



# TUPELO REGULAR CITY COUNCIL MEETING

NOVEMBER 17, 2020 AT 6:00 PM  
COUNCIL CHAMBERS | CITY HALL

## AGENDA

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**INVOCATION:** COUNCILMAN MIKE BRYAN

**PLEDGE OF ALLEGIANCE:** COUNCILMAN BUDDY PALMER

**CALL TO ORDER:** COUNCIL PRESIDENT MIKE BRYAN

**CONFIRMATION OR AMENDMENT TO THE AGENDA AND AGENDA ORDER**

**PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA**

**PROCLAMATIONS**

- 1.** IN THE MATTER OF NATIONAL HUNGER AND HOMELESSNESS AWARENESS WEEK PROCLAMATION JS

**RECOGNITION GIRL/BOY SCOUTS**

**EMPLOYEE RECOGNITION**

**PUBLIC RECOGNITION**

**MAYOR'S REMARKS**

**(CLOSE REGULAR MEETING OPEN PUBLIC AGENDA)**

**PUBLIC AGENDA**

**PUBLIC HEARINGS**

- 2.** IN THE MATTER OF DEMOLITION PF

**APPEALS**

**CITIZEN HEARING**

(CLOSE PUBLIC AGENDA AND OPEN REGULAR SESSION)

**ACTION AGENDA**

**ROUTINE AGENDA**

3. IN THE MATTER OF MINUTES NOV 3, 2020
4. IN THE MATTER OF BILL PAY **KH**
5. IN THE MATTER OF ADVERTISING AND PROMOTIONAL ITEMS **KH**
6. IN THE MATTER OF RFP FOR PAYROLL PROFESSIONAL SERVICES **KH**
7. IN THE MATTER OF RFP FOR CITY AUDIT **KH**
8. IN THE MATTER OF ONLINE BIDDING VENDOR **KH**
9. IN THE MATTER OF HOMETOWN RETIREMENT PROGRAM RESOLUTION **DL**
10. IN THE MATTER OF NOMINATING A NEW MEMBER TO THE POLICE ADVISORY BOARD **BA**
11. IN THE MATTER OF APPROVAL OF AN ORDINANCE TO ENACT AN ANNUAL 2% WATER RATE INCREASE **JT**
12. IN THE MATTER OF PLANNING COMMITTEE MINUTES NOV 2 2020 **PF**
13. IN THE MATTER OF DEMOLITION **PF**
14. IN THE MATTER OF CHANGE ORDER #2, SITE IMPROVEMENTS, BID #2019-017C0 **KK**
15. IN THE MATTER OF CHANGE ORDER #2 STRUCTURAL CONCRETE, BID #2019-018C0 **KK**
16. IN THE MATTER OF CHANGE ORDER #2, MASONRY, BID #2019-019C0 **KK**
17. IN THE MATTER OF CHANGE ORDER #2 STRUCTURAL STEEL, BID #2019-020C0 **KK**
18. IN THE MATTER OF CHANGE ORDER #2 ROOFING, BID #2019-021C0 **KK**
19. IN THE MATTER OF CHANGE ORDER #2 GLASS & GLAZING, BID #2019-022C0 **KK**

20. IN THE MATTER OF CHANGE ORDER #2 PACAGE H, GENERAL WORKS, BID #2019-024C0 **KK**
21. IN THE MATTER OF CHANGE ORDER #2 FLOORING, BID #2019-025C0 **KK**
22. IN THE MATTER OF CHANGE ORDER #2 FIRE PROTECTION, BID #2019-026C0 **KK**
23. IN THE MATTER OF CHANGE ORDER #2 MECHANICAL & PLUMBING, BID #2019-027C0 **KK**
24. IN THE MATTER OF CHANGE ORDER #2, ELECTRICAL, BID #2019-028C0 **KK**
25. IN THE MATTER OF CHANGE ORDER #2, DRYWALL & PAINT BID #2019-040C0 **KK**

**(CLOSE REGULAR SESSION)**

**STUDY AGENDA**

- S1. IN THE MATTER OF REVIEW PLANNING COMMITTEE RECOMMENDATION REGARDING REZONING **PF**
- S2. IN THE MATTER OF AN ORDINANCE ESTABLISHING STREET IMPROVEMENT PRIORITIES FOR THE TUPELO MAJOR THOROUGHFARE PLAN PHASE VII **BL**

**EXECUTIVE SESSION**

**ADJOURNMENT**



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Jason L. Shelton, Mayor

**DATE** November 17, 2020

**SUBJECT:** IN THE MATTER OF NATIONAL HUNGER AND HOMELESSNESS  
AWARENESS WEEK PROCLAMATION **JS**

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**NOTE:**

Proclamation attached



OFFICE OF THE MAYOR

NATIONAL HUNGER AND HOMELESSNESS AWARENESS WEEK

**PROCLAMATION**

**WHEREAS**, for over 25 years the National Coalition for the Homeless and National Student Campaign Against Hunger and Homelessness have sponsored National Hunger and Homelessness Awareness Week; and

**WHEREAS**, the purpose of the proclamation is to educate the public about the many reasons people are hungry and homeless including the shortage of affordable housing in Tupelo, Mississippi for very low income residents; and to encourage support for homeless assistance service providers as well as community service opportunities for students and school service organizations; and

**WHEREAS**, there are many organizations committed to sheltering and providing supportive services as well as meals and food supplies to people experiencing homelessness including: The Salvation Army, Saints Brew, Tupelo-Lee County Hunger Coalition, multiple food banks, as well as many others in the Tupelo and surrounding areas; and

**WHEREAS**, the Mayor's Homeless Task Force recognize that hunger and homelessness continues to be a serious problem for many individuals and families in Tupelo; and

**WHEREAS**, the intent of National Hunger and Homelessness Awareness Week is consistent with activities of The Salvation Army and the Mississippi United to End Homelessness(MUTEH).

**NOW, THEREFORE, BE IT RESOLVED**, that I, Jason L. Shelton, Mayor of the City of Tupelo, Mississippi, do hereby proclaim November 15 - 22, 2020 as

**NATIONAL HUNGER AND HOMELESSNESS AWARENESS WEEK**

in the City of Tupelo and encourage all citizens to recognize that many people do not have housing and need support from citizens, and private/public nonprofit entities.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Tupelo, Mississippi to be affixed this the 17<sup>th</sup> day of November 2020.

\_\_\_\_\_  
Jason L. Shelton, Mayor

**ATTEST:**

\_\_\_\_\_  
Kim Hanna, City Clerk



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Pat Falkner, Department of Development Services Director (DJ)  
**DATE:** November 10, 2020  
**SUBJECT:** IN THE MATTER OF DEMOLITION

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Request that the following properties be considered for demolition:

**334 LAKE ST.**

**518 MAPLE ST.**

**901 N. MADISON**

**1417 N. MADISON**

**2499 SHELTON DR.**

**2524 SHELTON DR.**



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Missy Shelton Clerk to the Council  
**DATE** November 9, 2020  
**SUBJECT:** IN THE MATTER OF MINUTES NOV 3, 2020

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**Request:**

Please approve

**REGULAR CITY COUNCIL MEETING**  
**MUNICIPAL MINUTES CITY OF TUPELO**  
**STATE OF MISSISSIPPI**  
**NOVEMBER 03, 2020**

Be it remembered that a regular meeting of the Tupelo City Council was held in the Council Chambers in the City Hall building on Tuesday, November 3, 2020 at 6:00 p.m. with the following in attendance: Council members Markel Whittington, Lynn Bryan, Travis Beard, Nettie Davis, Buddy Palmer and Mike Bryan; Attorney Ben Logan and Missy Shelton, Clerk of the Council. Councilman Willie Jennings was absent.

Councilman Mike Bryan asked Fire Chief Thomas Walker to give the invocation. Councilman Buddy Palmer led the pledge of allegiance.

President Mike Bryan called the meeting to order at 6:00 PM.

**CONFIRMATION OR AMENDMENT TO THE AGENDA AND AGENDA ORDER**

Councilman Palmer moved, seconded by Councilman Whittington, to confirm the agenda and agenda order, with the following amendments:

ADD: Lot Mowing Public Hearing

ADD: Lot Mowing as Item #14

Of those present, the vote was unanimous in favor.

**PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA**

**PROCLAMATIONS**

Mayor Jason Shelton presented a proclamation for Pulmonary Hypertension Awareness Month - November 2020. **APPENDIX A**

**PUBLIC RECOGNITION**

Councilman Palmer gave congratulations to Debbie Brangenberg and the Downtown Main Street Association Team for the Great American Main Street Award (GAMSA). Annually, only three Main Street organizations nation-wide win this prestigious award. The presentation at the luncheon held on Friday, October 30, 2020, celebrated the culmination of almost 21 years of the vision and hard work of Ms. Brangenberg and the hundreds of leaders and volunteers working with Down Main Street. Councilwoman Nettie Davis also gave her congratulations to Debbie Brangenberg and her team and commended everyone for working together to create such a team effort.



**MAYOR'S REMARKS**

Mayor Shelton echoed the remarks made by Councilman Palmer and Councilwoman Davis concerning the GAMS Award. He said that this award is very significant and helps in the city's economic development and recruitment. Today is Election Day and if you haven't voted, please go vote before 7:00 PM. 2020 has been a difficult year in many ways. However, no matter your party affiliation or opinion, we are all Americans and need to work together. COVID 19 continues and the state and local mandates are still in effect until November 11. Mayor Shelton asked the Council to approve the additional holidays for the employees, as proclaimed by Governor Tate Reeves. The Veterans Day program will be at Veterans Park on November 11, 2020, with Councilman Buddy Palmer serving as the MC.

**PUBLIC AGENDA****PUBLIC HEARINGS**

No one appeared for the Lot Mowing Public Hearing on the following properties:

PARCEL	LOCATION
089P3121200	516 MAPLE ST
077C2507400	1304 LUMPKIN AVE
077J3506900	331 BATTLEFIELD DR
077J3506800	319 BATTLEFIELD DR
077J3506700	309 BATTLEFIELD DR
077J3506600	300 BATTLEFIELD DR
077J3508400	2033 BRIARFIELD DR
077P3500600	2411 DANNY ST
077Q3608400	121 S HIGHLAND DR
077R3608200	1226 BOGGAN DR
089F3017800	536 N GREEN ST
089F3005400	527 W BARNES ST
077L3607800	1894 NELLE ST UNIT A-C

**ACTION AGENDA****ROUTINE AGENDA****IN THE MATTER OF APPROVAL OF MINUTES OF OCTOBER 20, 2020 REGULAR COUNCIL MEETING**

Councilman Beard moved, seconded by Councilman L Bryan, to approve the minutes of the regular Council meeting dated October 20, 2020. Of those present, the vote was unanimous in favor.

**IN THE MATTER OF REVIEW, PAY BILLS AND APPROVE UTILITY ADJUSTMENTS**

Bills were reviewed at 4:00 p.m. by Council members: Travis Beard, Markel Whittington, and Buddy

Palmer and Accounts Payable Clerk Traci Dillard. Councilman Whittington moved, seconded by Councilman Palmer, to approve the payment of the checks, bills, claims and utility adjustments. Of those present, the vote was unanimous in favor. **APPENDIX B**

**IN THE MATTER OF ADVERTISING AND PROMOTIONAL EXPENSE LIST**

Councilman Whittington moved, seconded by Councilman Beard, to approve the advertising and promotional expense list, as submitted. The vote was unanimous in favor. **APPENDIX C**

**IN THE MATTER OF BUDGET AMENDMENT #1**

Councilman Palmer moved, seconded by Councilman L Bryan, to approve Budget Amendment #1. After an explanation by CFO Kim Hanna, of those present, the vote was unanimous. **APPENDIX D**

**IN THE MATTER OF SETTING PUBLIC HEARING DATE FOR MAJOR THOROUGHFARE ELECTION**

Councilwoman Davis moved, seconded by Councilman Whittington, to set the public hearing for the priorities of Phase VII of the Major Thoroughfare program for December 1, 2020. Of those present, the vote was unanimous in favor. **APPENDIX E**

**IN THE MATTER OF PLANNING COMMITTEE MINUTES OF SEPTEMBER 21, 2020**

Councilman Palmer moved, seconded by Councilman Whittington, to accept the minutes of the Coliseum Commission of September 21, 2020, as submitted. Of those present, the vote was unanimous in favor. **APPENDIX F**

**IN THE MATTER OF HOMELAND SECURITY GRANT AND CONTRACT FOR STATEWIDE COORDINATOR**

Fire Chief Thomas Walker submitted a request for the approval of the Homeland Security pass-through grant agreement. The Mississippi Office of Homeland Security has allocated \$50,000 in grant funding for Statewide Coordinator William Grantham. Councilman Beard moved, seconded by Councilman Whittington, to approve the grant from Homeland Security in the amount of \$50,000 and to approve the contract with William Grantham as the Statewide Trainer Coordinator. Of those present, the vote was unanimous in favor. **APPENDIX G**

**IN THE MATTER OF HOMELAND SECURITY GRANT FOR TUPELO FIRE DEPARTMENT**

Fire Chief Thomas Walker submitted a memorandum of request for approval of a Homeland Security Grant in the amount of \$10,000, designated for the acquisition of 4 Level A & B suits and 3 four gas monitors for Hazmat and Confined Space response. There is no match for this grant. Councilman Beard moved, seconded by Councilman Whittington, to approve this grant, as submitted. Of those present, the vote was unanimous in favor. **APPENDIX H**

**IN THE MATTER OF REJECTION OF BID 2020-035FD FIRE STATION #2**

Bids were received by the City of Tupelo for the construction of a new Fire Station #2. All bids received were significantly over the budget estimates for the construction. Fire Chief Thomas Walker, along with Architect Rud Robison, submitted a request to reject all bids submitted due to the price and rebid when construction costs come down or a new budget amount is approved. Councilman Whittington moved, seconded by Councilman Palmer, to reject all the bids received for Bid # 2020-035FD Fire Station #2. Of those present, the vote was unanimous in favor of rejecting the bid. **APPENDIX I**

**IN THE MATTER OF BID 2020-036PW - EASON BRIDGE BANK STABILIZATION AT KINGS CREEK AND TOWN CREEK**

Bids were received by the City of Tupelo for Bid # 2020-036PW - Eason Bridge Bank Stabilization at Kings Creek and Town Creek. When reviewing the bids, City Engineer Dennis Bonds found that the lowest bid received from Site Masters Construction, Inc. in the amount of \$397,784.25 was extremely low compared to the others. When Site Masters Construction was contacted, it was found that an error was made in the calculation of the bids. Site Masters Construction withdrew the bid originally submitted. The apparent second lowest and best bid was received from Parsons Earthworks, Inc., of Iuka, MS, in the amount of \$572,353.25. Councilwoman Nettie Davis moved, seconded by Councilman Beard, to approve the bid of Parsons Earthworks, Inc. in the amount of \$572,353.25. Of those present, the vote was unanimous in favor. **APPENDIX J**

**IN THE MATTER OF CONTRACT FOR PROFESSIONAL SERVICES**

Councilman Whittington moved, seconded by Councilman L Bryan, to approve a contract with Three Rivers Planning and Development District for grant writer services. This contract will be for a one year time period with the total amount not to exceed \$73,866. Of those present, the vote was unanimous. **APPENDIX K**

**IN THE MATTER OF PROCLAMATION DECLARING ADDITIONAL HOLIDAYS FOR CITY OF TUPELO EMPLOYEES**

Governor Tate Reeves issued a proclamation in accordance with Miss Code Anno. §3-3-7(1972 as amended), authorizing cities, at their discretion, to close all offices on Friday, November 27, 2020, in further observance of the Thanksgiving holiday; on Thursday, December 24, 2020, in further observance of Christmas and on Thursday, December 31, 2020 in further observance of New Year's. Councilwoman Nettie Davis moved, seconded by Councilman Travis Beard, to approve this proclamation. Of those present, the vote was, as follows:

Voting Yea: Councilman Whittington, Councilman Beard, Councilwoman Davis, Councilman Palmer, Councilman M Bryan

Voting Nay: Councilman L Bryan

**APPENDIX L**

**IN THE MATTER OF FINAL LOT MOWING LIST**

Councilman Whittington moved, seconded by Councilman Palmer, to approve the final lot mowing list. Of those present, the vote was unanimous in favor. **APPENDIX M**

**EXECUTIVE SESSION****IN THE MATTER OF EXECUTIVE SESSION – DISCUSSION REGARDING THE PROSPECTIVE PURCHASE OF LANDS – MISS. CODE ANNO. § 25-41-7 (4) (g) (1972 AS AMENDED)**

Councilman Beard moved, seconded by Councilman Palmer to determine the need for an Executive Session. City Attorney Ben Logan indicated that the item for discussion, being purchase of property, fell under 25-41-7(4) (g) of the Mississippi Code of 1972 as amended, and is, therefore, an appropriate item for discussion. Of those present, the vote was unanimous to determine the need and enter closed session.

Councilwoman Nettie Davis moved, seconded by Councilman Beard to enter an Executive Session. Of those present, the vote was unanimous in favor, and at 6:21 P.M. the city council entered closed session.

After a thorough discussion regarding the prospective purchase of lands, Councilman Whittington moved, seconded by Councilman Palmer to leave Executive Session. Of those present, the vote was unanimous in favor, and open session resumed with no action taken on the matter discussed in the Executive Session at 6:40 P.M.

**ADJOURNMENT**

There being no further business to come before the Council at this time, Councilman Palmer moved, seconded by Councilman Whittington, to adjourn the meeting, this the 3rd day of November, 2020 at 6:41 PM. Of those present, the vote was unanimous in favor.

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Mike Bryan, President  
City Council

ATTEST:

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Missy Shelton, Clerk of the Council

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Jason Shelton, Mayor

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Date



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kim Hanna, CFO  
**DATE** November 9, 2020  
**SUBJECT:** IN THE MATTER OF BILL PAY **KH**

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**Request:**

Please approve



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kim Hanna, CFO

**DATE** November 17, 2020

**SUBJECT:** IN THE MATTER OF ADVERTISING AND PROMOTIONAL ITEMS **KH**

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**Request:**

The proposed item for approval is for the purpose of advertising and bringing into favorable notice the opportunities, possibilities and resources of the City of Tupelo.

**ITEMS:**

NE MS Daily Journal                      \$1,278    Tupelo Reads Virtual Event/Tap Code



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kim Hanna, CFO

**DATE** November 17, 2020

**SUBJECT:** IN THE MATTER OF RFP FOR PAYROLL PROFESSIONAL SERVICES **KH**

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**Request:**

I am requesting the approval of the RFP for Professional Payroll Services.

**ATTACHED:**

Recommendation letter



# City of Tupelo

Jason L. Shelton  
Mayor

November 12, 2020

COUNCIL

Markel Whittington  
Ward One

Lynn Bryan  
Ward Two

Travis Beard  
Ward Three

Nettie Y. Davis  
Ward Four

Buddy Palmer  
Ward Five

Mike Bryan  
Ward Six

Willie Jennings  
Ward Seven

Mayor Jason L. Shelton and Council of the City of Tupelo  
City of Tupelo  
Tupelo, MS 38801

Re: Professional Payroll Service 2020-033BA

Dear Mayor Shelton and Council Members:

I am respectfully requesting your approval for a professional payroll service with ADP. The service would be a complete solution to automate payroll and human resource processes. The cost is upfront/one-time \$104,350.00 (hardware/timeclocks \$85,950.00, implementation \$18,400.00), ongoing cost of \$15.21per month/employee. The price will be locked for two years with a 2% increase in year three.

An RFP was issued to help fill a vacant payroll administrator position. When grading the proposals received: Kim Hanna, CFO; Cassandra Moore, HR Director; Rosiland Barr, Accounting Compliance Specialist; and Kizzy Guy, Controller all agreed that this would be a progressive move for the city. It will also be vital in managing our largest asset which is human capital.

I am currently performing the payroll duties as the position has been vacant for a year.

Your consideration will be greatly appreciated. If you have any question, please let me know.

Sincerely,

Kizzy Guy  
Controller





## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kim Hanna, CFO  
**DATE** November 17, 2020  
**SUBJECT:** IN THE MATTER OF RFP FOR CITY AUDIT **KH**

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### **Request:**

I am requesting the approval of the RFP for the City and Electric Audit beginning with fiscal year ending September 30, 2020.

**ATTACHED:**  
Recommendation letter



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kim Hanna, CFO  
**DATE** November 17, 2020  
**SUBJECT:** IN THE MATTER OF ONLINE BIDDING VENDOR **KH**

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### **Request:**

I am requesting the approval of Planhouse being added as an online bidding and reverse auction vendor for the City of Tupelo.

**ATTACHED:**  
Order/Resolution



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Don Lewis, COO  
**DATE:** November 10, 2020  
**SUBJECT:** IN THE MATTER OF HOMETOWN RETIREMENT PROGRAM  
RESOLUTION DL

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**IN THE MATTER OF A RESOLUTION BY THE CITY OF TUPELO TO VERIFY  
THAT WE ARE THE GOVERNING BODY FOR THE TUPELO, MS HOMETOWN  
MISSISSIPPI RETIREMENT (HMR) PROGRAM**



# City of Tupelo

Jason L. Shelton  
Mayor

### COUNCIL

Markel Whittington  
Ward One

Lynn Bryan  
Ward Two

Travis Beard  
Ward Three

Nettie Y. Davis  
Ward Four

Buddy Palmer  
Ward Five

Mike Bryan  
Ward Six


Willie Jennings  
Ward Seven

**A RESOLUTION BY THE CITY OF TUPELO TO VERIFY THAT WE ARE THE GOVERNING BODY FOR THE TUPELO, MS HOMETOWN MISSISSIPPI RETIREMENT (HMR) PROGRAM.**

**WHEREAS**, the City of Tupelo is fully aware and supportive of the guidelines and requirements for staffing that local HMR program; marketing and promotion needs; establishment of a task force to assist with recruitment efforts; budgetary requirements; attendance by the local manager at specified meetings; and other administrative duties for maintaining active certification, we the City of Tupelo do allocate annual funding in the amount of \$10,000.00 per year for the operation of the HMR program from July 1, 2020 through June 30, 2023; and

**WHEREAS**, we further understand that no more than 20% of the budget may be allocated for employee salaries, and travel and marketing expenditures shall be itemized within the budget;


**NOW, THEREFORE, BE IT RESOLVED**, that we do hereby agree that Tupelo, MS be recertified and continue to be promoted as a Hometown Mississippi Retirement Community, adopted this day the 5<sup>th</sup> of November, 2020.

  
\_\_\_\_\_  
Jason L. Shelton, Mayor

  
\_\_\_\_\_  
Leigh Ann Mattox, CRC Manager

  
\_\_\_\_\_  
Witness

NOV 5, 2020  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Witness

11.5.2020  
\_\_\_\_\_  
Date





# Hometown Retirement Guide for Tupelo, Mississippi

## RESOURCES

- Tupelo City Website- [www.tupeloms.gov](http://www.tupeloms.gov)
- Community Development Foundation-[www.cdfms.org](http://www.cdfms.org)
- Tupelo Convention and Visitors Bureau-[www.tupelo.net](http://www.tupelo.net)

## HOUSING

- The median price of a single family home is \$142,000
- \$86 per square foot, average size of 1,612 square feet
- The average price of a rental in Tupelo is \$800
- The cost of assisted living is \$2,720 per month single and \$3,404 month per couple. (Traceway Retirement Community)

## UTILITIES

- Tupelo Water and Light Electric, water, and sewer service
- Tombigbee Electric Power Association
- Atmos Energy - Natural Gas
- Suburban Propane
- Heritage Propane
- Waste Management - Garbage pick-up



## INTERNET AND CABLE SERVICE PROVIDERS

- Xfinity - Internet provider and cable service
- AT&T - Internet provider
- Cspire - Internet provider
- Dish Network
- Direct TV
- Tupelo Satellite
- MCGO Services



## TRANSPORTATION

Tupelo is located in Northeast Mississippi and is easily accessible on Interstate 22, US Highway 45, and the Natchez Trace Parkway. The city is just 90 minutes from Memphis, TN, two hours from Birmingham, AL, and under four hours from Nashville, TN.

Tupelo is also a quick 45-minute flight from Nashville, TN. Contour Airlines offers multiple daily flights from Nashville International Airport to Tupelo Regional Airport, often as low as \$29 one-way.



## PUBLIC TRANSPORTATION

If you need a ride to find groceries, pick up prescriptions, visit doctors or to the mall to shop, Tupelo has several options for those who may need a ride.

- Tupelo Transit - The All-America City's public transportation system is an on-demand system that goes curb to curb so everyone can ride. \$2 one way, \$4 round trip. Make requests 48 hours in advance.
- Climb-up Transit
- Shepherd Center of Greater Tupelo
- Ms. Concierge
- A-1 Cabs
- Yellow Cabs



## PUBLIC SAFETY

Statistics for the area show that we have one of the lower crime rates in the state. Tupelo has a 56% crime index. There is a great team of public safety and community partners working together to make sure you are protected and remain safe in your neighborhood and the additional areas in Tupelo.

- Driver's License Testing Center
- Lee County 911
- Lee County Sheriff Department
- Crime Stoppers
- Tupelo Police Department
- Tupelo Fire Department
- Tupelo Mayor and City Council
- United Way



## HOTELS

Tupelo has 30+ hotels including the popular Hilton Garden Inn, located in the heart of Downtown. Construction has begun on a boutique hotel, Hotel Tupelo, which will open in 2021 and is located in Downtown Tupelo, also.

- Motel 6
- Americas Best Value Inn
- Baymont Inn
- Best Western Inn & Suites
- Candlewood Suites
- Clarion Inn
- Comfort Inn
- Comfort Suites
- Commodore Motel
- Courtyard by Marriott
- Days Inn
- Econolodge
- Economy Inn
- Fairfield Inn & Suites
- Gumtree Inn
- Hampton Inn & Suites
- Hilton Garden Inn







Candlewood Suites

- Holiday Inn & Suites
- Holiday Inn Express
- La Quinta
- Super 7
- Quality Inn
- Red Roof Inn
- Rodeway Inn
- Scottish Inn
- Super 8 Motel
- Sure Stay Hotel Town House Motel
- Travelers Motel
- Wingate by Wyndham



Wingate by Wyndham



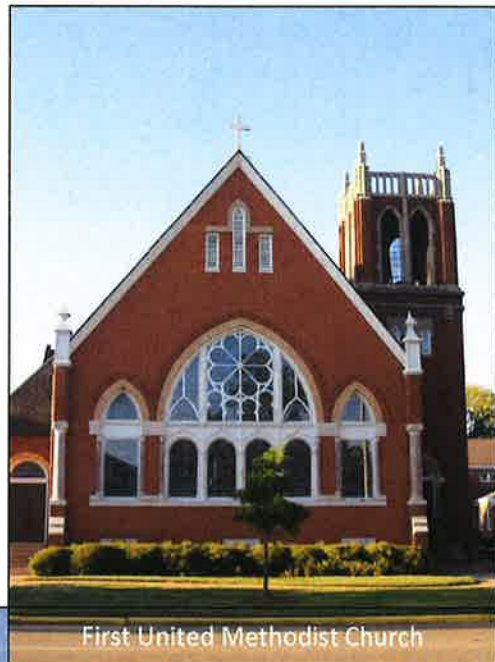
Holiday Inn Express & Suites



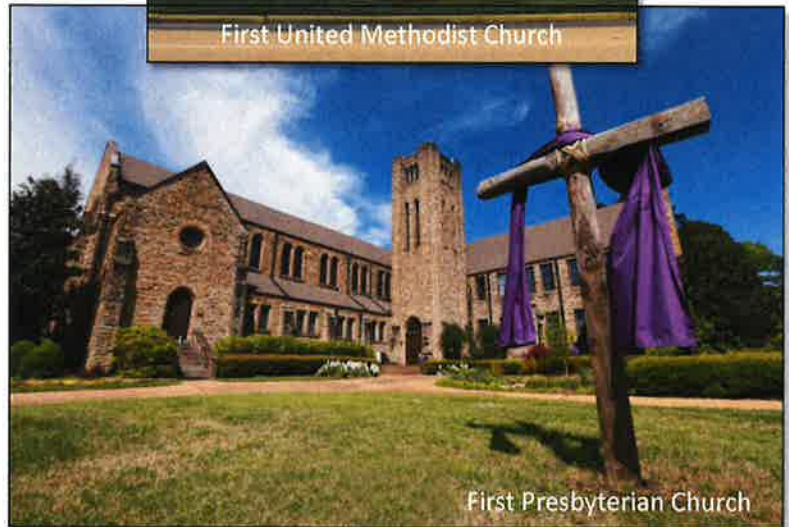
## CHURCHES

Tupelo has a rich and varied worship community. Tupelo's churches provide not only places of worship, but are also involved in various mission work and needs in our community.

- Assembly of God
- Baptist
- Catholic
- Christian
- Church of Christ
- Church of God
- Church of the Nazarene
- Community
- Episcopal
- Evangelical
- Interdenominational
- Jehovah Witness
- Mosque
- Lutheran
- United Methodist
- Non-Denominational
- Orthodox
- Pentecostal
- Presbyterian (USA)
- Presbyterian (PCA)
- Seventh Day Adventist
- Synagogue



First United Methodist Church



First Presbyterian Church



## HEALTHCARE

North Mississippi Medical Center is the largest hospital in Mississippi and the largest rural hospital in the US. The Tupelo center and its other campuses and clinics serve 730,000 residents in a 24-county region that stretches throughout northern Mississippi and into parts of Alabama and Tennessee.

The Tupelo main campus has 750 beds, a staff of 350 doctors and 4,300 employees and includes a cancer center, heart institute, surgical services, diagnostic imaging, emergency department, behavioral health, and women's and children's services. NMHS provides acute, diagnostic, therapeutic and emergency services, with the sole trauma center (Level 2) in our service area.

The hospital has also earned several awards in recent years, American Heart Association Mission: Lifeline Gold (2015), Malcolm Baldrige Quality Award (2012, 2006), and American's top health systems by Modern Healthcare (2012) to name a few.

Find information on providers and areas of discipline here: [www.nmhs.net](http://www.nmhs.net)



## PHARMACY AND DRUGS

Tupelo has many pharmacies and drugs store to take care of the needs of you and your family.

- Walgreens (3 locations)
  - Wal-Mart (2 locations)
  - Kroger (2 locations)
  - CVS
- 
- Thomas St. Apothecary-Compounding Pharmacy
  - Sunshine Health Foods
  - Whole Family Nutrition and Market
  - Sam's



## DINING AND SHOPPING

Tupelo's culinary scene continues to entice visitors as well as citizens to imagine what you can eat here! With new restaurants opening throughout town, tantalize your taste buds with a visit to one of Tupelo's over 160 restaurants. Pizza vs. Tacos is the city's newest hotspot for Detroit-style pizza and elevated tacos on fresh ground corn tortillas. Patrons come for the scrumptious food and stay for the top shelf, hand squeezed margaritas and cocktails. Neon Pig Café home of the Smash Burger, is part old-school butcher shop, part sandwich grill, and all amazing food. The embodiment of farm-to-fork, the chefs at Neon Pig pride themselves on bringing old-fashioned goodness to their menu. Their new Lean and Clean menu offers yummy and healthy or try the hand cut French fries, seasoned or loaded.



The list of places where you can eat in Tupelo grows almost every day. Whether you are looking for a local dive bar like Stables Downtown Grill or starting the day with breakfast at Butterbean, Tupelo's local restaurants serve up some of the best food around on a daily basis. Visitors from all over the world come to Tupelo to see the Birthplace of the King of Rock 'N' Roll and the vast number of ethnic eateries available here to make that clear. Middle Eastern fare at Amsterdam Deli, authentic Tai food at Noodle House and U & Me Asian Grocery are just a few of the delicious dining options visitors can only find in Tupelo. Check out [tupelo.net/eat](http://tupelo.net/eat) to see the full list. Your tummy will thank you.



Tupelo is proud to offer a shopper's paradise with a diverse collection of one-of-a-kind retail shops, pottery shops, antique shops, unique bookstores, consignment boutiques, and a regional mall. Three of Tupelo's most distinct shopping areas are historic downtown Tupelo, Midtown District, and the area surrounding the Barnes



Crossing District. The Mall at Barnes Crossing is northeast Mississippi's premier shopping destination, serving an average of 12 million shoppers annually with a diverse lineup of anchor stores, retailers, dining venues and entertainment options including Belk, H&M, Ulta, Barnes and Noble, and Cinemark.

## RECREATION

Tupelo Parks and Recreation is home to 22 parks and athletic facilities providing recreation opportunities to you and your family. There is so much to offer everyone from recreational sports to senior programs, to a state-of-the-art aquatic facility and a Veterans Park that is a crown jewel. Veterans Park is home to a replica Vietnam Veterans Memorial and a rare F-105 Thunderchief on static display.



**Ballard Park (153 acres)** – 3-acre lake, 1 gazebo, 2 pavilions, 1 state, 3 restroom facilities, skate park, disc golf course, 2 playgrounds, 2.75 mile walking trail, cross country trail. Life Trail Fitness system, 20 picnic tables, 2 sand volleyball courts, Tupelo City Museum, Parks and Recreation administrative office, 1 athletic Operations center.

**Tupelo Bark Park (1 acre)** - Large and small dog play area, covered entry way with benches, picnic table, watering station, 2.5-mile Music Bend Trail.

**Rob Leake City Park (34 acres)** - 17 Lighted tennis courts, 1 outdoor basketball court, 2 lighted athletic fields, pro shop, 2 pavilions, 1 restroom facility, 1 playground, .5-mile trail, 1 recreational meeting facility, Splash pad. We also have an active group of pickleball players.

**Veterans Memorial Park (206 acres)** - Tupelo Aquatic Center, 3 pavilions, 1 restroom facility, 1 playground, .5-mile trail, 3 Disc golf courses, 4 field softball complexes with support facilities, Splash pad, Veterans Memorial, F-105 static display, Vietnam Veterans Memorial.

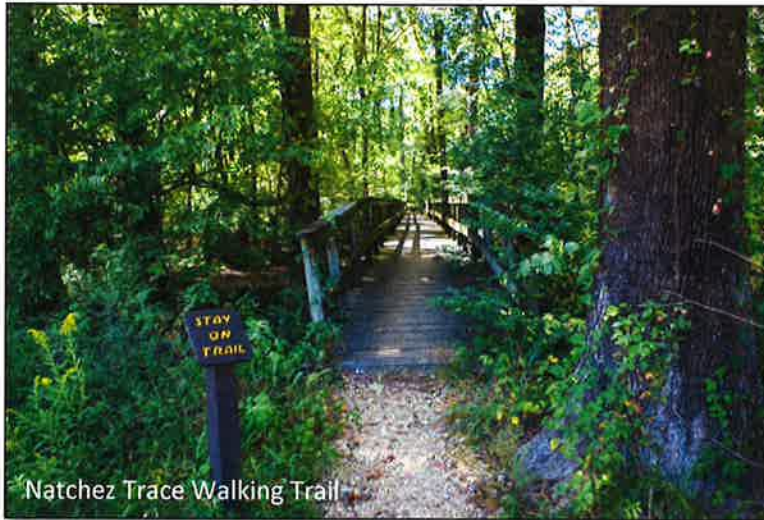
Tupelo Parks and Recreation hosts many sports tournaments and will host as many as 20 community events per year, and we are in the process of building a new Senior Recreation Center. Tupelo Parks and Recreation also hosts the largest one-day celebration on July 4<sup>th</sup> with upwards of 15,000 people rushing to Ballard to hear music, eat great food and watch fireworks.



In addition to all of our wonderful parks, Tupelo is the headquarters to the Natchez Trace Parkway Visitor Center. The Parkway is a 444-mile national scenic byway that runs from Natchez, Mississippi, to Nashville, Tennessee. The Parkway has been designated as one of America's National Scenic Byways by the Federal Highway Administration. The most scenic of these byways are also designated as All-American Roads. The Natchez Trace is one of only 31 All-American Roads. A



state-of-the-art visitor's center can be explored to hear all the wonderful stories of all the Boatmen as they floated their goods down the river and then walked or rode horses up the Trace to return home. The Trace can easily be traveled by car, truck, RV or motorcycle. Those looking for a more strenuous mode of transportation can pedal a



bicycle. Commercial traffic is prohibited. The maximum speed is 50-mph.

Tupelo has plenty of fishing, boating, camping, and hiking opportunities.

## ATTRACTIONS

There are thousands of attractions to visit in Mississippi and many

reside here in Tupelo. We sit a stone's throw away from Memphis, Jackson or Birmingham, making Tupelo a great place to explore all the sites, sounds, and flavors the South has to offer. Find countless Tupelo attractions like the majestic Natchez Trace Parkway, discover family activities like the birthplace of Elvis Presley, Tupelo Buffalo Park and Zoo, the best Tupelo golf courses and more.

- Elvis Presley Birthplace & Museum
- Tupelo Visitors Center
- Natchez Trace Parkway Visitor Center



- Elvis' Tupelo Driving Tour Self-Guided Bicycle Tour
- Gumtree Museum of Art
- Healthworks! Kids Museum
- Mississippi Hills National Heritage Area Visitor Center
- Tupelo City Museum
- Private John Allen National Fish Hatchery
- Queen's Reward Meadery
- Tupelo Buffalo Park & Zoo
- Tupelo National Battlefield Site
- Tupelo Veterans Museum
- Vietnam Veterans Replica Wall Memorial
- Civil Rights & African-American Heritage Trail
- Civil War Trail
- Chickasaw Trail
- Tupelo Guitar Trail
- Off the Wall Mural Project



Elvis Presley Birthplace



Tupelo Visitors Center



Tupelo City Museum



Tupelo Buffalo Park & Zoo



Tupelo Veterans Replica Wall Memorial



Tupelo has a wonderful variety of performing arts including a full community symphony, an award-winning community theatre, and dance companies. If live music is what you want, there are several live music venues for unique sounds and swaying beats.

- Tupelo Community Theatre
- Tupelo Film Festival
- Off Broadway
- Link Centre
- North Mississippi Symphony Orchestra
- Lee County Library
- Tupelo Concert Association
- North Mississippi Dance Center
- Doniphan Dance Project
- Civic Ballet
- Tupelo Ballet
- Gumtree Museum
- Caron Gallery
- Tupelo City Museum
- Pied Piper Players
- West of Shake Rag
- Southern Lights Photography
- Tupelo Public School District Performing Arts Center







Link Centre



Tupelo Community Theatre



Tupelo Ballet



## LIVE MUSIC SCENE

- Amsterdam Deli
- BancorpSouth Arena
- Blue Canoe
- Downunder
- Fairpark Outdoor Amphitheater
- Forklift
- Link Centre
- Nautical Whimsey
- Romie's Grocery
- The Stables
- Steele's Dive
- Woody's
- Mugshots Grill and Bar



Fairpark Downtown  
Down on Main Concert by @design\_rheonna





BancorpSouth Arena



Fairpark Downtown



## TUPELO FESTIVALS AND EVENTS

Lots of fun is waiting for you in Tupelo! With events and festivals scheduled year-round, there are plenty of options for everyone!

### **Tupelo Elvis Festival**

The Tupelo Elvis Festival is a musical celebration designed to honor Tupelo's native son and The King of Rock & Roll, Elvis Presley. Each year during the first week of June, Tupelo is rocking. This annual festival features amazing musicians, gospel groups and includes the Ultimate Elvis Tribute Contest, which the winner qualifies for the Memphis competition.



Tupelo Elvis Festival

### **Cherry Blossom Festival**

There's no need to travel to see beautiful cherry blossoms—you can see their beauty right here in Tupelo! The North Mississippi Cherry Blossom Festival is an event to bring the Japanese culture to Mississippi. As areas become more diverse, it is important to learn about and celebrate each other's backgrounds, cultures, and traditions. The event consists of stage demonstrations and performances, samples of sushi, a bonsai tree display, origami, brush writing, and a chance to dress up in yukata (casual kimono).

### **Communities Forward Festival**

The Communities Forward Festival is a collaboration of Tupelo Police Department and Tupelo citizens for unity in the community. The festival's mission is to support a positive image of law enforcement officers, their role and responsibilities, and the development of a harmonious relationship between law enforcement and the citizens they serve and protect. It includes live entertainment, parade, basketball tournament, BBQ cookoff, vendor booths and children's activities.



### **Gumtree Art Festival**

The Gumtree Festival is Mississippi's premier arts festival. Each spring, artists from all over the Southeast descend on downtown Tupelo for a weekend of music, performance, food, crafts, and visual arts. Gumtree Festival features some of the region's most decorated artists from more traditional paintings and ceramics to innovative mixed media and pop art. Visitors get up close and personal access to artists and their creations during the two-day celebration of Southern arts and culture in Tupelo's beautiful downtown.



Gumtree  
Art Festival

### **Tupelo Blue Suede Cruise**

Car enthusiasts from across the country visit Tupelo during the first weekend in May to showcase a variety of antique, classic and hot rod automobiles. Owners are asked to cruise to different and unique locations that show off the diversity and history that is Tupelo.

### **Dancing and Singing with the King**

This annual event that celebrates the legacy and music of Elvis Presley™ while raising money for dance and vocal education scholarships.

- For Singers – experience a talent search similar to events that Elvis™ participated in as a child.
- For Dancers – experience a talent search and opportunity to demonstrate skill in both show dance and traditional competitions.

### **Downtown Tupelo Main Street Association Events**

- Tupelo Elvis Festival
- Wine Downtown
- Down on Main Concert Series
  - (June, July, August)
- Ale Trail
- Chili Fest
- New Year's Eve Celebration





## VOLUNTEERING

The Tupelo Spirit is all about helping others. The City of Tupelo has task forces in place which address and assist many needs in our community. The Mayors Community Outreach Task Force is a great way to get involved with these efforts. Contact Marcus Gary, Community Outreach Coordinator at [marcus.gary@tupeloms.gov](mailto:marcus.gary@tupeloms.gov).

Tupelo has hundreds of non-profits which offer the opportunity to assist. Volunteer Northeast Mississippi is a wonderful way to get involved. This online hub lists all volunteer opportunities in our community and enables user to sign up:

<https://volunteernems.galaxydigital.com/>

United Way of Northeast Mississippi is another organization which serves over 60 agencies in our community: [www.unitedwaynems.org](http://www.unitedwaynems.org)

Here are just a few of the organizations in Tupelo which would appreciate volunteers:

- Boys & Girls Clubs of North Mississippi
- Autism Center of North Mississippi
- Regional Rehabilitation Center
- Big Brothers/Big Sisters
- Boy Scouts Yocona Area Council
- El Centro
- 4-H
- Girl Scouts-Heart of the South
- Helping Hands
- Antone Tannehill Good Samaritan Free Clinic
- Habitat for Humanity
- Meals on Wheels
- Parkgate Pregnancy Clinic
- Sanctuary Hospice House
- St. Luke United Methodist Food Pantry
- Saints Brew
- Salvation Army
- Shepherd's Center of Tupelo







## EDUCATION

Every thriving city has great education opportunities. Tupelo has excellent public schools, and has the largest public high school in the state. Tupelo is also home to three facilities for higher education. Itawamba Community College - Tupelo Campus, University of Mississippi Advanced Education Center and Mississippi University for Women Division of Nursing - Tupelo Campus are all located in Tupelo.

Students in Tupelo and Lee County have access to a variety of higher education options that include Itawamba Community College, which has a special link with high schools in Lee County. High school graduates who attend ICC have their first four semesters paid through an initiative called the Lee County/Marchbanks Helping Hand Tuition Guarantee Program.

At the University of Mississippi-Tupelo, more than 120 courses are offered for undergraduate and graduate study, many designed to meet the needs of people with full-time jobs or family commitments. The Mississippi University for Women







(nicknamed "The W") features small class sizes and holds "Best Value" rankings from both *Consumer Reports* and *U.S. News & World Report*. Also, within an hour's drive of Tupelo are the University of Mississippi in Oxford and Mississippi State in Starkville.

The Tupelo Public School District and Lee County Schools each enroll more than 7,000 students. TPSD has 86 National Board Certification teachers, and students are equipped with the latest digital technology tools. Tupelo High School, the state's largest high school, offers 19 Advanced Placement courses and has 200 ACT Scholar students.

Tupelo High School Football Field





Advanced Education Center



Itawamba Community College - Tupelo



Joyner Elementary School



### CLIMATE

Tupelo springtime comes with the blooming of our 100 Cherry Blossom trees to celebrate our culture mix of Japanese who live in our area. The white and pink delicate flowers are always a treat in the springtime. Summer does hit and will be quite warm and usually peaks July and August. Then in the fall you see the many colors as the leaves begin their yearly retreat. Be sure and take that drive down the Natchez Trace during this time. You may even see colors that you have never quite discovered before. Winters are relatively mild, but we have been known to get a small snow flurry or two. However, our snow does not stick around for very long at all. Better watch it while you can. We can have severe weather in the form of severe thunderstorms and tornados. However, the City has you covered in the event you need shelter.

In the event a tornado warning is issued you may go visit one of our 7 storm shelters. They range in capacity of 40 all the way to 1,100.

#### Average Temperatures

January High of 53, Low of 32

July High of 92, Low of 72

We average 56 inches of rain per year.





## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Bart Aguirre, Chief  
**DATE** November 12, 2020  
**SUBJECT:** IN THE MATTER OF NOMINATING A NEW MEMBER TO THE POLICE ADVISORY BOARD **BA**

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**Request:**

In the matter of nominating Kevin Jerome Armstrong to the Police Advisory Board.

Mr. Armstrong is being nominated by Councilman Mike Bryan to fill the vacant Ward 6 position to the Police Advisory Board.

Mr. Armstrong is 57 years old and has spent the majority of his life here in Tupelo. He is married to Melony Armstrong. They have 4 son's Keith, Kyle, Kevin Jr., and Kamal.

He is the founder and senior pastor of King's Dome Worship Center and CEO of Kingdom Resource Management Community Development Center here in Tupelo. Pastor Armstrong is an accomplished author, business coach and public speaker.

# KEVIN J. ARMSTRONG

1130 Country Wood Cove, Tupelo, Mississippi | 662-871-7164 | kjarm7@gmail.com

## SUMMARY OF PROFESSIONAL QUALIFICATIONS

Accomplished Professional, with twenty + years of experience in management and supervision, a proven leader, self-starter, creative, excellent communicator with strong analytical and problem-solving skills. Works well with a team, excellent customer service skills. Experienced running the day-to-day operations of an organization or business, finding ways to make the company more productive by providing effective methods in its business operations. Some knowledge of preparing program budgets, knowledgeable in facilitating programs around the company, controlling inventory, handling logistics, interviewing and supervising employees on a daily basis. Strong leadership background, handling problems quickly and efficiently. Knowledgeable in handling all aspects of distribution, shipping, receiving and storage. Highly organized and possess the ability to interact with individuals from all socio-economic backgrounds.

## EDUCATION

Itawamba Community College, Tupelo, Mississippi ~ Associate Degree in Data Processing (candidate for degree)  
 Itawamba Community College, Tupelo, Mississippi ~ Construction Certificate Program, Certificate Awarded  
 Oral Roberts University, Tulsa Oklahoma ~ New Testament  
 Kingdom University International, Grand Rapids, MI ~ Theology, Doctor of Theology

## TECHNICAL SKILLS

Windows, 7, 8 Office 2007/2010 and 2013, Microsoft Word, Power Point, Internet/Intranet/Tax works/Tax vision/TRX/Drake

## CAREER TRACK

### ***Licensed Tax Professional (Enrolled Agent) Reliable Tax Service, Tupelo, Mississippi – 2002 – 2018***

Responsibilities: Office Manager, specializing in individual and small business tax. Check data input or verify totals on forms prepared by others to detect errors in arithmetic, data entry, or procedures. Compute taxes owed or overpaid, using adding machines or personal computers, and complete entries on forms, following tax form instructions and tax tables. Interview clients to obtain additional information on taxable income and deductible expenses and allowances. Prepare simple to complex tax returns for individuals or small businesses. View financial records such as income statements and documentation of expenditures in order to determine forms needed to prepare tax returns. Use all appropriate adjustments, deductions, and credits to keep clients' taxes to a minimum. and information. Hire and train new employees as needed.

### ***Chief Executive Officer, The King's Dome Worship Center, Tupelo, Mississippi 2001 – Present***

Responsibilities: To oversee the administration and management of all areas of the congregation's ministry in consultation with the Church Council and appropriate boards, committees and staff. Support and assist the staff who has primary responsibility in the ministries of education, youth, social action, pastoral care, fellowship, health, and older adults. Support, supervise, manage and evaluate, in conjunction with the staff of the congregation. Participate in the

screening and hiring of non-ordained staff and calling of ordained staff. Build a sense of team-work among church members and hold regular staff meetings to coordinate the ministries of the church and facilitate communication. To work with the Board of Property to see that the facilities of the church are functional and in good repair. To work with the outreach Committee to implement ministries that reach out to the unchurched, inactive and new residents of our community with the good news of the Gospel of Jesus Christ. To direct the assimilation of new members into the life of the congregation in conjunction with the staff of the congregation to encourage all organizations and ministries of the church to carry out their work with an emphasis on welcoming others to participate in the mission work of Christ.

***Contractor, Strong Arm Construction, Tupelo, Mississippi, 1995 - 2011***

Responsibilities: Schedule the project in logical steps and budget time required to meet deadlines. Determine labor requirements and dispatch workers to construction sites. Inspect and review projects to monitor compliance with building and safety codes, and other regulations. Interpret and explain plans and contract terms to administrative staff, workers, and clients. Prepare contracts and negotiate revisions, changes and additions to contractual agreements with architects, consultants, clients, suppliers and subcontractors. Obtain all necessary permits and licenses.

***Assistant Store Mgr./Merchandise Support Mgr., Sears Department Store, Tupelo, Mississippi, 1993 -1995***

Responsibilities: Complete store operational requirements by scheduling and assigning employees; following up on work results. Maintained store staff by recruiting, selecting, orienting, and training employees. Maintained store staff job results by coaching, counseling, and disciplining employees; planning, monitoring, and appraising job results prepared annual budget; scheduling expenditures; analyzing variances; initiating corrective actions. Identified current and future customer requirements by establishing rapport with potential and actual customers and other persons in a position to understand service requirements. Ensured availability of merchandise and services by approving contracts and maintaining inventories

Business & personal references available upon request



Kevin Armstrong is the Founder and senior Pastor of the King's Dome Worship Center and CEO of Kingdom Resource Management Community Development Center Located in Tupelo Mississippi. Pastor Kevin is a published author of two books, *How Would Jesus Vote?* And *What's Next*. He is married to Melony who works alongside her husband assisting him in the fulfillment of the assignment that he has been given by the Lord. They have four wonderful boys, Keith and Kyle are the eldest and are twins, Kevin Jr. (KJ) and Kamal.

Pastor Kevin was born in the month of March in the year of 1963 in the state of Mississippi. Completely oblivious to the stormy atmosphere that he had entered. In August of the same year his family evacuated north to Chicago Illinois in an attempt to escape from racism and poverty that was so pervasive at that time for African-Americans in the deep south. By the time he was 10 years old at the end of the fourth-grade year in Chicago his family decided to move back to Mississippi because of the amount of crime and ultimately the quality of life that was available there. Kevin is most grateful to his family for the decision to come back to the South because he is uncertain of the path that he would have taken otherwise. 10 years had passed and certain things had changed for the better, most notably the integration of the public-school system. Over the next few years something began to happen to him that he did not comprehend. In the midst of the disadvantage and poverty he found himself being thrust into certain leadership roles and positions, in the neighborhood, the classrooms, on the football, baseball fields and many others. he became the big brother to many although he had only one younger brother of his own. He believes that leadership is not just what he was born to be and do. He believes that he was created to be fruitful, multiply, replenish and subdue the earth and ultimately have dominion over the entire creation as is stated in Genesis chapter 1 verse 28, this is real leadership.

After high school Kevin began working in retail as a delivery driver for a local pharmacy and eventually was hired to work at JC Penney in the men's department. He applied for a management training position with Radio Shack and was hired. Kevin attributes the experiences that he had while employed by Radio Shack as the beginning of his leadership and customer service track. Radio Shack was the leader in consumer electronics at that time and they specialized in product knowledge and great customer service. Kevin's tenure at Radio Shack allowed him to hone his leadership and customer skills to the point that his store won

several awards for customer service but what was more important for Kevin was the relationships that Kevin had acquired with many of his customers. In his words “I became a customer service professional”.

In the winter of 1993 Kevin joined the management team of Sears and Roebuck in Tupelo as a Facilities Support Manager and in February of 1994 he was promoted to the assistant manager position. Kevin held that position until April of 1995. He resigned to follow in the footsteps of his dad who was a residential contractor. Kevin started Strongarm Construction Co. and successfully ran the company full time until 2011. While running Strongarm, in January 2002 he opened Reliable Tax Service and he and his wife Melony opened Naturally Speaking Salon in September 1999, which is still thriving today. They also founded The King’s Worship Center in September 2001 and Kingdom Resource Management Community Development Center in September 2016.

Pastor Kevin continues to work in the community and abroad to bring about the changes that are necessary for all Americans to have access to and the ability to experience the American Dream.





## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Johnny Timmons, Manager TW&L

**DATE:** November 12, 2020

**SUBJECT:** IN THE MATTER OF APPROVAL OF AN ORDINANCE TO ENACT AN ANNUAL 2% WATER RATE INCREASE **JT**

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**Request:**

Request for approval of the attached ordinance. Pursuant to the ordinance passed by the City Council on December 5, 2017, we will increase our water and sewer rates by 2% effective January 1, 2021.

**ORDINANCE**

**AMENDMENT TO PREVIOUS ORDINANCES, PRESCRIBING AND FIXING RATES AND CHARGES FOR WATER FURNISHED TO CONSUMERS, AND FOR USE OF THE PUBLIC SANITARY SEWER SYSTEM OF THE CITY OF TUPELO, MISSISSIPPI; AND REQUIRING PAYMENT OF SUCH RATES AND CHARGES**

**WHEREAS**, the City of Tupelo adopted an Ordinance prescribing and fixing rates and charges for water and for use of the public sanitary sewer system by the citizens of Tupelo, Mississippi, on June 25, 1987, as amended on March 7, 1989, June 21, 1994, April 18, 1995, October 4, 1995, January 2, 1996, July 16, 1996, April 6, 2004, August 15, 2006, December 1, 2009, November 7, 2013, July 7, 2016, January 7, 2018, October 16, 2018 and November 20, 2018, November 19, 2019, October 6, 2020; and

**WHEREAS**, the City of Tupelo is authorized by Sections 21-27-7 and 21-27-23 of the Mississippi Code Annotated (1972) to prescribe water and sewer rates for its citizens and users; and

**WHEREAS**, the City of Tupelo is authorized by Miss. Code Anno. Section 21-27-61 (1972 as amended) to establish rates which provide for the acquisition and improvement of the system contingency and for the creation of a cash working fund or a surplus fund to be used for replacement, extension of systems and emergencies; and

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Tupelo as follows:

**SECTION ONE:** Chapter 26, Article III –Rates and Charges, Section 26-117 as amended October 6, 2020 is hereby amended to read:

**Sec. 26-117. – Basic water rate charges inside the city and outside the city.**

(a) Effective January 1, 2021, the following schedule of water and sewer rate charges *inside* the city limits is hereby fixed and established:

**Rate 1 (Minimum Monthly Bill – Water and Sewer Service)**

A minimum monthly bill of not less than twelve dollars and thirty-seven cents (\$12.37) shall be paid for each meter for which consumption or usage does not exceed four hundred (400) cubic feet of water.

**Rate 2 (Additional Usage – Water and Sewer Service)**

For each meter for which there may be consumed or used more than four hundred (400) cubic feet of water per month, payment shall be made at the following rates:

For the first one thousand (1,000) cubic feet used in excess of 400 cubic feet, the charge shall be fifteen dollars and twenty cents (\$15.20) per M cubic feet.

For the next two thousand cubic feet (2,000) cubic feet used in excess of 1,400 cubic feet, the charge shall be seventeen dollars and sixteen cents (\$17.16) per M cubic feet.

For additional cubic feet used in excess of 3,400 cubic feet, the charge shall be nineteen dollars and fifty-two cents (\$19.52) per M cubic feet.

Customers inside the municipal limits shall pay a monthly sewer bill equal to one hundred percent (100%) of each respective customer’s total monthly water bill for the months of October through June. The rate shall decrease to eighty-five percent (85%) of each respective customer’s total monthly water bill for residential customers inside the municipal limits for the months of July, August and September.

Provided, however, if any sewer customer inside the municipal limits purchases one hundred thousand (100,000) gallons or more of water per day from the City on a single meter (the “qualifying meter”), such customer shall pay a monthly sewer service fee equal to seventy-five percent (75%) of the qualifying meter’s water rate based on actual metered discharge into the sewer system. Said rate reduction applies only to the sewer service fee associated with the qualifying meter.

**Rate 3 (Minimum Monthly Bill – Water Service Only)**

A minimum monthly bill of not less than twelve dollars and ninety-five cents (\$12.95) shall be paid for each meter for which consumption or usage does not exceed four hundred (400) cubic feet of water.

**Rate 4 (Additional Usage – Water Service Only)**

For each meter for which there may be consumed or used more than four hundred (400) cubic feet of water per month, payment shall be made at the following rates:

For the first one thousand (1,000) cubic feet used in excess of 400 cubic feet, the charge shall be fifteen dollars and ninety-one cents (\$15.91) per M cubic feet.

For the next two thousand cubic feet (2,000) cubic feet used in excess of 1,400 cubic feet, the charge shall be seventeen dollars and ninety-four cents (\$17.94) per M cubic feet.

For additional cubic feet used in excess of 3,400 cubic feet, the charge shall be twenty dollars and forty-two cents (\$20.42) per M cubic feet.

(b) The following schedule of water and sewer charges *outside* the city limits is hereby fixed and established:

The following schedule of water charges outside the city limits is hereby fixed and established:

**Rate 1 (Minimum Monthly Bill – Water and Sewer Service)**

A minimum monthly bill of not less than sixteen dollars and forty-seven cents (\$16.47) shall be paid for each meter for which consumption or usage does not exceed four hundred (400) cubic feet of water.

**Rate 2 (Additional Usage – Water and Sewer Service)**

For each meter for which there may be consumed or used more than four hundred (400) cubic feet of water per month, payment shall be made at the following rates:

For the first one thousand (1,000) cubic feet used in excess of 400 cubic feet, the charge shall be seventeen dollars and ninety-four cents (\$17.94) per M cubic feet.

For additional cubic feet used in excess of 1,400 cubic feet, the charge shall be nineteen dollars and seventy-nine cents (\$19.79) per M cubic feet.

Customers outside the municipal limits, but served by City water services, shall pay a monthly sewer bill equal to one hundred and fifty percent (150%)

of each respective customer’s total monthly water bill for the months of January through December, where sanitary sewer lines are available  
Provided, however, if any sewer customer outside the municipal limits who is served exclusively by city water services produces two hundred thousand (200,000) gallons or more of wastewater per day to be processed through the City wastewater facility, such customer shall pay an amount for monthly sewer service equal to one hundred percent (100%) of such customer’s monthly water bill. Sewer customers outside the municipal limits who are not served by City water services exclusively shall pay a monthly sewer bill equal to one-hundred and fifty percent (150%) of what their monthly water bill would be if City water rates applied to such customer’s actual water usage, provided that the water association which provides water service to such customers will provide to the City of Tupelo the monthly water meter readings for all of its customers served by City of Tupelo sewer without charge to the City of Tupelo or by other agreement. If the water association which provides water service to City sewer customers who are outside the municipal limits will not provide water meter readings, then the City sewer customers will pay a monthly sewer fee in an amount equal to one-hundred and fifty percent (150%) of the average monthly water bill for residential customers of the certificated area of the Tupelo Water and Light Department from the previous calendar year. This flat rate will be adjusted at the beginning of each calendar year. Industrial waste surcharges for customers located outside the corporate limits shall be the same as for industrial customers located inside the corporate limits of the City. In the event that there is any conflict or overlap between Article VII, Sections 701-703 and this Article X, Section 1001, Article X, Section 1001 shall take precedence.

**Rate 3 (Minimum Monthly Bill – Water Service Only)**

A minimum monthly bill of not less than seventeen dollars and twenty-five cents (\$17.25) shall be paid for each meter for which consumption or usage does not exceed four hundred (400) cubic feet of water.

**Rate 4 (Additional Usage – Water Service Only)**

For each meter for which there may be consumed or used more than four hundred (400) cubic feet of water per month, payment shall be made at the following rates:

For the first one thousand (1,000) cubic feet used in excess of 400 cubic feet, the charge shall be eighteen dollars and seventy-nine cents (\$18.79) per M cubic feet.

For additional cubic feet used in excess of 1,400 cubic feet, the charge shall be twenty dollars and seventy-one cents (\$20.71) per M cubic feet.

(c) The rates charged above shall be automatically adjusted annually to reflect a Two Percent (2%) increase effective January 1, 2019, January 1, 2020 and January 1, 2021 to provide for anticipated system improvements, including bond service associated therewith, and an adequate cash or surplus fund for extensions, replacements and emergencies, unless the City Of Tupelo City Council opts to forego such annual increase at its first regular meeting in December of the year prior to said increase after a review of rates to determine that said rate increases are necessary to provide for anticipated system improvements, including bond service associated therewith, and an adequate cash or surplus fund for extensions, replacements and emergencies for the upcoming year.

**SECTION TWO.** Chapter 26, Article III –Rates and Charges, Section 26-130(a) as amended October 6, 2020 is hereby amended to read:

**Section 26-130. - General**

(a) The rates set forth by this amended ordinance in Sec. 26-117 and for all water meters read and sewer charges thereon shall be effective for all purposes after January 1, 2021.

**SECTION THREE.** The effective date of this amendatory ordinance as to Section 26-117 and Sec. 26-130(a) shall be January 1, 2021. The remainder of Chapter 26, Article III –Rates and Charges as amended October 6, 2020 is hereby ratified and remains in full force and effect as of the effective dates set forth in Sec. 26-130. The Clerk of the Council is hereby directed to cause a copy of this amendatory ordinance to be published one time in accordance with applicable law in the Northeast Mississippi Daily Journal.

The foregoing Ordinance was proposed in a motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, and, after discussion,

no Council Member having called for a reading, was brought to a vote as follows:

- Council Member Markel Whittington \_\_\_\_\_
- Council Member Lynn Bryan \_\_\_\_\_
- Council Member Travis Beard \_\_\_\_\_
- Council Member Nettie Davis \_\_\_\_\_
- Council Member Buddy Palmer \_\_\_\_\_
- Council Member Mike Bryan \_\_\_\_\_
- Council Member Willie Jennings \_\_\_\_\_

Whereupon, the motion having received a majority of affirmative votes, the President of the Council declared that the Ordinance has been passed and adopted on this the \_\_\_\_\_ day of November, 2020.

CITY OF TUPELO, MISSISSIPPI

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

ATTEST:

\_\_\_\_\_  
Missy Shelton, Clerk of the Council

APPROVED:

\_\_\_\_\_  
Jason Shelton, Mayor

\_\_\_\_\_  
DATE

ATTEST:

\_\_\_\_\_  
Kim Hanna, City Clerk



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Pat Falkner, Director, Development Services  
**DATE** November 10, 2020  
**SUBJECT:** DDS REVIEW PLANNING COMMITTEE MINUTES

---

**Request:** Review/accept/reject minutes of November 2, 2020 Planning Committee meeting

Action on these minutes should include all items except item #2, a rezoning which will be presented separately. This item is on the Study Agenda. A public hearing and proposed rezoning ordinance will be presented at the December 1 meeting.



**TUPELO PLANNING COMMITTEE****November 2, 2020****CALL TO ORDER**

Bill Smith, Gus Hildenbrand, Scott Davis, Patti Thompson, and Jimmy Swann were present, with Leslie Mart, Pam Hadley, Ted Moll, and Lindsay Leake also attending by Zoom. Mr. Smith provided the invocation and Mrs. Thompson led the Pledge of Allegiance. Staff present were Pat Falkner and Marilyn Vail of the Development Services Department.

**APPROVAL OF MINUTES**

The minutes of the October 5 meeting were approved on a motion by Mr. Hildenbrand, seconded by Mr. Smith.

Mr. Falkner reported that the City Council had approved the minutes of the October 5 meeting, and that the applicant for the cell tower location had dropped the appeal of the Committee's action on the project.

**NEW BUSINESS**

**FLEXVAR 20-07:** Application to allow construction of a building addition at 1105 South Gloster which would have a setback of six feet from the side property line rather than the required ten-foot setback.

Mr. Alan Warfield and Ms. Daniela Bustillos of Southland Construction appeared as representatives for the applicant. Mr. Warfield said that the building tenant, NAPA auto parts, needed to expand its storage and shipping area, because this facility is a distribution hub for other stores in the area. The expansion would be mostly within the required setback but that because the west side property line is at an angle from the side street, the southeast corner of the expansion encroaches into the setback area. Mr. Warfield provided some additional detail to the plans showing the building, explaining that reducing the size of the building to avoid the encroachment would force the elimination of one of the two overhead doors that need to be added, as well as a line of storage racks.

Ms. Thompson noted that the Committee had denied a similar setback variance for another parts store in the same area of Gloster Street.

Mr. Swann asked about the use of the building as a shipping hub. Mr. Warfield explained that the owner breaks down large deliveries of inventory to smaller shipments to other stores from this location.

Ms. Thompson asked what recommendation the staff had. Mr. Falkner noted that while the initial review could not make the required findings of special circumstances that prevent the economic use of the property, the additional information provided by the applicant did demonstrate the constraint that the angled property line represented, and that with this consideration the application could be approvable.

Ms. Thompson made a motion to approve the application, which was seconded by Mr. Swann with Bill Smith, Scott Davis, Patti Thompson and Jimmy Swann voting for, Gus Hildenbrand abstained, and due to technical difficulties Leslie Mart, Pam Hadley, Ted Moll and Lindsay Leake were unable to hear the presentation or vote.

**REZ 20-01:** Application to rezone 2003 South Veterans Boulevard from Industrial to Mixed Use Residential zoning.

Pastor Jeffrey Gladney of Red Oak Grove church appeared as applicant, along with architect Stephen Daniel and two church members. Mr. Gladney said that the church had purchased the property in order to have space to expand its current weekday and after school programs. The facility would be remodeled to have an area with computers and an internet connection for children to use, as well as space for senior citizens programs.

Mr. Hildenbrand asked if the church had any plans for the unused land behind the building. Mr. Gladney said that recreational equipment such as a basketball goal might be added later but that the current focus is on getting the building improved.

Mr. Swann asked about the ages of children to be served. Mr. Gladney said that the program would serve 2<sup>nd</sup> through 12th grade, and would provide a site for distance learning that would be available for children who did not have internet access at home.

Mr. Hildenbrand asked how many children the space could support. Mr. Daniel said that this had not been calculated yet but that it appeared around 15 could be accommodated.

Mr. Hildenbrand made the motion to approve the application. Mr. Smith seconded and the motion passed unanimously.

**MAJSUB 20-02:** Application to develop an 11-lot residential subdivision on the south side of Kincannon Street.

Mr. Neil Dean of Jason Warren and Associates appeared for the project, along with builder William Jones. Mr. Dean stated that they had acquired the main property for the development and an option on the smaller parcel with the existing house. He said that the plan is for ten new house lots facing Kincannon Street, with 1500 to 1600 foot three bedroom homes.

Mr. Hildenbrand pointed out that the house plans would have to be approved by the Joyner Neighborhood Overlay Districts' design review committee. Mr. Dean said that he was aware of this requirement and provided renderings of some house plans they were considering. Mr. Hildenbrand continued, pointing out that Kincannon is a busy street with no sidewalk, and asking if the developer planned on providing a sidewalk. Mr. Dean said that had not been included in the proposed project. Mr. Hildenbrand noted that this was a safety issue.

Ms. Mart asked about the setback from the street. Mr. Dean answered that the intent was to make the front setbacks compatible with the existing houses adjoining, and that the setback depth would be enough for vehicles to turn around and not have to back into the street. Ms. Mart asked if all the houses would be single family; Mr. Dean said that they would. Ms. Mart went on to say that the Joyner neighborhood was very concerned about

pedestrian safety and that even if the sidewalk in this location did not connect with any existing sidewalk, it would still contribute to walkability and safety and allow connection to the elementary school and park.

Mr. Falkner added that the Committee could make the sidewalk a condition of approval. Mr. Swann asked what the next level of review would be. Mr. Falkner explained that the City council would have to approve the subdivision and, if passed, the Joyner Overlay design review committee would have to approve the house plans.

Ms. Mart moved to approve the subdivision with the condition that a sidewalk be provided along Kincannon Street. Ms. Thompson seconded the motion which passed with all voting in favor.

**MAJSUB 20-03:** Application from WWD, LLC to construct a seventeen-lot residential subdivision in the Fairpark redevelopment district, on Fairpark Drive east of the railroad.

Mr. Tommy Dabbs, civil engineer, appeared for the applicants. He explained that the property was between the railroads and the water feature and would extend Fairpark Drive from its current end to intersect with Clark Boulevard.

Ms. Mart asked if the development would continue under the Fairpark District design guidelines. Mr. Dabbs said that it would. Mr. Falkner asked about the intersection of Fairpark Drive and Clark Boulevard. Mr. Dabbs explained that they had received the comments from the Fire Department and Public Works Department about this concern and had revised the plan to allow larger vehicles the necessary radius to turn in.

Mr. Swann made a motion to approve the application. Mr. Smith seconded the motion which passed unanimously.

**COMP 20-13:** Application from Southeast Ventures for compatible use approval for a residential subdivision in a Mixed Use Commercial Corridor zoning district.

Justin Davis of Southeast Ventures appeared, explaining that his company was developing the area between the Natchez Trace Parkway and Airpark Road. This is primarily a commercial project, but the property nearest to the Parkway appeared to have more potential for residential use, which would then contribute to the development of the commercial areas. Mr. Davis went on to say that 23 relatively small lots would be the best fit for the likely demand.

Committee member Scott Davis noted that as developer of the commercial subdivision, it would be important to provide connectivity from the new residential area. In particular, street access to come out on Main at Rutherford Road rather than the unsignalized Convention Drive would make a major difference.

Mr. Justin Davis said that he was aware of the need for connectivity and would determine if Mecklenburg Drive could be extended to connect with Convention Drive. Mr. Scott Davis noted that building on narrow lots was not easy to do well. Mr. Justin Davis agreed but said that if the concept worked on this first area, it might be extended to other parts of the project.

Ms. Mart asked about the properties near the proposed development, which ones the developer owned and might use to make a street connection work. Mr. Justin Davis explained that Mecklenburg Drive was a city street but that he did have a property adjacent to it. Ms. Mart asked about sidewalks. Mr. Davis explained they would not be within the proposed internal street within the subdivision. Ms. Mart suggested that a sidewalk on the proposed properties daylighting onto Convention Drive would help provide pedestrian connectivity to the commercial area and to Ballard Park, adding value to the project. Mr. Davis said that he would be agreeable to add that sidewalk.

Mr. Scott Davis noted that some of these matters would be part of the review of the subdivision itself, but that first the use application needed to be decided. Mr. Hildenbrand moved to approve, which was seconded by Mrs. Thompson with all voting in favor.

**MAJSUB 20-04:** Application from Southeast Ventures for approval of 23 lot residential subdivision off Convention Drive, in Mixed Use Commercial Corridor district.

Ms. Thompson noted that the staff review recommended the elimination of three lots in order that the remaining 20 lots could meet the minimum 50 foot width. Mr. Justin Davis explained that three lots represented 13% of the potential income for the project, and that bigger lots would allow for houses at a higher price point that he was not sure would sell as well.

Mr. Scott Davis said that as a builder he thought 23 smaller lots with a sidewalk would be preferable.

Ms. Mart suggested that if one lot was eliminated on the north side of the project, the remaining lots would be within 10% of the width requirement which would be approvable as a staff level variance.

Mr. Scott Davis mentioned that the Committee had reviewed several residential subdivisions this year which were adjacent to other residential areas and needed to be compatible. In this location there are no other residential lots anywhere close.

Ms. Mart said that she was OK with the lot dimensions if the sidewalk is provided.

Mr. Hildenbrand made a motion to approve the proposed subdivision with condition that a sidewalk be added on the east side of Convention Drive for all of the proposed lots along Convention Drive. Mr. Smith seconded and the motion was passed unanimously.

Mr. Falkner noted that two applications had been received for the December meeting. Mr. Davis set the work session for November 30 and the meeting for December 7.

The meeting was adjourned on a motion by Mrs. Thompson, seconded by Mr. Swann.



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Pat Falkner, Department of Development Services Director (DJ)  
**DATE** November 10, 2020  
**SUBJECT:** IN THE MATTER OF DEMOLITION

---

Request that the following properties be considered for demolition:

**334 LAKE ST.**

**518 MAPLE ST.**

**901 N. MADISON**

**1417 N. MADISON**

**2499 SHELTON DR.**

**2524 SHELTON DR.**

**Demolition List for 11/17/20 City Council Meeting**

**334 LAKE ST.**

**518 MAPLE ST.**

**901 N. MADISON**

**1417 N. MADISON**

**2499 SHELTON DR.**

**2524 SHELTON DR.**

# 334 Lake St.

## BASIC INFORMATION

- ▶ PARCEL: 088N-33-106-00
- ▶ CASE : 29106
- ▶ WARD: 5
- ▶ TAX VALUE: \$38,967
- ▶ VACANT: YES
- ▶ REPAIRABLE: POSSIBLY

## NEARBY PROPERTIES/ TAXES

Right side	324 Lake St.	\$16,760
Left side	336 Lake St.	\$58,620
Rear	n/a	
Across street		vacant lot

## TAXES/LIENS

Taxes – Delinquent for 2018

No city liens

## VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS –YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – YES
- ▶ ACCUMULATION OF JUNK - YES

## CODE ENFORCEMENT HISTORY

- ▶ 18 PRIOR VIOLATIONS
- ▶ CURRENT STATUS –OPEN - CHAP 34
- ▶ HOUSE BURNED 2/19, HAS NOT HAD POWER SINCE 2012

334 Lake St.





334 Lake St.

Item # 13.





# 518 Maple

## BASIC INFORMATION

- ▶ PARCEL: 089P-31-211-00
- ▶ CASE : 32463
- ▶ WARD: 3
- ▶ TAX VALUE: \$18,790
- ▶ VACANT: NO (RENTAL)
- ▶ REPAIRABLE: NO

## NEARBY PROPERTIES/ TAXES

Right side	520 Maple St.	\$27,470
Left side	516 Maple (to be demolished)	\$14,330
Rear	329 Elm St.	\$33,050
Across street	515 Maple St.	\$22,870

### TAXES/LIENS -

Taxes - current

No city liens

## VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK – NO

## CODE ENFORCEMENT HISTORY

- ▶ 9 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 CASE & RENTAL REGISTRATION (NOT REGISTERED SINCE 2012)

# 518 Maple

Item # 13.



# 518 Maple

Item # 13.



# 518 Maple

Item # 13.



# 518 Maple

Item # 13.

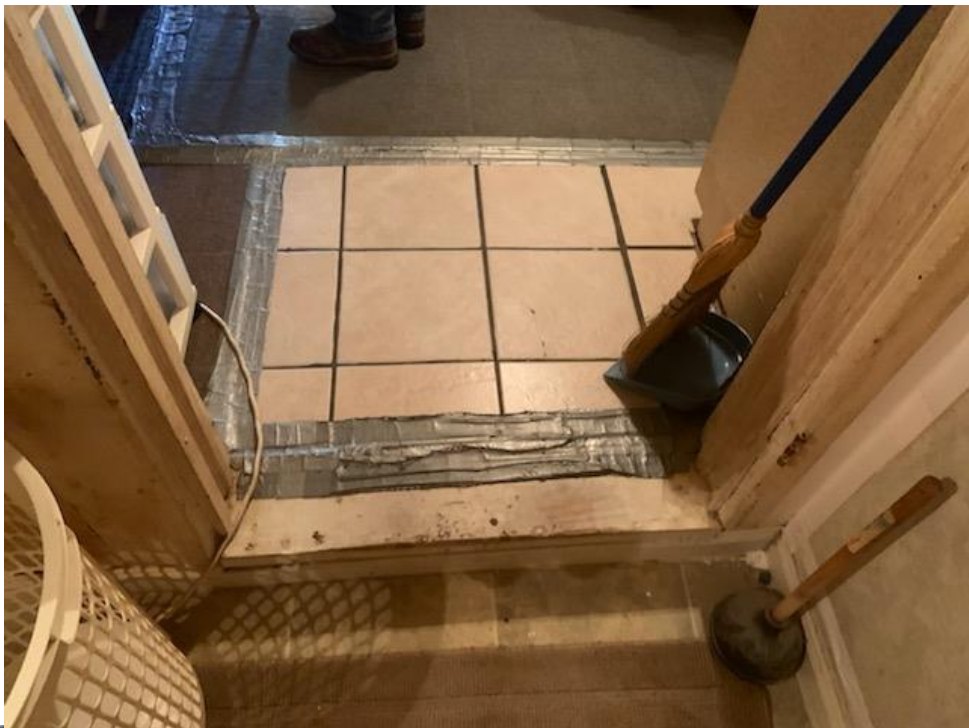




518 Maple









# 518 Maple

Item # 13.



## 901 N. Madison

### BASIC INFORMATION

- ▶ PARCEL: 089E-30-173-00
- ▶ CASE: 32455
- ▶ WARD: 4
- ▶ TAX VALUE: \$24,700
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### NEARBY PROPERTIES/ TAXES

- ▶ Right side n/a
- ▶ Left side n/a
- ▶ Rear 608 North St. \$43,590
- ▶ Across street 902 Madison St. \$34,790

### TAXES/LIENS -

Taxes – Delinquent for 2019

No city liens

### VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE- YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – YES
- ▶ ACCUMULATION OF JUNK - YES

### CODE ENFORCEMENT HISTORY

- ▶ 3 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN - CHAPTER 34 CASE
- ▶ HOUSE IS NOT SECURED AND POLICE HAVE RESPONDED TO REMOVE HOMELESS PEOPLE LIVING INSIDE THE HOUSE

# 901 N. Madison

Item # 13.



# 901 N. Madison

Item # 13.



# 1417 N. Madison

## BASIC INFORMATION

- ▶ PARCEL: 089A-30-055-00
- ▶ CASE : 32302
- ▶ WARD: 4
- ▶ TAX VALUE: \$40,240
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

## NEARBY PROPERTIES

- ▶ RIGHT SIDE n/a
- ▶ LEFT SIDE 1413 N. Madison St. - \$78,930
- ▶ ACROSS Tupelo Housing Authority
- ▶ REAR n/a
- ▶ **TAXES/LIENS**

Taxes – CURRENT                      No City Liens

## VISUAL INDICATORS OF BLIGHT

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – NO
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK - NO

## CODE ENFORCEMENT HISTORY

- ▶ 4 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 VIOLATION
- ▶ ROOF COLLAPSED AND HOUSE HAS BEEN CONDEMNED

1417 N. Madison

Item # 13.





1417 N. Madison

Item # 13.



1417 N. Madison

Item # 13.



## 2499 Shelton Dr.

### **BASIC INFORMATION**

- ▶ PARCEL: 101M-12-001-00
- ▶ CASE: 30385
- ▶ WARD: 5
- ▶ TAX VALUE: n/a
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### **VISUAL INDICATORS OF BLIGHT**

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK - NO

### **CODE ENFORCEMENT HISTORY**

- ▶ 2 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 VIOLATION
- ▶ MOBILE HOME
- ▶ WAS DAMAGED BY STORM 10/19 AND NEVER REPAIRED OR REMOVED

2499 Shelton Dr.



## 2524 Shelton Dr.

### **BASIC INFORMATION**

- ▶ PARCEL: 101M-12-001-00
- ▶ CASE: 30385
- ▶ WARD: 5
- ▶ TAX VALUE: n/a
- ▶ VACANT: YES
- ▶ REPAIRABLE: NO

### **VISUAL INDICATORS OF BLIGHT**

- ▶ STRUCTURAL DAMAGE OR FAILURE-YES
- ▶ EXTERIOR MATERIALS IN NEED OF REPLACEMENT OR REPAIR – YES
- ▶ BROKEN WINDOWS\DAMAGED DOORS – YES
- ▶ YARD OR GROUNDS POORLY MAINTAINED – NO
- ▶ ACCUMULATION OF JUNK - NO

### **CODE ENFORCEMENT HISTORY**

- ▶ 2 PRIOR VIOLATIONS
- ▶ CURRENT STATUS – OPEN- CHAP 34 VIOLATION
- ▶ MOBILE HOME
- ▶ WAS DAMAGED BY STORM 10/19 AND NEVER REPAIRED OR REMOVED

2524 Shelton Dr.





## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2, SITE IMPROVEMENTS, BID #2019-017C0 KK

---

**Request:**

CHANGE ORDER NUMBER 2, SITE IMPROVEMENTS, BID #2019-017CO. THIS CHANGE ORDER OFFERS A CREDIT OF \$6,300.00.



# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT</b> <i>(Name and address):</i> BancorpSouth Arena and Conference Center Expansion Bid Package A - Site Improvements (Bid #2019-017CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> <i>(Name and address):</i> D C Services, LLC PO Box 2293 Oxford, MS 38655	<b>PROJECT NUMBERS:</b> 2018025 / 2019-017CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

Deduct \$6,300.00 to remove the decorative fencing from the project.

Add \$2,903.48 to repair an old existing damaged storm drain pipe.

Add \$1,394.81 to relocate Grate Inlet #3 due to an existing 4" sanitary sewer line

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days  
 Covid 19 delays = 3 days

The original Contract Sum was	\$ 678,000.00
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 678,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 2,001.71
The new Contract Sum including this Change Order will be	\$ 675,998.29

The Contract Time will be unchanged by zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Innovative Construction Management (ICM) <b>CONSTRUCTION MANAGER</b> <i>(Firm name)</i> PO Box 1515 Oxford, MS 38655 <b>ADDRESS</b>	McCarty Architects Professional Association <b>ARCHITECT</b> <i>(Firm name)</i> 533 West Main St. Tupelo, MS 38804 <b>ADDRESS</b>
---	---



*Bryan Ellis*

DocuSigned by:  
*Kurt Shettles*

BY (Signature)  
Bryan Ellis  
(Typed name) DATE: 10-29-20

BY (Signature) AB2050EA19BF40F...  
Kurt Shettles  
(Typed name) DATE: 11/5/2020

D C Services, LLC  
CONTRACTOR (Firm name)  
PO Box 2293  
Oxford, MS 38655  
ADDRESS

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
ADDRESS

*David Carroll*  
BY (Signature)  
David Carroll  
(Typed name) DATE: November 2, 2020

BY (Signature)  
Mayor Jason Shelton  
(Typed name) DATE:



November 5, 2020

Innovative Construction Management  
c/o Mr. Bryan Ellis  
Oxford, MS 38655

**RE: Bancorp South Arena – Decorative Fence Credit**

Dear Mr. Ellis,

Credit offered to remove decorative fence from scope:

Credit Offered: \$6,300.00

Best Regards,

A handwritten signature in blue ink, appearing to read "David Carroll", is positioned above the printed name.

David Carroll



## Change Order Request #: 6 (Storm Drainage Replacement)

Date: 8/13/20

Project Name: Bancorp South Arena & Conf. Center Additions

Owner: City of Tupelo  
 CM: Innovative Construction Management  
 Attention: Bryan Ellis

Bryan,

Please find the following cost and breakdown associated with the above referenced COR. The price reflects replacing approximately 60' of 15" HDPE pipe that was damaged. Let me know if you have any questions.

### DC Services

Equipment to demo and reinstall 60' of 15" HDPE Pipe		
Excavator	6 hrs @ \$175/hr	\$1,050.00
Compaction Equipment	4 hrs @ \$100/hr	\$ 400.00
Labor	12 man hrs @ \$35/hr	\$ 420.00
Materials		
	60' of 15" HDPE Pipe @ \$10.55/LFT	<u>\$ 633.00</u>
	Subtotal	\$ 2,503.00
	OH&P (16%)	\$ 400.48

**Total Change Order Amount** **\$ 2,903.48**

Thanks

Russ Shows  
 Project Manager



### Change Order Request #: 7 (Grate Inlet #3 Relocation)

Date: 8/14/20

Project Name: Bancorp South Arena & Conf. Center Additions

Owner: City of Tupelo  
CM: Innovative Construction Management  
Attention: Bryan Ellis

Bryan,

Per request of Bryan Ellis, please find the following cost and breakdown associated with the above referenced COR. The price reflects relocating Grate Inlet #3 due to a 4” sanitary line interference. Let me know if you have any questions.

Cary Construction(Subcontractor-see attached)

Relocate Grate Inlet #3 \$ 1,394.81

OH&P (10%) \$ 139.48

**Total Change Order Amount \$ 1,534.29**

Thanks

Russ Shows  
Project Manager

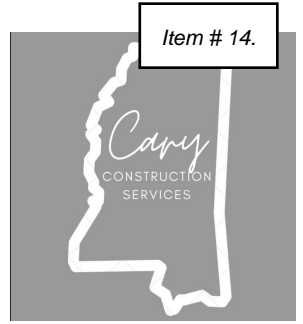
P.O. Box 2293 Oxford, MS 38655

(662) 638-3498

www.dcsd.com

**Cary Construction Services**

1084 CR 73  
New Albany, Mississippi 38652  
US  
+1 7312121364  
chippercary@gmail.com



**INVOICE**

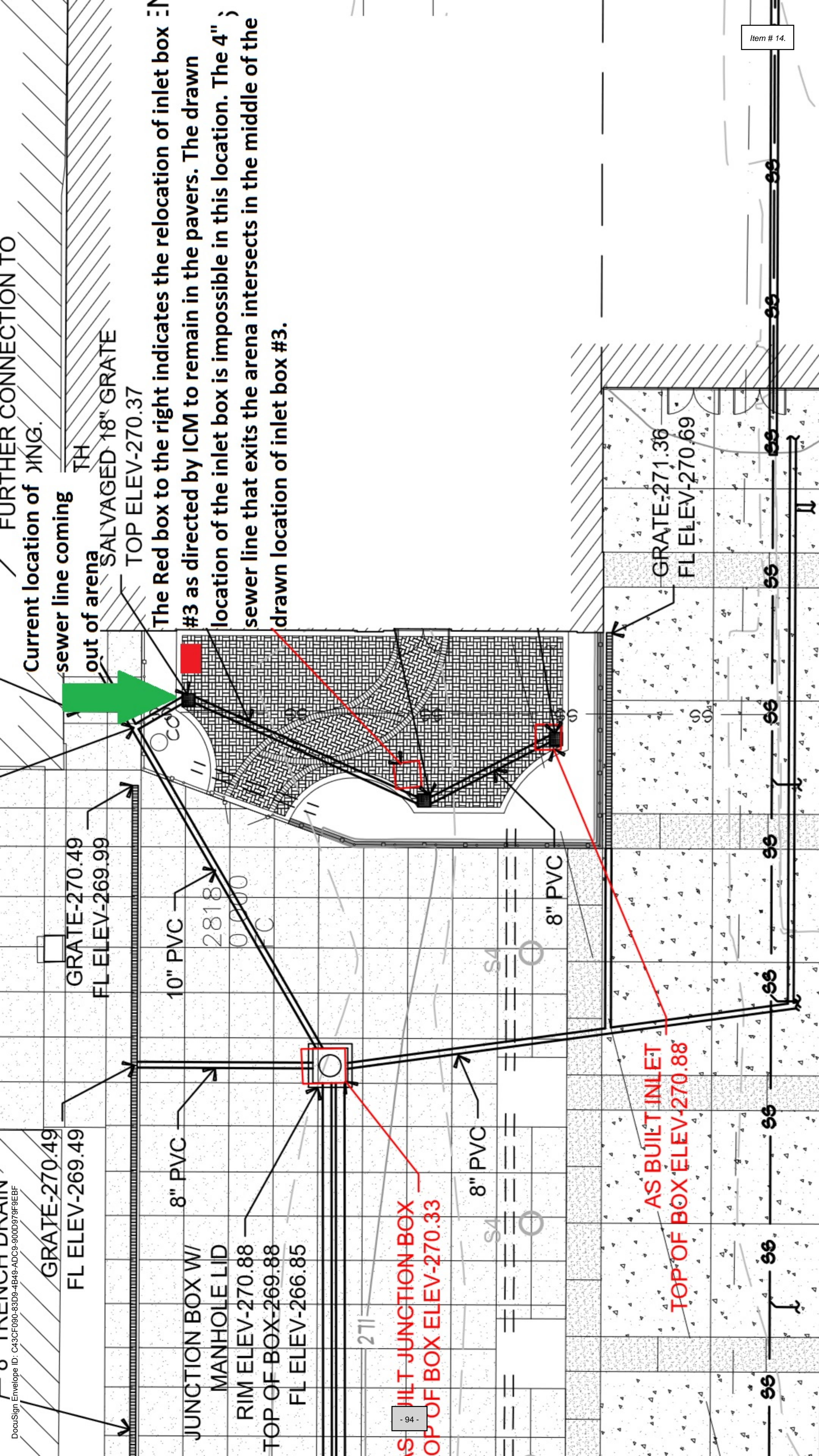
BILL TO  
DC Services LLC

INVOICE 1016  
DATE 08/13/2020  
TERMS Due on receipt  
DUE DATE 08/20/2020

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
08/12/2020	GI#3 Material	Additional material required to make drainage work in new location	1	894.81	894.81
08/12/2020	GI #3 Labor	Labor to relocate inlet and make pipe connections	10	50.00	500.00

BALANCE DUE

**\$1,394.81**



Current location of sewer line coming out of arena

SALVAGED 18" GRATE  
TOP ELEV-270.37

The Red box to the right indicates the relocation of inlet box #3 as directed by ICM to remain in the pavers. The drawn location of the inlet box is impossible in this location. The sewer line that exits the arena intersects in the middle of the drawn location of inlet box #3.

AS BUILT INLET  
TOP OF BOX ELEV-270.88

Item # 14.



Item # 14.







## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 STRUCTURAL CONCRETE, BID #2019-018C0 KK

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**Request:**

CHANGE ORDER NUMBER 2, STRUCTURAL CONCRETE, BID #2019-018CO. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 10 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS.



# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package B - Structural Concrete (Bid #2019-018CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Shaw Services, LLC 861 Old Highway 4 West Holly Springs, MS 38635	<b>PROJECT NUMBERS:</b> 2018025 / 2019-018CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Add \$6,550.00 to Form, Reinforce, and Pour VIP Courtyard Canopy Footings and Column Bases.

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days  
 Covid 19 Delays = 10

The original Contract Sum was	\$ 959,264.00
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 959,264.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,550.00
The new Contract Sum including this Change Order will be	\$ 965,814.00

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

Innovative Construction Management (ICM) <b>CONSTRUCTION MANAGER (Firm name)</b> PO Box 1515 Oxford, MS 38655 <b>ADDRESS</b>	McCarty Architects Professional Association <b>ARCHITECT (Firm name)</b> 533 West Main St. Tupelo, MS 38804 <b>ADDRESS</b>
--	--

*Bryan Ellis*

DocuSigned by:  
*Kurt Shettles*

Item # 15.

BY (Signature)  
Bryan Ellis  
(Typed name) DATE: 10-29-20

BY (Signature) AB205CEA19BF40F...  
Kurt Shettles  
(Typed name) DATE: 11/5/2020

Shaw Services, LLC  
CONTRACTOR (Firm name)  
861 Old Hwy 4 West  
Holly Springs, MS 38635  
ADDRESS

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
ADDRESS

*[Signature]*  
BY (Signature)  
(Typed name) DATE: 11/2/2020

*[Signature]*  
BY (Signature)  
Mayor Jason Shelton  
(Typed name) DATE:

Item # 15.



# CHANGE ORDER

Job #: 1911-01  
 Date: 11/5/2020  
 Change Order #: 110520-01

CUSTOMER/OWNER:

City of Tupelo
71 East Troy Street
Tupelo MS 38804

SHIP TO:

BancorpSouth Arena
Tupelo MS

**CHANGES TO BE MADE:**

Form, Reinforce, and Pour VIP Courtyard Canopy Footings and Column Bases.

Labor \$3,467.00

Material \$,2035.00

Shaw OH/P \$1,048.00

Original Contract Price:	\$	<u>959,264.00</u>
Previous Change Order(s):	\$	<u>-</u>
<b>Current Change Order:</b>	\$	<u>6,550.00</u>
<b>Revised Contract Price:</b>	\$	<u>965,814.00</u>

**THE ABOVE CHANGE ORDER HAS BEEN AUTHORIZED AND APPROVED**

Company Name

Signature

Print Name

Date

SHAW SERVICES, LLC

*Suzanne Stacky*

11/5/2020

Date



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kaitlin Wilkinson, Office Manager  
**DATE:** November 9, 2020  
**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2, MASONRY, BID #2019-019CO  
KK

---

**Request:**

CHANGE ORDER NUMBER 2, MASONRY, BID #2019-019CO. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 15 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS.


**AIA<sup>®</sup> Document G701/CMa<sup>™</sup> – 1992**
**Change Order - Construction Manager-Adviser Edition**

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package C - Masonry (Bid #2019-019CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Bush Masonry, LLC 3237 South Silverwind Cove Memphis, TN 38125	<b>PROJECT NUMBERS:</b> 2018025 / 2019-019CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days

Covid 19 Delays = 10 days

The original Contract Sum was	\$ 582,000.00
Net change by previously authorized Change Orders	\$ -4,600.05
The Contract Sum prior to this Change Order was	\$ 577,399.95
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 577,399.95

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

Innovative Construction Management (ICM)

**CONSTRUCTION MANAGER (Firm name)**

PO Box 1515

Oxford, MS 38655

**ADDRESS**

McCarty Architects Professional Association

**ARCHITECT (Firm name)**

533 West Main St.

Tupelo, MS 38804

**ADDRESS**

*BhES*

Item # 16.

DocuSigned by:

*[Signature]*

BY (Signature)  
Bryan Ellis  
*(Typed name)* DATE: *10-29-20*

BY (Signature)  
Kurt Shettles  
*(Typed name)* DATE: 11/5/2020

Bush Masonry, LLC  
CONTRACTOR (Firm name)  
3237 South Silverwind Cove  
Memphis, TN 38125

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804

ADDRESS  
*[Signature]*

ADDRESS

BY (Signature)  
Ernie Bush  
*(Typed name)* DATE: *11/2/20*

BY (Signature)  
Mayor Jason Shelton  
*(Typed name)* DATE:



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 STRUCTURAL STEEL, BID #2019-020C0 KK

---

**Request:**

CHANGE ORDER NUMBER 2, STRUCTURAL STEEL, BID #2019-020CO. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 15 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS




**AIA** Document G701/CMa™ – 1992

**Change Order - Construction Manager-Adviser Edition**

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package D - Structural Steel (Bid #2019-020CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Harrell's Metal Works, Inc. 1798 Hwy 332 Grenada, MS 38901	<b>PROJECT NUMBERS:</b> 2018025 / 2019-020CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Deduct \$1,375.00 for omitting the stainless steel decorative handrail in the VIP lounge.

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days  
 Covid delays = 10 days

The original Contract Sum was	\$ 940,728.00
Net change by previously authorized Change Orders	\$ 49,100.00
The Contract Sum prior to this Change Order was	\$ 989,828.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 1,375.00
The new Contract Sum including this Change Order will be	\$ 988,453.00

The Contract Time will be unchanged by zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather days does not extend activity durations..

**NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.**

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

<b>Innovative Construction Management (ICM)</b> <b>CONSTRUCTION MANAGER (Firm name)</b> PO Box 1515 Oxford, MS 38655 <b>ADDRESS</b>	<b>McCarty Architects Professional Association</b> <b>ARCHITECT (Firm name)</b> 533 West Main St. Tupelo, MS 38804 <b>ADDRESS</b>
---	---

Item # 17.

*B. h. Ellis*

DocuSigned by:  
*K. Shettles*

BY (Signature)  
Bryan Ellis  
(Typed name) DATE: 10-29-20

BY (Signature) A19BF40F...  
Kurt Shettles  
(Typed name) DATE: 11/5/2020

Harrell's Metal Works, Inc.  
CONTRACTOR (Firm name)  
1798 Hwy 332  
Grenada, MS 38901  
ADDRESS

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
ADDRESS

*Hunter Harrell*  
BY (Signature)  
Hunter Harrell  
(Typed name) DATE: 11/5/20

BY (Signature)  
Mayor Jason Shelton  
(Typed name) DATE:

**Proposal BP102016 C/O 5:**

To: Bryan Ellis

Company: ICM

Date: 10/19/20

Phone:

Fax:

RE: BANKCORP SOUTH ARENA- ADDED HANDRAIL  
CHANGE ORDER

Item # 17.



**Millwork Specialty Contractors LLC**  
PO Box 18727, Memphis TN 38181 - 0727

**We Propose to Supply and Install Millwork per the Following Scope of Work:**

**Acknowledge Addenda: NA**

**Plans Dated: Design Change by Owner**

**Specifications: NA**

**Millwork Specialty Contractors LLC shall provide and furnish, for the price listed, all labor, materials, tools, supplies, equipment, services, facilities, supervision, and administration necessary for the proper and complete performance and acceptance of the following work:**

**Base Bid –**

***One Thousand- Three Hundred-Seventy Five Dollars..... \$ 1,375.00***

- **2” OD Handrail in Sunset Copper**
- **Quote is for Tubing, Brackets, Elbow and End Caps**

**Areas Included:**

**VIP Lounge 204**

**Notes**

- **In order to match bar rail hand rail is to be constructed in 2” OD bar rail material and accessories.**
- **Quote is based on installation to be performed during normal business weekday hours.**

**Please Note:**

This Proposal is Based on Standard Laminate Selections with Standard Hardware, Self-Edge Plastic Laminate Counter Top with Non-Integral Back Splash, with Normal Hours Installation.

**Note:**

1. Excludes AWI Certification Labels. LEED Certification, FSC Chain of Custody Certifications
2. This Proposal is Based on our standard hardware of 4” brushed chrome wire pulls, 110° European self-closing hinges and 3/4 opening white powder coated side mounted drawer slides.
3. This Proposal is Based on our standard Self Edge Plastic Laminate Counter Top with Non-Integral Back Splash, Post Form Counter Tops will incur an Up-Charge / Change Order.
4. Excludes Premium or overtime time. This Proposal is Base on Normal Hours Of Installation. Monday Through Thursday, 7:00 am to 5:00pm.
5. This proposal is subject to Millwork Specialty Contractor’s acceptance of any subcontract or purchase order terms.
6. Plastic laminates may be selected in matte finish from standard, non-premium lines by Nevamar or Wilsonart or Formica. Solid Surfacing may be selected from “Corian” (standard), “Avonite” (Foundations collection), or “LivingStone” (all selections excluding L400 series) non-standard lines. Lines requiring special orders or the selection of Pionite, Lamin-Art, or any brands other than those listed above will result in an up-charge unless specifically specified within the bid documents.
7. Please allow 4 to 6 weeks for production from receipt of approved millwork Shop Drawings and plastic laminate, finish, and hardware selections.
8. Excludes repairs of any work performed by Millwork Specialty Contractor’s and damaged by others once delivered & installed.
9. Excludes Preparation of wood surfaces (sanding, caulking, filling nail holes, etc.) for paint and/or stain unless listed in scope of work above .
10. Excludes Finishing (paint, stain, etc.) of any paint or stain grade millwork unless specified in scope of work above.
11. Excludes any caulking between millwork and wall or adjacent surfaces.
12. Excludes Supply and Install of any type of Glass, Acrylic, 3-Form or any Translucent Panels not specifically listed in Scope of Work above not specifically listed in Scope of Work above.
13. Excludes Supply and Install of Stone, Solid Surface, Cultured Marble, Marble, and or Granite not specifically listed in Scope of Work above.
14. Excludes Supply and Install of any anchors for millwork such as, in wall blocking, stripping, grounds, etc.
15. Excludes Supply and Install of Sinks, Faucets, Fixtures, Coat Hooks, Shower Benches, Shower Stalls, Toilet Partitions, Plumbing, Plumbing Guards and associated items.
16. Excludes Supply and Install of Wood Base, Base-Shoe, Crown, Chair Rail, Window Casing, Window Sills and Aprons, of Any Kind, unless specifically listed in scope of work.
17. Excludes Supply and Install of Wall Protections, Corner Guards, Top Caps, Hand Rails and Hand Rail Brackets, unless specifically listed in scope of work.
18. Excludes Supply and Install of Stair Parts, Newel Post, Balusters, Top Rails, Stair Stringers, Stair Framing, Stair Threads and Stair Risers.
19. Excludes Supply and Install of Door Frames, Door Casing, Doors and Door Hardware and or Hanging Of Doors
20. Excludes Supply and Install of Signage, Data Boards, Marker Boards, Bulletin Boards and Associated Trim
21. Excludes Demolition of any Existing Millwork and or removal, or relocation of any electrical, plumbing, gas, etc. lines and/or materials.

Item # 17.

- 22. General Contractor and/or Owner shall provide builder's risk insurance to insure Millwork Specialty Contractor's supplied product once delivered and/or installed, and name Millwork Specialty Contractors as additional insured.
- 23. Trash Receptacles for Waste Disposal shall be provided on site by General Contractor.
- 24. Manufacturing method of casework is based on Millwork Specialty Contractor's standard casework construction specifications unless otherwise specified in scope of work listed above.
- 25. In order to support quality installation, General Contractor/Owner shall provide a Climate Controlled jobsite in accordance with Architectural Woodwork Institute's (AWI) Quality Standards, 8th Edition 2003, Section 1700, pg 553.
- 26. Payment terms shall be net 30 days. Interest shall become due and payable on the 31st day at the rate of 1 ½% per month.
- 27. Bond Premium not included, add 1.5% if required

Proposal is Valid For 30 Days From Date Submitted.

Respectfully,

**Bill Prude**

Millwork Specialty Contractors LLC  
 PO Box 18727 Memphis TN 38181-0727  
 Phone: 901-494-0130  
 bprude.msc@gmail.com

Accepted By,

Signature: \_\_\_\_\_.

Title: \_\_\_\_\_.

Date: \_\_\_\_\_.



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kaitlin Wilkinson, Office Manager  
**DATE** November 9, 2020  
**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 ROOFING, BID #2019-021C0 KK

---

**Request:**

CHANGE ORDER NUMBER 2, ROOFING, BID #2019-021C0. THIS CHANGE ORDER INCREASES THE CONTRACT BY \$14,741.00. OFFSET BY CREDIT FROM GENERAL WORKS CONTRACT. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 10 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS.



# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package E - Roofing (Bid #2019-021CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Graham Roofing, Inc. 136 Bauhaus Drive Saltillo, MS 38866	<b>PROJECT NUMBERS:</b> 2018025 / 2019-021CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

Add \$10,811.00 to include Expansion Joint EJ2 in this contract, offset by Credit from General Works Contract.

Add \$1,930.00 for TPO Flashing at Parpet Modifications, offset by Credit from Glazing Contractor's Latent Conditions.

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days  
 Covid 19 Delays = 10 days

The original Contract Sum was	\$ 497,127.00
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 497,127.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 12,741.00
The new Contract Sum including this Change Order will be	\$ 509,868.00

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend the activity durations..

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Innovative Construction Management (ICM) <b>CONSTRUCTION MANAGER (Firm name)</b> PO Box 1515 Oxford, MS 38655 <b>ADDRESS</b>	McCarty Architects Professional Association <b>ARCHITECT (Firm name)</b> 533 West Main St. Tupelo, MS 38804 <b>ADDRESS</b>
--	--

Item # 18.

*Bryan Ellis*  
BY (Signature)  
Bryan Ellis  
(Typed name) DATE: 10-29-20

Graham Roofing, Inc.  
CONTRACTOR (Firm name)  
136 Bauhaus Drive  
Saltillo, MS 38866  
ADDRESS

*Christee Holbrook*  
BY (Signature)  
Christee Holbrook  
(Typed name) DATE: 10/30/2020

DocuSigned by:  
*Kurt Shettles*  
BY (Signature)  
Kurt Shettles  
(Typed name) DATE: 11/9/2020

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
ADDRESS

BY (Signature)  
Mayor Jason Shelton  
(Typed name) DATE:



# GRAHAM ROOFING INC.

Item # 18.

**West Point**

680 West Tibbee Road  
West Point, MS 39773  
(662) 492-9555  
F: (662) 492-9591

**Alabama**

(205) 366-9495

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

**Saltillo**

136 Bauhaus Drive  
Saltillo, MS 38866  
(662) 869-0012  
F: (662) 869-7800

## Proposal & Contract

Graham Roofing Incorporated (hereinafter referred to as "GRI") proposes to perform and furnish the labor, materials, insurance, supervision, equipment and warranty (herein together referred to as the "Work") described herein for:

**PROPOSAL SUBMITTED TO:**

**Name:** Bryan Ellis  
**Company Name:** ICM  
**Address:** P.O. Box 1515  
**City/State/Zip:** Oxford, MS 38655  
**Email:** [bryan@icmlcms.com](mailto:bryan@icmlcms.com)

**Date:** September 15, 2020  
**Proposal Number:** BCS072320-R1  
**Job Name:** Bancorp South Conference Center- Tupelo C.O. Request  
**EMR Rate:** .87  
**COR # :** 03975-SC

### REVISED REQUEST FOR CHANGE ORDER

Labor, materials and equipment to install roof to wall expansion joint with a 2-piece 24 gauge prefinished metal on 160 l.f. of wall and 3" backer rod system on 400 l.f. of wall.

**PRICE:**

Labor:	\$ 5,169.00
Materials:	\$ 3,960.00
Equipment:	\$ 700.00
Overhead:	\$ <u>982.00</u>
Total:	\$10,811.00

NOTE: This additional work will add seven (7) days to Graham Roofing's contract time.

- A. This is a confidential Proposal. Reproduction, retransmission, or other use of this Proposal by persons not employed by GRI is prohibited without express written permission of GRI.
- B. **TERMS AND CONDITIONS:** The terms and conditions set forth on the reverse side are a part of this proposal.
- C. This Proposal is subject to revision or withdrawal by GRI for any reason until communication of acceptance, and may be revised after communication of acceptance where an inadvertent error by GRI has occurred. Price subject to change if not accepted within 15 days.

By: Aaron Carter

Aaron Carter

Title: Estimator, Tupelo Operations

Graham Roofing Incorporated's Proposal based on AIA 2017 Contract Language



Proud Member





# GRAHAM ROOFING INC.

Item # 18.

**West Point**

680 West Tibbee Road  
West Point, MS 39773  
(662) 492-9555  
F: (662) 492-9591

**Alabama**

(205) 366-9495

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

**Saltillo**

136 Bauhaus Drive  
Saltillo, MS 38866  
(662) 869-0012  
F: (662) 869-7800

## Proposal & Contract

Graham Roofing Incorporated (hereinafter referred to as "GRI") proposes to perform and furnish the labor, materials, insurance, supervision, equipment and warranty (herein together referred to as the "Work") described herein for:

**PROPOSAL SUBMITTED TO:**

**Name:** Bryan Ellis  
**Company Name:** ICM  
**Address:** P.O. Box 1515  
**City/State/Zip:** Oxford, MS 38655  
**Email:** [bryan@icmlcms.com](mailto:bryan@icmlcms.com)

**Date:** August 28, 2020  
**Proposal Number:** BCS82820  
**Job Name:** Bancorp South Conference Center- Tupelo C.O. Request  
**EMR Rate:** .87  
**COR # :** 03975-SC

### REQUEST FOR CHANGE ORDER

Labor, materials and equipment to reflash 90 l.f. of wall with 60 mil TPO membrane. 30 l.f. of wall will require new TPO membrane. 60 l.f. of wall will be reflashed using existing TPO membrane.

**PRICE:**

Labor:	\$ 900.00
Materials:	\$ 780.00
Equipment:	\$ 250.00
Total:	\$1,930.00

NOTE: This additional work will add one (1) day to Graham Roofing's contract time.

- This is a confidential Proposal. Reproduction, retransmission, or other use of this Proposal by persons not employed by GRI is prohibited without express written permission of GRI.
- TERMS AND CONDITIONS:** The terms and conditions set forth on the reverse side are a part of this proposal.
- This Proposal is subject to revision or withdrawal by GRI for any reason until communication of acceptance, and may be revised after communication of acceptance where an inadvertent error by GRI has occurred. Price subject to change if not accepted within 15 days.

By: Aaron Carter

Aaron Carter

Title: Estimator, Tupelo Operations

Graham Roofing Incorporated's Proposal based on AIA 2017 Contract Language



Proud Member



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 GLASS & GLAZING, BID #2019-022C0 KK

---

**Request:**

CHANGE ORDER NUMBER 2, GLASS & GLAZING, BID #2019-022CO. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 10 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS.



# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT</b> <i>(Name and address):</i> BancorpSouth Arena and Conference Center Expansion Bid Package F - Glass and Glazing (Bid #2019-022CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> <i>(Name and address):</i> Tull Brothers, Inc. 1111 Hwy 72 East Corinth, MS 38834	<b>PROJECT NUMBERS:</b> 2018025 / 2019-022CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

Credit of \$1662.02 for omitting an Auto Operator at Door 328, Heading #29

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid Related Delays to Critical Path Contractors.

June = 5 days  
 Covid 19 Delays = 10

The original Contract Sum was	\$ 978,343.00
Net change by previously authorized Change Orders	\$ -59,110.00
The Contract Sum prior to this Change Order was	\$ 919,233.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 1,662.02
The new Contract Sum including this Change Order will be	\$ 917,570.98

The Contract Time will be unchanged by zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates in the Contract Documents. Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Innovative Construction Management (ICM)  
**CONSTRUCTION MANAGER** *(Firm name)*  
 PO Box 1515  
 Oxford, MS 38655  
**ADDRESS**

McCarty Architects Professional Association  
**ARCHITECT** *(Firm name)*  
 533 West Main St.  
 Tupelo, MS 38804  
**ADDRESS**

*B. Ellis*

DocuSigned by:

*Kurt Shettles*

Item # 19.

BY (Signature)  
Bryan Ellis  
(Typed name) **DATE:** 10-29-20

BY (Signature)  
Kurt Shettles  
(Typed name) **DATE:** 11/5/2020

Tull Brothers, Inc.  
**CONTRACTOR (Firm name)**  
1111 Hwy 72 East  
Corinth, MS 38834

City of Tupelo  
**OWNER (Firm name)**  
71 East Troy Street  
Tupelo, MS 38804

**ADDRESS**  
*[Signature]*

**ADDRESS**

BY (Signature)  
Fred L. Tull, President  
(Typed name) **DATE:** 11/4/2020

BY (Signature)  
Mayor Jason Shelton  
(Typed name) **DATE:**



**TULL BROTHERS INC**

division >

T 662 407 0888 | 662 407 0884 F

19 **62**  
SINCE

104 AIRPARK ROAD | TUPELO, MS 38801

**COMMERCIAL GLASS & GLAZING**

**COR No. 4 / Eliminate Norton Auto Operator**

<b>Customer</b>	<u>Innovative Construction Management, 265 North Lamar, Suite B Oxford, MS 38655</u>	<b>Date</b>	<u>20-Mar-20</u>
		<b>Project</b>	<u>BXS Arena &amp; Conference Center</u>
		<b>Address</b>	<u>375 East Main Street Tupelo, MS 38804</u>
<b>Contact</b>	<u>Bryan Ellis</u>	<b>Email</b>	<u><a href="mailto:bryan@icmlcms.com">bryan@icmlcms.com</a></u>
<b>Phone</b>	<u>662.816.3834</u>		

**Tull Brothers, Inc. Proposes The Following:**

- Delete Auto Operator at Door #328
- Operator Type: Norton Operator 5831xNPB

**For The Sum Of: \$1,662.02**

The above price does not include Building Permits. Any such expense will be added to and become part of the total price of this contract. This proposal shall not become binding upon Seller until accepted in writing by one of its authorized representatives.

**TERMS AND CONDITIONS** Quote Good for 60 Days

<b>SUBMITTED BY</b>	<u>Samuel Williams</u>	<b>ACCEPTED BY</b>	_____
<b>SIGNATURE</b>	<u><i>Samuel Williams</i></u>	<b>SIGNATURE</b>	_____
	<b>AUTHORIZED REPRESENTATIVE</b>		<b>AUTHORIZED REPRESENTATIVE</b>
<b>DATE</b>	<u>3.20.2020</u>	<b>DATE</b>	_____



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 PACAGE H, GENERAL WORKS,  
BID #2019-024C0 KK

---

**Request:**

CHANGE ORDER NUMBER 2, GENERAL WORKS PACKAGE H, BID #2019-024CO. THIS CHANGE ORDER OFFERS A CREDIT OF \$10,811.00.


**AIA** Document G701/CMa™ – 1992

**Change Order - Construction Manager-Adviser Edition**

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package <u>H</u> - General Works (Bid #2019-024CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> D C Services, LLC PO Box 2293 Oxford, MS 38655	<b>PROJECT NUMBERS:</b> 2018025 / 2019-024CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Credit of \$3,591.00 for South Arena Doors to remain

Credit of \$10,811.00 to move Expansion Joint EJ2 to Roofing Contract

Add of \$3,110.80 for additional vanity fronts to the existing restrooms in the Conference Center

Add of \$2,704.90 for adding hardware and locks to all vanity fronts for access to undercounter soap dispensers

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June – 5 days

Covid 19 Delays = 10 days

The original Contract Sum was	\$ 1,466,000.00
Net change by previously authorized Change Orders	\$ -18,000.00
The Contract Sum prior to this Change Order was	\$ 1,448,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 8,586.30
The new Contract Sum including this Change Order will be	\$ 1,439,413.70

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

Innovative Construction Management (ICM)	McCarty Architects Professional Association
<b>CONSTRUCTION MANAGER (Firm name)</b> PO Box 1515 Oxford, MS 38655	<b>ARCHITECT (Firm name)</b> 533 West Main St. Tupelo, MS 38804
<b>ADDRESS</b>	<b>ADDRESS</b>

Item # 20.

*Bh ES*

DocuSigned by:  
*[Signature]*

BY (Signature)  
Bryan Ellis  
(Typed name) **DATE:** *10-29-20*

BY (Signature)  
Kurt Shettles  
(Typed name) **DATE:** 11/5/2020

D C Services, LLC  
**CONTRACTOR** (Firm name)  
PO Box 2293  
Oxford, MS 38655  
**ADDRESS**

City of Tupelo  
**OWNER** (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
**ADDRESS**

*[Signature]*  
BY (Signature)  
David Carroll  
(Typed name) **DATE:** *November 7, 2020*

BY (Signature)  
Mayor Jason Shelton  
(Typed name) **DATE:**





August 12, 2020

Innovative Construction Management  
c/o Mr. Bryan Ellis  
Oxford, MS 38655

**RE: Bancorp South Arena – Package H – Existing Door Frames v3**

Dear Mr. Ellis,

Per your email request to utilize the following existing door frames: 101D, 101E, 101F, 110D, 110E, and 110F. Please know that some materials have already been procured, and can be provided to the Owner in addition to this credit. Please see email correspondence attached from Maloney.

DC Services Demo Credit: 34 Man hours @ \$30/hr:	\$1,020.00
Sub Credit Offered:	\$2,400.00
Subtotal:	\$3,420.00
OH&P deduct:	<u>\$ 171.00</u>
Total Deduct:	\$3,591.00

Please let me know if you'd like to incorporate this change.

Best Regards,

A handwritten signature in blue ink that reads 'David Carroll'.

David Carroll

P.O. Box 2293, Oxford, MS 38655  
(662) 638-3498



November 5, 2020

Innovative Construction Management  
c/o Mr. Bryan Ellis  
Oxford, MS 38655

**RE: Bancorp South Arena – Expansion Joint Cover Credit at EEJ-2 v2**

Dear Mr. Ellis,

Credit offered to remove expansion joint cover EEJ-2 from scope:

Credit Offered: \$10,811

Best Regards,

A handwritten signature in blue ink, appearing to read "David Carroll". The signature is fluid and cursive.

David Carroll



September 14, 2020

Innovative Construction Management  
c/o Mr. Bryan Ellis  
Oxford, MS 38655

**RE: Bancorp South Arena – Additional ADA Laminate at Vanities**

Dear Mr. Ellis,

Per your request, Please see attached change order request for additional Millwork Vanities. Let me know if you have any questions.

Scopes of work – See attached backup

Add for extra ADA vanity enclosures \$ 2,828.00

Areas Included:

Men’s 301 & 319, Women’s 302 & 320

Subtotal \$ 2,828.00

10% OH&P \$ 282.80

**Total Change Order \$ 3,110.80**

Best Regards,

Russ Shows

P.O. Box 2293, Oxford, MS 38655  
(662) 638-3498

**Proposal BP092005 C/O 5:**

To: Russ Shows

Company: DCS

Date: 9/9/20

Phone:

Fax:

RE: ADD VANITY PANELS

Item # 20.



**Millwork Specialty Contractors LLC**  
PO Box 18727, Memphis TN 38181 - 0727

**We Propose to Supply and Install Millwork per the Following Scope of Work:**

**Acknowledge Addenda: NA      Plans Dated: NA      Specifications: NA**

**Millwork Specialty Contractors LLC shall provide and furnish, for the price listed, all labor, materials, tools, supplies, equipment, services, facilities, supervision, and administration necessary for the proper and complete performance and acceptance of the following work:**

**Change Order Amount-**

***Two Thousand -Two Hundred-Twenty Eight Dollars..... \$ 2,828.00***

**Scopes of work –**

- **Add Plastic Laminate ADA Vanity Enclosures**

**Areas Included:**

**Men 301, Women 302, Men 319, Women 320**

**Notes**

- **Quote is based on installation to be performed during normal business weekday hours.**

Proposal is Valid For 30 Days From Date Submitted.

Respectfully,

***Bill Prude***

Millwork Specialty Contractors LLC  
PO Box 18727 Memphis TN 38181-0727  
Phone: 901-494-0130  
bprude.msc@gmail.com

Accepted By,

Signature: \_\_\_\_\_.

Title: \_\_\_\_\_.

Date: \_\_\_\_\_.



August 19, 2020

Innovative Construction Management  
c/o Mr. Bryan Ellis  
Oxford, MS 38655

**RE: Bancorp South Arena - ~~Additional Corner Guards~~ Hardware to hinge Vanity Millwork Fronts**

Dear Mr. Ellis,

Per your request, Please see attached change order request for additional Millwork Panels. Let me know if you have any questions.

Scopes of work –

Retrofit existing vanity panels to have hinged access..... \$ 1,379.00

Areas Included:

Men 103, Women 111

Construct vanity panels for hinged access..... \$ 1,080.00

Areas Included:

Women 207, 213, 218, Men 206, 211, 216

Subtotal	\$ 2,459.00
10% OH&P	<u>\$ 245.90</u>

**Total Change Order \$ 2,704.90**

Best Regards,

Russ Shows

P.O. Box 2293, Oxford, MS 38655  
(662) 638-3498

**Proposal BP082018 C/O 2:**

To: Russ Shows

Company: DCS

Date: 8/19/20

Phone:

Fax:

RE: HINGED VANITY PANELS-CHANGE ORDER 2

Item # 20.



**Millwork Specialty Contractors LLC**  
PO Box 18727, Memphis TN 38181 - 0727

**We Propose to Supply and Install Millwork per the Following Scope of Work:**

**Acknowledge Addenda: NA      Plans Dated: NA      Specifications: NA**

**Millwork Specialty Contractors LLC shall provide and furnish, for the price listed, all labor, materials, tools, supplies, equipment, services, facilities, supervision, and administration necessary for the proper and complete performance and acceptance of the following work:**

**Scopes of work –**

- **Retrofit existing vanity panels to have hinged access..... \$ 1,379.00**

**Areas Included:**

**Men 103, Women 111**

- **Construct vanity panels for hinged access..... \$ 1,080.00**

**Areas Included:**

**Women 207, 213, 218, Men 206, 211, 216**

**Total Change Order Amount -**

***Two Thousand- Four Hundred- Fifty Nine Dollars..... \$ 2,459.00***

**Notes**

- **Work in areas Women 112, 114 & Men 113, 115 is pending approval and is not included in quote.**
- **Quote is based on installation to be performed during normal business weekday hours.**

Proposal is Valid For 30 Days From Date Submitted.

Respectfully,

**Bill Prude**

Millwork Specialty Contractors LLC  
PO Box 18727 Memphis TN 38181-0727  
Phone: 901-494-0130  
bprude.msc@gmail.com

Accepted By,

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## AGENDA REQUEST

**TO:** Mayor and City Council  
**FROM:** Kaitlin Wilkinson, Office Manager  
**DATE** November 9, 2020  
**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 FLOORING, BID #2019-025C0  
KK

---

**Request:**

CHANGE ORDER NUMBER 2, FLOORING, BID #2019-025C0. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 19 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS


**AIA** Document G701/CMa™ – 1992

**Change Order - Construction Manager-Adviser Edition**
**PROJECT** (Name and address):

BancorpSouth Arena and  
Conference Center Expansion  
Bid Package I - Flooring (Bid  
#2019-025CO)  
Tupelo, Mississippi

**CHANGE ORDER NUMBER:** 002**INITIATION DATE:** October 28, 2020OWNER: CONSTRUCTION MANAGER: ARCHITECT: CONTRACTOR: FIELD: OTHER: **TO CONTRACTOR** (Name and address):

F L Crane & Sons, Inc  
508 Spring Street  
Fulton, MS 38843

**PROJECT NUMBERS:** 2018025 / 2019-025CO**CONTRACT DATE:** October 1, 2019**CONTRACT FOR:** General Construction**THE CONTRACT IS CHANGED AS FOLLOWS:**

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days

Covid 19 Delays = 10 days

The original Contract Sum was

\$ 509,525.00

Net change by previously authorized Change Orders

\$ 0.00

The Contract Sum prior to this Change Order was

\$ 509,525.00

The Contract Sum will be unchanged by this Change Order in the amount of

\$ 0.00

The new Contract Sum including this Change Order will be

\$ 509,525.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**Innovative Construction Management (ICM)**CONSTRUCTION MANAGER** (Firm name)

PO Box 1515  
Oxford, MS 38655

**ADDRESS**McCarty Architects Professional Association**ARCHITECT** (Firm name)

533 West Main St.  
Tupelo, MS 38804

**ADDRESS**



Item # 21.

*Bryan Ellis*  
BY (Signature)  
Bryan Ellis  
(Typed name) DATE: 10-29-20

F L Crane & Sons, Inc.  
CONTRACTOR (Firm name)  
508 Spring Street  
Fulton, MS 38843  
ADDRESS

*[Signature]*  
BY (Signature)  
(Typed name) DATE: 11-02-20

DocuSigned by:  
*[Signature]*  
BY (Signature)  
Kurt Shettles  
(Typed name) DATE: 11/5/2020

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
ADDRESS

*[Signature]*  
BY (Signature)  
Mayor Jason Shelton  
(Typed name) DATE:



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 FIRE PROTECTION, BID #2019-026C0 KK

---

**Request:**

CHANGE ORDER NUMBER 2, FIRE PROTECTION, BID #2019-026CO. THIS CHANGE ORDER OFFERS A CREDIT OF \$580.00.



# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT</b> <i>(Name and address):</i> BancorpSouth Arena and Conference Center Expansion Bid Package J - Fire Protection (Bid #2019-026CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> <i>(Name and address):</i> Fireline, Inc. 3905 R C Lane Tupelo, MS 38801	<b>PROJECT NUMBERS:</b> 2018025 / 2019-026CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

Credit of \$580.00 to omit the heat tracing of the Fire Protection Piping inside a conditioned space.

Add of \$2,638.81 to provide Fire Protection in the Added Freezer and Cooler in the Conference Center .

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid 19 Delays to Critical Path Contractors.

June = 5 days  
 Covid 19 Delays = 10 days

The original Contract Sum was	\$	104,300.00
Net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	104,300.00
The Contract Sum will be increased by this Change Order in the amount of	\$	2,058.81
The new Contract Sum including this Change Order will be	\$	106,358.81

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Innovative Construction Management (ICM)  
**CONSTRUCTION MANAGER** *(Firm name)*  
 PO Box 1515  
 Oxford, MS 38655  
**ADDRESS**

McCarty Architects Professional Association  
**ARCHITECT** *(Firm name)*  
 533 West Main St.  
 Tupelo, MS 38804  
**ADDRESS**

Item # 22.

*Bryan Ellis*  
BY (Signature)  
Bryan Ellis  
(Typed name) **11-3-2020**  
DATE:

DocuSigned by:  
*Kurt Shettles*  
BY (Signature)  
Kurt Shettles  
(Typed name) **11/5/2020**  
DATE:

Fireline, Inc.  
CONTRACTOR (Firm name)  
3905 R C Lane  
Tupelo, MS 38801  
ADDRESS

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
ADDRESS

*Mark Redout*  
BY (Signature)  
Mark Redout  
(Typed name) **11-3-20**  
DATE:

BY (Signature)  
Mayor Jason Shelton  
(Typed name) **DATE:**



Fire Protection.Life Safety

November 5, 2020

Mr. Bryan Ellis

Innovative Construction Management

PO Box 306

Starkville, MS 39759

RE: Bancorp South Arena & Conference Center Expansion – Project No. 2018025

Credit

Dear Bryan,

Per the engineers notes the piping in the lobby (F12/A017) on this project is inside the thermal envelope of the building and that it does not need insulation or heat trace to prevent freezing. With this in mind we will be issuing you a credit of \$580 since it is no longer required in our scope.

Sincerely,

Preston Dent

Business Manager

Fireline, Inc.



PO Box 3251.Tupelo.MS.38803 3905 RC Lane.Tupelo.MS (p) 662.841.2595 (f) 662.841.7593 www.Fireline-MS.com

### Proposed Itemized Change Order Breakdown

May 28, 2020

Project: **BancorpSouth - Conference Center & Arena - Tupelo MS**

**RFCO #1**

Note: New Freezer & Cooler install at SE Corner of Existing Conference Center requires fire sprinkler work outside of contract.  
New dry-barrel type sprinklers shall be installed in the Cooler/Freezer. Existing sprinklers to be relocated as required.

Material	Unit	Quantity	Unit Cost	Total Cost
<b>ADDs</b>				
1/2" Fully-Recessed Pendant, White flat plate, 155°F, QR	each	6	\$16.63	\$99.78
48"L Braided Flex Drop	each	10	\$43.75	\$437.50
1/2" Chrome Dry-Barrel Pendant, 155°F, QR, x 1'-0" Long	each	4	\$104.18	\$416.72
Spray-Foam Insulation (can)	each	1	\$6.84	\$6.84
<b>Total Material Cost</b>				<b>\$960.84</b>
<b>Labor</b>				
Pipefitter Labor (2 man crew)	hour	8	\$82.00	\$656.00
Engineering Labor	hour	4	\$55.00	\$220.00
<b>Total Labor Cost</b>				<b>\$876.00</b>
<b>Equipment</b>				
Truck / Tool Costs	hour	8	\$12.00	\$96.00
Rental - 19' Scissor Lift	per day	1	\$342.00	\$342.00
<b>Total Equipment Costs</b>				<b>\$438.00</b>
<b>Total Costs</b>				
Subtotal				<u>\$2,274.84</u>
Overhead + Profit	<del>10%</del>		<b>\$363.97</b>	<del>\$227.48</del>
Subtotal				<del>\$2,502.32</del>
Bonds	<del>1.5%</del>			<del>\$37.53</del>
Subtotal				<u>\$2,539.86</u>
<b>TOTAL</b>				<b>\$2,638.81</b> <del>\$2,540.00</del>



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2 MECHANICAL & PLUMBING,  
BID #2019-027C0 KK

---

**Request:**

CHANGE ORDER NUMBER 2, MECHANICAL & PLUMBING, BID #2019-027CO. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 10 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS

# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package K - Mechanical and Plumbing (Bid #2019-027CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Kline's Mechanical Systems, Inc. PO Box 121 Fulton, MS 38843	<b>PROJECT NUMBERS:</b> 2018025 / 2019-027CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Credit of \$5,500 for HVAC Testing and Balance Allowance

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid 19 Delays to Critical Path Contractors.

June = 5 days  
 Covid 19 Delay = 10 days

The original Contract Sum was	\$ 2,134,590.00
Net change by previously authorized Change Orders	\$ -27,300.00
The Contract Sum prior to this Change Order was	\$ 2,107,290.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 5,500.00
The new Contract Sum including this Change Order will be	\$ 2,101,790.00

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations.

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR:**

Innovative Construction Management (ICM) <b>CONSTRUCTION MANAGER (Firm name)</b> PO Box 1515 Oxford, MS 38655 <b>ADDRESS</b>	McCarty Architects Professional Association <b>ARCHITECT (Firm name)</b> 533 West Main St. Tupelo, MS 38804 <b>ADDRESS</b>
--	--



*Bryan Ellis*  
BY (Signature)  
Bryan Ellis  
(Typed name) DATE: 10-29-20

DocuSigned by:  
*Kurt Shettles*  
BY (Signature) EA19BF40F... 11/5/2020  
Kurt Shettles  
(Typed name) DATE:

Kline Mechanical Systems, Inc.  
CONTRACTOR (Firm name)  
PO Box 121  
Fulton, MS 38843  
ADDRESS

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804  
ADDRESS

*Joey Steele*  
BY (Signature)  
Joey Steele  
(Typed name) DATE: November 2, 2020

BY (Signature)  
Mayor Jason Shelton  
(Typed name) DATE:

PN: 18025

**BANCORPSOUTH ARENA & CONFERENCE CENTER  
EXPANSION AND RENOVATION**

TUPELO

Item # 23.

H. Floor Patch Allowance (BID PACKAGE I ONLY):

1. Include in Bid Package I only, \$5,000.00 for patch above industry standard patching (Prime Contractor must include typical floor prep and patch in base bid).

I. Test and Balance Allowance (BID PACKAGE K ONLY):

1. Include in Bid Package K only, an allowance of \$35,000 to procure the Test and Balance Scope of Work per specification section 230593 Testing, Adjusting, and Balancing. Please note the Scope of this allowance as detailed in section 230593. Selection of the appropriate Test and Balance contractor shall be made on a "Best Value" basis for the Owner once the project has been awarded. The selection process will include representatives of the Owner, Design Professional, Construction Manager and Mechanical Contractor. The Prime Mechanical Contractor shall coordinate and manage the Test and Balance Contractor. This shall include coordination of submittals, installation, material, etc.

END OF SECTION 012100



**CLA**

Corbett Legge & Associates, PLLC  
Mechanical & Electrical Engineers

## MEMORANDUM

Date: February 27, 2020

To: Kurt Shettles, McCarty Architects, P.A.

From: Christian Sheffield

Project: BXS Arena and Conference Center Expansion and Renovations

Subject: Test and Balance Proposal Recommendation

---

Corbett Legge and Associates recommends retaining Air Balance Professionals as the Test and Balance Agent for this project, as they have the most competitive price and are equal in quality of work.

END OF MEMO

# AIR BALANCE PROFESSIONALS



*Testing, Adjusting & Balancing of HVAC Systems*

**December 12, 2019**

## **TEST, ADJUST AND BALANCE PROPOSAL**

***PROJECT TITLE:***

***BXS ARENA & CONFERENCE CENTER  
EXPANSION & RENOVATIONS***

**TUPELO, MS**

***AIR BALANCE PROFESSIONALS PROPOSES TO TEST, ADJUST AND BALANCE THE ABOVE REFERENCED PROJECT PER PLANS AND SPECIFICATIONS AND PER NEBB PROCEDURAL STANDARDS-2015. 80% OF TAB CONTRACT PRICE DUE PRIOR TO SUBMISSION OF TAB REPORT.***

**CONTRACT PRICE            \$29,500.00**

NATHAN KNEPP (662) 549-1186  
3027 HWY 45 ALT • Brooksville, MS 39739  
EMAIL [nathan@airbalancepro.com](mailto:nathan@airbalancepro.com)



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager

**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2, ELECTRICAL, BID #2019-028CO KK

---

**Request:**

CHANGE ORDER NUMBER 2, ELECTRICAL, BID #2019-028CO. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 15 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS.



# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package L - Electrical (Bid #2019-028CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Conditioned Air, Inc. 735 Westmoreland Drive Tupelo, MS 38801	<b>PROJECT NUMBERS:</b> 2018025 / 2019-028CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

Add of \$16,772.80 for Addiitonal Fire Alarm/Duct Detector Devices in the Existing Conference Center

Add of \$3,329.00 for Removal of Wall Souncnes and Relocating Emergency Devices in Meeting Rooms of Conference Center

Add of \$2,051.50 for Relocation of Anucliator Panel in Arena due to new construction

Add of \$881.60 for Electrical requirements at VIP patio Shades and outdoor lighting

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days  
Covid delays = 10 days

The original Contract Sum was	\$ 1,851,580.00
Net change by previously authorized Change Orders	\$ -71,880.00
The Contract Sum prior to this Change Order was	\$ 1,779,700.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 23,034.90
The new Contract Sum including this Change Order will be	\$ 1,802,734.90

The Contract Time will be unchanged by zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

<u>Innovative Construction Management (ICM)</u>	<u>McCarty Architects Professional Association</u>
<b>CONSTRUCTION MANAGER (Firm name)</b>	<b>ARCHITECT (Firm name)</b>
PO Box 1515	533 West Main St.
Oxford, MS 38655	Tupelo, MS 38804
<b>ADDRESS</b>	<b>ADDRESS</b>

Item # 24.

*Bryan Ellis*

DocuSigned by:  
*Kurt Shettles*

BY (Signature)  
Bryan Ellis  
(Typed name) DATE: 10-29-20

BY (Signature)  
Kurt Shettles  
(Typed name) DATE: 11/5/2020

Conditioned Air, Inc  
CONTRACTOR (Firm name)  
735 Westmoreland Drive  
Tupelo, MS 38801

City of Tupelo  
OWNER (Firm name)  
71 East Troy Street  
Tupelo, MS 38804

ADDRESS  
*Nick Weaver*


ADDRESS

BY (Signature)  
*Nick Weaver* 11-4-2020  
(Typed name) DATE:

BY (Signature)  
Mayor Jason Shelton  
(Typed name) DATE:

# Proposal

Item # 24.

 <b>Conditioned Air, Inc.</b> 753 Westmoreland Drive P.O. Box 2055 Tupelo, MS 38803	DATE	6/2/2020
	PROJECT	BancorpSouth Conference Center
Architect	McCarty Architects	Change Order
Construction Manager	ICM	

**Change Order Request**

1. Provide and install (20) additional duct detectors.
2. Provide and install (20) additional sampling tubes, (20) key switches, and smoke heads.
3. Provide labor for programming and testing.

Labor	\$240.00	
Material	\$500.00	
Siemens	<u>\$14,508.00</u>	
Subtotal	\$15,248.00	
Markup	<del>\$2,439.00</del>	\$1,524.80 By Contract this can only be 10%
Total	<del>\$17,687.00</del>	\$16,772.80


This will impact the deadline of June 12th till the first of July.

**PRICING GOOD FOR 30 DAYS**



# Change Order Request


Item # 24.

 <b>Conditioned Air, Inc.</b> 753 Westmoreland Drive P.O. Box 2055 Tupelo, MS 38803	DATE	4/29/2020	
	PROJECT	BancorpSouth Conference Center	
CONTRACTOR	McCarty Architects	Change Order	
ATTN	ICM		
<p><b>Change Order Request</b></p> <p>1. Demo (24) existing sconces and wiring from from section C meeting area.</p> <p>2. Demo (9) Exit lights and (9) Emergency lights that are existing and reinstall.</p> <p><b>Labor</b>                    <b>\$2,870.00</b></p> <p><b>Markup</b>                    <b><u>\$459.00</u></b></p> <p><b>Total</b>                    <b>\$3,329.00</b></p>			

**PRICING GOOD FOR 30 DAYS**


## Change Order Request

Item # 24.

 <b>Conditioned Air, Inc.</b> 753 Westmoreland Drive P.O. Box 2055 Tupelo, MS 38803	DATE	3/11/2019																		
	PROJECT	BXS Fire Alarm Relocation																		
CONTRACTOR	McCarty Architects																			
ATTN	ICM																			
<p><b>RFI #20 Change Request</b></p> <p><b>1. Relocate existing fire alarm annunciator panel and manual pull station to the west wall of the New West Box Office adjacent to the doors entering into the Arena Lobby.</b></p> <table> <tr> <td>Labor</td> <td>\$480.00</td> <td></td> </tr> <tr> <td>Material</td> <td>\$135.00</td> <td></td> </tr> <tr> <td>Siemens</td> <td><u>\$1,250.00</u></td> <td></td> </tr> <tr> <td>Subtotal</td> <td>\$1,865.00</td> <td></td> </tr> <tr> <td>Markup</td> <td><del>\$298.00</del></td> <td>\$186.50 By Contract this can only be 10%</td> </tr> <tr> <td>Total</td> <td><del>\$2,163.00</del></td> <td>\$2,051.50</td> </tr> </table>			Labor	\$480.00		Material	\$135.00		Siemens	<u>\$1,250.00</u>		Subtotal	\$1,865.00		Markup	<del>\$298.00</del>	\$186.50 By Contract this can only be 10%	Total	<del>\$2,163.00</del>	\$2,051.50
Labor	\$480.00																			
Material	\$135.00																			
Siemens	<u>\$1,250.00</u>																			
Subtotal	\$1,865.00																			
Markup	<del>\$298.00</del>	\$186.50 By Contract this can only be 10%																		
Total	<del>\$2,163.00</del>	\$2,051.50																		
<b>PRICING GOOD FOR 30 DAYS</b>																				

# Proposal

Item # 24.

 <b>Conditioned Air, Inc.</b> 753 Westmoreland Drive P.O. Box 2055 Tupelo, MS 38803	DATE	9/16/2020										
	PROJECT	BancorpSouth Conference Center										
Architect	McCarty Architect	Change Order										
ATTN	ICM											
<p><b>Change Order Request</b></p> <p><b>1. Install Electrical for string lights in Area B.</b></p> <table> <tr> <td><b>labor</b></td> <td><b>\$540</b></td> </tr> <tr> <td><b>Material</b></td> <td><b><u>\$220</u></b></td> </tr> <tr> <td><b>Subtotal</b></td> <td><b>\$760.00</b></td> </tr> <tr> <td><b>Markup</b></td> <td><b><u>\$121.60</u></b></td> </tr> <tr> <td><b>Total</b></td> <td><b>\$881.60</b></td> </tr> </table>			<b>labor</b>	<b>\$540</b>	<b>Material</b>	<b><u>\$220</u></b>	<b>Subtotal</b>	<b>\$760.00</b>	<b>Markup</b>	<b><u>\$121.60</u></b>	<b>Total</b>	<b>\$881.60</b>
<b>labor</b>	<b>\$540</b>											
<b>Material</b>	<b><u>\$220</u></b>											
<b>Subtotal</b>	<b>\$760.00</b>											
<b>Markup</b>	<b><u>\$121.60</u></b>											
<b>Total</b>	<b>\$881.60</b>											
<b>PRICING GOOD FOR 30 DAYS</b>												



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Kaitlin Wilkinson, Office Manager


**DATE:** November 9, 2020

**SUBJECT:** IN THE MATTER OF CHANGE ORDER #2, DRYWALL & PAINT BID  
#2019-040CO KK

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**Request:**

CHANGE ORDER NUMBER 2, DRYWALL & PAINT, BID #2019-040CO. THIS CHANGE ORDER EXTENDS THE CONTRACT BY 15 DAYS DUE TO ADVERSE WEATHER AND COVID DELAYS.



# AIA Document G701/CMa™ – 1992

## Change Order - Construction Manager-Adviser Edition

<b>PROJECT (Name and address):</b> BancorpSouth Arena and Conference Center Expansion Bid Package G - Drywall and Paint (Bid #2019-040CO) Tupelo, Mississippi	<b>CHANGE ORDER NUMBER:</b> 002 <b>INITIATION DATE:</b> October 28, 2020	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>CONSTRUCTION MANAGER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Acoustics & Specialties, LLC 3929 Senator Avenue Memphis, TN 39118	<b>PROJECT NUMBERS:</b> 2018025 / 2019-040CO / 2019-023CO <b>CONTRACT DATE:</b> October 1, 2019 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

Milestone and Completion Dates will be extended by 5 Working Days due to Adverse Weather above contract and an additional 10 working days due to Covid delays to Critical Path Contractors.

June = 5 days  
 Covid 19 Delays = 10 days

The original Contract Sum was	\$ 1,814,300.00
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,814,300.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 1,814,300.00

The Contract Time will be unchanged by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is adjusted per original milestone dates listed in the Contract Documents. The Adverse Weather Days does not extend activity durations..

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.**

Innovative Construction Management (ICM) <b>CONSTRUCTION MANAGER (Firm name)</b> PO Box 1515 Oxford, MS 38655 <b>ADDRESS</b>	McCarty Architects Professional Association <b>ARCHITECT (Firm name)</b> 533 West Main St. Tupelo, MS 38804 <b>ADDRESS</b>
--	--

*Bryan Ellis*

BY (Signature)

Bryan Ellis

(Typed name)

DATE:

10-29-20

Acoustics & Specialties, LLC

CONTRACTOR (Firm name)

3929 Senator Avenue

ADDRESS

*James Anderson*

BY (Signature)

James Anderson

(Typed name)

DATE:

11-2-20

DocuSigned by:

*Kurt Shettles*

BY (Signature)

Kurt Shettles

(Typed name)

11/5/2020

DATE:

City of Tupelo

OWNER (Firm name)

71 East Troy Street

Tupelo, MS 38804

ADDRESS

BY (Signature)

Mayor Jason Shelton

(Typed name)

DATE:

Item # 25.



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Pat Falkner, Director, Development Services

**DATE** November 10, 2020

**SUBJECT:** IN THE MATTER OF REVIEW PLANNING COMMITTEE  
RECOMMENDATION REGARDING REZONING

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**Request:** The Planning Committee recommended approval of a request to rezone 2003 South Veterans Memorial Boulevard from Industrial Zoning to Mixed Use Residential, for church sponsored after school and senior citizens programs.



## AGENDA REQUEST

**TO:** Mayor and City Council

**FROM:** Ben Logan, City Attorney

**DATE:** November 12, 2020

**SUBJECT:** IN THE MATTER OF AN ORDINANCE ESTABLISHING STREET  
IMPROVEMENT PRIORITIES FOR THE TUPELO MAJOR  
THOROUGHFARE PLAN PHASE VII

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**Request:**

Please find attached the Phase VII ordinance with priorities established by the Major Thoroughfare Plan Citizens Oversight and Lobbying Committee.



**ORDINANCE**

**AN ORDINANCE ESTABLISHING STREET IMPROVEMENT  
PRIORITIES FOR THE TUPELO MAJOR THOROUGHFARE  
PLAN PHASE VII**

**WHEREAS**, the City has received the report and recommendations of the Citizens Lobbying and Oversight Committee (the "Major Thoroughfare Committee") on the Major Thoroughfare Plan and has conducted a public hearing on December 1, 2020, pursuant to public notice, regarding the Major Thoroughfare Plan and the construction and improvement of streets in Tupelo; and

**WHEREAS**, based on the foregoing, the City of Tupelo finds and determines that the priority of street improvements, to be paid for with the proceeds of the tax levy as provided in a resolution setting an election to authorize the continuation of an additional ten mills of ad valorem taxes for the purpose of street construction and improvement (the "Resolution"), is necessary and in the public interest as established in the Committee's recommendation; and

**WHEREAS**, the City of Tupelo desires no diversion from the priorities set forth therein unless attended by public notice, process and debate.

**NOW, THEREFORE, BE IT ORDAINED** by the Tupelo City Council of the City of Tupelo, Mississippi as follows:

**SECTION 1:** The recommendation of the Major Thoroughfare Committee on the Major Thoroughfare Plan Phase VII priorities includes the following projects:

**W. Jackson St.** from Airpark Rd. to N. Thomas St.

**W. Jackson St.** from Thomas St. to Joyner Ave.

**E. Jackson St.** from Madison to Front Street

**Eason Blvd.** from S. Veterans Memorial Blvd. to Briar Ridge Rd.

**N. Veterans Memorial Blvd.** from E. Main St. to Hamm St.

**N. Veterans Memorial Blvd.** from Hamm Street to I-22

**Airpark Rd.** from W. Main St. to W. Jackson St.

**Elizabeth St.** from E. Main St. to Green St.

**New Road** from W. Barnes Crossing Rd. to west side of Gloster St.

**McPherson Rd.** realignment with Highway 6

**Redesign and New Construction of Intersection** at U.S. 45, McCullough Blvd. and Hilda Ave.

**Maintenance Program of Major Thoroughfare Program Arterial and**

**Major Collector Roads** (See Exhibit "A" attached hereto and incorporated herein by reference, is also hereby adopted in full as part of this ordinance).

**SECTION 2:** Except as otherwise provided herein, the proceeds of the tax levy, as provided in the resolution, shall be expended only on the projects listed in the Phase VII Projects and such projects shall be completed before any proceeds are used for any other street construction or improvement project.

**SECTION 3:** The enumeration of the projects listed in Section 2 shall not and does not signify or establish any priority among the Phase VII Projects. Said projects may be scheduled, started, rescheduled and completed as directed from time to time to effect the greatest efficiency and cost-saving. Portions or divisions of projects may be pursued as directed.

**SECTION 4:** Except as otherwise provided in Section 3 hereof, this ordinance,

and the priorities for street construction and improvement using funds obtained under the auspices of the Resolution as set out in the Plan, shall not be modified, amended, revoked or superseded until a public hearing is held before the Tupelo City Council, pursuant to notice published in the Northeast Mississippi Daily Journal not less than fifteen (15) days prior to hearing.

**SECTION 5:** The Department of Finance and the Major Thoroughfare Director and/or their designees, are directed to pursue grants and federal and state funding for the Phase VII Projects and other projects listed in the report and to make regular reports to the Mayor and the Tupelo City Council.

**SECTION 6: Maintenance Program.** Major Thoroughfare Citizens Oversight and Lobbying Committee has made the recommendation to the City Council that 2.5 mills of the 10 mills annually received for the Major Thoroughfare Phase VII Program be used by the City to maintain Major Thoroughfare roads identified as Arterial or Major Collector and as listed on Exhibit "A".

**SECTION 7: Administration of Funds.** It shall be the responsibility of the City financial officer to administer the funds and monies generated and expended under the Major Thoroughfare Program and Ordinance. Management of these funds shall be carried out in accordance with state law. It shall be the further responsibility of the financial officer to invest all unexpended and undesignated tax proceeds under the program from year to year or as otherwise practicable under the construction schedule at the highest legal rate of savings or investment interest allowed by state law. Notwithstanding any existing local ordinances, agreements or resolutions to

the contrary, monies under this program may be invested in any designated depository institution as allowed by state statute. Savings or investment accounts will be selected on a bid basis, and the financial officer has the option of investing in United States Treasury Bonds if bids offered fail to guarantee an equal or greater rate of return than United States Treasury Bonds.

**SECTION 8: Encroachments of Right-of-Way:** The right-of-way necessary for the construction of the streets included in this ordinance and as specified in other sections of the Major Thoroughfare Program shall not be encroached. No buildings or other permanent structures may be built on this right-of-way. In the event a building permit application is filed for a building to be built on this right-of-way, the City shall commence negotiations with the property owners for acquisition of the right-of-way. In the event negotiations fail, condemnation procedures shall be initiated. Setback of new or expanded buildings, as regulated by the Tupelo zoning ordinance, shall be measured from the right-of-way specified in this program.

**SECTION 9:** This ordinance shall be in full force and effect on the 30<sup>th</sup> day after passage. The City Clerk is directed to publish this ordinance in the

**Northeast Mississippi Daily Journal**

**SECTION 10:** This ordinance and the priorities established herein shall continue in full force and effect until September 30, 2026, until all Phase VII Projects are substantially completed or until all proceeds obtained under the auspices of the Resolution are expended, whichever first occurs.

After a full discussion of this matter, Council Member \_\_\_\_\_ moved that the foregoing Resolution be adopted and said motion was seconded by Council Member \_\_\_\_\_ and upon the question being put to a vote, the results were as follows:

Councilmember Whittington voted	_____
Councilmember L. Bryan voted	_____
Councilmember Beard voted	_____
Councilmember Davis voted	_____
Councilmember Palmer voted	_____
Councilmember M. Bryan voted	_____
Councilmember Jennings voted	_____

The motion having received the affirmative vote of a majority of the members present, the President declared the motion carried and the resolution adopted.

**WHEREUPON**, the foregoing Resolution was declared, passed and adopted at a regular meeting of the Council on this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF TUPELO, MISSISSIPPI

\_\_\_\_\_  
MIKE BRYAN, City Council President

ATTEST:

\_\_\_\_\_  
MISSY SHELTON, Clerk of the Council

APPROVED:

\_\_\_\_\_  
JASON L. SHELTON, Mayor

\_\_\_\_\_  
DATE

Street Name	Description	Approved Class	Revised Class	Fund Source	AADT
Barnes Crossing Rd	N Gloster to Tom Watson	Arterial	Arterial	MTMP	*17,000
W Barnes Crossing Rd	Gloster to I-22 (Northern Loop)	None	Arterial	MTMP	
Cliff Gookin Blvd		Arterial	Arterial	MTMP	*9,500-12,000
Coley Rd	Main St to McCullough	Arterial	Arterial	MTMP	*16500
N Coley Rd	McCullough to I-22	None	Arterial	MTMP	
E Main St	Front St to Hillsdale/ MDOT ROW	Arterial	Arterial	MTMP	*16000
W Main St	Front St To City Limits- west	Arterial	Arterial	MTMP	*18,000-22,000
Eason Blvd	Gloster to Main St	Arterial	Arterial	MTMP	*7,200-25,000
N Veterans Memorial Blvd	All	Minor Collector	Arterial	MTMP	*8,300
Air Park Rd	Main to Jackson	None	Major Collector	MTMP	*3,300
Barnes Crossing Rd	Tom Watson To Dixie Creek	None	Major Collector	MTMP	*5,200
Beech Springs Rd		Major Collector	Major Collector	MTMP	*2,700
Chesterville Rd		Major Collector	Major Collector	MTMP	*2,200
E Jackson St		Major Collector	Major Collector	MTMP	*4,300
Elizabeth St		Major Collector	Major Collector	MTMP	
Endville Rd		Major Collector	Major Collector	MTMP	*2,400
Franklin St	Main to Front	None	Major Collector	MTMP	*5,400
Lawndale Dr	Main to Cliff Gookin	Major Collector	Major Collector	MTMP	*4,700
Lumpkin Ave	Main To Kincanon	Major Collector	Major Collector	MTMP	*5,500
Monument Dr		Major Collector	Major Collector	MTMP	*2,500
Mt Vernon Rd	McCullough to Northern Loop	Major Collector	Major Collector	MTMP	*1,900
N Front St		Major Collector	Major Collector	MTMP	*5,200
N Green St	Main to Gloster	Major Collector	Major Collector	MTMP	*2,800
N Industrial Rd		Major Collector	Major Collector	MTMP	*3,100
N Thomas St	Main to Jackson	Major Collector	Major Collector	MTMP	*7,600
S Front St	Main to Clark	Major Collector	Major Collector	MTMP	*3,000
S Green St	Main to Gloster	Major Collector	Major Collector	MTMP	*12,000
S Industrial Rd	Main to Varsity	Major Collector	Major Collector	MTMP	
S President Ave Ext	Cliff Gookin to Mitchell Rd Ext	Major Collector	Minor Collector	MTMP	
S Thomas St	Main to Cliff Gookin	Major Collector	Major Collector	MTMP	*6,400
S Thomas St Ext	Cliff Gookin To HWY 278 / 6	Minor Collector	Major Collector	MTMP	
S Veterans Memorial Blvd	Main To Eason	Major Collector	Major Collector	MTMP	*4,100
W Jackson St	Gloster To Coley	Major Collector	Major Collector	MTMP	*7,000
W Jackson St Ext	Coley to Purnell	Major Collector	Major Collector	MTMP	*6,700

# Exhibit

"A"