO FOR MISC SUPPLIES	001-161-637	11	\$39.94
						001-161-637	11	(\$0.80)
101405	575	HOME DEPOT CREDIT SERVICES	20411	1023133	MATERIALS TO PAINT INSIDE STATION 3 AND BLANKET PO FOR SMALL TOOLS, HOSES,AIR FILTERS.	001-161-500		\$0.00
						001-161-550		\$178.97



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101409	609	INTERSTATE ALL BATTERY CENTER		1902502056459- A	LITEBOX BATTERY	001-161-550	11	\$89.97
101413	2340	JERRY KING		08/14/2025	MEALS FOR ROPE ACCESS LEVEL 2 CLASS	001-161-685	11	\$195.51
101414	10529	K&S TRUCKING LLC	20037	32349	NEW LAWN MOWER TUBE	001-161-540	11	\$30.00
101415	1734	LANGFORD WATER ASSOCIATION, INC		1228	FS #4 WATER	001-161-630	11	\$40.43
101424	9370	MARK HERRIN		08/14/2025	MEALS FOR ROPE ACCESS LEVEL 2 CLASS	001-161-685	11	\$84.93
101425	4566	METRO BUILDING SERVICES, INC	18588	61687	HVAC Equipment Service Agreement FY25	001-161-637	11	\$196.00
			18588	61679	HVAC Equipment Service Agreement FY25	001-161-637	11	\$147.50
			18588	61678	HVAC Equipment Service Agreement FY25	001-161-637	11	\$147.50
			18588	61677	HVAC Equipment Service Agreement FY25	001-161-637	11	\$196.00
			18588	61676	HVAC Equipment Service Agreement FY25	001-161-637	11	\$196.00
			18588	61675	HVAC Equipment Service Agreement FY25	001-161-637	11	\$147.50
101430	14462	MISSISSIPPI SPAY & NEUTER	20395	2320865	1ST PAYMENT TO MS SPAY AND NEUTER FROM THE I CARE FOR ANIMALS GRANT- APPROVED BY BOARD MAY 20, 2024-CH ALREADY HAS \$1,000 FROM	001-161-712	11	\$1,000.00



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101436	931	O'REILLY AUTO PARTS	19439	1129-101623	GRANT MINI BULB	001-161-635	11	\$5.00
			20328	1129-102990	BLANKET PO FOR BULBS, FLUIDS, ETC	001-161-635	11	\$62.97
101437	13831	PARAMEDICS LOGISTICS HOLDING CO LLC	20238	5118	APPROVED BY BOARD 7/21-COLE, JACKSON AND PLOTKIN PARAMEDIC SCHOOL	001-161-685	11	\$24,750.00
						001-161-685	11	\$2,250.00
						001-161-685	11	(\$1,500.00)
101444	1000	PUCKETT MACHINERY COMPANY	19838	GE29930	REPAIR OF GENERATOR AT STATION 2	001-161-636	11	\$1,670.42
101462	1158	STATE FIRE ACADEMY	20296	11733	AUGUST FIRE ACADEMY CLASSES	001-161-685	11	\$500.00
			20296	11709	AUGUST FIRE ACADEMY CLASSES	001-161-685	11	\$250.00
101471	13433	TRI-COUNTY DIESEL LLC	19809	5834	REPAIRS ON ENGINES-AIR LEAKS, DRYERS, ETC.	001-161-635	11	\$455.00
101472	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	20217	12508156197B0 32799	SHIPPING CHARGES FROM UPS TO SEND TURNOUT FOR REPAIR	001-161-691	11	\$21.59
				REBATE-AUG 25	REBATE	001-161-696	11	(\$4.65)
101486	9523	WIERHOUSE LIVING LLC		01-25	01-25 general services	001-161-720	11	\$4,800.00
Total For Department				001-161				\$72,729.47



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Dept#		001-180						
101353	1873	BENCHMARK ENGINEERING		27696	GENERAL SERVICES	001-180-607	11	\$1,942.50
101361	4017	BUSINESS SYSTEMS & CONSULTANTS	20141	3700	Board Approved 7/17/2025 Scan Large Format Drawings	001-180-600	11	\$3,410.00
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025- 08/18/2025	001-180-605	11	\$525.46
101378	2087	DARRELL'S WRECKER SERVICE	20396	25-01550	Community Development-Colton Wofford	001-180-635	11	\$90.70
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	001-180-525	11	\$92.79
				NP69004735	ACCT #126876- FUEL FOR WEEK 08/18/2025- 08/24/2025	001-180-525	11	\$100.27
101398	144	GILMORE BROS BUILDING SUPPLY		153472	ADDT'L PART NEEDED FOR CLOSING OFF WATER LINE IN FORMER BREAKROOM	001-180-637	11	\$1.69
101404	575	HOME DEPOT CREDIT SERVICES		H2907-236275	PARTS FOR CLOSING OFF WATER LINE IN FORMER BREAKROOM THAT COM DELV IS TURNING INTO OFFICE SPACE	001-180-637	11	\$41.69
101408	589	ICC		08/26/2025	ICC	001-180-685	11	\$50.00



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101448	1028	RANKIN COUNTY NEWS		251819	CERTIFICATION FOR CASSIE proposed budget/tax levies	001-180-615	11	\$1,011.00
				251827	1106 ORDINANCE, HEMP PLANT	001-180-615	11	\$78.60
				251826	1105 ORDINANCE, EXTENDING TEMP MORATORIUM	001-180-615	11	\$61.32
101464	4578	TECHSOURCE SOLUTIONS INC		70810	IPAD, CASE, AND PEN FOR COMMUNITY DEV.	001-180-730	11	\$1,524.00
101486	9523	WIERHOUSE LIVING LLC		arb 08-25	arb project review	001-180-607	11	\$4,800.00
101488	1708	WOLVERTON ENTERPRISE INC.	20417	20253272	business cards Joseph Moran	001-180-620	11	\$65.00
Total For Department				001-180				\$13,795.02

Dept#	001-201							
101348	12701	AJ CONSTRUCTION INC		4214	ASPHALT REPAIRS	001-201-637	11	\$1,115.18
101353	1873	BENCHMARK ENGINEERING		27675	MARQUETTE RD PEDESTRIAN PATH	001-201-703	11	\$41.25
				27677	HYDROLOGIC RESTORATION OF RICHLAND CREEK TRIBUTARY 2 NEAR BELLE OAK	001-201-607	11	\$1,627.50
				27678	HWY 80 CROSSOVER IMPROVEMENTS BETWEEN STONEGATE DR AND MUNICIPAL DR	001-201-703	11	\$4,805.00
				27689	HWY 80 SINKHOLE ACROSS FROM DQ	001-201-607	11	\$2,585.00
				27690	DOWNTOWN EXIT	001-201-607	11	\$805.00



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					INTERCHANGE CLEANING			
				27691	SURVEY OF 504 S COLLEGE ST AND PRESCOTT DRIVE ROW	001-201-607	11	\$2,350.00
				27693	2025 MPO STBG FUNDING APPLICATIONS	001-201-703	11	\$41.25
				27694	2025 MPO TA FUNDING APPLICATIONS	001-201-703	11	\$2,760.00
				27696	GENERAL SERVICES	001-201-607	11	\$1,017.50
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025- 08/18/2025	001-201-605	11	\$140.74
101365	1999	CINTAS CORPORATION NO 210		4239591559	UNIFORMS	001-201-535	11	\$5.74
						001-201-535	11	\$5.35
						001-201-535	11	\$6.31
				4240319558	UNIFORMS	001-201-535	11	\$5.74
						001-201-535	11	\$5.35
						001-201-535	11	\$6.31
				4241059746	UNIFORMS	001-201-535	11	\$5.74
						001-201-535	11	\$5.35
						001-201-535	11	\$6.31
101367	2607	CLARKE POWER SERVICES	20273	S108030565:01	VIN #7814 2007 Sterling Dump Truck - A/C not working properly and Dump Bed will not raise	001-201-635	11	\$542.50
101368	4106	CLEO MCKINION		1215	B/A 02/18/2025 PROF SERVICES ASPHALT REPAIRS	001-201-637	11	\$4,820.00
101372	2442	CORE & MAIN, LP	20125	X357792	Stock at Shop	001-201-550	11	\$750.00
101376	2183	D&S SALES	20269	39175	VIN #1170 CAT	001-201-636	11	\$252.00

Report run by: vhawkins



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					130G Motor Grader - new blades and bolts	001-201-636	11	\$45.50
						001-201-636	11	\$34.84
			20223	39152	Tools 1) Makita Angle Grinder Tool - Tank (swr) 2) Makita Light - Stone (str)	001-201-550	11	\$129.00
					both already have batteries to work with these tools			
			20277	39173	Tool to keep power tools charged - Rod Morrow (kept on truck - VIN #8633)	001-201-550	11	\$331.48
101389	2190	ENTERGY		460003586551	498 CROSSGATES BLVD	001-201-630	11	\$183.48
				75008708640	405 CROSSGATES BLVD	001-201-630	11	\$154.11
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	001-201-630	11	\$26.29
						001-201-630	11	\$242.47
						001-201-630	11	\$1,033.35
						001-201-630	11	\$88.66
						001-201-630	11	\$114.59
						001-201-630	11	\$58.06
						001-201-630	11	\$32,788.47
						001-201-630	11	\$153.81
						001-201-630	11	\$236.22
						001-201-630	11	\$815.86
						001-201-630	11	\$129.72
						001-201-630	11	\$61.86



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						001-201-630	11	\$103.23
						001-201-630	11	\$83.53
						001-201-630	11	\$128.37
						001-201-630	11	\$128.67
						001-201-630	11	\$192.67
						001-201-630	11	\$141.10
						001-201-630	11	\$63.96
						001-201-630	11	\$160.93
						001-201-630	11	\$104.28
						001-201-630	11	\$123.66
101393	10308	EZ WHEELS INC	20359	21572	New rear wheel assembly BH416 VIN #0010	001-201-636	11	\$8.15
						001-201-636	11	\$25.54
						001-201-636	11	\$2.99
						001-201-636	11	\$411.05
						001-201-636	11	\$2.46
						001-201-636	11	\$0.55
						001-201-636	11	\$0.43
						001-201-636	11	\$320.25
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	001-201-525	11	\$457.79
				NP69004735	ACCT #126876- FUEL FOR WEEK 08/18/2025- 08/24/2025	001-201-525	11	\$389.77
101416	693	LEWIS ELECTRIC		M2025.105	SIGNAL REPAIR	001-201-720	11	\$350.00
				M2025.109	SIGNAL REPAIR	001-201-720	11	\$4,880.00
				M2025.110	SIGNAL REPAIR	001-201-720	11	\$4,880.00
101421	12879	MAGCOR INDUSTRIES		135942	P/R REIMBURSEMENT FOR WORK	001-201-604	11	\$9,427.58



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101460	6085	SOUTHERN TIRE MART, LLC	20291	2600215832	RELEASE 08/03/2025- 08/16/2025 VIN #0140 2002 Sterling Dump Truck - new tires - Qty: 3	001-201-540	11	\$1,299.30
			20280	2600215833	VIN #3074 1998 Volvo Dump Truck - New Tire on outside front back axle	001-201-540	11	\$558.40
101467	3187	THORNTON CONSTRUCTION CO INC		PAY REQ #2	Grants Ferry Parkway Shared Use Path LPA Project	001-201-703	11	\$168,672.19
101468	3187	THORNTON CONSTRUCTION CO INC		PAY REQUEST 8-FINAL	the Marquette Road Multi-Use Path Project	001-201-703		\$1,400.00
Total For Department				001-201				\$254,649.74
Dept# 001-220								
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025- 08/18/2025	001-220-605	11	\$171.04
101475	14358	TRUSTMARK VISA/MC- CHARLES PITCOX		0006158519001	RAMEYS- TEA FOR EVENTS	001-220-648	11	\$30.05
Total For Department				001-220				\$201.09
Dept# 001-340								
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	001-340-525	11	\$484.96
				NP69004735	ACCT #126876- FUEL FOR WEEK	001-340-525	11	\$372.63



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101425	4566	METRO BUILDING SERVICES, INC	18588	61778	08/18/2025- 08/24/2025 HVAC Equipment Service Agreement FY25	001-340-637	11	\$300.00
			18588	61777	HVAC Equipment Service Agreement FY25	001-340-637	11	\$300.00
			18588	61684	HVAC Equipment Service Agreement FY25	001-340-637	11	\$1,729.00
			18588	61683	HVAC Equipment Service Agreement FY25	001-340-637	11	\$1,242.50
			18588	61685	HVAC Equipment Service Agreement FY25	001-340-637	11	\$1,242.50
				61883	EMERGENCY REPAIR HVAC @ SHILOH PARK	001-340-636	11	\$983.25
101453	13279	SAYLE OIL COMPANY INC	19768	869225	Open PO for off-road diesel tank located on Marquette Road	001-340-525	11	\$1,357.10
101485	2429	WEST RANKIN UTILITY AUTHORITY	18532	SW-0825	SANITATION (SOLID WASTE) SERVICE	001-340-600	11	\$1,959.18
Total For Department				001-340				\$9,971.12
Dept#	001-342							
101355	12360	BLACK FORREST LAWN CARE LLC	19503	3744	2025 Professional Services Agreement for Cemetery Mowing and String Trimming Board Approved 3/3/2025	001-342-604	11	\$255.00



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						001-342-604	11	\$1,080.00
						001-342-604	11	\$1,550.00
						001-342-604	11	\$255.00
			19503	3745	2025 Professional Services Agreement for Cemetery Mowing and String Trimming Board Approved 3/3/2025	001-342-604	11	\$255.00
						001-342-604	11	\$1,080.00
						001-342-604	11	\$1,550.00
						001-342-604	11	\$255.00
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	001-342-630	11	\$83.38
Total For Department				001-342				\$6,363.38

Dept#	001-350							
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	001-350-630	11	\$8,012.60
101425	4566	METRO BUILDING SERVICES, INC	18588	61680	HVAC Equipment Service Agreement FY25	001-350-637	11	\$907.50
101426	4852	METRO MECHANICAL, INC.	20244	61898	install new flush valve in children's restroom	001-350-636	11	\$237.69
101451	14503	RGH ENTERPRISES, INC	20410	SP10486-0002157	restoration service to clean library kitchen walls, cabinets, countertops, ceiling, etc all surfaces effected by smoke damage and floors. This also includes the hallway and storage room next to	001-350-637	11	\$4,974.30



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101464	4578	TECHSOURCE SOLUTIONS INC		70811	the kitchen. INSTALL CAMERAS AT THE LIBRARY	001-350-600	11	\$845.00
				Total For Department	001-350			\$14,977.09
				Fund Total	001			\$480,136.01



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#	002-100							
101406	13440	HOMETOWN VETERINARY HOSPITAL, INC.		138829	PD VET/SHOTS	002-100-555	11	\$143.30
101463	14507	STATE OF KANSAS		TEMPORARY	VEHICLES PURCHASE B/A 08/18/2025	002-100-740	11	\$330,500.00
Total For Department				002-100				\$330,643.30
Fund Total				002				\$330,643.30



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Dept#	004-500							
101350	10473	AMAZON	20351	1QQR-636T-QXYG	Amp Supplies-Stanchions, Pipe/Drape, Bath Mats	004-500-550	11	\$1,079.78
101358	13903	BRADY INDUSTRIES OF MS LLC	19724	10439214	concert janitorial supplies	004-500-510	11	\$303.14
			19724	10439233	concert janitorial supplies	004-500-510	11	(\$128.34)
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025-08/18/2025	004-500-605	11	\$106.26
101365	1999	CINTAS CORPORATION NO 210		4240196794	AMPHITEATRE MATS	004-500-535	11	\$302.31
				4240935988	AMPHITEATRE MATS	004-500-535	11	\$302.31
101379	1913	DAVID JEFcoat PEST CONTROL		45943	AMP PEST CONTROL	004-500-600	11	\$95.00
				45942	AMP QUARTERLY PEST CONTROL	004-500-600	11	\$205.00
101382	3716	DIRECTV		028469680X250 817	AMP TV SERVICES- 08/16/2025-09/15/2025	004-500-605		\$217.99
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	004-500-630	11	\$7,000.51
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876-FUEL FOR WEEK 08-11-2025-08-17-2025	004-500-525	11	\$35.85
				NP69004735	ACCT #126876-FUEL FOR WEEK 08/18/2025-08/24/2025	004-500-525	11	\$35.59
101404	575	HOME DEPOT CREDIT SERVICES		6516055	EXTENSION CORDS FOR AMP	004-500-729	11	\$563.90



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				7517115	OIL FOR CHAINSAW/BLOWE R	004-500-525	11	\$9.97
						004-500-525	11	(\$0.20)
101412	2791	JANI KING OF JACKSON	19617	JAC08250457	AMP - Show Cleaning Staff	004-500-510	11	\$200.00
101418	9870	Live Nation Entertainment, Inc.		05022025	CSPIRE SPONSOR SALES	004-500-600	11	\$2,000.00
101419	9846	LIVE NATION WORLDWIDE INC	18518	SEPT 25	MONTHLY BOOKING FEE	004-500-600	11	\$20,000.00
101420	8051	LORI SCHULER		3126	EVENT STAFF- ROD STEWART	004-500-600	11	\$8,350.75
				3127	EVENT STAFF- ROD STEWART	004-500-600	11	\$5,353.89
				3128	EVENT STAFF- ROD STEWART	004-500-600	11	\$956.66
101421	12879	MAGCOR INDUSTRIES		135942	P/R REIMBURSEMENT FOR WORK RELEASE 08/03/2025- 08/16/2025	004-500-604	11	\$4,442.59
101425	4566	METRO BUILDING SERVICES, INC	18588	61779	HVAC Equipment Service Agreement FY25	004-500-637	11	\$500.00
			18588	61686	HVAC Equipment Service Agreement FY25	004-500-637	11	\$681.25
			18588	61685	HVAC Equipment Service Agreement FY25	004-500-637	11	\$722.50
101428	13239	MIGHTY FRESH LLC	20078	I14795	AMP - Show Product Rental -Portable Toilets FY25	004-500-640	11	\$170.00
101455	4323	SIGNMARK, INC.	19837	390800	box seat name signs(N2 and N3) and yard signs	004-500-550	11	\$200.00



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101456	14336	SIMMONS LANDSCAPE,LLC	19820	16-26009	Turf and planting bed weed control application	004-500-675	11	\$2,095.00
101457	5895	SiteOne Landscape Supply Holding, LLC	19818	157287655-001	Turf and planting bed weed control chemicals for the amphitheater and city planting beds	004-500-675	11	\$1,053.37
			19818	157385568-001	Turf and planting bed weed control chemicals for the amphitheater and city planting beds	004-500-675	11	\$216.80
101461	3699	STAPLES CONTRACT & COMMERCIAL, INC	20312	6039736419	office supplies - city hall and amphitheater	004-500-500	11	\$45.49
101464	4578	TECHSOURCE SOLUTIONS INC		70814	ONSITE SUPPORT AT AMP FOR RICK SPRINGFIELD SHOW	004-500-600	11	\$784.00
			18535	71019	POS SYSTEM AGREEMENT-B/A 2/20/24	004-500-600	11	\$6,856.96
101475	14358	TRUSTMARK VISA/MC- CHARLES PITCOX		56765-A	THE FLOWER HOUSE- FLOWERS FOR ROD STEWART	004-500-609	11	\$4.02
				REBATE- AUG 25	REBATE	004-500-609	11	(\$7.78)
				10333437124	SAMS CLUB-VIP AREA SUPPLIES	004-500-609	11	\$366.92
Total For Department				004-500				\$65,121.49

Fund Total

004

\$65,121.49



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Dept#		100-000						
101366	8046	CITY OF PEARL		08/19/2025	REMIMBURSEMEN T FOR GARBAGE COLLECTION FEES AUG 2025	100-000-290	11	\$37.54
Total For Department				100-000				\$37.54
Dept#		100-220						
101365	1999	CINTAS CORPORATION NO 210		4239591559	UNIFORMS	100-220-535	11	\$9.86
				4240319558	UNIFORMS	100-220-535	11	\$9.86
				4241059746	UNIFORMS	100-220-535	11	\$9.86
101374	10569	CROSS COUNTRY GROCERY, INC		1029130	INMATE MEALS 08/21/2025	100-220-520	11	\$231.71
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	100-220-525	11	\$236.34
				NP69004735	ACCT #126876- FUEL FOR WEEK 08/18/2025- 08/24/2025	100-220-525	11	\$237.15
101395	463	FREDERICK'S SALES & SERV.	20281	01-124618	Parts for weed eaters	100-220-636	11	\$11.60
						100-220-636	11	\$1.78
			20282	01-124620	New Purchase - Weed Eaters for Kelly's crew	100-220-729	11	\$647.98
101398	144	GILMORE BROS BUILDING SUPPLY	20185	151979	Sprayer Hose for Inmate Trailer, property tag #0172 - need longer hose to spray concrete islands (instead of	100-220-550	11	\$35.49



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Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101433	11299	MSLCP, LLC		666545	using weedeaters) INMATE MEALS 08/15/2025	100-220-520	11	\$305.53
101445	2583	RAMEY'S		000810158138	INMATE MEALS 08/15/2025	100-220-520	11	\$67.66
				000810158098	INMATE MEALS 08/14/2025	100-220-520	11	\$31.54
				000810158411	INMATE MEALS 08/18/2025	100-220-520	11	\$219.09
				000810158478	INMATE MEALS 08/19/2025	100-220-520	11	\$33.05
				000810158595	INMATE MEALS 08/21/2025	100-220-520	11	\$31.18
				000810158893	INMATE MEALS 08/25/2025	100-220-520	11	\$48.26
				000810158976	INMATE MEALS 08/26/2025	100-220-520	11	\$45.95
				000810159039	INMATE MEALS 08/27/2025	100-220-520	11	\$33.67
101447	1015	RANKIN COUNTY COOPERATIVE	20355	1227061	Spray Wand for 25ft sprayer hose used on Inmate Trailer, property tag #0172	100-220-550	11	\$18.95
101458	1851	SONIC		CHK112	INMATE MEALS 08/20/2025	100-220-520	11	\$198.34
				CHK 151-A	INMATE MEALS 08/20/2025	100-220-520	11	\$15.57
				CHK 125-B	INMATE MEALS 08/27/2025	100-220-520	11	\$251.63
101473	14000	TRUSTMARK VISA/MC - GEORGANNA KEENUM		101207	WAFFLE HOUSE MAGCOR MEALS 08/20/2025	100-220-520	11	\$77.00
				129557	WAFFLE HOUSE MAGCOR MEALS 08/19/2025	100-220-520	11	\$70.50
				129456	WAFFLE HOUSE	100-220-520	11	\$65.50



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101481	8048	WALTER L. HARVEY		08/19/2025	MAGCOR MEALS 08/18/2025 INMATE MEALS 08/19/2025	100-220-520	11	\$250.00
				08/26/2025	INMATE MEALS 08/26/2025	100-220-520	11	\$290.00
101485	2429	WEST RANKIN UTILITY AUTHORITY	18532	SW-0825	SANITATION (SOLID WASTE) SERVICE	100-220-603	11	\$155,121.05
Total For Department				100-220				\$158,606.10
Fund Total				100				\$158,643.64



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Dept# 314-600								
101353	1873	BENCHMARK ENGINEERING		27672	SB2948: DESIGN PARKING LOT AT SW CORNER FO DINING ST & POINDEXTER	314-600-717	11	\$402.50
				27674	HB603: HWY 80 WATERLINE IMPROVEMENTS FROM POST OFFICE TO PD	314-600-718	11	\$5,452.50
				27683	SRLF/592 GRANT:PLANS/SPE CS/ELECTRICAL SVCS TO NEW WATER WELL OFF GRANTS FERRY	314-600-701	11	\$608.45
				27692	SB2948: DOWNTOWN SIDEWALK IMPROVEMENTS NEAR B&B	314-600-717	11	\$3,190.00
				27697	SRLF 592 GRANT: NEW WATER WELL NEAR GRANTS FERRY "CORNERSTONE WATER WELL"	314-600-701	11	\$1,445.00
				27699	SRLF 592 GRANT: NEW WATER WELL NEAR GRANTS FERRY "CORNERSTONE WATER WELL"	314-600-701	11	\$6,430.00
				27700	MDEQ/MCWI: BURNHAM RD WATERLINE FROM	314-600-713	11	\$8,017.50



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					TANK TO THE COMMONS(ARPA SUBMIT)			
				27701	MDEQ/MCWI: LANCE/MARTIN/EA STHAVE SEWER REHAB (ARPA SUBMIT)	314-600-712	11	\$6,303.75
				27669	HB1353: KENNEDY FARM SIDEWALK/SURVEY & DESIGN FOR SOCCER FIELDS	314-600-702	11	\$2,197.50
				27670	HB1353: GRANTS FERRY PRWY 4 LANE FROM HWY 80 TO TRICKHAMBRIDGE RD	314-600-702	11	\$20,798.75
				27671	HB1353: GLEN ARBOR STROM DRAIN ASSESSMENT AND REPAIRS	314-600-702	11	\$5,092.50
				27684	HB1353: WATERLINE ALONG ALEX SEAL LANE	314-600-702	11	\$7,137.50
				27685	HB1353: LAYOUT AND DESIGN OF TURN LANE EXT ON HWY 18	314-600-702	11	\$426.76
				27688	HB1353: WOODGATE DRIVE MEDIAN EXT	314-600-712	11	\$1,977.50
				27698	HB1353: SURVEY AND LAYOUT OF TAMBERLINE RD EXT	314-600-702	11	\$401.25



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101402	14406	HEMPHILL CONSTRUCTION CO/ SUNCOAST INFRASTRUCTURE CO JV		PAY REQ #5	SB 2948 Dining Poindexter New Parking Lot Project	314-600-717	11	\$12,129.00
				PAY REQ #4	MDEQ/MCWI GRANT replacement of the existing 10" waterline along the South side of Highway 80 from the Trustmark Bank area to Community Way.	314-600-718	11	\$40,735.05
Total For Department				314-600				\$122,745.51
Fund Total				314				\$122,745.51



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Dept# 400-000								
101377	14512	DALLAS P. YATES		08/27/2025	REIMBURSEMENT FOR WATER TAP FEE OVERPAYMENT	400-000-366	11	\$200.00
						400-000-120	11	\$14.00
101423	14508	MANNING & MANNING CONSTRUCTION		08/01/2025	REIMBURSEMENT FOR WATER TAP FEE OVERPAYMENT- 109 HIGHPOINTE CURT-THE MENS CLINIC	400-000-366	11	\$200.00
						400-000-120	11	\$14.00
101435	13895	New Residential Borrower 2022- SFR1		08/27/2025	REFUND METER DEPOSIT	400-000-114	11	\$100.00
101470	14513	TONYA MILLER-LIVE ALWAYS		08/27/2025	REFUND METER DEPOSIT	400-000-114	11	\$100.00
Total For Department				400-000				\$628.00
Dept# 400-450								
101484	1315	WEST RANKIN UTILITY AUTHORITY	18531	WW-0825	WASTEWATER SEWER BILLING	400-450-890	11	\$271,886.00
Total For Department				400-450				\$271,886.00
Dept# 400-670								
101441	2707	PITNEY BOWES INC / SUPPLIES		1027939580	INK FOR POSTAGE	400-670-691		\$29.99
101443	9654	PROTEL, INC	19030	250800108	Call Center December 2024 - September 2025	400-670-600	11	\$3,102.00



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101461	3699	STAPLES CONTRACT & COMMERCIAL, INC	20349	6039736420	ink cartridges for PW	400-670-500	11	\$588.03
101488	1708	WOLVERTON ENTERPRISE INC.	19860	20253058	Door Hangers for Notices - Qty: 3,500	400-670-620	11	\$1,475.00
Total For Department				400-670				\$5,195.02
Dept#	400-673							
101349	12016	ALLIED UNIVERSAL CORPORATION	18650	I3037283	Stock at Shop - Chlorine FY25 Commodity Bid Price Board Approved 10/7/2024	400-673-515	11	\$4,140.00
				I3028844	CREDIT MEMO	400-673-515	11	(\$207.00)
101353	1873	BENCHMARK ENGINEERING		67667	WATERLINE LOOP FROM EDGEWOOD SUB TO CANNON RIDGE	400-673-607	11	\$316.25
				27673	WPCRLF FACILITIES PLAN UPDATE 2025	400-673-607	11	\$465.00
				27676	HYDRAULIC MODEL WATER DISTRIBUTION SYSTEM	400-673-607	11	\$2,015.00
				27679	MAPPING EASEMENTS IN GLS VIEWER	400-673-607	11	\$2,340.00
				27681	UTILITY LOCATES	400-673-607	11	\$13,592.44
				27682	DESIGN OF WATERLINE ALONG W SUNSET DR FROM COLLEGE ST TO JASPER ST	400-673-607	11	\$1,463.75



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				27696	GENERAL SERVICES	400-673-607	11	\$7,155.00
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025- 08/18/2025	400-673-605	11	\$1,164.52
			20015	C029011169	Replace modem (Peplink Max BR1 Mini M2M) at Hebron Hill for transmitting readings on meters	400-673-637	11	\$80.00
101365	1999	CINTAS CORPORATION NO 210		4239591559	UNIFORMS	400-673-535	11	\$4.51
						400-673-535	11	\$12.30
				4240319558	UNIFORMS	400-673-535	11	\$4.51
						400-673-535	11	\$12.30
				4241059746	UNIFORMS	400-673-535	11	\$12.30
101371	274	CONSOLIDATED PIPE & SUPPLY CO., INC.	20286	MS00412523	Stock at Shop	400-673-550	11	\$100.00
						400-673-550	11	\$60.00
						400-673-550	11	\$560.00
						400-673-550	11	\$600.00
						400-673-550	11	\$1,885.00
						400-673-550	11	\$650.00
						400-673-550	11	\$125.00
						400-673-550	11	\$198.00
						400-673-550	11	\$248.00
						400-673-550	11	\$290.00
			20309	MS00412464	Tool to set hydrants	400-673-550	11	\$440.00
				MS00412554	WO 59533 WATER REPAIR PARTS NEEDED- 30 TIMBER RIDGE DRIVE	400-673-637	11	\$349.00
101372	2442	CORE & MAIN, LP	20287	X479516	Stock at Shop - valve box risers and lids	400-673-550	11	\$225.70
						400-673-550	11	\$179.50



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						400-673-550	11	\$153.90
						400-673-550	11	\$67.71
						400-673-550	11	\$205.16
			20287	X495947	Stock at Shop - valve box risers and lids	400-673-550	11	\$0.00
						400-673-550	11	\$153.85
						400-673-550	11	\$0.00
						400-673-550	11	\$51.29
						400-673-550	11	\$157.99
						400-673-550	11	\$0.00
101375	4870	CROW BURLINGAME CO.	20353	6006-13359	VIN #0976 2007 Ford F150 - new idler pulleys	400-673-635	11	\$43.09
						400-673-635	11	\$31.53
						400-673-635	11	\$28.70
101376	2183	D&S SALES	20268	39174	Saw chains for the battery powered DeWalt chain saws	400-673-550	11	\$107.00
101389	2190	ENTERGY		190007244777	311 OLD LAKE LAND DR WATER TANK	400-673-630	11	\$45.79
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	400-673-630	11	\$3,926.01
						400-673-630	11	\$4,985.11
						400-673-630	11	\$1,415.46
						400-673-630	11	\$2,922.64
						400-673-630	11	\$1,032.00
						400-673-630	11	\$298.61
						400-673-630	11	\$6,183.87
						400-673-630	11	\$14.57
						400-673-630	11	\$120.54
						400-673-630	11	\$7,429.13
						400-673-630	11	\$58.06
101391	2638	ENTERGY MISSISSIPPI	7012919		B/A 06/02/2025-	400-673-720	11	\$34,021.68



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101392	13384	EXELL/MS BOTTLE WATER-ACCT #018566	18524	310582	COST FOR UNDERGROUND WIRE PAD MOUNT TRANSFORMERS AND THREE SWITCH CABINETS SHOP-EQUIPMENT RENTAL	400-673-640	11	\$48.51
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	400-673-525	11	\$989.78
				NP69004735	ACCT #126876- FUEL FOR WEEK 08/18/2025- 08/24/2025	400-673-525	11	\$900.41
101401	10018	GREG ROBERTS		INV112121989	BA 03/18/2024- PROF SERV AGREEMENT- FIRE HYDRANT REPAIRS	400-673-637	11	\$4,900.00
101410	3448	JACKSON AIR AND HYDRAULIC INC		82698	VIN 5972 CAT 305E2 MINI EXCAVATOR HYDRAULIC HOSE LEAKING	400-673-636	11	\$90.60
101421	12879	MAGCOR INDUSTRIES		135942	P/R REIMBURSEMENT FOR WORK RELEASE 08/03/2025- 08/16/2025	400-673-604	11	\$6,741.37
101425	4566	METRO BUILDING SERVICES, INC	18588	61674	HVAC Equipment Service Agreement FY25	400-673-637	11	\$202.00
101439	13687	PETTY CASH - CANDANCE HUNLEY		08/19/2025	DEPT OF REVENUE	400-673-690	11	\$10.00
101447	1015	RANKIN COUNTY COOPERATIVE	20342	1226389	Shop Supplies	400-673-550	11	\$34.90
						400-673-550	11	\$7.98
						400-673-550	11	\$65.98



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						400-673-550	11	\$67.99
			20356	310054	Rubber Boots for David Vaughn w/ MAGCOR	400-673-535	11	\$159.99
101450	1038	REDDY ICE-JACKSON	18528	29-5189822	ICE-CITY SHOP CREW	400-673-550	11	\$315.90
101459	4779	SOUTHERN PIPE & SUPPLY CO, INC	20279	10084950-00	Stock at Shop	400-673-550	11	\$175.00
						400-673-550	11	\$28.00
						400-673-550	11	\$43.00
101476	13577	TWS LLC		825	B/A 02/03/2025- BASIC SERVICE	400-673-604	11	\$9,545.45
101482	1292	WARING OIL CO.	18577	450871	Stock at Shop Diesel for tank at City Shop October 2024 - September 2025	400-673-525	11	\$1,134.88
101483	4342	WARREN PAVING, INC	20292	111171	Stock at Shop - 610 Slag - 95 Tons	400-673-550	11	\$1,464.49
Total For Department				400-673				\$128,861.00

Dept#	400-680							
101353	1873	BENCHMARK ENGINEERING		27666	SEWER LINE DESIGN ALONG 471 NEAR DOLLAR GENERAL	400-680-607	11	\$620.00
				27668	WOODGATE DRIVE SEWER REPAIR NEAR FIRECREST	400-680-607	11	\$2,090.00
				27680	DESIGN OF WATER/SEWER LINE ALONG HWY 18 NEAR MARQ RD FOR RFP	400-680-607	11	\$33,612.50
				27686	REPLACE GENERATOR AT	400-680-607	11	\$688.75



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
					APPLERIDGE LIFT STATION			
				27687	SEWER EVALUATION DANBAR AREA AND LAKELAND AREA	400-680-607	11	\$2,402.50
				27695	RED OAK DRIVE SEWER	400-680-607	11	\$4,080.00
				27696	GENERAL SERVICES	400-680-607	11	\$7,385.00
101354	2948	BISHOP'S HIGH VELOCITY DRAIN SERVICE, INC.		27639	WO 59486 CAMERA SEWER LINE 503 E GOVERNMENT ST	400-680-604	11	\$240.00
101362	2254	C SPIRE		0031072390 AUG 25	CELLULAR BILL 07/19/2025-08/18/2025	400-680-605	11	\$140.74
101365	1999	CINTAS CORPORATION NO 210		4239591559	UNIFORMS	400-680-535	11	\$5.73
						400-680-535	11	\$7.60
				4240319558	UNIFORMS	400-680-535	11	\$5.73
						400-680-535	11	\$7.60
				4241059746	UNIFORMS	400-680-535	11	\$5.73
						400-680-535	11	\$7.60
						400-680-535	11	\$4.51
101371	274	CONSOLIDATED PIPE & SUPPLY CO., INC.		MS00412392	WO 59492 SEWER LEAK REPAIR 99 EASTHAVEN DRIVE	400-680-637	11	\$352.75
101373	281	COVINGTON SALES & SERVICE	19790	102925	Pearpoint Push Camera - needs new battery assembly - will not stay charged	400-680-636		\$741.57
101375	4870	CROW BURLINGAME CO.	20357	6006-13118	VIN #2383 1993 Chevy 3500 (swr-V) Chlorine Truck Parts to replace: heater hose, thermostat seal, new distributor, EGR	400-680-635	11	\$586.94



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
101376	2183	D&S SALES	20223	39152	valve, idle air control Tools 1) Makita Angle Grinder Tool - Tank (swr) 2) Makita Light - Stone (str)	400-680-550	11	\$182.60
			20339	39209	both already have batteries to work with these tools Battery Operated Grease Gun for Tank Taylor	400-680-550	11	\$284.00
			20354	39226	Tool to keep power tools charged - Van Croxtan (kept on truck - VIN #4078)	400-680-550	11	\$331.48
101389	2190	ENTERGY		285006922617	CORNERSTONE DR & GRANTS FERRY	400-680-630	11	\$19.00
101390	2245	ENTERGY		10020326843	ENTERGY COLLECTIVE BILL-	400-680-630	11	\$91.96
						400-680-630	11	\$13.31
						400-680-630	11	\$59.54
						400-680-630	11	\$37.60
						400-680-630	11	\$20.67
						400-680-630	11	\$41.22
						400-680-630	11	\$186.95
						400-680-630	11	\$26.19
						400-680-630	11	\$19.41
						400-680-630	11	\$50.48
						400-680-630	11	\$283.49
						400-680-630	11	\$36.90
						400-680-630	11	\$29.25
						400-680-630	11	\$59.32



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
						400-680-630	11	\$100.81
						400-680-630	11	\$13.62
						400-680-630	11	\$13.31
						400-680-630	11	\$97.55
						400-680-630	11	\$13.78
						400-680-630	11	\$13.31
						400-680-630	11	\$39.13
						400-680-630	11	\$15.49
101394	860	FLEETCOR TECHNOLOGIES		NP68975829	ACCT #126876- FUEL FOR WEEK 08-11-2025-08-17- 2025	400-680-525	11	\$498.63
				NP69004735	ACCT #126876- FUEL FOR WEEK 08/18/2025- 08/24/2025	400-680-525	11	\$524.01
101398	144	GILMORE BROS BUILDING SUPPLY	20341	152898	Paint Supplies for preventative maintenance on fences at City Lift Stations	400-680-637	11	\$26.95
						400-680-637	11	\$23.37
						400-680-637	11	\$16.95
						400-680-637	11	\$18.78
						400-680-637	11	\$21.99
101403	10034	HILL MANUFACTURING COMPANY, INC.	20182	202473	Supplies for Sewer Department	400-680-550	11	\$120.00
						400-680-550	11	\$157.00
						400-680-550	11	\$125.00
						400-680-550	11	\$150.00
						400-680-550	11	\$89.00
101407	1386	HYDRA SERVICES		189966	bypass pump rental from 6/21/2025 thru 7/19/2025.	400-680-637	11	\$5,781.00



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
				190794	bypass pump rental from 6/21/2025 thru 7/19/2025.	400-680-637	11	\$5,781.00
				7800	labor services to install the new lift station pump at the site.	400-680-637	11	\$3,675.00
101414	10529	K&S TRUCKING LLC	20307	31964	VIN #8633 2008 Ford F350 - new tires (4) on rear	400-680-540	11	\$680.00
101417	12777	LGT GLASS SHOP LLC	20338	2195	VIN #2279 2012 Ford F350 - replace rear glass that has broken out	400-680-635	11	\$530.00
101422	2999	MAGNOLIA PUMP & EQUIP INC	20285	4800	Stock at Shop - Champion Grinder Pumps 2 quotes attached	400-680-722	11	\$13,440.00
101425	4566	METRO BUILDING SERVICES, INC	20320	61641	install new ac window unit at Appleridge lift station	400-680-636	11	\$1,439.00
101432	4590	MS DEPT OF REVENUE		08/22/2025	VIN 6398 TAG	400-680-690	11	\$12.00
101439	13687	PETTY CASH - CANDANCE HUNLEY		08/19/2025	DEPT OF REVENUE	400-680-690	11	\$10.00
101460	6085	SOUTHERN TIRE MART, LLC	20337	260016541	VIN #7089 Kubota RTV-X900WL - replace front tires - Qty: 2	400-680-540	11	\$457.00
101487	4949	WILLIAMS EQUIPMENT & SUPPLY CO	20340	50032863953	Fabric Pins to hold down fabric to cover with 610 Slag at City's Lift Stations	400-680-550	11	\$580.00
Total For Department				400-680				\$89,222.30

Fund Total

400

\$495,792.32



City of Brandon
Check Register by Department for Checks Dated 9/3/2025

Check Run #: 12995

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	vhawkins Acct Per.	Detail Amount
Grand Total								\$1,653,082.27

CITY OF BRANDON
09/02/2025 Voided Claims

interstate batteries \$89.97

check 101215 voided
per Carolyn's request
they sent the wrong battery.

home depot \$2,513.88

Early pay discounts were
available reprinted check for
\$2,471.46

DONNA GROSS \$200.00

VENDOR NEVER REC CHECK.
REISSUED ON 09/02/2025
DOCKET



City of Brandon
Manual Check Batch #: 5597
Fiscal Year 2024 - 2025 11 - Aug

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 # 2800	Check Date: 8/28/2025							
11632	Whiskey Myers, LLC		82725	8/28/2025	8/27/2025	\$30,000.00		100
004-500-603	ARTIST AGREEMENT	N				\$0.00	\$30,000.00	Deposit - Whiskey Myers
				Invoice Total		\$0.00	\$30,000.00	
				Total for Check # 2800		\$0.00	\$30,000.00	
			Total for fund	004		\$0.00	\$30,000.00	
			Total for batch	5597		\$0.00	\$30,000.00	



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12994	8/25/2025	101347	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$2,471.46



City of Brandon

Manual Check Batch #: 5595

Fiscal Year 2024 - 2025 11 - Aug

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 # 2799	Check Date: 8/21/2025							
9846	LIVE NATION WORLDWIDE INC		8212025	8/21/2025	8/21/2025	\$39,144.38	100	
004-500-615	ADVERTISING	N				\$0.00	\$25,444.22	Live Nation Worldwide - Advertising - Rick Springfield
004-500-615	ADVERTISING	N				\$0.00	\$10,072.38	Live Nation Worldwide - Advertising - Gavin Adcock
004-500-615	ADVERTISING	N				\$0.00	\$3,627.78	Live Nation Worldwide - Advertising - TobyMac
				Invoice Total		\$0.00	\$39,144.38	
				Total for Check # 2799		\$0.00	\$39,144.38	
				Total for fund	004	\$0.00	\$39,144.38	
				Total for batch	5595	\$0.00	\$39,144.38	



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12993	8/18/2025	101304	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	43	Total Amount of Checks	\$1,759.42



City of Brandon

Check Processing Confirmation

Check Run ID	Check Date	Beg. Check #	Bank Fund	Bank	User
12992	8/15/2025	101303	098	Community Bank - Payables Clearing Account	vhawkins
Check Run Updated Successfully		Count of Checks	1	Total Amount of Checks	\$7,961.46

PROVIDER PAYMENTS

9/2/2025

FOX EVERETT/COB - REGIONS TRUST ACCOUNT HEALTH INSURANCE ACCOUNT

Invoice Date	Date Released	Check Seq. #	Invoice Amount	Disbursed Amount	Expenditure Description
8/12/2025	8/12/2025	25439	\$21,790.26	\$21,790.26	Magellan
8/20/2025	8/21/2025	25440	\$4.52	\$4.52	RX Benefits
8/21/2025	8/21/2025	25441-25508	\$31,065.61	\$31,065.61	Medical Claims
			\$52,860.39	\$52,860.39	

CURRENT BALANCE OF HEALTH INSURANCE ACCOUNT

\$	27,833.39
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Board Approval Procedure - Statement should be submitted to Board for Approval at the next scheduled meeting



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 2025
SUBJECT: KENNEDY FARM PARKWAY SIDEWALK PROJECT
PERMISSION TO DEVELOP PLANS & ADVERTISE FOR BID

Asking for your permission to develop plans & advertise for bid the Kennedy Farm Parkway Sidewalk Project.

This project will allow for the construction of a new sidewalk along the Northwest portion of Kennedy Farm Parkway from Louis Wilson Drive to Shiloh Park.

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

ATTACHMENTS:



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 2025
SUBJECT: GRANTS FERRY PARKWAY SHARED USE PATH LPA PROJECT
PROJECT #: STP-0013-00(055)LPA109422/701000
PAY REQUEST 2 & SUPPLEMENTAL AGREEMENT 1

Asking for your 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 of the same.
2. Approve Supplemental Agreement 1 at an increase of \$45,585.48 in the project cost and authorize the Mayor to execute the same. Supplement Agreement 1 adds 500 lf of concrete paved ditch to the project scope and adds 5 working days to the project.

On April 7, 2025, the Board awarded the bid to Thornton Construction Company for the Grants Ferry Parkway Share Use Path LPA Project. This project will allow for a new multi-use path to be constructed along Grants Ferry Parkway. This project is an MDOT LPA project and final award of the bid will be contingent upon MDOT's concurrence of the award.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Thornton Construction Company Pay Request 2
- Supplemental Agreement 1

GL Code: 001-201-703

Funding: MPO

August 8th, 2025

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

RE: City of Brandon
Grants Ferry Parkway Shared Use Path (From MS 471 to Cornerstone Dr.)
Project # STP-0013-00(055) LPA/109422-701000
B-9950/B-11576
Pay Request #2

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 2 regarding construction services for the City of Brandon Grants Ferry Parkway Shared Use Path from MS 471 to Cornerstone Dr. for Thornton Construction Co., Inc. in the amount of **\$168,672.19**.

We have reviewed this pay request(s) and recommend this be submitted to the Board for their approval. Once approved, we will submit a request for reimbursement as soon as possible.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7787.

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)
Rebecca Pevey (City of Brandon)
File: B-9950/B-11576

LPA-001 v 1.2

MISSISSIPPI DEPARTMENT OF TRANSPORTATION

STP-0013-00(055)/109422701

Revised Apr. 02, 2009

Contractor's Estimate - Recap Sheet

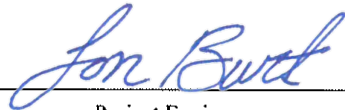
Printed: 08/08/2025 11:54 am

Vendor Number	3100024322 0	Completion Date	00/00/0000
Contract ID	LSTP001300055	Time Units / Days to be Allowed	100.00
In Account With	City of Brandon PO Box 1539, Brandon, MS. 39043		
FMS Contract Number	OG00001539		
Estimate Number	0002 PROGRESS	Period	07/01/2025 Thru 07/31/2025
Project County: RANKIN (61)	Current Period	Previous Estimate	Total Allowed to Date
Project Number: 109422701000 [STP-0013-00(055)/109422701]			
Total Cost (Participating)	\$168,672.19	\$52,950.13	\$221,622.32
Total Cost	\$168,672.19	\$52,950.13	\$221,622.32
Project Total	\$168,672.19	\$52,950.13	\$221,622.32
% Matching Funds Deduction for LPA 25.00000 %	(\$42,168.05)	(\$13,237.53)	(\$55,405.58)
Total Net Amount Owed to LPA	\$126,504.14	\$39,712.60	\$166,216.74
Total Contract Net Work Due	\$126,504.14	\$39,712.60	\$166,216.74
Time Units / Days Used	9.000000	9.000000	18.000000
Contract % Complete (Dollars)	11.00 %	3.46 %	14.46 %
Contract % Elapsed Time	9.000000%	9.000000%	18.000000 %

Quantities Checked

Original Signed

Burt, Lon (15-10)



Project Engineer

LPA Official:

Approved:

Chief Engineer by

Original Signed

Michael D. Hogan, P.E.

LPA Engineer

Completion Date: 00/00/0000

Calendar Days to be Allowed: 100.00

Total Contract Bid Amount: \$1,533,103.75

Total Contract Current Amount: \$1,533,103.75

Productive Days to be Allowed: 100.000000

Total Productive Days Assessed: 18.000000

Contract % Elapsed Time (Productive Days): 18.000000 %

Progress of Project: -3.540000%

CAD002 v 1.7

MISSISSIPPI DEPARTMENT OF TRANSPORTATION

STP-0013-00(055)/109422701

Revised Oct. 10, 2008

Contractor's Estimate - Detail Sheet

Printed: 08/08/2025

Vendor Number			3100024322 0				Date Let		03/14/2025		MPC	Not Found	
Contract ID			LSTP001300055				Award Date		04/25/2025				
In Account With			City of Brandon PO Box 1539, Brandon, MS, 39043										
Surety			Default Surety For LPA Contract										
FMS CC Number			OG00001539										
Estimate Number			0002 PROGRESS				Period		07/01/2025 Thru 07/31/2025				
Project Number			109422701000 STP-0013-00(055)/109422701 RANKIN (61)					Category		Roadway			
	Line No	Item Number	AC	Item	Total Quantities			Unit	Unit Price	Amount			
					Contract Qty	Current	Allowed-to-Date			Current	Allowed-to-Date		
1	0010	202-B240		Removal of Traffic Stripe	48.000	0.000	0.000	LF	12.50	0.00	0.00		
1	0020	203-A001	E	Unclassified Excavation, FM, AH	2,000.000	0.000	45.000	CY	16.30	0.00	733.50		
1	0030	203-EX041	E	Borrow Excavation, AH, LVM, Class B9-6	850.000	0.000	0.000	CY	21.50	0.00	0.00		
1	0040	203-G002	E	Excess Excavation, LVM, AH	1,225.000	0.000	0.000	CY	15.00	0.00	0.00		
1	0050	203-I002		Site Grading	834.000	0.000	0.000	SY	4.50	0.00	0.00		
1	0060	211-B001	E	Topsoil for Slope Treatment, Contractor Furnished	524.000	0.000	0.000	CY	37.50	0.00	0.00		
1	0070	211-C001	E	Topsoil for Plant Holes, Contractor Furnished	10.000	0.000	0.000	CY	125.00	0.00	0.00		
1	0080	216-B001		Solid Sodding, Bermuda	6,398.000	0.000	0.000	SY	7.50	0.00	0.00		
1	0090	219-A001		Watering	128.000	0.000	0.000	KGAL	20.00	0.00	0.00		
1	0100	225-A001		Grassing	1.000	0.000	0.000	ACRE	1,500.00	0.00	0.00		
1	0110	225-B001		Agricultural Limestone	1.000	0.000	0.000	TON	390.00	0.00	0.00		
1	0120	225-C001		Mulch, Vegetative Mulch	2.000	0.000	0.000	TON	520.00	0.00	0.00		
1	0130	226-A001		Temporary Grassing	1.000	0.000	0.000	ACRE	950.00	0.00	0.00		
1	0140	230-B057		Tree Planting, Nutall Oak	4.000	0.000	0.000	EA	437.50	0.00	0.00		
1	0150	230-B059		Tree Planting, Pin Oak	5.000	0.000	0.000	EA	437.50	0.00	0.00		
1	0160	230-B081		Tree Planting, Sugar Maple	5.000	0.000	0.000	EA	437.50	0.00	0.00		
1	0170	230-B095		Tree Planting, Willow Oak	5.000	0.000	0.000	EA	437.50	0.00	0.00		
1	0180	230-D001		Bed Preparation	1,500.000	0.000	0.000	SF	1.25	0.00	0.00		
1	0190	907-234-A001		Temporary Silt Fence	7,100.000	207.000	5,424.000	LF	3.55	734.85	19,255.20		
1	0200	237-A002		Wattles, 20"	2,120.000	470.000	570.000	LF	7.30	3,431.00	4,161.00		
1	0210	249-B001		Remove and Reset Riprap	8.000	0.000	0.000	CY	88.30	0.00	0.00		
1	0220	907-258-E001		Trash Receptacle	3.000	0.000	0.000	EA	3,465.00	0.00	0.00		
1	0230	907-258-PP002		Decorative Park Bench	3.000	0.000	0.000	EA	2,890.00	0.00	0.00		
1	0250	304-F002	GT	Size 610 Crushed Stone Base	249.000	0.000	0.000	TON	82.90	0.00	0.00		

Line No	Item Number	AC	Item	Total Quantities			Unit	Unit Price	Amount		
				Contract Qty	Current	Allowed-to-Date			Current	Allowed-to-Date	
1	0270	305-A001		Processing for In-Grade Modification	8,500.000	4,502.230	4,502.230	SY	5.00	22,511.15	22,511.15
1	0280	307-C006	M	8" Soil-Lime-Water Mixing, Class C	5,310.000	0.000	0.000	SY	6.75	0.00	0.00
1	0290	307-S001	A3	Bituminous Curing Seal	1,328.000	0.000	0.000	GAL	7.50	0.00	0.00
1	0300	311-B001		Lime	116.000	0.000	0.000	TON	390.00	0.00	0.00
1	0310	603-CE008	S	29" x 18" Concrete Arch Pipe, Class A III	24.000	0.000	0.000	LF	165.25	0.00	0.00
1	0320	603-RB017		29" x 18" End Section Removed and Relaid	1.000	0.000	0.000	EA	600.00	0.00	0.00
1	0330	608-B001	S	Concrete Sidewalk, With Reinforcement	8,681.000	1,377.780	1,377.780	SY	72.25	99,544.61	99,544.61
1	0340	907-608-C001		Detectable Warning Panels	160.000	0.000	0.000	SF	65.50	0.00	0.00
1	0360	618-B001		Additional Construction Signs	1.000	0.000	0.000	SF	10.00	0.00	0.00
1	0370	619-D1001		Standard Roadside Construction Signs, Less than 10 Square Feet	16.000	0.000	0.000	SF	15.00	0.00	0.00
1	0380	619-D2001		Standard Roadside Construction Signs, 10 Square Feet or More	52.000	0.000	0.000	SF	15.00	0.00	0.00
1	0390	619-G4005		Barricades, Type III, Single Faced	24.000	0.000	0.000	LF	23.75	0.00	0.00
1	0400	619-G7001		Warning Lights, Type "B"	8.000	0.000	0.000	EA	312.50	0.00	0.00
1	0420	907-626-H010		Thermoplastic Legend, White	854.000	0.000	0.000	LF	6.25	0.00	0.00
1	0430	630-A001		Standard Roadside Signs, Sheet Aluminum, 0.080" Thickness	19.000	0.000	0.000	SF	19.00	0.00	0.00
1	0440	630-C003		Steel U-Section Posts, 3.0 lb/ft	32.000	0.000	0.000	LF	7.00	0.00	0.00
1	0450	907-630-O001		Remove and Reset Sign Assembly	16.000	0.000	0.000	EA	166.75	0.00	0.00
1	0470	907-809-A001	S	Retaining Wall System	1,560.000	0.000	0.000	SF	90.50	0.00	0.00
1	0480	815-A006	S	Loose Riprap, Size 200	32.000	0.000	0.000	TON	97.50	0.00	0.00
1	0490	815-F002	S	Sediment Control Stone	32.000	0.000	0.000	TON	110.00	0.00	0.00
1	0500	L00011		Tree Planting, Ginkgo Tree	5.000	0.000	0.000	EA	562.50	0.00	0.00
1	0510	L00011		Tree Planting, Pond Cypress	10.000	0.000	0.000	EA	500.00	0.00	0.00
1	0520	L00031		Bicycle Rack Bicycle Rack	1.000	0.000	0.000	EA	1,412.00	0.00	0.00
1	0530	L00056		42" Hand Rail	410.000	0.000	0.000	LF	245.00	0.00	0.00
1	0540	L00070		Pine Straw Mulch	170.000	0.000	0.000	SY	9.40	0.00	0.00
1	0550	L00076		Shrub Planting, Hameln Dwarf Fountain Grass, 3 Gallon	75.000	0.000	0.000	EA	37.50	0.00	0.00
1	0560	L00076		Shrub Planting, Andorra Juniper, 3 Gallon	33.000	0.000	0.000	EA	37.50	0.00	0.00
Total Roadway Items										126,221.61	146,205.46
Total Participating Direct Items										126,221.61	146,205.46
Total Non-Participating Direct Items										0.00	0.00
Total Direct Items on Contract = 1,291,833.75					Total Direct Items					126,221.61	146,205.46

Dependent Items											
Part	Line No	Item Number	AC	Item	Total Quantities			Unit	Unit Price	Amount	
					Contract Qty	Current	Allowed-to-Date			Current	Allowed-to-Date
1	0350	907-618-A001		Maintenance of Traffic	1.000000	0.097700	0.113200	LS	91,050.00	8,895.58	10,306.86
1	0410	620-A001		Mobilization	1.000000	0.250000	0.500000	LS	110,220.00	27,555.00	55,110.00
1	0460	699-A001		Roadway Construction Stakes	1.000000	0.150000	0.250000	LS	40,000.00	6,000.00	10,000.00
Total Participating Dependent Items										42,450.58	75,416.86
Total Non-Participating Dependent Items										0.00	0.00
Total Dependent Items										42,450.58	75,416.86
Total Project Participating Construction Items										168,672.19	221,622.32
Total Project Non-Participating Construction Items										0.00	0.00
Total Project Construction Items										168,672.19	221,622.32
Stockpiled Material Adjustments											
	Line No	Item Number		Item Description	Adjustment Description				Current	Allowed-to-Date	
Total Participating Stockpiled Material Adjustments										0.00	0.00
Total Participating Costs (on CAD001)										168,672.19	221,622.32
Total Non-Participating Costs (on CAD001)										0.00	0.00
Project: 109422701000 STP-0013-00(055)/109422701					Total Costs (on CAD001)					168,672.19	221,622.32
Fuel And Material Adjustments											
	Line No	Item Number		Item Description	Adjustment Description			Price Difference	Current	Allowed-to-Date	
Total Participating Fuel And Material Adjustments										0.00	0.00
Total Non-Participating Fuel And Material Adjustments										0.00	0.00
Total Fuel And Material Adjustments										0.00	0.00
Total Construction Cost on Contract = 1,533,103.75					Total Contract Net Work Due (on CAD001)					168,672.19	221,622.32

August 28th, 2025

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

RE: City of Brandon
Grants Ferry Parkway Shared Use Path
Project # STP-0013-00(055)LPA 109422/701000
B-9950/B-11576
Supplemental Agreement No. 1

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Supplemental Agreement No. 1 in the amount of \$45,585.48 on the City of Brandon Grants Ferry Parkway Shared Use Path for Thornton Construction Co. Inc. This supplemental agreement adds approximately 500 linear feet of "Concrete Paved Ditch" and 5 working days to the project.

Due to field conditions and excessive erosion on the south side of Grants Ferry Parkway, to the west of Cornerstone Dr., it was determined that it in the best interest of this project and for future maintenance, the ideal course of action would be to repair (re-grade) the ditch segment that has eroded, then replace the subject section with a combination of concrete paved ditch and solid sodding to help mitigate future erosion.

We have reviewed this agreement and MDOT LPA Division, Construction Division, and MDOT District 5 have signed off on the changes. We 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)
Rebecca Pevey (Brandon)
Mary Ann Hess (Brandon)
File: B-9950/B-11576

Brandon | 601.591.1077
Flowood | 601.627.7780
Madison | 769.289.0031

Est. 2004

City of Brandon
Project No. STP-0013-00(055)LPA 109422/701000
SUPPLEMENTAL AGREEMENT NO. 1

WHEREAS, WE, Thornton Construction Co., Inc., Contractor, and **The Gray Casualty & Surety Company**, Surety, entered into a Contract with the **City of Brandon**, LPA, on the **5th** day of **May, 2025**, for the construction of Federal Aid Project No. **STP-0013-00(055)LPA/109422-701000**, **Rankin** County; and

WHEREAS: The project provides for the construction of a new Shared Use Path on Grants Ferry Parkway; and

WHEREAS: The Contract is setup to install a new concrete multi-use path, earthwork, retaining walls and all other work in accordance with the Plans, Specifications and Contract Documents; and

WHEREAS: Based on existing field conditions, there is approximately 500 linear feet of significant ditch erosion between Sta. 72+00 and Sta. 77+00 that will likely be detrimental to the new project and needs to be repaired with concrete paved ditch; and

NOW, THEREFORE: It is mutually agreed by all parties-concerned that payment for the work addressed herein shall be made under the following pay items and unit prices which shall be full and final compensation for all materials, labor, equipment, and other items necessary to complete the work. The pay item work will require 5 working days to be added to the project (See justification in attached sheets).

PAY ITEMS					
<u>Pay Item No.</u>	<u>Description of Item</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Extension</u>
221-A001	Concrete Paved Ditch	37	CY	\$1,232.04	\$45,585.48

Estimated Total: \$45,585.48

This agreement in no way modifies or changes the original contract of which it becomes a part, except as specifically stated herein.

This Supplemental Agreement has been discussed with Josh Tillery, P.E. District LPA Coordinator, Richard Love, P.E. MDOT Construction Area Engineer, and Mitchell Young, P.E. MDOT LPA Division.

City of Brandon
Project No. STP-0013-00(055)LPA 109422/701000
SUPPLEMENTAL AGREEMENT NO. 1

NOW, THEREFORE, WE, Thornton Construction Co., Inc., Contractor, **The Gray Casualty & Surety Company**, Surety, hereby agree to said Supplemental Agreement consisting of the above mentioned items and prices and agree that this Supplemental Agreement is hereby made a part of the original contract to be performed under specifications thereof, and that the original contract is in full force and effect, except insofar as it might be modified by this Supplemental Agreement.

Dated, this 26th day of August, 2025.



The Gray Casualty & Surety Company

Surety

Thornton Construction Co., Inc.

Contractor

By:

Anders Mitts

08/27/25

Date

Matt Thornton

08/27/25

Date

RECOMMENDED FOR APPROVAL:

Jon Burt

08/27/25

LPA Project Engineer/Architect

Date

Neil Poth

8/28/2025

MDOT District Engineer

Date

*

MDOT State Construction Engineer

Date

*

MDOT Executive Director

Date

for the Mississippi Transportation Commission

Book _____ Page _____

APPROVED:

LPA OFFICIAL

Date

* {concurrence only for Supplemental Agreements adding a "stand-alone" time extension or exceeding \$100,000}

City of Brandon
Project No. STP-0013-00(055)LPA 109422/701000
SUPPLEMENTAL AGREEMENT NO. 1
SUPPLEMENTAL SHEET

DETAIL EXPLANATION OF NECESSITY OF WORK INVOLVED:

1. The existing field conditions between Sta. 72+00 and 77+00 has significant erosion in the existing roadside ditch that needs to be repaired with existing pay items in the project as well as concrete paved ditch to prevent future erosion from causing problems with the new shared use path as well as the roadway itself.

JUSTIFICATION OF UNIT PRICES SUBMITTED:

The unit price submitted for the Concrete Paved Ditch (Pay Item No. 221-A001) was under the MDOT Bid Averages over the last 6-months.

JUSTIFICATION OF ADDITIONAL TIME REQUESTED:

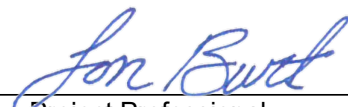
The Contractor has requested 5 working days be added to the project to complete the work required in this supplemental agreement.

Additional Site Grading of 667 SY of ditch area = 1 working day

Preparing Formwork for Concrete Paved Ditch = 1 working day

500 linear feet of concrete paved ditch @ 6' wide = 3 working days

- *500 Linear Feet x 6 ft. wide = 333 SY of ditch area with a production rate of around 110 SY per working day, given the nature of this concrete work*



Project Professional

LPA Official

City of Brandon
Project No. STP-0013-00(055)LPA 109422/701000
SUPPLEMENTAL AGREEMENT NO. 1
SUPPLEMENTAL SHEET

DETAIL ANALYSIS OF UNIT PRICES:

See attached documents.

Thornton Construction Co., Inc.

CONTRACTOR

{If additional space is needed use extra sheets.}

QUANTITY ADJUSTMENT

1. QUANTITY ADJUSTMENT NO. 1 2. DATE: 08/13/25
3. PROJECT NO. STP-0013-00(055)LPA 109422/701000 4. LPA: CITY OF BRANDON
5. COUNTY: Rankin
6. The following changes on the above project with stations, quantities, and items involved are recommended for the reasons stated in detail:

Pay Item	Description	Previous Quantity	Revised Quantity	Increase or (Decrease)	Unit	Unit Price	Amount
221-A001	Concrete Paved Ditch	0.00	37.00	37.00	CY	\$1,232.04	\$45,585.48
TOTAL							\$45,585.48

REASONS:

See attached.

WORKSHEET

Page 2 of 2

QUANTITY ADJUSTMENT NO. 1

PROJECT NO. STP-0013-00(055)LPA 109422/701000

7. Total Cost per Gov. Est. dated

\$1,694,626.75

a. Contingencies

b. Construction

c. CE&I

Participating	Non-Participating
\$0.00	\$0.00
\$1,533,103.75	\$0.00
\$161,523.00	\$0.00

\$1,533,103.75

8. Previous Quantity Adjustments to this Gov. Est.

\$0.00	\$0.00
--------	--------

\$0.00

9. This Quantity Adjustment

\$45,585.48	\$0.00
-------------	--------

\$45,585.48

10. CE&I Adjustments dated

SA Date if \$ added

\$0.00	\$0.00
--------	--------

11. Rev. Total Est. Cost of Project

\$1,740,212.23

\$0.00

*

\$1,740,212.23

* Note: If line 11 is greater than line 7, then a revised government estimate is required.

12. Federal match %

75.00%

federal portion if not above the maximum awarded

\$1,305,159.17

13. Original Federal Funds Requested	\$1,194,563.00
14. Current Estimated Federal Portion	\$1,194,563.00
15. Original Estimated Local Portion	\$500,063.75
16. Current Estimated Local Portion	\$545,649.23

Recommended for Approval


LPA Project Engineer / Architect

08/27/25

Date

Approved

LPA Official

Date

SUPPLEMENTAL AGREEMENT

Thornton Construction Company, Inc.
115 Bragg Street
Brandon, MS 39074

PROJECT NAME / NO.

Grants Ferry Parkway Shared Use Path
STP-0013-00(055)LPA/ 109422/701000

DATE:

Wednesday, July 23, 2025

MODIFICATION NO.

25-005-01**COST ANALYSIS FOR ADDITIONAL ITEMS OF WORK**

ITEM NO.	DESCRIPTION	QUANTITY	ITEM UNITS	ITEM PRICE	TOTAL AMOUNT
1	6' CONCRETE V DITCH	37.00	CY	\$ 1,232.04	\$ 45,585.48

LABOR	EQUIPMENT	RENT	MATERIAL	SUBCONTRACT	SUBTOTAL COST
\$ 1,749.11	\$ 2,899.25	\$ -	\$ -	\$ 31,820.00	\$ 36,468.36
\$ 47.27	\$ 78.36	\$ -	\$ -	\$ 860.00	\$ 985.63

CONTRACTOR'S TAX OF TOTAL AMOUNT @ 3.50% \$ 1,595.49

CONTRACTOR'S BOND OF TOTAL AMOUNT @ 1.50% \$ 683.78

CONTRACTOR'S NET FEE OF TOTAL AMOUNT @ 15.00% \$ 6,837.82

TOTAL AMOUNT: \$ 45,585.45

PRICE PER UNIT: \$ 1,232.04

STATEMENT OF JUSTIFICATION FOR THIS CONTRACT MODIFICATION:

INSTALL 6' WIDE CONCRETE V-DITCH FROM APPROXIMATE STATION 72+00 - 77+00 IN EXISTING DITCH THAT HAS WASHED / ERODED. PRICE IS FOR INSTALLATION OF PAVED DITCH ONLY AND DOES NOT INCLUDE ANY SITE GRADING OR BORROW EXCAVATION (SITE GRADING AND BORROW EXCAVATION TO BE PAID FOR BY CONTRACT UNIT PRICE)

LABOR

ITEM NO.	DESCRIPTION	UNIT RATE/HR	HOURS	TOTAL
1	SUPERINTENDENT	\$ 60.00	5	\$ 300.00
2	DOZER OPERATOR	\$ 30.05	10	\$ 300.50
3	TRACKHOE OPERATOR	\$ 24.00	10	\$ 240.00
4	LABOR	\$ 20.00	10	\$ 200.00
5	LABOR	\$ 20.00	10	\$ 200.00
SUBTOTAL:				\$ 1,240.50
PAYROLL TAXES AND INSURANCE:			41.00%	\$ 508.61
TOTAL:				\$ 1,749.11

EQUIPMENT

ITEM NO.	DESCRIPTION	UNIT RATE/HR	HOURS	TOTAL
1	PICK UP 3/4 TON	\$ 36.69	10	\$ 366.90
2	LASER / LEVEL	\$ 9.41	10	\$ 94.10
3	TAMP	\$ 5.67	10	\$ 56.70
4	SMALL TOOLS	\$ 5.00	10	\$ 50.00
5	KOMATSU D51 DOZER	\$ 114.74	10	\$ 1,147.40
6	TRACKHOE - LINKBELT 160	\$ 87.86	10	\$ 878.60
7	SKID STEER	\$ 61.11	5	\$ 305.55
TOTAL:				\$ 2,899.25

RENTAL

ITEM NO.	DESCRIPTION	QUANTITY	ITEM UNIT	UNIT RATE	TOTAL
1	NONE				\$ -
TOTAL:					\$ -

MATERIAL

ITEM NO.	DESCRIPTION	QUANTITY	ITEM UNIT	COST/UNIT	TOTAL
1					\$ -
TOTAL:					\$ -

SUBCONTRACT

ITEM NO.	DESCRIPTION	QUANTITY	ITEM UNIT	COST/UNIT	TOTAL
1	GRAHAM CONSTRUCTION CO INC.	37	CY	\$ 860.00	\$ 31,820.00
TOTAL:					\$ 31,820.00



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 2025
SUBJECT: DINING POINDEXTER NEW PARKING LOT PROJECT
PAY REQUEST 5

Asking for your 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.

On October 7, 2024, the Board awarded the bid for the Dining Poindexter New Parking Lot Project to Hemphill Construction Company as the lowest and best bid received. The Dining Poindexter New Parking Lot Project will allow for a new parking lot to be built on the Southwest corner of Dining Street and Poindexter Street intersection for additional public parking.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 5

GL Code: 314-600-717

Funding: Senate Bill 2948

August 25, 2025

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

RE: City of Brandon
Dining/Poindexter Parking Lot
B-11025
Pay Request No. 5

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request No. 5 for construction services for the City of Brandon Dining/Poindexter Parking Lot in the total amount of **\$12,129.00**.

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

Please note that in accordance with *MS Code §31-5-33*, the project is over 50% complete and retainage has been reduced to 2.5%.

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

Sincerely,



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

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

File: B-11025

Invoice #: H24202

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$13,454.54	\$0.00
TOTALS	\$13,454.54	\$0.00
Net Changes By Change Order	\$13,454.54	

CONTINUATION SHEET

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

Application No. : JB App #5
Application Date : 08/18/25
Period From: 06/01/25
Period To: 08/15/25
External Contract No.: B-11025

Invoice # : H24202

Contract : H24202- Dining/Poindexter Parking Lot Brandon

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
CO.1	MOBILIZATION	LS	1.00	\$33,000.00	\$33,000.00	1.00	0.00	1.00	\$33,000.00	\$0.00	0.00	\$33,000.00	\$0.00	100.00%
	TEMP. EROSION CONTROL INSTALLATION & MAINTENANCE	LS	1.00	\$15,000.00	\$15,000.00	1.00	0.00	1.00	\$15,000.00	\$0.00	0.00	\$15,000.00	\$0.00	100.00%
	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%
	REMOVAL OF CURB & GUTTER (ALL TYPES)	LF	46.00	\$20.00	\$920.00	54.00	0.00	54.00	\$1,080.00	\$0.00	0.00	\$1,080.00	\$-160.00	117.39%
	UNCLASSIFIED EXCAVATION, FM, AH	CY	410.00	\$10.50	\$4,305.00	334.90	0.00	334.90	\$3,516.45	\$0.00	0.00	\$3,516.45	\$788.55	81.68%
	EXCESS EXCAVATION, FM, AH	CY	2,068.00	\$13.50	\$27,918.00	2,135.20	0.00	2,135.20	\$28,825.20	\$0.00	0.00	\$28,825.20	\$-907.20	103.25%
	15" REINFORCED CONCRETE PIPE, CLASS III	LF	23.00	\$160.00	\$3,680.00	23.00	0.00	23.00	\$3,680.00	\$0.00	0.00	\$3,680.00	\$0.00	100.00%
	GRATE INLET (3'x3')	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%
	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%
	4" BITUMINOUS BASE COURSE, BB-1, TYPE 6	TON	372.00	\$135.00	\$50,220.00	379.26	0.00	379.26	\$51,200.10	\$0.00	0.00	\$51,200.10	\$-980.10	101.95%
	2" BITUMINOUS BASE COURSE, SC-1, TYPE 8	TON	186.00	\$170.00	\$31,620.00	185.56	0.00	185.56	\$31,545.20	\$0.00	0.00	\$31,545.20	\$74.80	99.76%
	CONCRETE SIDEWALK (4" THICKNESS)	SY	60.00	\$145.00	\$8,700.00	61.22	0.00	61.22	\$8,876.90	\$0.00	0.00	\$8,876.90	\$-176.90	102.03%
	TYPE 3B MODIFIED CURB & GUTTER	LF	520.00	\$40.00	\$20,800.00	569.00	0.00	569.00	\$22,760.00	\$0.00	0.00	\$22,760.00	\$-1,960.00	109.42%
	1' x 4" CONCRETE STRIP (RETAINING WALL "A")	LF	211.00	\$40.00	\$8,440.00	200.00	0.00	200.00	\$8,000.00	\$0.00	0.00	\$8,000.00	\$440.00	94.79%
	4" THERMOPLASTIC PARKING LOT STRIPE (CONTINUOUS WHITE)	LF	1,305.00	\$5.00	\$6,525.00	0.00	1,305.00	1,305.00	\$0.00	\$6,525.00	0.00	\$6,525.00	\$0.00	100.00%
	24" THERMOPLASTIC LEGEND WHITE, CROSSWALK	LF	63.00	\$30.00	\$1,890.00	0.00	63.00	63.00	\$0.00	\$1,890.00	0.00	\$1,890.00	\$0.00	100.00%
	MAINTENANCE OF TRAFFIC	LS	1.00	\$19,500.00	\$19,500.00	1.00	0.00	1.00	\$19,500.00	\$0.00	0.00	\$19,500.00	\$0.00	100.00%
	SMALL BLOCK RETAINING WALL (KEYSTONE COMPAC - STRAIGHT SPLIT	SF	1,275.00	\$53.00	\$67,575.00	1,315.00	0.00	1,315.00	\$69,695.00	\$0.00	0.00	\$69,695.00	\$-2,120.00	103.14%
	PRECAST CONCRETE WHEEL STOP	EA	8.00	\$175.00	\$1,400.00	0.00	23.00	23.00	\$0.00	\$4,025.00	0.00	\$4,025.00	\$-2,625.00	287.50%
	SOLID SOD	SY	575.00	\$9.00	\$5,175.00	950.00	0.00	950.00	\$8,550.00	\$0.00	0.00	\$8,550.00	\$-3,375.00	165.22%
	Additional Piping W/ Inlet	LS	1.00	\$13,454.54	\$13,454.54	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$13,454.54	0.00%
Grand Totals					\$350,399.54				\$335,505.85	\$12,440.00	\$0.00	\$347,945.85	\$2,453.69	99.30%



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 2025
SUBJECT: MARQUETTE ROAD MULTI-USE PATH PROJECT
LPA PROJECT #: STP-7081-00(002)LPA/109244/701000
PAY REQUEST 8 FINAL & FINAL SUMMARY CHANGE ORDER

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.

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 allowed for a new multi-use path to be constructed along Marquette Road from Boyce Thompson Drive to the I-20 bridge area.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 8 FINAL & Final Summary Change Order

GL Code: 001-201-703

Funding: MPO

August 26th, 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. 8

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of the Final Summary Change Order and Final Pay Request No. 8 for construction services on the City of Brandon Marquette Rd. Multiuse Path for Thornton Construction Co. Inc. in the total amount of **\$1,400.00**

We have reviewed this change order, pay request, and supporting documents and recommend they 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)
Rebecca Pevey (City of Brandon)
Mary Ann Hess (City of Brandon)
File: B-9506/B-10825

Brandon | 601.591.1077

Flowood | 601.627.7780

Madison | 769.289.0031

Est. 2004

CONSTRUCTION CONTRACT CHANGE ORDER

CHANGE ORDER NO.: 1
PROJECT NUMBER: B-9506/B-10825
NAME OF PROJECT: Marquette Rd. Multi-use Path (LPA Project)
OWNER: City of Brandon
CONTRACTOR: Thornton Construction Company, Inc.

DESCRIPTION OF CHANGE

Final Summary change order to close out the contract quantities. (See Attached Breakdown)

CHANGE ORDER BREAKDOWN

ORIGINAL CONTRACT AMOUNT: \$ 1,343,428.00
PREVIOUS CHANGE ORDERS: \$ 103,417.08
AMOUNT THIS CHANGE ORDER: \$ 43,454.07 (INCREASE)
TOTAL CHANGE ORDER: \$ 43,454.07
ADJUSTED CONTRACT AMOUNT: \$ 1,490,299.15

ORIGINAL CONTRACT TIME: 112 Working Days
CONTRACT TIME ADJUSTMENT: 0 Working Days
ADJUSTED CONTRACT TIME: 112 DAYS

RECOMMENDED BY: Benchmark Engineering & Surveying, LLC

BY: *Jon Buell* TITLE: Project Manager DATE: 08/26/25

ACCEPTED BY: Thornton Construction Company, Inc.

BY: *Matt Thornton* TITLE: Vice President DATE: 08/26/2025

APPROVED BY: City of Brandon

BY: _____ TITLE: _____ DATE: _____

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

CONTRACT SUMMARY CHANGE ORDER

OWNER: CITY OF BRANDON

CONTRACTOR: THORNTON CONSTRUCTION CO., INC.

Date: 08/26/25

CHANGE ORDER NUMBER: (FINAL SUMMARY CHANGE ORDER)

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

LINE NO.	ITEM NO.	ITEM DESCRIPTION	REASONING	UNIT	PLAN QUANTITY	FINAL QUANTITY	DIFFERENCE	UNIT COST	TOTAL CONTRACT CHANGE
		ROADWAY DIRECT CONTRACT ITEMS							
10	202-B007	REMOVAL OF ASPHALT PAVEMENT, ALL DEPTHS	ADDITIONAL DRIVEWAY ASPHALT REMOVED FOR CLEAN TIES	SY	1247.00	1594.31	347.31	\$8.00	\$ 2,778.48
20	202-B063	REMOVAL OF CONCRETE PAVED DITCH	FIELD CONDITIONS SHOWED ADDITIONAL DITCH UNDER GRASS	SY	74.00	82.00	8.00	\$10.00	\$ 80.00
30	202-B073	REMOVAL OF CONCRETE PAVEMENT, ALL DEPTHS	ADDITIONAL DRIVEWAY CONC. REMOVED FOR CLEAN TIE IN	SY	671.00	736.00	65.00	\$10.00	\$ 650.00
40	202-B089	REMOVAL OF CURB &/OR CURB AND GUTTER, ALL TYPES	REMOVED ADDITIONAL CURB FOR RAMPS AND TIE INS	LF	1092.00	1122.50	30.50	\$4.00	\$ 122.00
50	202-B129	REMOVAL OF FLARED END SECTION, ALL SIZES	1 FES TO BE REMOVED WAS NOT IN PLACE	EA	3.00	2.00	(1.00)	\$400.00	\$ (400.00)
60	202-B164	REMOVAL OF INLET AND JUNCTION BOX, ALL TYPES & SIZES	PLAN QUANTITY	EA	1.00	1.00	-	\$1,000.00	\$ -
70	202-B191	REMOVAL OF PIPE, 8" AND ABOVE	NEAR PLAN QUANTITY	LF	266.00	269.00	3.00	\$40.00	\$ 120.00
80	203-A001	UNCLASSIFIED EXCAVATION, FM, AH	LESS ON SITE EARTHWORK, MORE BORROW	CY	1077.00	882.00	(195.00)	\$10.00	\$ (1,950.00)
90	203-B002	ROCK EXCAVATION, LVM, AH	LESS ROCK EXCAVATION THAN ESTIMATED, 1 TRUCK OF ROCK	CY	100.00	13.00	(87.00)	\$26.00	\$ (2,262.00)
100	203-EX041	BORROW EXCAVATION, AH, LVM, CLASS B9-6	ALMOST NO EXCAVATION WAS HAULED OFF (BELOW)	CY	3951.00	5107.00	1,156.00	\$18.00	\$ 20,808.00
110	203-G002	EXCESS EXCAVATION, LVM, AH	WAS NOT NEEDED IN LIEU OF BORROW EXCAVATION REQD	CY	1611.00	90.00	(1,521.00)	\$13.00	\$ (19,773.00)
120	213-A001	AGRICULTURAL LIMESTONE	NOT REQUIRED	TON	1.00	0.00	(1.00)	\$650.00	\$ (650.00)
130	215-A001	VEGETATIVE MATERIALS FOR MULCH	ADDITIONAL MATERIALS FOR EROSION STABILIZATOIN	TON	1.00	2.00	1.00	\$200.00	\$ 200.00
140	216-A001	SOLID SODDING	ADDITIONAL SODDING ADDED IN FRONT OF BUSINESSES	SY	3341.00	4242.00	901.00	\$5.00	\$ 4,505.00
150	219-A001	WATERING	USED CITY WATER AND RAIN WATER	KGAL	67.00	0.00	(67.00)	\$20.00	\$ (1,340.00)
160	221-A001	CONCRETE PAVED DITCH	ADDITIONAL PAVED DITCH REQUIRED AT STORM SHELTER	CY	20.00	22.40	2.40	\$600.00	\$ 1,440.00
170	225-A001	GRASSING	PLAN QUANTITY	ACRE	1.00	1.00	-	\$1,200.00	\$ -
180	226-A001	TEMPORARY GRASSING	NOT REQUIRED AT TIME OF WORK PRIOR TO PERM. GRASSING	ACRE	1.00	0.00	(1.00)	\$800.00	\$ (800.00)
190	907-234-A001	TEMPORARY SILT FENCE	OVER ESTIMATED, DIDN'T REQUIRE PLAN QUANTITY	LF	5000.00	2604.00	(2,396.00)	\$3.50	\$ (8,386.00)
200	237-A002	WATTLES, 20"	OVER ESTIMATED, DIDN'T REQUIRE PLAN QUANTITY	LF	1500.00	1120.00	(380.00)	\$7.00	\$ (2,660.00)
210	907-258-PP002	DECORATIVE PARK BENCH	PLAN QUANTITY	EA	2.00	2.00	-	\$2,500.00	\$ -
220	304-F001	3/4" AND DOWN CRUSHED STONE BASE	NOT USED (OR ITEM)	TON	843.00	0.00	(843.00)	\$ -	\$ -
230	304-F002	SIZE 610 CRUSHED STONE BASE	OVERESTIMATED	TON	843.00	718.67	(124.33)	\$70.00	\$ (8,703.10)
240	304-F003	SIZE 825B CRUSHED STONE BASE	NOT USED (OR ITEM)	TON	843.00	0.00	(843.00)	\$ -	\$ -
250	403-A006	19-MM, ST, ASPHALT PAVEMENT	ONE ASPHALT TRUCK LESS THAN ESTIMATED	TON	419.00	398.53	(20.47)	\$250.00	\$ (5,117.50)
260	403-A015	9.5-MM, ST, ASPHALT PAVEMENT	ADDITIONAL DRIVEWAY PAVEMENT REQUIRED	TON	122.00	254.71	132.71	\$260.00	\$ 34,504.60
270	403-C003	19-MM, ST, ASPHALT PAVEMENT, TRENCH WIDENING	PLAN QUANTITY	TON	29.00	29.00	-	\$500.00	\$ -
280	503-C010	SAW CUT, FULL DEPTH	ADDITIONAL SAWCUTS REQUIRED ON DRIVEWAYS	LF	1410.00	1961.00	551.00	\$12.00	\$ 6,612.00
290	601-B001	CLASS "B" STRUCTURAL CONCRETE, MINOR STRUCTURES	NEAR PLAN QUANTITY, ADDED A CONFLICT BOX FOR UTILITIES	CY	45.00	45.94	0.94	\$3,000.00	\$ 2,820.00
300	602-A001	REINFORCING STEEL	ADDED DOWELS AT EXPANSION JOINTS IN SIDEWALK FOR VEH.	LBS	3537.00	12422.93	8,885.93	\$1.00	\$ 8,885.93
310	603-CA003	15" REINFORCED CONCRETE PIPE, CLASS III	DUE TO FIELD CONDITIONS, SLIGHTLY LESS PIPE REQUIRED	LF	123.00	98.00	(25.00)	\$80.00	\$ (2,000.00)
320	603-CA011	18" REINFORCED CONCRETE PIPE, CLASS III	INSTALLED IN LIEU OF 24" BELOW	LF	851.00	894.00	43.00	\$90.00	\$ 3,870.00
330	603-CA026	24" REINFORCED CONCRETE PIPE, CLASS III	INSTALLED IN LIEU OF 18" ABOVE	LF	185.00	145.00	(40.00)	\$120.00	\$ (4,800.00)
340	603-CB002	15" REINFORCED CONCRETE END SECTION	PLAN QUANTITY	EA	5.00	5.00	-	\$1,200.00	\$ -
350	603-CB003	18" REINFORCED CONCRETE END SECTION	1 ADDITIONAL FES REQUIRED	EA	1.00	2.00	1.00	\$1,400.00	\$ 1,400.00
360	603-CB005	30" REINFORCED CONCRETE END SECTION	30" END SECTION NOT REQUIRED AT RETAINING WALL	EA	1.00	0.00	(1.00)	\$1,400.00	\$ (1,400.00)
370	603-CE001	18" X 11" CONCRETE ARCH PIPE, CLASS A III	ADDITIONAL HALF OF PIPE SECTION REQUIRED	LF	20.00	24.00	4.00	\$105.00	\$ 420.00
380	603-CE002	22" X 13" CONCRETE ARCH PIPE, CLASS A III	PLAN QUANTITY	LF	16.00	16.00	-	\$110.00	\$ -
390	603-CF001	18" X 11" CONCRETE ARCH PIPE END SECTION	PLAN QUANTITY	EA	2.00	2.00	-	\$1,200.00	\$ -
400	604-A001	CASTING	CASTINGS FOR BRANDON SS-2 TOPS (26")	LBS	3172.00	4320.00	1,148.00	\$2.00	\$ 2,296.00
410	604-B001	GRATINGS	REMOVED 1 GRATE INLET FROM PROJECT	LBS	2600.00	2304.00	(296.00)	\$2.00	\$ (592.00)
420	605-U003	8" NON-PERFORATED PIPE FOR UNDERDRAINS, PVC	REQUIRED ADDITIONAL PIPE NEAR EOC UNDER PATH	LF	15.00	34.00	19.00	\$70.00	\$ 1,330.00
430	608-B001	CONCRETE SIDEWALK, WITH REINFORCEMENT	REDUCED AREA IN TAPERS AROUND POWER POLES	SY	4593.00	4478.40	(114.60)	\$52.00	\$ (5,959.20)
440	907-608-C001	DETECTABLE WARNING PANELS	PLAN QUANTITY	SF	158.00	158.00	-	\$50.00	\$ -
450	609-C001	CONCRETE INTEGRAL CURB, TYPE 1	ADDITIONAL CURB AT DRIVEWAYS REQUIRED	LF	210.00	234.00	24.00	\$40.00	\$ 960.00
460	609-D002	COMBINATION CONCRETE CURB AND GUTTER TYPE 1 MODIFIED, TYPE 1A	ADDITIONAL CURB AT DRIVEWAYS AND PARKING REQUIRED	LF	1255.00	1431.00	176.00	\$32.00	\$ 5,632.00
470	609-D003	COMBINATION CONCRETE CURB AND GUTTER TYPE 1 MODIFIED, TYPE 1B	ADDITIONAL CURB AT DRIVEWAYS AND PARKING REQUIRED	LF	99.00	108.00	9.00	\$40.00	\$ 360.00
480	609-D004	COMBINATION CONCRETE CURB AND GUTTER TYPE 1 MODIFIED, TYPE 1C	ADDITIONAL CURB AT DRIVEWAYS AND PARKING REQUIRED	LF	180.00	193.00	13.00	\$40.00	\$ 520.00
490	614-B003	CONCRETE DRIVEWAY, WITH REINFORCEMENT, 6-INCH THICKNESS	USED LESS 6" DRIVEWAY, DUE TO ADDING 12" AT SIPPS	SY	170.00	108.10	(61.90)	\$90.00	\$ (5,571.00)
500	614-B004	CONCRETE DRIVEWAY, WITH REINFORCEMENT, 8-INCH THICKNESS	8" DRIVEWAY PAVEMENT ADDED AT EOC FOR HEAVY VEHICLES	SY	518.00	600.00	82.00	\$110.00	\$ 9,020.00
520	618-B001	ADDITIONAL CONTRUCTION SIGNS	NOT USED (OR ITEM)	SF	1.00	0.00	(1.00)	\$10.00	\$ (10.00)
540	626-H005	THERMOPLASTIC LEGEND, WHITE	ADDITIONAL PARKING LOT STRIPING REQUIRED	LF	496.00	881.20	385.20	\$12.50	\$ 4,815.00

OWNER: CITY OF BRANDON

CONTRACTOR: THORNTON CONSTRUCTION CO., INC.

Date: 08/26/25

CHANGE ORDER NUMBER: (FINAL SUMMARY CHANGE ORDER)

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

[illegible]



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 #8 - PAY PERIOD 05/01/25 - Final				
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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	269.00	-3.00	\$ 10,760.00	101.1%
80	203-A001	UNCLASSIFIED EXCAVATION, FM, AH	1,077	CY	\$10.00	\$ 10,770.00	0.00	\$ -	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	0.00	\$ -	5107.00	-1156.00	\$ 91,926.00	129.3%
110	203-G002	EXCESS EXCAVATION, LVM, AH	1,611	CY	\$13.00	\$ 20,943.00	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	2604.00	2396.00	\$ 9,114.00	52.1%
200	237-A002	WATTLES, 20"	1,500	LF	\$7.00	\$ 10,500.00	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	45.94	-0.94	\$ 137,820.00	102.1%
300	602-A001	REINFORCING STEEL	3,537	LBS	\$1.00	\$ 3,537.00	0.00	\$ -	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 #8 - PAY PERIOD 05/01/25 - Final				
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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	4320.00	-1148.00	\$ 8,640.00	136.2%
410	604-B001	GRATINGS	2,600	LBS	\$2.00	\$ 5,200.00	0.00	\$ -	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	20.00	\$ 1,400.00	34.00	-19.00	\$ 2,380.00	226.7%
430	608-B001	CONCRETE SIDEWALK, WITH REINFORCEMENT	4,593	SY	\$52.00	\$ 238,836.00	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	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	0.00	\$ -	26.63	1.67	\$ 3,424.62	94.1%
8030	614-B001	CONCRETE DRIVEWAY, WITH REINFORCEMENT	153	SY	\$176.70	\$ 27,035.10	0.00	\$ -	155.00	-2.00	\$ 27,388.50	101.3%
8040	815-F002	SEDIMENT CONTROL STONE	28	TON	\$124.46	\$ 3,478.66	0.00	\$ -	75.45	-47.50	\$ 9,390.51	269.9%



CIVIL ♦ STRUCTURAL ♦ PLANNING ♦ SURVEYING ♦ UAV MAPPING
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 #8 - PAY PERIOD 05/01/25 - Final				
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	0.00	\$ -	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	0.00	\$ -	109.00	0.00	\$ 52,407.20	100.0%
		ROADWAY DIRECT CONTRACT ITEMS SUBTOTAL				\$ 1,340,576.08		\$ 1,400.00			\$ 1,384,030.15	1.0324



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 #8 - PAY PERIOD 05/01/25 - Final				
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	0.0000	\$ -	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	0.0000	\$ -	1.0000	0.0000	\$ 10,000.00	100.00%
		DEPENDENT ITEMS SUBTOTAL				\$ 106,269.00		\$ -			\$ 106,269.00	
		CONTRACT TOTAL				\$ 1,446,845.08		\$ 1,400.00			\$ 1,490,299.15	1.0324

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: 08/26/25

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: Lon Burt

Date: _____

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:	\$ 1,490,299.15	
EXTRA WORK PERFORMED TO DATE:	\$ -	
COST OF TOTAL WORK PERFORMED TO DATE:	\$ 1,490,299.15	
STORED MATERIALS:	\$ -	TOTAL DAYS = 111
SUBTOTAL:	\$ 1,490,299.15	TOTAL CONTRACT TIME USED = 99.1%
LESS RETAINAGE		
SUBTOTAL LESS RETAINAGE:	\$ 1,490,299.15	% BILLED = 103.00%
LESS PREVIOUS PAYMENTS AND AMOUNTS DUE FROM PREVIOUS:	\$ 1,488,899.15	
FUEL ADJUSTMENT	\$ -	
BALANCE DUE THIS PAYMENT (INC. FUEL ADJUSTMENTS):	\$ 1,400.00	

Owner APPROVAL OF THIS PAY REQUEST

SIGNED: _____

Date: _____

PRINT: Butch Lee, Mayor

FEDERAL FUNDS	\$ 670,425.00
MOSTF FUNDS	\$ 585,678.00
TOTAL EXPENDEC	\$ 1,490,299.15



MAYOR BUTCH LEE

August 7th, 2025

Mr. Matt Thornton
Vice President
Thornton Construction Co. Inc.
115 Bragg St.
Brandon, MS 39047

Dear Mr. Thornton:

Based on the attached final estimate, we are prepared to issue final payment in the amount of **\$1,400.00**

STP-7081-00(002)LPA 109244/701000

Rankin County

\$1,400.00

If you agree that this is the correct amount for Full and Final Settlement of all amounts due or claims under or arising out of the contract, please have an officer of your company authorized with us to sign contracts to provide their signature and one witness signature.

Signature of Authorized Officer

Signature of Witness

Thornton Construction Company, Inc.

Company Name

Date

Please return this completed document to our Engineer for further processing to lburt@benchmarkms.net and 660 Katherine Dr., Suite 302, Flowood, MS 39232.

If you have any questions, please contact us at 601-825-5021.

Sincerely,

Butch Lee,
Mayor, City of Brandon

Cc: Carly Dearman (Brandon)
Matthew Miller, P.E., P.L.S. (Benchmark)
Mitchell Young, P.E. (State LPA Engineer)
Josh Tillery, P.E. (D5 LPA Engineer)
Colby Ellingburg (Asst. D5 LPA Engineer)

CONSENT OF SURETY TO FINAL PAYMENT

AIA Document G707

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
SURETY	☒
OTHER	☐

Bond No. GSA1400647

TO OWNER:

(Name and address)

City of Brandon

MS

PROJECT:

(Name and address)

STP-7081-00(002)LPA 109244/701000 City of Brandon Marquette Rd. Multi-use Path Rankin County, MS

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: STP-7081-00(002)LPA 109244/701000 City of
Brandon Marquette Rd. Multi-use Path Rankin
County, MS

CONTRACT DATED:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

The Gray Casualty & Surety Company
P.O. Box 6202
Metairie, LA 70009-6202

, SURETY,

on bond of

(Insert name and address of Contractor)

Thornton Construction Co., Inc.
115 Bragg Street
Brandon, MS 39047

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of
any of its obligations to

(Insert name and address of Owner)

City of Brandon

MS

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: August 8, 2025

(Insert in writing the month followed by the numeric date and year.)



Attest:

(Seal):

Jonathan Carter

The Gray Casualty & Surety Company

(Surety)

Fielden Mitts

(Signature of authorized representative)

Fielden Mitts, Attorney-in-Fact

(Printed name and title)

THE GRAY INSURANCE COMPANY
THE GRAY CASUALTY & SURETY COMPANY

GENERAL POWER OF ATTORNEY

Bond Number: GSA1400647

Principal: Thornton Construction Co., Inc.

Obligee: City of Brandon

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: Fielden Mitts

on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

"RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 28th day of October, 2021.



By:

Michael T. Gray
President
The Gray Insurance Company

Cullen S. Piske
President
The Gray Casualty & Surety Company



State of Louisiana

ss:

Parish of Jefferson

On this 28th day of October, 2021, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican
Notary Public
Notary ID No. 92653
Orleans Parish, Louisiana

Leigh Anne Henican
Notary Public, Parish of Orleans State of Louisiana
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 8th day of August, 2025.

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 8th day of August, 2025.





MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 2025
SUBJECT: DELTA UTILITIES GAS COMPANY
LETTER REGARDING UPCOMING WORK – HIGHWAY 80

Asking for your consideration to accept the attached letter from Delta Utilities, formerly Centerpoint Energy Gas Company, regarding 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.

This work is necessary for Delta Utilities to install test points to determine an ongoing issue with tracer wires along the existing 4" gas line. This gas line is located along the newly installed Highway 80 walking trail and will require Delta Utilities to excavate sections of the walking trail.

Delta Utilities will take responsibility for any damage to the City of Brandon's walking trail and restore the walking trail to its prior state after completion of their work.

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

ATTACHMENTS:

- Delta Utilities Letter Dated 08/22/2025



Delta Utilities
294 Country Place Parkway
Pearl, MS 39208

Date: August 22, 2025

City of Brandon
Community Development
1000 Municipal Drive
Brandon, MS 39042

To whom it may concern,

Subject: Proposed Work on 4" Gas Line Under Walking Trail – Hwy 80, Brandon, MS

This letter serves as a formal update and proposal regarding the 4-inch gas line located beneath the walking trail along Highway 80 in Brandon, Mississippi.

Following our previous communications, it has been determined that the gas line in question is not responding to standard locating procedures. The cause of this issue remains unknown. To accurately verify the location of the gas line and install test points for future locating purposes, Delta Utilities proposes to excavate isolated sections of the walking trail.

The work will involve:

- Saw-cutting the asphalt in targeted areas to allow for clean and precise access to the gas line.
- Excavating to expose the line and install test points.
- Restoring the walking trail to its original condition immediately following the completion of each section, weather permitting and contingent upon asphalt plant production.

Delta Utilities is committed to minimizing disruption and ensuring that all affected areas are returned to their prior state with professional restoration. We appreciate your cooperation and support in this matter.

Please feel free to contact me with any questions or concerns regarding this proposal.
Respectfully,

Billy Burney
Operations Supervisor
Delta Utilities - MS Gas
Mobile: 601-720-9816
Email: william.burney@deltautilities.com

Van Brun
Operations Manager
Delta Utilities - MS Gas
Mobile: 601-720-9827
Email: van.brun@deltautilities.com

Visit us online: DeltaUtilities.com

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[linkedin.com/company/deltautilities](https://www.linkedin.com/company/deltautilities)

SCAN WITH
SMARTPHONE





MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 2025
SUBJECT: APPLERIDGE LIFT STATION
EMERGENCY REPAIRS

Asking for your consideration to approve the following regarding emergency repairs at Appleridge Lift Station. The emergency repairs were completed on 8/20/2025. Additional invoices will be received for the cost of the pump and the remaining rental charges for the site.

1. Declare an emergency the repairs to Appleridge Lift Station due to lift station pump failure.
2. Approve invoice 189966 in the amount \$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.

On June 18, 2025, an issue with the grinder pump at the lift station caused one of the lift station pumps to no longer work. Harvey Services was contacted at this time to pull the lift station pump.

On August 20, 2025, the new pump for Appleridge Lift Station was installed at the site by Harvey Services, Inc. The new pump was ordered through Fluid Process & Pumps, Inc.

Appleridge Lift Station is an essential component of the City of Brandon sewer system. This lift station is the main lift station for the sewer system. This site must be functional to prevent sewer overflow and sewer backup throughout several areas of the City of Brandon. Sewer overflow and backup are considered an emergency as health, environmental, and property hazards.

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

ATTACHMENTS:

- Hydra Service, Inc. – invoice 189966 - \$5,781.00
- Hydra Service, Inc. – invoice 190794 - \$5,781.00
- Harvey Services, Inc. – invoice 7800 - \$3,675.00

GL Code: 400-680-637
Funding: WSOM

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 repair to Appleridge Lift Station due to lift station pump failure on 6/18/2025

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
the vendors listed below _____) 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 28 day of August, 2025.

Carly Beth Dearman

Carly Beth Dearman

(Print Name)

Public Works Operations Coordinator

(Title)

Vendors:

1. Fluid Process & Pump
2. Harvey Services, Inc.
3. Hydra Services, inc.

(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.)

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

HYDRA SERVICE, INC.

P.O. BOX 365
WARRIOR AL 35180

205-647-5326

Invoice

Customer Number
27220
Invoice No.
190794

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
8/13/2025	P96	2/25/2025	R23097.005	APPLE RIDGE LS	HSI Delivery AFTER HOURS - CV
Rental Period: 7/20/2025 through 8/17/2025					
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
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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

HARVEY SERVICES, INC.

8879 HWY 80

MORTON, MS 39117

Invoice

601-622-7675
Office Manager - Jean

Date	Invoice #
8/20/2025	7800

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		8/20/2025			

Quantity	Item Code	Description	Price Each	Amount
1	Boom/Crain Truck	AppleRidge Lift Station - Install new pump	1,800.00	1,800.00
5	Service Truck	Crane Truck for Lifting with Operator	75.00	375.00
1	service	Service Truck with Equipment trailer	1,500.00	1,500.00
		Service fee to install new pump		

Thank You for
Your business.
Stay Safe

601-750-1711

tharvey@harveyservices.net

Total

\$3,675.00



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 2025
SUBJECT: HIGHWAY 80 WATERLINE IMPROVEMENTS PROJECT
PAY REQUEST 4 & CHANGE ORDER 1

Asking for your 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 of the same.

On December 16, 2024, the Board awarded the project to Hemphill Construction Company as the lowest and best bid received. Two additional bids were received for the project from Thornton Construction Company, Inc. and Four Seasons, LLC.

This project will allow for the replacement of the existing 10" waterline along the South side of Highway 80 from the Trustmark Bank area to Community Way. The existing 10" waterline through this area is aged and has had continual water leaks throughout the past several years.

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 4 and Change Order 1

GL Code: 314-600-718

Funding: MDEQ MCWI Grant



August 28, 2025

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

RE: City of Brandon
2024 Hwy 80 Waterline Improvements
Benchmark Project No.: B-11081
Pay Request #4 & Change Order #1

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request #4 for construction services for the 2024 Hwy 80 Water Line Improvements Project for Hemphill Construction Co., Inc., in the amount of \$40,735.05. Also included is Change Order #1 in the amount of \$25,731.00.

We have reviewed this Pay Request #4 and Change Order #1 and recommend this be submitted to the Board for their approval.

Should you have any questions or need additional information, please do not hesitate to contact our office at 601-627-7783.

Sincerely,

James B. Wolf, P.E.
Benchmark Engineering & Surveying, LLC

cc: File: B-11081

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: H24226-04

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

Project H24226- 2024 Hwy. 80 Waterline
Improvements, Brandon, MS

Via Engineer Benchmark Engineering & Surveying
101 Highpointe Court, Suite B
Brandon, MS 39042

Application No. JB App# 4
Period From: 6/1/2025
Period To: 6/30/2025

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 N/A
Contract No.
Contract Date: 1/7/2025

Application Date: 7/15/2025

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	\$386,775.00
2. Net Change By Change Order	\$25,731.00
3. Contract Sum To Date	\$412,506.00
4. Work Completed To Date	\$409,506.00
5. Stored Materials Inventory	\$0.00
6. Total Completed and Stored To Date	\$409,506.00
7. Retainage	
a. Maximum Retainage is in effect.	
b. Securities are not furnished in lieu of Retainage.	\$0.00
c. Retainage on Work Completed to Date 5.00 %	\$20,475.30
d. Retainage on Stored Materials Inventory 0.00 %	\$0.00
e. Total Calculated Retainage	\$20,475.30
f. Total Retainage To Be Withheld	\$20,475.30
8. Total Earned Less Retainage	\$389,030.70
9. Less Previous Certificates For Payments	\$348,295.65
10. Current Payment Due	\$40,735.05
11. Balance to Finish, Plus Retainage.	\$23,475.30

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: 7/15/2025

State of: Mississippi County of: Simpson

Subscribed and sworn to before me this 15th day of July 2025

Notary Public: [Signature]

My Commission expires:

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 **\$40,735.05**

(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:

OWNER:

By: [Signature] Date: 8/28/2025

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	\$25,731.00	\$0.00
TOTALS	\$25,731.00	\$0.00
Net Changes By Change Order	\$25,731.00	

CONTINUATION SHEET

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

Application No. : JB App# 4

Application Date : 07/15/25

Period From: 06/01/25

Period To: 06/30/25

External Contract No.:

Invoice # : H24226-04

Contract : H24226- 2024 Hwy. 80 Waterline Improvements, Brandon, MS

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
10	Mobilization	LS	1.00	\$31,821.00	\$31,821.00	1.00	0.00	1.00	\$31,821.00	\$0.00	0.00	\$31,821.00	\$0.00	100.00%
20	Temp Erosion Control Installation & Maintenance	LS	1.00	\$8,500.00	\$8,500.00	1.00	0.00	1.00	\$8,500.00	\$0.00	0.00	\$8,500.00	\$0.00	100.00%
30	Removal of Existing Waterline (All types)	LF	46.00	\$10.00	\$460.00	0.00	46.00	46.00	\$0.00	\$460.00	0.00	\$460.00	\$0.00	100.00%
40	Removal of Existing Fire Hydrant	EA	1.00	\$1,000.00	\$1,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,000.00	0.00%
50	Connection to Existing Water Main	EA	4.00	\$2,000.00	\$8,000.00	0.00	4.00	4.00	\$0.00	\$8,000.00	0.00	\$8,000.00	\$0.00	100.00%
60	6" C-900 Water main	LF	66.00	\$88.00	\$5,808.00	0.00	66.00	66.00	\$0.00	\$5,808.00	0.00	\$5,808.00	\$0.00	100.00%
70	8" C-900 Water main	LF	32.00	\$110.00	\$3,520.00	25.00	7.00	32.00	\$2,750.00	\$770.00	0.00	\$3,520.00	\$0.00	100.00%
80	10" C-900 Water main	LF	1,887.00	\$71.00	\$133,977.00	1,850.00	37.00	1,887.00	\$131,350.00	\$2,627.00	0.00	\$133,977.00	\$0.00	100.00%
90	10" I.D. HDPE DR 11 (Directional Bore)	LF	425.00	\$250.00	\$106,250.00	425.00	0.00	425.00	\$106,250.00	\$0.00	0.00	\$106,250.00	\$0.00	100.00%
100	8" Gate Valve Assembly	EA	1.00	\$2,400.00	\$2,400.00	1.00	0.00	1.00	\$2,400.00	\$0.00	0.00	\$2,400.00	\$0.00	100.00%
110	10" Gate Valve Assembly	EA	8.00	\$3,500.00	\$28,000.00	7.00	1.00	8.00	\$24,500.00	\$3,500.00	0.00	\$28,000.00	\$0.00	100.00%
120	Fire Hydrant Assembly	EA	2.00	\$6,700.00	\$13,400.00	2.00	0.00	2.00	\$13,400.00	\$0.00	0.00	\$13,400.00	\$0.00	100.00%
130	Connection to Existing Water Meter	EA	7.00	\$1,000.00	\$7,000.00	0.00	7.00	7.00	\$0.00	\$7,000.00	0.00	\$7,000.00	\$0.00	100.00%
140	Connection to Existing Fire Hydrant	EA	3.00	\$1,000.00	\$3,000.00	0.00	3.00	3.00	\$0.00	\$3,000.00	0.00	\$3,000.00	\$0.00	100.00%
150	Poly Service Line	LF	213.00	\$64.00	\$13,632.00	123.00	90.00	213.00	\$7,872.00	\$5,760.00	0.00	\$13,632.00	\$0.00	100.00%
160	Ductile Iron Fittings	LBS	2,776.00	\$13.00	\$36,088.00	2,318.00	458.00	2,776.00	\$30,134.00	\$5,954.00	0.00	\$36,088.00	\$0.00	100.00%
170	Rock Excavation	CY	150.00	\$51.00	\$7,650.00	150.00	0.00	150.00	\$7,650.00	\$0.00	0.00	\$7,650.00	\$0.00	100.00%
180	Permanent Seed and Mulch	AC	1.00	\$2,000.00	\$2,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0.00	\$0.00	\$2,000.00	0.00%
Grand Totals					\$412,506.00				\$366,627.00	\$42,879.00	\$0.00	\$409,506.00	\$3,000.00	99.27%



CIVIL CONSULTING ENGINEERING ♦ LAND SURVEYING ♦ UAV MAPPING
www.benchmarkms.net

OWNER: CITY OF BRANDON

CONTRACTOR: HEMPHILL CONSTRUCTION COMPANY, INC.

Date: 07/14/2025

CHANGE ORDER NUMBER: CHANGE ORDER #1

PROJECT NAME: 2024 HWY 80 WATERLINE IMPROVEMENTS (8-11081)

ITEM NO.	ITEM DESCRIPTION	DESCRIPTION OF CHANGES	UNIT	PLAN QUANTITY	FINAL QUANTITY	DIFFERENCE	UNIT COST	TOTAL CONTRACT COST CHANGE
1	MOBILIZATION	N/A	LS	1.00	1.00	-	\$ 31,821.00	\$ -
2	TEMP EROSION CONTROL INSTALLATION & MAINTENANCE	N/A	LS	1.00	1.00	-	\$ 8,500.00	\$ -
3	REMOVAL OF EXISTING WATERLINE (ALL TYPES)	N/A	LF	46.00	46.00	-	\$ 10.00	\$ -
4	REMOVAL OF EXISTING FIRE HYDRANT	N/A	EA	1.00	1.00	-	\$ 1,000.00	\$ -
5	CONNECTION TO EXISTING WATER MAIN	N/A	EA	4.00	4.00	-	\$ 2,000.00	\$ -
6	6" C-900 WATER MAIN	MORE REQUIRED	LF	49.00	66.00	17.00	\$ 88.00	\$ 1,496.00
7	8" C-900 WATER MAIN	LESS REQUIRED	LF	43.00	32.00	(11.00)	\$ 110.00	\$ (1,210.00)
8	10" C-900 WATER MAIN	MORE REQUIRED	LF	1780.00	1887.00	107.00	\$ 71.00	\$ 7,597.00
9	10" I.D. HDPE DR-11 (DIRECTIONAL BORE)	N/A	LF	425.00	425.00	-	\$ 250.00	\$ -
10	8" GATE VALVE ASSEMBLY	N/A	EA	1.00	1.00	-	\$ 2,400.00	\$ -
11	10" GATE VALVE ASSEMBLY	N/A	EA	8.00	8.00	-	\$ 3,500.00	\$ -
12	FIRE HYDRANT ASSEMBLY	N/A	EA	2.00	2.00	-	\$ 6,700.00	\$ -
13	CONNECTION TO EXISTING WATER METER	MORE REQUIRED	EA	6.00	7.00	1.00	\$ 1,000.00	\$ 1,000.00
14	CONNECTION TO EXISTING FIRE HYDRANT	MORE REQUIRED	EA	2.00	3.00	1.00	\$ 1,000.00	\$ 1,000.00
15	POLY SERVICE LINE	MORE REQUIRED	LF	123.00	213.00	90.00	\$ 64.00	\$ 5,760.00
16	DUCTILE IRON FITTINGS	MORE REQUIRED	LBS	2000.00	2776.00	776.00	\$ 13.00	\$ 10,088.00
17	ROCK EXCAVATION	N/A	CY	150.00	150.00	-	\$ 51.00	\$ -
18	PERMANENT SEED AND MULCH	N/A	AC	1.00	1.00	-	\$ 2,000.00	\$ -

ORIGINAL CONTRACT AMOUNT	\$ 386,775.00
CONTRACT CHANGE DUE TO CHANGE ORDER NO.1	\$ 25,731.00
FINAL REVISED CONTRACT AMOUNT	\$ 412,506.00
ORIGINAL CONTRACT COMPLETION DATE	5/15/2025
ADDITIONAL CONTRACT TIME FOR CHANGE ORDER #1	30
ADJUSTED CONTRACT COMPLETION DATE	6/15/2025

RECOMMENDED BY:

ACCEPTED BY:

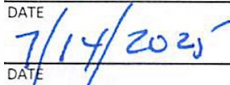
APPROVED BY:


ENGINEER (SIGNATURE)

CONTRACTOR (SIGNATURE)

OWNER (SIGNATURE)

7/17/2025

DATE

DATE

DATE



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: CARLY BETH DEARMAN, PUBLIC WORKS OPERATIONS COORDINATOR
BOARD AGENDA: SEPTEMBER 2, 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 09/02/25 AGENDA					
UNPOSTED ADJUSTMENTS					
Account Number	Name	Address	Adjustment Description	Amount	
10061000.00 98	Tammie Brewer	560 Burnham Road	Water Project	-\$441.35	
40884000.00 98	David King	202 Legacy Drive	Waive late fees	-\$21.70	
30687000.00 98	Michael Martin	2401 Northcrest Place	Water sod due to city repair	-\$76.26	
20005000.00 98	Jane Hipp	60 Willowbrook Lane	Pool Fill	-\$261.33	
10218000.00 98	James Wright	100 Chalet Strausse	Water Project	-\$565.66	
40805000.00 96	Melissa Earls	203 West Jasper Street	Pool Fill	-\$24.93	
40057500.00 97	Brown Vending Company	761 Marquette Road	Broken line in yard	-\$5,575.92	
41078000.00 96	Renee Bowlin Thrasher	117 Provonce Park	Broken line in yard	-\$973.61	
50340000.00 98	Martha Daley	99 Easthaven Drive	Broken line in yard	-\$314.61	
61945000.00 97	Jana Freeman	204 Southampton Place	Pool Fill	-\$348.13	
60247000.00 98	Denise Magee	121 Rollingwood Drive	Pool Fill	-\$178.60	
61559000.00 82	Lashana Thigpen	454 Magnolia Place	Water heater leak	-\$51.45	
60791000.00 96	Alba & Jorge R Ruiz	181 Puckett Street	Pool Fill	-\$123.29	
60049000.00 98	Susan Snow	509 E. Government Street	Broken line in yard	-\$61.58	
41073720.00 96	Niki Nix	126 Rosemont Drive	Pool Fill	-\$138.87	
50642000.00 96	Megan Harrison	1224 Centre Court	Pool Fill	-\$329.38	
20395000.00 98	Rickey McGee	176 Woodgate Drive	Pool Fill	-\$70.77	
20330000.00 98	Steven Patterson	133 Woodgate Drive	Pool Fill	-\$315.98	
61037000.00 97	Jessica Thompson	111 Lori Circle	Pool Fill	-\$50.71	
60254000.00 94	Michael Sellers	107 Rollingwood Drive	Pool Fill	-\$114.20	
20206000.00 97	Andrew Luley	118 Woodcliff Place	Pool Fill	-\$302.31	
50189000.00 98	Terry Melton	136 Meadowlane	Pool Fill	-\$44.89	
40945000.00 97	Tracey Bailey	101 Eastwood Drive	Pool Fill	-\$201.33	
20309000.00 97	Steven Nelson	170 Crossover Drive	Pool Fill	-\$297.76	
30592000.00 97	Stephanie Oliver	208 Ramblewood Drive	Pool Fill	-\$55.00	
41394000.00 98	Jayne Easterling	225 Cannon Ridge Drive	Pool Fill	-\$42.78	
21134000.00 97	Steven Davis	1003 Easwind Court	Pool Fill	-\$232.53	



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 08/28/2025
SUBJECT: REQUESTING APPROVAL OF DEVELOPMENT APPLICATION – B

ATTACHMENTS:

1. 25-031 Board staff report September 2, 2025



STAFF REPORT

CASE # 25-031

<u>Subject Matter:</u>	Development Review Application
<u>Subject Property:</u>	11.11 Acres, Parcel No: H8Q-7-20
<u>Planning Commission:</u>	N/A
<u>Public Hearing:</u>	N/A
<u>Zoning District:</u>	PUD: Planned Unit Development
<u>Ward:</u>	4- Coker

Description:

Consideration of an application for development review and approval for The Thrash Group to construct a Brandon Heights Loft #1 within the Brandon Heights approved master plan development area which meets all the requirements in The City of Brandon requirements for a hotel under Plan unit development (PUD) district on Parcel #H8Q-7-20

4.0 Uses and use standards 4.4.2 Residential uses

5.

Multifamily, more than four units

i.

Definition: A structure or structures containing more than four attached dwelling units used for residential occupancy.

ii.

Districts permitted: RH, VMU, PUD, TND

iii.

Parking: One per bedroom for single bedroom units and two for each dwelling unit containing two or more bedrooms.

iv.

Parking: Shall be located in the rear, or side of the structures.

v.

Loading: One loading space is required for developments of greater than 12 units.

vi.

Additional Standards:

•

Façades shall be designed with consistent materials and treatments that wrap around all street-facing façades. There shall be a unifying architectural theme for the entire multifamily development, utilizing a common vocabulary of architectural forms, elements, materials, or colors in the entire structure.

•

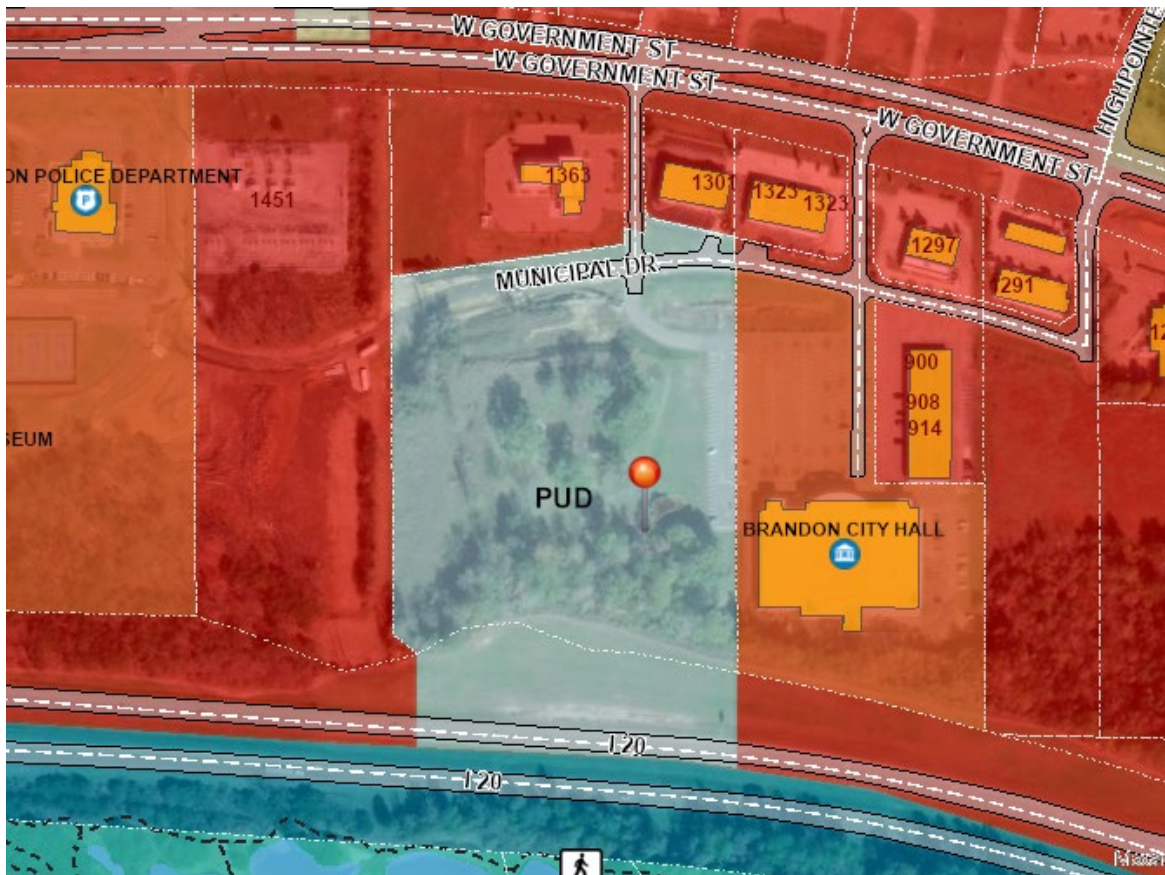
Application # 25-031
Date Received: August 26, 2025
Subject Property: Parcel # H8Q-7-20
Applicant: The Thrash Group

Building facades shall include windows, projected or recessed entrances, overhangs, and other architectural features. Three-dimensional elements, such as balconies and bay windows, are encouraged to provide dimensional elements on a façade.

- Flat roofs shall include cornices, parapets, or similar architectural details to add variety and break up the roofline.

- There shall be a minimum distance of ten feet between main buildings of an apartment complex containing up to eight dwelling units. Multifamily dwellings of more than eight units shall require site plan review to determine the minimum distance between buildings.

See "Location and Zoning Map"



Application # 25-031
Date Received: August 26, 2025
Subject Property: Parcel # H8Q-7-20
Applicant: The Thrash Group



Planning Commission Recommendation:

N/A

Staff Recommendation:

Staff have reviewed the site plans submitted by the applicant; and prepared a staff review comments letter in relation to (attached). Staff will review construction drawings following board approval prior to the issuance of any construction permits.

If the Mayor and Board of Aldermen approve the request, applicants will obtain a permit and pay any associated permit and license fees prior to commencing work.

Notice Filed in Paper: N/A

Report Prepared By: Randy Barnes, Community Development

Exhibits:

- A) Staff review Comments Letter
- B) Supplemental Documentation



COMMUNITY DEVELOPMENT

Development Review
Application



25-031
CASE NUMBER

Brandon Heights Loft 1		215 Heights Drive	
Project Name or Description		Project Address	
Development		H08Q000007 00020 11.27	
Application Type		Parcel Number	
PUD		multi family	
Current Zoning Classification		Proposed Use of Property	
multi family		multi family	
Brief Description of Proposed Development			
A four level residential use planned as part of master plan community			
City of Brandon		City of Brandon	
Water Service		Sewer Service	
Enteray		Electric Service	
The Thrash Group LLC		Sam Hawkins	
Applicant		Contact Name	
19 Woodstone Plaza		985-415-0440	
Address		Telephone	
Hattiesburg		Shawkins@jbcbr.com	
City		Email	
ms 39402			
State		Zip Code	
Owner (if different from applicant)			
Contact Name			
Address			
Telephone			
City			
State			
Zip Code			
Email			

STAFF ONLY

Accepted By	Project Coordinator	iWorQ Reference Number	Review Fees
Board Review Date		Board Action	

Permit Holder's Signature:

permitting@brandonms.org

Date:

8/26/25



The Heights at Brandon: Lofts

W Government Street | Brandon, Mississippi
DPA PN: 23-015
100% CONSTRUCTION DOCUMENTS
7-19-24



Team

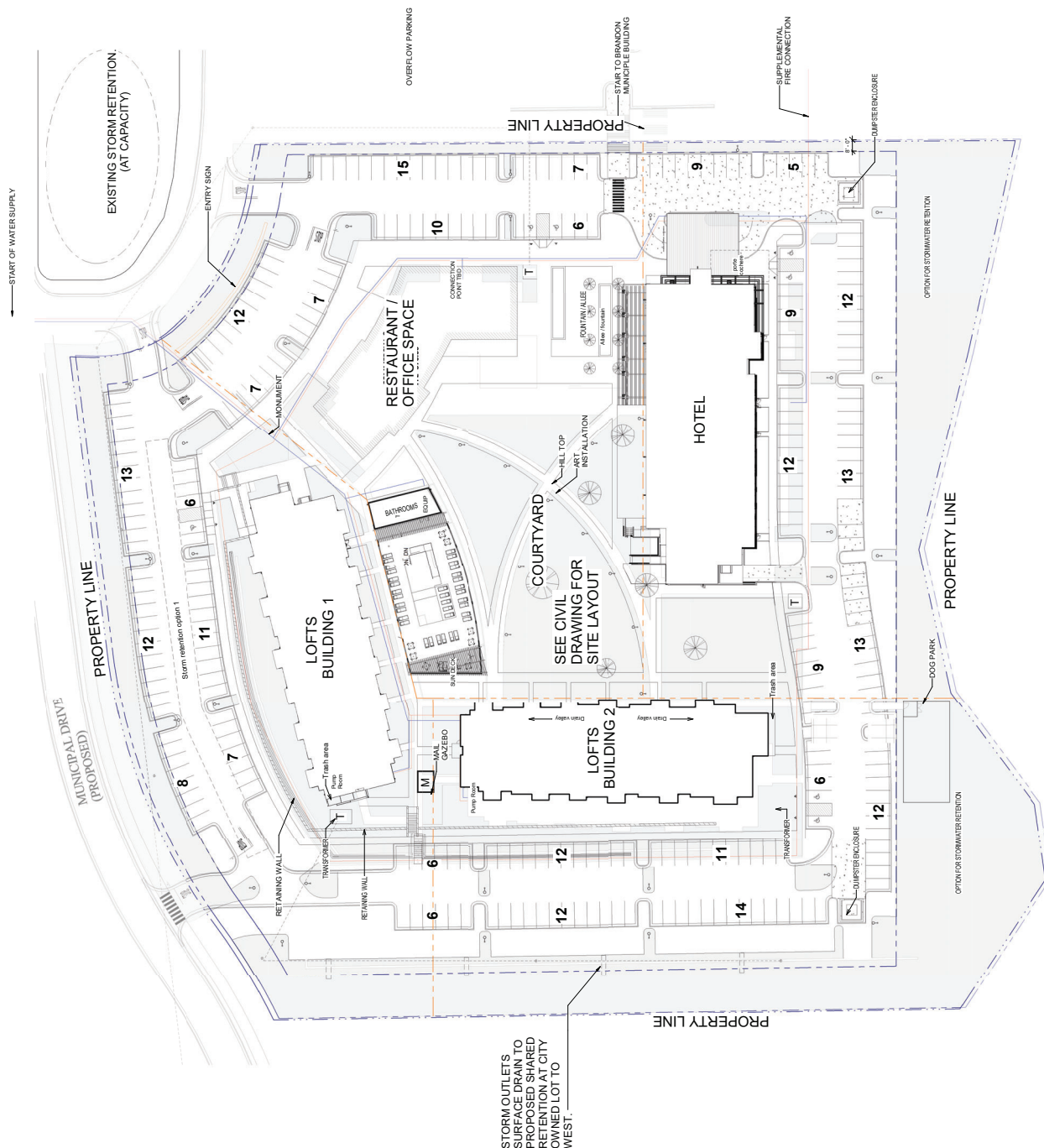
Owner
Architect
Civil
Structural
MEP

The Thrash Group
Dale Partners Architects, P.A.
Smithers Engineers
Gutherman Structural Inc.
MEP Green Designs



100%
CONSTRUCTION
DOCUMENTS

Project No	23-015
Date	7-19-24
Drawn	LC
Checked	RTA
Revisions	Rev Date

AS100
Site Plan[illegible]

PARKING MATRIX		
BUILDING	REQUIRED	TOTAL
Multifamily	1:1Bed 2:2 or more Bed = 142	144
Restaurant	10,000sf / 200sf = 50	50
Hotel	1:1 Room = 88	88
ADA	4 min	8
TOTAL	280 min	282

+/- 8.32 ACRES

SITE LINE LEGEND

Property Line

inary Lot Line

Setbacks



The Heights at Brandon: Lofts
W Government Street | Brandon, Mississippi

100%
CONSTRUCTION
DOCUMENTS

Project No	23-015
Date	7/19/24
Drawn	LC
Checked	RTA
Revisions	Rev Date

EXTERIOR
MATERIAL LEGEND

- Stucco 1: Color: SEE FINISH LEGEND
- Stucco 2: Color: SEE FINISH LEGEND
- Board & Batten 1: Color: SEE FINISH LEGEND
- Board & Batten 2: Color: SEE FINISH LEGEND

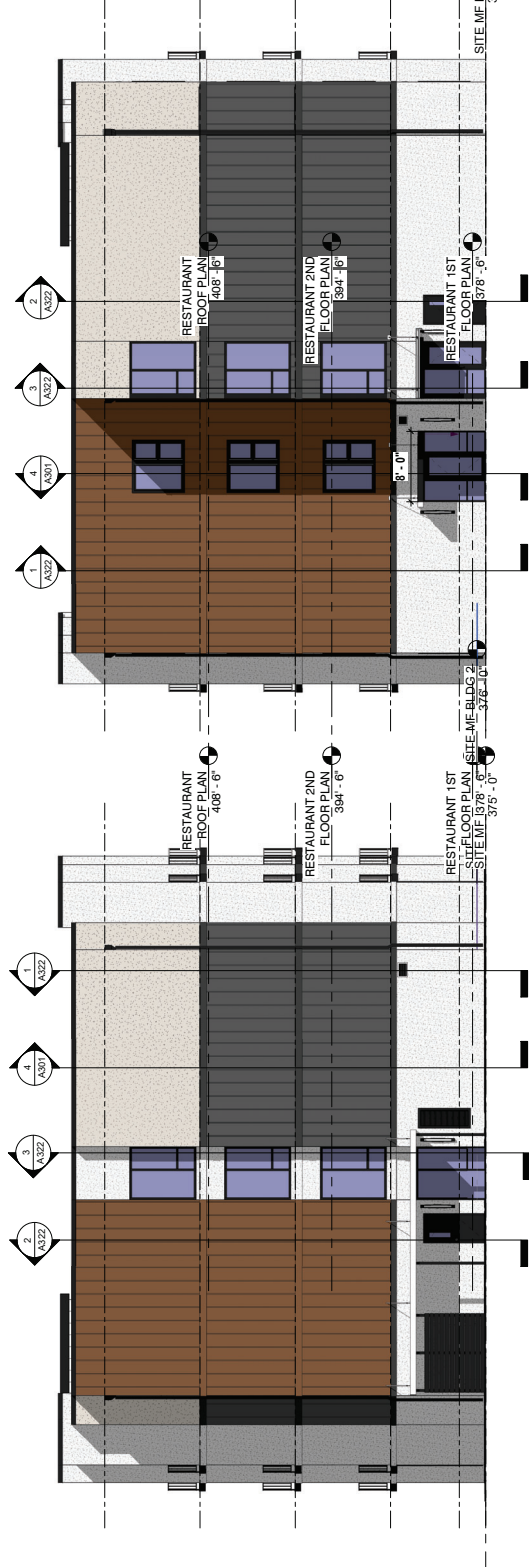
*Match all dryer vents and air intakes to underlying paint color.



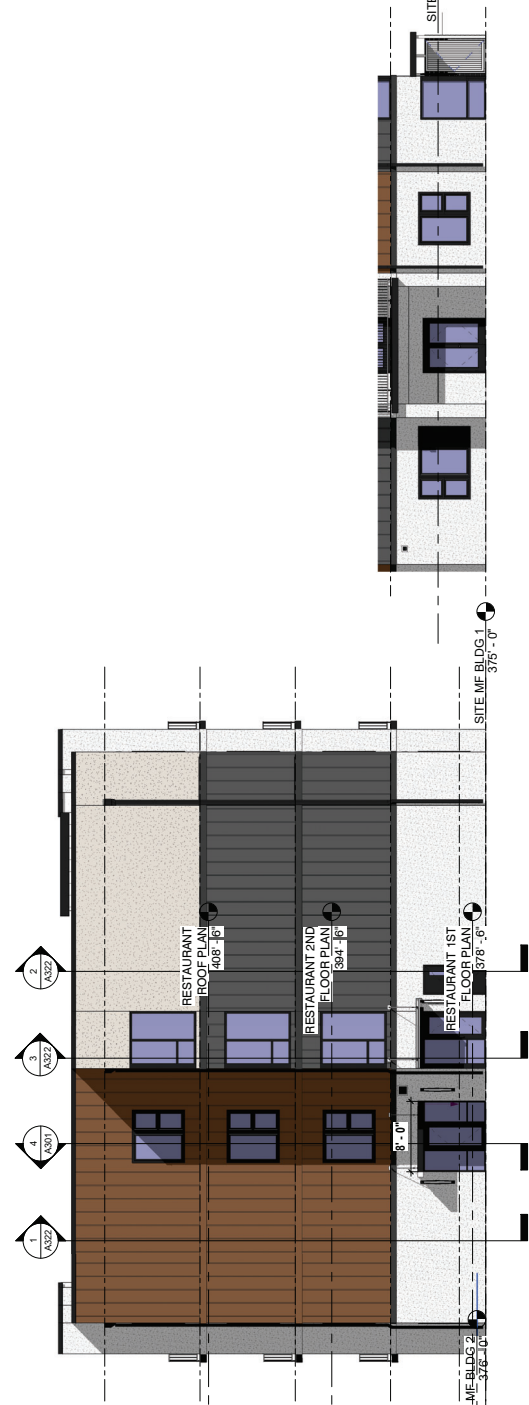
1 North Elevation
1/8" = 1'-0"



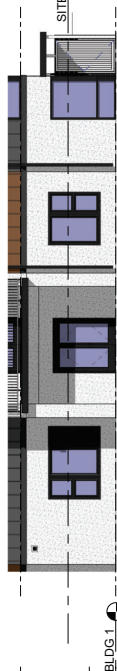
2 South Elevation
1/8" = 1'-0"



3 West Elevation
1/8" = 1'-0"



4 East Elevation
1/8" = 1'-0"



5 BLDG 2 Exterior Elevation - 1st Floor
1/8" = 1'-0"



The Heights at Brandon: Lofts

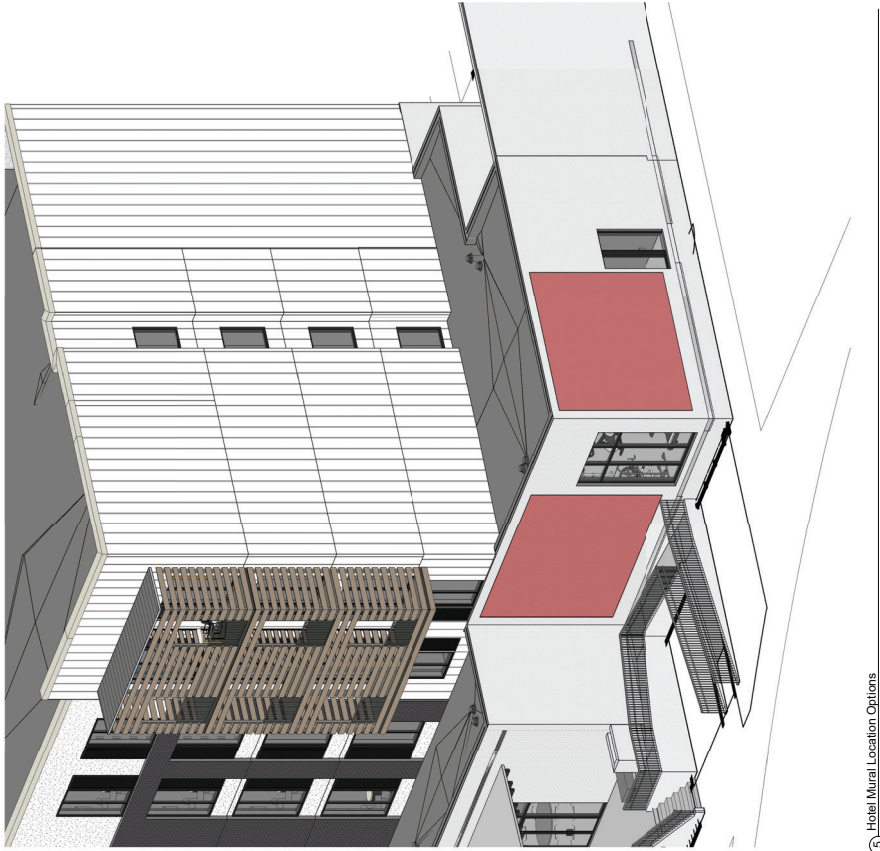
W Government Street | Brandon, Mississippi

100%
CONSTRUCTION
DOCUMENTS

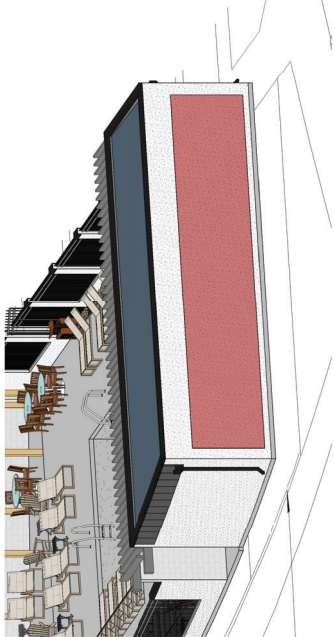
Project No	23-015
Date	7-19-24
Drawn	Author
Checked	Checker
Revisions	Rev Date

A203

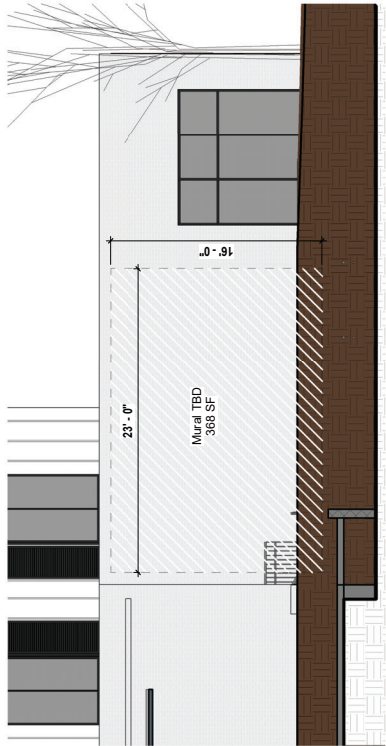
Mural Elevations



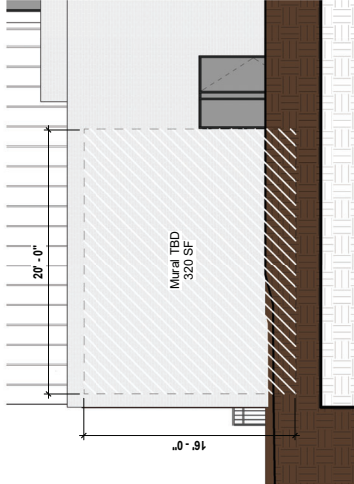
5 Hotel Mural Location Options



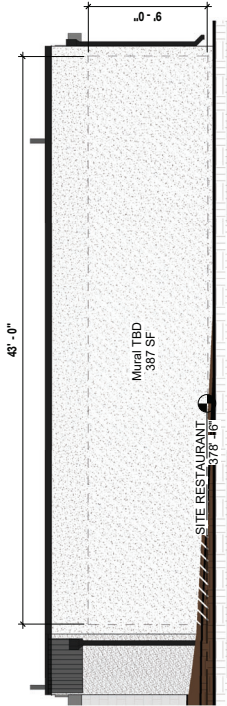
6 Pool Mural Location



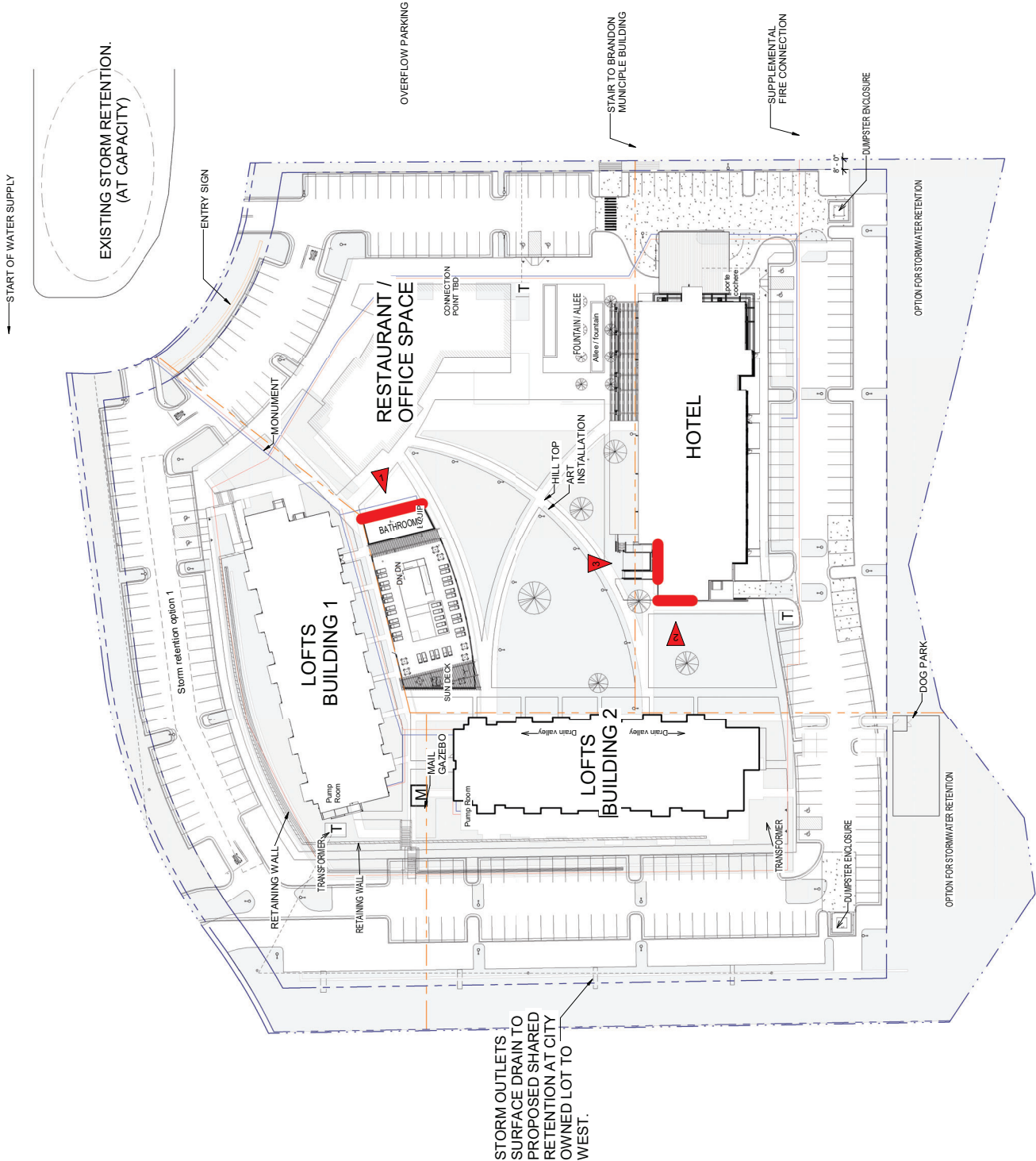
3 Mural Location Option 2 - Hotel
3/16" = 1'-0"



2 Mural Location Option 1 - Hotel
3/16" = 1'-0"



1 Mural Location Option 3 - Pool House
3/16" = 1'-0"

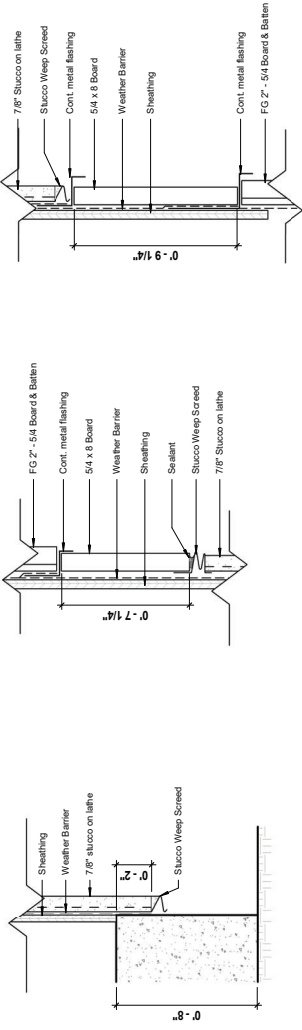


4 Mural Location Key
1" = 40'-0"

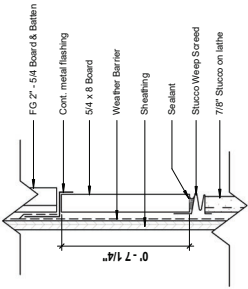
STORM OUTLETS
SURFACE DRAIN TO
PROPOSED SHARED
RETENTION AT CITY
OWNED LOT TO
WEST.



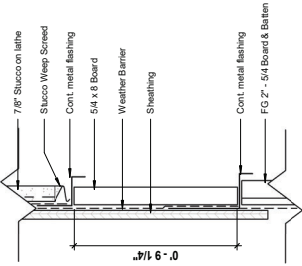
1 Enlarged Elevation Callout
3/8" = 1'-0"



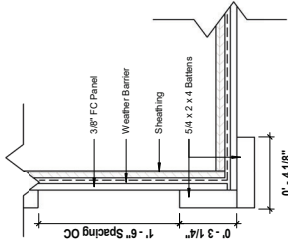
2 Exterior Detail 1
3" = 1'-0"



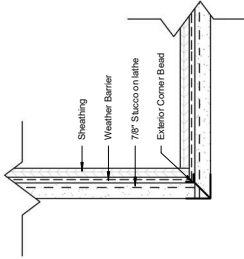
3 Exterior Detail 2
3" = 1'-0"



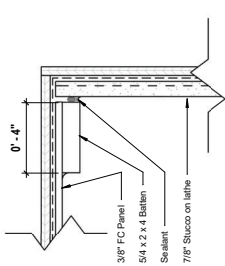
4 Exterior Detail 3
3" = 1'-0"



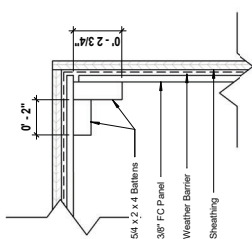
5 Exterior Detail 5
3" = 1'-0"



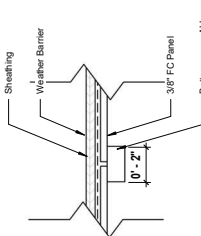
6 Exterior Detail 6
3" = 1'-0"



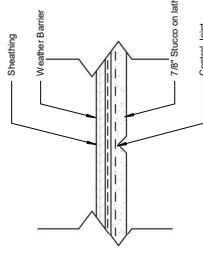
7 Exterior Detail 7
3" = 1'-0"



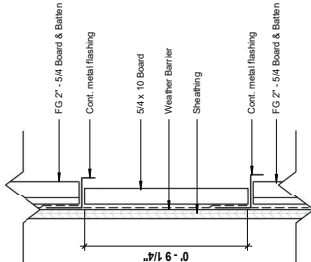
8 Exterior Detail 8
3" = 1'-0"



9 Exterior Detail 9
3" = 1'-0"



10 Exterior Detail 10
3" = 1'-0"



11 Exterior Detail 11
3" = 1'-0"

EXTERIOR MATERIAL LEGEND

- Stucco 1; Color: SEE FINISH LEGEND
- Stucco 2; Color: SEE FINISH LEGEND
- Board & Batten 1; Color: SEE FINISH LEGEND
- Board & Batten 2; Color: SEE FINISH LEGEND

*Match all dryer vents and air intakes to underlying paint color.

The Heights at Brandon: Lofts

W Government Street | Brandon, Mississippi

100%
CONSTRUCTION
DOCUMENTS

Project No	23-015
Date	7/19/24
Drawn	LC
Checked	RTA
Revisions	Rev Date

A221

Enlarged Elevation

DALE
PARTNERS

Architecture
Interiors
Planning

One Jackson Plaza
Suite 250
188 East Capitol Street
Jackson, MS 39201
P 601.352.5411
161 Lanneuse Street
Suite 201
Biloxi, MS 39530
P 228.374.1409
dalepartners.com





MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 08/28/2025
SUBJECT: REQUESTING APPROVAL OF DEVELOPMENT APPLICATION – B

ATTACHMENTS:

1. 25-032 Board staff report September 2, 2025



STAFF REPORT

CASE # 25-032

<u>Subject Matter:</u>	Development Review Application
<u>Subject Property:</u>	11.11 Acres, Parcel No: H8Q-7-20
<u>Planning Commission:</u>	N/A
<u>Public Hearing:</u>	N/A
<u>Zoning District:</u>	PUD: Planned Unit Development
<u>Ward:</u>	4- Coker

Description:

Consideration of an application for development review and approval for The Thrash Group to construct a Brandon Heights Loft #2 within the Brandon Heights approved master plan development area which meets all the requirements in The City of Brandon requirements for a hotel under Plan unit development (PUD) district on Parcel #H8Q-7-20

4.0 Uses and use standards 4.4.2 Residential uses

5.

Multifamily, more than four units

i.

Definition: A structure or structures containing more than four attached dwelling units used for residential occupancy.

ii.

Districts permitted: RH, VMU, PUD, TND

iii.

Parking: One per bedroom for single bedroom units and two for each dwelling unit containing two or more bedrooms.

iv.

Parking: Shall be located in the rear, or side of the structures.

v.

Loading: One loading space is required for developments of greater than 12 units.

vi.

Additional Standards:

•

Façades shall be designed with consistent materials and treatments that wrap around all street-facing façades. There shall be a unifying architectural theme for the entire multifamily development, utilizing a common vocabulary of architectural forms, elements, materials, or colors in the entire structure.

•

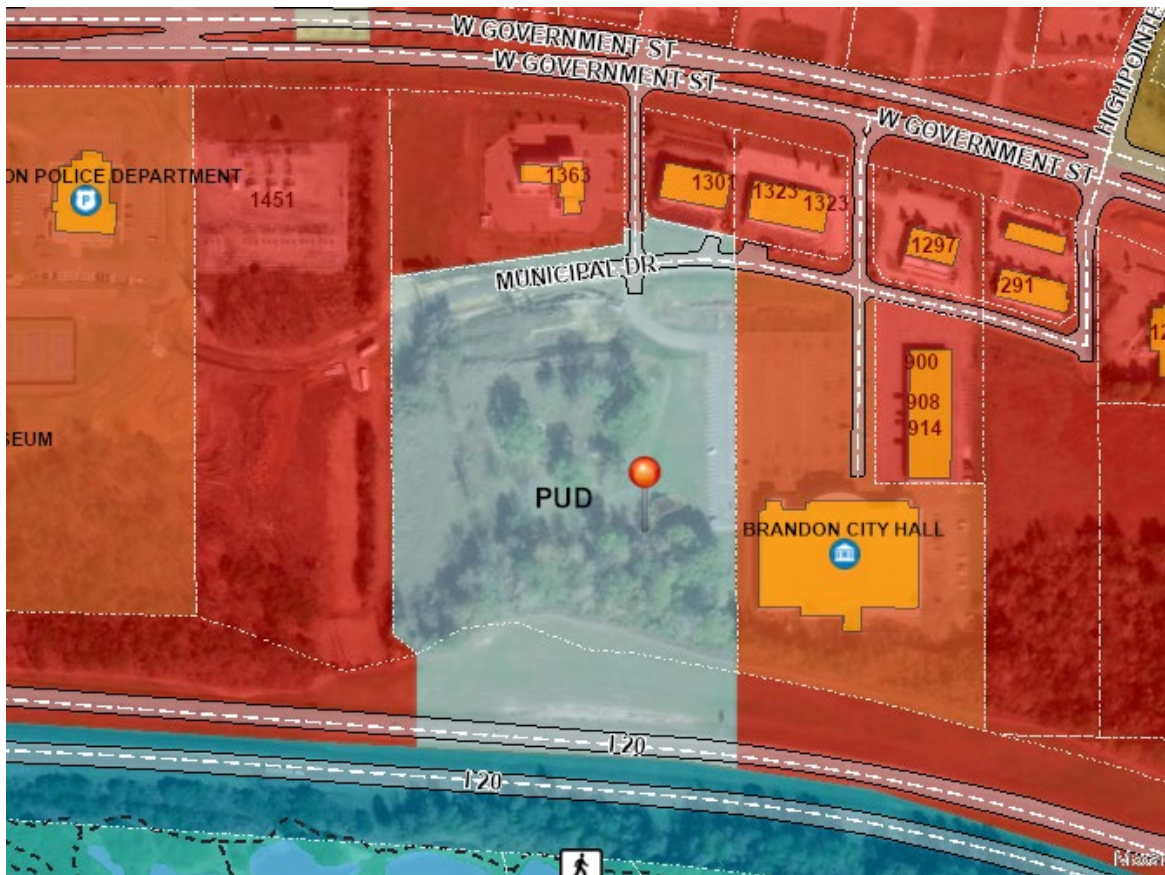
Application # 25-032
Date Received: August 26, 2025
Subject Property: Parcel # H8Q-7-20
Applicant: The Thrash Group

Building facades shall include windows, projected or recessed entrances, overhangs, and other architectural features. Three-dimensional elements, such as balconies and bay windows, are encouraged to provide dimensional elements on a façade.

- Flat roofs shall include cornices, parapets, or similar architectural details to add variety and break up the roofline.

- There shall be a minimum distance of ten feet between main buildings of an apartment complex containing up to eight dwelling units. Multifamily dwellings of more than eight units shall require site plan review to determine the minimum distance between buildings.

See "Location and Zoning Map"



Application # 25-032
Date Received: August 26, 2025
Subject Property: Parcel # H8Q-7-20
Applicant: The Thrash Group



Planning Commission Recommendation:

N/A

Staff Recommendation:

Staff have reviewed the site plans submitted by the applicant; and prepared a staff review comments letter in relation to (attached). Staff will review construction drawings following board approval prior to the issuance of any construction permits.

If the Mayor and Board of Aldermen approve the request, applicants will obtain a permit and pay any associated permit and license fees prior to commencing work.

Notice Filed in Paper: N/A

Report Prepared By: Randy Barnes, Community Development

Exhibits:

- A) Staff review Comments Letter
- B) Supplemental Documentation



COMMUNITY DEVELOPMENT

Development Review
Application

RECEIVED
CITY OF BRANDON, MS
AUG 26 2025
COMMUNITY
DEVELOPMENT
DATE RECEIVED
25-032
CASE NUMBER

Brandon Heights Loft 2		215 Heights Drive	
Project Name or Description		Project Address	
Development		H08Q000007 00020 11.27	
Application Type		Size of Subject Property in Acres	
PUD		multi family	
Current Zoning Classification		Proposed Use of Property	
multi family		multi family	
Brief Description of Proposed Development			
A four level residential use planned as part of master plan community			
City of Brandon		City of Brandon	
Water Service		Sewer Service	
Enteray		Electric Service	
The Thrash Group LLC		Sam Hawkins	
Applicant		Contact Name	
19 woodstone Plaza		985-415-0440	
Address		Telephone	
Hattiesburg		Shawkins@jbchr.com	
City		Email	
ms 39402			
State		Zip Code	
Owner (if different from applicant)			
Contact Name			
Address			
Telephone			
City			
State			
Zip Code			
Email			

STAFF ONLY

Accepted By	Project Coordinator	iWorQ Refrence Number	Review Fees
Board Review Date		Board Action	

Permit Holder's Signature:

Date:

8/26/25

permitting@brandonms.org



7/19/2024 1:20:03 PM



The Heights at Brandon: Lofts

W Government Street | Brandon, Mississippi
DPA PN: 23-015
100% CONSTRUCTION DOCUMENTS
7-19-24



Team

Owner
Architect
Civil
Structural
MEP

The Thrash Group
Dale Partners Architects, P.A.
Smithers Engineers
Gutherman Structural Inc.
MEP Green Designs



100%
CONSTRUCTION
DOCUMENTS

Project No	23-015
Date	7-19-24
Drawn	LC
Checked	RTA
Revisions	Rev Date

AS100

[illegible]

PARKING MATRIX		
BUILDING	REQUIRED	TOTAL
Multifamily	1:1 Bed 22 or more Bed = 142	144
Restaurant	10,000 sf / 200sf = 50	50
Hotel	1:1 Room = 88	88
ADA	4 min	8
TOTAL	280 min	282

+/- 8.32 ACRES

SITE LINE LEGEND

	Property Line
	Imaginary Lot Line
	Setbacks



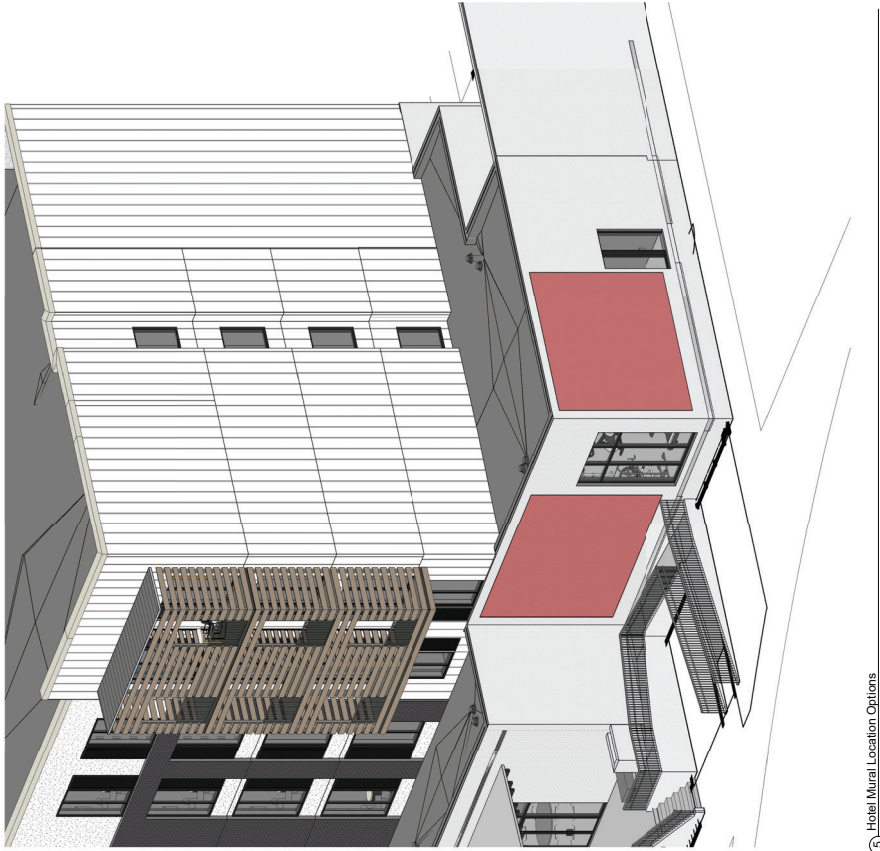
The Heights at Brandon: Lofts

W Government Street | Brandon, Mississippi

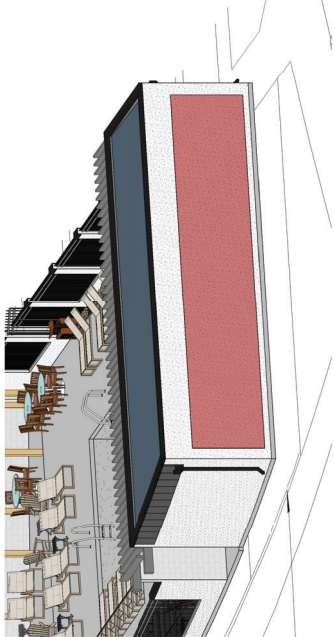
100%
CONSTRUCTION
DOCUMENTS

Project No	23-015
Date	7-19-24
Drawn	Author
Checked	Checker
Revisions	Rev Date

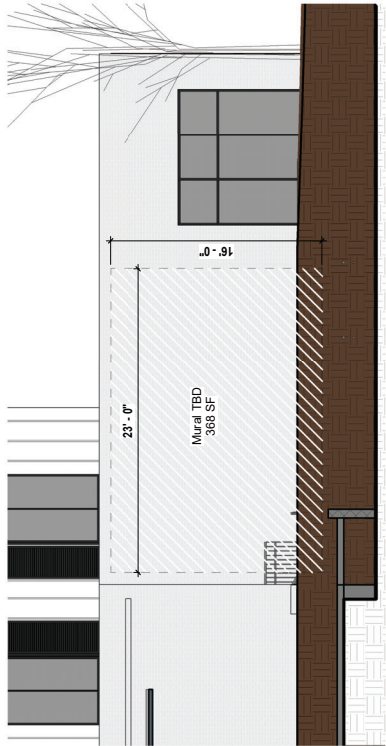
A203
Mural Elevations



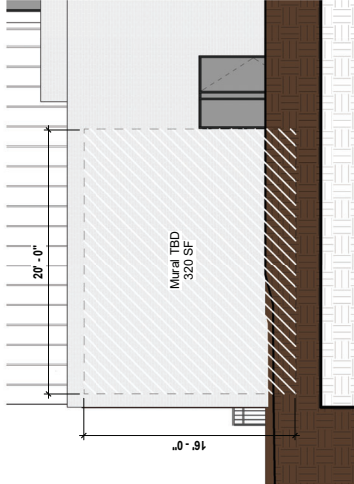
5 Hotel Mural Location Options



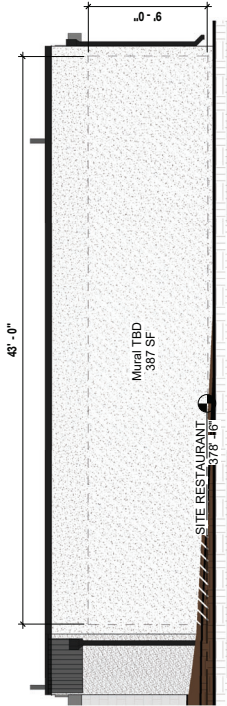
6 Pool Mural Location



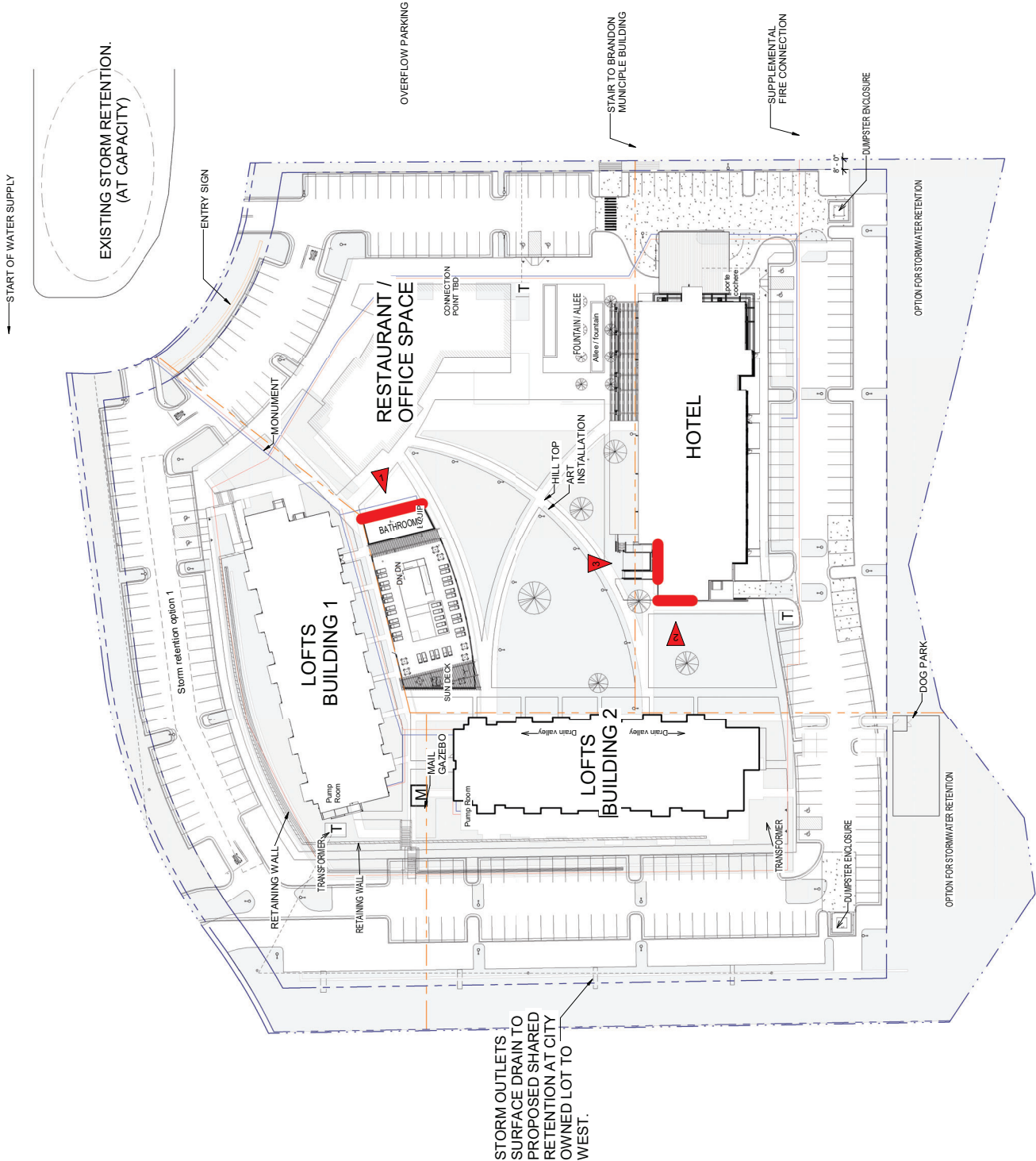
3 Mural Location Option 2 - Hotel
3/16" = 1'-0"



2 Mural Location Option 1 - Hotel
3/16" = 1'-0"



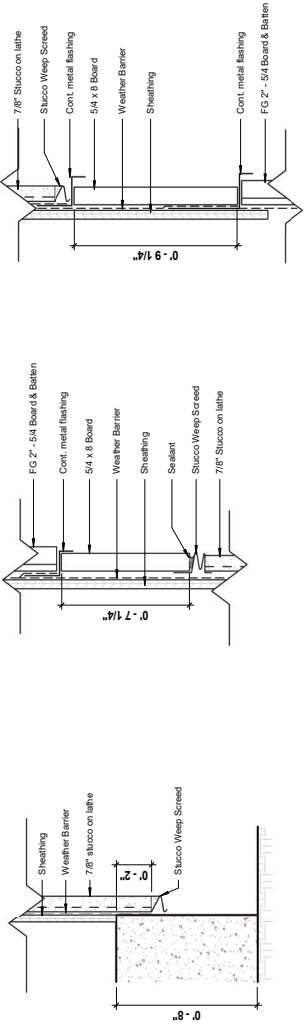
1 Mural Location Option 3 - Pool House
3/16" = 1'-0"



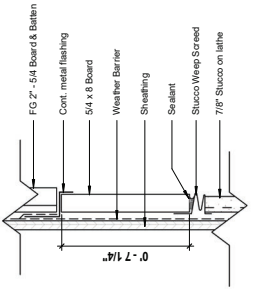
4 Mural Location Key
1" = 40'-0"



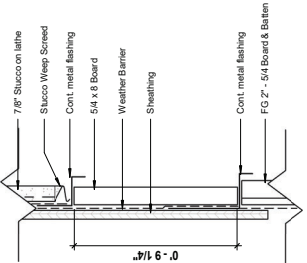
1 Enlarged Elevation Callout
3/8" = 1'-0"



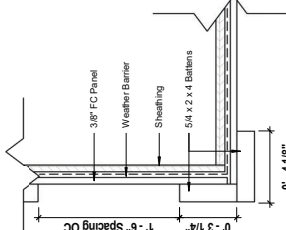
2 Exterior Detail 1
3/8" = 1'-0"



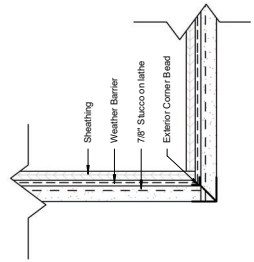
3 Exterior Detail 2
3/8" = 1'-0"



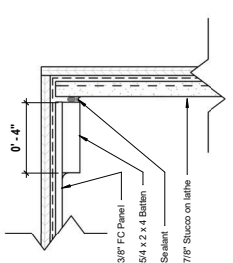
4 Exterior Detail 3
3/8" = 1'-0"



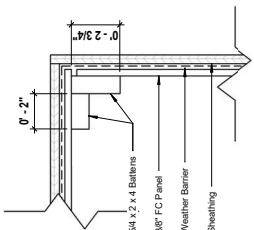
5 Exterior Detail 5
3/8" = 1'-0"



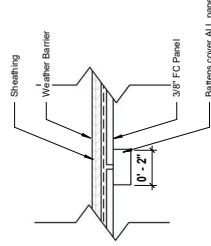
6 Exterior Detail 6
3/8" = 1'-0"



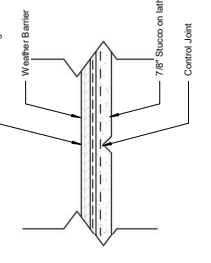
7 Exterior Detail 7
3/8" = 1'-0"



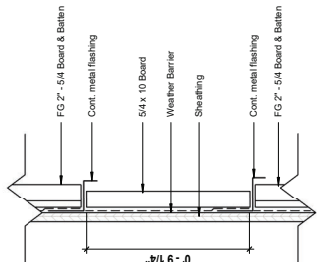
8 Exterior Detail 8
3/8" = 1'-0"



9 Exterior Detail 9
3/8" = 1'-0"



10 Exterior Detail 10
3/8" = 1'-0"



11 Exterior Detail 11
3/8" = 1'-0"

EXTERIOR MATERIAL LEGEND

- Stucco 1; Color: SEE FINISH LEGEND
- Stucco 2; Color: SEE FINISH LEGEND
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- Board & Batten 2; Color: SEE FINISH LEGEND

*Match all dryer vents and air intakes to underlying paint color.

The Heights at Brandon: Lofts

W Government Street | Brandon, Mississippi

100%
CONSTRUCTION
DOCUMENTS

Project No	23-015
Date	7/19/24
Drawn	LC
Checked	RTA
Revisions	Rev Date

A221

Enlarged Elevation

DALE
PARTNERS

Architecture
Interiors
Planning
One Jackson Plaza
Suite 250
188 East Capitol Street
Jackson, MS 39201
P 601.352.5411
161 Lanneuse Street
Suite 201
Biloxi, MS 39530
P 228.374.1409
dalepartners.com





MEMORANDUM

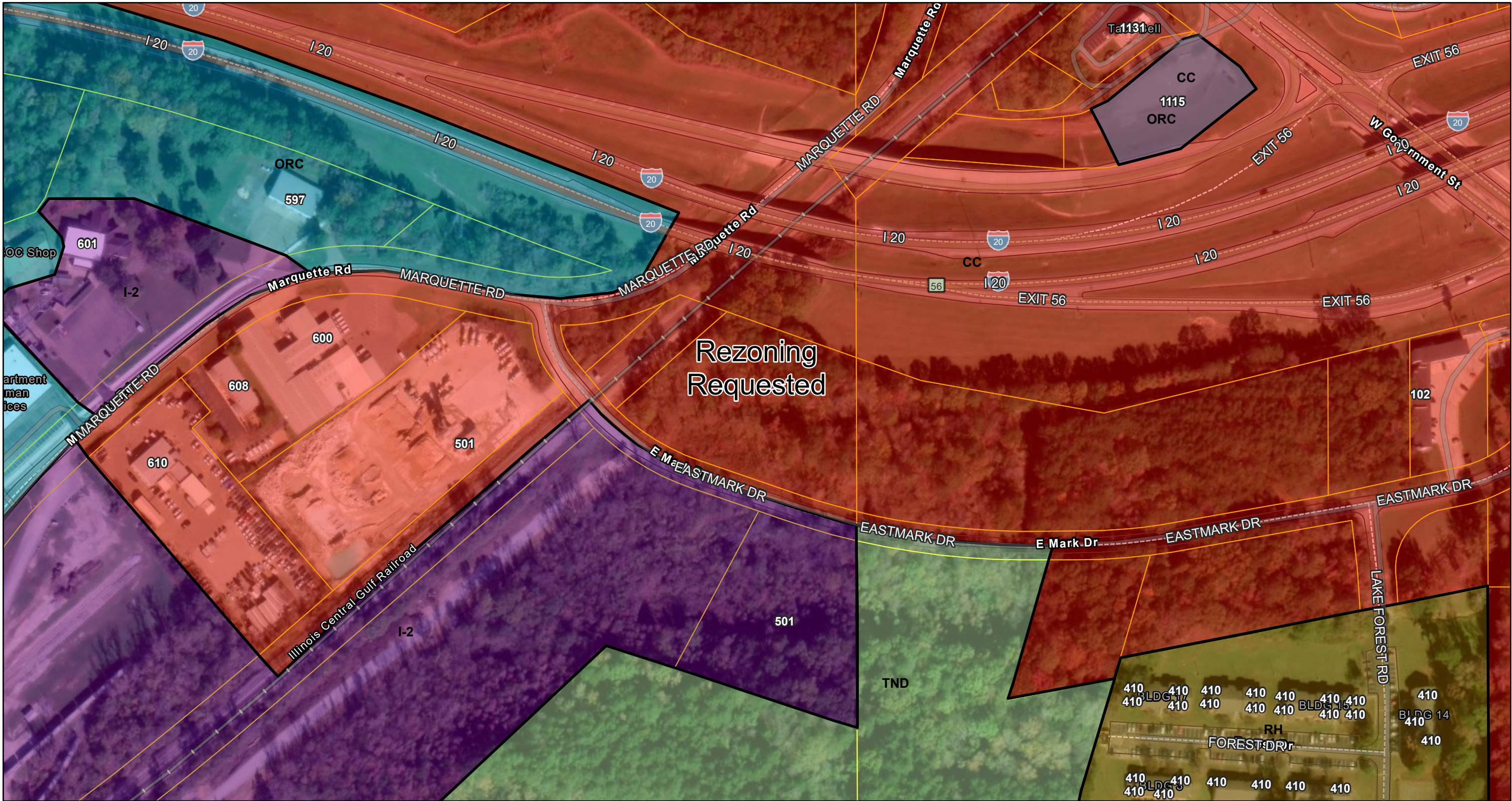
TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 08/28/2025
SUBJECT:

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). The applicant has requested rezoning of the property with the intention of building a new 7,500 sq. ft. Eastmark Office Annex building to house their business and lease space for future business. The rezoning falls within the future zoning criteria of the adopted Land Use Plan 2025, showing the area transitioning to light industrial.

ATTACHMENTS:

1. Location Map

480 Eastmark Drive



8/28/2025, 11:43:14 AM

2024_Zoning

 RH: Suburban Multi-Family

 CC: Community Center

 ORC: Office, Research Campus

 I-2: Heavy Industrial

 TND: Traditional Neighborhood Development

2025 Parcel COB

Addresses_2025

Streets_2025

—— 2021 Edge of Pavement

 2021 City Limits

World Imagery

Low Resolution 15m Imagery

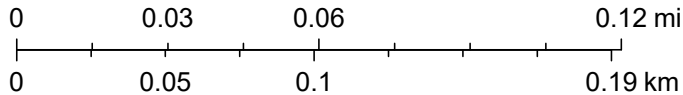
High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

60cm Resolution Metadata

1:2,853



Maxar, Microsoft, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



MEMORANDUM

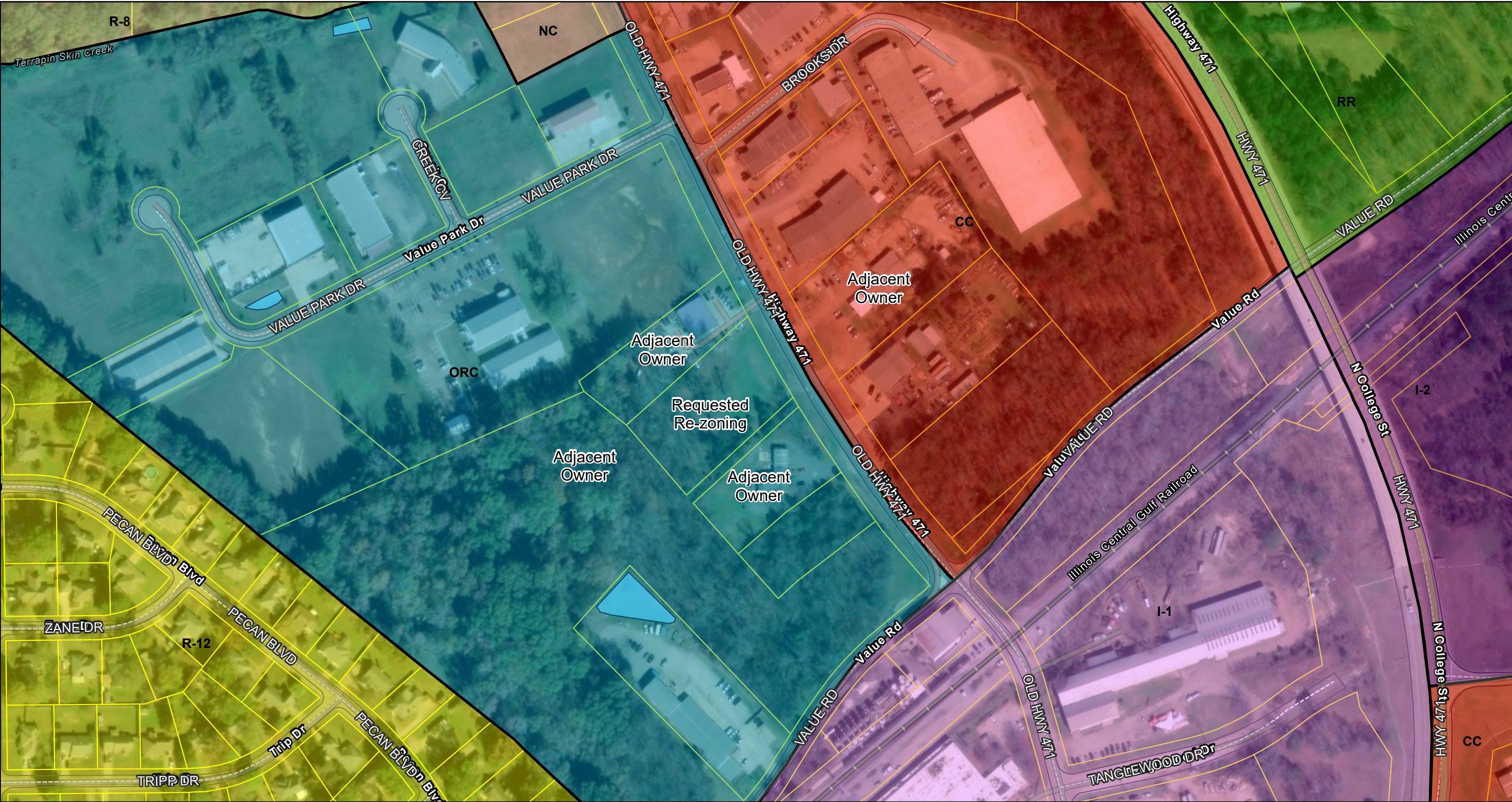
TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: JOEY BARNETTE
DATE: 08/28/2025
SUBJECT: PUBLIC HEARING FOR SEPTEMBER 15, 2025 - PARCEL # I09A000002 00030

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). The applicant has requested the rezoning of the property with the intent of purchasing the property to expand existing business to include a rental and machine shop located at 1009 Old Hwy 471. The rezoning falls within future zoning criteria of the adopted Land use plan 2025 showing the area transitioning to light industrial.

ATTACHMENTS:

1. Map

Rezoning Request Map



8/24/2025, 4:05:48 PM

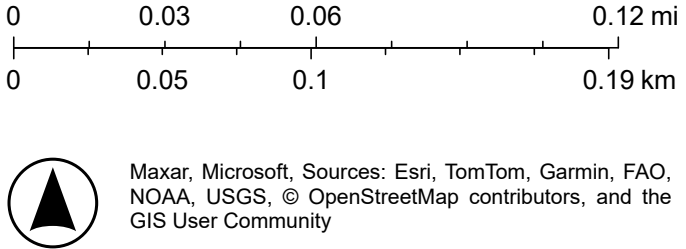
2024_Zoning

- RR: Rural Neighborhood
- R-12: Suburban Neighborhood
- R-8: Suburban Medium Density Neighborhood
- NC: Neighborhood Center

- CC: Community Center
- ORC: Office, Research Campus
- I-1: Light Industrial
- I-2: Heavy Industrial
- 2025 Parcel COB

- Streets_2025
- Detention view
- 2021 Edge of Pavement
- 2021 City Limits
- World Imagery

- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 60cm Resolution Metadata





MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: MARY ANN HESS
DATE: 08/28/2025
SUBJECT: TRAVEL - TOPEKA, KANSAS

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

ATTACHMENTS:

1. Travel Memo - Topeka

MAYOR
Butch Lee



CHIEF OF POLICE
Joseph French

To: The Mayor Butch Lee and The Board of Aldermen

Date: August 26, 2025

From: Joseph French, Chief of Police

Ref: **Travel Request**

The Mayor Lee and The Board of Aldermen,

I respectfully request your permission for the people listed below 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

Thank you for your consideration,

Joseph French
Chief of Police



POLICE DEPARTMENT



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 08/22/2025
SUBJECT: **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.**

The fire department respectfully requests consideration to approve FF Cody Cole, Sgt. Hayden Jackson and Lt. Allan Plotkin to travel to Gulfport, MS for their paramedic lab training on the following dates and approve all travel expenses (hotel, meals and fuelman card):

- November 16, 2025, to Nov 21, 2025
- March 29, 2026, to April 3, 2026
- May 31, 2026, to June 4, 2026

There are funds in our training budget to cover this training.

Thank you for your consideration.

ATTACHMENTS:

None



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 08/25/2025
SUBJECT: **CONSIDERATION TO HIRE JUSTIN HALES AND MICHAEL WILLIAMS AS PART-TIME FIREFIGHTERS/EMT/PARAMEDIC AT THE RATE OF PAY PER MEMO.**

The Fire Department respectfully requests your consideration to hire Firefighter/Paramedic Justin Hales and firefighter/EMT Michael Williams as part-time firefighters pending completion of their pre-employment requirements. Their rate of pay is:

- Justin Hales-firefighter/Paramedic - \$15 an hour effective August 26, 2025.
- Michael Williams-firefighter/EMT-\$12.50 an hour effective August 26, 2025.

Thank you for your consideration.

ATTACHMENTS:

1. Justin Hales part time app 082525
2. Michael Williams part time 082525



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 08/25/2025
SUBJECT: **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.**

The department respectfully requests your consideration to accept the FY 23 Homeland Security Grant (#23HS128R) in the amount of \$21,350.00 to purchase a ram plate airbag kit, helmets with head lamps and radio rig vests and authorize Mayor Butch Lee, Chief Brian Roberts, City Clerk Mary Ann Hess, Finance Director Tracie Riggins and Carolyn Palmer to execute all necessary documents. This grant is issued for FY 26 but is from Homeland Security funds not used in FY 23.

This grant is 100% reimbursable. However, we purchase the equipment up front and then ask for reimbursement.

Thank you for your consideration.

ATTACHMENTS:

1. FY 23HS128R grant issued 082525

Agency Name: Brandon Fire Department	Grant Number: 23HS128R
Funding: FY23 HSGP	
National Priority: Soft Targets/Crowded Places	

Category	Description	QTY	Amount	Total
Personnel Service				
Equipment	Ram Plate Air Bag Kit	1	\$13,350.00	\$13,350.00
Commodities Supplies	Helmets	10	\$500.00	\$5,000.00
	Helmet Head Lamps	10	\$110.00	\$1,100.00
	Radio Rig Vest	10	\$190.00	\$1,900.00
Contractual Services				
Other Expenses				
Total Grant Amount				\$21,350.00
Total Personnel Services				
Total Equipment Amount				\$13,350.00
Total Commodities/Supplies Amount				\$8,000.00
Total Contractual Services Amount				
Total Other Expenses Amount				



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 08/25/2025
SUBJECT: **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.**

The Fire Department respectfully requests permission to declare an emergency repair and authorize payment for our 2016 E-One (last 4 of Vin # 9942), which is Engine 5. The turbo and actuator had to be replaced to get this engine back in working order, and it is one of our front-line engines. The cost of the repairs will be \$9,092.31, and we do have funds available in our FY 25 budget to cover this repair. This will fall under MCA 31-7-13(m)(ii), which reads as follows:

m) Exceptions from bidding requirements. Excepted from bid requirements are:

(ii) Outside equipment repairs. Repairs to equipment, when such repairs are made by repair facilities in the private sector. However, engines, transmissions, rear axles and/or other such components shall not be included in this exemption when replaced as a complete unit instead of being repaired and the need for such total component replacement is known before disassembly of the component. However, invoices identifying the equipment, specific repairs made, parts identified by number and name, supplies used in such repairs, and the number of hours of labor and costs therefore shall be required for the payment for such repairs.

This vehicle repair is vital to maintaining a working fleet. This repair is classified as an emergency since we do not have a backup vehicle to use while one is down for repairs.

Thank you for your consideration.

ATTACHMENTS:

1. Tri-County Diesel repair quote for E-5 082525



Ref #: 5867

Issue Date: 22 Aug 2025

Due Date: 21 Sep 2025

BILL FROM

TRI-County Diesel LLC

102 West Easthaven Circle, Brandon, MS,
39042, USA
601-500-2564

BILL TO

Brandon Fire Department
USA

INVOICE

#	Item	Description	QTY	Price	Amount
001	Onsite Fee (Service)		1.00	\$ 130.00	\$ 130.00
002	Labor (Service)		7.00	\$ 130.00	\$ 910.00
003	TURBO (Product)		1.00	\$ 5,865.44	\$ 5,865.44
004	VGT Actuator (Product)		1.00	\$ 2,040.00	\$ 2,040.00
005	Gasket (Product)		1.00	\$ 71.87	\$ 71.87
006	Shipping (Product)		1.00	\$ 75.00	\$ 75.00

Amount Due: \$9,092.31

Message: Estimate

E-ONE Fire Truck

Vin# 009943

Check unit and found active VGT faults for turbo. Remove VGT actuator and check turbo sweep and found internal damage with turbo vanes. reassemble unit so it can be used until parts come in. Unit will need turbo replaced and possible VGT actuator. Also unit has fault for egr differential pressure below commanded. Will need to remove intake and clean ports.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:
DATE: 08/27/2025
SUBJECT: **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.**

The fire department respectfully requests your consideration to purchase four (4) sets of turnout pants and coats from Delta Fire and Safety for a total amount of \$14,472.00 plus any shipping charges and authorize payment of the same. The quote is attached, and it is under state contract. The department requests that we utilize our State Insurance Rebate funds to pay for the turn-out gear.

The turn-out gear is listed under State Contract - 8200078722.

Thank you for your consideration.

ATTACHMENTS:

1. Delta Fire and Safety Turn-Out quotes 082725

Sales Quote

QUOTE-9346



August 27, 2025

Bill To Address
City of Brandon
PO Box 1539
Brandon, MS 39042

Ship-to Address
City of Brandon
629 Marquette Road
Brandon, MS 39042

Delta Fire & Safety Inc.
3159 Summit Dr.
Port Neches, TX 77651
USA

Valid to
September 26, 2025

Salesperson
Brian Hale

Contract

No.	Description	Quantity	Unit Price	Line Amount
P	Honeywell, General Category for Morning Pride Bunker Pants Tails Coat MS State Contract#8200078722	4	\$2,246.00	\$8,984.00
P	Honeywell, General Category for Morning Pride Bunker Pants Pro Fit Pant MS State Contract # 8200078722	4	\$1,372.00	\$5,488.00
Subtotal				14,472.00
Total Tax				0.00
Freight:		Total \$		14,472.00

Due to volatility in the market with tariffs & surcharges, prices subject to change.



MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM: BRIAN ROBERTS
DATE: 08/27/2025
SUBJECT: **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.**

The department respectfully requests your consideration to approve a three (3) year contract with Timeclock Plus/Aladtec for our fire department scheduler software from November 01, 2025, to October 31, 2028. The annual fee will be \$4,996.06. The total is based on 67 users and will be paid annually. This service allows us to perform tasks such as scheduled shifts, putting in maintenance reports, and hydrant work orders to name a few of the things we utilize it for. We have had this service for many years, and we find it to be a useful tool for our department.

The two quotes received and attached are:

- TCP/Aladtec - \$4,996.06 annually on a three-year contract. The total for three years is \$14,988.18.
- First Due - \$6,350 first year, \$6,058 2nd year and \$6,276 for 3rd year. The total for three years is \$18,684.

(Note: on First Due we will pay \$500 extra for our events calendar and \$1,200 extra for assets, equipment forms)

We budget for this service every year, and it is in our FY 26 budget.

Thank you for your consideration.

ATTACHMENTS:

1. Quotes for three year contract on scheduler 082825

Scheduler Quotes for FY 26, FY 27 and FY 28

	Aladec-TCP	First Due
Rotational and Daily Scheduling	X	X
Coverage Alerts	X	X
System Log	X	
Events Calendar	X	\$500
Training and Support	X	X
Notifications Email	X	X
Forms-custom or premade Ex: equipment and maintenance checklists, lc	X	\$1,200
Discussions forum	X	
Payroll Module	X	N/A
Store, Manage,Access Employee Records	X	X
Optional Fees	None	\$1,700
One Time Fees		\$500
Standard Plans	\$4,996.06	\$4,150
Total Annual Fees	\$4,996.06	\$6,350 first year
for a three year contract		\$6,058 2nd year
		\$6,276.00 3rd year
Total 3 year contract	\$14,988.18	\$18,684



TIMECLOCK PLUS,
LLC
1 TIMECLOCK DRIVE
SAN ANGELO, TX 76904

QUOTE # : Q050800

CONTRACT START DATE : 11/01/2025

CLIENT INFORMATION

Shipping Method:

Purchased for: Brandon Fire Department
Bill To: Brandon Fire Department

Billing Address: 629 Marquette Rd
Brandon, Mississippi 39042
United States

Billing Contact Name: Carolyn Palmer

Billing Contact Email: cpalmer@brandonms.org

Billing Contact Phone: (601) 824-4636

Contract Contact Name: Patrick Wofford

Contract Contact Email: pwofford@brandonms.org

BILLING TERMS

INITIAL TERM	RENEWAL TERM	PAYMENT TERM	PAYMENT METHOD
36 MONTHS	36 MONTHS	NET 45	CHECK

ITEM DESCRIPTION	PRICE PER UNIT	QUANTITY	CHARGE TYPE	ORDER TOTAL
ALADTEC SUBSCRIPTION (ANNUAL)	\$74.57	67	RECURRING	\$4,996.06

QUOTE EXPIRATION DATE : 09/20/2025

SUBTOTAL	\$4,996.06
TAXES	\$0.00
GRAND TOTAL	\$4,996.06
CURRENCY	USD

SPECIAL TERMS: SPECIAL AGREEMENT // NOVEMBER 2025 - NOVEMBER 2028// PAID ANNUALLY // UPTO 67 USERS
LICENSES // ADDITIONAL USERS TO BE CHARGED AT STANDARD LIST PRICE
2025- 26: ALADTEC SUBSCRIPTION - \$4,996.06
2026- 27: ALADTEC SUBSCRIPTION - \$4,996.06
2027- 28: ALADTEC SUBSCRIPTION - \$4,996.06

SERVICE TERMS & CONDITIONS

TimeClock Plus, LLC ("TCP"), a Delaware limited liability company, will provide Client and its authorized Employees and Users access to the Services during the Initial Service Term in accordance with the complete terms and conditions (collectively the "Licensing Agreement") found at: <https://www.tcpsoftware.com/legal>

TCP reserves the right to modify the Licensing Agreement at TCP's sole discretion provided that changes shall not materially decrease the Services features and functionalities that Client has subscribed to during the then-current term. Should TCP make any modifications to the Licensing Agreement, TCP will post the amended terms on the applicable URL link and will update the "Last Updated Date" within such documents to notify Client of said changes.

This Order Form is entered into as of the Contract Start Date contained herein (the "Effective Date") by and between TimeClock Plus, LLC and the entity named in the Bill To section herein (the "Client"), and is subject to the Licensing Agreement. In the event of any conflict between the Order Form and the Terms and Conditions (as applicable), the terms of the Order Form shall control.

Client shall pay all fees or charges in accordance with those outlined on the Order Form. Except for cases of TCP breach, all fees are committed and non-cancelable during the term of the agreement.

The individuals executing this Agreement on behalf of each Party represent and warrant to the other Party that they are fully authorized and legally capable of executing this Agreement on behalf of such Party and that such execution is binding upon such Party.

Accepted by:

Client

TimeClock Plus, LLC

By: _____	By: <u></u>
Name: _____	Name: <u>Whitney Leifeste</u>
Title: _____	Title: <u>Director of Legal Services</u>



107 Seventh St
Garden City, NY 11530, United States

First Due Quote

Prepared By: Aisha Miller

Valid Until: Nov 30, 2025

Quote Number: 1545132000516995417

Brandon Fire Department (MS)

We are excited to present pricing for the First Due Suite! Please see detailed breakdown below. It is important to note that First Due is a cloud-based system, and all Support, Maintenance, Hosting and Upgrades are ALWAYS INCLUDED.

First Due Modules and Implementation Services Included - Description

Scheduling

Manage staff schedules with an interactive shift board, configurable call shifts module, messaging, time-off and shift trades.

Personnel Management

Store, Manage and Access Employee Records including demographic data, certifications and employment information.

Essentials Online Training Package

Up to 4 Hours Online Training with certified First Due Instructor

Implementation and Configuration Services

Services related to configuring and customizing the First Due Platform as described in the Statement of Work.

One-Time Subtotal \$ 500.00

Subscription Subtotal \$ 4,150.00

Total Year 1 \$ 4,650.00

*Excluding Tax

Terms and Conditions

3 year cost breakdown:

Year 1: Annual \$4150; one-time fee \$500; Total year 1 \$4650

Year 2: Annual \$4358

Year 3: Annual \$4576

Total for three year contract \$13,584 *not including optional items

SETH DANFORTH

Regional Sales Manager

+ add
\$500
\$1,200 annually
for add on's.

Optional Add-Ons

First Due Modules	Description	Price
Occupancy Management & Pre-Incident Planning	Manage Occupancies, Pre-Incident Mapping, ArcGIS Maps, Fire Systems, Hazardous Material, and Contacts.	\$ 1,200.00
Hydrant Management - Advanced	Manage Hydrants including hydrants visible on pre-plan & response map, hydrant list, hydrant types, hydrant uploads, ArcGIS hydrant layers, hydrant setup, hydrant service checklist, data management, mapping, service inspections, hydrant flow test and reporting.	\$ 1,000.00
Inspections	Field Inspections, Configurable Checklists, Violation Management, Virtual Inspections, Inspections Scheduler, and Integrated Pre-Incident Planning.	\$ 1,200.00
Events & Activities	Create Events, View Global Activity Log, and Access Global Calendar.	\$ 500.00
Assets & Inventory	Assets, vehicles, equipment and inventory management, assets and equipment checks, and work order management.	\$ 1,200.00

Brandon FD

Quote created: July 31, 2025 Reference: 20250731-135224199

Brandon FD

1000 Municipal DR
Brandon, MS 39042-2972
United States

Bryhn Beck

bbeck@brandonms.org

Comments

We're excited to support Brandon Fire Department as our first Mississippi customer and will work closely with your team to ensure a smooth rollout.

- 1. Your quote reflects discounted pricing, with Scheduling locked at \$4,800/year and NERIS at \$4,800/year — plus Inventory included for free if both are selected.**
- 2. We'll handle the onboarding, configuration, and training to make the transition from Aladtec as seamless as possible for you and your team.**
- 3. We're here to help beyond setup — our team will assist with training your admin staff, integrating with payroll/CAD where possible, and providing ongoing support at no extra cost.**

Eric Vogel - Firehouse247 LLC

