AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
JANUARY 5, 2026

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS AND RECOGNITIONS

D. OLD BUSINESS

1. Approve the Work Session and Regular Board Meeting Minutes of December 15, 2025 and the Special Called Board Meeting Minutes of December 17, 2025.

E. BUTCH LEE, MAYOR

1. Request Board Approval to submit grant application to the DOT FY 2026 BUILD Grant Program utilizing Neel Schaffer Engineering for package development and submission for the: "Hwy 80 Lane Addition Project (College St to I-20, Exit 56)"

2. Consideration to approve a professional engineering services agreement with Neel-Schaffer, LLC to prepare the 2026 BUILD application for the US Highway 80 Improvements Project in an amount not to exceed $35,000.00.

3. Request Board Approval to submit grant application to the CMPDD/MPO Grant Program utilizing Benchmark Engineering for package development and submission for Federal Surface Transportation Block Grant funds:
   a. Safety: Orleans Way/Dande Drive Intersection
   b. Pavement Management: Louis Wilson Drive
   c. Pavement Management: Value Road
   d. Grants Ferry - Hwy 80 to Trickhambridge Road

4. Consideration to accept two sewer utility easements from Brown Bottling and Rankin First regarding the Hwy. 18 Sewer Project and authorize the Mayor and City Clerk to execute said documents.

F. MARY ANN HESS, CITY CLERK

1. Consideration to approve the quote from Metro Building Services to pay the monthly rent for a chiller in the amount of $9,977.00. (The initial rental price for the library chiller was approved at the Board meeting on 12/15/2025 in the amount of $15,873.00; however, the monthly rental fee was overlooked in the agenda item.) Both Quotes are attached.

2. Consideration to increase a voluntary deduction from employee's biweekly pay from .50 cents to $1.00 for the "Employee Flower Fund" and approve the attached form to be signed by all employees.

3. Request permission to hire Dee Dee Walker as Deputy Clerk effective January 12, 2026, and set salary in accordance with the memo.

4. Consideration to approve the bid for the City of Brandon Library Chiller Replacement

Project to Specialty Heating Services, LLC in the amount of $184,500.00.

5. Consideration to approve:

    a. Docket of Claims for January 5, 2026.
    b. Fox Everett Claims released on January 5, 2026.
    c. Electronic fund transfers for December 2025.

G. CHARLES PITCOX, EVENTS SERVICES

1. Consideration to remove the following part-time runners from our payroll roster effective January 6, 2026:

    - Celthia Mayfield
    - Eric Kerr
    - Carley Keyes

2. Consideration of a new rental rate schedule for the City of Brandon facilities.

H. ALEX WADE, PUBLIC WORKS DEPARTMENT

1. Consideration to approve the transfer of Randy Barnes, currently serving as Project Coordinator/ Inspection Manager within the Community Development Department, to the Public Works Department in the position of Public Utilities Coordinator & Inspector, effective January 19, 2026, at his current rate of pay.

2. Request permission to hire Isaac Cox as Wastewater Laborer II effective January 12, 2026, and set salary in accordance with the memo.

3. Permission to advertise for bid for a new SCADA system for the water and wastewater sytems.

4. Consideration to approve Pay Request 6 FINAL in the amount of $10,864.87 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same. The project is finalized with Pay Request 6 FINAL.

5. Consideration to approve Pay Request 5 in the amount of $254,797.63 from Griner Drilling Service, Inc. for the Cornerstone Water Well Project and authorize payment of the same.

6. Consideration to approve Pay Request 2 in the amount of $67,818.03 from Jose Serra Construction, LLC for the West Sunset Drive Waterline Replacement Project and authorize payment of the same.

7. Consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project - sewer point repairs and authorize payment of the same.
    1. Near 141 Woodgate Dr. - $7,756.10 - invoice #: H25136-01-F-55718 - Group 5 of 6
    2. Near 167 Woodgate Dr. - $7,756.10 - invoice #: H25136-01-F-55717 - Group 5 of 6
    3. Near 104 Fairdale Place - $9,897.53 - invoice #: H25136-01-F-55719 - Group 6 of 6

8. Consideration to approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same.
   1. Black Street - $1,264.47 - invoice #: H25118-01-F-59147 - emergency storm drain repair - final invoice
   2. Stribling Lane - $2,236.80 - invoice #: H25136-01-F-60180 - emergency sewer manhole repair
   3. Appleridge Road - $2,236.80 - invoice #: H25136-01-F-60179 - emergency sewer manhole repair

9. Consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same.
   1. 200 Booker Road - $6,726.43 - invoice #: H25136-01-F-59260 - manhole repair
   2. Near 13 Thorngate Drive - $11,929.60 - invoice #: H25136-01-F-56175 - storm drain pipe repair
   3. Near 53 Crossgates Drive - $30,909.39 - invoice #: H25136-01-F-55371 - storm drain pipe replacement
   4. Near 210 Old Oak Circle - $5,964.80 - invoice #: H25136-01-F-60278 - manhole repair
   5. Near 50 Woodbridge Road - $16,100.34 - invoice #: H25136-01-F-60285 - sewer line repair

10. Consideration to approve the utility adjustments pursuant to the memo.

I. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Consideration of an application for a conditional use (Convenience Store) for Brandon Investments LLC for the southeast corner of HWY 18 and HWY 468 (Parcel # I8B-3)

2. Request permission to hire Bryson Davis as Code Enforcement Officer I, effective Monday, January 12th, 2026, and set compensation in accordance with the memo.

3. Request permission to hire Dennis Puckett as Building Inspector, effective Monday, January 12th, 2026, and set compensation in accordance with the memo.

J. JOSEPH FRENCH, POLICE CHIEF

1. Consideration to approve the cooperative agreement between the DEA and the Brandon Police Department to add Officer Cody Moulds to the Jackson Task Force.

2. Consideration to approve the following firearms to be added to the Brandon Police Department's forfeited property inventory, in accordance with Mississippi Code Annotated § 97-37-3. One (1) Smith & Wesson M&P .40 Shield, bearing serial number JDC6580 and one (1) Glock 19, 9mm, bearing serial number BWSX716

K. EXECUTIVE SESSION

L. ADJOURN

[MEET_FOOT]

MINUTES OF THE REGULAR BOARD MEETING OF THE
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING HELD ON DECEMBER 15, 2025
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 - Sydney Gardner of the Mayor's Youth Council gave the invocation, and Piper Smith of the Mayor's Youth Council led the Pledge of Allegiance.

C. PUBLIC COMMENTS AND RECOGNITIONS - None.

D. OLD BUSINESS

1. Approve the Work Session and Regular Board Meeting Minutes of December 1, 2025 and the Work Session Minutes of December 10, 2025.

Alderman Craine made the motion to approve agenda item D.1, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

E. BUTCH LEE, MAYOR

1. Adopt a Resolution regarding the matter of opting out of the provisions of House Bill 1197, 2025 Regular Session (the "Safe Solicitation Act").

2. Adopt a Resolution for the introduction and passage of local and private legislation during the 2026 Legislative Session to extend the repealer as included in HB 1521 passed by the Mississippi Legislature during the 2023 Session and duly signed by the Governor.

3. Approve the third and final payment for the Brandon Big Room Renovations Phase #1 Project to Gilreath Construction Company, LLC in the amount of $12,435.00.

Alderman Womack made the motion to approve agenda items E.1 - E.3, 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.

F. MARY ANN HESS, CITY CLERK

1. Authorize payments of the annual property taxes on the parcels the City purchased in CY 2025 (Seller credits were received at closing) and the finance

director has the authority to make all necessary budget amendments, to-wit:

a. H08Q000008 00000	$3,372.80
b. H08Q000009 00000	$2,750.17
c. I08J000053 00000	$2,152.45
d. I08J000070 00000	$4,008.13
TOTAL	$12,283.55

2. Accept the municipal depository bids received on December 15, 2025, and award to Community Bank as the designated municipal depository for 2026, 2027, 2028, and 2029 and approve the authorized signatories in accordance with the memo. All other bank bids received can be used as potential depositories for investment securities (i.e. CD's and Money Market's).

3. Approve a professional services agreement with ServiceMaster Cleaning Services for monthly cleaning needs for one year at the Brandon Public Library in the annual amount of $21,636.00 (also being the lowest and best quote received), authorize the Mayor to sign all documents, authorize payment and authorize the finance director to make the necessary budget amendments. Another quote was received from Jani-King in the amount of $29,508.00.

4. Accept the quote from Metro Building Services to rent a chiller while the existing one is being replaced from Metro Building Services at $15,873.00 as the lowest and best quote received and to authorize payment. An additional quote was received from Maintenance Services, Inc. in the amount of $16,682.00.

5. Approve the continuation of employee health insurance coverage with agent of record, Hub International, Inc., for calendar year 2026 and authorize the City Clerk to execute all related documents.

6. Approve employee and employer health insurance premiums in accordance with the memo.

7. Approve out-of-state travel for City Clerk Mary Ann Hess to attend the International Institute of Municipal Clerks (IIMC) Annual Conference in Reno, Nevada on May 16-22, 2026. This item is budgeted.

8. Approve:

   a. The Docket of Claims for December 15, 2025; and
   b. Fox Everett claims released on December 15, 2025 and December 16, 2025.

9. Approve the proposed 2026 Holiday Schedule.

10. Receive Monthly Report of Privilege Licenses

Alderman Coker made the motion to approve agenda items F.1 - F.9 in accordance with the memos from the City Clerk's Office, which are appended hereto with attachments, and to receive the reports referenced in F.10, seconded by Alderman Williams and upon affirmative vote of the members present the motion carried.

G. ALEX WADE, PUBLIC WORKS DEPARTMENT

1. Accept the following Permanent Drainage Easements for the Raintree Drainage Improvements Project, to-wit:

   314 Afton Drive - William Lyle Tolbert
   316 Afton Drive - Daniel Kyle Thompson

2. Accept the Letter of Retirement/Resignation from Van Croxton - Public Works Special Projects/Magcor Superintendent - effective January 9, 2025.

3. Approve the following from Hemphill Construction Company for the Highway 80 Waterline Improvements Project.

   i. Change Order #2 at an increase of $20,088.88 in the project cost and authorize the Mayor to execute the same, first finding that the change to the original contract is necessary and will better serve the purposes of the City and that such change is being made in a commercially reasonable manner and that the change is not being made to circumvent the public purchasing statutes. Change Order #2 is necessary due to locating and repairs made on the 10" waterline, additional concrete and asphalt repairs, and the installation of a 6" gate valve that was determined necessary and required as part of the project after the original contract was let.

   ii. Pay Request #5, including Change Order #2, in the amount of $34,699.31 and authorize payment of the same.

4. Declare as an emergency in accordance with MCA Section 31-7-13(k), the traffic signal loop repairs along Highway 18 and approve invoice #M2025.145 in the amount of $9,000.00 from Lewis Electric, Inc., for the related work and authorize payment of the same.

5. Approve Change Order #2 from Griner Drilling Service, Inc. at a deduction in the project cost of $49,201.98 for the Cornerstone Water Well Project and authorize the Mayor to execute the same.

Alderman Womack made the motion to approve agenda items G.1 - G.5, 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.

6. Approve the following from Hemphill Construction Company for the Burnham Road Waterline Project. These items will finalize the project.

    i. Change Order #2 at an increase of $46,000.00 in the project cost and authorize the Mayor to execute the same, first finding that the change to the original contract is necessary and will better serve the purposes of the City and that such change is being made in a commercially reasonable manner and that the change is not being made to circumvent the public purchasing statutes. In this regard, Change Order #2 is due to unforeseen work required due to additional potholing required throughout the project.

    ii. Pay Request #8 FINAL in the amount of $89,951.53 and authorize payment of the same.

7. Approve Pay Request #6 in the amount of $110,060.82 from Thornton Construction Company for the Grants Ferry Parkway Shared Use Path LPA Project and authorize payment of the same.

8. Accept the quote from Gray Daniels Auto Group for the purchase of a 2026 Ford F-550 Chassis Truck in the amount of $70,698.68, as the lowest and best quote received, and authorize payment. A second quote was received from Mac Haik Jackson Ford in the amount of $71,156.00.

9. Accept the quote from Sullivan Truck Equipment, LLC in the amount of $14,220.00 for the purchase of a truck bed for a F-550 truck, as the lowest and best quote received, and authorize payment. The truck bed will be used on the new Ford F-550 Chassis truck. A second quote was received from Big 10 Outfitters in the amount of $15,978.60.

10. Terminate the professional services agreement with Lawrence Printing Company for monthly utility bill printing services approved on August 4, 2025 for non-performance and authorize the Public Works Director or his designee, to send notice regarding such action.

Alderman Williams made the motion to approve agenda items G.6 - G.10, in accordance with the memos from the Public Works Department, which are appended hereto with attachments, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

H. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Approve the comprehensive sign plan request for Gray Daniels Ford Pro Elite Case # 25-040 located at 202 Valerie Dr. Parcel # H8M-6-32

Alderman Farris made the motion to approve agenda item H.1, in accordance with the memo from the Community Development Department, which is appended hereto with attachment, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

I. JOSEPH FRENCH, POLICE CHIEF

1. Authorize Sergeant Connor Smith to travel to Holly Springs, Mississippi on January 5-9, 2026, to attend the SSGT Handgun Instructor training course and approve authorized travel expenses. (Accommodations and the course will be to be funded by the department's training budget.)

2. Hire Shemaiah Smith as a communications officer effective January 5, 2026 and set rate of pay in accordance with the memo.

Alderman Womack made the motion to approve agenda items I.1 and I.2, in accordance with the memos from the Police Department, which are appended hereto with attachments, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

J. BRIAN ROBERTS, FIRE CHIEF

1. Authorize the purchase of two (2) sets of turn-out gear from Delta Fire and Safety on State Contract #8200078722 in the amount of $7,236.00 to be paid from the City’s State Insurance Rebate Funds and authorize payment of the same.

Alderman Womack made the motion to approve agenda item J.1, in accordance with the memo from the Fire Department, which is appended hereto with attachment, seconded by Alderman Coker and 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 Womack and upon affirmative vote of the members present the motion carried.

Before considering the need to enter Executive Session, the Mayor continued the presentation from the Work Session, to-wit:

Mayor Lee discussed:

i. The level rates on medical insurance for the past 10 years in relation to the rate for 2026.

ii. Brandon Amphitheater performance.

iii. Various pending, planned and desired projects and grants.

Alderman Coker then made the motion to enter into Executive Session regarding the transaction of business and discussion regarding the prospective purchase of lands, and the transaction and business regarding the location of a business or industry, seconded by Alderman Williams and upon affirmative vote of the members present the motion carried.

Alderman Williams made the motion to resume the Regular Board Meeting out of Executive Session seconded by Alderman Womack and upon affirmative vote of the members present 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. ADJOURN

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

(Next Regular Board Meeting: January 5, 2026.)

Minutes approved this the 5th day of January 2026.

_____

Hon. Butch Lee, Mayor

Attest:

_____

Hon. Mary Ann Hess, City Clerk

MINUTES OF THE WORK SESSION OF THE MAYOR AND BOARD
OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI HELD
ON DECEMBER 15, 2025 at 6:00 P.M.
MAYOR BUTCH LEE PRESIDING

A. CALL TO ORDER - Mayor Lee and Aldermen Farris, King, Womack, Coker, Williams, Vinson and Craine were present.

B. BUTCH LEE, MAYOR, gave the invocation and led the Pledge of Allegiance.

C. AGENDA items:

Discussion re:

1. LPA MDOT Hwy. 80 W. Crossovers.
2. Revisions to public records request process
3. Marketing Support – Cirlot Agency

D. ADJOURN

Minutes approved, this the 5th day of January 2026.

_____
Hon. Butch Lee, Mayor

Attest:

_____
Hon. Mary Ann Hess, City Clerk

MINUTES OF THE
CITY OF BRANDON BOARD OF ALDERMEN AND MAYOR
SPECIAL BOARD MEETING HELD ON DECEMBER 17, 2025
BUTCH LEE, MAYOR PRESIDING

A. CALL TO ORDER- Mayor Lee and Aldermen Farris (by telephone) Womack, Williams, Vinson, Coker and Craine were present. Alderman King was absent.

B. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Williams gave the invocation, and Mayor Lee led the Pledge of Allegiance.

C. PUBLIC COMMENTS AND RECOGNITIONS - None.

D. BUSINESS

1. Append the Special Meeting Notice to the Minutes.

Alderman Womack made the motion to approve agenda item D.1, seconded by Alderman Coker and upon affirmative vote of the members present the motion carried.

E. BUTCH LEE, MAYOR

1. Approve continuation of property and automobile insurance coverage (comprehensive and collision) for 2026 with the Policy Center in the amount of $276,416.00 and authorize the Mayor and City Clerk to execute all related documents. (The insurance carrier is AIG Insurance).

Alderman Womack made the motion to approve agenda item E.1, in accordance with the memo from the Mayor's Office, which is appended hereto with attachment, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

F. ADJOURN

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

Minutes approved this the 5th day of January 2026.

_____
Hon. Butch Lee, Mayor

Attest:

_____
Hon. Mary Ann Hess, City Clerk

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: BUTCH LEE

DATE: 12/29/2025

SUBJECT: GRANT APPLICATION

Agenda Item #1: FHWA/DOT FY 2026 $1.5 Billion "BUILD" Grant Program

Request Board Approval to submit grant application to the DOT FY 2026 BUILD Grant Program utilizing Neel Schaffer Engineering for package development and submission for the: "**Hwy 80 Lane Addition Project (College St to I-20, Exit 56)"**

Supplemental Information from Neel Schaffer:

1) Federal DOT FY 2026 $1.5 Billion BUILD Grant Program Announcement
2) Neel Schaffer, Natchez, MS, 2025 BUILD Grant
   i) WJTV12 Media Release
   ii) Press wire Media Release
3) Neel Schaffer, Meridian, MS 2023 RAISE Grant
   i) Project Description
   ii) Project Budget
   iii) Merit Criteria
   iv) Project Readiness
   v) No Build Scenario

ATTACHMENTS:

None

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: BUTCH LEE

DATE: 12/30/2025

SUBJECT: PROFESSIONAL SERVICES AGREEMENT

Consideration to approve a professional engineering services agreement with Neel-Schaffer, LLC to prepare the 2026 BUILD application for the US Highway 80 Improvements Project in an amount not to exceed $35,000.00.

ATTACHMENTS:

None

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: BUTCH LEE

DATE: 12/29/2025

SUBJECT: GRANT APPLICATION

MPO Call for Projects from the $32,300,000 Federal Surface Transportation Block Grant Program

ATTACHMENTS:

None

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM:

DATE: 12/23/2025

SUBJECT: CONSIDERATION TO ACCEPT TWO SEWER UTILITY EASEMENT

ATTACHMENTS:

1. Brown Bottling Sewer Easement to City of Brandon 2025 (FINAL 12-22-25) [110599874 V6]
2. City of Brandon and Rankin First_Easements_Highway 18_December 2025

Prepared by and Return to:

Baker Law Firm, P.C.
P.O. Box 947
Brandon, MS 39042
601-824-7455

INDEX: SECTION 19, T5N, R3E, CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI

STATE OF MISSISSIPPI.
COUNTY OF RANKIN

CITY OF BRANDON
PERPETUAL AND PERMANENT SEWER UTILITY EASEMENT

For and in consideration of the sum of Ten Dollars ($10.00) cash in hand paid, and other good and valuable consideration as provided herein, the receipt and sufficiency of which is hereby acknowledged, the undersigned,

Brown Bottling Group Inc.
591 Highland Colony Parkway
Ridgeland, MS 39157
601-607-3011

hereinafter referred to as Grantor, does hereby sell, give, convey, and release unto the

City of Brandon, Mississippi
1000 Municipal Drive
Brandon, MS 39042
601-825-5021

hereinafter referred to as Grantee, a perpetual and permanent sewer utility easement and right-of-way with the right to erect, construct, install, lay, use, operate, inspect, repair, maintain, alter, clean, replace and remove sewer pipes, lines, facilities, manholes, basins, booster pump stations, electrical conduit, safety switches and/or all other equipment and/or appurtenances thereunto required, necessary and incident to the purposes of this sewer easement (the "Sewer Facilities") all of which shall be subsurface except for the man holes as depicted in Exhibit "B" hereto, which shall be installed not more than 12 inches above the adjacent ground level and in connection with the same, temporarily to place within the Temporary Construction Easement Area as defined and as granted herein machinery and materials which may be necessary for the construction of the Sewer Facilities upon the land of the Grantor, over, across and/or under a certain parcel of real property lying and being situated in Rankin County, Mississippi; to-wit,

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE FOR DESCRIPTION OF 25 FT. AND VARIABLE WIDTH SEWER UTILITY EASEMENT (THE "SEWER EASEMENT" or "SEWER EASEMENT AREA").

For the same consideration herein-above recited, Grantor does hereby grant, bargain, sell, convey and release unto Grantee a temporary construction easement extending twenty feet (20') on either side of the centerline of the above referenced line and improvements (the "Temporary Construction Easement" or "Temporary Construction Easement Area") except where such construction would interfere with permanent improvements situated on the property of the Grantor.

The Temporary Construction Easement shall remain in effect until the initial Sewer Facilities are installed by Grantee and fully operational. Grantee shall not use the property

outside the Sewer Easement Area or Temporary Construction Easement Area for laydown, staging, or parking without Grantor's prior written consent.

Grantor may use the Sewer Easement Area for driveways, parking, landscaping, fences, and other improvements, provided such do not materially interfere with the Sewer Facilities as installed.

The Sewer Easement is solely for sanitary sewer purposes. No water, gas, electric, telecom, storm drainage, or other utilities may occupy the Sewer Easement Area absent Grantor's prior written consent and a recorded document granting an easement for such other purpose.

The Grantee shall be permitted the right of ingress and egress to access the Sewer Easement Area and Temporary Construction Easement Area via the gravel drive from Mississippi Highway 18 or directly from Marquette Road to the Sewer Easement Area and Temporary Construction Easement for the purposes of inspections, monitoring, construction, operation and maintenance, rehabilitation and replacement purposes of the Sewer Facilities at reasonable times, provided any construction or work related to the Sewer Facilities shall be conducted so as not to interfere with Grantor's business operations.

Except for emergencies, the Grantee shall cause contractor to provide at least 48 hours prior written notice (email notice is acceptable) before entering the property of Grantor describing the work, personnel, equipment, expected duration and contact person. In the case of emergencies, Grantee may enter without notice but shall cause the contractor to notify the Grantor within 24 hours with a description of actions taken.

Grantee at its cost shall cause all work, including any maintenance, rehabilitation, replacement or repair work to be performed in a good, safe and workmanlike manner in

compliance with all applicable laws. Grantee shall construct and maintain the Sewer Facilities so they are compliant with all applicable laws and regulations. Grantee shall (i) comply with all applicable environmental laws, regulations and rules, (ii) obtain and maintain all permits required for the construction and operation of the Sewer Facilities, (iii) cleanup and remediate any releases from the Sewer Facilities, and (iv) handle any third party claims for which the Grantee has responsibility under the Mississippi Tort Claims Act as codified at Miss. Code Ann. §11-46-1 et seq. as the same may be amended (the "MCTA").

The property containing the Sewer Easement and the Temporary Construction Easement shall be kept free and clear of all liens of contractors, subcontractors, laborers and materialmen and all other liens.

Grantee shall after construction of the Sewer Facilities or any repairs, rehabilitation or replacements with respect to the Sewer Facilities promptly restore the Sewer Easement Area and Temporary Construction Easement Area and any impacted portions of the Grantor's property to equal or better condition, including soil compaction, regrading, reseeding/sodding with comparable species, replacement of landscaping, fences, drives, or any improvements damaged by Grantee ("Restoration Requirements"). Restoration shall commence within 30 business days after completion of the applicable activity and be completed within 60 days, subject to weather delays. Grantee warrants restoration work for 12 months and shall correct any defects or settlement at its sole cost.

Grantor shall not be responsible for any cost of or taxes related to the Sewer Facilities other than sewer charges for sewer services provided to the Grantor as a customer in the ordinary course.

The Sewer Easement is subject to all easements and rights-of-way of record in the office of the Chancery Clerk of Rankin County, Mississippi.

For and in consideration of the Grantee's agreements under this Sewer Easement and agreeing to replace and thereafter maintain that portion of the Grantor's private sewer line that is within the Easement Area that runs from MH-2 North to Connection to Ex MH as shown on the plat attached as Exhibit B, the Grantor waives any rights, if any, under the provisions of MCA Section 43-37-1 et. seq. and 42 U.S.C. Section 4601 et. seq. and 49 CFR 1.48 (cc).

Except as otherwise allowed under applicable law, Grantee's responsibility regarding claims, damages, liabilities, penalties and other matters arising out of the use the permanent and perpetual easement and the operation of the Sewer Facilities shall be limited to that as recognized under the provisions under the Mississippi Tort Claims Act as codified at Miss. Code Ann. § 11-46-1 *et seq.* as the same may be amended (the "MCTA") and as determined by a court of competent jurisdiction and appellate review, as applicable.

Grantee shall cause any contractors or subcontractors to maintain on an occurrence basis during any construction or repair period:

- Commercial General Liability: not less than $1,000,000 per occurrence, naming Grantor as additional insured;
- Automobile Liability: $1,000,000 combined single limit;
- Workers' Compensation: statutory.

Certificates shall be provided before mobilization. Policies shall be primary and non-contributory with waiver of subrogation in favor of Grantor.

If the completed Sewer Facilities are not used for 12 consecutive months and Grantor provides written notice of such to the Grantee by and through its mayor and city clerk, by certified mail, personal delivery or such other means that reflects actual receipt of the same, and the Grantee does not, within 180 days of receipt of such notice resume use of such Sewer Facilities or within such time indicate an intent to resume the use of such Sewer Facilities within 365 days of receipt of such notice, then the Sewer Facilities shall be deemed abandoned. Upon such deemed abandonment, Grantee shall upon receipt of a written request from Grantor record a Termination of this- Sewer Easement.

The grant and other provisions herein described shall constitute a covenant running with the land for the benefit of the Grantee, its successors and assigns.

WITNESS THE SIGNATURE OF THE UNDERSIGNED this the 22nd day of December 2025.

GRANTOR:

Brown Bottling Group, Inc.

By:_____
William A. Brown, President

GRANTEE:

City of Brandon, Mississippi

By: _____
Butch Lee, Mayor

By:_____
Name:_____
Title:_____

STATE OF MISSISSIPPI
COUNTY OF _____

PERSONALLY appeared before me, the undersigned authority in and for the jurisdiction aforesaid, the within named William A. Brown, the President of Brown Bottling Group, Inc., who acknowledged to me that for and on behalf of said company, he signed and delivered the above and foregoing instrument of writing on the day and year therein mentioned, after first being authorized so to do.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the_____day of _____, 2025.

_____
NOTARY PUBLIC

(seal)

STATE OF MISSISSIPPI
COUNTY OF _____

PERSONALLY appeared before me, the undersigned authority in and for the jurisdiction aforesaid, the within named Butch Lee, the Mayor and _____, the _____of the City of Brandon, Mississippi and who acknowledged to me that for and on behalf of the City of Brandon, Mississippi, they signed and delivered the above and foregoing instrument of writing on the day and year therein mentioned, after first being authorized so to do.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the_____day of _____, 2025.

_____
NOTARY PUBLIC

(seal))

EXHIBIT “A”

Description
For
Brown Bottling Group, Inc. Property
25’ And Var. Width Sewer Easement

A tract or parcel of land containing 0.93 acres, more or less, lying and being situated in Section 19, Township 5 North, Range 3 East, City of Brandon, Rankin County Mississippi and being more particularly described by metes and bounds as follows:

Commencing at a found ½ iron pin marking the Northeast corner of the Southwest 1/4 of Section 20, Township 5 North, Range 3 East; run thence

North 82 degrees 34 minutes 59 seconds West for a distance of 6,077.63 feet to a set ½ inch iron pin marking the Northerly right of way of Marquette Road and the **Point of Beginning** of the herein described easement; thence

North 49 degrees 52 minutes 24 seconds West for a distance of 48.49 feet to a set ½ inch iron pin marking the Easterly right of way of MS Highway No. 18; thence

Continue along said Easterly right of way of MS Highway No. 18 as follows:

Northeasterly along the arc of a curve to the right for a distance of 28.96 feet, said curve having a radius of 1,240.86 feet, and a deflection angle of 1 degrees 20 minutes 14 seconds, chord bearing and distance, North 3 degrees 53 minutes 40 seconds East, 28.96 feet to a set ½ inch iron pin; thence

North 6 degrees 21 minutes 57 seconds East for a distance of 46.58 feet to a set % inch iron pin; thence

Northeasterly along the arc of a curve to the right for a distance of 96.60 feet, said curve having a radius of 1,623.49 feet, and a deflection angle of 3 degrees 24 minutes 34 seconds, chord bearing and distance, North 8 degrees 37 minutes 03 seconds East, 96.59 feet to a set ½ inch iron pin; thence

North 9 degrees 49 minutes 02 seconds East for a distance of 63.05 feet to a set’/ inch iron pin; thence

Leaving said Easterly right of way of MS Highway No. 18 as follows:

North 16 degrees 13 minutes 22 seconds East for a distance of 248.23 feet to a set ½ inch iron pin; thence

North 1 degrees 40 minutes 58 seconds East for a distance of 173.25 feet to a set ½ inch iron pin; thence

North 00 degrees 14 minutes 17 seconds East for a distance of 398.73 feet to a set ½ inch iron pin; thence

North 9 degrees 57 minutes 51 seconds West for a distance of 230.36 feet to a set ½ inch iron pin; thence

North 3 degrees 41 minutes 20 seconds West for a distance of 290.04 feet to a set' inch iron pin; thence

North 86 degrees 18 minutes 40 seconds East for a distance of 25.00 feet to a set' inch iron pin; thence

South 3 degrees 41 minutes 20 seconds East for a distance of 288.67 feet to a set' inch iron pin; thence

South 9 degrees 57 minutes 51 seconds East for a distance of 231.22 feet to a set' inch iron pin; thence

South 00 degrees 14 minutes 17 seconds West for a distance of 401.27 feet to a set% inch iron pin; thence

South 1 degrees 40 minutes 58 seconds West for a distance of 176.75 feet to a set' inch iron pin; thence

South 16 degrees 13 minutes 22 seconds West for a distance of 250.32 feet to a set% inch iron pin; thence

South 8 degrees 30 minutes 30 seconds West for a distance of 197.27 feet to a set'/ inch iron pin; thence

South 8 degrees 39 minutes 28 seconds East for a distance of 63.75 feet to the **Point of Beginning.**

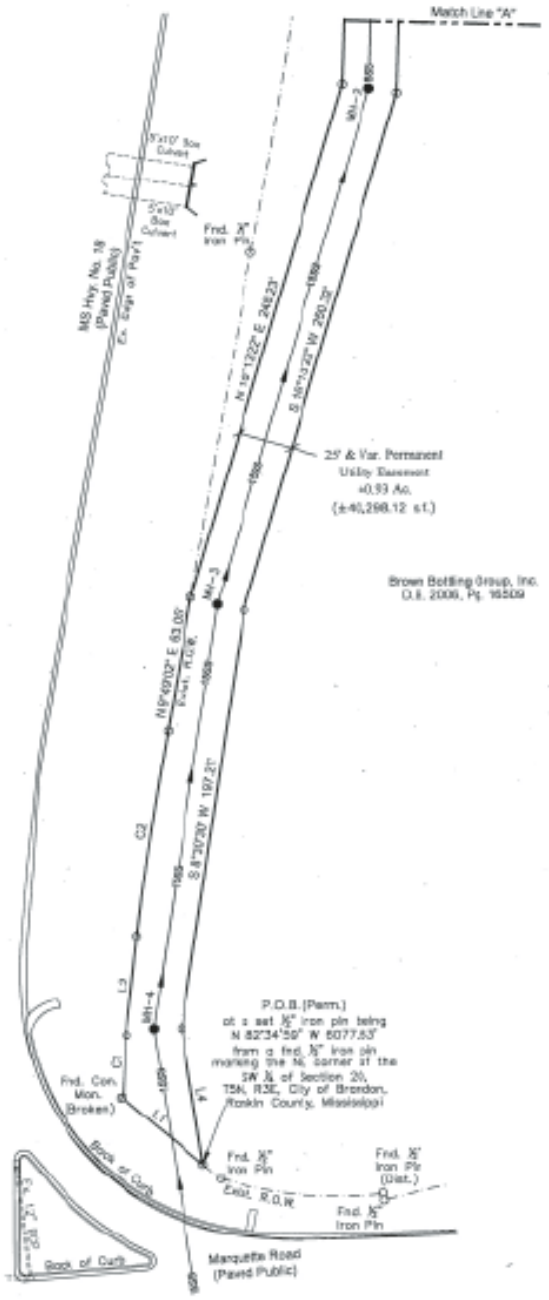
Prepared by:
Benchmark Engineering and Surveying, LLC
101 Highpointe Court, Suite B
Brandon, MS 39042

(601) 591-1077 Office
(601) 591-0711 Fax
Email: mlovebenchmarkms.net

PLAT OF SURVEY - BROWN BOTTLING GROUP, INC.

25' & VAR. WIDTH UTILITY EASEMENT

SITUATED IN SECTION 19, T5N, R3E,
CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI



Line Table		
Line	Bearing	Distance
L1	N 49°55'24" W	48.49'
L2	N 81°21'57" E	48.58'
L3	N 86°18'40" E	25.00'
L4	S 8°39'28" E	53.75'

Curve Table						
Curve	Delta	Length	Radius	Tangent	Chord	Ch. Bearing
C1	1°26'14"	28.99'	1240.66'	14.49'	28.99'	N 3°53'10" E
C2	3°24'34"	98.89'	1662.49'	49.32'	98.59'	N 8°37'55" E

I certify that the information on this plat is thorough and accurate to the best of my knowledge.

MICHAEL RAY LOVE
REGISTERED PROFESSIONAL
LAND SURVEYOR
MPLS 2783
STATE OF MISSISSIPPI

NORTH

SCALE: 1"= 80'

DATE OF FIELD SURVEY: 7-30-25

ALL CORNERS SET WITH 1/2" x 18" IRON PIN

DEED BOOK 2008, PAGE 16509

GEODETIC NORTH, BASED ON GPS OBSERVATIONS

CLASSIFICATION:
THIS SURVEY MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR SURVEYING IN MISSISSIPPI FOR CLASS B SURVEYS AS ADOPTED BY THE MISSISSIPPI BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND SURVEYORS.

THIS PROPERTY MAY BE SUBJECT TO RECORDED, UNRECORDED, OR MISINDEXED INSTRUMENTS WHICH WOULD BE DISCLOSED BY A TITLE EXAMINATION OF SAID PROPERTY.

Sheet 1 of 3

DATE:	7/31/25	DWG. NO:	11397_Brown
DRAWN:	RTS	PROJ. NO:	B-11397
CHECKED:	MRL	CREW:	AUSTIN

REVISED:

DWG PATH: P:\PROJECTS\B-11397\...Drawings\11397_Brown.DWG

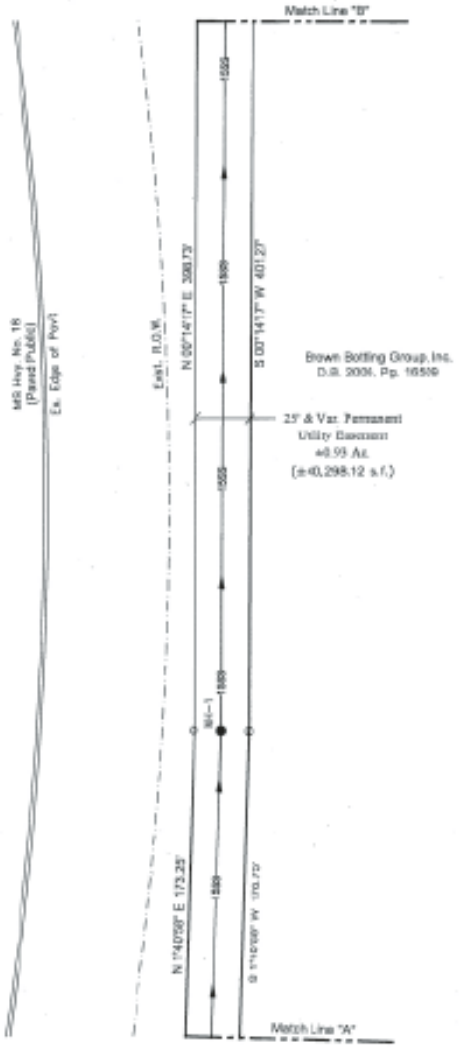
BENCHMARK
ENGINEERING & SURVEYING, LLC
CIVIL ♦ STRUCTURAL ♦ PLANNING ♦ SURVEYING ♦ UAV MAPPING
BRANDON | FLOWOOD | MADISON
EST. 2006 www.benchmarkms.net 601-617-7780

#110599874v6

PLAT OF SURVEY - BROWN BOTTLING GROUP, INC.

25' & VAR. WIDTH UTILITY EASEMENT

SITUATED IN SECTION 19, T5N, R3E,
CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI



Line Table		
Line	Bearing	Distance
L1	N 49°15'24" W	48.49'
L2	N 5°-20'57" E	48.56'
L3	N 86°18'40" E	25.00'
L4	S 8°39'28" E	53.75'

Curve Table						
Curve	Delta	Length	Radius	Tangent	Chord	Ch. Bearing
C1	1°25'14"	28.99'	1240.85'	14.45'	28.99'	N 3°53'10" E
C2	3°24'34"	98.60'	1623.49'	49.32'	98.59'	N 8°37'03" E

I certify that the information on this plat is thorough and accurate to the best of my knowledge.

MICHAEL RAY LOVE
REGISTERED PROFESSIONAL
LAND SURVEYOR
PLS 2183
STATE OF MISSISSIPPI

NORTH

SCALE: 1"= 40'

DATE OF FIELD SURVEY: 7-30-25

ALL CORNERS SET WITH 1/2" x 18" IRON PIN

DEED BOOK 2009, PAGE 16509

GEODETIC NORTH, BASED ON GPS OBSERVATIONS

CLASSIFICATION:
THIS SURVEY MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR SURVEYING IN MISSISSIPPI FOR CLASS B SURVEYS AS ADOPTED BY THE MISSISSIPPI BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND SURVEYORS.

THIS PROPERTY MAY BE SUBJECT TO RECORDED, UNRECORDED, OR MISINDEXED INSTRUMENTS WHICH WOULD BE DISCLOSED BY A TITLE EXAMINATION OF SAID PROPERTY.

DATE:	7/31/25	DWG. NO:	11397_Brown
DRAWN:	RTS	PROJ. NO:	B-11397
CHECKED:	MRL	CREW:	AUSTIN

REVISED:

DWG PATH: F:\PROJECTS\B-11397_Drawings\11397_Brown.DWG

BENCHMARK
ENGINEERING & SURVEYING, LLC
CIVIL ◆ STRUCTURAL ◆ PLANNING ◆ SURVEYING ◆ UAV MAPPING
BRANDON | FLOWOOD | MADISON
EST. 2006
www.benchmarkms.net | 601-427-7782

PLAT OF SURVEY - BROWN BOTTLING GROUP, INC.

25' & VAR. WIDTH UTILITY EASEMENT

SITUATED IN SECTION 19, T5N, R3E,

CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI

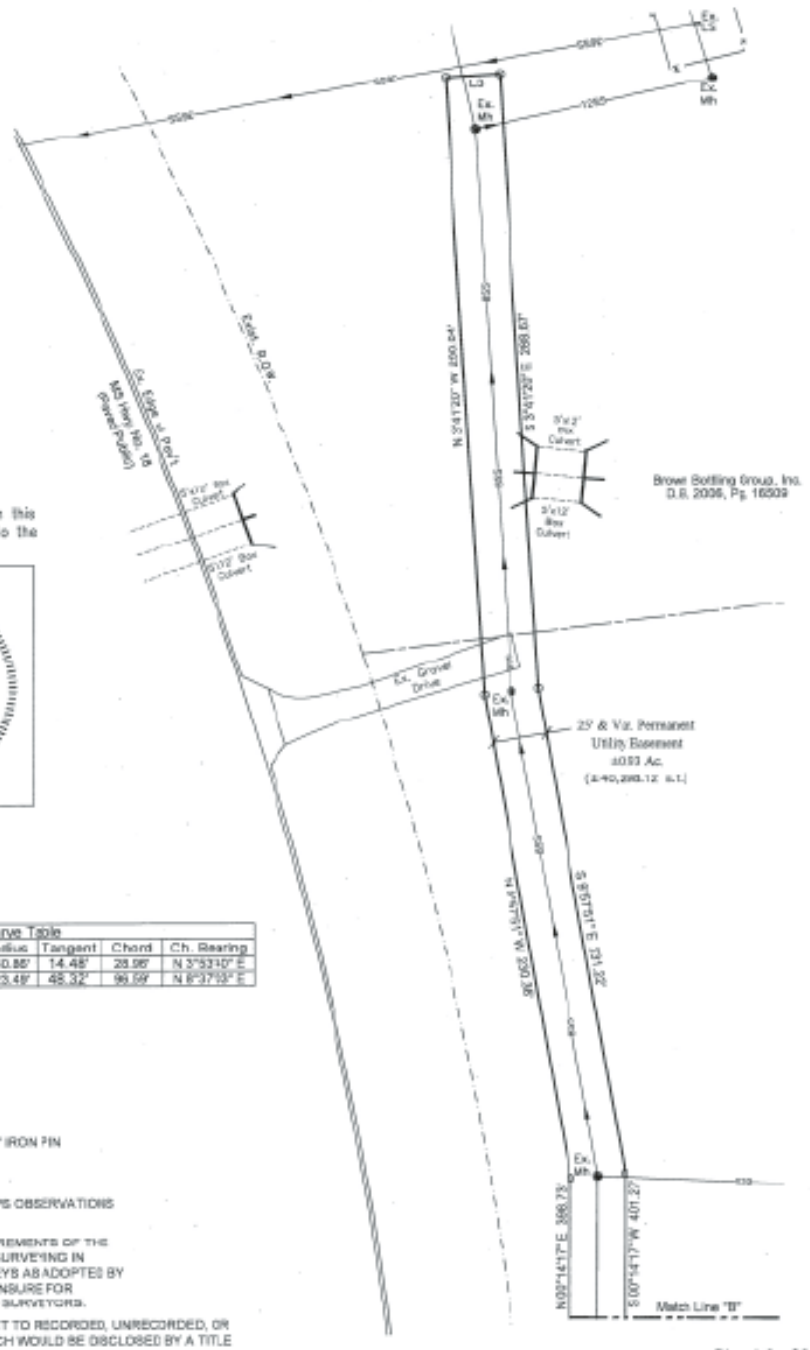
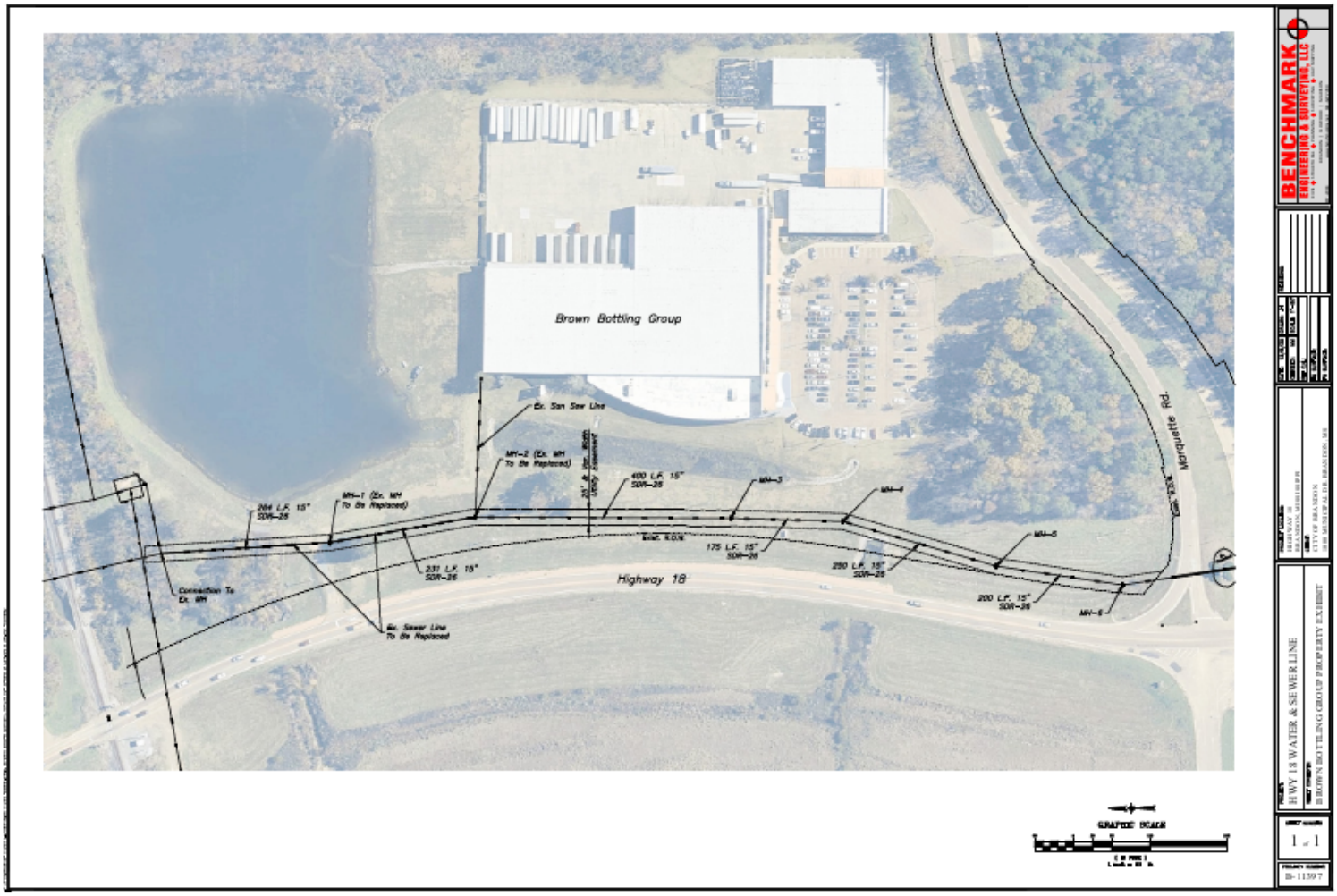

Ex. Mh
Ex. Mh
Ex. Mh

EXHIBIT “B”


Brown Bottling Group
Highway 18
Highpointe Rd.
Ex. San Sew Line
MH-1 (Ex. MH To Be Replaced)
MH-2 (Ex. MH To Be Replaced)
MH-3
MH-4
MH-5
MH-6
284 L.F. 15" SDR-26
400 L.F. 15" SDR-26
175 L.F. 15" SDR-26
250 L.F. 15" SDR-26
200 L.F. 15" SDR-26
237 L.F. 15" SDR-26
Connection To Ex. MH
Ex. Sewer Line To Be Replaced
GRAPHIC SCALE
BENCHMARK
ENGINEERING & SURVEYING, LLC
HWY 18 WATER & SEWER LINE
BROWN BOTTLING GROUP PROPERTY EXHIBIT
1 of 1
B-11397

Prepared by and Return to:

Baker Law Firm, P.C.
P.O. Box 947
Brandon, MS 39042
601-824-7455

INDEX: SECTION 19 AND SECTION 20, T5N, R3E, CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI

STATE OF MISSISSIPPI
COUNTY OF RANKIN

CITY OF BRANDON
PERPETUAL AND PERMANENT SEWER UTILITY EASEMENTS

For and in consideration of the sum of Ten Dollars ($10.00) cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned,

Rankin First, a/k/a Rankin First Economic Development Authority
f/k/a Rankin County Economic Development District
101 Service Drive
Brandon, MS 39042
601-825-5335

hereinafter referred to as Grantor, does hereby sell, give, convey, and release unto the

City of Brandon, Mississippi
1000 Municipal Drive
Brandon, MS 39042
601-825-5021

hereinafter referred to as Grantee, a perpetual and permanent sewer utility easements with the right to erect, construct, install, lay, use, operate, inspect, repair, maintain, alter, clean, replace and remove sewer pipes, lines, facilities, manholes, basins, booster pump stations, electrical conduit, safety switches and/or all other equipment and/or appurtenances thereunto required, necessary and incident to the purposes of these easements, and in connection with the same, temporarily to place machinery and materials which may be necessary to effect the purposes of these easements upon the land of the Grantor, over, across and/or under a certain parcel of real property lying and being situated in Rankin County, Mississippi; to-wit,

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE FOR 30 FT. PERMANENT UTILITY EASEMENT

SEE EXHIBIT "B" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE FOR 30 FT. AND VARIABLE WIDTH PERMANENT UTILITY EASEMENT

For the same consideration herein-above recited, Grantor does hereby grant, bargain, sell convey and release unto Grantee a temporary construction easement described as follows:

SEE EXHIBIT "C" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE FOR 20 FT. TEMPORARY CONSTRUCTION EASEMENT

The temporary construction easement shall remain in effect for the duration of the project until the initial improvements are installed by Grantee and fully operational.

The Grantee shall be permitted to enter upon Grantor's premises for the purposes of inspections, monitoring, construction, operation and maintenance rehabilitation and replacement purposes at reasonable times.

These permanent utility easements are subject to all easements and rights-of-way of record in the office of the Chancery Clerk of Rankin County, Mississippi.

It is understood and agreed that these easements shall give and convey to the Grantee herein the right of ingress and egress upon the lands above described for the purpose of constructing, maintaining and repairing the above described system utility improvements.

It is further understood and agreed that the consideration above mentioned shall be in full settlement of all claims, grants or rights of action accrued, accruing or to accrue to the Grantor herein.

The Grantor has been fully advised of and accordingly waives any rights, if any, under the provisions of MCA Section 43-37-1 et. seq. and 42 U.S.C. Section 4601 et. seq. and 49 CFR 1.48 (cc).

The Grantee covenants that following construction of said system utility improvements it will return the surface to as near as original condition as possible.

The grant and other provisions herein described shall constitute a covenant running with the land for the benefit of the Grantee, its successors and assigns.

WITNESS THE SIGNATURE OF THE UNDERSIGNED, this the 16 day of December, 2025.

Rankin First, a/k/a Rankin First Economic Development Authority f/k/a Rankin County Economic Development District, Grantor

By: Noel Daniels, President

Attest:

Executive Director

STATE OF MISSISSIPPI
COUNTY OF RANKIN

PERSONALLY appeared before me, the undersigned authority in and for the jurisdiction aforcsaid, the within named Noel Daniels, President of Rankin First, a/k/a Rankin First Economic Development Authority f/k/a Rankin County Economic Development District, who acknowledged to me that for and on behalf of said entity, he signed and delivered the above and foregoing instrument of writing on the day and year therein mentioned, after first being authorized so to do.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 16th day of December, 2025.

(seal)

STATE OF MISSISSIPPI
DEBBIE GRAY
ID No
15781
NOTARY PUBLIC
Comm Expires
August 10, 2028
RANKIN COUNTY

NOTARY PUBLIC

Description
For
Rankin First Economic Development District Property
30' Permanent Utility Easement

A tract or parcel of land containing **0.25 acres**, more or less, lying and being situated in Section 20, Township 5 North, Range 3 East, City of Brandon, Rankin County Mississippi and being more particularly described by metes and bounds as follows:

Commencing at a found ½ iron pin marking the Northeast corner of the Southwest ¼ of Section 20, Township 5 North, Range 3 East; run thence

South 54 degrees 37 minutes 36 seconds West for a distance of 3,231.36 feet to a found ½ inch iron pin marking the Southeast corner of the Rankin County Economic Development District property as recorded in Deed Book 588, Page 205 in the Office of the Chancery Clerk of Rankin County and the **Point of Beginning** of the herein described easement; thence

North 00 degrees 21 minutes 33 seconds West along the East line of said Rankin County Economic Development District property for a distance of 30.03 feet to a set ½ inch iron pin; thence

North 87 degrees 12 minutes 32 seconds East for a distance of 363.82 feet to a set ½ inch iron pin; thence

South 2 degrees 47 minutes 28 seconds East for a distance of 30.00 feet to a set ½ inch iron pin marking the North right of way of MS Highway No. 18; thence

South 87 degrees 12 minutes 32 seconds West along said North right of way of MS Highway No. 18 for a distance of 365.09 feet to the **Point of Beginning**.

Prepared by:
Benchmark Engineering and Surveying, LLC
101 Highpointe Court, Suite B
Brandon, MS 39042

(601) 591-1077 Office
(601) 591-0711 Fax
Email: mlove@benchmarkms.net

EXHIBIT "A"

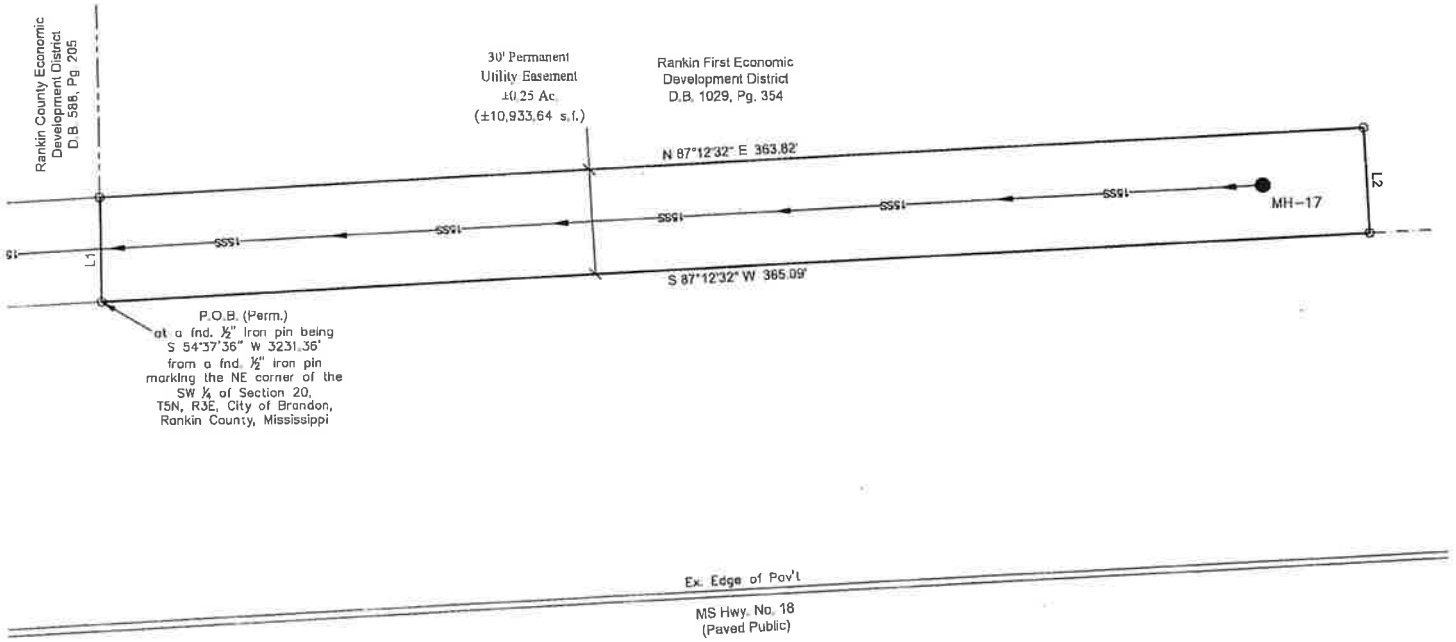
I certify that the information on this plat is thorough and accurate to the best of my knowledge.

MICHAEL RAY LOVE
REGISTERED PROFESSIONAL
LAND
SURVEYOR
PLS 2783
STATE OF MISSISSIPPI

PLAT OF SURVEY - RANKIN FIRST ECONOMIC DEVELOPMENT DISTRICT

30' UTILITY EASEMENT

SITUATED IN SECTION 20, T5N, R3E,
CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI



Line Table		
Line	Bearing	Distance
L1	N 00°21'33" W	30.03'
L2	S 2°47'28" E	30.00'

NORTH

SCALE: 1"= 40'

DATE OF FIELD SURVEY: 7-30-29

ALL CORNERS SET WITH1/2" x 18" IRON PIN

DEED BOOK 1029, PAGE 354

GEODETIC NORTH, BASED ON GPS OBSERVATIONS

CLASSIFICATION:
THIS SURVEY MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR SURVEYING IN MISSISSIPPI FOR CLASS B SURVEYS AS ADOPTED BY THE MISSISSIPPI BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND SURVEYORS

THIS PROPERTY MAY BE SUBJECT TO RECORDED, UNRECORDED, OR MISINDEXED INSTRUMENTS WHICH WOULD BE DISCLOSED BY A TITLE EXAMINATION OF SAID PROPERTY.

DATE:	7/31/25	DWG. NO:	11397_RF
DRAWN:	RTS	PROJ. NO:	B-11397
CHECKED:	MRL	CREW:	AUSTIN

REVISED:

DWG PATH: F:\PROJECTS\B-11397_Drawings\11397_RF.DWG

BENCHMARK
ENGINEERING & SURVEYING, LLC
CIVIL ♦ STRUCTURAL ♦ PLANNING ♦ SURVEYING ♦ UAV MAPPING
BRANDON | FLOWOOD | MADISON
EST. 2004 www.benchmarkms.net 601-627-7788

Description
For
Rankin First Economic Development District Property
30' and Var. Width Permanent Utility Easement

A tract or parcel of land containing **3.39 acres**, more or less, lying and being situated in Section 19, Township 5 North, Range 3 East, City of Brandon, Rankin County Mississippi and being more particularly described by metes and bounds as follows:

Commencing at a found ½ iron pin marking the Northeast corner of the Southwest ¼ of Section 20, Township 5 North, Range 3 East; run thence

South 54 degrees 37 minutes 36 seconds West for a distance of 3,231.36 feet to a found ½ inch iron pin marking the Southwest corner of the Rankin First Economic Development District property as recorded in Deed Book 1029, Page 354 in the Office of the Chancery Clerk of Rankin County and the Northerly right of way of MS Highway No. 18 and the **Point of Beginning** of the herein described easement; thence

Continue along said Northerly right of way of MS Highway No. 18 as follows:

South 87 degrees 12 minutes 36 seconds West for a distance of 448.49 feet to a found concrete monument; thence

Northwesterly along the arc of a curve to the right for a distance of 2,349.30 feet, said curve having a radius of 2,719.82 feet, and a deflection angle of 49 degrees 29 minutes 26 seconds, chord bearing and distance, North 67 degrees 58 minutes 44 seconds West, 2276.95 feet to a found concrete monument; thence

North 50 degrees 55 minutes 36 seconds East for a distance of 46.12 feet to a found concrete monument; thence

Northwesterly along the arc of a curve to the right for a distance of 295.73 feet, said curve having a radius of 2,673.88 feet, and a deflection angle of 6 degrees 20 minutes 13 seconds, chord bearing and distance, North 40 degrees 09 minutes 23 seconds West, 295.58 feet to a set ½ inch iron pin; thence

Northwesterly along the arc of a curve to the right for a distance of 377.06 feet, said curve having a radius of 2,671.68 feet, and a deflection angle of 8 degrees 05 minutes 11 seconds, chord bearing and distance, North 32 degrees 56 minutes 32 seconds West, 376.75 feet to a found concrete monument; thence

North 26 degrees 44 minutes 18 seconds West for a distance of 957.48 feet to a found concrete monument (broken); thence

North 17 degrees 46 minutes 45 seconds West for a distance of 166.49 feet to a set ½ inch iron pin marking the South right of way of Marquette Road; thence

Leaving said Northerly right of way of MS Highway No. 18; thence

EXHIBIT
"B"

North 30 degrees 57 minutes 51 seconds East along said South right of way of Marquette Road for a distance of 53.80 feet to a set ½ inch iron pin; thence

North 86 degrees 01 minutes 51 seconds East along said South right of way of Marquette Road for a distance of 12.11 feet to a set ½ inch iron pin; thence

South 8 degrees 38 minutes 16 seconds East for a distance of 139.74 feet to a set ½ inch iron pin; thence

South 17 degrees 46 minutes 45 seconds East for a distance of 58.76 feet to a set ½ inch iron pin; thence

South 26 degrees 44 minutes 18 seconds East for a distance of 954.56 feet to a set ½ inch iron pin; thence

Southeasterly along the arc of a curve to the left for a distance of 372.27 feet, said curve having a radius of 2,641.67 feet, and a deflection angle of 8 degrees 04 minutes 27 seconds, chord bearing and distance, South 32 degrees 56 minutes 54 seconds East, 371.96 feet to a set ½ inch iron pin; thence

Southeasterly along the arc of a curve to the left for a distance of 324.74 feet, said curve having a radius of 2,643.88 feet, and a deflection angle of 7 degrees 02 minutes 15 seconds, chord bearing and distance, South 40 degrees 30 minutes 24 seconds East, 324.54 feet to a set ½ inch iron pin; thence

South 37 degrees 41 minutes 18 seconds East for a distance of 283.54 feet to a set ½ inch iron pin; thence

Southeasterly along the arc of a curve to the left for a distance of 2,004.80 feet, said curve having a radius of 2,689.82 feet, and a deflection angle of 42 degrees 42 minutes 15 seconds, chord bearing and distance, South 71 degrees 22 minutes 19 seconds East, 1958.71 feet to a set ½ inch iron pin; thence

North 87 degrees 12 minutes 36 seconds East for a distance of 449.74 feet to a set ½ inch iron pin marking the West line of said Rankin First Economic Development District property; thence

South 00 degrees 21 minutes 33 seconds East along said West line of Rankin First Economic Development District property for a distance of 30.03 feet to the **Point of Beginning**.

Prepared by:
Benchmark Engineering and Surveying, LLC
101 Highpointe Court, Suite B
Brandon, MS 39042

(601) 591-1077 Office
(601) 591-0711 Fax
Email: mlove@benchmarkms.net

Description
For
Rankin First Economic Development District Property
20' Temporary Construction Easement

A tract or parcel of land containing **0.46 acres**, more or less, lying and being situated in Section 19, Township 5 North, Range 3 East, City of Brandon, Rankin County Mississippi and being more particularly described by metes and bounds as follows:

Commencing at a found ½ iron pin marking the Northeast corner of the Southwest ¼ of Section 20, Township 5 North, Range 3 East; run thence

South 78 degrees 48 minutes 02 seconds West for a distance of 5,212.95 feet to a found ½ inch iron pin marking the **Point of Beginning** of the herein described easement; thence

Northwesterly along the arc of a curve to the right for a distance of 324.74 feet, said curve having a radius of 2,643.88 feet, and a deflection angle of 7 degrees 02 minutes 15 seconds, chord bearing and distance, North 40 degrees 30 minutes 24 seconds West, 324.54 feet to a set ½ inch iron pin; thence

Northwesterly along the arc of a curve to the right for a distance of 372.27 feet, said curve having a radius of 2,641.67 feet, and a deflection angle of 8 degrees 04 minutes 27 seconds, chord bearing and distance, North 32 degrees 56 minutes 54 seconds West, 371.96 feet to a set ½ inch iron pin; thence

North 26 degrees 44 minutes 18 seconds West for a distance of 300.89 feet to a set ½ inch iron pin; thence

North 63 degrees 15 minutes 42 seconds East for a distance of 20.00 feet to a set ½ inch iron pin; thence

South 26 degrees 44 minutes 18 seconds East for a distance of 300.51 feet to a set ½ inch iron pin; thence

Southeasterly along the arc of a curve to the left for a distance of 369.07 feet, said curve having a radius of 2,621.67 feet, and a deflection angle of 8 degrees 03 minutes 57 seconds, chord bearing and distance, South 32 degrees 57 minutes 09 seconds East, 368.76 feet to a set ½ inch iron pin; thence

Southeasterly along the arc of a curve to the left for a distance of 322.29 feet, said curve having a radius of 2,623.87 feet, and a deflection angle of 7 degrees 02 minutes 15 seconds, chord bearing and distance, South 40 degrees 30 minutes 24 seconds East, 322.08 feet to a set ½ inch iron pin; thence

South 45 degrees 58 minutes 28 seconds West for a distance of 20.00 feet to the **Point of Beginning**.

Prepared by:
Benchmark Engineering and Surveying, LLC
101 Highpointe Court, Suite B
Brandon, MS 39042

(601) 591-1077 Office
(601) 591-0711 Fax
Email: mlove@benchmarkms.net

EXHIBIT "C"

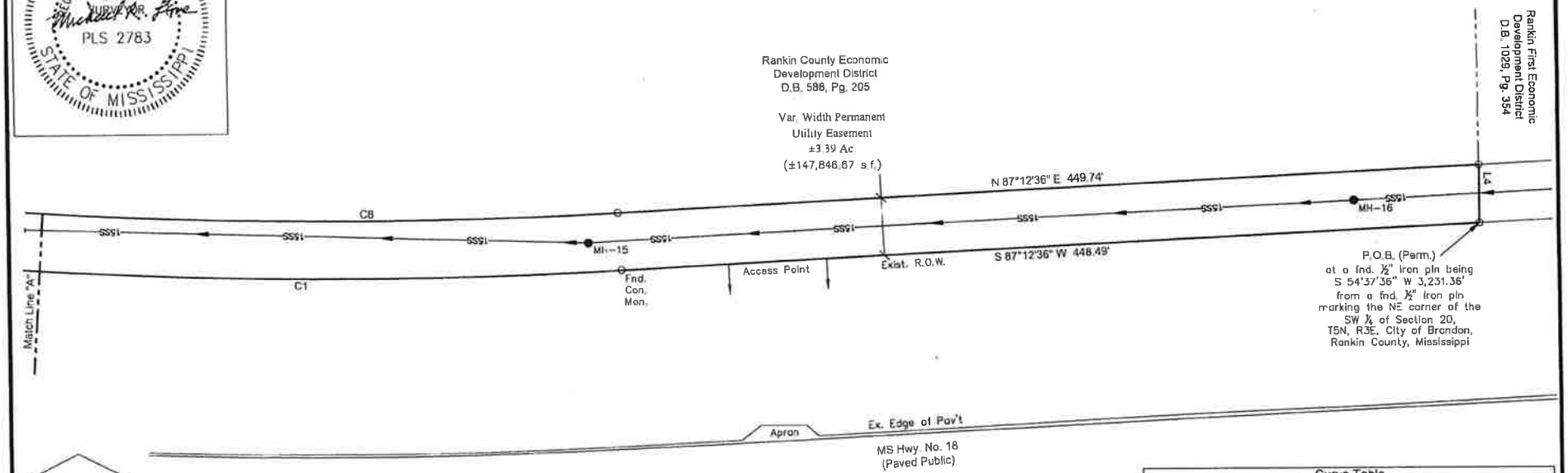
I certify that the information on this plat is thorough and accurate to the best of my knowledge.

MICHAEL RAY LOVE
REGISTERED PROFESSIONAL
LAND
SURVEYOR
PLS 2783
STATE OF MISSISSIPPI

PLAT OF SURVEY - RANKIN COUNTY ECONOMIC DEVELOPMENT DISTRICT

30' & VAR. WIDTH UTILITY EASEMENT

SITUATED IN SECTION 19, T5N, R3E,
CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI



NORTH

SCALE: 1"= 60'

DATE OF FIELD SURVEY: 7-30-25

ALL CORNERS SET WITH1/2" x 18" IRON PIN

DEED BOOK 588, PAGE 205

GEODETIC NORTH, BASED ON GPS OBSERVATIONS

CLASSIFICATION:
THIS SURVEY MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR SURVEYING IN MISSISSIPPI FOR CLASS B SURVEYS AS ADOPTED BY THE MISSISSIPPI BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND SURVEYORS.

THIS PROPERTY MAY BE SUBJECT TO RECORDED, UNRECORDED, OR MISINDEXED INSTRUMENTS WHICH WOULD BE DISCLOSED BY A TITLE EXAMINATION OF SAID PROPERTY.

Line Table

Line	Bearing	Distance
L1	N 50°55'36" E	46.12'
L2	N 30°57'51" E	53.80'
L3	N 86°01'51" E	12.11'
L4	S 00°21'33" E	30.03'
L5	N 63°15'42" E	20.00'
L6	S 45°58'28" W	20.00'

Curve Table

Curve	Delta	Length	Radius	Tangent	Chord	Ch. Bearing
C1	49°29'26"	2349.30'	2719.82'	1253.58'	2276.95'	N 67°58'44" W
C2	6°20'13"	295.73'	2673.68'	148.02'	295.58'	N 40°09'23" W
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DATE:	7/31/25	DWG. NO:	11397_RS
DRAWN:	RTS	PROJ. NO:	B-11397
CHECKED:	MRL	CREW:	AUSTIN

REVISED:

DWG PATH: F:\PROJECTS\B-11397_Drawings\11397_RS.DWG

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PLAT OF SURVEY - RANKIN COUNTY ECONOMIC DEVELOPMENT DISTRICT

30' & VAR. WIDTH UTILITY EASEMENT

SITUATED IN SECTION 19, T5N, R3E,
CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI

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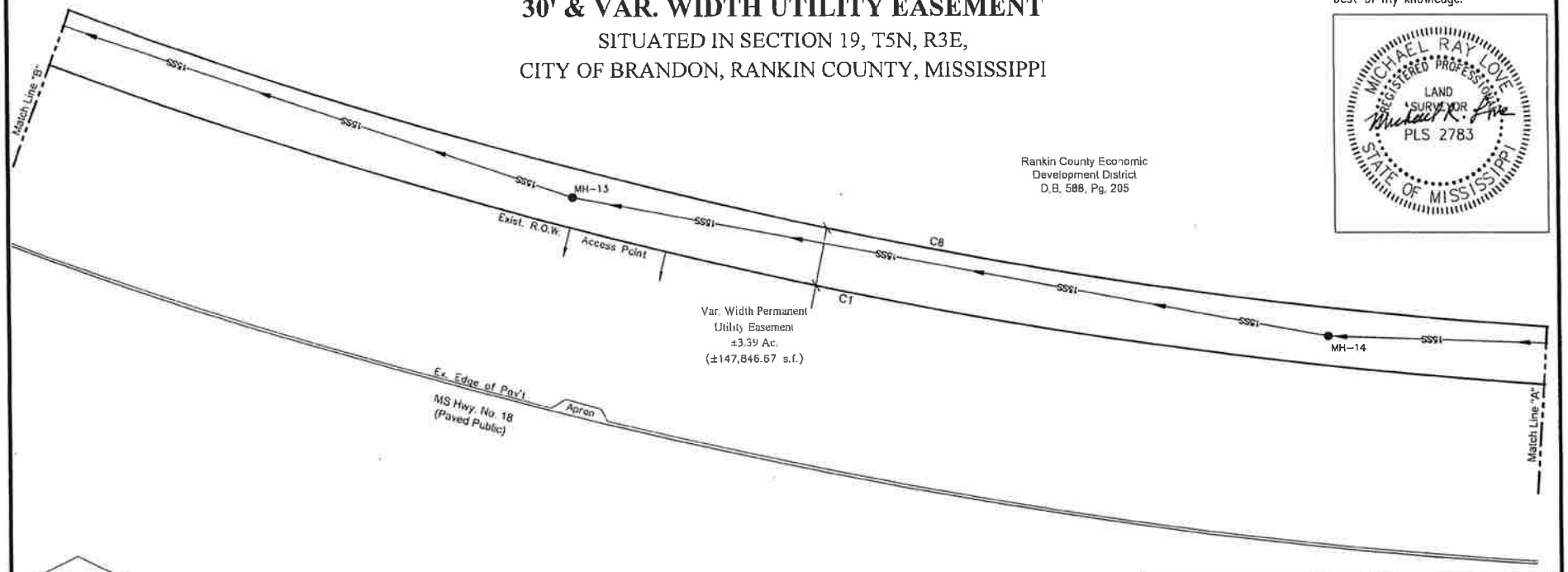
MICHAEL RAY LOVE
REGISTERED PROFESSIONAL
LAND
SURVEYOR
PLS 2783
STATE OF MISSISSIPPI



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SCALE: 1"= 60'

DATE OF FIELD SURVEY: 7-30-25

ALL CORNERS SET WITH1/2" x 18" IRON PIN

DEED BOOK 588, PAGE 205

GEODETIC NORTH, BASED ON GPS OBSERVATIONS

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PLAT OF SURVEY - RANKIN COUNTY ECONOMIC DEVELOPMENT DISTRICT

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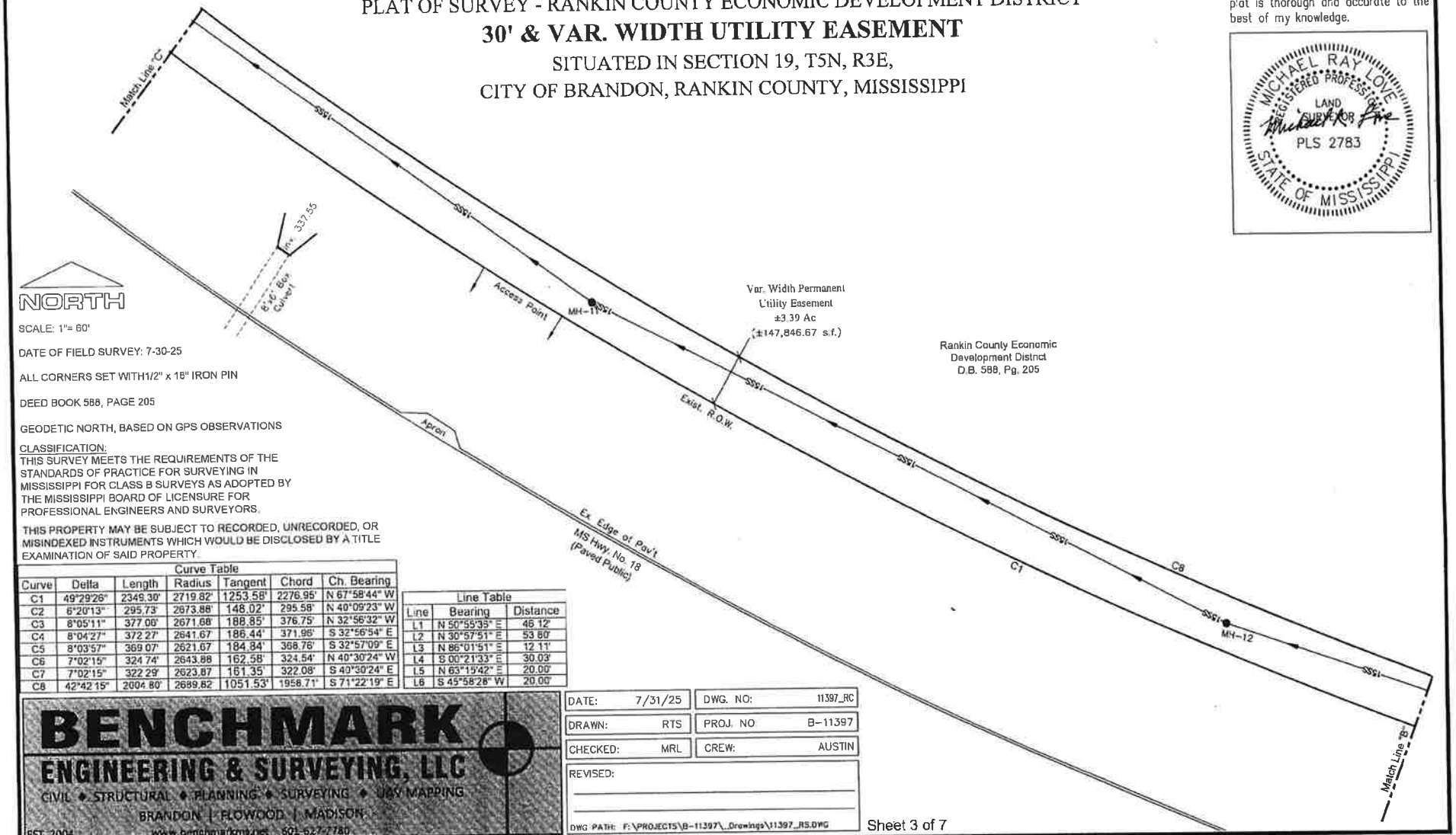

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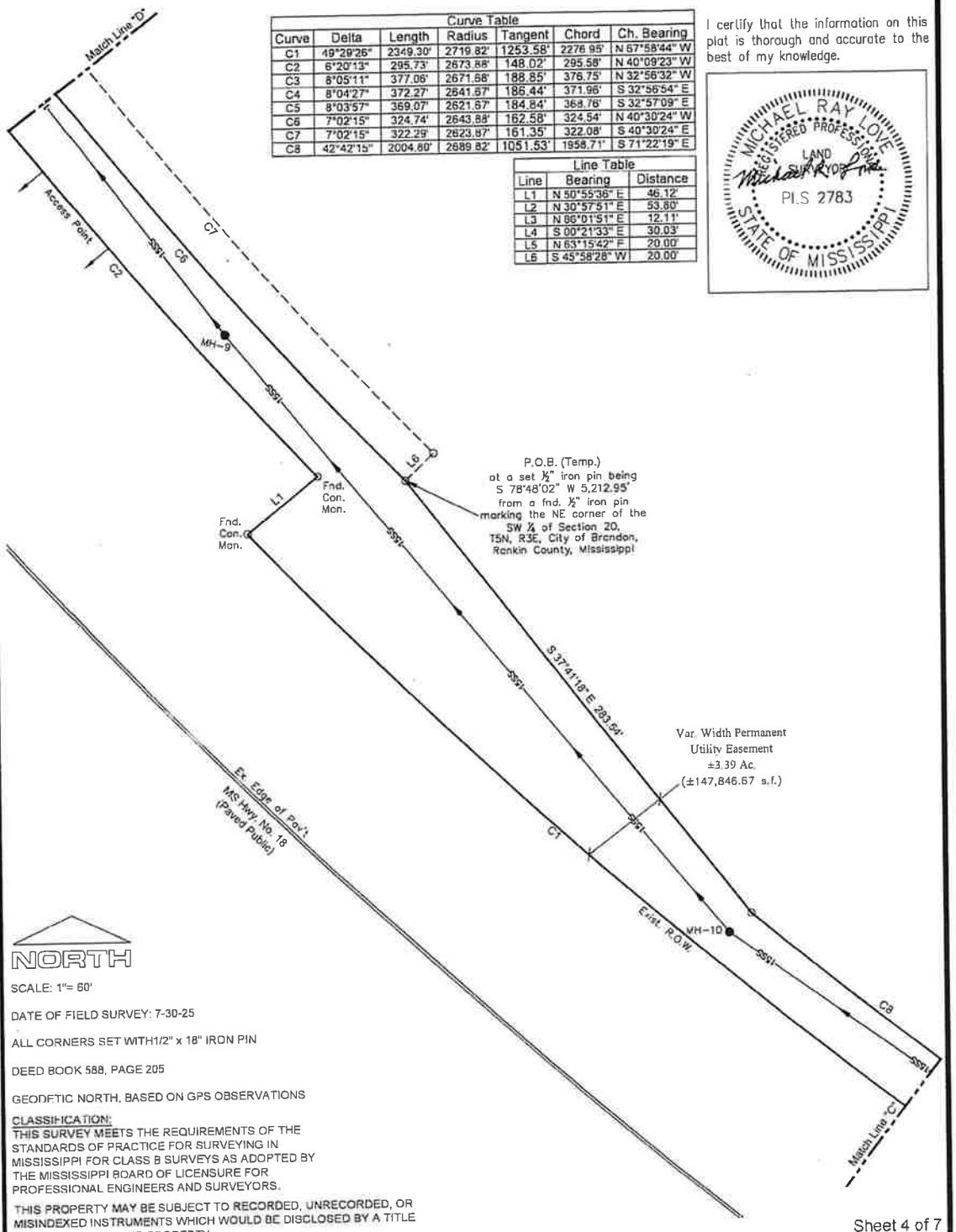
P.L.S. 2783
STATE OF MISSISSIPPI



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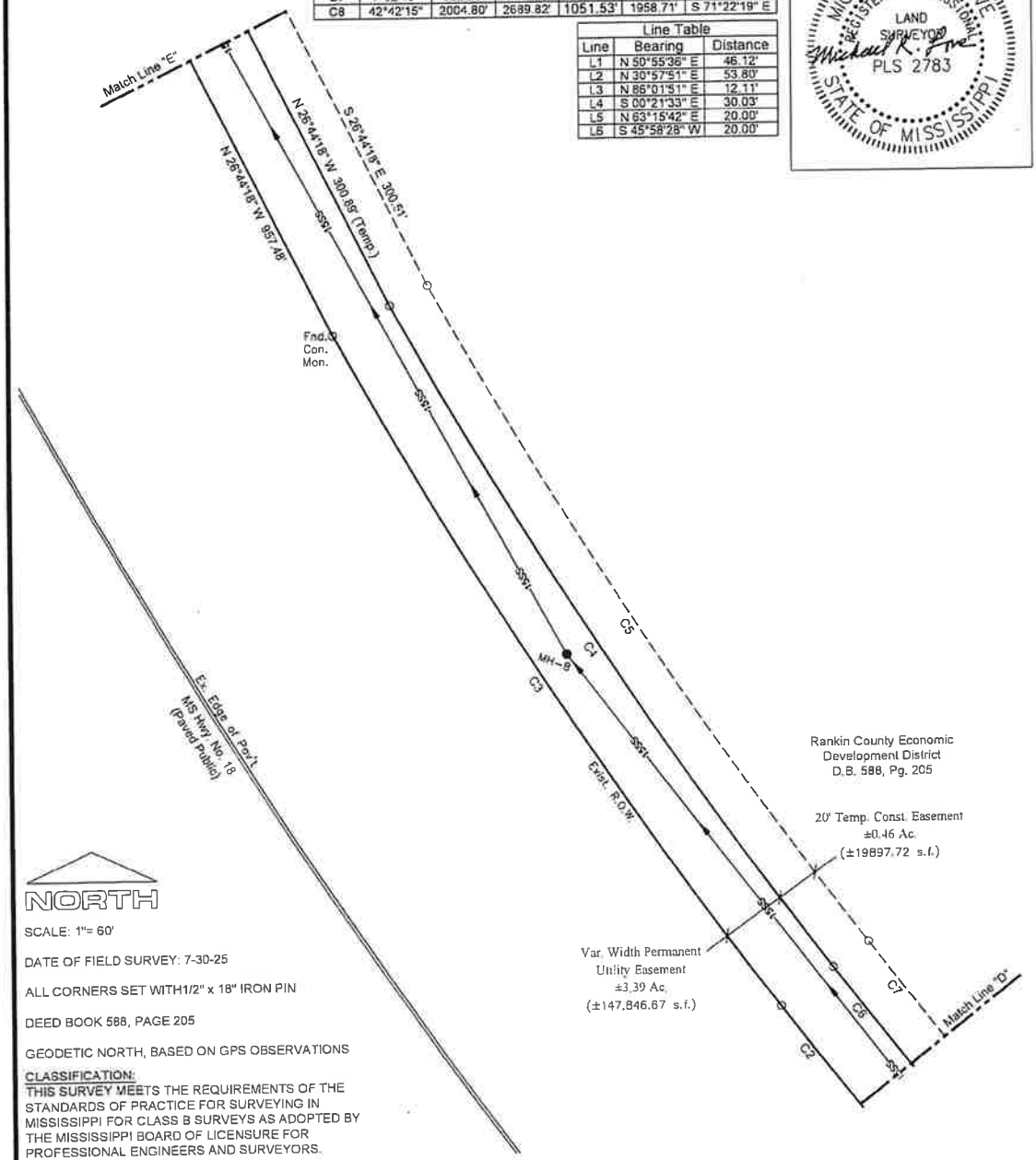

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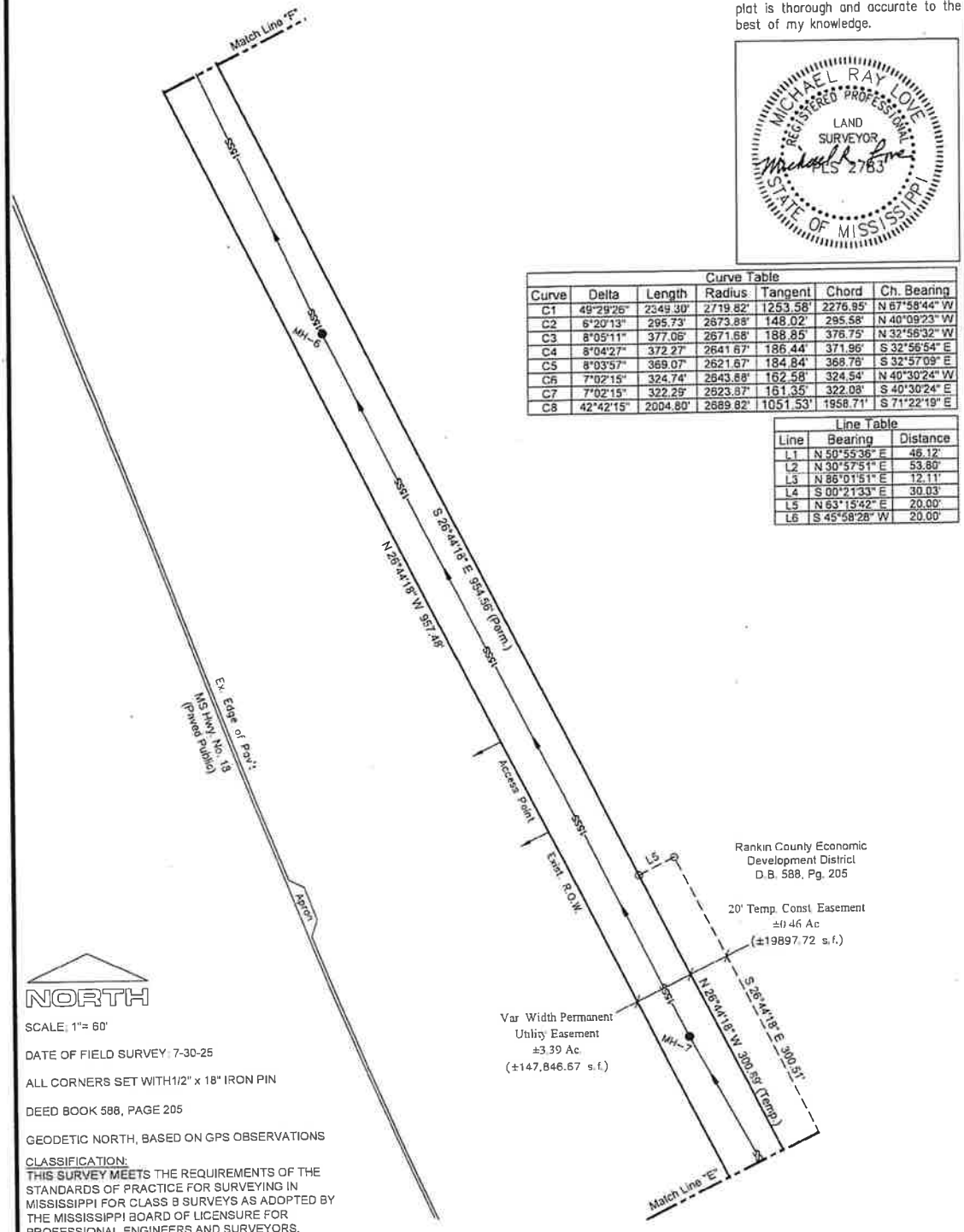

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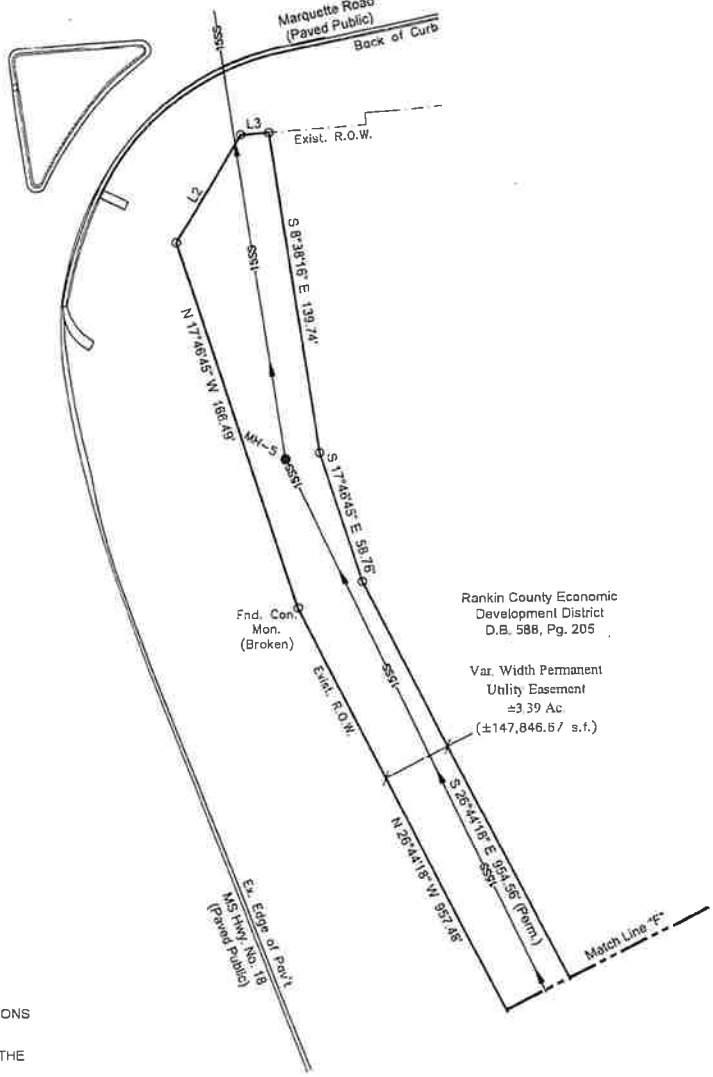

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BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: MARY ANN HESS

DATE: 12/22/2025

SUBJECT: CONSIDERATION TO APPROVE THE QUOTE FROM METRO BUIL

Consideration to approve the quote from Metro Building Services to pay the monthly rent for a chiller in the amount of $9,977.00. (The initial rental price for the chiller was approved at the Board meeting on 12/15/2025 in the amount of $15,873.00; however, the monthly rental fee was overlooked in the agenda item.)

ATTACHMENTS:

1. Memo_Library Chiller Monthly Rental_010626
2. Quote_1_Metro-Library Rental Chiller
3. Quote_2_Maintenance Services Inc-Library Chiller Rental

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: MARY ANN HESS, CITY CLEARK

JODY COMPTON, FACILITIES MANAGER

BOARD AGENDA: JANUARY 6, 2026

SUBJECT: **LIBRARY PORTABLE CHILLER MONTHLY RENTAL**

Asking for your consideration to approve the quote from Metro Building Services to rent a chiller while the existing one is being replaced. The initial payment includes the first 30-day rental, installation/setup of chiller and product removal when the final rental period is over.

We received an additional quote and recommend Metro Building Services as the lowest and best quote. This quote was Board Approved December 15th; however, the monthly rental was overlooked and not added to the agenda. The monthly rental is estimated to be between 4 and 7 months. Please authorize the mayor to execute all related documents and amend the budget accordingly.

- The initial rental price for the 70-ton chiller $15,873.00 GL Code: 001-350-640
- Each additional month, billed separately, is $9,977.00 GL Code: 001-350-640

An additional quote was received from:

Maintenance Services, Inc. Initial price for chiller $16,682.00

Each additional month is $10,672.00

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

ATTACHMENTS

- Metro Service Quote
- Maintenance Services, Inc Quote

METRO BUILDING SERVICES
A FIDELITY COMPANY

City of Brandon

Proposed Project Agreement

Date:
12/05/2025

Proposal Number:
CB120525-7066

Prepared for:
City of Brandon Public Library
1475 West Government Street
Brandon, MS 39042

Prepared by:
Colby Blount
601-398-2475

PROJECT PROPOSAL

Company
Metro Building Service
1385 Industrial Drive
Bolton, MS 39041
Ph: 601-398-2475

Proposal Date: 10/21/2025
Proposal Number: *********
Agreement Number:
Contractor License:

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

Agreement Location
Brandon Public Library
1475 West Government Street
Brandon, MS 39042

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

Provide a 70-Ton Rental Chiller.

OUR PROPOSED SCOPE OF WORK INCLUDES:

- **Lock out/tag out electrical.**
- **Disconnect water piping from chiller to shut off valves on roof.**
- **Disconnect power to existing chiller.**
- **Provide 70-Ton Chiller.**
- **Provide power and water piping to existing disconnect box and shut off valves on roof.**
- **Start up rental Chiller and verify proper operation.**
- **Clean all work areas.**

WARRANTY: Our warranty on work performed is one (1) year, parts and labor.

YOUR INVESTMENT FOR THIS SCOPE OF WORK .....**$ 15,873.00** (Excluding Tax)

Each additional Month of Rental will be billed separately in the amount of **$ 9,977.00** (Excluding Tax)

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

Contractor

Colby Blount
Signature (Authorized Representative)

Colby Blount
Name (Print/ Type)

601-398-2475
Phone

** CB-

Customer

Signature (Authorized Representative)

Name (Print/ Type)

Title

Date	Proposal #	Date	PO#

Exclusions

- All Engineering and drawings, to include Coordinated Drawings
- BIM coordination and clash detection of other trades
- Building Permits
- Davis Bacon Wage Act
- Bond
- Liquidated damages
- Overtime/night work or phasing of work
- Any repair work to existing systems or equipment
- Repairs or replacement parts for existing to remain or relocated equipment
- Expedited shipping unless noted in scope of work
- Any cost or delays associated with COVID-19
- Duct cleaning of existing and new
- Abatement
- Hazardous Material remediation
- Demolition is cut, cap, make safe only
- Dumpsters, palletizing, and disposal
- Fire protection
- Lighting controls
- Roofing- pitch pockets and equipment curbs
- Electrical disconnects & motor starters for HVAC equipment unless shown on the mechanical equipment schedule
- Installing or mounting VFD's
- Core drilling, saw cutting, and slab scanning
- GPR or X-Ray
- Supply and install smoke detectors
- Any fire/smoke dampers not shown on the drawings
- Cutting, patching, painting
- Architectural access panels
- IAQ Testing and Leeds
- Hiring 3rd party commissioning agent
- Leak test or pressure test ductwork
- Seal, insulate or repairs to existing ductwork
- 2lb density duct liner
- Security bars
- All lintels for HVAC & Plumbing openings
- Plumbing work of any kind unless noted in the scope of work
- Rigging, if required to install rooftop equipment
- Temporary heating and cooling units
- Temporary fans for positive and negative pressurization
- Kitchen equipment-including dishwashers, refrigerators, ice makers, coffee makers
- Water meters
- 120 volt and up power
- Any work not indicated in the project documents

Project Agreement Terms and Conditions

Throughout this Agreement:

City of Brandon shall be known as the Customer.

Metro Building Service shall be known as the Contractor.

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

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

All reasonable efforts shall be extended in performing the Work as requested by the Customer, but the Contractor shall not be liable for any losses, liquidated damages or consequential damages that arise out of delays, misuse by the Customer, or the Customer's agents or employees. The Customer acknowledges that, to the extent the Work requires the Contractor to order materials and/or equipment from its suppliers and vendors, any lead times communicated to the Customer or included in the Agreement are estimates only based upon information provided by such suppliers and vendors, and such estimates are outside the reasonable control of the Contractor. The Contractor agrees to use its reasonable efforts to obtain materials and equipment consistent with such estimated lead times; however, to the extent any deliveries occur beyond such estimated lead times, the Contractor: (1) will communicate such delays within three (3) days of when the Contractor discovers such delay; (2) shall be entitled to an extension of time to perform its Work; and (3) shall not be liable for any liquidated damages associated with such delays in delivery.

The Customer agrees to pay the Contractor the price set forth in the Agreement (the "Price"). Payment terms shall be in accordance with Miss. Code Ann. § 31-7-305(3). No invoice shall be considered past due or late until the forty-fifth (45th) day after receipt by the City. The Price does not include any costs associated with using any invoicing software, portals or services required by the Customer or of any requirement by the Customer for the Contractor to procure additional insurance or higher limits of insurance than are typically carried by the Contractor. To the extent there are any costs incurred by the Contractor to comply with any such requirements, the Customer agrees to reimburse the Contractor for such additional costs. The Customer will be responsible for any price increases that the Contractor incurs as a result of any tariffs imposed on the equipment and materials reflected in its scope of work, including any tariffs on any component parts of the equipment and materials. In the even the Contractor incurs any such tariff-related price increase, the Customer will issue a change order to the Contractor to adjust the contract price to reflect the tariff-related price increase.

The Customer further agrees to pay finance charges of 1½% per month for invoices not paid within thirty (30) days of the Customer's receipt of such invoice. The Contractor may stop work only after providing the City with seven (7) days written notice of any payment dispute and an opportunity to cure, and only if the City fails to respond or dispute the charges in good faith; and (2. The City shall not be responsible for any attorney's fees of Contractor. Each party shall be responsible for its own defense against all claims, liabilities, losses and expenses, including reasonable costs, collection expenses and attorney's fees, which may arise because of the negligence, misconduct or other fault of its agents or employees in the performance of its obligations under this agreement This contract is governed by and interpreted under the laws of the State of Mississippi without reference to conflicts of laws provisions. Jurisdiction and venue are proper solely and exclusively in State Courts of Rankin County, Mississippi.

If, during the performance of the Agreement, the Work is damaged as a result of the acts or omissions of the Customer, of the Customer's other contractors and/or subcontractors, and/or any other third parties, the Customer shall be responsible for reimbursing

the Contractor for reasonable charges associated with the repair and/or replacement of the Work. Contractor agrees to defend, indemnify, and hold harmless the City, and its respective officers, directors, employees, and subsidiaries, from and against any and all losses and liabilities, penalties, fines, forfeitures, demands, claims, causes of action and suits, and costs and expenses incidental thereto, including cost of defense and attorney's fees, that any or all of them hereafter may incur, be responsible for, or pay, as a result of injury, death, disease, or occupational disease, to any person, and for damage (including loss of use) to or loss of any property, including property of the City, but only to the extent arising out of, caused by or resulting from the performance of the services under this Contract. In no event shall this indemnification obligation be construed to cover any claim or damage caused by or resulting from the intentional acts or negligence of the City, its employees, agents, and invitees. The indemnification obligation under this article shall not be limited by the existence of any insurance policy or by any limitation on the amount or type of damages, compensation, or benefits payable by or for Contractor and any subcontractor and shall survive the termination of this Contract for any reason. In the event the Customer requires the Contractor to enter into a separate written contract, and such document requires the Contractor to hold harmless, indemnify, and/or defend the Customer and/or third parties, any such requirement shall be limited to the extent of the Contractor's negligence, and the Contractor shall have no obligation to hold harmless, indemnify or defend the Customer and/or third parties for the negligence of the Customer and third parties.

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

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

Maintenance Services, Inc.
PO Box 180593
Jackson, MS 39218
+16012594672
maintenanceservices180@gmail.com

Estimate

ADDRESS
City of Brandon
PO Box 1539
Brandon, MS 39043

SHIP TO
City of Brandon
Library Chiller
Brandon, MS 39043

ESTIMATE # 1257
DATE 12/05/2025
EXPIRATION DATE 12/31/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/05/2025	**Sales**	Brandon Public Library - rental chiller set up and one month rental. Shut down and disconnect the existing Trane chiller. Furnish one temporary chiller, wiring and hoses. Connect to existing chill water and electrical. Prepare to start up the chiller. Start up the chiller and check it's operation.	1	16,682.00	16,682.00
12/05/2025	**Sales**	Monthly rental chiller charge will be $10,672.00 each month	1	0.00	0.00

SUBTOTAL	16,682.00
TAX	0.00
TOTAL	**$16,682.00**

Accepted By

Accepted Date

12/05/2025 Mike Stocker

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: MARY ANN HESS

DATE: 12/30/2025

SUBJECT: EMPLOYEE FLOWER FUND

Consideration to increase a voluntary deduction from employee's biweekly pay from .50 cents to $1.00 for the "Employee Flower Fund" and approve the attached form to be signed by all employees.

ATTACHMENTS:

1. 13. Flower Fund

MEMORANDUM

TO: CITY OF BRANDON EMPLOYEES

FROM: MARY ANN HESS, CITY CLERK

SUBJECT: FLOWER FUND

DATE: 1/1/2026

Mississippi State Statute 19-3-40, Mississippi Code Ann. (Supp. 1994), and Section 96, Mississippi Constitution of 1890, prohibit tax monies to be utilized for purchasing flowers, potted plants or even a sympathy card to be sent to employees who are hospitalized, seriously ill, or for any reason. Therefore, an "Employee Flower Fund" was created in December 1989, to keep employees who wish to send flowers from having to reach into their pockets to cover the cost. A new proposed deduction of $1 dollar is being requested from each payroll check of those who wish to participate. Orders may be placed for a serious illness or death of an employee or their immediate family, or for the birth of a child of a City of Brandon employee.

The requests may be called in to City Hall at 601-825-5021.

Please check the appropriate line below, even if you decline to participate, and sign your name.

_____ I wish to participate and authorize $1 dollar to be payroll-deducted from my check each payroll period for the "Employee Flower Fund".

_____ I do not wish to participate in the "Employee Flower Fund".

_____

Employee Signature

_____

Date Signed

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: MARY ANN HESS

DATE: 12/16/2025

SUBJECT: NEW HIRE - DEE DEE WALKER

Request permission to hire Dee Dee Walker as Deputy Clerk effective January 12, 2026, and set salary in accordance with the memo.

ATTACHMENTS:

1. Dee Dee Walker

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: JODY COMPTON

DATE: 01/05/2026

SUBJECT: LIBRARY HVAC CHILLER

Consideration to approve the bid for the City of Brandon Library Chiller Replacement Project to Specialty Heating Services, LLC in the amount of $184,500.00.

ATTACHMENTS:

1. 24.024 Brandon Library Bid Award Recommendation
2. Library Chiller (Rebid) Bid Tab

January 5, 2026

City of Brandon, Mississippi
Attn: Mayor and Board of Aldermen
1000 Municipal Drive
Brandon, MS 39042

RE: Recommendation for Award - City of Brandon Library Chiller Replacement (Brandon, MS)

Dear Mayor and Board Members:

Engineering Resource Group (ERG) received and reviewed bids for the City of Brandon Library Chiller Replacement project. Seven (7) bids were received at the bid opening on December 30, 2025.

Bid amounts received are summarized below (lowest to highest base bid):

Bidder	Base Bid
Specialty Heating Services, LLC	$184,500.00
Fountain Construction Company, Inc.	$199,405.00
Metro Building Services, LLC	$211,050.00
Upchurch Services, LLC	$225,200.00
Universal Services, LLC	$229,000.00
Blanchard Mechanical Contractors, Inc.	$257,000.00
McLain Plumbing & Electrical Service, Inc.	$275,000.00

ERG has reviewed the bids and finds the apparent low bid to be appropriate and acceptable. Accordingly, ERG recommends that the project be awarded to Specialty Heating Services, LLC (COR No. 24448-MC) for the base bid amount of $184,500.00.

Please let us know if you have any questions or would like ERG to provide any additional information.

Sincerely,

Jason Grossi, P.E.
ENGINEERING RESOURCE GROUP, INC.
Principal

Enclosure: Certified Bid Tabulation

Certified Bid Tabulation

Project: City of Brandon Library - Chiller Replacement (Brandon, MS)
Owner: City of Brandon, Mississippi
Bid Opening: December 30, 2025

Rank	Bidder	Base Bid	COR No.	Resident Status	Bid Date (Signed)
1	Specialty Heating Services, LLC	$184,500.00	24448-MC	Resident	12/29/2025
2	Fountain Construction Company, Inc.	$199,405.00	01484-MC	Resident	12/30/2025
3	Metro Building Services, LLC	$211,050.00	25810-MC	Resident	12/30/2025
4	Upchurch Services, LLC	$225,200.00	13634-MC	Resident	12/30/2025
5	Universal Services, LLC	$229,000.00	16334-MC	Resident	12/30/2025
6	Blanchard Mechanical Contractors, Inc.	$257,000.00	06543-MC	Non-Resident	12/30/2025
7	McLain Plumbing & Electrical Service, Inc.	$275,000.00	03556-MC	Resident	12/30/2025

Low Bid: Specialty Heating Services, LLC - $184,500.00
High Bid: McLain Plumbing & Electrical Service, Inc. - $275,000.00
Spread: $90,500.00

I hereby certify that the above tabulation represents the bids received for the project listed above and that the bids are listed in order from lowest to highest base bid, as shown on the submitted bid proposal forms.

Prepared By: Jason Grossi, P.E. Date: January 5, 2026

Notes: Resident status and COR numbers are per the bidder certifications on the bid forms.

SECTION 004113 – BID PROPOSAL FORM

To: City of Brandon, Mississippi
1000 Municipal Dr.
Brandon, MS 39042

Project: City of Brandon Library
Chiller Replacement
Brandon, MS

Having examined the scope of work provided on the referenced project and as set forth below, we propose to furnish all labor and materials (including warranty, wiring, graphics, labor, etc.) and complete all work for the Energy Management & Control System, within the time limits of the Contract on the referenced project, for the amounts set forth below.

BASE BID (Write in the amount of the base bid in words and numbers. The written word shall govern.)

Words One hundred eighty four thousand and five hundred Dollars ($ 184,500)

TIME OF COMPLETION

I propose to complete all work in accordance with the Project Manual and Drawings within 200 consecutive calendar days from written Notice to Proceed.

ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following Addenda:

Addendum No. 1 Dated 12/16/25

Addendum No. _____ Dated _____

ACCEPTANCE

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature Jacob McCrory Digitally signed by Jacob McCrory DN: C=US, E=jacob@specialtyheat.com, OU="Specialty Heat", CN=Jacob McCrory Reason: I have reviewed this document Date: 2025.12.29 10:28:46-06'00' Date 12/29/25

Name & Title Jacob McCrory, Director of Project Operations

Business Name Specialty Heating Services, LLC

Complete spelling of bidder's name and address – exact as recorded at the Secretary of State

Address (mailing) 3180 Utica Ave | Jackson, MS 39209

Address (physical) 3180 Utica Ave | Jackson, MS 39209

City/State/Zip Code Jackson, MS 39209

Phone 662-419-5756 Fax _____ email Jacob@specialtyheat.com

I, or We, agree to hold our bid open for acceptance for sixty (60) calendar days from the date of opening of bids.

Enclosed herewith is Bid Bond or Certified Check in an amount equal to five percent (5%) of the Base Bid, guaranteeing the Owner the execution of the Performance and Payment Bonds and the Contract.

BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER(S) 24448-MC

BIDDER CERTIFIES THAT HE IS A:

☒ RESIDENT CONTRACTOR
☐ NON-RESIDENT CONTRACTOR

If non-resident contractor, attach copy of Non-Resident Bidder's Preference Law.

GUARANTEE OF WORK

Upon completion of work and prior to final payment, the Contractor shall provide the Owner with a written guarantee warranting that all workmanship and materials are free from defects and that he shall promptly repair or replace without additional cost to the Owner any defects which evidence themselves within one (1) year after date of completion and acceptance of work.

MECHANICAL / PLUMBING / ELECTRICAL CONTRACTORS

Regarding said Divisions of the Specifications of the Standard Form of Agreement Between the Owner and The Contractor: List any Mechanical, Plumbing and/or Electrical Sub-Contractors that will perform work of this contract. COR must be included where sub-contract exceeds $50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over $50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor Specialty Heating Services, LLC Certificate of Responsibility No. 24448-MC

END OF SECTION 004113

BID BOND

United States Fire Insurance Company
Wilmington, Delaware 19801

CONTRACTOR:
(Name, legal status and address)

Specialty Heating Services, LLC
305 Babbin Wells Road
Pearl, MS 39208

OWNER:

City of Brandon Library
1000 Municipal Drive
Brandon, MS 39042

SURETY:
(Name, legal status and principal place of business)

United States Fire Insurance Company
1409 Orange Street
Wilmington, DE 19801

BOND AMOUNT: **Five percent (5%) of bid amount**

PROJECT:
(Name, location or address, and Project number, if any)

Brandon Library Chiller Replacement ERG.P.N.24.024

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 29th day of December, 2025.

Specialty Heating Services, LLC

(Principal) (Seal)

(Witness)

DIR. OF PROJECT OPERATIONS

(Title)

United States Fire Insurance Company

(Surety) James Terry Pendley

(Witness)

Attorney-in-Fact

(Title)

The Company executing this bond vouches that this document conforms to American Institute of Architects Document A310, 2010 edition

POWER OF ATTORNEY
UNITED STATES FIRE INSURANCE COMPANY
PRINCIPAL OFFICE - MORRISTOWN, NEW JERSEY

07087

KNOW ALL MEN BY THESE PRESENTS: That United States Fire Insurance Company, a corporation duly organized and existing under the laws of the state of Delaware, has made, constituted and appointed, and does hereby make, constitute and appoint:

James Terry Pendley, Sandra L. Winborne

each, its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver: Any and all bonds and undertakings of surety and other documents that the ordinary course of surety business may require, and to bind United States Fire Insurance Company thereby as fully and to the same extent as if such bonds or undertakings had been duly executed and acknowledged by the regularly elected officers of United States Fire Insurance Company at its principal office, in amounts or penalties: **Unlimited**

This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind United States Fire Insurance Company except in the manner and to the extent therein stated.

This Power of Attorney is granted pursuant to Article IV of the By-Laws of United States Fire Insurance Company as now in full force and effect, and consistent with Article III thereof, which Articles provide, in pertinent part:

> Article IV, Execution of Instruments - Except as the Board of Directors may authorize by resolution, the Chairman of the Board, President, any Vice-President, any Assistant Vice President, the Secretary, or any Assistant Secretary shall have power on behalf of the Corporation:
>
> (a) to execute, affix the corporate seal manually or by facsimile to, acknowledge, verify and deliver any contracts, obligations, instruments and documents whatsoever in connection with its business including, without limiting the foregoing, any bonds, guarantees, undertakings, recognizances, powers of attorney or revocations of any powers of attorney, stipulations, policies of insurance, deeds, leases, mortgages, releases, satisfactions and agency agreements;
> (b) to appoint, in writing, one or more persons for any or all of the purposes mentioned in the preceding paragraph (a), including affixing the seal of the Corporation.
>
> Article III, Officers, Section 3.11, Facsimile Signatures. The signature of any officer authorized by the Corporation to sign any bonds, guarantees, undertakings, recognizances, stipulations, powers of attorney or revocations of any powers of attorney and policies of insurance issued by the Corporation may be printed, facsimile, lithographed or otherwise produced. In addition, if and as authorized by the Board of Directors, dividend warrants or checks, or other numerous instruments similar to one another in form, may be signed by the facsimile signature or signatures, lithographed or otherwise produced, of such officer or officers of the Corporation as from time to time may be authorized to sign such instruments on behalf of the Corporation. The Corporation may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Corporation, notwithstanding the fact that he may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, United States Fire Insurance Company has caused these presents to be signed and attested by its appropriate officer and its corporate seal hereunto affixed this 10th day of September, 2025.

UNITED STATES FIRE INSURANCE COMPANY

Matthew E. Lubin, President

State of New Jersey }
County of Morris }

On this 10th day of September, 2025, before me, a Notary public of the State of New Jersey, came the above named officer of United States Fire Insurance Company, to me personally known to be the individual and officer described herein, and acknowledged that he executed the foregoing instrument and affixed the seal of United States Fire Insurance Company thereto by the authority of his office.

ETHAN SCHWARTZ
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES 6/25/2029
COMMISSION: #50223171

Ethan Schwartz (Notary Public)

I, the undersigned officer of United States Fire Insurance Company, a Delaware corporation, do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy is still in force and effect and has not been revoked.

IN WITNESS WHEREOF I have hereunto set my hand and affixed the corporate seal of United States Fire Insurance Company on the **29th** day of **December** 20 **25**

UNITED STATES FIRE INSURANCE COMPANY

Michael C. Fay, Senior Vice President

CONTACT INFORMATION: Bond Verifications: surety@cfins.com / Claims: SuretyClaimsSupport@cfins.com

SECTION 004113 – BID PROPOSAL FORM

To: City of Brandon, Mississippi
1000 Municipal Dr.
Brandon, MS 39042

Project: City of Brandon Library
Chiller Replacement
Brandon, MS

Having examined the scope of work provided on the referenced project and as set forth below, we propose to furnish all labor and materials (including warranty, wiring, graphics, labor, etc.) and complete all work for the Energy Management & Control System, within the time limits of the Contract on the referenced project, for the amounts set forth below.

BASE BID (Write in the amount of the base bid in words and numbers. The written word shall govern.)

Words one hund. ninty-nine thou. four hund. & five Dollars ($ 199,405)

TIME OF COMPLETION

I propose to complete all work in accordance with the Project Manual and Drawings within 200 consecutive calendar days from written Notice to Proceed.

ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following Addenda:

Addendum No. 1 Dated 12/16/25

Addendum No. _____ Dated _____

ACCEPTANCE

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature _____ Date 12/30/25

Name & Title Brad Fountain, President

Business Name Fountain Construction Company, Inc.

Complete spelling of bidder's name and address – exact as recorded at the Secretary of State

Address (mailing) P. O. Box 10506, Jackson, MS 39289-0506

Address (physical) 5655 Hwy. 18 West

City/State/Zip Code Jackson, MS 39209

Phone 601-373-4162 Fax 601-373-4300 email bfountain@fountainconstruction.com

I, or We, agree to hold our bid open for acceptance for sixty (60) calendar days from the date of opening of bids.

Enclosed herewith is Bid Bond or Certified Check in an amount equal to five percent (5%) of the Base Bid, guaranteeing the Owner the execution of the Performance and Payment Bonds and the Contract.

BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER(S) 01484-MC

BIDDER CERTIFIES THAT HE IS A:

☒ RESIDENT CONTRACTOR
☐ NON-RESIDENT CONTRACTOR

If non-resident contractor, attach copy of Non-Resident Bidder's Preference Law.

GUARANTEE OF WORK

Upon completion of work and prior to final payment, the Contractor shall provide the Owner with a written guarantee warranting that all workmanship and materials are free from defects and that he shall promptly repair or replace without additional cost to the Owner any defects which evidence themselves within one (1) year after date of completion and acceptance of work.

MECHANICAL / PLUMBING / ELECTRICAL CONTRACTORS

Regarding said Divisions of the Specifications of the Standard Form of Agreement Between the Owner and The Contractor: List any Mechanical, Plumbing and/or Electrical Sub-Contractors that will perform work of this contract. COR must be included where sub-contract exceeds $50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over $50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor Fountain Construction Co., Inc. Certificate of Responsibility No. 01484-MC

END OF SECTION 004113

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Fountain Construction Co., Inc.
P. O. Box 10506
Jackson, MS 39289-0506

SURETY:
(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of America
One Tower Square
Hartford, CT 06183
Mailing Address for Notices
Alliant Insurance Services, Inc.
105 W. Washington St., Ste. A2, Ridgeland, MS 39157

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Brandon
1000 Municipal Drive
Brandon, MS 39042

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

Brandon Library, 1475 W. Government Street, Brandon, MS 39042, ERG P. N. #24.024, as per proposal

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 30th day of December, 2025.

Belinda Kilpatrick
(Witness)

Fountain Construction Co., Inc.
(Principal) *(Seal)*
By:
(Title) Brad Fountain President

Susan Robertson
(Witness) Susan Robertson

Travelers Casualty and Surety Company of America
(Surety) *(Seal)*
By: Angie M. Strickland
(Title) Angie M. Strickland, Attorney-in-Fact

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA
SEAL

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company
Farmington Casualty Company

POWER OF ATTORNEY

Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, St. Paul Fire and Marine Insurance Company, and Farmington Casualty Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and the Companies do hereby make, constitute and appoint Angie M. Strickland of Ridgeland, MS, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **4th** day of **March**, **2024**.

SEAL SEAL SEAL SEAL

State of Connecticut

By: _____
Bryce Grissom, Senior Vice President

City of Hartford ss.

On this the **4th** day of **March**, **2024**, before me personally appeared **Bryce Grissom**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2026**

ANNA P. NOWIK NOTARY PUBLIC CONNECTICUT

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this December 30, 2025

SEAL SEAL SEAL SEAL

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

SECTION 004113 – BID PROPOSAL FORM

To: City of Brandon, Mississippi
1000 Municipal Dr.
Brandon, MS 39042

Project: City of Brandon Library
Chiller Replacement
Brandon, MS

Having examined the scope of work provided on the referenced project and as set forth below, we propose to furnish all labor and materials (including warranty, wiring, graphics, labor, etc.) and complete all work for the Energy Management & Control System, within the time limits of the Contract on the referenced project, for the amounts set forth below.

BASE BID (Write in the amount of the base bid in words and numbers. The written word shall govern.)

Words Two Hundred Eleven Thousand and Fifty Dollars & 00/100 Dollars ($ 211,050.00)

TIME OF COMPLETION

I propose to complete all work in accordance with the Project Manual and Drawings within 200 consecutive calendar days from written Notice to Proceed.

ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following Addenda:

Addendum No. 001 Dated December 9, 2025

Addendum No. N/A Dated N/A

ACCEPTANCE

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature Allison Wilson Date 12/30/2025

Name & Title Allison Wilson, VP of Finance

Business Name Metro Building Services, LLC

Complete spelling of bidder's name and address – exact as recorded at the Secretary of State

Address (mailing) P.O. Box 246

Address (physical) 1385 Industrial Drive

City/State/Zip Code Bolton, MS 39041

Phone 601-398-2475 Fax 601-866-2299 email allison@metromechanical.net

I, or We, agree to hold our bid open for acceptance for sixty (60) calendar days from the date of opening of bids.

Enclosed herewith is Bid Bond or Certified Check in an amount equal to five percent (5%) of the Base Bid, guaranteeing the Owner the execution of the Performance and Payment Bonds and the Contract.

BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER(S) 25810-MC

BIDDER CERTIFIES THAT HE IS A:

☒ RESIDENT CONTRACTOR
☐ NON-RESIDENT CONTRACTOR

If non-resident contractor, attach copy of Non-Resident Bidder's Preference Law.

GUARANTEE OF WORK

Upon completion of work and prior to final payment, the Contractor shall provide the Owner with a written guarantee warranting that all workmanship and materials are free from defects and that he shall promptly repair or replace without additional cost to the Owner any defects which evidence themselves within one (1) year after date of completion and acceptance of work.

MECHANICAL / PLUMBING / ELECTRICAL CONTRACTORS

Regarding said Divisions of the Specifications of the Standard Form of Agreement Between the Owner and The Contractor: List any Mechanical, Plumbing and/or Electrical Sub-Contractors that will perform work of this contract. COR must be included where sub-contract exceeds $50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over $50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor Metro Building Service, LLC Certificate of Responsibility No. 25810-MC

END OF SECTION 004113

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
METRO BUILDING SERVICES, LLC
P.O. Box 246
Bolton, MS 39041

SURETY:
(Name, legal status and principal place of business)
ASCOT SURETY & CASUALTY COMPANY
55 West 46th Street
New York, NY 10036

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)
CITY OF BRANDON, MISSISSIPPI

1000 Municipal Drive, Brandon, MS 39042

BOND AMOUNT: Five Percent of Amount bid
(5% of Amount Bid)

PROJECT:
(Name, location or address, and Project number, if any)
Bid No.: 2025-13 Brandon Library Chiller Replacement Brandon, Mississippi located at Brandon Library 1475 W. Government Street, Brandon, Mississippi 39042 Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 3rd day of November, 2025

(Witness)	METRO BUILDING SERVICES, LLC *(Principal)* *(Seal)*
	(Title)
(Witness) Vilma Gonzalez	ASCOT SURETY & CASUALTY COMPANY *(Surety)* *(Seal)*
	(Title) Francesca Kazmierczak, Attorney in Fact Mississippi Non-Resident License Number: 10856280

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Ascot Surety & Casualty Company
Ascot Insurance Company
1020 Highland Colony Parkway, Suite 700
Ridgeland, MS 39157

Power of Attorney

KNOW ALL MEN BY THE PRESENTS:
That **Ascot Surety & Casualty Company** and **Ascot Insurance Company**, each a corporation organized and existing under the laws of the State of Colorado (the "Companies"), do hereby constitute and appoint:

Aklima Noorhassan,Anne Potter,Debra A. Deming,Frances Rodriguez,Francesca Kazmierczak,Sandra Diaz,Beverly A. Woolford,Valorie Spates,and Vilma Gonzalez

of New York,NY (city, state) and each its true and lawful Attorney(s)-in-Fact, with full authority to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line is filled in, only within the area and up to the amount therein designated, any and all bonds, undertakings, recognizances, and other contracts of indemnity or writings obligatory in the nature thereof, issued in the course of its surety business, and to bond the Companies as follows:

Any such obligations in the United States not to exceed $100,000,000.00.

The Companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority Resolutions adopted by the Board of Directors of the Companies, which resolutions are still in effect:

RESOLVED, that any of the Chief Executive Office, the Chief Operating Officer or the Chief Underwriting Officer, acting in conjunction with the head of the surety business line for the Corporation (each an Authorized Individual" and, collectively, the Authorized Individuals"), are authorized to jointly appoint one or more attorneys-in-fact to represent and act for and on behalf of the Corporation in the transaction of the Corporation's surety business to execute (under the common seal of the Corporation if appropriate) bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof:
RESOLVED, that in conjunction with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seals (electronic or otherwise) shall be valid and bonding upon the Corporation when so affixed with respect to any bond, undertaking, recognizance or tother contract of indemnity or writing obligatory in the nature thereof;
RESOLVED, that in connection with the Corporation's transaction of surety business, the facsimile electronic or mechanically reproduced signature of any Authorized Individual, whether made heretofore or hereafter, whenever appearing upon a copy of any Power of Attorney of the Corporation, with signatures affixed as next above noted, shall be valid and binding upon the Corporation with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused these presents with the respective corporate seals and to be executed by the individuals named below who are duly authorized and empowered to execute the Power of Attorney on the Companies' behalf, this 13th day of March 2025.

ASCOT SURETY & CASUALTY COMPANY
ASCOT INSURANCE COMPANY

Matthew Conrad Kramer (Chief Executive Officer)

Tara North (Executive Vice President, Surety)

STATE OF CONNECTICUT)
COUNTY OF FAIRFIELD) ss.

On this 13th day of March 2025, before me came the above named Chief Executive Officer of each Ascot Surety & Casualty Company and Ascot Insurance Company and the head of the surety business line for each of Ascot Surety & Casualty Company and Ascot Insurance Company, to me personally known to be the individuals described herein, and acknowledged that the seals affixed to the preceding instrument and the corporate seals of each Ascot Surety & Casualty Company and Ascot Insurance Company, and that the said corporate seals and signatures were duly affixed and subscribed to said instrument by the authority and direction of said Companies.

KSENIA E. GUSEVA
NOTARY PUBLIC
STATE OF CONNECTICUT
My Commission Expires June 30, 2029

Notary Public Ksenia E Guseva
My commission expires on June 30, 2029

I, the undersigned Secretary of the Company, do hereby certify that the foregoing excerpts of the Resolution adopted by the Board of Directors of the Companies, and the Power of Attorney issued pursuant thereto, are true and correct, and further certify that both the Resolution and the Power of Attorney are still in full force and effect.

This Certificate may be signed by facsimile under and by the authority of the following resolution of the Board of Directors of the Companies.

RESOLVED, that in connection with the Corporation's transaction of surety business the signatures and attestations of the Authorized Individuals and the seal of the Corporation be affixed to any such Power of Attorney or to any certificate relating thereto (electronic or otherwise) by facsimile and any such Power of Attorney of certificate bearing such facsimile signatures or facsimile seal (electronic or otherwise) shall be valid and binding upon the Corporation when so affixed with respect to any bond, undertaking, recognizances or other contract of indemnity or writing obligatory in the nature thereof;

IN WITNESS WHEREOF; I have hereunto set my hand and affixed the seal of the Companies, this 3rd day of November, 2025.

ASCOT SURETY & CASUALTY COMPANY
ASCOT INSURANCE COMPANY

John Gill, Secretary

SECTION 004113 – BID PROPOSAL FORM

To: City of Brandon, Mississippi
1000 Municipal Dr.
Brandon, MS 39042

Project: City of Brandon Library
Chiller Replacement
Brandon, MS

Having examined the scope of work provided on the referenced project and as set forth below, we propose to furnish all labor and materials (including warranty, wiring, graphics, labor, etc.) and complete all work for the Energy Management & Control System, within the time limits of the Contract on the referenced project, for the amounts set forth below.

BASE BID (Write in the amount of the base bid in words and numbers. The written word shall govern.)

Words Two Hundred Twenty Five Thousand Two Hundred and 00/100 Dollars ($ 225,200.00)

TIME OF COMPLETION

I propose to complete all work in accordance with the Project Manual and Drawings within 200 consecutive calendar days from written Notice to Proceed.

ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following Addenda:

Addendum No. 1 Dated 12/16/2025

Addendum No. _____ Dated _____

ACCEPTANCE

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature _____ Date 12/30/2025

Name & Title Alan Loveless

Business Name Upchurch Services, LLC

Complete spelling of bidder's name and address – exact as recorded at the Secretary of State

Address (mailing) PO Box 709

Address (physical) 1792 Dancy Blvd

City/State/Zip Code Horn Lake, MS 38637

Phone (601) 605-2533 Fax _____ email aloveless@upchurchus.com

I, or We, agree to hold our bid open for acceptance for sixty (60) calendar days from the date of opening of bids.

Enclosed herewith is Bid Bond or Certified Check in an amount equal to five percent (5%) of the Base Bid, guaranteeing the Owner the execution of the Performance and Payment Bonds and the Contract.

BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER(S) 13634-MC

BIDDER CERTIFIES THAT HE IS A:

☒ RESIDENT CONTRACTOR
☐ NON-RESIDENT CONTRACTOR

If non-resident contractor, attach copy of Non-Resident Bidder's Preference Law.

GUARANTEE OF WORK

Upon completion of work and prior to final payment, the Contractor shall provide the Owner with a written guarantee warranting that all workmanship and materials are free from defects and that he shall promptly repair or replace without additional cost to the Owner any defects which evidence themselves within one (1) year after date of completion and acceptance of work.

MECHANICAL / PLUMBING / ELECTRICAL CONTRACTORS

Regarding said Divisions of the Specifications of the Standard Form of Agreement Between the Owner and The Contractor: List any Mechanical, Plumbing and/or Electrical Sub-Contractors that will perform work of this contract. COR must be included where sub-contract exceeds $50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over $50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor Upchurch Services, LLC Certificate of Responsibility No. 13634-MC

END OF SECTION 004113

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Upchurch Services, LLC
1792 Dancy Blvd.
Horn Lake, MS 38637

SURETY:
(Name, legal status and principal place of business)
Everest Reinsurance Company
100 Everest Way, Warren Corporate Center
Warren, NJ 07059
Mailing Address for Notices
Alliant Insurance Services, Inc.
105 W. Washington St., Ste. A2, Ridgeland, MS 39157

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Brandon
1000 Municipal Drive
Brandon, MS 39042

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

ERG Project No. 24.024, Bid No. 2025-13 for Brandon Library Chiller Replacement, 1475 W. Government Street, Brandon, MS, as per proposal

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 30th day of December, 2025.

Paula Hulsebosch
(Witness)

Upchurch Services, LLC
(Principal) *(Seal)*

By: Alan Loveless
(Title) Alan Loveless, General Manager

John Chalk
(Witness)

Everest Reinsurance Company
(Surety) *(Seal)*

By: Brody Eric Buckley
(Title) Brody Eric Buckley, Attorney-in-Fact

Everest Reinsurance Company CORPORATE SEAL 1973 DELAWARE

S-0054/AS 8/10

everest

POWER OF ATTORNEY
EVEREST REINSURANCE COMPANY and EVEREST NATIONAL INSURANCE COMPANY

KNOW ALL PERSONS BY THESE PRESENTS That Everest Reinsurance Company and Everest National Insurance Company, corporations of the State of Delaware ("Company") having their principal offices located at 100 Everest Way, Warren Corporate Center, Warren, New Jersey, 07059, do hereby nominate, constitute, and appoint **Brody Eric Buckley**

Bond No.: Bid Bond
Principal: Upchurch Services, LLC
Obligee: City of Brandon

its true and lawful Attorney(s)-in-fact to make, execute, attest, seal and deliver for and on its behalf, as surety, and as its act and deed, where required, any and all bonds and undertakings in the nature thereof, for the penal sum of no one of which is in any event to exceed UNLIMITED, reserving for itself the full power of substitution and revocation

Such bonds and undertakings, when duly executed by the aforesaid Attorney(s)-in-fact shall be binding upon the Company as fully and to the same extent as if such bonds and undertakings were signed by the President and Secretary of the Company and sealed with its corporate seal.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Board of Directors of Company ("Board") on April 21, 2016:

***RESOLVED**, that the President, any Executive Vice President, and any Senior Vice President are hereby appointed by the Board as authorized to make, execute, seal and deliver for and on behalf of the Company, any and all bonds, undertakings, contracts or obligations in surety or co-surety with others and that the Secretary or any Assistant Secretary of the Company be and that each of them hereby is authorized to attest to the execution of any such bonds, undertakings, contracts or obligations in surety or co-surety and attach thereto the corporate seal of the Company*

***RESOLVED, FURTHER**, that the President, any Executive Vice President, and any Senior Vice President are hereby authorized to execute powers of attorney qualifying the attorney named in the given power of attorney to execute, on behalf of the Company, bonds and undertakings in surety or co-surety with others, and that the Secretary or any Assistant Secretary of the Company be, and that each of them is hereby authorized to attest the execution of any such power of attorney, and to attach thereto the corporate seal of the Company*

***RESOLVED, FURTHER**, that the signature of such officers named in the preceding resolutions and the corporate seal of the Company may be affixed to such powers of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be thereafter valid and binding upon the Company with respect to any bond, undertaking, contract or obligation in surety or co-surety with others to which it is attached*

IN WITNESS WHEREOF, Everest Reinsurance Company and Everest National Insurance Company have caused their corporate seals to be affixed hereto, and these presents to be signed by their duly authorized officers this 22nd day of March 2023

Everest Reinsurance Company and Everest National Insurance Company

By Anthony Romano, Senior Vice President

On this **22nd of March 2023**, before me personally came Anthony Romano, known to me, who, being duly sworn, did execute the above instrument, that he knows the seal of said Company, that the seal affixed to the aforesaid instrument is such corporate seal and was affixed thereto, and that he executed said instrument by like order

LINDA ROBINS
Notary Public, State of New York
No 01R06239736
Qualified in Queens County
Term Expires April 25, 2027

Linda Robins, Notary Public

I, Sylvia Semerdjian, Assistant Secretary of Everest Reinsurance Company and Everest National Insurance Company do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporation as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATION, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect **IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said Company, this 30th day of December 2025

By Sylvia Semerdjian, Assistant Secretary

ES 00 01 04 16

SECTION 004113 – BID PROPOSAL FORM

To: City of Brandon, Mississippi
1000 Municipal Dr.
Brandon, MS 39042

Project: City of Brandon Library
Chiller Replacement
Brandon, MS

Having examined the scope of work provided on the referenced project and as set forth below, we propose to furnish all labor and materials (including warranty, wiring, graphics, labor, etc.) and complete all work for the Energy Management & Control System, within the time limits of the Contract on the referenced project, for the amounts set forth below.

BASE BID (Write in the amount of the base bid in words and numbers. The written word shall govern.)

Words Two hundred twenty-nine thousand Dollars ($ 229,000.00)

TIME OF COMPLETION

I propose to complete all work in accordance with the Project Manual and Drawings within 200 consecutive calendar days from written Notice to Proceed.

ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following Addenda:

Addendum No. #1 Dated December 16, 2025

Addendum No. NA Dated NA

ACCEPTANCE

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature _____ Date December 30, 2025

Name & Title Ryan Dobbins - Member Owner

Business Name Universal Services, LLC

Complete spelling of bidder's name and address – exact as recorded at the Secretary of State

Address (mailing) 1241 Highway 63 North

Address (physical) 1241 Highway 63 North

City/State/Zip Code Leakesville, MS 39451

Phone 601-394-4510 Fax 601-394-2222 email tim@rms-ms.com

I, or We, agree to hold our bid open for acceptance for sixty (60) calendar days from the date of opening of bids.

Enclosed herewith is Bid Bond or Certified Check in an amount equal to five percent (5%) of the Base Bid, guaranteeing the Owner the execution of the Performance and Payment Bonds and the Contract.

BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER(S) 16334-MC

BIDDER CERTIFIES THAT HE IS A:

☒ RESIDENT CONTRACTOR
☐ NON-RESIDENT CONTRACTOR

If non-resident contractor, attach copy of Non-Resident Bidder's Preference Law.

GUARANTEE OF WORK

Upon completion of work and prior to final payment, the Contractor shall provide the Owner with a written guarantee warranting that all workmanship and materials are free from defects and that he shall promptly repair or replace without additional cost to the Owner any defects which evidence themselves within one (1) year after date of completion and acceptance of work.

MECHANICAL / PLUMBING / ELECTRICAL CONTRACTORS

Regarding said Divisions of the Specifications of the Standard Form of Agreement Between the Owner and The Contractor: List any Mechanical, Plumbing and/or Electrical Sub-Contractors that will perform work of this contract. COR must be included where sub-contract exceeds $50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over $50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor Universal Services, LLC Certificate of Responsibility No. 16334-MC

END OF SECTION 004113

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Universal Services, LLC
1241 Hwy 63 N
Leakesville, MS 39451

SURETY:
(Name, legal status and principal place of business)

Great Midwest Insurance Company
800 Gessner Road, Suite 600
Houston, TX 77024

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

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

BOND AMOUNT: $ 5% Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

Brandon Library Chiller Replacement, Brandon, Mississippi

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 30th day of December, 2025

(Witness)

(Witness) Blake Johnson

Universal Services, LLC
(Principal) *(Seal)*

By:
(Title) Ryan Dobbins - Member/Owner

Great Midwest Insurance Company
(Surety) *(Seal)*

By:
(Title) Stephen Wesley Price, Jr. Attorney-in-Fact

GREAT MIDWEST INSURANCE COMPANY CORPORATE SEAL TEXAS CORPORATION

MarshMcLennan Agency

S-0054/AS 8/10

POWER OF ATTORNEY

Great Midwest Insurance Company

KNOW ALL MEN BY THESE PRESENTS, that **GREAT MIDWEST INSURANCE COMPANY**, a Texas Corporation, with its principal office in Houston, TX, does hereby constitute and appoint: **Stephen Wesley Price, Jr.**

Surety Bond No: Bid Bond
Principal: Universal Services, LLC
Obligee: City of Brandon, MS

its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of **GREAT MIDWEST INSURANCE COMPANY**, on the 1st day of April, 2025 as follows:

Resolved, that the President, or any officer, be and hereby is, authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed One-Hundred Million dollars ($100,000,000.00), which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed in the Company's sole discretion and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the President and the seal of the Company may be affixed by electronic mail on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by electronic mail to any certificate of any such power and any such power or certificate bearing such electronic signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, **GREAT MIDWEST INSURANCE COMPANY**, has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 8th day of April, 2025.

GREAT MIDWEST INSURANCE COMPANY

BY Mark W. Haushill

Mark W. Haushill
President

GREAT MIDWEST INSURANCE COMPANY CORPORATE SEAL TEXAS CORPORATION

ACKNOWLEDGEMENT

On this 8th day of April 2025, before me, personally came Mark W. Haushill to me known, who being duly sworn, did depose and say that he is the President of **GREAT MIDWEST INSURANCE COMPANY**, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.

NOTARY PUBLIC STATE OF TEXAS
CHRISTINA BISHOP
My Notary ID # 131090488
Expires April 14, 2029

BY Christina Bishop

Christina Bishop
Notary Public

CERTIFICATE

I, the undersigned, Secretary of **GREAT MIDWEST INSURANCE COMPANY**, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at Houston, TX this 30th Day of December 2025.

GREAT MIDWEST INSURANCE COMPANY CORPORATE SEAL TEXAS CORPORATION

BY Patricia Ryan

Patricia Ryan
Secretary

"WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

SECTION 004113 – BID PROPOSAL FORM

To: City of Brandon, Mississippi
1000 Municipal Dr.
Brandon, MS 39042

Project: City of Brandon Library
Chiller Replacement
Brandon, MS

Having examined the scope of work provided on the referenced project and as set forth below, we propose to furnish all labor and materials (including warranty, wiring, graphics, labor, etc.) and complete all work for the Energy Management & Control System, within the time limits of the Contract on the referenced project, for the amounts set forth below.

BASE BID (Write in the amount of the base bid in words and numbers. The written word shall govern.)

Words Two Hundred, Fifty-Seven Thousand Dollars ($ 257,000.00)

TIME OF COMPLETION

I propose to complete all work in accordance with the Project Manual and Drawings within 200 consecutive calendar days from written Notice to Proceed.

ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following Addenda:

Addendum No. 1 Dated December 16, 2025
Addendum No. _____ Dated _____

ACCEPTANCE

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature _____ Date December 30, 2025
Name & Title Claville Louis Blanchard, Jr.
Business Name Blanchard Mechanical Contractors, Inc.

Complete spelling of bidder's name and address – exact as recorded at the Secretary of State

Address (mailing) Post Office Box 366
Address (physical) 106 SW Central Avenue
City/State/Zip Code Amite, Louisiana 70422
Phone 985-748-5153 Fax 985-748-5154 email estimating@bmcteam.net

I, or We, agree to hold our bid open for acceptance for sixty (60) calendar days from the date of opening of bids.

Enclosed herewith is Bid Bond or Certified Check in an amount equal to five percent (5%) of the Base Bid, guaranteeing the Owner the execution of the Performance and Payment Bonds and the Contract.

BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER(S) 06543-MC

BIDDER CERTIFIES THAT HE IS A:

☐ RESIDENT CONTRACTOR
☒ NON-RESIDENT CONTRACTOR

If non-resident contractor, attach copy of Non-Resident Bidder's Preference Law.

GUARANTEE OF WORK

Upon completion of work and prior to final payment, the Contractor shall provide the Owner with a written guarantee warranting that all workmanship and materials are free from defects and that he shall promptly repair or replace without additional cost to the Owner any defects which evidence themselves within one (1) year after date of completion and acceptance of work.

MECHANICAL / PLUMBING / ELECTRICAL CONTRACTORS

Regarding said Divisions of the Specifications of the Standard Form of Agreement Between the Owner and The Contractor: List any Mechanical, Plumbing and/or Electrical Sub-Contractors that will perform work of this contract. COR must be included where sub-contract exceeds $50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over $50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor Blanchard Mechanical Contractors, Inc. Certificate of Responsibility No. 06543-MC

END OF SECTION 004113

Bid Bond

AIA® Document A310™ – 2010

CONTRACTOR:
Name, legal status and address)

Blanchard Mechanical Contractors, Inc.
P.O. Box 366
Amite, Louisiana 70422

SURETY:
(Name, legal status and principal place of business)

Nationwide Mutual Insurance Company
One West Nationwide Blvd., 1-14-301
Columbus, OH 43215-2220

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Brandon, Mississippi
1000 Municipal Drive
Brandon, Mississippi 39042

BOND AMOUNT: Five Percent of Amount Bid (5% of Amount Bid)

PROJECT:
(Name, location or address, and Project number, if any) Bid No.: 2025-15 City of Brandon Library Chiller Replacement, Brandon, MS

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this December 30, 2025

Blanchard Mechanical Contractors, Inc.
(Principal) (Seal)

(Witness)

(Title)

Nationwide Mutual Insurance Company
(Surety) (Seal)

(Witness) Cherie Himel

(Title) Norma Toups, Attorney-in-Fact

Countersigned:
Mississippi *Licensed Agent* David Fortenberry
License #9909319

CAUTION: You should sign an original AIA Contract Document, on which this text is RED. An original assures that changes will not be obscured

InitAIA Document A310TM– 2010. Copyright ®1963, 1970 and 2010 by The American Institute of Architects. **All rights reserved. WARNING** This AIA Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA Document, or any portion of it, may result in severe and/or criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.
061110

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:
ALEXANDER JOHN ELLSWORTH; ANTHONY CURRERA; KATHRYN MOORE; NORMA TOUPS;

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf on the date thereof any and all: (i)bonds and undertakings; (ii) Proposal Bonds; (ii) Letters of Surety; (iv) Consent of Surety; and (v) other obligatory instruments of similar nature, in penalties not exceeding the sum of

UNLIMITED

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 23rd day of October, 2025.

Antonio C. Albanese, **Vice President** of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF OHIO COUNTY OF FRANKLIN: ss
On this 23rd day of October, 2025, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.

Karen L. Kam
Notary Public, State of Ohio
No. 2018-RE-719796
Commission Expires July 7, 2028

Notary Public
My Commission Expires
July 7, 2028

CERTIFICATE

I, Lezlie F. Chimienti, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 30th day of December, 2025.

Assistant Secretary

BDJ 1(10-25)00

CERTIFIED COPY OF RESOLUTION OF DIRECTORS OF
BLANCHARD MECHANICAL CONTRACTORS, INC.

Be it resolved, that the President or Secretary be hereby authorized and empowered to sign all legal documents, including bids, purchase agreements, contracts, change orders, billings and lien releases on behalf of Blanchard Mechanical Contractors, Inc.

Furthermore, said President and Secretary/Treasurer are authorized by this resolution to perform any other acts that would be necessary for signing all legal documents, regardless of what those acts are.

This is to certify that the above and foregoing is a true and correct copy of a resolution unanimously adopted at a meeting of the Board of Directors of the above named Corporation, regularly called and held at its domicile in Amite City, Louisiana, on the 31st day of January, 2020, pursuant to due notice, and in accordance with the Charter and By-laws of this Corporation at which meeting a quorum of the Board was present; and I do further certify that said resolution has not been amended or rescinded and is now in full force and effect and that the following are the names, titles of the officers mentioned in said resolution.

Name	**Title**	**Specimen Signature**
Claville Louis Blanchard, Jr.	President	
Sharon H. Blanchard	Secretary/Treasurer	

In witness whereof, I have set my hand this 31st day of January, 2020.

X _____
Secretary

BLANCHARD MECHANICAL CONTRACTORS, INC. CORPORATE SEAL 1982 LOUISIANA

Countersigned

X _____
President

§2225. Preference in letting contracts for public work

A. If a nonresident contractor bidding on public work in the state of Louisiana is domiciled in a state that provides a percentage preference in favor of contractors domiciled in that state over Louisiana resident contractors for the same type of work, then every Louisiana resident contractor shall be granted the same preference over contractors domiciled in the other state favoring contractors domiciled therein whenever the nonresident contractor bids on public work in Louisiana.

B. Any local law, either by legislative act or otherwise, ordinance, or executive order enacted prior to the effective date of this Act, or enacted hereinafter in conflict with this Section, or granting any local contractor or subcontractor preference over other Louisiana resident contractors shall be contrary to the provision of this Section.

C. The Department of Transportation and Development and the office of facility planning and control within the division of administration shall keep on file a list of all states with a bid preference.

D. The provisions and requirements of this Section shall not be waived by any public entity.

Acts 1983, No. 43, §1, eff. June 17, 1983. Acts 1984, No. 894, §2; Acts 2014, No. 759, §1.

Michael Watson
SECRETARY OF STATE

Office of the Secretary of State
Jackson, Mississippi

Certificate of Good Standing

I, MICHAEL WATSON, Secretary of State of the State of Mississippi, and as such, the legal custodian of the records as required by the laws of Mississippi, to be filed in my office, do hereby certify:

That on the 29th day of July, 1992, the State of Mississippi issued a Charter/ Certificate of Authority to:

BLANCHARD MECHANICAL CONTRACTORS, INC.

That the state of incorporation is Louisiana.

That the period of duration is perpetual.

That according to the records of this office, Articles of Dissolution or a Certificate of Withdrawal have not been filed.

That according to the records of this office, a current Annual Report has been delivered to the Office of the Secretary of State.

I further certify that all fees, taxes and penalties owed to this state, as reflected in the records of the Secretary of State, have been paid and that the corporation is in existence or has authority to transact business in Mississippi.

That insofar as the records of this office are concerned, the said BLANCHARD MECHANICAL CONTRACTORS, INC. is in good standing at this time.

Given under my hand and seal of office
the 15th day of October, 2025

Michael Watson

Certificate Number: CN25224018
Verify this certificate online at http://corp.sos.ms.gov/corpconv/verifycertificate.aspx

State of Mississippi

BOARD OF CONTRACTORS

ACTIVE

BLANCHARD MECHANICAL CONTRACTORS, INC.
106 SW CENTRAL AVE P.O. BOX 366
AMITE, LA 70422

is duly registered and entitled to perform

MECHANICAL WORK

We have hereunto set our hand and caused the Seal of the Mississippi Board of Contractors to be affixed this 8 day of Jul., 2025

CERTIFICATE OF RESPONSIBILITY
No. 06543-MC
Expires Jul. 8, 2026

Joel A. Carroll

CHAIRMAN OF THE BOARD

SECTION 004113 – BID PROPOSAL FORM

To: City of Brandon, Mississippi
1000 Municipal Dr.
Brandon, MS 39042

Project: City of Brandon Library
Chiller Replacement
Brandon, MS

Having examined the scope of work provided on the referenced project and as set forth below, we propose to furnish all labor and materials (including warranty, wiring, graphics, labor, etc.) and complete all work for the Energy Management & Control System, within the time limits of the Contract on the referenced project, for the amounts set forth below.

BASE BID (Write in the amount of the base bid in words and numbers. The written word shall govern.)

Words Two Hundred Seventy Five Thousand Dollars ($275,000.00)

TIME OF COMPLETION

I propose to complete all work in accordance with the Project Manual and Drawings within 200 consecutive calendar days from written Notice to Proceed.

ADDENDA ACKNOWLEDGEMENT

Bidder acknowledges receipt of the following Addenda:

Addendum No. 1 Dated December 16, 2025
Addendum No. N/A Dated N/A

ACCEPTANCE

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature _____ Date December 30, 2025
Name & Title Phillip McLain, President
Business Name McLain Plumbing & Electrical Service, Inc.
Complete spelling of bidder's name and address – exact as recorded at the Secretary of State
Address (mailing) P.O. Box 604, Philadelphia, MS 39350
Address (physical) 107 Magnolia Street
City/State/Zip Code Philadelphia, MS 39350
Phone 601-656-6333 Fax 601-656-6351 email phillip@mclaininc.com

I, or We, agree to hold our bid open for acceptance for sixty (60) calendar days from the date of opening of bids.

Enclosed herewith is Bid Bond or Certified Check in an amount equal to five percent (5%) of the Base Bid, guaranteeing the Owner the execution of the Performance and Payment Bonds and the Contract.

BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER(S) 03556-MC

BIDDER CERTIFIES THAT HE IS A:

☑ RESIDENT CONTRACTOR
☐ NON-RESIDENT CONTRACTOR

If non-resident contractor, attach copy of Non-Resident Bidder's Preference Law.

GUARANTEE OF WORK

Upon completion of work and prior to final payment, the Contractor shall provide the Owner with a written guarantee warranting that all workmanship and materials are free from defects and that he shall promptly repair or replace without additional cost to the Owner any defects which evidence themselves within one (1) year after date of completion and acceptance of work.

MECHANICAL / PLUMBING / ELECTRICAL CONTRACTORS

Regarding said Divisions of the Specifications of the Standard Form of Agreement Between the Owner and The Contractor: List any Mechanical, Plumbing and/or Electrical Sub-Contractors that will perform work of this contract. COR must be included where sub-contract exceeds $50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over $50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor McLain Plumbing & Electrical Service, Inc. Certificate of Responsibility No. 03556-MC

END OF SECTION 004113

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

McLain Plumbing & Electrical Service, Inc.
P. O. Box 604
Philadelphia, MS 39350

SURETY:
(Name, legal status and principal place of business)

Fidelity and Deposit Company of Maryland
1299 Zurich Way
Schaumburg, IL 60196-1056

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

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

BOND AMOUNT: $ 5%

Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

City of Brandon Library Chiller Replacement, Brandon, MS. Bid No. 2025-15

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 30th day of December, 2025

(Witness)

McLain Plumbing & Electrical Service, Inc.
(Principal)

By:
(Title)

(Witness) Blake Johnson

Fidelity and Deposit Company of Maryland
(Surety) *(Seal)*

By:
(Title) Stephen Wesley Price, Jr. Attorney-in-Fact

S-0054/AS 8/10

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate, and I do further certify that Article V, Section 8 of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the seal of the Company may be affixed by facsimile on any Power of Attorney. Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolutions of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies this 30th day of December, 2025.

Mary Jean Pethick
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
suretyclaims@zurichna.com
800-626-4577

Authenticity of this bond can be confirmed at boudvalidator.zurichna.com or 410-559-8790

LIBRARY CHILLER (REBID)
Bid # 2025-15
December 30,2025 - 10:00 a.m.

BIDDER	Cert of Responsibility	BID BOND	ADDENDUM 1	TOTAL BID
Universal Services, LLC	16334-MC	Great Midwest Ins. Co.	Yes	$229,000.00
Metro Building Services, LLC	25810-MC	Ascot Surety & Casualty Co.	Yes	$211,050.00
Fountain Construction Co. Inc.	01484-MC	Travelers Casualty & Surety	Yes	$199,405.00
Specialty Heating Services, LLC	24448-MC	United States Fire Ins. Co.	Yes	$184,500.00
Upchurch Services, LLC	13634-MC	Everest Reinsurance Co.	Yes	$225,200.00
McLain Plumbing & Electrical Service, Inc	03556-MC	Fidelity & Deposit Co. of Maryland	Yes	$275,000.00
Blanchard Mechanical Contractors, Inc	06543-MC	Nationwide Mutual Ins. Co.	Yes	$257,000.00

This is to certify that the above is a true and accurate tabulation of bids received on December 30, 2025

Rebecca Pevey

Rebecca Pevey, Deputy City Clerk

CITY OF BRANDON MUNICIPAL SEAL MISSISSIPPI

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: MARY ANN HESS

DATE: 12/03/2025

SUBJECT: CLAIMS DOCKET

Consideration to approve:

a. Docket of Claims for January 5, 2026.
b. Fox Everett Claims released on January 5, 2026.
c. Electronic fund transfers for December 2025.

ATTACHMENTS:

1. DepartmentCheckRegister_01-06-26
2. manual dockets
3. DepartmentCheckRegister_Mini AP_12-31-2025
4. 12_30_2025
5. December 2025 Memo to the Board

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13019 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**001-000**							
102696	799	DPS FUND #3734		12/22/2025	SPECIAL ASSESSMENTS | NOVEMBER 2025	001-000-330		$1,455.00
102697	799	DPS FUND #3734		DECEMBER 2025	INTERLOCK IGNITION SUMMARY | NOVEMBER 2025	001-000-330		$570.00
102720	14723	KYLA KENNEDY		12/29/2025	ROOM RENTAL REFUND | 12/19/25	001-000-311	3	$650.00
102725	14725	MALISSA YOUNG		12/15/2025	ROOM RENTAL REFUND | 12/03/25	001-000-311	3	$200.00
102726	14724	MARY ANN GANNON		12/29/2025	ROOM RENTAL REFUND | 12/2/25	001-000-311	3	$100.00
102733	12735	MS ATTORNEY GENERAL'S OFFICE		12/22/2025	VICTIMS OF HUMAN TRAFFICKING AND SEXUAL EXPLOITATION | NOVEMBER 2025	001-000-330	3	$400.00
102745	14726	POSH PAWS PROFESSIONAL DOG GROOMING		12/17/2025	ROOM RENTAL REFUND | 11/06/25	001-000-311	3	$160.00
102746	11723	PRIME EVENTS LLC		1382	VET DAY BREAKFAST | 11/11/2025	001-000-320	3	$350.00
102749	1224	RANKIN CO SUPERVISORS		12/22/2025	LAW LIBRARY | NOVEMBER 2025	001-000-330	3	$210.00
102754	14722	SAMUEL TOBLER		12/23/25	OVERPAYMENT COURT FEES	001-000-330	3	$115.00
102760	838	STATE TREASURER		12/22/2025-November 2025	COURT ASSESSMENT | NOVEMBER 2025	001-000-330	3	$18,079.75
		Total For Department		001-000				$22,289.75

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**001-010**							
102759	3699	STAPLES CONTRACT & COMMERCIAL, INC	21083	6050847640	pens, folders, dividers, ink, printable dvd's, antibiotic ointment, band-aids, red ink refill notepads, windex, mop heads, clorox, white out, trash bags, paper, cleaner, stamp, letter opener, surge protectors	001-010-500	3	$185.25
						001-010-500	3	$20.32
						001-010-500	3	$403.70
						001-010-500	3	$271.60
						001-010-500	3	$8.46
						001-010-500	3	$15.42
						001-010-500	3	$130.92
			21083	6051417873	pens, folders, dividers, ink, printable dvd's, antibiotic ointment, band-aids, red ink refill notepads, windex, mop heads, clorox, white out, trash bags, paper, cleaner, stamp, letter opener, surge protectors	001-010-500	3	$19.68
			21083	6050847643	pens, folders, dividers, ink, printable dvd's, antibiotic ointment, band-aids, red ink refill notepads, windex, mop heads,	001-010-500	3	$87.28

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					clorox, white out, trash bags, paper, cleaner, stamp, letter opener, surge protectors			
		Total For Department		001-010				$1,142.63
Dept#		**001-040**						
102687	14091	COMPASS MEDIA LLC	21070	2026-77550	2026 MS Travel Guide Ad	001-040-615	3	$6,050.00
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876-FUEL FOR WEEK 12/08/2025-12/14/2025	001-040-525	3	$37.48
102736	816	MS MUNICIPAL LEAGUE		42230	2026 MID-WINTER CONFERENCE | SHARON WOMACK	001-040-696	3	$200.00
102759	3699	STAPLES CONTRACT & COMMERCIAL, INC	21092	6050847642	office supplies for city hall	001-040-500	3	$6.99
			21128	6051417874	Office Supplies	001-040-500	3	$251.48
		Total For Department		001-040				$6,545.95
Dept#		**001-092**						
102677	10211	BLUEWATER ARCHITECTURAL PRODUCTS LLC	20954	COB-INV1-121725	Replacement of door closer on city hall front door, and installation.	001-092-636	3	$420.00
102678	13903	BRADY INDUSTRIES OF MS LLC	21093	11021100	1 Case of Spartan II Extraction Carpet Cleaner	001-092-510	3	$10.97
102683	1999	CINTAS CORPORATION NO 210		4252938746	UNIFORMS	001-092-535	3	$4.64
				4253694071	UNIFORMS	001-092-535	3	$4.64

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
102692	1913	DAVID JEFCOAT PEST CONTROL		48460	QTRLY PEST CONTROL | CITY HALL	001-092-600	3	$200.00
102693	14231	DELTA UTILITIES AGGREGATOR, LLC		6641534-0 | DEC 17, 2025	1351 W GOVERNMENT ST	001-092-630	3	$436.71
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	001-092-630	3	$10,502.05
						001-092-630	3	$342.35
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876- FUEL FOR WEEK 12/08/2025- 12/14/2025	001-092-525	3	$53.32
102706	4763	GREEN OAK GARDEN CENTER LLC	19856	31219	Annual Plant Maintance	001-092-604	3	$150.00
102714	13635	JAM-PAK LLC	20994	531800	Carpet Extractor for city hall	001-092-729	3	$1,469.50
102727	4566	METRO BUILDING SERVICES, INC	21052	63844	replace 2 toilet diaphragms in the back hallway womens restroom	001-092-636	3	$353.76
102728	4852	METRO MECHANICAL, INC.		63758	2 TRIPS AND MATERIALS | BACKFLOW IN CITY HALL | CLOSED PO# 19683	001-092-636	3	$772.12
102731	6093	MIDSOUTH ELEVATOR, LLC	20680	INV-08603	FY 26 - City Hall Elevator Service Agreement (3% increase from FY25)	001-092-600	3	$220.58
102738	203	MSU EXTENSION CENTER FOR		12/10/2025	SPRING CERTIFIED MUNICIPAL CLERK PROGRAM | FEB 11-13, 2026 | CANDANCE HUNLEY, REBECCA PEVEY	001-092-685	3	$650.00
102742	13687	PETTY CASH - CANDANCE HUNLEY		10/06/2025- 12/19/2025	REIMBURSEMENT FOR PETTY CASH	001-092-637	3	$6.28

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					EXPENSES			
						001-092-637	3	$7.19
						001-092-600	3	$29.00
102747	9654	PROTEL, INC	20662	251200459	Call Center October 2025 - September 2026	001-092-600	3	$12.00
102751	1028	RANKIN COUNTY NEWS		253191	ORDINANCE SETTING SALARY OF MAYOR	001-092-615	3	$24.36
102759	3699	STAPLES CONTRACT & COMMERCIAL, INC	21092	6050847642	office supplies for city hall	001-092-500	3	$1.97
						001-092-500	3	$6.99
						001-092-500	3	$24.57
						001-092-500	3	$3.40
						001-092-500	3	$4.02
						001-092-500	3	$3.08
						001-092-500	3	$51.52
						001-092-500	3	$10.61
						001-092-500	3	$10.61
102761	4578	TECHSOURCE SOLUTIONS INC		73149	PD MONTHLY FIREWALL | DEC 2025	001-092-602	3	$530.00
				73147	MONTHLY BILLING | DECEMBER 2025	001-092-602	3	$12,890.50
				72907	BILLED SERVICES | SYSTEMS ENGINEER	001-092-602	3	$3,787.00
102768	11103	VESTIS GROUP INC F/K/A ARAMARK		5816349011	MOPS FOR SENIOR CENTER AND CITY HALL	001-092-510	3	$96.74
				5816352425	MOPS FOR SENIOR CENTER AND CITY HALL	001-092-510	3	$96.74
		Total For Department		001-092				$33,187.22

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13019 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**001-112**							
102686	4293	COMCAST CABLE		8396410610065 142-11/28/2025	PD TV SERVICES | 12/02/2025-01/01/2026	001-112-605	3	$228.22
102693	14231	DELTA UTILITIES AGGREGATOR, LLC		3194068-7 / DECEMBER 11, 2025	1455 W GOVERNMENT ST-	001-112-630	3	$91.91
102698	356	DPS LAW ENFORCEMENT		90169081	ANALYTICAL FEES | NOV 2025	001-112-600		$300.00
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	001-112-630	3	$3,581.60
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876-FUEL FOR WEEK 12/08/2025-12/14/2025	001-112-525	3	$2,400.22
				NP69681590	ACCT #126876-FUEL FOR WEEK 12/15/2025-12/21/2025	001-112-525	3	$1,643.53
102719	10529	K&S TRUCKING LLC	21081	34343	New starter for 17-002 front left axle for 21-010 TPMS - 17-001 TPMS - 17-005	001-112-635	3	$100.00
			21081	24493	New starter for 17-002 front left axle for 21-010 TPMS - 17-001	001-112-635	3	$350.00

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					TPMS - 17-005			
						001-112-635	3	$120.00
			21081	34495	New starter for 17-002	001-112-635	3	$80.00
					front left axle for 21-010			
					TPMS - 17-001			
					TPMS - 17-005			
			21081	34494	New starter for 17-002	001-112-635	3	$40.00
					front left axle for 21-010			
					TPMS - 17-001			
					TPMS - 17-005			
102727	4566	METRO BUILDING SERVICES, INC	21063	63876	replace damaged Heat Sync Board in unit #1. The part is under warranty, labor to install isn't. This quote includes adding additional freon as needed.	001-112-636	3	$4,651.00
			20980	63629	Leak search VRF sytem and Brandon Police Department	001-112-636	3	$1,560.00
				63907	MAYORS OFFICE VAV 23 NOT HEATING | EMERGENCY	001-112-636	3	$369.60
102734	4590	MS DEPT OF REVENUE		12/15/2025	UNTRACEABLE TAG | V# 5238	001-112-690	3	$14.75
102741	931	O'REILLY AUTO PARTS	21067	1129-123124	Light blubs for Chiefs Tahoe	001-112-635	3	$89.77

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
102759	3699	STAPLES CONTRACT & COMMERCIAL, INC	21083	6050847640	pens, folders, dividers, ink, printable dvd's, antibiotic ointment, band-aids, red ink refill notepads, windex, mop heads, clorox, white out, trash bags, paper, cleaner, stamp, letter opener, surge protectors	001-112-510	3	$274.80
						001-112-510	3	$223.90
						001-112-500	3	$22.88
						001-112-500	3	$90.40
						001-112-500	3	$90.40
						001-112-500	3	$90.40
						001-112-500	3	$229.92
						001-112-510	3	$33.58
						001-112-510	3	$32.04
						001-112-510	3	$39.86
						001-112-500	3	$36.30
						001-112-500	3	$56.38
						001-112-500	3	$4.66
						001-112-500	3	$8.73
						001-112-500	3	$8.32
						001-112-500	3	$5.65
						001-112-500	3	$137.46
						001-112-500	3	$35.70
						001-112-500	3	$10.46
						001-112-510	3	$55.19
			21083	6050847639	pens, folders, dividers, ink, printable dvd's, antibiotic ointment,	001-112-500	3	$10.28

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					band-aids, red ink refill notepads, windex, mop heads, clorox, white out, trash bags, paper, cleaner, stamp, letter opener, surge protectors			
102762	3994	THE SOUTHERN CONNECTION POLICE SUPPLIES LLC	20827	37199	Swat Uniforms	001-112-535	3	$1,120.00
						001-112-535	3	$1,592.00
						001-112-535	3	$1,356.00
			21088	37282	Order 11173A - 8 point police & hat badge	001-112-535	3	$240.00
					Order 12802A - Hutson & Craft Sgt name plate, serving since and sgt stripes			
					Order 12891A - holster			
						001-112-535	3	$220.00
		Total For Department		001-112				$21,890.91
Dept#		**001-161**						
102692	1913	DAVID JEFCOAT PEST CONTROL		48503	QUARTERLY PEST SERVICES | FS #4	001-161-600	3	$75.00
102693	14231	DELTA UTILITIES AGGREGATOR, LLC		3194066-1 / DECEMBER 11, 2025	16 WOODGATE DR-FS #5	001-161-630	3	$230.33
				10594862-4 | DEC 17, 2025	147 KENNEDY FARM PKWY	001-161-630	3	$389.03
				3133152-3 |	629 MARQUETTE	001-161-630	3	$278.87

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
				DEC 17, 2025	RD-FS #1			
				3194065-3 | DEC 17, 2025	213 POINDEXTER ST-FS #6	001-161-630	3	$257.67
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	001-161-630	3	$437.98
						001-161-630	3	$4.49
						001-161-630	3	$6.24
						001-161-630	3	$4.49
						001-161-630	3	$4.49
						001-161-630	3	$4.49
						001-161-630	3	$72.44
						001-161-630	3	$273.96
						001-161-630	3	$75.48
						001-161-630	3	$561.98
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876-FUEL FOR WEEK 12/08/2025-12/14/2025	001-161-525	3	$661.15
				NP69681590	ACCT #126876-FUEL FOR WEEK 12/15/2025-12/21/2025	001-161-525	3	$466.06
102711	575	HOME DEPOT CREDIT SERVICES	21087	2220732	BLANKET PO	001-161-550	3	$285.98
102716	3704	JONES & BARTLETT LEARNING LLC	21048	1228163	FIRE INSTRUCTOR AND FIRE OFFICER BOOKS	001-161-685	3	$401.40
						001-161-685	3	$412.65
102721	1734	LANGFORD WATER ASSOCIATION, INC		1228-DEC 2025	FS #4 | WATER BILL | 11/02/2025-12/07/2025	001-161-630	3	$39.90
102735	805	MS FIRE CHIEFS ASSOCIATION		25346-001	ANNUAL MEMBERSHIP DUES | J ADCOCK, E STRINGER, B BECK, J KING, P WOFFORD, B	001-161-695	3	$270.00

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					ROBERTS			
102741	931	O'REILLY AUTO PARTS	20641	1129-123286	BLANKET PO	001-161-635	3	$18.43
102753	1048	REVELL HARDWARE	20750	403/E	BLANKET PO FOR NUTS, BOLTS, PARTS	001-161-636	3	$33.57
			20750	220/e	BLANKET PO FOR NUTS, BOLTS, PARTS	001-161-636	3	$6.10
			20750	482/E	BLANKET PO FOR NUTS, BOLTS, PARTS	001-161-636	3	$6.29
102759	3699	STAPLES CONTRACT & COMMERCIAL, INC	21036	6050355395	MONTHLY PLANNERS FOR BC'S	001-161-500	3	$31.62
						001-161-500	3	$7.93
102763	3845	TRUSTMARK VISA/MC - CAROLYN PALMER	21034	0011211231332 30	BADLAND APEX 12,000 LB WINCH-FOR FORD 350	001-161-550	3	$579.99
			21085	653275	NEED MORE CANDY FOR PARADE-PR	001-161-690	3	$126.96
			21046	613088	CANDY FOR CHRISTMAS PARADE	001-161-690	3	$73.84
				REBATE -DEC 2025	REBATE	001-161-696	3	($2.45)
		Total For Department		001-161				$6,096.36

Dept# 001-180

102670	4693	ADAMS TRIM DESIGNS, INC	21101	I-115815	Printed vehicle logos CD-9	001-180-635	3	$85.00
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876-FUEL FOR WEEK 12/08/2025-12/14/2025	001-180-525	3	$36.07

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
				NP69681590	ACCT #126876-FUEL FOR WEEK 12/15/2025-12/21/2025	001-180-525	3	$57.63
102734	4590	MS DEPT OF REVENUE		12-18-25	TAG | V#2841	001-180-690	3	$12.00
102743	14672	PETTY CASH-JESSICA CARR		245301-32	PAGE AND RECORDING FEES | LIS PENDENS	001-180-604	3	$26.00
102751	1028	RANKIN COUNTY NEWS		253189	PHASE 2 | CIVIC CENTER RENOVATIONS	001-180-615	3	$76.04
				253246	MARQUETT ROAD MULTI USE PATH	001-180-615	3	$124.88
				253188	CHILLER REPLACEMENT FOR COB LIBRARY	001-180-615	3	$90.34
				253253	ZONING HEARING | DONALD GRIFFIN	001-180-615	3	$76.80
				253192	ORDINANCE REZONING PROPERTY FROM RR TO NC	001-180-615	3	$147.72
102759	3699	STAPLES CONTRACT & COMMERCIAL, INC	21092	6050847642	office supplies for city hall	001-180-500	3	$18.67
						001-180-500	3	$6.99
		Total For Department		001-180				$758.14

Dept# 001-201

102669	14599	4-B Construction LLC	21040	3029	113 Meadow Pointe Cove - curb repair | WO #60541	001-201-637	3	$900.00
102672	12701	AJ CONSTRUCTION INC		4514	Asphalt Repairs	001-201-637	3	$1,364.56
				4544	Asphalt Repairs	001-201-637	3	$1,313.28
102673	11983	ALLEN ENGINEERING AND SCIENCE		00251644	Project Stormwater	001-201-607	3	$1,750.00

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
102675	1873	BENCHMARK ENGINEERING		28212	GRANTS FERRY PKWY MULTI-USE PATH	001-201-703	3	$85,207.74
102681	5233	BURNEY DIRT AND GRAVEL , LLC		2536	DUMP TRUCK HAULING SERVICE B/A/ 11-3-25	001-201-604	3	$4,845.00
102683	1999	CINTAS CORPORATION NO 210		4252938746	UNIFORMS	001-201-535	3	$5.89
						001-201-535	3	$5.49
						001-201-535	3	$6.49
				4253694071	UNIFORMS	001-201-535	3	$5.89
						001-201-535	3	$5.49
						001-201-535	3	$6.49
102685	4106	CLEO MCKINION		1239	ASPHALT REPAIRS B/A 2/18/25	001-201-637	3	$4,015.00
				1238	ASPHALT REPAIRS B/A 2/18/25	001-201-637	3	$2,990.00
102688	274	CONSOLIDATED PIPE & SUPPLY CO., INC.		MS00415198	8X6 FERNCO 1056-86 SBR COUPLING - DRAINAGE REPAIR AT CITY SHOP	001-201-637	3	$25.00
102691	2183	D&S SALES	21003	39684	Shop Supplies	001-201-635	3	$97.20
102694	338	DEVINEY EQUIPMENT	20965	IV76928	VIN #4448 New Holland T5060 Tractor Replace right tail light (side light on roll bar)	001-201-636	3	$202.04
102700	2190	ENTERGY		40010048972	498 CROSSGATES BLVD	001-201-630	3	$202.81
				295006957896	405 CROSSGATES BLVD	001-201-630	3	$171.55
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	001-201-630	3	$26.29
						001-201-630	3	$242.47
						001-201-630	3	$1,035.39
						001-201-630	3	$90.35

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
						001-201-630	3	$148.02
						001-201-630	3	$58.16
						001-201-630	3	$32,788.47
						001-201-630	3	$210.68
						001-201-630	3	$307.13
						001-201-630	3	$522.07
						001-201-630	3	$146.83
						001-201-630	3	$60.28
						001-201-630	3	$103.56
						001-201-630	3	$80.05
						001-201-630	3	$144.38
						001-201-630	3	$146.36
						001-201-630	3	$221.29
						001-201-630	3	$167.45
						001-201-630	3	$63.77
						001-201-630	3	$184.45
						001-201-630	3	$111.60
						001-201-630	3	$124.64
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876-FUEL FOR WEEK 12/08/2025-12/14/2025	001-201-525	3	$105.40
				NP69681590	ACCT #126876-FUEL FOR WEEK 12/15/2025-12/21/2025	001-201-525	3	$76.93
102705	144	GILMORE BROS BUILDING SUPPLY	21112	158604	Stock at Shop - bagged asphalt	001-201-550	3	$1,678.88
			20963	158019	1) Stock at Shop - fast setting concrete 2) Concrete blocks to build drainage boxes 3) Locks for meters	001-201-550	3	$820.80
			20842	157200	Small paver blocks	001-201-550	3	$535.50

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					for building frames (connections)			
102709	5975	HEMPHILL CONSTRUCTION COMPANY INC		H25136-01-F-55371	STREET-GENERAL FUNDS | 53 CROSSGATES DRIVE | STORM DRAIN PIPE REPLACEMENT	001-201-637	3	$30,909.39
				H25136-01-F-56175	STREETS-GENERAL FUNDS | 13 THORNGATE DRIVE | STORM DRAIN PIPE REPAIR	001-201-637	3	$11,929.60
				H25118-01-F-59147	STREETS-GENERAL FUNDS | BLACK STREET | EMERGENCY STORM DRAIN REPAIR | FINAL INVOICE | B/A 10/06/2025	001-201-637	3	$1,264.47
102715	14600	Jaron Carter	20938	080	Brightview Land Management 300 Speers Valley Circle - remove dead tree | WO #59697	001-201-604	3	$850.00
						001-201-604	3	$150.00
			20939	081	Brightview Land Management Tree pruning near 6 Pebble Hill Drive	001-201-604	3	$900.00
102722	693	LEWIS ELECTRIC		M2025.156	SIGNAL REPAIRS	001-201-604	3	$3,050.00
				M2025.157	SIGNAL REPAIR	001-201-604	3	$350.00
102724	12879	MAGCOR INDUSTRIES		136840	P/R REIMBURSEMENT FOR WORK RELEASE 11/23/2025 TO	001-201-604	3	$1,853.06

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					12/06/2025			
102729	6785	MICHAEL SCOTT WELLS	20821	JAN 2026	BEAVER ERADICATION MAINT-LOCATION #1- B/A 11/07/2016	001-201-600	3	$125.00
			20819	JAN 26	BEAVER ERADICATION MAINT-LOCATION #3- B/A 11/07/2016	001-201-600	3	$125.00
102730	6785	MICHAEL SCOTT WELLS	20820	JANUARY 2026	BEAVER ERADICATION MAINT-LOCATION #2- B/A 11/07/2025	001-201-600		$125.00
102739	2377	MURPHY'S LAWN & LANDSCAPE	21066	19068	53 Crossgates Drive Yard restoration due to drainage repair | WO #60640	001-201-637	3	$7,996.64
			21062	19064	57 Terrapin Cove Yard restoration due to storm drain repair and fence repair | WO #60825	001-201-637	3	$4,573.96
102751	1028	RANKIN COUNTY NEWS		253186	CORNERSTONE STORM DRAIN REPLACEMENT	001-201-615	3	$122.90
				253247	DOWNTOWN SIDEWALK IMPROVEMENTS	001-201-615	3	$126.86
				253184	RAINTREE STORMWATER COLLECTIONS IMPROVEMENTS	001-201-615	3	$129.72
				253307	BIDS | HEIGHTS DRIVE	001-201-615	3	$125.76
				253304	BIDS | ROAD STRIPING	001-201-615	3	$95.84

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
		Total For Department		001-201				$208,124.32
Dept#	**001-220**							
102678	13903	BRADY INDUSTRIES OF MS LLC	21042	10991623	Janitorial Supplies	001-220-510	3	$77.64
						001-220-510	3	$85.48
						001-220-510	3	$22.88
						001-220-510	3	$10.20
						001-220-510	3	$15.10
			21054	11006614	Janitorial Supplies	001-220-510	3	$47.37
102682	14721	CHAPMAN'S FLORIST		033526	CENTERPIECES | AT THE VAULT | 11/10/2025	001-220-649	3	$538.16
102724	12879	MAGCOR INDUSTRIES		136840	P/R REIMBURSEMENT FOR WORK RELEASE 11/23/2025 TO 12/06/2025	001-220-648	3	$11,838.99
102727	4566	METRO BUILDING SERVICES, INC	21082	63892	MOL-A2 bldg womens restroom 1st stall stopped up.	001-220-636	3	$179.80
102732	13239	MIGHTY FRESH LLC	20911	I16982	MOL-setup and service 6 toilets in back parking lot during show time	001-220-640	3	$252.00
102740	768	NEXAIR, LLC	21094	0014070281	MOL (9) propane tanks	001-220-648	3	$285.32
102746	11723	PRIME EVENTS LLC		1392	COB MLEOTA GRAD | 11/19/2025	001-220-600	3	$350.00
				1416	OPEN HOUSE | 12/12/2025	001-220-600	3	$350.00
				1426	SOUND WORK AND TECH SUPPORT | AMP	001-220-600	3	$400.00

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
102764	14358	TRUSTMARK VISA/MC- CHARLES PITCOX		634641	CHRISTMAS FLOWERS | KROGER	001-220-648	3	$129.35
102766	4935	UNITED RENTALS (N.A.), INC.	21044	256496922-001	rent one message board for Brandon Christmas Parade	001-220-648	3	$1,983.00
102770	1292	WARING OIL CO.	20982	488945	MOL-1,000 gal fuel tank rental and fuel	001-220-648	3	$1,358.06
		Total For Department		001-220				$17,923.35
Dept#	**001-340**							
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876-FUEL FOR WEEK 12/08/2025-12/14/2025	001-340-525	3	$176.98
				NP69681590	ACCT #126876-FUEL FOR WEEK 12/15/2025-12/21/2025	001-340-525	3	$239.97
102724	12879	MAGCOR INDUSTRIES		136840	P/R REIMBURSEMENT FOR WORK RELEASE 11/23/2025 TO 12/06/2025	001-340-604	3	$3,706.12
		Total For Department		001-340				$4,123.07
Dept#	**001-342**							
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	001-342-630	3	$83.38
		Total For Department		001-342				$83.38

Check Run #: 13019 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**001-350**							
102693	14231	DELTA UTILITIES AGGREGATOR, LLC		3015580-8 / DECEMBER 11, 2025	1475 W GOVERNMENT ST-	001-350-630	3	$1,206.44
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	001-350-630	3	$4,198.03
102702	13383	EXELL/MS BOTTLE WATER-ACCT #023270		474751	5 GAL DRINKING WATER	001-350-640	3	$17.16
		Total For Department		001-350				$5,421.63
		Fund Total		001				$327,586.71

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**004-500**							
102671	906	AIRGAS USA, LLC	19627	5516080240	rent 6 - 50 lb CO2 siphoned Breaking Benjamin	004-500-640	3	$79.81
						004-500-640	3	$3.30
102674	10473	AMAZON		1JC3-P79C-GYK3	CHRISTMAS DECORATIONS	004-500-550	3	$366.22
				1YVX-WC69-XCF6	CHRISTMAS DECORATIONS	004-500-550	3	$355.16
				14HQ-CRXT-Q1PN	CHRISTMAS DECORATIONS	004-500-609	3	$329.24
				1NWF-7JLM-1KNY	CHRISTMAS DECORATIONS	004-500-550	3	$353.94
102683	1999	CINTAS CORPORATION NO 210		4251340009	AMPHITEATRE MATS	004-500-535	3	$309.78
				4251905141	AMPHITEATRE MATS	004-500-535	3	$309.78
				4252797896	AMPHITEATRE MATS	004-500-535	3	$309.78
102695	3716	DIRECTV		028469680X251217	AMP TV SERVICES | 12/16/25-01/15/26	004-500-605		$231.99
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	004-500-630	3	$4,836.11
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876-FUEL FOR WEEK 12/08/2025-12/14/2025	004-500-525	3	$16.77
				NP69681590	ACCT #126876-FUEL FOR WEEK 12/15/2025-12/21/2025	004-500-525	3	$42.89
102704	7989	GEIGER BROS	20882	6095063	Christmas Ornament Sponsors and Box seat holders	004-500-550	3	$4,924.00

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13019 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
102723	9846	LIVE NATION WORLDWIDE INC		JAN 2026	MONTHLY BOOKING FEES | JAN 2026	004-500-600	3	$20,000.00
102724	12879	MAGCOR INDUSTRIES		136840	P/R REIMBURSEMENT FOR WORK RELEASE 11/23/2025 TO 12/06/2025	004-500-604	3	$2,058.95
102742	13687	PETTY CASH - CANDANCE HUNLEY		10/06/2025-12/19/2025	REIMBURSEMENT FOR PETTY CASH EXPENSES	004-500-636	3	$8.94
						004-500-637	3	$6.43
102761	4578	TECHSOURCE SOLUTIONS INC		73148	POS SYSTEM AGREEMENT DECEMBER	004-500-600	3	$6,856.96
		Total For Department		004-500				$41,400.05
		Fund Total		004				$41,400.05

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**100-000**							
102684	8046	CITY OF PEARL		12/22/2025	REIMBURSEMENT TO CITY OF PEARL FOR GARBAGE COLLECTION FEES FOR DECEMBER 2025	100-000-290	3	$37.54
		Total For Department		100-000				$37.54
Dept#	**100-220**							
102680	11366	BURGERS & BLUES LLC		000474	INMATE MEALS | 12/12/2025	100-220-520	3	$280.00
				000473	INMATE MEALS | 12/11/2025	100-220-520	3	$290.00
				000489	INMATE MEALS | 12/19/2025	100-220-520	3	$270.00
				000502	INMATE MEALS | 12/22/2025	100-220-520	3	$290.00
102683	1999	CINTAS CORPORATION NO 210		4252938746	UNIFORMS	100-220-535	3	$10.12
				4253694071	UNIFORMS	100-220-535	3	$10.12
102690	4870	CROW BURLINGAME CO.	21122	6006-15711	VIN #1711 2020 Kenworth T370 Leaf Collector AW32 Hydraulic Fluid for leaf truck	100-220-636	3	$232.00
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876- FUEL FOR WEEK 12/08/2025- 12/14/2025	100-220-525	3	$146.58
				NP69681590	ACCT #126876- FUEL FOR WEEK 12/15/2025- 12/21/2025	100-220-525	3	$318.27

Check Run #: 13019

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	spickle Acct Per.	Detail Amount
102737	11299	MSLCP, LLC		527832	INMATE MEALS | 12/08/2025	100-220-520	3	$284.55
				527834	INMATE MEALS | 12/18/2025	100-220-520	3	$282.84
102748	2583	RAMEY'S		167405	INMATE MEALS | 12/12/2025	100-220-520	3	$20.00
				167726	INMATE MEALS | 12/16/2025	100-220-520	3	$34.43
				167784	INMATE MEALS | 12/17/2025	100-220-520	3	$35.38
				167645	INMATE MEALS | 12/15/2025	100-220-520	3	$279.13
				167863	INMATE MEALS | 12/18/2025	100-220-520	3	$64.00
				167943	INMATE MEALS | 12/19/2025	100-220-520	3	$26.01
				168254	INMATE MEALS | 12/22/2025	100-220-520	3	$49.25
				168457	INMATE MEALS | 12/24/2025	100-220-520	3	$29.74
102756	1851	SONIC		143/121725	INMATE MEALS | 12/17/2025	100-220-520	3	$267.38
				103/12/24/25	INMATE MEALS | 12/24/2025	100-220-520	3	$160.24
102767	5787	VACUUM TRUCK SALES & SERVICE, LLC		MS28708	VIN# 8646 SWEEPER ER WORK	100-220-636	3	$542.91
102769	8048	WALTER L. HARVEY		12/16/2025	INMATE MEALS | 12/16/2025	100-220-520	3	$300.00
				12/23/2025	INMATE MEALS | 12/23/2025	100-220-520	3	$270.00
		Total For Department		100-220				$4,492.95

Check Run #: 13019

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	spickle Acct Per.	Detail Amount
		Fund Total		100				$4,530.49

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13019 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**314-600**							
102707	4297	GRINER DRILLING SERVICE, INC		PAY REQUEST #5	592 GRANT PROGRAM & MSDH SRLF LOAN | PAY REQUEST #5 | CORNERSTONE WATER WELL PROJECT	314-600-701		$254,797.63
102710	5975	HEMPHILL CONSTRUCTION COMPANY INC		PAY REQUEST #6 FINAL	MDEQ MCWI GRANT | PAY REQUEST #6 FINAL | HWY 80 WATERLINE IMPROVEMENTS PROJECT	314-600-718		$10,864.87
		Total For Department		314-600				$265,662.50
		Fund Total		314				$265,662.50

Check Run #: 13019 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**400-670**							
102689	2442	CORE & MAIN, LP		Y179403	MONTHLY SERVICE AGREEMENT PLUS LABOR COSTS | NOVEMBER 2025	400-670-604	3	$15,237.34
102744	3565	POLLCHAPS LLC	21075	26557	`Vest & Long Sleeve Shirts for Alex Wade	400-670-535	3	$92.00
						400-670-535	3	$187.50
102747	9654	PROTEL, INC	20662	251200459	Call Center October 2025 - September 2026	400-670-600	3	$3,110.50
102757	12742	SOUTHERN RUBBER STAMP, INC.	21008	82451	rubber stamps	400-670-500	3	$51.92
102759	3699	STAPLES CONTRACT & COMMERCIAL, INC	21092	6050847642	office supplies for city hall	400-670-500	3	$3.37
						400-670-500	3	$30.75
						400-670-500	3	$20.56
						400-670-500	3	$16.02
			21092	6050847641	office supplies for city hall	400-670-500	3	$17.19
						400-670-500	3	$8.39
102761	4578	TECHSOURCE SOLUTIONS INC	20949	72908	Public Works Admin Office Monitors (2 each) for Latoya, Sheron, Barry, Tina & Theresa	400-670-729	3	$1,500.00
			20937	72909	New Printer for Carly Dearman	400-670-729	3	$640.00
		Total For Department		400-670				$20,915.54

Dept# **400-673**

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
102676	127	BLOSSMAN GAS, INC.	20664	33915455	Propane for City Shop October 2025 - September 2026	400-673-525	3	$1,517.83
102679	14671	BRANDON C. BUTLER	21031	RP-2025-00298	Gooseneck Trailer MODEL 22-GN25-DSA MR SR# 06289	400-673-730	3	$15,350.25
102683	1999	CINTAS CORPORATION NO 210		4252938746	UNIFORMS	400-673-535	3	$4.63
						400-673-535	3	$12.58
				4253694071	UNIFORMS	400-673-535	3	$4.63
						400-673-535	3	$12.58
102688	274	CONSOLIDATED PIPE & SUPPLY CO., INC.	21079	MS00415197	Stock at Shop - brass adapters for water repairs	400-673-550	3	$350.00
						400-673-550	3	$400.00
			21028	MS00415174	Days Inn & Suites | 1130 Oak Street Install hydrant that had been removed during renovation | WO #60331	400-673-637	3	$450.00
						400-673-637	3	$2,980.00
						400-673-637	3	$270.00
						400-673-637	3	$75.00
						400-673-637	3	$940.00
						400-673-637	3	$80.00
102689	2442	CORE & MAIN, LP	20839	Y204118	Transmitters for water meters Sole Source Provider	400-673-637	3	$13,770.00
102690	4870	CROW BURLINGAME CO.	21127	6006-15802	VIN #5852 2007 Ford F350 Need crank sensor, cam sensor and fuel water separator	400-673-635	3	$22.99
						400-673-635	3	$49.11

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
						400-673-635	3	$111.95
			21120	6006-15718	VIN #5852 2007 Ford F350 - Wiper Blades	400-673-635	3	$19.90
			21104	6006-15783	VIN #4078 2012 Ford F350 Wiper Blades	400-673-635	3	$19.90
			21024	6006-15474	VIN #5849 2007 Ford F350 - replace Coolant Rec Tank	400-673-635	3	$104.55
			21059	6006-15542	VIN #4852 2020 Dodge Ram 5500 Diagnostics on engine & transmission control module	400-673-635	3	$150.00
			21077	6006-15548	VIN #9887 2006 Chevy 2500 EX Parts to get Lights, Alternator & AC/Heat working	400-673-635	3	$61.50
						400-673-635	3	$60.00
						400-673-635	3	$9.00
						400-673-635	3	$2.00
						400-673-635	3	$6.25
						400-673-635	3	$36.00
						400-673-635	3	$166.00
						400-673-635	3	$260.00
			21078	6006-15594	Wiper Blades - 20" for VIN #7988* (wtr) and 22" for VIN #4852 (wtr); VIN #2708* (swr) & #7626* (wtr) (*PO #20943 only covered for driver side to test)	400-673-635	3	$19.90
						400-673-635	3	$9.95

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
						400-673-635	3	$9.95
102691	2183	D&S SALES	21080	39713	1) Estimate #1797 a) LED Rechargeable Head Lamp - Qty: 10 for PW Field Staff (wtr) b) ML007G Makita Light - for Tank to use (swr) 2) Estimate #1800 replacement charger & battery for Tank (swr) 3) Estimate #1801 bolts & washers for grinder pump lids - for Tank (swr)	400-673-550	3	$129.20
			20930	39636	Dwyer Digital Pressure Gauge | to test water pressure	400-673-550	3	$376.00
			21003	39684	Shop Supplies	400-673-550	3	$85.80
						400-673-550	3	$53.98
						400-673-550	3	$70.00
						400-673-550	3	$115.20
102700	2190	ENTERGY		360004444968	311 OLD LAKELAND DR WATER TANK	400-673-630	3	$48.45
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	400-673-630	3	$2,457.35
						400-673-630	3	$4,288.66
						400-673-630	3	$3,866.41
						400-673-630	3	$2,994.06
						400-673-630	3	$1,024.55
						400-673-630	3	$294.59
						400-673-630	3	$5,660.58
						400-673-630	3	$16.65

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
						400-673-630	3	$120.11
						400-673-630	3	$4,976.04
						400-673-630	3	$58.16
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876- FUEL FOR WEEK 12/08/2025- 12/14/2025	400-673-525	3	$907.95
				NP69681590	ACCT #126876- FUEL FOR WEEK 12/15/2025- 12/21/2025	400-673-525	3	$1,353.93
102705	144	GILMORE BROS BUILDING SUPPLY	20963	158019	1) Stock at Shop - fast setting concrete 2) Concrete blocks to build drainage boxes 3) Locks for meters	400-673-550	3	$1,174.32
						400-673-550	3	$899.40
			21039	158232	Shop Supplies	400-673-550	3	$191.88
						400-673-550	3	$42.00
			20865	157201	White Spray Paint to use on fire hydrant parts in yard	400-673-637	3	$143.82
102713	623	JACKSON PAPER COMPANY	20960	1436903	Shop Supplies	400-673-550	3	$10.88
						400-673-550	3	$0.01
102717	14594	Jose Serra Construction LLC		PAY REQUEST #2	WSOM | PAY REQUEST #2 | W. SUNSET DR WATERLINE REPLACEMENT PROJECT	400-673-720		$67,818.03
102718	12917	JOSEPH MOAK TRUCKING	20959	COB-121725	Stock at Shop - Sand	400-673-550	3	$4,994.00
						400-673-550	3	$4.00
102719	10529	K&S TRUCKING LLC	21110	34620	VIN #4078 2012 Ford F350 New Tires - replace outside driver rear and new front tires	400-673-540	3	$465.00

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
			21060	34528	VIN #7988 2007 Ford F350 - New Tires - Qty: 3	400-673-540	3	$510.00
				34349	ER - NEW TIRE VIN# 7988	400-673-540	3	$170.00
				34425	VIN# 5011 - TIRE REPAIR	400-673-540	3	$15.00
				34481	TRUCK# 4078 - TIRE REPAIR	400-673-540	3	$15.00
				34529	TRUCK# 4078 - ER FLAT TIRE	400-673-540	3	$155.00
102724	12879	MAGCOR INDUSTRIES		136840	P/R REIMBURSEMENT FOR WORK RELEASE 11/23/2025 TO 12/06/2025	400-673-604	3	$3,738.29
102734	4590	MS DEPT OF REVENUE		12/18/2025	TRAILER TAG | V# 6289	400-673-690	3	$12.00
102739	2377	MURPHY'S LAWN & LANDSCAPE	21069	19067	2013 Brookstone Place Yard restoration due to sewer repair | WO #60762	400-673-637	3	$128.64
102742	13687	PETTY CASH - CANDANCE HUNLEY		10/06/2025-12/19/2025	REIMBURSEMENT FOR PETTY CASH EXPENSES	400-673-600	3	$5.00
						400-673-600	3	$60.00
						400-673-600	3	$52.00
						400-673-690	3	$10.00
102750	1015	RANKIN COUNTY COOPERATIVE	20868	312356	Rubber Boots for MAGCOR crew	400-673-535	3	$179.94
102751	1028	RANKIN COUNTY NEWS		253187	RICHLAND CREEK LIFT STATION GENERATOR REPLACEMENT	400-673-615	3	$125.98
				253305	BIDS | CHLORINE &	400-673-615	3	$47.88

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					SODIUM FLUORIDE			
102752	1038	REDDY ICE-JACKSON	20665	12-5314808	Ice - City Shop Crew October 2025 - September 2026	400-673-550	3	$170.10
102753	1048	REVELL HARDWARE	21037	188892/6	Welding Supplies	400-673-550	3	$41.20
						400-673-550	3	$39.18
						400-673-550	3	$12.57
						400-673-550	3	$12.57
						400-673-550	3	$101.80
						400-673-550	3	$129.18
						400-673-550	3	$19.81
			21038	431/E	Shop Supplies	400-673-550	3	$98.98
102755	13279	SAYLE OIL COMPANY INC	21114	891490	Stock at Shop	400-673-525	3	$640.00
			21072	891025	Stock at Shop Hydraulic Oil to be used for tractors - 55 gallon drum - Qty: 3	400-673-550	3	$1,695.00
102758	6085	SOUTHERN TIRE MART, LLC	21111	2600227261	VIN #0358 CAT 430E Backhoe New Tire - replace front tire driver left	400-673-540	3	$645.45
102765	13577	TWS LLC		1225	BASIC SERVICE | B/A 02/03/2025	400-673-604	3	$9,892.80
102770	1292	WARING OIL CO.	20663	491476	Stock at Shop Diesel for tank at City Shop October 2025 - September 2026	400-673-525	3	$1,104.66
		Total For Department		400-673				$161,805.49

Dept# 400-680

102683	1999	CINTAS CORPORATION NO 210		4252938746	UNIFORMS	400-680-535	3	$5.89
						400-680-535	3	$7.80

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
				4253694071	UNIFORMS	400-680-535	3	$5.89
						400-680-535	3	$7.80
102688	274	CONSOLIDATED PIPE & SUPPLY CO., INC.	21105	MS00415306	Repair broken sewer pipe in ditch behind Sonny's BBQ [1374 West Government Street] & Crossgates Storage [1370 West Government Street] | WO #60956	400-680-637	3	$280.56
						400-680-637	3	$230.00
102690	4870	CROW BURLINGAME CO.	21074	6006-15547	VIN #2279 2012 Ford F350 new heater hoses - leaking antifreeze	400-680-635	3	$86.00
						400-680-635	3	$96.00
			21078	6006-15594	Wiper Blades - 20" for VIN #7988* (wtr) and 22" for VIN #4852 (wtr); VIN #2708* (swr) & #7626* (wtr) (*PO #20943 only covered for driver side to test)	400-680-635	3	$9.95
102691	2183	D&S SALES	21080	39713	1) Estimate #1797 a) LED Rechargeable Head Lamp - Qty: 10 for PW Field Staff (wtr) b) ML007G Makita Light - for Tank to use (swr) 2) Estimate #1800 replacement charger & battery for Tank (swr) 3) Estimate #1801	400-680-550	3	$70.50

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					bolts & washers for grinder pump lids - for Tank (swr)			
						400-680-550	3	$27.00
						400-680-550	3	$66.00
						400-680-550	3	$99.00
						400-680-550	3	$195.00
102699	10421	DUNN UTILITY	20681	40868	Lower manhole between 1103 & 1105 Cherry Lane | WO #58481	400-680-637	3	$350.00
						400-680-637	3	$90.00
102700	2190	ENTERGY		275007171508	170 STRATFORD DR | CORNERSTONE WATER WELL	400-680-630	3	$682.56
				100007449902	CORNERSTONE DR & GRANTS FERRY	400-680-630	3	$17.74
102701	2245	ENTERGY		10020700594	ENTERGY COLLECTIVE BILL-	400-680-630	3	$85.44
						400-680-630	3	$13.41
						400-680-630	3	$29.81
						400-680-630	3	$29.96
						400-680-630	3	$13.75
						400-680-630	3	$32.99
						400-680-630	3	$174.62
						400-680-630	3	$15.46
						400-680-630	3	$19.03
						400-680-630	3	$63.18
						400-680-630	3	$157.92
						400-680-630	3	$34.62
						400-680-630	3	$15.91
						400-680-630	3	$59.30
						400-680-630	3	$13.50

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
						400-680-630	3	$13.53
						400-680-630	3	$13.33
						400-680-630	3	$46.70
						400-680-630	3	$13.91
						400-680-630	3	$13.33
						400-680-630	3	$42.51
						400-680-630	3	$15.29
102703	860	FLEETCOR TECHNOLOGIES		NP69656042	ACCT #126876- FUEL FOR WEEK 12/08/2025- 12/14/2025	400-680-525	3	$342.91
				NP69681590	ACCT #126876- FUEL FOR WEEK 12/15/2025- 12/21/2025	400-680-525	3	$355.12
102705	144	GILMORE BROS BUILDING SUPPLY	20964	158064	Fence boards for Lift Station repairs	400-680-637	3	$995.00
			20667	157202	Fence Repairs 1) #15 Ellington Court Lift Station 2) #12 Country Meadows Lift Station - Glenridge Dr 3) #6 East Metro Pkwy Lift Station 4) #10 Greenfield Station - Greenfield Ridge Lift Station	400-680-637	3	$115.44
			20856	157203	Fence repair at Country Meadows Lift Station - Willow Creek Dr	400-680-637	3	$89.55
102708	5991	HARVEY SERVICES INC	21002	7992	3109 Louis Wilson Drive - grinder pump needs to be raised | WO #60661	400-680-636	3	$297.35
102709	5975	HEMPHILL CONSTRUCTION COMPANY INC		H25136-01-F-55718	WSOM | NEAR 141 WOODGATE DR |	400-680-637	3	$7,756.10

Check Run #: 13019 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					HUNTERS WOOD SEWER PROJECT | B/A 11/04/2024			
				H25136-01-F-55717	WSOM | NEAR 167 WOODGATE DR | HUNTERS WOOD SEWER PROJECT | B/A 11/04/2024	400-680-637	3	$7,756.10
				H25136-01-F-55719	WSOM | NEAR 104 FAIRDALE PLACE | HUNTERS WOOD SEWER PROJECT | B/A 11/04/2024	400-680-637	3	$9,897.53
				H25136-01-F-60278	WSOM | 210 OLD OAK CIRCLE | MANHOLE REPAIR	400-680-637	3	$5,964.80
				H25136-01-F-60285	WSOM | 50 WOODBRIDGE ROAD| SEWER LINE REPAIR	400-680-637	3	$16,100.34
				H25136-01-F-59260	WSOM | 200 BOOKER ROAD | MANHOLE REPAIR	400-680-637	3	$6,726.43
				H25136-01-F-60179	WSOM | APPLERIDGE ROAD | EMERGENCY SEWER MANHOLE REPAIR	400-680-637	3	$2,236.80
				H25136-01-F-60180	WSOM | STRIBLING LANE | ER SEWER REPAIR	400-680-637	3	$2,236.80
102712	1386	HYDRA SERVICES		194307	AIR PLUG RENTAL FOR SEWER LINE REPAIR BEHIND 22 EASTGATE DR	400-680-640	3	$385.31
102739	2377	MURPHY'S LAWN & LANDSCAPE	21064	19065	128 Jasmine Cove Drive Yard restoration due to sewer repair | WO	400-680-637	3	$123.28

Check Run #: 13019 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
					#60305			
			21076	19069	Between 36 & 38 Woodbridge Road Yard restoration due to sewer repair | WO #60817	400-680-637	3	$1,784.32
			21065	19066	72 Terrapin Drive Yard restoration due to sewer repair | WO #60557	400-680-637	3	$432.96
102750	1015	RANKIN COUNTY COOPERATIVE	21073	314030	Work Boots for Tank Taylor	400-680-535	3	$219.99
102758	6085	SOUTHERN TIRE MART, LLC	21058	2600226513	VIN #5256 Kubota 5200 Tractor - new front tires	400-680-540	3	$712.60
		Total For Department		400-680				$67,773.92
		Fund Total		400				$250,494.95
		Grand Total						$889,674.70

City of Brandon

Manual Check Batch #: 5628

Fiscal Year 2025 - 2026 3 - Dec

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 # 10110	**Check Date: 12/18/2025**						
839	**DEPARTMENT OF REVENUE**		12/19/2025	12/18/2025	12/18/2025	$9,028.92	**100**
400-000-120	SALES TAX PAYABLE	N			$0.00	$2,769.10	DECEMBER 2025 SALES TAX
400-000-380	TRANSFERS	N			$0.00	$6,259.82	DECEMBER 2025 SALES TAX
				Invoice Total	$0.00	$9,028.92	
				Total for Check # 10110	$0.00	$9,028.92	
		Total for fund		**400**	$0.00	$9,028.92	
		Total for batch		**5628**	$0.00	$9,028.92	

City of Brandon

Manual Check Batch #: 5627

Fiscal Year 2025 - 2026 3 - Dec

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 # 10109	**Check Date: 12/12/2025**						
1266	**U. S. POST OFFICE**		679473346	12/12/2025	12/12/2025	$8,012.94	**100**
400-670-691	POSTAGE	N			$0.00	$8,012.94	POSTAGE DECEMBER 2025 WATER BILLS
				Invoice Total	$0.00	$8,012.94	
				Total for Check # 10109	$0.00	$8,012.94	

Total for fund	**400**	$0.00	$8,012.94
Total for batch	**5627**	$0.00	$8,012.94

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13020 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**001-040**							
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	001-040-605	3	$483.97
		Total For Department		001-040				$483.97
Dept#	**001-092**							
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	001-092-605	3	$203.94
102775	968	PHELPS		1463083	HINCKLEY FAIR HOUSING ACT COMPLAINT	001-092-608	3	$283.25
		Total For Department		001-092				$487.19
Dept#	**001-112**							
102771	2275	AT&T		601 M31-3547 001 0590--DEC 2025	PD PHONE SERVICES-12/23/2025-01/22/2026	001-112-605	3	$243.96
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	001-112-605	3	$538.73
		Total For Department		001-112				$782.69
Dept#	**001-161**							
102772	2254	C SPIRE		0031072390-	CELLULAR BILL	001-161-605	3	$455.52

Check Run #: 13020 spickle

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
				DEC 2025	11/19/2025-12/18/2025			
102773	14231	DELTA UTILITIES AGGREGATOR, LLC		6400692628-7 | 12/05/2025	6577 GRANTS FERRY RD	001-161-630	3	$184.13
		Total For Department		001-161				$639.65
Dept#		**001-180**						
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	001-180-605	3	$539.77
		Total For Department		001-180				$539.77
Dept#		**001-201**						
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	001-201-605	3	$140.64
102774	2190	ENTERGY		15009390174	605 W GOVERNMENT ST	001-201-630	3	$150.77
				425004894665	1379 W GOVERNMENT ST	001-201-630	3	$153.77
				425004894664	1346 W GOVERNMENT ST	001-201-630	3	$149.79
102776	1141	SOUTHERN PINE ELECTRIC		15616220	STREET LIGHTS	001-201-630	3	$6,762.94
				15616221	CLERK LIGHTS	001-201-630	3	$5,795.37
				15616222	GREENFIELD/ORLEANS	001-201-630	3	$1,132.22
				15616223	WINDSOR RIDGE	001-201-630	3	$649.41
		Total For Department		001-201				$14,934.91

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13020

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	spickle Acct Per.	Detail Amount
Dept#	**001-220**							
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	001-220-605	3	$219.82
		Total For Department		001-220				$219.82
		Fund Total		001				$18,088.00

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13020 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**004-500**							
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	004-500-605	3	$106.16
		Total For Department		004-500				$106.16
		Fund Total		004				$106.16

Check Run #: 13020 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Dept#	**400-673**							
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	400-673-605	3	$1,164.38
102776	1141	SOUTHERN PINE ELECTRIC		15616226	11 CROSSWOODS RD-NEW LAKEBEND WATER WELL	400-673-630	3	$4,465.31
		Total For Department		400-673				$5,629.69
Dept#	**400-680**							
102772	2254	C SPIRE		0031072390-DEC 2025	CELLULAR BILL 11/19/2025-12/18/2025	400-680-605	3	$140.64
102774	2190	ENTERGY		425004894603	476 EDGEWOOD XING PLE A LIFT	400-680-630	3	$63.35
102776	1141	SOUTHERN PINE ELECTRIC		15616224	HWY 468 LIFT STATION	400-680-630	3	$628.59
				15616225	HWY 18 BYPASS EAST BRANDON LIFT STATION	400-680-630	3	$429.79
		Total For Department		400-680				$1,262.37
		Fund Total		400				$6,892.06

City of Brandon

Check Register by Department for Checks Dated 1/6/2026

Check Run #: 13020 **spickle**

Check#	Vendor#	Vendor Name	PO#	Invoice#	Description	GL Acct#	Acct Per.	Detail Amount
Grand Total								$25,086.22

PROVIDER PAYMENTS
1/5/2025
FOX EVERETT/COB - REGIONS TRUST ACCOUNT HEALTH INSURANCE ACCOUNT

Invoice Date	Date Released	Check Seq. #	Invoice Amount	Disbursed Amount	Expenditure Description
12/23/2025	12/30/2025	25989-26035	$18,815.91	$18,815.91	Medical Claims
				($416.42)	Less Voids/Stops Pmts
			$18,815.91	**$18,399.49**	

CURRENT BALANCE OF HEALTH INSURANCE ACCOUNT **$ 113,459.71**

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

Memo

To: Mayor and Board of Aldermen

From: Niki Jobe

Date: 12/22/2025

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

	Date	Amount
December 2025 Deferred Compensation Transfer	12/12/2025	$2,662.50
	12/23/2025	$2,762.50
December 2025 Retirement Transfer	12/23/2025	$262,992.98
December 2025 Federal Tax Transfers	12/12/2025	$118,522.12
	12/23/2025	$106,734.46
December 2025 MS State Tax Commission	12/12/2025	$14,265.00
	12/23/2025	$12,876.00

BRANDON
MISSISSIPPI

Proposed Rental Fee Increase

January 1, 2026

Event Space	Current Rate	Proposed Rate
For Profit:		
Civic Center	$500/$1,750-$750/$2000	$1,500/$4,500
Senior Center	$200/$450-$450/$700	$750/$1,500
Non Profit:		
Civic Center	$400/$1,250-$650/$1,500	$750/$2,500
Senior Center	$150/$350-$400/$600	$500/$1,500

The proposed rates include the professional cleaning fee.

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE

DATE: 12/17/2025

SUBJECT: NEW HIRE - ISSAC COX

Asking for your consideration to approve the hire of Isaac Cox as a Wastewater Laborer II at an hourly rate of $19.23 ($40,000.00 annually) effective January 12, 2026, pending completion of all pre-employment requirements.

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

ATTACHMENTS:

1. Isaac Cox's Application
2. ISAAC COX NEW HIRE 01052026

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 05, 2026

SUBJECT: CONSIDERATION TO APPROVE ADVERTISING FOR BIDS – SCADA SYSTEM OVERHAUL (WATER & WASTEWATER)

BACKGROUND:

The City's existing SCADA system supports monitoring and control of critical water and wastewater infrastructure. Portions of the system no longer meet current operational, reliability, and cybersecurity standards. A system overhaul is necessary to improve reliability, expand functionality, and ensure long-term supportability.

ACTION REQUESTED:

Approval to advertise for bids for a SCADA system overhaul in accordance with applicable procurement requirements.

FUNDING:

To be determined based on bid results. Funding sources will be identified prior to contract award.

STAFF RECOMMENDATION:

Staff recommends approval to advertise for bids.

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

ATTACHMENTS:

December 22, 2025

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 6, 2026

SUBJECT: HIGHWAY 80 WATERLINE IMPROVEMENTS PROJECT

PAY REQUEST 6 FINAL

Asking for your consideration to approve Pay Request 6 FINAL in the amount of $10,864.87 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same. This project is finalized with Pay Request 6 FINAL.

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 allowed for the replacement of the existing 10" waterline along the South side of Highway 80 from the Trustmark Bank area to Community Way. The previous 10" waterline through this area was aged and 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 6 FINAL

GL Code: 314-600-718

Funding: MDEQ MCWI Grant

December 19, 2025

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

RE: City of Brandon
2024 Hwy 80 Water Line Project
Benchmark Project No.: B-11081
Pay Request #6/Final

Dear Mrs. Dearman:

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request #6/Final in reference to construction services on the 2024 Hwy 80 Water Line Project for Hemphill Construction Co., Inc., in the amount of $10,864.87.

In support of the final request for payment and release of retainage, the contractor has submitted the following documents for project closeout matters:

1. Consent of surety to final payment,
2. Warranty letter dated December 12, 2025,
3. Affidavit of payment of debts and claims,
4. Affidavit of release of liens.

We have reviewed Pay Request #6/Final and recommend this be submitted to the Board for their approval.

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

Sincerely,

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

cc: Benchmark File: B-11081

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: H24226-06F

To Customer: City of Brandon
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 #6 Final **FINAL**
Period From: 09/01/2025
Period To: 09/30/2025
External Contract No. N/A
Contract Date: 1/7/2025

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

Application Date: 12/10/2025

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	$47,819.88
3. Contract Sum To Date	$434,594.88
4. Work Completed To Date	$434,594.88
5. Stored Materials Inventory	$0.00
6. Total Completed and Stored To Date	$434,594.88
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 0.00 %	$0.00
d. Retainage on Stored Materials Inventory 0.00 %	$0.00
e. Total Calculated Retainage	$0.00
f. Total Retainage To Be Withheld	$0.00
8. Total Earned Less Retainage	$434,594.88
9. Less Previous Certificates For Payments	$423,730.01
10. Current Payment Due	$10,864.87
11. Balance to Finish, Plus Retainage	$0.00

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	$47,819.88	$0.00
Total Approved this Month	$0.00	$0.00
TOTALS	$47,819.88	$0.00
Net Changes By Change Order	**$47,819.88**	

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: _____ Date: 12/10/2025

State of: Mississippi County of: Simpson

Subscribed and sworn to before me this 10th day of December 2025

Notary Public: Madelynn Cliburn

My Commission expires: January 29, 2028

STATE OF MI NOTARY P ID # 4306 MADELYNN CLIBURN Commission Expir Jan. 29, 2028 SIMPSON COU

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 **$10,864.87**

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

ENGINEER:

By: _____ Date: 12/19/2025

OWNER:

By: _____ Date: _____

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

CONTINUATION SHEET

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

Invoice # : H24226-06F

Application No. : JB App #6 Final
Application Date : 12/10/25
Period From: 09/01/25
Period To: 09/30/25
External Contract No.:

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	46.00	0.00	46.00	$460.00	$0.00	0.00	$460.00	$0.00	100.00%
40	Removal of Existing Fire Hydrant	EA	1.00	$1,000.00	$1,000.00	1.00	0.00	1.00	$1,000.00	$0.00	0.00	$1,000.00	$0.00	100.00%
50	Connection to Existing Water Main	EA	4.00	$2,000.00	$8,000.00	4.00	0.00	4.00	$8,000.00	$0.00	0.00	$8,000.00	$0.00	100.00%
60	6" C-900 Water main	LF	66.00	$88.00	$5,808.00	66.00	0.00	66.00	$5,808.00	$0.00	0.00	$5,808.00	$0.00	100.00%
70	8" C-900 Water main	LF	32.00	$110.00	$3,520.00	32.00	0.00	32.00	$3,520.00	$0.00	0.00	$3,520.00	$0.00	100.00%
80	10" C-900 Water main	LF	1,887.00	$71.00	$133,977.00	1,887.00	0.00	1,887.00	$133,977.00	$0.00	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	8.00	0.00	8.00	$28,000.00	$0.00	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	7.00	0.00	7.00	$7,000.00	$0.00	0.00	$7,000.00	$0.00	100.00%
140	Connection to Existing Fire Hydrant	EA	3.00	$1,000.00	$3,000.00	3.00	0.00	3.00	$3,000.00	$0.00	0.00	$3,000.00	$0.00	100.00%
150	Poly Service Line	LF	213.00	$64.00	$13,632.00	213.00	0.00	213.00	$13,632.00	$0.00	0.00	$13,632.00	$0.00	100.00%
160	Ductile Iron Fittings	LBS	2,776.00	$13.00	$36,088.00	2,776.00	0.00	2,776.00	$36,088.00	$0.00	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	1.00	0.00	1.00	$2,000.00	$0.00	0.00	$2,000.00	$0.00	100.00%
CO2	Locate 10" Waterline in Kystal Parking Lot/ Repair Waterline	LS	1.00	$6,983.05	$6,983.05	1.00	0.00	1.00	$6,983.05	$0.00	0.00	$6,983.05	$0.00	100.00%
CO2	Repairing Concrete and Asphalt at Krystal and Shell	LS	1.00	$13,107.24	$13,107.24	1.00	0.00	1.00	$13,107.24	$0.00	0.00	$13,107.24	$0.00	100.00%
CO2	6" Gate Valve	EA	1.00	$1,998.59	$1,998.59	1.00	0.00	1.00	$1,998.59	$0.00	0.00	$1,998.59	$0.00	100.00%
	Grand Totals				$434,594.88				$434,594.88	$0.00	$0.00	$434,594.88	$0.00	100.00%

P.O. Drawer 879
Florence, MS 39073-0879

Phone: 601-932-2060
Fax: 601-932-2550

Municipal & Public Works Construction Heavy & Highway Construction

WARRANTY

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

Contractor: Hemphill Construction Company, Inc.
P.O. Drawer 879
Florence, MS 39073

Project: 2024 Hwy. 80 Waterline Improvements, Brandon, MS

Completion Date: June 26, 2025

Hemphill Construction Company, Inc. hereby warrants that all labor and materials furnished and work performed by the Hemphill Construction Company, Inc. on the above referenced project are in accordance with the requirements of the contract, including amendments thereto, for a period of one (1) year following the completion date and written acceptance by the Owner. Hemphill Construction shall make good any defects at no expense to the Owner for this period.

Joseph Gray-Lewis
Project Manager

Subscribed and sworn to me this date:

12th day of December, 2025.

Notary, Madelynn Cliburn Zattoni

STATE OF MISSISSIPPI NOTARY PUBLIC ID # 430605 MADELYNN CLIBURN ZATTONI Commission Expires Jan. 29, 2028 SIMPSON COUNTY

My Commission Expires January 29, 2028.

The difficult we do immediately, the impossible takes a little longer!

AIA® Document G706™ – 1994

Contractor's Affidavit of Payment of Debts and Claims

PROJECT: *(Name and address)*
2024 Hwy. 80 Waterline Improvements, Brandon, MS

ARCHITECT'S PROJECT NUMBER:

CONTRACT FOR: General Construction

CONTRACT DATED: January 07, 2025

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

TO OWNER: *(Name and address)*
City of Brandon
1000 Municipal Drive
Brandon, MS 39042

STATE OF: Mississippi
COUNTY OF: Simpson

The undersigned hereby certifies that, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or Owner's property might in any way be held responsible or encumbered.

EXCEPTIONS: Payment of $34,611.78 on estimate #5 and payment of $10,864.87 on estimate #6 final.

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA Document G707, Consent of Surety, may be used for this purpose.

Indicate Attachment ☒Yes ☐No

The following supporting documents should be attached hereto if required by the Owner:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.
3. Contractor's Affidavit of Release of Liens (AIA Document G706A).

CONTRACTOR: *(Name and address)*
Hemphill Construction Company, Inc.
P.O. Drawer 879
Florence, MS 39073

BY:

(Signature of authorized representative)
Joseph Gray-Lewis, Project Manager
(Printed name and title)

Subscribed and sworn to before me on this date:
December 12, 2025
Notary Public:
My Commission Expires:
January 29, 2028

STATE OF MISSISSIPPI NOTARY PUBLIC ID # 430605 MADELYNN CLIBURN ZATTONI Commission Expires Jan. 29, 2028 SIMPSON COUNTY

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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AIA® Document G706A™ – 1994

Contractor's Affidavit of Release of Liens

PROJECT: *(Name and address)*
2024 Hwy. 80 Waterline Improvements, Brandon, MS

ARCHITECT'S PROJECT NUMBER:

CONTRACT FOR: General Construction

CONTRACT DATED: January 07, 2025

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

TO OWNER: *(Name and address)*
City of Brandon
1000 Municipal Drive
Brandon, MS 39042

STATE OF: Mississippi
COUNTY OF: Simpson

The undersigned hereby certifies that to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS: Payment of $34,611.78 on estimate #5 and payment of $10,864.87 on estimate #6 final.

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR: *(Name and address)*
Hemphill Construction Company, Inc.
P.O. Drawer 879
Florence, MS 39073

BY:

(Signature of authorized representative)

Joseph Gray-Lewis, Project Manager
(Printed name and title)

Subscribed and sworn to before me on this date:
December 12, 2025

Notary Public:

My Commission Expires:
January 29, 2028

STATE OF MISSISSIPPI NOTARY PUBLIC ID # 430605 MADELYN CLIBURN ZATTONI My Commission Expires Jan 29, 2028 SIMPSON COUNTY

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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CONSENT OF SURETY COMPANY TO FINAL PAYMENT

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☒
OTHER

AIA DOCUMENT G707 FEDERAL INSURANCE COMPANY BOND NO. K41989828

PROJECT: 2024 Hwy 80 Waterline Improvements

TO (Owner)
City of Brandon, MS
1000 Municipal Drive
Brandon MS 39042

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: SAME AS ABOVE

CONTRACT DATE: December 18, 2024

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

FEDERAL INSURANCE COMPANY
P O Box 1650
Whitehouse Station NJ 08889-1650

, SURETY COMPANY,

on bond of (here insert name and address of Contractor)

Hemphill Construction Company, Inc.
P O Drawer 879
Florence, MS 39073-0879

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety Company of any of its obligations to (here insert name and address of Owner)

City of Brandon, MS
1000 Municipal Drive
Brandon MS 39042

,OWNER

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,
the Surety Company has hereunto set its hand this 1 day of December, 2025.

FEDERAL INSURANCE COMPANY
Surety Company

Mary Anne Goodin
Signature of Authorized Representative

Mary Anne Goodin
Title: Attorney In Fact

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS, Current Edition

© 1970 ı THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., NW, WASHINGTON, D.C. 20006

FORM 15-10-87 (ED. 4-77)

CHUBB

Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company
Westchester Fire Insurance Company | ACE American Insurance Company

Know All by These Presents, that **FEDERAL INSURANCE COMPANY**, an Indiana corporation, **VIGILANT INSURANCE COMPANY**, a New York corporation, **PACIFIC INDEMNITY COMPANY**, a Wisconsin corporation, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** corporations of the Commonwealth of Pennsylvania, do each hereby constitute and appoint Ronald Lee Andrews, Mary Anne Goodin and Susan G. Johnston of Vicksburg, Mississippi----------

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** have each executed and attested these presents and affixed their corporate seals on this **9th** day of **April 2024.**

Rupert HD Swindells, Assistant Secretary

Warren Eichhorn, Vice President

STATE OF NEW JERSEY
County of Hunterdon SS.

On this **9th** day of **April, 2024** before me, a Notary Public of New Jersey, personally came Rupert HD Swindells and Warren Eichhorn, to me known to be Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY, the companies which executed the foregoing Power of Attorney, and the said Rupert HD Swindells and Warren Eichhorn, being by me duly sworn, severally and each for himself did depose and say that they are Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY and know the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that their signatures as such officers were duly affixed and subscribed by like authority.

Notarial Seal

Albert Contursi
NOTARY PUBLIC OF NEW JERSEY
No 50202369
Commission Expires August 22,2027

Notary Public

CERTIFICATION

Resolutions adopted by the Boards of Directors of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY on August 30, 2016; WESTCHESTER FIRE INSURANCE COMPANY on December 11, 2006; and ACE AMERICAN INSURANCE COMPANY on March 20, 2009:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

(1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.

(2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.

(3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.

(4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.

(5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested."

I, Rupert HD Swindells, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY (the "Companies") do hereby certify that

(i) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect,
(ii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this December 1, 2025

Rupert HD Swindells, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:
Telephone (908) 903-3493 Fax (908) 903-3656 e-mail: surety@chubb.com

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 5, 2026

SUBJECT: CORNERSTONE WATER WELL PROJECT

PAY REQUEST 5

Asking for your consideration to approve Pay Request 5 in the amount of $254,797.63 from Griner Drilling Service, Inc. for the Cornerstone Water Well Project and authorize payment of same.

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

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 5

GL Code: 314-600-701

Funding: 592 Grant Program & MSDH SRLF Loan

December 15, 2025

Mr. Alex Wade
Public Works Director
City of Brandon
1000 Municipal Drive
Brandon, MS 39042

RE: City of Brandon
Cornerstone Water Well Project
B-8031
Pay Request #5

Dear Mr. Wade:

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 Cornerstone Water Well Project for Griner Drilling Services, Inc. in the total amount of **$254,797.63.**

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

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

Sincerely,

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

cc: File: B-8031
Carly Dearman (City of Brandon)

PAYMENT APPLICATION AND CERTIFICATE

Application No: 5 — 12/09/2025

Period: 10/1/25 to 12/9/25 — Sheet 1 of 2

Project: City of Brandon - Cornerstone Water Well

Contractor: Griner Drilling Service Inc.
126 Interstate Drive
Richland, MS 39218

1	Original Bid Amount		$ 2,848,000.00
2	Modifications approved in previous applications: Additions: $_____ Deductions: $ 126,370.90		$ (126,370.90)
3	Modifications approved this period (List Contract Modification Nos. _____) Additions: $_____ Deductions: $ $49,201.98		$ (49,201.98)
4	Net change by contract modifications	(Sum of lines 2 & 3)	$ (175,572.88)
5	Revised contract amount:	(Sum of lines 1 & 4)	$ 2,672,427.12
6	Total value of work to date	(Attached payment breakdown)	$ 2,528,637.12
7	Percent Project Complete	(Line 6 divided by 5 x 100)	94.62%
8	Materials on hand	(Listing Attached)	$ -
9	Partial payment undelivered equipment	(Listing Attached)	$ -
10	Subtotal	(Sum of lines 6, 8, 9)	$ 2,528,637.12
11	Less amount retained	(5%)	$ (126,431.86)
12	Total amount retained to date		$ (126,431.86)
13	Approved retainage reduction		$ -
14	Subtotal	(Line 10 - Line 11)	$ 2,402,205.26
15	Less previous certificates for payment	(Item 14 from Previous Application)	$ 2,147,407.63
16	Current payment due	(Difference between lines 14 & 15)	$ 254,797.63

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

Griner Drilling Service Inc. — 12/9/25

Contractor — By — Date

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

Benchmark Engineering & Surveying — 12/15/2025

Engineer — By — Date

Bid Schedule No. 1

				Bid Amount		Previous Application		Current Application		Total-To-Date		% Complete	% Complete
Item No.	Description	Units	Qty	Unit Price	Ext. Total	Units	Amount	Units	Amount	Units	Amount	Current Appl	Total-To-Date
New Cornerstone Water Well													
1	Mobilization/Demobilization	1	LS	$95,000.00	$95,000.00	0.75	$ 71,250.00	0.20	$ 19,000.00	0.95	$ 90,250.00	20.0%	95.0%
2	Silt Fence	240	LF	$5.00	$1,200.00		$ -		$ -	0.00	$ -	0.0%	0.0%
3	12" Erosion Control Wattles	10	LF	$50.00	$500.00		$ -		$ -	0.00	$ -	0.0%	0.0%
4	Test Hole, Test Well & Logs, Bid Depth 1500 Feet	1	LS	$350,000.00	$350,000.00	1	$ 350,000.00		$ -	1.00	$ 350,000.00	0.0%	100.0%
	Add/Deduct if Test Hole is other than 1500 Feet	1	LF	$100.00			$ -						
5	Gravel Wall Well 20" x 12", Bid Depth 1500 Feet	1	LS	$1,281,220.00	$1,281,220.00	1	$ 1,281,220.00		$ -	1.00	$ 1,281,220.00	0.0%	100.0%
	Add/Deduct if Gravel Wall Well is other than 1500 feet	1	LF	$125.00		-200	$ (25,000.00)			-200.00	$ (25,000.00)		
6	Vertical Turbine Pump,1500 GPM @ 140 Feet of Head	1	LS	$325,000.00	$325,000.00	0.75	$ 243,750.00	0.20	$ 65,000.00	0.95	$ 308,750.00	20.0%	95.0%
7	Well Header Piping	1	LS	$30,800.00	$30,800.00	1	$ 30,800.00		$ -	1.00	$ 30,800.00	0.0%	100.0%
8	Well Head/piping Header Slab	1	LS	$7,500.00	$7,500.00	1	$ 7,500.00		$ -	1.00	$ 7,500.00	0.0%	100.0%
9	12" Ductile Iron Yard Piping (Underground)	24	LF	$450.00	$10,800.00	8	$ 3,600.00		$ -	8.00	$ 3,600.00	0.0%	33.3%
10	12" C-900 Yard Piping	284	LF	$200.00	$56,800.00	284	$ 56,800.00		$ -	284.00	$ 56,800.00	0.0%	100.0%
11	12" Gate Valve	3	EA	$6,800.00	$20,400.00	3	$ 20,400.00		$ -	3.00	$ 20,400.00	0.0%	100.0%
12	Fire Hydrant Assembly	1	EA	$9,500.00	$9,500.00	1	$ 9,500.00		$ -	1.00	$ 9,500.00	0.0%	100.0%
13	Equipment Building	1	LS	$141,200.00	$141,200.00	0.9	$ 127,080.00	0.05	$ 7,060.00	0.95	$ 134,140.00	5.0%	95.0%
14	Chlorination Equipment	1	LS	$34,600.00	$34,600.00		$ -	0.50	$ 17,300.00	0.50	$ 17,300.00	50.0%	50.0%
15	Fluoride Equipment	1	LS	$16,380.00	$16,380.00		$ -		$ -	0.00	$ -	0.0%	0.0%
16	Electrical and Controls	1	LS	$215,000.00	$215,000.00	0.85	$ 182,750.00	0.10	$ 21,500.00	0.95	$ 204,250.00	10.0%	95.0%
17	Generator & Auto Transfer Switch	1	LS	$181,000.00	$181,000.00	0.15	$ 27,150.00	0.80	$ 144,800.00	0.95	$ 171,950.00	80.0%	95.0%
18	SCADA Equipment	1	LS	$11,000.00	$11,000.00		$ -		$ -	0.00	$ -	0.0%	0.0%
19	Electrical Primary Service	1	ALLOW	$10,000.00	$10,000.00		$ -		$ -	0.00	$ -	0.0%	0.0%
20	Select Fill	60	CY	$75.00	$4,500.00		$ -		$ -	0.00	$ -	0.0%	0.0%
21	Fencing & Automated Gate	1	EA	$45,000.00	$45,000.00		$ -	0.95	$ 42,750.00	0.95	$ 42,750.00	95.0%	95.0%
22	Project Sign	1	EA	$600.00	$600.00		$ -		$ -	0.00	$ -	0.0%	0.0%
CO-1	Deduction for reducing size of the well to a 16" x 10"due to insufficient sands to complete a 1500 GPM well.	1	LS	($126,370.90)	($126,370.90)	1	$ (126,370.90)		$ -	1.00	$ (126,370.90)		100.0%
CO-2	Deduction for equipment size reductions due to lower capacity	1	LS	($49,201.98)	($49,201.98)			1.00	$ (49,201.98)	1.00	$ (49,201.98)	100.0%	100.0%
	TOTAL CONTRACT AMOUNTS				**$2,672,427.12**		**$ 2,260,429.10**		**$ 268,208.02**		**$ 2,528,637.12**	**10.04%**	**94.62%**

VALUE OF COMPLETED WORK			$ 2,528,637.12
MATERIAL INVENTORY			
SUBTOTAL			$ 2,528,637.12
LESS 5% RETAINAGE			$ 126,431.86
NET DUE			$ 2,402,205.26
LESS PREVIOUS PAYMENTS			$ 2,147,407.63
TOTAL THIS ESTIMATE			$ 254,797.63

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 5, 2026

SUBJECT: WEST SUNSET DRIVE WATERLINE REPLACEMENT PROJECT
PAY REQUEST 2

Asking for your consideration to approve Pay Request 2 in the amount of $67,818.03 from Jose Serra Construction, LLC for the West Sunset Drive Waterline Replacement Project and authorize payment of the same.

On July 21, 2025, the Board awarded the bid to Jose Serra Construction, LLC as the lowest and best bid received for the West Sunset Drive Waterline Replacement Project.

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

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

ATTACHMENTS:

- Benchmark Engineering Recommendation Letter
- Pay Request 2

GL Code: 400-673-720

Funding: WSOM

December 18, 2025

Mr. Alex Wade
Public Works Director
City of Brandon
1000 Municipal Dr.
Brandon, MS 39042

RE: City of Brandon
West Sunset Drive Water Line Project
Benchmark Project No.: B-11423
Pay Request #2

Dear Mr. Wade,

Please find included in this packet all documentation and paperwork necessary for approval of Pay Request #2 for construction services for the West Sunset Drive Water Line Project for Jose Serra Construction LLC, in the amount of $67,818.03.

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

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

Sincerely,

Brady T. Knight

Brady Knight
Benchmark Engineering & Surveying, LLC

cc: Matthew Miller, P.E., P.L.S. (Benchmark)
Carly Dearman (City of Brandon)
File: B-11423

Jose Serra Construction, LLC

7094 Upper Road, Clinton, LA

PROJECT : *City of Brandon - West Sunset Drive Waterline*

PROJ. NO.: B-11423

				Original Contract Amt.			PAY REQUEST # 2 PAY PERIOD 10/10/25 - 12/5/25					
ITEM #	DESCRIPTION	QTY.	UNIT	UNIT PRICE	SUBTOTAL	QUANTITY THIS PAY PERIOD	CURRENT COST	QUANTITY TO DATE	QUANTITY REMAINING	TOTAL COST TO DATE	TOTAL COST TO COMPLETE	% COMPLETE
1	MOBILIZATION	1	LS	$ 5,000.00	$ 5,000.00		$ -	1.00	-	$ 5,000.00	$ -	100.0%
2	MAINTENANCE OF TRAFFIC	1	LS	$ 5,000.00	$ 5,000.00		$ -	1.00	-	$ 5,000.00	$ -	100.0%
3	REMOVAL OF ASPHALT RAODWAY AND DRIVEWAY (ALL DEPTHS) (INCLUDES SAWCUTTTING)	50	SY	$ 10.00	$ 500.00	50.00	$ 500.00	50.00	-	$ 500.00	$ -	100.0%
4	SELECT BORROW EXCAVATION, FM, AH	60	CY	$ 25.00	$ 1,500.00		$ -	-	60.00	$ -	$ 1,500.00	0.0%
5	EXCESS EXCAVATION, FM, AH, HAULED OFF SITE	60	CY	$ 25.00	$ 1,500.00	60.00	$ 1,500.00	60.00	-	$ 1,500.00	$ -	100.0%
6	CONNECTION TO EXISTING WATER MAIN	2	EA	$ 1,588.00	$ 3,176.00	1.00	$ 1,588.00	2.00	-	$ 3,176.00	$ -	100.0%
7	10" C-900 WATER MAIN (OPEN CUT)	890	LF	$ 60.00	$ 53,400.00	75.00	$ 4,500.00	858.00	32.00	$ 51,480.00	$ 1,920.00	96.4%
8	10" C-900 UNENCASED BORE (INCLUDING SLEEVES)	65	LF	$ 100.00	$ 6,500.00		$ -	70.00	(5.00)	$ 7,000.00	$ (500.00)	107.7%
9	3/4" POLY SERVICE LINE (OPEN CUT)	65	LF	$ 35.00	$ 2,275.00	65.00	$ 2,275.00	65.00	-	$ 2,275.00	$ -	100.0%
10	3/4" POLY SERVICE LINE w/ 1-1/2" POLY CASING (DIRECTIONAL BORE)	80	LF	$ 55.00	$ 4,400.00	80.00	$ 4,400.00	80.00	-	$ 4,400.00	$ -	100.0%
11	CONNECTION TO EXISTING WATER METER	8	EA	$ 1,000.00	$ 8,000.00	9.00	$ 9,000.00	9.00	(1.00)	$ 9,000.00	$ (1,000.00)	112.5%
12	RELOCATE AND RECONNECT EXISTING METER	1	EA	$ 1,000.00	$ 1,000.00	1.00	$ 1,000.00	1.00	-	$ 1,000.00	$ -	100.0%
13	FIRE HYDRANT ASSEMBLY	2	EA	$ 8,142.40	$ 16,284.80	2.00	$ 16,284.80	2.00	-	$ 16,284.80	$ -	100.0%
14	10" GATE VALVE	3	EA	$ 4,449.60	$ 13,348.80	1.00	$ 4,449.60	3.00	-	$ 13,348.80	$ -	100.0%
15	DUCTILE IRON FITTINGS	600	LB	$ 15.00	$ 9,000.00	534.00	$ 8,010.00	534.00	66.00	$ 8,010.00	$ 990.00	89.0%
16	CAP EXISTING WATER MAIN	3	EA	$ 500.00	$ 1,500.00	3.00	$ 1,500.00	3.00	-	$ 1,500.00	$ -	100.0%
17	9.5MM, HOT MIX ASPHALT (HMA)	20	TON	$ 200.00	$ 4,000.00	-	$ -	-	20.00	$ -	$ 4,000.00	0.0%
18	PERMANENT GRASSING (SEEDING)	1.0	AC	$ 3,000.00	$ 3,000.00	1.00	$ 3,000.00	1.00	-	$ 3,000.00	$ -	100.0%
19	SOLID SODDING	1000	SY	$ 6.00	$ 6,000.00	880.00	$ 5,280.00	880.00	120.00	$ 5,280.00	$ 720.00	88.0%
20	610 CRUSHED LIMESTONE	40	TON	$ 100.00	$ 4,000.00	21.00	$ 2,100.00	21.00	19.00	$ 2,100.00	$ 1,900.00	52.5%
21	Remove and Replace Existing Inlet (Includes Grate)	1	EA	$ 6,000.00	$ 6,000.00	1.00	$ 6,000.00	1.00	-	$ 6,000.00	$ -	100.0%
				CONTRACT TOTAL	$ 155,384.60		$ 71,387.40			$ 145,854.60	$ 9,530.00	93.87%

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: Jose Serra Construction, LLC

SIGNED: Rico Melancon 12-17-25

PRINT: Rico Melancon

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: Brady T. Knight 12-18-25

PRINT Brady T. Knight (Benchmark Engineering & Surveying, LLC)

Owner APPROVAL OF THIS PAY REQUEST

SIGNED: Date:

PRINT: Butch Lee, Mayor

ORIGINAL CONTRACT PRICE	$	155,384.60
NET CHANGE BY CHANGE ORDERS	$	-
CURRENT CONTRACT PRICE	$	155,384.60
COST OF ORIGINAL CONTRACT WORK PERFORMED TO DATE:	$	145,854.60
EXTRA WORK PERFORMED TO DATE:	$	-
COST OF TOTAL WORK PERFORMED TO DATE:	$	145,854.60
STORED MATERIALS:	$	-
SUBTOTAL:	$	145,854.60
LESS RETAINAGE	$	7,292.73 5% contract
SUBTOTAL LESS RETAINAGE:	$	138,561.87
LESS PREVIOUS PAYMENTS AND AMOUNTS DUE FROM PREVIOUS:	$	70,743.84
FUEL ADJUSTMENT	$	-
BALANCE DUE THIS PAYMENT:	$	67,818.03
BALANCE TO FINISH:	$	16,822.73

TOTAL CONTRACT TIME (DAYS) =	60
TOTAL DAYS IN THIS PAY PERIOD =	22
TOTAL DAYS =	60
TOTAL CONTRACT TIME USED =	100%
% BILLED =	93.87%

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 5, 2026

SUBJECT: HUNTERS WOODS SEWER REPAIR PROJECT
INVOICE APPROVALS

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

Invoiced repair locations:

1. Near 141 Woodgate Drive - $7,756.10 – invoice #: H25136-01-F-55718 – Hunters Woods Sewer Repair Project – Group 5 of 6
2. Near 167 Woodgate Drive - $7,756.10 – invoice #: H25136-01-F-55717 - Hunters Woods Sewer Repair Project – Group 5 of 6
3. Near 104 Fairdale Place - $9,897.53 – invoice #: H25136-01-F-55719 – Hunters Woods Sewer Repair Project – Group 6 of 6

On November 4, 2024, the Board approved for Hemphill Construction Company to proceed with the Hunters Woods Sewer Repair Project - Groups 4-6 - sewer point repairs. Each sewer point repair was necessary due to deficiencies in the sewer lines that were allowing infiltration and restricted flow in the system.

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

ATTACHMENTS:

- Hemphill Construction Company Invoices

GL Code: 400-680-637
Funding: WSOM

Work Order 55718 – 141 Woodgate Dr.

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	5.5	HR	Superintendent	$111.92	$615.56
2	11	HR	Foreman	$101.27	$1,113.97
3	11	HR	Trackhoe & Operator (308)	$122.58	$1,348.38
4	11	HR	Front End Loader & Operator	$138.57	$1,524.27
5	11	HR	Pipelayer	$47.97	$527.67
6	11	HR	Laborer	$40.50	$445.50
7	11	HR	Pickup Truck	$23.45	$257.95
8	11	HR	Flatbed Truck	$20.25	$222.75
9	11	HR	Small Incidental Tools	$15.99	$175.89
10	11	HR	Vacuum Excavator	$85.27	$937.97
11	22	HR	Trench Box (X2)	$5.33	$117.26
12	11	HR	Material Box	$5.33	$58.63
13	44	HR	Pump (x4)	$5.33	$234.52
14	22	HR	Tamp (x2)	$6.39	$140.58
15	11	HR	Pipe Laser	$3.20	$35.20
			TOTAL AMOUNT DUE		**$7,756.10**

Near 141 Woodgate Drive - sewer point repair
Hunters Woods Sewer Point Repair - Group 5 of 6
Board Approved 11/4/2024

Invoice #: H25136-01-F-55718

GL Code: 400-680-637
Funding: WSOM

BRANDON
MISSISSIPPI

Work Order #: 55718
Work Order Date: 11/04/24
Work Type:
Priority:
Status: Complete
Prepared By: Carly Dearman
Type of Work Order: Assigned Work Order (During Reg Hours)
Request Type: Sewer - General
Date Requested: 11/04/2024
Name: Carly Beth Dearman
Service Address or Request Location: near 141 Woodgate Drive
Phone Number:
Email Address:
Reported By: Hunters Woods Sewer Repair Project
Department: Sewer
Ward:
Nature of Request: hole in sewer line - 134 lf downstream of MH 807
Scheduled Completion Date:
Date Work Order Completed: 10/08/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: leak on bell on 8" concrete main. Grouted and poured collar around bell. Backfilled around pipe with sand. Backfilled and dressed excavation area.
Locate Number If Necessary:
Additional Information:
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status: OPEN

Notes

11/08/2024 Board Approved 11/4/2024

Gave to Hemphill to add to the list of repairs.

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/8/2025

DAY OF WEEK: WEDNESDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS SINCE 1987

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			11.00	-							11.00
2	JOSEPH WELBORN	1641	Pipelayer			11.00	-							11.00
3	BARRET ABRAMS	2930	Trackhoe			11.00	-							11.00
4	CHARLES SHOULDERS	2865	Loader			11.00								11.00
5	CEDRIC HYDE	3377	Labor			11.00								11.00
6						-								-
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS						-	-	-	-	-	-	-	

PENETROMETER

A.M.	
READING	0.5.
SOIL TYPE	C
LOCATION	141 Woodgate Dr
P.M.	
READING	0.5
SOIL TYPE	C
LOCATION	141 Woodgate Dr

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

DAILY WORK REPORT		
WORK DAY (Y/N)	YES	
WEATHER	FAIR	HOT
FAIR	WET	HOT/COLD
CLOUDY	RAIN	MILD
RAIN AMOUNT (IN)	0	INCHES
TEMPERATURE	89	°F
TIME WORKED	**START**	**STOP**
MORNING	7:00AM	11:00AM
AFTERNOON	11:30AM	6:00PM
NIGHT		
TOTAL HRS FOR DAY	11 Hrs	

WORK COMPLETED																
	PHASE	QUANTITY	UNITS	EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
1				1582	Ford F250 Pickup	11.00	-							11.00			
2				16A007	F600	11.00	-							11.00			
3				12510	Level	11.00	-							11.00			
4				13716	Pipe Saw	11.00	-							11.00			
5				9494	Laser	11.00	-							11.00			
6				5610	Conex Box	11.00	-							11.00			
7				5215	20' Trailer	11.00	-							11.00			
8				PU3009	Centrifugal Pump	11.00	-							11.00			
9				11654	Diaphragm Pump	11.00	-							11.00			
10				13816	Trench Box 8'	11.00	-							11.00			
11				13930	Trench Box 16'	11.00	-							11.00			
12				13910	Material Box	11.00	-							11.00			
13				13461	Tamp	11.00	-							11.00			
14				2244	303.5 Cat	-	-							-			
15				8594	Pothole Machine	11.00	-							11.00			
16				2412	926 Cat	11.00	-							11.00			
17				2392	308 Cat	11.00	-							11.00			
18				5633	Conex Box	11.00	-							11.00			
19				11443	Test Pump	11.00	-							11.00			
20				PU3006	Centrifugal Pump	11.00	-							11.00			
21				13474	Tamp	11.00	-							11.00			
22				13770	Pipe Saw	11.00	-							11.00			
23						-								-			
24														-			-
25														-			-
26														-			-
27														-			-
28														-			-
29														-			-
30				TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We had to excavate down on sewer main about 10 feet outside of manhole at 141 Woodgate Dr, Cspire met me out there so we could locate their fiber line. We excavated down and found 8" concrete main leaking around bell. So we verified with the city what they wanted to do and we decided to grout it up and pour a collar around it. So we cleaned out from around pipe with pothole machine. Poured collar and let it set. Backfilled around pipe with sand to secure it. Backfilled excavation and dressed up yard. Made sure everything was safed up and cleaned up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

Work Order 55717– 167 Woodgate Dr.

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	5.5	HR	Superintendent	$111.92	$615.56
2	11	HR	Foreman	$101.27	$1,113.97
3	11	HR	Trackhoe & Operator (308)	$122.58	$1,348.38
4	11	HR	Front End Loader & Operator	$138.57	$1,524.27
5	11	HR	Pipelayer	$47.97	$527.67
6	11	HR	Laborer	$40.50	$445.50
7	11	HR	Pickup Truck	$23.45	$257.95
8	11	HR	Flatbed Truck	$20.25	$222.75
9	11	HR	Small Incidental Tools	$15.99	$175.89
10	11	HR	Vacuum Excavator	$85.27	$937.97
11	22	HR	Trench Box (X2)	$5.33	$117.26
12	11	HR	Material Box	$5.33	$58.63
13	44	HR	Pump (x4)	$5.33	$234.52
14	22	HR	Tamp (x2)	$6.39	$140.58
15	11	HR	Pipe Laser	$3.20	$35.20
			TOTAL AMOUNT DUE		**$7,756.10**

Near 167 Woodgate Drive - sewer point repair
Hunters Woods Sewer Point Repair - Group 5 of 6
Board Approved 11/4/2024

Invoice #: H25136-01-F-55717

GL Code: 400-680-637
Funding: WSOM

BRANDON
MISSISSIPPI

Work Order #: 55717
Work Order Date: 11/04/24
Work Type:
Priority:
Status: Complete
Prepared By: Carly Dearman
Type of Work Order: Assigned Work Order (During Reg Hours)
Request Type: Sewer - General
Date Requested: 11/04/2024
Name: Carly Beth Dearman
Service Address or Request Location: near 167 Woodgate Drive
Phone Number:
Email Address:
Reported By: Hunters Woods Sewer Repair Project
Department: Sewer
Ward:
Nature of Request: hole in sewer line - 172 lf downstream of MH 812
Scheduled Completion Date:
Date Work Order Completed: 10/09/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: Broken 8" sewer main at manhole. Grouted around pipe and poured concrete collar on outside of manhole. Backfilled around pipe with sand. Backfilled excavation site. See note regarding power issue during trench box removal
Locate Number If Necessary:
Additional Information:
Concrete Repair Required/Details: Will need driveway repaired after point repair is completed (See WO# 60135) BC
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status: OPEN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/9/2025

DAY OF WEEK: THURSDAY

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			11.00	-							11.00
2	JOSEPH WELBORN	1641	Pipelayer			11.00	-							11.00
3	BARRET ABRAMS	2930	Trackhoe			11.00	-							11.00
4	CHARLES SHOULDERS	2865	Loader			11.00								11.00
5	CEDRIC HYDE	3377	Labor			11.00								11.00
6						-								-
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS						-	-	-	-	-	-	-	

PENETROMETER

A.M.	
READING	0.5.
SOIL TYPE	C
LOCATION	167 Woodgate Dr
P.M.	
READING	0.5
SOIL TYPE	C
LOCATION	167 Woodgate Dr

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	11.00	-							11.00			
WEATHER	FAIR	HOT	16A007	F600	11.00	-							11.00			
FAIR	WET	HOT/COLD	12510	Level	11.00	-							11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	11.00	-							11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	11.00	-							11.00			
TEMPERATURE	86	°F	5610	Conex Box	11.00	-							11.00			
TIME WORKED	START	STOP	5215	20' Trailer	11.00	-							11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	11.00	-							11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	11.00	-							11.00			
NIGHT			13816	Trench Box 8'	11.00	-							11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	11.00	-							11.00			
WORK COMPLETED			13910	Material Box	11.00	-							11.00			
PHASE	QUANTITY	UNITS	13461	Tamp	11.00	-							11.00			
1			2244	303.5 Cat	-	-							-			
2			8594	Pothole Machine	11.00	-							11.00			
3			2412	926 Cat	11.00	-							11.00			
4			2392	308 Cat	11.00	-							11.00			
5			5633	Conex Box	11.00	-							11.00			
6			11443	Test Pump	11.00	-							11.00			
7			PU3006	Centrifugal Pump	11.00	-							11.00			
8			13474	Tamp	11.00	-							11.00			
9			13770	Pipe Saw	11.00	-							11.00			
10					-								-			-
11													-			-
12													-			-
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We had to sawcut driveway at 167 Woodgate Dr and removed it. Hauled out with city dump truck. Once driveway was removed we had to pothole and find underground power service. We excavated down and hauled out spoils. Once down on 8" concrete sewer main we found it was broken right on outside of manhole. So we busted out old pipe and made hole bigger in manhole. Installed a new piece of 8" pvc sewer pipe into manhole. We grouted it up and poured concrete collar on outside of manhole. Backfilled with sand to secure pipe. While removing trench box the underground power line arked over to trench box and damaged line. So we had to get Entergy to come out and make repair before we backfilled. Once they were done we finished backfilling and dressing up driveway with 6/10 limestone. Made sure everything was safed up and cleaned up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

Work Order 55719 – 104 Fairdale Place

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	7	HR	Superintendent	$111.92	$783.44
2	14.5	HR	Foreman	$101.27	$1,468.42
3	14.5	HR	Trackhoe & Operator (308)	$122.58	$1,777.41
4	14.5	HR	Front End Loader & Operator	$138.57	$2,009.27
5	14.5	HR	Pipelayer	$47.97	$695.57
6	14.5	HR	Laborer	$40.50	$587.25
7	14.5	HR	Pickup Truck	$23.45	$340.03
8	14.5	HR	Flatbed Truck	$20.25	$293.63
9	14.5	HR	Small Incidental Tools	$15.99	$231.86
10	11	HR	Vacuum Excavator	$85.27	$937.97
11	29	HR	Trench Box (X2)	$5.33	$154.57
12	14.5	HR	Material Box	$5.33	$77.29
13	58	HR	Pump (x4)	$5.33	$309.14
14	29	HR	Tamp (x2)	$6.39	$185.31
15	14.5	HR	Pipe Laser	$3.20	$46.40
			TOTAL AMOUNT DUE		**$9,897.53**

Near 104 Fairdale Place - sewer point repair
Hunters Woods Sewer Point Repair - Group 6 of 6
Board Approved 11/4/2024

Invoice #: H25136-01-F-55719

GL Code: 400-680-637
Funding: WSOM

BRANDON
MISSISSIPPI

Work Order #: 55719
Work Order Date: 11/04/24
Work Type:
Priority:
Status: Complete
Prepared By: Carly Dearman
Type of Work Order: Assigned Work Order (During Reg Hours)
Request Type: Sewer - General
Date Requested: 11/04/2024
Name: Carly Beth Dearman
Service Address or Request Location: near 104 Fairdale Place
Phone Number:
Email Address:
Reported By: Hunters Woods Sewer Repair Project
Department: Sewer
Ward:
Nature of Request: utility conflict - MH damage
Scheduled Completion Date:
Date Work Order Completed: 10/07/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: Damaged manhole due to Cspire bore. Clean out around Cspire line and relocated it outside of manhole by picking it up and moving it over. Grouted and bricked manhole casting back to grade of driveway. Backfilled driveway with 610 slag.
Locate Number If Necessary:
Additional Information:
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status: OPEN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/6/2025

DAY OF WEEK: MONDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS — SINCE 1963

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			3.50								3.50
2	JOSEPH WELBORN	1641	Pipelayer			3.50	-							3.50
3	BARRET ABRAMS	2930	Trackhoe			3.50	-							3.50
4	CHARLES SHOULDERS	2865	Loader			3.50								3.50
5	CEDRIC HYDE	3377	Labor			3.50								3.50
6						-								-
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS						-	-	-	-	-	-	-	

PENETROMETER

A.M.	
READING	0.5.
SOIL TYPE	C
LOCATION	104 Fairdale Place
P.M.	
READING	0.5
SOIL TYPE	C
LOCATION	

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

DAILY WORK REPORT

WORK DAY (Y/N)	YES	
WEATHER	FAIR	HOT
FAIR	WET	HOT/COLD
CLOUDY	RAIN	MILD
RAIN AMOUNT (IN)	0	INCHES
TEMPERATURE	83	°F
TIME WORKED	**START**	**STOP**
MORNING	7:00AM	10:30AM
AFTERNOON		
NIGHT		
TOTAL HRS FOR DAY	3.5 Hrs	

WORK COMPLETED

	PHASE	QUANTITY	UNITS
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
14			
14			
15			

	EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
	1582	Ford F250 Pickup	3.50	-							3.50			
	16A007	F600	3.50	-							3.50			
	12510	Level	3.50	-							3.50			-
	13716	Pipe Saw	3.50	-							3.50			-
	9494	Laser	3.50	-							3.50			-
	5610	Conex Box	3.50	-							3.50			-
	5215	20' Trailer	3.50	-							3.50			-
	PU3009	Centrifugal Pump	3.50	-							3.50			-
	11654	Diaphragm Pump	3.50	-							3.50			-
	13816	Trench Box 8'	3.50	-							3.50			-
	13930	Trench Box 16'	3.50	-							3.50			-
	13910	Material Box	3.50	-							3.50			-
	13461	Tamp	3.50	-							3.50			
	2244	303.5 Cat	3.50	-							3.50			
	8594	Pothole Machine		-							-			
	2412	926 Cat	3.50	-							3.50			
	2392	308 Cat		-							-			
	5633	Conex Box	3.50	-							3.50			-
	11443	Test Pump	3.50	-							3.50			-
	PU3006	Centrifugal Pump	3.50	-							3.50			-
	13474	Tamp	3.50	-							3.50			-
	13770	Pipe Saw	3.50	-							3.50			-
											-			-
											-			-
											-			-
											-			-
											-			-
											-			-
											-			-
15	TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We came in a watched the weather for a little while and set up traffic control equipment at 104 Fairdale Place. We rained out after that.

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

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

KENNETH MCCARDLE

FOREMAN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/7/2025

DAY OF WEEK: TUESDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS — SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			11.00	-							11.00
2	JOSEPH WELBORN	1641	Pipelayer			11.00	-							11.00
3	BARRET ABRAMS	2930	Trackhoe			11.00	-							11.00
4	CHARLES SHOULDERS	2865	Loader			11.00								11.00
5	CEDRIC HYDE	3377	Labor			11.00								11.00
6						-								-
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS						-	-	-	-	-	-	-	

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

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION 104 Fairdale Place

P.M.

READING 0.5

SOIL TYPE C

LOCATION 104 Fairdale Place

DAILY WORK REPORT		
WORK DAY (Y/N)	YES	
WEATHER	FAIR	HOT
FAIR	WET	HOT/COLD
CLOUDY	RAIN	MILD
RAIN AMOUNT (IN)	0	INCHES
TEMPERATURE	87	°F
TIME WORKED	**START**	**STOP**
MORNING	7:00AM	11:00AM
AFTERNOON	11:30AM	6:00PM
NIGHT		
TOTAL HRS FOR DAY	11 Hrs	

WORK COMPLETED		
PHASE	QUANTITY	UNITS

EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
1582	Ford F250 Pickup	11.00	-							11.00			
16A007	F600	11.00	-							11.00			
12510	Level	11.00	-							11.00			-
13716	Pipe Saw	11.00	-							11.00			-
9494	Laser	11.00	-							11.00			-
5610	Conex Box	11.00	-							11.00			-
5215	20' Trailer	11.00	-							11.00			-
PU3009	Centrifugal Pump	11.00	-							11.00			-
11654	Diaphragm Pump	11.00	-							11.00			-
13816	Trench Box 8'	11.00	-							11.00			-
13930	Trench Box 16'	11.00	-							11.00			-
13910	Material Box	11.00	-							11.00			-
13461	Tamp	11.00	-							11.00			
2244	303.5 Cat		-							-			
8594	Pothole Machine	11.00	-							11.00			
2412	926 Cat	11.00	-							11.00			
2392	308 Cat	11.00	-							11.00			
5633	Conex Box	11.00	-							11.00			-
11443	Test Pump	11.00	-							11.00			-
PU3006	Centrifugal Pump	11.00	-							11.00			-
13474	Tamp	11.00	-							11.00			-
13770	Pipe Saw	11.00	-							11.00			-
		-								-			-
										-			-
										-			-
										-			-
										-			-
										-			-
										-			-
TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We had to wait on city to come and camera sewer main to locate how far manhole was from other manhole. Once we got measurement we had to saw cut driveway and removed driveway. Hauled off concrete in dump truck. Located manhole and cleaned it off. Found a Cspire duct run going thru top of manhole underneath casting. We had to get someone from the city and Cspire to come out to figure out what needed to be done. They decided to clean off both sides of Cspire lines about 10 ft on both sides of manhole and pick it up out of manhole and move it over. We then grouted and bricked manhole casting up to grade of driveway. Made sure it was grouted up properly. Backfilled area and backfilled driveway with 6/10 Limestone. Made sure everything was safed up and cleaned up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 5, 2026

SUBJECT: HEMPHILL CONSTRUCTION COMPANY
EMERGENCY REPAIRS
INVOICE APPROVALS

Asking for your consideration to approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same.

1. Black Street - $1,264.47 – invoice #: H25118-01-F-59147 – emergency storm drain repair – final invoice
2. Stribling Lane - $2,236.80 – invoice #: H25136-01-F-60180 – emergency sewer manhole repair
3. Appleridge Road - $2,236.80 – invoice #: H25136-01-F-60179 – emergency sewer manhole repair

All listed repairs were due to circumstances in which the City of Brandon staff on hand were unable to accomplish in an appropriate timeframe or due to the nature of repairs.

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

ATTACHMENTS:

- Hemphill Construction Company invoices

Work Order 59147 – Black St/ Tamberline St.

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	1.5	HR	Superintendent	$107.00	$160.50
2	1	LS	1st Choice Concrete Pumping	$1,103.97	$1,103.97
			TOTAL AMOUNT DUE		**$1,264.47**

Black Street Emergency Storm Drain Repair - Final Invoice
Board Declared Emergency on 10/6/2025

Invoice #: H25118-01-F-59147

GL Code: 001-201-637
Funding: Streets - General Fund

BRANDON
MISSISSIPPI

Work Order #: 59147
Work Order Date: 07/10/25
Work Type:
Priority:
Status: Open
Prepared By: Brent King
Type of Work Order: Call Out (After Reg Hours)
Request Type: Drainage - Sinkhole
Date Requested: 07/09/2025
Name:
Service Address or Request Location: 203 East Government Street / Black Street
Phone Number:
Email Address:
Reported By: PD
Department: Drainage
Ward:
Nature of Request: Large sinkhole in the road
Scheduled Completion Date:
Date Work Order Completed:
Work Order Completed By:
Scope of Work Completed:
Locate Number If Necessary:
Additional Information:
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status:

Notes

07/30/2025	Hemphill is assisting on repairs Picked up parts at Eagle Pipe - invoices attached -LSarver

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

JGL

1st Choice Concrete Pumping Service, Inc.
PO Box 189
Terry, MS 39170
P: (601) 372-1616 F: (601) 372-3639

Invoice

DATE: 8/28/2025
NUMBER: 46152

Job Name:
Job Number:
Building/Lot #:
P.O. : JOB H25106 BRANDON
Job Date: 8/28/2025
Size Requested: Line Pump
Unit Sent: 500-3
Volume: 23.00
Job Type: Pipe Fill
Term: Net 30 Days

TO: Hemphill Construction Co. EMAIL
P. O. Drawer 879
Florence, MS 39073

Jobsite: Black Street (By New Court House), Brandon, MS

ITEM DESCRIPTION	QUANTITY	RATE	ITEM TOTAL
Equipment: Hourly Charge	4.50	$185.00	$832.50
Equipment: Pour Volume Charge	23.00	$4.75	$109.25
Prime Charge	1.00	$40.00	$40.00
PARTS - FITTINGS AND NIPPLES	1.00	$50.00	$50.00
BRANDON MAINTENANCE	1.00		

Thank you for making us your 1st Choice in Concrete Pumping Services!

Subtotal:		**$1,031.75**
Fuel Surcharge:	**7.00%**	**$72.22**
GRAND TOTAL:		**$1,103.97**

No Disclaimer

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 storm drain pipe repair near 203 East Government Street & Tamberline Street

which caused a sinkhole in the roadway

,

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 Hemphill Construction Company (or with _____)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 22 day of September, 2025.

Carly Beth Dearman

Carly Beth Dearman
(Print Name)

Public Works Operations Coordinator
(Title)

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

Work Order 60180 – Mcdonalds Sewer Repair

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	1.5	HR	Superintendent	$111.92	$167.88
2	3	HR	Foreman	$101.27	$303.81
3	3	HR	Trackhoe & Operator (308)	$122.58	$367.74
4	3	HR	Front End Loader & Operator	$138.57	$415.71
5	3	HR	Pipelayer	$47.97	$143.91
6	6	HR	Laborer	$40.50	$243.00
7	3	HR	Pickup Truck	$23.45	$70.35
8	3	HR	Flatbed Truck	$20.25	$60.75
9	3	HR	Small Incidental Tools	$15.99	$47.97
10	3	HR	Vacuum Excavator	$85.27	$255.81
11	6	HR	Trench Box (X2)	$5.33	$31.98
12	3	HR	Material Box	$5.33	$15.99
13	12	HR	Pump (x4)	$5.33	$63.96
14	6	HR	Tamp (x2)	$6.39	$38.34
15	3	HR	Pipe Laser	$3.20	$9.60
			TOTAL AMOUNT DUE		**$2,236.80**

Stribling Lane - ER Sewer Repair

Invoice #: H25136-01-F-60180

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 sewer manhole repair on Stribling Lane causing restriction of flow in sewer lines

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 Hemphill Construction Company (or with _____)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 22 day of December, 2025.

Carly Beth Dearman

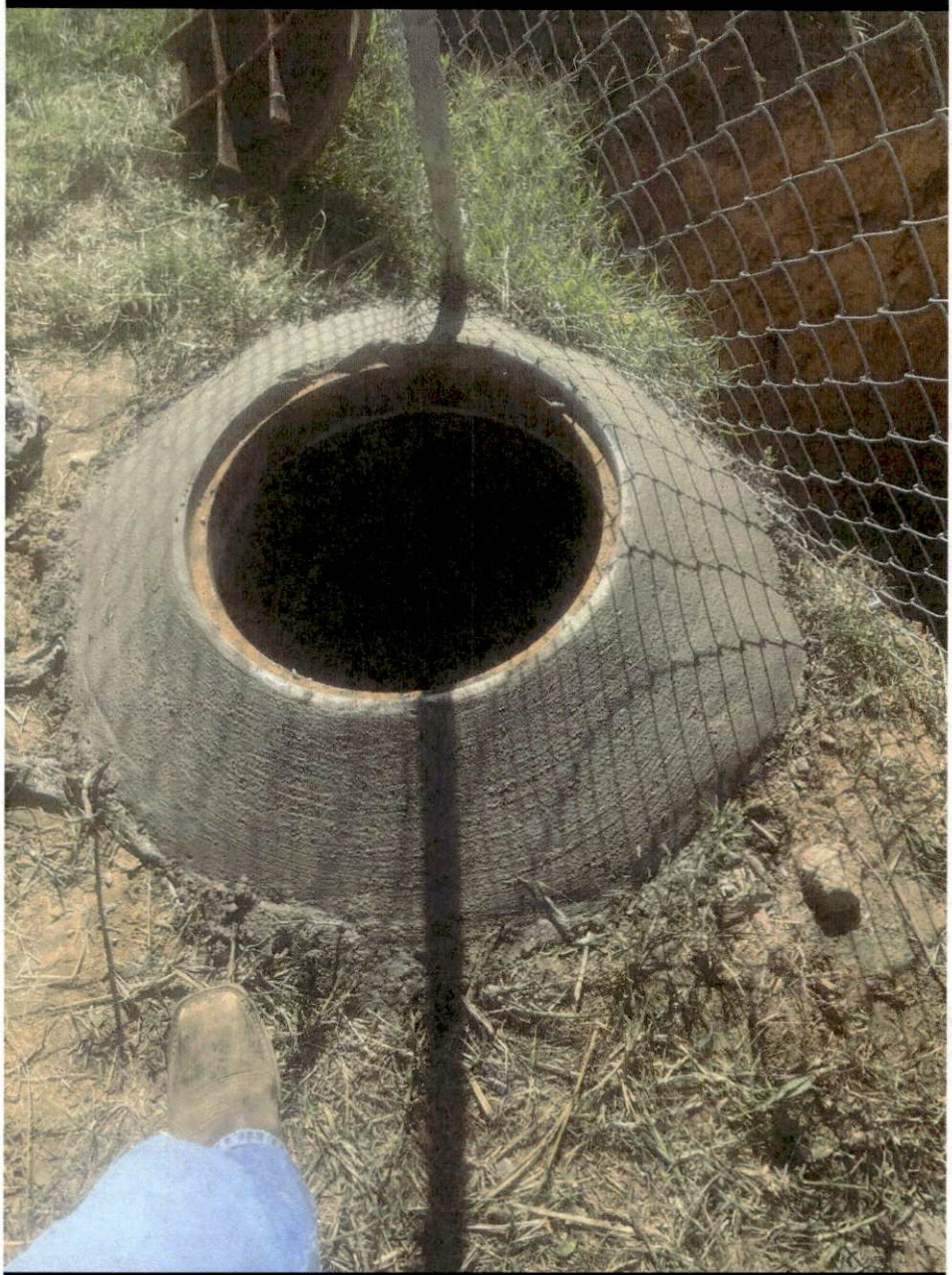
Carly Beth Dearman
(Print Name)

Public Works Operations Coordinator
(Title)

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

BRANDON
MISSISSIPPI

Work Order #: 60180
Work Order Date: 10/20/25
Work Type:
Priority:
Status: Complete
Prepared By: Lori Sarver
Type of Work Order:
Request Type: Sewer - Manhole
Date Requested: 10/20/2025
Name: ZACK w/ KENNEDY PLUMBING
Service Address or Request Location: across from 126 Stribling Lane (Applebee's) | New Hotel Construction
Phone Number: (601) 249-6688
Email Address:
Reported By: Protel ER / Request #848247476 9:18am
Department: Sewer
Ward:
Nature of Request: Calling about a manhole that is backing up and he can't place in a sewer tap and needing to see what is going on. clh-protel
Scheduled Completion Date:
Date Work Order Completed: 10/20/2025
Work Order Completed By: Tank Taylor & Hemphill
Scope of Work Completed: i went out and pulled the manhole and it was holding water. so i had to call hillards to suck down and found that there was a manhole ring and lid that Hemphill removed out of manhole
Locate Number If Necessary:
Additional Information: **10.20.2025 9:35am sent Protel ER text to Tank & Hollan - LSarver
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information: Hillard's invoice - 10/20/25 - $420.00
Meter Deposit Amount:
Tap Fee Amount:
Status:



JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/20/2025

DAY OF WEEK: MONDAY

ACCIDENTS: YES [ ] NO [x]

INCIDENTS: YES [ ] NO [x]

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-	010001-	010001-						TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			5.00	3.00	3.00						11.00
2	JOSEPH WELBORN	1641	Pipelayer			5.00	3.00	3.00						11.00
3	BARRET ABRAMS	2930	Trackhoe			5.00	3.00	3.00						11.00
4	CHARLES SHOULDERS	2865	Loader			5.00	3.00	3.00						11.00
5	CEDRIC HYDE	3377	Labor			5.00	3.00	3.00						11.00
6	KASHOD CARTER	3446	Labor			5.00	3.00	3.00						11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS								-	-	-	-		

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION

P.M.

READING 0.5

SOIL TYPE C

LOCATION

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-	010001-	010001-						TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	5.00	3.00	3.00						11.00			
WEATHER	FAIR	HOT	16A007	F600	5.00	3.00	3.00						11.00			
FAIR	WET	HOT/COLD	12510	Level	5.00	3.00	3.00						11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	5.00	3.00	3.00						11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	5.00	3.00	3.00						11.00			
TEMPERATURE	85	°F	5610	Conex Box	5.00	3.00	3.00						11.00			
TIME WORKED	START	STOP	5215	20' Trailer	5.00	3.00	3.00						11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	5.00	3.00	3.00						11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	5.00	3.00	3.00						11.00			
NIGHT			13816	Trench Box 8'	5.00	3.00	3.00						11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	5.00	3.00	3.00						11.00			
			13910	Material Box	5.00	3.00	3.00						11.00			
WORK COMPLETED			13461	Tamp	5.00	3.00	3.00						11.00			

	PHASE	QUANTITY	UNITS														
1				2244	303.5 Cat	5.00	3.00	3.00						11.00			
2				8594	Pothole Machine	5.00	3.00	3.00						11.00			
3				2412	926 Cat	5.00	3.00	3.00						11.00			
4				2392	308 Cat		-	-						-			
5				5633	Conex Box	5.00	3.00	3.00						11.00			
6				11443	Test Pump	5.00	3.00	3.00						11.00			-
7				PU3006	Centrifugal Pump	5.00	3.00	3.00						11.00			-
8				13474	Tamp	5.00	3.00	3.00						11.00			-
9				13770	Pipe Saw	5.00	3.00	3.00						11.00			-
10														-			-
11														-			-
12														-			-
13														-			-
14														-			-
14														-			-
14														-			-
15				TOTAL HOURS					-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to 13 Thormgate to investigate sinkhole beside strom drain inlet. Saw cut road where joint in pipe was taking on water and dirt. City called and said they had sewer manhole that was backing up behind McDonald's. We went over there and it had a broken casting and lid in bottom of manhole we had to get out cause it was restricting flow. We had to take existing casting off to get it out. Once we got it out we had to grout casting back on. Then they called bout another manhole on Appleridge that had been knocked off beside the road. We went and cleaned it off and grouted it back on. Made sure everything was safed up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

Work Order 60179 – Appleridge

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	1.5	HR	Superintendent	$111.92	$167.88
2	3	HR	Foreman	$101.27	$303.81
3	3	HR	Trackhoe & Operator (308)	$122.58	$367.74
4	3	HR	Front End Loader & Operator	$138.57	$415.71
5	3	HR	Pipelayer	$47.97	$143.91
6	6	HR	Laborer	$40.50	$243.00
7	3	HR	Pickup Truck	$23.45	$70.35
8	3	HR	Flatbed Truck	$20.25	$60.75
9	3	HR	Small Incidental Tools	$15.99	$47.97
10	3	HR	Vacuum Excavator	$85.27	$255.81
11	6	HR	Trench Box (X2)	$5.33	$31.98
12	3	HR	Material Box	$5.33	$15.99
13	12	HR	Pump (x4)	$5.33	$63.96
14	6	HR	Tamp (x2)	$6.39	$38.34
15	3	HR	Pipelaser	$3.20	$9.60
			TOTAL AMOUNT DUE		**$2,236.80**

Appleridge Road - Emergency sewer manhole repair

Invoice #H25136-01-F-60179

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 sewer manhole repair on Appleridge Road due to manhole damage

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 Hemphill Construction Company (or with _____)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 22 day of December, 2025.

Carly Beth Dearman

Carly Beth Dearman
(Print Name)

Public Works Operations Coordinator
(Title)

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

BRANDON
MISSISSIPPI

Work Order #: 60179
Work Order Date: 10/20/25
Work Type:
Priority: High
Status: Complete
Prepared By: Tank Taylor
Type of Work Order: Assigned Work Order (During Reg Hours)
Request Type: Sewer - Manhole
Date Requested: 10/06/2025
Name:
Service Address or Request Location: Appleridge road manhole #3804
Phone Number:
Email Address:
Reported By: Tank taylor
Department: Sewer
Ward:
Nature of Request: Manhole cover knocked off
Scheduled Completion Date:
Date Work Order Completed: 10/20/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: Reset manhole cover and lid. Grouted around cover to secure.
Locate Number If Necessary:
Additional Information: Mayor requested Hemphill to do work
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status:

Employee Cost: $0.00
Equipment Cost: $0.00
Material Cost: $0.00
Inventory Cost: $0.00
Purchase Order Cost: $0.00

Uploaded Files

Date	File Name	Uploaded by
10/20/2025	28946879-IMG_0275.jpeg	

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/20/2025

DAY OF WEEK: MONDAY

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-	010001-	010001-						TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			5.00	3.00	3.00						11.00
2	JOSEPH WELBORN	1641	Pipelayer			5.00	3.00	3.00						11.00
3	BARRET ABRAMS	2930	Trackhoe			5.00	3.00	3.00						11.00
4	CHARLES SHOULDERS	2865	Loader			5.00	3.00	3.00						11.00
5	CEDRIC HYDE	3377	Labor			5.00	3.00	3.00						11.00
6	KASHOD CARTER	3446	Labor			5.00	3.00	3.00						11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS								-	-	-	-		

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION

P.M.

READING 0.5

SOIL TYPE C

LOCATION

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

DAILY WORK REPORT		
WORK DAY (Y/N)	YES	
WEATHER	FAIR	HOT
FAIR	WET	HOT/COLD
CLOUDY	RAIN	MILD
RAIN AMOUNT (IN)	0	INCHES
TEMPERATURE	85	°F
TIME WORKED	START	STOP
MORNING	7:00AM	11:00AM
AFTERNOON	11:30AM	6:00PM
NIGHT		
TOTAL HRS FOR DAY	11 Hrs	

WORK COMPLETED		
PHASE	QUANTITY	UNITS

	EQUIP. #	EQUIP DESCRIPTION	010001-	010001-	010001-						TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
	1582	Ford F250 Pickup	5.00	3.00	3.00						11.00			
	16A007	F600	5.00	3.00	3.00						11.00			
	12510	Level	5.00	3.00	3.00						11.00			
	13716	Pipe Saw	5.00	3.00	3.00						11.00			
	9494	Laser	5.00	3.00	3.00						11.00			
	5610	Conex Box	5.00	3.00	3.00						11.00			
	5215	20' Trailer	5.00	3.00	3.00						11.00			
	PU3009	Centrifugal Pump	5.00	3.00	3.00						11.00			
	11654	Diaphragm Pump	5.00	3.00	3.00						11.00			
	13816	Trench Box 8'	5.00	3.00	3.00						11.00			
	13930	Trench Box 16'	5.00	3.00	3.00						11.00			
	13910	Material Box	5.00	3.00	3.00						11.00			
	13461	Tamp	5.00	3.00	3.00						11.00			
	2244	303.5 Cat	5.00	3.00	3.00						11.00			
	8594	Pothole Machine	5.00	3.00	3.00						11.00			
	2412	926 Cat	5.00	3.00	3.00						11.00			
	2392	308 Cat		-	-						-			
	5633	Conex Box	5.00	3.00	3.00						11.00			
	11443	Test Pump	5.00	3.00	3.00						11.00			-
	PU3006	Centrifugal Pump	5.00	3.00	3.00						11.00			-
	13474	Tamp	5.00	3.00	3.00						11.00			-
	13770	Pipe Saw	5.00	3.00	3.00						11.00			-
											-			-
											-			-
											-			-
											-			-
											-			-
											-			-
	TOTAL HOURS							-	-	-	-	-		-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to 13 Thorngate to investigate sinkhole beside strom drain inlet. Saw cut road where joint in pipe was taking on water and dirt. City called and said they had sewer manhole that was backing up behind McDonald's. We went over there and it had a broken casting and lid in bottom of manhole we had to get out cause it was restricting flow. We had to take existing casting off to get it out. Once we got it out we had to grout casting back on. Then they called bout another manhole on Appleridge that had been knocked off beside the road. We went and cleaned it off and grouted it back on. Made sure everything was safed up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 5, 2026

SUBJECT: HEMPHILL CONSTRUCTION COMPANY
NON-EMERGENCY REPAIRS
INVOICE APPROVALS

Asking for your consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same.

1. 200 Booker Road - $6,726.43 – invoice #: H25136-01-F-59260 – manhole repair
2. Near 13 Thorngate Drive - $11,929.60 – invoice #: H25136-01-F-56175 – storm drain pipe repair
3. Near 53 Crossgates Drive - $30,909.39 – invoice #: H25136-01-F-55371 – storm drain pipe replacement
4. Near 210 Old Oak Circle - $5,964.80 – invoice #: H25136-01-F-60278 – manhole repair
5. Near 50 Woodbridge Road - $16,100.34 – invoice #: H25136-01-F-60285 – sewer line repair

All listed repairs were due to circumstances in which the City of Brandon staff on hand were unable to accomplish in an appropriate timeframe or due to the nature of repairs.

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

ATTACHMENTS:

- Hemphill Construction Company invoices

Work Order 59260 – 200 Booker Rd.

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	5	HR	Superintendent	$111.92	$559.60
2	9.5	HR	Foreman	$101.27	$962.07
3	9.5	HR	Trackhoe & Operator (308)	$122.58	$1,164.51
4	9.5	HR	Front End Loader & Operator	$138.57	$1,316.42
5	9.5	HR	Pipelayer	$47.97	$455.72
6	9.5	HR	Laborer	$40.50	$384.75
7	9.5	HR	Pickup Truck	$23.45	$222.78
8	9.5	HR	Flatbed Truck	$20.25	$192.38
9	9.5	HR	Small Incidental Tools	$15.99	$151.91
10	9.5	HR	Vacuum Excavator	$85.27	$810.07
11	19	HR	Trench Box (X2)	$5.33	$101.27
12	9.5	HR	Material Box	$5.33	$50.64
13	38	HR	Pump (x4)	$5.33	$202.54
14	19	HR	Tamp (x2)	$6.39	$121.41
15	9.5	HR	Pipelaser	$3.20	$30.40
			TOTAL AMOUNT DUE		**$6,726.43**

near 200 Booker Road
manhole repair

Invoice #: H25136-01-F-59260

GL Code: 400-680-637
Funding: WSOM

BRANDON
MISSISSIPPI

Work Order #: 59260
Work Order Date: 07/18/25
Work Type:
Priority:
Status: Complete
Prepared By: Carly Dearman
Type of Work Order: Assigned Work Order (During Reg Hours)
Request Type: Sewer - Manhole
Date Requested: 07/18/2025
Name: Marty Herndon
Service Address or Request Location: 200 Booker Road
Phone Number: 601-540-9001
Email Address:
Reported By: Marty Herndon (via phone)
Department: Sewer
Ward:
Nature of Request: sinkholes around MH-137A. Said it is also causing a void under the homeowners driveway
Scheduled Completion Date:
Date Work Order Completed: 10/10/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: bottom of manhole leaking. Grouted areas in the bottom of the manhole with speed plug. Backfilled area.
Locate Number If Necessary:
Additional Information: ****NOTE: Mr. Herndon does NOT live at this address. See work order #59259 for additional notes. Carly Beth Dearman
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status:

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

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/10/2025

DAY OF WEEK: FRIDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			9.50	-							9.50
2	JOSEPH WELBORN	1641	Pipelayer			9.50	-							9.50
3	BARRET ABRAMS	2930	Trackhoe			9.50	-							9.50
4	CHARLES SHOULDERS	2865	Loader			9.50								9.50
5	CEDRIC HYDE	3377	Labor			9.50								9.50
6						-								-
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS						-	-	-	-	-	-	-	

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION 200 Booker Rd

P.M.

READING 0.5

SOIL TYPE C

LOCATION 200 Booker Rd

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	9.50	-							9.50			
WEATHER	FAIR	HOT	16A007	F600	9.50	-							9.50			
FAIR	WET	HOT/COLD	12510	Level	9.50	-							9.50			
CLOUDY	RAIN	MILD	13716	Pipe Saw	9.50	-							9.50			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	9.50	-							9.50			
TEMPERATURE	84	°F	5610	Conex Box	9.50	-							9.50			
TIME WORKED	START	STOP	5215	20' Trailer	9.50	-							9.50			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	9.50	-							9.50			
AFTERNOON	11:30AM	4:30PM	11654	Diaphragm Pump	9.50	-							9.50			
NIGHT			13816	Trench Box 8'	9.50	-							9.50			
TOTAL HRS FOR DAY	9.5 Hrs		13930	Trench Box 16'	9.50	-							9.50			
WORK COMPLETED			13910	Material Box	9.50	-							9.50			
PHASE	QUANTITY	UNITS	13461	Tamp	9.50	-							9.50			
1			2244	303.5 Cat	9.50	-							9.50			
2			8594	Pothole Machine	9.50	-							9.50			
3			2412	926 Cat	9.50	-							9.50			
4			2392	308 Cat	-	-							-			
5			5633	Conex Box	9.50	-							9.50			
6			11443	Test Pump	9.50	-							9.50			
7			PU3006	Centrifugal Pump	9.50	-							9.50			
8			13474	Tamp	9.50	-							9.50			
9			13770	Pipe Saw	9.50	-							9.50			
10					-								-			
11													-			
12													-			
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We had to go to 200 Booker Rd to investigate a sinkhole beside sewer manhole. We put water and dye in sinkhole to check manhole. It was coming in around all the pipe in bottom. We grouted them up with speed plug. Let it dry and checked for leaks. Used pothole machine to jet sand down sinkholes to fill voids. Dressed up area and made sure everything was safed up. Moved all equipment back to the city yard for the weekend.

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

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

KENNETH MCCARDLE

FOREMAN

Work Order 56175 – 13 Thorngate

QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
8	HR	Superintendent	$111.92	$895.36
16	HR	Foreman	$101.27	$1,620.32
16	HR	Trackhoe & Operator (308)	$122.58	$1,961.28
16	HR	Front End Loader & Operator	$138.57	$2,217.12
16	HR	Pipelayer	$47.97	$767.52
32	HR	Laborer	$40.50	$1,296.00
16	HR	Pickup Truck	$23.45	$375.20
16	HR	Flatbed Truck	$20.25	$324.00
16	HR	Small Incidental Tools	$15.99	$255.84
16	HR	Vacuum Excavator	$85.27	$1,364.32
32	HR	Trench Box (X2)	$5.33	$170.56
16	HR	Material Box	$5.33	$85.28
64	HR	Pump (x4)	$5.33	$341.12
32	HR	Tamp (x2)	$6.39	$204.48
16	HR	Pipelaser	$3.20	$51.20
		TOTAL AMOUNT DUE		**$11,929.60**

Near 13 Thorngate Drive - storm drain pipe repair

Invoice #: H25136-01-F-56175

GL Code: 001-201-637
Funding: Streets - General Fund

BRANDON
MISSISSIPPI

Work Order #: 56175
Work Order Date: 12/10/24
Work Type:
Priority:
Status: Complete
Prepared By: Lori Sarver
Type of Work Order:
Request Type: Drainage - Sinkhole
Date Requested: 12/07/2024
Name: Brian Hinton
Service Address or Request Location: 13 Thorngate Drive
Phone Number: 601-325-7998
Email Address: Bhinton@acblaw.com
Reported By: Request #763048949 2:48pm
Department: Drainage
Ward:
Nature of Request: Sinkhole under sidewalk | **customer included photos**
Scheduled Completion Date:
Date Work Order Completed: 10/21/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: Leaking joint on storm drain pipe. Poured concrete collars around joint. Backfilled with 610 slag in roadway.
Locate Number If Necessary:
Additional Information:
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status: OPEN

Employee Cost: $0.00
Equipment Cost: $0.00
Material Cost: $0.00
Inventory Cost: $0.00
Purchase Order Cost: $0.00

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/20/2025

DAY OF WEEK: MONDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS — SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-	010001-	010001-						TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			5.00	3.00	3.00						11.00
2	JOSEPH WELBORN	1641	Pipelayer			5.00	3.00	3.00						11.00
3	BARRET ABRAMS	2930	Trackhoe			5.00	3.00	3.00						11.00
4	CHARLES SHOULDERS	2865	Loader			5.00	3.00	3.00						11.00
5	CEDRIC HYDE	3377	Labor			5.00	3.00	3.00						11.00
6	KASHOD CARTER	3446	Labor			5.00	3.00	3.00						11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS								-	-	-	-		

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION

P.M.

READING 0.5

SOIL TYPE C

LOCATION

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

DAILY WORK REPORT

WORK DAY (Y/N)	YES	
WEATHER	FAIR	HOT
FAIR	WET	HOT/COLD
CLOUDY	RAIN	MILD
RAIN AMOUNT (IN)	0	INCHES
TEMPERATURE	85	°F
TIME WORKED	START	STOP
MORNING	7:00AM	11:00AM
AFTERNOON	11:30AM	6:00PM
NIGHT		
TOTAL HRS FOR DAY	11 Hrs	

WORK COMPLETED

	PHASE	QUANTITY	UNITS
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
14			
14			
15			

EQUIP. #	EQUIP DESCRIPTION	010001-	010001-	010001-						TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
1582	Ford F250 Pickup	5.00	3.00	3.00						11.00			
16A007	F600	5.00	3.00	3.00						11.00			
12510	Level	5.00	3.00	3.00						11.00			
13716	Pipe Saw	5.00	3.00	3.00						11.00			
9494	Laser	5.00	3.00	3.00						11.00			
5610	Conex Box	5.00	3.00	3.00						11.00			
5215	20' Trailer	5.00	3.00	3.00						11.00			
PU3009	Centrifugal Pump	5.00	3.00	3.00						11.00			
11654	Diaphragm Pump	5.00	3.00	3.00						11.00			
13816	Trench Box 8'	5.00	3.00	3.00						11.00			
13930	Trench Box 16'	5.00	3.00	3.00						11.00			
13910	Material Box	5.00	3.00	3.00						11.00			
13461	Tamp	5.00	3.00	3.00						11.00			
2244	303.5 Cat	5.00	3.00	3.00						11.00			
8594	Pothole Machine	5.00	3.00	3.00						11.00			
2412	926 Cat	5.00	3.00	3.00						11.00			
2392	308 Cat		-	-						-			
5633	Conex Box	5.00	3.00	3.00						11.00			
11443	Test Pump	5.00	3.00	3.00						11.00			-
PU3006	Centrifugal Pump	5.00	3.00	3.00						11.00			-
13474	Tamp	5.00	3.00	3.00						11.00			-
13770	Pipe Saw	5.00	3.00	3.00						11.00			-
										-			-
										-			-
										-			-
										-			-
										-			-
										-			-
	TOTAL HOURS							-	-	-	-	-	-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went to 13 Thorngate to investigate sinkhole beside strom drain inlet. Saw cut road where joint in pipe was taking on water and dirt. City called and said they had sewer manhole that was backing up behind McDonald's. We went over there and it had a broken casting and lid in bottom of manhole we had to get out cause it was restricting flow. We had to take existing casting off to get it out. Once we got it out we had to grout casting back on. Then they called bout another manhole on Appleridge that had been knocked off beside the road. We went and cleaned it off and grouted it back on. Made sure everything was safed up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/21/2025

DAY OF WEEK: TUESDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS — SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			11.00								11.00
2	JOSEPH WELBORN	1641	Pipelayer			11.00								11.00
3	BARRET ABRAMS	2930	Trackhoe			11.00								11.00
4	CHARLES SHOULDERS	2865	Loader			11.00								11.00
5	CEDRIC HYDE	3377	Labor			11.00								11.00
6	KASHOD CARTER	3446	Labor			11.00								11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS					-	-	-	-	-	-	-		

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION 13 Thorngate Dr

P.M.

READING 0.5

SOIL TYPE C

LOCATION 13 Thorngate Dr

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	11.00								11.00			
WEATHER	FAIR	HOT	16A007	F600	11.00								11.00			
FAIR	WET	HOT/COLD	12510	Level	11.00								11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	11.00								11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	11.00								11.00			
TEMPERATURE	84	°F	5610	Conex Box	11.00								11.00			
TIME WORKED	START	STOP	5215	20' Trailer	11.00								11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	11.00								11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	11.00								11.00			
NIGHT			13816	Trench Box 8'	11.00								11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	11.00								11.00			
WORK COMPLETED			13910	Material Box	11.00								11.00			
PHASE	QUANTITY	UNITS	13461	Tamp	11.00								11.00			
1			2244	303.5 Cat									-			
2			8594	Pothole Machine	11.00								11.00			
3			2412	926 Cat	11.00								11.00			
4			2392	308 Cat	11.00								11.00			
5			5633	Conex Box	11.00								11.00			
6			11443	Test Pump	11.00								11.00			
7			PU3006	Centrifugal Pump	11.00								11.00			
8			13474	Tamp	11.00								11.00			-
9			13770	Pipe Saw	11.00								11.00			-
10													-			-
11													-			-
12													-			-
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Went back to 13 Thorngate Dr. Removed asphalt and excavated down on strom drain pipe. Cleaned of joint that was leaking and used pothole machine to clean out from underneath pipe. Poured concrete collar around pipe. Once it was set up we backfilled excavation with 6/10 Limestone in roadway. We had to jet sand in sinkhole until the void was full. We made sure everything was safed up and cleaned up for the night. Moved equipment to 53 Crossgates Dr for next job.

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

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

KENNETH MCCARDLE

FOREMAN

Work Order 55371 – 53 Crossgates

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	21	HR	Superintendent	$111.92	$2,350.32
2	11	HR	Foreman	$101.27	$1,113.97
3	70	HR	Trackhoe & Operator (308)	$122.58	$8,580.60
4	40.5	HR	Front End Loader & Operator	$138.57	$5,612.09
5	40.5	HR	Pipelayer	$47.97	$1,942.79
6	81	HR	Laborer	$40.50	$3,280.50
7	40.5	HR	Pickup Truck	$23.45	$949.73
8	40.5	HR	Flatbed Truck	$20.25	$820.13
9	40.5	HR	Small Incidental Tools	$15.99	$647.60
10	40.5	HR	Vacuum Excavator	$85.27	$3,453.44
11	81	HR	Trench Box (X2)	$5.33	$431.73
12	40.5	HR	Material Box	$5.33	$215.87
13	162	HR	Pump (x4)	$5.33	$863.46
14	81	HR	Tamp (x2)	$6.39	$517.59
15	40.5	HR	Pipe Laser	$3.20	$129.60
			TOTAL AMOUNT DUE		**$30,909.39**

Near 53 Crossgates Drive - storm drain pipe replacement

Invoice #: H25136-01-F-55371

GL Code: 001-201-637
Funding: Streets - General Fund

BRANDON
MISSISSIPPI

Work Order #: 55371
Work Order Date: 10/08/24
Work Type:
Priority:
Status: Complete
Prepared By: Lori Sarver
Type of Work Order:
Request Type: Drainage - Creek/Ditch Maintenance
Date Requested: 10/08/2024
Name: RENEE ACHEE (MARK HARDIN)
Service Address or Request Location: 53 CROSSGATES DRIVE
Phone Number: (601) 317-9091
Email Address: RENEEACHEE@YAHOO.COM
Reported By: Protel / Request #749098104 12:17pm
Department: Drainage
Ward:
Nature of Request: THERE'S A HUGE HOLE THAT WAS CREATED DUE TO DRAINAGE ISSUE COMING FROM THE TUNNEL GOING INTO LAKE. IT ALSO SHOOTS WATER OUT OF IT LIKE A FOUNTAIN WHEN IT RAINS. SHE ALSO SAID A CHILD HAS FALLEN INTO THE HOLE BEFORE.
Scheduled Completion Date:
Date Work Order Completed: 10/27/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: Removed old 8" concrete pipe and 18" galvanized storm drain pipe and replaced with approximately 150lf of 18 round concrete pipe. Built inlet box where the pipe tied into a flared end section. Reworked ditch out pipe outflow.
Locate Number If Necessary:
Additional Information:
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/22/2025

DAY OF WEEK: WEDNESDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			11.00								11.00
2	JOSEPH WELBORN	1641	Pipelayer			11.00								11.00
3	BARRET ABRAMS	2930	Trackhoe			11.00								11.00
4	CHARLES SHOULDERS	2865	Loader			11.00								11.00
5	CEDRIC HYDE	3377	Labor			11.00								11.00
6	KASHOD CARTER	3446	Labor			11.00								11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS					-	-	-	-	-	-	-		

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION 53 Crossgates Dr

P.M.

READING 0.5

SOIL TYPE C

LOCATION 53 Crossgates Dr

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	11.00								11.00			
WEATHER	FAIR	HOT	16A007	F600	11.00								11.00			
FAIR	WET	HOT/COLD	12510	Level	11.00								11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	11.00								11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	11.00								11.00			
TEMPERATURE	83	°F	5610	Conex Box	11.00								11.00			
TIME WORKED	START	STOP	5215	20' Trailer	11.00								11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	11.00								11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	11.00								11.00			
NIGHT			13816	Trench Box 8'	11.00								11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	11.00								11.00			
WORK COMPLETED			13910	Material Box	11.00								11.00			
PHASE	QUANTITY	UNITS	13461	Tamp	11.00								11.00			
1			2244	303.5 Cat	11.00								11.00			
2			8594	Pothole Machine	11.00								11.00			
3			2412	926 Cat	11.00								11.00			
4			2392	308 Cat	-								-			
5			5633	Conex Box	11.00								11.00			
6			11443	Test Pump	11.00								11.00			
7			PU3006	Centrifugal Pump	11.00								11.00			
8			13474	Tamp	11.00								11.00			
9			13770	Pipe Saw	11.00								11.00			-
10													-			-
11													-			-
12													-			-
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We came to 53 Crossgates Dr to investigate sinkholes beside sidewalk. We found old metal strom drain pipe underneath sidewalk and 8" concrete pipe tied into on either side without concrete collars. We found out that underneath road was 18" RCP and it bottlenecked down to the 8" concrete so we had to get city to come out to look at it. They decided to lay new 18" RCP to replace the 8" pipe. So we had to find where it tied into at so we could get a measurement. We potholed utilities in area so we could figure out what grade we could lay it on. We made sure everything was safed up for the night and installed safety fence around excavations.

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

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

KENNETH MCCARDLE

FOREMAN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/23/2025

DAY OF WEEK: THURSDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			11.00								11.00
2	JOSEPH WELBORN	1641	Pipelayer			11.00								11.00
3	BARRET ABRAMS	2930	Trackhoe			11.00								11.00
4	CHARLES SHOULDERS	2865	Loader			11.00								11.00
5	CEDRIC HYDE	3377	Labor			11.00								11.00
6	KASHOD CARTER	3446	Labor			11.00								11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS					-	-	-	-	-	-	-		

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION 53 Crossgates Dr

P.M.

READING 0.5

SOIL TYPE C

LOCATION 53 Crossgates Dr

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

DAILY WORK REPORT		
WORK DAY (Y/N)	YES	
WEATHER	FAIR	HOT
FAIR	WET	HOT/COLD
CLOUDY	RAIN	MILD
RAIN AMOUNT (IN)	0	INCHES
TEMPERATURE	83	°F
TIME WORKED	**START**	**STOP**
MORNING	7:00AM	11:00AM
AFTERNOON	11:30AM	6:00PM
NIGHT		
TOTAL HRS FOR DAY	11 Hrs	

WORK COMPLETED		
PHASE	QUANTITY	UNITS

	EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
	1582	Ford F250 Pickup	11.00								11.00			
	16A007	F600	11.00								11.00			
	12510	Level	11.00								11.00			
	13716	Pipe Saw	11.00								11.00			
	9494	Laser	11.00								11.00			
	5610	Conex Box	11.00								11.00			
	5215	20' Trailer	11.00								11.00			
	PU3009	Centrifugal Pump	11.00								11.00			
	11654	Diaphragm Pump	11.00								11.00			
	13816	Trench Box 8'	11.00								11.00			
	13930	Trench Box 16'	11.00								11.00			
	13910	Material Box	11.00								11.00			
	13461	Tamp	11.00								11.00			
1	2244	303.5 Cat	11.00								11.00			
2	8594	Pothole Machine	-								-			
3	2412	926 Cat	11.00								11.00			
4	2392	308 Cat	11.00								11.00			
5	5633	Conex Box	11.00								11.00			
6	11443	Test Pump	11.00								11.00			
7	PU3006	Centrifugal Pump	11.00								11.00			
8	13474	Tamp	11.00								11.00			
9	13770	Pipe Saw	11.00								11.00			
10											-			
11											-			-
12											-			-
13											-			-
14											-			-
14											-			-
14											-			-
15	TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We set up and had to trim some tree limbs to make room for 308 Trackhoe. City brought 20 joints of 18" RCP so we staged out on edge of roadway. We set up laser and started excavating out for pipe. We removed old 8" pipe and installed 16 joints of 18" RCP , 128 ft. Backfilled pipe and tamped beside it. Made sure eve was safed up for the night, and installed safety fence around area.

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

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

KENNETH MCCARDLE

FOREMAN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/24/2025

DAY OF WEEK: FRIDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS SINCE 1967

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			9.50								9.50
2	JOSEPH WELBORN	1641	Pipelayer			9.50								9.50
3	BARRET ABRAMS	2930	Trackhoe			9.50								9.50
4	CHARLES SHOULDERS	2865	Loader			9.50								9.50
5	CEDRIC HYDE	3377	Labor			9.50								9.50
6	KASHOD CARTER	3446	Labor			9.50								9.50
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS					-	-	-	-	-	-	-		

PENETROMETER

A.M.

READING 0.5.

SOIL TYPE C

LOCATION 53 Crossgates Dr

P.M.

READING 0.5

SOIL TYPE C

LOCATION 53 Crossgates Dr

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-	TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	9.50	9.50			
WEATHER	FAIR	HOT	16A007	F600	9.50	9.50			
FAIR	WET	HOT/COLD	12510	Level	9.50	9.50			
CLOUDY	RAIN	MILD	13716	Pipe Saw	9.50	9.50			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	9.50	9.50			
TEMPERATURE	79	°F	5610	Conex Box	9.50	9.50			
TIME WORKED	START	STOP	5215	20' Trailer	9.50	9.50			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	9.50	9.50			
AFTERNOON	11:30AM	4:30PM	11654	Diaphragm Pump	9.50	9.50			
NIGHT			13816	Trench Box 8'	9.50	9.50			
TOTAL HRS FOR DAY	9.5 Hrs		13930	Trench Box 16'	9.50	9.50			
WORK COMPLETED			13910	Material Box	9.50	9.50			
PHASE	QUANTITY	UNITS	13461	Tamp	9.50	9.50			
1			2244	303.5 Cat	9.50	9.50			
2			8594	Pothole Machine	-	-			
3			2412	926 Cat	9.50	9.50			
4			2392	308 Cat	9.50	9.50			
5			5633	Conex Box	9.50	9.50			
6			11443	Test Pump	9.50	9.50			
7			PU3006	Centrifugal Pump	9.50	9.50			
8			13474	Tamp	9.50	9.50			
9			13770	Pipe Saw	9.50	9.50			
10						-			
11						-			-
12						-			-
13						-			-
14						-			-
14						-			-
14						-			-
15			TOTAL HOURS		- - - - - - -				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We continued excavating for 18" concrete pipe. We hit a unmarked communication line so we had to wait for AT&T to come out to verify it was good. We dressed up yard where we could. They came out and said it was old and taped it up and we layed over it. Installed 19 ft of 18" RCP and started building inlet box where we tied into flared end section. We had to clean out tail ditch where we started so the pipe could flow. We dressed up area and hauled off any concrete pipe that was left. Made sure everything was safed up and prepped for rain, installed waddles where needed. Installed safety fence around area.

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

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

KENNETH MCCARDLE

FOREMAN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/27/2025

DAY OF WEEK: MONDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS — SINCE 1963

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-	010001-							TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			9.00	2.00							11.00
2	JOSEPH WELBORN	1641	Pipelayer			9.00	2.00							11.00
3	BARRET ABRAMS	2930	Trackhoe			9.00	2.00							11.00
4	CHARLES SHOULDERS	2865	Loader			9.00	2.00							11.00
5	CEDRIC HYDE	3377	Labor			9.00	2.00							11.00
6	KASHOD CARTER	3446	Labor			9.00	2.00							11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS					-	-	-	-	-	-	-	-	

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION 53 Crossgates Dr

P.M.

READING 0.5

SOIL TYPE C

LOCATION

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-	010001-							TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	9.00	2.00							11.00			
WEATHER	FAIR	HOT	16A007	F600	9.00	2.00							11.00			
FAIR	WET	HOT/COLD	12510	Level	9.00	2.00							11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	9.00	2.00							11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	9.00	2.00							11.00			
TEMPERATURE	78	°F	5610	Conex Box	9.00	2.00							11.00			
TIME WORKED	START	STOP	5215	20' Trailer	9.00	2.00							11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	9.00	2.00							11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	9.00	2.00							11.00			
NIGHT			13816	Trench Box 8'	9.00	2.00							11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	9.00	2.00							11.00			
WORK COMPLETED			13910	Material Box	9.00	2.00							11.00			
PHASE	QUANTITY	UNITS	13461	Tamp	9.00	2.00							11.00			
1			2244	303.5 Cat	9.00	2.00							11.00			
2			8594	Pothole Machine	-	-							-			
3			2412	926 Cat	9.00	2.00							11.00			
4			2392	308 Cat	9.00	-							9.00			
5			5633	Conex Box	9.00	2.00							11.00			
6			13770	Pipe Saw	9.00	2.00							11.00			
7			PU3006	Centrifugal Pump	9.00	2.00							11.00			
8			13474	Tamp	9.00	2.00							11.00			
9													-			-
10													-			-
11													-			-
12													-			-
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS					-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We had to finish dressing up area and hauling excess spoils away with loader. Had to finish grouting up new inlet box and had to grout and brick up new inlet grate. Made sure everything was cleaned up and safed up. Installed waddle around inlet grate and freshened up all waddles. Moved equipment out of the yard. Moved equipment to 114 Trickhambridge to set up traffic control for another sewer repair. Made sure everything was safed up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

Work Order 60278 – 210 Old Oak Circle

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	4	HR	Superintendent	$111.92	$447.68
2	8	HR	Foreman	$101.27	$810.16
3	8	HR	Trackhoe & Operator (308)	$122.58	$980.64
4	8	HR	Front End Loader & Operator	$138.57	$1,108.56
5	8	HR	Pipelayer	$47.97	$383.76
6	16	HR	Laborer	$40.50	$648.00
7	8	HR	Pickup Truck	$23.45	$187.60
8	8	HR	Flatbed Truck	$20.25	$162.00
9	8	HR	Small Incidental Tools	$15.99	$127.92
10	8	HR	Vacuum Excavator	$85.27	$682.16
11	16	HR	Trench Box (X2)	$5.33	$85.28
12	8	HR	Material Box	$5.33	$42.64
13	32	HR	Pump (x4)	$5.33	$170.56
14	16	HR	Tamp (x2)	$6.39	$102.24
15	8	HR	Pipe Laser	$3.20	$25.60
			TOTAL AMOUNT DUE		**$5,964.80**

Near 210 Old Oak Circle - manhole repair

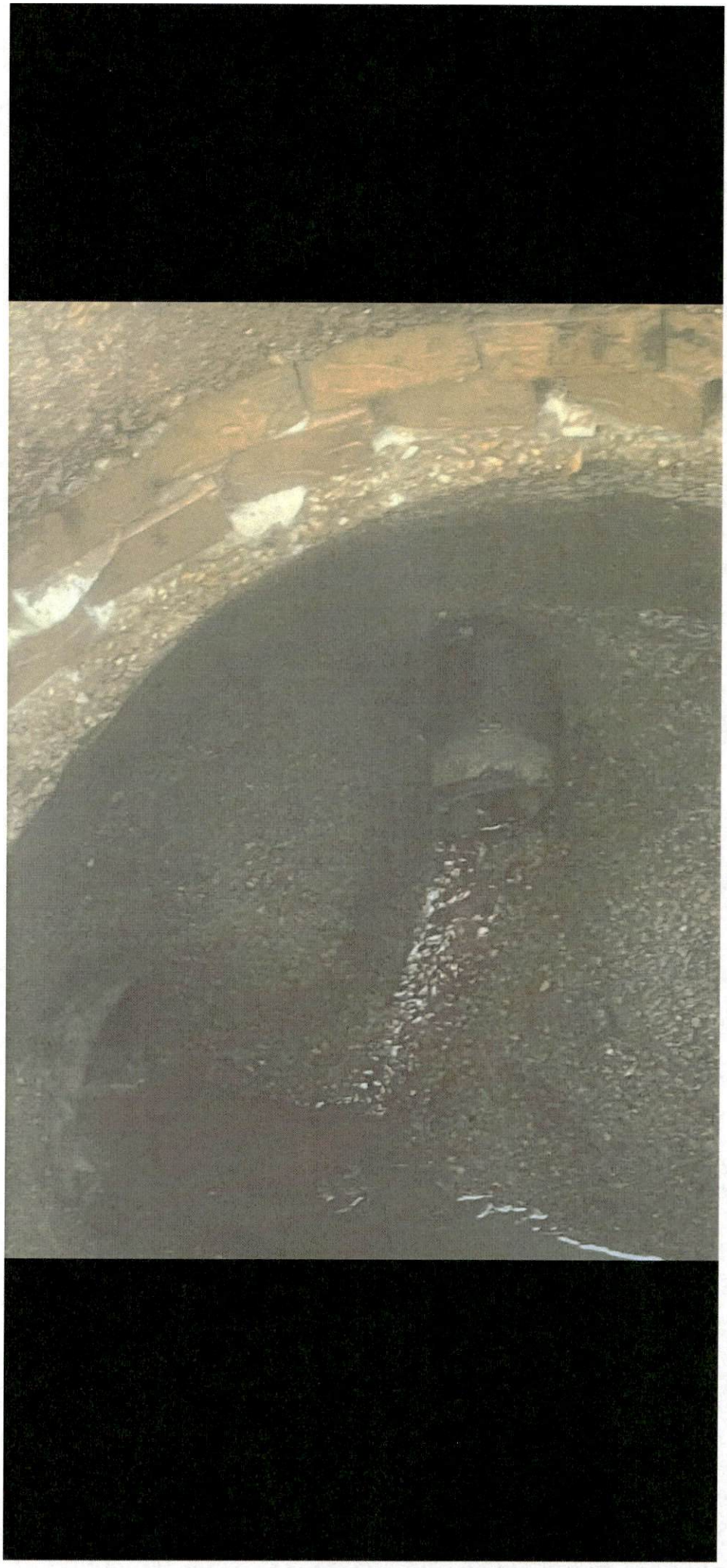
Invoice #: H25136-01-F-60278

GL Code: 400-680-637
Funding: WSOM

BRANDON
MISSISSIPPI

Work Order #: 60278
Work Order Date: 10/29/25
Work Type:
Priority:
Status: Complete
Prepared By: Hollan Silcox
Type of Work Order:
Request Type: Sewer - Sinkhole
Date Requested: 10/29/2025
Name:
Service Address or Request Location: 208 Old Oak Circle & 210 Old Oak Circle
Phone Number:
Email Address:
Reported By: Hollan | related to WO #60137
Department: Sewer
Ward:
Nature of Request: While smoke testing at 214 & 216 Old Oak Circle - smoke came from manholes between 208 & 210
Scheduled Completion Date:
Date Work Order Completed: 10/29/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: Grouted around inverts on inside of manhole
Locate Number If Necessary:
Additional Information: **Hemphill making repairs
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:
Meter Deposit Amount:
Tap Fee Amount:
Status:

Employee Cost: $0.00
Equipment Cost: $0.00
Material Cost: $0.00
Inventory Cost: $0.00
Purchase Order Cost: $0.00



JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/29/2025

DAY OF WEEK: WEDNESDAY

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-	010001-							TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			8.00	3.00							11.00
2	JOSEPH WELBORN	1641	Pipelayer			8.00	3.00							11.00
3	BARRET ABRAMS	2930	Trackhoe			8.00	3.00							11.00
4	CHARLES SHOULDERS	2865	Loader			8.00	3.00							11.00
5	CEDRIC HYDE	3377	Labor			8.00	3.00							11.00
6	KASHOD CARTER	3446	Labor			8.00	3.00							11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS							-	-	-	-	-	-	

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION

P.M.

READING 0.5

SOIL TYPE C

LOCATION

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-	010001-							TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	8.00	3.00							11.00			
WEATHER	FAIR	HOT	16A007	F600	8.00	3.00							11.00			
FAIR	WET	HOT/COLD	12510	Level	8.00	3.00							11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	8.00	3.00							11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	8.00	3.00							11.00			
TEMPERATURE	53	°F	5610	Conex Box	8.00	3.00							11.00			
TIME WORKED	START	STOP	5215	20' Trailer	8.00	3.00							11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	8.00	3.00							11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	8.00	3.00							11.00			
NIGHT			13816	Trench Box 8'	8.00	3.00							11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	8.00	3.00							11.00			
WORK COMPLETED			13910	Material Box	8.00	3.00							11.00			
PHASE	QUANTITY	UNITS	13461	Tamp	8.00	3.00							11.00			
1			2244	303.5 Cat	8.00	3.00							11.00			
2			8594	Pothole Machine	8.00	3.00							11.00			
3			2412	926 Cat	8.00	3.00							11.00			
4			2392	308 Cat	-								-			
5			5633	Conex Box	8.00	3.00							11.00			
6			13770	Pipe Saw	8.00	3.00							11.00			-
7			PU3006	Centrifugal Pump	8.00	3.00							11.00			-
8			13474	Tamp	8.00	3.00							11.00			-
9													-			-
10													-			-
11													-			-
12													-			-
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS					-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We had to go to 210 Old Oak Circle to investigate sewer manhole that had a sinkhole beside it. We put dye in hole and used water to wash it down and we saw it coming in manhole from around all the pipes in bottom of manhole. We got down in manhole and grouted up around pipe with water plug. Made sure to seal them up properly. We let it set up and started washing down sand in sinkhole while looking for any more leaks. We made sure to clean up area and made sure all the grout in manhole was smoothed up and brushed out.We had to go to 50 Woodbridge to assist city to smoke some sewer lines to see if there was some problems on main. We assisted city with videoing sewer main. Made sure everything was safed up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

Work Order 60285 – Woodbridge

Line Item #	QTY	Unit	DESCRIPTION OF WORK	UNIT PRICE	TOTAL
1	12	HR	Superintendent	$107.00	$1,284.00
2	23	HR	Foreman	$96.81	$2,226.63
3	23	HR	Trackhoe & Operator (308)	$117.19	$2,695.37
4	23	HR	Front End Loader & Operator	$132.47	$3,046.81
5	23	HR	Pipelayer	$45.86	$1,054.78
6	37	HR	Laborer	$38.72	$1,432.64
7	23	HR	Pickup Truck	$22.42	$515.66
8	23	HR	Flatbed Truck	$19.36	$445.28
9	23	HR	Small Incidental Tools	$15.29	$351.67
10	23	HR	Vacuum Excavator	$81.52	$1,874.96
11	46	HR	Trench Box (X2)	$5.10	$234.60
12	23	HR	Material Box	$5.10	$117.30
13	92	HR	Pump (x4)	$5.10	$469.20
14	46	HR	Tamp (x2)	$6.11	$281.06
15	23	HR	Pipelaser	$3.06	$70.38
			TOTAL AMOUNT DUE		**$16,100.34**

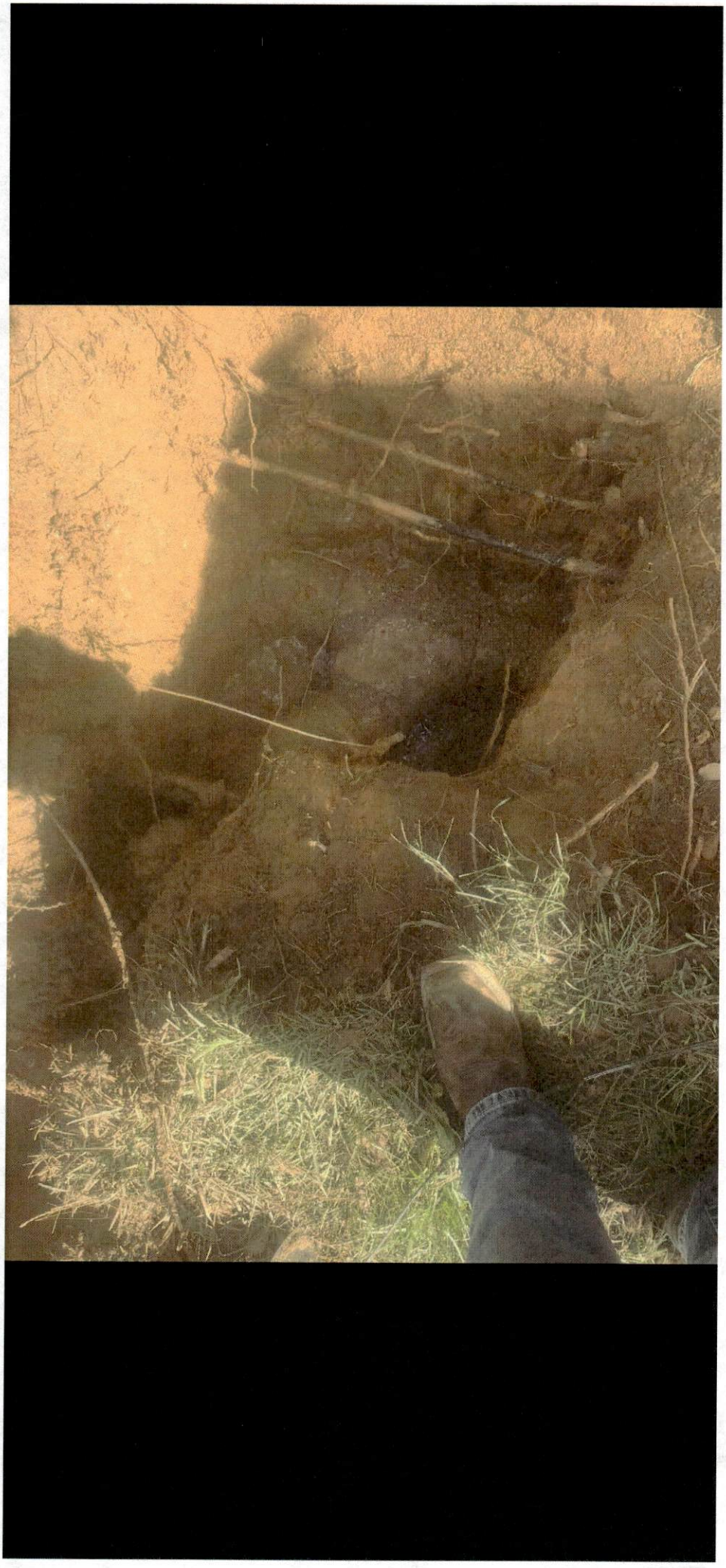
50 Woodbridge Road - sewer line repair

Invoice #: H25136-01-F-60285

GL Code: 400-680-637
Funding: WSOM

BRANDON
MISSISSIPPI

Work Order #: 60285
Work Order Date: 10/29/25
Work Type:
Priority: Medium
Status: Complete
Prepared By: Hollan Silcox
Type of Work Order: Assigned Work Order (During Reg Hours)
Request Type: Sewer - Sinkhole
Date Requested: 10/29/2025
Name:
Service Address or Request Location: 50 Woodbridge Road
Phone Number:
Email Address:
Reported By: Hollan
Department: Sewer
Ward:
Nature of Request: Sewer sinkhole leak
Scheduled Completion Date:
Date Work Order Completed: 10/31/2025
Work Order Completed By: Hemphill Construction Company
Scope of Work Completed: Infiltration at tee on line. Grouted around tee with water plug and poured concrete collar. Second location underneath roadway had a cracked section of pipe. Replaced approximately 60" of 6" pipe. Connected with fernco couplings and poured concrete collar on end next to 45 degree bend. Backfilled around pipe with sand. Backfilled roadway with 610 slag. Backfilled and dressed area.
Locate Number If Necessary:
Additional Information:
Concrete Repair Required/Details:
Sod/Yard Restoration Required/Details:
Asphalt Repair Required/Details:
Invoice & Cost Information:



JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/29/2025

DAY OF WEEK: WEDNESDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-	010001-							TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			8.00	3.00							11.00
2	JOSEPH WELBORN	1641	Pipelayer			8.00	3.00							11.00
3	BARRET ABRAMS	2930	Trackhoe			8.00	3.00							11.00
4	CHARLES SHOULDERS	2865	Loader			8.00	3.00							11.00
5	CEDRIC HYDE	3377	Labor			8.00	3.00							11.00
6	KASHOD CARTER	3446	Labor			8.00	3.00							11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS							-	-	-	-	-	-	

PENETROMETER

A.M.

READING 0.5.

SOIL TYPE C

LOCATION

P.M.

READING 0.5

SOIL TYPE C

LOCATION

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-	010001-						TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	8.00	3.00						11.00			
WEATHER	FAIR	HOT	16A007	F600	8.00	3.00						11.00			
FAIR	WET	HOT/COLD	12510	Level	8.00	3.00						11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	8.00	3.00						11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	8.00	3.00						11.00			
TEMPERATURE	53	°F	5610	Conex Box	8.00	3.00						11.00			
TIME WORKED	START	STOP	5215	20' Trailer	8.00	3.00						11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	8.00	3.00						11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	8.00	3.00						11.00			
NIGHT			13816	Trench Box 8'	8.00	3.00						11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	8.00	3.00						11.00			
WORK COMPLETED			13910	Material Box	8.00	3.00						11.00			
PHASE	QUANTITY	UNITS	13461	Tamp	8.00	3.00						11.00			
1			2244	303.5 Cat	8.00	3.00						11.00			
2			8594	Pothole Machine	8.00	3.00						11.00			
3			2412	926 Cat	8.00	3.00						11.00			
4			2392	308 Cat	-							-			
5			5633	Conex Box	8.00	3.00						11.00			
6			13770	Pipe Saw	8.00	3.00						11.00			-
7			PU3006	Centrifugal Pump	8.00	3.00						11.00			-
8			13474	Tamp	8.00	3.00						11.00			-
9												-			-
10												-			-
11												-			-
12												-			-
13												-			-
14												-			-
14												-			-
14												-			-
15			TOTAL HOURS					-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We had to go to 210 Old Oak Circle to investigate sewer manhole that had a sinkhole beside it. We put dye in hole and used water to wash it down and we saw it coming in manhole from around all the pipes in bottom of manhole. We got down in manhole and grouted up around pipe with water plug. Made sure to seal them up properly. We let it set up and started washing down sand in sinkhole while looking for any more leaks. We made sure to clean up area and made sure all the grout in manhole was smoothed up and brushed out.We had to go to 50 Woodbridge to assist city to smoke some sewer lines to see if there was some problems on main. We assisted city with videoing sewer main. Made sure everything was safed up for the night.

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

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

KENNETH MCCARDLE

FOREMAN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/30/2025

DAY OF WEEK: THURSDAY

HEMPHILL CONSTRUCTION COMPANY FLORENCE, MS SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			11.00								11.00
2	JOSEPH WELBORN	1641	Pipelayer			11.00								11.00
3	BARRET ABRAMS	2930	Trackhoe			11.00								11.00
4	CHARLES SHOULDERS	2865	Loader			11.00								11.00
5	CEDRIC HYDE	3377	Labor			11.00								11.00
6	KASHOD CARTER	3446	Labor			11.00								11.00
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS					-	-	-	-	-	-	-		

PENETROMETER

A.M.

READING 0.5

SOIL TYPE C

LOCATION 50 Woodbridge Dr

P.M.

READING 0.5

SOIL TYPE C

LOCATION 50 Woodbridge Dr

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	11.00								11.00			
WEATHER	FAIR	HOT	16A007	F600	11.00								11.00			
FAIR	WET	HOT/COLD	12510	Level	11.00								11.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	11.00								11.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	11.00								11.00			
TEMPERATURE	63	°F	5610	Conex Box	11.00								11.00			
TIME WORKED	START	STOP	5215	20' Trailer	11.00								11.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	11.00								11.00			
AFTERNOON	11:30AM	6:00PM	11654	Diaphragm Pump	11.00								11.00			
NIGHT			13816	Trench Box 8'	11.00								11.00			
TOTAL HRS FOR DAY	11 Hrs		13930	Trench Box 16'	11.00								11.00			
WORK COMPLETED			13910	Material Box	11.00								11.00			
PHASE	QUANTITY	UNITS	13461	Tamp	11.00								11.00			
1			2244	303.5 Cat	11.00								11.00			
2			8594	Pothole Machine	11.00								11.00			
3			2412	926 Cat	11.00								11.00			
4			2392	308 Cat	-								-			
5			5633	Conex Box	11.00								11.00			
6			13770	Pipe Saw	11.00								11.00			
7			PU3006	Centrifugal Pump	11.00								11.00			
8			13474	Tamp	11.00								11.00			-
9													-			-
10													-			-
11													-			-
12													-			-
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

We set up traffic control and moved equipment to 50 Woodbridge Rd. We started potholing utilities in area. We had to excavate down on sewer tee where it was taking on dirt and water. We grouted up tee with water plug and poured concrete around it. City came back to smoke main again because there was a sinkhole in roadway on service beside where we fixed tee. There was smoke coming out from roadway in sinkhole. We saw cut roadway and potholed beside curb inlet to trace sewer service.We made sure everything was secured for the night and installed safety fence around excavation.

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

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

KENNETH MCCARDLE

FOREMAN

JOB NO: H25136-

PROJECT: Brandon Maintenance

DATE: 10/31/2025

DAY OF WEEK: FRIDAY

HEMPHILL CONSTRUCTION COMPANY — FLORENCE, MS SINCE 1983

ACCIDENTS: [ ] YES [x] NO

INCIDENTS: [ ] YES [x] NO

SUPERINTENDENT: Chad Phelps

REVIEWED: JGL

	NAME	EMP. #	CLASS	ABSENCE	TOTAL HOURS / OTHER FOREMAN	010001-								TOTAL
1	KENNETH MCCARDLE	2611	FOREMAN			9.00								9.00
2	JOSEPH WELBORN	1641	Pipelayer			9.00								9.00
3	BARRET ABRAMS	2930	Trackhoe			9.00								9.00
4	CHARLES SHOULDERS	2865	Loader			9.00								9.00
5	CEDRIC HYDE	3377	Labor			9.00								9.00
6	KASHOD CARTER	3446	Labor	AA		-								-
7														-
8														-
9														-
10														-
11														-
12														-
13														-
14														-
15														-
	TOTAL HOURS					-	-	-	-	-	-	-		

PENETROMETER

A.M.

READING 0.5.

SOIL TYPE C

LOCATION 50 Woodbridge Dr

P.M.

READING 0.5

SOIL TYPE C

LOCATION 50 Woodbridge Dr

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

DAILY WORK REPORT			EQUIP. #	EQUIP DESCRIPTION	010001-								TOTAL	EQ ODOMETER READINGS BEGIN	END	HRS
WORK DAY (Y/N)	YES		1582	Ford F250 Pickup	9.00								9.00			
WEATHER	FAIR	HOT	16A007	F600	9.00								9.00			
FAIR	WET	HOT/COLD	12510	Level	9.00								9.00			
CLOUDY	RAIN	MILD	13716	Pipe Saw	9.00								9.00			
RAIN AMOUNT (IN)	0	INCHES	9494	Laser	9.00								9.00			
TEMPERATURE	63	°F	5610	Conex Box	9.00								9.00			
TIME WORKED	START	STOP	5215	20' Trailer	9.00								9.00			
MORNING	7:00AM	11:00AM	PU3009	Centrifugal Pump	9.00								9.00			
AFTERNOON	11:30AM	4:00PM	11654	Diaphragm Pump	9.00								9.00			
NIGHT			13816	Trench Box 8'	9.00								9.00			
TOTAL HRS FOR DAY	9 Hrs		13930	Trench Box 16'	9.00								9.00			
WORK COMPLETED			13910	Material Box	9.00								9.00			
PHASE	QUANTITY	UNITS	13461	Tamp	9.00								9.00			
1			2244	303.5 Cat	9.00								9.00			
2			8594	Pothole Machine	9.00								9.00			
3			2412	926 Cat	9.00								9.00			
4			2392	308 Cat	-								-			
5			5633	Conex Box	9.00								9.00			-
6			13770	Pipe Saw	9.00								9.00			-
7			PU3006	Centrifugal Pump	9.00								9.00			-
8			13474	Tamp	9.00								9.00			-
9													-			-
10													-			-
11													-			-
12													-			-
13													-			-
14													-			-
14													-			-
14													-			-
15			TOTAL HOURS			-	-	-	-	-	-	-				-

REMARKS | SPECIAL INSTRUCTIONS | VISITORS TO PROJECT SITE

Tore out asphalt beside curb inlet where smoke was coming out the day before. Excavated down on sewer service and found that it was cracked. We cleaned off pipe with pothole machine. We cut out bad section and installed a 56" piece of 6" pvc pipe. Connected it with fernco rubber couplings and had to pour concrete collar on end next to 45 degree bend. Made sure pipe had sand around it to secure it. Backfilled excavations in roadway with 6/10 Limestone and dressed up roadway. Backfilled behind curb with topsoil and had to install box back on Cspire utility. Dressed up area and made sure everything was cleaned up for the weekend. Moved all equipment back to city yard for the weekend.

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

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

KENNETH MCCARDLE

FOREMAN

BRANDON
MISSISSIPPI

MEMORANDUM

TO: HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN

FROM: ALEX WADE, PUBLIC WORKS DIRECTOR

BOARD AGENDA: JANUARY 5, 2026

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 01/05/26 AGENDA

UNPOSTED ADJUSTMENTS

Account Number	Name	Address	Adjustment Description	Amount	
50430.00.00 94	Lee A Polk Jr.	1106 Destin Place	Pool Fill	-$143.93	
50575000.00 95	Deborah Ashley	10 Dogwood Drive	Leak in yard	-$135.17	
40957000.00 95	Penny Methvin	2677 Hwy 80 East	Pool Fill	-$101.10	
30152000.00 95	Crossgates Baptist Church	16 Huntsman Circle	Pmt was posted to 30114000.00 95	-$93.91	
30114000.00 95	Crossgates Baptist Church	12 Hunterspoint	pmt was posted to this account in error	$79.68	
60204000.00 96	Cheryl Jean Meray	123 Rollingwood Dr. Apt 24	Hot water heater leak	-$113.84	
61029000.00 98	Waymon Tigrett	200 East Sunset Drive	Pool Fill	-$168.29	
10765000.00 96	Thomas Graham	225 Terrace Drive	Broken line in yard	-$242.35	
60501200.00 97	Michael Floyd	211 Glen Arbor Blvd.	Pool Fill	-$604.25	
60831980.00 90	Eric Skipper	300 East Jasper Street	Pool Fill	-$485.63	
61777800.00 84	Michael Poor	5170 Prairie Drive	Broken line under home	-$214.95	
60831301.00 93	Jason Bane & Katherine Westerfield	125 Busick Well Road	Pool Fill	-$148.21	
62011100.00 95	Ernesto Aguilar	232 Stonebridge Blvd	Waive late fees (Bank Draft)	-$68.67	
2028000.00 98	William Haas	110 Longmeadow Road	Posting Error	-$111.38	
20281000.00 98	William Haas Jr.	110 Longmeadow Road	Posting Error	$111.38	
50955000.00 96	Jolee D Sessions	613 South College Street	Posting Error	-$108.83	
50955000.00 98	Joe D Sessions	613 South College Street	Posting Error	$90.38	
50967000.00 98	Jackie Finch	231 West Sunset Drive	Broken line in yard	-$108.81	
62015300.00 94	Erin Bayles	818 Stones Throw Drive	Broken line in yard	-$128.50	
41263000.00 98	Sandra Myers	102 Cherry Hill Lane	Billing error meter wasn't changed out	-$1,763.63	
10381000.00 98	Merit Health Rankin	350 Crossgates Blvd	Cooling tower adjustment	-$5,164.39	

Posted					
60887000.00 95	Rafel Wash	109 Afton Drive	Leak at meter-city repaired	-$197.93	
61715000.00 86	Country Meadows	5046 Country Meadows Ct.	Billing Error	-$129.43	
DENIALS					
78000640.00 97	Felix Marshall	219 Kennedy Farm Parkway	Unexplained Usage	Water went through the meter	
10850000.00 93	Bailey Hughes	432 Lakebend Place	Per plumber invoice toilet leak	No adj for water going into swr	
50158500.00 94	Tobias Bruce	506 Stuart Crossing	Hot water heater leak	Didn't exceed 50% of avg.	
40617500.00 91	Rita Reed	415 West Sunset Dr Apt B13	Broken toilet leak	No adj for water going into swr	
10283000.00 93	Paul Craig	2005 Stonehendge Drive	Unexplained Usage	Water went through the meter	
30584000.00 96	Otto McKay	303 Northridge Drive	Leaking faucets inside & outside	Didn't exceed 50% of avg.	

MEMORANDUM

TO:	HONORABLE MAYOR BUTCH LEE AND BOARD OF ALDERMEN
FROM:	JOEY BARNETTE
DATE:	12/29/2025
SUBJECT:	**CONDITIONAL USE PERMIT (CONVENIENCE STORE / GAS STATION WITH LEASE SPACES), PARCEL I8B-3**

Action Requested

Consider Case #25-034, a request by Brandon Investments Group LLC (Jim Eichelberger) for a Conditional Use Permit to operate a convenience store / gas station with lease spaces on Parcel I8B-3, located at the southeast corner of Highway 18 and Highway 468, zoned NC – Neighborhood Center.

Summary

This is a conditional use request for a convenience store and gas station with two lease spaces at the southeast corner of Highway 18 and Highway 468. The proposed development includes an 8,250 square foot building consisting of a 5,250 square foot convenience store and two 1,600 square foot lease spaces. Proposed hours of operation are 5:00 a.m. to 11:00 p.m., with an estimated 10–12 employees.

The Planning Commission recommended approval and noted that traffic considerations, buffering, and lighting impacts to nearby residential properties should be addressed during development review.

Background

- **Applicant:** Brandon Investments Group LLC (Jim Eichelberger)
- **Property:** Parcel I8B-3; southeast corner of Highway 18 and Highway 468
- **Zoning:** (NC) Neighborhood Center (Conditional Use Permit required for this use)
- **Public Hearing:** January 5, 2026 (Board meeting)
- **Notice:** Notice was filed/posted, and letters were sent on December 10, 2025

Staff / Development Review Notes

If approved, the applicant must proceed through all applicable City processes and requirements, including zoning ordinance compliance, architectural review, development review, and permitting, and must address any additional items identified by the Mayor and Board during the public hearing prior to construction.

Key development-review items include:

- **Ingress / Egress:** Access and driveway configuration will be reviewed during development review and in coordination with MDOT as applicable. A traffic study may be required to evaluate turning movements, directional entrances/exits, and overall site circulation.

- **Refuse / Service and Utilities:** Refuse/service areas, utility connections, and related site details must comply with City requirements and will be finalized during development review.

- **Buffering / Screening and Lighting:** Buffering and screening must be provided adjacent to residential properties. A lighting/photometric plan should be submitted to ensure site lighting does not create spillover impacts to adjoining residential areas.

Planning Commission Recommendation

The Planning Commission recommended approval and discussed concerns related to traffic proximity to residential areas and the importance of buffering and site light mitigation to prevent nuisances to adjacent residential properties. These items are intended to be addressed during development review.

ATTACHMENTS:

1. 25-034 Combined BOA staff Report

Application # 25-034
Date Received: October 23, 2025
Subject Property: Parcel # I8B-3
Applicant: Jim Eichelberger / Brandon Investments Group LLC

STAFF REPORT

CASE # 25-034

Subject Matter:	Conditional Use Application
Subject Property:	Southeast Corner Hwy 18 & Hwy 468
Planning Commission:	October 27, 2025
Public Hearing:	January 5, 2026
Zoning District:	NC – Neighborhood Center
Ward:	2 - Vinson

Overview:

Consideration of an application for Conditional Use Permit request for Brandon Investments LLC for Southeast corner of HWY 18 and Hwy 468 (Parcel # I8B-3).

The applicant is requesting approval to operate a Convenience Store, Gas Station with lease spaces on the subject property. The property is zoned NC Neighborhood Commercial which will require approval of a conditional use permit in that zoning district for the use of a Convenience store Gas Station.

The proposed Convenience store, Gas station, will be a 8,250 Sqft building consisting of 5,250 Sqft convenience store with (2) 1600 Sqft lease spaces. Strip center hours of operation will be 5 am – 11PM with 10-12 employees

Section 4.0 Uses and Use Standards

4.4.9 (8).Convenience store, gas station.
i. Definition: A small store (15,000 square feet gross floor area or less) which deals in grocery items of a convenience nature which includes the sale of fuel. May also include car wash facilities and/or provide minor automobile repair services.
ii. Districts permitted: CC, 1-1, 1-2, PUD; conditional use in NC, RC, ORC, TND.
iii. Parking: One space per gas pump, plus two spaces per service bay.
iv. Loading: One loading space for 10,000 square feet of floor area.
v. Additional standards:
- A one bay car wash may be accessory to the vehicle service center.

- One stacking space per pump island on either end, and one stacking space for each service and car wash bay.

• Structures and all pump islands, compressed air connections, and similar equipment shall be set back a minimum of 20 feet from side and rear lot lines.

• No access driveway may exceed 25 feet in width. For a corner lot, curb cuts are restricted to one curb cut per street frontage.

• The minimum distance between the canopy and the curb line shall be 12 feet and 20 feet from any interior lot line.

• Motor vehicle repair is permitted as part of a gas station use. However, repair work is limited only to minor repair work, such as tire or tube repairing, battery changing, lubrication, engine tune-ups, brake and muffler repair or replacement, and similar types of work. Minor repair work does not include replacement of engines, replacement of transmissions, or any body work. All repair work shall be conducted entirely within an enclosed structure. Storage of all merchandise, auto parts, and supplies shall be within an enclosed structure.

• Light fixtures mounted under canopies should be completely recessed into the canopy with flat lenses that are translucent and completely flush with the bottom surface (ceiling) of the canopy.

• The sides (fascia) of the canopy should extend below the lens of the fixture 12 inches to block the direct view of the light sources and lenses from property line.

• Lights should not be mounted on the top or sides (fascias) of the canopy, and the sides (fascia) should not be illuminated.

• Buildings that derive their image solely from applied treatments that express corporate identity are prohibited.

• All sides of a building should express consistent architectural detail and character. All site walls, screen walls and pump island canopies and other outdoor covered areas should be architecturally integrated with the building by using similar material, color and detailing.

• The use of highly reflective or glossy materials should be limited and will not be appropriate in all contexts.

• Architectural integration of canopy to building and site walls is desirable. Multiple canopies or canopies that express differing architectural masses are encouraged.

• Canopy height, as measured from the finished grade to the lowest point on the canopy fascia, should not exceed 13 feet nine inches. The clearance height of canopies should be clearly indicated on the structure or through use of a headache bar. The overall height of canopies should not exceed 17 feet.

• Lighted bands or tubes or applied bands of corporate color are discouraged.

• All display items for sale should occur within the main building or within designated areas that are screened from public streets.

• The use of translucent materials and internally lighted cabinets are discouraged as finishes or as applied treatments at the pump island or on the canopy.

- The use of super-graphics is prohibited.

- The cladding of the canopy columns must be proportioned to the height and scale of the canopy.

Section 9.7 Conditional Uses

Please see below for the responses pertaining to the requirements for the granting of a conditional use permit. Please see the applicants' written statement for additional information concerning the request (attached).

9.7.2 Requirements for granting a conditional use or conditional use permit:

The Mayor and Board of Aldermen shall not grant a conditional use unless satisfactory provision and arrangement has been made concerning all of the following:

a. *Ingress and egress to property and proposed structures thereon with particular reference to vehicular and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.*
Response: Provided MDOT access points (attached) owner further to provide traffic studies to determine need of directional entrances and exits.

b. *Off-street parking and loading areas.*
Response: Driveway and parking area as shown comply with Brandon Zoning Ordinances to be further evaluated if approved at time of Development review.

c. *Refuse and service areas.*
Response: Refuse and/or service area currently shown and if approved will be reviewed to comply with Brandon city ordinances Sec. 66-48 Commercial containers.

d. *Utilities, with reference to locations, availability, and compatibility.*
Response: Utility connections to comply with all applicable Brandon city ordinances and adopted building codes if approved to be reviewed during Development review prior to permitting.

e. *Screening and buffering with reference to type, dimensions, and character.*
Response: Landscaping, Screening and Buffering to be reviewed during development review to comply with Brandon Zoning ordinances .

f. *Required yards and other open space.*
Response: The structure/use complies with the NC Neighborhood Center zoning district's required yards and open space requirements.

g. *General compatibility with adjacent properties and other property in the district.*
Response: The surrounding properties are zoned RR.

h. *Any other provisions deemed applicable by the Mayor and Board of Aldermen.*

Application # 25-034
Date Received: October 23, 2025
Subject Property: Parcel # I8B-3
Applicant: Jim Eichelberger / Brandon Investments Group LLC

Owner's Written Statement:

"Brandon Investments Group LLC request the conditional use permit for a gas station/ retail center at the corner of HWY 468 / Hwy 18 Parcel #I08B0000030000 owned by Donald G Griffin. Within the current zoning of this property which is currently zoned NC Neighborhood commercial. Brandon Investments Group LLC has followed all guidelines for the request that complies with the requirements of a conditional use."

Exhibits:

A) Location and Zoning Map
B) Supplemental Documentation

Planning Commission Recommendation:

Case # 25-034 Consideration of an application for Conditional Use Permit request for Brandon Investments LLC for Southeast corner of HWY 18 and Hwy 468 (Parcel # I8B-3). The applicant is requesting approval to operate a Convenience Store, Gas Station with lease spaces on the subject property. The property is zoned NC Neighborhood Commercial which will require approval of a conditional use permit in that zoning district for the use of a Convenience store Gas Station. The proposed Convenience store, Gas station, will be a 8,250 Sqft building consisting of 5,250 Sqft convenience store with (2) 1600 Sqft lease spaces. Strip center hours of operation will be 5 am – 11PM with 10-12 employees. Jim Eichelberger came forward to answer questions and make comments on behalf of Brandon Investments LLC. Planning commission voiced concerns regarding traffic proximity to residential areas, the need for Buffering and site light mitigation to prevent nuisances to adjoining residential properties that will need to be reviewed and addressed in building development review. Jim Brooks then Made motion to approve with Lynn Bullock seconding

Jim Broocks	Aye
Lynn Bullock	Aye
Suzanne Ross	Aye
Eric Skipper	Aye
Tom Evans	Aye
David Stevens	Aye

Staff Comments:

If approved owner is to go through all appropriate processes to meet all city of Brandon zoning ordinance, architectural review, permitting and development requirements as well as items brought forward by the Board of Aldermen during public hearings prior to approval of project and start of construction of any proposed future development.

Notice Filed in Paper: December 10, 2025
Notice Posted On property: December 10, 2025
Letters sent to adjacent owners: December 10, 2025

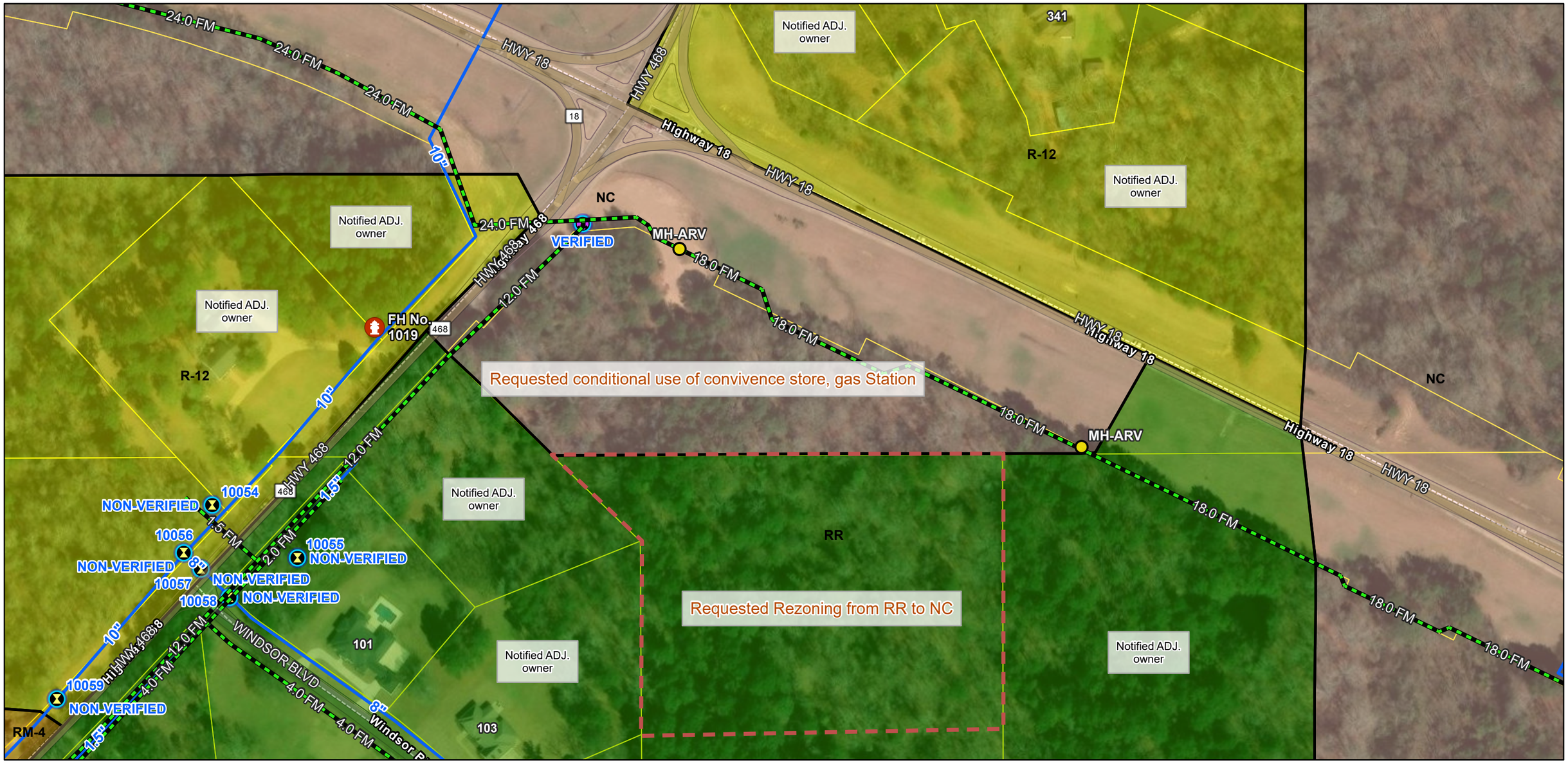
Application # 25-034
Date Received: October 23, 2025
Subject Property: Parcel # I8B-3
Applicant: Jim Eichelberger / Brandon Investments Group LLC

Adjacent owners:

PPIN	Name	Address	City	State	Zip
31471	Betty Magee Roberts	350 Whitefield Rd	Brandon	MS	39042
31470	Betty R M Roberts	350 Whitefield Rd	Brandon	MS	39042
31358	David L Morrow Sr	P.O. Box 148	Brandon	MS	39043
31356	Patrick & Kathleen Pipitone Trust	210 Woodgate Dr. S	Brandon	MS	39042
31287	DD&G Investments Inc	243 Dominion	Brandon	MS	39042
31289	C Bailey Family Properties LP	1080 Star Rd	Brandon	MS	39042
71264	C Bailey Family Properties LP	1080 Star Rd	Brandon	MS	39042
68203	Patricia Bailey Burrage	24 Crossgates Dr	Brandon	MS	39042

Report Prepared By: Randy Barnes Community Development

Case # 25-034 Map



10/24/2025, 11:40:05 AM

- Sewer Manholes view
- Sewer Lines view
- Fire_Hydrant view
- Water Lines view

Water Valves View

- NON-VERIFIED
- Other

2024_Zoning

- RR: Rural Neighborhood
- R-12: Suburban Neighborhood
- RM-4: Townhouse and Zero Lot Line Residential
- NC: Neighborhood Center

- 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

1:2,264

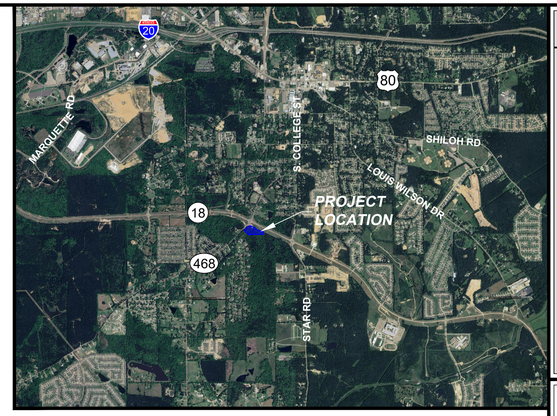
0 0.02 0.04 0.08 mi

0 0.04 0.07 0.14 km

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

SEWER NOTE:
PRIVATE SEWER LINE SHALL CONNECT TO THE EXISTING CITY FORCE MAIN. THE EXACT CONNECTION POINT SHALL BE COORDINATED WITH THE CITY. CHECK VALVES AND ALL OTHER REQUIRED APPURTENANCES SHALL BE PROVIDED IN ACCORDANCE WITH CITY REQUIREMENTS.

WATER & SEWER NOTE:
EXISTING UTILITIES ARE SHOWN PER AVAILABLE RECORD INFORMATION. PROPOSED WATER & SEWER SERVICE CONNECTIONS WILL BE DESIGNED AND COORDINATED DURING THE DETAILED DESIGN AND PERMITTING PHASE OF THE PROJECT.



VICINITY MAP

Mississippi Highway No. 18
(Var. Width R.O.W.)(Paved Public)
Project No. S-0423(3)H

Mississippi Highway No. 468
(Var. Width R.O.W.)(Paved Public)
Project No. S-0423(2)

EXISTING 10" WATER LINE
STEEL CASING (BORED)
CONNECTION TO EX. WATER MAIN (APPROX. LOCATION) (COLD TAP)
CONNECTION TO EX. FORCE MAIN. (APPROX. LOCATION)
EXISTING FIRE HYDRANT
ABANDONED FORCE MAIN
EX. 12" FORCE MAIN
EX. 24" FORCE MAIN
EX. 18" FORCE MAIN
ELEV. ±417.52
ELEV. ±414.50
ELEV. ±407.36
ELEV. ±409.67
ELEV. ±390.94
ELEV. ±389.36
ELEV. ±399.26
ELEV. ±396.00
ELEV. ±425.27
ELEV. ±402.50
East R.O.W.
No Access R.O.W.
South R.O.W.
N 89°06'09" E 100.13'
S 63°48'36" E 243.78'
S 63°48'36" E 402.47'
S 26°10'22" W 29.53'
N 26°10'22" E 29.53'
S 63°48'36" E 180.99'
N 89°05'32" E 679.78'
N 63°39'24" E 418.39'
N 63°39'36" W 429.58'
20' FRONT SETBACK
25' SIDE SETBACK
25' REAR SETBACK
15' BUFFER
LIGHT POLE
CONCRETE PAVEMENT
CONCRETE DRIVEWAY
FUELING STATION CANOPY
PROPOSED C-STORE (5,056 SF)
RENTAL (1,600 SF)
LOADING AREA
DETENTION
LANDSCAPE
50' ACCESS EASEMENT
PROPERTY LINE
Zone NC
Zone RR
Windsor Ridge Subdivision, P.C. B, Slot 303, Part 1
Lot 20
Access

PROPOSED FENCING REQUIRED. FENCE SHALL COMPLY WITH ALL BUFFER/SCREENING REQUIREMENTS PER CITY ORDINANCES

PRESERVE NATURAL VEGETATION/TREES TO THE MAXIMUM EXTEND PRACTICABLE, EXCEEDING MINIMUM BUFFER REQUIREMENTS. FINAL CLEARING LIMITS TO BE DETERMINED DURING DESIGN.

SITE LIGHTING NOTE:
NO SITE LIGHTING SHALL BE DIRECTED TOWARD ADJACENT RESIDENTIAL PROPERTIES.

DUMPSTER ENCLOSURE (ENCLOSURE TO MATCH THE BUILDING) (ENCLOSURE SHALL MEET CITY REQUIREMENTS)

SITE INFORMATION

TOTAL ACREAGE: ±4.71 AC

ZONING: NC (NEIGHBORHOOD CENTER)

SETBACKS:

FRONT–20', SIDE–25', REAR–25'

PARKING BREAKDOWN:

PARKING REQUIRED FOR C–STORE (16 FUEL PUMPS): 16 (1 SPACE PER FUEL PUMP)
PARKING REQUIRED FOR RENTAL SPACES (3,200 SF): 16 (1 SPACE PER 200 SF)
TOTAL PARKING REQUIRED: 32
TOTAL PARKING PROVIDED: 41, INCLUDING 2 ADA SPACES

NOTES:

1. *THIS EXHIBIT IS CONCEPTUAL IN NATURE AND INTENDED FOR CONDITIONAL USE REVIEW PURPOSES ONLY. FINAL DESIGN, GRADING, DRAINAGE, AND UTILITY INFORMATION WILL BE DEVELOPED DURING THE SITE PLAN APPROVAL PHASE.*
2. *SITE LAYOUT AND BUILDING FOOTPRINT SHOWN WERE PROVIDED BY OTHERS.*
3. *ALL DIMENSIONS AND BUILDING LOCATIONS ARE APPROXIMATE AND SUBJECT TO CHANGE PENDING FINAL DESIGN AND PERMITTING.*
4. *EXISTING UTILITIES SHOWN ARE BASED ON AVAILABLE RECORD INFORMATION AND HAVE NOT BEEN FIELD VERIFIED. FINAL UTILITY LOCATION SHALL BE VERIFIED PRIOR TO CONSTRUCTION.*
5. *LANDSCAPING SHOWN IS FOR SCHEMATIC PURPOSES ONLY.*
6. *SITE LIGHTING SHOWN IS FOR SCHEMATIC PURPOSES ONLY.*

GRAPHIC SCALE
40 0 20 40 80 160
(IN FEET)
1 inch = 40 ft.

BENCHMARK
ENGINEERING & SURVEYING, LLC
CIVIL ♦ STRUCTURAL ♦ PLANNING ♦ SURVEYING ♦ UAV MAPPING
BRANDON | FLOWOOD | MADISON
www.benchmarkms.net 601-427-7780
EST. 2004

REVISIONS:

DATE: 10/14/25 | DRAWN: CBA
CHECKED: GAB | SCALE: 1"=40'
REF C/L:
EG SURFACE:
FG SURFACE:

PROJECT LOCATION:
HIGHWAY 18 & 468
CITY OF BRANDON, MISSISSIPPI

CLIENT:
BRANDON INVESTMENTS GROUP, LLC
1021 GLUCKSTADT RD, MADISON, MS 39110

PROJECT:
C-STORE

SHEET CONTENTS:
PRELIMINARY SITE PLAN

SHEET NUMBER
1 of 1

PROJECT NUMBER
B-11057

F:\Projects\B-11057_Drawings\11057-Conditional Use-Revised.dwg, Site Plan, ARCH full bleed D (24.00 x 36.00 Inches)

Jim Eichelberger <jim@harperhomesms.com>

Hwy 18 / 468

Hollingsworth, Charles M <chollingsworth@mdot.ms.gov> Mon, Apr 22, 2024 at 3:01 PM
To: Jim Eichelberger <jim@harperhomesms.com>

See the attached Access points.

Thanks,

Marty Hollingsworth

District 5 Permits

601-683-3341

[Quoted text hidden]

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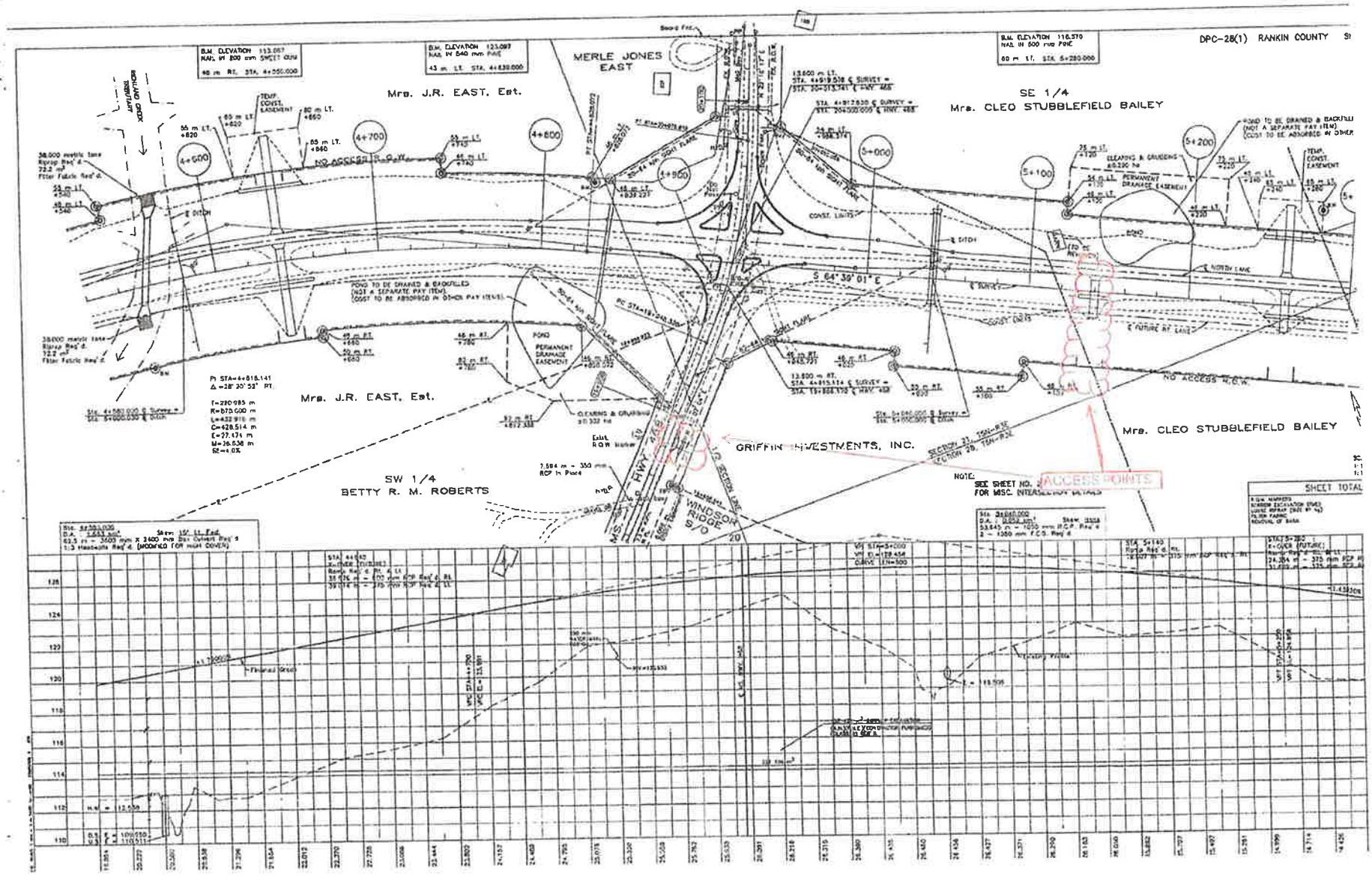
248K


DPC-28(1) RANKIN COUNTY
MERLE JONES EAST
Mrs. J.R. EAST, Est.
SE 1/4
Mrs. CLEO STUBBLEFIELD BAILEY
Mrs. J.R. EAST, Est.
GRIFFIN INVESTMENTS, INC.
Mrs. CLEO STUBBLEFIELD BAILEY
SW 1/4
BETTY R. M. ROBERTS
HWY 468
WINDSOR RIDGE S/D
NO ACCESS R.O.W.
ACCESS POINTS
SHEET TOTAL

#251234

25-034

COMMUNITY DEVELOPMENT

Conditional Use Permit Application

RECEIVED
CITY OF BRANDON, MS
OCT 21 2025
DATE RECEIVED
COMMUNITY DEVELOPMENT
PERMIT NUMBER

Property Address: HWY 18/HWY 468 PARCEL #I08B000003 00000	Current Zoning Classification: NC/NEIGHBORHOOD COMMERCIAL
Current or Previous Use of the Property: LAND	Proposed Use of the Property: GAS STATION / STRIP CENTER

Provide a Description of the Proposed Use, Including Hours of Operation, Number of Employees, Number of Daily Customers, etc.

GAS STATION WITH RETAIL SPACE FOR LEASE
STRIP CENTER RETAIL HOURS OF OPERATION 5AM - 11PM, 10-12 EMPLOYEES, 800-1,000 CUSTOMER

Applicant: BRANDON INVESTMENT GROUP LLC	Contact Name: JIM EICHELBERGER
Street Address: 1021 GLUCKSTADT ROAD	Primary Telephone: 601-540-0281
City: MADISON State: MS Zip Code: 39110	Email: JIM@HARPERHOMESMS.COM
Owner(s), if different from applicant: RAJAN (RJ) SINGH	Contact Name: RJ SINGH
Street Address: 1021 GLUCKSTADT ROAD	Primary Telephone: 601-1029
City: MADISON, M State: MS Zip Code: 39110	Email: SINGHRJ22@YAHOO.COM

The following items are required for consideration of a conditional use*:

- [x] **Completed Application and Non-Refundable $275 Fee**
- [x] **Ownership Verification Letter**
  - If the applicant is not the owner, a letter signed and dated by the owner certifying their ownership of the property and authorizing the applicant to represent the person, organization, or business that owns the property.
- [x] **Legal Written Description of the Property**
  - If not platted, a metes and bounds legal description of the property.
- [x] **Written Statement**
  - A written statement documenting the reason for the conditional use, including evidence that the request complies with the requirements of a conditional use.
- [x] **Site Plan**
  - All conditional use permit applications must be accompanied by a fully dimensioned site plan locating all easements and restricted use areas, north arrow, all structure-to-property line setback dimensions, location of all property lines, names of all adjacent streets, parking plan, grade elevations at property line corners, proposed and existing utility meters, public sewer connections, private sewage disposal systems and fire hydrant locations.

***Note that additional items may be required depending on the proposed use. Contact the Community Development Department at 601-824-4580.**

Applicant's Signature: Jim Eichelberger **Date:** 10-21-25

zoning@brandonms.org

Revised: 07/18/2017

COMMUNITY DEVELOPMENT

Conditional Use Permit
Acknowledgements

The applicant agrees to:

- If determined by the City Planner or other city officials that a detailed site plan is necessary to review a request to rezone property, a site plan shall be submitted by the applicant in accordance with the Zoning Ordinance of the city and all expenses of the zoning variance review shall be paid by the applicant.
- By signing the application, it is understood and agreed that permission is given to the Department of Community Development to place a sign(s) on said property, giving notice to the public that said property is being considered for zoning action. It is further understood by the applicant that the removal of the sign before the hearing will constitute a withdrawal of the application and the case will not be heard at the next scheduled hearing.
- It is further understood and agreed by the applicant, and permission is hereby granted to the city for inspections, investigations, and/or evaluation reports by the proper departments, pertaining to said property. In the event such investigations, etc., disclose this property does not meet the requirements for the proposed use, then this request will be held in abeyance until such time as those requirements are met and/or evidence of such is submitted.
- The application fee for this request is non-refundable regardless of the outcome.

The applicant agrees to attend the official development review meetings listed below:

Planning Commission Meeting: _____

Board of Aldermen Public Hearing: _____

Both meetings are held in the Board Room of the Brandon Municipal Complex, located at 1000 Municipal Drive in Brandon, Mississippi at 6 o'clock in the evening.

The above information is true, correct, and complete to the best of my knowledge, and I acknowledge the stipulations listed herein.

Applicant: Jim Eschillie Date: 10-21-25

Owner: R.S. Singh Date: 10-21-25

State of Mississippi
County of Rankin
Sworn to and subscribed before me.

Notary: _____

Date: 10.21.25

STATE OF MISSISSIPPI
TRACI ANN BURTON
NOTARY PUBLIC
Rankin County
Commission Expires
February 26, 2027
COMMISSION NUMBER 111604

Revised: 07/18/2017

Donald G. Griffin
243 Dominion Parkway
Brandon, MS 39042

October 20, 2025

To Whom it May Concern:

I, Donald G. Griffin, Owner of Property give Jim Eichelberger of Harper Homes Real Estate permission & Rajan (RJ) Singh (Managing Member of Brandon Investments Group LLC) To request the Conditional Use Permit Application for the Gas Station / Retail Strip Center at the corner of HWY 18 / HWY 468 Parcel # I08B000003 00000.

Sincerley,

Donald G. Griffin

DigiSign Verified - 03a27775-afff-4551-8e99-64a9995d66f9

Donald G. Griffin

243 Dominion Parkway

Brandon, MS 39042

September 15, 2025

To Whom it May Concern:

I Donald G. Griffin give permission to Jim Eichelberger of Harper Home Real Estate and Kim Griffin, my wife also of Harper Home Real Estate permission to represent me and my interest on behalf of the rezoning of property parcel #I0700007800000.

Sincerely,

Donald Griffin

Donald G. Griffin

Brandon Investments Group LLC
1021 Gluckstadt Road
Madison, MS 39110

October 20, 2025

To Whom it May Concern:

I, Rajan (RJ) Singh (Managing Member of Brandon Investments Group LLC) give permission to Jim Eichelberger of Harper Homes Real Estate, to represent me and my interest on behalf of the Conditional Use Request for the property on HWY 18 / HWY 468 Parcel # I08B000003 00000.

Sincerley,

Rajan (RJ) Singh

To the City of Brandon

Brandon Investments Group LLC request the Conditional Use Permit for a Gas Station / Retail Center at the corner of HWY 18 / Hwy 468 Parcel # I08B00000300000 owned by Donald G. Griffin.
Within the Current Zoning of this Property which is currently Zoned NC/ Neighborhood Commercial.
Brandon Investments Group LLC has followed all guidelines for the request that complies with the requirements of a conditional use.

BRANDON
MISSISSIPPI

MAYOR BUTCH LEE

November 3, 2025

Brandon Investment Group LLC.
Jim Eichelberger
1021 Gluckstadt Road
Madison MS 39110

RE: Conditional Use Request Hwy 468 / Hwy 18 Parcel #I8B-3

Dear Mr. Eichelberger

The City of Brandon staff have reviewed your submitted Documents. Please review the comments on the following page(s) and make any necessary changes to your plans as indicated. If you should have any questions, you may use the contact information below to get in touch with the appropriate person(s).

We request that a **single** contact person be designated for each project to coordinate all correspondence between the project team/owners and the city. If you are not the designated contact person for this project, please notify us so we can contact the appropriate person.

COMMUNITY DEVELOPMENT:
Site Plan, Landscape, Zoning and Architectural Requirements
Reviewed by: Community Development staff

9.7.2 Requirements for granting a conditional use or conditional use permit:

The Mayor and Board of Aldermen shall not grant a conditional use unless satisfactory provision and arrangement has been made concerning all of the following:

a. *Ingress and egress to property and proposed structures thereon with particular reference to vehicular and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.*
Response: MDOT access points were (attached) owner to further provide traffic studies to determine need of directional entrances and exits.

b. *Off-street parking and loading areas.*
Response: Driveway and parking area as shown comply with Brandon Zoning Ordinances to be further evaluated once refuse and service areas revised.

BRANDON
MISSISSIPPI

MAYOR BUTCH LEE

c. *Refuse and service areas.*
Response: No refuse or service area currently shown and if approved will be provided to comply with Brandon city ordinances Sec. 66-48 Commercial containers.

d. *Utilities, with reference to locations, availability, and compatibility.*
Response: Utility connections to comply with all applicable Brandon city ordinances and adopted building codes if approved to be reviewed during Development review prior to permitting. Provide utility plan clarifying how connections are planned to public utilities.

e. *Screening and buffering with reference to type, dimensions, and character.*
Response: Screening and buffering to comply with Brandon Zoning ordinances . Provide screening and buffering plans to address adjoining residental property as well as photometric plans to address concerns with neighboring Residential property

f. *Required yards and other open space.*
Response: The structure/use complies with the NC Neighborhood Center zoning district's required yards and open space requirements.

g. *General compatibility with adjacent properties and other property in the district.*
Response: Provide documentation and plans for items that will be put in place to limit unwanted nuisances to neighboring residential properties

h. *Any other provisions deemed applicable by the Mayor and Board of Aldermen.*

Sincerely

Joey Barnette

Community Development Director

BRANDON
MISSISSIPPI

MAYOR BUTCH LEE

CONTACT	DEPARTMENT	TITLE	EMAIL	PHONE #
JOEY BARNETTE	Community Development	Director	JBarnette@Brandonms.org	(601) 707-2603
ALEX WADE	Public Works	Director	AlexW@Brandonms.org	(601) 824-4579 Ext 275
PATRICK WOFFORD	Fire Department	Deputy Chief	Pwofford@Brandonms.org	(601) 824-4636

BRANDON
MISSISSIPPI

MAYOR BUTCH LEE

Via Certified Mail

December 5, 2025

RE: Case Number 25-034 – Notification to Adjacent Property Owners Regarding a Conditional Use request from Brandon Investments Group LLC regarding property located off of Hwy 18 (Parcel # I8B-3 PPIN #31577)

To Whom It May Concern,

Please take notice that the Brandon Investments Group LLC has filed an application for a Conditional Use request for the property listed above. The owner and applicant of the subject property plan to Develop property for future Convenience Store / Gas station with Retail space. The parcel is currently zoned NC (Neighborhood Center) which will require approval of a conditional use permit in that zoning district for the use of a convenience store gas station.

Community Development staff will be available to answer any questions you may have regarding this application by contacting us via the contact information found below.

The Brandon Board of Aldermen will conduct a public hearing regarding this application on Monday, January 5, 2026, at 6:00 p.m. at the regular board meeting room at Brandon City Hall, located at 1000 Municipal Drive in Brandon.

As an owner of property located adjacent to the above-described property, we are notifying you as a courtesy. You have the right to be present at the hearing and to make any statement or offer any evidence concerning the application subject which you may deem necessary, within the limited five (5) minute time allotted per public comment.

If you have any questions, please feel free to call the Community Development Department at (601) 824-4580 or email me at Rbarnes@brandonms.org.

Sincerely,

Randy Barnes
Community Development

NOTICE OF ZONING HEARING FOR THE CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI:

NOTICE IS HEREBY GIVEN TO THOSE PARTIES IN INTEREST THAT THERE WILL BE A PUBLIC HEARING ON **JANUARY 5TH 2026, AT 6:00 O'CLOCK P.M.**, IN THE REGULAR BOARD MEETING ROOM AT BRANDON CITY HALL LOCATED AT 1000 MUNICIPAL DRIVE, BRANDON, MISSISSIPPI, FOR THE PURPOSE OF DETERMINING WHETHER OR NOT A **CONDITIONAL USE** SHALL BE GRANTED TO **DONALD G GRIFFIN** FOR THE FOLLOWING DESCRIBED PROPERTY LOCATED IN THE CITY OF BRANDON, RANKIN COUNTY, MISSISSIPPI.

THE ABOVE DESCRIBED PARCEL OF LAND BEING THE SAME PROPERTY AS DESCRIBED IN DEED RECORDED IN DEED BOOK 2025 AT PAGE 21658-21660, ON FILE AND OF RECORD IN THE AFORESAID CHANCERY CLERK'S OFFICE.

LEGAL DESCRIPTION
FOR
DONALD G. GRIFFIN PROPERTY

A TRACT OR PARCEL OF LAND CONTAINING 10.72 ACRES, MORE OR LESS, LYING AND BEING SITUATED IN THE NORTHWEST ¼ OF THE NORTHEAST ¼ OF SECTION 21 AND THE SOUTHWEST ¼ OF THE SOUTHEAST SECTION OF 28, TOWNSHIP DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A FOUND ½ INCH IRON PIN MARKING THE NORTHEAST CORNER OF LOT 18, WINDSOR RIDGE SUBDIVISION AS RECORDED IN PLAT CABINET B, SLOT 313 IN THE OFFICE OF THE CHANCERY CLERK OF RANKIN COUNTY; RUN THENCE

NORTH 45 DEGREES 33 MINUTES 36 SECONDS WEST ALONG THE EAST LINE OF SAID WINDSOR RIDGE SUBDIVISION FOR A DISTANCE OF 428.50 FEET TO A FOUND RIGHTOF WAY MONUMENT MARKING THE EAST RIGHT OF WAY OF MISSISSIPPI HIGHWAY 468; THENCE

NORTH 43 DEGREES 56 MINUTES 29 SECONDS EAST ALONG SAID EAST RIGHT OF WAY OF MISSISSIPPI HIGHWAY 468 FOR A DISTANCE OF 273.30 FEET TO A SET1/2 INCH IRON PIN; THENCE

NORTH 86 DEGREES 06 MINUTES 59 SECONDS EAST ALONG SAID EAST RIGHT OF WAY OF MISSISSIPPI HIGHWAY 468 FOR A DISTANCE OF 100.13 FEET TO A FOUND RIGHT OF WAY MONUMENT MARKING THE SOUTH RIGHT OF WAY OF MISSISSIPP HIGHWAY 18; THENCE

CONTINUE SOUTHEASTERLY ALONG SAID SOUTH RIGHT OF WAY OF MISSISSIPPI HIGHWAY 18 AS FOLLOWS:

SOUTH 63 DEGREES 49 MINUTES 36 SECONDS EAST FOR A DISTANCE OF 243.70 FEET TO A FOUND RIGHT OF WAY MONUMENT; THENCE
SOUTH 26 DEGREES 10 MINUTES 22 SECONDS WEST FOR A DISTANCE OF 29.53 FEET TO A FOUND RIGHT OF WAY MONUMENT; THENCE

SOUTH 64 DEGREES 49 MINUTES 35 SECONDS EAST FOR A DISTANCE OF 262.47 FEET TO A FOUND RIGHT OF WAYMONUMENT; THENCE

NORTH 26 DEGREES 10 MINUTES 24 SECONDS EAST FOR A DISTANCE OF 29.53 FEET TO A FOUND RIGHT OF WAY MONUMENT; THENCE

SOUTH 63 DEGREES 49 MINUTES 36 SECONDS EAST FOR A DISTANCE OF 136.80 FEET TO A FOUND 5/8 INCH IRON PIN MARKING THE NORTHWEST CORNER OF THE C. BAILEY FAMILY PROPERTIES, LP PROPERTY AS RECORDED IN DEED BOK 2005 PAGE 27249 IN THE OFFICE OF THE CHANCERY CLERK OF RANKIN COUNTY; THENCE

LEAVING SAID SOUTH RIGHT OF WAY OF MISSISSIPPI HIGHWAY 18; RUN THENCE

SOUTH 00 DEGREES 29 MINUTES 57 SECONDS EAST ALONG THE WEST LINE OF SAID C. BAILEY FAMILY PROPERTIES, LP PROPERTY FOR A DISTANCE OF 550.70 FEET TO A SET ½ INCH IRON PEN; THENCE

NORTH 89 DEGREES 46 MINUTES 37 SECONDS WEST FOR A DISTANCE OF 565.47 FEET TO A SET ½ INCH IRON PIN MARKING SAID EAST LINE OF WINDSOR RIDGE SUBDIVISION; THENCE

NORTH 00 DEGREES 00 MINUTES 17 SECONDS WEST ALONG SAID EAST LINE OF WINDSOR RIDGE SUBDIVISION FOR A DISTANCE OF 328.49 FEET TO THE POINT OF BEGINNING.

PARCEL # I8B-3
SOUTHEAST CORNER OF HWY 18 AND HWY 468

FOR INFORMATION PERTAINING TO THIS MATTER, PLEASE CONTACT THE OFFICE OF COMMUNITY DEVELOPMENT AT 601-824-4580.

MARY ANN HESS
CITY CLERK

Book 2025 Page 3633
DEED 2/25/2025 11:07:30 AM

ROBERT B. BARNES
CIVIL ENGINEER
LAND SURVEYOR

4 OLD RIVER PLACE, SUITE D
JACKSON, MISSISSIPPI 39202
VOICE (601) 353-SURV
FAX (601) 353-7805

LEGAL DESCRIPTION

Being situated in the SE ¼ of Section 21, in the SW ¼ of Section 21, in the NE ¼ of Section 28, and in the SE ¼ of Section 28, all in Township 5 North, Range 3 East, Rankin County, Mississippi, and being more particularly described by metes and bounds, to-wit:

Commence at the northeast corner of Windsor Ridge Subdivision, Part 1, the map or plat of which is recorded in Plat Cabinet B at Slot 313 of the Chancery Records of Rankin County at Brandon, Mississippi, said northeast corner being the **POINT OF BEGINNING** for the parcel herein described; thence South 00° 00' 17" West for a distance of 3,586.54 feet along the eastern line of Windsor Ridge Subdivision, Part 1 and the extension thereof to the southwest corner of the property herein described; thence South 89° 44' 34" East for a distance of 594.19 feet; thence North 00° 29' 42" West for a distance of 3,810.31 feet to the southern right of way line of Mississippi Highway No. 18; thence North 63° 53' 54" West for a distance of 136.51 feet along the said southern right of way line; thence South 26° 06' 06" West for a distance of 29.53 feet along a right of way offset; thence North 63° 53' 54" West for a distance of 262.47 feet along the said southern right of way line; thence North 26° 06' 06" East for a distance of 29.53 feet along a right of way offset; thence North 63° 53' 54" West for a distance of 243.70 feet along the said southern right of way line of Mississippi Highway No. 18 to a concrete right of way marker; thence South 86° 02' 40" West for a distance of 100.13 feet along a right of way flare to the eastern right of way line of Mississippi Highway No. 468; thence South 43° 52' 11" West for a distance of 273.48 feet along the said eastern right-of way line to a concrete right of way marker; thence leave said eastern right of way line of Mississippi Highway No. 468 and run South 45° 33' 36" East for a distance of 427.99 feet along the northeastern line of Lot 20 of the said Windsor Ridge Subdivision, Part 1 to the **POINT OF BEGINNING**, containing 54.1078 acres, more or less.

EXHIBIT "A"

VICINITY MAP

SITE INFORMATION

TOTAL ACREAGE: ±4.71 AC

ZONING: NC (NEIGHBORHOOD CENTER)

SETBACKS:

FRONT=20', SIDE=25', REAR=25'

PARKING BREAKDOWN:

PARKING REQUIRED FOR C-STORE (16 FUEL PUMPS): 16 (1 SPACE PER FUEL PUMP)
PARKING REQUIRED FOR RENTAL SPACES (3,000 S.F.): 16 (1 SPACE PER 200 SF)
TOTAL PARKING REQUIRED: 32
TOTAL PARKING PROVIDED: 43, INCLUDING 2 ADA SPACES

NOTES:

1. THIS EXHIBIT IS CONCEPTUAL IN NATURE AND INTENDED FOR CONDITIONAL USE REVIEW PURPOSES ONLY. FINAL DESIGN, GRADING, DRAINAGE, AND UTILITY INFORMATION WILL BE DEVELOPED DURING THE SITE PLAN APPROVAL PHASE.
2. SITE LAYOUT AND BUILDING FOOTPRINT SHOWN WERE PROVIDED BY OTHERS.
3. ALL DIMENSIONS AND BUILDING LOCATIONS ARE APPROXIMATE AND SUBJECT TO CHANGE PENDING FINAL DESIGN AND PERMITTING.
4. EXISTING UTILITIES SHOWN ARE BASED ON AVAILABLE RECORD INFORMATION AND HAVE NOT BEEN FIELD VERIFIED. FINAL UTILITY LOCATIONS SHALL BE VERIFIED PRIOR TO CONSTRUCTION.
5. LANDSCAPING SHOWN IS FOR SCHEMATIC PURPOSES ONLY.

BENCHMARK ENGINEERING & SURVEYING, LLC
CIVIL • STRUCTURAL • PLANNING • SURVEYING • GEO-MAPPING
JS AARON | 100 COURT STREET, SUITE 200 | RIDGELAND, MS 39157 | 601.898.1501

DATE	10/31/25	DRAWN	GB
CHECKED	CGB	SCALE	1"=40'
REF. E.D.			
EC SURFACE			
FG SURFACE			

REVISIONS

PROJECT LOCATION: CITY OF BRANDON, MISSISSIPPI

OWNER: BRANDON INVESTMENTS GROUP, LLC
1021 GLUECKSTADT RD, MADISON, MS 39110

PROJECT: C-STORE

SHEET CONTENTS: PRELIMINARY SITE PLAN

SHEET NUMBER: 1 of 1

PROJECT NUMBER: B-11057