REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Tuesday, April 14, 2026 at 6:00 PM

Agenda

This notice and agenda of the Regular Meeting of the Mayor and Board of Aldermen is hereby given by the undersigned. Said meeting shall be held on Tuesday, April 14, 2026, at 6:00 PM in the Board Room at City Hall, located at 343 Distribution Drive, Gluckstadt, MS 39110.

1. Call Meeting to Order and Roll Call

2. Opening Prayer and Pledge of Allegiance

3. Presented Items

A) Introduction and Oath of Office, Police Officer Samuel Fincher (New Hire)

B) Introduction of Rhonda C. Cooper, Candidate for Chancery Court Judge, District 11-2

C) Recognition of Madison/Rankin County District Attorney Bubba Bramlett and His Office for the Generous Donation of $10,200.00 for the Purchase of Software

D) Recognition of City of Gluckstadt Employee of the Quarter, Q1-2026

E) Recognition of Germantown High School and Germantown Middle School Robotics (Top Honors at VEX Robotics State Championship & Qualification for 2026 VEX Robotics World Championship)

F) Introduction of 2026 Mayoral Health Council Members & 2026 Fitness and Health Fair, Saturday May 2nd, 2026 (Dr. Shelia Spann)

G) Consideration of Adoption of Resolution Recognizing April as Mississippi Maternal Mortality Month (Sponsored by Alderwoman Bates) & Presentation by Mayoral Health Council (Dr. Shelia Spann and Mrs. LeJune Johnson)

H) Consideration of Adoption of a Resolution, Declaring Wednesday, May 6th, 2026 as Municipal Court Clerk Appreciation Day (Alderwoman Campbell)

I) Consideration of Adoption of Resolution, Declaring May 17th thru May 23rd, 2026, Public Works Appreciation Week (Alderman Taylor)

J) GMS Maverick Stampede 5K & Color Run

K) Germanfest 2026 Sponsorships

4. Approval of Consent Agenda Items

A) Approval of Claims Docket

B) Approval of 3/10/26 Regular Meeting Minutes and 4/2/26 Special Called Meeting Minutes

C) Request from Gluckstadt Rotary for Second Annual 4th Fest (History Trail Walk - Tent Installation Quote)

D) Requesting Approval to Accept a Check from the District Attorney's Office in the Amount of $10,200.00 as a Donation to the Police Department for the Purchase of Software

E) Request Approval for Training and Travel Reimbursement for the MML 95th Annual Conference Winter Educational Conference. (Chief Barry W. Hale)

F) Request for Approval of Training & Travel Reimbursement, 2026 MACP Summer Educational Conference,- Biloxi-6/16-6/19/2026 (Chief Barry Hale & Asst. Chief Jeremy Slaven).

G) Request for City Clerk, Lindsay Kellum, to Apply for the MMCCA Board of Trustees (Central Trustee)

5. Monthly Budget Report

A) Monthly Budget Reports

B) Monthly Bank Reconciliations

C) Request to Amend FY26 Budget (April 2026)

6. New Business

A) Request for Consideration of Adoption of Policy Regarding Ad Valorem Exemptions (Alderman Powell)

B) Request for Ad Valorem Exemption for Leaderway USA, Inc. (New, Freeport)

C) Request for Ad Valorem Exemption Tower Automotive Operations USA I, LLC (Freeport)

7. Old Business

A) Request for Ad Valorem Tax Exemption, Westlake Chemical (Expansion)

B) Request from Arrington Homeowners Association, Arrington Lake Dam Repair

C) Discussion of Continued Grant Management by City Clerk's Office Staff, Six-Month Review (City Clerk and Assistant City Clerk)

8. City Clerk, City Administration Matters & Grants Update (Lindsay Kellum)

A) Monthly Update, General Administration (City Clerk)

B) Monthly Privilege License Report (Assistant City Clerk)

C) Discussion of Amendments to Leave Accrual Rates (Employee Handbook) and Compensatory Leave Policy, Personnel (Tabled in March)

D) Consideration of Adoption, City of Gluckstadt Parental Leave Policy

E) Discussion of Implementation of a City Remote Working Policy (Alderwoman Bates)

F) Monthly Grants Update (City Clerk and Assistant City Clerk)

G) Request to Accept the 2025 MOSTF Grant Award, Notice to Proceed & Request to Set up New Bank Account to Transfer Grant Funds

H) Request for Authorization to Apply for Private Grant to Assist in Park Development

I) Humanities Council, Documentary Status Update (Filmmaker Outline)

9. Planning and Zoning Director, P&Z/ Building Matters (Caine Dearman)

A) Consideration of Site Plan Approval, 26-001-Pacific Bell-Taco Bell, Gluckstadt Rd

B) Planning and Zoning Update

C) Floodplain Permit Adoption

D) Consideration of Site Plan Approval, 26-013-Martin Group at 104 Office Park Dr

E) Consideration of Site Plan Approval, 26-025-Hederman Brothers Industrial Dr N

F) Consideration of Conditional Use Approval, 26-022-Quiet Waters Ministry and Respite Center, Calhoun Station & Stout Rd

G) Consideration of Rezoning Approval, 26-015-UCR Properties-158 American Way

H) Consideration of Rezoning Approval, 26-019-Sahler Stout Rd Rezoning

I) Consideration of Conditional Use Approval, 26-020-Sahler Stout Rd

J) Consideration of Site Plan Approval, 26-021-Sahler Stout Rd

K) Consideration of Rezoning Approval, 26-023-RANDS, LLC Rezoning, Catlet Rd

10. Public Works Director, Public Works Matters (Chris Buckner)

A) Request for Approval, Final Plat for The Oaks

11. Police Chief, Police Department Matters (Chief Barry Hale)

A) General Update, Police Department (Chief Hale)

B) Requesting Approval to Amend Two Current Flock Contracts to Upgrade Two LPR Cameras

C) Requesting Approval to Purchase Motorola Command Central Aware

12. Public Comment

13. Closed Session to Determine Need for Executive Session

14. Adjourn

Alderwoman Bates _____

Alderwoman Campbell _____

Alderman Powell _____

Alderman Taylor _____

Alderman Williams_____

ATTEST: DATE:

_____ _____

LINDSAY D. KELLUM
CITY CLERK

WALTER C MORRISON, IV
MAYOR

[Seal]

From: Miya Bates
To: Lindsay Kellum
Cc: Walter Morrison
Subject: Fw: April 14th City Hall Meeting
Date: Tuesday, March 24, 2026 6:30:59 AM

Lindsay,

Could you please add Ms Cooper to the agenda for next months meeting?

Get Outlook for iOS

From: Rhonda Cooper <attycooperesq@gmail.com>
Sent: Monday, March 23, 2026 8:29:08 PM
To: Miya Bates <miya.bates@gluckstadt.net>
Subject: April 14th City Hall Meeting

Miya,

Per our conversation, I am writing to request that I be placed on the agenda for the April 14th City Hall Meeting to discuss my candidacy for Chancery Court Judge, District 11-Subdistrict 2.
Please let me know if additional information is required.

Thank you, Rhonda C. Cooper

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI RECOGNIZING THE GERMANTOWN HIGH SCHOOL AND THE GERMANTOWN MIDDLE SCHOOL ROBOTICS TEAMS ON QUALIFYING FOR THE 2026 VEX ROBOTICS WORLD CHAMPIONSHIP

WHEREAS, the Germantown High School and the Germantown Middle School recently earned top honors at the 2026 Mississippi VEX Robotics State Championship; and

WHEREAS, the teams' accomplishments during the State Championship qualified them for the 2026 VEX Robotics World Championship in St. Louis, Missouri, where they will compete against the best robotics teams from around the globe; and

WHEREAS, the teams are coached by Amy Robinson and consist of eight students, Preston Burk, Trent Estess, and Brayden Humphreys from Germantown Middle School and Eric Hatten, Ethan Knight, Crosby Petro, Skylar Thomas, and Emiliano Valdez from Germantown High School; and

WHEREAS, the dedication and hard work of these students in qualifying for the VEX Robotics World Championship reflects the strength of the STEM programs in Madison County;

WHEREFORE, be it hereby resolved by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, as follows:

1. The City of Gluckstadt wishes to recognize and congratulate the Germantown High School and the Germantown Middle School Robotics teams for their accomplishments at the 2026 Mississippi VEX Robotics State Championship and for their qualification to compete at the 2026 VEX Robotics World Championship. These students have demonstrated exceptional skills in engineering, programming, teamwork, and problem-solving, and the Gluckstadt wishes them the best of luck in further showcasing their talents at the World Championship.

SO RESOLVED this the ___ day of _____ 2026. Motion was made by Alderman _____, and seconded by Alderman _____, for the adoption of the above and foregoing Order.

Upon roll call vote, the result was as follows:

Alderman Miya Warfield Bates voted:	Aye/Nay
Alderman Jayce Powell voted:	Aye/Nay
Alderman Jessie Campbell voted:	Aye/Nay
Alderman John Taylor voted:	Aye/Nay
Alderman Chip Williams voted:	Aye/Nay

The Mayor thereupon declared the motion carried and the Resolution adopted this the ___ day of _____ 2026.

_____
Walter C. Morrison, IV,
MAYOR

ATTEST:

_____
Lindsay Kellum,
CITY CLERK

2026 City of Gluckstadt Mayoral Health Council

- Dr. Shelia Spann (Coordinator)
- Ms. Lindsay Kellum (Grant Coordinator)
- Mr. Orlandrious Bloodsaw (Outreach Director, G. A. Carmichael Family Health Center)
- Ms. Kara Owen
- Ms. Sally Norman
- Mr. Jeremy Hudson
- Ms. Christy Jones Everette
- (Ms. Stephanie Powell, Vacant – Needs New Appointment as of April 2026)



THE GLUCKSTADT MAYOR'S HEALTH COUNCIL PRESENTS

THE 2026 FITNESS AND HEALTH FAIR

IN CONJUNCTION WITH RESHMA'S HOME 5K RUN AND BLOCK PARTY

SATURDAY, MAY 2ND
8:00 AM - 2:00 PM
PARKWAY EAST & WEISENBERGER ROAD

THIS EVENT IS FREE, DESIGNED TO ENCOURAGE HEALTHY LIFESTYLES, DISEASE PREVENTION AND MANAGEMENT, AND TO CONNNECT OUR COMMUNITY TO RESOURCES FOR PHYSICAL AND MENTAL HEALTH

FEATURING:

CITY OF GLUCKSTADT
MAYOR'S HEALTH COUNCIL

- FREE HEALTH SCREENINGS & DEMOS
- HEALTH EDUCATION AND WELLNESS BOOTHS
- FRESH PRODUCE & NUTRITIONAL SERVICES
- FAMILY FRIENDLY ACTIVITIES
- BLOOD DRIVE
- FACEPAINTING, RAFFLE AND PRIZE GIVEAWAYS

From: Lindsay Kellum
To: Jayce Powell
Cc: Walter Morrison; shelia spann
Subject: Replacement of Vacancy, Mayoral Health Council
Date: Friday, April 10, 2026 12:32:00 PM

Alderman Powell,

Do you have anyone in mind to replace Stephanie on the MHC that I can put on the agenda next week for BOA approval since you were the elected official who made the nomination?

Thank you!

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net



HOLDING SPACE

for

Maternal Health!

Dr. Charlene Collier, MD, MPH, MHS, FACOG
LeJeune Johnson, LCSW, PMH-C

Dr. Charlene Collier

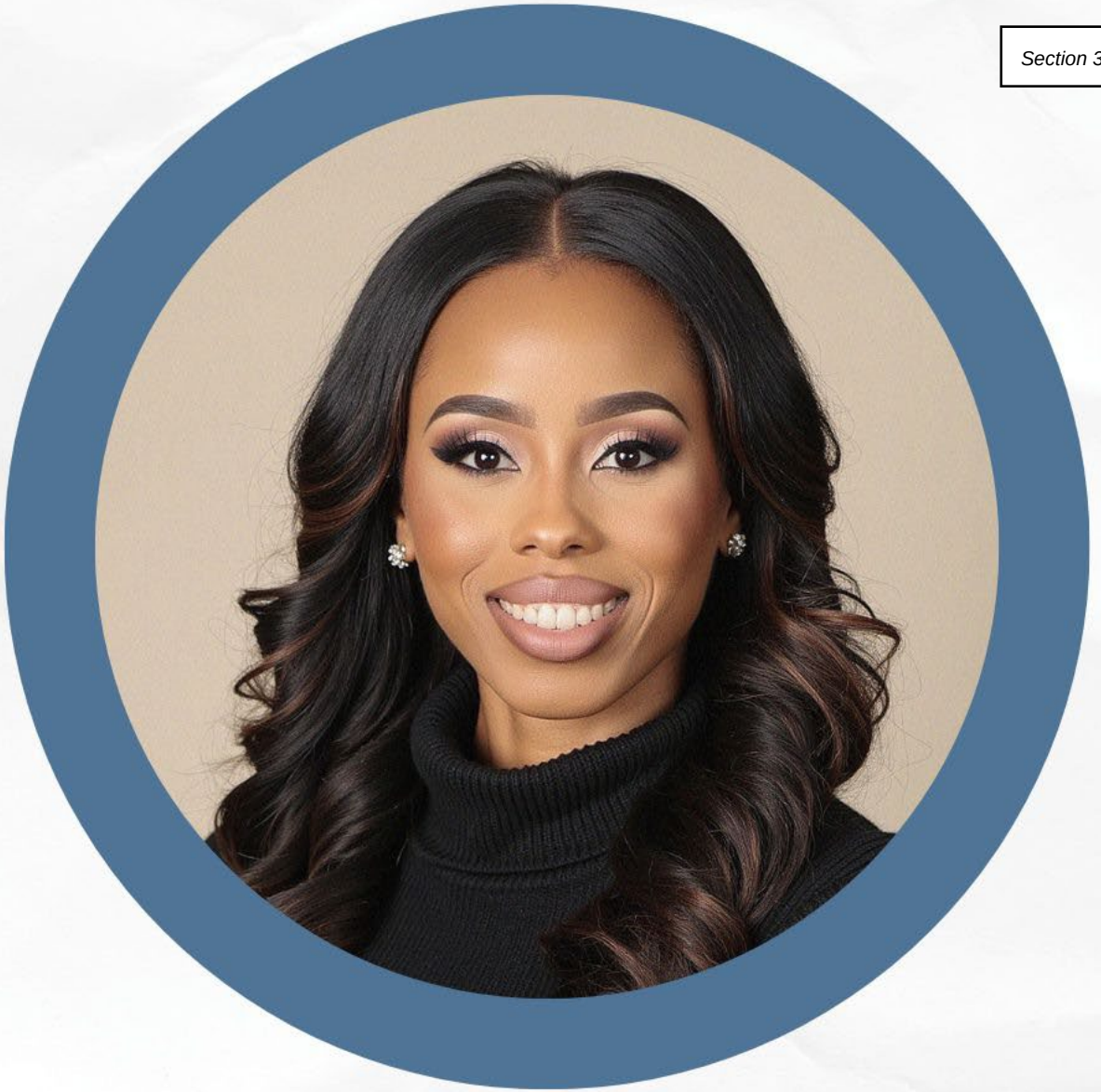


Charlene Collier, MD, MPH, MHS, FACOG, *has played an important role in advancing maternal and infant health in Mississippi. She has served as a research and policy advisor, helped establish collaborative initiatives to improve birth outcomes, and was instrumental in launching the Mississippi Perinatal Quality Collaborative.*

She formerly served on the executive committee of the National Network of Perinatal Quality Collaboratives. Dr. Collier earned degrees from Brown University, the Harvard School of Public Health, and Yale, where she also completed her OB/GYN residency and Master of Health Science. She is the Founder and CEO of Haven: Pregnancy, Wellness & Women's Health.

HOLDING SPACE | HAVEN

LeJeune Johnson



LeJeune Johnson, LCSW-S, PMH-C, *is a perinatal mental health clinician, educator, and consultant dedicated to improving maternal health outcomes. With extensive experience supporting Maternal Mortality Review Committees nationwide, her work focuses on integrating lived experience and trauma-informed practices into systems of care. She serves on the Board of the Postpartum Support International Mississippi Chapter and on the Maternal and Reproductive Health Community Advisory Board at the Myrlie Evers-Williams Institute for the Elimination of Health Disparities. She is the Founder and CEO of Therapy Plus and the Founder and Executive Director of Therapy Plus Foundation, where she leads community-centered initiatives to expand access to maternal mental health services and support mothers and families.*

HOLDING SPACE

maternal health matters

- *Maternal health is a key indicator of the strength and effectiveness of a health system*
- *Strengthening maternal health improves outcomes for mothers, infants, and overall population health*
- *Investing in maternal health supports healthier communities and reduces long-term healthcare costs*
- *Most pregnancy-related deaths are preventable, signaling opportunities for system improvement and accountability*





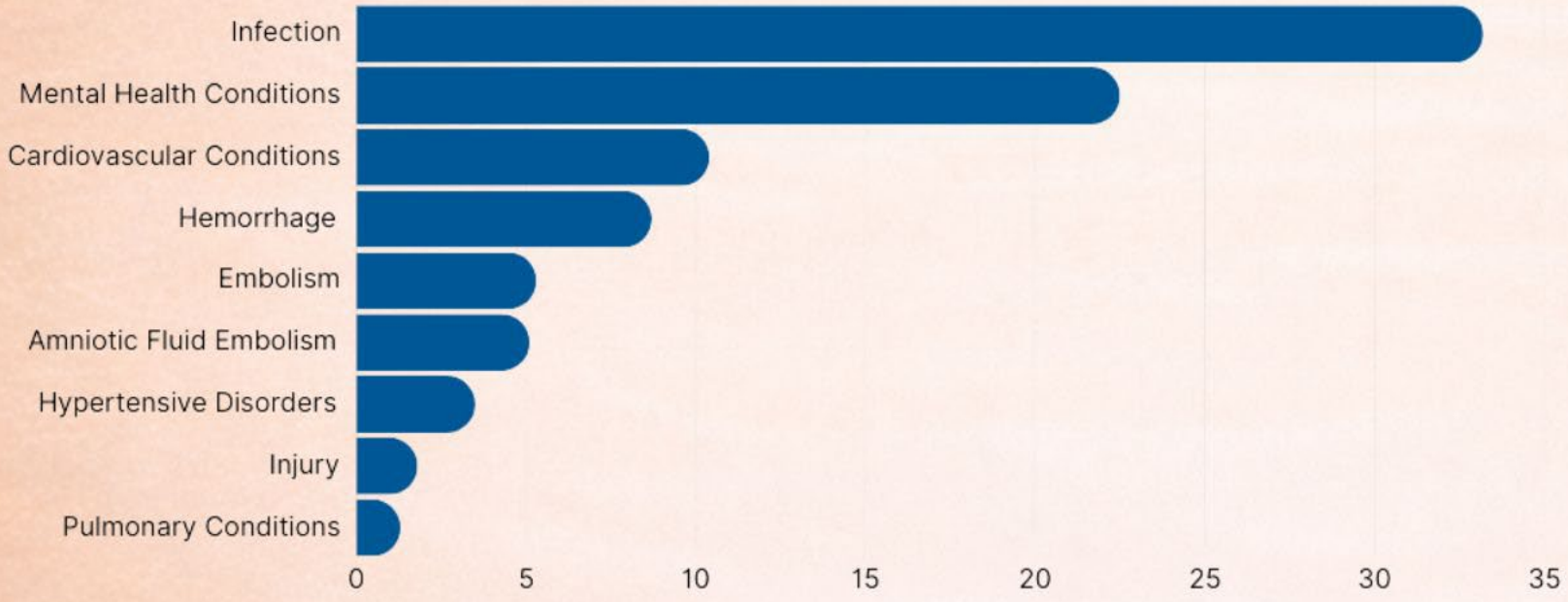
drivers of maternal health outcomes

Understanding the Factors That Shape Maternal Well-Being

- Clinical & Health Factors
- Social Determinants of Health
- Policy & Access Barriers
- Community & Cultural Factors
- Mental Health & Substance Use

National CDC Data (2021):

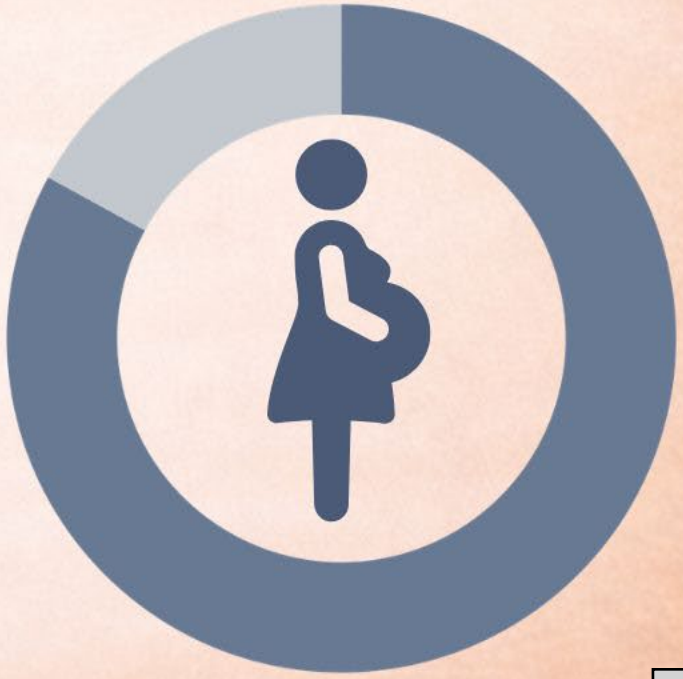
Underlying causes of pregnancy-related deaths, overall



This chart displays the top underlying conditions or causes of pregnancy-related death for the selected race or ethnicity group. The data table below displays the full data including additional underlying conditions or causes.

87%

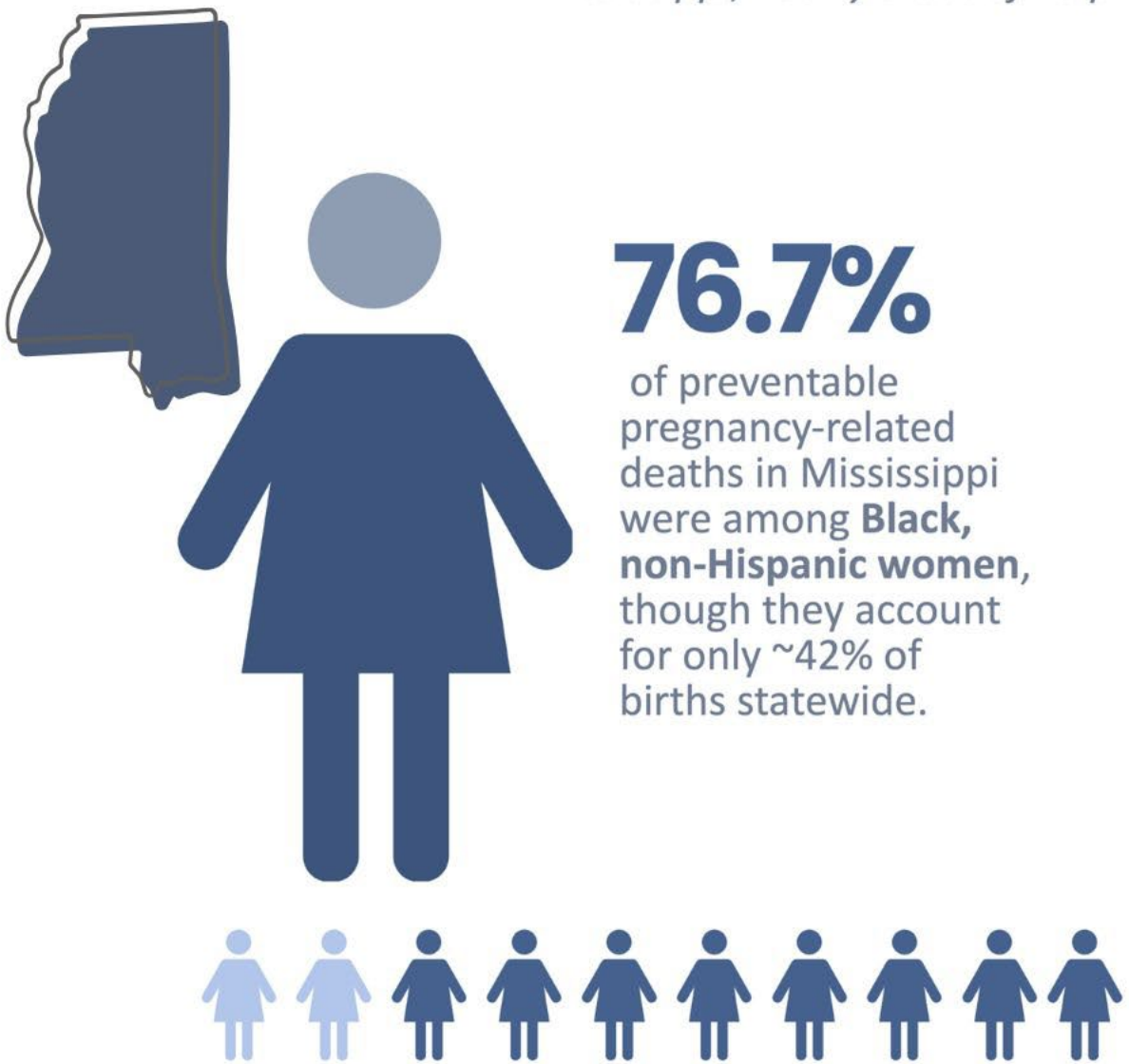
of deaths preventable



Citation: Centers for Disease Control and Prevention. (2025, August 22). Pregnancy-related deaths: Data from Maternal Mortality Review Committees (MMRCs).

Disproportionate Burden of Pregnancy-Related Deaths Among Black Wo

In Mississippi, nearly 8 out of 10 pregnancy-related deaths are Black women.



76.7%

of preventable pregnancy-related deaths in Mississippi were among **Black, non-Hispanic women**, though they account for only ~42% of births statewide.

Hypertensive Disorders

Often preventable with early detection, timely treatment, and consistent postpartum blood pressure monitoring.

Infection

Highlights the need for rapid recognition of warning signs, timely antibiotics/antivirals, and strong follow-up when symptoms worsen.

Other Cardiovascular Conditions

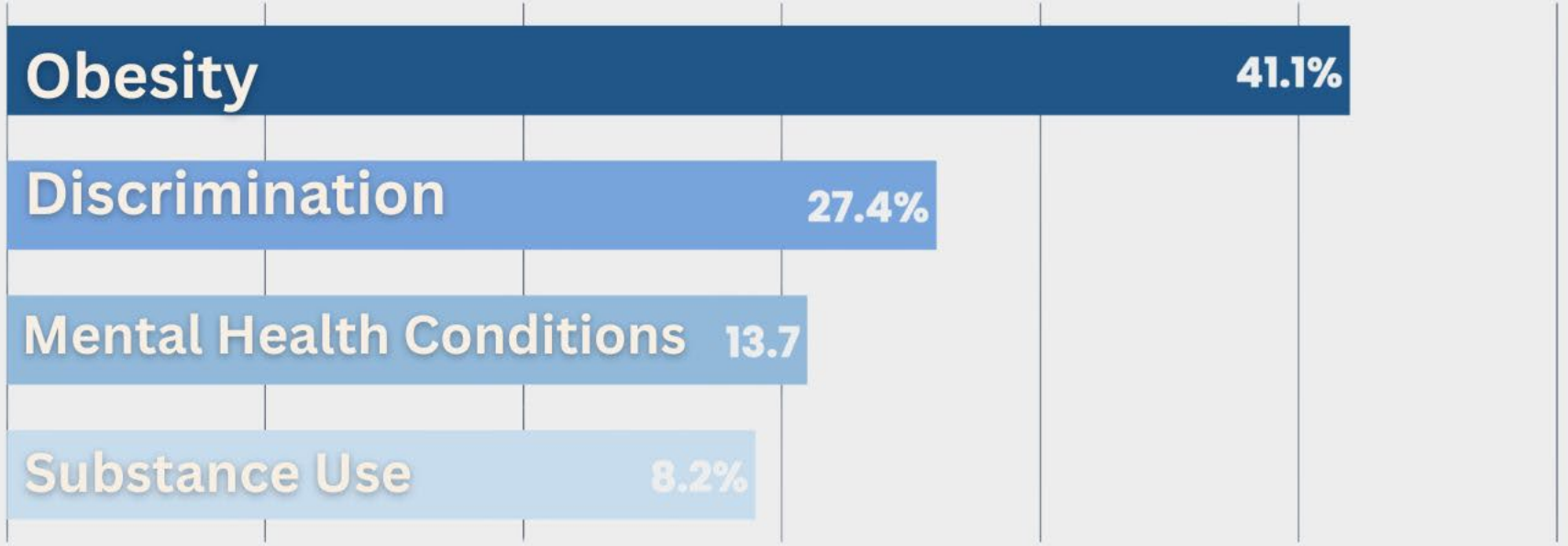
Underscores gaps in screening and coordinated care for cardiac symptoms during pregnancy and up to one year postpartum.

Citation: Mississippi MMRC Report 2019–2023

What's Contributing to Pregnancy-Related Deaths in Mississippi?

Top Contributing Factors Identified by the MMRC (2019–2023)







Obesity

Contributed to **41.1%** of pregnancy-related deaths, increasing risk for hypertension, cardiovascular complications, and poor pregnancy outcomes.



Discrimination

Identified in **27.4%** of deaths, reflecting the role of bias, inequitable treatment, and systemic barriers within healthcare and social systems.



Mental Health Conditions

Contributed to **13.7%** of deaths, underscoring the importance of timely mental health screening, follow-up, and continuity of care across the perinatal period.



Substance Use

Contributed to **8.2%** of deaths, highlighting gaps in access to treatment, harm reduction, and integrated behavioral healthcare during and after pregnancy.

Timing of Pregnancy-Related Deaths

(2019–2023)



28%

Occurred while the woman was still pregnant.



32%

Occurred within 42 days postpartum.



38%

Occurred between 43 days and 1 year postpartum

MORE THAN 70% OF PREGNANCY-RELATED DEATHS...

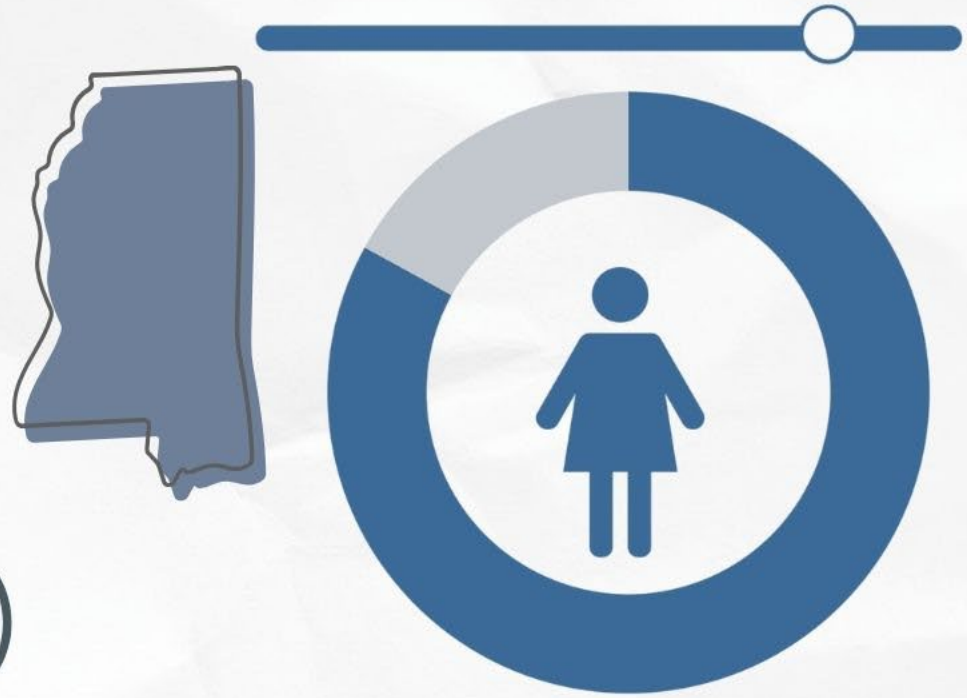
occurred after delivery, reinforcing the postpartum year as the most critical—and often under-supported—period for maternal health intervention.

Most Deaths Are Preventable



82%

According to the Mississippi Maternal Mortality Review Committee, 82% of pregnancy-related deaths from 2019–2023 were preventable



MMRC PREVENTION INSIGHT

Review findings show that 82% of pregnancy-related deaths were preventable, underscoring the importance of timely care, coordinated systems, and prevention-focused strategies.

HOLDING SPACE



Systems Working to Prevent Maternal Deaths

- ☑ Maternal Mortality Review Committees
- ☑ Perinatal Quality Collaboratives
- ☑ Alliance for Innovation on Maternal Health (AIM)
- ☑ Maternal Health Taskforces
- ☑ Community Based Organizations

Evidenced-Based Strategies to Improve Maternal Health Outcomes

Integrated strategies that improve outcomes for mothers and families.



Trauma-Informed Care

- Recognize the impact of trauma in pregnancy and postpartum
- Create safe, respectful care
- Use compassionate communication

Implicit Bias Training for Providers

- Increase awareness of bias
- Promote respectful, equitable care
- Strengthen trust with patients

Clinical and Therapy Interventions

- Screen early for mental health needs
- Expand access to treatment and support
- Use integrated care for mothers and families

Evidence-Based Approaches to Maternal Mental Health

Integrated strategies that improve outcomes for mothers and families.



Systems-Level & Prevention Strategies

- Strengthen maternal health policies and systems
- Improve coordination across care settings
- Address social and structural barriers

Screening, Identification & Care Pathways

- Universal screening for maternal mental health
- Early identification of risk and symptoms
- Clear referral pathways for care

Mind-Body & Wellness Interventions

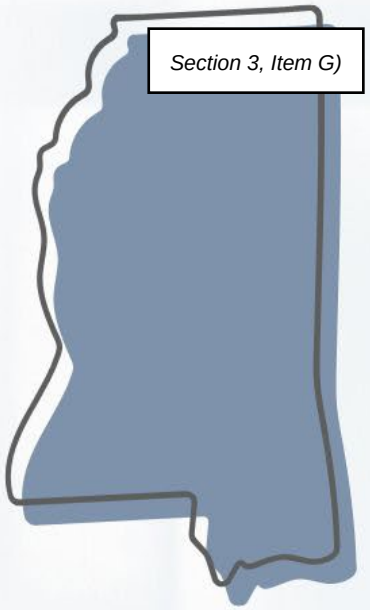
- Support stress reduction and emotional wellbeing
- Promote mindfulness and healthy coping
- Encourage rest, connection, and self-care



How to support mothers...

- *Increase reimbursement rates to make screening sustainable*
- *Promote screening during pediatric visits*
- *Invest in group prenatal care and community-based models*
- *Center maternal mental health awareness campaigns that uplifts mothers, reduces stigma, and promotes help-seeking*
- *Support and protect federal funding for maternal health programs and servic*

National & Local Resources for Moms



National Maternal Mental Health Hotline

1-833-TLC-MAMA (1-833-852-6262)

Free • Confidential • Call or text anytime.

Postpartum Support International Helpline

1-800-944-4PPD (4773)

Text “HELP” to 800-944-4773

Text “AYUDA” to 971-203-7773

Holding Space | Education. Awareness. Community Care.

National & Local Resources for Moms



therapyplus FOUNDATION

MISSISSIPPI DIVISION OF MEDICAID

UMMC

momMe

DIAPER BANK OF THE DELTA

PSI Postpartum Support International Mississippi Chapter

Healthy Start JACKSON-HINDS COMPREHENSIVE HEALTH CENTER

DEPARTMENT OF HEALTH & HUMAN SERVICES · USA

TANF

wic Women Infants & Children

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Questions?

"Those closest to the problem are closest to the solution— but furthest from power."

— Advocacy maxim popularized by Glenn E. Martin



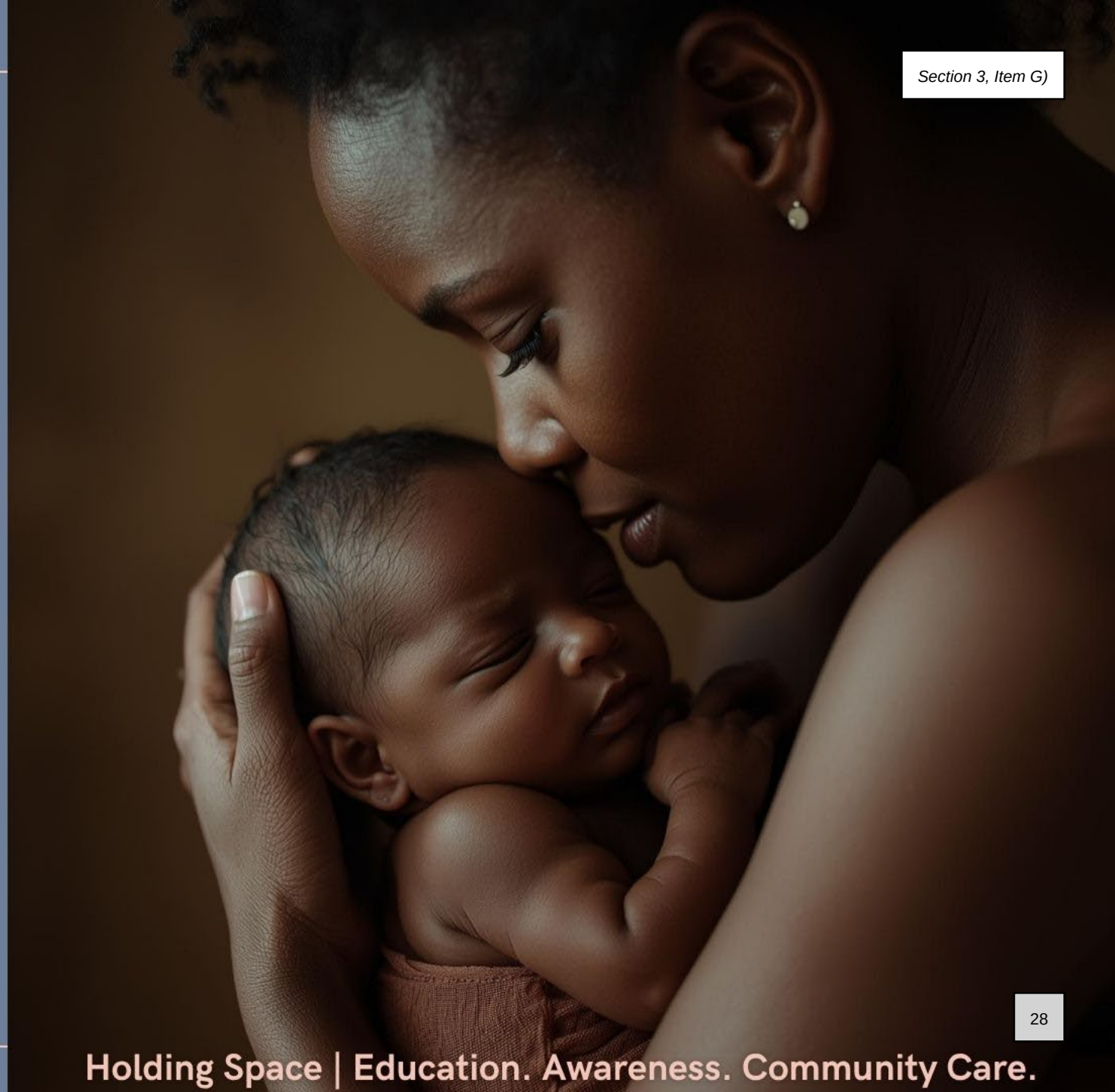
Follow Us!

Therapy Plus

Haven

Supporting Mamas Together!

Together, we can **make a difference** in maternal health.



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RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI, DECLARING THE MONTH OF APRIL AS MISSISSIPPI MATERNAL MORTALITY MONTH

WHEREAS, Mississippi has one of the highest maternal mortality rates in the United States; and

WHEREAS, eighty-two percent (82%) of pregnancy-related deaths were found to be preventable, and fifty-three percent (53%) of pregnancy-related deaths had a good chance of preventability; and

WHEREAS, the leading primary causes of pregnancy-related death included hypertensive disorders of pregnancy, infections (including COVID-19), other cardiovascular conditions, and mental health conditions; and

WHEREAS, the postpartum period remains especially vulnerable, with thirty-two percent (32%) of pregnancy-related deaths occurring within the first forty-two (42) days postpartum, and thirty-eight percent (38%) of pregnancy-related deaths occurring within forty-three (43) days to one (1) year postpartum; and

WHEREAS, homicide and injury-related deaths are rising among pregnant and postpartum women; and

WHEREAS, among seventy-three (73) pregnancy-related deaths, seventy-five percent (75%) occurred among Black, non-Hispanic women; and

WHEREAS, the largest age group affected was twenty-five (25) to thirty-four (34) years, accounting for fifty-two percent (52%) of pregnancy-related deaths; and

WHEREAS, nearly half of pregnancy-related deaths, forty-nine percent (49%) occurred in a hospital or inpatient setting; and

WHEREAS, the Central Region has the largest share of pregnancy-related deaths at thirty-one and a half percent (31.5%), followed closely by the South Region at thirty and one tenth percent (30.1%); and

WHEREAS, of the pregnancy-related deaths, forty-seven and nine tenths percent (47.9%) of the women began prenatal care in the first trimester; and

WHEREFORE, be it hereby resolved by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, as follows:

1. The City of Gluckstadt declares April 2026 as Mississippi Maternal Mortality Month and affirms our commitment to raising public awareness about maternal mortality, to encouraging our local community to take action to reduce adverse maternal health outcomes and improve maternal safety, and to ensure respectful and equitable maternity practices.

SO RESOLVED this the ___ day of _____, 2026. Motion was made by Alderman _____ and seconded by Alderman _____, for the adoption of the above and foregoing Order.

Upon roll call vote, the result was as follows:

Alderman Miya Warfield Bates voted:	Aye/Nay
Alderman Jayce Powell voted:	Aye/Nay
Alderman Jessie Campbell voted:	Aye/Nay
Alderman John Taylor voted:	Aye/Nay
Alderman Chip Williams voted:	Aye/Nay

The Mayor thereupon declared the motion carried and the Resolution adopted this the ____ day of _____, 2026.

_____
WALTER C. MORRISON, IV.
MAYOR, CITY OF GLUCKSTADT

ATTEST:

_____
LINDSAY KELLUM
CITY CLERK

[Seal]

STATE OF MISSISSIPPI

Office of the Governor

PROCLAMATION

WHEREAS, Court Clerks serve a critical role in the administration of justice in the State of Mississippi; and

WHEREAS, Court Clerks, including municipal, justice, county, circuit, and chancery clerks, support the judicial system at every level across the State; and

WHEREAS, Court Clerks are responsible for maintaining official court records, ensuring accurate documentation of proceedings, and preserving the integrity of the judicial process; and

WHEREAS, Court Clerks support judges, attorneys, law enforcement, and the public by managing case flow, coordinating court proceedings, and ensuring compliance with State laws and procedural requirements; and

WHEREAS, Court Clerks act as a vital link between the judiciary and the public, promoting transparency and public trust in the court system; and

WHEREAS, the professionalism, dedication, and attention to detail demonstrated by Court Clerks contribute directly to the efficiency, effectiveness, and fairness of Mississippi's courts; and

WHEREAS, it is fitting and proper to recognize the contributions of Court Clerks and their essential service to the residents of Mississippi.

NOW, THEREFORE, I, Tate Reeves, Governor of the State of Mississippi, do hereby proclaim the first Wednesday in May 2026 as

MISSISSIPPI COURT CLERKS DAY

and encourage all residents to recognize and appreciate the important work performed by Court Clerks across the State.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Mississippi to be affixed.

DONE in the City of Jackson, on the 6th day of April, in the year of our Lord, two thousand and twenty-six, and of the Independence of the United States of America, the two hundred and fiftieth.

Tate Reeves

TATE REEVES
GOVERNOR

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI RECOGNIZING AND DECLARING THE FIRST WEDNESDAY IN MAY 2026 AS MISSISSIPPI COURT CLERKS DAY

WHEREAS, Court Clerks serve a critical role in the administration of justice in the City of Gluckstadt as well as Mississippi as a whole; and

WHEREAS, Court Clerks, including municipal, justice, county, circuit, and chancery clerks, support the judicial system at every level across the State; and

WHEREAS, Court Clerks are responsible for maintaining official court records, ensuring accurate documentation of proceedings, and preserving the integrity of the judicial procedural requirements; and

WHEREAS, Court Clerks support judges, attorneys, law enforcement, and the public by managing case flow, coordinating court proceedings, and ensuring compliance with State laws and procedural requirements; and

WHEREAS, Court Clerks act as a vital link between the judiciary and the public, promoting transparency and public trust in the court system; and

WHEREAS, the professionalism, dedication, and attention to detail demonstrated by Court Clerks contribute directly to the efficiency, effectiveness, and fairness of Mississippi's courts; and

WHEREAS, it is fitting and proper to recognize the contributions of Court Clerks and their essential service to the residents of Mississippi.

WHEREFORE, be it hereby resolved by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, as follows:

1. The City of Gluckstadt hereby recognizes the first Wednesday in May as Mississippi Court Clerks Day and extends its deepest gratitude to all Municipal Court Clerks and Deputy Clerks for their dedication, professionalism, and invaluable service to our community.

2. The Mayor and Board of Aldermen wish to specially express their appreciation to Municipal Court Clerks Stephanie Burton and Lauren Canoy their hard work, dedication, and commitment to the City of Gluckstadt.

3. The City of Gluckstadt encourages all residents to take a moment to appreciate the hard work and dedication of these individuals who help keep administration of justice running smoothly and efficiently.

SO RESOLVED this the _____day of _____2026. Motion was made by Alderman _____, and seconded by Alderman _____, for the adoption of the above and foregoing Order.

Upon roll call vote, the result was as follows:

Alderman Miya Warfield Bates voted:	Aye/Nay
Alderman Jayce Powell voted:	Aye/Nay
Alderman Jessie Campbell voted:	Aye/Nay
Alderman John Taylor voted:	Aye/Nay
Alderman Chip Williams voted:	Aye/Nay

The Mayor thereupon declared the motion carried and the Resolution adopted this the ___ day of _____ 2026.

_____
Walter C. Morrison, IV,
MAYOR

ATTEST:

_____
Lindsay Kellum,
CITY CLERK

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI PROCLAIMING THE WEEK OF MAY 17TH THROUGH MAY 23TH, 2026 AS NATIONAL PUBLIC WORKS APPRECIATION WEEK IN THE CITY OF GLUCKSTADT

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of the City of Gluckstadt, Mississippi; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, right of ways, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the City of Gluckstadt, Mississippi to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

WHEREFORE, be it hereby resolved by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, as follows:

1. The City of Gluckstadt declares the week of May 17th, 2026 thru May 23rd, 2026, as "National Public Works Week" for the City of Gluckstadt, Mississippi; and calls upon its residents to recognize and acknowledge our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make in protecting our national health, safety, and advancing quality of life for all.

SO RESOLVED this the ___ day of _____, 2026. Motion was made by Alderman _____ and seconded by Alderman _____, for the adoption of the above and foregoing Order.

Upon roll call vote, the result was as follows:

Alderwoman Miya Warfield Bates voted:	Aye/Nay
Alderman Jayce Powell voted:	Aye/Nay
Alderman Richard Wesley Slay voted:	Aye/Nay
Alderman John Taylor voted:	Aye/Nay
Alderwoman Lisa H. Williams voted:	Aye/Nay

The Mayor, thereupon declared the motion carried and the Resolution adopted this the ____ day of _____, 2026.

_____
WALTER C. MORRISON, IV.
MAYOR, CITY OF GLUCKSTADT

ATTEST:

_____
LINDSAY KELLUM
CITY CLERK

[SEAL]

GMS MAVERICK STAMPEDE

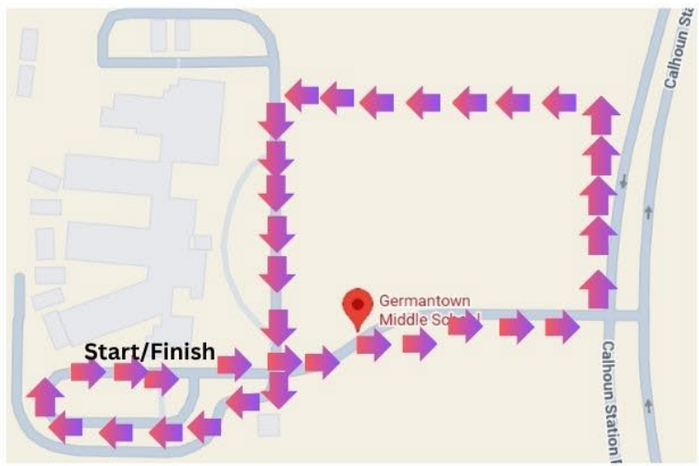


5k



Parking 5K Start 5K Return

Color Run



Packet and T-shirt Pickup at GMS:
Friday April 24th 4:30-6:00 PM
Saturday April 25th: 7:00 AM

Parking: Germantown High School
Starting at 6:45 AM

April 25th
5K: 8:00 AM
Color Run: 9:15 AM

Join us for the Maverick Stampede!
🏃‍♀️ 5K Run/Walk
🎨 Color Run
🎶 Music
🍔 Food & Vendors
🎉 Family Fun
Don't miss this exciting new tradition that is fun for all ages!

Germanfest Sponsorships

Presenting Sponsor: ($15,000)

- Germanfest presented by: [Company] on all publicity
- Top logo placement on stage
- Radio recognition and air time on remote
- VIP tent - 20 food tickets
- 3 reserved tables with logo
- Vendor booth

Gold Sponsor: ($7,500)

- Choice of Beer Tent Sponsor or Kid Zone
- Name on area
- VIP tent - 10 food tickets
- 2 reserved tables with logo
- Vendor Booth

Silver Sponsor: ($3,500)

- Choice of Sweet Shop Sponsor, Vendor Market Sponsor, Entertainment Sponsor, Parking Sponsor (based on availability)
- VIP tent - 5 tickets
- 1 reserved table with logo

Community Sponsor: ($1,000)

- Sponsor banner listing
- Website recognition
- Social media thank-you
- VIP tent - 2 food passes

Other Sponsorships

- Miss Germanfest - $1000
- Photo Booth Sponsor - $1000
- Volunteer T-shirt sponsor - $1000
- Wristband Sponsor - $500

CITY OF Glückstadt
INCORPORATED 2021
Germanfest

OCTOBER 25, 2026

FOR INFORMATION OR RESERVATION PLEASE CONTACT HERE

769-567-2306

INFO@GLUCKSTADT.NET

Gluckstadt, MS

Docket of Claims Register

APPKT00992 - April 2026 Docket of Claims

By Docket/Claim Number

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00220	Ace Bolt & Screw Co. Inc.	20260371					243.37
	748631	PW Supplies	Invoice	03/11/2026	2OZ White Gorilla Glue	001-301-50500	8.95
					Gorilla Clear Repair Tape	001-301-50500	9.60
	751467	PW Supplies and Equipment	Invoice	03/30/2026	500 FT Reinforced Caution	001-301-50500	28.00
					Crystal Brown Frame - HD Brown Flash	001-301-53500	118.80
					Rock Safety Glasses	001-301-53500	47.70
					Square-Point Shovel	001-301-91600	30.32
00411	Akros Academy of Jiu-Jitsu	20260372					210.00
	032026	JIU JITSU TRAINING	Invoice	04/01/2026	JIU JITSU TRAINING	001-200-61000	210.00
00514	Amrize Mid-America, Inc.	20260373					100.10
	722308100	100 LB Rip Rap	Invoice	02/27/2026	100 LB Rip Rap	001-301-55904	100.10
00203	APAC-Mississippi, Inc.	20260374					184.80
	4000239530	Asphalt	Invoice	03/30/2026	Asphalt	001-301-55904	184.80
00589	Arms Unlimited, Inc.	20260375					939.46
	AU30798	BLUE BOLTS	Invoice	03/24/2026	5308990 Simunition 556 Conversion Bo	001-200-90200	939.46
00588	Association of State Floodplain M	20260376					180.00
	77161	Dearman Membership	Invoice	03/06/2026	Dearman Membership	001-190-62200	180.00
00436	AutoZone Parts, Inc.	20260377					309.07
	05607398180	PD Patrol Car Equipment	Invoice	03/09/2026	Professional Tool	001-200-90300	13.57
					Static-Cling 20PR	001-200-90300	20.85
	05607398268	PD Patrol Car Equipment	Invoice	03/09/2026	Static-Cling 20PR	001-200-90300	20.85
	05607399642	PD Patrol Car Equipment	Invoice	03/11/2026	Professional Tool	001-200-90300	13.57
					Ultrashield 20PR	001-200-90300	77.56
	05607400635	PW Supplies	Invoice	03/12/2026	PP Extreme DGRSR	001-301-50500	8.15
					Purplepower 2.5 GA	001-301-50500	16.79
	05607403805	PW Oil Supplies	Invoice	03/16/2026	Cartridge XL	001-301-52500	2.99
					Pennzoil	001-301-52500	9.30
					Pennzoil	001-301-52500	32.33
	05607420081	PD Supplies and Tools	Invoice	04/07/2026	Economy Lever G	001-200-90500	21.55
					Mobil 1 OW20	001-200-52500	63.65
					STP Marine	001-200-50500	7.91
00006	Bear Creek Water Association	20260378					264.64
	032026CH	Water & Sewer (CH) - March 2026	Invoice	03/25/2026	Water & Sewer (CH) - March 2026	001-195-63003	37.63
	032026LW	Water & Sewer (LW) - March 2026	Invoice	03/25/2026	Water & Sewer (LW) - March 2026	001-195-63003	48.10
	032026PD	Water & Sewer (PD) - March 2026	Invoice	03/25/2026	Water & Sewer (PD) - March 2026	001-195-63003	178.91

Docket of Claims Register **APPKT00992 - April**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00108	Big 10 Tire Co.	20260379					4,856.33
	5122162	PD Oil Change and Air Filter Replaceme	Invoice	03/16/2026	Air Filter	001-200-57000	23.99
					Change Oil & Filter	001-200-52500	6.93
					Environmental Fee	001-200-52500	2.49
						001-200-57000	2.49
					Jeep Filter	001-200-52500	12.99
					Job Supplies	001-200-52500	8.21
					Job Supplies	001-200-57000	3.81
					QT Mobile Full Synthetic	001-200-52500	7.86
					Replace Air Filter	001-200-57000	7.79
	5122181	FUEL PUMP 2209	Invoice	03/12/2026	DELPHI FUEL PUMP MODULE ASSEMBL	001-200-57000	775.80
					ENVIRONMENTAL	001-200-57000	4.98
					Fuse	001-200-57000	21.56
					Fuse Bypass	001-200-57000	142.50
					Fuse Tap	001-200-57000	69.02
					JOB SUPPLIES	001-200-57000	98.67
					REMOVE AND REPLACE LEFT FUEL PUM	001-200-57000	498.04
	5122292	FUEL PUMP 2210	Invoice	03/23/2026	DELPHI FUEL PUMP CFG0855	001-200-57000	720.70
					JOB SUPPLIES	001-200-57000	98.67
					REMOVE & REPLACE LEFT FUEL PUMP	001-200-57000	332.50
	5122355	PD Oil Change	Invoice	03/16/2026	Change Oil & Filter	001-200-52500	6.68
					Environmental Fee	001-200-52500	4.98
					Jeep Filter	001-200-52500	12.99
					Job Supplies	001-200-52500	8.21
					QT Mobile Full Synthetic	001-200-52500	7.13
	5122609	BRAKES UNIT 2210	Invoice	03/20/2026	BRAKE LABOR	001-200-57000	213.75
					DURALAST PURSUIT BRAKE PADS FRON	001-200-57000	109.58
					DURALAST PURSUIT BRAKE PADS REAR	001-200-57000	93.32
					DURALAST PURSUIT DISC BRAKE ROTO	001-200-57000	473.96
					DURALAST PURSUIT DISC BRAKE ROTO	001-200-57000	452.90
					JOB SUPPLIES	001-200-57000	98.67
	5122821	2 TIRES UNIT 2202	Invoice	03/27/2026	ENVIRONMENTAL	001-200-57000	4.98
					GENERAL G-MAX JUSTICE 0450555000	001-200-57000	420.24
					JOB SUPPLIES	001-200-57000	6.21
					MOUNT & BALANCE (2 TIRES)	001-200-57000	40.00
					TIRE DISPOSAL	001-200-57000	12.00
					TPMS RESET/RUBBER VALVE STEM	001-200-57000	11.74
	5123057	PD Oil Change	Invoice	03/31/2026	Change Oil & Filter	001-200-52500	7.25
					Job Supplies	001-200-52500	11.08
					Oil Filter	001-200-52500	6.99
					QT Mobil Full Synthetic	001-200-52500	14.67

Docket of Claims Register **APPKT00992 - April**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00008	Bridge & Watson, Inc.	20260380					16,206.45
	032026Admin	Admin Billing 1/30/26 - 3/12/26	Invoice	03/20/2026	Admin Billing 1/30/26 - 3/12/26	001-195-60101	3,071.25
	032026Comp	Comp Plan Billing 1/20/26 - 3/19/26	Invoice	03/20/2026	Comp Plan Billing 1/20/26 - 3/19/26	001-190-60101	13,135.20
00593	BW Medical, LLC	20260381					100.00
	042026	PD Drug Tests	Invoice	04/09/2026	Drug Test - Fincher	001-200-60401	50.00
					Drug Test - Herron	001-200-60401	50.00
00230	Canton Sanitary Landfill	20260382					1,474.45
	022026	Trash Dump Fees - Feb. 2026	Invoice	02/27/2026	Trash Dump Fees - Feb. 2026	001-301-68500	664.48
	032026	Trash Dump Fees - March 2026	Invoice	03/31/2026	Trash Dump Fees - March 2026	001-301-68500	809.97
00306	CDW LLC	20260383					29.67
	AI3JK4E	MOBILE COMMAND TV MOUNT	Invoice	03/02/2026	TRIPP LITE TV MONITOR WALL MOUNT	001-200-92100	29.67
00393	Cintas Corporation	20260384					775.08
	4261590457	Weekly Uniform Rental Invoie	Invoice	03/04/2026	Weekly Uniform Rental Invoie	001-301-64000	113.80
	4262358390	Weekly Uniform Rental Invoice	Invoice	03/11/2026	Weekly Uniform Rental Invoice	001-301-64000	123.68
	4263119756	Weekly Uniform Rental Invoice	Invoice	03/18/2026	Weekly Uniform Rental Invoice	001-301-64000	113.80
	4263863037	Weekly Uniform Rental Invoice	Invoice	03/25/2026	Weekly Uniform Rental Invoice	001-301-64000	203.96
	4264621694	Weekly Invoice	Invoice	04/01/2026	Weekly Invoice	001-301-64000	114.86
	4265263585	Weekly Rental Invoice	Invoice	04/07/2026	Weekly Rental Invoice	001-301-64000	104.98
00201	Classic Creations, Inc.	20260385					149.13
	064854	CarHartt Duck Active Flannel Jacket	Invoice	03/27/2026	CarHartt Duck Active Flannel Jacket	001-301-53500	149.13
00115	Core & Main LP	20260386					950.00
	Y640077	60LB Bags Asphalt Repair Perma-Patch	Invoice	03/11/2026	60LB Bags Asphalt Repair Perma-Patch	001-301-55904	950.00
00119	Crystal Clean	20260387					3,291.00
	58320	Street Sweeping Services - April 2026	Invoice	03/31/2026	Street Sweeping Services - April 2026	001-301-68600	3,291.00
00497	Dependable Pest Service, Inc.	20260388					500.00
	270350	Pest Control - City Hall	Invoice	02/19/2026	Pest Control - City Hall	001-195-68100	150.00
	270351	Pest Control - LW	Invoice	02/19/2026	Pest Control - LW	001-195-68100	125.00
	270352	Pest Control - PD	Invoice	02/19/2026	Pest Control - PD	001-195-68100	225.00
00090	Deviney Rental & Supply	20260389					461.82
	IV27733	PW Supplies	Invoice	03/05/2026	1/4 Trailer Front	001-301-50500	6.45
					5/16 SQ WIR Front	001-301-50500	5.08
					7/16 Lynch Front	001-301-50500	4.20
	IV27797	PW Tools and Oil	Invoice	03/09/2026	598815501 50:1 Premix	001-301-52500	36.10
					BCZ265TS	001-301-91600	409.99
00561	Dickerson & Bowen, Inc.	20260390					102,519.60
	251791-4	Calhoun Road Work - March 2026	Invoice	03/31/2026	Calhoun Road Work - March 2026	300-301-91200	102,519.60
00374	Edko LLC	20260391					3,000.00
	375087	Pre-Emergent Treatment on Parkway	Invoice	03/05/2026	Pre-Emergent Treatment on Parkway	001-301-68100	3,000.00

Docket of Claims Register **APPKT00992 - April Claims**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00013	E-notice, Inc.	20260392					57.43
	20571CB1-0075	Notice - Rezoning for Titan Lane	Invoice	04/07/2026	Notice - Rezoning for Titan Lane	001-190-61500	29.11
	20571CB1-0076	Notice - Dim. Variance for Bellamare D	Invoice	04/07/2026	Notice - Dim. Variance for Bellamare D	001-190-60301	28.32
00020	Entergy	20260393					5,159.26
	10020985436	Collective Bill	Invoice	03/23/2026	Collective Bill - Streetlights	001-301-63102	64.78
					Collective Bill - Traffic Signals	001-301-63103	615.30
	150007354293	Planters Row Streetlights	Invoice	03/10/2026	Planters Row Streetlights	001-301-63102	117.47
	20010711398	Ridgefield Streetlights	Invoice	03/10/2026	Ridgefield Streetlights	001-301-63102	82.37
	25009412765	LW Building	Invoice	03/19/2026	LW Building	001-195-63001	325.64
	30010475664	PD Building	Invoice	03/25/2026	PD Building	001-195-63001	2,182.61
	310005027115	Bradshaw Ridge III Streetlights	Invoice	04/07/2026	Bradshaw Ridge III Streetlights	001-301-63102	31.66
	310005027116	Bradshaw Ridge II Streetlights	Invoice	03/11/2026	Bradshaw Ridge II Streetlights	001-301-63102	284.93
	310005027117	Bradshaw Ridge I Streetlights	Invoice	03/11/2026	Bradshaw Ridge I Streetlights	001-301-63102	284.93
	44003655181	Bear Creek Streetlights	Invoice	03/11/2026	Bear Creek Streetlights	001-301-63102	506.54
	460003696360	First Colony Streetlights	Invoice	03/24/2026	First Colony Streetlights	001-301-63102	427.14
	75009021785	Arrington Streetlights	Invoice	03/24/2026	Arrington Streetlights	001-301-63102	235.89
00184	FBI-LEEDA	20260394					2,385.00
	200144522	CLI 4/2026 - Potvin	Invoice	02/24/2026	CLI 4/2026 - Potvin	001-200-61000	795.00
	200144531	CLI 4/2026 - Slaven	Invoice	02/24/2026	CLI 4/2026 - Slaven	001-200-61000	795.00
	200145525	CLI - 4/2026 Tucker	Invoice	03/16/2026	CLI - 4/2026 Tucker	001-200-61000	795.00
00022	FP Mailing Solutions	20260395					126.90
	RI107136740	CH Postage Machine Quarterly Invoice	Invoice	03/08/2026	CH Postage Machine Rental	001-195-64000	126.90
00023	Fuelman	20260396					8,926.33
	NP70320630	Gas & Oil - PD/PW/Building	Invoice	04/06/2026	Gas & Oil - Building	001-280-52500	296.69
					Gas & Oil - PD	001-200-52500	5,994.86
					Gas & Oil - PW	001-301-52500	2,634.78
00590	G & O Supply Co., Inc.	20260397					6,695.20
	J19523	Pipe For Clarkdell Road Culvert Repairs	Invoice	03/26/2026	48" x 20' N12 HDPE Pipe	001-301-56501	6,695.20
00591	Geaxu Girls, LLC	20260398					51.74
	QS-1237	Propane	Invoice	03/13/2026	Propane	001-301-50500	51.74
00102	Hartley Equipment Company, Inc	20260399					608.52
	342122	Edger Blades	Invoice	03/03/2026	Edger Blades	001-301-57500	176.70
	343805	Cutter Blade, 16.5"	Invoice	03/09/2026	Cutter Blade, 16.5"	001-301-57500	62.97
	344994	PW Equipment	Invoice	03/13/2026	Poly Sprayer - 1 Gal	001-301-91600	12.99
	345605	Scoop, 30" Handle	Invoice	03/17/2026	Scoop, 30" Handle	001-301-91600	69.99
	347153	Advanced Chute System	Invoice	03/23/2026	Advanced Chute System	001-301-90500	249.99
	348086	Oil 5.2 HP High Performance - Single B	Invoice	03/26/2026	Oil 5.2 HP High Performance - Single B	001-301-52500	35.88

Docket of Claims Register **APPKT00992 - April**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00340	Highland Building Services, Inc.	20260400					2,150.00
	3875-A	Monthly Janitorial Services (CH) - April	Invoice	04/01/2026	Monthly Janitorial Services (CH) - April	001-195-69900	485.00
	3919-A	Monthly Janitorial Services (PD) - April	Invoice	04/01/2026	Monthly Janitorial Services (PD) - April	001-195-69900	1,390.00
	3924-A	Monthly Janitorial Services (LW) - April	Invoice	04/01/2026	Monthly Janitorial Services (LW) - April	001-195-69900	275.00
00025	Huffman & Company, CPA, P.A.	20260401					3,675.00
	02026	Elec. Filing W2s & 1099s	Invoice	02/05/2026	Elec. Filing W2s & 1099s	001-195-60004	3,675.00
00216	Interstate All Battery Center	20260402					77.00
	1902502057452	SP-40 LG IBL GLD	Invoice	03/16/2026	SP-40 LG IBL GLD	001-301-57500	77.00
00556	Keeling Company	20260403					301.06
	S4815566.001	PW Tools and Chemicals	Invoice	03/05/2026	Kenyon 4' Solid Steel Title Probe w/ Ha	001-301-91600	60.89
					Mojave Herbicide	001-301-55800	72.65
					Round Up Quik Pro	001-301-55800	167.52
00033	Lautzenhiser's Stationary, LLC,	20260404					1,211.20
	13441	Minute Books	Invoice	02/24/2026	Gold Foil Book Printing, Per Line of Tex	001-140-62000	235.20
					Imitation Leather Style Minute Book	001-140-62000	976.00
00186	Lewis Electric, Inc.	20260405					4,650.00
	M2026.22	Emergency Traffic Signal Fix	Invoice	03/04/2026	1 Man1/1 Service Truck	001-301-57600	400.00
					New Signal Controller	001-301-57600	4,250.00
00342	Lopez Linguistics, LLC	20260406					218.45
	2284	Interpretation Services	Invoice	03/02/2026	Interpretation Services	001-110-69900	218.45
00178	Madison County Sheriff's Office	20260407					3,548.61
	GP-0126	Inmate Housing - Jan. 2026	Invoice	02/02/2026	Inmate Housing - Jan. 2026	001-200-68301	3,486.00
	GP-M0126	Inmate Medical - Jan. 2026	Invoice	02/05/2026	Inmate Medical - Jan. 2026	001-200-68301	62.61
00038	MAGCOR (formerly MPIC, INC)	20260408					16.00
	137466	Proclamation Sheets	Invoice	03/20/2026	Proclamation Sheets	001-195-62000	16.00
00530	McMaster & Associates, Inc.	20260409					2,800.00
	032026	Reimbursement for Headwaters Invoic	Invoice	03/09/2026	Reimbursement for Headwaters Invoic	001-301-60204	2,800.00
00079	Mid South Uniforms and Supply,	20260410					3,166.87
	665725	8 HARD ARMOR	Invoice	03/10/2026	BUSCH AMP 1TP ACH HC RAILS TGN	001-200-90200	1,580.63
					PTA IMPAC C1 3 6X6 SC PLATE	001-200-90200	590.62
					PTA IMPACC1 3 10.25X13.25 SAPI	001-200-90200	995.62
00045	Mills, Scanlon, Dye & Pittman, At	20260411					17,329.53
	032026Annex	Annex Legal Billing - March 2026	Invoice	04/02/2026	Annex Legal Billing - March 2026	001-195-60304	3,252.50
	032026Court	Court Legal Billing - March 2026	Invoice	04/02/2026	Court Legal Billing - March 2026	001-110-60301	1,256.75
	032026General&Retainer	Gen. Legal Billing & Retainer - March 2	Invoice	04/02/2026	Gen. Legal Billing - March 2026	001-195-60301	7,429.63
					Retainer - March 2026	001-195-60301	3,000.00
	032026P&Z	P&Z Legal Billing - March 2026	Invoice	03/31/2026	P&Z Legal Billing - March 2026	001-190-60301	2,390.65

Docket of Claims Register **APPKT00992 - April**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00051	Mississippi Association of Chiefs (	20260412					750.00
	40356	2026 MACP Summer Conf. Reg. - Hale	Invoice	04/01/2026	2026 MACP Summer Conf. Reg. - Hale	001-200-61000	375.00
	40360	2026 MACP Summer Conf. Reg. - Slave	Invoice	04/01/2026	2026 MACP Summer Conf. Reg. - Slave	001-200-61000	375.00
00352	Mississippi Department of Public	20260413					240.00
	90172441	Analytical Fees	Invoice	03/10/2026	Analytical Fees	001-200-60201	240.00
00048	Mississippi Municipal League	20260414					3,500.00
	42606	MML 2026 Annual Conference Registra	Invoice	03/11/2026	MML 2026 Annual Conference Registra	001-100-61000	350.00
					MML 2026 Annual Conference Registra	001-301-61000	350.00
					MML 2026 Annual Conference Registra	001-190-61000	350.00
					MML 2026 Annual Conference Registra	001-140-61000	350.00
					MML 2026 Annual Conference Registra	001-140-61000	350.00
					MML 2026 Annual Conference Registra	001-140-61000	350.00
	42635	MML 2026 Annual Conference Registra	Invoice	03/17/2026	MML 2026 Annual Conference Registra	001-100-61000	350.00
					MML 2026 Annual Conference Registra	001-100-61000	350.00
					MML 2026 Annual Conference Registra	001-100-61000	350.00
	66858887	MML 2026 Registration Fee - Hale	Invoice	03/31/2026	MML 2026 Registration Fee - Hale	001-200-61000	350.00
00257	Murray Mud Jacking Service, Inc.	20260415					7,700.00
	2026-006	Storm Drain Repair at 194 Bradfield Ro	Invoice	03/12/2026	Storm Drain Repair at 194 Bradfield Ro	001-301-56501	2,100.00
	2026-018	Storm Drain Repair at 103, 104, 107 M	Invoice	03/28/2026	Storm Drain Repair at 103, 104, 107 M	001-301-56501	2,800.00
	2026-019	StormDrain Repairs 114 Hunters Row 1	Invoice	04/06/2026	StormDrain Repairs 114 Hunters Row 1	001-301-56501	2,800.00
00152	OP Plus	20260416					969.31
	1118572-0	City Clerk Office Supplies	Invoice	03/06/2026	City Clerk Office Supplies	001-140-50000	195.40
	1118572-1	City Clerk Office Supplies	Invoice	03/09/2026	Calendar, Deskpad, Floral	001-140-50000	65.24
	1119601-0	LW Office Supplies	Invoice	03/17/2026	FOLDER, FILE, LTR, 1/3 MLA, 100	001-190-50000	4.23
						001-280-50000	4.23
						001-301-50000	4.23
					PAPER, MULTIPRPSE, 20#, 8.5X11	001-190-50000	15.66
						001-280-50000	15.66
						001-301-50000	15.67
					REFILL, PRECISEV5,0.5, BE, 2PK	001-280-50000	1.24
						001-301-50000	1.25
	1119601-1	LW Office Supplies	Invoice	03/18/2026	Label, File Folder	001-190-50000	3.38
						001-280-50000	3.38
						001-301-50000	3.38
	1119601-2	LW Office Supplies	Invoice	03/20/2026	Marker, Dryers, MAGN, Fine, 4PK	001-190-50000	6.36
	1120610-0	FOLDER,FILE,ENDTAB,LTR,MLA	Invoice	03/31/2026	FOLDER,FILE,ENDTAB,LTR,MLA	001-110-50000	420.00
	1120610-1	FOLDER,FILE,ENDTAB,LTR,MLA	Invoice	04/01/2026	FOLDER,FILE,ENDTAB,LTR,MLA	001-110-50000	210.00
00053	Pennington & Trim Alarm Service	20260417					69.00
	874157	Wireless Monitoring & Access Control	Invoice	04/01/2026	Wireless Monitoring & Monthly Acces	001-195-63200	69.00

Docket of Claims Register **APPKT00992 - April**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00054	Phelps Dunbar LLP	20260418					2,718.75
	1474759	General Labor & Employment Advice -	Invoice	02/26/2026	General Labor & Employment Advice -	001-195-60302	1,593.75
	1478421	General Labor & Employment Advice -	Invoice	03/17/2026	General Labor & Employment Advice -	001-195-60302	1,125.00
00312	Primary Arms LLC	20260419					223.28
	INV-814942	PD Officer Equipment	Invoice	03/27/2026	Bravo Co. Man. AR-15 Bolt Assembly	001-200-90200	71.96
					Streamlight ProTac Rail Mount	001-200-90200	151.32
00125	Puckett Rents	20260420					446.60
	1172410-0001	PW Equipment Rental	Invoice	03/02/2026	36" Double Drum Roller Smooth	001-301-64000	385.00
					Environmental Fee	001-301-64000	7.70
					Equipment Protection Plan	001-301-64000	53.90
00311	Revell Hardware Co., Inc.	20260421					171.07
	13604	PW Supplies	Invoice	03/16/2026	Contractor Trash Bags	001-301-50500	135.92
					Vinyl Electrical Tape	001-301-50500	1.99
					Wire Conn or 6 Screwon	001-301-50500	2.59
	13641	PD Supplies	Invoice	03/18/2026	10.5OZ Liquid Nails Adhesive	001-200-50500	3.59
					Bleach HE Regular GL	001-200-50500	6.99
					Double Side Tape CLR	001-200-50500	19.99
00057	Robert J Young Company	20260422					1,467.27
	INV7984389	Admin Copier & Overages - March 202	Invoice	03/30/2026	Admin Copier & Overages - March 202	001-195-64000	411.74
	INV7984390	LW Copier & Montly Overages - March	Invoice	03/30/2026	LW Copier & Montly Overages - March	001-190-64000	103.87
						001-280-64000	103.87
						001-301-64000	103.89
	INV7984391	PD Copier & Monthly Overages - Marcl	Invoice	03/30/2026	PD Copier & Monthly Overages - Marcl	001-200-64000	311.66
	INV7984392	Court Copier & Overages - March 2026	Invoice	03/30/2026	Court Copier & Overages - March 2026	001-110-64000	432.24
00058	Scott Insurance Services LLC	20260423					171.00
	57459	Inland Marine - 2026 Trailer/Gen	Invoice	03/18/2026	Inland Marine - 2026 Trailer/Gen	001-200-62500	171.00
00565	ShredAmerica Mississippi, LLC	20260424					169.90
	MS1482	Monthly Shredding Service (PD)	Invoice	04/01/2026	Fuel Surcharge	001-195-69900	9.95
					Monthly Shredding Service (PD)	001-195-69900	75.00
	MS1486	Monthly Shredding Service (CH)	Invoice	04/01/2026	Fuel Surcharge	001-195-69900	9.95
					Monthly Shredding Service (CH)	001-195-69900	75.00
00560	SiteOne Landscape Supply Holdin	20260425					48.11
	164104324-001	Lesco Color Blend Granular Fertilizer	Invoice	04/01/2026	Lesco Color Blend Granular Fertilizer	001-301-55800	48.11
00154	Southern Benefits Administrators	20260426					100.00
	26032302300000	Cafeteria Plan - April 2026	Invoice	03/23/2026	Cafeteria Plan - April 2026	001-195-60003	100.00

Docket of Claims Register **APPKT00992 - April**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00060	Southern Connection Police Supp	20260427					1,806.66
	38203	CTS SMOKE	Invoice	03/06/2026	CTS 5210B SMOKE GRENADE	001-200-50600	169.32
					CTS 5210JL JET-LITE SMOKE	001-200-50600	211.36
					CTS 5230B CS BAFFLED SMOKE	001-200-50600	121.12
	38298	Streamlight TLR-1	Invoice	03/13/2026	Streamlight TLR-1	001-200-90200	196.87
	38342	27 OUTFITTING	Invoice	03/18/2026	F/T OPERATOR BOOT 7"	001-200-53500	159.99
					FLEXRS BASE SHIRT	001-200-53500	177.00
					FLEXRS COVERT TACTICAL PANT	001-200-53500	237.00
					HSG DUTY DOUBLE PISTOL TACO	001-200-90200	59.00
					HSG DUTY MINI MULTI-ACCESS	001-200-90200	57.00
					HSG GEN 2 HANDCUFF TACO	001-200-90200	46.00
					PEERLESS HINDGED HANDCUFFS	001-200-90200	43.00
					SPIEWAK VIZGUARD RAINCOAT	001-200-53500	176.00
	AR001148	PD Uniforms	Invoice	03/25/2026	5.11 Stryke LS Rapid Shrirt	001-200-53500	69.00
					5.11 Stryke Pants	001-200-53500	84.00
00061	Stantec Consulting Services Inc (S	20260428					16,609.95
	2534292	Calhoun Station Pkwy. - Feb. 2026	Invoice	03/16/2026	Calhoun Station Pkwy. - Feb. 2026	300-301-60203	16,609.95
00080	Stegall Notary Service	20260429					178.00
	6606	Notary Supplies - Burton	Invoice	03/16/2026	Notary Supplies - Burton	001-110-50500	178.00
00569	Telpro Communications Compan	20260430					4,650.00
	37041	Security Cameras & System - Public W	Invoice	03/09/2026	2-Man Crew Labor Hours	001-301-90100	960.00
					6MP Bullet Camera	001-301-90100	1,000.00
					6MP Dome Camera	001-301-90100	240.00
					8-Port NVR w/ 2TB	001-301-90100	750.00
					CAT 6 Camera Cable Run	001-301-90100	1,350.00
					HDMI/USB Extender w/ Cable Run	001-301-90100	350.00
00361	The 20 LLC	20260431					10,198.40
	INVT20LLC-0075453	CYBERSECURITY SONICWALL	Invoice	02/18/2026	SONICWALL TZ370	001-200-68801	1,259.54
					SONICWALL TZ470	001-200-68801	840.46
	INVT20LLC-0078906	Monthly IT Services	Invoice	04/03/2026	Monthly IT Billing	001-195-68800	8,098.40
00181	Thomson Reuters - West Paymen	20260432					802.63
	853433352	Monthly Clear Subscription	Invoice	04/09/2026	Monthly Clear Subscription	001-200-68800	802.63
00141	Uline, Inc.	20260433					85.22
	205793984	Uline Ultra Toilet Tissue	Invoice	03/23/2026	Uline Ultra Toilet Tissue	001-190-50000	28.40
						001-280-50000	28.40
						001-301-50000	28.42

Docket of Claims Register **APPKT00992 - Apri ns**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00270	W.W. Grainger, inc.	20260434					575.35
	9830641933	Chainsaw Chaps, Helmets and Gloves	Invoice	03/05/2026	BDG Leather Gloves, Large	001-301-53500	60.78
					BDG Leather Gloves, X-Large	001-301-53500	60.78
					ELVEX Loggers Helmets	001-301-53500	127.18
	9853698604	VAC FILTER	Invoice	03/24/2026	DEWALT REGRULAR CARTIDGE FILTER	001-200-50500	26.94
	9866641088	Chainsaw Chaps, Helmets and Gloves	Invoice	04/03/2026	HUSQVARNA Chainsaw Chaps	001-301-53500	299.67
00321	Waste Management of Mississip	20260435					366.14
	3309410-0078-+	PW Trash Pickup - April 2026	Invoice	03/25/2026	PW Trash Pickup - April 2026	001-301-64000	180.89
	3309549-0078-4	PD Trash Pickup - April 2026	Invoice	03/25/2026	PD Trash Pickup - April 2026	001-200-64000	185.25
					Total Claims: 65	**Total Payment Amount:**	**253,915.71**

Gluckstadt, MS

Docket of Claims Register

APPKT00982 - 4/14/26 Other Claims Docket (Recurring)

By Docket/Claim Number

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00299	110 Percent, LLC	41426					3,180.00
	INV0003722	April Rent, LW	Invoice	04/06/2026	April Rent, LW	001-195-68300	3,180.00
00166	Andrew Duggar	41427					120.00
	INV0003730	March P&Z	Invoice	04/10/2026	March P&Z	001-190-60103	120.00
00490	Cadence Bank	41428					35.98
	INV0003728	Travel Card, April	Invoice	04/10/2026	Travel Card, April	001-195-60004	35.98
00160	Charles Phillips King	41429					120.00
	INV0003732	March P&Z	Invoice	04/10/2026	March P&Z	001-190-60103	120.00
00163	Katrina B. Myricks	41430					120.00
	INV0003733	March P&Z	Invoice	04/10/2026	March P&Z	001-190-60103	120.00
00189	Kayce Leigh Saik	41431					480.00
	INV0003734	March P&Z, ARC	Invoice	04/10/2026	March ARC SC	001-190-60103	120.00
					March P&Z	001-190-60103	120.00
	INV0003745	3.17.26 ARC Mtg	Invoice	04/10/2026	3.17.26 ARC Mtg Reg	001-190-60103	120.00
					3.5.26 ARC Mtg SC	001-190-60103	120.00
00032	Kelly Dabbs Commercial, LLC	41432					8,792.00
	INV0003721	April Rent, CH	Invoice	04/06/2026	April Rent, CH	001-195-68300	8,792.00
00414	LVNV Funding, LLC	41433					257.50
	INV0003666	Wage Garnishment, Loan Garnishment	Invoice	03/13/2026	Wage Garnishment, Loan Garnishment	001-000-00213	128.75
	INV0003689	Wage Garnishment, Loan Garnishment	Invoice	03/27/2026	Wage Garnishment, Loan Garnishment	001-000-00213	128.75
00142	Marsha Weems Stacey	41434					1,200.00
	INV0003727	April Court Services	Invoice	04/10/2026	April Court Services	001-110-60101	1,200.00
00149	Melanie Greer	41435					480.00
	INV0003731	March P&Z, ARC	Invoice	04/10/2026	March ARC SC	001-190-60103	120.00
					March P&Z	001-190-60103	120.00
	INV0003746	3.17.26 ARC Mtg	Invoice	04/10/2026	3.17.26 ARC Mtg Reg	001-190-60103	120.00
					3.5.26 ARC Mtg SC	001-190-60103	120.00
00134	Michael Devin Whitt	41436					1,200.00
	INV0003726	April Court Services	Invoice	04/10/2026	April Court Services	001-110-60201	1,200.00
00517	Michael Patrick Beasley	41437					120.00
	INV0003729	March P&Z	Invoice	04/10/2026	March P&Z	001-190-60103	120.00
00287	Mississippi Attorney General's Of	41438					100.00
	INV0003725	March Court Assessments	Invoice	04/06/2026	March Court Assessments	001-000-33000	100.00

Docket of Claims Register **APPKT00982 - 4/14/26 Other Cla g)**

Vendor #	Vendor Name / Payable Number	Docket/Claim # / Payable Description	Payable Type	Payable Date	Item Description	Account Number	Payment Amount / Distribution Amount
00521	Mississippi Department of Emplo	41439					547.50
	INV0003664	Wage Garnishment, Repayment of Ber	Invoice	03/13/2026	Wage Garnishment, Repayment of Ber	001-000-00213	273.75
	INV0003687	Wage Garnishment, Repayment of Ber	Invoice	03/27/2026	Wage Garnishment, Repayment of Ber	001-000-00213	273.75
00139	Mississippi Department of Public	41440					484.71
	INV0003724	March Court Assessments	Invoice	04/06/2026	March Court Assessments	001-000-33000	484.71
00138	State General Fund (DFA)	41441					29,993.76
	INV0003723	March Court Assessments	Invoice	04/06/2026	March Court Assessments	001-000-33000	29,993.76
					Total Claims: 16	**Total Payment Amount:**	**47,231.45**

REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Tuesday, March 10, 2026, at 6:00 PM

Minutes

This notice and agenda of the Regular Meeting of the Mayor and Board of Aldermen is hereby given by the undersigned. Said meeting shall be held on Tuesday, March 10, 2026, at 6:00 PM in the Board Room at City Hall, located at 343 Distribution Drive, Gluckstadt, MS 39110.

1. Call Meeting to Order and Roll Call

The Mayor called the March 10, 2026, Regular Meeting of the Mayor and Board of Aldermen to order. The Mayor presented the Notice of Regular Meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, acknowledged by all Aldermen (Exhibit “A”).

Board Members Present: Mayor Walter C. Morrison, Alderman John Taylor, Alderwoman Miya Warfield Bates, Alderman Chip Williams, Alderman Jayce Powell, and Alderwoman Jessie Campbell (via telephone).

Staff Members Present: City Clerk Lindsay Kellum, Assistant City Clerk Scott Maugh, Deputy City Clerk Chasity Pickett, Public Works Director Chris Buckner, Planning and Zoning Director Caine Dearman, Building Official Christian Hall, Assistant Chief of Police Jeremy Slaven, Executive Assistant Janet Brooks, and City Attorney Zachary Giddy.

2. Opening Prayer and Pledge of Allegiance

Pastor Brooks opened the meeting with prayer.

Alderman Powell led the Pledge of Allegiance.

No action taken.

3. Presented Items

4. Approval of Consent Agenda Items

A) Request for Approval of Claims Docket

B) Request for Approval of February 10th Regular Meeting Minutes

C) Requesting Approval for Training and Travel Reimbursement to Attend a Three-Day Training for SFST Training at the Richland Police (Montgomery)

D) Requesting Approval for Training and Travel Reimbursement to Attend a Two-Day Training for Advanced Supervisor Training at the Pearl Police Department (Kristen Baker, Dispatch Supervisor)

E) Requesting Approval to Purchase Tags for Two New 2026 Ford Explorer Patrol Vehicles

F) Request to Allow City Clerk to Register City Employees and Board Members for MML Summer Conference 2026 & Authorize Training / Travel Reimbursements

The Mayor requested a motion to approve the consent agenda (Exhibit “B”). Alderman Powell made a motion to approve the consent agenda, and it was seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

5. Monthly Budget Report

A) Monthly Budget Report(s)

The Mayor presented the monthly budget report(s.) (Exhibit “C”)

No action taken.

B) Monthly Bank Reconciliations

The Mayor presented the monthly bank reconciliations. (Exhibit “D”)

No action taken.

6. New Business

A) Request for Adoption of Order Setting Regular Monthly Meetings of the Mayor's Health Council

The Mayor requested a motion to adopt an order establishing the regular meeting schedule for the Mayor’s Health Council for the first Thursday of each month at 5:30 p.m. beginning in April (Exhibit “E”). Alderwoman Bates made a motion to adopt an order establishing the regular meeting schedule for the Mayor’s Health Council as the first Thursday of each month at 5:30 p.m., and it was seconded by Alderman Powell.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

7. City Clerk, City Administration Matters & Grants Update (Lindsay Kellum)

A) General Administration Updates (City Clerk)

The City Clerk updated the board on city administration matters (Exhibit "F").

No action taken.

B) Monthly Privilege License Report (Assistant City Clerk)

The Assistant City Clerk updated the board with the monthly privilege license report (Exhibit "G").

No action taken.

C) Monthly Grant Report & Updates (City Clerk)

The City Clerk updated the board on general grant administration matters and the status of active grants (Exhibit "H").

No action taken.

D) Request for Approval for Mayor's Health Council to Hold Summer Town Hall, June of 2026 (Date TBD) and Community Health Fair on Saturday, May 2nd (in conjunction with Reshma's Home 5K)

The Mayor requested a motion to approve the Mayor's Health Council to proceed with planning a community health fair on Saturday, May 2, 2026, in conjunction with Reshma's Home 5K, and a summer town hall meeting to be held in June 2026, with the specific date to be determined and presented to the Board at a later meeting (Exhibit "I"). Alderman Taylor made a motion to approve the Mayor's Health Council to proceed with planning a community health fair and town hall meeting on their respective dates, and it was seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

Agenda items 7E, 7F, and 7G were considered together.

E) Request to Apply for Recreational Trails Grant (MWFP)

F) Request to Apply for Land and Water Conservation Fund Grant (MWFP)

G) Request to Apply for COPS Grant

The Board considered Items E through G together. Staff requested authorization to apply for the listed grants. It was noted that the Recreational Trails Grant would support trail development associated with the park. The Land and Water Conservation Grant could be used for future recreational opportunities, including property acquisition or development, if applicable. The COPS Grant would support law enforcement needs, including potential personnel, equipment, or vehicles.

It was further noted that any grant awards, particularly those requiring matching funds, would be brought back to the Board for consideration before acceptance.

The Mayor requested a motion to approve the application for the MWFP Recreational Trails Grant (Exhibit “J”), the MWFP Land and Water Conservation Fund Grant (Exhibit “K”), and the COPS Grant (Exhibit “L”). Alderman Powell made a motion to approve the grant applications, and it was seconded by Alderman Williams.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

H) Discussion of Amendments to Leave Accrual Rates and Compensatory Leave Policy (Personnel)

The Mayor and Board discussed potential amendments to the City’s leave accrual rates and compensatory leave policy. Discussion included consideration of increasing paid time off (PTO) accrual rates to remain competitive with surrounding municipalities.

Additional discussion included proposed changes to compensatory time, including increasing the annual cap from 50 hours to 75 hours and transitioning from a calendar-year to a fiscal-year structure to allow employees more time to use accrued hours.

The Board requested that the employee handbook and supporting information be recirculated for further review. The item will be revisited at the April meeting for possible action.

I) Discussion and Approval of Paid Parental Policy, City of Gluckstadt (Human Resources)

The Mayor and Board discussed adopting a Paid Parental Leave Policy for city employees to remain competitive with evolving employment practices and recent state-level changes.

Following discussion, the Mayor requested a motion to authorize the drafting of a formal policy adopting up to six (6) weeks of paid parental leave (Exhibit “M”). Alderman Powell made a motion to allow legal counsel to draft a six (6) week Paid Parental Leave Policy, and it was seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

8. Planning and Zoning Director, P&Z/ Building Matters (Caine Dearman)

A) Planning and Zoning Update

The Planning and Zoning Department Director addressed the board to provide a status update on planning and zoning matters.

No action taken.

B) Request for Approval of Conditional Use Permit for Mt. Pleasant Baptist Church

The Mayor requested a motion to approve a conditional use permit for Mt. Pleasant Baptist Church to construct an approximately 9,100-square-foot multi-purpose facility on the west side of the existing campus. The proposed facility will be used for various church functions, including serving as a voting precinct (Exhibit “N”). Alderman Taylor made a motion to approve the order granting conditional use permit for Mt. Pleasant Baptist Church, and it was seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

C) Request for Approval of Site Plan for Mt. Pleasant Baptist Church

The Mayor requested a motion to approve the site plan for Mt. Pleasant Baptist Church related to the construction of a new multi-purpose facility (Exhibit “O”). Alderman Powell made a motion to approve the site plan for Mt. Pleasant Baptist Church, and it was seconded by Alderman Taylor.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

D) Request for Approval of Site Plan for BRH Assets-Green Steel

The Mayor requested a motion to approve the site plan for BRH Assets – Green Steel for the construction of an approximately 13,500-square-foot warehouse addition to the rear of the existing property (Exhibit “P”). Alderman Taylor made a motion to approve the site plan for BRH Assets-Green Steel, and it was seconded by Alderwoman Campbell.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

E) Consideration of Gluckstadt Office Park Sign Standards

The Mayor requested a motion to approve the proposed sign standards for the Gluckstadt Office Park development located on Old Jackson Road. The standards include a consistent design across all buildings, featuring a black background with white lettering to maintain uniformity throughout the development (Exhibit “Q”). Alderwoman Campbell made a motion to approve the proposed sign standards for the Gluckstadt Office Park development, and it was seconded by Alderman Williams.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

F) Site Plan Submission Removal-Venture South & Wooldridge Associates

The Mayor and Board were informed that Venture South Construction Associates had requested to withdraw their previously approved site plan submission.

No action taken.

9. Public Works Director, Public Works Matters (Chris Buckner)

A) Consideration of Awarding Various Term Bids

The Mayor requested a motion to award various term bids for materials and services to support Public Works operations (Exhibit “R”). Alderman Powell made a motion to award various term bids, and it was seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

B) Request for Approval, Gluckstadt Road Paving and Striping

The Mayor requested a motion to approve a paving and striping project for Gluckstadt Road (Exhibit “S”). Alderman Taylor made a motion to approve the paving and striping project for Gluckstadt Road, and it was seconded by Alderwoman Campbell.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

C) Request for Approval, Standard Detail Sheets

The Mayor requested a motion to approve the city’s Standard Detail Sheets (Exhibit “T”). These documents compile the city’s subdivision regulations into visual formats, including erosion control, standard construction details, and curb, gutter, and storm drainage systems. Alderman Taylor made a motion to approve the city’s Standard Detail Sheets, and it was seconded by Alderwoman Campbell.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

D) Request for Approval, Clarkdell Rd Culvert Purchase and Replacement

The Mayor requested a motion to approve the purchase and replacement of a damaged culvert located on Clarkdell Road (Exhibit “U”). The project includes the purchase of two 80-foot sections of 48-inch pipe from G&O for $6,695.20 and installation by Steve Chisum, LLC, for $5,400, as the lowest and best quote received. Alderman Williams made a motion to approve the purchase and replacement of the damaged culvert, and it was seconded by Alderwoman Campbell.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

10. Police Chief, Police Department Matters (Chief Barry Hale)

A) General Update, Police Department

The Assistant Chief of Police updated the board on law enforcement matters.

No action taken.

B) Requesting Approval to Promote K9 Officer Eric Huff to the Rank of Sergeant, effective March 16, 2026, as recommended by Human Resources (start of new pay period)

Moved to Executive Session.

11. Public Comment

No citizens signed up to the address board.

12. Closed Session to Determine Need for Executive Session

The Board considered entering closed session to determine whether to enter into executive session. The Mayor requested a motion. A motion was made by Alderwoman Bates to enter closed session to determine the need for executive session, and it was seconded by Alderman Taylor. *After calling for and taking a vote, the Mayor declared the motion carried unanimously.*

The Board then considered entering executive session. Alderman Powell made a motion to enter executive session to *discuss personnel matters for Public Works, Planning and Zoning, and the Police Department. The motion was seconded by Alderwoman Bates. A public announcement was made that the Board had voted to enter into executive session to discuss personnel matters for Public Works, Planning and Zoning, and the Police Department.*

A) Motion to Terminate, Stedman Harris

Alderman Powell made a motion to terminate Stedman Harris effective immediately, which was seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

B) Independent Contractor, Mike McCollum

Alderwoman Campbell made a motion to approve the retention of Mike McCollum as an independent contractor to provide consulting services to the city at a rate of $50 per hour without additional benefits, and it was seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

C) Resignation of Sergeant Cade Rounsaville

Alderman Powell made a motion to accept the resignation of Sgt. Cade Rounsaville from the Police Department, effective March 15, 2026, and it was seconded by Alderman Williams.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

D) Promotion of Officer Eric Huff to Sergeant

A motion was made by Alderman Powell to promote Officer Eric Huff from within the Police Department to the rank of Sergeant, effective March 16, 2026, at an annual salary of $60,000.00, plus employment benefits such as Blue Cross Blue Shield Health Insurance and participation in the Public Employees Retirement System, and it was seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Williams, Alderwoman Bates, Alderman Taylor, Alderwoman Campbell

The Mayor declared the motion carried.

The Mayor then requested a motion to exit executive session. Alderman Williams made a motion to exit executive session and re-enter open session, and it was seconded by Alderwoman Campbell. *After calling for and taking a vote, the Mayor declared the motion carried unanimously*. The Mayor and Board then exited executive session and re-entered open session.

A public announcement was made that the Board had terminated one individual in the Public Works Department, retained an independent contractor for consulting services, accepted the resignation of an individual from the Police Department, and promoted one individual within the Police Department.

13. Adjourn

Alderman Taylor made a motion to adjourn, and it was seconded by Alderwoman Bates.

Voting Yea: Alderman Powell, Alderman Taylor, Alderwoman Williams, Alderwoman Bates, Alderman Slay

The Mayor declared the motion carried.

ATTEST: DATE:

_____ _____

LINDSAY D. KELLUM CITY CLERK	WALTER C MORRISON, IV MAYOR

[Seal]

SPECIAL CALLED MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI

Thursday, April 02, 2026 at 12:00 PM

Minutes

This notice and agenda of the Special Called Meeting of the Mayor and Board of Aldermen is hereby given by the undersigned. Said meeting shall be held on Thursday, April 02, 2026, at 12:00 PM in the Board Room at City Hall, located at 343 Distribution Drive, Gluckstadt, MS 39110.

The business to be brought before the meeting shall be limited to the following:

1. Call Meeting to Order and Roll Call

The Mayor called the April 2, 2025, Special Called Meeting of the Mayor and Board of Aldermen to order. The Mayor presented the Notice of Special Called Meeting of the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi acknowledged by all Aldermen. (Exhibit “A”).

Board Members Present: Mayor Walter C. Morrison, Alderman John Taylor, Alderwoman Miya Warfield Bates, Alderman Chip Williams (via telephone), Alderman Jayce Powell (via telephone), and Alderwoman Jessie Campbell.

Staff Members Present: City Clerk Lindsay Kellum (via telephone), Court Clerk Stephanie Burton, Chief of Police Barry Hale, Assistant Chief of Police Jeremy Slaven, Lt. Stephen Tucker, and City Attorney John Scanlon.

2. Opening Prayer and Pledge of Allegiance

No action taken.

3. Public Comment

No members of the public signed up to address the board.

No action taken.

4. Closed Session to Determine Need for Executive Session

The Board considered entering closed session to determine whether to enter into executive session. The Mayor requested a motion. Alderman Taylor made a motion to enter into closed session to determine the need for executive session, and it was seconded by

Alderwoman Campbell. After calling for and taking a vote, the Mayor declared the motion carried unanimously.

The Board then considered entering executive session. Alderwoman Bates made a motion to enter executive session to discuss personnel matters and the job performance of one individual in the Police Department, and it was seconded by Alderwoman Campbell. After calling for and taking a vote, the Mayor declared the motion carried unanimously.

The Board entered executive session. A public announcement was made by the City Attorney that the Board had entered executive session to discuss personnel matters and the job performance of one individual in the Police Department.

A) Personnel Matters: Police Department

Alderwoman Campbell made a motion to terminate the employment of Officer Wesley Flynt effective immediately. Alderwoman Bates seconded the motion.

Voting Yea: Alderman Williams, Alderman Taylor, Alderwoman Campbell, Alderwoman Bates, Alderman Powell

The Mayor declared the motion carried.

Alderwoman Campbell then made a motion to leave executive session and re-enter open session. Alderwoman Bates seconded the motion.

Voting Yea: Alderman Williams, Alderman Taylor, Alderwoman Campbell, Alderwoman Bates, Alderman Powell

The Mayor declared the motion carried.

A public announcement was made by the City Attorney that during executive session the Board took action regarding a personnel matter involving an employee with the Police Department, resulting in the immediate termination of the employee.

5. Adjourn

Alderman Powell made a motion to adjourn. Alderman Taylor seconded the motion.

Voting Yea: Alderman Williams, Alderman Taylor, Alderwoman Campbell, Alderwoman Bates, Alderman Powell

The Mayor declared the motion carried.

ATTEST: DATE:

_____ _____

LINDSAY D. KELLUM
CITY CLERK

WALTER C MORRISON, IV
MAYOR

[Seal]

384 CHURCH ROAD
MADISON, MS 39110
WWW.MISSISSIPPITENT.COM
601-853-1698 Phone
601-853-0036 Fax

Status: Reserv
Contract #: 118325

Event Beg: Sat 7/ 4/2026 8:00AM
Event End: Sat 7/ 4/2026 6:00PM
Operator: Lee Hutchinson

Customer #: 11901

Gluckstadt Rotary Club
384 Church Rd
MADISON, MS 39110

Job Descr: Rotary Fourth Fest

Ordered By: Rachael

Sales Rep: Lee Hutchinson 601-540-7736 lee@mississippitent.com

Delivery Wed 7/ 1/2026 8:00AM - 5:00PM
Lee Hutchinson 601-540-7736
Empty Lot in gluctstadt

Pickup Mon 7/ 6/2026 8:00AM - 5:00PM
Lee Hutchinson 601-540-7736
Empty Lot in gluctstadt

Qty	Items Rented	Total Disc Amt	Each	Price
1	20 x 40 JT Lite	$400.00	$400.00 Discount / Disc%	$400.00 $400.00 / 50.00%
1	40 x 100 Navitrac Frame Tent	$2,000.00	$2,000.00 Discount / Disc%	$2,000.00 $2,000.00 / 50.00%
1	Tent Ox	$175.00	$325.00 Discount / Disc%	$325.00 $175.00 / 35.00%

Qty	Items Sold	Total Disc Amt	Each	Price
1	Labor Install/Dismantle	$0.00	$1,900.00	$1,900.00
1	Delivery	$0.00	$100.00	$100.00
1	Pickup	$0.00	$100.00	$100.00

All will call rentals must be picked up/returned in an enclosed vehicle.

I decline damage waiver on the rented equipment. Full replacement charges will apply. Initials _____

Rental Contract

1.

Rental w/ 50% Disc:	**$2,725.00**
Sales:	**$1,900.00**
Delivery Charge:	**$200.00**
Subtotal:	**$4,825.00**
Total:	**$4,825.00**
Paid:	**$0.00**
Amount Due:	**$4,825.00**

Signature:

Gluckstadt Rotary Club

TERMS AND CONDITIONS OF RENTAL CONTRACT - MISSISSIPPI TENT & PARTY RENTAL

For good and valuable consideration, you and Mississippi Tent & Party Rental LLC (also referred to in this Contract as "MTP," "Lessor," "we," "us" and "our") agree as follows:

As used herein, "P.1" means the first page of this Contract; "Contract" means P.1 together with these Terms and Conditions of Rental Contract; "Rented Item(s)" or "Item(s)" means the item(s) rented to you, as identified on P.1 (including any "Instructions" provided per Section [or "§"] 4 of this Contract); "Site" means the location where the Item(s) is/are to be delivered and/or used (if applicable), as set forth on P.1; and "Customer," and "Lessee," "you" and "your" mean the customer, renter or lessee identified on P.1 (and as applicable, each and every permitted borrower, sublessee, successor and/or assign of such Lessee per § 6).

You agree to rent from MTP the Rented Item(s) for the period(s) specified on P.1 (the "Term"), at the end of which, your rights to use and possess the Rented Item(s) shall expire and terminate. You agree to pay us the applicable rental rate(s) set forth on P.1 (the "Rent"), and all other charges accruing hereunder, without proration, reduction or setoff, and remain liable for all associated injuries and damages, until all Rented Item(s) is/are returned to *and accepted by* MTP in the return condition required under § 11. Unless otherwise specifically agreed by MTP, all rental rates are for normal use of the Rented Item(s) on a *single-event* basis and otherwise in accordance with the terms of this Contract and the "Instructions" described in § 4. Additional Rent at our maximum periodic rate will be due for overuse and late returns. No allowance will be made for weekends, holidays, time in transit or any other period(s) of nonuse. We have estimated the Rent based on your estimate of the length of the Term (the "Estimated Rent"). Unless otherwise agreed in writing by MTP, you: (i) will pay us: (A) the Estimated Rent, together with any deposit specified on P.1 in advance (together, the "Prepayment"); and (B) all other amounts coming due hereunder upon demand; and (ii) acknowledge and agree that: (A) we may deduct any amount you owe us from any Prepayment; (B) no interest will accrue on any Prepayment; (C) no Prepayment will be deemed a limit of your liability to us; and (D) all Prepayments are NON-REFUNDABLE. Anything remaining with, in or on any Rented Item(s) upon return will be deemed surrendered and abandoned.

You will ensure the Site is clean, safe, secure and fit for delivery and use of the Rented Item(s). If we agree to provide any services (including delivery, setup, installation and/or retrieval), you agree to: (a) pay our regular charge(s) for the same, and for all waiting time; (b) be present at the Site at the agreed time(s); and (c) ensure our personnel have full access to the Site at all times. We will not be responsible for mishaps or delay(s) caused by you, your agents or employees or any other parties, including providers of other goods or services ("Other Providers") for which you agree to indemnify, defend and hold harmless MTP. If you are not present upon our delivery, setup, installation or retrieval of any Item(s), you agree to accept the statements of our representatives regarding the same (including the status, condition, quality and quantities of the Item(s) and the Site).

Upon the earlier of your receipt, or the delivery to the Site, of the Rented Item(s) unless you thereupon reject it/them, you represent, warrant, acknowledge and agree that: (a) each Item: (i) is complete and in good order, condition and repair; (ii) is appropriate for your purposes and in all ways acceptable to you; and (iii) was selected (not based on any recommendation by us), carefully examined counted and tested by you or your agent(s); and (b) you: (i) have received, reviewed and understand all laws, rules, regulations, training, instructions, user manuals, maintenance requirements, and other information, if any, including all applicable EPA, OSHA, ASME, IBC, IFC, IEEE, ASSP, ANSI and other applicable standards (collectively, "Instructions"); (ii) will fully comply therewith; (iii) have been made aware of the need to use all applicable safety equipment and devices; (iv) will use each Item only for **its intended purpose**, in a reasonable and safe manner; (v) will timely give all applicable notice(s) to, and obtain all applicable licenses, authorizations, permits and approvals from, all affected parties, including governmental authorities, utilities, cable companies and the owner(s) of the Site, and ensure that all underground lines, cables and conduits are clearly and properly marked before using any Item(s) to disturb the ground surface (call **811 or 800-227-6477,** and go to **www.ms811.org**) at least 2 working days in advance, not including weekends and holidays); (vi) will immediately cease using any Item that is damaged, breaks down, or proves defective (a "Malfunction"); and (vii) will ensure that all others comply with this Contract. You will notify us immediately if any of the foregoing shall be breached or proven incorrect or misleading.

In the event of a Malfunction as defined in § 4, you agree to immediately notify and return the Malfunctioning Item to, MTP, and provided such Malfunction did not result from or in connection with any wrongful or negligent act or omission of, or any breach of this Contract by, you or anyone you permit to use, occupy or otherwise deal with any Rented Item(s) (including your guests and invitees), we may, at our option: (a) repair the Malfunctioning Item; (b) provide you with a comparable item; or (c) solely with respect to the Malfunctioning Item, return the unused portion of the Rent and cancel this Contract. The foregoing remedies are **EXCLUSIVE**. We will have no other obligation(s) regarding Malfunctions, all of which you waive (including without limitation, all direct, indirect, incidental and consequential damages).

Except with respect to Items we rent from one or more third parties (each, a "TPO") and then re-rent to you ("Re-Rented Item(s)"), MTP owns and will retain title to all Rented Items at all times. You will have exclusive control over the Rented Item(s) during the Term; *subject however,* to your obligation to fully and timely comply with this Contract at all times. You **SHALL NOT**: (a) permit the taking or existence of any lien, claim, security interest or encumbrance on any such Item; or (b) **loan, transfer, sublease, repair, store, surrender or assign any Rented Item or this Contract without our prior written consent**. If we consent to any such loan, transfer, sublease or assignment you will: (i) **remain primarily responsible** for the prompt payment and performance of all obligations of the Lessee arising under this Contract; and (ii) continue to ensure that each end-user of the Rented Item(s) fully and timely complies with each and every term of this Contract at all times as if such user were the named Lessee under this Contract. We may substitute, sell and/or assign any Rented Item(s) and/or all or any part of our interests therein and/or in this Contract at any time. You authorize and agree to the same, and further agree that, in the event of such assignment, you will attorn to the assignee, who will not be responsible for any pre-existing obligations or liabilities of MTP or any TPO.

SAFETY WARNINGS: THE RENTED ITEM(S) CAN BE **DANGEROUS**, AND MAY MOVE, SHIFT, TIP, SINK, OVERTURN, LEAK, OR COLLAPSE, PARTICULARLY DURING SEVERE WEATHER AND/OR ON STEEP TERRAIN. YOU AGREE TO: (A) EXERCISE, AND TO CAUSE ALL OTHERS TO EXERCISE, **EXTREME CARE** WHEN DEALING WITH SUCH ITEM(S); (B) PROVIDE ALL APPLICABLE FAMILIARIZATION, TRAINING, INSTRUCTIONS AND WARNINGS TO ALL USERS, OPERATORS AND OCCUPANTS OF THE RENTED ITEM(S); (C) ensure that each Rented Item is used reasonably, safely and only: (i) **for its intended purpose(s)**; (ii) within its rated capacity; (iii) at the Site; (iv) BY PROPERLY TRAINED, QUALIFIED, CERTIFIED, FAMILIARIZED AND/OR LICENSED (AS APPLICABLE) ADULTS; and (v) otherwise in full compliance with this Contract and all applicable laws, rules and regulations, at all times.

SAFETY PRECAUTIONS: You will not, nor will you permit anyone else to abuse, misuse, overuse, conceal, place in storage with any third party, repair, modify or damage any Rented Item. YOU ALSO AGREE TO: (A) **ENSURE THAT ALL CHILDREN IN, ON, OR NEAR ANY RENTED ITEM(S) ARE SUPERVISED BY A COMPETENT ADULT AT LEAST 21 YEARS OF AGE AT ALL TIMES; AND (B) EVACUATE, AND PERMIT MTP TO DELAY DELIVERY, INSTALLATION AND/OR USE OF, OR DISMANTLE AND/OR RETRIEVE ANY OR ALL RENTED ITEM(S)** (without obligating us to do so) IF ANY HAZARD (INCLUDING WITHOUT LIMITATION, **SEVERE WEATHER**) OCCURS OR THREATENS.

NO WARRANTIES: MTP IS NOT THE MANUFACTURER OR DESIGNER OF ANY OF THE ITEM(S) REFERENCED IN THIS CONTRACT, ALL OF WHICH ARE PROVIDED **"AS-IS"**. NEITHER MTP NOR ANY TPO, MAKES ANY WARRANTY(IES), EXPRESS OR IMPLIED (INCLUDING ANY WARRANTY(IES) OF **MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR PURPOSE,** FUNCTION, DESIGN, QUALITY, CAPACITY, FREEDOM FROM DEFECTS AND/OR GOOD AND WORKMANLIKE PERFORMANCE, AS WELL AS ANY WARRANTY(IES) ARISING FROM OR IN CONNECTION WITH ANY COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE OF TRADE) REGARDING ANY ITEM(S) OR SERVICE(S) REFERENCED HEREIN, NOR DOES MTP OR ANY TPO MAKE ANY WARRANTY(IES) AGAINST INTERFERENCE OR INFRINGEMENT, ALL OF WHICH YOU WAIVE. NO DESCRIPTIONS, SPECIFICATIONS, DEPICTIONS OR ADVERTISEMENTS CONSTITUTE REPRESENTATIONS OR WARRANTIES BY MTP OR ANY TPO. **THERE ARE NO WARRANTIES THAT EXTEND BEYOND THE FACE OF THIS CONTRACT.**

INDEMNITY: TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, **YOU: (A) ASSUME ALL RISKS**, INCLUDING WITHOUT LIMITATION, ALL RISK(S) OF PERSONAL AND BODILY INJURY, LOSS, PROPERTY DAMAGE, DESTRUCTION AND CONTAMINATION OF, TO, AND/OR ARISING IN CONNECTION WITH, THE ITEM(S) AND SERVICE(S) REFERENCED IN THIS CONTRACT, AS WELL AS ALL LIABILITIES, CLAIMS, DAMAGES, LOSSES, COSTS AND EXPENSES (INCLUDING ATTORNEYS' FEES) ARISING FROM AND/OR IN CONNECTION WITH THE SELECTION, PROVISION, INSPECTION, DESIGN, MANUFACTURE, USE, LOADING, UNLOADING, TRANSPORTATION, DELIVERY, SETUP, INSTALLATION, DEINSTALLATION, MALFUNCTION, COLLAPSE, STORAGE, SERVICING, MAINTENANCE, REPAIR, AND/OR RETRIEVAL THEREOF, WHETHER OR NOT YOUR FAULT (COLLECTIVELY, "RISKS"); **(B) RELEASE AND DISCHARGE, AND AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS, MISSISSIPPI TENT & PARTY RENTAL LLC, EACH TPO**, and their respective owners, shareholders, members, managers, officers, directors, partners, agents, affiliates, employees, insurers, subrogees, representatives, successors and assigns (each, an "Indemnitee" and collectively, the "Indemnitees"), for, from and against all such RISKS, as well as all other liabilities, claims, damages, losses, costs and expenses (including without limitation, attorneys' fees) arising from and/or in connection with the Rented Item(s), this Contract and/or any breach hereof by you, your agents, employees, contractors, guests, invitees, sublessees, successors and/or assigns; and except only as provided in § 5, **(C) WAIVE** all rights and remedies available under the Uniform Commercial Code, as well as all direct, indirect, incidental, consequential, general, special, exemplary and punitive damages, against each and every Indemnitee.

You agree to protect, properly maintain and care for each Rented Item at all times, keep it safely and securely stored and locked when not in use, and return it to us on time at the end of the Term, complete, clean, free of contamination, burns, cuts, stains, discoloration and debris, and in good condition, properly serviced and maintained, and if applicable, full of the appropriate fuel, fluids and lubricants. If you fail to do so, then in addition to your other obligations arising under this Contract, you will pay us: (a) Rent for each succeeding full rental period until all Rented Item(s) have been returned or replaced as required; and (b) all costs and expenses we incur in connection with such failure (including without limitation, all costs of cleaning, repairs, maintenance and/or replacement(s) of/to the Rented Item(s)). Certain Items may be delivered on pallets, or in crates, cartons or boxes, and may be stacked, bagged, racked, folded, rolled and/or strapped ("Packed"). Upon return, you will ensure that all Rented Items are properly Packed. **YOU AGREE NOT TO PACK ANY RENTED ITEM UNLESS IT IS COMPLETELY DRY. IMPROPER PACKING, OR PACKING ITEMS THAT ARE WET OR DAMP, MAY RESULT IN MOLD, MILDEW OR OTHER DAMAGE, FOR WHICH YOU WILL BE LIABLE.**

You agree to maintain all insurance MTP may require, including: (a) public and host liquor liability insurance with minimum limits of $1,000,000 per occurrence; (b) property damage/inland marine insurance covering all Rented Items for the full (new) replacement cost thereof; and (c) workers' compensation and employer's liability insurance. All such policies shall, to the maximum extent possible: (i) name Mississippi Tent & Party Rental LLC as an additional insured and loss payee; (ii) waive subrogation against MTP; (iii) be primary and non-contributory; (iv) include a severability of interests clause and such other provisions as we may require. You irrevocably appoint Mississippi Tent & Party Rental LLC as your agent and attorney-in-fact for purposes of submitting and negotiating claims and payments on all such policies.

If and *only if*, we have offered, and you have elected to purchase our ***OPTIONAL*** LIMITED DAMAGE WAIVER ("LDW") and paid the non-refundable LDW Fee set forth on P.1 *before the Term commences*, then *solely with respect* to Item(s) covered by LDW ("Covered Items"), your liability for the cost to repair or replace such Covered Items will be limited as set forth in our Damage Waiver Guide and Addendum, the terms of which you hereby acknowledge and agree to. You may decline LDW if you provide the property damage / inland marine insurance referenced in § 12. **LDW IS NOT INSURANCE, NOR IS IT A WARRANTY.**

We may, without further notice or liability to you, inspect and/or monitor (in person or electronically, including via the use of GPS, Electronic Logging Devices and/or telematics) any Rented Item(s) at any time, and all information thereby obtained will be our property. You consent to such inspection(s) and monitoring and waive all claims with respect thereto. You hereby grant to Mississippi Tent & Party Rental LLC a perpetual, royalty free, worldwide right and license to create, edit, display and distribute one or more images of your event(s) that include one or more Rented Item(s). If any performance required of us is delayed or impaired as a result of any act or omission of/by you, any Other Provider(s) or any "*Act of God*" (any event, fact or circumstance beyond our reasonable control), we will be excused from such performance. You waive the benefits of all statutes of limitations regarding our rights and remedies. All amounts due hereunder but not timely paid will bear interest at the lesser of (a) 18% per annum; or (b) the highest rate permitted under applicable law until paid. You authorize us to submit all amounts due and coming due hereunder to any debit or credit card(s) you provide. You agree to pay us the maximum lawful charge for any check you write which is returned unpaid. Our maximum liability in connection with this Contract is limited to the Rent we actually receive from you hereunder**.** You agree to pay all sales, use and other taxes, as well as all tolls, fines, fees, assessments and other charges related to the Rented Item(s) and/or this Contract. If any legal action is commenced in connection herewith, we will be entitled to recover from you our associated attorneys' fees, costs and expenses if we prevail. Neither our exercise, nor our failure or delay in the exercise, of any rights or remedies available under or in connection with this Contract will constitute an election of remedies or a waiver of any of our rights or remedies, all of which are cumulative.

Your duties hereunder are *unconditional*. If you or any guarantor shall: (a) fail to fully and timely honor, pay, perform or comply with this Contract and/or any of your obligations arising hereunder or in connection herewith;

(b) provide any incorrect or misleading information to us; (c) become insolvent or bankrupt; or (d) die or cease conducting business, or if any Rented Item(s) shall be lost or, unless covered by LDW per § 13, damaged, you will be in default under this Contract, whereupon, we may with or without legal process or notice (and without liability to you), to the maximum extent permitted under applicable law: (i) cancel the Term and/or this Contract (and/or your rights to use and possess the Rented Item(s)); (ii) seek relief from stay; (iii) recover, empty, lock, disassemble and/or disable such Item(s) without being guilty of breach, trespass or wrongful interference, or liable for any injuries or property damage (for which you agree to indemnify, defend and hold harmless each Indemnitee); (iv) perform your obligations hereunder on your behalf, without being obligated to do so; (v) purchase replacement Item(s); (vi) recover from you and/or any guarantor our associated direct and indirect damages, losses, costs and expenses (including without limitation, Rent for the balance of the scheduled Term, overtime, loss of use, interest, attorneys' fees, retrieval/repossession costs, and collection costs); and/or (vii) pursue any other rights and/or remedies available hereunder, at law and/or in equity, all of which are cumulative.

This Contract, and any "Addenda" we provide (including our form of Damage Waiver Guide and Addendum and Debit/Credit Card Charge Authorization), each of which is incorporated herein, constitute(s) the entire agreement between you and MTP, *superseding* all other agreements and representations. The terms of this Contract are severable. If any provision hereof shall be deemed invalid or unenforceable by any court of competent jurisdiction, such provision will be deleted, and the remainder of this Contract will remain valid and enforceable. This Contract cannot otherwise be modified without our written consent. Time is of the essence. These Terms and Conditions apply to all Item(s) identified on P.1, and to *all other items* you obtain from us at any time (unless we otherwise agree in writing). This Contract shall bind and be enforceable by and against you, Mississippi Tent & Party Rental LLC, the other Indemnitees and their respective permitted successors and assigns (there being no other third-party beneficiaries hereto). At the option of MTP, dispute(s) with respect to this Contract and/or its subject matter shall be submitted to binding arbitration before a single arbitrator selected by MTP at the offices of the American Arbitration Association located in or nearest to Madison, MS. This Contract shall be interpreted and enforced under the laws of, and proper venue for all civil legal actions commenced in connection herewith and not submitted to arbitration as provided above shall lie solely in the federal, state and local courts located in or nearest to, the State and County in which the MTP facility from which you obtain(ed) the Item(s) is located (unless waived by MTP). You consent and submit thereto and waive all claims that such venue lies in an inconvenient forum. **EACH PARTY HEREBY WAIVES ITS RIGHT TO TRIAL BY JURY**. Digital, electronic, photocopied and facsimiled signatures and initials hereon will be deemed originals.

WARNING: Obtaining, hiring, leasing, or otherwise exercising control over personal property with intent to defraud the owner thereof, or failing to return such property and/or pay for any extra time as required und

agreement may be deemed **FRAUD**, resulting in **CIVIL LIABILITY** and/or **CRIMINAL PROSECUTION** (See Miss. Code Ann., § 97-17-62, *et. seq*., and its/their successor provision(s) for additional information).

LESSEE ACKNOWLEDGES THAT A LARGE-PRINT VERSION OF THESE TERMS AND CONDITIONS HAS BEEN MADE AVAILABL

LESSEE

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Section 4, Item C)

From: Rachael Heilshorn
To: Lindsay Kellum
Subject: Fourth Fest
Date: Friday, March 20, 2026 8:06:44 AM
Attachments: Contract 118325.pdf

Hello Lindsay,

I hope you're doing well!

I'm reaching out on behalf of the Gluckstadt Rotary regarding our upcoming **2nd Annual Fourth Fest**, which will be held on **July 4th from 10:00 AM–2:00 PM**. We are so excited to continue growing this event as a fun, family-friendly celebration for our community.

As we plan for this year, we are working to enhance the experience for attendees and expand some of the features we introduced, including our **History Trail Walk** and additional activities for families.

We would love to partner with the city to help support one of the event expenses. I've attached a quote for part of the tent installation for your consideration. This item will directly contribute to the overall success and safety of the event.

Fourth Fest is quickly becoming a meaningful community tradition, and with the city's support, we can continue to grow it into something even more impactful for Gluckstadt residents.

Please let me know if you need any additional information or documentation. We truly appreciate your consideration and continued support of community events like this.

Thank you so much!

Best,

Rachael Heilshorn, NP-BC
MAD Esthetics Medspa
Gluckstadt Rotary Member
601-559-2033

CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE POLICE DEPARTMENT
140 Gluckstadt Way, Gluckstadt, Mississippi 39110

MEMORANDUM

To: Mayor & Board of Alderman

From: Barry Hale, Police Chief

Date: April 06, 2026

Subject: Requesting approval to accept a check from the District Attorney's office in the amount of $10,200.00 as a donation to the police department.

Requesting approval to accept a check from the District Attorney's office in the amount of $10,200.00 as a donation to the police department. The Madison/Rankin County District Attorney's office has graciously agreed to pay for the first year of Motorola Command Central Aware in the amount of $10,200.00.

Thank you for your consideration in this matter,

Respectfully,

Chief Barry Hale
Gluckstadt Police Department

CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE POLICE DEPARTMENT
140 Gluckstadt Way, Gluckstadt, Mississippi 39110

MEMORANDUM

To: Mayor & Board of Alderman

From: Barry Hale, Police Chief

Date: April 01, 2026

Subject: Requesting Approval of Training and Travel Reimbursement for the MML 95th Annual Conference Winter Educational Conference

I'm requesting approval to attend the MML 95th Annual Conference in Biloxi, MS June 29 thru July1, 2026.

Thank you for your consideration in this matter,

Respectfully,

Chief Barry W. Hale
Gluckstadt Police Department

MISSISSIPPI MUNICIPAL SERVICE COMPANY
MISSISSIPPI MUNICIPAL LIABILITY PLAN
MISSISSIPPI MUNICIPAL WORKERS' COMPENSATION GROUP
Serving Municipalities and Governmental Entities for c
Section 4, Item E)
Advertisement

MML Conferences

The League sponsors several conferences and work sessions each year which include well-known speakers, an array of workshops on important information and updates, awards and recognition programs



Click here to view hotel block information for the 95th Annual Conference!

Sponsor the 95th Annual Conference! Click here for details.

Exhibit Booth Registration is now open for Associate Members and will open on April 6th for state agencies and non-members!

Associate Members - click here to register for the expo show!

Conference Forms

- Conference Cancellation Form
- Excellence Awards Application
- Memorial / Display of Flags
- Hall of Fame
- Veterans Recognition
- MSMSC Golf Tournament

95th Annual Conference Trade & Expo

Dashboard **Floorplan** Sponsors Exhibitors

Search

Map Legend

Exhibitors

A - Z

A1 McDuffie Sanitation

Acadian Ambulance Service

AGJ Systems & Networks, Inc.

Allen & Hosball, PLLC

Ambetter from Magnolia H

Atlas

Atmos Energy

B Clean, LLC

BBI, Inc. (A gWorks Company)

Bliss Products and Services, Inc.

Bridge & Watson, Inc.

C Spire

Carroll Warren and Parker PLLC

Coburn Supply Company



SMPDD
Southern Mississippi Planning & Development District
BUILDING A STRONGER MISSISSIPPI
Map D v5.6.2 (//mapdevents.com/?c=platform)

See who exhibited with us last year!

Payment due 30 days from receipt
Please make check payments to:
Mississippi Municipal League
600 E Amite Street
Ste 104
Jackson, MS 39201
601-353-5854

Invoice

Reference Number	66858887
Registered At	3/31/26, 5:43 PM

Registrant Details

Reference Number	Full Name	Registrant's Email Address	Registrant Type
66858887	Barry Hale	barry.hale@gluckstadt.net (mailto:barry.hale@gluckstadt.net)	Municipal Member

Selections

Selection	Quantity	Unit Price	Total
Municipal Member	1	$350.00	$350.00
Conference Registration	1	$0.00	$0.00
		Total	**$350.00**

Billed To

Company	Gluckstadt PD
Full Name	Barry Hale
Line 1	140 Gluckstadt Way
City	GLUCKSTADT
State/Province/County	MS
Zip/Postal Code	39110
Country	United States

Registrant's Email Address barry.hale@gluckstadt.net (mailto:barry.hale@gluckstadt.net

Transactions

Date	Transaction Type	Amount
March 31, 2026	Order Amount	$350.00
	Balance Due	**$350.00**
	Payment Method	**Invoice**

Registration Questions? - Please contact questions@american-tradeshow.com (mailto:questions@american-tradeshow.com?Subject=) or 985-240-5511 Hours: M-F 8 AM - 5 PM CST

CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE POLICE DEPARTMENT
140 Gluckstadt Way, Gluckstadt, Mississippi 39110

MEMORANDUM

To: Mayor & Board of Alderman

From: Barry Hale, Police Chief

Date: April 01, 2026

Subject: Requesting Approval of Training and Travel Reimbursement for the 2026 MACP Summer Educational Conference for Myself and Asst. Chief Slaven.

I'm requesting approval for myself and Asst. Chief Slaven to attend the 2026 MACP Summer Educational Conference located at the Golden Nugget-Biloxi. The cost of the training will be $375.00 for a total of $750.00. I'm also requesting approval for hotel reimbursement alongside meals.

Thank you for your consideration in this matter,

Respectfully,

Chief Barry W. Hale
Gluckstadt Police Department

Mississippi Association of Chiefs of Poli
1723 University Ave. Ste B #367
Oxford, MS 38655
662-897-6227

INVOICE

Jeremy Slaven
Gluckstadt Police Department
140 Gluckstadt Way
Gluckstadt, MS 39110

Order Number: 40360
Order Date: April 1, 2026
Payment Method: Pay Offline

Product	Quantity	Price
2026 MACP Summer Educational Conference-Attendee Registration **SKU:** 40052_tix2143 **Event Time:** June 16, 2026 1:00 Pm - June 19, 2026 12:00 Pm **Event Location:** Golden Nugget- Biloxi	1	$375.00
	Subtotal	$375.00
	Total	**$375.00**

Mississippi Association of Chiefs of Pol
1723 University Ave. Ste B #367
Oxford, MS 38655
662-897-6227

INVOICE

Barry Hale
Gluckstadt Police Department
343 Distribution Drive
Gluckstadt, MS 39110
United States (US)

Order Number: 40356
Order Date: April 1, 2026
Payment Method: Pay Offline

Product	Quantity	Price
2026 MACP Summer Educational Conference-Attendee Registration **SKU:** 40052_tix2143 **Event Time:** June 16, 2026 1:00 Pm - June 19, 2026 12:00 Pm **Event Location:** Golden Nugget- Biloxi	1	$375.00
	Subtotal	$375.00
	Total	**$375.00**

REQUEST TO BE CONSIDERED FOR SELECTION AS AN OFFICER ON THE EXECUTIVE COMMITTEE

The Executive Committee shall be composed of the President 1st Vice President 2nd Vice President, Treasurer, Secretary, Immediate Past President, and Nine (9)Trustees. Article IV of our Constitution and Bylaws is attached. This information details the duties of the Executive Committee. Before submitting an application make sure you meet the qualifications and can perform the duties of that position. Remember your MMCCA dues must be current.

The following Offices will be available and voted on at our business meeting at the MML conference in June 2026.

2nd Vice President – North District – Counties that can apply: Desoto, Tunica, Coahoma, Leflore, Tallahatchie, Quitman, Panola, Tate Marshall, Lafayette, Yalobusha, Grenda, Attala, Winston, Lowndes, Oktibbeha, Choctaw, Carroll, Montgomery, Choctaw, Clay, Monroe, Webstar, Callhoun, Chickasaw, Benton, Tippah, Union, Pontotoc, Lee, Prentiss, Alcorn, Tishomingo, Itawamba

Treasurer – Statewide

Trustee – North West – Counties that can apply: Desoto, Tunica, Coahoma, Leflore, Tallahatchie, Quitman, Panola, Tate, Marshall, Lafayette, Yalobusha, Grenda,

Trustee – Central East – Counties that can apply: Madison, Leake, Rankin, Scott, Neshoba, Newton, Noxubee, Kemper, Lauderdale

Trustee – Central Central – Counties that can apply: Holmes, Yazoo, Sharkey, Warren, Claiborne, Jefferson, Hinds, Copiah, Issaquena

Trustee – South Central – Counties that can apply. Hancock, Perl River, Forrest, Stone, Harrison, Greene, George , Jackson

Before submitting the application, please review the duties of the Office for which you are applying. Please review Article IV Section Four Term of Office, Section Seven, Eligibility for Office

I am interested in the following office: (please place a mark by your interest)

_____ 2nd Vice President – North District

_____ Trustee North West

___X___Trustee Central East

_____ Treasurer

_____ Trustee Central Central

_____ Trustee South Central

Submit this completed application, a letter detailing your qualifications, and copy of the minutes showing your Board's approval of this appointment.

Sign below acknowledging you have read the duties of the position for which you are applying and your MMCCA dues are current.

_____ Print Name

_____ Signature

_____ Phone Number

_____ Address

_____ City

_____ Zip Code

_____ Email Address

Submit completed application to Suzette Davis
If you have any questions please contact me.
sdavis@cityofcollins.com
Deadline ------- May 31, 2026

ARTICLE IV

***SECTION FOUR*: Term of Office.** The term of office for all officers shall begin at the business meeting of the MS Municipal League Annual Conference and shall continue until the next MML Annual Conference. The President, 1st Vice President, 2nd Vice President, Secretary and Treasurer shall serve for one (1) year or until their successors are elected or appointed. The Trustees shall serve for three (3) years or until their successors are elected or appointed. The Secretary and Treasurer may succeed themselves in office but shall not serve more than three (3) terms in office.

***SECTION SEVEN*: Eligibility for office.** All Executive Board members must be Active Members and must maintain active membership in the Association. A Clerk and Deputy Clerk employed by the same community may not hold office on the Executive Board at the same time. An Officer who no longer meets the membership requirements of the Association shall be deemed to have vacated that office. The vacancy shall be filled as provided above.
Those serving as a past officer for the Association may serve again in the same or different capacity as once served.

The qualifications for office in the Association shall be as follows:

A. Candidates for President, 1st Vice President, or 2nd Vice President shall:
   a. Have served in the role of Municipal Clerk and Tax Collector-or Deputy Municipal Clerk -for a minimum of five (5) years.
   b. Have served at least two years as an officer in good standing.
   c. Have active membership in MMCCA for a minimum of three (3) years.
   d. Possess the IIMC, CMC, and shall be in active pursuit of the IIMC Master and MMC designation and provide proof of such pursuit.
   e. Have served on an MMCCA Committee actively for two years.
   f. Submit a letter of support from the governing authority indicating roles, duties, and detailed job description.
   g. If two or more qualified members apply for the same position, the nominating committee shall perform interviews with each qualified member and shall present detailed notes on recommendation process.
   h. A requirement for this office is to hold a bond as issued by the Association. Each candidate must be bondable.

B. Candidates for 'Trustee' shall:
   a. Have served in the role of Municipal Clerk and Tax Collector or Deputy Municipal Clerk-for a minimum of three (3) years.
   b. Have active membership in MMCCA for a minimum of three (3) years.
   c. Have received the MS Certification of Municipal Clerk or Deputy Clerk.
   d. Possess the IIMC, CMC, or MMC and shall be in active pursuit of the IIMC MMC designation and provide proof of such pursuit.
   e. Have served on an MMCCA Committee actively for two years.
   f. Submit a letter of support from the governing authority indicating roles, duties, and a detailed job description.
   g. If two or more qualified members apply for the same position, the nominating committee shall perform interviews with each qualified member and shall present detailed notes on recommendation process.

DUTIES OF OFFICERS AND TRUSTEES:

***SECTION THREE*: 2nd Vice President.** In the absence of the President and the 1st Vice President or in the event that the Executive Board determines both the President's and 1st Vice President's inability or refusal to act, the 2nd Vice President shall perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The 2nd Vice President shall perform such other duties as from time to time may be assigned by the President or by the Executive Board.

The 2nd Vice President shall:

1. In the absence of the President and 1st Vice President, or in the event the Executive Board determines that the President and 1st Vice President cannot act, perform the duties of the President until an election can be held.
2. Carry out any duties assigned by the President or Executive Board.
3. Attend all MMCCA board meetings and such other meetings as may be required.
4. Serve as liaison among officers and committees to ensure that committees are active and completing all responsibilities.
5. Promote and encourage professional development and active participation in MMCCA programs and events.

***SECTION FIVE*: Treasurer.** The Executive Board shall provide the Treasurer a **bond in the amount as is applicable by law ($50,000.00)** for the faithful discharge of the duties in such sum and with such surety or sureties as the Executive Board shall determine. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Association, receive and give receipts for monies due and payable to the Association from any source whatsoever, and deposit all such monies in the name of the Association in such banks as shall be selected by the Executive Board. The Treasurer shall also have the responsibility for reporting the required financial information to the membership and various governing and taxing authorities and furnish the Executive Board at December meeting with a full budget report and Association President with monthly bank statement. The treasurer shall have the responsibility of presenting a qualified accountant for the Executive Board to appoint for verification of non-profit status and audit as well as presentation of bonding company for appointment by Executive Board. The Treasurer shall not serve more than three (3) one- year terms in office.

The Treasurer shall:

1. Be responsible for and have custody of all funds and securities of the Association, and submit all expenditures to the President of the Association for approval prior to payment.
2. Pay all invoices and record expenditures in proper accounts, contacting Association President if in doubt.
3. Work with the President and CPA in filing required documents with the IRS or other agencies, as required.
4. The Treasurer shall furnish Executive Board with a full budget report at each Executive Board meeting and present the Association President with a monthly bank statement.
5. Attend all MMCCA board meetings and such other meetings as may be required.
6. Maintain all revenues and expenditures for IRS inspection upon demand.
7. Promote and encourage professional development and active participation in MMCCA programs and events.
8. Shall furnish 1099 forms to speakers after payment and forward copies to the IRS as required by tax law.

***SECTION SEVEN*: Trustees.** Trustees shall be elected from each Supreme Court district. Each district shall have three (3) trustees (Senior, Intermediate and Junior). As the Legislative Body of the Association, the Trustees are charged with the duties of enforcement of the By- Laws.

Trustees shall:

1. Fulfill any and all duties assigned by the President and Executive Board in a timely manner.
2. Attend all Executive Board Meetings per year, attend all Association Business Meetings if possible, attend meetings of assigned committees, and Institutes and seminars.
3. Recruit MMCCA members in his/her respective District.
4. Encourage participation in the Municipal Clerk Certification Program provided by the MS State University Extension Service Center for Government & Community Development in conjunction with MMCCA and IIMC.
5. Encourage attendance at the MMCCA Annual Conference, IIMC Regional, and IIMC Annual Conference.
6. Submit information on a district level to the Social Media Committee for the MMCCA website.
7. Nominate members from their respective districts for MMCCA recognition and awards.
8. Coordinate networking meetings within their respective districts regarding topics to be discussed at lunch and learn meetings monthly.
9. Bring concerns or issues expressed by MMCCA members from their district to the attention of the Executive Board as well as update Executive Board on progress as Trustee.
10. Submit district budget needs to the 1st Vice President by the March board meeting for consideration in the next fiscal year budget, which shall be adopted by the general membership at the June/July meeting.

ELECTION OF OFFICERS:

***SECTION ONE*:** The Executive Committee, with the recommendation of the Nominating Committee of the association, shall have the authority to prepare and submit a slate of candidates for nomination at the annual meeting of the association. Members interested in serving as officers may submit applications to the Nominating Committee.

***SECTION TWO*:** No officer shall be eligible to succeed himself/herself except for the offices of Secretary and Treasurer; the Secretary and Treasurer may not serve more than three (3) one- year terms.

***SECTION THREE*:** The MMCCA shall conduct elections for 2nd Vice President, Secretary, Treasurer and Junior Trustees during the Summer Business Meeting.

The following positions will automatically succeed to the listed position:

- 1st Vice President shall succeed to President
- 2nd Vice President shall succeed to 1st Vice President
- Intermediate Trustees shall succeed to Senior Trustees
- Junior Trustees shall succeed to Intermediate Trustees

The person who receives the greatest number of votes cast for the office shall be declared elected to the office. Should the slate of nominees be accepted by acclamation, with no additional nominations from the floor, the slate of officers may be voted on in its entirety with one vote.

The terms of office for the Officers and Trustees shall commence at the time of installation following election and until successors have been elected and installed. Each Officer and Trustee shall be sworn to the office to which he/she is elected by reciting the oath of office.

Gluckstadt, MS

My Budget Report
Group Summary
For Fiscal: FY26 Period Ending: 04/30/2026

Sub…	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND							
Revenue							
Department: 000 - NON DEPARTMENT							
	7,393,856.10	7,723,191.10	-6,247.15	4,469,693.38	0.00	-3,253,497.72	42.13%
Department: 000 - NON DEPARTMENT Total:	**7,393,856.10**	**7,723,191.10**	**-6,247.15**	**4,469,693.38**	**0.00**	**-3,253,497.72**	**42.13%**
Revenue Total:	**7,393,856.10**	**7,723,191.10**	**-6,247.15**	**4,469,693.38**	**0.00**	**-3,253,497.72**	**42.13%**
Expense							
Department: 100 - LEGISLATIVE - BOARD							
004 - PERSONNEL SERVICES	35,545.00	35,545.00	0.00	16,298.10	0.00	19,246.90	54.15%
005 - SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00	100.00%
006 - CONTRACTUAL SERVICES	13,750.00	13,750.00	1,537.92	5,468.81	0.00	8,281.19	60.23%
Department: 100 - LEGISLATIVE - BOARD Total:	**49,795.00**	**49,795.00**	**1,537.92**	**21,766.91**	**0.00**	**28,028.09**	**56.29%**
Department: 110 - JUDICIAL/MUNICIPAL COURT							
004 - PERSONNEL SERVICES	204,748.16	204,748.16	7,831.58	108,925.17	0.00	95,822.99	46.80%
005 - SUPPLIES	8,000.00	8,000.00	808.00	2,888.80	0.00	5,111.20	63.89%
006 - CONTRACTUAL SERVICES	85,900.00	85,900.00	4,307.44	27,701.02	0.00	58,198.98	67.75%
009 - CAPITAL OUTLAY	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	100.00%
Department: 110 - JUDICIAL/MUNICIPAL COURT Total:	**302,148.16**	**302,148.16**	**12,947.02**	**139,514.99**	**0.00**	**162,633.17**	**53.83%**
Department: 120 - EXECUTIVE - MAYOR							
004 - PERSONNEL SERVICES	0.00	27,500.00	0.00	0.00	0.00	27,500.00	100.00%
005 - SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00	100.00%
006 - CONTRACTUAL SERVICES	9,400.00	10,400.00	0.00	1,518.50	0.00	8,881.50	85.40%
Department: 120 - EXECUTIVE - MAYOR Total:	**9,900.00**	**38,400.00**	**0.00**	**1,518.50**	**0.00**	**36,881.50**	**96.05%**
Department: 130 - ELECTIONS							
006 - CONTRACTUAL SERVICES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
Department: 130 - ELECTIONS Total:	**10,000.00**	**10,000.00**	**0.00**	**0.00**	**0.00**	**10,000.00**	**100.00%**
Department: 140 - ADMINISTRATION - FINANCIAL							
004 - PERSONNEL SERVICES	377,955.01	377,955.01	14,419.69	200,838.29	0.00	177,116.72	46.86%
005 - SUPPLIES	4,000.00	4,000.00	260.64	1,531.50	0.00	2,468.50	61.71%
006 - CONTRACTUAL SERVICES	58,020.00	58,020.00	2,303.25	9,626.34	0.00	48,393.66	83.41%
009 - CAPITAL OUTLAY	0.00	2,670.00	0.00	2,667.66	0.00	2.34	0.09%
Department: 140 - ADMINISTRATION - FINANCIAL Total:	**439,975.01**	**442,645.01**	**16,983.58**	**214,663.79**	**0.00**	**227,981.22**	**51.50%**

Sub…	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Department: 190 - PLANNING & ZONING							
004 - PERSONNEL SERVICES	100,766.16	158,266.16	5,960.55	71,493.00	0.00	86,773.16	54.83%
005 - SUPPLIES	1,900.00	1,900.00	58.03	326.24	0.00	1,573.76	82.83%
006 - CONTRACTUAL SERVICES	78,030.00	78,030.00	17,710.88	38,958.78	0.00	39,071.22	50.07%
009 - CAPITAL OUTLAY	1,250.00	1,250.00	0.00	0.00	0.00	1,250.00	100.00%
Department: 190 - PLANNING & ZONING Total:	**181,946.16**	**239,446.16**	**23,729.46**	**110,778.02**	**0.00**	**128,668.14**	**53.74%**
Department: 195 - ADMINISTRATION - GENERAL							
004 - PERSONNEL SERVICES	74,027.62	74,027.62	0.00	0.00	0.00	74,027.62	100.00%
006 - CONTRACTUAL SERVICES	993,450.00	985,450.00	53,249.24	469,500.02	0.00	515,949.98	52.36%
009 - CAPITAL OUTLAY	1,500.00	1,500.00	0.00	0.00	125.00	1,375.00	91.67%
Department: 195 - ADMINISTRATION - GENERAL Total:	**1,068,977.62**	**1,060,977.62**	**53,249.24**	**469,500.02**	**125.00**	**591,352.60**	**55.74%**
Department: 200 - POLICE							
004 - PERSONNEL SERVICES	1,775,480.29	1,810,480.29	75,669.58	1,004,047.77	0.00	806,432.52	44.54%
005 - SUPPLIES	158,200.00	163,200.00	12,385.05	73,646.60	5,498.45	84,054.95	51.50%
006 - CONTRACTUAL SERVICES	313,830.00	313,830.00	11,237.96	131,947.38	7,143.05	174,739.57	55.68%
009 - CAPITAL OUTLAY	388,468.42	599,133.17	4,929.10	249,978.09	287,102.14	62,052.94	10.36%
Department: 200 - POLICE Total:	**2,635,978.71**	**2,886,643.46**	**104,221.69**	**1,459,619.84**	**299,743.64**	**1,127,279.98**	**39.05%**
Department: 260 - FIRE							
006 - CONTRACTUAL SERVICES	60,000.00	60,000.00	0.00	60,000.00	0.00	0.00	0.00%
Department: 260 - FIRE Total:	**60,000.00**	**60,000.00**	**0.00**	**60,000.00**	**0.00**	**0.00**	**0.00%**
Department: 280 - BUILDING INSPECTION & CODE							
004 - PERSONNEL SERVICES	177,847.97	120,347.97	4,673.59	54,188.76	0.00	66,159.21	54.97%
005 - SUPPLIES	6,300.00	6,300.00	349.60	1,536.19	0.00	4,763.81	75.62%
006 - CONTRACTUAL SERVICES	12,000.00	12,000.00	103.87	2,065.83	0.00	9,934.17	82.78%
009 - CAPITAL OUTLAY	1,250.00	1,250.00	0.00	174.78	0.00	1,075.22	86.02%
Department: 280 - BUILDING INSPECTION & CODE Total:	**197,397.97**	**139,897.97**	**5,127.06**	**57,965.56**	**0.00**	**81,932.41**	**58.57%**
Department: 301 - STREETS							
004 - PERSONNEL SERVICES	628,310.79	628,310.79	21,871.63	319,884.80	0.00	308,425.99	49.09%
005 - SUPPLIES	163,700.00	163,700.00	24,832.88	67,921.02	2,218.76	93,560.22	57.15%
006 - CONTRACTUAL SERVICES	361,850.00	361,850.00	15,264.57	88,354.29	8,400.00	265,095.71	73.26%
009 - CAPITAL OUTLAY	503,500.00	837,305.00	5,484.17	55,416.03	399,612.25	382,276.72	45.66%
Department: 301 - STREETS Total:	**1,657,360.79**	**1,991,165.79**	**67,453.25**	**531,576.14**	**410,231.01**	**1,049,358.64**	**52.70%**
Department: 900 - TRANSFERS							
009 - CAPITAL OUTLAY	804,381.81	804,381.81	0.00	317,891.19	0.00	486,490.62	60.48%
Department: 900 - TRANSFERS Total:	**804,381.81**	**804,381.81**	**0.00**	**317,891.19**	**0.00**	**486,490.62**	**60.48%**
Expense Total:	**7,417,861.23**	**8,025,500.98**	**285,249.22**	**3,384,794.96**	**710,099.65**	**3,930,606.37**	**48.98%**
Fund: 001 - GENERAL FUND Surplus (Deficit):	**-24,005.13**	**-302,309.88**	**-291,496.37**	**1,084,898.42**	**-710,099.65**	**677,108.65**	**223.98%**
Report Surplus (Deficit):	**-24,005.13**	**-302,309.88**	**-291,496.37**	**1,084,898.42**	**-710,099.65**	**677,108.65**	**223.98%**

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
001 - GENERAL FUND	-24,005.13	-302,309.88	-291,496.37	1,084,898.42	-710,099.65	677,108.65
Report Surplus (Deficit):	**-24,005.13**	**-302,309.88**	**-291,496.37**	**1,084,898.42**	**-710,099.65**	**677,108.65**

Gluckstadt, MS

My Budget Report
Group Summary
For Fiscal: FY26 Period Ending: 04/30/2026

Sub…	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 300 - STREET IMPROVEMENT CAP FUND (CALHOUN STATION), FED							
Expense							
Department: 301 - STREETS							
006 - CONTRACTUAL SERVICES	82,702.44	82,702.44	16,609.95	36,832.80	0.00	45,869.64	55.46%
009 - CAPITAL OUTLAY	620,000.00	620,000.00	102,519.60	574,551.86	0.00	45,448.14	7.33%
Department: 301 - STREETS Total:	**702,702.44**	**702,702.44**	**119,129.55**	**611,384.66**	**0.00**	**91,317.78**	**13.00%**
Department: 900 - TRANSFERS							
009 - CAPITAL OUTLAY	328,850.00	328,850.00	0.00	0.00	0.00	328,850.00	100.00%
Department: 900 - TRANSFERS Total:	**328,850.00**	**328,850.00**	**0.00**	**0.00**	**0.00**	**328,850.00**	**100.00%**
Expense Total:	**1,031,552.44**	**1,031,552.44**	**119,129.55**	**611,384.66**	**0.00**	**420,167.78**	**40.73%**
Fund: 300 - STREET IMPROVEMENT CAP FUND (CALHOUN STATION), FED Total:	**1,031,552.44**	**1,031,552.44**	**119,129.55**	**611,384.66**	**0.00**	**420,167.78**	**40.73%**
Report Total:	**1,031,552.44**	**1,031,552.44**	**119,129.55**	**611,384.66**	**0.00**	**420,167.78**	**40.73%**

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
300 - STREET IMPROVEMENT CAI	1,031,552.44	1,031,552.44	119,129.55	611,384.66	0.00	420,167.78	40.73%
Report Total:	**1,031,552.44**	**1,031,552.44**	**119,129.55**	**611,384.66**	**0.00**	**420,167.78**	**40.73%**

Gluckstadt, MS

My Budget Report
Group Summary
For Fiscal: FY26 Period Ending: 04/30/2026

Sub…	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 200 - PD BUILDING DEBT SERVICE FUND							
Revenue							
Department: 000 - NON DEPARTMENT							
	640,000.00	640,000.00	0.00	153,509.38	0.00	-486,490.62	76.01%
Department: 000 - NON DEPARTMENT Total:	**640,000.00**	**640,000.00**	**0.00**	**153,509.38**	**0.00**	**-486,490.62**	**76.01%**
Revenue Total:	**640,000.00**	**640,000.00**	**0.00**	**153,509.38**	**0.00**	**-486,490.62**	**76.01%**
Expense							
Department: 200 - POLICE							
006 - CONTRACTUAL SERVICES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
008 - DEBT SERVICE	639,000.00	639,000.00	0.00	153,509.38	0.00	485,490.62	75.98%
Department: 200 - POLICE Total:	**640,000.00**	**640,000.00**	**0.00**	**153,509.38**	**0.00**	**486,490.62**	**76.01%**
Expense Total:	**640,000.00**	**640,000.00**	**0.00**	**153,509.38**	**0.00**	**486,490.62**	**76.01%**
Fund: 200 - PD BUILDING DEBT SERVICE FUND Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
Report Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
200 - PD BUILDING DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
Report Surplus (Deficit):	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Gluckstadt, MS

My Budget Report
Group Summary
For Fiscal: FY26 Period Ending: 04/30/2026

Sub…	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 301 - STREET IMPROVEMENT CAP. PROJ. (GLUCKSTADT), STATE							
Revenue							
Department: 000 - NON DEPARTMENT							
	164,381.81	164,381.81	0.00	164,381.81	0.00	0.00	0.00%
Department: 000 - NON DEPARTMENT Total:	**164,381.81**	**164,381.81**	**0.00**	**164,381.81**	**0.00**	**0.00**	**0.00%**
Revenue Total:	**164,381.81**	**164,381.81**	**0.00**	**164,381.81**	**0.00**	**0.00**	**0.00%**
Expense							
Department: 301 - STREETS							
009 - CAPITAL OUTLAY	0.00	750,000.00	0.00	0.00	590,376.05	159,623.95	21.28%
Department: 301 - STREETS Total:	**0.00**	**750,000.00**	**0.00**	**0.00**	**590,376.05**	**159,623.95**	**21.28%**
Expense Total:	**0.00**	**750,000.00**	**0.00**	**0.00**	**590,376.05**	**159,623.95**	**21.28%**
Fund: 301 - STREET IMPROVEMENT CAP. PROJ. (GLUCKSTADT), STATE Surplus (Deficit):	**164,381.81**	**-585,618.19**	**0.00**	**164,381.81**	**-590,376.05**	**159,623.95**	**27.26%**
Report Surplus (Deficit):	**164,381.81**	**-585,618.19**	**0.00**	**164,381.81**	**-590,376.05**	**159,623.95**	**27.26%**

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
301 - STREET IMPROVEMENT CAI	164,381.81	-585,618.19	0.00	164,381.81	-590,376.05	159,623.95
Report Surplus (Deficit):	**164,381.81**	**-585,618.19**	**0.00**	**164,381.81**	**-590,376.05**	**159,623.95**

Gluckstadt, MS

Bank Statement Register

GENERAL LEDGER, PUBLIC FUNDS

Period 2/28/2026 - 3/31/2026

Packet: BRPKT00285

Bank Statement		General Ledger	
Beginning Balance	5,217,008.45	Account Balance	5,392,206.71
Plus Debits	801,392.13	Less Outstanding Debits	4,441.50
Less Credits	629,456.30	Plus Outstanding Credits	1,179.07
Adjustments	0.00	Adjustments	0.00
Ending Balance	5,388,944.28	Adjusted Account Balance	5,388,944.28

Statement Ending Balance	5,388,944.28
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

001-000-10100	CASH
001-100-44001	FEDERAL TAXES

Cleared Deposits

Item Date	Reference	Item Type	Description	Amount
02/25/2026	DEP0004579	Deposit	DEPOSIT CASH RECEIPTS	1,720.50
02/25/2026	DEP0004585	Deposit	CLPKT01333 BG:CC Payment	7,730.75
02/26/2026	DEP0004586	Deposit	DEPOSIT CASH RECEIPTS	2,163.25
02/26/2026	DEP0004589	Deposit	CLPKT01335 BG:CC Payment	1,757.50
02/27/2026	DEP0004594	Deposit	DEPOSIT CASH RECEIPTS	1,612.50
02/27/2026	DEP0004597	Deposit	CLPKT01338 BG:CC Payment	125.00
02/27/2026	DEP0004601	Deposit	CLPKT01339 BG:CC Payment	1,403.90
03/02/2026	DEP0004598	Deposit	DEPOSIT CASH RECEIPTS	1,831.00
03/02/2026	DEP0004608	Deposit	CLPKT01341 BG:CC Payment	25.00
03/03/2026	DEP0004602	Deposit	DEPOSIT CASH RECEIPTS	1,926.50
03/03/2026	DEP0004605	Deposit	CLPKT01340 BG:Cash	4,396.00
03/03/2026	DEP0004605	Deposit	CLPKT01340 BG:CC Payment	2,353.00
03/03/2026	DEP0004611	Deposit	CLPKT01342 BG:CC Payment	50.00
03/04/2026	DEP0004612	Deposit	DEPOSIT CASH RECEIPTS	1,555.50
03/04/2026	DEP0004615	Deposit	CLPKT01343 BG:CC Payment	852.00
03/04/2026	DEP0004615	Deposit	CLPKT01343 BG:Cash	321.00
03/04/2026	DEP0004618	Deposit	CLPKT01344 BG:CC Payment	25.00
03/05/2026	DEP0004622	Deposit	DEPOSIT CASH RECEIPTS	1,095.00
03/05/2026	DEP0004629	Deposit	CLPKT01347 BG:Cash	611.00
03/05/2026	DEP0004629	Deposit	CLPKT01347 BG:CC Payment	463.50
03/05/2026	DEP0004632	Deposit	CLPKT01348 BG:CC Payment	50.00
03/06/2026	DEP0004633	Deposit	DEPOSIT CASH RECEIPTS	1,928.00
03/06/2026	DEP0004636	Deposit	CLPKT01349 BG:Cash	481.00
03/09/2026	DEP0004637	Deposit	DEPOSIT CASH RECEIPTS	1,804.00

Item Date	Reference	Item Type	Description	Amount
03/09/2026	DEP0004641	Deposit	CLPKT01350 BG:Cash	293.00
03/09/2026	DEP0004641	Deposit	CLPKT01350 BG:CC Payment	270.50
03/10/2026	DEP0004642	Deposit	DEPOSIT CASH RECEIPTS	2,090.50
03/10/2026	DEP0004645	Deposit	CLPKT01351 BG:Cash	861.20
03/11/2026	DEP0004646	Deposit	DEPOSIT CASH RECEIPTS	426.00
03/11/2026	DEP0004649	Deposit	CLPKT01352 BG:CC Payment	418.50
03/11/2026	DEP0004649	Deposit	CLPKT01352 BG:Cash	3,156.29
03/11/2026	DEP0004660	Deposit	CLPKT01356 BG:CC Payment	100.00
03/12/2026	DEP0004650	Deposit	DEPOSIT CASH RECEIPTS	2,311.00
03/12/2026	DEP0004654	Deposit	CLPKT01354 BG:Cash	499.91
03/12/2026	DEP0004658	Deposit	CLPKT01355 BG:Cash	0.25
03/12/2026	DEP0004662	Deposit	CLPKT01353 BG:CC Payment	563.00
03/12/2026	DEP0004662	Deposit	CLPKT01353 BG:Cash	941.00
03/13/2026	DEP0004663	Deposit	DEPOSIT CASH RECEIPTS	2,016.50
03/13/2026	DEP0004667	Deposit	CLPKT01358 BG:CC Payment	50.00
03/13/2026	DEP0004669	Deposit	CLPKT01357 BG:Cash	1,309.00
03/13/2026	DEP0004669	Deposit	CLPKT01357 BG:CC Payment	473.00
03/16/2026	DEP0004670	Deposit	DEPOSIT CASH RECEIPTS	4,920.17
03/16/2026	DEP0004673	Deposit	CLPKT01359 BG:CC Payment	2,881.00
03/16/2026	DEP0004673	Deposit	CLPKT01359 BG:Cash	2,184.00
03/16/2026	DEP0004676	Deposit	CLPKT01360 BG:CC Payment	125.00
03/17/2026	DEP0004677	Deposit	DEPOSIT CASH RECEIPTS	1,120.00
03/17/2026	DEP0004680	Deposit	CLPKT01361 BG:CC Payment	1,537.50
03/17/2026	DEP0004680	Deposit	CLPKT01361 BG:Cash	1,006.00
03/18/2026	DEP0004681	Deposit	DEPOSIT CASH RECEIPTS	1,312.50
03/18/2026	DEP0004684	Deposit	CLPKT01362 BG:Cash	130.00
03/18/2026	DEP0004684	Deposit	CLPKT01362 BG:CC Payment	238.00
03/18/2026	DEP0004687	Deposit	CLPKT01363 BG:CC Payment	50.00
03/19/2026	DEP0004688	Deposit	DEPOSIT CASH RECEIPTS	1,802.00
03/19/2026	DEP0004691	Deposit	CLPKT01364 BG:CC Payment	225.00
03/19/2026	DEP0004691	Deposit	CLPKT01364 BG:Cash	3,658.50
03/20/2026	DEP0004692	Deposit	DEPOSIT CASH RECEIPTS	1,175.00
03/20/2026	DEP0004695	Deposit	CLPKT01365 BG:CC Payment	551.00
03/20/2026	DEP0004695	Deposit	CLPKT01365 BG:Cash	1,131.25
03/20/2026	DEP0004698	Deposit	CLPKT01366 BG:CC Payment	50.00
03/23/2026	DEP0004699	Deposit	DEPOSIT CASH RECEIPTS	1,526.00
03/23/2026	DEP0004702	Deposit	CLPKT01367 BG:Cash	4,707.21
03/23/2026	DEP0004702	Deposit	CLPKT01367 BG:CC Payment	1,479.00
03/23/2026	DEP0004705	Deposit	CLPKT01368 BG:CC Payment	50.00
03/24/2026	DEP0004706	Deposit	DEPOSIT CASH RECEIPTS	1,265.00
03/24/2026	DEP0004709	Deposit	CLPKT01369 BG:CC Payment	654.25
03/24/2026	DEP0004709	Deposit	CLPKT01369 BG:Cash	75.00
03/24/2026	DEP0004757	Deposit	CLPKT01382 BG:CC Payment	240.50
03/25/2026	DEP0004710	Deposit	DEPOSIT CASH RECEIPTS	1,705.50
03/25/2026	DEP0004713	Deposit	CLPKT01371 BG:CC Payment	25.00

Cleared Deposits

Item Date	Reference	Item Type	Description	Amount
03/25/2026	DEP0004716	Deposit	CLPKT01370 BG:Cash	848.50
03/25/2026	DEP0004716	Deposit	CLPKT01370 BG:CC Payment	714.00
03/26/2026	DEP0004717	Deposit	DEPOSIT CASH RECEIPTS	895.50
03/26/2026	DEP0004720	Deposit	CLPKT01372 BG:CC Payment	213.00
03/26/2026	DEP0004720	Deposit	CLPKT01372 BG:Cash	45.00
03/27/2026	DEP0004721	Deposit	DEPOSIT CASH RECEIPTS	1,469.00
03/27/2026	DEP0004724	Deposit	CLPKT01373 BG:Cash	971.50
03/30/2026	DEP0004728	Deposit	CLPKT01375 BG:CC Payment	25.00
03/30/2026	DEP0004731	Deposit	CLPKT01374 BG:Cash	780.00
03/31/2026	DEP0004736	Deposit	CLPKT01376 BG:Cash	10,713.00
03/31/2026	DEP0004780	Deposit	CLPKT01389 BG:Cash	241,142.66
03/31/2026	DEP0004780	Deposit	CLPKT01389 BG:CC Payment	453,503.04
			Total Cleared Deposits (81)	799,205.13

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
11/12/2025	2846	Check	The Christian Learning Center	-90.00
01/20/2026	2920	Check	Akros Academy of Jiu-Jitsu	-70.00
01/20/2026	2956	Check	Mississippi Department of Revenue	-32.00
02/11/2026	2992	Check	Akros Academy of Jiu-Jitsu	-110.00
02/11/2026	3006	Check	Forestry Suppliers	-159.00
02/11/2026	3017	Check	Michael Allen Willridge, Sr.	-148.39
02/11/2026	3023	Check	Murray Mud Jacking Service, Inc.	-800.00
02/11/2026	3043	Check	W.W. Grainger, inc.	-111.30
02/11/2026	3044	Check	Waste Management of Mississippi, Inc.	-372.16
02/19/2026	3050	Check	Robbie Covington	-250.00
02/19/2026	3052	Check	John Wood	-950.00
03/04/2026	3053	Check	110 Percent, LLC	-3,180.00
03/04/2026	3054	Check	Kelly Dabbs Commercial, LLC	-8,792.00
03/04/2026	3055	Check	Mississippi Department of Public Safety	-294.64
03/04/2026	3056	Check	State General Fund (DFA)	-20,109.53
03/04/2026	3057	Check	LVNV Funding, LLC	-128.75
03/04/2026	3058	Check	Mississippi Department of Employment Sec	-273.75
03/05/2026	3059	Check	Gluckstadt Court Bond Account	-500.00
03/11/2026	3060	Check	1st Defense Fire & Safety, LLC	-440.00
03/11/2026	3061	Check	A Complete Flag Source, Inc.	-254.00
03/11/2026	3062	Check	Ace Bolt & Screw Co. Inc.	-128.99
03/11/2026	3063	Check	Advantage Auto Leasing Inc.	-31,323.00
03/11/2026	3064	Check	AgUp Equipment	-334.57
03/11/2026	3066	Check	American Public Works Association	-126.00
03/11/2026	3067	Check	Amrize Mid-America, Inc.	-809.04
03/11/2026	3068	Check	APAC-Mississippi, Inc.	-323.60
03/11/2026	3069	Check	Bear Creek Water Association	-271.44

Item Date	Reference	Item Type	Description	Amount
03/11/2026	3070	Check	Big 10 Tire Co.	-4,451.88
03/11/2026	3072	Check	Bridge & Watson, Inc.	-15,766.77
03/11/2026	3073	Check	Business Communications, Inc.	-7,392.71
03/11/2026	3074	Check	Canton Sanitary Landfill	-622.60
03/11/2026	3075	Check	Cintas Corporation	-361.15
03/11/2026	3076	Check	CivicPlus, LLC	-5,833.68
03/11/2026	3077	Check	Crystal Clean	-3,291.00
03/11/2026	3078	Check	Custom Products Corporation	-1,616.38
03/11/2026	3079	Check	Deviney Rental & Supply	-906.76
03/11/2026	3080	Check	E-notice, Inc.	-174.14
03/11/2026	3081	Check	Entergy	-5,295.40
03/11/2026	3082	Check	FP Mailing Solutions	-167.07
03/11/2026	3083	Check	Fuelman	-5,708.77
03/11/2026	3084	Check	Hartley Equipment Company, Inc.	-338.97
03/11/2026	3085	Check	Hederman Brothers	-168.00
03/11/2026	3086	Check	Highland Building Services, Inc.	-2,150.00
03/11/2026	3087	Check	Hometown Magazines	-3,800.00
03/11/2026	3088	Check	It's Vinyl Y'all	-100.00
03/11/2026	3089	Check	JAAF, LLC	-91,306.00
03/11/2026	3090	Check	Jackson Communications, Inc.	-1,140.17
03/11/2026	3091	Check	James W Irby Jr PHD ABPP	-575.00
03/11/2026	3092	Check	Lopez Linguistics, LLC	-218.45
03/11/2026	3093	Check	Madison County Business League & Founda	-1,000.00
03/11/2026	3094	Check	Madison County Sheriff's Office	-2,730.00
03/11/2026	3095	Check	MGM Resorts International	-6,720.00
03/11/2026	3096	Check	Mid South Uniforms and Supply, Inc.	-144.69
03/11/2026	3097	Check	Mills, Scanlon, Dye & Pittman, Attorneys at	-17,608.50
03/11/2026	3100	Check	Murray Mud Jacking Service, Inc.	-1,900.00
03/11/2026	3101	Check	Pennington & Trim Alarm Services, Inc	-69.00
03/11/2026	3102	Check	Perry Wayne Brown	-200.00
03/11/2026	3103	Check	Puckett Rents	-47.36
03/11/2026	3104	Check	Revell Hardware Co., Inc.	-33.98
03/11/2026	3105	Check	Robert Graham	-300.00
03/11/2026	3106	Check	Robert J Young Company	-1,048.80
03/11/2026	3107	Check	Scott Insurance Services LLC	-1,141.00
03/11/2026	3108	Check	ShredAmerica Mississippi, LLC	-150.00
03/11/2026	3109	Check	Southern Benefits Administrators	-100.00
03/11/2026	3110	Check	Southern Connection Police Supplies, LLC	-286.00
03/11/2026	3111	Check	Stantec Consulting Services Inc (SCSI)	-7,846.50
03/11/2026	3112	Check	Superior Tire Recappers, Inc.	-276.00
03/11/2026	3113	Check	TchiaKousky La'Johnaton Williams	-185.00
03/11/2026	3114	Check	The 20 LLC	-49,554.82
03/11/2026	3115	Check	The Linen Shop (PL Refund Only)	-30.00
03/11/2026	3116	Check	Thomson Reuters - West Payment Center	-802.63
03/11/2026	3117	Check	Uline, Inc.	-867.37

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
03/11/2026	3118	Check	United States Police Canine Association Reg	-110.00
03/11/2026	3119	Check	Velocity Systems	-857.00
03/11/2026	3120	Check	W.W. Grainger, inc.	-1,018.90
03/11/2026	3121	Check	Waste Management of Mississippi, Inc.	-374.21
03/19/2026	3122	Check	Mississippi Department of Revenue	-500.16
			Total Cleared Checks (77)	-317,668.98

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/02/2026	DFT0002073	Bank Draft	Blue Cross Blue Shield Of Mississippi	-11,264.97
03/02/2026	DFT0002074	Bank Draft	Blue Cross Blue Shield Of Mississippi	-11,464.66
03/02/2026	MISC0000289	Miscellaneous	Inverse Feb. 2026 $315.50 Payment	-315.50
03/02/2026	MISC0000291	Miscellaneous	Inverse $7590.25 Payment	-7,590.25
03/04/2026	DFT0002100	Bank Draft	Mississippi Deferred Compensation	-367.50
03/04/2026	DFT0002101	Bank Draft	Mississippi Deferred Compensation	-367.50
03/05/2026	DFT0002003	Bank Draft	Delta Utilities Aggregator, LLC	-328.32
03/05/2026	DFT0002004	Bank Draft	Delta Utilities Aggregator, LLC	-525.15
03/05/2026	DFT0002005	Bank Draft	AT&T Mobility	-1,223.13
03/05/2026	DFT0002006	Bank Draft	Entergy	-374.17
03/05/2026	DFT0002007	Bank Draft	Telepak Networks, Inc.	-442.02
03/05/2026	DFT0002008	Bank Draft	Telepak Networks, Inc.	-2,348.09
03/05/2026	DFT0002072	Bank Draft	Telepak Networks, Inc.	-38.21
03/05/2026	DFT0002102	Bank Draft	Mississippi Department of Revenue	-2,143.00
03/05/2026	DFT0002103	Bank Draft	Mississippi Department of Revenue	-2,041.00
03/06/2026	DFT0002023	Bank Draft	Mississippi Department of Revenue	-2,187.00
03/06/2026	DFT0002023	Bank Draft Reversal	Mississippi Department of Revenue Reversa	2,187.00
03/09/2026	DFT0002075	Bank Draft	American Family Life Assurance Company c	-177.08
03/09/2026	DFT0002076	Bank Draft	American Family Life Assurance Company c	-37.26
03/09/2026	DFT0002077	Bank Draft	American Family Life Assurance Company c	-6.54
03/09/2026	DFT0002078	Bank Draft	American Family Life Assurance Company c	-49.68
03/09/2026	DFT0002079	Bank Draft	American Family Life Assurance Company c	-229.38
03/09/2026	DFT0002080	Bank Draft	American Family Life Assurance Company c	-276.06
03/09/2026	DFT0002081	Bank Draft	American Family Life Assurance Company c	-96.50
03/09/2026	DFT0002082	Bank Draft	American Family Life Assurance Company c	-37.26
03/09/2026	DFT0002083	Bank Draft	American Family Life Assurance Company c	-6.54
03/09/2026	DFT0002084	Bank Draft	American Family Life Assurance Company c	-229.38
03/09/2026	DFT0002085	Bank Draft	American Family Life Assurance Company c	-49.68
03/09/2026	DFT0002086	Bank Draft	American Family Life Assurance Company c	-276.06
03/09/2026	DFT0002094	Bank Draft	Morgan White Administrators, Inc.	-246.70
03/09/2026	DFT0002095	Bank Draft	Morgan White Administrators, Inc.	-680.74
03/09/2026	DFT0002096	Bank Draft	Morgan White Administrators, Inc.	-605.80
03/09/2026	DFT0002097	Bank Draft	Morgan White Administrators, Inc.	-229.30
03/10/2026	DFT0002087	Bank Draft	Mississippi Public Employees Retirement Sy	-421.29

Cleared Other

Item Date	Reference	Item Type	Description	Amount
03/10/2026	DFT0002088	Bank Draft	Mississippi Public Employees Retirement Sy	-26,097.12
03/10/2026	DFT0002089	Bank Draft	Mississippi Public Employees Retirement Sy	-586.40
03/10/2026	DFT0002090	Bank Draft	Mississippi Public Employees Retirement Sy	-25,050.32
03/10/2026	DFT0002098	Bank Draft	Equipoint Partners, LLC	-1,308.39
03/10/2026	DFT0002099	Bank Draft	Equipoint Partners, LLC	-1,308.36
03/12/2026	DFT0002061	Bank Draft	Cadence Bank	-135.15
03/13/2026	1379	EFT	Andrew Duggar	-120.00
03/13/2026	1380	EFT	Charles Phillips King	-120.00
03/13/2026	1381	EFT	Katrina B. Myricks	-120.00
03/13/2026	1382	EFT	Kayce Leigh Saik	-360.00
03/13/2026	1383	EFT	Lauren Elizabeth Bishop	-120.00
03/13/2026	1384	EFT	Marsha Weems Stacey	-1,200.00
03/13/2026	1385	EFT	Melanie Greer	-240.00
03/13/2026	1386	EFT	Michael Devin Whitt	-1,200.00
03/13/2026	DFT0002107	Bank Draft	IRS Taxpayer Assistance Center	-2,636.98
03/13/2026	DFT0002108	Bank Draft	IRS Taxpayer Assistance Center	-11,275.12
03/13/2026	DFT0002109	Bank Draft	IRS Taxpayer Assistance Center	-4,363.61
03/13/2026	EFT0000110	EFT	Payroll EFT	-68,189.63
03/17/2026	DFT0002062	Bank Draft	Madison County Tax Collector	-11,892.28
03/17/2026	DFT0002070	Bank Draft	BankPlus	-20.00
03/19/2026	DFT0002091	Bank Draft	IRS Taxpayer Assistance Center	-2,776.16
03/19/2026	DFT0002092	Bank Draft	IRS Taxpayer Assistance Center	-4,660.14
03/19/2026	DFT0002093	Bank Draft	IRS Taxpayer Assistance Center	-11,870.26
03/27/2026	DFT0002104	Bank Draft	IRS Taxpayer Assistance Center	-3,926.92
03/27/2026	DFT0002105	Bank Draft	IRS Taxpayer Assistance Center	-4,691.16
03/27/2026	DFT0002106	Bank Draft	IRS Taxpayer Assistance Center	-11,465.72
03/27/2026	EFT0000111	EFT	Payroll EFT	-69,352.68
03/31/2026	DFT0002071	Bank Draft	BankPlus	-25.20
			Total Cleared Other (62)	-309,600.32

Outstanding Deposits

Item Date	Reference	Item Type	Description	Amount
03/27/2026	DEP0004724	Deposit	CLPKT01373 BG:CC Payment	25.00
03/30/2026	DEP0004725	Deposit	DEPOSIT CASH RECEIPTS	1,220.00
03/30/2026	DEP0004731	Deposit	CLPKT01374 BG:CC Payment	699.50
03/31/2026	DEP0004732	Deposit	DEPOSIT CASH RECEIPTS	1,311.00
03/31/2026	DEP0004733	Deposit	DEPOSIT CASH RECEIPTS	220.50
03/31/2026	DEP0004736	Deposit	CLPKT01376 BG:CC Payment	940.50
03/31/2026	DEP0004739	Deposit	CLPKT01377 BG:CC Payment	25.00
			Total Outstanding Deposits (7)	4,441.50

Outstanding Checks

Item Date	Reference	Item Type	Description	Amount
01/20/2026	2973	Check	Southern Regional Public Safety Institute	-590.00
02/11/2026	3020	Check	Mississippi Department of Public Safety (Cr	-180.00
03/11/2026	3065	Check	Akros Academy of Jiu-Jitsu	-170.00
03/11/2026	3098	Check	Mississippi Association of Chiefs of Police	-100.00
03/11/2026	3099	Check	Mississippi Department of Revenue	-20.00
03/13/2026	153	Check	153	-119.07
			Total Outstanding Checks (6)	-1,179.07

Voided Checks

Item Date	Reference	Item Type	Description	Amount
03/11/2026	3071	Check	Void Check	0.00
			Total Voided Checks (1)	0.00

Gluckstadt, MS

Bank Statement Register

Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Bank Draft Reversal	1	0.00	2,187.00	2,187.00
Bank Draft	49	0.00	-162,859.26	-162,859.26
Check	84	-1,179.07	-317,668.98	-318,848.05
Deposit	88	4,441.50	799,205.13	803,646.63
EFT	10	0.00	-141,022.31	-141,022.31
Miscellaneous	2	0.00	-7,905.75	-7,905.75
		3,262.43	171,935.83	175,198.26

Gluckstadt, MS

Bank Statement Register

CALHOUN STATION PKWY OVERLAY PROJECT

Period 2/28/2026 - 3/31/2026

Packet: BRPKT00289

Bank Statement		General Ledger	
Beginning Balance	911,348.79	Account Balance	539,197.33
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	372,151.46	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	539,197.33	Adjusted Account Balance	539,197.33

Statement Ending Balance	539,197.33
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

300-000-10100 CASH

Cleared Checks

Item Date	Reference	Item Type	Description	Amount
03/11/2026	17	Check	Dickerson & Bowen, Inc.	-367,016.34
03/11/2026	18	Check	Stantec Consulting Services Inc (SCSI)	-5,135.12
			Total Cleared Checks (2)	-372,151.46

Gluckstadt, MS

Bank Statement Register

Transaction Summary

Transaction Type	Count	Outstanding	Cleared	Total
Check	2	0.00	-372,151.46	-372,151.46
		0.00	-372,151.46	-372,151.46

Gluckstadt, MS

Bank Statement Register

GLUCKSTADT ROAD WIDENING PROJECT

Period 2/28/2026 - 3/31/2026

Packet: BRPKT00290

Bank Statement		General Ledger	
Beginning Balance	750,000.00	Account Balance	750,000.00
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	750,000.00	Adjusted Account Balance	750,000.00

Statement Ending Balance	750,000.00
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

301-000-10100 CASH

Gluckstadt, MS

Bank Statement Register

ICE STATION SEARCH AND SEIZURE ACCOUNT

Period 2/28/2026 - 3/31/2026

Packet: BRPKT00286

Bank Statement		General Ledger	
Beginning Balance	1,690.00	Account Balance	1,690.00
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	1,690.00	Adjusted Account Balance	1,690.00

Statement Ending Balance	1,690.00
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

100-000-10100 CASH

Gluckstadt, MS

Bank Statement Register

PD FORFEITED FUNDS ACCOUNT

Period 2/28/2026 - 3/31/2026

Packet: BRPKT00287

Bank Statement		General Ledger	
Beginning Balance	9,330.00	Account Balance	9,330.00
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	9,330.00	Adjusted Account Balance	9,330.00

Statement Ending Balance	9,330.00
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

102-000-10100 CASH

Gluckstadt, MS

Bank Statement Register

POLICE STATION DEBT SERVICE FUND

Period 2/28/2026 - 3/31/2026

Packet: BRPKT00288

Bank Statement		General Ledger	
Beginning Balance	100.24	Account Balance	100.24
Plus Debits	0.00	Less Outstanding Debits	0.00
Less Credits	0.00	Plus Outstanding Credits	0.00
Adjustments	0.00	Adjustments	0.00
Ending Balance	100.24	Adjusted Account Balance	100.24

Statement Ending Balance	100.24
Bank Difference	0.00
General Ledger Difference	0.00

CASH BALANCE CONSISTS OF THE FOLLOWING GENERAL LEDGER ACCOUNTS

200-000-10100 CASH

CITY OF GLUCKSTADT

MISSISSIPPI

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Lindsay Kellum, City Clerk

DATE: 4/14/26

SUBJECT: Request to Amend FY26 Budget (April 2026)

We have the need to amend the newly adopted FY26 budget for the following purposes:

GENERAL FUND:

1) That intergovernmental revenues (state grants) be amended by increasing the amount by $1,527,592.50 to reflect receipt of a Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant to assist in the development of a community park. This revenue will be used for Recreation Department expenses related to the development of the park.

2) That the budget category of Recreation (Parks) Department supplies be amended by increasing the amount by $593,777.78 to provide funds for expenditures related to the development of a community park. $534,400.00 of these funds will be provided through the Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant received by the city. The remaining $59,377.78, which is a required grant match commitment, will come from existing city cash on hand.

3) That the budget category of Recreation (Parks) Department contractual services be amended by increasing the amount by $538,888.89 to provide funds for expenditures related to the development of a community park. $485,000.00 of these funds will be provided through the Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant received by the city. The remaining $53,888.89, which is a required grant match commitment, will come from existing city cash on hand.

4) That the budget category of Recreation (Parks) Department capital outlay be amended by increasing the amount by $564,658.33 to provide funds for expenditures related to the development of a community park. $508,192.50 of these funds will be provided through the Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant received by the city. The remaining

$56,465.83, which is a required grant match commitment, will come from existing city cash on hand.

5) That miscellaneous revenues (donations) be amended by increasing the amount by $10,200.00 to reflect receipt of funds donated by the district attorney's office to the Gluckstadt Police Department. This revenue will be used for Police Department contractual services re IT & Software Services.

6) That the budget category of contractual services in the Police Department be amended by increasing the amount by $10,200.00 to provide funds for IT & Software Services. The funds for this increase came from a $10,200.00 donation from the district attorney's office.

7) That the budget category of contractual services in the Police Department be amended by increasing the amount by $3,677.00 to provide funds for unforeseen crime lab expenses. The funds for this increase will come from Police Department capital outlay.

8) That the budget category of capital outlay in the Police Department be amended by decreasing the amount by $3,677.00. These funds will be moved to Police Department contractual services to provide funds for crime lab expenses.

9) That the budget category of contractual services in the Police Department be amended by increasing the amount by $4,500.00 to provide funds for Flock camera upgrades. The funds for this increase will come from Police Department capital outlay.

10) That the budget category of capital outlay in the Police Department be amended by decreasing the amount by $4,500.00. These funds will be moved to Police Department contractual services to provide funds for Flock camera upgrades.

11) That the budget category of contractual services (consultant fees) in the Planning & Zoning Department be amended by increasing the amount by $20,000.00 to provide funds for expenses related to the drafting of architectural standards for the city. These funds will be moved from General Administration contractual services (legal)..

12) That the budget category of contractual services (legal fees) in General Administration be amended by decreasing the amount by $20,000.00. These funds will be moved to Planning & Zoning Department contractual services to provide funds for the drafting of architectural standards.

The various amendments noted above are largely due to the award of grant funds, development of a budget for park and recreation expenditures, police department donations, police department expenditures and architectural standards development (contractual).

Please let me know if you have any questions or concerns,

LK

RESOLUTION AMENDING THE FISCAL YEAR ENDING 2026 MUNICIPAL BUDGET

WHEREAS, the City of Gluckstadt adopted its municipal operating budget in September 2025 and set forth therein the anticipated revenues to be collected and expenditures to be expended throughout the ensuing fiscal year; and,

WHEREAS, the City of Gluckstadt has once previously amended its annual operating budget in November 2025 and in February 2026; and,

WHEREAS, the City of Gluckstadt now finds that it is necessary and desirable to make certain budget amendments to the General Fund to account for additional revenues received and additional necessary expenses to be incurred;

NOW THEREFORE BE IT RESOLVED, that the fiscal year ending 2026 municipal General Fund operating budget be and is hereby amended in accordance with the details set forth as follows:

1) That intergovernmental revenues (state grants) be amended by increasing the amount by $1,527,592.50 to reflect receipt of a Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant to assist in the development of a community park. This revenue will be used for Recreation Department expenses related to the development of the park.

2) That the budget category of Recreation (Parks) Department supplies be amended by increasing the amount by $593,777.78 to provide funds for expenditures related to the development of a community park. $534,400.00 of these funds will be provided through the Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant received by the city. The remaining $59,377.78, which is a required grant match commitment, will come from existing city cash on hand.

3) That the budget category of Recreation (Parks) Department contractual services be amended by increasing the amount by $538,888.89 to provide funds for expenditures related to the development of a community park. $485,000.00 of these funds will be provided through the Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant received by the city. The remaining $53,888.89, which is a required grant match commitment, will come from existing city cash on hand.

4) That the budget category of Recreation (Parks) Department capital outlay be amended by increasing the amount by $564,658.33 to provide funds for expenditures related to the development of a community park. $508,192.50 of these funds will be provided through the Mississippi Outdoor Stewardship Trust Fund (MOSTF) grant received by the city. The remaining $56,465.83, which is a required grant match commitment, will come from existing city cash on hand.

5) That miscellaneous revenues (donations) be amended by increasing the amount by $10,200.00 to reflect receipt of funds donated by the district attorney's office to the Gluckstadt Police Department. This revenue will be used for Police Department contractual services re IT & Software Services.

6) That the budget category of contractual services in the Police Department be amended by increasing the amount by $10,200.00 to provide funds for IT & Software Services. The funds for this increase came from a $10,200.00 donation from the district attorney's office.

7) That the budget category of contractual services in the Police Department be amended by increasing the amount by $3,677.00 to provide funds for unforeseen crime lab expenses. The funds for this increase will come from Police Department capital outlay.

8) That the budget category of capital outlay in the Police Department be amended by decreasing the amount by $3,677.00. These funds will be moved to Police Department contractual services to provide funds for crime lab expenses.

9) That the budget category of contractual services in the Police Department be amended by increasing the amount by $4,500.00 to provide funds for Flock camera upgrades. The funds for this increase will come from Police Department capital outlay.

10) That the budget category of capital outlay in the Police Department be amended by decreasing the amount by $4,500.00. These funds will be moved to Police Department contractual services to provide funds for Flock camera upgrades.

11) That the budget category of contractual services (consultant fees) in the Planning & Zoning Department be amended by increasing the amount by $20,000.00 to provide funds for expenses related to the drafting of architectural standards for the city. These funds will be moved from General Administration contractual services (legal)..

12) That the budget category of contractual services (legal fees) in General Administration be amended by decreasing the amount by $20,000.00. These funds will be moved to Planning & Zoning Department contractual services to provide funds for the drafting of architectural standards.

BE IT FURTHER RESOLVED that pursuant to the foregoing the fiscal year ending September 30, 2026, General Fund budget as restated is as follows:

City of Gluckstadt General Fund **RECEIPTS**	Final Budget as Adopted	First Amended Budget as Adopted	Second Amended Budget as Adopted	Proposed Amendments	Budget Including Adopted Amendments
Licenses & Permits:					
Privilege Licenses	$ 40,000.00	$ 40,000.00	$ 40,000.00	$ -	$ 40,000.00
Building Permits	130,000.00	130,000.00	130,000.00	-	130,000.00
Zoning Permits	4,000.00	4,000.00	4,000.00	-	4,000.00
Franchise Fees/Taxes:					
Franchise Taxes (Public Utilities)	200,000.00	200,000.00	200,000.00	-	200,000.00
Intergovernmental Revenues:					
Federal Grants	489,600.00	489,600.00	489,600.00	-	489,600.00
State Grants	190,406.10	190,406.10	210,406.10	1,527,592.50	1,737,998.60
State Shared Revenues	3,481,600.00	3,481,600.00	3,481,600.00	-	3,481,600.00
County Shared Revenues	470,000.00	470,000.00	778,335.00	-	778,335.00
Fines and Forfeits	402,500.00	402,500.00	402,500.00	-	402,500.00
Interest	75,000.00	75,000.00	75,000.00	-	75,000.00
Miscellaneous:					
Donations	-	-	-	10,200.00	10,200.00
Public Record Requests	8,000	8,000.00	8,000.00	-	8,000.00
Other Revenue	-	-	-	-	-
Fee for Tax Collections	(52,000)	(52,000.00)	(52,000.00)	-	(52,000.00)
Transfers In	328,850.00	328,850.00	328,850.00	-	328,850.00
Total from All Sources, Other Than Taxation	$ 5,767,956.10	$ 5,767,956.10	$ 6,096,291.10	$ 1,537,792.50	$ 7,634,083.60
Beginning Cash and Investment Balance	3,560,543.87	4,004,545.00	4,004,545.00	-	4,004,545.00
Total Receipts Other Than Ad Valorem Tax	9,328,499.97	9,772,501.10	10,100,836.10	1,537,792.50	11,638,628.60
Amount to be Raised by Ad Valorem Tax	1,573,900.00	1,573,900.00	1,573,900.00	-	1,573,900.00
TOTAL FROM ALL SOURCES	$ 10,902,399.97	$ 11,346,401.10	$ 11,674,736.10	$ 1,537,792.50	$ 13,212,528.60

City of Gluckstadt General Fund **DISBURSEMENTS**	Final Budget as Adopted	First Amended Budget as Adopted	Second Amended Budget as Adopted	Proposed Amendments	Budget Including Adopted Amendments
Legislative - Board:					
Personnel Services	$ 35,545.00	$ 35,545.00	$ 35,545.00	$ -	$ 35,545.00
Supplies	500.00	500.00	500.00	-	500.00
Contractual Services	13,750.00	13,750.00	13,750.00	-	13,750.00
Capital Outlay	-	-	-	-	-
Total	$ 49,795.00	$ 49,795.00	$ 49,795.00	$ -	$ 49,795.00
Judicial - Municipal Court:					
Personnel Services	$ 204,748.16	$ 204,748.16	$ 204,748.16	$ -	$ 204,748.16
Supplies	8,000.00	8,000.00	8,000.00	-	8,000.00
Contractual Services	85,900.00	85,900.00	85,900.00	-	85,900.00
Capital Outlay	3,500.00	3,500.00	3,500.00	-	3,500.00
Total	$ 302,148.16	$ 302,148.16	$ 302,148.16	$ -	$ 302,148.16

City of Gluckstadt General Fund DISBURSEMENTS	Final Budget as Adopted	First Amended Budget as Adopted	Second Amended Budget as Adopted	Proposed Amendments	Budget Including Adopted Amendments
Executive - Mayor:					
Personnel Services	$ -	$ 27,500.00	$ 27,500.00	$ -	$ 27,500.00
Supplies	500.00	500.00	500.00	-	500.00
Contractual Services	9,400.00	9,400.00	9,400.00	-	9,400.00
Capital Outlay	-	-	-	-	-
Total	$ 9,900.00	$ 37,400.00	$ 37,400.00	$ -	$ 37,400.00
Elections					
Contractual Services	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -	$ 10,000.00
Total	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ -	$ 10,000.00
Administration - Financial:					
Personnel Services	$ 377,955.01	$ 377,955.01	$ 377,955.01	$ -	$ 377,955.01
Supplies	4,000.00	4,000.00	4,000.00	-	4,000.00
Contractual Services	58,020.00	58,020.00	58,020.00	-	58,020.00
Capital Outlay	-	2,670.00	2,670.00	-	2,670.00
Total	$ 439,975.01	$ 442,645.01	$ 442,645.01	$ -	$ 442,645.01
Planning & Zoning:					
Personnel Services	$ 100,766.16	$ 100,766.16	$ 158,266.16	$ -	$ 158,266.16
Supplies	1,900.00	1,900.00	1,900.00	-	1,900.00
Contractual Services	78,030.00	78,030.00	78,030.00	20,000.00	98,030.00
Capital Outlay	1,250.00	1,250.00	1,250.00	-	1,250.00
Total	$ 181,946.16	$ 181,946.16	$ 239,446.16	$ 20,000.00	$ 259,446.16
Administration - General:					
Personnel Services	$ 74,027.62	$ 74,027.62	$ 74,027.62	$ -	$ 74,027.62
Supplies	-	-	-	-	-
Contractual Services	941,450.00	893,450.00	933,450.00	(20,000.00)	913,450.00
Capital Outlay	1,500.00	1,500.00	1,500.00	-	1,500.00
Total	$ 1,016,977.62	$ 968,977.62	$ 1,008,977.62	$ (20,000.00)	$ 988,977.62
Police Department:					
Personnel Services	$ 1,775,480.30	$ 1,810,480.30	$ 1,810,480.30	$ -	$ 1,810,480.30
Supplies	158,200.00	158,200.00	163,200.00	-	163,200.00
Contractual Services	313,830.00	313,830.00	313,830.00	18,377.00	332,207.00
Capital Outlay	388,468.42	604,133.17	599,133.17	(8,177.00)	590,956.17
Total	$ 2,635,978.72	$ 2,886,643.47	$ 2,886,643.47	$ 10,200.00	$ 2,896,843.47
Fire Department:					
Contractual Services	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ -	$ 60,000.00
Total	$ 60,000.00	$ 60,000.00	$ 60,000.00	$ -	$ 60,000.00
Building Inspection:					
Personnel Services	$ 177,847.97	$ 177,847.97	$ 120,347.97	$ -	$ 120,347.97
Supplies	6,300.00	6,300.00	6,300.00	-	6,300.00
Contractual Services	12,000.00	12,000.00	12,000.00	-	12,000.00
Capital Outlay	1,250.00	1,250.00	1,250.00	-	1,250.00
Total	$ 197,397.97	$ 197,397.97	$ 139,897.97	$ -	$ 139,897.97
Street Department:					
Personnel Services	$ 628,310.81	$ 628,310.81	$ 628,310.81	$ -	$ 628,310.81
Supplies	163,700.00	163,700.00	163,700.00	-	163,700.00
Contractual Services	361,850.00	361,850.00	361,850.00	-	361,850.00
Capital Outlay	503,500.00	503,500.00	837,305.00	-	837,305.00
Total	$ 1,657,360.81	$ 1,657,360.81	$ 1,991,165.81	$ -	$ 1,991,165.81

City of Gluckstadt General Fund DISBURSEMENTS	Final Budget as Adopted	First Amended Budget as Adopted	Second Amended Budget as Adopted	Proposed Amendments	Budget Including Adopted Amendments
Parks & Recreation:					
Personnel Services	$ -	$ -	$ -	$ -	$ -
Supplies	-	-	-	593,777.78	593,777.78
Contractual Services	-	-	-	538,888.89	538,888.89
Capital Outlay	-	-	-	564,658.33	564,658.33
Total	$ -	$ -	$ -	$ 1,697,325.00	$ 1,697,325.00
Transfers:					
Transfers out	$ 804,381.81	$ 804,381.81	$ 804,381.81	$ -	$ 804,381.81
Total	$ 804,381.81	$ 804,381.81	$ 804,381.81	$ -	$ 804,381.81
Total Disbursements	$ 7,365,861.26	$ 7,598,696.01	$ 7,972,501.01	$ 1,707,525.00	$ 9,680,026.01
Ending Cash and Investment Balance	$ 3,536,538.71	$ 3,747,705.09	$ 3,702,235.09	$ (169,732.50)	$ 3,532,502.59
TOTAL DISBURSMENTS AND ENDING BALANCE	$ 10,902,399.97	$ 11,346,401.10	$ 11,674,736.10	$ 1,537,792.50	$ 13,212,528.60

BE IT FURTHER RESOLVED that pursuant to Miss Code Ann. §21-35-25 the City Clerk is hereby authorized and directed to publish the foregoing amendments to the municipal budget within two (2) weeks of the adoption of this resolution.

The foregoing resolution having been first reduced to writing was moved for adoption by Alderman _____, and seconded by Alderman _____, with the vote thereon being as follows:

Alderman Miya Warfield Bates voted:	yes	no
Alderman Jessie Campbell voted:	yes	no
Alderman Jayce Powell voted:	yes	no
Alderman John Taylor voted:	yes	no
Alderman Chip Williams voted:	yes	no

SO RESOLVED this the 14th day of April 2026.

WALTER C. MORRISON, IV
MAYOR

ATTEST:

LINDSAY KELLUM
CITY CLERK

{Seal}

BEFORE THE BOARD OF SUPERVISORS OF MADISON COUNTY, MISSISSIPPI

AD VALOREM TAX EXEMPTION POLICY

Section 1 Procedural Requirements

1.1 General Provisions.

(a) Enterprises meeting the requirements of Miss. Code Ann. § 27-31-101 *et seq.* are eligible for consideration by the Madison County Board of Supervisors to receive an exemption from certain *ad valorem* taxation as outlined herein below.

(b) The Madison County Economic Development Authority (MCEDA) together with the Madison County Chancery Clerk (Chancery Clerk) are charged with responsibility of disseminating this policy to all enterprises which may qualify for consideration hereunder.

1.2 Deadlines.

(a) In accordance with Miss. Code Ann. § 27-31-107, the enterprise must file an application with the Chancery Clerk on or before March 1 of the year following the year of completion of the new enterprise or completion of the expansion or addition. Applications will be accepted between January 1 and March 1.

(b) Thereafter, and on or before March 15, the Chancery Clerk shall (1) review the same and ascertain whether both the enterprise and the application meet the requirements of Miss. Code Ann. § 27-31-101, *et seq.*; (2) compute the amount and level of exemption to which it appears that each enterprise would be entitled based upon the applicable formula set forth in Section 2.0 below; and (3) present each application together with his findings thereon to the Executive Director of the Madison County Economic Development Authority.

(c) Thereafter, the Executive Director of said Authority shall immediately (1) forward the Position Statement submitted with each application to the Tax Assessor for his review and consideration; (2) shall conduct his own independent review of each application.

(d) On or before May 15, the Tax Assessor shall present his completed position statement to the MCEDA Board.

(e) On or before June 15, the MCEDA Board (1) shall recommend either approval or rejection of each application based upon its review thereof and of the findings of the Chancery Clerk and the Executive Director (and it may also

recommend modifications to the computations rendered by the Chancery Clerk and the Executive Director); and (2) shall forward its determination to Chancery Clerk for presentation to the Madison County Board of Supervisors.

(f) On or before the first monthly meeting of the Board of Supervisors in July, the Chancery Clerk shall present the applications for exemption to the Board together with his findings thereon, the Position Statement of the Tax Assessor and the recommendation of the MCEDA Board, and any other related materials.

(g) If any such application is approved by the Board of Supervisors, the Chancery Clerk shall forward said application and related materials to the Mississippi State Tax Commission, providing a copy thereof to the Tax Assessor.

(h) The Chancery Clerk shall then notify each applicant in writing as to the action of the Board of Supervisors, and, in cases in which the Board gives its approval to an application, the Chancery Clerk shall advise the applicant that the exemption is approved subject to the approval of the Mississippi State Tax Commission (Tax Commission).

(i) Upon approval by the Tax Commission, the Chancery Clerk shall present the same to the Board for final approval and docketing and shall notify the applicants thereof.

Section 2 Substantive Requirements

2.1 General Provisions.

(a) Madison County is not obligated to grant any tax exemption to any industry or qualified entity. Exemptions are a privilege and the Board expressly reserves the right to modify, deviate from or completely disregard this policy in circumstances it deems appropriate.

(b) No exemption shall be granted from fire district levies.

_____(c) Nissan and Nissan suppliers which are subject to any previously executed MOU are exempted from the following requirements and will be assessed according to the MOU and/or on a case-by case basis.

2.2 County Enterprise Zones. County Enterprise Development Zones are hereby created for purposes of consideration of enterprise exemptions as follows, to-wit:

(1) ZONE A. Zone A constitutes the Canton area and north eastern areas of the county, defined generally as follows: all that area of the county lying within Townships 12, 11, 10 and 9 North which also lies within Ranges 2, 3, 5 and 5 East, less and except those parcels of real property which are subject to the provisions of Section 2.1(b) above. The mission of the incentives in this zone include renovation of existing structures, redevelopment, and removal of blight, and the utilization of the good median skills of residents.

(a) New Enterprises. In Zone A, enterprise exemptions for new enterprises will be considered based upon the following criteria:

(1) Jobs: 2.5% for every 1 job local job (employment of residents of Zone A) created with a 10 local job minimum to be eligible for credit under ths criteria (50% maximum).

(2) Capital Investment: 2.5% for every $100,000 of investment with a $200,000 minimum and (35% maximum).

(3) Wages/Jobs Created Due to this Investment: 2.5% for every dollar above minimum wage paid on average (50% maximum).

(4) Employment Multiplier: .833% (one month) for every one (1) indirect job created (35% maximum).

(5) Renovation or Re-use Multiplier: Of the total investment calculated in criteria (2) above, an additional 2.5% will be considered for every $100,000 spent on renovation of existing buildings and structures (50% maximum).

(6) Construction Period and Construction Employees: 2% per employee multiplied by the construction period as a percentage of the maximum term (10 years) (35% maximum)

(b) Additions to or Expansions of Existing Enterprises. In Zone A, enterprise exemptions for additions to or expansions of existing enterprises will be considered based upon the following criteria:

(1) Jobs: 2.5% for every 1 local job (employment of

residents of Zone A) created with a 1 local job minimum to be eligible for credit under this criteria (50% maximum).

(2) Capital Investment: 2.5% for every $100,000 of investment with a $200,000 minimum and (35% maximum).

(3) Wages/Jobs Created Due to this Investment: 2.5% for every dollar above minimum wage paid on average (50% maximum).

(4) Years of Operation: .5% credit for every year in operation (35% maximum).

(5) Long Term Employment: .5% credit for every employee, based upon the average annual employment since the establishment of the enterprise.

(6) Employment Multiplier: .833% (one month) for every one (1) indirect job created (35% maximum).

(7) Renovation or Re-use Multiplier: Of the total investment calculated in criteria (2) above, an additional 2.5% will be considered for every $100,000 spent on renovation of existing buildings and structures (50% maximum).

(8) Construction Period and Construction Employees: 2% per employee multiplied by the construction period as a percentage of the maximum term (10 years) (35% maximum).

(2) ZONE B. Zone B constitutes the Flora area more particularly described as all those lands lying within Range 1 West and Range 2 West in Madison County. The mission of the incentives in this zone is to enhance the creation of new jobs and investment, assist with the new city dynamic in Flora, and encourage a new sustainable economy and help to foster future residential growth.

(a) New Enterprises. In Zone B, enterprise exemptions will be considered based upon the following criteria:

(1) Jobs: 2.5% for every 1 job created with a 10 job minimum to be eligible for credit under this criteria (50%

maximum).

(2) Capital Investment: 2.5% for every $100,000 of investment with a $200,000 minimum (35% maximum).

(3) Wages/Jobs Created Due to this Investment: ***20% for the first five dollars above minimum wage paid on average and an additional 5% for every dollar thereafter*** (50% maximum).

(4) Employment Multiplier: .833% (one month) for every one (1) indirect job created (35% maximum).

(5) Construction Period and Construction Employees: 2% per employee multiplied by the construction period as a percentage of the maximum term (10 years) (35% maximum)

(b) Additions to or Expansions of Existing Enterprises. In Zone B, enterprise exemptions for additions to or expansions of existing enterprises will be considered based upon the following criteria:

(1) Jobs: 2.5% for every 1 job created with a 1 job minimum to be eligible for credit under ths criteria (50% maximum).

(2) Expansion Investment: 2.5% for every $100,000 of investment with a $200,000 minimum (35% maximum).

(3) Wages/Jobs Created Due to this Investment: ***20% for the first five dollars above minimum wage paid on average and an additional 5% for every dollar thereafter*** (50% maximum).

(4) Years of Operation: .5% credit for every year in operation (35% maximum).

(5) Long Term Employment: .5% credit for every employee, based upon the average annual employment since the establishment of the enterprise.

(6) Employment Multiplier: .833% (one month) for every one (1) indirect job created (35% maximum) based

upon the most current Table of Multipliers promulgated by the U. S. Department of Commerce.

(7) Construction Period and Construction Employees: 2% per employee multiplied by the construction period as a percentage of the maximum term (10 years) (35% maximum).

(3) ZONE C. Zone C constitutes the Ridgeland, Madison, Gluckstadt and adjacent areas where high tech and high wage enterprises are to be encouraged, generally described as lying within Township 7 North, Ranges 1, 2, and 3 East, and Township 8 North, Ranges 1, 2, 3 and 4 East. Here, in addition, enterprises must only minimally impact the existing community infrastructure and must encourage high resident-based employment.

(a) New Enterprises. In Zone C, enterprise exemptions will be considered based upon the following criteria:

(1) Jobs: ***1%*** for every 1 job created with a 10 job minimum to be eligible for credit under ths criteria (50% maximum).

(2) Capital Investment: 2.5% for every ***$300,000*** of investment with a ***$1,000,000*** minimum to be eligible for credit under this criteria (35% maximum).

(3) Wages/Jobs Created Due to this Investment: ***20% for the first ten dollars above minimum wage paid on average and an additional 5% for every two dollars thereafter*** (50% maximum).

(4) Employment Multiplier: .833% (one month) for every one (1) indirect job created (35% maximum).

(5) Redevelopment Multiplier: Of the total investment calculated in criteria (2) above, an additional 2.5% will be considered for every $100,000 spent on redevelopment (50% maximum).

(6) Construction Period and Construction Employees: 2% per employee multiplied by the construction period as a percentage of the maximum term (10 years) (35% maximum).

(b) Additions to or Expansions of Existing Enterprises. In Zone C, enterprise exemptions for additions to or expansions of existing enterprises will be considered based upon the following criteria:

(1) Jobs: 2.5% for every 1 job created with a 1 job minimum to be eligible for credit under ths criteria (50% maximum).

(2) Expansion Investment: 2.5% for every $200,000 of investment with a $400,000 minimum to be eligible for credit under ths criteria (35% maximum).

(3) Wages/Jobs Created Due to this Investment: ***20% for the first ten dollars above minimum wage paid on average and an additional 5% for every two dollars thereafter*** (50% maximum).

(4) Years of Operation: .5% credit for every year in operation (35% maximum).

(5) Long Term Employment: .5% credit for every employee, based upon the average annual employment since the establishment of the enterprise.

(6) Employment Multiplier: .833% (one month) for every one (1) indirect job created (35% maximum) based upon the most current Table of Multipliers promulgated by the U. S. Department of Commerce.

(7) Construction Period and Construction Employees: 2% per employee multiplied by the construction period as a percentage of the maximum term (10 years) (35% maximum).

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO ESTABLISH A POLICY REGARDING AD VALOREM TAX EXEMPTIONS FOR FREE PORT WAREHOUSES AND NEW FACTORIES AND ENTERPRISES

WHEREAS, the City of Gluckstadt is authorized to grant ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises as set forth in Miss. Code Ann. §§ 27-31-51 through 27-31-61 and Miss. Code Ann. §§ 27-31-101 through 27-31-117; and

WHEREAS, it is necessary for the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi to establish a policy and procedures to follow when considering ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises; and

WHEREAS, the Mayor and Board of Aldermen of the City of Gluckstadt hereby establishes and adopts an ad valorem tax exemption for Free Port Warehouses and New Factories and Enterprises policy.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI as follows, to-wit:

Free Port Warehouses and New Factories and Enterprises ad valorem tax exemption policy and procedures.

1. Purpose. To ensure that the Mayor and Board of Aldermen have all of the necessary to information needed to make an informed decision when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises.

2. Policy. The Mayor and Board of Aldermen implement the following procedures to be followed when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises:

    a. Application and Summary Information Sheet. Each person or entity seeking an exemption from ad valorem taxation must complete the Ad Valorem Tax Exemption Application and the Summary and Information Sheet before the Mayor and Board of Aldermen will consider approving the requested exemption.

    b. Applicant Representation. Applicants (or a designated representative) for ad valorem tax exemptions shall be present at meetings of the Mayor and Board of Aldermen when their request for ad valorem tax exemption is to be reviewed, or no action will be taken by the Mayor and Board of Aldermen.

3. Procedures. The applicant accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant consult and utilize its own legal

counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

SO RESOLVED THIS THE 13 day of February, 2024.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: Walter Morrison
WALTER C. MORRISON, IV
MAYOR

ATTEST
Lindsay Kellum
LINDSAY KELLUM
CITY CLERK

CITY OF GLUCKSTADT
OFFICE OF THE CITY CLERK

Ad Valorem Tax Exemption

Application of _____ for ad valorem tax exemption for a period of ____ years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

1. _____ files this application for ad valorem tax exemption, and respectfully represents unto this Honorable Board as follows:
2. Applicant, _____, is a [corporation/partnership/LLC] and domiciled in the City of Gluckstadt, Madison County, Mississippi.
3. Applicant is now operating as a (specify product type) _____ manufacturing/distribution type of industry within the City of Gluckstadt, Madison County, Mississippi, which factory is a bona fide (new ___expanded ____) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the ad valorem tax exemption granted by the above-mentioned section by enumeration, namely (manufacturing____distribution_____).
4. That said enterprise was completed on the ____ day of _____, 20____, within the meaning of the applicable statutes of the State of Mississippi, and therefore, the tax exemption hereby claimed should commence on said date.
5. That said (new ____expanded ____) enterprise will provide approximately ____ new jobs with an estimated annual payroll of $_____.
6. That said tax exemption of the tangible property described in “Exhibit A” should be granted for a period of ____ years from said date of completion.
7. That the true value of all property included in the tax exemption is $_____, as shown in an itemized list attached hereto as “Exhibit A” and made a part hereof.

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (new ____expanded ____) enterprise of public utility, and that the same was completed on the ____ day of _____, 20____, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation, as provided by law, for a period of ____ years beginning on the ____ day of _____, 20____, upon all of the tangible property described in "Exhibit A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Gluckstadt, Madison County, Mississippi; and

That this Board approve this application by a resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation for a period of ____ years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the ad valorem tax exemption herein prayed.

Respectfully submitted, this ____ day of _____, 20____.

_____
Applicant

BY: _____

_____
Print Name & Title

_____
Attest

From: Lindsay Kellum
To: nicole.flanagan@madison-co.com
Cc: Randi Jerome; Scott Maugh; Walter Morrison; John Scanlon; Zachary Giddy
Subject: 2025 Ad Valorem Exemption Applications, Freeport Warehouse & 2026 Requests (Granted, Pending)
Date: Tuesday, March 31, 2026 4:17:00 PM
Attachments: 3.4.25 Freeport Letters, Mailed_LK.pdf
4.8.25 Meeting Minutes.pdf
5.7.25 Ad Valorem Requests Denial Letters (Gluckstadt Response).pdf
1.13.26 Regular Meeting Minutes_Signed.pdf
2.10.26 Regular Meeting Minutes_Signed.pdf
2.13.24 Ad Valorem Tax Exemption Policy, Draft Resolution.pdf
Ad Valorem Tax Exemption Summary and Information Sheet.docx
Ad Valorem Tax Exemption Application.docx

Hey Nicole,

As discussed, and to ensure we are all on the same page after our meeting yesterday, we sent out the attached letters with a copy of a blank ad valorem exemption application and our adopted policy (all attached), to every industry on the below list in March of 2025 requesting they file with a freeport application with us no later than April 1, 2025; letters were mailed out as a courtesy only, as state statute places the obligation on these companies to make a proper application for exemption to the county and city.

The only companies that responded were the following highlighted in yellow below (and of which were denied and a letter sent out in May of 2025 – denial letters also attached for your convenience):

- De Beukelaer Corporation
- Sanhua (denied 4.8.25)
- Fastenal (denied 4.8.25)
- Vertex Aerospace
- Cardinal Health
- Hunter Engineering (denied 4.8.25)
- Westlake Chemical (denied 4.8.25)
- Levi Strauss (no longer in business)

Therefore, none of the above should still be coded as getting a freeport exemption from the City of Gluckstadt, as of April 1, 2025. They are required to come back before the board annually, per our policy.

<u>At this time, in 2026, the below has been received:</u>

- Sanhua (granted a 3-year freeport exemption, 1.13.26, minutes attached again for your convenience)
- Hunter Engineering (granted a 1-year freeport exemption, 2.10.26, minutes attached again for your convenience)
- Westlake Chemical (pending; industrial ad valorem request for expansion tabled in

March and will go before board for consideration at next meeting on 4.14.26)

- NEW: Leaderway USA, Inc. **appears to be a subsidiary of Sanhua** (pending; freeport ad valorem exemption request will go before board for consideration at next meeting on 4.14.26)

We have not received any additional exemption applications as of today's date. Therefore, if the remaining do not apply in the statutory timeframe, they will need to be coded as not receiving the freeport exemption going forward from the city by default, unless the board decides otherwise during their discussion of these matters at the next board meeting in April.

I will keep you posted as to any additional applications and board decisions over the next few weeks -

Let me know if you have any questions.

Thanks!

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

From: Lindsay Kellum
To: Randi Jerome; Norman Cannady
Cc: Jayce Powell; John Scanlon; Zachary Giddy
Subject: Freeport and Industrial, Current List - City of Gluckstadt
Date: Friday, April 10, 2026 12:59:00 PM

Hey Randi,

Can you send me an updated list of Freeport and Industrial for Gluckstadt that includes exemption dates (expiration), amounts, etc. for my BOA meeting packet?

Much appreciated,

Thank you.

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

From: Yu Liu
To: Lindsay Kellum
Cc: Scott Maugh
Subject: Re: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline
Date: Tuesday, March 31, 2026 1:47:19 PM
Attachments: 2026 Leaderway - Ad Valorem Tax Exemption Summary and Information Sheet (002).pdf
2026 Leaderway - Ad Valorem Tax Exemption Application (002) Signed.pdf
2026 Sanhua - Ad Valorem Tax Exemption Application (002).pdf
2026 Sanhua - Ad Valorem Tax Exemption Summary and Information Sheet (002).pdf

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Hi Lindsay,

I have attached the freeport application for Leaderway USA Inc, which is another company other than Sanhua.

Additionally, Based on the 3-years exemption you mentioned, I'm not sure whether or not should file the freeport in 2026 - 2028, thus I attached the 2026 freeport application for Sanhua for your reference.

Thanks,
Yu

From: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Sent: Monday, March 30, 2026 12:06 PM
To: Yu Liu <yu.liu@sanhuausa.com>
Cc: Scott Maugh <scott.maugh@gluckstadt.net>
Subject: RE: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

Hi Yu,

Please see attached minutes from 1/13/26 granting a 3-year exemption on Freeport (Item 6B); I will send a formal letter out today with a copy of the attached minutes and copying the tax assessor / collector on it for your records.

Are you needing to request an additional exemption, and is it for Freeport or Industrial? And if so, I need to receive the application via email no later than this Friday, April 3 please to make sure it is on the April 14 agenda for consideration by the board.

Thank you.

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

From: Yu Liu <yu.liu@sanhuausa.com>
Sent: Monday, March 30, 2026 10:08 AM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Subject: Re: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

Hi Lindsay,

This is Yu Liu from Sanhua International Inc.

We are prepare the application for a free port warehouse ad valorem tax exemption with the city of Gluckstadt, and w have one more entity require to file the ad valorem tax exemption. Could you please let me know if we can send it to you by email for application as what we did last year, or we should mail both to the address: 343 Distribution Drive, Gluckstadt, MS 39110?

Thank you,
Yu

From: Yu Liu <yu.liu@sanhuausa.com>
Sent: Tuesday, April 1, 2025 11:46 AM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Cc: Sally Han <Sally.Han@sanhuausa.com>
Subject: Re: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

Hi Lindsay,

Thank you for confirming.
Please find attached the 2025 Ad Valorem tax exemption application from Sanhua

International Inc. and let me know if you have any questions.

Thanks,
Yu

From: Lindsay Kellum
Sent: Tuesday, April 1, 2025 10:43 AM
To: Yu Liu
Subject: RE: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

Hi Yu,

You may send it by email to me directly.

You may also put a hard copy in the mail to 343 Distribution Drive, Gluckstadt, MS 39110.

LINDSAY LEONARD KELLUM, CMC

City Clerk, City of Gluckstadt

P.O. Box 2210

Madison, MS 39130

(769) 567-2306

Lindsay.Kellum@gluckstadt.net

From: Yu Liu <yu.liu@sanhuausa.com>
Sent: Tuesday, April 1, 2025 10:36 AM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Subject: Re: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

Hi Lindsay,

This is Yu Liu from Sanhua International Inc.

Our company received a letter requesting us to resubmit an application for a free port warehouse ad valorem tax exemption with the city of Gluckstadt. The due date for submit is April 1st. which is today. Could you please let me know what the mailing address is to submit the form, or we can send it to you by email for application as what we did last year.

Thank you,

Yu

From: Yu Liu
Sent: Friday, May 10, 2024 2:31 PM
To: lindsay.kellum@gluckstadt.net
Cc: Lan Feng
Subject: Fw: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

Hi Lindsay,

This is Yu Liu, the tax accountant of Sanhua International Inc.

Thank you so much for reminding us about the Ad Valorem tax exemption. Could you please

send us the forms that we submitted last year as a reference.

Thanks,

Yu

From: Cindy Chen <Cindy.Chen@sanhuausa.com>
Sent: Thursday, May 9, 2024 9:41 PM
To: Lan Feng <feng.lan@sanhuausa.com>; Yu Liu <yu.liu@sanhuausa.com>
Subject: Fwd: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

FYI. Regarding GW Freeport exemption.

Cindy Chen

From: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Sent: Thursday, May 9, 2024 6:07 PM
To: Cindy Chen <Cindy.Chen@sanhuausa.com>
Cc: Wesley Slay <wesley.slay@gluckstadt.net>; Miya Bates Personal Email <miya.bates@mcl.cpa>; Scott Maugh <scott.maugh@gluckstadt.net>; Nicole Flanagan <Nicole.Flanagan@madison-co.com>
Subject: Freeport Exemption Request, Sanhua - Notification of Upcoming Deadline

> You don't often get email from lindsay.kellum@gluckstadt.net. Learn why this is important

Hi Cindy,

Is Sanhua requesting a freeport exemption this year from the City? The City granted an exemption for one year in May of 2023 (please find attached letter for reference). We have not received a request this year to date.

Please find attached our board adopted resolution and application process for industrial & freeport exemptions. Our next regular meeting will be held Tuesday, May 14th and the County is asking we notify them of all exemptions by June 1st (as our June regular meeting is scheduled for the second Tuesday of the month and falls after the county's deadline).

If Sanhua intends to request another exemption from the city, I will need the application and relevant documentation submitted asap so the board has ample time to review and consider ahead of next Tuesday.

Please advise as soon as possible if Sanhua intends to request.

LINDSAY LEONARD KELLUM

City Clerk, City of Gluckstadt

P.O. Box 2210

Madison, MS 39130

(769) 567-2306

Lindsay.Kellum@gluckstadt.net



Ad Valorem Tax Exemption

Application of LEADERWAY USA INC for ad valorem tax exemption for a period of 10 years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

1. LEADERWAY USA INC files this application for ad valorem tax exemption, and respectfully represents unto this Honorable Board as follows:
2. Applicant, LEADERWAY USA INC, is a [corporation/partnership/LLC] and domiciled in the City of Gluckstadt, Madison County, Mississippi.
3. Applicant is now operating as a (specify product type) INVERTERS manufacturing/distribution type of industry within the City of Gluckstadt, Madison County, Mississippi, which factory is a bona fide (new X expanded ____) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the ad valorem tax exemption granted by the above-mentioned section by enumeration, namely (manufacturing____distribution X).
4. That said enterprise was completed on the 24 day of MARCH, 20 26, within the meaning of the applicable statutes of the State of Mississippi, and therefore, the tax exemption hereby claimed should commence on said date.
5. That said (new X expanded ____) enterprise will provide approximately 1 new jobs with an estimated annual payroll of $ 89,000.
6. That said tax exemption of the tangible property described in "Exhibit A" should be granted for a period of 10 years from said date of completion.
7. That the true value of all property included in the tax exemption is $ 1,075,905, as shown in an itemized list attached hereto as "Exhibit A" and made a part hereof.

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (new _x_ expanded ____) enterprise of public utility, and that the same was completed on the 24 day of MARCH, 2026, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation, as provided by law, for a period of 10 years beginning on the 24 day of MARCH, 2026, upon all of the tangible property described in "Exhibit A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Gluckstadt, Madison County, Mississippi; and

That this Board approve this application by a resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation for a period of 10 years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the ad valorem tax exemption herein prayed.

Respectfully submitted, this 24 day of MARCH, 2026.

LEADERWAY USA INC
Applicant

BY: _____
CHANGLONG YE, CFO
Print Name & Title

_____
Attest

Date: 03/24/2026

Ad Valorem Tax Exemption

Summary Sheet

New x **Expansion** ____ **Years Requested** 2026 **Mfg.** ____ **Dist.** ____

Request: **Real** ____ **Personal** ____ **Free Port Warehouse** x

1. **Name of company**: LEADERWAY USA INC

   Address: 252 FALLBROOK DR, SUITE 400, HOUSTON, TX 77038

2. **Product:** INVERTERS **Sq. Ft:** 200,000

   # of Employees prior to request: 1 # of Employees with this request 0

   Total # of Employees 1

3. Average full-time hourly wage (including benefits): $ 0

4. Year applicant began operations (this location): 2023

Capital Investment:

Real: $ _____

Personal: $ 1,075,905

Total: $ 1,075,905

Ad Valorem Tax Exemption

Information Sheet

Type of Ad Valorem Tax Exemption Requested:

1. Real Property ____ Property Owner: _____
2. Personal Property ____ Owner/Applicant: _____
3. Free Port Warehouse X Owner/Applicant: LEADERWAY USA INC

Property Description:

1. Property is Leased 100 % or Owned ____ by the job creator?
2. Company Name: LEADERWAY USA INC

   d/b/a: _____
3. Local Mailing Address: 252 FALLBROOK DR, SUITE 400, HOUSTON, TX 77038

   _____
4. Physical Address: 195 INDUSTRIAL BLVD, MADISON, MS 39110

   _____
5. Local Contact Name & Title: Ming Colbert, Sales Operations/CSR

   Telephone Number: 601-586-1990 Email Address: ming.colbert@sanhuausa.com
6. Secondary Contact Name & Title: _____

   Telephone Number: _____ Email Address: _____
7. Corporate Headquarters Address: _____

   Corporate Contact Name & Title: _____

   Telephone Number: _____ Email Address: _____

8. Building Size:

   Current square footage of building 200,000 square feet

   Square footage of building expansion N/A square feet

9. Description of company process/product – describe, in detail, what your company does (if new business/expansion, include the type of business and the product(s) produced/distributed; if free port warehouse, include type of product(s) stored, the average length the product(s) are stored before being shipped out of state, and the location(s) the product(s) will shipped to) (this information will be used to determine eligibility according to the current Mississippi statutes):

   The type of products stored in the warehouse is inverters.

   The average length of the products is stored before being shipped out of state: 1-2 months

   The locations the produscts will shipped to: TX, AL, TN, GA

Workforce:

1. Number of employees in the City of Gluckstadt office where the exemption will apply:

   a) Total number of full-time employees prior to request: 0

   b) Total number of employees added in this request: 0

   c) Total number of full-time employees: 0

   d) Total number of employees residing in Gluckstadt: 1

2. Wages:

   a) Average full-time hourly wage (excluding benefits): $0

   Average full-time hourly wage (including benefits): $0

   Total number of full-time hourly employees: 0

   b) Average full-time salaried wage (excluding benefits): $0

   Average full-time salaried wage (including benefits): $0

   Total number of full-time salaried employees: 0

   c) Average part-time hourly wage (excluding benefits): $35

   Average part-time hourly wage (including benefits): $35

   Total number of part-time hourly employees: 1

3. Do you anticipate hiring seasonal or temporary employees?

   Yes ____ No X

   If yes, explain your company's need for seasonal or temporary employees:

   _____

   _____

   _____

4. Within the next two years, what does your company anticipate the level of employment to be:

   Full-time salaried 0 Full-time hourly 0

   Part-time 1 Seasonal/Temporary 0

5. Does your company offer benefits to all employees? Full-time x Part-time ____

6. Estimated annual payroll at the Gluckstadt facility:

   $ 89,000

Capital Investment:

1. Amount of capital investment for this project:

   Real Property Value: $ _____

   Personal Property Value: $ 1,075,905

Expansions:

1. Is this an expansion: Yes ____ No X

   If this is an expansion, describe the expansion: _____

Local Economy:

1. What purchases of goods or services are made by your company from local vendors or businesses? _____

   RFID printer supplies and office supplies.

Transportation:

1. Modes of shipping and receiving used by this facility:

   Truck transpotation, packed in pallets

2. Number of daily trucks: Inbound 2 Outbound 4

   Seasonal increase, specify which month(s) June and truck number increase 2

3. Local, state, and federal highways most frequently used by this facility:

   #55 Highway

Company Operations:

1. Locally owned: Yes ____ No x
2. Type of industry (NAIC Code): 423690
3. Product(s) Produced:

   N/A

4. Product(s) Distributed:

   INVERTERS

5. Describe any other process carried out by this business:

6. Market area: TX, AL, TN, GA
7. Estimated annual sales, manufacture, or distribution: $78,533,087

The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

From: Ryan Everett
To: Lindsay Kellum
Cc: Cassidy Medlin; Scott Maugh
Subject: RE: Tower Automotive Exemption Applications - Madison County
Date: Wednesday, April 8, 2026 10:44:44 AM
Attachments: 2026-MS-Tower-Madison County Assessor (Site Madison - 2026 New Madison) Exemption Application SK Signed.pdf
2026-MS-Tower-Madison County Assessor (Site Madison - 14108) Exemption Package SK Signed.pdf
2026-MS-Tower-Madison County Assessor (Site Madison - 13412) Exemption Package SK Signed.pdf
2026-MS-Tower-Madison County Assessor (Site Madison - 13137) Exemption Package SK Signed.pdf

---

Hi Lindsay,

Thanks again for passing along the applications. Attached for your review are the four completed applications we would like to submit for review.

Please let me know if you would like hard copies sent over, and I can get these in the mail today.

Let me know if any additional information is needed to move this forward. Thanks!

Ryan D. Everett, CMI
STS-SALT | Senior Manager
Property Tax
248-244-6578 (Direct) 303-6578 (Internal)
517-819-2323 (Mobile) 248-362-4459 (Fax)
reverett@bdo.com

BDO
2600 W. Big Beaver Road, Suite 600
Troy, MI 48084
UNITED STATES
248-362-2100
www.bdo.com

BDO File Exchange (secure file sharing)

From: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Sent: Wednesday, April 1, 2026 6:52 PM
To: Ryan Everett <reverett@bdo.com>
Cc: Cassidy Medlin <cmedlin@bdo.com>; Scott Maugh <scott.maugh@gluckstadt.net>
Subject: RE: Tower Automotive Exemption Applications - Madison County
Importance: High

Attention: This email was sent from someone outside of BDO USA. Always use caution when opening attachments or clicking links from unknown senders or when receiving unexpected emails.

Hi Ryan,

Please see attached. Our next regular meeting will be held on Tuesday, April 14 at 6:00 pm; therefore, the deadline to submit in time to get on the next agenda for consideration is Wednesday, April 8th by 5:00 pm.

Let us know if you have any questions at this time,

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

From: Ryan Everett <reverett@bdo.com>
Sent: Tuesday, March 31, 2026 6:46 PM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Cc: Cassidy Medlin <cmedlin@bdo.com>
Subject: FW: Tower Automotive Exemption Applications - Madison County

Hi Lindsay,

I was given your name by Nicole at Madison County in regards to the property tax exemptions we filed for our client, Tower Automotive, on their personal property returns this year. I understand that the City has different forms than the County, so I was wondering if you could point me in the right direction of those forms so that I can get them over to you as soon as possible. I've attached the forms we submitted to the county as well as our LOA.

Thanks in advance for your assistance!

Ryan D. Everett, CMI
STS-SALT | Senior Manager
Property Tax
248-244-6578 (Direct) 303-6578 (Internal)
517-819-2323 (Mobile) 248-362-4459 (Fax)
reverett@bdo.com

BDO
2600 W. Big Beaver Road, Suite 600
Troy, MI 48084
UNITED STATES
248-362-2100
www.bdo.com

BDO File Exchange (secure file sharing)

From: Nicole Flanagan <Nicole.Flanagan@madison-co.com>
Sent: Tuesday, March 31, 2026 5:05 PM

To: Ryan Everett <reverett@bdo.com>; Gena Permenter <gena.permenter@madison-co.com>
Cc: Cassidy Medlin <cmedlin@bdo.com>
Subject: RE: Tower Automotive Exemption Applications - Madison County

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Good Afternoon Ryan,

This is located inside the City Limits of Gluckstadt – if you wish to request the exemption on the City portion, you will need to apply with them as well.
Lindsay Kellum would be a great source for that information.

LINDSAY KELLUM
City Clerk
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

Thanks,

Nicole

Nicole Mann Flanagan
Chief Deputy
Personal Property Director
Advanced Industrial Personal Property Appraiser

Madison County Tax Assessor's Office

(601)855-5647
nicole.flanagan@madison-co.com

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privileged or confidential information. Any unauthorized disclosure is strictly prohibited. If you have received this message in error, please delete the original message. Thank you.

From: Ryan Everett <reverett@bdo.com>
Sent: Tuesday, March 31, 2026 12:10 PM
To: Gena Permenter <gena.permenter@madison-co.com>; Nicole Flanagan <Nicole.Flanagan@madison-co.com>
Cc: Cassidy Medlin <cmedlin@bdo.com>
Subject: Tower Automotive Exemption Applications - Madison County

CAUTION! External Content. Please use caution when opening attachments and links. Do not provide your username and password if requested.

Hi Gena and Nicole,

Attached are the exemption packages that were included with the personal property filings for Tower Automotive. We also dropped a hard copy in the mail to the Madison County Chancery Clerk.

Please let us know if there are any questions or if any additional information is needed. Thanks!

Ryan D. Everett, CMI
STS-SALT | Senior Manager
Property Tax
248-244-6578 (Direct) 303-6578 (Internal)
517-819-2323 (Mobile) 248-362-4459 (Fax)
reverett@bdo.com

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Ad Valorem Tax Exemption

Application of Tower Automotive Operations USA I, LLC for ad valorem tax exemption for a period of 10 years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

1. Tower Automotive Operations USA I, LLC files this application for ad valorem tax exemption, and respectfully represents unto this Honorable Board as follows:
2. Applicant, Tower Automotive Operations USA I, LLC, is a [corporation/partnership/LLC] and domiciled in the City of Gluckstadt, Madison County, Mississippi.
3. Applicant is now operating as a (specify product type) Automotive manufacturing/distribution type of industry within the City of Gluckstadt, Madison County, Mississippi, which factory is a bona fide (new X expanded ____) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the ad valorem tax exemption granted by the above-mentioned section by enumeration, namely (manufacturing X distribution ____).
4. That said enterprise was completed on the 31 day of December, 20 25, within the meaning of the applicable statutes of the State of Mississippi, and therefore, the tax exemption hereby claimed should commence on said date.
5. That said (new X expanded ____) enterprise will provide approximately N/A new jobs with an estimated annual payroll of $ N/A.
6. That said tax exemption of the tangible property described in "Exhibit A" should be granted for a period of 10 years from said date of completion.
7. That the true value of all property included in the tax exemption is $ 269,446, as shown in an itemized list attached hereto as "Exhibit A" and made a part hereof.

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (new X expanded ____) enterprise of public utility, and that the same was completed on the 31 day of December, 20 25, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation, as provided by law, for a period of 10 years beginning on the 1 day of Januray, 20 26, upon all of the tangible property described in "Exhibit A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Gluckstadt, Madison County, Mississippi; and

That this Board approve this application by a resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation for a period of 10 years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the ad valorem tax exemption herein prayed.

Respectfully submitted, this 8 day of April, 20 26.

Tower Automotive Operations USA I, LLC

Applicant

BY: _____

Scott Kehoe, Chief Financial Officer

Print Name & Title

_____

Attest

Date: April 8, 2026

Ad Valorem Tax Exemption

Summary Sheet

New X **Expansion** ____ **Years Requested** ____ **Mfg.** ____ **Dist.** ____

Request: **Real** ____ **Personal** X **Free Port Warehouse** ____

1. **Name of company**: Tower Automotive Operations USA I, LLC

   Address: 440 Church Road, Madison, MS

2. **Product:** Automotive **Sq. Ft:** N/A

   # of Employees prior to request: N/A # of Employees with this request N/A

   Total # of Employees N/A

3. Average full-time hourly wage (including benefits): $N/A

4. Year applicant began operations (this location): _____

Capital Investment:

Real: $ _____

Personal: $ 269,446

Total: $ 269,446

Ad Valorem Tax Exemption

Information Sheet

Type of Ad Valorem Tax Exemption Requested:

1. Real Property ____ Property Owner: _____
2. Personal Property ___X___ Owner/Applicant: Tower Automotive Operations USA I, LLC
3. Free Port Warehouse ____ Owner/Applicant: _____

Property Description:

1. Property is Leased ____% or Owned ___X___ by the job creator?
2. Company Name: Tower Automotive Operations USA I, LLC
   d/b/a: _____
3. Local Mailing Address: 440 Church Road, Madison, mS
   _____
4. Physical Address: 440 Church Road, Madison, MS
   _____
5. Local Contact Name & Title: Michele Weil
   Telephone Number: 734-397-6300 Email Address: mweil@autokiniton.com
6. Secondary Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____
7. Corporate Headquarters Address: _____
   Corporate Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____

8. Building Size:

   Current square footage of building _____ square feet

   Square footage of building expansion _____ square feet

9. Description of company process/product – describe, in detail, what your company does (if new business/expansion, include the type of business and the product(s) produced/distributed; if free port warehouse, include type of product(s) stored, the average length the product(s) are stored before being shipped out of state, and the location(s) the product(s) will shipped to) (this information will be used to determine eligibility according to the current Mississippi statutes):

Workforce:

1. Number of employees in the City of Gluckstadt office where the exemption will apply:

    a) Total number of full-time employees prior to request: _____

    b) Total number of employees added in this request: _____

    c) Total number of full-time employees: _____

    d) Total number of employees residing in Gluckstadt: _____

2. Wages:

    a) Average full-time hourly wage (excluding benefits): $_____

    Average full-time hourly wage (including benefits): $_____

    Total number of full-time hourly employees: _____

    b) Average full-time salaried wage (excluding benefits): $_____

    Average full-time salaried wage (including benefits): $_____

    Total number of full-time salaried employees: _____

    c) Average part-time hourly wage (excluding benefits): $_____

    Average part-time hourly wage (including benefits): $_____

    Total number of part-time hourly employees: _____

3. Do you anticipate hiring seasonal or temporary employees?

    Yes ____ No ____

    If yes, explain your company's need for seasonal or temporary employees:

    _____

    _____

    _____

4. Within the next two years, what does your company anticipate the level of employment to be:

   Full-time salaried ____ Full-time hourly ____

   Part-time ____ Seasonal/Temporary ____

5. Does your company offer benefits to all employees? Full-time ____ Part-time ____

6. Estimated annual payroll at the Gluckstadt facility:

   $_____

Capital Investment:

1. Amount of capital investment for this project:

   Real Property Value: $_____

   Personal Property Value: $ 269,446

Expansions:

1. Is this an expansion: Yes ____ No __X__

   If this is an expansion, describe the expansion: _____

   _____

   _____

   _____

Local Economy:

1. What purchases of goods or services are made by your company from local vendors or businesses? _____

   _____

   _____

   _____

Transportation:

1. Modes of shipping and receiving used by this facility:

   _____

2. Number of daily trucks: Inbound ____ Outbound ____

   Seasonal increase, specify which month(s) _____ and truck number increase ____

3. Local, state, and federal highways most frequently used by this facility:

   _____

Company Operations:

1. Locally owned: Yes ____ No ____
2. Type of industry (NAIC Code): _____
3. Product(s) Produced:

   Automotive _____

4. Product(s) Distributed:

   Automotive _____

5. Describe any other process carried out by this business:

   _____

   _____

6. Market area: _____
7. Estimated annual sales, manufacture, or distribution: $_____

The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

EXHIBIT A

Summary by State Class and Acquisition Year with Factors
Declaration of Property Owned and Used by Owner

Madison County Assessor - Madison - 2026 - New Madison

Assessment Date: 03/01/2026

Assessed - Personal Property

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
10 year Economic Life	2025	16,000.00	0.9200	14,720.00	0.1500	2,208.00	
		16,000.00	**0.9200**	**14,720.00**	**0.1500**	**2,208.00**	

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
Leasehold Improvements	2025	253,446.00	0.9200	233,170.32	0.1500	34,976.00	
		253,446.00	**0.9200**	**233,170.32**	**0.1500**	**34,976.00**	
Total		**269,446.00**	**0.9200**	**247,890.32**	**0.1500**	**37,184.00**	

Assr Acct #: 2026 - New Madison

Taxpayer's Address:
Tower Automotive Operations USA I, LLC
17757 Woodland Drive
New Boston, MI 48164

Section 6, Item C)
Ryan Everett

EXHIBIT A

Active Property List

Declaration of Property Owned and Used by Owner

Sorted By: Owner Class, Acquisition Year, Acquisition Date

Madison County Assessor - Madison - 2026 - New Madison

Acquisition Date	Owner Class	Description	Reported Cost	Percent Good	Assessed Value
Assessed - Personal Property					
08/01/2025	Leasehold Improvements (Reportable)	Access Control Badge System	32,852.00	0.920000	4,534.00
08/01/2025	Leasehold Improvements (Reportable)	QW Encapsulation	185,000.00	0.920000	25,530.00
10/10/2025	Leasehold Improvements (Reportable)	Cameras	35,594.00	0.920000	4,912.00
03/17/2025	Machinery & Equipment	Stock Chaser with 4-Step Ladder	8,000.00	0.920000	1,104.00
03/17/2025	Machinery & Equipment	Stock Chaser with 4-Step Ladder	8,000.00	0.920000	1,104.00
			269,446.00		37,184.00
Totals:				**# of assets:**	**5**
			269,446.00		37,184.00
Grand Totals:				**# of assets:**	**5**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO ESTABLISH A POLICY REGARDING AD VALOREM TAX EXEMPTIONS FOR FREE PORT WAREHOUSES AND NEW FACTORIES AND ENTERPRISES

WHEREAS, the City of Gluckstadt is authorized to grant ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises as set forth in Miss. Code Ann. §§ 27-31-51 through 27-31-61 and Miss. Code Ann. §§ 27-31-101 through 27-31-117; and

WHEREAS, it is necessary for the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi to establish a policy and procedures to follow when considering ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises; and

WHEREAS, the Mayor and Board of Aldermen of the City of Gluckstadt hereby establishes and adopts an ad valorem tax exemption for Free Port Warehouses and New Factories and Enterprises policy.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI as follows, to-wit:

Free Port Warehouses and New Factories and Enterprises ad valorem tax exemption policy and procedures.

1. Purpose. To ensure that the Mayor and Board of Aldermen have all of the necessary to information needed to make an informed decision when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises.

2. Policy. The Mayor and Board of Aldermen implement the following procedures to be followed when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises:

    a. Application and Summary Information Sheet. Each person or entity seeking an exemption from ad valorem taxation must complete the Ad Valorem Tax Exemption Application and the Summary and Information Sheet before the Mayor and Board of Aldermen will consider approving the requested exemption.

    b. Applicant Representation. Applicants (or a designated representative) for ad valorem tax exemptions shall be present at meetings of the Mayor and Board of Aldermen when their request for ad valorem tax exemption is to be reviewed, or no action will be taken by the Mayor and Board of Aldermen.

3. Procedures. The applicant accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant consult and utilize its own legal

counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

SO RESOLVED THIS THE 13 day of February, 2024.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: Walter Morrison
WALTER C. MORRISON, IV
MAYOR

ATTEST
Lindsay Kellum
LINDSAY KELLUM
CITY CLERK

CITY OF GLUCKSTADT
OFFICE OF THE CITY CLERK

Ad Valorem Tax Exemption

Tower Automotive Operations USA I, LLC

Application of _____ for ad valorem tax exemption for a period of 9 years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

Tower Automotive Operations USA I, LLc

1. _____ files this application for ad valorem tax exemption, and respectfully represents unto this Honorable Board as follows:

Tower Automotive Operations USA I, LLC

2. Applicant, _____, is a [corporation/partnership/LLC] and domiciled in the City of Gluckstadt, Madison County, Mississippi.
3. Applicant is now operating as a (specify product type) Automotive Components manufacturing/distribution type of industry within the City of Gluckstadt, Madison County, Mississippi, which factory is a bona fide (new X expanded ____) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the ad valorem tax exemption granted by the above-mentioned section by enumeration, namely (manufacturing X distribution_____).
4. That said enterprise was completed on the 31 day of December, 20 24, within the meaning of the applicable statutes of the State of Mississippi, and therefore, the tax exemption hereby claimed should commence on said date.
5. That said (new X expanded ____) enterprise will provide approximately N/A new jobs with an estimated annual payroll of $N/A.
6. That said tax exemption of the tangible property described in "Exhibit A" should be granted for a period of 9 years from said date of completion.
7. That the true value of all property included in the tax exemption is $68,962, as shown in an itemized list attached hereto as "Exhibit A" and made a part hereof.

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (new X expanded ____) enterprise of public utility, and that the same was completed on the 31 day of December, 2024, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation, as provided by law, for a period of 9 years beginning on the 1 day of January, 2026, upon all of the tangible property described in "Exhibit A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Gluckstadt, Madison County, Mississippi; and

That this Board approve this application by a resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation for a period of 9 years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the ad valorem tax exemption herein prayed.

Respectfully submitted, this 8 day of April, 2026.

Tower Automotive Operations USA I, LLC

Applicant

BY: _____

Scott Kehoe, Chief Financial Officer

Print Name & Title

_____

Attest

Date: April 8, 2026

Ad Valorem Tax Exemption

Summary Sheet

New X **Expansion** ____ **Years Requested** ____ **Mfg.** ____ **Dist.** ____

Request: **Real** ____ **Personal** X **Free Port Warehouse** ____

1. **Name of company**: Tower Automotive Operations USA I, LLC

   Address: 440 Church Road, Madison, MS

2. **Product:** Automotive Components **Sq. Ft:** _____

   # of Employees prior to request: ____ # of Employees with this request ____

   Total # of Employees ____

3. Average full-time hourly wage (including benefits): $_____

4. Year applicant began operations (this location): _____

Capital Investment:	Real:	$ _____
	Personal:	$ 68,692
	Total:	$ 68,692

Ad Valorem Tax Exemption

Information Sheet

Type of Ad Valorem Tax Exemption Requested:

1. Real Property ____ Property Owner: _____
2. Personal Property ____x Owner/Applicant: Tower Automotive Operations USA I, LLC
3. Free Port Warehouse ____ Owner/Applicant: _____

Property Description:

1. Property is Leased ____% or Owned ____X by the job creator?
2. Company Name: Tower Automotive Operations uSA I, LLC
   d/b/a: _____
3. Local Mailing Address: 440 Church Road, Madison, MS
   _____
4. Physical Address: 440 Church Road, Madison, MS
   _____
5. Local Contact Name & Title: Michele Weil
   Telephone Number: 734-397-6300 Email Address: mweil@autokiniton.com
6. Secondary Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____
7. Corporate Headquarters Address: _____
   Corporate Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____

8. Building Size:

   Current square footage of building _____ square feet

   Square footage of building expansion _____ square feet

9. Description of company process/product – describe, in detail, what your company does (if new business/expansion, include the type of business and the product(s) produced/distributed; if free port warehouse, include type of product(s) stored, the average length the product(s) are stored before being shipped out of state, and the location(s) the product(s) will shipped to) (this information will be used to determine eligibility according to the current Mississippi statutes):

Workforce:

1. Number of employees in the City of Gluckstadt office where the exemption will apply:

    a) Total number of full-time employees prior to request: _____

    b) Total number of employees added in this request: _____

    c) Total number of full-time employees: _____

    d) Total number of employees residing in Gluckstadt: _____

2. Wages:

    a) Average full-time hourly wage (excluding benefits): $_____

    Average full-time hourly wage (including benefits): $_____

    Total number of full-time hourly employees: _____

    b) Average full-time salaried wage (excluding benefits): $_____

    Average full-time salaried wage (including benefits): $_____

    Total number of full-time salaried employees: _____

    c) Average part-time hourly wage (excluding benefits): $_____

    Average part-time hourly wage (including benefits): $_____

    Total number of part-time hourly employees: _____

3. Do you anticipate hiring seasonal or temporary employees?

    Yes ____ No ____

    If yes, explain your company's need for seasonal or temporary employees:

    _____

    _____

    _____

4. Within the next two years, what does your company anticipate the level of employment to be:

   Full-time salaried ____ Full-time hourly ____

   Part-time ____ Seasonal/Temporary ____

5. Does your company offer benefits to all employees? Full-time ____ Part-time ____

6. Estimated annual payroll at the Gluckstadt facility:

   $_____

Capital Investment:

1. Amount of capital investment for this project:

   Real Property Value: $_____

   Personal Property Value: $68,692

Expansions:

1. Is this an expansion: Yes ____ No __X__

   If this is an expansion, describe the expansion: _____

   _____

   _____

   _____

Local Economy:

1. What purchases of goods or services are made by your company from local vendors or businesses? _____

   _____

   _____

   _____

Transportation:

1. Modes of shipping and receiving used by this facility:

   _____

2. Number of daily trucks: Inbound ____ Outbound ____

   Seasonal increase, specify which month(s) _____ and truck number increase ____

3. Local, state, and federal highways most frequently used by this facility:

   _____

Company Operations:

1. Locally owned: Yes ____ No ____
2. Type of industry (NAIC Code): _____
3. Product(s) Produced:

   Automotive Components

4. Product(s) Distributed:

   Automotive Components

5. Describe any other process carried out by this business:

   _____

   _____

6. Market area: _____
7. Estimated annual sales, manufacture, or distribution: $_____

The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

EXHIBIT A

Summary by State Class and Acquisition Year with Factors
Declaration of Property Owned and Used by Owner

Madison County Assessor - Madison - 14108 Assessment Date: 03/01/2026

Assessed - Personal Property

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
10 year Economic Life	2024	32,914.04	0.8400	27,647.79	0.1500	4,147.00	
		32,914.04	**0.8400**	**27,647.79**	**0.1500**	**4,147.00**	

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
6 year Economic Life	2024	6,262.45	0.5700	3,569.60	0.1499	535.00	
		6,262.45	**0.5700**	**3,569.60**	**0.1499**	**535.00**	

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
Leasehold Improvements	2024	29,786.00	0.8400	25,020.24	0.1500	3,753.00	
		29,786.00	**0.8400**	**25,020.24**	**0.1500**	**3,753.00**	
Total		**68,962.49**	**0.8155**	**56,237.63**	**0.1500**	**8,435.00**	

Assr Acct #: 14108

Taxpayer's Address:
Tower Automotive Operations USA I, LLC
17757 Woodland Drive
New Boston, MI 48164

Section 6, Item C)

Ryan Everett

EXHIBIT A

Active Property List

Declaration of Property Owned and Used by Owner

Sorted By: Owner Class, Acquisition Year, Acquisition Date

Madison County Assessor - Madison - 14108

Acquisition Date	Owner Class	Description	Reported Cost	Percent Good	Assessed Value
Assessed - Personal Property					
05/31/2024	Leasehold Improvements (Reportable)	HVAC Unit	29,786.00	0.840000	3,753.00
04/15/2024	Machinery & Equipment	Floor Sweeper S16	32,914.04	0.840000	4,147.00
01/01/2024	PCs and Equipment	Wireless Access Points	6,262.45	0.570000	535.00
			68,962.49		8,435.00
Totals:				**# of assets:**	**3**
			68,962.49		8,435.00
Grand Totals:				**# of assets:**	**3**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO ESTABLISH A POLICY REGARDING AD VALOREM TAX EXEMPTIONS FOR FREE PORT WAREHOUSES AND NEW FACTORIES AND ENTERPRISES

WHEREAS, the City of Gluckstadt is authorized to grant ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises as set forth in Miss. Code Ann. §§ 27-31-51 through 27-31-61 and Miss. Code Ann. §§ 27-31-101 through 27-31-117; and

WHEREAS, it is necessary for the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi to establish a policy and procedures to follow when considering ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises; and

WHEREAS, the Mayor and Board of Aldermen of the City of Gluckstadt hereby establishes and adopts an ad valorem tax exemption for Free Port Warehouses and New Factories and Enterprises policy.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI as follows, to-wit:

Free Port Warehouses and New Factories and Enterprises ad valorem tax exemption policy and procedures.

1. Purpose. To ensure that the Mayor and Board of Aldermen have all of the necessary to information needed to make an informed decision when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises.

2. Policy. The Mayor and Board of Aldermen implement the following procedures to be followed when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises:

    a. Application and Summary Information Sheet. Each person or entity seeking an exemption from ad valorem taxation must complete the Ad Valorem Tax Exemption Application and the Summary and Information Sheet before the Mayor and Board of Aldermen will consider approving the requested exemption.

    b. Applicant Representation. Applicants (or a designated representative) for ad valorem tax exemptions shall be present at meetings of the Mayor and Board of Aldermen when their request for ad valorem tax exemption is to be reviewed, or no action will be taken by the Mayor and Board of Aldermen.

3. Procedures. The applicant accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant consult and utilize its own legal

counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

SO RESOLVED THIS THE 13 day of February, 2024.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: Walter Morrison
WALTER C. MORRISON, IV
MAYOR

ATTEST
Lindsay Kellum
LINDSAY KELLUM
CITY CLERK

CITY OF GLUCKSTADT
OFFICE OF THE CITY CLERK

Ad Valorem Tax Exemption

Tower Automotive Operations USA I, LLC

Application of _____ for ad valorem tax exemption for a period of 8 years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

Tower Automotive Operations USA I , LLC

1. _____ files this application for ad valorem tax exemption, and respectfully represents unto this Honorable Board as follows:

Tower Automotive Operations USA I, LLC

2. Applicant, _____, is a [corporation/partnership/LLC] and domiciled in the City of Gluckstadt, Madison County, Mississippi.
3. Applicant is now operating as a (specify product type) Automotive Components manufacturing/distribution type of industry within the City of Gluckstadt, Madison County, Mississippi, which factory is a bona fide (new ___expanded ____) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the ad valorem tax exemption granted by the above-mentioned section by enumeration, namely (manufacturing__X__distribution_____).
4. That said enterprise was completed on the 31 day of December, 20 23, within the meaning of the applicable statutes of the State of Mississippi, and therefore, the tax exemption hereby claimed should commence on said date.
5. That said (new ___Xexpanded ____) enterprise will provide approximately N/A new jobs with an estimated annual payroll of $N/A.
6. That said tax exemption of the tangible property described in "Exhibit A" should be granted for a period of 8 years from said date of completion.
7. That the true value of all property included in the tax exemption is $153,348, as shown in an itemized list attached hereto as "Exhibit A" and made a part hereof.

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (new X expanded ____) enterprise of public utility, and that the same was completed on the ____ day of _____, 20 23, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation, as provided by law, for a period of 8 years beginning on the ____ day of January, 20 26, upon all of the tangible property described in "Exhibit A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Gluckstadt, Madison County, Mississippi; and

That this Board approve this application by a resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation for a period of 8 years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the ad valorem tax exemption herein prayed.

Respectfully submitted, this 8 day of April, 20 26.

Tower Automotive Operations USA I, LLC

Applicant

BY: _____

Scott Kehoe, Chief Financial Officer

Print Name & Title

_____

Attest

Date: April 8, 2026

Ad Valorem Tax Exemption

Summary Sheet

New ____ **Expansion** ____ **Years Requested** ____ **Mfg.** ____ **Dist.** ____

Request: **Real** ____ **Personal** X **Free Port Warehouse** ____

1. **Name of company**: Tower Automotive Operations USA I , LLC

   Address: 440 Church Road, Madison, MS

2. **Product:** Automotive Components **Sq. Ft:** N/A

   # of Employees prior to request: ____ # of Employees with this request ____

   Total # of Employees ____

3. Average full-time hourly wage (including benefits): $N/A

4. Year applicant began operations (this location): _____

Capital Investment:

Real: $ _____

Personal: $ 153,348

Total: $ 153,348

Ad Valorem Tax Exemption

Information Sheet

Type of Ad Valorem Tax Exemption Requested:

1. Real Property ____ Property Owner: _____
2. Personal Property __X__ Owner/Applicant: Tower Automotive Operations USA I, LLC
3. Free Port Warehouse ____ Owner/Applicant: _____

Property Description:

1. Property is Leased ____% or Owned __X__ by the job creator?
2. Company Name: Tower Automotive Operations USA I, LLC
   d/b/a: _____
3. Local Mailing Address: 440 Church Road, Madison, MS
   _____
4. Physical Address: 440 Church Road, Madison, MS
   _____
5. Local Contact Name & Title: Michele Weil
   Telephone Number: 734-397-6300 Email Address: mweil@autokiniton.com
6. Secondary Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____
7. Corporate Headquarters Address: _____
   Corporate Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____

8. Building Size:

   Current square footage of building _____ square feet

   Square footage of building expansion _____ square feet

9. Description of company process/product – describe, in detail, what your company does (if new business/expansion, include the type of business and the product(s) produced/distributed; if free port warehouse, include type of product(s) stored, the average length the product(s) are stored before being shipped out of state, and the location(s) the product(s) will shipped to) (this information will be used to determine eligibility according to the current Mississippi statutes):

Workforce:

1. Number of employees in the City of Gluckstadt office where the exemption will apply:

    a) Total number of full-time employees prior to request: _____

    b) Total number of employees added in this request: _____

    c) Total number of full-time employees: _____

    d) Total number of employees residing in Gluckstadt: _____

2. Wages:

    a) Average full-time hourly wage (excluding benefits): $_____

    Average full-time hourly wage (including benefits): $_____

    Total number of full-time hourly employees: _____

    b) Average full-time salaried wage (excluding benefits): $_____

    Average full-time salaried wage (including benefits): $_____

    Total number of full-time salaried employees: _____

    c) Average part-time hourly wage (excluding benefits): $_____

    Average part-time hourly wage (including benefits): $_____

    Total number of part-time hourly employees: _____

3. Do you anticipate hiring seasonal or temporary employees?

    Yes ____ No ____

    If yes, explain your company's need for seasonal or temporary employees:

    _____

    _____

    _____

4. Within the next two years, what does your company anticipate the level of employment to be:

   Full-time salaried ____ Full-time hourly ____

   Part-time ____ Seasonal/Temporary ____

5. Does your company offer benefits to all employees? Full-time ____ Part-time ____

6. Estimated annual payroll at the Gluckstadt facility:

   $_____

Capital Investment:

1. Amount of capital investment for this project:

   Real Property Value: $_____

   Personal Property Value: $_____

Expansions:

1. Is this an expansion: Yes ____ No __X__

   If this is an expansion, describe the expansion: _____

   _____

   _____

   _____

Local Economy:

1. What purchases of goods or services are made by your company from local vendors or businesses? _____

   _____

   _____

   _____

Transportation:

1. Modes of shipping and receiving used by this facility:

   _____

2. Number of daily trucks: Inbound ____ Outbound ____

   Seasonal increase, specify which month(s) _____ and truck number increase ____

3. Local, state, and federal highways most frequently used by this facility:

   _____

Company Operations:

1. Locally owned: Yes ____ No ____
2. Type of industry (NAIC Code): _____
3. Product(s) Produced:

   Automotive Components
   _____

4. Product(s) Distributed:

   Automotive Components
   _____

5. Describe any other process carried out by this business:

   _____

   _____

6. Market area: _____
7. Estimated annual sales, manufacture, or distribution: $_____

The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

EXHIBIT A

Summary by State Class and Acquisition Year with Factors
Declaration of Property Owned and Used by Owner

Madison County Assessor - Madison - 13412

Assessment Date: 03/01/2026

Assessed - Personal Property

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
10 year Economic Life	2023	153,347.85	0.7600	116,544.35	0.1500	17,480.00	
		153,347.85	**0.7600**	**116,544.35**	**0.1500**	**17,480.00**	
Total		**153,347.85**	**0.7600**	**116,544.35**	**0.1500**	**17,480.00**	

Assr Acct #: 13412

Taxpayer's Address:
Tower Automotive Operations USA I, LLC
17757 Woodland Drive
New Boston, MI 48164

Section 6, Item C)
Ryan Everett

EXHIBIT A

Active Property List

Declaration of Property Owned and Used by Owner

Sorted By: Owner Class, Acquisition Year, Acquisition Date

Madison County Assessor - Madison - 13412

Acquisition Date	Owner Class	Description	Reported Cost	Percent Good	Assessed Value
Assessed - Personal Property					
03/31/2023	Machinery & Equipment	SD1 - Tugger (JH)	4,768.07	0.760000	544.00
03/31/2023	Machinery & Equipment	TG2 - Tugger (JH)	4,768.07	0.760000	544.00
03/31/2023	Machinery & Equipment	TG1 - Fork Lift Truck (JH)	8,985.74	0.760000	1,024.00
03/31/2023	Machinery & Equipment	RC4 - Fork Lift Truck (CAT)	6,659.53	0.760000	759.00
03/31/2023	Machinery & Equipment	RC3 - Fork Lift Truck (CAT)	6,659.53	0.760000	759.00
03/31/2023	Machinery & Equipment	RC2 - Fork Lift Truck (CAT)	6,659.53	0.760000	759.00
03/31/2023	Machinery & Equipment	RC1 - Fork Lift Truck (CAT)	6,659.53	0.760000	759.00
07/13/2023	Machinery & Equipment	TG1 - Fork Lift Truck (JH)	13,059.32	0.760000	1,489.00
07/13/2023	Machinery & Equipment	RC4 - Fork Lift Truck (CAT)	10,240.17	0.760000	1,167.00
07/13/2023	Machinery & Equipment	RC3 - Fork Lift Truck (CAT)	10,240.17	0.760000	1,167.00
07/13/2023	Machinery & Equipment	RC2 - Fork Lift Truck (CAT)	10,240.17	0.760000	1,167.00
07/13/2023	Machinery & Equipment	RC1 - Fork Lift Truck (CAT)	10,240.17	0.760000	1,167.00
07/31/2023	Machinery & Equipment	Stretch Wrap Machine	11,427.85	0.760000	1,303.00
12/12/2023	Machinery & Equipment	Rust Removal / Parts Basket and Fibergla	8,580.00	0.760000	978.00
12/18/2023	Machinery & Equipment	Auto Continnuum Welder	17,080.00	0.760000	1,947.00
12/18/2023	Machinery & Equipment	Auto Continnuum Welder	17,080.00	0.760000	1,947.00
			153,347.85		17,480.00
Totals:				**# of assets:**	**16**
			153,347.85		17,480.00
Grand Totals:				**# of assets:**	**16**

Section 6, Item C)

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO ESTABLISH A POLICY REGARDING AD VALOREM TAX EXEMPTIONS FOR FREE PORT WAREHOUSES AND NEW FACTORIES AND ENTERPRISES

WHEREAS, the City of Gluckstadt is authorized to grant ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises as set forth in Miss. Code Ann. §§ 27-31-51 through 27-31-61 and Miss. Code Ann. §§ 27-31-101 through 27-31-117; and

WHEREAS, it is necessary for the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi to establish a policy and procedures to follow when considering ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises; and

WHEREAS, the Mayor and Board of Aldermen of the City of Gluckstadt hereby establishes and adopts an ad valorem tax exemption for Free Port Warehouses and New Factories and Enterprises policy.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI as follows, to-wit:

Free Port Warehouses and New Factories and Enterprises ad valorem tax exemption policy and procedures.

1. Purpose. To ensure that the Mayor and Board of Aldermen have all of the necessary to information needed to make an informed decision when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises.

2. Policy. The Mayor and Board of Aldermen implement the following procedures to be followed when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises:

    a. Application and Summary Information Sheet. Each person or entity seeking an exemption from ad valorem taxation must complete the Ad Valorem Tax Exemption Application and the Summary and Information Sheet before the Mayor and Board of Aldermen will consider approving the requested exemption.

    b. Applicant Representation. Applicants (or a designated representative) for ad valorem tax exemptions shall be present at meetings of the Mayor and Board of Aldermen when their request for ad valorem tax exemption is to be reviewed, or no action will be taken by the Mayor and Board of Aldermen.

3. Procedures. The applicant accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant consult and utilize its own legal

counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

SO RESOLVED THIS THE 13 day of February, 2024.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: Walter Morrison
WALTER C. MORRISON, IV
MAYOR

ATTEST
Lindsay Kellum
LINDSAY KELLUM
CITY CLERK

CITY OF GLUCKSTADT
OFFICE OF THE CITY CLERK

Ad Valorem Tax Exemption

Application of Tower Automotive Operations USA I , LLC for ad valorem tax exemption for a period of 7 years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

1. Tower Automotive Operations USA I, LLC files this application for ad valorem tax exemption, and respectfully represents unto this Honorable Board as follows:
2. Applicant, Tower Automotive USA I, LLC, is a [corporation/partnership/LLC] and domiciled in the City of Gluckstadt, Madison County, Mississippi.
3. Applicant is now operating as a (specify product type) Automotive manufacturing/distribution type of industry within the City of Gluckstadt, Madison County, Mississippi, which factory is a bona fide (new X expanded ____) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the ad valorem tax exemption granted by the above-mentioned section by enumeration, namely (manufacturing X distribution_____).
4. That said enterprise was completed on the ____ day of December, 20 22, within the meaning of the applicable statutes of the State of Mississippi, and therefore, the tax exemption hereby claimed should commence on said date.
5. That said (new X expanded ____) enterprise will provide approximately N/A new jobs with an estimated annual payroll of $N/A.
6. That said tax exemption of the tangible property described in “Exhibit A” should be granted for a period of 7 years from said date of completion.
7. That the true value of all property included in the tax exemption is $291,110, as shown in an itemized list attached hereto as “Exhibit A” and made a part hereof.

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (new x expanded ____) enterprise of public utility, and that the same was completed on the 31 day of December, 2022, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation, as provided by law, for a period of 7 years beginning on the 1 day of January, 2026, upon all of the tangible property described in "Exhibit A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Gluckstadt, Madison County, Mississippi; and

That this Board approve this application by a resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation for a period of 7 years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the ad valorem tax exemption herein prayed.

Respectfully submitted, this 8 day of April, 2026.

Tower Automotive Operations USA I, LLC

Applicant

BY: _____

Scott Kehoe, Chief Financial Officer

Print Name & Title

_____

Attest

Date: April 8, 2026

Ad Valorem Tax Exemption

Summary Sheet

New X **Expansion** ____ **Years Requested** ____ **Mfg.** ____ **Dist.** ____

Request: **Real** ____ **Personal** X **Free Port Warehouse** ____

1. **Name of company**: Tower Operations USA I, LLC

   Address: 440 Church Road, Madison, MS

2. **Product:** Automotive **Sq. Ft:** _____

   # of Employees prior to request: ____ # of Employees with this request ____

   Total # of Employees ____

3. Average full-time hourly wage (including benefits): $N/A

4. Year applicant began operations (this location): _____

Capital Investment:

Real: $ _____

Personal: $ 291,110

Total: $ 291,110

Ad Valorem Tax Exemption

Information Sheet

Type of Ad Valorem Tax Exemption Requested:

1. Real Property ____ Property Owner: _____
2. Personal Property X Owner/Applicant: Tower Automotive Operations USA I , LLC
3. Free Port Warehouse ____ Owner/Applicant: _____

Property Description:

1. Property is Leased ____% or Owned X by the job creator?
2. Company Name: Tower Automotive Operations USA I, LLC
   d/b/a: _____
3. Local Mailing Address: 440 Church Road, Madison, MS
   _____
4. Physical Address: 440 Church Road, Madison, MS
   _____
5. Local Contact Name & Title: Michele Weil
   Telephone Number: 734-397-6300 Email Address: mweil@autokiniton.com
6. Secondary Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____
7. Corporate Headquarters Address: _____
   Corporate Contact Name & Title: _____
   Telephone Number: _____ Email Address: _____

8. Building Size:

   Current square footage of building _____ square feet

   Square footage of building expansion _____ square feet

9. Description of company process/product – describe, in detail, what your company does (if new business/expansion, include the type of business and the product(s) produced/distributed; if free port warehouse, include type of product(s) stored, the average length the product(s) are stored before being shipped out of state, and the location(s) the product(s) will shipped to) (this information will be used to determine eligibility according to the current Mississippi statutes):

Workforce:

1. Number of employees in the City of Gluckstadt office where the exemption will apply:

    a) Total number of full-time employees prior to request: _____

    b) Total number of employees added in this request: _____

    c) Total number of full-time employees: _____

    d) Total number of employees residing in Gluckstadt: _____

2. Wages:

    a) Average full-time hourly wage (excluding benefits): $_____

    Average full-time hourly wage (including benefits): $_____

    Total number of full-time hourly employees: _____

    b) Average full-time salaried wage (excluding benefits): $_____

    Average full-time salaried wage (including benefits): $_____

    Total number of full-time salaried employees: _____

    c) Average part-time hourly wage (excluding benefits): $_____

    Average part-time hourly wage (including benefits): $_____

    Total number of part-time hourly employees: _____

3. Do you anticipate hiring seasonal or temporary employees?

    Yes ____ No ____

    If yes, explain your company's need for seasonal or temporary employees:

    _____

    _____

    _____

4. Within the next two years, what does your company anticipate the level of employment to be:

   Full-time salaried ____ Full-time hourly ____

   Part-time ____ Seasonal/Temporary ____

5. Does your company offer benefits to all employees? Full-time ____ Part-time ____

6. Estimated annual payroll at the Gluckstadt facility:

   $_____

Capital Investment:

1. Amount of capital investment for this project:

   Real Property Value: $_____

   Personal Property Value: $291,110

Expansions:

1. Is this an expansion: Yes ____ No X

   If this is an expansion, describe the expansion: _____

   _____

   _____

   _____

Local Economy:

1. What purchases of goods or services are made by your company from local vendors or businesses? _____

   _____

   _____

   _____

Transportation:

1. Modes of shipping and receiving used by this facility:

   _____

2. Number of daily trucks: Inbound ____ Outbound ____

   Seasonal increase, specify which month(s) _____ and truck number increase ____

3. Local, state, and federal highways most frequently used by this facility:

   _____

Company Operations:

1. Locally owned: Yes ____ No ____
2. Type of industry (NAIC Code): _____
3. Product(s) Produced:

   Automotive _____

4. Product(s) Distributed:

   Automotive _____

5. Describe any other process carried out by this business:

   _____

   _____

6. Market area: _____
7. Estimated annual sales, manufacture, or distribution: $_____

The applicant company accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant company consult and utilize its own legal counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

Summary by State Class and Acquisition Year with Factors
Declaration of Property Owned and Used by Owner

Madison County Assessor - Madison - 13137 Assessment Date: 03/01/2026

Assessed - Personal Property

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
10 year Economic Life	2022	241,898.26	0.6573	159,002.83	0.1500	23,850.00	
		241,898.26	**0.6573**	**159,002.83**	**0.1500**	**23,850.00**	

State Class	Year	Reported Cost	Current Value Factor	Current Value	Assessment Rate	Rendered Value	Assessor's Use
6 year Economic Life	2022	49,211.55	0.4100	20,176.73	0.1500	3,026.00	
		49,211.55	**0.4100**	**20,176.73**	**0.1500**	**3,026.00**	
Total		**291,109.81**	**0.6155**	**179,179.56**	**0.1500**	**26,876.00**	

Assr Acct #: 13137

Taxpayer's Address:
Tower Automotive Operations USA I, LLC
17757 Woodland Drive
New Boston, MI 48164

Section 6, Item C)
Ryan Everett

Active Property List

Declaration of Property Owned and Used by Owner

Sorted By: Owner Class, Acquisition Year, Acquisition Date

Madison County Assessor - Madison - 13137

Acquisition Date	Owner Class	Description	Reported Cost	Percent Good	Assessed Value
Assessed - Personal Property					
01/01/2022	Machinery & Equipment	Floor Scrubber Advance SC8000	19,500.00	0.580000	1,696.00
02/16/2022	Machinery & Equipment	Containers for Shape material	14,600.00	0.580000	1,270.00
06/30/2022	Machinery & Equipment	MY2023 H61P ECR 29180 Reinforcemer	197,590.00	0.670000	19,858.00
06/30/2022	Machinery & Equipment	MY2023 H61P Frame Line Adjustments	10,208.26	0.670000	1,026.00
12/02/2022	PCs and Equipment	NetApp SSD Storange Unit	24,216.29	0.410000	1,489.00
12/02/2022	PCs and Equipment	Dell PowerEdge R650XS Servers (2)	15,790.74	0.410000	971.00
12/02/2022	PCs and Equipment	10GBPS Extreme Networks Switch (2)	9,204.52	0.410000	566.00
			291,109.81		26,876.00
Totals:				**# of assets:**	**7**
			291,109.81		26,876.00
Grand Totals:				**# of assets:**	**7**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO ESTABLISH A POLICY REGARDING AD VALOREM TAX EXEMPTIONS FOR FREE PORT WAREHOUSES AND NEW FACTORIES AND ENTERPRISES

WHEREAS, the City of Gluckstadt is authorized to grant ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises as set forth in Miss. Code Ann. §§ 27-31-51 through 27-31-61 and Miss. Code Ann. §§ 27-31-101 through 27-31-117; and

WHEREAS, it is necessary for the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi to establish a policy and procedures to follow when considering ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises; and

WHEREAS, the Mayor and Board of Aldermen of the City of Gluckstadt hereby establishes and adopts an ad valorem tax exemption for Free Port Warehouses and New Factories and Enterprises policy.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MISSISSIPPI as follows, to-wit:

Free Port Warehouses and New Factories and Enterprises ad valorem tax exemption policy and procedures.

1. Purpose. To ensure that the Mayor and Board of Aldermen have all of the necessary to information needed to make an informed decision when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises.

2. Policy. The Mayor and Board of Aldermen implement the following procedures to be followed when considering approving ad valorem tax exemptions for Free Port Warehouses and New Factories and Enterprises:

    a. Application and Summary Information Sheet. Each person or entity seeking an exemption from ad valorem taxation must complete the Ad Valorem Tax Exemption Application and the Summary and Information Sheet before the Mayor and Board of Aldermen will consider approving the requested exemption.

    b. Applicant Representation. Applicants (or a designated representative) for ad valorem tax exemptions shall be present at meetings of the Mayor and Board of Aldermen when their request for ad valorem tax exemption is to be reviewed, or no action will be taken by the Mayor and Board of Aldermen.

3. Procedures. The applicant accepts all responsibility for the preparation and filing of the ad valorem tax exemption and free port warehouse applications, respective board presentation, and approval process at both the city and county level, and the annual filing requirements, including free port warehouse reports. The City of Gluckstadt only serves in an advisory role and thus accepts no responsibility in the tax process. The City of Gluckstadt recommends that each applicant consult and utilize its own legal

counsel for the tax exemption application, presentation, approval process, and annual filing requirements.

SO RESOLVED THIS THE 13 day of February, 2024.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: Walter Morrison
WALTER C. MORRISON, IV
MAYOR

ATTEST
Lindsay Kellum
LINDSAY KELLUM
CITY CLERK

CITY OF GLUCKSTADT
OFFICE OF THE CITY CLERK

Westlake Chemical

2801 Post Oak Blvd ▪ 713-960-9111

February 28, 2026

Lindsay Kellum
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

RE: Westlake Compounds, LLC (Madison plant)
Application for Ad Valorem Tax Exemption

Dear Ms. Kellum:

Please find enclosed an original of Westlake Compounds, LLC's ("Westlake") Application for Ad Valorem Tax Exemption, as authorized by *section 27-31-105, Mississippi code of 1972, as amended.* Westlake owns and operates a PVC manufacturing facility in the city of Gluckstadt, Madison County, Mississippi, which facility is a bona fide manufacturing business within the meaning of said section. Westlake is seeking an ad valorem tax exemption for a period of ten years from the projects completed date of December 31, 2025. We respectfully request the attached assets be exempt. The true value of all property to be exempted is **$444,799** as shown in an itemized list attached to the application as "Exhibit A".

Should you have any questions regarding the enclosed application, please feel free to give me a call at 713-325-0710.

Thank you in advance for your consideration.

Sincerely,

Jason Parker
Tax Principal
Indirect Tax
Westlake Corporation

Ad Valorem Tax Exemption

Application of WESTLAKE COMPOUNDS, LLC for ad valorem tax exemption for a period of 10 years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended.

1. JASON PARKER, TAX PRINCIPAL files this application for ad valorem tax exemption, and respectfully represents unto this Honorable Board as follows:
2. Applicant, WESTLAKE COMPOUNDS LLC, is a [corporation/partnership/LLC] and domiciled in the City of Gluckstadt, Madison County, Mississippi.
3. Applicant is now operating as a (specify product type) PVC PRODUCTS manufacturing/distribution type of industry within the City of Gluckstadt, Madison County, Mississippi, which factory is a bona fide (new ___expanded X) enterprise of public utility within the meaning of Section 27-31-101 et seq., and related Sections of the Mississippi Code of 1972, as amended, and is eligible for the ad valorem tax exemption granted by the above-mentioned section by enumeration, namely (manufacturing X distribution____).
4. That said enterprise was completed on the 31st day of DECEMBER , 20 25 , within the meaning of the applicable statutes of the State of Mississippi, and therefore, the tax exemption hereby claimed should commence on said date.
5. That said (new ____expanded X) enterprise will provide approximately ____ new jobs with an estimated annual payroll of $_____.
6. That said tax exemption of the tangible property described in "Exhibit A" should be granted for a period of 10 years from said date of completion.
7. That the true value of all property included in the tax exemption is $ 444,799 , as shown in an itemized list attached hereto as "Exhibit A" and made a part hereof.

WHEREFORE, Applicant prays that this Board enter a finding that applicant's factory is in fact a (new ____expanded _X_) enterprise of public utility, and that the same was completed on the 31st day of DECEMBER, 20 25, within the meaning of the applicable laws of Mississippi; and

That applicant be granted an exemption from ad valorem taxation, as provided by law, for a period of 10 years beginning on the 1st day of JANUARY, 20 26, upon all of the tangible property described in "Exhibit A" attached hereto and made a part hereof, used in, or necessary to the operation of the applicant's facility in the City of Gluckstadt, Madison County, Mississippi; and

That this Board approve this application by a resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation for a period of 10 years and forward an original of this application and a certified transcript of such approval to the Mississippi Department of Revenue and upon approval of such application by the Mississippi Department of Revenue and certification of its approval, the Board will enter a final order on its minutes granting the ad valorem tax exemption herein prayed.

Respectfully submitted, this 28th day of FEBRUARY, 20 26.

WESTLAKE COMPOUNDS LLC
Applicant

BY: _____

JASON PARKER, TAX PRINCIPAL
Print Name & Title

IDALY ROMERO-RAMIREZ
Notary Public, State of Texas
Comm. Expires 05-26-2026
Notary ID 13378301-1

Attest NOTARY PUBLIC

WESTLAKE COMPOUNDS, LLC
APPLICATION FOR AD VALOREM TAX EXEMPTION-INDUSTRIAL
MADISON PLANT

EXHIBIT "A"
2025 ADDITIONS, EXPANSIONS, AND REPLACEMENTS

Row Labels	Sum of Total APC	
Computers - 3 year	**$**	**175,538**
MAD 5497 Wireless Infrastructure Improvements	$	57,584
MAD 5850 P3 Micro Refill Controls Upgrade	$	69,257
MAD 5857 Server Storage Array Upgrades	$	48,697
Lab Equipment - 5 year	**$**	**59,945**
MAD 5839 M400 Press	$	11,104
MAD 5934 P3 LIW Feeder Control System	$	48,841
M&E - 10 year	**$**	**88,021**
MAD 5745 P3 Pellet Cyclone Capture Collector	$	88,021
Repair/Replacement - 10 year	**$**	**121,296**
P2 S1 RENNOVATE RESIN SILO 3	$	121,296
Grand Total	**$**	**444,799**

RESOLUTION GRANTING EXEMPTION
FROM AD VALOREM TAXES

The Board of Supervisors (governing authority) of City of Gluckstadt (county/municipality) this day considered the matter of granting exemption from ad valorem taxes, except school district taxes, to Westlake Compounds LLC.

The governing authority finds that the above named enterprise has submitted verification and documentation as to the authenticity and accuracy of the application in regard to the true value of the property to be exempted and the date of completion of said enterprise. The authority also finds that the property described in the application constitutes an industrial enterprise as described in Section 27-31-101, Mississippi Code of 1972, as amended.

This governing authority does hereby grant, subject to approval and certification of the Department of Revenue, ad valorem tax exemption to the above taxpayer for a period of 10 years, beginning January 1, 2026, on the property described in the application with a total true value of $444,799.

Therefore the resolution to grant ad valorem tax exemption to the above named enterprise is hereby approved by Board of Supervisors (governing authority) of City of Gluckstadt (county/municipality) for a period of 10 years as authorized by Section 27-31-101 et seq., Mississippi Code of 1972, as amended, on this the _____ day of _____, 20___.

_____
Granting Authority

Name & Title

(SEAL)

Attest:

FINAL RESOLUTION GRANTING EXEMPTION
FROM AD VALOREM TAXES

The Board of Supervisors (governing authority) of City of Gluckstadt (county/municipality) this day considered the matter of granting exemption from ad valorem taxes, except school district taxes, to Westlake Compounds LLC.

The governing authority finds that the Department of Revenue has certified that the applicant is eligible for exemption. The authority also finds that the property described in the application constitutes an industrial enterprise as described in Section 27-31-101, Mississippi Code of 1972, as amended.

This governing authority does hereby grant ad valorem tax exemption to the above taxpayer for a period of 10 years, beginning January 1, 2026, and expiring December 31, 2035 on the property described in the application with a total true value of $444,799.

Therefore the resolution to grant ad valorem tax exemption to the above named enterprise is hereby approved by Board of Supervisors (governing authority) of City of Gluckstadt (county/municipality) for a period of 10 years as authorized by Section 27-31-101 et seq., Mississippi Code of 1972, as amended, on this the _____ day of _____, 20___.

_____
Granting Authority

Name & Title

(SEAL)

Attest:

WESTLAKE COMPOUNDS, LLC 2025 TAX ROLL

PERSONAL PROPERTY

PARCEL	TRUE VALUE	ASSESSED VALUE	MILLAGE RATE	TAX AMOUNT	TAX DIST		EXPIRES	
414	$ 2,625,000.00	$ 393,760.00	0.10468	$ 41,218.80	2GM	No exemption		
13501	$ 98,044.00	$ 14,710.00	0.10468	$ 1,539.84	2GM	Freeport Warehouse Inventory	OPEN	
14062	$ 9,706,385.00	$ 1,455,960.00	0.012	$ 17,471.52	2GMV	City Adjustment for Freeport Warehouse Inventory		
13017	$ 1,141,751.00	$ 171,270.00	0.07115	$ 12,185.86	2GMY	Exempt for County Not City	12/31/2032	
13378	$ 1,036,763.00	$ 155,510.00	0.07115	$ 11,064.54	2GMY	Exempt for County Not City	12/31/2033	
13839	$ 5,701,927.00	$ 855,290.00	0.07115	$ 60,853.88	2GMY	Exempt for County Not City	12/31/2034	
9723	$ 59,622.00	$ 8,940.00	0.05915	$ 528.80	2GMZ	Exempt for Both County and City	12/31/2025	Will be full tax on 2026 tax roll
10624	$ 16,314.00	$ 2,450.00	0.05915	$ 144.92	2GMZ	Exempt for Both County and City	12/31/2027	
11188	$ 102,268.00	$ 15,340.00	0.05915	$ 907.36	2GMZ	Exempt for Both County and City	12/31/2028	
11722	$ 372,385.00	$ 55,860.00	0.05915	$ 3,304.12	2GMZ	Exempt for Both County and City	12/31/2029	
11967	$ 20,934.00	$ 3,140.00	0.05915	$ 185.73	2GMZ	Exempt for Both County and City	12/31/2030	
	$ 20,881,393.00	$ 3,132,230.00		$ 149,405.37				
2026 Pending Application	$ 444,799.00	$ 66,720.00	0.07115	$ 4,750.00		County Not City		
			0.05915	$ 240.00		County and City		

REAL PROPERTY (NORTH AMERICAN PLASTICS, LLC)

PARCEL	TRUE VALUE	ASSESSED VALUE	MILLAGE RATE	TAX AMOUNT
081E-21-013/03.00	$ 2,123,200.00	$ 318,480.00	0.11468	$ 36,523.29
081E-21-008/02.00	$ 2,192,480.00	$ 328,872.00	0.11468	$ 37,715.04

From: Lindsay Kellum
To: Jayce Powell; Walter Morrison
Cc: Scott Maugh
Subject: Westlake & County Policy, Actions to Date on Freeport
Date: Monday, March 30, 2026 12:02:00 PM
Attachments: Westlake Compounds 3 23 2026.xlsx
Ad Valorem Tax Exemption Policy.pdf
image003.png

I have added the attached breakdown and the Westlake original ad valorem request to an item for consideration (tabled in March) on our April agenda under "Old Business"; additionally, I have added the county's ad valorem policy attached for discussion / consideration under "New Business."

Additionally, this year we have done the following to date in 2026:

- Sanhua (Freeport), taken up in January – please refer to Item 6B in minutes, a 3-year exemption was granted.
- Hunter (Freeport), taken up in February – please refer to Item 6A in minutes, a 1-year exemption was granted.
- Westlake (Ad Valorem), taken up in March – Tabled (will be taken back up in April)
- Fastenal – have not heard from.

Hope this helps –
LK

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

From: Jayce Powell <jayce.powell@gluckstadt.net>
Sent: Monday, March 30, 2026 10:12 AM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Subject: Fw: WestLake Taxes

Jayce Powell
Alderman at Large
City of Gluckstadt
601-506-9829

From: Joey Deason <jdeason@madisoncountyeda.com>
Sent: Wednesday, March 25, 2026 10:01:24 AM
To: Jayce Powell <jayce.powell@gluckstadt.net>; Walter Morrison <wmorrison@gainsben.com>
Subject: WestLake Taxes

Jayce and Mayor

Attached are last years taxes paid by Westlake.
We can discuss at our meeting if needed.

Joey

MCEDA Madison County Economic Development Authority
Joseph P. Deason
Executive Director
O: 601.605.0368 **C:** 662.570.5315
MadisonCountyEDA.com
JDeason@MadisonCountyEDA.com
Facebook | **Twitter** | **LinkedIn**

Joseph P. Deason
MCEDA Exec. Director
(O) 601-605-0368
(M) 662-570-5315

From: Mary Clark
To: Lindsay Kellum
Cc: Walter Morrison
Subject: Re: FW: Arrington Lake Issue
Date: Monday, March 30, 2026 4:01:03 PM

Thank you!

On Mon, Mar 30, 2026 at 3:45 PM Lindsay Kellum <lindsay.kellum@gluckstadt.net> wrote:

> Good Afternoon Ms. Clark,
>
> Our next regular board meeting is scheduled for Tuesday, April 14 at 6:00 pm. I have placed you under the agenda item category “Old Business” for discussion of your below request.
>
> Please let me know if you have any questions at this time.
>
> Have a good week,
>
> **LINDSAY LEONARD KELLUM, CMC**
>
> City Clerk, City of Gluckstadt
>
> P.O. Box 2210
>
> Madison, MS 39130
>
> (769) 567-2306
>
> Lindsay.Kellum@gluckstadt.net

From: Walter Morrison <walter.morrison@gluckstadt.net>
Sent: Monday, March 30, 2026 3:24 PM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Subject: Fwd: Arrington Lake Issue

Please put her on agenda and advise her of date and time.

Walter C. Morrison IV

Sent from my iPhone

Begin forwarded message:

From: Mary Clark <mbclark48@gmail.com>
Date: March 23, 2026 at 6:44:23 PM CDT
To: Walter Morrison <Walter.Morrison@gluckstadt.net>
Subject: Re: Arrington Lake Issue

Thank you!

On Mon, Mar 23, 2026 at 4:08 PM Walter Morrison <walter.morrison@gluckstadt.net> wrote:

> Sheree:
>
> Please put Ms. Clark on the next agenda and advise her of the date and time.
>
> See you then, Ms. Clark.
>
> **Walter C. Morrison IV**
>
> Mayor, City of Gluckstadt
>
> P.O. Box 2210
>
> Gluckstadt, MS 39130
>
> Office: (769) 567-2306
>
> Fax: (769) 567-2305

Walter.morrison@gluckstadt.net

From: Mary Clark <mbclark48@gmail.com>
Sent: Friday, March 20, 2026 11:57 AM
To: Walter Morrison <walter.morrison@gluckstadt.net>
Subject: Fwd: Arrington Lake Issue

Mr. Morrison,

It has been quite a journey getting the Arrington Lake Dam repaired, but we truly believe we will be able to get the project going very soon. MDEQ is preparing the contracts to be signed and hopefully that will occur next week. Unfortunately the original plans that we had for repairs were not approved by MDEQ and alternate plans had to be drawn and tested. The new plans require more work and the costs have increased. This increase will cost the neighborhood an additional $52,864.00. Is there any way that we can get on the agenda to speak with the board about a possible increase in the funds allocated by the city? Any help would be greatly appreciated.

Thank you,

Mary Clark

On Thu, Nov 21, 2024 at 11:38 AM Mary Clark <mbclark48@gmail.com> wrote:

> ---------- Forwarded message ---------
> From: **Walter Morrison** <walter.morrison@gluckstadt.net>
> Date: Thu, Nov 21, 2024 at 10:37 AM
> Subject: RE: Arrington Lake Issue
> To: Mary Clark <mbclark48@gmail.com>
> Cc: Chris Buckner <chris.buckner@gluckstadt.net>, Lindsay Kellum <lindsay.kellum@gluckstadt.net>, Jayce Powell <jayce.powell@gluckstadt.net>
>
> It doesn't sound to me like we need to have a special meeting. Our next regular

meeting is Dec. 10. We will put you on the agenda for that meeting.

I have a suggestion for you to consider. The board is going to want specifics as to your ask of the city. Please come prepared to provide that.

Walter C. Morrison IV

Mayor, City of Gluckstadt

P.O. Box 2210

Gluckstadt, MS 39130

Office: (769) 567-2306

Fax: (769) 567-2305

Walter.morrison@gluckstadt.net

From: Mary Clark <mbclark48@gmail.com>
Sent: Thursday, November 21, 2024 10:31 AM
To: Walter Morrison <walter.morrison@gluckstadt.net>
Subject: Re: Arrington Lake Issue

Mr. Morrison,

Thank you so much for getting back with me. I spoke with Mr. McKercher from MDEQ yesterday, and they are submitting the grant applications this morning to FEMA. He believes that we have met the minimum requirements for application submission. We will be required to show all funding sources once the final approvals are received and before signing a contract with MDEQ. If a special board meeting is not called, when would the next meeting take place? We believe that the process will move quickly once the applications are submitted, and we hope to begin work before the first of the year.

Thank you again,

Mary Clark

On Thu, Nov 21, 2024 at 8:34 AM Walter Morrison <walter.morrison@gluckstadt.net> wrote:

> Mrs. Clark:
>
> We have received the attached letter. The findings contained therein are consistent with what our engineers reported to us. Are you under a deadline to apply for funding? I am trying to determine if we need to call a special board meeting to discuss this issue and determine to what degree the city may assist with this project.
>
> **Walter C. Morrison IV**
>
> Mayor, City of Gluckstadt
>
> P.O. Box 2210
>
> Gluckstadt, MS 39130
>
> Office: (769) 567-2306
>
> Fax: (769) 567-2305
>
> Walter.morrison@gluckstadt.net
>
> ---
>
> **From:** Walter Morrison
> **Sent:** Wednesday, November 13, 2024 11:03 AM
> **To:** mbclark48@gmail.com
> **Subject:** Arrington Lake Issue
>
> Mrs. Clark:
>
> It was nice to see you last night as well as the other Arrington residents who attended our meeting. This morning, I had a talk with Brad Engels, who I mentioned last night, regarding this issue. He believes that there is sufficient data to support the position that the Arrington Lake does provide some degree of flood relief to the city. He is supposed to send me a flood study he did recently along with an email setting forth his

thoughts. I am going to send it to our board and you when I receive it. Please circulate to those other Arrington residents who are interested in this issue.

We may then be in a position to offer you some help.

Walter C. Morrison IV

Mayor, City of Gluckstadt

P.O. Box 2210

Gluckstadt, MS 39130

Office: (769) 567-2306

Fax: (769) 567-2305

Walter.morrison@gluckstadt.net

From: Walter Morrison
To: Lindsay Kellum
Cc: Jayce Powell
Subject: Re: Grant Management, City Clerk's Office
Date: Thursday, March 12, 2026 1:11:12 PM

Yes.

Walter C. Morrison IV
Sent from my iPhone

On Mar 12, 2026, at 1:06 PM, Lindsay Kellum <lindsay.kellum@gluckstadt.net> wrote:

Yes sir. Mayor, you good with that?

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net
<image001.jpg>

From: Jayce Powell <jayce.powell@gluckstadt.net>
Sent: Thursday, March 12, 2026 1:04 PM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>; Walter Morrison <walter.morrison@gluckstadt.net>
Subject: Re: Grant Management, City Clerk's Office

Ok. Let's put on next month for discussion. Thanks

Jayce Powell
Alderman at Large
City of Gluckstadt
601-506-9829

From: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Sent: Thursday, March 12, 2026 1:02:54 PM

To: Jayce Powell <jayce.powell@gluckstadt.net>; Walter Morrison <walter.morrison@gluckstadt.net>
Subject: RE: Grant Management, City Clerk's Office

I think that is up to the discretion of you both.

Just let me know how you would like to proceed.

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net
<image001.jpg>

From: Jayce Powell <jayce.powell@gluckstadt.net>
Sent: Thursday, March 12, 2026 12:52 PM
To: Lindsay Kellum <lindsay.kellum@gluckstadt.net>; Walter Morrison <walter.morrison@gluckstadt.net>
Subject: Re: Grant Management, City Clerk's Office

Thank you! Do we need to bring it up at the next meeting to see about making it permanent or how we want to move forward?

Jayce Powell
Alderman at Large
City of Gluckstadt
601-506-9829

From: Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Sent: Thursday, March 12, 2026 12:47:02 PM
To: Walter Morrison <walter.morrison@gluckstadt.net>
Cc: Jayce Powell <jayce.powell@gluckstadt.net>
Subject: Grant Management, City Clerk's Office

We took over grants in August of 2025 after the termination of Ms. Stogner.

See Executive Session of the attached minutes.

LINDSAY LEONARD KELLUM, CMC

City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

CITY OF GLUCKSTADT

MISSISSIPPI

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Lindsay Kellum, City Clerk

DATE: April 14, 2026

SUBJECT: General Update, City Administration

The City Clerk will provide a brief update on the below city administration matters and answer questions.

Items:

- Finance & Budget
- Grants Management
- Accounts Payable
- Fixed Assets
- Training & Education
- Human Resources and Payroll
- Communications and Website
- Public Records Requests
- Events & Chamber of Commerce

CITY OF GLUCKSTADT

MISSISSIPPI

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Scott Maugh, Deputy City Clerk

DATE: 04/10/2026

SUBJECT: Privilege & Transient Vendor License Report (Monthly Update)

From March 1, 2026, to March 31, 2026, the City of Gluckstadt processed thirteen (13) Regular Privilege Licenses.

The amount of fees collected in 2026 to date is as follows:

Privilege: $3958.20
Transient: $0

					DISTRIBUTION				
ID	ISSUED TO	DATE	PACKET	TYPE	FEE	PENALTY	TAX	INTEREST	TOTAL
0000164	FORTITUDE CHIROPRAC	3/03/2026	00462	Payment	20.00-	.00	.00	.00	20.00-
0000166	VICTORY SPORT	3/20/2026	00470	Payment	30.00-	.00	.00	.00	30.00-
0000168	BICYCLE REVOLUTION	3/30/2026	00474	Payment	20.00-	.00	.00	.00	20.00-
0000276	SPANN'S BARBERSHOP	3/03/2026	00462	Payment	20.00-	.00	.00	.00	20.00-
0000277	WOODY'S	3/06/2026	00463	Payment	45.00-	.00	.00	.00	45.00-
0000282	GIFTED HANDS MASSAG	3/26/2026	00472	Payment	20.00-	.00	.00	.00	20.00-
0000288	CINDY PRINCE ART	3/17/2026	00467	Payment	20.00-	.00	.00	.00	20.00-
0000291	RENEW AUDIOLOGY	3/27/2026	00473	Payment	20.00-	.00	.00	.00	20.00-
0000340	WSP USA INC.	3/09/2026	00464	Payment	33.00-	.00	.00	.00	33.00-
0000345	BOB'S POOL SERVICE	3/25/2026	00471	Payment	165.00-	.00	.00	.00	165.00-
0000347	BODY & SOUL PILATES	3/13/2026	00466	Payment	20.00-	.00	.00	.00	20.00-
0000351	EAGLES MANAGEMENT A	3/18/2026	00468	Payment	20.00-	.00	.00	.00	20.00-
0000399	HUNTER ENGINEERING	3/10/2026	00465	Payment	435.20-	.00	.00	.00	435.20-

FEE CODE TOTALS BY TYPE

DISTRIBUTION

FEE CODE	TYPE	COUNT	FEE	PENALTY	TAX	INTEREST	TOTAL
BEER FLAT	Payment	1	15.00CR	0.00	0.00	0.00	15.00CR
MANOVER11	Payment	1	435.20CR	0.00	0.00	0.00	435.20CR
Schdl-A	Payment	2	185.00CR	0.00	0.00	0.00	185.00CR
Schdl-B	Payment	10	233.00CR	0.00	0.00	0.00	233.00CR
					GRAND TOTAL FOR PERIOD		868.20CR

TOTALS BY TRANSACTION TYPE

DISTRIBUTION

TYPE	COUNT	FEE	PENALTY	TAX	INTEREST	TOTAL
Payment	13	868.20CR	0.00	0.00	0.00	868.20CR
TOTAL FOR PERIOD	13					868.20CR

SELECTION CRITERIA

REPORT OPTIONS:

LICENSE RANGE:	THRU ZZZZZZZZZZ
PACKET RANGE:	0 THRU 99999
TRANSACTION RANGE:	3/01/2026 THRU 3/31/2026
LICENSE STATUS:	All
LICENSE CODE:	All
FEE CODE:	All

PRINT OPTIONS:

PRINT TOTALS ONLY:	NO

TRANSACTION TYPE OPTIONS:

ALL:	YES
PAYMENT:	YES
REFUND CHECK:	YES
REVERSE PAYMENT:	YES
REVERSE REFUND:	YES

ADJUSTMENT OPTIONS:

ADJUSTMENT CODE:	ALL

*** END OF REPORT ***

From: Lindsay Kellum
To: Chip Williams; Jayce Powell; Jayce Powell Personal Email; Jessie Campbell; John Taylor; John Taylor; Miya Bates; Miya Bates Personal Email; Walter Morrison; Walter Morrison
Subject: Employee Handbook & Compensatory Time Policy, Re-Circulation (Ahead of 4/14/2 Mtg - Tabled Discussion of Leave Accrual Policies)
Date: Monday, April 6, 2026 1:37:00 PM
Attachments: City of Gluckstadt Employee Handbook Revised 6.13.23.pdf
Employee Handbook, Leave Section (Current).pdf
Compensatory Time Policy Final Adopted 4.9.24.pdf
3.6.26 Memo, Consideration of Amendments to Leave & Compensatory Time Policies.pdf
Importance: High

Mayor and Board,

Please find the attached per your request at the March meeting, related to potential adjustment of leave policy and comp policy (tabled in March to be reconsidered in April).

Please let me know if you have any questions.

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

CITY OF GLUCKSTADT

MISSISSIPPI

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Lindsay Kellum, City Clerk (Human Resources)

DATE: 3/6/2026

SUBJECT: Consideration of Amendments to Current City Leave & Compensatory Time Policies: Increase to Leave Accrual Rates & Compensatory Cap Limits

The purpose of this memorandum is to outline the operational, financial, and competitive benefits of increasing the City of Gluckstadt's employee vacation and sick leave accrual rates, as well as raising the compensatory time cap above the current 50-hour annual limit. These changes will strengthen future recruitment efforts, particularly in light of the upcoming PERS Tier 5 retirement modifications which will have a significant impact on future hiring.

Current Accrual Rates (reference attached excerpt from our current employee handbook):

- *Vacation Leave: 3.077 hours per pay period (approx. 80 hours or 10 days per year)*
- *Sick Leave: 3.69 hours per pay period (approx. 96 hours or 12 days per year)*
- *Compensatory Time (affecting overtime exempt positions only): Max accrual of 50 hours per year*

As a rapidly growing municipality with expanding services, rising workload demands, and increasing expectations from residents, Gluckstadt must remain competitive as an employer. Municipalities across Mississippi are enhancing employee benefits to attract and retain high-quality professionals. With PERS creating a new retirement tier which was effective March 1st, 2026, which is perceived as less favorable to new city employees, and notably, detrimental to law enforcement, supplemental benefits such as leave accruals and comp time flexibility become more essential to offset the negative impact.

Rationale for Increasing Leave Accruals

- ***Critical for Future Recruitment in Light of New PERS Tier 5***

The new PERS tier introduces remarkable changes to retirement benefits for [illegible] employees. Law enforcement agencies, teachers, and public service personnel are already expressing concerns about decreased retirement appeal for new employees entering the system.

Enhanced leave accrual rates act as a non-salary, non-pension benefit that offsets some of these changes and makes Gluckstadt more attractive to prospective police officers, dispatchers, public works personnel, and administrative staff.

- ***Competitive Advantage Compared to Neighboring Municipalities***

After researching and polling comparably sized cities, as well as reviewing exit interviews of former city employees who cited low accrual rates as an issue in their consideration of resigning to go to another agency, it is clear that many already offer higher accrual rates or faster accrual step increases tied to longevity, or they are considering the same. If Gluckstadt's accrual rates remain static as the city grows, we risk falling behind in the recruitment market and losing high-quality employees to other cities and/or jurisdictions who may offer better compensation and benefits.

- ***Improved Retention and Employee Morale***

Studies show that employees consistently cite work-life balance and leave benefits as top factors in job satisfaction. Increasing accrual rates enhances morale, reduces burnout, supports long-term retention, and demonstrates the boards' commitment to the well-being of the city's employees. Employment retention is understandably more cost-effective than turnover, which triggers expenses in training, onboarding, equipment, and loss of institutional knowledge.

- ***Supports Continuity of Operations***

When employees have adequate leave balances, they are more likely to take time off preventively rather than reach points of fatigue that cause errors or extended medical absences. Proactive leave usage reduces overall risk to the city's day-to-day operations.

Rationale for Increasing the Compensatory Time Maximum

- ***Workload Increases Since Adoption of the original Compensatory Time Policy have made the 50-Hour Cap Unrealistic***

All departments are quickly growing and have seen workload surges associated with population growth, new development, increased personnel management, increased service calls, after-hours requirements and expanded city events. Many of the applicable exempt employees met the 50-hour comp time cap by the middle of the calendar year, leaving the city limited flexibility in managing these hours, or resulting in the employee having to eat hours accrued after the 50 cap was met. Non-Exempt employees are able to accrue overtime and receive compensation for additional hours beyond their regular schedule, whereas exempt employees are not.

- ***Enhances Employee Flexibility and Morale***

Allowing exempt employees to bank additional comp time gives them greater control over how they balance peak work periods with future time off. This is especially important for law enforcement and public works, who face atypical schedules and call-outs.

- ***Policies Need to Align With Needs of a Growing Municipality***

As the city's responsibilities expand, so too should its personnel policies. A stationary comp time cap designed for a much smaller operation is no longer adequate. As the Mayor is responsible for reviewing compensatory time justifications and approving submission of hours, and the City Clerk's office is responsible for inputting into the personnel system, allowing for adequate oversight and limiting opportunities for abuse. Additionally, all hours accrued must be used by the end of the calendar year, or they are lost; at no time is the city responsible for paying out compensatory accruals upon separation of employment.

Recommendation

To maintain Gluckstadt's competitiveness, manage workload demands, and support long-term recruitment and retention, I am recommending the board consider the following:

1. Increase vacation accrual from 3.077 to a higher rate (options may include 3.69, 4.00, 4.62 hours, or tiered accruals based on tenure at 3-year, 5-year, 8-year, and 10-year marks).
2. Increase sick leave accrual above 3.69 hours per pay period, aligning with regional municipal averages.
3. Increase the annual compensatory time cap from 50 hours to a more flexible and realistic threshold (e.g., 80–100 hours), or alternatively, set tiered caps by department type.
4. Amend the current Employee Handbook and Compensatory Time Policy to reflect these updated benefits.

Updating Gluckstadt's leave and compensatory time policies is a proactive, fiscally responsible step that directly benefits employee wellness, strengthens the city's recruitment position, minimizes overtime expenditures, and mitigates the anticipated impact of the upcoming PERS Tier changes. These updates align Gluckstadt with modern municipal HR practices and signal a strong investment in the people who carry out the mission and daily operations of our growing city.

I welcome the opportunity to discuss these recommendations further and assist with drafting the handbook and policy amendments, based on board feedback.

Enrollment and benefits forms are available through Human Resources. It is the employee's individual responsibility to keep on file up-to-date information related to their retirement account as to name, address and beneficiary(ies).

Employees who plan to retire from the PERS are encouraged to contact their department director and/or Human Resources at least ninety (90) days in advance of the anticipated retirement date to secure estimate of benefits information, to finalize the retirement date, and to complete all necessary paperwork.

If you have questions about PERS, you may go to the PERS website at www.pers.ms.gov. Nothing contained in this handbook alters the rules of PERS, including contributions or eligibility for benefits.

Workers' Compensation

Employees are covered under the workers' compensation program, and the City of Gluckstadt pays the premium for that program. Workers' compensation pays medical coverage and partial wage replacement for employees injured on the job pursuant to guidelines set forth by the Mississippi Workers Compensation Commission.

Unemployment Compensation

Employees of the City of Gluckstadt, except for elected officials, are paid unemployment compensation benefits under the state program when the employee meets the requirements for unemployment compensation. The City pays the cost of this benefit.

Education and Training

When the City of Gluckstadt requires employees to participate in training programs, all training costs are paid or reimbursed by the City. Authorization to attend professional seminars and certification courses are decided on a case-by-case basis by the City within the constraints of the training and education budget.

VI. LEAVE TIME

Work Leave Time

Leave time refers to normal working hours not worked by employees. It may be paid time or unpaid. The City must approve all leave time prior to use. Department Heads should keep copies of leave slips for time requested. Leave time is entered on each employee's time sheet for that period. When requesting leave under any policy, employees should use the Leave Request Form in the Appendix of this Handbook.

Unauthorized absence time is time away from work not authorized by the City. Employees will not be paid for this type of absence; unauthorized absences may result in disciplinary action, up to and including termination.

Paid Time Off

A. Holidays

The City of Gluckstadt pays a certain number of days each year, by policy. Holidays and paid leave days normally consist of:

1. New Year's Day;
2. Martin Luther King Day; Robert E. Lee's Birthday
3. President's Day;
4. Good Friday; *replaced Confederate Memorial Day, revision 6.13.23 by BOA*
5. Memorial Day; Jefferson Davis' Birthday
6. Independence Day;
7. Labor Day;
8. Veteran's Day;
9. Thanksgiving
10. The day after Thanksgiving Day *by issuance of Governor proclamation*
11. Christmas Day.

all subject to change by issuance of Governor proclamation

These Holidays, or the dates when they are observed, may change by proclamation of the Governor or the City's governing authority or federal, state, or local law and such change(s) govern and override the listings contained in this Handbook. Holidays are observed from 12:00 a.m. (midnight) the eve of the holiday to 12:00 a.m. (midnight) the day of the holiday. Holiday pay will be granted to all eligible employees, including public safety employees, whose work schedule would have included the day on which the holiday occurs or is observed. Such employees will receive pay for the holiday at straight time. Employees who actually physically work on the holiday will receive pay at two (2) times the hourly rate, FOR THE HOURS WORKED. Employees paid on a salary basis will receive their regular pay for any pay period in which the holiday occurs.

Unless otherwise declared by the governing authority or by state law or local ordinance, in the event a holiday falls upon a Sunday, the following Monday shall be deemed to be the legal holiday and in the event the legal holiday falls on a Saturday, the preceding Friday shall be deemed to be the legal holiday.

When a holiday falls within an eligible employee's approved PTO, the holiday shall not be counted as a leave day in computing the amount of leave debited. An employee who is away from work and not in a paid leave status the day immediately preceding or following a holiday will not be eligible for holiday pay. When a holiday falls on a Saturday or

Sunday, shift employees shall be paid holiday pay based upon the actual holiday and not the observed holiday (i.e., not a Friday or a Monday).

B. Vacation Leave

Employees are entitled to paid time off for vacation each year. After six months of employment, the City of Gluckstadt employees may take their accumulated leave time off. During an employee's initial six months of employment, time off will be charged against his/her pay. Vacation leave is paid according to hours accumulated per pay period. During the first five years of employment, regular full time employees earn 3.077 hours per fully worked pay period (80 hours of vacation time per year). After the fifth year anniversary date, vacation leave will increase by 1 day per year not to exceed four weeks of vacation leave per year.

Employees are encouraged to take vacations annually but can carry over accumulated vacation leave. There is no limit to the amount of paid leave employees can expend for Family and Medical Leave Act. Otherwise, employees can use no more than 160 hours in one calendar year. At the time of an employee's separation, no more than 30 days of unused vacation leave shall be paid at the current rate of salary. Any unused vacation not paid at termination or retirement may be certified to PERS for leave conversion if it meets qualifying conditions.

C. Sick Leave

Sick leave may be used, when it has accrued, if the employee misses work for personal illness, health care appointments or treatments, to care for members of his/her immediate family during illness. or for health care appointments for family members.

Sick leave accrues at 3.69 hours per pay period (one day per pay month). An employee may use sick leave as it is accumulated even during the initial six month period of employment.

Employees, when using sick leave for health care appointments, are required to notify their managers at least a day in advance of the requested sick leave day.

Employees shall furnish a medical leave slip from their health care provider when sick leave extends beyond three consecutive regularly scheduled days. The medical leave slip should be provided to the City Clerk unless otherwise directed. No more than 6 consecutive weeks of sick leave may be taken without Board approval.

Employees may accumulate up to 1040 hours of sick leave. Annually on September 30th employees are allowed to transfer 20 percent of unused sick leave earned during the current October 1st thru September 30th to vacation. Employees leaving the City of Gluckstadt employment are not compensated for any accrued sick leave. Therefore, it will be certified to PERS for leave conversion if eligibility requirements are satisfied.

Time spent recuperating from an illness that strikes an employee while on vacation leave can be taken as sick leave. As soon as possible, the employee's vacation timesheet should be changed to reflect the hours claimed as sick leave.

D. Emergency or Bereavement Leave

In the case of a serious illness or death of an immediate family member, an employee is eligible for up to three days of leave with pay (per calendar year). For purposes of this type of leave, immediate family consists of the employee's spouse, children, stepchildren, parents, stepparents, siblings, siblings-in-law, parents-in-law, grandparents, step-grandparents, grandchildren, or step-grandchildren.

Unpaid Time Off

E. Military Leave, Voting, and Jury Duty

Military leave will be granted to employees who are absent from work because of service in the U.S. uniformed services in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA) and applicable state law. Advance notice of military service is required unless military necessity prevents such notice. An employee participating in ordered military functions shall provide a copy of their military orders to their department director as soon as possible. Employees with orders for deployment greater than thirty (30) days may be required to return all issued equipment and property of the City of Gluckstadt until the employee's return from military duty.

Employees who are a member of the reserve components of the Armed Forces of the United States, or former members of the service of the United States discharged or released therefrom under conditions other than dishonorable, will receive full time pay for the hourly equivalent of the first 15 days for which they are ordered to duty to participate in training at encampments, field exercises, maneuvers, outdoor target practice, or for other exercises, provided they were previously scheduled to work on such days. Such employees should provide a copy of any military orders, including annual drill schedules, to their department director as soon as possible.

Continuation of health insurance benefits is available as stipulated by USERRA and state law based on the length of the leave and subject to the terms, conditions, and limitations of the applicable plans for which the employee is eligible.

Vacation, sick leave, and holiday benefits will continue to accrue during a military leave of absence.

A reasonable amount of time will be given employees to vote in public elections. Permission from the immediate supervisor should be requested before using time to vote. Employees are also eligible for leave with pay if previously approved by their supervisor, subject to certain restrictions, if called for jury duty or to serve as a witness in court proceedings.

Employee Handbook

City of Gluckstadt, Mississippi

Adopted by Board of Aldermen: June 13, 2023

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I. GENERAL INFORMATION

This handbook is NOT a contract. No contract of employment with the City of Gluckstadt will be valid unless it is authorized by the governing authority and complies with all legal requirement applicable to public contracts.

The policies and benefit offerings outlined in this handbook are subject to change at any time, without notice. Changes may be made at the sole discretion of the City of Gluckstadt. Any changes thereto supersede any prior written, verbal, or implied policies. This handbook is merely a guide and not intended to address every employment situation that may arise.

Purpose

This handbook outlines the employment policies of the City of Gluckstadt. The policies will inform employees of their benefits and responsibilities of their employment. The City of Gluckstadt has developed these policies for the purpose of promoting fair and consistent practices by managers and employees.

The City of Gluckstadt's employment practices policies will apply equally to all employees, unless exempted by law, contract, or the terms of a policy. Where federal or state laws or regulations supersede the City of Gluckstadt policies, employees will be instructed to observe the requirements of these state and federal laws.

Equal Employment Opportunity

It is the policy of the City of Gluckstadt to provide equal employment opportunity to employees and applicants for employment without regard to race, creed, religion, color, sex, age, national origin, covered disability, military status, or any other classification protected under applicable law. Additionally, it is the City of Gluckstadt's policy to forbid retaliation against employees or applicants for the exercise of rights protected under applicable laws. Employees are required to avoid any behavior, action, decision, or conduct that is inconsistent with this Equal Employment Opportunity Policy.

Equal employment opportunity applies to all terms, conditions and privileges of employment, including hiring, training, promotion, transfer, compensation, benefits and assistance, layoff, employee facilities, discharge, and retirement.

Should any eligible employee wish to request a reasonable accommodation, the employee should use the Reasonable Accommodation Request Form included in the Appendix to this Handbook.

Equipment and Property

Employees are provided tools and equipment to perform their job. It is the responsibility of employees to use them safely and to cooperate in the maintenance of equipment owned by the City of Gluckstadt. Any employee operating a City of Gluckstadt vehicle is required to have an appropriate current state driver's license and provide it upon request. When using a personal vehicle for conducting the City of Gluckstadt business, the employee must provide proof of personal vehicle liability coverage as well as a valid driver's license. The City of Gluckstadt bears no liability for damage to any personal property incurred by employees on official city business.

If an accident occurs involving a City of Gluckstadt vehicle or a personal vehicle while conducting City of Gluckstadt business, the accident must be reported immediately to the appropriate law enforcement agency and to the employee's supervisor.

Grievances

Occasionally, problems may arise that you cannot solve alone. The City of Gluckstadt has a system for handling these problems, complaints, or grievances – although it may exercise its discretion to forgo this system if the circumstances warrant. If you have a problem, complaint or grievance, you should follow this procedure:

1. Discuss the problem through your chain of command. If it is not resolved, arrange a private meeting with your department head to try to resolve the problem.
2. If the problem is not resolved (no agreement reached), you and the department head will arrange a meeting with the Mayor to attempt to resolve the problem.
3. If the problem is not resolved, you may, within 15 days of the meeting with the Mayor, request a meeting with the Mayor and the Board of Aldermen. This request should be made to the City Clerk. The City will aim to place the hearing on the agenda for the next regularly scheduled Board meeting as long as you give notice by noon on the Friday immediately prior to the next Board meeting. All meetings will be informal in nature.

II. RECRUITMENT, HIRING, AND EMPLOYMENT

Notice of Vacancies

The City of Gluckstadt will aim to announce vacancies by posting them on the "Bulletin Board" in City Hall and on the City of Gluckstadt website.

Mailings to local employment agencies may also be used. The employment application solicitation process may also include a recruiting effort which may extend beyond the City of Gluckstadt when deemed necessary to obtain applications from individuals with necessary technical skills or other specialized qualifications.

Ethics in Employment

No hiring authority may appoint or vote for or against his/her father, mother, spouse, son, daughter, sister, brother, uncle, aunt, nephew, niece, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, previous spouse, stepson, or stepdaughter to any position.

No person will be hired to any position within a department when that individual's father, mother, spouse, son, daughter, sister, brother, uncle, aunt, nephew, niece, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, previous spouse, stepson, or stepdaughter is already serving in any position within the same department as an employee of the City of Gluckstadt.

No person will be hired if such hiring would result in a direct or indirect supervision conflict due to a relationship between the prospective employee and a supervisor which falls within any relationships described in the two paragraphs above or otherwise gives rise to a conflict of interest.

Orientation

The City will aim to provide an orientation about the City of Gluckstadt and the benefits, if any, associated with employment. Each employee will receive a copy of the Employee Handbook and any applicable workplace rules. It is the responsibility of the employee to read and gain an understanding of the handbook and work rules. The employee will acknowledge receipt of the handbook; periodic updates will also be acknowledged.

In most cases, actual job duty orientation and training will be given within the specific department he or she will work.

Conflicts of Interest

Employees may not enter into dealings or financial interests in contracts and services performed by the City of Gluckstadt. This includes deriving any direct or indirect profit resulting from the sale, service, contracting or purchases made on behalf of the City of Gluckstadt.

City of Gluckstadt employees may not accept financial benefits that would reasonably tend to influence decisions or encourage that employee to disclose confidential City of Gluckstadt business. Any offers of money, services, benefits, favors or other possible conflicts should be discussed with supervisors and/or the City of Gluckstadt legal counsel.

Employees are protected from requirements, whether real or implied, to contribute time or money to any person or party. Soliciting political party campaign contributions, promoting fund-raising drives and even encouraging subordinates and colleagues to contribute to community non-profit organizations while on duty are prohibited activities. Violators will be subject to disciplinary procedures.

Employees, with the exception of elected officials, are not allowed to participate in political activities during work hours for the City of Gluckstadt. No public property such as equipment, buildings, or vehicles can be used to display campaign materials and such public property may not be used for any other political activity.

Separation From Employment

Separation usually results from resignation, retirement, layoff, termination, or death. If the reason is resignation, an employee is requested to give notice in writing at least two weeks before the last day of work. For separation due to retirement, more notice is requested. Layoff may occur if a position is eliminated or when there is a lack of funding or work. Termination can occur for any legally permissible reason.

The City will aim to pay an employee separated because of resignation, retirement, layoff, or death on the payday for the pay-period in which the separation occurs. The final check may, at the City's discretion, include accrued PTO up to 30 days if the separation is for a reason other than termination.

III. EMPLOYEE CONDUCT

Personal Conduct

Conduct that interferes with operations, discredits the City of Gluckstadt, or is offensive or dangerous to others in the work place is grounds for discipline, whether such conduct is expressly prohibited by, or in violation of, any applicable rule, policy, or directive. Every employee is required to conduct himself/herself in accordance with that general principle and with all applicable rules, policies, and directives as well as with all other professional standards of conduct which a reasonable person would know is expected of someone in the work place, whether or not such other standards are expressly set forth in any rule, directive, or policy. Any noncompliance or violation is grounds for discipline, up to and including termination.

The following general rules of conduct apply to all employees. This list is not all-inclusive but includes examples of unacceptable conduct which will be grounds for discipline, up to and including termination.

- Failure to perform assigned tasks efficiently and safely and in accord with applicable quality standards and safety requirements.
- Dishonesty, including falsifying or altering any document, record, or report relating to the City of Gluckstadt or relating to employment, such as a time card, employment application, medical report, or expense reimbursement request and including providing false or misleading information and/or failing to provide truthful and complete information in connection with any investigation;
- Failure to observe starting, quitting, and/or break times;
- Horseplay;

- Careless workmanship;
- Violation of any security rule or any health, safety or environmental rule, or violation of any other applicable rule;
- Tobacco use is only allowed in designated areas;
- Working for a contractor, or any third-party service provider, or competing with the interests of the City of Gluckstadt;
- Excessive and/or unexcused absenteeism and/or tardiness;
- Job abandonment, including failure to report for work after an approved absence or leave of absence;
- Theft or attempted theft of, misappropriation of, or willful damage to the property of the City of Gluckstadt or the property of another person or entity at the work place;
- Distribution, transfer, sale, possession, or consumption at the work place or otherwise on the property of the City of Gluckstadt of alcohol, an intoxicant, or a controlled substance which has not been prescribed for the one in possession, the recipient, or the one consuming;
- Reporting for work, being under the influence or intoxicated at work, or being impaired at work due to the use of alcohol, an intoxicant, or a controlled substance;
- Threatening, intimidating, coercing, abusing, or interfering with a supervisor, manager, independent contractor, supplier, visitor, or co-employee, either by words or action;
- Insubordination;
- Fighting or assault;
- Sleeping on the job;
- Unauthorized possession of any firearm, weapon, or explosive at the work place or on property of the City of Gluckstadt or at any function of the City of Gluckstadt;
- Unauthorized disclosure of any confidential information relating to the business of the City of Gluckstadt;
- Violation of any criminal law or any other offense involving moral turpitude;
- Failure to report any accident, misconduct, or rule violation to the appropriate representative of the City of Gluckstadt or failing to cooperate with and/or failing to provide information requested in connection with any investigation; and
- Receiving or soliciting a bribe or other similar improper payment or services.

Workplace Harassment

The City of Gluckstadt policy prohibits any employee acts of discrimination. The use of racial or ethnic jokes or derogatory remarks will not be tolerated, will be investigated, and disciplinary action will be taken, if warranted.

The City of Gluckstadt is committed in all areas to providing a work environment that is free from harassment. Harassment based upon an individual's sex (including pregnancy), race, color, ethnicity, national origin, religion, age, disability, genetic information, or any other legally

protected characteristic will not be tolerated. All employees, including supervisors and other management personnel, are expected and required to abide by this policy.

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute harassment when (1) submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for decisions about employment, promotion, transfer, selection for training, performance evaluations, benefits, or other terms and conditions of employment; or (3) such conduct has the purpose or effect of creating an intimidating, hostile, or offensive work environment or substantially interferes with an employee's work performance.

If an employee feels that he or she has been harassed on the basis of his or her sex (including pregnancy), race, color, ethnicity, natural origin, religion, age, disability, genetic information, or any other legally protected characteristic they are to immediately report the matter to the City Clerk. If the City Clerk is not available, or if it would be unproductive to report the matter to the City Clerk, the matter is to be reported to the Mayor. Once the matter has been reported it will be promptly investigated and any necessary corrective action will be taken where appropriate. All complaints of unlawful harassment will be handled in as discreet and confidential a manner as is possible under the circumstances.

Furthermore, any type of retaliation for reporting discrimination or filing a harassment claims is prohibited and will be investigated. The City encourages any employee who desires to make an allegation of harassment to use the attached "Complaint Form For Reporting Harassment" to do so.

Workplace Violence

It is the City's policy to promote a safe working environment for our employees and visitors. We are committed to working with employees to maintain a work environment free from violence, intimidation, and other disruptive behavior. Bullying, violence, threats, intimidation, and other disruptive behavior will not be tolerated. Such behavior can include written or oral statements, gestures, or expressions that communicate a direct or indirect threat of physical harm. All reports of such incidents are taken seriously and dealt with appropriately. Individuals who commit such acts may be removed from the premises and may be subject to disciplinary action, up to and including termination.

Work Standards

Every employee must remember that the City of Gluckstadt is a tax-supported entity and the citizens of the City of Gluckstadt paying those taxes should receive the best possible quality and highest standard of service possible. Public employees should act in a professional manner, using good judgment and courtesy at all times, and should avoid any type of behavior that would even

appear illegal or unethical. Employees should carry out their work efficiently, honestly, and with the intention of keeping good relationships with the public.

Individual employees must be responsible to their supervisors. Work directions and results, measurement of performance, and handling grievances are the responsibility of the supervisor. Communication with the public about city issues is the responsibility of the designated official or department director. Any controversial or unusual request or question from the public must be referred to that official.

Timeliness

Employees are to report for work on time and are to be punctual for appointments and meetings. Furthermore, work is to be completed at the time it is due. Frequent tardiness can result in disciplinary action, up to and including termination. All employees are responsible for inputting their own time, although the City may correct mistakes in employees' time.

Attendance

If an employee is going to be absent, he/she must report that absence at least one (1) hour prior to the scheduled start time to the Department Head or City Clerk. Failure to report, other than in an emergency situation, may result in disciplinary action. Unexcused absences can lead to discipline, up to and including termination.

Appearance

Citizens observe employees of the City of Gluckstadt often in the course of their work. As the City of Gluckstadt's representatives, employees are asked to meet high standards both in the quality of their work and in presenting a professional image to the public. While there is not a formal dress code, employees are expected to display a professional disposition to citizens and colleagues. Uniforms may be required for certain City of Gluckstadt jobs. If so, employees will be responsible to keep their uniforms clean and neat.

Safety

Your safety is the constant concern of the City of Gluckstadt. Every precaution has been taken to provide a safe workplace. Common sense and personal interest in safety are still the greatest guarantees of your safety at work, on the road, and at home. We take your safety seriously and any willful or habitual violation of safety rules will be considered cause for dismissal. The City of Gluckstadt is sincerely concerned for the health and well being of each member of the team.

The cooperation of every employee is necessary to make the City of Gluckstadt a safe place in which to work. Help yourself and others by reporting unsafe conditions or hazards immediately to your supervisor. Give earnest consideration to the rules of safety presented to you by poster signs, discussions with your supervisor and posted department rules. Begin right by always thinking of safety as you perform your job, or as you learn a new one.

Accident reporting: Any injury at work—no matter how small—must be reported immediately to your supervisor and receive first aid attention. Serious conditions often arise from small injuries if they are not cared for at once.

Operation of Motor Vehicles

Each employee who is driving a City vehicle is expected to observe any and all safety and vehicle operation procedures and regulations. At its discretion, the Mayor and Board of Aldermen may assign to any employee the care of a vehicle or other equipment. Each employee has the responsibility to use reasonable care to insure the security and care of all City property entrusted to his/her use and care.

On-The-Job Injuries

The City of Gluckstadt strives to provide a safe and secure working environment for all employees. However, when a work related injury or illness occurs (i.e. injuries and illnesses that arise out of, or are incurred in the course of, job related activities on behalf of the City of Gluckstadt), the employee will be provided medical care and treatment through the Worker's Compensation program. Employees needing medical attention due to an injury may be subject to an alcohol/drug test.

Employees must immediately report all injuries and work related illnesses, regardless of severity, to their supervisor, who should, in turn, report to the Department Head and City Clerk as soon as practicable to allow filing for worker's compensation claims in the proper manner. The report will be fully investigated.

The City of Gluckstadt has made arrangements with area physicians to provide treatment to employees.

Injured employees are expected to return to work as soon as possible after an injury. In order to facilitate return to work, the City of Gluckstadt, at its discretion, may attempt to identify existing assignments that the injured employee may perform within restrictions identified by the healthcare provider and the City of Gluckstadt. Such temporary assignments are at the sole discretion of the City of Gluckstadt and may be suspended at any time. Work restrictions recommended by the healthcare provider must be in writing and delivered to the employee's supervisor as well as the Department Head. Before returning to regular duties, the employee shall provide a written release from an approved healthcare provider stating the employee is capable of returning to full-duty status.

Gifts and Gratuities

City of Gluckstadt employees and officers are not allowed to receive gifts or gratuities in any personal or professional capacity that could create even the impression that the giver was seeking favor or trying to influence an opinion or a judgment from the employee or official. This does not prohibit minor, incidental gifts such as cookies and cakes during the holiday season.

Computer Network and Internet Access Policy

The City of Gluckstadt provides computer and internet access to assist its employees in obtaining work-related data and information. However, all computer and internet usage by City employees is limited to job-related activities only. Personal use of computers and the internet generally is not authorized.

The equipment, services, and technology provided to access the internet remain at all times the property of the City of Gluckstadt. As such, the City of Gluckstadt reserves the right to monitor computer and internet traffic and to retrieve and read any data composed, sent, or received through the City's online connections or stored in the City's computer systems. All Internet data that is composed, transmitted, and/or received through the City's computer systems is considered to belong to the City and is recognized as part of its official data. It is therefore subject to disclosure for legal reasons or to other appropriate third parties.

Data that is composed, transmitted, and/or received through the City's computer systems, including emails, should not contain content that is deemed to be offensive. This includes, though is not restricted to, the use of vulgar or harassing language/images. Unacceptable use of the internet by employees includes, but is not limited to:

- Sending or posting discriminatory, harassing, or threatening messages or images on the Internet or via the City's email service;
- Using computers to perpetrate any form of fraud, and/or software, film or music piracy;
- Stealing, using, or disclosing someone else's password or personal information without authorization;
- Downloading, copying, or pirating software and electronic files that are copyrighted or without authorization;
- Hacking into unauthorized websites;
- Sending or posting information that is defamatory to the City;
- Introducing malicious software onto the City's network and/or jeopardizing the security of the City's electronic communications systems;
- Sending or posting chain letters, solicitations, or advertisements not related to City business; and
- Passing off personal views as representing those of the City.

If an employee is unsure about what constitutes acceptable Internet usage, then he/she should consult the City Clerk and Mayor for further guidance and clarification.

Social Media Policy

This Social Media Use Policy (the "Policy") is intended to provide employees with guidelines for appropriate online activity. Although this Policy cannot address every instance of inappropriate social media use, it is intended to offer guidelines to employees, thereby helping employees

avoid potentially costly missteps online. The nature of the Internet is such that what you "say" online will be captured forever and can be transmitted endlessly without your consent or knowledge. Employees should remember that any information that is shared online instantly becomes permanent and public.

Employees should be aware that, while certain types of speech may be subject to legal protection, the City may have the right to discipline an employee whose comments may disrupt the efficiency of the public services rendered by the City. Given the position in society public employees occupy, they may express individual or personal views that contravene governmental policies or impair the proper performance of governmental functions. Thus, a balance must be stricken when it comes to employee free speech issues by weighing the interests of the employee, as a citizen, in commenting upon matters of public concern, and the interests of the City, as an employer, in promoting the efficiency of public services it performs through its employees.

1. Guidelines

Ultimately, you are solely responsible for what you post online. Before creating online content, consider some of the risks and rewards that are involved. Keep in mind that any of your conduct that adversely affects your job performance, the performance of fellow associates, or otherwise adversely affects legitimate business interests of the City may result in disciplinary action, up to and including termination.

2. Scope

This Policy applies to all employees' use of the Internet, including participation in and use of social media, regardless of whether such use occurs in the workplace and regardless of whether such use involves the City's electronic equipment or other property. Refrain from using social media while on work time or on equipment provided by the City, unless it is work-related as authorized by your supervisor or consistent with the City's other written policies. Do not use your work email address to register on social networks, blogs, or other online tools utilized for personal use.

3. "Social Media" Defined

The rapid speed at which technology continuously evolves makes it difficult, if not impossible, to identify all types of social media. By way of example, social media includes: (1) social-networking sites (i.e. Facebook, LinkedIn); (2) blogs and micro-blogs (i.e. Twitter, Blogger); (3) content-sharing sites (i.e. Scribd, Slide Share); and (4) image sharing sites (i.e. Flickr, YouTube). This list is for illustrative purposes only, however, and all online activity is governed by this Policy.

4. Application of Other Policies

All of the City's employment policies apply to conduct that occurs online in the same way that they apply to conduct that occurs in the workplace. For example, employees' online conduct

must comply with the City's Equal Employment Opportunity, Sexual Harassment, Confidentiality, and Conflict of Interest policies.

5. Association With the Organization

Employees who identify themselves online as being associated with the City must comply with the rules set forth in this section.

When endorsing or promoting his or her employer, an employee must disclose his or her affiliation with (i.e., employment by) the City. Although the City appreciates the loyalty and enthusiasm of its employees, employees must disclose their employment if they endorse the City online. If you, the employee, should choose to disclose your affiliation or relationship with the City, for example in your online profile, you must use an appropriate disclaimer to make clear that you are speaking only on behalf of yourself and not on behalf of or as an agent of the City. An example of an appropriate disclaimer follows:

The opinions and viewpoints expressed are those of the author and do not necessarily represent the position or opinion of the City.

To ensure continuity of the City's message, employees may not represent themselves to be speaking on behalf of the City unless expressly authorized to do so.

6. Standards of Conduct

Employees should refrain from engaging in the following in their online activities and posts:

- Disparaging the City's services, clients, executive leadership, employees, or strategy in a way so as to impede the employee's performance of his job duties or otherwise interfere with the public services rendered by the City;
- Promoting or endorsing violence;
- Promoting illegal activity, including the use of illegal drugs;
- Directing any negative comment towards or about any individual or group based on race, religion, gender, disability, sexual orientation, national origin, citizenship, or other characteristics protected by law;
- Disclosing any confidential or proprietary information belonging to the City or obtained by the employee as a result of his/her employment with the City; and
- Posting, uploading, or sharing any recording or images (including audio, pictures, and videos) taken in the workplace or at any City-sponsored event without express advance authorization.

7. Duty to Report

Employees have an ongoing duty to report any violations of this Policy by any other employees.

The City considers the duty to report to be a critical component of its efforts to ensure the safety of its employees and to preserve the City's reputation and goodwill in the community. Therefore, any employee who fails to report any conduct that reasonably appears to be in violation of this Policy may be subject to discipline for such failure.

8. Media Contacts

Employees should not speak to the media on the City's behalf. All media inquiries should be directed to the City.

9. Questions About This Policy

Social media changes rapidly and there will likely be events or issues that are not addressed in this Policy. If, at any time, you are uncertain about the application of this Policy or if a question relating to the appropriate use of social media arises that is not fully addressed by this Policy, you should seek the guidance of the appropriate person *before* posting or otherwise engaging online. When in doubt, employees should always ask for guidance first because, once the information is online, it can never be deleted.

Media Contact

Media contacts concerning issues regarding criminal activities in the City of Gluckstadt should be referred to the Police Chief or his designee. Media contacts concerning all other issues related to the City of Gluckstadt should be referred to the Mayor or his designee.

Tobacco Use

The City of Gluckstadt is committed to providing a safe and healthy work place and prohibits tobacco use within 25 feet of the City of Gluckstadt facilities and in vehicles.

Outside Employment

City of Gluckstadt employees are permitted to engage in outside employment as long as it does not in any manner compete with their City of Gluckstadt employment and is not a conflict of interest. The City of Gluckstadt property, resources, supplies, equipment, vehicles, uniforms, etc. may not be used in the course of outside employment.

IV. COMPENSATION POLICIES

Establishment of Pay System

The City of Gluckstadt compensates employees in accordance with decisions by the Board of Aldermen as budgets are set. Pay for any given position is subject to the annual budgetary process and, as such, may be subject to increase, reduction, or status quo maintenance for any time period. The supervising elected official or administrator may make suggestions about salary compensation and other pay system concerns but the final decision regarding compensation levels rests with the Board of Aldermen.

Pay Schedule

Employees are paid on a bi-weekly basis throughout the year. Paychecks are issued by the office of the City Clerk. Paychecks compensate employees for work performed in the pay period ending on Sunday at 11:59 P.M. preceding the day that payment is issued. Direct Deposit may be utilized.

Payroll Deductions

No payroll deduction will be made from employee pay unless authorized by the employee or required by law. Employees are required to report changes in family status, address, or other information that could affect amount of deductions withheld. These may include Social Security and income taxes, retirement system contributions, court-ordered child support, and any other deductions required or allowed by law. Additionally, deductions may be authorized for employee contributions to health and dental insurance, supplemental insurance, and deferred compensation plans requested by the employee.

Reporting Hours Worked

It is the responsibility of those employees who are required to account for their time worked to accurately "clock in" upon beginning work each day and to accurately "clock out" once no longer working. This policy applies to "clocking out" for breaks and "clocking back in" following breaks.

Work Periods

The work week for all hourly paid employees who are required to account for their time will begin at 12:00 midnight on Monday of each week and conclude at 11:59 p.m. of the succeeding Sunday. For employees other than Law Enforcement, if hours actually worked exceed 40 in a workweek, overtime compensation will be paid to non-exempt employees. Overtime will be allowed only when authorized by the Department Head or when absolutely necessary in an emergency.

Sworn Police Officers, who are non-exempt, shall be paid on an 86-hour, two-week, pay period as per guidelines defined by the Fair Labor Standards Act.

Bad Weather Policy

The City of Gluckstadt's policy is to remain open during periods of bad weather in order to provide services to the citizens of the City during such times. During periods of bad weather, the following procedures shall apply:

A. Only the Mayor is authorized to close the City and its operations during periods of bad weather.

B. Absent an order from the Mayor closing the City, all employees will be expected to report for work.

C. If the employee feels that he/she cannot safely report to work because of the conditions associated with the bad weather, he/she should notify his/her supervisor. Absent an order from the Mayor closing the City, the employee will be expected to report to work as soon conditions allow.

D. In the event an employee cannot report to work and the Mayor has not issued an order closing the City, the employee may request use of any available leave time.

Overtime Compensation

Employees other than Police Officers who are not exempt from the provisions of the Fair Labor Standards Act ("FLSA") and who work overtime will be paid overtime wages. No employee may work any overtime without first obtaining the approval of his/her Department Head. Overtime shall be defined as all work performed in excess of the hours permitted under the FLSA workweek.

If you believe that an improper deduction has been made to your salary, you should immediately report this information to the City Clerk and Mayor. Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, you will be reimbursed for such improper deductions.

Expense Reimbursement

An employee will be reimbursed for pre-approved expenses incurred in completing his/her work-related assignment in accord with the policies established by the City of Gluckstadt. Each employee is responsible for providing verified receipts for any expense for which reimbursement is requested.

Promotions, Lateral Job Changes, and Demotions

Jobs are posted internally, allowing, when practical, current employees up to five days to apply for promotions or lateral transfers (changing to another job in the same pay class). Promotions

are those job changes that result in advancement to higher positions with greater responsibility. Salary increases are subject to approval by the City, in accordance with approved budget limits.

Lateral job moves are changes to positions with the same level of pay. An employee taking a lateral transfer, whether by the employee's request or the City's requirement, will retain the same amount of accrued leave and seniority. If the employee's current salary is in the approved salary range, they will not receive any reduction in pay as a result of a lateral move.

Demotions require an employee to change to a lower paid position with a lower level of job responsibility. The demotion may be the result of a disciplinary action, a job reclassification, or unsatisfactory work performance.

The City of Gluckstadt reserves the right to make decisions regarding job changes at its discretion.

V. EMPLOYEE BENEFITS

Health, Dental, Vision and Life Insurance

Employees who regularly work at least 30 hours per week will be eligible to participate in the health, dental, vision, and life plans offered by the City of Gluckstadt. Part-time employees may be eligible for a prorated coverage program.

Social Security

The City of Gluckstadt employees are covered by Social Security. The City contributes to the Social Security Program on behalf of employees.

Public Employees Retirement System (PERS)

All employees who may work more than twenty (20) hours per week or an average of eighty (80) hours per month and who may work for more than four and a half (4½) months for the City must participate in the Public Employees Retirement System ("PERS"). Temporary employees not scheduled to work more than four and a half (4½) months per year are excluded from participation in the PERS system. The Retirement System provides for retirement benefits when a member meets the plan requirements. Both the City and covered employees make contributions to PERS. Contributions to the retirement system are mandatory for eligible positions and are deducted from the member's salary each payroll period.

If a member terminates service without meeting the conditions for benefit payment, accumulated employee contributions may be refunded subject to the PERS conditions or applicable regulations. Annual benefit statements are provided by the PERS to participating members. Employees may request an estimate of benefits from the retirement system at any time to obtain an approximate projected retirement benefit figure.

Enrollment and benefits forms are available through Human Resources. It is the employee's individual responsibility to keep on file up-to-date information related to their retirement account as to name, address and beneficiary(ies).

Employees who plan to retire from the PERS are encouraged to contact their department director and/or Human Resources at least ninety (90) days in advance of the anticipated retirement date to secure estimate of benefits information, to finalize the retirement date, and to complete all necessary paperwork.

If you have questions about PERS, you may go to the PERS website at www.pers.ms.gov. Nothing contained in this handbook alters the rules of PERS, including contributions or eligibility for benefits.

Workers' Compensation

Employees are covered under the workers' compensation program, and the City of Gluckstadt pays the premium for that program. Workers' compensation pays medical coverage and partial wage replacement for employees injured on the job pursuant to guidelines set forth by the Mississippi Workers Compensation Commission.

Unemployment Compensation

Employees of the City of Gluckstadt, except for elected officials, are paid unemployment compensation benefits under the state program when the employee meets the requirements for unemployment compensation. The City pays the cost of this benefit.

Education and Training

When the City of Gluckstadt requires employees to participate in training programs, all training costs are paid or reimbursed by the City. Authorization to attend professional seminars and certification courses are decided on a case-by-case basis by the City within the constraints of the training and education budget.

VI. LEAVE TIME

Work Leave Time

Leave time refers to normal working hours not worked by employees. It may be paid time or unpaid. The City must approve all leave time prior to use. Department Heads should keep copies of leave slips for time requested. Leave time is entered on each employee's time sheet for that period. When requesting leave under any policy, employees should use the Leave Request Form in the Appendix of this Handbook.

Unauthorized absence time is time away from work not authorized by the City. Employees will not be paid for this type of absence; unauthorized absences may result in disciplinary action, up to and including termination.

Paid Time Off

A. Holidays

The City of Gluckstadt pays a certain number of days each year, by policy. Holidays and paid leave days normally consist of:

1. New Year's Day;
2. Martin Luther King Day; Robert E. Lee's Birthday
3. President's Day;
4. Good Friday; *replaced Confederate Memorial Day, revision 6.13.23 by BOA*
5. Memorial Day; Jefferson Davis' Birthday
6. Independence Day;
7. Labor Day;
8. Veteran's Day;
9. Thanksgiving
10. The day after Thanksgiving Day *by issuance of Governor proclamation*
11. Christmas Day.

all subject to change by issuance of Governor proclamation

These Holidays, or the dates when they are observed, may change by proclamation of the Governor or the City's governing authority or federal, state, or local law and such change(s) govern and override the listings contained in this Handbook. Holidays are observed from 12:00 a.m. (midnight) the eve of the holiday to 12:00 a.m. (midnight) the day of the holiday. Holiday pay will be granted to all eligible employees, including public safety employees, whose work schedule would have included the day on which the holiday occurs or is observed. Such employees will receive pay for the holiday at straight time. Employees who actually physically work on the holiday will receive pay at two (2) times the hourly rate, FOR THE HOURS WORKED. Employees paid on a salary basis will receive their regular pay for any pay period in which the holiday occurs.

Unless otherwise declared by the governing authority or by state law or local ordinance, in the event a holiday falls upon a Sunday, the following Monday shall be deemed to be the legal holiday and in the event the legal holiday falls on a Saturday, the preceding Friday shall be deemed to be the legal holiday.

When a holiday falls within an eligible employee's approved PTO, the holiday shall not be counted as a leave day in computing the amount of leave debited. An employee who is away from work and not in a paid leave status the day immediately preceding or following a holiday will not be eligible for holiday pay. When a holiday falls on a Saturday or

Sunday, shift employees shall be paid holiday pay based upon the actual holiday and not the observed holiday (i.e., not a Friday or a Monday).

B. Vacation Leave

Employees are entitled to paid time off for vacation each year. After six months of employment, the City of Gluckstadt employees may take their accumulated leave time off. During an employee's initial six months of employment, time off will be charged against his/her pay. Vacation leave is paid according to hours accumulated per pay period. During the first five years of employment, regular full time employees earn 3.077 hours per fully worked pay period (80 hours of vacation time per year). After the fifth year anniversary date, vacation leave will increase by 1 day per year not to exceed four weeks of vacation leave per year.

Employees are encouraged to take vacations annually but can carry over accumulated vacation leave. There is no limit to the amount of paid leave employees can expend for Family and Medical Leave Act. Otherwise, employees can use no more than 160 hours in one calendar year. At the time of an employee's separation, no more than 30 days of unused vacation leave shall be paid at the current rate of salary. Any unused vacation not paid at termination or retirement may be certified to PERS for leave conversion if it meets qualifying conditions.

C. Sick Leave

Sick leave may be used, when it has accrued, if the employee misses work for personal illness, health care appointments or treatments, to care for members of his/her immediate family during illness. or for health care appointments for family members.

Sick leave accrues at 3.69 hours per pay period (one day per pay month). An employee may use sick leave as it is accumulated even during the initial six month period of employment.

Employees, when using sick leave for health care appointments, are required to notify their managers at least a day in advance of the requested sick leave day.

Employees shall furnish a medical leave slip from their health care provider when sick leave extends beyond three consecutive regularly scheduled days. The medical leave slip should be provided to the City Clerk unless otherwise directed. No more than 6 consecutive weeks of sick leave may be taken without Board approval.

Employees may accumulate up to 1040 hours of sick leave. Annually on September 30th employees are allowed to transfer 20 percent of unused sick leave earned during the current October 1st thru September 30th to vacation. Employees leaving the City of Gluckstadt employment are not compensated for any accrued sick leave. Therefore, it will be certified to PERS for leave conversion if eligibility requirements are satisfied.

Time spent recuperating from an illness that strikes an employee while on vacation leave can be taken as sick leave. As soon as possible, the employee's vacation timesheet should be changed to reflect the hours claimed as sick leave.

D. Emergency or Bereavement Leave

In the case of a serious illness or death of an immediate family member, an employee is eligible for up to three days of leave with pay (per calendar year). For purposes of this type of leave, immediate family consists of the employee's spouse, children, stepchildren, parents, stepparents, siblings, siblings-in-law, parents-in-law, grandparents, step-grandparents, grandchildren, or step-grandchildren.

Unpaid Time Off

E. Military Leave, Voting, and Jury Duty

Military leave will be granted to employees who are absent from work because of service in the U.S. uniformed services in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA) and applicable state law. Advance notice of military service is required unless military necessity prevents such notice. An employee participating in ordered military functions shall provide a copy of their military orders to their department director as soon as possible. Employees with orders for deployment greater than thirty (30) days may be required to return all issued equipment and property of the City of Gluckstadt until the employee's return from military duty.

Employees who are a member of the reserve components of the Armed Forces of the United States, or former members of the service of the United States discharged or released therefrom under conditions other than dishonorable, will receive full time pay for the hourly equivalent of the first 15 days for which they are ordered to duty to participate in training at encampments, field exercises, maneuvers, outdoor target practice, or for other exercises, provided they were previously scheduled to work on such days. Such employees should provide a copy of any military orders, including annual drill schedules, to their department director as soon as possible.

Continuation of health insurance benefits is available as stipulated by USERRA and state law based on the length of the leave and subject to the terms, conditions, and limitations of the applicable plans for which the employee is eligible.

Vacation, sick leave, and holiday benefits will continue to accrue during a military leave of absence.

A reasonable amount of time will be given employees to vote in public elections. Permission from the immediate supervisor should be requested before using time to vote. Employees are also eligible for leave with pay if previously approved by their supervisor, subject to certain restrictions, if called for jury duty or to serve as a witness in court proceedings.

F. Family and Medical Leave Act (FMLA)

1. Summary

Pursuant to the requirements of the Family and Medical Leave Act of 1993 ("FMLA"), eligible employees are entitled to unpaid leave in certain circumstances. This policy provides a summary of the leave provided under the FMLA as well as the City's procedures for requesting and approving leave. This policy does not confer any rights beyond those provided by the FMLA. Indeed, nothing about the inclusion of this policy, nor utilization of this policy, shall prevent the City from relying on the FMLA's eligibility limitations, including but not limited to the requirement than an employer have at least 50 employees.

When requesting leave under the FMLA, employees are encouraged to use the "Family and Medical Leave Act (FMLA) Request Form" included in the Appendix to this Handbook.

A. Eligibility

Eligible employees are those who have been employed by the city for at least 12 months and for at least 1,250 hours during the previous 12 month period.

The Appendix to this Handbook provides a Notice of Eligibility & Rights and Responsibilities under the Family and Medical Leave Act (Form WH-381) for eligible employee who submit a request for leave under the FMLA. The form is intended to inform the employee of his or her eligibility for FMLA leave or at least one reason why the employee is not eligible.

B. Grounds for Leave

The circumstances in which FMLA leave is available are governed solely by the FMLA and the regulations thereunder. The city's FMLA Policy does not confer any additional entitlement to leave. Eligible employees are entitled up to 12 weeks of leave during any 12 month period for one or more of the reasons listed in this section. Generally, spouses who are both employed by the City are entitled to a total of 12 weeks of combined leave. An employee may take FMLA leave:

1. Because of the birth of a son or daughter of the employee and in order to care for such son or daughter;

2. Because of the placement of a son or daughter with the employee for adoption or foster care;

3. In order to care for the spouse, son, daughter, or parent of the employee, if such spouse, son, daughter, or parent has a serious health condition;

4. Because of a serious health condition that makes the employee unable to perform the functions of the position of such employee. A "serious health condition" is defined in

accordance with FMLA regulations. Generally, this means a physical or mental condition that involves inpatient care (including any subsequent period of incapacity and any follow-up treatment) or continuing treatment by a health care provider. The City reserves the right to require the employee to provide certification of a serious health condition; or

5. For certain qualifying exigencies arising out of the fact that a covered employee's spouse, son, daughter or parent is on active duty or has been notified of an impending call or order to active duty in the National Guard or Reserves. A "qualifying exigency" is defined in accordance with FMLA regulations as (i) a short-notice deployment, (ii) military events and related activities, (iii) childcare and school activities, (iv) financial and legal arrangements, (v) counseling, (vi) rest and recuperation, or (vii) post-deployment activities.

After considering whether an eligible employee's request for leave is covered under the FMLA, the City will provide a Designation Notice (Form WH-382), an example of which is included in the Appendix. This form informs the employee whether the FMLA leave request is approved. If approved, this form also informs the employee of the amount of leave that is designated and counted against the employee's FMLA entitlement. The City may also use this form to inform the employee that the certification is incomplete or insufficient and additional information is needed.

C. Military Caregiver Leave

In addition to the grounds set forth in Section I.B above, an eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered military service member shall be entitled to a maximum of 26 weeks of leave during any single 12 month period to care for that service member. This type of leave is known as "military caregiver leave." The single 12-month period for military caregiver leave begins on the first day the employee takes leave for this reason and ends 12 months later.

An eligible employee is entitled to up to 26 weeks of leave during any twelve month period to care for a covered military service member. A "covered service member" is defined in accordance with FMLA regulations as a service member who has a serious injury or illness incurred in the line of duty, while on active duty, for which he or she is undergoing medical treatment, recuperation, or therapy, or otherwise in outpatient status. This does not include former service members or service members on the permanent disability retired list.

This 26 week military caregiver leave period represents the maximum total amount of leave available to a covered employee during any rolling twelve month period. It may not be taken in addition to any other leave authorized under the FMLA or any other leave policy. In addition, military caregiver leave is a onetime event. It may not be taken more than once to care for a given injury or illness to a given service member.

For purposes of military caregiver leave under this section, a service member's "next of kin" is defined in accordance with FMLA regulations as his or her nearest blood relative, other than his or her spouse, parent, son, or daughter. The City reserves the right to confirm next of kin status.

For the purposes of military caregiver leave under this section, a "serious illness or injury" is defined in accordance with FMLA regulations as an illness or injury that renders the service member medically unfit to perform the duties of his or her office, grade, rank or rating. All other terms used in this section are defined in accordance with FMLA regulations and relevant statutes.

2. Use of Paid Leave

To the extent that the employee is eligible for paid leave, any paid leave must be taken concurrently at the start of any family and medical leave of absence. This includes any form of leave time in which any form of compensation is paid, including vacation time, sick leave, and absences covered by workers' compensation. Therefore, the employee will be compensated at his or her regular rate for any leave taken using paid leave. The remainder, if any, of the family leave will not be compensated.

3. Intermittent or Reduce-Schedule Leave

In general, any employee wishing to utilize this benefit must do so on a continuous basis. On the other hand, if able to do so, the city must consider reduced-schedule leave-that is, leave that reduces the staffer's regularly scheduled number of days per work week or hour per workday-if it is in the best interest of the City and the employee.

4. If medically necessary for a serious health condition of the employee or his/her spouse, child, or parent, leave may be taken on an intermittent basis. That is, leave may be taken periodically for short periods to respond to the medical condition or other covered circumstance. If leave is requested on this basis, however, the city may require the employee to transfer to an alternative position that will be more suitable for recurring periods of absence and /or a part-time schedule.

5. Certification

The City may require medical certification to support a leave request for an employee's own serious health condition. The certification must include a statement that the employee is unable to perform the functions of his/her position. At its discretion, the city may require a second medical opinion and periodic recertification at its expense. If the first and second opinions differ, the city may, at its own expense, require the opinion of a third health care provider, which will be final.

The City also may require medical certification to support leave to care for a seriously ill child, spouse, or parent. For this leave request, the certification must include an estimate of the amount of time the employee will be needed to provide care.

Medical certification forms referenced above are included in the Appendix: Certification of Health Care Provider for Family Member's Serious Health Condition under the FMLA (Form WH-380F) and Certification of Health Care Provider for Employee's Serious Health Condition under the FMLA (Form WH-380E).

6. Return to Work

The city will reinstate a returning employee to the job he held when he left or to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment. If an employee fails, however, to return to work upon exhaustion of the 12 weeks of family/medical leave or 26 weeks of service member family leave, the employee will be considered to have voluntarily resigned. The city reserves the right to require an employee to provide a certification of fitness for duty before returning to work.

7. Notification and Reporting Requirements

Under the FMLA, employees are responsible for giving 30 days' notice to their employers. If circumstances require that a leave begin in less than 30 days, employees must give the city as much notice as practicable. Examples of when 30 days' notice may not be required include a premature birth, a serious accident to a family member, or serious medical condition requiring immediate surgery.

8. Benefit Status

Any employee who is granted a leave of absence under the FMLA is entitled to continuity of his or her insurance coverage, provided that the employee either arranges in advance to pay his/her share of the premiums or pays the premiums as they come due. An employee on paid leave will be subject to regular withholdings and should only arrange for payment for a period of unpaid leave. If the employee does not timely pay premiums, coverage will be cancelled but will be reinstated when the employee returns to work. If the employee does not return COBRA will be offered based on the employee's termination date.

VII. EMPLOYEE PERSONNEL RECORDS

Personnel Files

In each employee's files, records regarding his/her position, pay, and other employee status actions will be retained. Other items that may be contained in the file are written notes of explanation, grievances filed, employee forms for taxes, and any retirement application. The file may also contain disciplinary actions, awards received, training records, and performance reviews. Access to the file is by appointment with the Human Resource Officer. Employee medical records will be kept in a separate, confidential file in accordance with the Health Information Portability and Accountability Act. Employees shall be responsible for providing Human Resources with any change of personal information.

Leave Records

Records of leave accrual and leave taken are kept with payroll information in employee records. These records are updated with payroll information.

ACKNOWLEDGMENT OF RECEIPT OF EMPLOYEE HANDBOOK

I acknowledge that I received a copy of the City of Gluckstadt, Mississippi's Employee Handbook ("Handbook"), and that I read it, understood it, and agree to comply with it. I understand that I am responsible for familiarizing myself with the policies in this Handbook and agree to comply with all rules applicable to me.

I specifically understand and agree that the employment relationship between the City and me is at will and can be terminated by the City or me at any time, with or without cause or notice. Nothing in this Handbook is intended to modify the City's policy of at-will employment.

I understand and agree that the policies described in the Handbook are intended as a guide only and do not constitute a contract of employment. I understand that the City reserves the right to make changes to its policies, procedures, or benefits at any time at its sole and complete discretion. I further understand that the City reserves the right to interpret its policies or to vary its procedures as it deems necessary or appropriate. I further understand that any delay or failure by the City to enforce any rule or procedure contained in the Handbook does not constitute a waiver of the City's right to do so in the future.

I have received the City's Employee Handbook. I have read it, understand it, and agree to abide by the policies and procedures contained in the Handbook.

Dated: _____

_____
Employee's Signature

_____
Employee's Printed Name

APPENDIX

A. Complaint Form for Reporting Harassment

B. Employee Grievance Form

C. Leave Request Form

D. Reasonable Accommodation Request Form

E. Family and Medical Leave Act (FMLA) Request Form

F. Notice of Eligibility & Rights and Responsibilities under the Family and Medical Leave Act (Form WH-381)

G. Designation Notice (Form WH-382)

H. Certification of Health Care Provider for Family Member's Serious Health Condition under the FMLA (Form WH-380F)

I. Certification of Health Care Provider for Employee's Serious Health Condition under the FMLA (Form WH-380E)

COMPLAINT FORM FOR REPORTING HARASSMENT

City of Gluckstadt, Mississippi

If you believe that you have been subjected to harassment, you are encouraged to complete this form and submit a copy of it to both your direct supervisor and to the City of Gluckstadt's Human Resources Director. If due to specific circumstances it is not appropriate to submit your form to your direct supervisor or to the Human Resources Director, submit your form to the City. Once you submit this form, your claim of harassment will be investigated. If you are more comfortable reporting your claim of harassment verbally or in another manner, your claim will still be investigated.

Complainant Information

Name:
Home Address:
Work Address:
Home Phone:
Work Phone:
Job Title:
Email:

Supervisor's Information

Name of Immediate Supervisor:
Title of Immediate Supervisor:
Work Phone of Immediate Supervisor:
Work Address of Immediate Supervisor:

Claim of Harassment

1. Your complaint of harassment is made against:
   Name:
   Title:
   Work Phone:
   Work Address:
   Work Relationship to You (i.e., supervisor, subordinate, co-worker):

2. Please describe the conduct or incident(s) that is the basis of this complaint and your reasons for concluding that the conduct is harassment. Please use additional sheets of paper if necessary and attach any relevant documents or evidence.

3. Please state the date the harassment occurred and whether or not it is continuing.

4. Please list the name and contact information of any witnesses or individuals that may have information related to your complaint.

5. The following question is optional, but may help facilitate the investigation of your claim. Have you previously complained or provided information (written or verbal) about harassment while employed by the City? If so, when did you do so and to whom did you complain or provide information?

I request that the City investigate this complaint of harassment in a timely and confidential manner as outlined below, and advise me of the results of the investigation.

Signature: _____

Date: _____

EMPLOYEE GRIEVANCE FORM

City of Gluckstadt, Mississippi

The City of Gluckstadt Employee Handbook sets forth a grievance procedure for employees to use in the event of workplace problems. Step 1 instructs employees to utilize the chain of command, including a private meeting with his or her department head. If the grievance is not resolved at Step 1, employees should use this grievance form to proceed through the remaining steps of the grievance procedure.

More specifically, employees should complete this grievance form in advance of a Step 2 meeting with the Mayor. The completed grievance form should be provided to the Mayor by the employee at the time the employee requests a meeting with the Mayor and the department head. If the grievance is not resolved at Step 2, such that the employee requests a meeting with the Mayor and Board of Aldermen as set forth in Step 3, the Mayor should provide a copy of the employee's completed grievance to the Board of Aldermen in advance of the scheduled meeting between the employee, the Mayor, and the Board of Aldermen.

Employee Name: _____ **Date:** _____

Job Title: _____ **Date of Hire:** _____

Date, Time, and Place of Event Leading to Grievance:

_____

_____

Detailed Account of Incident (include names of persons involved, if any):

_____

_____

_____

_____

_____

_____

_____

_____

Policies, Procedures, or Guidelines You Feel Have Been Violated, if any:

_____

_____

_____

_____

_____

Proposed Solution to Grievance:

_____

_____

_____

_____

_____

The grievant should retain a copy of this form for his/her records. The signature below indicates that you are filing a grievance and that the information you put on this form is truthful.

Employee Signature: _____

Received By: _____ **Date:** _____

Leave Request Form

City of Gluckstadt, Mississippi

Date of request: _____ Employee name: _____

Department: _____ Job title: _____

Paid Time Off (vacation/sick leave):

Start date: _____ End date: _____ Total hours: _____

Bereavement Leave (up to three days of paid leave due to a death in the immediate family is available):

Start date: _____ End date: _____ Total hours: _____

Jury Duty Leave (up to five days of paid leave for jury service is available):

Start date: _____ End date: _____ Total hours: _____

Other:

Policy name (e.g., military leave, voting, etc.)

_____

Start date: _____ End date: _____ Total hours: _____

This form should not be used to request leave under the Family and Medical Leave Act (FMLA) or to request leave as an accommodation under the Americans with Disabilities Act (ADA). Employees should consult the handbook to request leave under the FMLA or ADA.

_____ _____
Employee signature Date

_____ _____
Department Head signature Date

_____ _____
City Clerk signature Date

File original in the employee's leave records and provide a copy to the employee and the employee's department head.

ADA Reasonable Accommodation Request Form

City of Gluckstadt, Mississippi

Date: _____

Employee's Name: _____

Phone: _____ Email: _____

Job title: _____ Department: _____

Supervisor's name: _____

Describe the nature, extent and duration of your disability:

_____

_____

_____

Describe the accommodations you believe are needed to enable you to perform the essential functions of this job:

_____

_____

_____

Provide the name, address, telephone and fax numbers of your health care provider. The provider may receive a request from us for information regarding your impairment/disability and recommendations for accommodations.

_____

_____

_____

Attach any supporting documentation that may be helpful in evaluating this request for accommodation.

I authorize the release of information regarding my disability to the City's Human Resource Office as deemed necessary by the Office to facilitate this request for accommodation.

Employee signature: _____

Date: _____

Family and Medical Leave Act (FMLA) Request Form

City of Gluckstadt, Mississippi

To be completed by employee

Employee's Name	Department	Phone Number	

Job Title	Employee ID

☐ Initial Application	Home Phone:	Cell Phone:

Reason for Leave of Absence:

☐ Own illness (not work related)
☐ Pregnancy disability
☐ Care for ill parent/spouse/child
☐ Care for newborn / adopted child (add date of birth or placement)
☐ Other (specify)

Answer All:	**Yes**	**No**		**Yes**	**No**
Do you have county medical insurance?	☐	☐	Are you current on another leave?	☐	☐
Do you have county dental Insurance?	☐	☐	Disability insurance claim?	☐	☐

Requested start date:	**Anticipated end date:**	**Requested intermittent or reduced work schedules:**

An FMLA leave of absence is a leave without pay. Paid leave (using accrued sick time or vacation hours) shall be substituted for the unpaid leave in accordance with the FMLA Policy)

I understand that I am required to use accrued paid time off until leave concludes or accrued balance is depleted. Below is an estimate of paid time off available in my account.		Date Begins (mm/dd/yy)	Date Ends (mm/dd/yy)
Hours:	Accrued Sick Leave:		

[redacted]	Accrued Vacation Leave:		
Employee's Signature		Date	

I understand that I am required to complete a FMLA Leave Certification of Health Care Provider form and submit the form to Human Resources before my leave commences. I understand that if my leave is approved, my time away from work will be charged against my twelve (12) weeks of leave available under the FMLA. Upon approval of this requested leave, I am required to utilize all paid time available to me prior to going into an unpaid leave status. In the event that I go into an unpaid status while on leave, I understand that I must contact Human Resources to make arrangements to pay my portion of health insurance premiums.

I request the following forms for my FMLA leave of absence:

1. Certification of Health Care Provider: This form is to be completed by either my health care provider (if this leave is for my own serious health condition) or by my family member's health care provider (If this leave is for the serious health condition of a spouse, parent, or child). My physician must complete this entire farm. **Failure to complete this form may delay or prevent my leave approval.**
2. Continuation of Benefits While on FMLA Leave: This is an agreement between my employer and myself to continue my benefits while on FMLA leave and a financial arrangement for my portion of health care premiums.
3. Notification of FMLA Status (Approval/Denial): This is to notify me that my employer is designating the leave as FMLA leave and to inform me in writing of the specific expectations and obligations required by my employer under FMLA.
4. Request to Return from FMLA Leave: I should fill out the top portion of the form, notifying Human Resources of the date of my return. For my own serious health condition, the bottom portion of the form (fitness-for-duty certification) should be filled out by my Health Care Provider and returned to Human Resources on the day I return to work from FMLA leave.

I understand that the Certification of Health Care Provider form should be returned to Human Resources within fifteen (15) days. If I am not able to return the form within the allowed timeframe, I will contact Human Resources for assistance.

If this information is not received in the required timeframe, my leave will be considered unauthorized.

Employee Printed Name

Employee Signature

Notice of Eligibility & Rights and Responsibilities under the Family and Medical Leave Act

U.S. Department of Labor Wage and Hour Division

WAGE AND HOUR DIVISION

DO NOT SEND TO THE DEPARTMENT OF LABOR. PROVIDE TO EMPLOYEE.

OMB Control Number: 1235-0003
Expires: 6/30/2023

In general, to be eligible to take leave under the Family and Medical Leave Act (FMLA), an employee must have worked for an employer for at least 12 months, meet the hours of service requirement in the 12 months preceding the leave, and work at a site with at least 50 employees within 75 miles. While use of this form is optional, a fully completed Form WH-381 provides employees with the information required by 29 C.F.R. §§ 825.300(b), (c) which must be provided within five business days of the employee notifying the employer of the need for FMLA leave. Information about the FMLA may be found on the WHD website at www.dol.gov/agencies/whd/fmla.

Date: _____ *(mm/dd/yyyy)*

From: _____ *(Employer)* To: _____ *(Employee)*

On _____ *(mm/dd/yyyy)*, we learned that you need leave *(beginning on)* _____ *(mm/dd/yyyy)* for one of the following reasons: *(Select as appropriate)*

- ☐ The birth of a child, or placement of a child with you for adoption or foster care, and to bond with the newborn or newly-placed child
- ☐ Your own serious health condition
- ☐ You are needed to care for your family member due to a serious health condition. Your family member is your:
  - ☐ Spouse ☐ Parent ☐ Child under age 18 ☐ Child 18 years or older and incapable of self-care because of a mental or physical disability
- ☐ A qualifying exigency arising out of the fact that your family member is on covered active duty or has been notified of an impending call or order to covered active duty status. Your family member on covered active duty is your:
  - ☐ Spouse ☐ Parent ☐ Child of any age
- ☐ You are needed to care for your family member who is a covered servicemember with a serious injury or illness. You are the servicemember's:
  - ☐ Spouse ☐ Parent ☐ Child ☐ Next of kin

Spouse means a husband or wife as defined or recognized in the state where the individual was married, including in a common law marriage or same-sex marriage. The terms "child" and "parent" include *in loco parentis* relationships in which a person assumes the obligations of a parent to a child. An employee may take FMLA leave to care for an individual who assumed the obligations of a parent to the employee when the employee was a child. An employee may also take FMLA leave to care for a child for whom the employee has assumed the obligations of a parent. No legal or biological relationship is necessary.

SECTION I – NOTICE OF ELIGIBILITY

This Notice is to inform you that you are:

- ☐ **Eligible** for FMLA leave. *(See Section II for any Additional Information Needed and Section III for information on your Rights and Responsibilities.)*
- ☐ **Not eligible** for FMLA leave because: *(Only one reason need be checked)*
  - ☐ You have not met the FMLA's 12-month length of service requirement. As of the first date of requested leave, you will have worked approximately: _____ towards this requirement. *(months)*
  - ☐ You have not met the FMLA's 1,250 hours of service requirement. As of the first date of requested leave, you will have worked approximately: _____ towards this requirement. *(hours of service)*

☐ You are an airline flight crew employee and you have not met the special hours of service eligibility requirements for airline flight crew employees as of the first date of requested leave (i.e., worked or been paid for at least 60% of your applicable monthly guarantee, and worked or been paid for at least 504 duty hours.)

☐ You do not work at and/or report to a site with 50 or more employees within 75-miles as of the date of your request.

If you have any questions, please contact: _____ *(Name of employer representative)*

at _____ *(Contact information).*

SECTION II – ADDITIONAL INFORMATION NEEDED

As explained in Section I, you meet the eligibility requirements for taking FMLA leave. Please review the information below to determine if additional information is needed in order for us to determine whether your absence qualifies as FMLA leave. Once we obtain any additional information specified below we will inform you, **within 5 business days**, whether your leave will be designated as FMLA leave and count towards the FMLA leave you have available. **If complete and sufficient information is not provided in a timely manner, your leave may be denied.**

(Select as appropriate)

☐ No additional information requested. If no additional information requested, go to Section III.

☐ We request that the leave be supported by a certification, as identified below.

☐ Health Care Provider for the Employee
☐ Health Care Provider for the Employee's Family Member
☐ Qualifying Exigency
☐ Serious Illness or Injury *(Military Caregiver Leave)*

Selected certification form is ☐ attached / ☐ not attached.

If requested, medical certification must be returned by _____ *(mm/dd/yyyy) (Must allow at least 15 calendar days from the date the employer requested the employee to provide certification, unless it is not feasible despite the employee's diligent, good faith efforts.)*

☐ We request that you provide reasonable documentation or a statement to establish the relationship between you and your family member, including *in loco parentis* relationships (as explained on page one). The information requested must be returned to us by _____ *(mm/dd/yyyy).* You may choose to provide a simple statement of the relationship or provide documentation such as a child's birth certificate, a court document, or documents regarding foster care or adoption-related activities. Official documents submitted for this purpose will be returned to you after examination.

☐ Other information needed *(e.g. documentation for military family leave)*: _____.

The information requested must be returned to us by _____ *(mm/dd/yyyy).*

If you have any questions, please contact: _____ *(Name of employer representative)*

at _____ *(Contact information).*

SECTION III – NOTICE OF RIGHTS AND RESPONSIBILITIES

Part A: FMLA Leave Entitlement

You have a right under the FMLA to take unpaid, job-protected FMLA leave in a 12-month period for certain family and medical reasons, including up to **12 weeks** of unpaid leave in a 12-month period for the birth of a child or placement of a child for adoption or foster care, for leave related to your own or a family member's serious health condition, or for certain qualifying exigencies related to the deployment of a military member to covered active duty. You also have a right

under the FMLA to take up to **26 weeks** of unpaid, job-protected FMLA leave in a single 12-month period to care for a covered servicemember with a serious injury or illness (*Military Caregiver Leave*).

The 12-month period for FMLA leave is calculated as: *(Select as appropriate)*

- ☐ The calendar year (January 1st - December 31st)
- ☐ A fixed leave year based on _____
  (e.g., a fiscal year beginning on July 1 and ending on June 30)
- ☐ The 12-month period measured forward from the date of your first FMLA leave usage.
- ☐ A "rolling" 12-month period measured backward from the date of any FMLA leave usage. *(Each time an employee takes FMLA leave, the remaining leave is the balance of the 12 weeks not used during the 12 months immediately before the FMLA leave is to start.)*

If applicable, the single 12-month period for *Military Caregiver Leave* started on _____ *(mm/dd/yyyy)*.

You (☐ are / ☐ are not) considered a key employee as defined under the FMLA. Your FMLA leave cannot be denied for this reason; however, we may not restore you to employment following FMLA leave if such restoration will cause substantial and grievous economic injury to us.

We (☐ have / ☐ have not) determined that restoring you to employment at the conclusion of FMLA leave will cause substantial and grievous economic harm to us. Additional information will be provided separately concerning your status as key employee and restoration.

Part B: Substitution of Paid Leave – When Paid Leave is Used at the Same Time as FMLA Leave

You have a right under the FMLA to request that your accrued paid leave be substituted for your FMLA leave. This means that you can request that your accrued paid leave run concurrently with some or all of your unpaid FMLA leave, provided you meet any applicable requirements of our leave policy. Concurrent leave use means the absence will count against both the designated paid leave and unpaid FMLA leave at the same time. If you do not meet the requirements for taking paid leave, you remain entitled to take available unpaid FMLA leave in the applicable 12-month period. Even if you do not request it, the FMLA allows us to require you to use your available sick, vacation, or other paid leave during your FMLA absence.

(Check all that apply)

- ☐ **Some or all of your FMLA leave will not be paid.** Any unpaid FMLA leave taken will be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- ☐ **You have requested to use some or all of your available paid leave** *(e.g., sick, vacation, PTO)* during your FMLA leave. Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- ☐ **We are requiring you to use some or all of your available paid leave** *(e.g., sick, vacation, PTO)* during your FMLA leave. Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.
- ☐ **Other:** *(e.g., short- or long-term disability, workers' compensation, state medical leave law, etc.)*_____
  Any time taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.

The applicable conditions for use of paid leave include: _____.

For more information about conditions applicable to sick/vacation/other paid leave usage please refer to _____

_____ available at: _____.

Part C: Maintain Health Benefits

Your health benefits must be maintained during any period of FMLA leave under the same conditions as if you continued to work. During any paid portion of FMLA leave, your share of any premiums will be paid by the method normally used during any paid leave. During any unpaid portion of FMLA leave, you must continue to make any normal contributions to the cost of the health insurance premiums. To make arrangements to continue to make your share of the premium payments on your health insurance while you are on any unpaid FMLA leave, contact _____ at _____.

You have a minimum grace period of (☐ 30-days or ☐ _____ *indicate longer period, if applicable)* in which to make premium payments. If payment is not made timely, your group health insurance may be cancelled, provided we notify you in writing at least 15 days before the date that your health coverage will lapse, or, at our option, we may pay your share of the premiums during FMLA leave, and recover these payments from you upon your return to work.

You may be required to reimburse us for our share of health insurance premiums paid on your behalf during your FMLA leave if you do not return to work following **unpaid** FMLA leave for a reason other than: the continuation, recurrence, or onset of your or your family member's serious health condition which would entitle you to FMLA leave; or the continuation, recurrence, or onset of a covered servicemember' s serious injury or illness which would entitle you to FMLA leave; or other circumstances beyond your control.

Part D: Other Employee Benefits

Upon your return from FMLA leave, your other employee benefits, such as pensions or life insurance, must be resumed in the same manner and at the same levels as provided when your FMLA leave began. To make arrangements to continue your employee benefits while you are on FMLA leave, contact _____ at _____.

Part E: Return-to-Work Requirements

You must be reinstated to the same or an equivalent job with the same pay, benefits, and terms and conditions of employment on your return from FMLA-protected leave. An equivalent position is one that is virtually identical to your former position in terms of pay, benefits, and working conditions. At the end of your FMLA leave, all benefits must also be resumed in the same manner and at the same level provided when the leave began. You do not have return-to-work rights under the FMLA if you need leave beyond the amount of FMLA leave you have available to use.

Part F: Other Requirements While on FMLA Leave

While on leave you (☐ will be / ☐ will not be) required to furnish us with periodic reports of your status and intent to return to work every _____.

(Indicate interval of periodic reports, as appropriate for the FMLA leave situation).

If the circumstances of your leave change and you are able to return to work earlier than expected, you will be required to notify us at least two workdays prior to the date you intend to report for work.

PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT

It is mandatory for employers to provide employees with notice of their eligibility for FMLA protection and their rights and responsibilities. 29 U.S.C. § 2617; 29 C.F.R. § 825.300(b), (c). It is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 10 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

DO NOT SEND THE COMPLETED FORM TO THE DEPARTMENT OF LABOR. EMPLOYEE INFORMATION.

Designation Notice under the Family and Medical Leave Act

U.S. Department of Labor Wage and Hour Division

WAGE AND HOUR DIVISION

DO NOT SEND TO THE DEPARTMENT OF LABOR. PROVIDE TO EMPLOYEE.

OMB Control Number: 1235-0003
Expires: 6/30/2023

Leave covered under the Family and Medical Leave Act (FMLA) must be designated as FMLA-protected and the employer must inform the employee of the amount of leave that will be counted against the employee's FMLA leave entitlement. In order to determine whether leave is covered under the FMLA, the employer may request that the leave be supported by a certification. If the certification is incomplete or insufficient, the employer must state in writing what additional information is necessary to make the certification complete and sufficient. While use of this form is optional, a fully completed Form WH-382 provides employees with the information required by 29 C.F.R. §§ 825.300(d), 825.301, and 825.305(c), which must be provided within five business days of the employer having enough information to determine whether the leave is for an FMLA-qualifying reason. Information about the FMLA may be found on the WHD website at www.dol.gov/agencies/whd/fmla.

SECTION I - EMPLOYER

The employer is responsible in **all** circumstances for designating leave as FMLA-qualifying and giving notice to the employee. Once an eligible employee communicates a need to take leave for an FMLA-qualifying reason, an employer may not delay designating such leave as FMLA leave, and neither the employee nor the employer may decline FMLA protection for that leave.

Date: _____ *(mm/dd/yyyy)*

From: _____ *(Employer)* To: _____ *(Employee)*

On _____ *(mm/dd/yyyy)* we received your most recent information to support your need for leave due to: *(Select as appropriate)*

- ☐ The birth of a child, or placement of a child with you for adoption or foster care, and to bond with the newborn or newly-placed child
- ☐ Your own serious health condition
- ☐ The serious health condition of your spouse, child, or parent
- ☐ A qualifying exigency arising out of the fact that your spouse, child, or parent is on covered active duty or has been notified of an impending call or order to covered active duty with the Armed Forces
- ☐ A serious injury or illness of a covered servicemember where you are the servicemember's spouse, child, parent, or next of kin *(Military Caregiver Leave)*

We have reviewed information related to your need for leave under the FMLA along with any supporting documentation provided and decided that your FMLA leave request is: *(Select as appropriate)*

☐ **Approved.** All leave taken for this reason will be designated as FMLA leave. Go to Section III for more information.

☐ **Not Approved**: *(Select as appropriate)*
- ☐ The FMLA does not apply to your leave request.
- ☐ As of the date the leave is to start, you do not have any FMLA leave available to use.
- ☐ Other _____

☐ **Additional information** is needed to determine if your leave request qualifies as FMLA leave. *(Go to Section II for the specific information needed. If your FMLA leave request is approved and no additional information is needed, go to Section III.)*

SECTION II – ADDITIONAL INFORMATION NEEDED

We need additional information to determine whether your leave request qualifies under the FMLA. Once we obtain the additional information requested, we will inform you **within 5 business days** if your leave will or will not be designated as FMLA leave and count towards the amount of FMLA leave you have available. **Failure to provide the additional information as requested may result in a denial of your FMLA leave request.**

If you have any questions, please contact: _____ *(Name of employer FMLA representative)* at _____ *(Contact information)*

Incomplete or Insufficient Certification

The certification you have provided is incomplete and/or insufficient to determine whether the FMLA applies to your leave request. *(Select as applicable)*

☐ The certification provided is incomplete and we are unable to determine whether the FMLA applies to your leave request. *"Incomplete" means one or more of the applicable entries on the certification have not been completed.*

Employee Name: _____

☐ The certification provided is insufficient to determine whether the FMLA applies to your leave request. *"Insufficient" means the information provided is vague, unclear, ambiguous or non-responsive.*

Specify the information needed to make the certification complete and/or sufficient: _____

You must provide the requested information no later than *(provide at least 7 calendar days)* _____ *(mm/dd/yyyy),* unless it is not practicable under the particular circumstances despite your diligent good faith efforts, or your leave may be denied.

Second and Third Opinions

☐ We request that you obtain a (☐ second / ☐ third opinion) medical certification at our expense, and we will provide further details at a later time. *Note: The employee or the employee's family member may be requested to authorize the health care provider to release information pertaining only to the serious health condition at issue.*

SECTION III – FMLA LEAVE APPROVED

As explained in Section I, your FMLA leave request is approved. All leave taken for this reason will be designated as FMLA leave and will count against the amount of FMLA leave you have available to use in the applicable 12-month period. The FMLA requires that you notify us as soon as practicable if the dates of scheduled leave change, are extended, or were initially unknown. Based on the information you have provided to date, we are providing the following information about the amount of time that will be counted against the total **amount of FMLA leave** you have available to use in the applicable 12-month period: *(Select as appropriate)*

☐ Provided there is no change from your **anticipated FMLA leave schedule**, the following number of hours, days, or weeks will be counted against your leave entitlement: _____.

☐ Because the leave you will need will be **unscheduled**, it is not possible to provide the hours, days, or weeks that will be counted against your FMLA entitlement at this time. You have the right to request this information once in a 30-day period (if leave was taken in the 30-day period).

Please be advised: *(check all that apply)*

☐ **Some or all of your FMLA leave will not be paid.** Any unpaid FMLA leave taken will be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.

☐ **Based on your request, some or all of your available paid leave** *(e.g., sick, vacation, PTO)* **will be used during your FMLA leave.** Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.

☐ **We are requiring you to use some or all of your available paid leave** *(e.g., sick, vacation, PTO)* **during your FMLA leave.** Any paid leave taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.

☐ **Other:** _____
(e.g., Short- or long-term disability, workers' compensation, state medical leave law, etc.) Any time taken for this reason will also be designated as FMLA leave and counted against the amount of FMLA leave you have available to use in the applicable 12-month period.

Return-to-work requirements. To be restored to work after taking FMLA leave, you (☐ will be / ☐ will not be) required to provide a certification from your health care provider (fitness-for-duty certification) that you are able to resume work. This request for a fitness-for-duty certification is *only* with regard to the particular serious health condition that caused your need for FMLA leave. **If such certification is not timely received, your return to work may be delayed until the certification is provided.**

A list of the essential functions of your position (☐ is / ☐ is not) attached. If attached, the fitness-for-duty certification must address your ability to perform the essential job functions.

PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT

It is mandatory for employers to inform employees in writing whether leave requested under the FMLA has been determined to be covered under the FMLA. 29 U.S.C. § 2617; 29 C.F.R. § 825.300(d), (e). It is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 10 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

DO NOT SEND THE COMPLETED FORM TO THE DEPARTMENT OF LABOR. EMPLOYEE INFORMATION.

Certification of Health Care Provider for Family Member's Serious Health Condition under the Family and Medical Leave Act

U.S. Department of Labor Wage Hour Division

WAGE AND HOUR DIVISION

DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR. RETURN TO THE PATIENT.

OMB Control Number: 1235-0003
Expires: 6/30/2023

The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA leave to care for a family member with a serious health condition to submit a medical certification issued by the family member's health care provider. 29 U.S.C. §§ 2613, 2614(c)(3); 29 C.F.R. § 825.305. The employer must give the employee **at least 15 calendar days** to provide the certification. If the employee fails to provide complete and sufficient medical certification, his or her FMLA leave request may be denied. 29 C.F.R. § 825.313. Information about the FMLA may be found on the WHD website at www.dol.gov/agencies/whd/fmla.

SECTION I - EMPLOYER

Either the employee or the employer may complete Section I. While use of this form is optional, this form asks the health care provider for the information necessary for a complete and sufficient medical certification, which is set out at 29 C.F.R. § 825.306. **You may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308.** Additionally, you **may not** request a certification for FMLA leave to bond with a healthy newborn child or a child placed for adoption or foster care.

Employers must generally maintain records and documents relating to medical information, medical certifications, recertifications, or medical histories of employees or employees' family members created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies, and in accordance with 29 C.F.R. § 1635.9, if the Genetic Information Nondiscrimination Act applies.

(1) Employee name: _____
First *Middle* *Last*

(2) Employer name: _____ Date: _____ *(mm/dd/yyyy)*
(List date certification requested)

(3) The medical certification must be returned by _____ *(mm/dd/yyyy)*
(Must allow at least 15 calendar days from the date requested, unless it is not feasible despite the employee's diligent, good faith efforts.)

SECTION II - EMPLOYEE

Please complete and sign Section II before providing this form to your family member or your family member's health care provider. The FMLA allows an employer to require that you submit a timely, complete, and sufficient medical certification to support a request for FMLA leave due to the serious health condition of your family member. If requested by your employer, your response is required to obtain or retain the benefit of the FMLA protections. 29 U.S.C. §§ 2613, 2614(c)(3). **You are responsible for making sure the medical certification is provided to your employer within the time frame requested, which must be at least 15 calendar days.** 29 C.F.R. §§ 825.305-825.306. Failure to provide a complete and sufficient medical certification may result in a denial of your FMLA leave request. 29 C.F.R. § 825.313.

(1) Name of the family member for whom you will provide care: _____

(2) Select the relationship of the family member to you. The family member is your:

☐ Spouse ☐ Parent ☐ Child, under age 18

☐ Child, age 18 or older and incapable of self-care because of a mental or physical disability

Spouse means a husband or wife as defined or recognized in the state where the individual was married, including in a common law marriage or same-sex marriage. The terms "child" and "parent" include *in loco parentis* relationships in which a person assumes the obligations of a parent to a child. An employee may take FMLA leave to care for an individual who assumed the obligations of a parent to the employee when the employee was a child. An employee may also take FMLA leave to care for a child for whom the employee has assumed the obligations of a parent. No legal or biological relationship is necessary.

Employee Name: _____

(3) Briefly describe the care you will provide to your family member: *(Check all that apply)*

☐ Assistance with basic medical, hygienic, nutritional, or safety needs ☐ Transportation

☐ Physical Care ☐ Psychological Comfort ☐ Other: _____

(4) Give your **best estimate** of the amount of leave needed to provide the care described: _____

_____

(5) If a **reduced work schedule** is necessary to provide the care described, give your **best estimate** of the reduced schedule you are able to work. From _____ *(mm/dd/yyyy)* to _____ *(mm/dd/yyyy),* I am able to work _____ *(hours per day)* _____ *(days per week).*

Employee Signature _____ **Date** _____ *(mm/dd/yyyy)*

SECTION III - HEALTH CARE PROVIDER

Please provide your contact information, complete all relevant parts of this Section, and sign the form below. A family member of your patient has requested leave under the FMLA to care for your patient. The FMLA allows an employer to require that the employee submit a timely, complete, and sufficient medical certification to support a request for FMLA leave to care for a family member with a serious health condition. For FMLA purposes, a "serious health condition" means an illness, injury, impairment, or physical or mental condition that *involves inpatient care* or *continuing treatment by a health care provider*. For more information about the definitions of a serious health condition under the FMLA, see the chart at the end of the form.

You also may, but are **not required** to, provide other appropriate medical facts including symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment. Please note that some state or local laws may not allow disclosure of private medical information about the patient's serious health condition, such as providing the diagnosis and/or course of treatment.

Health Care Provider's name: *(Print)* _____

Health Care Provider's business address: _____

Type of practice / Medical specialty: _____

Telephone: (____) _____ Fax: (____) _____ E-mail: _____

PART A: Medical Information

Limit your response to the medical condition for which the employee is seeking FMLA leave. Your answers should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. **After completing Part A, complete Part B to provide information about the amount of leave needed.** Note: For FMLA purposes, "incapacity" means the inability to work, attend school, or perform regular daily activities due to the condition, treatment of the condition, or recovery from the condition. Do not provide information about genetic tests, as defined in 29 C.F.R. § 1635.3(f), genetic services, as defined in 29 C.F.R. § 1635.3(e), or the manifestation of disease or disorder in the employee's family members, 29 C.F.R. § 1635.3(b).

(1) Patient's Name: _____

(2) State the approximate date the condition started or will start: _____ *(mm/dd/yyyy)*

(3) Provide your **best estimate** of how long the condition lasted or will last: _____

(4) For FMLA to apply, care of the patient must be medically necessary. Briefly describe the type of care needed by the patient *(e.g., assistance with basic medical, hygienic, nutritional, safety, transportation needs, physical care, or psychological comfort).*

_____

_____

(5) Check the box(es) for the questions below, as applicable. For all box(es) checked, the amount of leave needed must be provided in Part B.

☐ **Inpatient Care:** The patient (☐ has been / ☐ is expected to be) admitted for an overnight stay in a hospital, hospice, or residential medical care facility on the following date(s): _____

☐ **Incapacity plus Treatment:** *(e.g. outpatient surgery, strep throat)*
Due to the condition, the patient (☐ has been / ☐ is expected to be) incapacitated for *more than* three consecutive, full calendar days from _____ *(mm/dd/yyyy)* to _____ *(mm/dd/yyyy)*.

The patient (☐ was / ☐ will be) seen on the following date(s): _____

_____

The condition (☐ has / ☐ has not) also resulted in a course of continuing treatment under the supervision of a health care provider *(e.g. prescription medication (other than over-the-counter) or therapy requiring special equipment)*

☐ **Pregnancy:** The condition is pregnancy. List the expected delivery date: _____ *(mm/dd/yyyy)*.

☐ **Chronic Conditions:** *(e.g. asthma, migraine headaches)* Due to the condition, it is medically necessary for the patient to have treatment visits at least twice per year.

☐ **Permanent or Long Term Conditions:** *(e.g. Alzheimer's, terminal stages of cancer)* Due to the condition, incapacity is permanent or long term and requires the continuing supervision of a health care provider (even if active treatment is not being provided).

☐ **Conditions requiring Multiple Treatments:** *(e.g. chemotherapy treatments, restorative surgery)* Due to the condition, it is medically necessary for the patient to receive multiple treatments.

☐ **None of the above:** If none of the above condition(s) were checked, (i.e., inpatient care, pregnancy) no additional information is needed. Go to page 4 to sign and date the form.

(6) If needed, briefly describe other appropriate medical facts related to the condition(s) for which the employee seeks FMLA leave. *(e.g., use of nebulizer, dialysis)* _____

_____

PART B: Amount of Leave Needed

For the medical condition(s) checked in Part A, complete all that apply. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine if the benefits and protections of the FMLA apply.

(7) Due to the condition, the patient (☐ had / ☐ will have) **planned medical treatment(s)** (scheduled medical visits) *(e.g. psychotherapy, prenatal appointments)* on the following date(s): _____

_____

(8) Due to the condition, the patient (☐ was / ☐ will be) **referred to other health care provider(s)** for evaluation or treatment(s).

State the nature of such treatments: *(e.g. cardiologist, physical therapy)* _____

Provide your **best estimate** of the beginning date _____ *(mm/dd/yyyy)* and end date _____ *(mm/dd/yyyy)* for the treatment(s).

Provide your **best estimate** of the duration of the treatment(s), including any period(s) of recovery

_____ *(e.g. 3 days/week)*

Employee Name: _____

(9) Due to the condition, the patient (☐ was / ☐ will be) **incapacitated for a continuous period of time**, including any time for treatment(s) and/or recovery.

Provide your **best estimate** of the beginning date: _____ *(mm/dd/yyyy)* and end date _____ *(mm/dd/yyyy)* for the period of incapacity.

(10) Due to the condition it, (☐ was / ☐ is / ☐ will be) medically necessary for the employee to be absent from work to provide care for the patient on an **intermittent basis** (periodically), including for any episodes of incapacity i.e., episodic flare-ups. Provide your **best estimate** of how often (frequency) and how long (duration) the episodes of incapacity will likely last.

Over the next 6 months, episodes of incapacity are estimated to occur _____ times per (☐ day / ☐ week / ☐ month) and are likely to last approximately _____ (☐ hours / ☐ days) per episode.

Signature of Health Care Provider _____ **Date** _____ *(mm/dd/yyyy)*

Definitions of a Serious Health Condition *(See 29 C.F.R. §§ 825.113-.115)*
Inpatient Care
• An overnight stay in a hospital, hospice, or residential medical care facility. • Inpatient care includes any period of incapacity or any subsequent treatment in connection with the overnight stay.
Continuing Treatment by a Health Care Provider (any one or more of the following)
Incapacity Plus Treatment: A period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves either: o Two or more in-person visits to a health care provider for treatment within 30 days of the first day of incapacity unless extenuating circumstances exist. The first visit must be within seven days of the first day of incapacity; or, o At least one in-person visit to a health care provider for treatment within seven days of the first day of incapacity, which results in a regimen of continuing treatment under the supervision of the health care provider. For example, the health provider might prescribe a course of prescription medication or therapy requiring special equipment.
Pregnancy: Any period of incapacity due to pregnancy or for prenatal care.
Chronic Conditions: Any period of incapacity due to or treatment for a chronic serious health condition, such as diabetes, asthma, migraine headaches. A chronic serious health condition is one which requires visits to a health care provider (or nurse supervised by the provider) at least twice a year and recurs over an extended period of time. A chronic condition may cause episodic rather than a continuing period of incapacity.
Permanent or Long-term Conditions: A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective, but which requires the continuing supervision of a health care provider, such as Alzheimer's disease or the terminal stages of cancer.
Conditions Requiring Multiple Treatments: Restorative surgery after an accident or other injury; or, a condition that would likely result in a period of incapacity of more than three consecutive, full calendar days if the patient did not receive the treatment.

PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 15 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR. RETURN TO THE PATIENT.

Certification of Health Care Provider for Employee's Serious Health Condition under the Family and Medical Leave Act

U.S. Department of Labor Wage and Hour Division

WAGE AND HOUR DIVISION

DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR. RETURN TO THE PATIENT.

OMB Control Number: 1235-0003
Expires: 6/30/2023

The Family and Medical Leave Act (FMLA) provides that an employer may require an employee seeking FMLA protections because of a need for leave due to a serious health condition to submit a medical certification issued by the employee's health care provider. 29 U.S.C. §§ 2613, 2614(c)(3); 29 C.F.R. § 825.305. The employer must give the employee **at least 15 calendar days** to provide the certification. If the employee fails to provide complete and sufficient medical certification, his or her FMLA leave request may be denied. 29 C.F.R. § 825.313. Information about the FMLA may be found on the WHD website at www.dol.gov/agencies/whd/fmla.

SECTION I – EMPLOYER

Either the employee or the employer may complete Section I. While use of this form is optional, this form asks the health care provider for the information necessary for a complete and sufficient medical certification, which is set out at 29 C.F.R. § 825.306. **You may not ask the employee to provide more information than allowed under the FMLA regulations, 29 C.F.R. §§ 825.306-825.308.** Additionally, you **may not** request a certification for FMLA leave to bond with a healthy newborn child or a child placed for adoption or foster care.

Employers must generally maintain records and documents relating to medical information, medical certifications, recertifications, or medical histories of employees created for FMLA purposes as confidential medical records in separate files/records from the usual personnel files and in accordance with 29 C.F.R. § 1630.14(c)(1), if the Americans with Disabilities Act applies, and in accordance with 29 C.F.R. § 1635.9, if the Genetic Information Nondiscrimination Act applies.

(1) Employee name: _____
First *Middle* *Last*

(2) Employer name: _____ Date: _____ *(mm/dd/yyyy)*
(List date certification requested)

(3) The medical certification must be returned by _____ *(mm/dd/yyyy)*
(Must allow at least 15 calendar days from the date requested, unless it is not feasible despite the employee's diligent, good faith efforts.)

(4) Employee's job title: _____ Job description (☐ is / ☐ is not) attached.
Employee's regular work schedule: _____
Statement of the employee's essential job functions: _____

(The essential functions of the employee's position are determined with reference to the position the employee held at the time the employee notified the employer of the need for leave or the leave started, whichever is earlier.)

SECTION II - HEALTH CARE PROVIDER

Please provide your contact information, complete all relevant parts of this Section, and sign the form. Your patient has requested leave under the FMLA. The FMLA allows an employer to require that the employee submit a timely, complete, and sufficient medical certification to support a request for FMLA leave due to the serious health condition of the employee. For FMLA purposes, a "serious health condition" means an illness, injury, impairment, or physical or mental condition that involves *inpatient care* or *continuing treatment by a health care provider*. For more information about the definitions of a serious health condition under the FMLA, see the chart on page 4.

You may, but are **not required** to, provide other appropriate medical facts including symptoms, diagnosis, or any regimen of continuing treatment such as the use of specialized equipment. Please note that some state or local laws may not allow disclosure of private medical information about the patient's serious health condition, such as providing the diagnosis and/or course of treatment.

Employee Name: _____

Health Care Provider's name: *(Print)* _____

Health Care Provider's business address: _____

Type of practice / Medical specialty: _____

Telephone: (___) _____ Fax: (___) _____ E-mail: _____

PART A: Medical Information

Limit your response to the medical condition(s) for which the employee is seeking FMLA leave. Your answers should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. **After completing Part A, complete Part B to provide information about the amount of leave needed.** Note: For FMLA purposes, "incapacity" means the inability to work, attend school, or perform regular daily activities due to the condition, treatment of the condition, or recovery from the condition. Do not provide information about genetic tests, as defined in 29 C.F.R. § 1635.3(f), genetic services, as defined in 29 C.F.R. § 1635.3(e), or the manifestation of disease or disorder in the employee's family members, 29 C.F.R. § 1635.3(b).

(1) State the approximate date the condition started or will start: _____ *(mm/dd/yyyy)*

(2) Provide your **best estimate** of how long the condition lasted or will last: _____

(3) Check the box(es) for the questions below, as applicable. For all box(es) checked, the amount of leave needed must be provided in Part B.

☐ **Inpatient Care:** The patient (☐ has been / ☐ is expected to be) admitted for an overnight stay in a hospital, hospice, or residential medical care facility on the following date(s): _____

☐ **Incapacity plus Treatment:** *(e.g. outpatient surgery, strep throat)*
Due to the condition, the patient (☐ has been / ☐ is expected to be) incapacitated for *more than* three consecutive, full calendar days from _____ *(mm/dd/yyyy)* to _____ *(mm/dd/yyyy)*.

The patient (☐ was / ☐ will be) seen on the following date(s): _____

_____

The condition (☐ has / ☐ has not) also resulted in a course of continuing treatment under the supervision of a health care provider *(e.g. prescription medication (other than over-the-counter) or therapy requiring special equipment)*

☐ **Pregnancy:** The condition is pregnancy. List the expected delivery date: _____ *(mm/dd/yyyy)*.

☐ **Chronic Conditions:** *(e.g. asthma, migraine headaches)* Due to the condition, it is medically necessary for the patient to have treatment visits at least twice per year.

☐ **Permanent or Long Term Conditions:** *(e.g. Alzheimer's, terminal stages of cancer)* Due to the condition, incapacity is permanent or long term and requires the continuing supervision of a health care provider (even if active treatment is not being provided).

☐ **Conditions requiring Multiple Treatments:** (*e.g. chemotherapy treatments, restorative surgery)* Due to the condition, it is medically necessary for the patient to receive multiple treatments.

☐ **None of the above:** If none of the above condition(s) were checked, (i.e., inpatient care, pregnancy) no additional information is needed. Go to page 4 to sign and date the form.

(4) If needed, briefly describe other appropriate medical facts related to the condition(s) for which the employee seeks FMLA leave. *(e.g., use of nebulizer, dialysis)* _____

_____

PART B: Amount of Leave Needed

For the medical condition(s) checked in Part A, complete all that apply. Several questions seek a response as to the frequency or duration of a condition, treatment, etc. Your answer should be your **best estimate** based upon your medical knowledge, experience, and examination of the patient. Be as specific as you can; terms such as "lifetime," "unknown," or "indeterminate" may not be sufficient to determine FMLA coverage.

(5) Due to the condition, the patient (☐ had / ☐ will have) **planned medical treatment(s)** (scheduled medical visits) *(e.g. psychotherapy, prenatal appointments)* on the following date(s): _____

_____

(6) Due to the condition, the patient (☐ was / ☐ will be) **referred to other health care provider(s)** for evaluation or treatment(s).

State the nature of such treatments: *(e.g. cardiologist, physical therapy)* _____

Provide your **best estimate** of the beginning date _____ *(mm/dd/yyyy)* and end date _____ *(mm/dd/yyyy)* for the treatment(s).

Provide your **best estimate** of the duration of the treatment(s), including any period(s) of recovery *(e.g. 3 days/week)*

_____

(7) Due to the condition, it is medically necessary for the employee to work a **reduced schedule**.

Provide your **best estimate** of the reduced schedule the employee is able to work. From _____ *(mm/dd/yyyy)* to _____ *(mm/dd/yyyy)* the employee is able to work: *(e.g., 5 hours/day, up to 25 hours a week)*

_____

(8) Due to the condition, the patient (☐ was / ☐ will be) **incapacitated for a continuous period of time**, including any time for treatment(s) and/or recovery.

Provide your **best estimate** of the beginning date _____ *(mm/dd/yyyy)* and end date _____ *(mm/dd/yyyy)* for the period of incapacity.

(9) Due to the condition, it (☐ was / ☐ is / ☐ will be) medically necessary for the employee to be absent from work on an **intermittent basis** (periodically), including for any episodes of incapacity i.e., episodic flare-ups. Provide your **best estimate** of how often (frequency) and how long (duration) the episodes of incapacity will likely last.

Over the next 6 months, episodes of incapacity are estimated to occur _____ times per (☐ day / ☐ week / ☐ month) and are likely to last approximately _____ (☐ hours / ☐ days) per episode.

Employee Name: _____

PART C: Essential Job Functions

If provided, the information in Section I question #4 may be used to answer this question. If the employer fails to provide a statement of the employee's essential functions or a job description, answer these questions based upon the employee's own description of the essential job functions. An employee who must be absent from work to receive medical treatment(s), such as scheduled medical visits, for a serious health condition is considered to be *not able* to perform the essential job functions of the position during the absence for treatment(s).

(10) Due to the condition, the employee (☐ was not able / ☐ is not able / ☐ will not be able) to perform *one or more* of the essential job function(s). Identify at least one essential job function the employee is not able to perform:

_____

_____

Signature of
Health Care Provider _____ **Date** _____ *(mm/dd/yyyy)*

Definitions of a Serious Health Condition *(See 29 C.F.R. §§ 825.113-.115)*
Inpatient Care
• An overnight stay in a hospital, hospice, or residential medical care facility. • Inpatient care includes any period of incapacity or any subsequent treatment in connection with the overnight stay.
Continuing Treatment by a Health Care Provider (any one or more of the following)
Incapacity Plus Treatment: A period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves either: o Two or more in-person visits to a health care provider for treatment within 30 days of the first day of incapacity unless extenuating circumstances exist. The first visit must be within seven days of the first day of incapacity; or, o At least one in-person visit to a health care provider for treatment within seven days of the first day of incapacity, which results in a regimen of continuing treatment under the supervision of the health care provider. For example, the health provider might prescribe a course of prescription medication or therapy requiring special equipment.
Pregnancy: Any period of incapacity due to pregnancy or for prenatal care.
Chronic Conditions: Any period of incapacity due to or treatment for a chronic serious health condition, such as diabetes, asthma, migraine headaches. A chronic serious health condition is one which requires visits to a health care provider (or nurse supervised by the provider) at least twice a year and recurs over an extended period of time. A chronic condition may cause episodic rather than a continuing period of incapacity.
Permanent or Long-term Conditions: A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective, but which requires the continuing supervision of a health care provider, such as Alzheimer's disease or the terminal stages of cancer.
Conditions Requiring Multiple Treatments: Restorative surgery after an accident or other injury; or, a condition that would likely result in a period of incapacity of more than three consecutive, full calendar days if the patient did not receive the treatment.

PAPERWORK REDUCTION ACT NOTICE AND PUBLIC BURDEN STATEMENT

If submitted, it is mandatory for employers to retain a copy of this disclosure in their records for three years. 29 U.S.C. § 2616; 29 C.F.R. § 825.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The Department of Labor estimates that it will take an average of 15 minutes for respondents to complete this collection of information, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S-3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

DO NOT SEND COMPLETED FORM TO THE DEPARTMENT OF LABOR. RETURN TO THE PATIENT.

City of Gluckstadt, Mississippi

COMPENSATORY TIME OFF POLICY FOR EXEMPT

EMPLOYEES Effective: April 9th, 2024

POLICY

Certain employees are exempt from earning overtime under the Fabor Labor Standards Act. It is Gluckstadt's policy to provide a mechanism for exempt employees to earn and utilize compensatory time when they justifiably work beyond their expected work schedules. Nothing in this policy alters or modifies Gluckstadt's policy that non-exempt employees shall be paid for overtime hours worked rather than receiving compensatory time in lieu of overtime. Nothing in this policy creates any contractual rights or protected property interests, as Gluckstadt employees are at-will employees.

DEFINITION

Compensatory time is hours during which an employee is not working but which are counted as hours worked during the applicable workweek or other work period for purposes of compensation and for which the employee is compensated at the employee's regular rate of pay. In other words, compensatory time is paid time off, which is earned and accrued by a city employee in lieu of additional pay.

EARNING & USING COMPENSATORY TIME

An exempt employee who works more than his or her normally scheduled hours in a workweek may receive compensatory time. The compensatory time shall be one (1) hour of compensatory time for each hour worked beyond the employee's ordinary work schedule. For example, if an employee ordinarily works forty (40) hours in a workweek but instead works forty-two (42) hours due to a board meeting, the employee may earn two (2) hours of compensatory time.

No compensatory time may be awarded without the Mayor's written approval. Attached as Exhibit A is an approval form, which any employee seeking compensatory time must promptly complete and submit to the Mayor.

Employees earn compensatory time annually based upon the calendar year, and the maximum amount of compensatory time that may be earned in a calendar year is fifty (50) hours. Employees must use compensatory time during the calendar year in which it is earned, and an employee may not carry over any unused compensatory time beyond the calendar year. Exempt employees shall not be paid for earned and unutilized compensatory time at the end of the calendar year or upon separation of employment. Compensatory time may not be reported to the Public Employees Retirement System to be used in determining creditable service and retirement benefits.

City of Gluckstadt, Mississippi

Parental Leave Policy

PURPOSE/OBJECTIVE

The City of Gluckstadt, Mississippi ("the City") will provide up to six (6) weeks of paid parental leave to employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or newly placed child. This policy will run concurrently with Family and Medical Leave Act leave, as applicable. Like other City policies, this policy is not a contract and confers no property or liberty interests.

ELIGIBILITY

All full-time, regular employees who have been employed by the City for a minimum of twelve (12) consecutive months, who have worked 1,250 hours, and who are the primary caregivers are eligible for paid parental leave under this policy. Neither temporary and part-time employees nor independent contractors are eligible for paid parental leave under this policy.

NOTICE

The employee shall notify Human Resources of the request for parental leave and include the estimated timing and duration of such leave at least thirty (30) calendar days in advance to the proposed date of the leave, where practical. The employee must complete a Leave Request Form in the Appendix of the Employee Handbook. The form must accompany a statement from a physician verifying the expected date of birth. In cases of adoption or placement of a child, legal documentation can be submitted in lieu of a physician's statement.

The City must approve all leave time under this policy prior to use.

LEAVE PROCESS

Eligible employees will receive a maximum of six (6) continuous weeks of paid parental leave for the birth, adoption, or placement of a child/children. The fact that a multiple birth, adoption or placement occurs (e.g., the birth of twins or adoption of siblings) will not increase the six-week total amount of paid parental leave granted for the event.

Each week of paid parental leave is compensated at 100 percent (100%) of the employee's regular salary. Paid parental leave will be paid on a biweekly basis on regularly scheduled pay dates.

Paid parental leave must begin within a week following the birth, adoption, or placement of the child/children. Paid parental leave may be taken only once in a period of twelve (12) months.

An employee may take the six (6) weeks of paid parental leave provided under this policy in addition to any other paid leave the employee has accrued. Once the employee has exhausted the

six (6) weeks of paid parental leave, the employee may request use of any other accrued paid time off.

Paid parental leave taken under this policy will run concurrently with leave under the FMLA. After the paid parental leave (and any short-term disability leave for employees giving birth) is exhausted, the balance of FMLA leave (if applicable) may be compensated through employees' accumulated sick or vacation time. Upon exhaustion of accumulated sick or vacation time, any remaining time will be unpaid leave that is approved.

CONTINUATION OF BENEFITS

Health insurance benefits will continue to be provided during the paid parental leave under this policy at the same rate as in effect before the leave was taken regardless of length of service. Paid leave benefits will continue to accrue.

RETURN TO WORK

Prior to returning to work, the employee must provide a physician's statement to Human Resources. In cases of adoption or placement of a child, no such statement will be required.

SEPARATION OF EMPLOYMENT

Upon separation of employment with the City, the employee will not be paid for any unused paid parental leave for which he or she was eligible.

CITY OF GLUCKSTADT

MISSISSIPPI

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Lindsay Kellum, City Clerk

DATE: 03/06/2026

SUBJECT: Discussion and Consideration of Paid Parental Leave Policy

As the City of Gluckstadt continues to grow and establish itself as a modern and competitive municipal employer, it is important that we periodically review personnel policies to ensure they support our employees while also strengthening our ability to recruit and retain high-quality staff.

One area many public and private employers have addressed in recent years is paid parental leave for employees welcoming a new child. Currently, employees must rely on accrued leave or unpaid leave under the Family and Medical Leave Act (FMLA) when welcoming a child through birth, adoption, or foster placement. While FMLA provides job protection, it does not require paid leave.

Providing a modest paid parental leave benefit is increasingly considered a best practice among employers seeking to support families, promote employee wellness, and remain competitive in the labor market. The Mississippi Legislature passed the Paid Parental Leave Act of Mississippi in 2025, but limited it only to state employees; Therefore, I am bringing this proposal to your attention to draft a policy in line with the recently-passed state statute, while also setting the precedent for other Mississippi cities to follow our lead.

Proposed Policy

It is recommended that the Board consider adopting a Paid Parental Leave Policy providing:

- Up to six (6) weeks of paid parental leave for eligible employees following the birth, adoption, or placement of a child in foster care; designation as the primary caregiver following birth or legal adoption (child under age 18). The primary caregiver is defined as the parent with primary responsibility for the care of the child following birth or adoption.
- The leave would be separate from and in addition to accrued vacation or sick leave, and other state or federal entitlements; will not reduce personal or major medical leave accruals.

- Paid parental leave would run concurrently with FMLA leave, when applicable.
- The benefit would be available to both mothers and fathers, ensuring equitable access for all eligible employees.
- Eligibility may include a minimum employment period (commonly 12 months) and full-time status, as determined by the Board.
- Leave must be used within 12 weeks of the child's birth or adoption.
- May be used once in a 12-month period.
- Holidays do not count against parental leave.
- This leave does not accrue, carry over, count towards retirement, or pay out upon separation.

Benefits to the City

Adopting a paid parental leave policy would provide several benefits to the City, including:

1.) Employee Retention and Recruitment

Offering paid parental leave helps attract qualified employees and encourages experienced staff to remain with the organization, reducing turnover and training costs.

2.) Employee Wellbeing and Productivity

Employees who are able to spend adequate time bonding with and caring for a new child return to work more focused and engaged.

3.) Supportive Workplace Culture

A parental leave policy reflects the City's commitment to supporting families and fostering a positive workplace environment.

4.) Alignment with Modern Employment Practices

State agencies and private employers have implemented similar policies as part of comprehensive employee benefits packages. The City of Gluckstadt would have the opportunity to set a precedent in being one of the first cities to offer this benefit.

Fiscal Impact

Because births or adoptions among employees typically occur infrequently in smaller municipal workforces, the fiscal impact of a six-week paid parental leave policy is expected to be minimal and manageable. Departments would coordinate coverage during leave periods through temporary redistribution of duties or short-term staffing adjustments when necessary.

Recommendation

Staff respectfully requests that the Mayor and Board of Aldermen consider adopting a Paid Parental Leave Policy providing up to six (6) weeks of paid leave for eligible employees welcoming a new child.

If the Board is amenable, the human resources staff can work with our employment law counsel to prepare a formal policy for inclusion in the City Personnel Handbook and return with draft language for review and adoption at the April regular meeting. Please let me know if the Board would like additional information or examples of policies from state agencies.

From: Miya Bates
To: Lindsay Kellum
Cc: Walter Morrison
Subject: Work From Home Policy
Date: Thursday, April 9, 2026 1:19:46 PM

Lindsay,

I would like to add a discussion item to the agenda regarding the potential development of a Work From Home policy. This would be for discussion purposes only.

Discussion of Draft Remote Work and Flexible Scheduling Policy

Notes, Draft

Purpose

The City of Gluckstadt recognizes that flexible work arrangements can improve employee morale, recruitment, retention, productivity, and work-life balance while continuing to provide excellent service to the public. The purpose of this discussion is to establish a fair and consistent framework for remote work and flexible scheduling opportunities when operationally feasible.

Policy Statement

The City may permit remote work, hybrid schedules, flexible work hours, or compressed work weeks for eligible employees and positions. Flexible work arrangements are intended to benefit both employees and the City by supporting workforce stability, reducing burnout, and improving employee satisfaction without compromising customer service or departmental operations.

Flexible work arrangements are not guaranteed and may be modified, suspended, or revoked at any time based upon operational needs, employee performance, staffing shortages, or other business-related reasons.

Benefits of Flexible Work Arrangements

The City recognizes that flexible scheduling and remote work options may provide the following benefits:

- Improved employee morale and job satisfaction
- Increased recruitment competitiveness for attracting qualified employees
- Greater employee retention and reduced turnover
- Reduced burnout and workplace stress
- Better work-life balance for employees and working parents
- Increased flexibility during family emergencies, illnesses, school closures, or inclement weather
- Reduced commuting costs and travel time for employees
- Increased productivity for work that requires concentration and limited interruptions
- Enhanced ability to retain experienced employees who may otherwise leave due to rigid scheduling demands
- Improved continuity of operations during emergencies, severe weather events, or other disruptions
- Increased employee engagement and loyalty to the organization

Studies show that employees with flexible work options are more likely to remain with their employer long term, experience less burnout, and report greater overall job satisfaction. Flexible work policies can also make smaller municipalities more competitive with private sector employers and larger governments that already offer these benefits.

Eligibility

Flexible work arrangements may be available for employees whose job duties can be effectively performed outside of a traditional in-office setting or through modified scheduling.

Eligibility may include consideration of:

- Nature of the employee's job duties
- Need for in-person public interaction
- Operational and departmental needs
- Employee performance history
- Attendance and reliability
- Length of employment
- Ability to work independently
- Availability of technology and secure access to city system

Positions requiring daily face-to-face interaction with the public, field work, operation of equipment, inspections, emergency response, or on-site staffing may not be eligible for remote work but may still be considered for alternative flexibility options such as staggered schedules or compressed work weeks.

Types of Flexible Work Arrangements

Flexible work arrangements may include:

- Hybrid schedules with approved remote work-days
- Flexible start and end times
- Compressed work weeks
- Temporary remote work during illnesses, family emergencies, or weather events
- Adjusted schedules for working parents or caregiving responsibilities
- Alternate scheduling for appointments or personal obligations

Employee Expectations

Employees approved for flexible work arrangements are expected to:

- Maintain regular work hours and remain accessible during business hours
- Meet productivity, performance, and customer service expectations
- Respond promptly to phone calls, emails, and other communications
- Attend required in-person meetings, trainings, or events
- Maintain confidentiality of city records and information
- Maintain a secure, professional, and distraction-free work environment
- Use city equipment and technology appropriately
- Continue to comply with all City policies and procedures

Supervisor Responsibilities

Department heads and supervisors are responsible for:

- Ensuring fair and consistent application of this policy
- Evaluating requests based on operational needs and employee performance
- Monitoring productivity and responsiveness
- Maintaining appropriate staffing levels for public service functions
- Reviewing flexible work arrangements periodically to ensure continued effectiveness
- Revoking or adjusting arrangements if they no longer meet departmental needs

Equity and Fairness

The City recognizes that not all positions can accommodate remote work. Employees in positions that require on-site presence may be considered for other forms of flexibility when possible, including:

- Flexible start and end times
- Shift swaps
- Compressed schedules
- Additional leave flexibility
- Staggered lunch schedules
- Alternative scheduling arrangements

The City is committed to ensuring that all employees are treated fairly and that flexible work opportunities are balanced with operational needs and service to the public.

Review and Modification

All flexible work arrangements are subject to periodic review and may be modified or terminated at any time based on operational needs, staffing levels, performance concerns, or other factors determined by the City.

CITY OF GLUCKSTADT ACTIVE GRANTS

REPORT: CITY CLERK'S OFFICE (GRANT ADMINISTRATION)

NO.	DEPARTMENT	GRANT NAME & SOURCE	GRANT FUNDING YEAR	PURPOSE	AMOUNT	AWARDED	BREAKDOWN OF ITEMS REQUESTED	MATCH	STATUS	EXPENDED FUNDS TO DATE	REIMBURSEMENT TO DATE
1	POLICE	STATE AND LOCAL CYBER SECURITY GRANT PROGRAM	FY2022	CYBERSECURITY PROTECTION (CITY SYSTEMS)	$53,010.00	9/1/2025	$11,700.00 - CAP. OUTLAY EQUIPMENT (FIREWALL, POWER SUPPLY); $41,310.00 - CONTRACTUAL SERVICES: INTRUSION DETECTION/PREVENTION SOFTWARE	NONE	PAYMENTS ISSUED FOR ALL BUT ONE PO ($2100). REPORT FILED 3/15/26. WILL SUBMIT FOR REIMBURSEMENT ONCE FINAL CHECK CLEARS	$48,282.71	NONE AT THIS TIME
2	POLICE	MISSISSIPPI OFFICE OF HIGHWAY SAFETY: POLICE TRAFFIC SERVICES GRANT	FY2026	PERSONNEL & EQUIPMENT	$39,999.00	7/23/2025	$35,000.00 - PERSONNEL: SALARIES &OVERTIME; $45.OO - CONTRACTUAL SERVICES (SHIPPING); $4,954.00 - CAP. OUTLAY EQUIPMENT (VEHICLE OUTFITTING)	NONE	RIEMBURSEMENT SUBMISSIONS FILED MONTHLY	$10,936.38	$6,172.28
3	POLICE	PATRICK LEAHY BULLETPROOF VEST PARTNERSHIP	FY2025	POLICE PROTECTION VESTS	$5,731.64	9/26/2024	$5,731.64 -CAPITAL OUTLAY EQUIPMENT (OFFICER, VESTS)	$2,865.82	RIEMBURSEMENT SUBMITTED 3/10/26 (PENDING).	$3,079.41	$414.50
4	PUBLIC WORKS	FEDERAL HIGHWAY ADMINISTRATION: SURFACE TRANSPORTATION BLOCK GRANT (MDOT/LPA)	FY2024	CALHOUN STATION PKWY OVERLAY	$759,000.00	5/14/2024	CONSTRUCTION PHASE OF CALHOUN STATION PKWY OVERLAY PROJECT	$189,750.00	100% OF OVERLAY WORK COMPLETE AS OF 3/19/26; ALL REIMBURSEMENT REQUESTS HAVE BEEN SUBMITTED AS OF 3/19/26.	$678,682.22	$90,007.14
5	POLICE / EMA	HOMELAND SECURITY GRANT PROGRAM	FY2025	MOBILE COMMAND TRAILER & GENERATOR	$30,000.00	10/1/2025	$30,000.00 - CAP. OUTLAY TRAILERS AND EQUIPMENT	NONE	SUBMITTED FOR CLOSEOUT AND REIMBURSEMENT 3/15/26.	$31,323.00	NONE TO DATE
6	POLICE	HOMELAND SECURITY GRANT PROGRAM	FY2025	POLICE EQUIPMENT (MOBILE RADIOS & CHARGERS)	$49,150.00	10/1/2025	$47,050.00 - CAP. OUTLAY EQUIPMENT; $1700.00 - SUPPLIES; $400.00 - CONTRACTUAL SERVICES	NONE	SUBMITTED FOR CLOSEOUT AND REIMBURSEMENT 3/15/26.	$47,971.30	NONE TO DATE
7	PARKS/ PUBLIC WORKS	MISSISSIPPI OUTDOOR STEWARDSHIP TRUST FUND	FY2026	OUTDOOR RECREATION AND CONSERVATION (PARK ACQUISITION AND IMPROVEMENTS)	$1,527,592.50	1/13/2026	SUBMITTED FOR MUCK EXCAVATION, BANK STABILIZATION, EROSION CONTROL MEASURES, WALKING TRAILS, NATIVE PLANT RESORATION, KAYAK LAUNCH, PARKING LOT CONSTRUCTION	$169,732.50	NOTICE TO PROCEED RECEIVED 3/10/26; PENDING BOA APPROVAL OF OPENING OF NEW BANK ACCOUNT AND TRANSFER OF FUNDS 4/14/26.	NONE TO DATE	NONE TO DATE
8	CITY ADMIN.	AMERICA 250 GRANT (LEGACY GRANT)	FY2026	CELEBRATION OF AMERICA'S SEMI-QUINCENTENNIAL ANNIVERSARY (250); LEGACY GRANT - PERMANENT HISTORICAL PROJECT	$20,000.00	12/22/2025	$20,000: GLUCKSTADT HISTORICAL PROJECT (DOCUMENTARY, HISTORY OF GLUCKSTADT)	$20,000 (50% MUST BE IN CASH, REMAINDER CAN BE IN-KIND)	RESEARCH PHASE (REFER TO OUTLINE & UPDATE ON 4/14/26 AGENDA)	$0.00	$18,000 INITIAL CHECK RECEIVED
9	ADMIN.	G.A. CARMICHEAL FAMILY HEALTH CENTER: MAYORAL HEALTH COUNCIL PROGRAM	FY2026	MAYORAL HEALTH COUNCIL	$6,000.00	10/14/2025	$6000.00 - HEALTH COUNCIL COORDINATOR & ACTIVITIES	NONE	2ND MEETING HELD APRIL 2; INTRODUCTION OF COUNCIL & UPDATE TO BOA ON INITIATIVES 4/14/26 (DR. SPANN)	$625.00	NONE TO DATE

10	POLICE	BUREAU OF JUSTICE ASSISTANCE: JUSTICE ASSISTANCE GRANT	FY2024	EQUIPMENT & TECHNOLOGY	$13,816.30	PENDING	$13,816.30 - LAPTOPS (COMPATIBLE WITH CAD)	NONE	APPLICATION SUBMITTED BY 12/15/25 DEADLINE; PENDING AWARD NOTIFICATION.	NONE TO DATE	NONE TO DATE
11	POLICE	MISSISSIPPI OFFICE OF HIGHWAY SAFETY: POLICE TRAFFIC SERVICES GRANT	FY2027	PERSONNEL & EQUIPMENT	$39,248.00	1/30/2026	PERSONNEL: SALARIES & OVERTIME & EQUIPMENT	NONE	APPLICATION SUBMITTED BY 1/30/26 DEADLINE; PENDING AWARD NOTIFICATION.	NONE TO DATE	NONE AT THIS TIME
12	POLICE	STATE AND LOCAL CYBER SECURITY GRANT PROGRAM	FY2023	CYBERSECURITY PROTECTION (CITY SYSTEMS)	$32,000.00	2/27/2026	CYBER SECURITY TECHNOLOGY GRANT. CYBERSECURITY ASSESSMENT AND STRENGTHENENING LABOR PROGRAM/SERVIES	NONE	APPLIED FOR IN FEBRUARY. CYBERSECURITY ASSESSMENT PROGRAM. AWAITING NOTIFICIATION	NONE TO DATE	NONE AT THIS TIME
13	PARKS/ PUBLIC WORKS	MWFP LAND AND WATER CONSERVATION FUND GRANT	FY26	PERMANENT ADDITIONS TO PARK PROPERTY SPACE (RESTROOMS, PAVILLION)	TBD	TBD	TBD - DEVELOPMENT OF PUBLIC PROPERTY ADDITIONS (RESTROOMS & PAVILLION FOR PARK PROPERTY)	50.00%	APPLICATION PERIOD IS OPEN AND DEADLINE IS MAY 21, 2026; RECEIVED BOA APPROVAL 3/10/26 TO APPLY.	NONE TO DATE	NONE TO DATE
14	PARKS/ PUBLIC WORKS	BCBS PRIVATE GRANT, PARK DEVELOPMENT	FY26	PARK DEVELOPMENT (PRIMARY), PLAYGROUND EQUIPMENT, ETC.	TBD	TBD	TBD - PARK DEVELOPMENT (PRIMARY), PLAYGROUND EQUIPMENT, ETC.	NONE	APPLICATION PERIOD IS OPEN AND DEADLINE IS APRIL 30, 2026; REQUESTING BOA APPROVAL 4/14/26 TO APPLY.	NONE TO DATE	NONE TO DATE

From: Katelynn Wallace
Cc: Mississippi Outdoor Stewardship Trust Fund
Subject: MOSTF Project Start Date Reminder
Date: Friday, April 10, 2026 2:02:48 PM
Attachments: image001.png

Dear MOSTF Grantee,

This is a follow-up to your recently issued Memorandum of Understanding (MOU) and Notice to Proceed. Please be reminded that your project start date is **today, April 10, 2026**. You may now begin work on your MOSTF-funded project in accordance with your approved scope and award terms.

For your convenience, we are including a brief reminder of key requirements:

Project Dates

- Start Date: April 10, 2026
- Expiration Date: April 10, 2028

Reimbursement Requests

- May be submitted monthly
- Must include completed RR form, invoices, and proof of payment
- Submit organized PDFs (one RR form PDF and one supporting documentation PDF preferred)
- The MOSTF Board meets on the **second Monday of each month**
- To be considered for a board meeting, reimbursement requests must be received by the **Monday prior to the board meeting date**
- Processing is subject to board approval, with payments typically issued 5–10 days after approval

Quarterly Reports

- First report due within 15 days of June 30, 2026
- Required regardless of project activity or progress

Resources

All forms and guidance are available under "Grantee Resources" at:
https://www.dfa.ms.gov/most

Please retain your project number referenced in your Notice to Proceed, as it will be required for all correspondence, reimbursement requests, and reporting.

If you have any questions, please contact us at ms-outdoor-steward-trust@dfa.ms.gov.

We look forward to supporting your project and the positive impact it will bring to Mississippi's outdoor resources and conservation efforts.

Sincerely,



MS Outdoor Stewardship Trust Fund
501 N. West St.
Jackson, MS 39201
ms-outdoor-steward-trust@dfa.ms.gov

From: Lindsay Kellum
To: Chris Buckner; Amber Trotter
Cc: Scott Maugh; Walter Morrison; Tim Youngblood (youngbld@planning-consultants.com)
Subject: FW: 2025 MOSTF Award – Executed MOU and Notice to Proceed
Date: Tuesday, March 10, 2026 11:25:00 AM
Attachments: image001.png
BB.007-097 Gluckstadt Community Park MOU Executed.pdf
BB.007-097 NTP Letter 2025.pdf
Importance: High

We will need to bring the funds in with a budget amendment and request the set-up of a separate bank account /transfer of our match at the April regular meeting before any of these funds can be encumbered please.

Thank you.

LINDSAY LEONARD KELLUM, CMC
City Clerk, City of Gluckstadt
P.O. Box 2210
Madison, MS 39130
(769) 567-2306
Lindsay.Kellum@gluckstadt.net

From: Mississippi Outdoor Stewardship Trust Fund <MS-Outdoor-Steward-Trust@dfa.ms.gov>
Sent: Tuesday, March 10, 2026 11:18 AM
To: Chris Buckner <chris.buckner@gluckstadt.net>; Amber Trotter <Amber.Trotter@gluckstadt.net>; Lindsay Kellum <lindsay.kellum@gluckstadt.net>
Subject: 2025 MOSTF Award – Executed MOU and Notice to Proceed
Importance: High

Dear MOSTF Grantee
Attached you will find your fully executed Memorandum of Understanding (MOU) and your official Notice to Proceed letter for your 2025 Mississippi Outdoor Stewardship Trust Fund (MOSTF) award.
Please note the following important information:

- **Project Start Date: April 10, 2026**
- **Project Expiration Date: April 10, 2028**

- **Reimbursement Requests:**
  MOSTF reimbursement requests may be submitted monthly. Following approval by the MOSTF Board, electronic reimbursement payments can be expected within 5–10 days.

    - The MOSTF Board typically meets on the second Monday of each month.
    - To be considered at a meeting, reimbursement requests must be received at least one week prior to the meeting date.
    - Reimbursement Requests and Match Expense Confirmations require copies of invoices and proof of payment.
    - Please submit your Reimbursement Request (RR) with minimal PDF files. We prefer a completely filled out RR Form in one PDF and one PDF file that includes all invoices with proof of payments in order as listed on the RR Form. Unorganized RRs will be requested for resubmission.

- **Quarterly Reports:**
  Your first quarterly report will be due within 15 days of June 30, 2026.
  Quarterly reports are required regardless of activity or progress on your project.
- **Resources:**
  The following resources are available on the MOSTF website under “Grantee Resources”:

    - MOSTF Program Manual
    - Reimbursement Request Form (Submission instructions at bottom of the form)
    - Quarterly Report Form
      Access them here: https://www.dfa.ms.gov/most

Please note: You will need to log in using your application account credentials to complete your quarterly reports.

We encourage you to **review the Program Manual thoroughly** before beginning your project.

Your project number, which is referenced in the Notice to Proceed letter, will be required throughout the life of your grant—please keep it readily available for all future correspondence and documentation.

For all communications related to your grant, please email us at ms-outdoor-steward-trust@dfa.ms.gov. We look forward to working with you to expand conservation efforts, improve outdoor recreation, and enhance the natural resources of our great state.



MS Outdoor Stewardship Trust Fund
501 N. West St.
Jackson, MS 39201
ms-outdoor-steward-trust@dfa.ms.gov

Mississippi Outdoor Stewardship Trust Fund

City of Gluckstadt
Attention: Chris Buckner
343 Distribution Dr
Gluckstadt MS 39046
Phone: 769-567-1758
Email: chris.buckner@gluckstadt.net

Ricky Flynt
Executive Director
501 N. West St.
Suite 1301
Jackson, MS 39201
(601) 359-2526
ms-outdoor-steward-trust@dfa.ms.gov

March 10, 2026

Dear City of Gluckstadt,

Congratulations. This letter is to inform you that the Memorandum of Understanding between your entity and the Mississippi Outdoor Stewardship Trust Fund (MOSTF) Board of Trustees for the project titled, **Gluckstadt Community Park,** has been signed by both parties and are approved to proceed effective April 10, 2026. **Your MOSTF Project Number is BB.007-097**.

MOSTF reimbursement requests may be accepted monthly. Following approval of the MOSTF Board, electronic reimbursement payments can be expected within 10-15 days. MOSTF Board Meetings typically occur on the 2nd Monday of the month, and Reimbursement Requests must be received one week prior to be included on the meeting agenda. The first Quarterly Report will be due within 15 days of June 30, 2026. Quarterly Reports are due regardless of activity or progress.

The MOSTF Program Manual, MOSTF Reimbursement Form, and the MOSTF Quarterly Reports are available from the MOSTF website under Grantee Resources https://www.dfa.ms.gov/most. The Quarterly Report will require you to login using your application account credentials. Please take time to become familiar with the Program Manual prior to beginning your project.

We look forward to cooperating with you to expand conservations efforts, improve outdoor recreation, and enhance the natural resources of our great state.

Project Start Date: April 10, 2026 **Project Expiration Date: April 10, 2028**

Sincerely,



Ricky Flynt, Executive Director

MISSISSIPPI OUTDOOR STEWARDSHIP TRUST

From: Mississippi Outdoor Stewardship Trust Fund
To: Chris Buckner; Amber Trotter; Lindsay Kellum
Subject: 2025 MOSTF Award – Executed MOU and Notice to Proceed
Date: Tuesday, March 10, 2026 11:20:33 AM
Attachments: image001.png
BB.007-097 Gluckstadt Community Park MOU Executed.pdf
BB.007-097 NTP Letter 2025.pdf
Importance: High

Dear MOSTF Grantee

Attached you will find your fully executed Memorandum of Understanding (MOU) and your official Notice to Proceed letter for your 2025 Mississippi Outdoor Stewardship Trust Fund (MOSTF) award.

Please note the following important information:

- **Project Start Date: April 10, 2026**
- **Project Expiration Date: April 10, 2028**
- **Reimbursement Requests:**
  MOSTF reimbursement requests may be submitted monthly. Following approval by the MOSTF Board, electronic reimbursement payments can be expected within 5–10 days.
    - The MOSTF Board typically meets on the second Monday of each month.
    - To be considered at a meeting, reimbursement requests must be received at least one week prior to the meeting date.
    - Reimbursement Requests and Match Expense Confirmations require copies of invoices and proof of payment.
    - Please submit your Reimbursement Request (RR) with minimal PDF files. We prefer a completely filled out RR Form in one PDF and one PDF file that includes all invoices with proof of payments in order as listed on the RR Form. Unorganized RRs will be requested for resubmission.
- **Quarterly Reports:**
  Your first quarterly report will be due within 15 days of June 30, 2026.
  Quarterly reports are required regardless of activity or progress on your project.
- **Resources:**
  The following resources are available on the MOSTF website under “Grantee Resources”:
    - MOSTF Program Manual
    - Reimbursement Request Form (Submission instructions at bottom of the form)
    - Quarterly Report Form

Access them here: https://www.dfa.ms.gov/most

Please note: You will need to log in using your application account credentials to complete your quarterly reports.

We encourage you to **review the Program Manual thoroughly** before beginning your project.

Your project number, which is referenced in the Notice to Proceed letter, will be required throughout the life of your grant—please keep it readily available for all future correspondence and documentation.

For all communications related to your grant, please email us at ms-outdoor-steward-trust@dfa.ms.gov. We look forward to working with you to expand conservation efforts, improve outdoor recreation, and enhance the natural resources of our great state.

MS Outdoor Stewardship Trust Fund
501 N. West St.
Jackson, MS 39201
ms-outdoor-steward-trust@dfa.ms.gov

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter the "MOU") is entered into between the Mississippi Outdoor Stewardship Board of Trustees (hereinafter the "Board") and the City of Gluckstadt (hereinafter "Entity") (collectively, the "parties") for the purpose of establishing the agreed upon conditions under which the Board may disburse funds to assist the Entity in paying costs associated with the local (project) Gluckstadt Community Park (hereinafter the "Project") specified in Miss. Code Ann. Section 49-39-7 (hereinafter the "Act"). The Project is described in the application provided to the Board August-September 2025 and is incorporated herein by reference. This MOU is entered into in accordance with Miss. Code Ann. Section 27-104-351, also known as the Line-Item Appropriation Transparency Act, and pursuant to, and subject to the terms of the Act, which authorizes an amount not to exceed ($1,527,592.50) (hereinafter the "Project Funds"), for the Project. The Entity agrees to provide a minimum matching funds contribution in the amount of ($169,732.50) toward the Project. **(IT IS YOUR RESPONSIBILITY TO SPEND THE FUNDS RECEIVED FROM THE STATE IN ACCORDANCE WITH THE ACT AS WELL AS ALL STATE AND FEDERAL LAWS AND REGULATIONS.)**

RECITALS

WHEREAS, The Board is a state agency that acts as Mississippi Outdoor Stewardship Trust Fund with a principal place of business at 501 N. West St., Suite 1301, Jackson, MS 39201.

WHEREAS, the Entity is a state agency, or governmental entity with a principal place of business at **343 Distribution Dr Gluckstadt MS 39046**

WHEREAS, Miss. Code Ann. Section 49-39-7, authorized expenditures from the Mississippi Outdoor Stewardship Trust Fund for certain projects.

WHEREAS, pursuant to Miss. Code Ann. Section 49-39-7, the Legislature has appropriated funds to the entity to pay the costs of the Project.

WHEREAS, the Act authorizes the Board to disburse monies in the Mississippi Outdoor Stewardship Trust Fund to pay the costs of the Project.

WHEREAS, the Board finds that it is in the best interest of the Board and the Entity that the funds on deposit in the Mississippi Outdoor Stewardship Trust Fund for the Entity should be disbursed to the Entity and that the Entity shall directly administer the expenditure of such funds for the Project.

NOW THEREFORE, IT IS MUTALLY AGREED BY THE BOARD AND ADMINISTRATION AND THE ENTITY AS FOLLOWS:

Section 1. The Entity agrees to maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein by reference.

Section 2. The Entity agrees to abide by the Mississippi Outdoor Stewardship Program Manual and is incorporated herein by reference.

Section 3. The Entity shall obtain or require contractor to obtain a builder's risk insurance policy at the time any construction begins. The insurance must cover potential losses after initiation, but before completion, of the construction or modernization caused by theft, fire, vandalism, and other types of accidental loss or damage to the project. The Board may waive this requirement if the Entity shows that it is effectively self-insured against the risks involved. The term "effectively self-insured" shall mean that the recipient has sufficient funds to pay for any damage, including total replacement, if necessary, or to satisfy any claims against the project.

Section 4. The Board shall retain ten percent (10%) of each reimbursement request and retain five percent (5%) of each reimbursement request upon fifty percent (50%) completion of the project. Upon the completion of the project and all required documentation has been submitted and approved by the Board, the retainage amount shall be released to the Entity after a final audit is conducted.

Section 5. The Entity agrees that the Board shall reimburse the Entity once project expenses have been incurred and paid for by the Entity, proper itemized expenditure documentation has been submitted to the Board, and the Board has approved the requested reimbursement up to the amount in this agreement. Proper documentation includes all invoices, receipts and associated with the reported expenditures. Reimbursement requests shall be provided within thirty (30) days of each calendar end of the month.

Section 6. The Entity agrees expenses directly related to the project scope but incurred prior to this agreement are not reimbursable. Appraisals, project planning, and environmental compliance review expenses may be counted as match only if incurred within eighteen (18) months of this agreement.

Section 7. The Entity agrees that any incidental costs or items not directly associated and essential for the completion and execution of a project shall be ineligible for reimbursement or match. Entity should refer to federal regulations on cost principles to assist in determining allowable costs appropriate for the project.

Section 8. The Entity agrees that the value of donations and third-party contributions provided at no cost cannot be reimbursed and to be counted towards a project's match, the Entity shall provide an invoice and a letter from the organization acknowledging the donation and its fair market value.

Section 9. The Entity agrees that labor donations shall be valued at an hourly rate of pay to be calculated using the Mississippi Median Hourly Wage standards for the most

comparable occupation identified on the U.S. Bureau of Labor Statistics site, found at https://www.bls.gov/oes/current/oes_ms.htm, excluding taxes, benefits, and overtime.

Section 10. The Entity agrees to expend the funds within twenty-four (24) months from the date of this agreement. The Project shall begin on April 10, 2026, and end on April 9, 2028, unless otherwise amended in writing by the Board.

Section 11. The Entity agrees that if any proceeds from the Project Funds are remaining at the completion of the Project, the Entity will immediately notify and consult with the Board regarding the disposition of the funds and said funds shall be directed in accordance with the Act.

Section 12. The Entity agrees that the Entity may request project term extensions if the project is expected to exceed the 24-month deadline. Extensions must be requested within a reasonable time before the expiration of the original 24-month deadline. At a minimum, extension requests must inform the Board of the current status of the project, current expenditures, anticipated completion date, and reason for the delay. The Board, at its discretion, may request any additional information necessary to make its determination. Extensions are limited to no more than six (6) month increments and subject to approval by the Board. If approved, the Entity shall sign a Project Agreement Amendment. If disapproved, and this agreement cannot be fulfilled, the Board may deobligate in part or in whole the funds appropriated in this agreement.

Section 13. The Entity agrees to provide quarterly reports to the Board which provide an update on the status of the Project including future expenditure of the funds. The quarterly reports must be provided on a form designated by the Board and must include all requested information. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The Entity shall also provide to the Board a final report no more than thirty (30) days after final expenditure of funds, summarizing the expenditures and use of the Project Funds upon completion of the Project. All invoices that have not previously been submitted shall be submitted upon completion of the Project.

Section 14. The Board, pursuant to the Act, shall disburse the Project Funds from the Mississippi Outdoor Stewardship Trust Fund upon written request of the Entity to reimburse the costs associated with the Project.

Section 15. The Entity certifies and agrees to make every effort to expend all funds received from the Mississippi Outdoor Stewardship Trust Fund within twenty-four (24) months from the date of this agreement and solely for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU. Failure of the Entity to adhere to any provision within this MOU may result in immediate action by the State to recover project funds.

Section 16. The Entity agrees to execute any procurements utilizing the funding in a commercially reasonable manner. Failure to adhere may cause the Board to withhold

all sums for the Project and/or seek recovery of the same. Further, the Entity agrees to maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein.

Section 17. The Entity agrees to maintain copies of all invoices, bank statements, and similar documentation for each expenditure of all funds received from the Mississippi Outdoor Stewardship Trust Fund sufficient to satisfy and confirm, to Board satisfaction, that such funds have been expended solely for the costs of the project as authorized and provided by the Act.

Section 18. The Entity agrees that Project Funds shall be expended in accordance with all State and Federal laws and regulations, and that failure to do so may cause the Board to withhold funds for the Project or seek recovery of same.

Section 19. Any notice from one party to the other under this Agreement shall be in writing and may be either personally delivered, emailed, or sent by registered or certified mail in the United States Postal Service, Return Receipt Requested, postage prepaid, addressed to each party at the addresses which follow, or to such other addresses provided for in this Agreement, or as the Parties may hereinafter designate in writing. Any such notice shall be deemed to have been given as of the date transmitted.

City of Gluckstadt
Attention: Chris Buckner
343 Distribution Dr
Gluckstadt MS 39046
Phone: 769-567-1758
Email: chris.buckner@gluckstadt.net

Mississippi Outdoor Stewardship Trust Fund
Attention: Ricky Flynt, Executive Director
501 N. West St., Suite 1301
Jackson, MS 39201
Ph. (601) 359-2526
Ricky.Flynt@dfa.ms.gov

Section 20. This MOU may be amended or modified only by written agreement signed by both parties.

Section 21. The Board has authority to hear, oversee, and resolve any disputes that may arise in carrying out the duties of the parties under this MOU. The Parties agree to undertake a good faith attempt to resolve any such disputes before seeking Board resolution.

Section 22. If any term or provision of this MOU is prohibited by the laws of the State of Mississippi or declared void by a court of competent jurisdiction, the remainder

of this MOU shall not be affected thereby and each term and provision of this MOU shall be valid and enforceable.

Section 23. Each party shall be responsible for all claims, demands, liabilities, suits, damages, costs, and expenses of every kind, including court costs and attorney's fees, arising out of this MOU and caused by the party's own principals, agents, employees, contractors, or subcontractors while performing under this MOU. Further, the parties do not assume liability for any actions or omissions of each other's agents, representatives, employees, contractors, subcontractors, or providers.

Section 24. The Entity's tort liability, as political subdivision of the State of Mississippi, is determined and controlled in accordance with Mississippi Code Annotated § 11-46-1 *et seq.*, including all defenses and exceptions contained therein. Board's liability, as a political subdivision of the State of Mississippi, is determined and controlled in accordance with Mississippi Code Annotated § 11-46-1 *et seq.*, including all defenses and exceptions contained therein. Nothing in this Agreement shall have the effect of changing or altering the liability or of eliminating any defense available to the Entity, Board, or the State under statute.

Section 25. It is understood and agreed that this document constitutes the entire understanding of the parties with respect to the subject matter contained herein and supersedes and replaces all prior negotiations, understandings, and agreements, written or oral, between the parties relating to the subject matter.

Section 26. This MOU, including any exhibits, attachments, and appendices, is subject to the "Mississippi Public Records Act of 1983," and its exceptions. See Miss. Code Ann. § 25-61-1, *et seq.* and Miss. Code Ann. § 79-23-1. In addition, this MOU may be subject to the provisions of the Mississippi Accountability and Transparency Act of 2008. Mississippi Code Annotated §§ 27-104-151 *et seq.*

Section 27. Neither Party shall have the right to assign this MOU to a third party without the prior written consent of the other Party. Any permitted assignee shall assume all obligations of its assignor under this MOU. No assignment shall relieve any party of responsibility for the performance of any obligations that have accrued prior to such assignment.

Section 28. The failure of either Party to insist upon the strict observation or performance of any provision of this MOU or to exercise any right or remedy shall not impair or waive any such right or remedy in the future. Every right and remedy given by this MOU to the Parties may be exercised from time to time as often as appropriate.

Section 29. The Board and the Entity each represent and warrant to the other that the person signing below has all requisite legal power and authority to execute this MOU on behalf of each party and each party shall thereby be bound.

Section 30. This MOU is effective on the date of the final signature to the MOU ("Effective Date of this MOU"). Facsimiles and electronic transmissions of signatures shall constitute acceptable, binding signatures for purpose of this MOU.

Section 31. Entity agrees and understands that it shall not proceed with any action requiring reimbursement, excepting items exempt in the MOSTF Program Manual, until Entity has been issued a Notice to Proceed Letter.

IN WITNESS WHEREOF, the parties have affixed their signatures on the dates indicated below.

MISSISSIPPI OUTDOOR STEWARDSHIP BOARD OF TRUSTEES

By: _____ Date: 3/21/24
David Holman, Chairman

CITY OF GLUCKSTADT

By: Walter Momon Date: 1/13/24
Name, Title

EXHIBIT A

The Entity shall maintain on file for Board review, the following items in relation to the Project:

1. A copy of the Program of Work for the Project.
2. A copy of any and all construction documents including contracts.
3. A copy of all contractor pay requests and professional pay requests and approval of payment for said services.
4. All invoices.
5. All bank statements.
6. A copy of annual audit reports.
7. All contracts.
8. Any audits.
9. Any and all other documentation which may be required to document, to the Board satisfaction, that the Project funds are expended solely for the costs of the Project as set forth in the Act and upon the terms and provisions of this MOU.

CITY OF GLUCKSTADT

MISSISSIPPI

PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Chris Buckner, Public Works Director

DATE: 4/7/2026

SUBJECT: Request for Approval, Apply for Blue Cross Blue Shield Grant

Public Works requests approval from the Mayor and Board of Aldermen to apply for the BCBS grant in support of the development of Gluckstadt Community Park.

The proposed project scope includes:

- Fenced Playground with Splashpad
- Outdoor Fitness & Stretch Stations
- Concrete Sidewalk & Walking Paths

This project directly addresses one of the community's top-identified needs by providing safe, accessible outdoor recreation and a central space for community gatherings.

If you have any questions or concerns, please contact me.

From: RD & Ashley
To: Lindsay Kellum
Subject: Documentary Outline
Date: Friday, April 3, 2026 2:46:25 PM
Attachments: Gluckstadt Doc.pdf

Hey Lindsay!

We have finished our initial research and the history book- it was immensely helpful! We created a rough outline/zoomed-out version of how we are envisioning the edit of the video. It will probably change somewhat throughout the process, but this will be our starting point. Let us know your thoughts! We plan to begin filming this month - probably starting with Kerry. I will reach out to him next week.

Also, let us know the best way to handle the grant payouts as we progress.

Thank you and Happy Easter!!
-RD & Ashley



GLUCKSTADT DOC

OUTLINE

Intro

1

HISTORY 1

- Intro to land/families
- Diverse people groups/churches
- From the Choctaw Nation to Calhoun Station

2

PRESENT 1

- Planning Germanfest
- Current everyday life

3

HISTORY 2

- Dairy farms
- Highland Colony Company
- The Founding of the German Colony and Early Hardships

4

PRESENT 2

- Departments, Police,etc.
- Businesses

5

HISTORY 3

- Churches cont'd
- Gluckstadt school
- Modern Transition and Industrialization

6

PRESENT 3

- Official Incorporation
- Germanfest

Outro

connecting themes of hardworking, resourcefulness & resiliency of people

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Consideration of Site Plan-26-001-Taco Bell 1021 Gluckstadt Rd

Pacific Bell is requesting site plan approval for their new Taco Bell restaurant at 1021 Gluckstadt Rd. This lot is zoned C-2 and is a first permitted use. They are proposing a 2,241 SF drive-thru fast-food restaurant. They plan to share a driveway with Take 5. They have the appropriate parking spaces, 26' wide drives, more than 5 queuing spots for the drive-thru and appropriate drainage for this project. Their setbacks are correct including 20' setback in the SW corner where they abut Red Oak Subdivision. They have included a privacy fence with additional landscape screening in this SW corner. Their overall landscaping plan is more than sufficient. They have also included a photometric plan detailing where their exterior lighting will be focused away from the two residential yards it abuts.

The applicant has satisfied all the requirements for site plan and has responded quickly to all of our requests. It was presented to the ARC and PNZ boards for review. ARC tabled this submission until an exterior revision could be made. Applicants have since revised their exterior, removing the purple banding and going all brick. Site plan was presented to the PNZ Board along with the revised exteriors. The PNZ denied the recommendation of approval over concerns with the proximity to residential area, compatibility with the abutting neighborhood, and no existing turn lane on Gluckstadt Rd which would add to traffic congestion. If approved, we recommend exterior material and color scheme should be brought back through the ARC Board for their approval of the exterior.

City of Gluckstadt

Application for Site Plan & Architectural Review

Subject Property Address: TBD - Site Address Currently is 1029 Gluckstadt Rd.

Parcel #: West side of 082I-29 -010/22.00

Owner: RPM Realty, LLC.
Attn: Matthew J. Smith, Manager

Address: 114 Layfair Drive, Suite D
Flowood, MS 39232

Phone #:

E-Mail: [redacted]

Applicant: Albert Palacios - Pacific Bells LLC

Address: 111 W. 39th Street
Vancouver, WA 98660

Phone #: [redacted]

E-Mail: [redacted]

Current Zoning District: C-2

Acreage of Property (If applicable): 0.647 acres

Use sought of Property: Quick Serve Restaurant with Drive Thru

---

20260028 Permit #
26-001 Project #

Requirements of Applicant:

1. Overview letter briefly describing the intent of the project
2. Copy of written legal description
3. Site Plan as required in Sections 807-810 of City of Gluckstadt Zoning Ordinance
4. Architectural Design Standards as stated in Ordinance #2025-01
5. Color Rendering & Elevations at time of submittal
6. Color samples and/or color identification codes

Requirements for Site Plan Submittal (Refer to Section 807, Gluckstadt Zoning Ordinance)

One (1) hard copy and One (1) digital copy of the site plan shall be prepared and submitted to the Zoning Administrator.

Site Plan Specifications (Section 809, Zoning Ordinance, ARC Ordinance #2025-01, & Landscape Ordinance #2025-04)

A. Lot Lines (property lines)
B. Zoning of the adjacent lots
C. The names of owners of adjacent lots
D. Rights of way existing and proposed streets, including streets shown on the adopted Throughfares plan
E. Access ways, curb cuts, driveways, and parking, including number of parking spaces to be provided
F. All existing and proposed easements
G. All existing and proposed water and sewer lines. Also, the location of all existing and proposed fire hydrants. City of Gluckstadt does not provide Water and Sewer. Please contact local water/sewer authorities for specific requirements and taps.
H. Drainage plan showing existing and proposed storm drainage facilities. The drainage plan shall indicate adjacent off-site drainage courses and projected storm water flow rates from off-site and on-site sources.

I. Contours at vertical intervals of five (5) feet or less
J. Floodplain designation, according to FEMA Maps
K. Landscaped areas and planting screens (Ordinance #2023-06)
L. Building lines and the locations of all structures, existing and proposed
M. Proposed uses of the land and buildings, if known
N. Open space and recreation areas where required
O. Area in square feet, and/or square acres of parcel
P. Proposed gross lot coverage in square feet
Q. Number and type of dwelling units where proposed
R. Location of sign structures and drawings (Section 701)
S. Location of garbage dumpster and enclosure (Section 406.06)
T. Any other data necessary to allow for a thorough evaluation of the proposed use, including a traffic study

Applicant shall be present at the monthly meetings of the Planning and Zoning Commission and Architectural Review Committee when site plan is on the agenda for consideration; additionally, applicant shall be present at the Mayor and Board of Alderman meeting when the site plan is on the agenda for final approval.

Applicant is responsible for complying with all applicable requirements of the Gluckstadt Zoning Ordinance and the Architectural Design Standards Ordinance.

Site Plans shall be submitted by 5:00 pm on the 1st day of the month, immediately preceding the next regular meeting of the Planning and Zoning Commission and Architectural Review Committee. No Exceptions.

Once submitted to the Planning & Zoning Administrator for approval to add to the Planning and Zoning Commission's and Architectural Review Committee's agenda, no amendments or changes shall be made to the site plan. If you wish to submit changes, you will be required to resubmit by the 1st of the following month for the next monthly meeting of the Planning and Zoning Commission and Architectural Review Committee.

Attestation: ***By signing this application, the applicant agrees to all the terms and conditions laid out in this document. Approval of the site plan is subject to Board approval.***

_____ 2.25.2026

Applicant Signature **Date**

CITY OF GLUCKSTADT BUILDING DEPARTMENT

OFFICE USE ONLY

Date Received: 2/27/2026

Application Complete & Approved to Submit to P&Z Board (please check):

Yes ✓ No_____

Signature: _____

Planning & Zoning Administrator (or Authorized Representative)

343 Distribution Drive
Gluckstadt MS 39110

Receipt Number: R00011656
Cashier Name: BRIDGE
Terminal Number: 24
Receipt Date: 2/27/2026 12:32:09 PM

ALBERT PALACIOS - PACIFIC
C/O EXCEL ENGINEERING, INC
100 CAMELOT DR
FOND DU LAC, WI 54935-8030

Trans Code: 400.00 - Permit Payments **Account: 2026028 ALBERT PALACIOS - PACIFIC** **$100.00**

2026028 100.00CR

Total Balance Due: **$100.00**

Payment Method: Check Payor: ALBERT PALACIOS - PACIFIC Reference: 101414 Amount: $100.00

Total Payment Received: **$100.00**

Change: **$0.00**

CHICAGO TITLE INSURANCE COMPANY

EXHIBIT A
LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF MADISON, STATE OF MISSISSIPPI, AND IS DESCRIBED AS FOLLOWS

A parcel of land being situated in the Northeast ¼ of Section 29, Township 8 North, Range 2 East, City of Gluckstadt, Madison County, Mississippi, and being more particularly described by metes and bounds as follows, to wit:

Commence at the southwest corner of Lot 1 of Gluckstadt Office Park, a subdivision, the map or plat of which is recorded in Plat Cabinet E at Slide 103A in the Chancery Records of Madison County at Canton, Mississippi and run thence North 00° 07' 27 West for a distance of 237.32 feet along the western line of the said Lot 1 of Gluckstadt Office Park to the southern right of way line of Gluckstadt Road; thence South 89° 52' 10" West for a distance of 333.54 feet along the said southern right of way line to a 5/8" iron pin found; thence continue South 89° 52' 10" West for a distance of 321.49 feet along the said southern right of way line to a 5/8" iron pin found; thence North 86° 26' 09" West for a distance of 78.71 feet along the said southern right of way line to a 5/8" iron pin found on the western property line of that certain parcel of land as describe din Book 4221 at Page 98, also being the eastern property line of that certain parcel of land as described in Book 3143 at Page 522, both in the Chancery Records of Madison County at Canton, Mississippi; thence leave said southern right of way line of Gluckstadt Road and run South 00° 28' 51" East for a distance of 230.72 feet along the said eastern and western property line to a 5/8" iron pin set at the southeast property corner of that said certain parcel of land as described in Book 3143 at Page 522; thence South 89° 48' 50" West for a distance of 122.93 feet along the southern property line of that said certain parcel of land as described in Book 3143 at Page 522 to a 5/8" iron pin set which marks the POINT OF BEGINNING for the parcel herein described; thence North 00° 11' 14 West for a distance of 239.99 feet to a 5/8" iron pin set on the northern property line of that certain parcel of land as described in Book 3143 at Page 522, also being on the southern right of way line of Gluckstadt Road; thence South 89° 48' 50" West for a distance of 118.30 feet along the southern right of way line to a 5/8" iron pin set at the northwest property corner of that said certain parcel of land as described in Book 3143 at Page 522; thence leave said southern right of way line of Gluckstadt Road and run South 00° 38' 24" East for a distance of 187.33 feet along the western property line of that said certain parcel of land in Book 3143 at Page 522 to a ½" iron pin found; thence South 00° 05' 09" West for a distance of 52.67 feet along the said western property line to a 5/8" iron pin set at the southwest corner thereof; thence North 89° 48' 50" East for a distance of 117.07 feet along the said southern property line of that certain parcel of land as described in Book 3143 at Page 522 to the POINT OF BEGINNING, containing 0.6469 acres (28,181 square feet, more or less.

The reference meridian for the above description is based on monuments found in Book 2807 at Page 381.

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PD.60191074.1

EXCEL

February 26, 2026

Project Narrative

Project: Taco Bell
Current Address: 1021 Gluckstadt Road
Gluckstadt, MS 39110

Pacific Bells LLC is requesting site plan review and approval for a new Taco Bell quick-serve restaurant with a drive-thru located at 1021 Gluckstadt Road (PIN: 0821-29-010/22.001803) in the City of Gluckstadt. The existing parcel is 1.32 acres and the proposed Taco Bell development is 0.647 acres on the west side of the existing vacant parcel. The property is zoned C-2 Highway Commercial District, and the proposed use is permitted.

The proposed Taco Bell will be single-story with a building footprint of 2,241 square feet with a single drive-thru lane around the east side of the building. The ordering station for the drive-thru will be on the south end of the site, and vehicle flow for the drive-thru will be counterclockwise around the building. Vehicle parking for dine-in or pick-up orders will be on the north and east sides of the building with additional stall on the south side of the site. A waste enclosure is proposed on the southwest side of the site.

Access to the site is from Gluckstadt Road off the existing access installed by Take 5. Proposed parking includes 16 spaces (including 1 handicap accessible stalls). Exterior materials are represented in the attached color elevations and waste enclosure detail. The building and site will blend in with and enhance the character of the area. The property will be transformed into a commercial development that is aesthetically pleasing with high-quality exterior materials on the building along with landscaping designed to ensure species resiliency and complimentary style. Site lighting will be provided in a fashion that provides appropriate foot candles for safety with cut-off fixtures for minimal light trespass and directed inward toward the development. To buffer the residential area to the southwest, a 6-foot-tall solid fence is proposed on the southwest corner of the lot along with landscaping on the site side of the fence that will grow taller than the fence to help buffer the development.

Building signage is proposed approximately as illustrated in the attached elevations. A monument sign is also proposed, as shown on the site plan. Official sign submittals for permitting will be provided by others.

The site will follow existing drainage patterns and generally discharge to the northwest side of the site. Site disturbance will remain under one (1) acre and an NPDES permit will not be required. Sanitary and water utilities will connect to the existing mains along the north side of the parcel.

NEW BUILDING FOR:
PACIFIC BELLS LLC
MADISON, MISSISSIPPI

PROJECT INFORMATION

FLOOD INFORMATION

SOURCE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) WWW.MC FEMA GOV
DETERMINATION METHOD GRAPHICAL PLOTTING ONLY
MAP NUMBER 28089C0415G
EFFECTIVE DATE 01/17/2025

ZONE "X" MINIMAL RISK AREAS DETERMINED TO BE OUTSIDE THE 0 2% ANNUAL CHANCE FLOODPLAIN

Mississippi 811

TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN MISSISSIPPI

CALL MISSISSIPPI 811
1–800–227–6477

MISSISSIPPI LAW REQUIRES MINIMUM OF TWO (2) BUT NO MORE THAN TEN (10) WORKING DAYS ADVANCE NOTICE BEFORE YOU EXCAVATE

LEGAL DESCRIPTION
(AS DESCRIBED IN THE TITLE COMMITMENT)

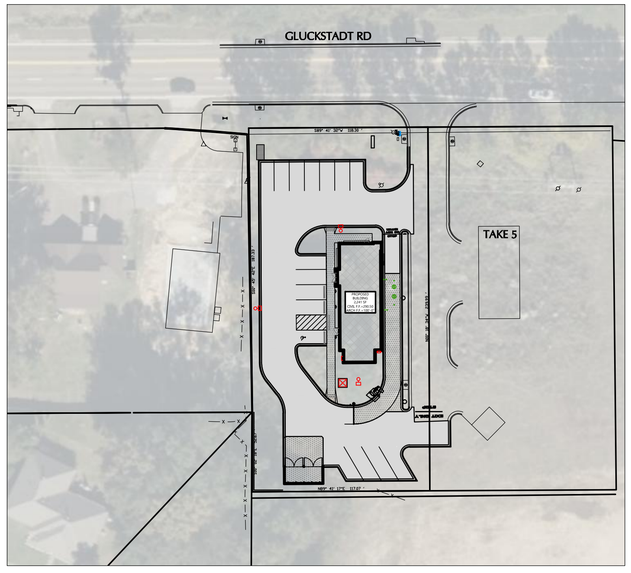
THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF MADISON, STATE OF MISSISSIPPI, AND IS DESCRIBED AS FOLLOWS:

FOR INFORMATION ONLY:

A PARCEL OF LAND BEING SITUATED IN THE NORTHEAST 1/4 OF SECTION 29, TOWNSHIP 8 NORTH, RANGE 2 EAST, CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, TO WIT

COMMENCE AT THE SOUTHWEST CORNER OF LOT 1 OF GLUCKSTADT OFFICE PARK, A SUBDIVISION, THE MAP OR PLAT OF WHICH IS RECORDED IN PLAT CABINET E AT SLIDE 103A IN THE CHANCERY RECORDS OF MADISON COUNTY AT CANTON, MISSISSIPPI AND RUN THENCE NORTH 00° 07' 27" WEST FOR A DISTANCE OF 237.32 FEET ALONG THE WESTERN LINE OF THE SAID LOT 1 OF GLUCKSTADT OFFICE PARK TO THE SOUTHERN RIGHT OF WAY LINE OF GLUCKSTADT ROAD; THENCE SOUTH 89° 52' 10" WEST FOR A DISTANCE OF 333.54 FEET ALONG THE SAID SOUTHERN RIGHT OF WAY LINE TO A 5/8" IRON PIN FOUND, THENCE CONTINUE SOUTH 89° 52' 10" WEST FOR A DISTANCE OF 321.49 FEET ALONG THE SAID SOUTHERN RIGHT OF WAY LINE TO A 5/8" IRON PIN FOUND, THENCE NORTH 88° 26' 09" WEST FOR A DISTANCE OF 78.71 FEET ALONG THE SAID SOUTHERN RIGHT OF WAY LINE TO A 5/8" IRON PIN FOUND ON THE WESTERN PROPERTY LINE OF THAT CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 4221 AT PAGE 98, ALSO BEING THE EASTERN PROPERTY LINE OF THAT CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 3143 AT PAGE 522, BOTH IN THE CHANCERY RECORDS OF MADISON COUNTY AT CANTON, MISSISSIPPI, THENCE LEAVE SAID SOUTHERN RIGHT OF WAY LINE OF GLUCKSTADT ROAD AND RUN SOUTH 00° 28' 51" EAST FOR A DISTANCE OF 230.72 FEET ALONG THE SAID EASTERN AND WESTERN PROPERTY LINE TO A 5/8" IRON PIN SET AT THE SOUTHEAST PROPERTY CORNER OF THAT SAID CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 3143 AT PAGE 522, THENCE SOUTH 89° 48' 50" WEST FOR A DISTANCE OF 122.93 FEET ALONG THE SOUTHERN PROPERTY LINE OF THAT SAID CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 3143 AT PAGE 522 TO A 5/8" IRON PIN SET WHICH MARKS THE POINT OF BEGINNING FOR THE PARCEL HEREIN DESCRIBED, THENCE NORTH 00° 11' 14" WEST FOR A DISTANCE OF 239.99 FEET TO A 5/8" IRON PIN SET ON THE NORTHERN PROPERTY LINE OF THAT CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 3143 AT PAGE 522, ALSO BEING ON THE SOUTHERN RIGHT OF WAY LINE OF GLUCKSTADT ROAD; THENCE SOUTH 89° 48' 50" WEST FOR A DISTANCE OF 118.30 FEET ALONG THE SAID SOUTHERN RIGHT OF WAY LINE TO A 5/8" IRON PIN SET AT THE NORTHWEST PROPERTY CORNER OF THAT SAID CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 3143 AT PAGE 522; THENCE LEAVE SAID SOUTHERN RIGHT OF WAY LINE OF GLUCKSTADT ROAD AND RUN SOUTH 00° 38' 24" EAST FOR A DISTANCE OF 187.33 FEET ALONG THE WESTERN PROPERTY LINE OF THAT SAID CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 3143 AT PAGE 522 TO A 1/2" IRON PIN FOUND, THENCE SOUTH 00° 05' 09" WEST FOR A DISTANCE OF 52.87 FEET ALONG THE SAID WESTERN PROPERTY LINE TO A 5/8" IRON PIN SET AT THE SOUTHWEST CORNER THEREOF, THENCE NORTH 89° 48' 50" EAST FOR A DISTANCE OF 117.07 FEET ALONG THE SAID SOUTHERN PROPERTY LINE OF THAT CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 3143 AT PAGE 522 TO THE POINT OF BEGINNING, CONTAINING 0.6469 ACRES (28,181 SQUARE FEET), MORE OR LESS

UPON RECEIPT OF A CERTIFIED SURVEY SHOWING THE PREMISES TO BE CONVEYED, SCHEDULE A HEREIN WILL BE REDRAFTED



SITE PLAN OVERVIEW
SCALE: 1" = 50'
50' 0 50' 100'

EXCEL LEGEND

NOTE: ALL SYMBOLS SHOWN MAY NOT APPEAR ON DRAWINGS.

SYM.	IDENTIFICATION	SYM.	IDENTIFICATION
SPOT ELEVATIONS			
	PROPOSED SPOT ELEVATIONS (FLOW LINE OF CURB UNLESS OTHERWISE SPECIFIED)	000.00 TC 000.00 FL	PROPOSED SPOT ELEVATIONS (TOP OF CURB, FLOWLINE OF CURB)
	EXISTING GRADE SPOT ELEVATIONS		
	PROPOSED SPOT ELEVATIONS (REFERENCE R-WALL DETAILS) TOW/BOW = FINISHED SURFACE GRADE AT BACK OF WALL TW/BW = FINISHED SURFACE GRADE AT FRONT OF WALL	000.00 TW 000.00 BW	PROPOSED SPOT ELEVATIONS (TOP OF WALK, BOTTOM OF WALK @ FLOWLINE)
PROPOSED SITE SYMBOLS			
	PROPOSED DRAINAGE FLOW	CO	PROPOSED CLEANOUT
	PROPOSED WATER VALVE IN BOX	DS	PROPOSED DOWNSPOUT
	PROPOSED WELL		PROPOSED APRON END SECTION
	PROPOSED LIGHT POLE		SOIL BORING
	PROPOSED STORM CATCH BASIN - ST CB		CENTER LINE
	PROPOSED STORM FIELD INLET - ST FI		PROPOSED HANDICAP PARKING STALL
	PROPOSED STORM CURB INLET - ST CI		PROPOSED SIGN
PROPOSED LINETYPES			
	PROPOSED PROPERTY LINE		INTERIOR PROPERTY LINE
ST	PROPOSED STORM SEWER AND MANHOLE - ST MH		RAILROAD TRACKS
SA	PROPOSED SANITARY SEWER AND MANHOLE - SAN MH	800	EXISTING GROUND CONTOUR
W	PROPOSED WATER LINE AND HYDRANT	800	PROPOSED GROUND CONTOUR
	PROPOSED CURB AND GUTTER	POL	PROPOSED POLISH SEWER AND MANHOLE
	GRADING/SEEDING LIMITS	P	PROPOSED PROCESS SEWER AND MANHOLE
	RIGHT-OF-WAY LINE	CLW	PROPOSED CLEAR WATER LINE
T	PROPOSED UNDERGROUND TELEPHONE CABLE	G	PROPOSED UNDERGROUND GAS LINE
	PROPOSED GUARD RAIL	E	PROPOSED UNDERGROUND ELECTRIC CABLE
FO	PROPOSED UNDERGROUND FIBER OPTIC LINE		

PROJECT CONTACTS

OWNER INFORMATION:
Pacific Bells, LLC
Albert Palacios
111 W. 39th Street
Vancouver, WA 98660-3303
[redacted]

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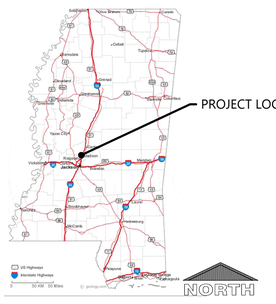
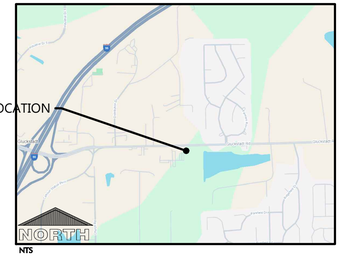
ENTERGY TRANSMISSION LINE CONTACT:
Preston McGowa
[redacted]

LOCATION MAP





NTS

PROJECT NOTES

GENERAL PROJECT NOTES

1. ALL DRIVEWAYS AND CURB CUTS TO BE CONSTRUCTED ACCORDING TO LOCAL ORDINANCES. CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS.
2. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL WORK IN ROW PERMITS.
3. OWNER SHALL REVIEW PROPERTY WITH LAND OWNER AND ENSURE NECESSARY EASEMENTS ARE PROVIDED FOR UTILITIES CROSSING THE PROPERTIES AND CROSS ACCESS
4. **CONTRACTOR MUST BE AWARE OF OVERHEAD ELECTRIC TRANSMISSION LINES THROUGH THE SITE DURING CONSTRUCTION. OPERATIONS SHALL BE COMPLETED IN ACCORDANCE WITH ENTERGY REQUIREMENTS. CONTACT ENTERGY PERSONNEL FOR ANY QUESTIONS.**

SHEET INDEX

SHEETS BELOW INTENDED TO BE PRINTED IN: COLOR. REFER TO DIGITAL FORMAT DRAWINGS IF PRINTED GRAYSCALE TO ENSURE SCOPE CLARITY.

NUMBER	SHEET NAME / DESCRIPTION
C0.1	COVER SHEET
C0.2	SPECIFICATIONS
C1.0	EXISTING SITE AND DEMOLITION PLAN
C1.1	SITE PLAN
C1.2	GRADING AND EROSION CONTROL PLAN
C1.3	UTILITY PLAN
C1.4	LANDSCAPE AND RESTORATION PLAN
C2.0	DETAILS
C2.1	DETAILS
C2.2	DETAILS
C3.1	SITE PHOTOMETRIC PLAN & DETAILS

SURVEY INFORMATION

BEARINGS, DISTANCES AND ELEVATIONS BASED ON THE MISSISSIPPI DEPARTMENT OF TRANSPORTATION GPS RTK NETWORK DERIVED USING THE FOLLOWING NAVD 88, GEOIDE 12B, MISSISSIPPI STATE PLANE COORDINATES (WEST ZONE) HAVING A GROUND TO GRID COMBINED SCALE FACTOR OF AND A CONVERGENCE ANGE OF 0.99994542151757

LEGEND
- FOUND 1/2" REBAR (UNLESS OTHERWISE NOTED)
- SET 1/2" REBAR (UNLESS OTHERWISE NOTED)
- X — WOODEN FENCE AND/OR SILT FENCE
- POWER POLE

SURVEY NOTE
EXISTING CONDITIONS SURVEY WAS COMPLETED BY RICHARD TOLBERT OF TOLBERT SURVEYING, LLC ION FEBRUARY 9TH AND 10TH, 2026. CONTACT RICHARD TOLBERT @ TOLBERT.RICHARD@GMAIL.COM OR 601-750-1669 FOR QUESTIONS ON EXISTING CONDITIONS.

CIVIL COVER SHEET

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION
[redacted]

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL
ERIC DRAZKOWSKI
PROFESSIONAL ENGINEER
30462
STATE OF MISSISSIPPI
03/09/26

SHEET DATES
[redacted]
ISSUED FOR APPROVAL
IFA FEB. 26, 2026

JOB NUMBER
260015100

SHEET NUMBER
C0.1

CIVIL SPECIFICATIONS

DIVISION 31 EARTH WORK

31 10 00 SITE CLEARING (DEMOLITION)

A. CONTRACTOR SHALL CALL MISSISSIPPI 811 AND CONDUCT A PRIVATE UTILITY LOCATE AS REQUIRED TO ENSURE THAT ALL UTILITIES HAVE BEEN LOCATED BEFORE STARTING SITE DEMOLITION. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.
B. DEMOLITION PLAN IS AN OVERVIEW OF DEMOLITION TO TAKE PLACE ON SITE. CONTRACTOR TO FIELD VERIFY EXISTING SITE CONDITIONS PRIOR TO BIDDING. CONTRACTOR SHALL REMOVE, REPLACE, OR DEMOLISH ALL ITEMS AS NEEDED DURING CONSTRUCTION.
C. CONTRACTOR TO PROTECT EXISTING IMPROVEMENTS THAT ARE SCHEDULED TO REMAIN. ANY DAMAGE TO EXISTING FACILITIES SHALL BE REPLACED AT CONTRACTORS EXPENSE.
D. ALL CONCRETE NOTED TO BE REMOVED SHALL BE REMOVED TO THE NEAREST CONTROL JOINT.

31 20 00 EARTH MOVING

A. CONTRACTOR SHALL CALL MISSISSIPPI 811 AND CONDUCT A PRIVATE UTILITY LOCATE AS REQUIRED TO ENSURE THAT ALL UTILITIES HAVE BEEN LOCATED BEFORE STARTING EXCAVATION. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.
B. PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT FOR ALL EXCAVATION, GRADING, FILL AND BACKFILL WORK AS REQUIRED TO COMPLETE THE GENERAL CONSTRUCTION WORK. ALL EXCAVATION AND BACKFILL FOR ELECTRICALS AND MECHANICALS ARE THE RESPONSIBILITY OF THE RESPECTIVE CONTRACTOR UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS.
C. ALL ORGANIC TOPSOIL INSIDE THE BUILDING AREA, UNDER PAVED AREAS, AND AT SITE FILL AREAS SHALL BE REMOVED. PROOF ROLL SUBGRADES BEFORE PLACING FILL WITH HEAVY PNEUMATIC-TIRED EQUIPMENT, SUCH AS A FULLY-LOADED TANDEM AXLE DUMP TRUCK, TO IDENTIFY SOFT POCKETS AND AREAS OF EXCESS YIELDING. CONTRACTOR SHALL VERIFY TOPSOIL DEPTHS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REVIEW AND FOLLOW THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT AND ACCOUNT FOR EXISTING CONDITIONS PRIOR TO SUBMITTING BID FOR THE PROJECT. EXCESS MATERIALS SHALL BE REMOVED FROM THE SITE UNLESS OTHERWISE DIRECTED IN THE PLANS OR BY LOCAL ZONING REQUIREMENTS.
D. PLACE AND COMPACT FILL MATERIAL IN LAYERS TO REQUIRED ELEVATIONS. UNIFORMLY MOISTEN OR AERATE SUBGRADE AND EACH SUBSEQUENT FILL OR BACKFILL LAYER BEFORE COMPACTION AS RECOMMENDED TO ACHIEVE SPECIFIED DRY DENSITY. REMOVE AND REPLACE, OR SCARIFY AND AIR DRY, OTHERWISE SATISFACTORY SOIL MATERIAL THAT IS TOO WET TO COMPACT TO SPECIFIED DRY DENSITY.
E. PLACE BACKFILL AND FILL MATERIALS IN LAYERS NOT MORE THAN 8" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HEAVY COMPACTION EQUIPMENT, AND NOT MORE THAN 4" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HAND-OPERATED TAMPERS.
F. COMPACT THE SOIL TO NOT LESS THAN THE FOLLOWING PERCENTAGES OF MAXIMUM DRY DENSITY ACCORDING TO ASTM D 698, STANDARD PROCTOR TEST. FILL MAY NOT BE PLACED ON FROZEN GROUND AND NO FROZEN MATERIALS MAY BE USED FOR BACK FILL. APPLY THE MORE STRINGENT REQUIREMENTS WHEN COMPARING BETWEEN THE FOLLOWING AND THE GEOTECHNICAL REPORT.
   1. UNDER FOUNDATIONS - SUBGRADE, AND EACH LAYER OF BACKFILL OR FILL MATERIAL, TO NOT LESS THAN 95 PERCENT STANDARD PROCTOR PER GEOTECH.
   2. UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS MORE THAN 3 FEET BELOW THE SLAB - PLACE A DRAINAGE COURSE LAYER OF 3/4" CRUSHED STONE, WITH 5% TO 12% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
   3. UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS WITHIN 3 FEET OF THE SLAB SURFACE - PLACE A DRAINAGE COURSE LAYER OF CLEAN 3/4" CRUSHED STONE, WITH NO MORE THAN 5% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
   4. UNDER EXTERIOR CONCRETE AND ASPHALT PAVEMENTS - COMPACT THE SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
   5. UNDER WALKWAYS - COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
   6. UNDER LAWN OR UNPAVED AREAS - COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL, TO NOT LESS THAN 85 PERCENT.
G. CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO PERFORM FIELD TESTS AND INSPECTIONS. CONTRACTOR SHALL PROVIDE DOCUMENTATION OF PASSING DENSITY TESTING AND PROOF-ROLLING TO ENGINEER UPON COMPLETION. IT IS SUGGESTED THAT THE GEOTECHNICAL FIRM USED TO PERFORM THE SUBSURFACE SOIL INVESTIGATION BE ENGAGED FOR THE FIELD QUALITY CONTROL TESTS. THE GEOTECHNICAL REPORT WAS PERFORMED BY PSI IN FEBRUARY 2026 (PSI PROJECT NO: 0502-2520).
H. ALLOW THE TESTING AGENCY TO TEST AND INSPECT SUBGRADES AND EACH FILL OR BACKFILL LAYER. PROCEED WITH SUBSEQUENT EARTHWORK ONLY AFTER TEST RESULTS FOR PREVIOUSLY COMPLETED WORK COMPLY WITH REQUIREMENTS. PROVIDE ONE TEST FOR EVERY 2000 SQUARE FEET OF PAVED AREA OR BUILDING SLAB, ONE TEST FOR EACH SPREAD FOOTING, AND ONE TEST FOR EVERY 50 LINEAR FEET OF WALL STRIP FOOTING.
I. WHEN THE TESTING AGENCY REPORTS THAT SUBGRADES, FILLS, OR BACKFILLS HAVE NOT ACHIEVED DEGREE OF COMPACTION SPECIFIED, SCARIFY AND MOISTEN OR AERATE, OR REMOVE AND REPLACE SOIL TO DEPTH REQUIRED; RECOMPACT AND RETEST UNTIL SPECIFIED COMPACTION IS OBTAINED.
J. THE BUILDING SITE SHALL BE GRADED TO PROVIDE DRAINAGE AWAY FROM THE BUILDING AS INDICATED ON THE PLANS. SITE EARTHWORK SHALL BE GRADED TO WITHIN 0.10' OF REQUIRED EARTHWORK ELEVATIONS ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE GRADING PLAN.

31 30 00 EROSION CONTROL

A. THE GRADING PLAN REFLECTS LESS THAN 1 ACRE OF DISTURBED AREA. THE SITE IS THEREFORE EXEMPT FROM NPDES NOTICE OF INTENT REQUIREMENTS. THE DESIGN ENGINEER SHALL PREPARE AN EROSION CONTROL PLAN TO MEET NPDES CONSTRUCTION SITE PERFORMANCE STANDARDS FOR NON-PERMITTED SITES IN MISSISSIPPI.
B. EROSION AND SEDIMENT CONTROL IMPLEMENTED DURING CONSTRUCTION SHALL STRICTLY COMPLY WITH THE GUIDELINES AND REQUIREMENTS SET FORTH MISSISSIPPI DEQ. THE METHODS AND TYPES OF EROSION CONTROL WILL BE DEPENDENT ON THE LOCATION AND TYPE OF WORK INVOLVED. ALL SEDIMENT CONTROL MEASURES SHALL BE ADJUSTED TO MEET FIELD CONDITIONS AT THE TIME OF CONSTRUCTION AND INSTALLED PRIOR TO ANY GRADING OR DISTURBANCE OF EXISTING SURFACE MATERIAL. BELOW IS A LIST OF EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICES TO ACHIEVE THE PERFORMANCE STANDARDS REQUIRED.
   1. SILT FENCE SHALL BE PLACED ON SITE AT LOCATIONS SHOWN ON THE EROSION CONTROL PLAN. SILT FENCE SHALL ALSO BE PROVIDED AROUND THE PERIMETER OF ALL SOIL STOCKPILES THAT WILL EXIST FOR MORE THAN 7 DAYS. FOLLOW PROCEDURES BY DEQ. (CURRENT EDITION).
   2. DITCH CHECKS SHALL BE PROVIDED TO REDUCE THE VELOCITY OF WATER FLOWING IN DITCH BOTTOMS. PLACE AT LOCATIONS SHOWN ON THE EROSION CONTROL PLAN. FOLLOW PROCEDURES BY DEQ. (CURRENT EDITION).
   3. STONE TRACKING PADS AND TRACKOUT CONTROL PRACTICES SHALL BE PLACED AT ALL CONSTRUCTION SITE ENTRANCES AND SHALL BE INSTALLED PRIOR TO ANY TRAFFIC LEAVING THE CONSTRUCTION SITE. SEE THE EROSION CONTROL PLAN FOR LOCATIONS. THE AGGREGATE USED FOR THE STONE TRACKING PAD SHALL BE 3/8" TO 3 INCH CLEAR OR WASHED STONE AND SHALL BE PLACED IN A LAYER AT LEAST 12 INCHES THICK. THE STONE SHALL BE UNDERLAIN WITH A TYPE R GEOTEXTILE FABRIC AS NEEDED. THE TRACKING PAD SHALL BE THE FULL WIDTH OF THE EGRESS POINT (12' MIN WIDTH) AND SHALL BE A MINIMUM OF 50 FEET LONG. SURFACE WATER MUST BE PREVENTED FROM PASSING THROUGH THE TRACKING PAD. OTHER TRACKOUT CONTROL PRACTICES INCLUDING STABILIZED WORK SURFACES, MANUFACTURED TRACKOUT CONTROL DEVICES, TIRE WASHING, AND STREET/PAVEMENT CLEANING SHALL BE IMPLEMENTED AS NECESSARY TO MITIGATE THE TRACKOUT OF SEDIMENT OFFSITE. FOLLOW PROCEDURES BY DEQ. (CURRENT EDITION).
   4. STORM DRAIN INLET PROTECTION SHALL BE PROVIDED FOR ALL NEW AND DOWNSTREAM STORM CATCH BASINS AND CURB INLETS. INLET PROTECTION SHOULD BE PROVIDED AND SHALL BE IN CONFORMANCE WITH PROCEDURES BY DEQ. (CURRENT EDITION).
   5. DUST CONTROL MEASURES SHALL BE PROVIDED TO REDUCE OR PREVENT THE SURFACE AND AIR TRANSPORT OF DUST DURING CONSTRUCTION. CONTROL MEASURES INCLUDE APPLYING MULCH AND ESTABLISHING VEGETATION, WATER SPRAYING, SURFACE ROUGHENING, APPLYING POLYMERS, SPRAY-ON TACKIFIERS, CHLORIDES, AND BARRIERS. SOME SITES MAY REQUIRE AN APPROACH THAT UTILIZES A COMBINATION OF MEASURES FOR DUST CONTROL FOLLOW PROCEDURES BY DEQ. (CURRENT EDITION).
   6. THE USE, STORAGE, AND DISPOSAL OF CHEMICALS, CEMENT, AND OTHER COMPOUNDS AND MATERIALS USED ON SITE SHALL BE MANAGED DURING THE CONSTRUCTION PERIOD TO PREVENT THEIR TRANSPORT BY RUNOFF INTO WATERS OF THE STATE.
   7. CONTRACTOR SHALL PROVIDE AN OPEN AGGREGATE CONCRETE TRUCK WASHOUT AREA ON SITE. CONTRACTOR TO ENSURE THAT CONCRETE WASHOUT SHALL BE CONTAINED TO THIS DESIGNATED AREA AND NOT BE ALLOWED TO RUN INTO STORM INLETS OR INTO THE OVERLAND STORMWATER DRAINAGE SYSTEM. WASHOUT AREA SHALL BE REMOVED UPON COMPLETION OF CONSTRUCTION.
   8. TEMPORARY SITE RESTORATION SHALL TAKE PLACE IN DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE OR ON WHICH LAND DISTURBING ACTIVITIES WILL NOT BE PERFORMED FOR A PERIOD GREATER THAN 14 DAYS AND REQUIRES VEGETATIVE COVER FOR LESS THAN ONE YEAR. THIS TEMPORARY SITE RESTORATION REQUIREMENT ALSO APPLIES TO SOIL STOCKPILES THAT EXIST FOR MORE THAN 7 DAYS. PERMANENT RESTORATION APPLIES TO AREAS WHERE PERENNIAL VEGETATIVE COVER IS NEEDED TO PERMANENTLY STABILIZE AREAS OF EXPOSED SOIL. PERMANENT STABILIZATION SHALL OCCUR WITHIN 3 WORKING DAYS OF FINAL GRADING. TOPSOIL, SEED, AND MULCH SHALL BE IN GENERAL CONFORMANCE WITH TECHNICAL STANDARDS 1058 AND 1059 AND SHALL MEET THE SPECIFICATIONS FOUND IN THE LANDSCAPING AND SITE STABILIZATION SECTION OF THIS CONSTRUCTION DOCUMENT. ANY SOIL DISTURBANCE THAT OCCURS AFTER FINAL GRADING AND/OR FINAL STABILIZATION MUST BE REPAIRED AND THE STABILIZATION WORK REDONE.
   9. IF SITE DEWATERING IS REQUIRED FOR PROPOSED CONSTRUCTION ACTIVITIES, ALL SEDIMENT LADEN WATER GENERATED DURING THE DEWATERING PROCESS SHALL BE TREATED TO REMOVE SEDIMENT PRIOR TO DISCHARGING OFF-SITE OR TO WATERS OF THE STATE. FOLLOW PROCEDURES BY DEQ. (CURRENT EDITION).
   10. ALL OFF-SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR A STORM EVENT SHALL BE CLEANED UP BY THE END OF EACH WORKING DAY. DUST CONTROL REQUIREMENTS SHALL BE FOLLOWED PER DEQ. (CURRENT EDITION). FLUSHING SHALL NOT BE ALLOWED.
C. ALL EROSION CONTROL DEVICES SHALL AT A MINIMUM BE INSPECTED EVERY 7 CALENDAR DAYS OR EVERY 14 DAYS AND WITHIN 24 HOURS OF THE END OF A RAIN EVENT OF 0.5" OR MORE UNLESS OTHERWISE REQUIRED BY STATE/LOCAL REQUIREMENTS. MAINTENANCE SHALL BE PERFORMED PER STATE/LOCAL REQUIREMENTS.
D. EROSION CONTROL MEASURES SHALL NOT BE REMOVED UNTIL THE AREA(S) SERVED HAVE ESTABLISHED VEGETATIVE COVER.
E. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL LOCAL EROSION CONTROL PERMITS.

DIVISION 32 EXTERIOR IMPROVEMENTS

32 10 00 AGGREGATE BASE & ASPHALT PAVEMENT

A. CONTRACTOR TO PROVIDE COMPACTED AGGREGATE BASE AND HOT MIX ASPHALT PAVEMENT WHERE INDICATED ON THE PLANS. ALL AGGREGATE PROVIDED MUST COMPLY WITH MISSISSIPPI DOT REQUIREMENTS AND SPECIFICATIONS. PROVIDE HOT MIX ASPHALT MIXTURE TYPES PER MISSISSIPPI DOT REQUIREMENTS AND SPECIFICATIONS. CONTRACTOR SHALL OBTAIN AND REVIEW SOILS REPORT FOR RECOMMENDATIONS FOR GEO-GRID / GEOTEXTILE BELOW CRUSHED AGGREGATE (IF APPLICABLE). CONTRACTOR TO PROVIDE AGGREGATE BASE AND HOT MIX ASPHALT PAVEMENT TYPES AND DEPTHS AS INDICATED BELOW:

STANDARD ASPHALT PAVING SECTION	HEAVY ASPHALT PAVING SECTION
1-1/2" SURFACE COURSE	1-1/2" SURFACE COURSE
2" BINDER COURSE	2" BINDER COURSE
6" OF SOIL CEMENT STABILZED BASE OR	9" OF SOIL CEMENT STABILIZED BASE OR
6" OF CRUSHED STONE BASE	10" OF CRUSHED STONE BASE

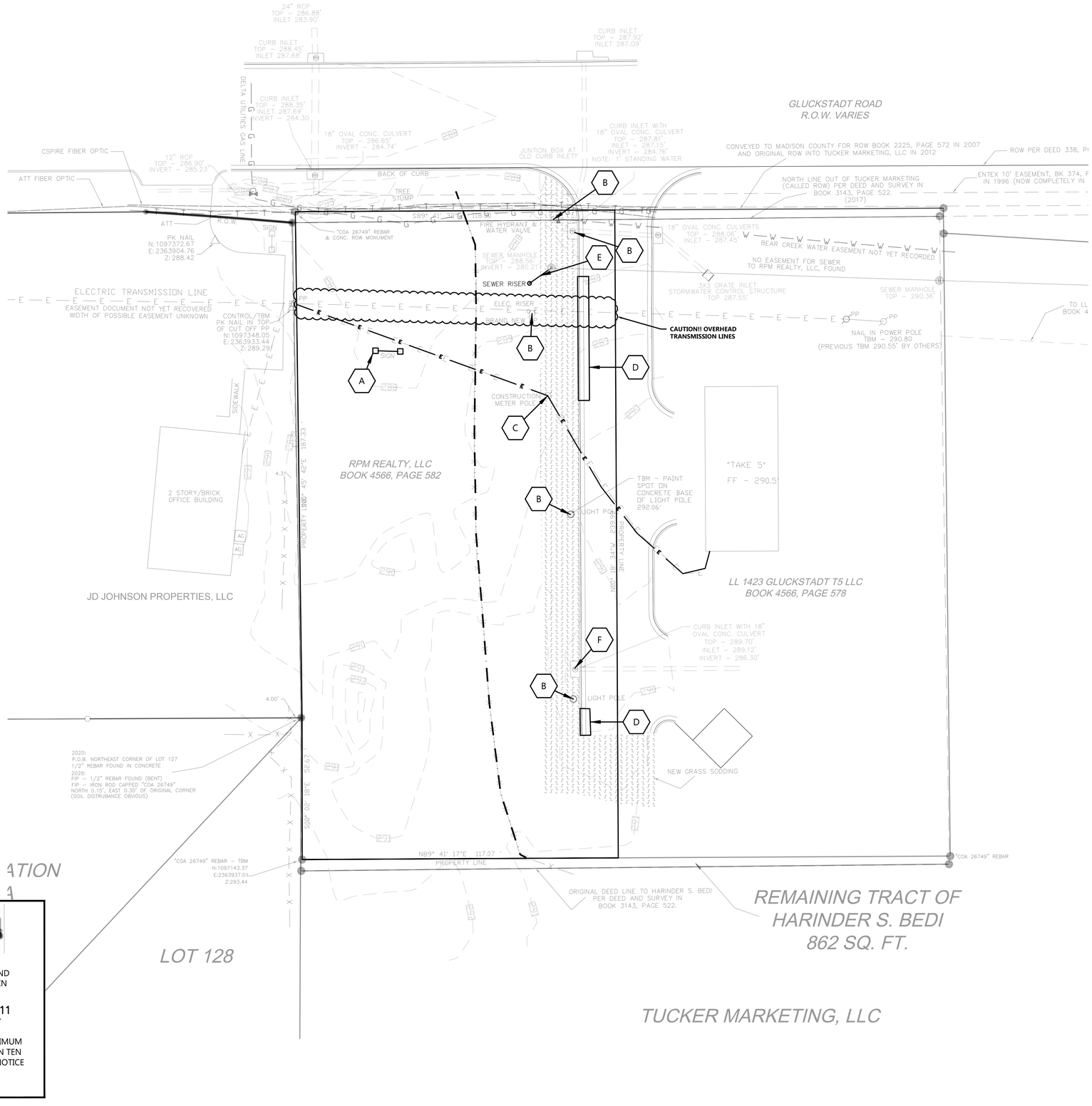
B. CONTRACTOR TO COMPACT THE AGGREGATE BASE, ASPHALT BINDER COURSE, AND ASPHALT SURFACE COURSE TO AN AVERAGE DENSITY PER MISSISSIPPI DOT SPECIFICATIONS. ALL ASPHALT PAVEMENT AREAS SHALL BE PAVED TO WITHIN 0.05' OF DESIGN SURFACE GRADES WITH POSITIVE DRAINAGE BEING MAINTAINED IN ACCORDANCE WITH DESIGN PLANS. A MINIMUM OF 1% SLOPE SHALL BE MAINTAINED IN ALL ASPHALT PAVEMENT AREA.
C. HOT MIX ASPHALT CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF GEOTECHNICAL REPORT OR CONSTRUCTION DOCUMENTS.
D. CONTRACTOR TO PROVIDE 4" WIDE YELLOW PAINTED STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS. YELLOW (UNLESS OTHERWISE REQUIRED BY STATE CODE) PAINT MARKINGS SHALL ALSO BE PROVIDED FOR H.C. ACCESSIBLE SYMBOLS, TRAFFIC ARROWS, AND TRAFFIC MESSAGES.

32 20 00 CONCRETE AND AGGREGATE BASE

A. CONTRACTOR TO PROVIDE CRUSHED AGGREGATE BASE AND CONCRETE WHERE INDICATED ON THE PLANS.
B. ALL AGGREGATE PROVIDED MUST COMPLY WITH MISSISSIPPI DOT REQUIREMENTS AND SPECIFICATIONS. ALL AGGREGATE PLACED MUST BE COMPACTED TO AN AVERAGE DENSITY MISSISSIPPI DOT.
C. DESIGN AND CONSTRUCTION OF ALL CAST-IN-PLACE EXTERIOR CONCRETE FLAT WORK SHALL CONFORM TO ACI 330R-08 & ACI 318-08.
D. EXTERIOR CONCRETE FLAT WORK CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF THE GEOTECHNICAL REPORT OR THIS SPECIFICATION. CONCRETE FLAT WORK CONSTRUCTION IS AS FOLLOWS:
   1. SIDEWALK CONCRETE - 4" OF CONCRETE OVER 4" OF 3/4" CRUSHED AGGREGATE BASE. CONTRACTION JOINTS SHALL CONSIST OF 1/8" WIDE BY 1" DEEP TOOLED JOINT WHERE INDICATED ON THE PLANS.
   2. DUMPSTER PAD/APRON CONCRETE - 7" OF CONCRETE OVER 6" OF AGGREGATE BASE.
      a. CONCRETE SHALL BE STEEL REINFORCED WITH THE FOLLOWING AND PLACED IN THE UPPER 1/3 TO ½ OF THE SLAB:
         1) TIE BARS AT ALL CONTRACTION JOINTS OF THE CONCRETE. TIE BARS SHALL BE #4 REBAR 30" LONG PLACED AT 30" O.C.
      b. DUMPSTER PAD CONCRETE JOINTING SHALL BE AS FOLLOWS:
         1) CONTRACTION SAWCUT JOINT - CONTRACTOR SHALL PROVIDE A SAWCUT JOINT AT MAXIMUM SPACING OF 15' ON CENTER. SAWCUT SHALL BE 2" IN DEPTH.
         2) TYPICAL POUR CONTROL JOINT - POUR CONTROL JOINT SHALL BE PROVIDED WITH 1-1/4" DIAMETER BY 20" LONG SMOOTH DOWEL PLACED AT 12" O.C. ONE HALF OF THE DOWEL SHALL BE GREASED. GREENSTREAK 9" SPEED DOWEL TUBES SHALL BE USED.
   3. HEAVY DUTY CONCRETE (TRUCK TRAFFIC) - 6" OF CONCRETE OVER 6" OF 3/4" CRUSHED AGGREGATE. CONCRETE SHALL BE REINFORCED WITH #3 REBARS ON CHAIRS AT 3' O.C. REBAR SHALL BE PLACED PLACED IN THE UPPER 1/3 TO ½ OF THE SLAB. CONTRACTION JOINTS SHALL BE SAWCUT 1.5" IN DEPTH AND BE SPACED A MAXIMUM OF 15' ON CENTER.
E. DESIGN MIXES SHALL BE IN ACCORDANCE WITH ASTM C94
   1. STRENGTH TO BE MINIMUM OF 4,500 PSI AT 28 DAYS FOR EXTERIOR CONCRETE.
   2. MAXIMUM WATER/CEMENT RATIO SHALL BE 0.45.
   3. SLUMP SHALL NOT EXCEED 4" FOR EXTERIOR CONCRETE FLAT WORK
   4. SLUMP SHALL BE 2.5" OR LESS FOR SLIP-FORMED CURB AND GUTTER
   5. SLUMP SHALL BE BETWEEN 1.5" TO 3" FOR NON SLIP-FORMED CURB AND GUTTER.
   6. ALL EXTERIOR CONCRETE SHALL BE AIR ENTRAINED WITH 4% TO 7% AIR CONTENT. NO OTHER ADMIXTURES SHALL BE USED WITHOUT APPROVAL OF EXCEL ENGINEERING, INC. CALCIUM CHLORIDE SHALL NOT BE USED.
   7. MAXIMUM AGGREGATE SIZE FOR ALL EXTERIOR CONCRETE SHALL BE 0.75 INCHES.
F. VERIFY EQUIPMENT CONCRETE PAD SIZES WITH CONTRACTOR REQUIRING PAD. PADS SHALL HAVE FIBERMESH 300 FIBERS AT A RATE OF 1.5 LBS/CU. YD. OR 6 X 6-W1.4 X W1.4 WELDED WIRE MESH WITH MINIMUM 1 INCH COVER. EQUIPMENT PADS SHALL BE 5.5 INCHES THICK WITH 1 INCH CHAMFER UNLESS SPECIFIED OTHERWISE. CONCRETE SHALL BE PROVIDED ON 6" OF 3/4" CRUSHED AGGREGATE BASE. COORDINATE ADDITIONAL PAD REQUIREMENTS WITH RESPECTIVE CONTRACTOR.
G. ALL CONCRETE FLAT WORK SURFACES AND CONCRETE CURB FLOWLINES SHALL BE CONSTRUCTED TO WITHIN 0.05' OF DESIGN SURFACE AND FLOWLINE GRADES ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE DESIGN PLANS.
H. CONCRETE FLAT WORK SHALL HAVE CONSTRUCTION JOINTS OR SAW CUT JOINTS PLACED AS INDICATED ON THE PLANS OR PER THIS SPECIFICATION. SAWCUTS SHALL BE DONE AS SOON AS POSSIBLE, BUT NO LATER THAN 24 HOURS AFTER CONCRETE IS PLACED. CONCRETE CURB AND GUTTER JOINTING SHALL BE PLACED EVERY 10' OR CLOSER (6' MIN.). IF CONCRETE PAVEMENT IS ADJACENT TO CONCRETE CURB, JOINTING IN THE PAVEMENT AND CURB SHALL ALIGN. ALL EXTERIOR CONCRETE SHALL HAVE A BROOM FINISH UNLESS NOTED OTHERWISE. A UNIFORM COAT OF A HIGH SOLIDS CURING COMPOUND MEETING ASTM C309 SHALL BE APPLIED TO ALL EXPOSED CONCRETE SURFACES. ALL CONCRETE IS TO BE CURED FOR 7 DAYS. EXTERIOR CONCRETE SHALL BE SEPARATED FROM BUILDINGS WITH CONTINUOUS 0.5 INCH FIBER EXPANSION JOINT AND/OR 0.25 INCH FIBER EXPANSION JOINT AT DECORATIVE MASONRY UNITS.
I. ALL REINFORCING BARS SHALL BE ASTM A615 GRADE 60. THICKNESS OF CONCRETE COVER OVER REINFORCEMENT SHALL BE NOT LESS THAN 3" WHERE CONCRETE IS DEPOSITED AGAINST THE GROUND WITHOUT THE USE OF FORMS AND NOT LESS THAN 1.5" FOR UP TO #5 BARS AND 2" FOR #6 TO #10 BARS IN ALL OTHER LOCATIONS. ALL REINFORCING SHALL BE LAPPED 48 DIAMETERS FOR UP TO #6 BARS, 62 DIAMETERS FOR #7 TO #9 BARS, 68 DIAMETERS FOR #10 BARS OR AS NOTED ON THE DRAWINGS AND EXTENDED AROUND CORNERS WITH CORNER BARS. PLACING AND DETAILING OF STEEL REINFORCING AND REINFORCING SUPPORTS SHALL BE IN ACCORDANCE WITH CRSI AND ACI MANUAL AND STANDARD PRACTICES. THE REINFORCEMENT SHALL NOT BE PAINTED AND MUST BE FREE OF GREASE/OIL, DIRT OR DEEP RUST WHEN PLACED IN THE WORK. ALL WELDED WIRE FABRIC SHALL MEET THE REQUIREMENTS OF ASTM A 1064. WELDED WIRE FABRIC SHALL BE PLACED 2" FROM TOP OF SLAB, UNLESS INDICATED OTHERWISE.
J. CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO SAMPLE MATERIALS, PERFORM TESTS, AND SUBMIT TEST REPORTS DURING CONCRETE PLACEMENT. TESTS WILL BE PERFORMED ACCORDING TO ACI 301. CAST AND LABORATORY CURE ONE SET OF FOUR STANDARD CYLINDERS FOR EACH COMPOSITE SAMPLE FOR EACH DAY'S POUR OF EACH CONCRETE MIX EXCEEDING 5 CU. YD., BUT LESS THAN 25 CU. YD., PLUS ONE SET FOR EACH ADDITIONAL 50 CU. YD. OR FRACTION THEREOF. PERFORM COMPRESSIVE-STRENGTH TESTS ACCORDING TO ASTM C 39. TEST TWO SPECIMENS AT 7 DAYS AND TWO SPECIMENS AT 28 DAYS. PERFORM SLUMP TESTING ACCORDING TO ASTM C 143. PROVIDE ONE TEST AT POINT OF PLACEMENT FOR EACH COMPOSITE SAMPLE, BUT NOT LESS THAN ONE TEST FOR EACH DAY'S POUR OF EACH CONCRETE MIX. PERFORM ADDITIONAL TESTS WHEN CONCRETE CONSISTENCY APPEARS TO CHANGE.
K. PROTECT FRESHLY PLACED CONCRETE FROM PREMATURE DRYING AND EXCESSIVE COLD OR HOT TEMPERATURES. IN HOT, DRY, AND WINDY WEATHER, APPLY AN EVAPORATION-CONTROL COMPOUND ACCORDING TO MANUFACTURER'S INSTRUCTIONS AFTER SCREEDING AND BULL FLOATING, BUT BEFORE POWER FLOATING AND TROWELLING.
L. LIMIT MAXIMUM WATER-CEMENTITIOUS RATIO OF CONCRETE EXPOSED TO FREEZING, THAWING AND DEICING SALTS TO 0.45.
M. TEST RESULTS WILL BE REPORTED IN WRITING TO THE DESIGN ENGINEER, READY-MIX PRODUCER, AND CONTRACTOR WITHIN 24 HOURS AFTER TESTS. REPORTS OF COMPRESSIVE STRENGTH TESTS SHALL CONTAIN THE PROJECT IDENTIFICATION NAME AND NUMBER, DATE OF CONCRETE PLACEMENT, NAME OF CONCRETE TESTING SERVICE, CONCRETE TYPE AND CLASS, LOCATION OF CONCRETE BATCH ON SITE, DESIGN COMPRESSIVE STRENGTH AT 28 DAYS, CONCRETE MIX PROPORTIONS AND MATERIALS, COMPRESSIVE BREAKING STRENGTH, AND TYPE OF BREAK FOR BOTH 7-DAY TESTS AND 28-DAY TESTS.

32 30 00 LANDSCAPING AND SITE STABILIZATION

A. TOPSOIL: CONTRACTOR TO PROVIDE A MINIMUM OF 6" OF TOPSOIL FOR ALL DISTURBED OPEN AREAS, OTHER THAN A LANDSCAPE ISLANDS SHALL BE PROVIDED WITH A MINIMUM OF 10" OF TOPSOIL. REUSE SURFACE SOIL STOCKPILED ON SITE AND SUPPLEMENT WITH IMPORTED OR MANUFACTURED TOPSOIL FROM OFF SITE SOURCES WHEN QUANTITIES ARE INSUFFICIENT. EXCAVATOR SHALL BE RESPONSIBLE FOR ROUGH PLACEMENT OF TOPSOIL TO WITHIN 1" OF FINAL GRADE PRIOR TO LANDSCAPER FINAL GRADING. LANDSCAPER TO PROVIDE PULVERIZING AND FINAL GRADING OF TOPSOIL. PROVIDE SOIL ANALYSIS BY A QUALIFIED SOIL TESTING LABORATORY AS REQUIRED TO VERIFY THE SUITABILITY OF SOIL TO BE USED AS TOPSOIL AND TO DETERMINE THE NECESSARY SOIL AMENDMENTS. TEST SOIL FOR PRESENCE OF ATRAZINE AND INFORM EXCEL ENGINEERING, INC. IF PRESENT PRIOR TO BIDDING PROJECT. TOPSOIL SHALL HAVE A PH RANGE OF 5.5 TO 8, CONTAIN A MINIMUM OF 5 PERCENT ORGANIC MATERIAL CONTENT, AND SHALL BE FREE OF STONES 1 INCH OR LARGER IN DIAMETER. ALL MATERIALS HARMFUL TO PLANT GROWTH SHALL ALSO BE REMOVED.
   TOPSOIL INSTALLATION: LOOSEN SUBGRADE TO A MINIMUM DEPTH OF 6 INCHES AND REMOVE STONES LARGER THAN 1" IN DIAMETER. ALSO REMOVE ANY STICKS, ROOTS, RUBBISH, AND OTHER EXTRANEOUS MATTER AND DISPOSE OF THEM OFF THE PROPERTY. SPREAD TOPSOIL TO A DEPTH OF 6" BUT NOT LESS THAN WHAT IS REQUIRED TO MEET FINISHED GRADES AFTER LIGHT ROLLING AND NATURAL SETTLEMENT. DO NOT SPREAD TOPSOIL IF SUBGRADE IS FROZEN, MUDDY, OR EXCESSIVELY WET. GRADE PLANTING AREAS TO A SMOOTH, UNIFORM SURFACE PLANE WITH LOOSE, UNIFORMLY FINE TEXTURE. GRADE TO WITHIN 0.05 FEET OF FINISHED GRADE ELEVATION.
B. SEEDED LAWNS (VERIFY SEED MIX WITH LOCAL SUPPLIER):
   1. PERMANENT LAWN AREAS SHALL BE SEEDED WITH THE FOLLOWING MIXTURE: 65% KENTUCKY BLUEGRASS BLEND (2.0-2.6 LBS./1,000 S.F.), 20% PERENNIAL RYEGRASS (0.6-0.8 LBS./1,000 S.F.), 15% FINE FESCUE (0.4-0.6 LBS/1,000 S.F.). STRAW AND MULCH SHALL BE LAID AT 100LBS/1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS/1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. ALL SITE DISTURBED AREAS NOT DESIGNATED FOR OTHER LANDSCAPING AND SITE STABILIZATION METHODS SHALL BE SEEDED AS PERMANENT LAWN. NO BARE TOPSOIL SHALL BE LEFT ONSITE. FOLLOW PROCEDURES FOUND IN MISSISSIPPI DEQ TECHNICAL STANDARDS.
   2. ALL PERMANENT AND TEMPORARY STORM WATER CONVEYANCE SWALE BOTTOMS AND SIDE SLOPES SHALL BE SEEDED WITH THE FOLLOWING MIXTURE: 45% KENTUCKY BLUEGRASS (0.60 LBS./1000 S.F.), 40% CREEPING RED FESCUE (0.50 LBS./1,000 S.F.), AND 15% PERENNIAL RYEGRASS (0.20 LBS./1,000 S.F.). FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS./1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. FOLLOW PROCEDURES BY MISSISSIPPI DEQ.
   3. ALL TEMPORARY SEEDING SHALL CONSIST OF THE FOLLOWING MIXTURE: 100% RYEGRASS AT 1.9 LBS./1,000 S.F. STRAW AND MULCH SHALL BE LAID AT 100 LBS./1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS./1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. FOLLOW PROCEDURES REQUIRED BY MISSISSIPPI DEQ.
C. SEEDED LAWN MAINTENANCE: CONTRACTOR TO PROVIDE MAINTENANCE OF ALL LANDSCAPING FOR A PERIOD OF 90 DAYS FROM THE DATE OF INSTALLATION. AT THE END OF THE MAINTENANCE PERIOD, A HEALTHY, UNIFORM, CLOSE STAND OF GRASS SHALL BE ESTABLISHED FREE OF WEEDS AND SURFACE IRREGULARITIES. LAWN COVERAGE SHOULD EXCEED 90% AND BARE SPOTS SHOULD NOT EXCEED 5"X5". CONTRACTOR SHOULD REESTABLISH LAWNS THAT DO NOT COMPLY WITH THESE REQUIREMENTS AND CONTINUE MAINTENANCE UNTIL LAWNS ARE SATISFACTORY.
D. EROSION MATTING:
   1. CONTRACTOR TO PROVIDE EROSION CONTROL MATTING (NORTH AMERICAN GREEN S150) OR EQUIVALENT ON ALL SLOPES THAT ARE 4:1 AND GREATER. LAWN SEED SHALL BE PLACED BELOW MATTING IN ACCORDANCE WITH SEEDING REQUIREMENTS AND MANUFACTURER SPECIFICATIONS.
   2. CONTRACTOR TO PROVIDE EROSION MATTING (NORTH AMERICAN GREEN C125) OR EQUIVALENT IN ALL SWALE BOTTOMS AND SIDE SLOPES AS REQUIRED. LAWN SEED SHALL BE PLACED BELOW MATTING IN ACCORDANCE WITH SEEDING REQUIREMENTS AND MANUFACTURER SPECIFICATIONS.
E. SODDED LAWNS (PROVIDE COST AS ALTERNATE - VERIFY SOD TYPE W/ LOCAL SUPPLIER FOR TYPICALLY USED): PROVIDE SOD CONSISTING OF THE FOLLOWING GRASS SPECIES - 65% KENTUCKY BLUEGRASS, 20% PERENNIAL RYEGRASS, 15% FINE FESCUE. PROVIDE VIABLE SOD OF UNIFORM DENSITY, COLOR, AND TEXTURE. SOD SHOULD BE STRONGLY ROOTED AND CAPABLE OF VIGOROUS GROWTH AND DEVELOP



LEGEND:

- REMOVE PAVEMENT & BASE
- REMOVE PAVEMENT, PROTECT BASE
- REMOVE FEATURES

KEYNOTES

A	REMOVE
B	PROTECT
C	REMOVE TEMPORARY POWER POLE & SERVICE UNLESS ALREADY COMPLETED PRIOR TO CONSTRUCTION. COORDINATE W/ TAKE 5 BEFORE REMOVAL.
D	SAWCUT AND REMOVE ASPHALT & CURB FOR DRIVEWAY ACCESS
E	REMOVE SANITARY STUB & PLUG MANHOLE WATERTIGHT
F	REMOVE & REPLACE TOP WITH DOUBLE SIDED INLET (E/W) OR CUT OPENING ON WEST SIDE FOR DRAINAGE

Mississippi 811

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20' 0 20' 40'
NORTH

CIVIL EXISTING SITE AND DEMOLITION PLAN

EXCEL
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100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION [redacted]

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL

SHEET DATES

ISSUED FOR APPROVAL

IFA	FEB. 26, 2026

JOB NUMBER
260015100

SHEET NUMBER
C1.0

LEGEND:

HATCH	PAVEMENT SECTION	HATCH	PAVEMENT SECTION
	STANDARD ASPHALT		SIDEWALK CONCRETE
	HEAVY DUTY ASPHALT		HEAVY DUTY CONCRETE
			DUMPSTER PAD CONCRETE
	INVERTED CURB & GUTTER		SHEDDING CURB & GUTTER

SITE INFORMATION:

PROPERTY AREA: 28,243 S.F. (0.648 ACRES).

EXISTING ZONING: C-2
PROPOSED ZONING: C-2

EXISTING USE: VACANT

PROPOSED USE: QUICK SERVE RESTAURANT W/ DRIVE-THRU

AREA OF SITE DISTURBANCE: 25,542 S.F. (0.59 AC)

SETBACKS:
BUILDING: FRONT(NORTH) = 35'
SIDE(EAST) = 5'
SIDE(WEST) = 5'
SIDE(ABUT RES) = 50' (20' W/ FENCE VIA ZA APPROVAL)
REAR(SOUTH) = 5'

PAVEMENT: FRONT(NORTH) = 15
SIDE(EAST/WEST) = 0'
REAR(SOUTH) =0'

BUFFERYARDS:
FRONT(NORTH) = 15'
SIDE (WEST) = 20'

PROPOSED BUILDING HEIGHT: 23'-0" (MAX. HEIGHT ALLOWED: 40'-0")

PARKING REQUIRED: 1 SPACE PER 225 S.F. OF GFA (9 SPACES REQ.), 5 QUEUE

PARKING PROVIDED: 16 SPACES (1 H.C. ACCESSIBLE) - 7 QUEUE

HANDICAP STALLS REQUIRED: 1, HANDICAP STALLS PROVIDED: 1

EXISTING SITE DATA

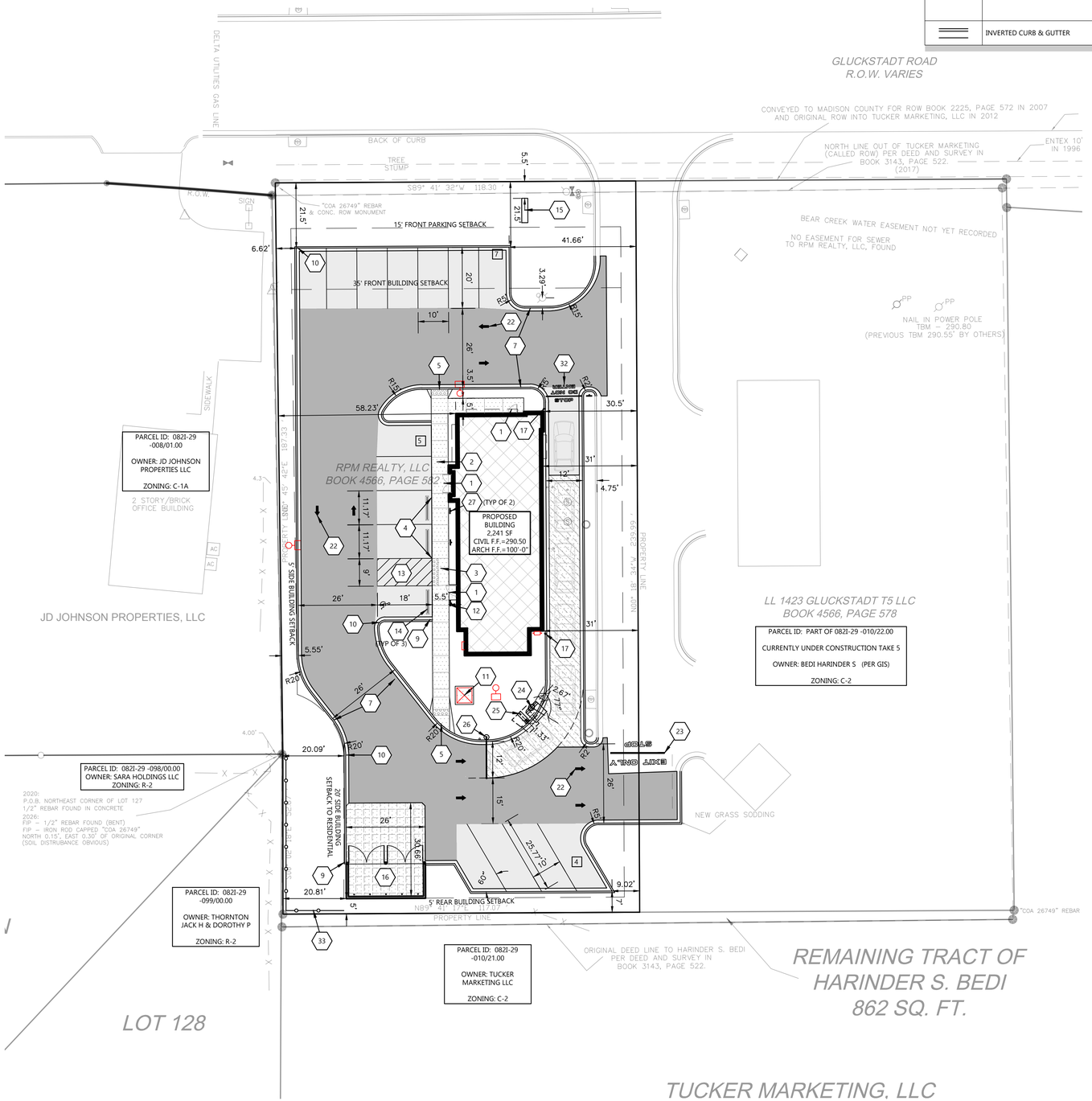
	AREA (AC)	AREA (SF)	RATIO
BUILDING FLOOR AREA	0.00	0	0.0%
PAVEMENT (ASP. & CONC.)	0.06	2,660	9.4%
TOTAL IMPERVIOUS	0.06	2,660	9.4%
LANDSCAPE/ OPEN SPACE	0.59	25,583	90.6%
PROJECT SITE	0.65	28,243	100.0%

PROPOSED SITE DATA

	AREA (AC)	AREA (SF)	RATIO
BUILDING FLOOR AREA	0.05	2,241	7.9%
PAVEMENT (ASP. & CONC.)	0.41	17,771	62.9%
TOTAL IMPERVIOUS	0.46	20,012	70.9%
LANDSCAPE/ OPEN SPACE	0.19	8,231	29.1%
PROJECT SITE	0.65	28,243	100.0%

KEYNOTES

1	CONCRETE STOOP (SEE STRUCTURAL PLANS FOR DETAILS)
2	RAISED WALK (SEE DETAIL)
3	FLUSH WALK (SEE DETAIL)
4	TAPER ASPHALT 0" TO 6" IN 20'.
5	CURB RAMP (SEE DETAIL)
7	18" CURB & GUTTER (SEE DETAIL)
9	CURB TAPER (SEE DETAIL)
10	CURB CUT (SEE DETAIL)
11	CONCRETE TRANSFORMER PAD BY UTILITY SUPPLIER (CONTRACTOR TO VERIFY FINAL LOCATION & DESIGN PRIOR TO CONSTRUCTION)
12	HANDICAP SIGN PER STATE CODE (SEE DETAIL)
13	HANDICAP STALL & STRIPING PER STATE CODES
14	PRECAST CONCRETE WHEEL STOP (TYP.)
15	MONUMENT SIGN (DETAILS, FINAL LOCATION, & APPROVAL BY SIGN VENDOR)
16	DUMPSTER ENCLOSURE (SEE ARCH PLANS FOR DETAILS)
17	6" CONCRETE BOLLARDS (SEE ARCH PLANS FOR DETAILS)
22	TRAFFIC FLOW ARROWS (TYP). COLOR TO MATCH PARKING STALL STRIPING
23	PAINT STRIPING (TYP). COLOR TO MATCH PARKING STALL STRIPING
24	MENU BOARD PER TENANT REQUIREMENTS/DETAILS.
25	SPEAKER POST, CANOPY, AND BOLLARD PER TENANT DETAILS
26	CLEARANCE BAR AND BOLLARD PER TENANT REQUIREMENTS/DETAILS.
27	MOBILE PICKUP SIGN PER CORPORATE STANDARDS. SEE DETAIL ON C2.0
32	DO NOT ENTER/STOP SIGN PER MUTCD REQUIREMENTS (TYP)
33	70 LF OF 6' TALL BOARD ON BOARD FENCE WITH POSTS INSET TO PROPERTY (SEE DETAIL)



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NORTH

CIVIL SITE PLAN

EXCEL
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[redacted]

PROJECT INFORMATION

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL

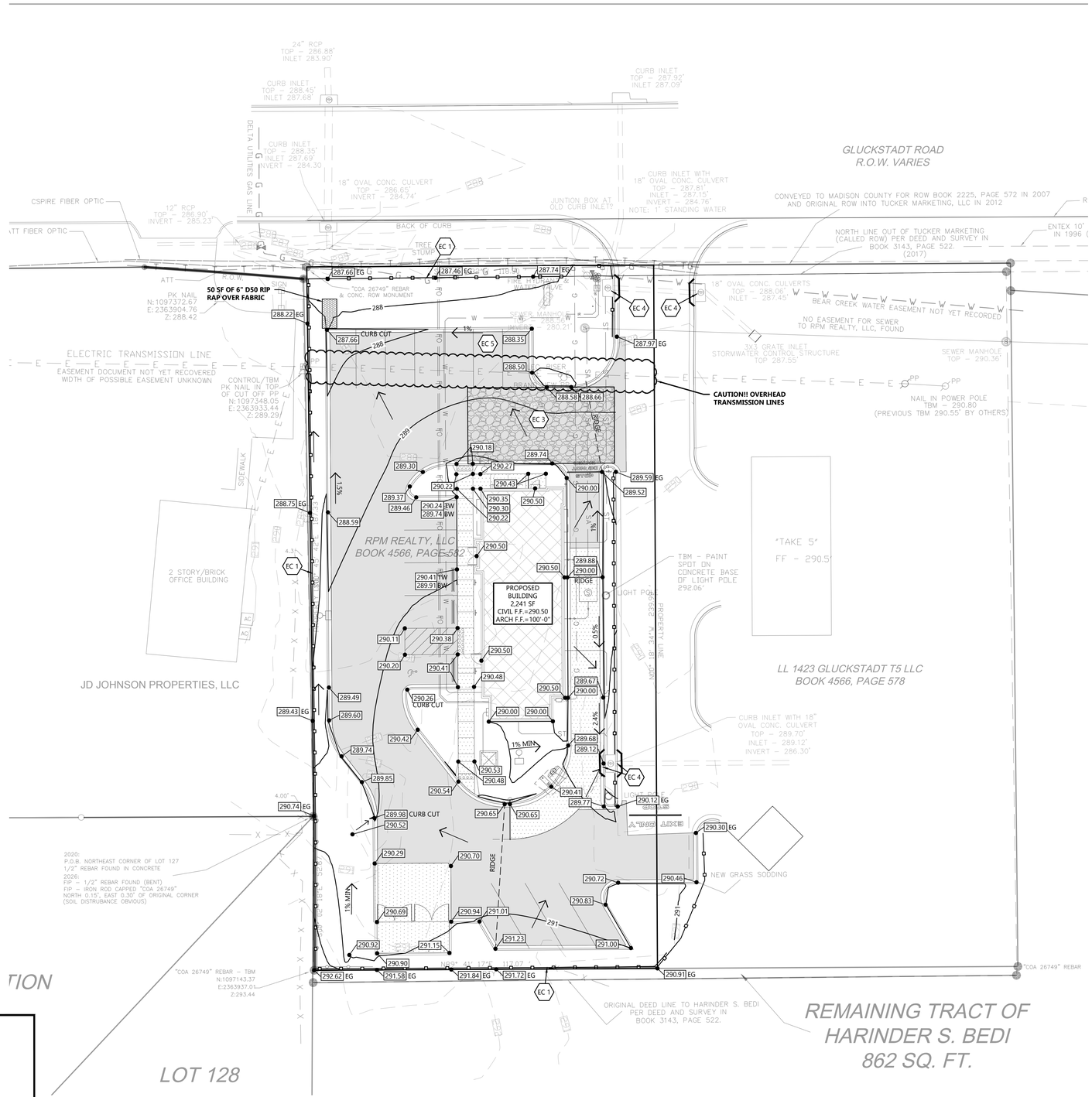
SHEET DATES

ISSUED FOR APPROVAL

IFA	FEB. 26, 2026
IFA	MAR. 9, 2026

JOB NUMBER
260015100

SHEET NUMBER
C1.1



GENERAL NOTES:

- HANDICAP STALL AND ACCESS AISLES SHALL NOT EXCEED A SLOPE OF 1.50% IN ANY DIRECTION. HANDICAP STALL & ACCESS AISLES SHALL CONFORM TO ADA REQUIREMENTS (CURRENT EDITION)
- ALL SIDEWALKS SHALL NOT EXCEED A MAXIMUM CROSS SLOPE OF 1.50% AND RUNNING SLOPE OF 4.50% UNLESS OTHERWISE SPECIFIED.
- CONTRACTOR SHALL PROVIDE STABILIZED CONSTRUCTION ENTRANCE AT CONSTRUCTION ENTRANCE FOR PROPOSED IMPROVEMENTS AS REQUIRED PER CODE.
- CONTRACTOR SHALL PROVIDE CONCRETE WASHOUT AS REQUIRED PER CODE. FINAL LOCATION TBD BY CONTRACTOR.
- CONTRACTOR SHALL PROVIDE TEMPORARY INLET PROTECTION FOR ALL CURB INLETS & CATCH BASINS ONSITE & OFFSITE IMMEDIATELY DOWNSTREAM OF THE PROJECT SITE PER LOCAL CODE.

KEYNOTES

EC 1	SILT FENCE
EC 3	STABILIZED CONSTRUCTION ENTRANCE
EC 4	INLET PROTECTION
EC 5	CONCRETE WASHOUT

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1021 GLUCKSTADT RD. • MADISON, MS 39110

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JOB NUMBER
260015100

SHEET NUMBER
C1.2

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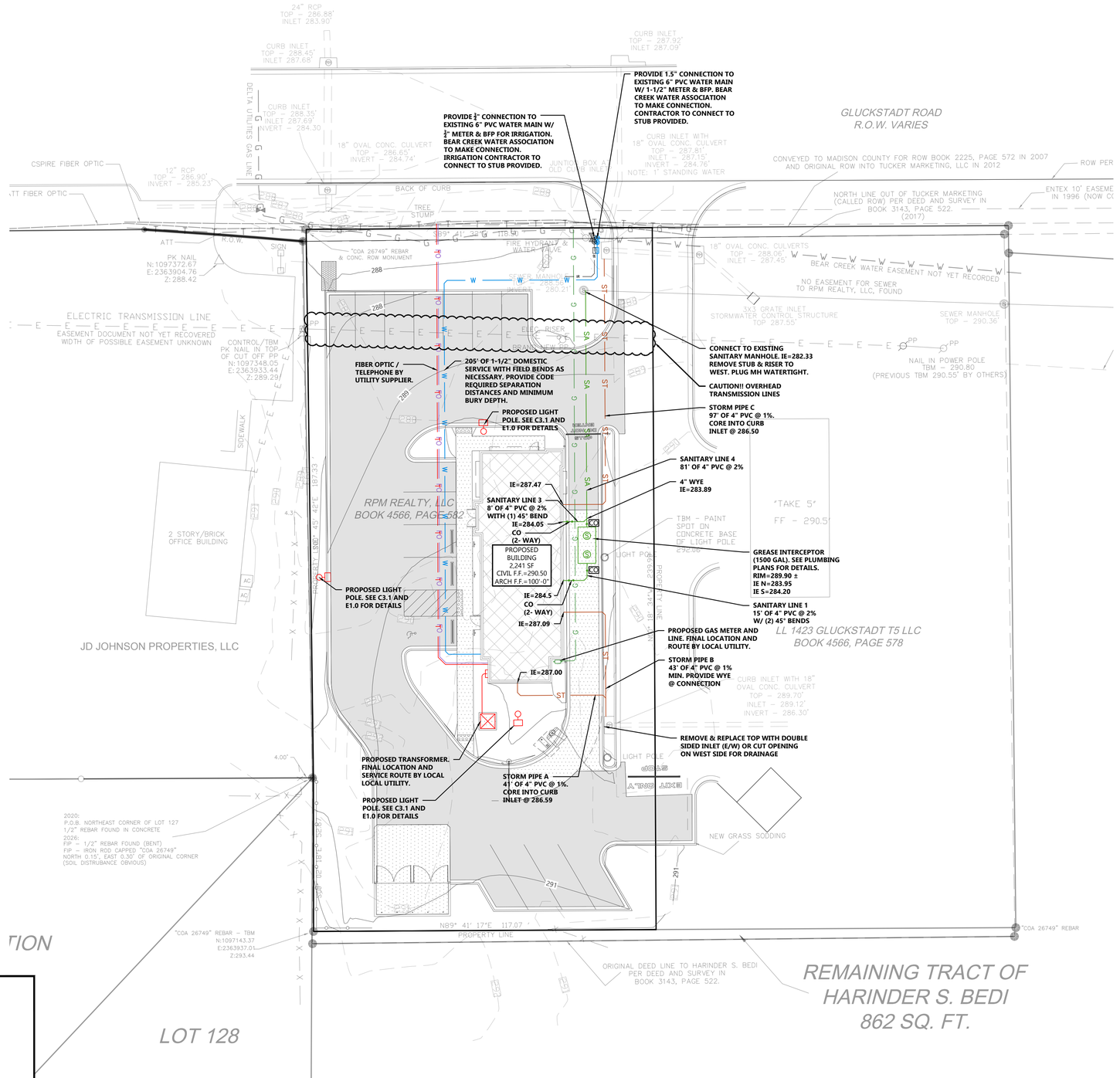
CIVIL GRADING AND EROSION CONTROL PLAN



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NORTH

20' 0 20' 40'

CIVIL UTILITY PLAN

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NEW BUILDING FOR:
PACIFIC BELLS LLC
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SHEET NUMBER
C1.3

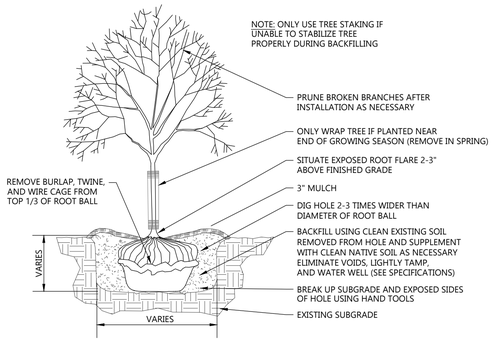


PLANT SCHEDULE

SYMBOL	COMMON NAME	BOTANICAL NAME	QUANTITY	PLANTED SIZE	ROOT
SHADE TREES					
	Sweet Gum	Liquidamber styraciflua 'Rotundifolia'	3	2 1/2" CAL.	B&B
	Firestarter Black Tupelo	Nyssa Sylvatica 'JFS-red'	2	2 1/2" CAL.	B&B
EVERGREEN TREES					
	Hetzi Upright Juniper	Juniperus chinensis 'Hetzi Cloumnaris'	4	6' HT.	B&B
DECIDUOUS SHRUBS					
	Invincebelle Limetta Hydrangea	Hydrangea arborescens ' NCHA8'	7	18" HT.	CONT.
	Goldflame Spirea	Spiraea x bumalda 'Goldflame'	12	18" HT.	CONT.
EVERGREEN SHRUBS					
	Kaleidoscope Abelia	Abelia x grandiflora 'Kaleidoscope'	23	18" HT.	CONT.
	Dwarf Yaupon Holly	Ilex vomitoria 'Nana'	17	18" HT.	CONT.
PERENNIALS					
	Sapphire Surf Bluebeard	Caryopteris x clandonensis 'Blauer Splatz'	18	1 GAL.	CONT.
	White Cloud Muhly Grass	Muhlenbergia capillaris 'White Cloud'	15	1 GAL.	CONT.
	Blue Spires Rosemary	Rosmarinus officinalis 'Blue Spires'	12	1 GAL.	CONT.

LANDSCAPING CALCULATIONS

ZONE	REQ. PLANTS	PLANTS PROVIDED
STREET PROTECTIVE YARD	- 1 TREE PER 50 LF OF ROAD FRONTAGE - 10 SHRUBS PER 50 LF OF ROAD FRONTAGE - 17 SHRUBS PER 50 LF REQUIRED IN FRONT OF PARKING - NO MORE THAN 15% IMPERVIOUS COVER IN YARD - TREE SIZE: MIN. 8' HEIGHT AND 6 1/4" CIRCUMFERENCE 118/50 = 2.4 TREES 48/50 x 10 = 9.6 SHRUBS 70/50 x 17 = 23.8 SHRUBS	3 TREES 34 SHRUBS
VEHICLE SURFACE AREA	- PARKING AREAS WITHIN 50' OF R.O.W. TO BE SCREENED - 75% OF VEHICULAR RECTANGULAR PLANE TO BE SCREENED AT 3' HEIGHT - 4' WIDE BREAK IN SCREENING MAXIMUM	VEHICLE SURFACE AREA SCREENED AS REQUIRED
INTERIOR	- 1 SHADE TREE PER 10 PARKING SPACES - 1 SHRUB PER 3 PARKING SPACES 16/10 = 1.6 TREES 16/3 = 5.3 SHRUBS	2 TREES 6 SHRUBS



DECIDUOUS TREE PLANTING DETAIL

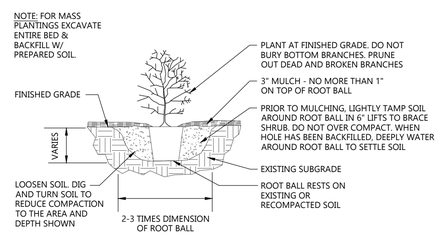
NOT TO SCALE

GENERAL NOTES:

- SEE SHEET C0.2 FOR LANDSCAPE SPECIFICATIONS.
- ALL DISTURBED BARE SOIL OUTSIDE OF MULCH AREAS TO BE SEEDED/SODDED.

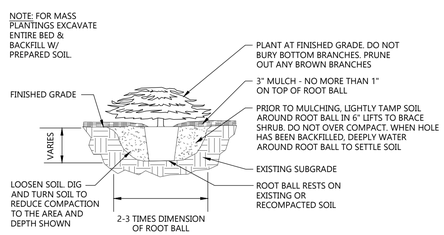
HATCH KEY:

HATCH	LANDSCAPE MATERIAL
	BLACK STAR GRANITE DECORATIVE LANDSCAPE STONE
	SEEDED/SODDED LAWN



DECIDUOUS SHRUB PLANTING DETAIL

NOT TO SCALE



EVERGREEN SHRUB PLANTING DETAIL

NOT TO SCALE



CIVIL LANDSCAPE AND RESTORATION PLAN

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION [redacted]

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL

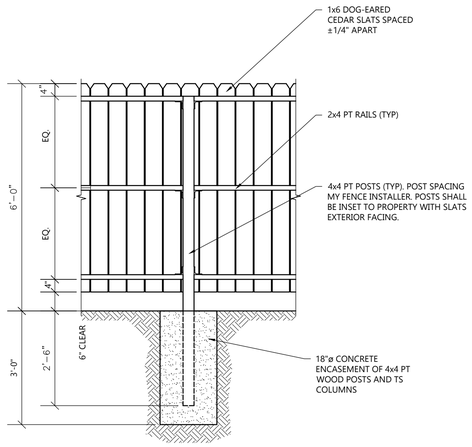
SHEET DATES

ISSUED FOR APPROVAL

IFA	FEB. 26, 2026
IFA	MAR. 9, 2026

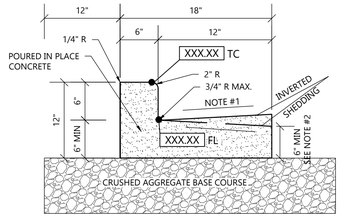
JOB NUMBER
260015100

SHEET NUMBER
C1.4



FENCE DETAIL-CEDAR SLAT

NOT TO SCALE

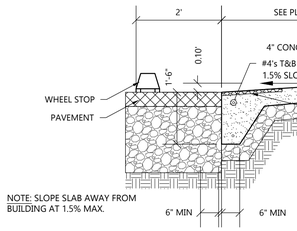


NOTE:

1. USE 4% GUTTER CROSS SLOPE UNLESS OTHERWISE NOTED IN THE PLANS.
2. THE BOTTOM OF CURB AND GUTTER MAY BE CONSTRUCTED EITHER LEVEL OR PARALLEL TO THE SLOPE OF THE SUBGRADE OR BASE AGGREGATE PROVIDED A 6" MIN. GUTTER THICKNESS IS MAINTAINED.
3. SEE SITE PLAN & GRADING PLAN FOR INVERTED & SHEDDING CURB LOCATIONS

18" CONCRETE CURB & GUTTER DETAIL

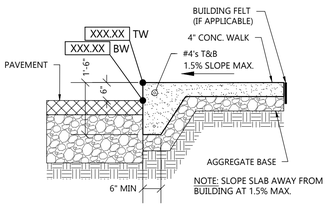
NOT TO SCALE



DETECTABLE WARNING SURFACE. SURFACE TO BE TRUNCATED DOMES WITH A BASE DIAMETER OF 0.9" MIN. TO 1.4" MAX. AND A TOP DIAMETER OF OF 50% MIN. TO 65% MAX. OF THE BASE DIAMETER. HEIGHT OF DOMES SHALL HAVE A HEIGHT OF 0.2". TRUNCATED DOMES SHALL HAVE A CENTER-TO-CENTER SPACING OF 1.6" MIN. AND 2.4" MAX. AND A BASE-TO-BASE SPACING OF 0.65" MIN. MEASURED BETWEEN THE MOST ADJACENT DOMES ON THE GRID. DOMES SHALL BE ALIGNED IN A SQUARE GRID PATTERN.

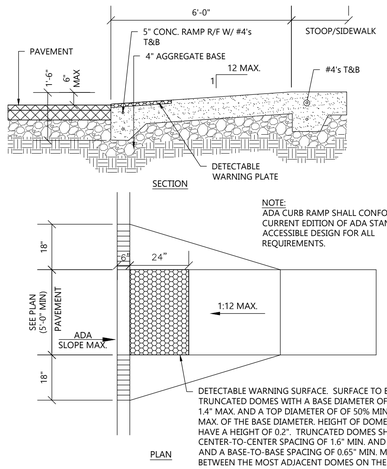
FLUSH WALK DETAIL

NOT TO SCALE



RAISED WALK DETAIL

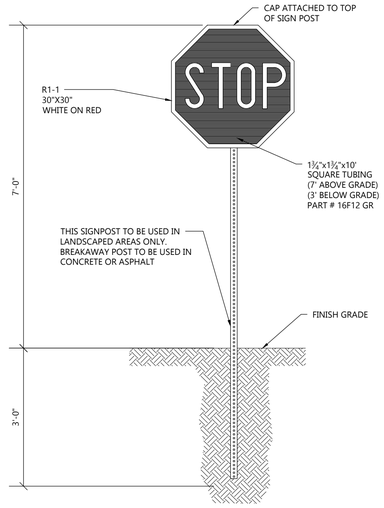
NOT TO SCALE



NOTE:
ADA CURB RAMP SHALL CONFORM TO THE CURRENT EDITION OF ADA STANDARDS FOR ACCESSIBLE DESIGN FOR ALL REQUIREMENTS.

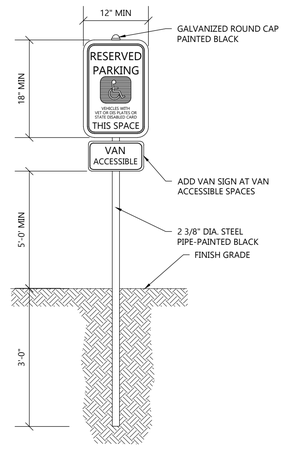
CURB RAMP DETAIL

NOT TO SCALE



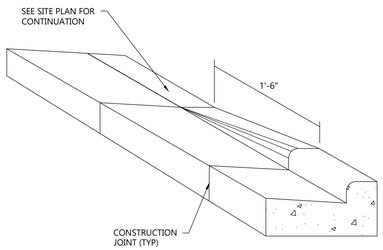
STOP SIGN WITHOUT CONCRETE BASE DETAIL

NOT TO SCALE



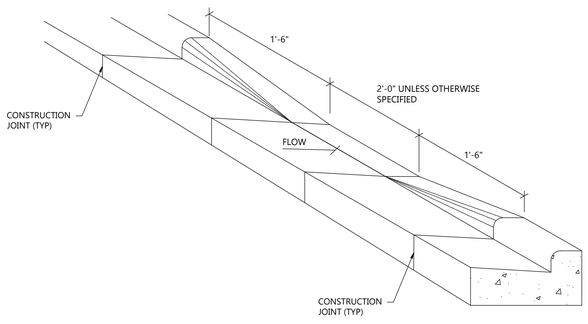
HANDICAP SIGNAGE WITHOUT CONCRETE BASE DETAIL

NOT TO SCALE



CURB TAPER DETAIL

NOT TO SCALE



CURB CUT DETAIL

NOT TO SCALE

CIVIL DETAILS

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL

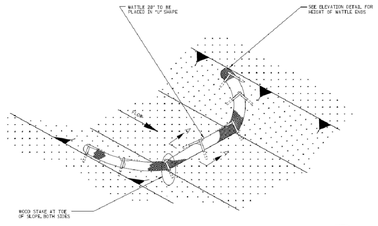
SHEET DATES

ISSUED FOR APPROVAL

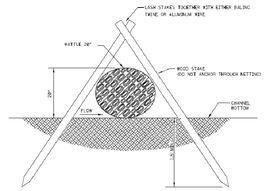
IFA	FEB. 26, 2026

JOB NUMBER
260015100

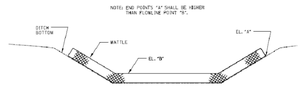
SHEET NUMBER
C2.0



DETAIL (DITCH CHECK)



SECTION A-A



ELEVATION DETAIL

NOTES:

1. WATTLE DITCH CHECKS CAN BE USED FOR VELOCITY REDUCTION AND CONTROL OF SEDIMENT TRANSPORT UNDER LOW TO MEDIUM FLOW CONDITIONS.
2. THE PLACEMENT INTERVAL BETWEEN WATTLE DITCH CHECK SHALL BE UNIFORM UNLESS SHOWN OTHERWISE ON THE PLANS OR EROSION CONTROL PLAN APPROVED BY THE ENGINEER, SEE SPACING GUIDANCE ON MS. STD. ECO-4.
3. ANCHORING WOOD STAKES SHALL BE SIZED, SPACED, DRIVEN, AND BE OF A MATERIAL THAT EFFECTIVELY SECURES THE CHECK. STAKE SPACING SHALL BE A MAXIMUM OF THREE FEET. ALL NON-DEGRADABLE MATERIALS SHALL BE REMOVED WHEN NO LONGER NEEDED.
4. TRENCHING OF WATTLES MAY BE NECESSARY IF PIPING BECOMES EVIDENT.
5. WATTLES SHOULD NOT BE USED IN HARD BOTTOM CHANNELS.
6. IN THE EVENT WATTLES CANNOT BE SECURED IN PLACE USING WOOD STAKES, SAND BAGS MAY BE USED IN LIEU OF WOOD STAKES IN ORDER TO SECURE THE WATTLES IN PLACE. IF SANDS BAGS ARE USED IN THIS APPLICATION THEY WILL NOT BE A SEPARATE PAY ITEM.

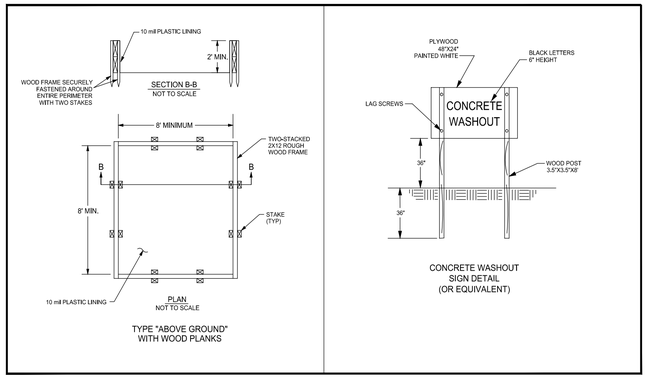
STATE PROJECT NO.
MISS.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
ROADWAY DESIGN DIVISION
STANDARD PLAN

DETAILS OF EROSION CONTROL WATTLE DITCH CHECK

MDOT STANDARD NUMBER ECO-6
SHEET NUMBER 6106

NO. REVISION DATE
ISSUE DATE: AUGUST 31, 2017

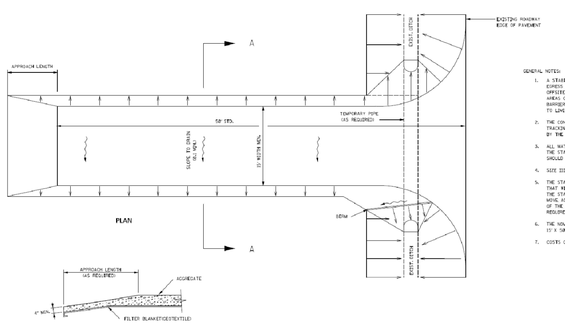


CONTRACTOR TO ADHERE TO TOWN OF PELAHATCHIE / MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY STANDARDS AND SPECIFICATIONS

CONCRETE WASHOUT DETAIL

NO SCALE

STATE PROJECT NO.
MISS.



GENERAL NOTES:

1. A STABILIZED CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED AT POINTS OF EGRESS FROM UNSTABILIZED AREAS OF THE PROJECT TO PUBLIC ROADS WHERE DIFFUSE TRACKING OF MUD COULD OCCUR. TRAFFIC FROM UNSTABILIZED AREAS OF THE PROJECT SHALL BE DIRECTED THRU THE STABILIZED ENTRANCE. BARRIERS, FLAGGING, OR OTHER POSITIVE MEANS SHALL BE USED AS NECESSARY TO LIMIT AND DIRECT VEHICULAR EGRESS ACROSS THE STABILIZED ENTRANCE.
2. THE CONTRACTOR MAY PROPOSE AN ALTERNATIVE TECHNIQUE TO MINIMIZE OFFSITE TRACKING OF SEDIMENT. THE ALTERNATIVE MUST BE REVIEWED AND APPROVED BY THE ENGINEER PRIOR TO ITS USE.
3. ALL MATERIALS SPILLED, DROPPED, OR TRACKED ONTO PUBLIC ROADS INCLUDING THE STABILIZED CONSTRUCTION ENTRANCE AGGREGATE AND CONSTRUCTION MUD SHOULD BE REMOVED DAILY, OR MORE FREQUENTLY IF SO DIRECTED BY THE ENGINEER.
4. SIZE III STABILIZER AGGREGATE OR LARGER SHALL BE USED.
5. THE STABILIZED CONSTRUCTION ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC ROADS. IF NECESSARY, THE STABILIZED CONSTRUCTION ENTRANCE SHOULD BE PIPED WHEN NECESSARY TO MOVE ACCUMULATED MUD DOWNWARD THRU THE STONE. ADDITIONAL STABILIZATION OF THE VEHICULAR ROUTE LEADING TO THE STABILIZED ENTRANCE MAY BE REQUIRED TO LIMIT THE MUD TRACKED.
6. THE NOMINAL SIZE OF A STANDARD STABILIZED KONSTRUCTION ENTRANCE IS 10' X 50' UNLESS OTHERWISE SHOWN IN THE EROSION CONTROL PLAN.
7. COSTS OF ALL ITEMS ON THIS SHEET SHALL BE INCLUDED IN OTHER ITEMS BID.

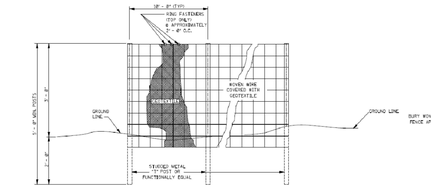
MISSISSIPPI DEPARTMENT OF TRANSPORTATION
ROADWAY DESIGN DIVISION
STANDARD PLAN

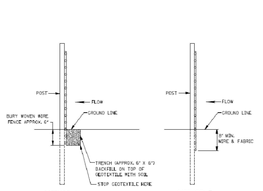
STABILIZED CONSTRUCTION ENTRANCE

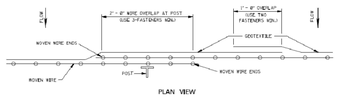
MDOT STANDARD NUMBER ECO-16
SHEET NUMBER 6116

NO. REVISION DATE
ISSUE DATE: AUGUST 31, 2017

STATE PROJECT NO.
MISS.







GENERAL NOTES:

1. SILT FENCES SHOULD BE USED IN AREAS WHERE FLOW IS NOT SEVERE.
2. SILT FENCES ARE TEMPORARY SEDIMENT CONTROL ITEMS THAT SHOULD BE ERECTED OPPOSITE EXPOSED AREAS SUCH AS NEWLY GRADED FILL SLOPES AND ADJACENT TO STREAMS AND DRAINAGES.
3. SILT FENCE SHALLD BE PLACED WELL INSIDE RIGHT-OF-WAY AND ALONG EDGE OF CLEARING LIMITS. THIS WILL ALLOW ROOM FOR BACK-UP FENCE IF FIRST FENCE BECOMES FULL.
4. WHENEVER POSSIBLE SILT FENCE SHOULD BE CONSTRUCTED ACROSS A LEVEL AREA IN THE SHAPE OF A SWALE. THIS AIDS IN PONDING OF RUNOFF AS FACILITATES SEDIMENTATION.
5. THE CONTRACTOR MAY ELECT TO USE EITHER METHOD I OR METHOD II. COST TO BE LINEAR FEET OF SILT FENCE.
6. METHOD II INSTALLATION SHALL BE ACCOMPLISHED USING AN IMPLEMENT THAT IS MANUFACTURED FOR THE APPLICATION AND PROVIDES A CONFIGURATION MEETING THE REQUIREMENTS OF DETAIL.
7. WIRE SHALL BE A MINIMUM OF 32" IN WIDTH AND SHALL HAVE A MINIMUM OF 6 LINE WIRES WITH 12" STAY SPACING.
8. GEOTEXTILE FABRIC MEETING THE TYPE IX MATERIAL REQUIREMENTS AND INSTALLED ACCORDING TO SPECIFICATION MAY BE USED WITHOUT WIRE FENCE.

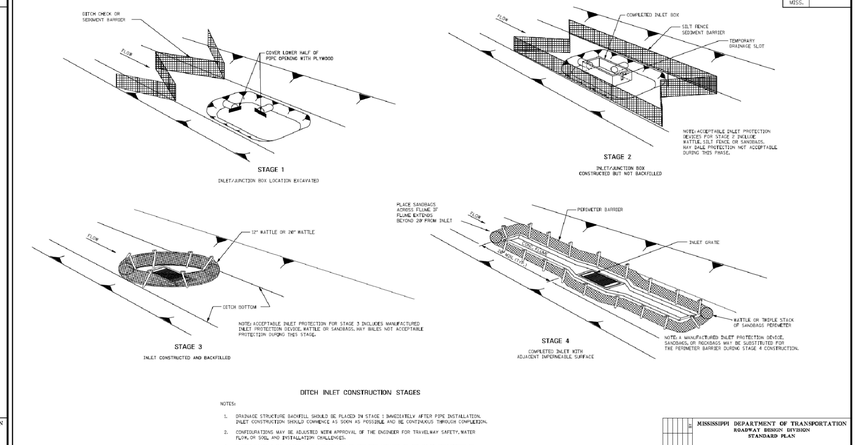
MISSISSIPPI DEPARTMENT OF TRANSPORTATION
ROADWAY DESIGN DIVISION
STANDARD PLAN

DETAILS OF SILT FENCE INSTALLATION

MDOT STANDARD NUMBER ECO-5
SHEET NUMBER 6105

NO. REVISION DATE
ISSUE DATE: AUGUST 31, 2017

STATE PROJECT NO.
MISS.



DITCH INLET CONSTRUCTION STAGES

NOTES:

1. DRAINAGE STRUCTURE BACKFILL SHOULD BE PLACED IN STAGE 3 IMMEDIATELY AFTER PIPE INSTALLATION. INLET CONSTRUCTION SHOULD COMMENCE AS SOON AS POSSIBLE AND BE CONTINUOUS THROUGH COMPLETION.
2. CONFIGURATIONS MAY BE ADJUSTED WITH APPROVAL OF THE ENGINEER FOR TRAVELWAY SAFETY, WATER FLOW, OR SOIL AND INSTALLATION CHALLENGES.
3. DURING STAGE 1 AND STAGE 2, SILT FENCE MAY BE REQUIRED UPSLOPE OF THE INLET EXCAVATION AS DIRECTED BY THE ENGINEER.
4. IF SILT FENCE IS INSTALLED AROUND THE INLET INSTALLATION IT SHOULD BE IN A CONFIGURATION THAT WILL ALLOW INLET CONSTRUCTION.
5. FOR INLET PROTECTION TO BE USED IN STAGES 1 AND 2 OF CONSTRUCTION, SEE MS. STD. ECO-10.

MISSISSIPPI DEPARTMENT OF TRANSPORTATION
ROADWAY DESIGN DIVISION
STANDARD PLAN

TYPICAL APPLICATIONS AND DETAILS FOR INLET CONSTRUCTION

MDOT STANDARD NUMBER ECO-11
SHEET NUMBER 6111

NO. REVISION DATE
ISSUE DATE: AUGUST 31, 2017

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL

SHEET DATES

ISSUED FOR APPROVAL

IFA	FEB. 26, 2026

JOB NUMBER
260015100

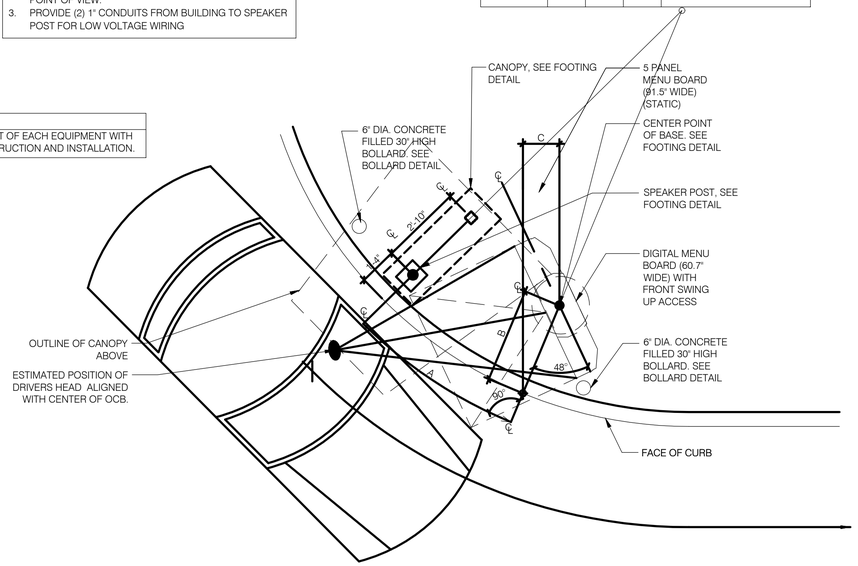
SHEET NUMBER
C2.1

CIVIL DETAILS

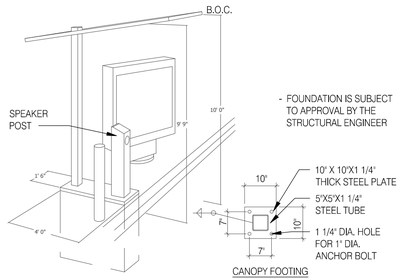
NOTES
1. ALL AREAS OF THE MB MUST BE VISIBLE TO DRIVER LOCATED AT SPEAKER POST. ASUME DRIVERS LOCATION IS 24" FROM FACE OF CURB, CENTERED ON SPEAKER POST.
2. CENTER OF MB TO BE 5'-6" TO 9'-0" FROM DRIVERS POINT OF VIEW.
3. PROVIDE (2) 1" CONDUITS FROM BUILDING TO SPEAKER POST FOR LOW VOLTAGE WIRING

CORNER DIMENSIONS				
RADUS	A	B	C	MENU BRD DEG TILT
15'-0"	6'-3"	3'-3"	1'-3"	48°
18'-0"	5'-10"	3'-6"	1'-7"	52°
20'-0"	5'-11"	3'-7"	1'-9"	54°

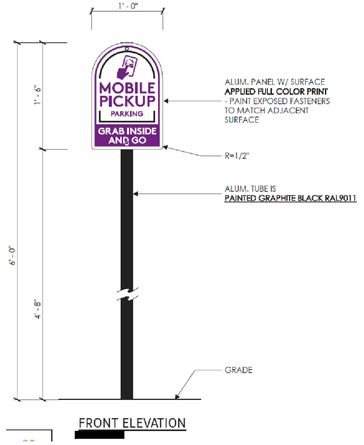
NOTE
1. REVIEW FINAL PLACEMENT OF EACH EQUIPMENT WITH OWNER PRIOR TO CONSTRUCTION AND INSTALLATION.



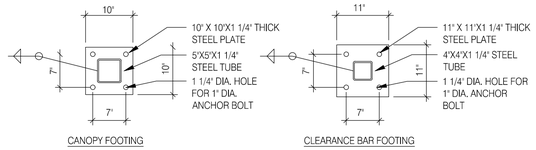
ENLARGED MENU BOARD DETAIL @ CURVED CURB 3/8" = 1'-0" | 10

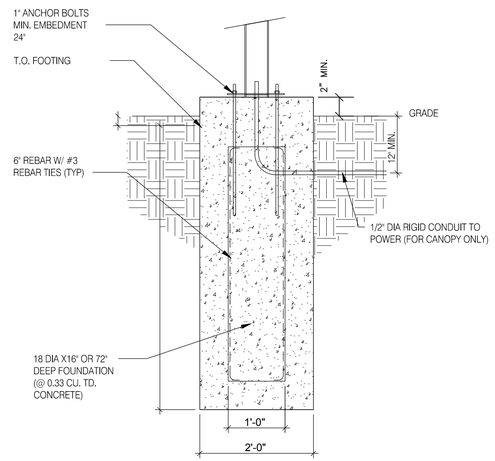


CANOPY AND SPEAKER FOOTING N.T.S. | 9

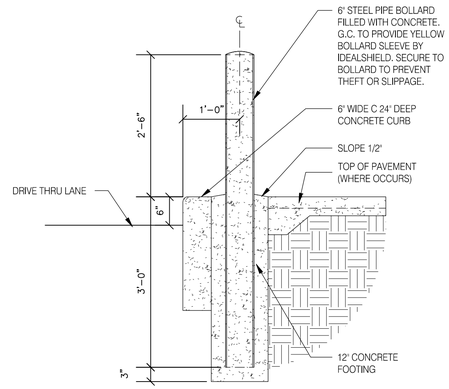


NOTE:
REFER TO CURRENT CUT SHEETS FOR FOOTING BOLT DETAILS





CLEARANCE BAR AND CANOPY FOOTING



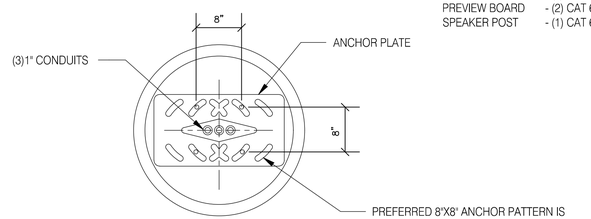
BOLLARD AT DRIVE THROUGH

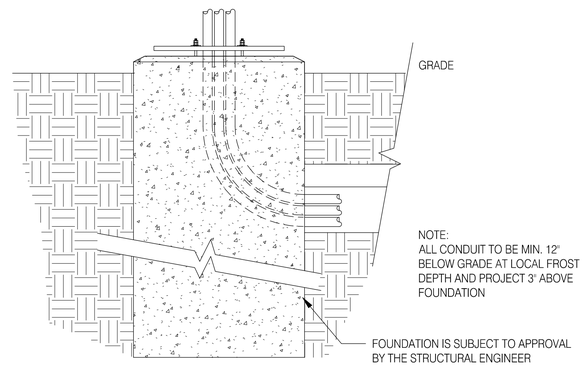
CONDUIT SCHEDULE

DEVICE	POWER	DATA
DIRECTIONAL	(1) 3/4"	-
SPEAKER POST	(1) 1"	(1) 1"
MENU BOARD	(1) 1"	(2) 1"
PREVIEW BOARD	(1) 1"	(2) 1"

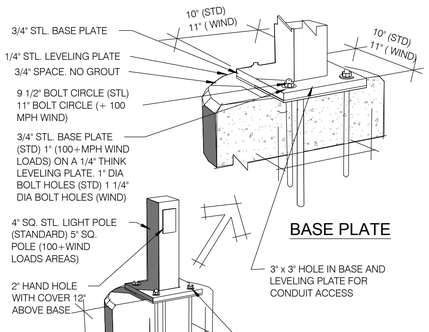
OPTIONAL →
MENU BOARD - (3) CAT 6
PREVIEW BOARD - (2) CAT 6
SPEAKER POST - (1) CAT 6

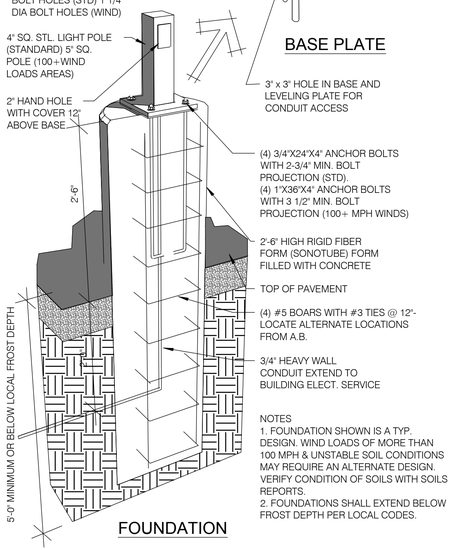
NOTE:
BOLT PATTERN PROVIDED AS EXAMPLE - OBTAIN ANCHOR BOLT TEMPLATE FROM SUPPLIER





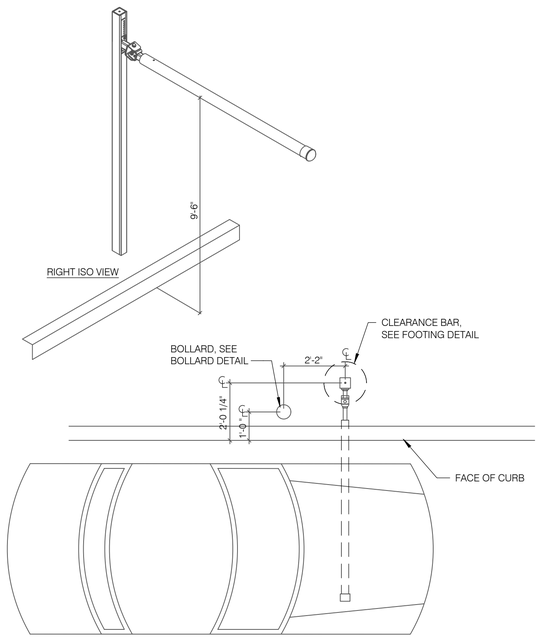
MENU FOUNDATION





NOTES
1. FOUNDATION SHOWN IS A TYP. DESIGN. WIND LOADS OF MORE THAN 100 MPH & UNSTABLE SOIL CONDITIONS MAY REQUIRE AN ALTERNATE DESIGN. VERIFY CONDITION OF SOILS WITH SOILS REPORTS.
2. FOUNDATIONS SHALL EXTEND BELOW FROST DEPTH PER LOCAL CODES.

LIGHT POLE FOOTING



PORTAL PLACEMENT DETAIL

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL

SHEET DATES
ISSUED FOR APPROVAL
IFA FEB. 26, 2026

JOB NUMBER
260015100

SHEET NUMBER
C2.2

CIVIL DETAILS

Catalog # _____ Project _____ Type: _____

Prepared By: _____ Date: _____

Mirada Medium (MRM)

Outdoor LED Area Light



OVERVIEW	
Lumen Package	7,000 - 55,000
Wattage Range	48 - 438
Efficacy Range (LPW)	115 - 162
Weight lbs(kg)	30 (13.6)
Control Options	IMSBT, ALB, ALS, 7-Pin, PC

QUICK LINKS

Ordering Guide | Performance | Photometrics | Dimensions

FEATURES & SPECIFICATIONS

Construction

- Rugged die-cast aluminum housing contains factory prewired driver and optical unit. Cast aluminum wiring access door located underneath.
- Designed to mount to square or round poles.
- Fixtures are finished with LSI's DuraGrip® polyester powder coat finishing process. The DuraGrip finish withstands extreme weather changes without cracking or peeling. Other standard LSI finishes available. Consult factory.
- Shipping weight: 37 lbs in carton.

Optical System

- State-of-the-Art one piece silicone optic sheet delivers industry leading optical control with an integrated gasket to provide IP66 rated sealed optical chamber in 1 component.
- Proprietary silicone refractor optics provide exceptional coverage and uniformity in IES Types 2, 3, 4, 5W, FT, FTA, AM, and LC/RC
- Silicone optical material does not yellow or crack with age and provides a typical light transmittance of 93-95%.
- Zero uplight.
- Available in 5000K, 4000K, and 3000K color temperatures per ANSI C78.377. Also Available in Phosphor Converted Amber with Peak intensity at 610nm.
- Minimum CRI of 70.
- Integral louver (IL) and integral half louver (IH) options available for enhanced backlight control.

Electrical

- High-performance programmable driver features over-voltage, under-voltage, short-circuit and over temperature protection. Custom lumen and wattage packages available.
- 0-10V dimming (10% - 100%) standard.
- Standard Universal Voltage (120-277 Vac) Input 50/60 Hz or optional High Voltage (347-480 Vac).
- L80 Calculated Life: >100k Hours (See Lumen Maintenance chart)
- Total harmonic distortion: <20%
- Operating temperature: -40°C to +50°C (-40°F to +122°F). 42L and 48L lumen packages rated to +40°C. 55L lumen package rate to +35°C.
- Power factor: > 90
- Input power stays constant over life.
- Field replaceable 10kV surge protection device meets a minimum Category C Low operation (per ANSI/IEEE C62.41.2).
- High-efficacy LEDs mounted to metal-core circuit board to maximize heat dissipation
- Components are fully encased in potting material for moisture resistance. Driver complies with FCC standards. Driver and key electronic components can easily be accessed.

Controls

- Optional integral passive infrared Bluetooth™ motion. Fixtures operate independently and can be commissioned via iOS or Android configuration app
- LSI's AirLink™ wireless control system options reduce energy and maintenance costs while optimizing light quality 24/7. (see controls section for more details).

Installation

- Designed to mount to square or round poles.
- A single fastener secures the hinged door, underneath the housing and provides quick & easy access to the electrical compartment.
- Included terminal block accepts up to 12 ga. wire.
- Utilizes LSI's traditional 3" drill pattern B3 for easy fastening of LSI products.

Warranty

- LSI LED Fixtures carry a 5-year warranty.

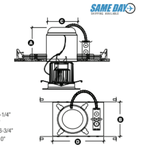
Listings

- Listed to UL 1598 and UL 8750.
- Meets Buy American Act requirements.
- Dark Sky compliant; with 3000K color temperature selection.
- Title 24 Compliant; see local ordinance for qualification information.
- RoHS compliant
- Suitable for wet Locations.
- IP66 rated Luminaire per IEC 60598.
- 3G rated for ANSI C136.31 high vibration applications are qualified.
- DesignLights Consortium® (DLC) qualified product. Not all versions of this product may be DLC qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.
- Patented Silicone Optics (US Patent NO. 10,816,165 B2)
- WOB rated luminaire per IEC 66262 mechanical impact code

LD6IC-AT

6" New Construction IC Housing for use with Triac and 0-10V Dimmable RL600 series LED Module lighting components





TO BE USED WITH LED MODULE LIGHTING COMPONENT ONLY

DESCRIPTION - 6" IC housing for use with RL600 LED series LED Module trims. Designed for new construction installations and suitable for use in insulation covered or non-insulation covered ceilings. The LD6IC-AT housing is engineered with a unique 'EZ-connect' wiring system, that when used with the RL600 trim, with California Title-24. The unique EZ-connect system also meets other state and national regulatory mandates. LED Module connects effortlessly to housing, virtually eliminating mis-wiring and potential shock hazards.

***NOTE* - Complete system includes LD6IC-AT housing and LED Modules RL600 series trim. RL600 LED Modules trim must be ordered separately.**

HOUSING - Die-formed aluminum and galvanized steel for maximum heat dissipation and rust protection. Housing adjusts vertically in plaster frame to accommodate 1/2" to 1-3/8" thick ceiling. Housing is IC rated for direct contact with insulation and can be used in IC and Non IC applications. May be installed in 2" x 8" joist construction.

CONNECTION - Polarity-specific EZ-connect system engineered to match with Elite LED Module trims. Meets strict code requirements where Edison Base Sockets have been banned.

BAR HANGERS - Preinstalled bar hangers allow housing to be positioned and locked at any point within a 24" joist span. They can be positioned on either the long or short axis of the housing and can be shortened for 12" joists. They contain a double-headed nail for securing attachment into the joist. Bar hanger nails are installed on a 20° downward angle for better contact, and the 90° pivoting mounting plate makes installation fast and accurate. Bar hangers can fit onto T-Bar spline with additional slots and holes for special mounting methods if necessary.

JUNCTION BOX - UL Listed for through-branch circuit wiring, provided with four ½" knockouts, one ¾" knockout and four Romex knockouts with true pry-out slots and strain clamps. Designed for straight through conduit runs.

THERMAL PROTECTION - Standard thermal protection device guards against improper installation and misuse of insulation material.

ELITE LED MODULE SOLD SEPARATELY - LD6IC-AT unique 'EZ-connect' wiring system is Title 24 compliant when used with the RL600 series module. RL600 series modules are rated to last up to 50,000hrs as tested in accordance with LM-80 standards. Driver and LED Engine are found on the module itself. The Elite **LED Module** system is fully dimmable down to 10% of initial light output with a 0-10 Volt dimmer when ordered with the following options (DM10-MVOLT). Triac dimming driver also available when ordered with the following options (DMTR-120). Consult Factory for details.

LISTING
c-UL-us - listed for Damp location
c-UL-us - listed for feed Through Wiring
c-UL-us - listed for Direct Contact with Insulation
LM79/LM80
Covered by U.S. Patent Number: 7717390B1

DIMMING INFORMATION
DMTR (Triac Dimming)
DM10 (Low Voltage 0-10 Volt Dimming)

Example: **LD6IC-AT-DMTR-120**

HOUSING TYPE	
☑ LD6IC-AT-DMTR-120 • Used For Triac Dimming Module	
☐ LD6IC-AT-DM10-MVOLT • 0-10V dimming	
TRIM TYPE	**750L/900L SERIES**
☐ RL630 (Baffle)	☐ 750L-DM10-120-277 ☐ 750L-DM10-120-277 ☐ 900L-DM10-120 ☐ 900L-DM10-120-277 ☐ 900L - DM10-120-277
☐ RL607 (Reflector)	
☐ RL621 (Baffle Wall Wash)	
☐ RL622 (Reflector Wall Wash)	
TRIM TYPE	**1000L SERIES**
☐ RL631	☐ 1000L-DMTR-120
TRIM TYPE	**SERIES**
☐ RL631	☐ RSF1000L-DMTR-120

TRIM TYPE	750L SERIES
☐ RL630 (Baffle)	☐ 750L-DMTR-120
☐ RL607 (Reflector)	
☐ RL623 (Baffle)	☐ 750L-DMTR-120
☐ RL624 (Ind. Baffle)	
TRIM TYPE	**900L SERIES**
☐ RL629	☐ 900L-DMTR-120

Example: **LD6IC-AT-DM10-MVOLT**

HOUSING TYPE	
☐ LD6IC-AT-DMTR-120 Used For 0-10V Dimming Module: 120V Input	
☑ LD6IC-AT-DM10-277 Used For 0-10V Dimming Module: 277V Input	
TRIM TYPE	**900L SERIES**
☐ RL630 (Baffle)	☐ 900L-DM10-MVOLT
☐ RL607 (Reflector)	
☐ RL622 (Reflector Wall Wash)	

6/11/25, 3:02 PM TheLightingShop Cutsheet

THE LIGHTING SHOP



B2772-OS - Toledo - One Light Outdoor Medium Wall Lantern by Troy Lighting

Specs	
Family/Collection:	Toledo
Width/Diameter (in):	14"
Height:	17"
Depth/Extension:	16.75"
Back Plate Width:	6"
Height from Center:	3"
Weight:	4.73 lbs
# of Bulbs:	1
Standard Wattage:	100 Watts
Bulb Type:	Incandescent
Lamp Base Type:	A19 Medium Base
Finish:	Old Silver
Glass:	Old Silver
Design Style:	Industrial
Power Source:	Hardwire
Voltage Rating:	120 V
Material:	Wrought Iron, Aluminum
Warranty:	1 Year
Made In:	China
Bulbs Included:	No

Style and Option 1

Style:	
Item #:	B2772

cULus LISTED

COOKIE SETTINGS

https://www.thelightingshop.com/Resp.ProductSheet.aspx?pid=266068 1/1

Lumark

DESCRIPTION

The Lumark Wal-Pak wall luminaire provides traditional architectural style with high performance energy efficient illumination. Rugged die-cast aluminum construction, stainless steel hardware along with a sealed and gasketed optical compartment make the Wal-Pak virtually impenetrable to contaminants. IP66 Rated. Three available lamp sources including patented energy efficient LED, pulse start metal halide and high pressure sodium. UL/cUL wet location listed. The Wal-Pak wall luminaire is ideal for pathway illumination, building entrances, vehicle ramps, schools, tunnels, stairways and loading docks.

Catalog #		Type	
Project			
Comments		Date	
Prepared by			

SPECIFICATION FEATURES

Housing
Rugged one-piece die-cast aluminum housing and hinged, removable die-cast aluminum door. One-piece silicone gasket seals the optical chamber. UL 1598 wet location listed and IP66 ingress protection rated.

Electrical
Ballasts, LED driver and related electrical components are hard mounted to the die-cast housing for maximum heat dissipation and operating efficiency. Wiring is extended through a silicone gasket at the back of the housing. Three 1/2" threaded conduit entry points allow for thru-branch wiring. LED thermal management system incorporates both conduction and natural convection to transfer heat rapidly away from LED source. Integral LED electronic driver incorporates internal fusing designed to withstand a 6kV surge test and is Class 2 rated for 120-277V with an operating temperature of -40° to 55°C. Wal-Pak LED systems maintain greater than 93% of the initial light output after 72,000 hours of operation. UL listed HID high power factor ballasts are Class H insulation rated (high pressure sodium: 250, 400W | -40°C / -40°F). High efficiency HID ballasts are available in 120, 208, 240, 277, 347 and 480V.

Optical
Highly reflective anodized aluminum reflectors provide high efficiency illumination. Optical assemblies include impact resistant borosilicate refractive glass, and full cutoff IES/NA compliant configurations. Patented, solid state LED luminaires are thermally optimized with three lumen packages. HID models are offered in horizontal medium or mogul-based metal halide (MP) or high pressure sodium (HP) lamps.

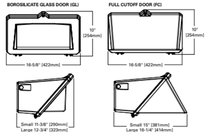
Door Assembly
Single point, captive stainless steel hardware secures the removable hinged door allowing for ease of installation and maintenance. Door assembly is hinged at the bottom for easy removal, installation and re-lamping.

Finish
Finished in five-stage super TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Standard color is bronze. Additional colors available in white, grey, bronze, black, dark platinum and custom. Consult factory for your lighting representitive at Cooper Lighting Solutions for a complete selection of standard colors. Options to meet Buy American and other domestic preference requirements.

Efficiency Standards Notice
Select luminaires are manufactured to USA and California efficiency regulations.

DIMENSIONS

BOROSILICATE GLASS DOOR (GL) — FULL CUTOFF DOOR (FC)



WP WAL-PAK

27, 32 and 46W
LED
250 - 400W
Pulse Start Metal Halide
250 - 400W
High Pressure Sodium

WALL MOUNT LUMINAIRE

DLC LISTED | DLC LISTED PREMIUM | BAA

TECHNICAL DATA
UL/cUL Wet Location Listed
IP66 Rated
40°C Maximum Ambient Temperature
External Supply Wiring 90°C Minimum
EISA & ARRA, Title 20 Compliant
L80 Calculated Lumen Maintenance
DesignLights Consortium® Qualified*

ENERGY DATA
CWA Ballast Input Watts
20000 MP/ HPF 1250 Watts/ ①
25000 MP/ HPF 1393 Watts/ ①
40200 HPS/ HPF 1465 Watts/
40004 MP/ HPF 1452 Watts/ ①

SHIPPING DATA
Approximate Net Weight:
32.42 lbs. (15.19 kgs.)

COOPER Lighting Solutions

*www.designlights.org

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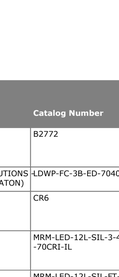
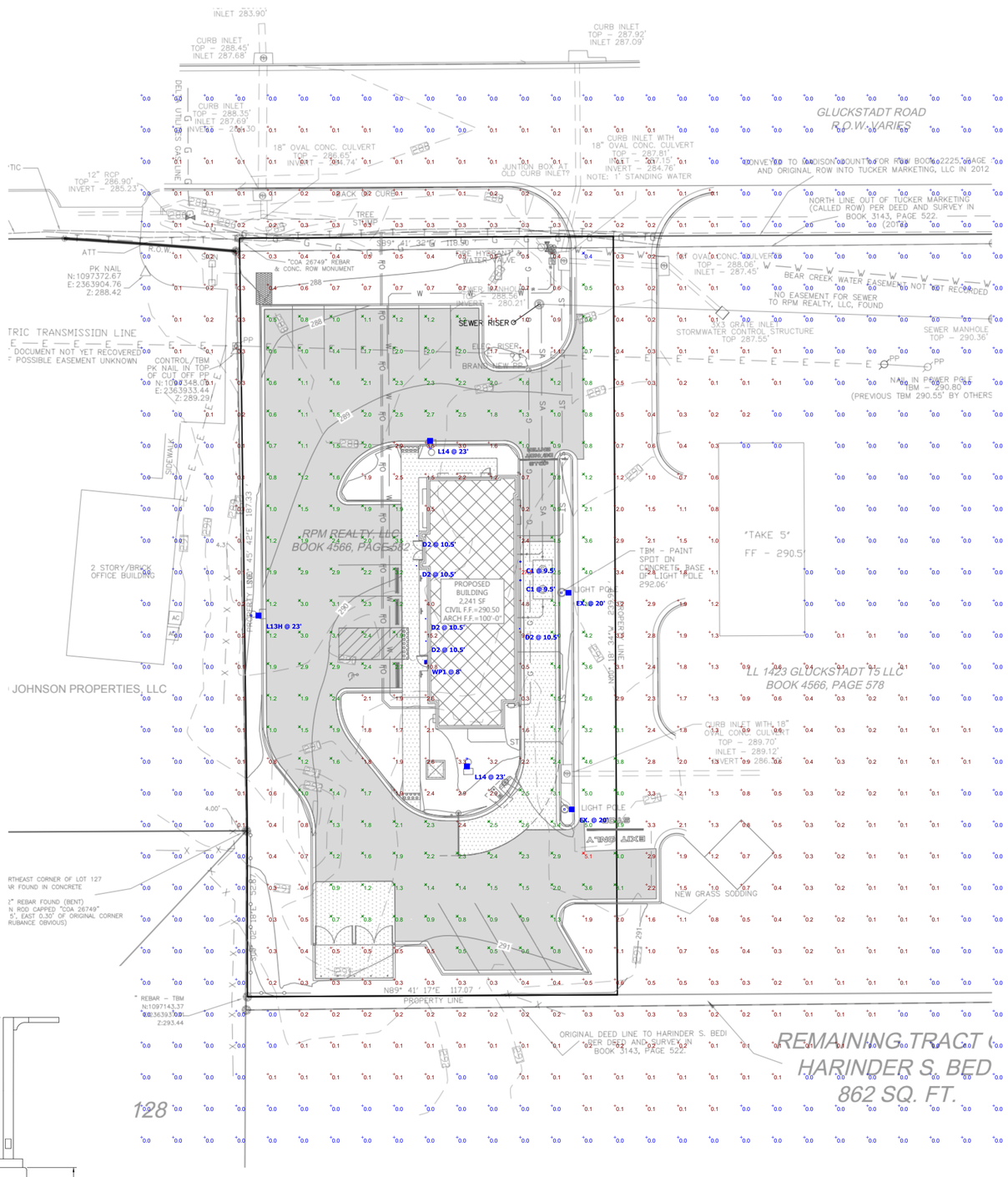


LIGHT POLE DETAIL

NO SCALE



Schedule								
Symbol	Label	Quantity	Manufacturer	Catalog Number	Number Lamps	Lumens Per Lamp	Light Loss Factor	Wattage
○	D2	5	TROY	B2772	1	963	1	100
▭	WP1	1	COOPER LIGHTING SOLUTIONS - LUMARK (FORMERLY EATON)	LDWP-FC-3B-ED-7040	1	1884	1	27.2
○	C1	2	ACCUSERV	CR6	1	1516	1	14
□	L13H	1	LSI INDUSTRIES, INC.	MRM-LED-12L-SIL-3-40--70CRI-IL	1	9143	1	85
□	L14	2	LSI INDUSTRIES, INC.	MRM-LED-12L-SIL-FT-40-70CRI	1	13143	1	85

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #1	+	0.7 fc	27.7 fc	0.0 fc	N/A	N/A
PARKING LOT	+	1.9 fc	5.1 fc	0.4 fc	12.8:1	4.8:1

SCALE: 1" = 20'

NORTH

CIVIL SITE PHOTOMETRIC PLAN & DETAILS

EXCEL

Always a Better Plan

100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT RD. • MADISON, MS 39110

PROFESSIONAL SEAL

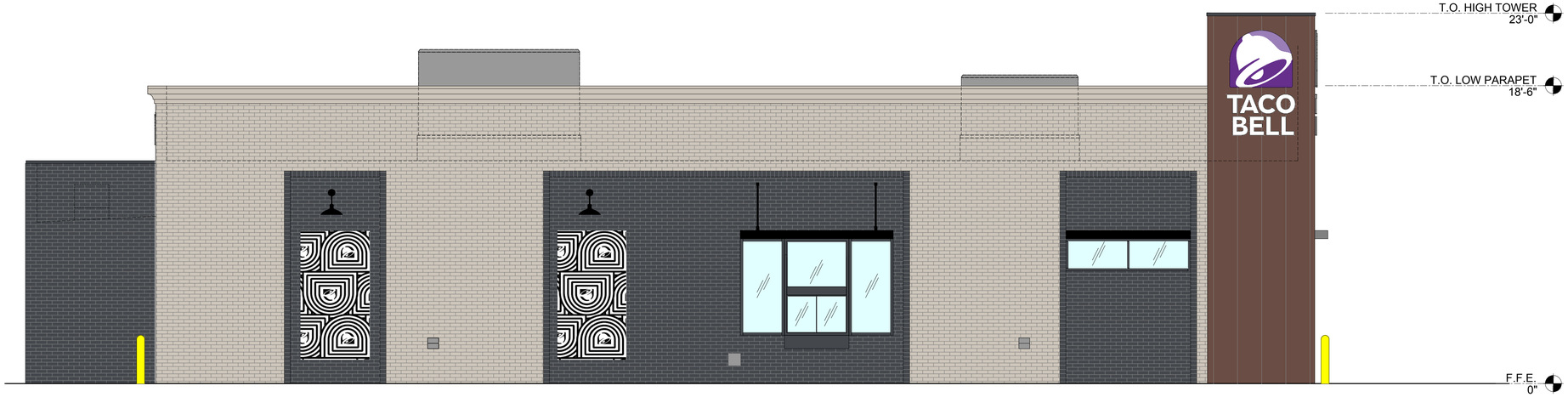
SHEET DATES

ISSUED FOR APPROVAL

IFA	FEB. 26, 2026

JOB NUMBER
260015100

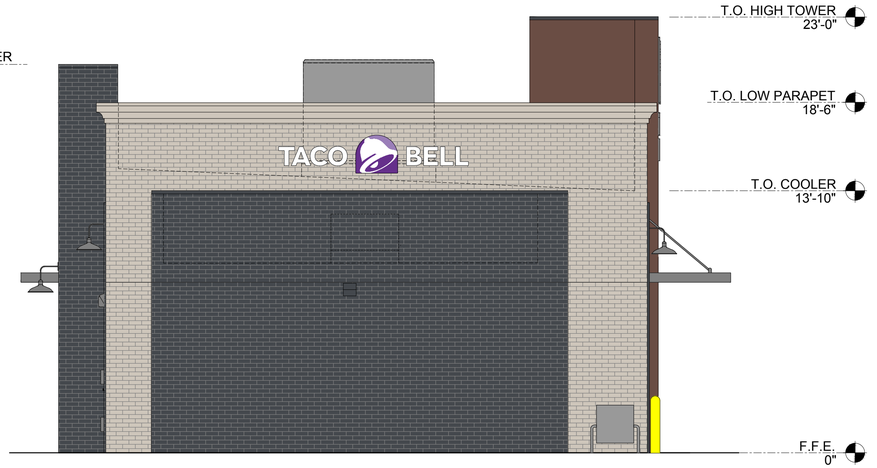
SHEET NUMBER
C3.1



DRIVE THRU ELEVATION 1/4" = 1'-0" | **1**



FRONT ELEVATION 1/4" = 1'-0" | **3**



REAR ELEVATION 1/4" = 1'-0" | **2**

SYMBOL	ITEM/MATERIAL	MANUFACTURER	MATERIAL SPEC	COLOR	CONTACT INFO
1	STOREFRONT	OLD CASTLE	FG-3000	DARK BRONZE	SEE C / A 7.2
2	BRICK	-	-	-	SEE C / A 7.2
3	HOLLOW METAL DOOR	-	-	MATCH DARK COLORED BRICK	SEE C / A 7.2
4	AWNINGS	SIGNAGE VENDOR	-	BLACK BY THE SIGNAGE VENDOR	SEE C / A 7.2
5	CORNER TOWER	WESTERN STATE	T-GROOVE 24GA , PAINTED 18" PANEL	WEATHERED RUSTIC	SEE C / A 7.2
6	RECESS OF SIDE ENTRY PORTAL	WESTERN STATE	T-GROOVE 24GA , PAINTED 18" PANEL	WEATHERED RUSTIC	SEE C / A 7.2
7	METAL PARAPET CAP	-	24GA GALVANIZED	MATCH BRICK	SEE C / A 7.2
8	EIFS CORNICE	DRYVIT	SANDPEBBLE FINE BUILT UP EIFS	MATCH LIGHT COLORED BRICK	SEE C / A 7.2

EXTERIOR FINISH SCHEDULE | **D**

TYPE MARK	QTY	ITEM DESCRIPTION	LOC
TOWER			
V-09.14W	2	14" WHITE CHANNEL LETTERS VERTICAL	A4.1
V-04.42	2	42" SWINGING BELL PURPLE LOGO FACE LIT	A4.1
SIDE ENTRY			
V-04.42	1	42" SWINGING BELL PURPLE LOGO FACE LIT	A4.0
V-200.EN	1	SIDE ENTRY AWNING 6'-4"L X 3'-0"D BLACK	A4.0
DRIVE THRU			
V-101.DT	1	DT AWNING (OVER DT) 9'-6"L X 4'-0"D BLACK	A4.1
V-102.DT	1	DT AWNING (OVER DT) 6'-0"L X 4'-0"D BLACK	A4.1
REAR			
V-04.24	1	24" SWINGING BELL PURPLE LOGO FACE LIT	A4.1
V-09.12W	1	12" WHITE CHANNEL LETTERS HORIZONTAL	A4.1
EYEBROW AWNINGS			
V-202.EN	1	FRONT EYEBROW (WINDOW) 16'-10"L X 6'H X 1' 4"D BLACK	A4.1
V-203.EN	1	DT EYEBROW (WINDOW) 7'-9"L X 6'H X 1' 4"D BLACK	A4.1
V-201.EN	1	SIDE ENTRY EYEBROW (WINDOW) 12'-3"L X 6'H X 1' 4"D BLACK	A4.0

SIGNAGE | **E**

PAINTING
APPLICATOR MUST DO THEIR DUE DILIGENCE WITH PREPARATION.
PRIMER: 1 COAT SW A24W83300
FINISH: 2 COATS SW A82-100 SERIES, MATCH COLORS FROM MATERIAL SCHEDULE.
A-100 EXTERIOR LATEX SATIN.

PAINT NOTES | **C**

X	QTY.	NAME	FAMILY	FRAME OR MURAL	SIZE	LOCATION
G516	2	HYPNOTIZE ME BELL	D	M02	4'-0" x 8'-0"	SEE A4.0/A4.1
G517	1	HYPNOTIZE ME BELL	D	M02	4'-0" x 8'-0"	SEE A4.0/A4.1
G518	1	HYPNOTIZE ME BELL	D	M02	4'-0" x 8'-0"	SEE A4.0/A4.1

EXTERIOR ART WORK SCHEDULE | **D**

MISCELLANEOUS
A. SEE SHEET A1.1 "WINDOW TYPES" FOR WINDOW ELEVATIONS.

SEALERS (REFER TO SPECS)
A. SEALANT AT ALL WALL AND ROOF PENETRATIONS.
B. SEALANT AT ALL WINDOW AND DOOR FRAMES AND JAMB. DO NOT SEAL SILL @ WINDOWS.
C. APPLY NEOPRENE GASKET (CONT.) BETWEEN BUILDING AND CANOPY.

CRITICAL DIMENSIONS
A. REQUIRED CLEAR OPENING WIDTH TO ENSURE COORDINATION WITH STANDARD SIGNAGE/BUILDING ELEMENTS DIMENSIONS.

NOTE: NO EXTERIOR SIGNS ARE WITHIN THE SCOPE OF WORK COVERED BY THE BUILDING PERMIT APPLICATION. THE FRANCHISEE WILL COORDINATE THE SIGN INSTALLATION. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING BLOCKING, PROPER DIMENSIONS, ELECTRICAL AND MUST PROVIDE ACCESS TO SITE AND BUILDING FOR FRANCHISEE'S SIGN INSTALLER.

GENERAL NOTES | **A**

329	MECHANICAL UNIT. SEE ROOF PLAN.
401	BUILDING SIGN BY VENDOR. REQUIRES ELECTRICAL. SEE ELECTRICAL PLANS.
407	METAL CANOPIES BY VENDOR. REQUIRES ELECTRICAL. SEE ELECTRICAL PLANS.
408	CO2 FILLER VALVE & COVER.
409	OIL RECLAMATION PORT
416	HOSE BIB BOX AT 18" A.F.F.
418	ROOF OVERFLOW TO BE STUBBED INSIDE WALL DOWN TO 36" ABOVE DRIVE THRU LANE GRADE AND FINISHED WITH COW'S TONGUE CAULKED TO EXTERIOR WALL SURFACE
419	EXTERIOR LIGHT FIXTURE. SEE ELECTRICAL DRAWINGS.
422	PURPLE LIGHT WALL WASHER, PROVIDED BY SIGNAGE VENDOR.
424	LINE OF ROOF BEYOND.
425	SWITCH GEAR. PAINT TO MATCH WALL. WALL SHALL BE FINISHED PRIOR TO INSTALLATION.
426	GAS SERVICE.

KEY NOTES | **B**

Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT • MADISON, MS 39110

PROFESSIONAL SEAL

PRELIMINARY DATES
JAN. 23, 2026
MAR. 18, 2026

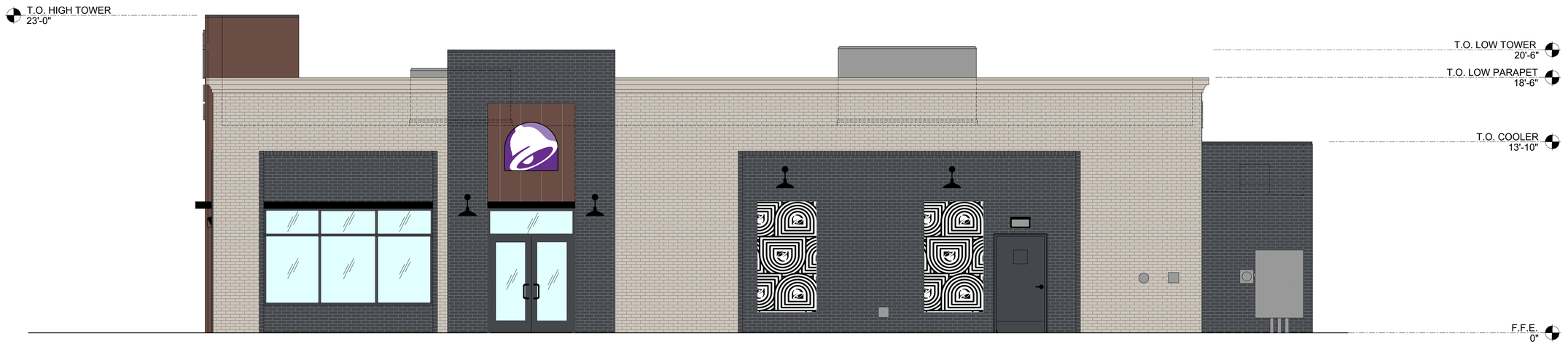
NOT FOR CONSTRUCTION

JOB NUMBER
260015100

SHEET NUMBER
A4.1



EXTERIOR ARTWORK OPTIONS 0



WALK UP ELEVATION 1/4" = 1'-0" 1

SYMBOL	ITEM/MATERIAL	MANUFACTURER	MATERIAL SPEC	COLOR	CONTACT INFO
1	STOREFRONT	OLD CASTLE	FG-3000	DARK BRONZE	SEE C / A 7.2
2	BRICK	-	-	-	SEE C / A 7.2
3	HOLLOW METAL DOOR	-	-	MATCH DARK COLORED BRICK	SEE C / A 7.2
4	AWNINGS	SIGNAGE VENDOR	-	BLACK BY THE SIGNAGE VENDOR	SEE C / A 7.2
5	CORNER TOWER	WESTERN STATE	T-GROOVE 24GA , PAINTED 18' PANEL	WEATHERED RUSTIC	SEE C / A 7.2
6	RECESS OF SIDE ENTRY PORTAL	WESTERN STATE	T-GROOVE 24GA , PAINTED 18' PANEL	WEATHERED RUSTIC	SEE C / A 7.2
7	METAL PARAPET CAP	-	24GA GALVANIZED	MATCH BRICK	SEE C / A 7.2
8	EIFS CORNICE	DRYVIT	SANDPEBBLE FINE BUILT UP EIFS	MATCH LIGHT COLORED BRICK	SEE C / A 7.2

EXTERIOR FINISH SCHEDULE D

TYPE MARK	QTY	ITEM DESCRIPTION	LOC
TOWER			
V-09.14W	2	14" WHITE CHANNEL LETTERS VERTICAL	A4,1
V-04.42	2	42" SWINGING BELL PURPLE LOGO FACE LIT	A4,1
SIDE ENTRY			
V-04.42	1	42" SWINGING BELL PURPLE LOGO FACE LIT	A4.0
V-200.EN	1	SIDE ENTRY AWNING 6'-4"L X 3'-0"D BLACK	A4.0
DRIVE THRU			
V-101.DT	1	DT AWNING (OVER DT) 9'-6"L X 4'-0"D BLACK	A4.1
V-102.DT	1	DT AWNING (OVER DT) 6'-0"L X 4'-0"D BLACK	A4.1
REAR			
V-04.24	1	24" SWINGING BELL PURPLE LOGO FACE LIT	A4.1
V-09.12W	1	12" WHITE CHANNEL LETTERS HORIZONTAL	A4.1
EYEBROW AWNINGS			
V-202.EN	1	FRONT EYEBROW (WINDOW) 16'-10"L X 6'H X 1' 4'D BLACK	A4,1
V-203.EN	1	DT EYEBROW (WINDOW) 7'-9"L X 6'H X 1' 4'D BLACK	A4.1
V-201.EN	1	SIDE ENTRY EYEBROW (WINDOW) 12'-3"L X 6'H X 1' 4'D BLACK	A4,0

SIGNAGE E

PAINTING
APPLICATOR MUST DO THEIR DUE DILIGENCE WITH PREPARATION.
PRIMER: 1 COAT SW A24W8300
FINISH: 2 COATS SW A82-100 SERIES, MATCH COLORS FROM MATERIAL SCHEDULE.
A-100 EXTERIOR LATEX SATIN.

PAINT NOTES C

X	QTY.	NAME	FAMILY	FRAME OR MURAL	SIZE	LOCATION
G516	2	HYPNOTIZE ME BELL	D	M02	4'-0" x 8'-0"	SEE A4.0/A4,1
G517	1	HYPNOTIZE ME BELL	D	M02	4'-0" x 8'-0"	SEE A4.0/A4,1
G518	1	HYPNOTIZE ME BELL	D	M02	4'-0" x 8'-0"	SEE A4.0/A4,1

EXTERIOR ART WORK SCHEDULE D

MISCELLANEOUS
A. SEE SHEET A1.1 "WINDOW TYPES" FOR WINDOW ELEVATIONS.

SEALERS (REFER TO SPECS)
A. SEALANT AT ALL WALL AND ROOF PENETRATIONS.
B. SEALANT AT ALL WINDOW AND DOOR FRAMES AND JAMB. DO NOT SEAL SILL @ WINDOWS.
C. APPLY NEOPRENE GASKET (CONT.) BETWEEN BUILDING AND CANOPY.

CRITICAL DIMENSIONS
A. REQUIRED CLEAR OPENING WIDTH TO ENSURE COORDINATION WITH STANDARD SIGNAGE/BUILDING ELEMENTS DIMENSIONS.

NOTE: NO EXTERIOR SIGNS ARE WITHIN THE SCOPE OF WORK COVERED BY THE BUILDING PERMIT APPLICATION. THE FRANCHISEE WILL COORDINATE THE SIGN INSTALLATION. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING BLOCKING, PROPER DIMENSIONS, ELECTRICAL AND MUST PROVIDE ACCESS TO SITE AND BUILDING FOR FRANCHISEE'S SIGN INSTALLER.

GENERAL NOTES A

329	MECHANICAL UNIT, SEE ROOF PLAN.
401	BUILDING SIGN BY VENDOR. REQUIRES ELECTRICAL, SEE ELECTRICAL PLANS.
407	METAL CANOPIES BY VENDOR. REQUIRES ELECTRICAL, SEE ELECTRICAL PLANS.
408	CO2 FILLER VALVE & COVER.
409	OIL RECLAMATION PORT
416	HOSE BIB BOX AT 18" A.F.F.
418	ROOF OVERFLOW TO BE STUBBED INSIDE WALL DOWN TO 36" ABOVE DRIVE THRU LANE GRADE AND FINISHED WITH COW'S TONGUE CAULKED TO EXTERIOR WALL SURFACE
419	EXTERIOR LIGHT FIXTURE. SEE ELECTRICAL DRAWINGS.
422	PURPLE LIGHT WALL WASHER, PROVIDED BY SIGNAGE VENDOR.
424	LINE OF ROOF BEYOND.
425	SWITCH GEAR, PAINT TO MATCH WALL, WALL SHALL BE FINISHED PRIOR TO INSTALLATION.
426	GAS SERVICE.

KEY NOTES B

Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
[redacted]

PROJECT INFORMATION

NEW BUILDING FOR:
PACIFIC BELLS LLC
1021 GLUCKSTADT • MADISON, MS 39110

PROFESSIONAL SEAL

PRELIMINARY DATES
JAN. 23, 2026
MAR. 18, 2026

NOT FOR CONSTRUCTION

JOB NUMBER
260015100

SHEET NUMBER
A4.0

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Planning and Zoning-Update

The Planning and Zoning Commission did meet on March 24, 2026, and we bring 9 submissions to you today, ranging from rezonings to site plans. We have included the approved minutes from February's meeting and the draft minutes from March's meeting for your consideration. Our next PNZ meeting is April 28th, 2026, at 6:00 in the City Hall Boardroom.

The Architectural Review Commission had our Regular meeting on March 17, 2026. The meeting minutes are attached for your consideration. We also had another Special Call meeting on 3/19/26 in order to wrap up the new Architectural Standards for your review. As discussed via email, we plan to hold a work session with the MMBOA on April 23rd to review the new Architectural Standards.

The PNZ and Building departments had a total of 18 new permits and/or submissions with total fees in the amount of $7,951.00 as of April 6, 2026. Permit log showing the new entries are attached for your review.

MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF GLUCKSTADT, MISSISSIPPI

A regular meeting of the Planning and Zoning Commission of the City of Gluckstadt, Mississippi ("the Board"), was duly called, held, and conducted on Tuesday, February 24, 2026, at 6:00 p.m. at Gluckstadt City Hall, 343 Distribution Drive, Gluckstadt, Madison County, Mississippi.

The following members were present, to-wit:

Melanie Greer
Lauren Bishop
Andrew Duggar
Katrina B. Myricks (via phone)
Phillips King
Kayce Saik

Absent:

Patrick Beasley

Also present:

Zachary L. Giddy, Attorney
Caine Dearman, Mike McCollum and Chris Buckner, City of Gluckstadt

Chairman Melanie Greer called the meeting to order. Roll was called and it was announced that a majority of the voting members of the Board were present, and that said number constituted a quorum.

Vice Chairman Kayce Saik opened the meeting with prayer and Melanie Greer led the Pledge of Allegiance.

All members of the Board present acknowledged receipt of the agenda and the agenda was as follows:

1. Call to Order

2. Opening Prayer and Pledge of Allegiance

3. Consideration and Approval of Minutes

A) Consideration of December Meeting Minutes

4. Request for Rezoning

A) Request for Approval of Mt Pleasant Baptist Church Conditional Use

5. New Site Plan Considerations

A) Request for Approval of Mt. Pleasant Baptist Church Family Life Building Site Plan

B) Request for Approval of BRH Asset Management Warehouse Addition Site Plan

6. New Business

A) Request for Approval of Kayo Center Site Plan Amendment

7. Next Meeting

A) Regular Meeting March 24th, 2026, City Hall, 343 Distribution Dr., Gluckstadt, MS

8. Adjourn

The Board considered the Minutes of December 23, 2025, regular meeting. Commissioner Lauren Bishop moved to approve the minutes presented as written with no corrections. The motion was seconded by Commissioner Katrina Myricks and approved unanimously by all present Commissioners. The Chairman declared the motion carried.

Public Hearing for Application for
Conditional Use Permit for Mt. Pleasant Baptist Church

Chairman Melanie Greer opened the Public Hearing on the Petition and Application for Conditional Use Permit by Mt. Pleasant Baptist Church for property located at 729 Gluckstadt Road in the City of Gluckstadt and identified by Tax Parcel Number 082I-30-002/00.00. Mt. Pleasant Baptist Church is the current owner of the subject property. The subject property is presently zoned R-1 and has been operating at subject location since before the City of Gluckstadt's incorporation. Caine Dearman advised the Board that the Applicant is seeking a conditional use to allow an addition to its existing campus on the subject property in the R-1 zoning district. The addition will be for a family life and multi-purpose facility. Pastor Keith Gayden, Sr. appeared and spoke on behalf of the Petition. Pastor Gayden stated the facility will be for the youth, weddings, and will also be used for voting. Caine Dearman confirmed notice was accomplished and advised the Board that physical posting and publication requirements were met establishing jurisdiction.

Opposition was given an opportunity to respond, but there was no opposition present and no additional support present.

Chairman Melanie Greer closed the Public Hearing and called for a vote on the Application. On motion by Commissioner Phillips King and seconded by Commissioner Kayce Saik, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve a conditional use for Applicant to allow an addition to consist of a family life and multi-purpose facility to its existing campus on the subject property in the R-1 zoning district. The Chairman declared the motion carried.

Site Plan – Mt. Pleasant Baptist Church

The Board next considered the site plan submitted by Mt. Pleasant Baptist Church for property located at 729 Gluckstadt Road and identified by Tax Parcel Numbers 082I-30-002/00.00 in the City of Gluckstadt. The subject property is the same as the subject property in the request for conditional use hearing just prior to consideration of this site plan for a family life and multi-purpose facility. Caine Dearman presented Commissioners with the site plan and advised the Board that the City's Planning & Zoning Department had reviewed the site plan and the City will work with the church on the landscape plan. They will need additional trees and also need a revision to parking space widths. There was discussion regarding the dumpster area. On motion by Commissioner Phillips King and seconded by Commissioner Kayce Saik, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve the site plan with the condition of revisions prior to the Mayor and Board of Aldermen meeting that the site plan be revised to include additional landscaping, dumpster screening and surface and revised parking widths. The Chairman declared the motion carried.

Site Plan – BRH Asset Management Warehouse Addition

The Board next considered the site plan submitted by BRH Asset Management for property located at 130 American Way and identified by Tax Parcel Numbers 082I-29-010/07.00 in the City of Gluckstadt. Caine Dearman presented Commissioners with the site plan and stated the Applicant plans to utilize the subject property for a 13,500 sq. ft. warehouse. Mr. Dearman advised the Board that the City's Planning & Zoning Department has reviewed the site plan; however, one additional handicap space is required. Mr. Dearman further advised that the landscape plan has been submitted. On motion by Commissioner Andrew Duggar and seconded by Commissioner Phillips King, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve the site plan as submitted. The Chairman declared the motion carried.

Site Plan Amendment – Kayo Center

On motion by Commissioner Lauren Bishop and seconded by Commissioner Kayce Saik,

the Board present voted unanimously to table the site plan amendment for Kayo Center until additional documents are submitted and reviewed. The Chairman declared the motion carried.

NEW BUSINESS

Mr. Dearman advised that the next meeting of the Planning & Zoning Commission will be March 24, 2026.

OLD BUSINESS

None.

There was no further business to be presented.

ADJOURN

Commissioner Kayce Saik moved that the meeting be adjourned. The motion was seconded by Commissioner Katrina Myricks and approved unanimously by all present Commissioners. The Chairman declared the Motion carried.

WITNESS OUR HANDS, this the 24th day of March, 2026.

Melanie Greer

MELANIE GREER, Chairman

KAYCE SAIK, Vice Chairman/Secretary

MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF GLUCKSTADT, MISSISSIPPI

A regular meeting of the Planning and Zoning Commission of the City of Gluckstadt, Mississippi ("the Board"), was duly called, held, and conducted on Tuesday, March 24, 2026, at 6:00 p.m. at Gluckstadt City Hall, 343 Distribution Drive, Gluckstadt, Madison County, Mississippi.

The following members were present, to-wit:

Melanie Greer
Patrick Beasley
Andrew Duggar (arrived after minutes)
Katrina B. Myricks
Phillips King
Kayce Saik

Absent:

Lauren Bishop

Also present:

Zachary L. Giddy, Attorney
Caine Dearman, Chris Buckner, and Christian Hall City of Gluckstadt

Chairman Melanie Greer called the meeting to order. Roll was called and it was announced that a majority of the voting members of the Board were present, and that said number constituted a quorum.

Vice Chairman Kayce Saik opened the meeting with prayer and Melanie Greer led the Pledge of Allegiance.

All members of the Board present acknowledged receipt of the agenda and the agenda was as follows:

1. Call to Order

2. Opening Prayer and Pledge of Allegiance

3. Consideration and Approval of Minutes

A) Consideration of Minutes-2/24/26 PNZ Regular Meeting

4. New Site Plan Considerations

A) Planning and Zoning Update

5. New Business

A) Request for Rezoning-26-019-Sahler Property Stout Rd

B) Request for Conditional Use-26-020-Sahler Stout Rd Property-Indoor/Outdoor Baseball Training Facility

C) Consideration of Site Plan-26-021-Sahler Stout Rd Property-Indoor/Outdoor Baseball Training Facility

D) Request for Rezoning-26-015-UCR Properties 158 American Way

E) Request for Rezoning-26-023-RANDS LLC Rezoning Catlet Rd

F) Consideration of Site Plan-Martin Group-Gluckstadt Office Park

G) Request for Conditional Use-Quiet Waters-Calhoun Station & Stout Rd

H) Consideration of Site Plan-Hederman Brothers-247 Industrial Dr. N

I) Consideration of Site Plan-Taco Bell-1021 Gluckstadt Rd

6. Next Meeting

A) Regular Meeting April 28th, 2026, 6:00 pm City Hall

7. Adjourn

The Board considered the Minutes of the February 24, 2026, regular meeting. Commissioner Katrina Myricks moved to approve the minutes presented as written with no corrections. The motion was seconded by Commissioner Kayce Saik and approved unanimously by all present Commissioners. The Chairman declared the motion carried.

Commissioner Andrew Duggar arrived at the meeting.

Public Hearing for Application for Rezoning
for Lee Sahler - JLS Construction, LLC

Chairman Melanie Greer opened the Public Hearing on the Petition and Application to Rezone Real Property for Lee Sahler – JLS Construction, LLC for property located on Stout Road in the City of Gluckstadt and being identified as Tax Parcel No. 082B-09-005/01.00. The subject property is presently zoned A-1 Agricultural District. Caine Dearman presented the application and advised the Board that Applicant is requesting a rezoning from the current A-1 classification to C-1A Restricted Commercial District. Mr. Dearman further advised the Board that notice posting and publication requirements were met and that applicant sent letters to surrounding properties. Mr. Lee Sahler appeared and spoke on behalf of the Application. Mr. Sahler advised the Board that the Applicant is requesting the rezoning to allow Applicant to obtain a conditional use to allow an indoor/outdoor athletic training facility on the subject property. The surrounding property is zoning C-2. The requested rezoning is for only 10 acres of the 40-acre parcel owned by Applicant.

Chad Phillips, a neighboring property owner appeared and spoke in favor of the rezoning. Mr. Phillips stated there is a need for this type of facility.

Mr. Sahler addressed concerns over light pollution.

Opposition was given an opportunity to respond.

Mr. Paul Clark appeared and spoke. Mr. Clark stated he is not opposed but is concerned about light pollution.

There was no additional opposition present or support.

Chairman Melanie Greer closed the Public Hearing and called for a vote on the Application. On motion by Commissioner Phillips King and seconded by Commissioner Patrick Beasley, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve the requested rezoning to rezone the subject property from A-1 Agricultural District to C-1A Restricted Commercial District. The Chairman declared the motion carried.

Public Hearing for Application for
Conditional Use Permit for Lee Sahler - JLS Construction, LLC

Chairman Melanie Greer opened the Public Hearing on the Petition and Application for Conditional Use Permit by Lee Sahler – JLS Construction, LLC for property located on Stout Road in the City of Gluckstadt and identified by Tax Parcel Number 082B-09-005/01.00. Mr. Dearman advised that the subject property is presently zoned A-1 and is the same property considered in the previous agenda item for a rezoning recommendation to the Board of Aldermen to rezone to C-1A. Mr. Dearman advised the Board that conditional use request is allowable for an indoor/outdoor athletic facility for athletic training. Mr. Sahler advised the Board that the facility will be an 11,500 sq. ft. building and that the facility will be used for practice and not for tournaments and/or games. Mr. Dearman further advised the Board that notice posting and publication requirements were met.

Opposition was given an opportunity to respond, but there was no opposition present.

Chairman Melanie Greer closed the Public Hearing and called for a vote on the Application. On motion by Commissioner Kayce Saik and seconded by Commissioner Katrina Myricks, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve a conditional use for Applicant to an indoor/outdoor athletic facility for athletic training on the subject property in the C-1A zoning district. The Chairman declared the motion carried.

Site Plan – Lee Sahler - JLS Construction, LLC

The Board next considered the site plan submitted by Lee Sahler - JLS Construction, LLC for property located on Stout Road in the City of Gluckstadt and being identified as Tax Parcel No. 082B-09-005/01.00. Caine Dearman advised the Commissioners that the subject property is the same as the subject property in the request for rezoning and conditional use hearing just prior to consideration of this site plan for an indoor/outdoor athletic training facility. Mr. Dearman presented Commissioners with the site plan and advised the Board that the City's Planning & Zoning Department had reviewed the site plan and meets the City's requirements. Lee Sahler addressed the Commissioners regarding the coloring of the building – updated from the submitted site plan. Mr. Sahler further stated the site plan allows for sufficient parking and landscape requirements are met. Mr. Sahler stated the dumpster needs to be repositioned. On motion by Commissioner Phillips King and seconded by Commissioner Andrew Duggar, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve the site plan with the condition of revisions prior to the Mayor and Board of Aldermen meeting that the site plan be revised to include the dumpster relocation, ingress/egress, concrete pad and new color rending. The Chairman declared the motion carried.

Public Hearing for Application for Rezoning for UCR Management, LLC

Chairman Melanie Greer opened the Public Hearing on the Petition and Application to Rezone Real Property for UCR Management, LLC for property located at 158 American Way in the City of Gluckstadt and being identified as Tax Parcel No. 082I-29-010/11.00. The subject property is presently zoned partially I-2 Heavy Industrial District and partially C-2 Highway Industrial District. Caine Dearman presented the application and advised the Board that notice posting and publication requirements were met and that applicant sent letters to surrounding properties. Warren Miconi appeared and spoke on behalf of the Applicant. Mr. Miconi advised the Board that the property is currently zoned half C-2 and half I-2 and Applicant is seeking to rezone the C-2 portion of the property to make the entire property zoned as I-2 for the purpose of marketing the property to potential tenants. Commissioner Phillips King expressed concerns over the property being rezoned to I-2 based on purpose of industrial district and further that the industrial zoning is inconsistent with the City's Comprehensive Plan where it is shown as C-2.

Opposition was given an opportunity to respond, but there was no opposition present.

Applicant stated that it would maintain a 50 foot buffer zone and work with neighboring properties.

Chairman Melanie Greer closed the Public Hearing and called for a vote on the Application. On motion by Commissioner Kayce Saik and seconded by Commissioner Phillips King, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they deny the requested rezoning to rezone the subject property from a split zoning of C-2 Highway Commercial District and I-2 Heavy Industrial District to fully I-2 Heavy Industrial Disttrict. The Chairman declared the motion carried.

Public Hearing for Application for Rezoning for RANDS, LLC

Chairman Melanie Greer opened the Public Hearing on the Petition and Application to Rezone Real Property for RANDS, LLC for property located on Catlett Road in the City of Gluckstadt and being identified as Tax Parcel Nos. 082D-19-010/00.00 and 082D-19-010/01.00. Caine Dearman presented the application and advised the Board that Applicant is requesting a rezoning from the current R-1 classification to R-2 classification based on a mistake. Mr. Dearman further advised the Board that notice posting and publication requirements were met and that applicant sent letters to surrounding properties. Mr. Rick Eisenberger appeared and spoke on behalf of the Applicant. Mr. Eisenberger discussed the procedural history and advised Commissioners that the property was rezoned from R-1 to R-2 by the County prior to Gluckstadt's incorporation. The rezoning was appealed and the Board of Supervisors and the Madison County Circuit Court upheld the decision to rezone from R-1 to R-2. Upon incorporation Gluckstadt adopted the County Map and modified Zoning Ordinance and Comprehensive Plan. Mr. Eisenberger discussed the *Dicks v. City of Vicksburg* case wherein there was a mistake in zoning.

Opposition was given an opportunity to respond.

Penny Coulon, who lives across the street from the subject property appeared and spoke in opposition to the rezoning. Ms. Coulon stated she has concerns over the number of houses to be built and congestion of the roadway.

There was no additional opposition present or support.

Chairman Melanie Greer closed the Public Hearing and called for a vote on the Application. On motion by Commissioner Phillips King and seconded by Commissioner Patrick Beasley, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve the requested rezoning to rezone the subject property from R-1 to R-2. The Chairman declared the motion carried.

Site Plan – The Martin Firm PLLC and the Martin Group

The Board next considered the site plan submitted by The Martin Firm PLLC and the Martin Group for property located at 342 Old Jackson Road in the City of Gluckstadt and identified by Tax Parcel Number 082E-15-003/00.00. Caine Dearman presented Commissioners with the site plan and stated the Applicant plans to build a 2,100 sq. ft. building on the subject property. Mr. Dearman advised that Applicant's plans have been approved by the Gluckstadt ARC. Mr. Dearman advised that the Applicant requested and received a dimensional variance in 2025 to reduce the side and rear setbacks on the subject property and that Applicant has satisfied the parking space requirements. Applicant will utilize existing dumpster per agreement with Gluckstadt Office Park. Mr. Dearman advised the Board that the City's Planning & Zoning Department has reviewed the site plan and recommends approval. On motion by Commissioner Kayce Saik and seconded by Commissioner Katrina Myricks, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve the site plan as submitted. The Chairman declared the motion carried.

Public Hearing for Application for Conditional Use Permit for Matt Vitart / Quiet Waters Ministries, Inc.

The Board next considered the site plan submitted by Matt Vitart on behalf of Quiet Waters Ministries, Inc. for property located at the corner of Calhoun Station Parkway and Stout Road in the City of Gluckstadt and being identified as Tax Parcel Nos. 082B-09-002/00.00 and 082B-09-002/07.00. Mr. Dearman advised that the subject property is presently zoned A-1, C-2, and R-1. Mr. Dearman advised the Board that notice posting and publication requirements were met and that applicant sent letters to surrounding properties. Matt Vitart appeared and spoke on behalf of the Applicant. Mr. Vitart advised the Board that a conditional use for the subject property was originally granted in 2023 for a similar use. Applicant currently operates at a different property outside the City limits. Applicant is seeking the conditional use to operate a respite ministry as a quai-public facility.

Opposition was given an opportunity to respond, but there was no opposition present.

Chad Phillips, a neighboring property owner appeared and spoke in favor of the requested conditional use and stated he believes the requested use to be compatible with the area.

Chairman Melanie Greer closed the Public Hearing and called for a vote on the Application. On motion by Commissioner Andrew Duggar and seconded by Commissioner Kayce Saik, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve a conditional use for Applicant to operate a quasi-public respite ministry center on the subject property in the A-1, C-2, and R-1 zoning districts. The Chairman declared the motion carried.

Site Plan Amendment – Doug Hederman / Hederman Brothers Printing

The Board next considered the site plan submitted by Doug Hederman / Hederman Brothers Printing for property located at 247 Industrial Drive North in the City of Gluckstadt and identified by Tax Parcel Number 082E-21-017/08.00. Caine Dearman presented Commissioners with the site plan and stated the Applicant is requesting approval of a previously approved site plan which was approved in 2025. The Applicant is resubmitting the site plan for additional warehousing and office space, but the project is similar to the previous approved site plan. Mr. Dearman advised that Applicant has satisfied the parking and landscape requirements that the City's Planning & Zoning Department has reviewed the site plan and recommends approval. On motion by Commissioner Andrew Duggar and seconded by Commissioner Patrick Beasley, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they approve the site plan as submitted. The Chairman declared the motion carried.

Site Plan Amendment – Albert Palacios – Pacific Bells, LLC (Taco Bell)

The Board next considered the site plan submitted by Albert Palacios – Pacific Bells, LLC for property located at 1029 Gluckstadt Road in the City of Gluckstadt and identified as West side of Tax Parcel Number 082I-29-010/22.00. Caine Dearman presented Commissioners with the site plan and stated the Applicant is requesting approval of a site plan for Taco Bell restaurant. Taco Bell representatives were present via video stream and advised the Board that the proposed Taco Bell would be a 2,241 sq. ft. building next to Take 5. Applicant plans an added privacy fence and screening between the subject restaurant and Red Oak Subdivision. The proposed restaurant will not be open 24/7. Closing will be 1:00 a.m. on Friday and Saturday and 12:00 a.m. on Sunday. The site plan includes light pollution illustrated to not project on residential lots. The parking and drive lane meet requirements. Applicant has a 25-year lease with Taco Bell franchising. Gluckstadt ARC review is still ongoing as they work with Applicant through modifications.

Commissioners expressed concerns over proximity to residential neighborhoods; compatibility with abutting neighborhood; and location of outside existing turn lane which would cause traffic back up. On motion by Commissioner Phillips King and seconded by Commissioner Andrew Duggar, the Board present voted unanimously to recommend to the Mayor and Board of Aldermen that they deny the site plan as submitted. The Chairman declared the motion carried.

NEW BUSINESS

Mr. Dearman updated Commissioners on recent Planning and Zoning matters.

OLD BUSINESS

None.

There was no further business to be presented.

ADJOURN

Commissioner Kayce Saik moved that the meeting be adjourned. The motion was seconded by Commissioner Katrina Myricks and approved unanimously by all present Commissioners. The Chairman declared the Motion carried.

WITNESS OUR HANDS, this the _____ day of _____, 2026.

_____
MELANIE GREER, Chairman

_____
KAYCE SAIK, Vice Chairman/Secretary

Regular Meeting of the Architectural Review Committee
of the City of Gluckstadt, Mississippi
Tuesday March 17, at 3:00 PM

Minutes

The business of this meeting with Committee Members Kayce Saik, Melanie Greer and Lee Sahler were as follows:

1. Chairman Kayce Saik called the meeting to order; all members of the board were present.
2. Kayce Saik gave the opening Prayer with Melanie Greer giving the Pledge of Allegiance.
3. Consideration of Minutes:
   Melanie Greer made the motion to approve the minutes of the Special Call March 5, 2026, meeting as presented. Lee Sahler seconded the motion with all members voting "AYE" the motion carried.
4. **New Business**
   A) Consideration of Exterior Color Scheme for Renovation-Gluckstadt Management LLC, 110 Weisenberger Road
      i. Bridgforth Rutledge was present representing Gluckstadt Management LLC.
      ii. The board recommended approval of paint color scheme with a choice of two (2) paint colors as acceptable, alabaster or dover white.
      iii. Melaine Greer made the motion to approve; the motion was seconded by Lee Sahler with all members voting "AYE" passing the motion.
      iv. The board also recommended painting the roof to soften the existing blue roof with a neutral color which will be presented to the board for approval of color choice.
      v. Lee Sahler recommended the addition of an awning(s) to balance the front of the building structure.
      vi. These were recommendations only and no action was taken.
   B) Consideration of Architectural Design and Landscaping-Martin Group Gluckstadt Office Park, 104 Office Park Drive
      i. Sam Martin was present representing Martin Group.
      ii. The board recommended revising the landscaping to remove shrubs to allow parallel parking in the front of the building and adding shrubs against the building or revising the parking plan in order to have room for the planned trees/shrubs as per the submitted landscape plans.
      iii. Lee Sahler made the motion to approve the design contingent on meeting the standards for the parking and landscape requirements with modifications presented before the next Planning and Zoning

board meeting. Melanie Greer seconded the motion members voting "AYE" passing the motion.

C) Consideration of Architectural Design and Landscaping -Taco Bell 1021 Gluckstadt Road
   i. Taco Bell representatives were present via TEAMs call.
   ii. The board requested more options for the color scheme or exterior materials (combination of brick & hardy) to be more cohesive with the existing buildings and structures in this area.
   iii. The board was satisfied with the landscaping plan.
   iv. Melanie Greer made the motion to table until Taco Bell can present updated exterior designs and color schemes for the board at the Special Call meeting on Thursday, March 19, 2026; the motion was seconded by Lee Sahler with all members voting "AYE" passing the motion.

D) Consideration of Architectural Desing and Landscaping -Sahler Baseball Facility Stout Road
   i. Lee Sahler was present representing this project.
   ii. Due to Lee Sahler being a Commissioner on the ARC board, he did not participate in the vote for this project.
   iii. Kayce Saik made the motion to approve design contingent on confirming a two-color scheme with all brick exterior, or a combination of brick and hardy exterior as well as adding additional landscaping at the building frontage. The motion was seconded by Melanie Greer with all members voting "AYE" passing the motion.

5. **Old Business**
   No discussion
6. **Public Comment**
   No members of the public signed up to address the board.

7. **Next Meeting** – Special Call meeting March 19, 2026, at 3:00 pm 343 Distribution Drive, Gluckstadt, MS 39110.
8. **Adjourn**
   Melanie Greer made a motion to adjourn; the motion was seconded by Lee Sahler with all members voting "AYE" the motion passed.

WITNESS OUR HANDS, this the 19th day of March ,2026.

KAYCE SAIK, Chairman

Melanie Greer

MELANIE GREER, Vice Chairman

	Type	Street Address	Street Name	Applicant	Contractor	Applied Date	Fees
1	Sign	114	OFFICE PARK DRIVE	THAMES ROB	SIGNMARK, INC	4/6/2026	$ 60.00
2	Sign	114	OFFICE PARK DRIVE	RADIANCE AESTHETICS	SIGNMARK, INC	4/6/2026	$ 60.00
3	Addition Commercial	547	CHURCH ROAD	OPEN TEE IGC, LLC	PEDRETTY'S CERAMIC TILE & FLOO	4/6/2026	$ 847.00
4	Addition Commercial	547	CHURCH RD	DANNY BOLANOS		4/2/2026	$ 145.00
5	Site Plan Review	?	TITAN LANE	DANIEL WOOLRIDGE		4/1/2026	$ 100.00
6	REZONING	108	LONE WOLF DRIVE	STEVE FOLK		3/31/2026	$ 250.00
7	Accessory Commercial	576	CHURCH RD	STEEL TECHNOLOGIES	RED GUARD	3/31/2026	$ 288.00
8	CONDITIONAL USE	?	CALHOUN STATION PKWY	QUIET WATERS MINISTERIES, INC		3/30/2026	$ 250.00
9	New Building Commercial	119	OFFICE PARK DRIVE	THAMES ROB	MURRAY BUILDERS, LLC	3/18/2026	$ 2,627.00
10	Addition Commercial	148	WEISENBERGER RD	HAYLEX PROPERTIES LLC	JEFF RHEA CONSTRUCTION	3/18/2026	$ 442.00
11	Gas Commercial	106	WESTFALEN DRIVE	MOTHER GOOSE OF MADISON	ENVIRONMENT MASTERS	3/17/2026	$ 85.00
12	Re-Roof	1659	HIGHWAY 51	TIMOTHY JENKINS		3/16/2026	$ -
13	Electical Commercial	644	CHURCH RD	TITAN DEVELOPNMENT CO.	NEVELS ELECTRIC LLC	3/12/2026	$ 85.00
14	New Building Residential	263	STOUT RD	DAN DEAR	DAN DEAR CUSTOM HOMES	3/10/2026	$ 2,402.00
15	Sign	421	BUSINESS PARK DRIVE	BROTHERS LOGISTICS, LLC	PIP MARKETING SIGNS & PRINT	3/6/2026	$ 60.00
16	Sign	106	WESTFALEN DRIVE	MOTHER GOOSE OF MADISON		3/5/2026	$ 60.00
17	Site Plan Review	247	INDUSTRIAL DRIVE N.	HEDERMAN BROTHERS		3/5/2026	$ 100.00
18	Sign	1743	HIGHWAY 51	SUM OIL (TEXACO)	SUTTON CONTRACTING, LLC	3/4/2026	$ 90.00
							$ 7,951.00
			March 4 - April 6, 2026	**$7,951.00**			

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor & Board of Aldermen

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Floodplain Permit Adoption

During my Floodplain training with MEMA, they continually talked about requiring a permit for any development within our flood zones. At this point we do not currently have a separate permit for Floodplain development although our Flood Prevention Ordinance requires one. MEMA forwarded me their standard Floodplain Development Permit, and I have customized it for our use. Legal has reviewed the permit and is satisfied with its language.

We are currently building a database with all the parcels in the City Limits that fall within our flood zones, so we can easily track any new construction that would require this permit. We request approval from the Board to adopt this permit along with the fee of $100 to issue any new development that is in the City's flood zones. This permit will coincide with the regular building permit, and no C/O will be issued until the requirements of the building and floodplain permits have been satisfied. We believe this will help us track, enforce, and help ensure we meet the standards of our ordinance and ultimately, the NFIP.

City of Gluckstadt, Mississippi
Floodplain Development Permit

Caine Dearman, Floodplain Administrator
107 Lone Wolf Dr, Gluckstadt, MS 39110
(769) 567-2308 (O)

Permit #:	Expiration Date:

The **Floodplain Development Permit** is the mechanism by which the City of Gluckstadt evaluates any and all impacts of activities proposed within our regulated floodplains. All activities must be in compliance with the City of Gluckstadt Flood Prevention Ordinance. The National Flood Insurance Program provides flood insurance to individuals at much lower premiums than could otherwise be purchased through private insurers, and makes certain federal funds are available to communities. In order for citizens to be eligible for the national flood insurance rates, or for communities to receive certain kinds of federal funds, the community must agree to meet minimum floodplain standards. This application packet is a tool to ensure that the activities in the community comply with the City of Gluckstadt Flood Prevention Ordinance.

Any party undertaking development within a designated floodplain must obtain a floodplain development permit prior to the work commencing. FEMA defines development in Title 44 of the Code of Federal Regulations part 59.1 as: *Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials*. Other human activities that are considered development include but are not limited to: alterations of a structure through additions, demolition and remodeling, fences, retaining wall, moving/placement of manufactured or mobile homes, campgrounds, storage of equipment, vehicles or materials (storage yards or salvage yards).

1 General Provisions of the Floodplain Permit Terms

PLEASE READ

1. No work may start until a permit has been issued.
2. $100 fee is required for processing
3. The permit may be revoked if:
    a. Any false statements are made herein;
    b. The effective Flood Insurance Rate map has been revised;
    c. The work is not done in accordance with the City of Gluckstadt Flood Prevention Ordinance;
    d. The work is different than what is described and submitted to the community as part of the Floodplain Development Permit application.
4. If revoked, all work must cease until permit is reissued.
    a. If the permit cannot be reissued, applicant acknowledges that they will be responsible to correct the issue which may require removal of any development that may have occurred.
5. Development shall not be used or occupied until the project has received final inspection, a final elevation and approval by the City of Gluckstadt Floodplain Administrator.
6. The permit will expire if no work has commenced within six (6) months of issuance and by the expiration date noted on the permit.
7. Applicant is hereby informed that other permits may be required to fulfill local, state and federal regulatory requirements and acknowledges that it is their responsibility to ensure that all necessary permits are obtained.
    a. This includes but is not limited to documents showing compliance with any endangered species act.
8. Applicant hereby gives consent to the City of Gluckstadt Floodplain Administrator and his/her representative (including state and federal agencies) to make reasonable inspections required to verify compliance.
9. Applicant acknowledges that the project will be designed to minimize any potential drainage onto surrounding properties and will be responsible for any drainage issues that may arise.
10. I, the applicant, certify that all statements herein and in attachments to this application are, to the best of my knowledge, true and accurate. Furthermore, I have read and understand the relevant Flood Damage Prevention Ordinance for my county and will adhere to the ordinance and will or have already obtained all necessary state, federal and local permits for the proposed development.

PLEASE SIGN

Applicant's Name: (Please Print) _____ Date: _____

Applicant's Signature: _____

Company Represented: (If Applicable) _____

2 Owner/Applicant Information

PLEASE FILL OUT

Owner/Applicant:		
Address:		
City:	State:	Zip Code:
Telephone #		
Email:		
Emergency Contact Name: (If different)		
Emergency Contact Telephone #:		

Contractor/Developer Information

Contractor/Developer:		
Address:		
City:	State:	Zip Code:
Telephone #:		
Email:		
Contact Name: (If different)		
Contact Telephone #:		

3 Project Overview

PLEASE FILL OUT

Project Address:

Legal Description of Property:

Estimated Cost of Project:

Size of Development:

If work is on, within, or connected to an existing structure:

Valuation of Existing Structure:

Source of Valuation:

When was the Existing Structure Built:

*If the value of an addition, remodel or alteration to a structure equals or exceeds 50% of the value of the structure before the addition, remodel or alteration, the entire structure must be treated as a substantially improved structure and is required to comply with the relevant Flood Damage Prevention Ordinance. A relocated structure, including mobile homes, manufactured homes or cabins, must be treated as a new construction.

Description of Work: (Check all applicable boxes)

Structural Development

- ☐ New Construction
- ☐ Addition
- ☐ Alteration
- ☐ Relocation
- ☐ Demolition
- ☐ Residential Building
- ☐ Non-Residential
- ☐ Manufactured/Mobile Home

Other Improvements

- ☐ Drainage Improvements
- ☐ Bank Stabilization
- ☐ Water Course Alteration
- ☐ Clearing
- ☐ Drilling
- ☐ Floodproofing
- ☐ Excavation (Other than for new construction)

- ☐ Fill
- ☐ Bridge
- ☐ Culvert
- ☐ Road/Street
- ☐ Subdivision
- ☐ Grading
- ☐ Other _____

Type

- ☐ Temporary
- ☐ Permanent

After completing the above sections, Applicant should submit the form to the City of Gluckstadt Floodplain Administrator for review.

4 Flood Hazard Data (To be completed by the Floodplain Administrator)

The proposed development is located on FIRM Panel No._____, Dated:_____.

☐ Is **NOT** located in a Special Flood Hazard Area (Notify the applicant that the application review is complete.)

☐ Property is partially located in the Special Flood Hazard Area, but the building/development is not.

☐ Is located in a Special Flood Hazard Area and the FIRM zone designation is_____.
100 Year Base Flood Elevation is:_____MSL (NAVD) ☐ Unavailable

☐ Is located in the floodway

Development Standards Data

Required lowest floor elevation_____MSL (NAVD)

Actual (as built) lowest floor elevation_____MSL (NAVD) (Attach survey certification as required)

5 Additional Information Required (To be completed by the Floodplain Administrator). The applicant must submit the documents checked below before the application can be processed further.

☐ A site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions and proposed development.

☐ Elevation Certificate issued by a certified Engineer or Surveyor with Section C completed. Per City of Gluckstadt Flood Prevention Ordinance, there must be 3 Elevation Certificates provided…Application Stage (pre-construction), Construction Stage (during construction), and Finished Construction (post-construction)

☐ Development plans, drawn to scale and specifications, including where applicable details for anchoring structures, proposed elevation of lowest floor (including basement), types of water-resistant materials used below the first floor, details of floodproofing of utilities located below the first floor and details of enclosures below the first floor.

☐ Subdivision or other development plans.

☐ Plans showing the extent of watercourse relocation and/or landform alterations.

☐ Change in water elevation (in feet)_____.
Meets ordinance limits on elevation increases? ☐ Yes ☐ No

☐ Top of new compacted fill elevation_____feet NAVD (MSL).

☐ Floodproofing protection level (non-residential only)_____feet NAVD (MSL).
For floodproofed structures, applicant must attach certification from a registered engineer or architect.

☐ Other documents deemed necessary by the Floodplain Administrator. _____

6 Permit Determination (To be completed by the Floodplain Administrator)

☐ **PERMIT APPROVED:** The information submitted for the proposed project was reviewed and is in compliance with the City of Gluckstadt Flood Prevention Ordinance.

☐ **PERMIT APPROVED WITH CONDITIONS:** The information submitted for the proposed project was reviewed. In order for the proposed project to be approved, certain restrictions or conditions must be met. These restrictions or conditions are attached.

☐ **PERMIT DENIED:** The proposed project does not meet the City of Gluckstadt Flood Prevention Ordinance. The applicant may apply again once the necessary corrections can be made.

Floodplain Administrator:_____Date: _____

If the proposed development activity is determined to be in compliance, a Development Permit may be issued by the Floodplain Administrator.

If the proposed development activity is determined not to be in compliance, the Floodplain Administrator will provide a written summary of deficiencies. Applicant may revise the proposed activity and resubmit an application to the Floodplain Administrator or may request a hearing from the Mayor and Board of Alderman of City of Gluckstadt.

AS-BUILT ELEVATIONS (To be submitted by applicant before Certification of Compliance is issued.)

Elevation Certificate issued by a certified Engineer or Surveyor with Section C completed showing as-built elevations. 18" of freeboard above BFE is required.

8 Compliance Action (To be completed by the Floodplain Administrator)

The Floodplain Administrator will complete this section as applicable based on inspection of the project to ensure compliance with the City of Gluckstadt Prevention Ordinance.

Inspections:

Date:_____By:_____Deficiencies ☐ Yes ☐ No

Date:_____By:_____Deficiencies ☐ Yes ☐ No

Date:_____By:_____Deficiencies ☐ Yes ☐ No

9 Certificate of Compliance (To be completed by the Floodplain Administrator)

Certificate of Compliance Issued: Date: _____

By: _____

City of Gluckstadt, Mississippi
Floodplain Development Permit

Caine Dearman, Floodplain Administrator
107 Lone Wolf Dr, Gluckstadt, MS 39110
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Permit #:	Expiration Date:

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PLEASE SIGN

Applicant's Name: (Please Print) _____ Date: _____

Applicant's Signature: _____

Company Represented: (If Applicable) _____

2 Owner/Applicant Information

PLEASE FILL OUT

Owner/Applicant:		
Address:		
City:	State:	Zip Code:
Telephone #		
Email:		
Emergency Contact Name: (If different)		
Emergency Contact Telephone #:		

Contractor/Developer Information

Contractor/Developer:		
Address:		
City:	State:	Zip Code:
Telephone #:		
Email:		
Contact Name: (If different)		
Contact Telephone #:		

3 Project Overview

PLEASE FILL OUT

Project Address:

Legal Description of Property:

Estimated Cost of Project:

Size of Development:

If work is on, within, or connected to an existing structure:

Valuation of Existing Structure:

Source of Valuation:

When was the Existing Structure Built:

*If the value of an addition, remodel or alteration to a structure equals or exceeds 50% of the value of the structure before the addition, remodel or alteration, the entire structure must be treated as a substantially improved structure and is required to comply with the relevant Flood Damage Prevention Ordinance. A relocated structure, including mobile homes, manufactured homes or cabins, must be treated as a new construction.

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☐ Plans showing the extent of watercourse relocation and/or landform alterations.

☐ Change in water elevation (in feet)_____.
Meets ordinance limits on elevation increases? ☐ Yes ☐ No

☐ Top of new compacted fill elevation_____feet NAVD (MSL).

☐ Floodproofing protection level (non-residential only)_____feet NAVD (MSL).
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AS-BUILT ELEVATIONS (To be submitted by applicant before Certification of Compliance is issued.)

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Inspections:

Date:_____By:_____Deficiencies ☐ Yes ☐ No

Date:_____By:_____Deficiencies ☐ Yes ☐ No

Date:_____By:_____Deficiencies ☐ Yes ☐ No

9 Certificate of Compliance (To be completed by the Floodplain Administrator)

Certificate of Compliance Issued: Date: _____

By: _____

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Site Plan Consideration-Martin Group-104 Office Park Dr

Martin Group, PLLC is planning to build a 2100 SF office building at Gluckstadt Office Park off of Old Jackson Rd. Martin Group requested and received approval for a dimensional variance in 2025 to reduce the lot width and side setback. This is a first permitted use in the C-2 zone, and they have met all the requirements of this zone. The ARC and PNZ boards have voted to approve this site plan.

City of Gluckstadt

Application for Site Plan & Architectural Review

Subject Property Address: 342 Old Jackson Rd., Madison, MS 39110

Parcel #: 082E-15-003/00.00

Owner: The Martin Firm PLLC and the Martin Group **Applicant:** The Martin Firm PLLC and the Martin Group

Address: 513 N. State St., Jackson, MS **Address:** 513 N. State St., Jackson, MS

Phone #: [redacted] **Phone #:** [redacted]

E-Mail: [redacted] **E-Mail:** [redacted]

Current Zoning District: C-2 Highway Commercial Distric

Acreage of Property (If applicable): .52 Acres **Use sought of Property:** Commercial

---

Requirements of Applicant:

1. Overview letter briefly describing the intent of the project
2. Copy of written legal description
3. Site Plan as required in Sections 807-810 of City of Gluckstadt Zoning Ordinance
4. Color Rendering & Elevations at time of submittal
5. Color samples or color identification codes

Requirements for Site Plan Submittal (Refer to Section 807, Gluckstadt Zoning Ordinance)

One (1) hard copy and One (1) digital copy of the site plan shall be prepared and submitted to the Zoning Administrator.

Site Plan Specifications (Section 809, Zoning Ordinance)

A. Lot Lines (property lines)
B. Zoning of the adjacent lots
C. The names of owners of adjacent lots
D. Rights of way existing and proposed streets, including streets shown on the adopted Throughfares plan
E. Access ways, curb cuts, driveways, and parking, including number of parking spaces to be provided
F. All existing and proposed easements
G. All existing and proposed water and sewer lines. Also, the location of all existing and proposed fire hydrants.
H. Drainage plan showing existing and proposed storm drainage facilities. The drainage plan shall indicate adjacent off site drainage courses and projected storm water flow rates from off-site and on-site sources.

I. Contours at vertical intervals of five (5) feet or less.
J. Floodplain designation, according to FEMA Maps.
K. Landscaped areas and planting screens.
L. Building lines and the locations of all structures, existing and proposed
M. Proposed uses of the land and buildings, if known
N. Open space and recreation areas where required.
O. Area in square feet, and/or square acres of parcel
P. Proposed gross lot coverage in square feet
Q. Number and type of dwelling units where proposed
R. Location of sign structures and drawings. (Section 701)
S. Location of garbage dumpster and enclosure. (Section 406.06)
T. Any other data necessary to allow for a thorough evaluation of the proposed use, including a traffic study.

Applicant shall be present at the monthly meetings of the Planning and Zoning Commission and Architectural Review Committee when site plan is on the agenda for consideration; additionally, applicant shall be present at the Mayor and Board of Alderman meeting when the site plan is on the agenda for final approval.

Applicant is responsible for complying with all applicable requirements of the Gluckstadt Zoning Ordinance and the Architectural Design Standards Ordinance.

Site Plans shall be submitted by 5:00 pm on the 1st day of the month, immediately preceding the next regular meeting of the Planning and Zoning Commission. No Exceptions.

Once submitted to the Planning & Zoning Administrator for approval to add to the Planning and Zoning Commission's agenda, no amendments or changes shall be made to the site plan. If you wish to submit changes, you will be required to resubmit by the 1st of the following month for the next monthly meeting of the Planning and Zoning Commission.

Attestation: ***By signing this application, the applicant agrees to all the terms and conditions laid out in this document. Approval of the site plan is subject to Board approval.***

S Marks
Applicant Signature

2/27/2026
Date

CITY OF GLUCKSTADT BUILDING DEPARTMENT

OFFICE USE ONLY

Date Received: 2/27/2026

Application Complete & Approved to Submit to P&Z Board (please check):

Yes ✓ No

Signature: Bridgette Smith
Planning & Zoning Administrator (or Authorized Representative)

Madison County, MS
I CERTIFY THIS INSTRUMENT FILED/RECORDED
2/21/2025 2:35:51 PM
INST. 1022363 PAGE 1 OF 3
BOOK W - 4527/133
WITNESS MY HAND AND SEAL
Ronny Lott, C.C. BY: KA D.C.

PREPARED BY AND RETURN TO:
Gardner Richey (MS Bar #: 105292)
Maples & Richey, PLLC
801 Baptist Drive, Suite 203
Madison, Mississippi 39110
Phone: [redacted]

INDEXING INSTRUCTIONS:
SW 1/4 of SW 1/4, Section 15,
Township 8 North, Range 2 East,
Madison County, Mississippi

Parcel #: Part of 082E-15-003/00.00

GRANTOR:
Jerry M. Goolsby
155 East Ridge Lane, Canton, MS 39046
Phone: [redacted]

GRANTEE:
The Martin Firm, PLLC
128 Stokes Road, Flora, MS 39071
Phone: [redacted]

The Martin Group LLC
157 North Union Street, Canton, MS 39046
Phone: [redacted]

WARRANTY DEED

FOR AND IN CONSIDERATION of the sum of Ten Dollars and No/100 ($10.00), cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned, **Jerry M. Goolsby** ("Grantor") does hereby GRANT, BARGAIN, SELL, CONVEY AND WARRANT to **The Martin Firm, PLLC, a Mississippi Professional Limited Liability Company, and The Martin Group LLC, a Mississippi Limited Liability Company** (collectively, "Grantee") the following described land (the "Property"):

A tract or parcel of land containing 0.52 acres, lying and being situated in the Southwest quarter of the Northeast quarter of Section 15, Township 8 North, Range 2 East, Madison County, Mississippi.

The following description is based on the Mississippi State Plane Coordinate System, West Zone, NAD 83, Grid Values, U.S. Survey feet, using a scale factor of 0.99995653 and a grid to geodetic azimuth angle of 00 degrees 07 minutes 55 seconds developed at the below described POINT OF BEGINNING:

Beginning at a found ½ inch rebar that is 1,319.24 feet North of and 20.79 feet East of the Southwest corner of Section 15, Township 8 North, Range 2 East, Madison County, Mississippi;

Book 4527 Page 134
Instrument# 1022363

From said point run North 89 degrees 29 minutes 14 seconds East for a distance of 307.17 feet to a set ½ inch rebar;

Thence run South 00 degrees 15 minutes 45 seconds East for a distance of 74.49 feet to a set ½ inch rebar;

Thence run South 89 degrees 31 minutes 32 seconds West for a distance of 307.20 feet to a set ½ inch rebar on the East Right of Way of Old Jackson Road;

Thence run North 00 degrees 14 minutes 18 seconds West, along said Right of Way, for a distance of 74.29 feet, back to the POINT OF BEGINNING.

All set ½ inch rebars have a plastic cap that has C.O.A. S-64 engraved in it.

The above description is based off plat of survey by Williams, Clark, and Morrison, Inc., dated December 12, 2024.

TOGETHER WITH all improvements and appurtenances, with every privilege, right, title, interest and estate, reversion, remainder, and easement thereto belonging or in anyway appertaining, to have and to hold the same in fee simple forever.

This conveyance and the warranty hereof are SUBJECT TO (a) ad valorem real property taxes and assessments for the current and subsequent years; (b) all zoning, environmental and other building and other regulations, laws, ordinances, orders, rules, permits, restrictions, codes and requirements of any governmental authorities, federal, state, county, local or otherwise; (c) all reservations, severances, leases, or other conveyances of oil, gas, or other minerals, if any, including all easements or rights of way for the use and enjoyment of the same; (d) title to, and easements in, any portion of the Property lying within any highways, roads, streets, or other ways, whether public or private, and whether open or closed; (e) Terms and conditions of that Access and Utility Easement by and among The Martin Firm, PLLC, The Martin Group LLC, Gluckstadt Office Park, LLC, and Jerry Goolsby executed contemporaneously with this Warranty Deed, and (f) all matters shown on that Plat of Survey by J. Wayne Morrison, dated December 12, 2024, and designated as Job No. 19-2024-1783.

Current ad valorem taxes on the Property having been prorated, Grantee hereby assumes payment of all ad valorem real property taxes and assessments on the Property for the current year and subsequent years. The terms "Grantor" and "Grantee" are used for singular or plural, as context requires, and include the respective heirs, personal representatives, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, Grantor has signed this Warranty Deed on the date acknowledged below.

Jerry M. Goolsby

STATE OF MISSISSIPPI
COUNTY OF MADISON

This record was acknowledged before me on February 18, 2025, by Jerry M. Goolsby.

Notary Public

STATE OF MISSISSIPPI NOTARY PUBLIC BROCK MAPLES Commission Expires May 30, 2025 MADISON COUNTY

City of Gluckstadt
Planning and Zoning Department
343 Distribution Drive
Gluckstadt, MS 39110

February 27, 2026

Subject: Intent of Project for Site Plan Review – 2,100 Square Foot Commercial Building

Dear Planning and Zoning Department,

This letter is to describe the intent of the proposed project located at 342 Old Jackson Rd. for which a site plan application is being submitted. The project proposes the construction of a new 2,100 square foot commercial building intended to house office space, including my law office.

The building will function as a multi-tenant professional office space. The use is consistent with the zoning and land-use designations of the site. The structure is designed to accommodate reception/waiting area, private and conference offices, client meeting rooms, supporting services (restrooms, storage, small kitchenette/refreshment area), and staff work areas. The interior layout will emphasize secure, confidential spaces and accessible design.

A quick summary of the Project:

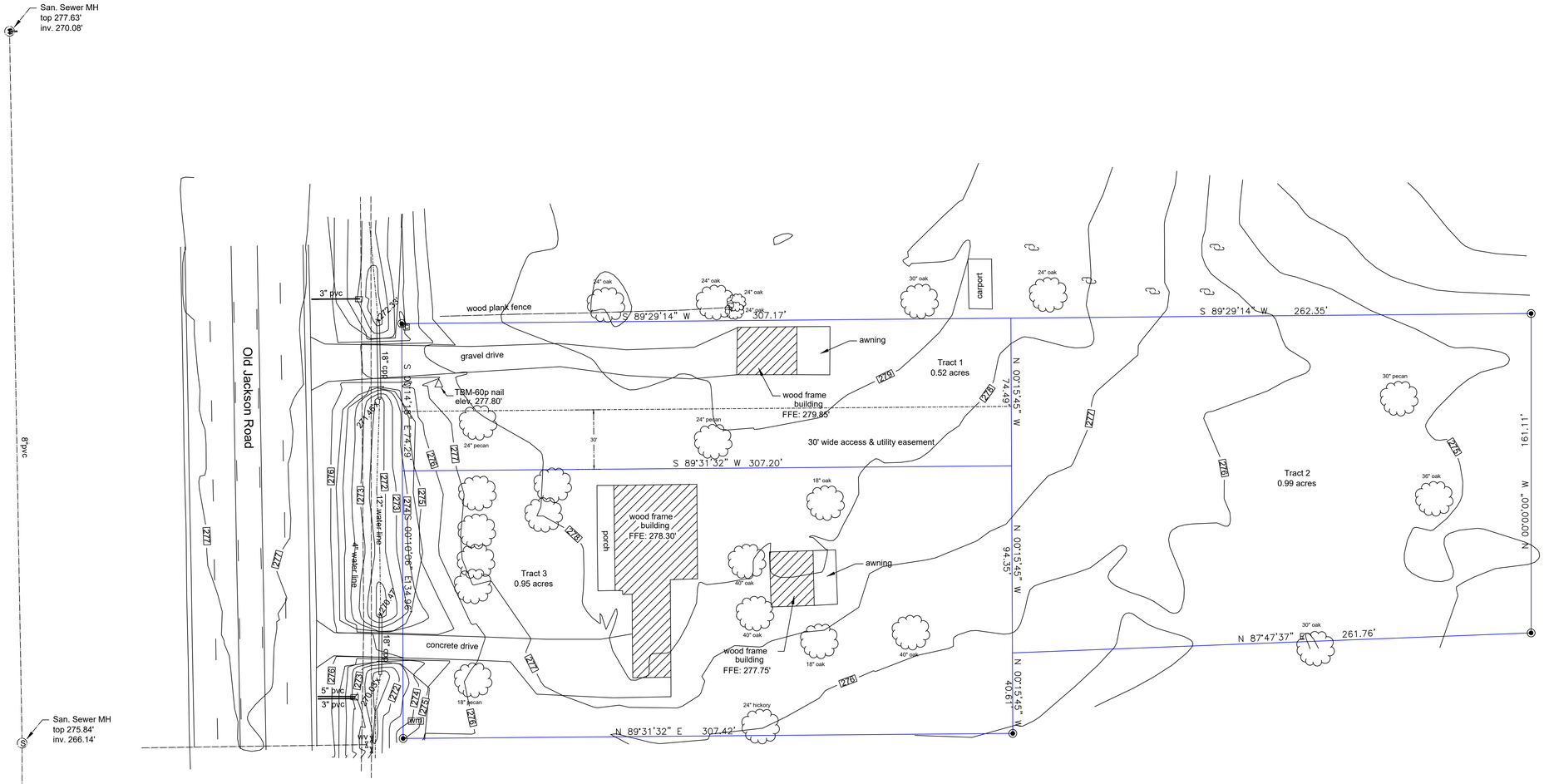
- Compatibility with surroundings: The project is sited to minimize impacts on adjacent properties through appropriate setbacks, landscaping, lighting, and buffering. The project has the same architectural treatment and color as the adjacent properties to ensure seamless transition between parcels and appropriate aesthetics. The project will use the existing dumpster on the adjacent property owned by Gluckstadt Office Park LLC.
- Parking and circulation: Adequate parking and vehicular circulation will be provided in compliance with local zoning and parking standards.
- Regulatorily compliant design: The project will adhere to applicable building, fire, life-safety, accessibility (ADA), and energy efficiency codes. All required permits and inspections will be pursued in coordination with the appropriate city departments.
- Community impact: The development aims to contribute to the area by providing a professional service anchor, with minimal disruption to traffic and neighboring properties. Site features such as lighting, screening, and landscaping will be designed to enhance safety and aesthetics.

This letter is intended to document the project's purpose and scope for the city's site plan review process. We would appreciate the approval of the site plan and are excited to move our office to Gluckstadt! If additional information or revisions are required, please contact me at [redacted] and we will promptly provide the requested materials.

Sincerely,

Sam Martin

513 N. State St.
Jackson, MS 39201
www.MartinFirmMS.com



TOPOGRAPHIC SURVEY PREPARED BY:

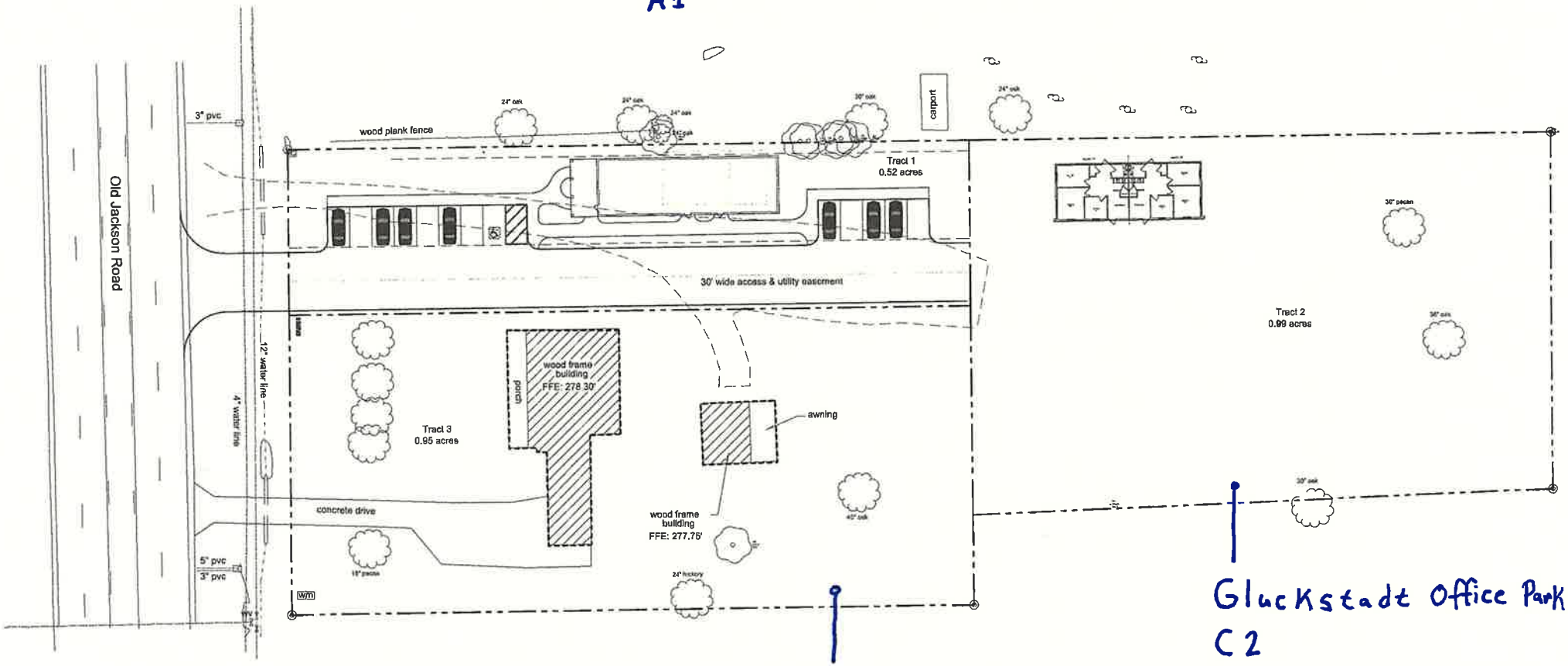
Baird Engineering, Inc.
506 Jefferson St.
Clinton, MS 39056
[redacted]

SKYLINE

Plan No.	26-001
Drawn By:	JCP
Date :	1-12-26
Revised :	

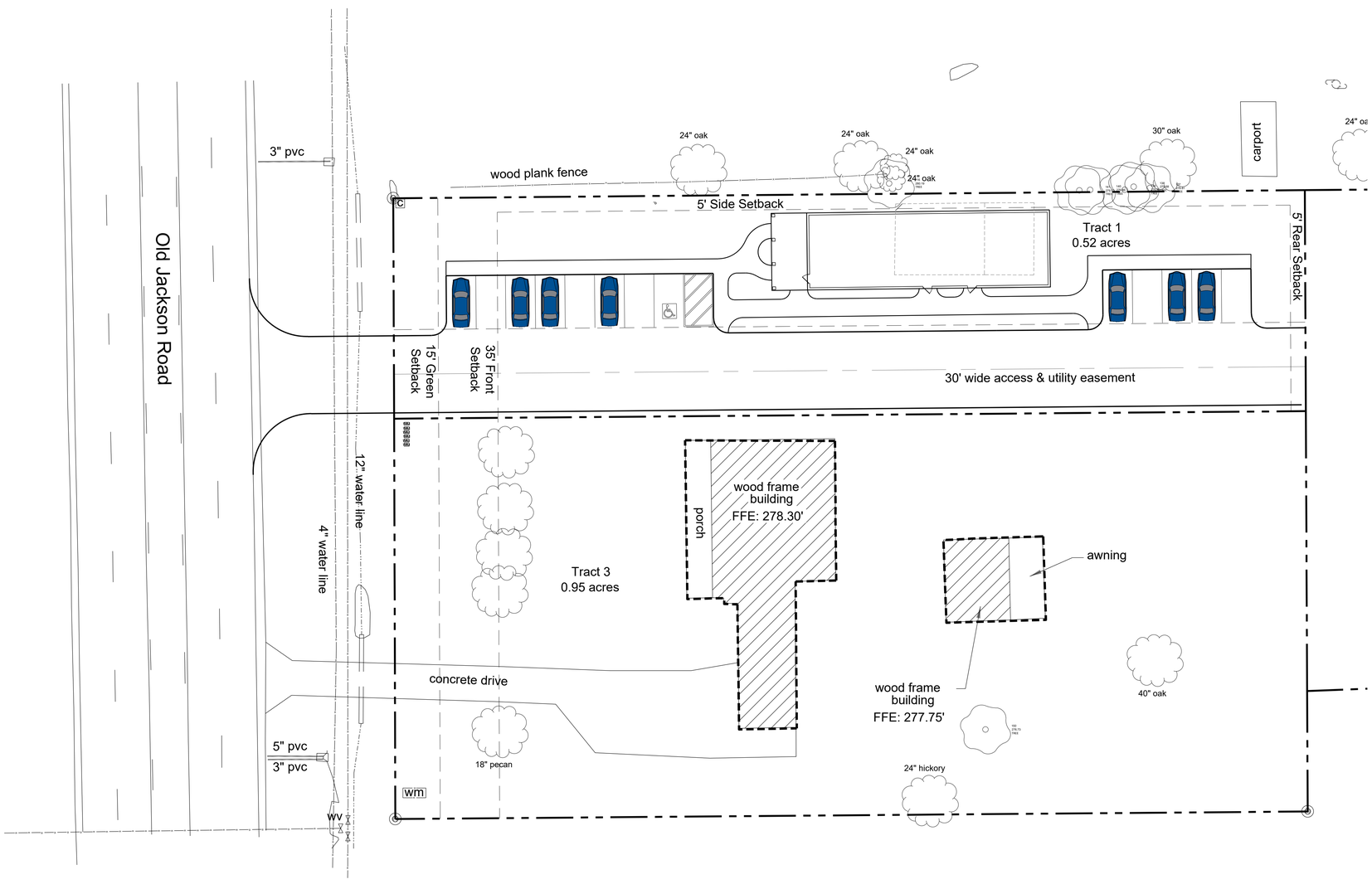
2 OF 10

Madison Landscape Properties LLC
A1



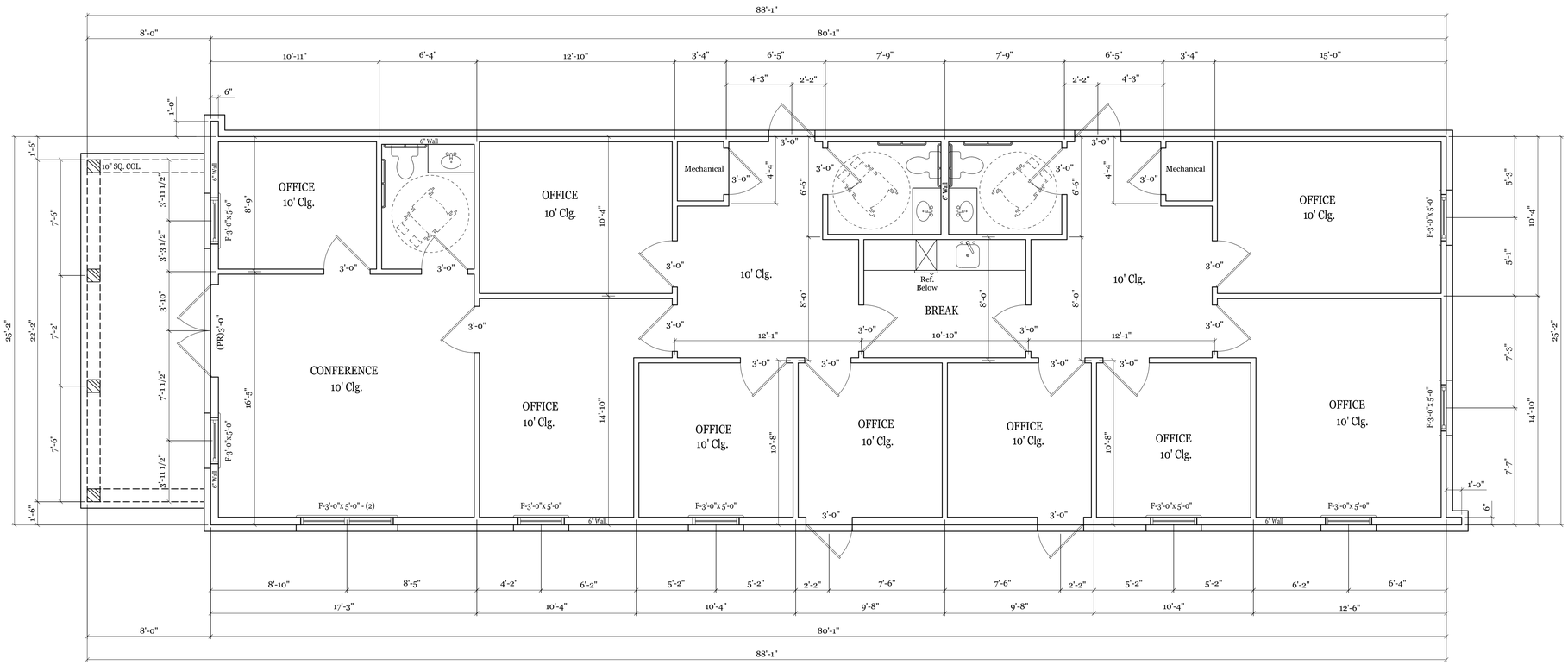
Jerry Goolsby
C2

Gluckstadt Office Park LLC
C2


Old Jackson Road
3" pvc
wood plank fence
24" oak
24" oak
24" oak
24" oak
30" oak
carport
24" oa
5' Side Setback
Tract 1
0.52 acres
5' Rear Setback
15' Green Setback
35' Front Setback
30' wide access & utility easement
12" water line
4" water line
wood frame building
FFE: 278.30'
porch
Tract 3
0.95 acres
awning
concrete drive
wood frame building
FFE: 277.75'
40" oak
18" pecan
24" hickory
5" pvc
3" pvc
wv
wm

Landscape Plan





BEAM SCHEDULE		
SPAN	BEAM SIZE	STEEL PLATE
16'-0"	2 2"X10"	1/4"X 9-1/4"
18'-0"	2 2"X10"	3/8"X 9-1/4"
20'-0"	2 2"X10"	1/2"X 9-1/4"
22'-0"	2 2"X10"	5/8"X 9-1/4"
24'-0"	2 2"X12"	1/2"X 11-1/4"

SPAN TABLE BY SOUTHERN PINE

SIZE & SPACING	CEILING JOIST	RAFTER W/O CEILING	RAFTER W/ CEILING	FLOOR JOIST
2"X4" @ 12" O.C.	9-10"	9-8"	N/A	N/A
2"X4" @ 16" O.C.	8'-11"	8'-8"	N/A	N/A
2"X4" @ 24" O.C.	7'-8"	7'-1"	N/A	N/A
2"X6" @ 12" O.C.	15'-6"	14'-10"	13'-9"	10'-9"
2"X6" @ 16" O.C.	13-6"	12'-10"	11'-2"	9'-6"
2"X6" @ 24" O.C.	11'-0"	10'-6"	9'-2"	7'-9"
2"X8" @ 12" O.C.	20'-1"	18'-8"	16'-8"	14'-2"
2"X8" @ 16" O.C.	17'-5"	16'-2"	14'-5"	12'-4"
2"X8" @ 24" O.C.	14'-2"	13'-2"	11'-9"	10'-0"
2"X10" @ 12" O.C.	23'-11"	22'-3"	19'-11"	16'-11"
2"X10" @ 16" O.C.	20'-9"	19'-3"	17'-3"	14'-8"
2"X10" @ 24" O.C.	16'-11"	15'-8"	14'-1"	12'-0"
2"X12" @ 12" O.C.	N/A	N/A	23'-4"	19'-10"
2"X12" @ 16" O.C.	N/A	N/A	20'-2"	17'-2"
2"X12" @ 24" O.C.	N/A	N/A	16'-6"	14'-0"
	20 PSF LIVE LOAD, 10 PSF DEAD LOAD DEFLECTION LIMIT 240 / LOAD DURATION FACTOR 1.15	30 PSF LIVE LOAD, 20 PSF DEAD LOAD DEFLECTION LIMIT 240 / LOAD DURATION FACTOR 1.15	30 PSF LIVE LOAD, 10 PSF DEAD LOAD DEFLECTION LIMIT 240 / LOAD DURATION FACTOR 1.15	40 PSF LIVE LOAD, 20 PSF DEAD LOAD DEFLECTION LIMIT 360

TABLE CREATED PER SOUTHERN PINE BY DESIGN : VISUALLY INSPECTED # 2 LUMBER. APPLIED LOADS GIVEN IN PSF (POUNDS PER SQUARE FOOT)

SQUARE FOOTAGE

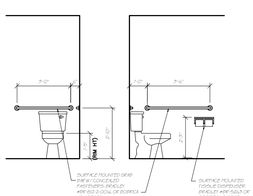
W / BRICK

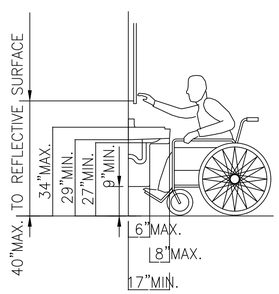
Heated _____ 2104 Sq Ft.
Porches _____ 168 Sq. Ft.

W.O. / BRICK

Heated _____ 2015 Sq Ft.
Porches _____ 177 Sq. Ft.

All dimensions and conditions are to be checked and verified by contractor prior to the beginning of construction. Any engineering aspects should be specified to actual site and conditions. Due to varying conditions and situations, the designer assumes no liability for any home constructed from this plan.
Reproduction of this plan without permission is strictly prohibited.





WINDOW HDR'S AT 8'0" UNLESS OTHERWISE NOTED.

GENERAL NOTES:

1. ALL WALLS ARE DRAWN AT 4" UNLESS NOTED OTHERWISE.
2. ALL MATERIAL USED IN CONSTRUCTION SHALL MEET OR EXCEED LOCAL CODES.
3. OWNER / CONTRACTOR IS RESPONSIBLE TO REVIEW AND APPROVE ALL DESIGN AND DIMENSIONS PRIOR TO CONSTRUCTION.

SKYLINE

Plan No. 26-001
Drawn By: JCP
Date : 1-12-26
Revised :

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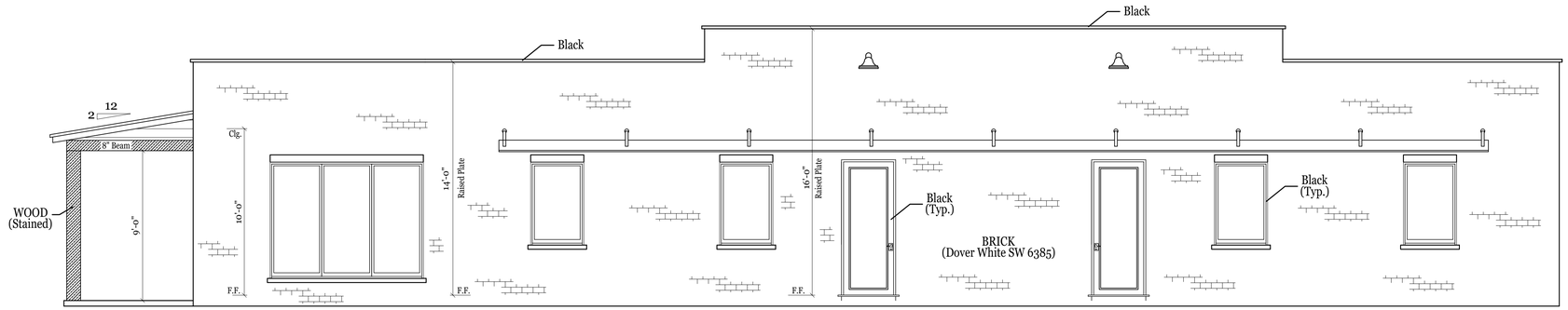
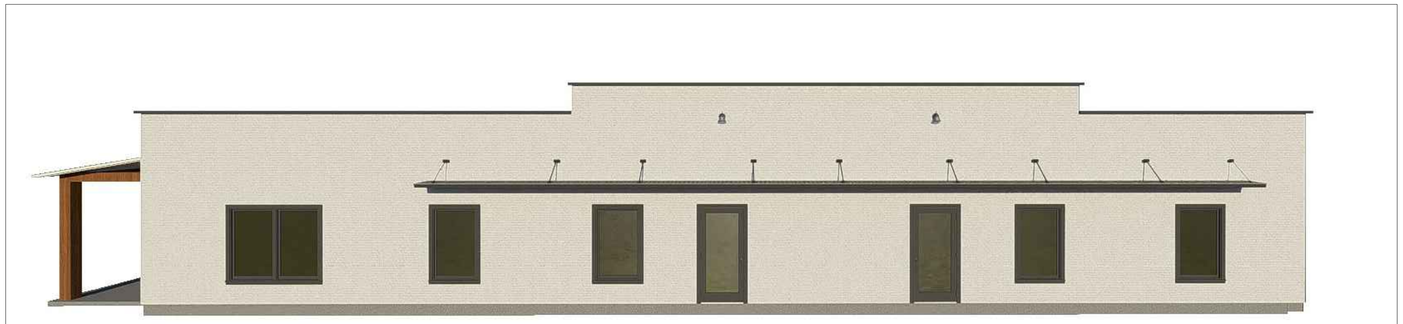
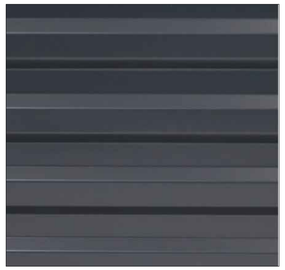


Front

Scale: 1/4" = 1'-0"

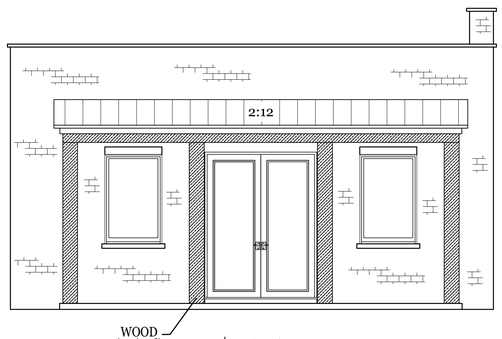




GALVALUME



Dover White SW 6385



Left

Scale: 1/4" = 1'-0"



SKYLINE

Plan No. 26-001

Drawn By: JCP

Date : 1-12-26

Revised :

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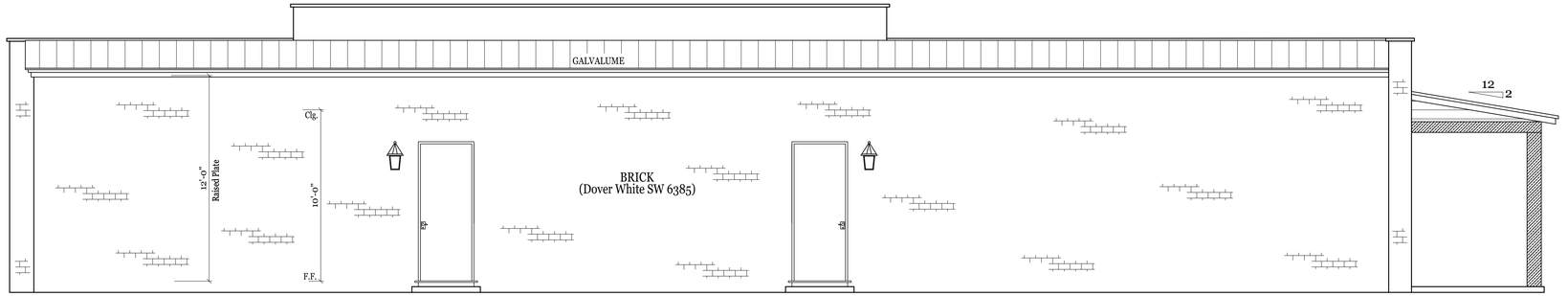
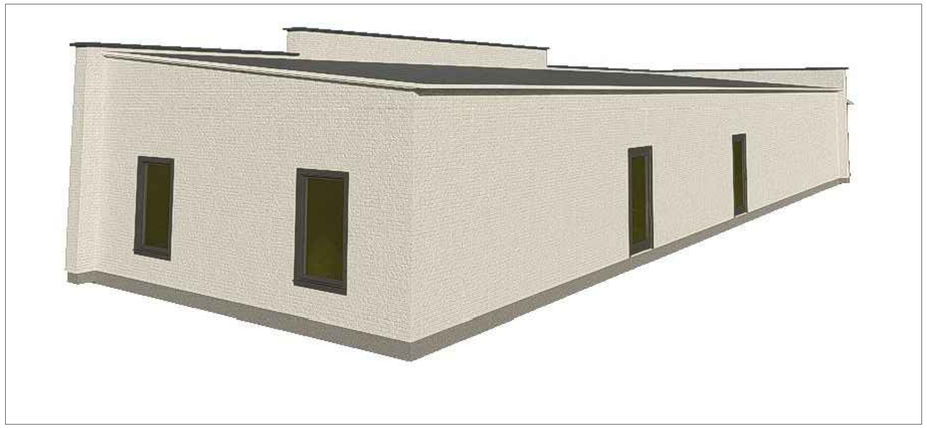
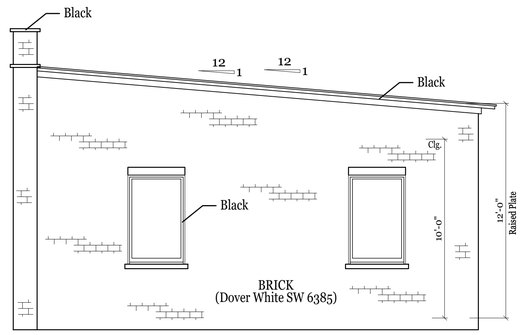


Rear

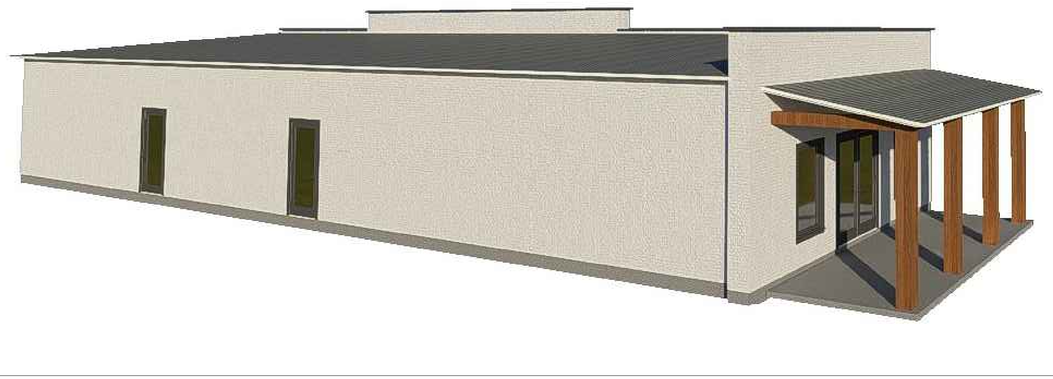
Scale: 1/4" = 1'-0"

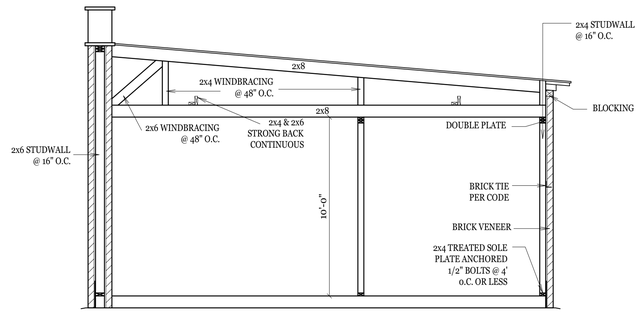




Right

Scale: 1/4" = 1'-0"





SKYLINE

Plan No. 26-001

Drawn By: JCP

Date : 1-12-26

Revised :

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CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Consideration of Site Plan-Hederman Brothers Addition-Industrial Dr N

Hederman Brothers is requesting approval of a previously approved site plan. The Board approved a site plan for this project back in 2025. Due to the team restructuring they are resubmitting the site plan for a 20,100 SF building for warehousing and office space to their existing property on Industrial Dr N. This is a first permitted use and has met all the requirements in this zone. The ARC and PNZ boards have voted to approve this site plan.

City of Gluckstadt

Application for Site Plan & Architectural Review

Subject Property Address: 247 Industrial Drive North, Gluckstadt

Parcel #: 082E-21-017/08.00

Owner: Hederman Brothers Printing

Address: 247 Industrial Drive North
Gluckstadt, MS

Phone #: [redacted]

E-Mail: [redacted]

Applicant: Doug Hederman

Address: Same

Phone #: Same

E-Mail: Same

Current Zoning District: I-2 Heavy Industrial

Acreage of Property (If applicable): 10 acres total: Approximately 1.5 acres of development for this project

Use sought of Property: Large format printing warehouse

2.6-025

Requirements of Applicant:

1. Overview letter briefly describing the intent of the project
2. Copy of written legal description
3. Site Plan as required in Sections 807-810 of City of Gluckstadt Zoning Ordinance
4. Architectural Design Standards as stated in Ordinance #2025-01
5. Color Rendering & Elevations at time of submittal
6. Color samples and/or color identification codes
7. $100.00 fee required for processing

Requirements for Site Plan Submittal (Refer to Section 807, Gluckstadt Zoning Ordinance)

One (1) hard copy and One (1) digital copy of the site plan shall be prepared and submitted to the Zoning Administrator.

Site Plan Specifications (Section 809, Zoning Ordinance, ARC Ordinance #2025-01, Landscape Ordinance #2025-04, & Subdivision/Development Regulations)

A. Lot Lines (property lines)
B. Zoning of the adjacent lots
C. The names of owners of adjacent lots
D. Rights of way existing and proposed streets, including streets shown on the adopted Throughfares plan
E. Access ways, curb cuts, driveways, and parking, including number of parking spaces to be provided
F. Sidewalk must be installed in City ROW on the frontage. Please reference Subdivision Regulations
G. All existing and proposed easements
H. All existing and proposed water and sewer lines. Also, the location of all existing and proposed fire hydrants. City of Gluckstadt does not provide Water and Sewer. Please contact local water/sewer authorities for specific requirements and taps.
I. Drainage plan showing existing and proposed storm drainage facilities. The drainage plan shall indicate adjacent off-site drainage courses and projected storm water flow rates from off-site and on-site sources.

J. Contours at vertical intervals of five (5) feet or less
K. Floodplain designation, according to FEMA Maps
L. Landscaped areas and planting screens (Ordinance #2023-06)
M. Building lines and the locations of all structures, existing and proposed
N. Proposed uses of the land and buildings, if known
O. Open space and recreation areas where required
P. Area in square feet, and/or square acres of parcel
Q. Proposed gross lot coverage in square feet
R. Number and type of dwelling units where proposed
S. Location of sign structures and drawings (Section 701)
T. Location of garbage dumpster and enclosure (Section 406.06)
U. Any other data necessary to allow for a thorough evaluation of the proposed use, including a traffic study

Applicant shall be present at the monthly meetings of the Planning and Zoning Commission and Architectural Review Committee when site plan is on the agenda for consideration; additionally, applicant shall be present at the Mayor and Board of Alderman meeting when the site plan is on the agenda for final approval.

Applicant is responsible for complying with all applicable requirements of the Gluckstadt Zoning Ordinance and the Architectural Design Standards Ordinance.

Site Plans shall be submitted by 5:00 pm on the 1st day of the month, immediately preceding the next regular meeting of the Planning and Zoning Commission and Architectural Review Committee. No Exceptions.

Once submitted to the Planning & Zoning Administrator for approval to add to the Planning and Zoning Commission's and Architectural Review Committee's agenda, no amendments or changes shall be made to the site plan. If you wish to submit changes, you will be required to resubmit by the 1st of the following month for the next monthly meeting of the Planning and Zoning Commission and Architectural Review Committee.

Attestation: ***By signing this application, the applicant agrees to all the terms and conditions laid out in this document. Approval of the site plan is subject to Board approval.***

_____ March 4, 2026

Applicant Signature **Date**

CITY OF GLUCKSTADT BUILDING DEPARTMENT
OFFICE USE ONLY

Date Received: 3/4/2026

Application Complete & Approved to Submit to P&Z Board (please check):

Yes_____ No_____

Signature: Bridgette Smith

Planning & Zoning Administrator (or Authorized Representative)

HEDERMAN BROTHERS

247 Industrial Drive North
Madison, MS 39110-9783
[redacted]

March 4, 2026

Caine Dearman
Planning & Zoning Director
City of Gluckstadt
107 Lone Wolf Dr
Gluckstadt, MS 39110

Dear Caine and members of site plan and architectural review,

I am writing to inform you that we intend to build a new facility for our wide format division on our existing property at 247 Industrial Drive North in Gluckstadt (parcel 082E-21-017/08.00). This will allow us to have all our the employees of this division under one roof. Currently, they are located in three different buildings across from Merit Health. This will greatly improve our efficiency and hopefully allow this division to grow.

We will be submitting site plans, construction drawings and all other documentation needed for consideration. Please let us know if you have any questions or need additional information.

Sincerely,

Doug Hederman

President and CEO

PRINT DIRECT DIGITAL GREEN CROSS MEDIA DESIGN

FSC www.fsc.org MIX Paper from responsible sources FSC® C012232

Parcel Details

Parcel number	082E-21-017/08.00
PPIN	56230
Owner's name	ARROWHEAD REAL ESTATE LLC
Physical street number	247
Physical street name	INDUSTRIAL DR
Mailing address	PO BOX 1036
Mailing city	MADISON
Mailing state	MS
Mailing zip	39130
True Values	
Land	288840
Improvement	4744677
Total	5033517
Assessed Values	
Total	755028
Legal description	10 AC IN NE1/4 E OF HWY
Legal description 2	
Legal description 3	
Township	08N
Range	02E
Section	21
Taxing District:	2GM
Taxing Exempt:	NO
Supervisor District	2
Municipality	GLUCKSTADT
School District	MADISON COUNTY
Special Assessment District	SOUTH MADISON COUNTY FIRE DIST

Deeds signed through 12/31/2024 and recorded by 1/7/2025

Book / Page / Date	
3364 / 682 / 2016-07-15	[View Deed]
3364 / 682 / 2016-07-15	[View Deed] [Search By Legal Description]
Date	2016-07-15
Homestead	NO

Available Maps

- 082E.PDF

Notice: Map files are very large and may take several minutes to download.

Improvements

No.	Structure Type	Basic Sq Ft	Adj Sq Ft	Year Built	Value
1	WAREHOUSE	50,568	50,691	2017	4744677
2	CONCRETE PAVING 4IN	6,400	6,400	2017	0
3	ASPHALT PAVING 3IN	58,800	58,800	2017	0

BOOK 3364 PAGE 682 DOC 01 TY W
INST # 789245 MADISON COUNTY MS.
This instrument was filed for
record 7/15/16 at 8:54:42 AM
RONNY LOTT, C.C. BY: ILB D.C.

Space Above Line For Official Use Only

Instrument Prepared By and Return To:	Grantor's Name, Address and Phone Number:	Grantee's Name, Address and Phone Number:
Butler Snow LLP 214-1200 Attn: Corey A. Aiken MS Bar No.: 104444 Suite 1400 1020 Highland Colony Parkway Ridgeland, MS 39157 [redacted]	Madison County Economic Development Authority 135 Mississippi Parkway Canton, MS 39046 [redacted]	Arrowhead Real Estate, LLC 500 Steed Road Ridgeland, MS 39157 [redacted]

To the Chancery Clerk of Madison County, Mississippi:
The real property described herein is situated in the Northeast 1/4 of Section 21, Township 8 North, Range 2 East, Madison County, Mississippi

GENERAL WARRANTY DEED

FOR AND IN CONSIDERATION of the sum of Ten and No/100 Dollars ($10.00), cash in hand paid, and other good and valuable consideration, the receipt, adequacy and sufficiency of all of which is hereby acknowledged, **Madison County Economic Development Authority**, a body politic under the laws of the State of Mississippi, ("Grantor"), does hereby sell, convey and warrant unto **Arrowhead Real Estate, LLC**, a Mississippi limited liability company ("Grantee"), the property (the "Property") lying and being situated in Madison County, Mississippi, and being more particularly described on Exhibit A attached hereto.

The Property is conveyed subject to, and there is excepted from the warranty of this conveyance, those certain liens, encumbrances and other matters set forth on Exhibit B attached hereto.

Ad valorem taxes for the year 2016 have been prorated between the Grantor and the Grantee, and the Grantee assumes and agrees to pay the same when they become due and payable.

[Signature Page Follows]

BOOK 3364 PAGE 683

WITNESS THE SIGNATURE OF THE GRANTOR, this the 13th day of July, 2016.

-GRANTOR-

MADISON COUNTY ECONOMIC DEVELOPMENT AUTHORITY, a body politic under the laws of the State of Mississippi

By: _____
Kenneth H. Oilschlager, Interim Director

STATE OF MISSISSIPPI

COUNTY OF MADISON

Personally appeared before me, the undersigned authority in and for the said county and state, on this 13th day of July, 2016, within my jurisdiction, the within named Kenneth H. Oilschlager, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed in the above and foregoing instrument and acknowledged that he executed the same in his representative capacity and that by his signature on the instrument, and as the act and deed of the person or entity upon behalf of which he acted, executed the above and foregoing instrument, after first having been duly authorized so to do.

_____
NOTARY PUBLIC

My Commission Expires:

STATE OF MISSISSIPPI NOTARY PUBLIC ID # 115143 ANDY J. CLARK Commission Expires Feb. 2, 2020 MADISON COUNTY

(Notary Seal Required)

EXHIBIT A

Legal Description

A parcel of land being situated in the Northeast 1/4 of Section 21, Township 8 North, Range 2 East, Madison County, Mississippi and being more particularly described by metes and bounds as follows, to wit:

Commence at a "PK" nail found at the intersection of Church Road and Old Jackson Road, said "PK" nail being the apparent northeast corner of the said Section 21; thence run South for a distance of 1,929.96 feet to a point; thence run West for a distance of 889.85 feet to a 5/8" iron pin set which marks the **POINT OF BEGINNING** for the parcel herein described; thence run South for a distance of 437.86 feet to a 5/8" iron pin set at the northern right of way line of Industrial Drive North; thence run 298.90 feet along the arc of a 385.45 foot radius curve to the left along the said northern right of way line, said arc having a 291.46 foot chord which bears South 55° 32' 56" West to a 5/8" iron pin set; thence leave said northern right of way line of Industrial Drive North and run North 44° 51' 05" West for a distance of 307.21 feet to a 5/8" iron pin set; thence West for a distance of 609.59 feet to a 5/8" iron pin set at the eastern right of way line of Interstate Highway No. I-55; thence run 404.17 feet along the arc of a 3,014.91 foot radius curve to the left along the said eastern right of way line, said arc having a 403.87 foot chord which bears North 17° 38' 05" East to a 5/8" iron pin found; thence leave said eastern right of way line of Interstate Highway No. I-55 and run North 89° 59' 48" East for a distance of 944.25 feet to the **POINT OF BEGINNING,** containing 10.0024 acres (435,703 square feet), more or less.

EXHIBIT B

List of Permitted Exceptions

1. Any claim to (a) ownership of or rights to mineral and similar substances, including but not limited to ores, metals, coal, lignite, oil, gas, uranium, limestone, clay, rock, sand, and gravel located in, on, or under the Land or produced from the Land, whether such ownership or rights arise by lease, grant, exception, conveyance, reservation, or otherwise; and (b) any rights, privileges, immunities, rights of way, and easements associated therewith or appurtenant thereto, whether or not the interests or rights excepted in (a) or (b) appear in the Public Records.

2. Taxes and assessments for the year 2016 and subsequent years and not yet due and payable.

3. Release of damages as contained in that certain Warranty Deed to the State Highway Commission of Mississippi filed of record on December 12, 1959 in Book 75 at Page 465.

4. Right of Way to Entergy Mississippi, Inc. dated December 19, 2002 and filed of record in Book 541 at Page 885.

5. Easement and Right-of-Way Agreement executed by and between Madison County Economic Development Authority and the Mississippi Major Economic Impact Authority, dated October 16, 2003 and filed January 07, 2004 in Book 1729 at Page 451.

6. Declaration of Extension of Restrictive Covenants by the Madison County Economic Development Authority dated March 4, 2015 and filed of record on March 11, 2015 in Book 3181 at Page 820.

3183529Iv1

HEADERMAN PRINTING

LARGE FORMAT BUILDING

GLUCKSTADT, MISSISSIPPI

SITE PLAN REVIEW

MARCH, 2026

DEAN ARCHITECTURE
GEDDIE | GRANT | OUBRE

J. Alan Grant
4409
JACKSON, MS
REGISTERED ARCHITECT
STATE OF MISSISSIPPI

661 Sunnybrook Rd, Ste 140
Ridgeland, MS 39157
[redacted]
[redacted]

PROJECT NUMBER - 26013

SITE PLAN NOTES

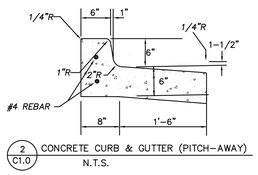
GENERAL

1. TOPOGRAPHIC SURVEY PREPARED BY BAIRD ENGINEERING, INC. DATED 10-24-2025.
2. CONTRACTOR TO NOTIFY ALL UNDERGROUND UTILITY COMPANIES AT LEAST 48 HOURS PRIOR TO CONSTRUCTION EXCAVATION. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH OSHA, FEDERAL, STATE AND LOCAL CODES.
3. CONTRACTOR TO COMPLY WITH ALL EROSION CONTROL STANDARDS AS SPECIFIED BY CITY, COUNTY AND STATE OFFICIALS.
4. DURING CONSTRUCTION, CONTRACTOR SHALL CHECK THE EROSION CONTROL FACILITIES DAILY, AND MAKE REPAIRS OR MODIFICATIONS AS NEEDED.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF THE STORMWATER FACILITIES DURING CONSTRUCTION. UPON COMPLETION OF PROJECT, THIS SHALL BECOME THE RESPONSIBILITY OF THE OWNER. THE OWNER SHALL INSPECT ALL STORM DRAINS, ON A MONTHLY BASIS AND REMOVE ANY SILTATION AS NEEDED.
6. ALL DISTURBED GRASSED AREAS SHALL BE SOLID SOD UNLESS NOTED OTHERWISE.
7. THE CONTRACTOR SHALL CONTACT CITY ENGINEERING AND RIGHT-OF-WAY DEPARTMENTS AT LEAST THREE (3) DAYS PRIOR TO PERFORMING ANY CONSTRUCTION ACTIVITIES WITHIN THE PUBLIC RIGHT-OF-WAY.
8. THE CONTRACTOR SHALL IMPLEMENT AND MAINTAIN BEST MANAGEMENT PRACTICES AS REQUIRED BY MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY.
9. CONSTRUCTION PHASE DUST CONTROL SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. WATER SITE AS NEEDED, OR AS DIRECTED BY ENGINEER TO MAINTAIN ADEQUATE DUST CONTROL.
10. ANY AND ALL DESIGN, ERECTION, PERMIT FEES AND APPLICATION PERTAINING TO ANY AND ALL WORK ZONE TRAFFIC CONTROL SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
11. CONTRACTOR SHALL UNCOVER AND VERIFY THE DEPTH OF ALL UTILITY TIE-IN POINTS PRIOR TO CONSTRUCTION AND ORDERING OF ANY MATERIALS. IF CONDITIONS ARE ENCOUNTERED DIFFERENT FROM DRAWINGS, CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY AND ADJUSTMENTS SHALL BE DETERMINED.
12. BACKFILL ALL EXCAVATED AREAS WHERE UTILITIES ARE REMOVED WITH SAND-CLAY STRUCTURAL FILL PER GEOTECHNICAL REPORT REQUIREMENTS.
13. ANY EXISTING UTILITIES TO BE REMOVED SHALL BECOME THE PROPERTY OF THE CONTRACTOR, AND DISPOSED OF OFF-SITE IN A LEGAL MANNER.
14. CONTRACTOR SHALL OBTAIN AND PAY FOR ALL NEEDED PERMITS AND LICENSES.
15. SITE CONTRACTOR SHALL MATCH EXISTING PAVEMENT IN GRADE AND ALIGNMENT AT CONNECTIONS TO EXISTING PAVEMENT AND CURBS.
16. SEE LANDSCAPE DETAIL FOR ALL HARDSCAPE AND LANDSCAPE DETAILS.
17. ALL DIMENSIONS SHOWN ON THIS SHEET ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
18. PARKING PROVIDED IN THIS PROJECT (WITHIN THE MALL PARCEL):
    2 ADA COMPLIANT PARKING SPACES
    51 STANDARD PARKING SPACES
    53 TOTAL PARKING SPACES PROVIDED
19. DETECTABLE WARNING SURFACE TO MEET ADAAG 4.29.2 (TRUNCATED DOME PANEL).

1) PROPERTY IS ZONED I-2 (HEAVY INDUSTRIAL DISTRICT), CITY OF GLUCKSTADT
2) ADJOINING PROPERTIES ARE ZONED I-2 (HEAVY INDUSTRIAL DISTRICT)
3) SETBACKS:
   FRONT – 100 FEET
   SIDE – 20 FEET
   REAR – 20 FEET
   MAXIMUM HEIGHT RESTRICTION: AS DETERMINED BY THE IBC
4) AN EXISTING BUILDING AND PARKING ARE LOCATED ON THE SUBJECT PARCEL.
5) SUBJECT PROPERTY IS LOCATED WITHIN THE CITY LIMITS OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI.
6) SUBJECT PROPERTY IS LOCATED IN ZONE "X" AS DETERMINED BY FIRM NO. 28089 C 415G, CITY OF GLUCKSTADT, REVISION DATE-1/17/2025

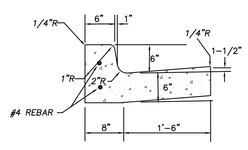
PARKING FEATURES LEGEND

① TRAFFIC STRIPE (PARKING)	4" CONTINUOUS WHITE
② TRAFFIC STRIPE (HANDICAP)	4" CONTINUOUS BLUE
③ HANDICAP PARKING SIGN (R7-8)-DETAIL 1/C5.1	SEE MUTCD MANUAL FOR SPECIFICATIONS.
④ STOP SIGN (DETAIL 2/C5.1)	SEE MUTCD MANUAL FOR SPECIFICATIONS.
⑤ 24" LEGEND	WHITE



2 / C1.0 CONCRETE CURB & GUTTER (PITCH-AWAY)
N.T.S.

CONTRACTOR SHOULD USE CORRECT CURB & GUTTER DETAIL IN ACCORDANCE TO THE GRADES SHOWN ON THE GRADING AND DRAINAGE PLAN

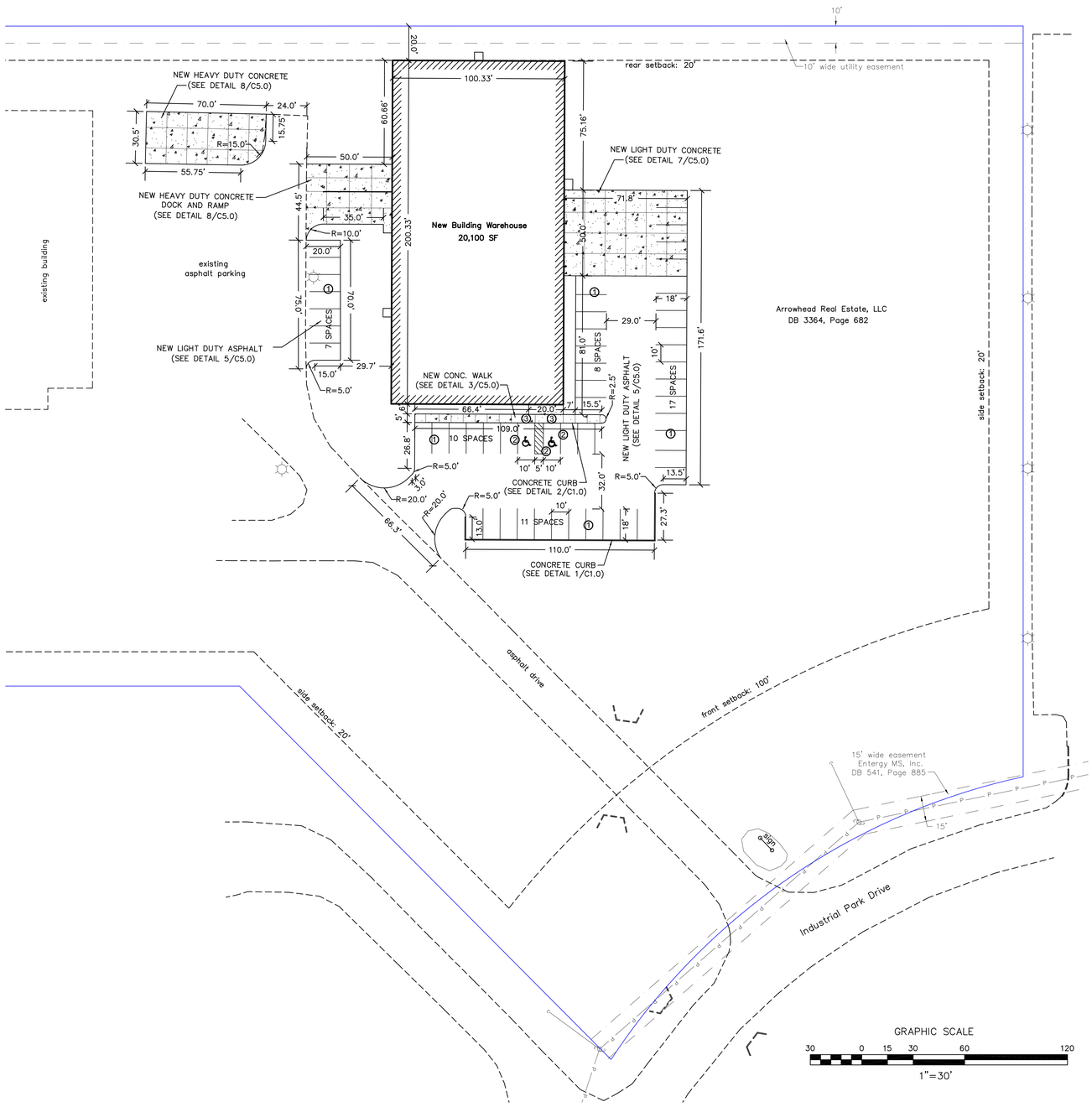


1 / C1.0 CONCRETE CURB & GUTTER
N.T.S.

*CONTRACTION JOINT SHOULD BE PLACED EVERY 10 FEET AND/OR EVERY TANGENT

LEGEND

- PROPOSED CONCRETE CURB (DETAIL 3 & 4/C2.0)
- HANDICAP PARKING
- PROPERTY LINE



PREPARED BY:
BAIRD ENGINEERING, INC.
506 Jefferson Street, Clinton, MS 39056
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SITE PLAN

NEW BUILDING FOR
HEADERMAN BROTHERS
MADISON, MISSISSIPPI

DEAN ARCHITECTURE
GEDDIE | GRANT | OUBRE
661 Sunnybrook, Ste 140
Ridgeland, MS 39157
[redacted]

NOT FOR CONSTRUCTION

Project No. : 5079
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C 1.0

PM 25039

GENERAL

THE CONTRACTOR SHALL REMOVE ALL INFRASTRUCTURE AND VEGETATION FROM THE AREA TO BE EXCAVATED, FILLED, OR GRADED

ALL IMPROVEMENTS AND ADDITIONS TO THE WATER AND SANITARY SEWER SYSTEMS SHALL BE INSTALLED IN COMPLIANCE WITH THE CITY OF GLUCKSTADT STANDARDS.

TOPOGRAPHIC SURVEY INFORMATION TAKEN FROM A SURVEY PREPARED BAIRD ENGINEERING, INC.

CLEARING

PRIOR TO CUT AND REPLACEMENT OF FILL ON SITE, APPROXIMATELY 6 INCHES OF TOPSOIL SHOULD BE REMOVED WHERE ENCOUNTERED

REMOVE BRUSH, ROOTS, LARGE GRASS, ROCKS, AND WEEDS BEFORE STRIPPING

REMOVE TOPSOIL TO A MINIMUM DEPTH OF 6 INCHES IN ALL AREAS INDICATED ON THE PLANS TO BE UNDER BUILDING, DRIVES, PARKING, SIDEWALKS, AND OTHER PAVING.

STORE TOPSOIL APPROVED FOR FILL IN GENERAL LANDSCAPE AREAS AT DESIGNATED LOCATIONS ON SITE

GRUBBING

REMOVE ASPHALT, CONCRETE CURBS, LIGHTING POLES AND FOUNDATIONS, TRASH, STUMPS, OLD LUMBER, STRUCTURES, ETC. EITHER ABOVE, ON THE NEW SURFACE, OR BELOW THE GROUND WHICH MAY INTERFERE WITH THE NEW CONSTRUCTION.

CLEAN–UP

UPON COMPLETION OF WORK OF THIS SECTION, REMOVE FROM PREMISES, AND DISPOSE OF ALL RELATD DEBRIS. IMPLEMENT EROSION CONTROL PLAN.

SITE GRADING

PROOFROLLING WITH A LOADED TRUCK OR SCRAPER SHOULD BE PERFORMED TO LOCATE POTENTIAL SOFT SPOTS IN THE SUBGRADE AND/OR NATURAL GROUND BEFORE ANY FILL IS PLACED. SOFT SPOTS SHOULD BE REMOVED AND REPLACED WITH COMPACTED STABLE SANDY CLAY (CL). THE TOP 6 INCHES OF NATURAL GROUND SHOULD BE SCARIFIED AND COMPACTED TO 98% ASTM D698 PRIOR TO FILL PLACEMENT.

CUT OR FILL AND MACHINE GRADE SITE AS SHOWN ON THE DRAWINGS TO DRAIN AS INDICATED, ALLOWING FOR THE THICKNESS OF PAVING SUBGRADE AND THE PAVING ITSELF. WHERE FILL IS REQUIRED, USE PER GEOTECHNICAL REPORT.

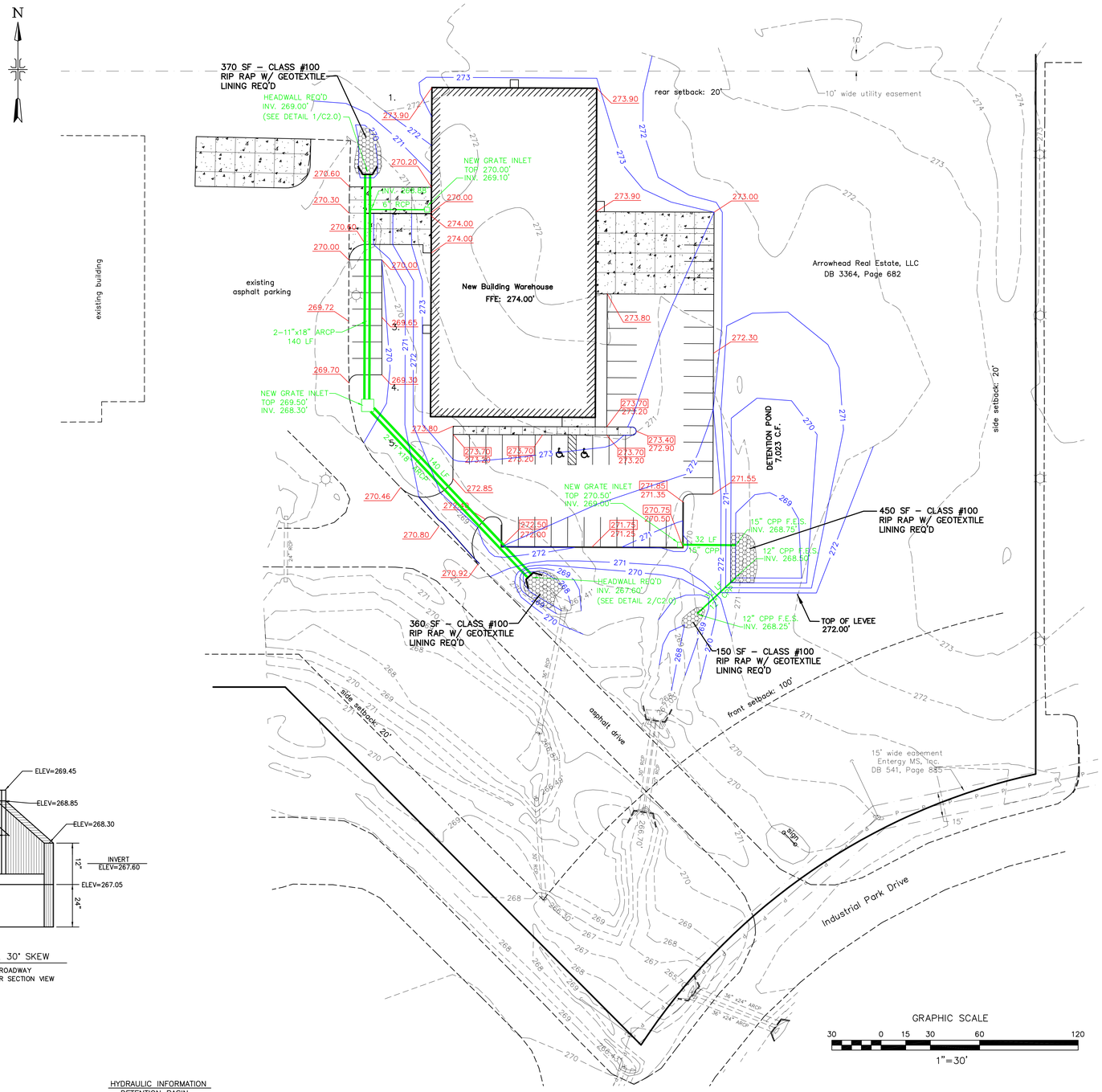
ALL EARTHWORK SHALL BE IN ACCORDANCE WITH THE GEOTECHNICAL INVESTIGATION REPORT.

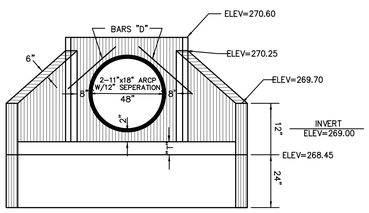
ALL FILL MATERIALS DESCRIBED IN GEOTECHNICAL REPORT MUST BE REMOVED AND REPLACED WITH ACCEPTABLE FILL MATERIAL.

ALL SLOPES IN GRASS AREAS SHALL NOT EXCEED 3:1 SLOPE.

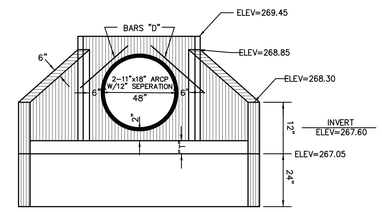
FILLING AND BACKFILLING MATERIALS

IMPORTED FILL MATERIAL WILL HAVE PROPERTIES TO ALLOW COMPACTION BY ROLLING AND TAMPING TO A DENSITY EQUAL TO 95% MAXIMUM DENSITY WITH ±2% OF OPTIMUM MOISTURE CONTENT AS DETERMINED BY TEST METHODS DESCRIBED IN ASTM D698, LATEST EDITION, "MOISTURE DENSITY RELATIONSHIP OF SOILS". IF EXCAVATED MATERIAL IS UNSUITABLE FOR COMPACTION AS DETERMINED BY THE SOILS TESTING LABORATORY, FURNISH SUITABLE BORROW WHICH CAN BE COMPACTED FROM AN OFF–SITE SOURCE. ALL FILL AND BACKFILL MATERIALS SHALL BE OF LOW EXPANSIVITY, UNIFORM IN GRADE, FREE FROM ORGANIC MATERIAL, AAND CONSIST OF SILTY CLAY (CL) SOIL HAVING A LIQUID LIMIT OF NOT MORE THAN 40 PERCENT AND A PLASTICITY INDEX BETWEEN 10 AND 20.





1 / C2.0 HEADWALL – 2:1 SLOPE, 30° SKEW
SEE MDOT DETAIL HW–2100 OF ROADWAY
DESIGN STANDARD DRAWINGS FOR SECTION VIEW



2 / C2.0 HEADWALL – 2:1 SLOPE, 30° SKEW
SEE MDOT DETAIL HW–2100 OF ROADWAY
DESIGN STANDARD DRAWINGS FOR SECTION VIEW

DIMENSIONS COMMON TO FLARED HEADWALLS FOR SINGLE, DOUBLE AND TRIPLE LINE PIPE CULVERTS								
PIPE DIA	MIN THK "T"	DIMENSIONS						
		C	H	R	S1	S2	U	W
15	2 1/4	7	2 - 5	2 - 7	3 - 1 7/8	3 - 7 7/8	6	0 - 8
18	2 1/2	7	2 - 9 1/2	3 - 0	3 - 8 7/8	4 - 2 7/8	6	0 - 10
24	3	7	3 - 4 1/2	3 - 10	4 - 11	5 - 5	6	1 - 0
30	3 1/2	7	3 - 11 1/2	4 - 6	5 - 10 3/8	6 - 4 3/8	6	1 - 3
36	4	7 1/2	4 - 6 1/2	5 - 3	6 - 11 1/8	7 - 5 1/8	6	1 - 5
42	4 1/2	7 1/2	5 - 1 1/2	5 - 11	7 - 10 3/8	8 - 4 3/8	6	1 - 8
48	5	7 1/2	5 - 8 1/2	6 - 8	8 - 11 1/8	9 - 5 1/8	6	1 - 10 1/2
54	5 1/2	8	6 - 3 1/2	7 - 4	9 - 10 1/2	10 - 4 1/2	6	2 - 1
60	6	8	6 - 10 1/2	8 - 2	11 - 0 5/8	11 - 6 5/8	6	2 - 3
66	6 1/2	8	7 - 7	9 - 2	12 - 5 1/8	12 - 11 5/8	6 1/2	2 - 6 1/2
72	7	8	8 - 2	9 - 10	13 - 3 7/8	13 - 10 7/8	7	2 - 9
84	8	8	9 - 4	11 - 2	15 - 1 1/2	15 - 9 1/2	8	3 - 2
96	9	8	10 - 5	12 - 7	17 - 1 1/2	17 - 9 1/2	8	3 - 6
108	10	8	11 - 7	14 - 1	19 - 2	19 - 11	9	4 - 0

LEGEND

- PROPOSED DOWNSPOUT (DETAIL 6/C5.1)
- PROPOSED CONCRETE CURB (DETAIL 1 & 2/C1.0)
- HANDICAP PARKING
- PROPERTY LINE

HYDRAULIC INFORMATION
DETENTION BASIN

2 year runoff (pre)–4.07 cfs
2 year runoff (post)–10.22 cfs
Detention Outflow–2.47 cfs
Detention Max. Elev.–269.57'

5 year runoff (pre)–4.87 cfs
5 year runoff (post)–12.17 cfs
Detention Outflow–2.93 cfs
Detention Max. Elev.–269.73'

10 year runoff (pre)–5.53 cfs
10 year runoff (post)–13.83 cfs
Detention Outflow–3.26 cfs
Detention Max. Elev.–269.86'

25 year runoff (pre)–6.42 cfs
25 year runoff (post)–16.06 cfs
Detention Outflow–3.64 cfs
Detention Max. Elev.–270.02'

50 year runoff (pre)–7.10 cfs
50 year runoff (post)–17.89 cfs
Detention Outflow–3.79 cfs
Detention Max. Elev.–270.09'

100 year runoff (pre)–7.76 cfs
100 year runoff (post)–19.52 cfs
Detention Outflow–3.92 cfs
Detention Max. Elev.–270.15'

Drainage Area (pre) – 2.83 acres
Drainage Area (post) – 2.83 acres

DETENTION DATA

Top of Dam Elev. – 272.00'
Bottom Elev.–268.50'
Surface Area at Top of Dam – 23,091 s.f.

PREPARED BY:
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GEDDIE | GRANT | OUBRE
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NOT FOR CONSTRUCTION

Project No.: 5079
Date: 3/6/2026
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GRADING PLAN

NEW BUILDING FOR
HEADERMAN BROTHERS
MADISON, MISSISSIPPI

Sheet Number:
C 2.0

PN 25039

3/4" =1'-0" GRAPHIC SCALE
1/8" =1'-0" GRAPHIC SCALE

NOTES:

1. SILT FENCE TO BE INSTALLED ALONG THE CONTOUR, NEVER UP OR DOWN ON SLOPE.
2. ENDS OF SILT FENCE SHOULD BE EXTENDED UPSLOPE TO PREVENT WATER FROM FLOWING AROUND THE ENDS OF THE FENCE.
3. CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL. IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING TWO METHODS: TWIST METHOD OR HOOK METHOD AS SPECIFIED ON DETAIL.
4. PLACE WATTLES AROUND CURB INLETS DURING CONSTRUCTION.
5. PLACE CULVERT EROSION WATTLE PROTECTION AROUND OPEN CULVERTS DURING CONSTRUCTION. SHALL COMPLY WITH SECTION 4, PAGES 4-182 THRU 4-189 OF THE PLANNING & DESIGN MANUAL FOR THE CONTROL OF EROSION, SEDIMENT & STORMWATER.
6. MAINTAIN MIN. 10' VEGETATIVE BUFFER AROUND PERIMETER OF SITE WHERE PRACTICABLE.
7. ADDITIONAL SILT FENCE TO BE INSTALLED AS NEEDED TO PREVENT MIGRATION OF SEDIMENT FROM CONSTRUCTION AREAS.
8. SWPPP HOUSEKEEPING AREA TO BE MIN. 20'X40', LOCATE SANITARY FACILITIES, TRASH RECEPTACLES, EQUIPMENT MAINTANCE, RE-FUELING, AND CONCRETE WASH-OUT IN THIS AREA. ERECT SIGN AT AREA INDICATING, "SWPPP HOUSEKEEPING AREA".

Maintenance Plan:

Check all disturbed areas, erosion and sediment controls after each significant rainfall but not less than once per week. Make needed repairs within 24 hours. Remove sediment from basin, inlet protection devices and silt fences, when accumulated sediment reaches 65 percent capacity. Replace non-functional silt fence. Maintain all vegetated areas to provide proper ground cover, re-seed, fertilize, and mulch as needed.

CONSTRUCTION SEQUENCE

Implementation BMP Sequence:

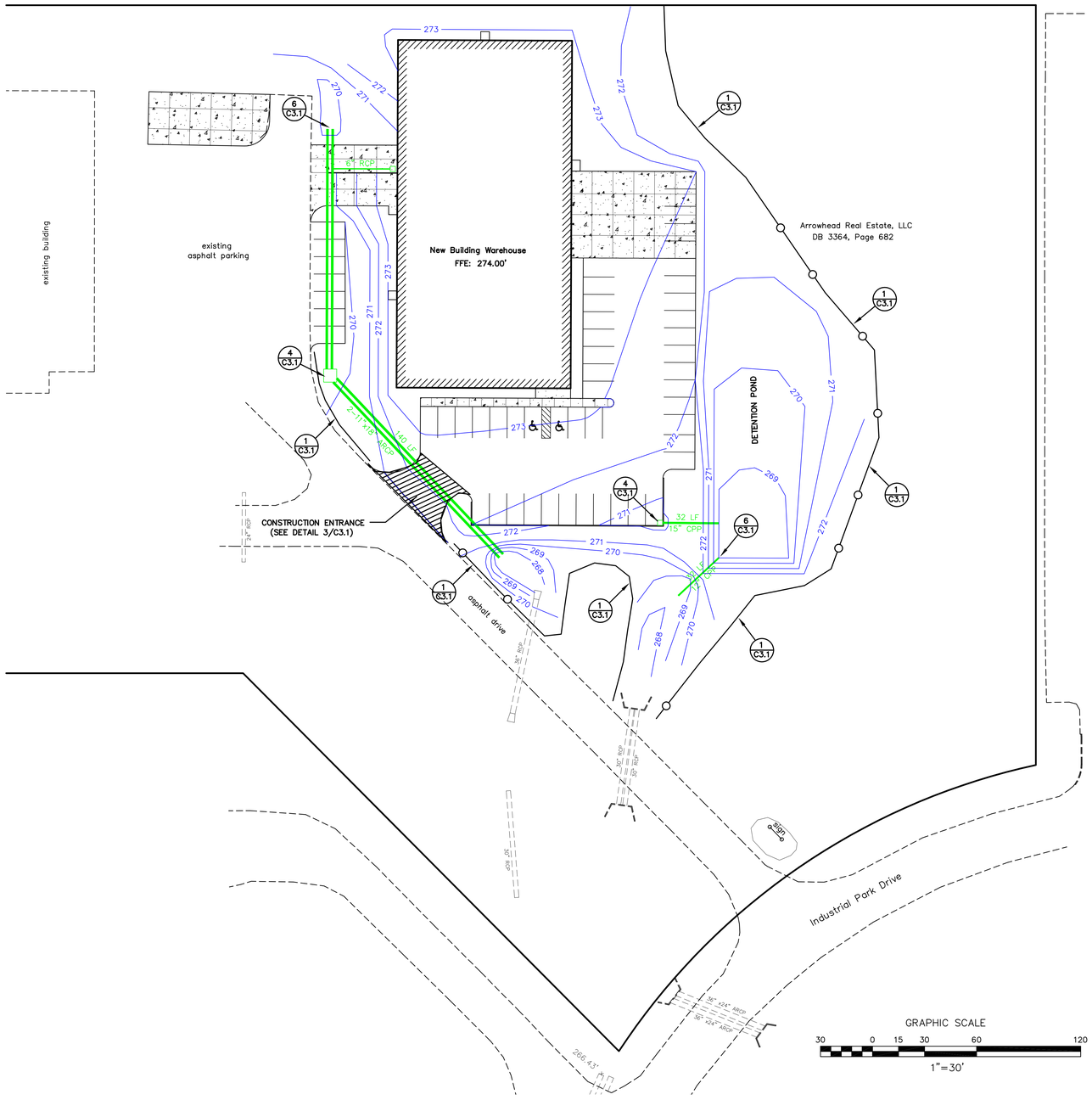
1. Build construction entrance/exit and equipment parking areas.
2. Install silt fences, wattle barriers and outlet protection.
3. Rough grade site and stockpile topsoil (with silt fence).
4. Construct ditches, swales and basins (as needed)
5. Construct parking areas and drives
6. Perform temporary and permanent seeding and mulching.

Vegetative Stabilzation Measures

1. Preserve existing vegetation at areas on site where no construction activity is planned.
2. Clearing and grubbing operations should be staged to preserve existing vegetation.
3. Soil and vegetative stabilization measures must be initiated whenever any clearing, grading, grubbing, excavating or other land disturbing activities have temporarily or permanently ceased on any portion of the site and will not resume for a period of fourteen (14) calendar days or more. The appropriate temporary or permanent vegetative practices shall be initiated immediately (no later than the next work day).
4. Hydroseeding will be applied on disturbed soil areas requiring temporary protection until permanent vegetation is established or disturbed soil areas that must be re-disturbed following an extended period of inactivity.
5. Hydroseeding may be used alone only when there is sufficient time in the season to ensure adequate vegetation establishment and erosion control. otherwise, hydroseeding must be used in conjunction with a soil binder or mulching (i.e. straw mulch).

PURSUANT TO ADOPTED STORM WATER MANAGEMENT PLANS FOR NON-RESIDENTIAL USERS, THE FOLLOWING INFORMATION IS PROVIDED:

- SIGNIFICANT MATERIALS TO BE PLACED ON PROPERTY INCLUDE FILL/CUT MATERIAL, CONCRETE, METAL OR IRON FOR THE BUILDING
- CURRENT AND PROPOSED LAND USE IS FOR STATE FARM INSURANCE, THE ONLY FEASIBLE THREAT OF STORM WATER POLLUTION WILL ARISE DURING CONSTRUCTION. THE THREAT WILL BE FROM UNCONTROLLED SEDIMENT RUNOFF. SEDIMENT RUNOFF CAN BE CONTROLLED BY FOLLOWING THE GUIDELINES AS SHOWN ON THE PRECEDING AND CURRENT "EROSION CONTROL PLAN" SHEETS.
- CUT/FILL MATERIAL MAY BE STOCKPILED ON SITE DURING CONSTRUCTION. IF SO, A SILT FENCE MUST BE IN PLACE AROUND SAID STOCKPILE, AND ALSO THE STOCKPILE SHOULD BE COVERED. CONCRETE WILL BE DELIVERED ONSITE WITH CONCRETE TRUCKS. SPILLOVER FROM FORMING WILL BE STOCKPILED AND REMOVED FROM SITE TO AN APPROVED RUBBISH OR LANDFILL SITE. THE SAME APPLIES FOR ALL METAL/IRON EXCESS FROM BUILDING CONSTRUCTION.
- ALL LITTER IS TO BE DISPOSED OF IN A CERTIFIED LAND FILL. LITTER IS TO BE TEMPORARILY STORE ON SITE UNTIL IT CAN BE HAULED TO A CERTIFIED LAND FILL OR REMOVED BY PROFESSIONAL WASTE MANAGEMENT SERVICES.
- ALL SIGNIFICANT MATERIALS REMAINING AFTER CONSTRUCTION WILL BE REMOVED FROM SITE AND DISPOSED OF IN AN APPROVED RUBBISH OR LANDFILL SITE.
- PESTICIDES OR HERBICIDES ARE NOT NECESSARY AND ARE, THEREFORE, NOT ALLOWED ON SITE. IF ANY ARE FOUND ON SITE, THEY WILL BE DISPOSED OF AS PER DEQ OR EPA REGULATIONS.
- NOTE THE LOCATION OF ALL SILT FENCES AND EROSION CONTROL MEASURES AS INDICATED ON PRECEDING "EROSION CONTROL PLAN" SHEET. THE DETAILS OF SAID FENCES AND CONTROL MEASURES ARE SHOWN ON CURRENT SHEET.



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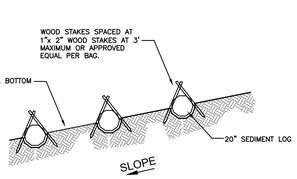
EROSION CONTROL PLAN

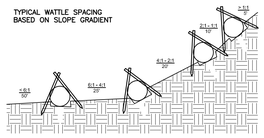
NEW BUILDING FOR
HEADERMAN BROTHERS
MADISON, MISSISSIPPI

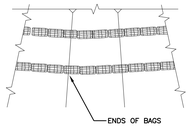
Sheet Number:
C 3.0

PN 25039

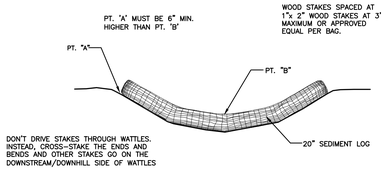
0 6' 2' 3" = 1'-0" GRAPHIC SCALE
0 2' 4' 1½" = 1'-0" GRAPHIC SCALE
0 6' 1" = 1'-0" GRAPHIC SCALE
0 6' ¾" = 1'-0" GRAPHIC SCALE
0 6' ½" = 1'-0" GRAPHIC SCALE
0 1 2 3 4 ⅜" = 1'-0" GRAPHIC SCALE





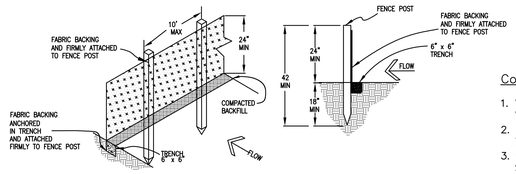


PERSPECTIVE



CROSS SECTION

7 C3.1 SEDIMENT LOG DITCH CHECK
N.T.S.



1 C3.1 SILT FENCE DETAIL
N.T.S.

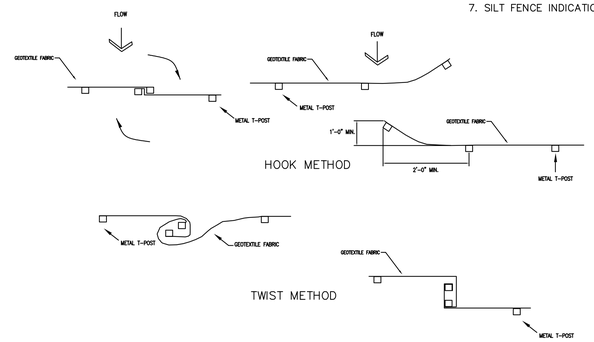
Construction Notes for Silt Fence:

1. WOVEN WIRE FENCE TO BE FASTENED SECURELY TO FENCE POSTS WITH WIRE TIES OR STAPLES.
2. FILTER CLOTH TO BE FASTENED SECURELY TO SILT FENCE WITH TIES SPACED EVERY 24" AT TOP AND MID-SECTION.
3. WHEN TWO SECTIONS OF FILTER CLOTH ADJOIN EACH OTHER THEY SHALL BE OVERLAPPED BY 6 INCHES AND FOLDED.
4. LOCATE POSTS DOWNSLOPE OF FABRIC FOR FENCE SUPPORT.
5. MAINTENANCE SHALL BE PERFORMED AS NEEDED AND MATERIAL REMOVED WHEN "BULGES" DEVELOP IN THE SILT FENCE.

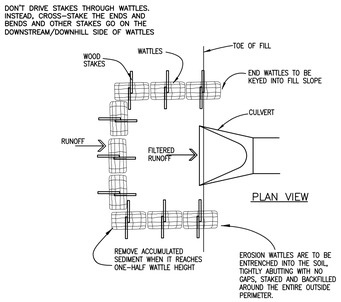
POSTS: STEEL EITHER "T" OR "U" TYPE, OR WOODEN
POSTS: LOCATE MAXIMUM OF 6 FEET O.C.
FENCE: PER LOCAL REQUIREMENTS OR WOVEN WIRE, 14 GA. 6" MAX. MESH OPENING
FILER CLOTH: FILTER X, MIRAFI 100X, STABI-LINKA T140N OR APPROVED EQUAL

6. SILT FENCE SHALL BE PLACED SO THAT NO SEDIMENT WILL LEAVE THE SITE.
7. SILT FENCE INDICATION ON THE PLANS AS

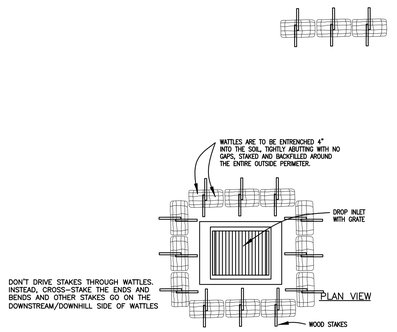
—o—o—o—



2 C3.1 JOINING TWO LENGTHS OF SILT FENCE
N.T.S.

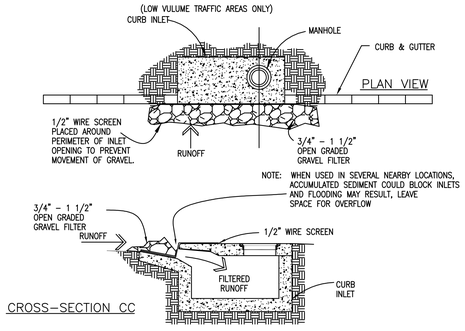


6 C3.1 CULVERT EROSION BALE INLET PROTECTION
N.T.S.



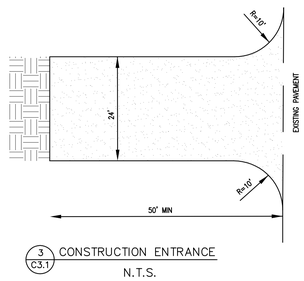
CROSS-SECTION BB

4 C3.1 DROP INLET EROSION FILTER
N.T.S.



CROSS-SECTION CC

5 C3.1 CURB INLET GRAVEL AND WIRE MESH FILTER TRAP
N.T.S.



3 C3.1 CONSTRUCTION ENTRANCE
N.T.S.

NOTES:

1. STONE SIZE - USE 1-1/2" TO 3" ROCK AND 1/2" TO 3/4" FILTER LAYER
2. THICKNESS - NOT LESS THAN 6".
3. FILTER CLOTH WILL BE PLACED OVER THE ENTIRE AREA BEFORE PLACING STONE. USE TYPE V GEOTEXTILE FABRIC.
4. LENGTH - AS REQUIRED, BUT NOT LESS THAN 50 FEET.
5. WIDTH - 30 FOOT MINIMUM
6. THE ENTRANCE SHALL BE MAINTAINED WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAY. ALL SEDIMEN SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHT-OF-WAY MUST BE REMOVED IMMEDIATELY.
7. WHEELS SHALL BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.

PREPARED BY:
BAIRD ENGINEERING, INC.
506 Jefferson Street, Clinton, MS 39056
[redacted]

DEAN ARCHITECTURE
GEDDIE | GRANT | OUBRE
661 Sunnybrook, Ste 140
Ridgeland, MS 39157
[redacted]

NOT FOR CONSTRUCTION

Project No.: 5079
Date: 3/6/2026
Drawn: CLB
Checked: CLB
Revisions:

EROSION CONTROL DETAILS

NEW BUILDING FOR
HEADERMAN BROTHERS
MADISON, MISSISSIPPI

Sheet Number:
C 3.1

PN 25039

3" =1'-0" GRAPHIC SCALE
1½" =1'-0" GRAPHIC SCALE
1" =1'-0" GRAPHIC SCALE
¾" =1'-0" GRAPHIC SCALE
½" =1'-0" GRAPHIC SCALE
½" =1'-0" GRAPHIC SCALE
⅛" =1'-0" GRAPHIC SCALE

Date of field survey: October 23, 2025.

Class "B" survey in accordance with the minimum standards for land surveying in the State of Mississippi.

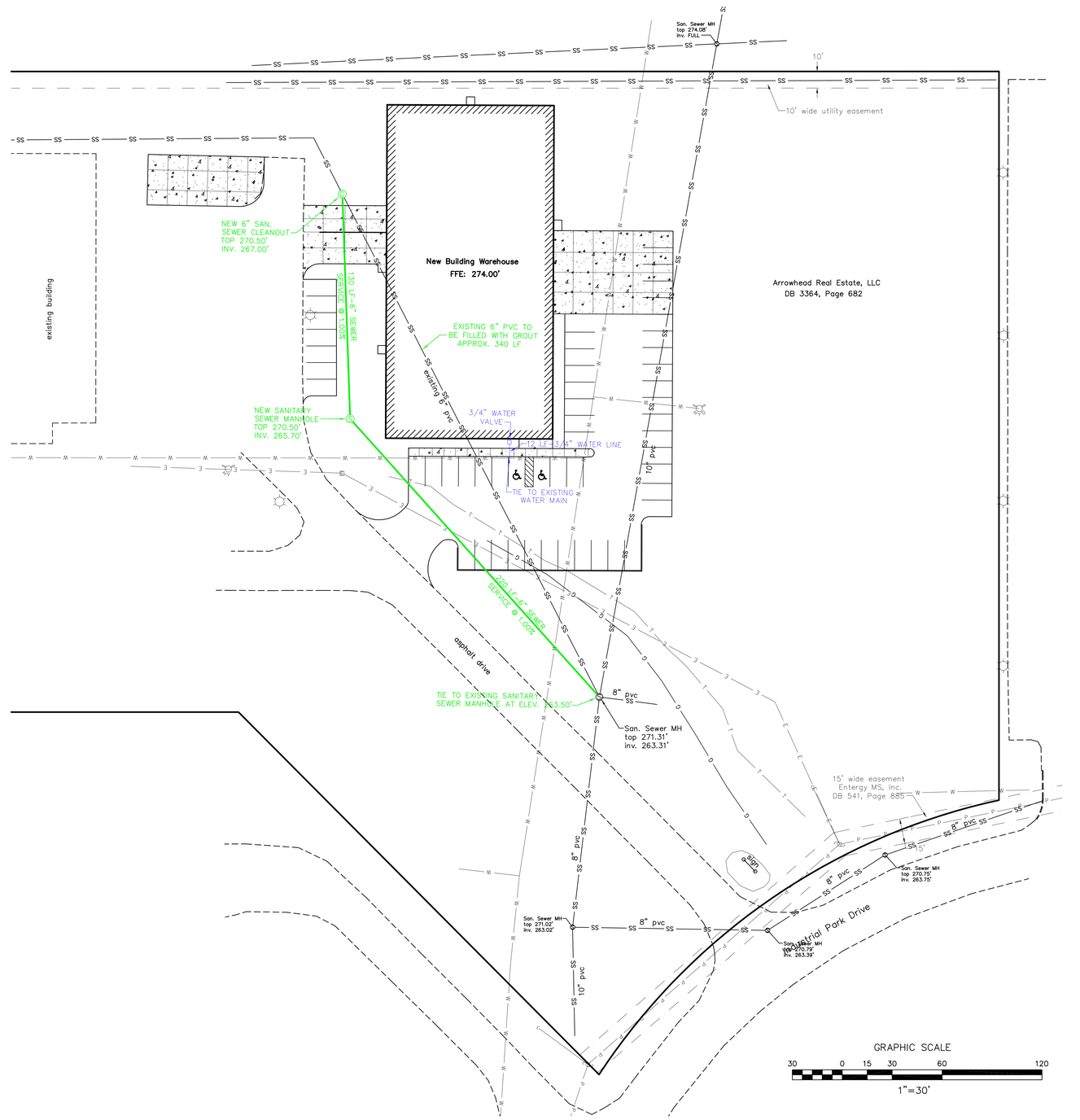
Vertical elevations taken from GPS Network NAVD88.

Subsurface and environmental conditions were not examined or considered as a part of this survey.

Boundary survey provided by others.

This survey is considered valid only when original seal and signature of surveyor of record is affixed hereto.

I, Colin L. Baird do hereby certify that the features depicted on this plat are a correct representation of the conditions as they existed on October 23, 2025



LEGEND

- A/C UNIT
- CONC. CURB & GUTTER
- 446 CONTOURS
- DOWNSPOUT
- DRAINAGE INLET
- ELECTRICAL BREAKER BOX
- ELECTRICAL JUNCTION BOX
- FINISHED FLOOR ELEVATION
- FIRE HYDRANT
- GAS METER
- GRATE INLET (SIZE NOTED)
- GRATE INLET (18" ROUND-TYP)
- IRRIGATION VALVE
- p OVERHEAD POWER/TELEPHONE
- cw POTABLE WATER
- tv UNDERGROUNDTELECOMM
- ut UNDERGROUND TELCOMM
- fo UNDERGROUND FIBER OPTIC
- LIGHT POLE
- NO. OF PARKING SPACES
- POWER METER
- SANITARY SEWER CLEANOUT
- SANITARY SEWER MANHOLE
- SPRINKLER
- SPOT ELEVATION
- TELECOMMUNICATIONS MANHOLE
- TELEPHONE PEDESTAL
- TREE (SIZE & TYPE NOTED, IF KNOWN)
- WM WATER METER
- WV WATER VALVE
- ue UNDERGROUND ELECTRIC
- g GAS LINE
- SS SANITARY SEWER MAIN
- t UNDERGROUND TELEPHONE
- w WATER MAIN

PREPARED BY:
BAIRD ENGINEERING, INC.
506 Jefferson Street, Clinton, MS 39056
[redacted]

UTILITY PLAN

NEW BUILDING FOR
HEADERMAN BROTHERS
MADISON, MISSISSIPPI

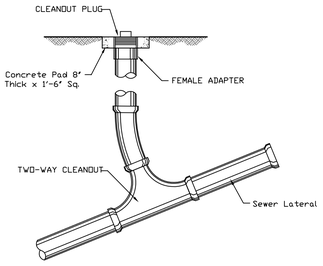
DEAN ARCHITECTURE
GEDDIE | GRANT | OUBRE
661 Sunnybrook, Ste 140
Ridgeland, MS 39157
[redacted]

NOT FOR CONSTRUCTION

Project No. : 5079
Date: 3/6/2026
Drawn: CLB
Checked: CLB
Revisions:

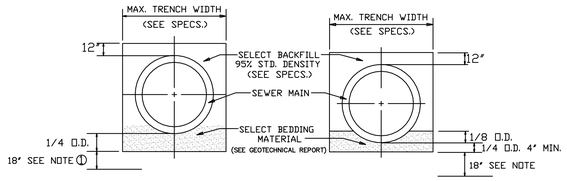
Sheet Number:
C 4.0

PM 25039



1 / 5.0 SANITARY SEWER CLEAN-OUT (2-WAY) DETAIL

NTS

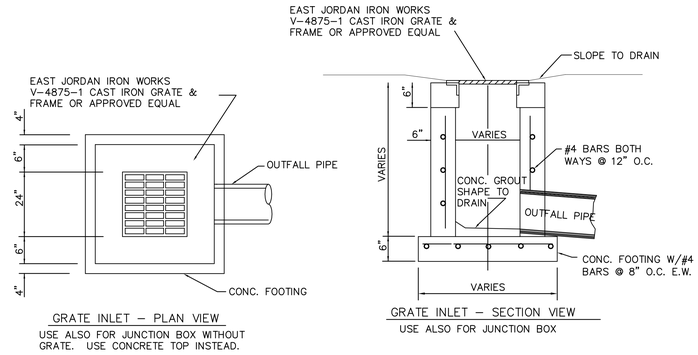


TYPICAL SECTION CLASS "B" BEDDING

TYPICAL SECTION CLASS "C" BEDDING

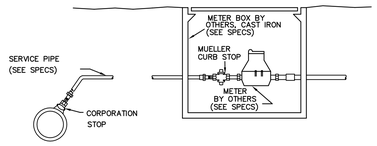
① DEWATERING REQ'D. TO THIS LEVEL (MIN.). CONTRACTOR WILL NOT BE ALLOWED TO WORK WHEN WATER LEVEL IS NOT MAINTAINED BY DEWATERING SYSTEM TO THIS ELEVATION OR LOWER.

② WHEN TRENCHING ACROSS EXISTING ASPHALT OR CONCRETE SURFACES, NEW ASPHALT SHOULD BE PLACED BACK AT SAME DEPTH OF EXISTING ASPHALT OR CONCRETE THICKNESS.



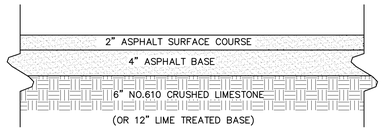
9 / 5.0 GRATE INLET DETAIL

N.T.S.



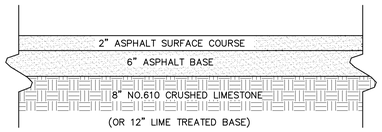
2 / 5.0 TYPICAL SERVICE ASSEMBLY

NOTE: SERVICES SHALL BE TYPE K COPPER WITH CORPORATION AND CURB STOPS THAT COMPLY WITH THE CITY OF JACKSON STANDARD SPECIFICATIONS. MUST BE APPROVED BY CITY



5 / C5.0 LIGHT DUTY ASHPALT PAVEMENT

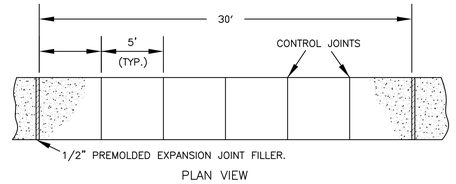
N.T.S.



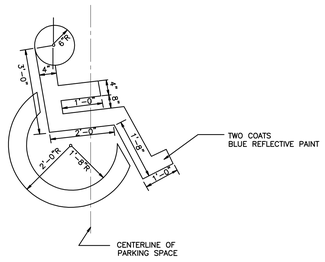
6 / C5.0 HEAVY DUTY ASPHALT PAVEMENT

N.T.S.

ASPHALT SURFACE COURSE SHALL CONFORM WITH SPECIFICATIONS FOR SC-1, TYPE 8 PRESENTED IN THE MS STANDARD SPECIFICATION FOR ROAD AND BRIDGE CONSTRUCTION (1990 EDITION). BITUMINOUS BASE SHOULD CONFORM WITH BB-1, TYPE 6 SPECIFICATIONS.



PLAN VIEW

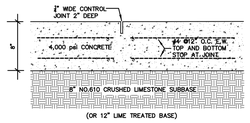


4 / 5.0 ACCESSIBILITY PARKING SYMBOL

N.T.S.

NOTES

1. ACCESSIBILTY SYMBOLS SHALL BE PAINTED ON PAVEMENT AT EACH ACCESSIBLE PARKING SPACE.
2. ALL PAVEMENT MARKING INSTALLATIONS SHALL CONFORM TO THE 1988 MUTCD AND ALL SUBSEQUENT REVISIONS.
3. ALL ACCESSIBLE PARKING SPACES SHALL BE MARKED WITH A ACCESSIBILITY PARKING SPACE SIGN.
4. BLUE PAINT TO BE PAINTED FOR ALL ACCESSIBLE MARKINGS.

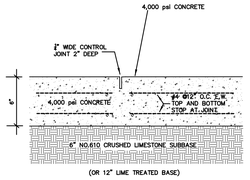


SLAB PROFILE:

1. TOOLED CONSTRUCTION JOINTS SHOULD BE PROVIDED AT INTERVALS THAT WILL PROVIDE A SLAB SITE THAT DOES NOT EXCEED 20'X20'.
2. EXPANSION JOINTS SHOULD ONLY BE PLACED WHERE THE PAD DIRECTLY ADJOINS A BUILDING OR OTHER FIXED STRUCTURE.
3. PROOF ROLL SUBGRADE PRIOR TO CONCRETE PLACEMENT AND CUT REINFORCING AT ALL JOINT LOCATIONS.
4. AS SHOWN IN THE GEOTECHNICAL REPORT.
5. THE FIRST 12" SHALL BE LIME TREATED (6% BY WEIGHT) IN LIEU OF THE CRUSHED LIMESTONE BASE.

8 / 5.0 HEAVY DUTY CONCRETE PAVEMENT DETAIL

N.T.S.



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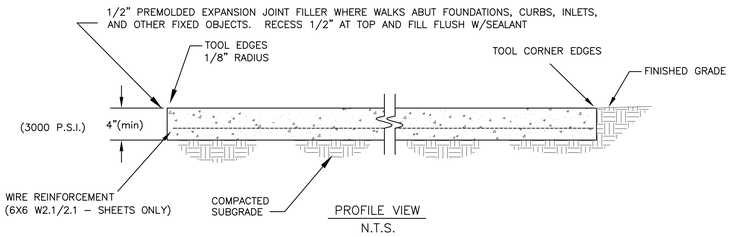
3. PROOF ROLL SUBGRADE PRIOR TO CONCRETE PLACEMENT AND CUT REINFORCING AT ALL JOINT LOCATIONS.
4. AS SHOWN IN THE GEOTECHNICAL REPORT.
5. THE FIRST 12" SHALL BE LIME TREATED (6% BY WEIGHT) IN LIEU OF THE CRUSHED LIMESTONE BASE.

7 / 5.0 LIGHT DUTY CONCRETE PAVEMENT DETAIL

N.T.S.

N.T.S.



NOTES:

1) CONCRETE SHALL BE 3,000 psi MINIMUM
2) 6X6 W2.1/W2.1 WIRE REINFORCEMENT REQUIRED (SHEETS ONLY)
3) PROVIDE BROOM FINISH TO ALL EXPOSED SURFACES
4) HEAVY BROOM FINISH PERPENDICULAR TO THE DIRECTION OF TRAFFIC.

3 / 5.0 CONCRETE SIDEWALK SECTION DETAILS

N.T.S.

PREPARED BY:
BAIRD ENGINEERING, INC.
506 Jefferson Street, Clinton, MS 39056
[redacted]

DEAN ARCHITECTURE
GEDDIE | GRANT | OUBRE
661 Sunnybrook, Ste 140
Ridgeland, MS 39157
[redacted]

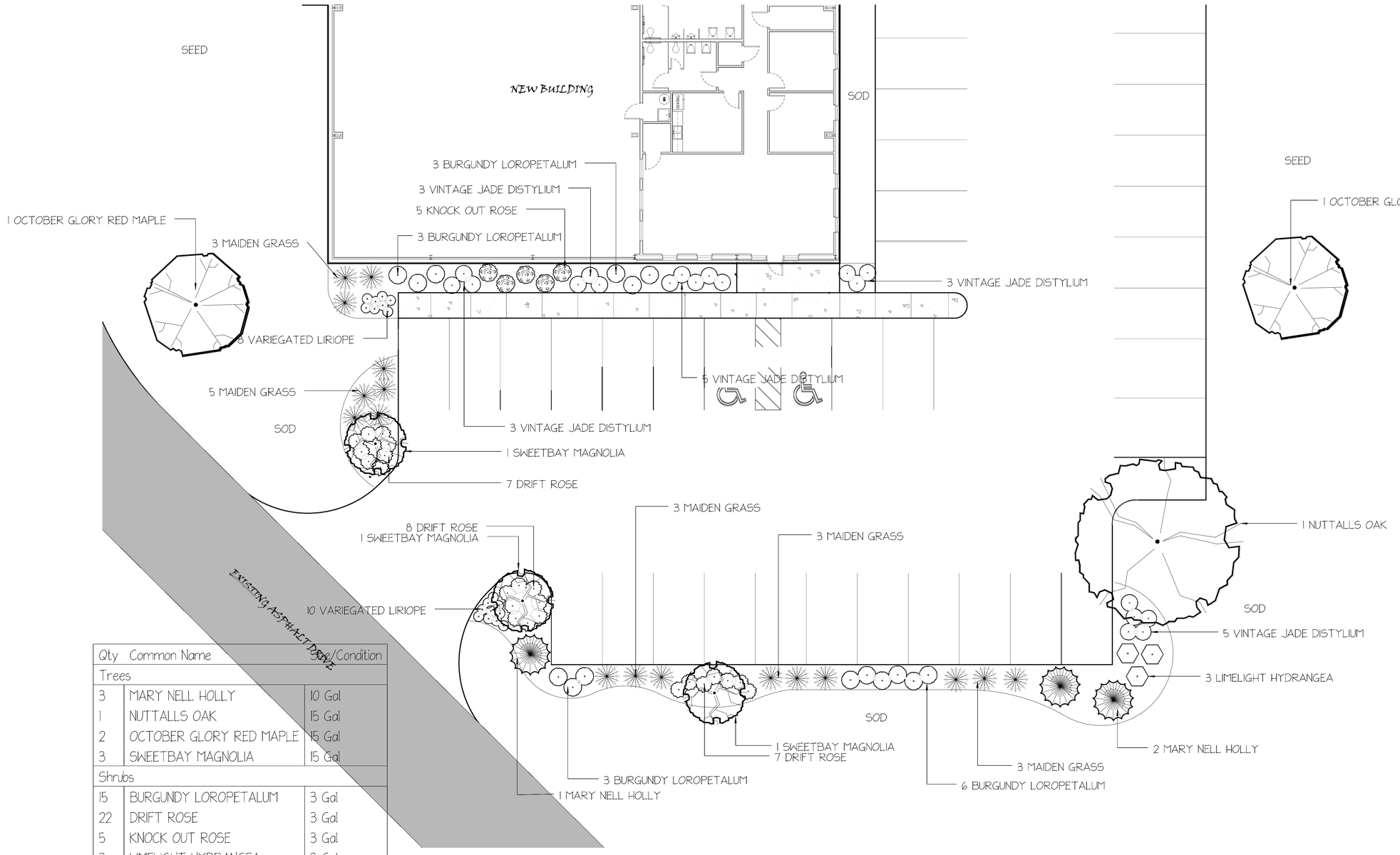
NOT FOR CONSTRUCTION

Project No. : 5079
Date: 3/6/2026
Drawn: CLB
Checked: CLB
Revisions:

SITE DETAILS

NEW BUILDING FOR
HEADERMAN BROTHERS
MADISON, MISSISSIPPI

C 5.0



Qty	Common Name	Size/Condition
Trees		
3	MARY NELL HOLLY	10 Gal
1	NUTTALLS OAK	15 Gal
2	OCTOBER GLORY RED MAPLE	15 Gal
3	SWEETBAY MAGNOLIA	15 Gal
Shrubs		
15	BURGUNDY LOROPETALUM	3 Gal
22	DRIFT ROSE	3 Gal
5	KNOCK OUT ROSE	3 Gal
3	LIMELIGHT HYDRANGEA	3 Gal
17	MAIDEN GRASS	3 Gal
19	VINTAGE JADE DISTYLIUM	3 Gal
Groundcovers		
18	VARIEGATED LIRIOPE	1 Gal

3" = 1'-0" GRAPHIC SCALE
1½" = 1'-0" GRAPHIC SCALE
1" = 1'-0" GRAPHIC SCALE
¾" = 1'-0" GRAPHIC SCALE
½" = 1'-0" GRAPHIC SCALE
¾" = 1'-0" GRAPHIC SCALE
⅜" = 1'-0" GRAPHIC SCALE

DEAN ARCHITECTURE
GREER | GRANT | GUEST
661 Sunnybrook, Ste 140
Ridgeland, MS 39157
[redacted]

NOT FOR CONSTRUCTION

Project No.: 2603
Date: MARCH 11, 2026
Drawn:
Checked:
Revisions:

HEDERMAN PRINTING
LARGE FORMAT BUILDING
GLUCKSTADT, MISSISSIPPI

Sheet Number:
L100
LANDSCAPE PLAN

ARROWHEAD REAL ESTATE LLC

PARCEL ID: 0825-21-07/08.00

LOT COVERAGE CALCULATIONS:

Existing Building:	50,810 SF
Existing Parking and Drives:	68,000 SF
TOTAL SF OF EXISTING COVERAGE:	118,810 SF
New Building:	20,000 SF
New Parking and Drives:	23,212 SF
TOTAL SF OF NEW COVERGE:	43,212 SF
Grand Total Coverage (New + Existing)	162,022 SF or 3.72 acres

Lot Coverage = 3.72 acres (162,022 SF) / 10.0024 acres (435,703 SF)= 37.2%

OWNER: SC LEASING LLC
PID: 082E-21-017/01.00
ZONING: A-1

EXISTING BUILDING

NEW HD CONC PAVING

NEW BUILDING
WAREHOUSE
WRAP
PRINTING
OFFICE

NEW DOCK AND RAMP

NEW PAD MOUNT TRANSFORMER

NEW LD ASPHALT PARKING

EXIST. LOADING DOCK

RELOCATED SEWER

EXISTING ENCLOSED DUMPSTER

EXISTING FIRE HYDRANT

EXIST. PARKING

NEW LD CONCRETE PAVING

53 NEW PARKING SPACES

NEW LD ASPHALT PAVING

EXIST ENTRANCE DRIVE

OWNER: ARROWHEAD REAL ESTATE LLC
PID: 082E-21-017/08.00
ZONING: A-1

OWNER: PINELAKE BAPT ST CHURCH OF RANKIN COUNTY
PID: 082E-21-017/05.00
ZONING: A-1

OWNER: BNGM LLC
PID: 082E-21-017/09.00
ZONING: A-1

OWNER: DBC CORPORATION
PID: 082E-21-017/00.00
ZONING: A-1

Ben Nelson Golf and Outdoor

NORTH

1 C1.0 OVERALL SITE PLAN
SCALE: 1" = 40'-0"

3" =1'-0" GRAPHIC SCALE
1½" =1'-0" GRAPHIC SCALE
1" =1'-0" GRAPHIC SCALE
¾" =1'-0" GRAPHIC SCALE
½" =1'-0" GRAPHIC SCALE
⅜" =1'-0" GRAPHIC SCALE

PN 25039

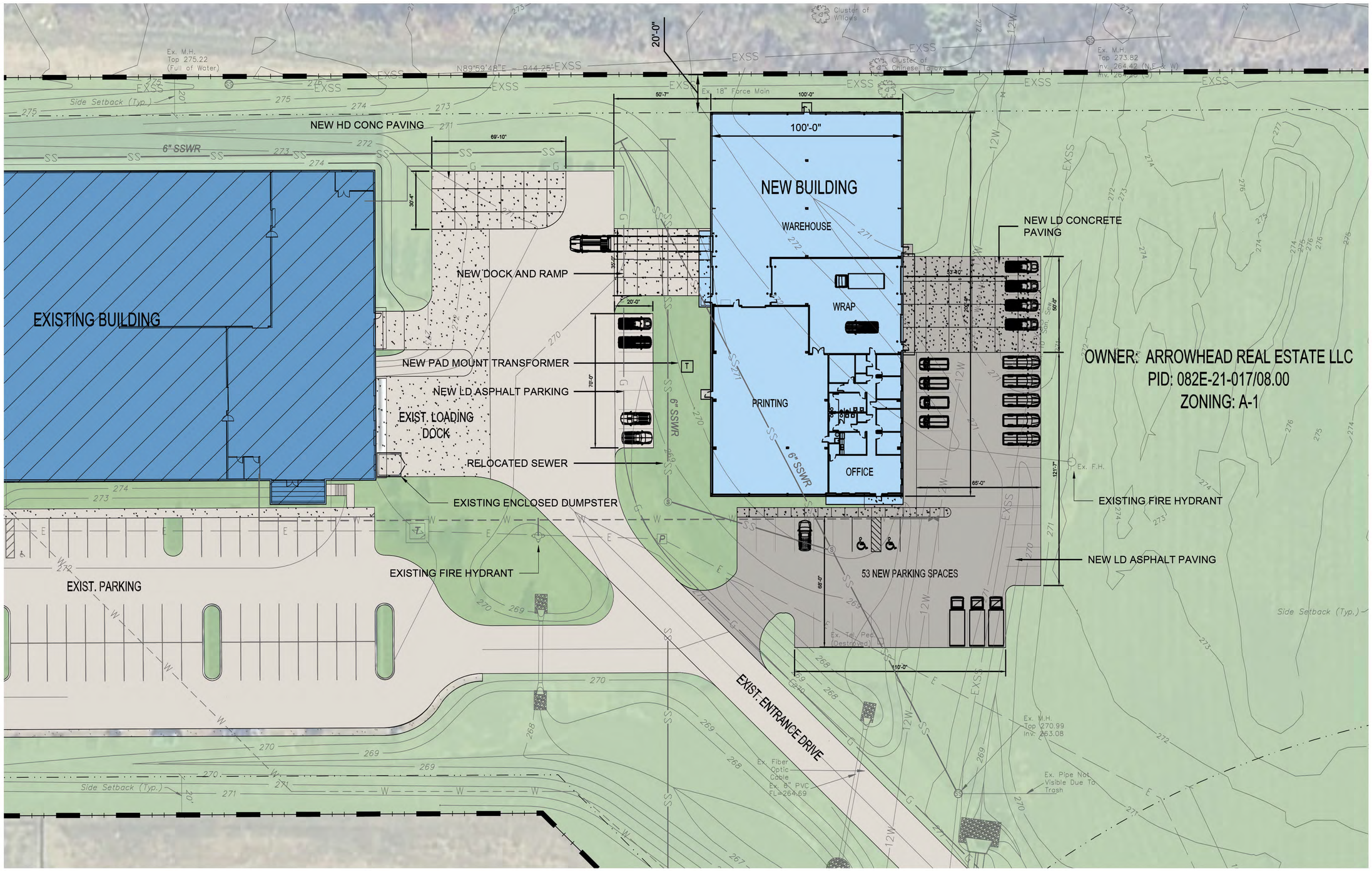
DEAN ARCHITECTURE
GEDDIE | GRANT | OUBRE
661 Sunnybrook, Ste 140
Ridgeland, MS 39157

NOT FOR CONSTRUCTION

Project No. : 26013
Date: MARCH 11, 2026
Drawn: MDP, ALH
Checked: JAG
Revisions:

HEDERMAN PRINTING
LARGE FORMAT BUILDING
GLUCKSTADT, MISSISSIPPI

Sheet Number:
C1.0
OVERALL SITE PLAN



NORTH

1 C2.0 ENLARGED SITE PLAN
SCALE: 1" = 20'-0"

3" =1'-0" GRAPHIC SCALE
1½" =1'-0" GRAPHIC SCALE
1" =1'-0" GRAPHIC SCALE
¾" =1'-0" GRAPHIC SCALE
½" =1'-0" GRAPHIC SCALE
½" =1'-0" GRAPHIC SCALE
⅜" =1'-0" GRAPHIC SCALE

PN 25039

DEAN ARCHITECTURE
GEDDIE | GRANT | OUBRE
661 Sunnybrook, Ste 140
Ridgeland, MS 39157

NOT FOR CONSTRUCTION

Project No. : 26013
Date: MARCH 11, 2026
Drawn: MDP, ALH
Checked: JAG
Revisions:

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LARGE FORMAT BUILDING
GLUCKSTADT, MISSISSIPPI

Sheet Number:
C2.0
ENLARGED SITE PLAN



EXISTING BRICK

26GA. FACTORY PAINTED LIGHT STONE WALL PANELS

BELOW EAVE CANOPY w/ BURNISHED SLATE McELROY WAVE PANELS

BRICK VENEER TO MATCH EXISTING

HEDERMAN BROTHERS

DEAN ARCHITECTURE



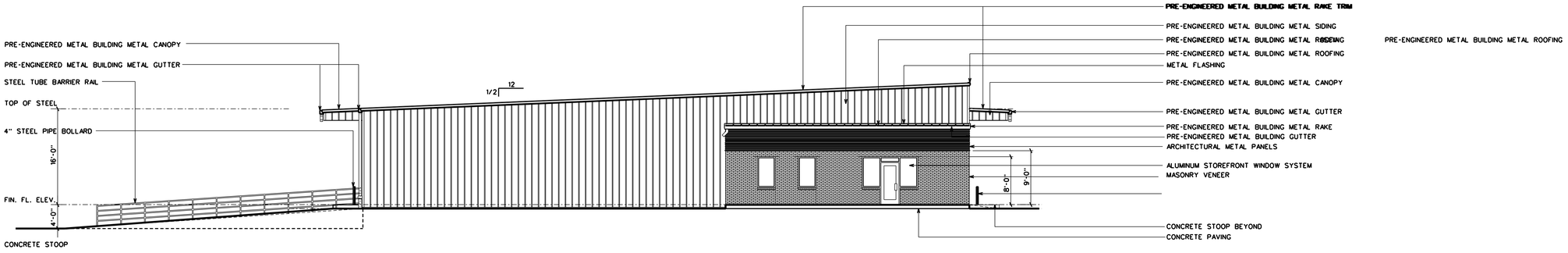
EXISTING BRICK

26GA. FACTORY PAINTED LIGHT STONE WALL PANELS
BELOW EAVE CANOPY w/ BURNISHED SLATE
McELROY WAVE PANELS

BRICK VENEER TO MATCH EXISTING

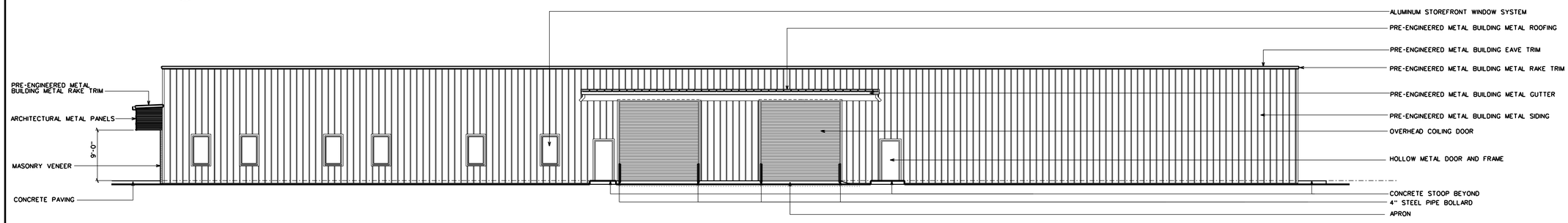
HEDERMAN
BROTHERS

DEAN
ARCHITECTURE



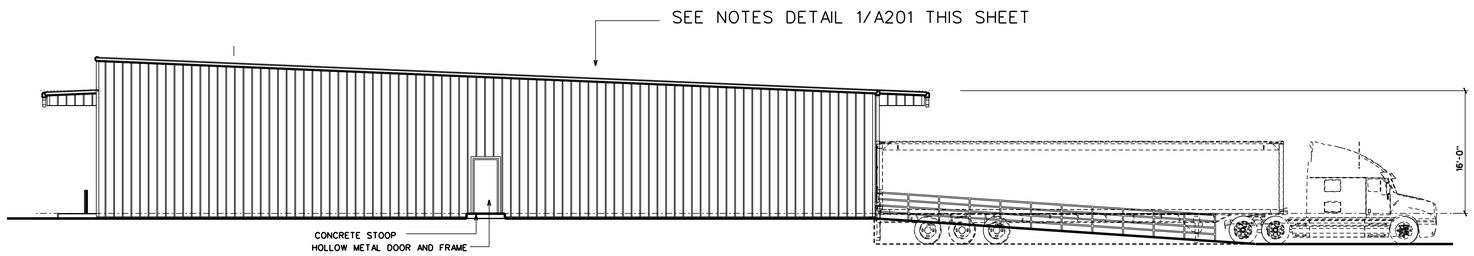
1 A201 SOUTH EXTERIOR ELEVATION

SCALE : 1/8" = 1'-0"



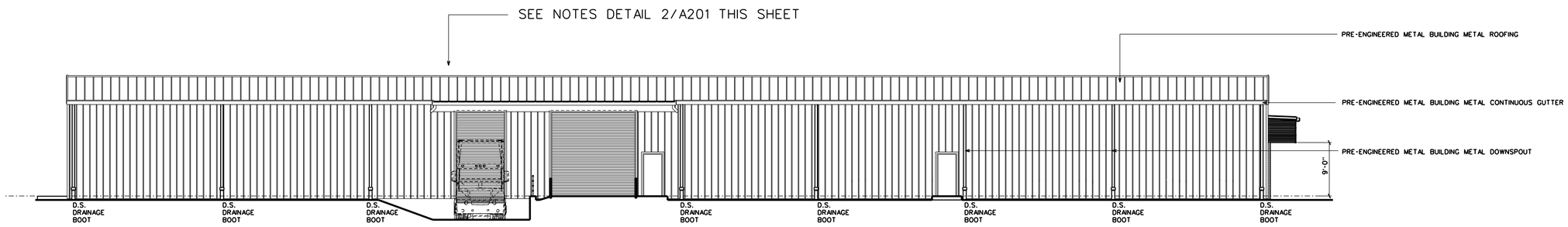
2 A201 EAST EXTERIOR ELEVATION

SCALE : 1/8" = 1'-0"



3 A201 NORTH EXTERIOR ELEVATION

SCALE : 1/8" = 1'-0"



4 A201 WEST EXTERIOR ELEVATION

SCALE : 1/8" = 1'-0"

3/8"=1'-0" GRAPHIC SCALE
1/2"=1'-0" GRAPHIC SCALE
1"=1'-0" GRAPHIC SCALE
3/4"=1'-0" GRAPHIC SCALE
3/4"=1'-0" GRAPHIC SCALE
3/4"=1'-0" GRAPHIC SCALE

PN 25039

DEAN
ARCHITECTURE
GEDDIE | GRANT | OUBRE
661 Sunnybrook, Ste 140
Ridgeland, MS 39157

NOT FOR CONSTRUCTION

Project No. : XXXXX
Date:
Drawn: MDP
Checked: KAO
Revisions:

HEADERMAN PRINTING
LARGE FORMAT BUILDING
GLUCKSTADT, MISSISSIPPI

Sheet Number:
A201

..\dgn\26013-A201.dgn 3/10/2026 11:11:52 AM

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Conditional Use-Quiet Waters-Calhoun Station & Stout Rd

Quiet Waters is requesting to renew and/or reissue a Conditional Use permit for their property at the corner of Calhoun Station and Stout Rd. They applied and received a conditional use for this project back in 2023 when it was called Joni House. Due to the time that has lapsed and a restructuring of the business, we've asked them to resubmit a new application. The property is in three different zones…C-2, A-1 & R-1. This is a Quasi-Public business and is allowed in all zones via a Conditional Use permit. They met all the requirements for conditional use in these 3 zones.

We have made the appropriate and timely publications for this Conditional Use and a public hearing was held on 3/24/26. The PNZ board voted to approve the Conditional Use at the public hearing.

City of Gluckstadt

Application for Conditional Use

Subject Property Address: Corner of Calhoun Station Parkway and Stout Road, Gluckstadt, MS
Parcel #: 082B-09-002/00.00 and 082B-09 -002/07.00

Owner: Quiet Waters Ministries, Inc. c/o Martie Kwasny, M.A.
Address: 910A Catlett Road, Canton, MS 39046
Phone #: [redacted]
E-Mail: [redacted]

Applicant: Matt Vitart, Esq.
Address: 409 W. Parkway Place, Ste.200, Ridgeland, MS 39157
Phone #: [redacted]
E-Mail: [redacted]

Current Zoning District: A-1, C-2, and R-1
Acreage of Property (If applicable): Appx. 70
Use sought of Property: See attached letter of proposed use.

Requirements of Applicant:

1. Letter demonstrating how the proposed use will comply with or otherwise satisfy the requirements for granting a Conditional Use pursuant to Section 804.01 of the Zoning Ordinance.
2. Copy of written legal description.
3. Additional items may be requested depending on the nature and status of the proposed development or property.
4. $250.00 fee required for processing
5. Site Plan as required in Section 807-810

Requirements for Granting Conditional Use: (Section 805.01, Zoning Ordinance)

A Conditional Use shall not be granted unless satisfactory provisions and arrangements have been made concerning all the following:

(a). Ingress and egress to property and proposed structures
(b). Off-Street parking and loading areas
(c). Refuse and service areas
(d). Utilities, with reference locations, availability, and compatibility.
(e). Screening and buffering with reference to type, dimensions, and character.
(f). Required yards and other open spaces.
(g). General compatibility with adjacent properties and other properties in the district.
(h). Any other provisions deemed applicable by the Mayor and Board of Aldermen.

Applicant shall be present at the Planning and Zoning Commission meeting and Mayor and Board of Alderman meeting. Documents shall be submitted thirty (30) days prior to the Planning and Zoning Commission meeting.

Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.

By signing this application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on subject property, giving notice to the public that said property is being considered for a dimensional variance.

Applicant Signature

2-27-26
Date

Property Owner Signature

2/27/26
Date

MADISON COUNTY JOURNAL

Invoice

Column Software PBC
PO Box 208098
Dallas, TX 75320-8098
help.column.us

Bill to
City of Gluckstadt Planning and Zoning

Invoice number	20571CB1-0069
Notice ID	gl1BLFs8Bs6BJJM9ucPh
Publisher	Madison County Journal
Date of issue	Mar 3, 2026
Date due	Apr 3, 2026
Amount due	**$29.11**

Description	Qty	Unit price	Amount
03/05/2026: Governmental Entity Notice	1	16.92	16.92
Proof of Publication Fee	1	5.00	5.00

=== Notes ===
Notice Name: Conditional Use - Matt Vintart, Atty

=== How to pay this invoice ===
Column Software PBC accepts online payment via credit or debit card, or ACH bank transfers. Please click here to pay online:
https://www.column.us/invoices/sbG9EDJalt28BAf8PxHR/pay

Please note that, once paid, the merchant name on your billing statements will be Column Software PBC.

Select organizations may also pay via check. Checks will result in processing delays and should not be used if your notice requires upfront payment. Please pay the exact amount due, write your invoice number 20571CB1-0069 on the memo, include a printed copy of your Invoice PDF, make the check payable to Column Software PBC, and mail to the address above.

Net Subtotal	$21.92
Tax	0.00
Processing Fee	7.19
Amount due	**$29.11**

3/3/26

Pay here: https://www.column.us/invoices/sbG9EDJalt28BAf8PxHR/pay

Questions? Visit help.column.us

Column

OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Madison County Journal** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(601) 853-4222**.

Notice ID: gl1BLFs8Bs6BJJM9ucPh | **Proof Updated: Mar. 03, 2026 at 01:50pm CST**
Notice Name: Conditional Use - Matt Vintart, Atty

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
Bridgette Smith	Madison County Journal
bridgette.smith@gluckstadt.net	
(769) 567-2306	

Columns Wide: 1 **Ad Class:** Legals

Total Column Inches: 3.34

Number of Lines: 28

03/05/2026: Governmental Entity Notice	16.92
Proof of Publication Fee	5.00
Subtotal	$21.92
Tax	$0.00
Processing Fee	$7.19
Total	**$29.11**

NOTICE IS HEREBY GIVEN TO THOSE PARTIES IN INTEREST that there will be a Public Hearing on Tuesday, March 24, 2026 at 6:00 P.M. before the Gluckstadt Planning and Zoning Commission at the Gluckstadt City Hall, 343 Distribution Drive, Gluckstadt, MS 39110 for the purpose of determining whether or not a Conditional Use shall be granted to the owners of the following described parcel number:

Madison County Parcel No.
082B-09-002/00.00
and
082B-09-002/07.00

The Public Hearing in relation thereto shall provide parties in interest and citizens an opportunity to be heard. A copy of the Conditional Use application is available at the Gluckstadt City Hall for inspection.

/s/ Lindsay Kellum
City Clerk's Signature

Publish: March 5, 2026

February 27, 2026

City of Gluckstadt
Attn: Caine Dearman, Planning & Zoning Director
107 Lone Wolf Dr
Gluckstadt, MS 39110

RE: Quiet Waters Ministries, Inc. - Conditional Use Application

Dear Mr. Dearman,

Quiet Waters Ministries, Inc. ("Quiet Waters") respectfully requests that the City of Gluckstadt ("City") renew and/or reissue the Conditional Use Permit that the City previously granted by a unanimous vote of the Mayor and Board of Alderman on June 13, 2023. A copy of the City's prior Order Granting and Approving Conditional Use Permit is attached to this letter as **Exhibit "A"** ("2023 Permit"). Quiet Waters plans to use the Property for the same purposes that were approved by the City in the 2023 Permit, but due to the passage of time, a renewal and/or reissuance of the Conditional Use Permit is required.

In April 2023, the Joni and Friends ministry ("Joni and Friends"), the prior owner of the subject property ("Property"), filed an application for a Conditional Use Permit in order to build and operate a respite ministry facility on the Property. As part of its application, Joni and Friends submitted to the City a letter describing its proposed use of the Property and explaining how such use qualifies as a Conditional Use under the applicable zoning ordinances. A copy of that letter is attached hereto as **Exhibit "B"**. In June 2023, the City, by a unanimous vote of the Mayor and Board of Alderman, approved the Joni and Friends application and granted a Conditional Use Permit (*See* **Exhibit "A"**).

Thereafter, in late 2023, the corporate office of Joni and Friends, which is located in California, decided not to pursue the project, mainly due to prioritizing other projects. However, the Mississippi division of Joni and Friends and its local Mississippi division Board of Directors (made up of residents of the Jackson area, who have a calling and passion to serve our local community) desired to continue this project in order to minister to the local community and surrounding area. Therefore, the Mississippi Board of Directors of Joni and Friends, in 2024, independently formed a new Mississippi-based ministry, Quiet Waters Ministries, Inc., for the purposes of continuing this project and also carrying out the other

ministry services previously provided by the Mississippi Division of Joni and Friends. At the time of its formation, Quiet Waters was blessed to collaborate with the existing Madison County based Hope Hollow ministry and was able to start some of its operations at the Hope Hollow property located on Catlett Road in Canton.

In 2025, Quiet Waters purchased the property from Joni and Friends. Quiet Waters now intends to proceed in earnest with the development of the respite and ministry center on the Property as was previously approved by the City in the 2023 Permit. Quiet Waters, intends to use the Property for the same purposes as was approved in the 2023 Permit and was described in the 2023 Joni and Friends letter of use with the following exceptions: 1) the "Camp Houses" referenced in the 2023 letter have been removed from Quiet Waters' updated operations plan and site plan; and 2) the name of the facility will not be "Joni's House" (the new name is to be determined, but for purposes of this application it can be referred to as the "Quiet Waters Center").

In conclusion, Quiet Waters seeks a renewed or new Conditional Use permit for the same uses and on the same legal basis as the 2023 Joni and Friends application. The City previously granted this permit by a unanimous vote. Therefore, Quiet Waters respectfully requests that the City issue a renewed or new Conditional Use Permit on the same terms as the one it issued to Joni and Friends in 2023.

Respectfully,



Matthew Vitart, Esq.,
For Quiet Waters Ministries, Inc.

EXHIBIT A

Joni and Friends Mississippi
795 Woodlands Pkwy, Ste 108
Ridgeland, MS 39157

Introduction.

Joni and Friends Mississippi ("Applicant") respectfully requests that the City of Gluckstadt ("City") grant a Conditional Use Permit to enable the Applicant to construct and operate a "Joni's House" respite facility on the property as depicted on the submitted Site Plan ("Property"). Because the Applicant is a religious charitable organization, the Joni's House facility qualifies as a Quasi-Public Facility under the City's Zoning Ordinances and, therefore, may be located in any zoning district of the City. (*See* Section 301 and Section 4.02 of the Ordinances). In addition, the intended uses of the Joni's House facility are either outright permitted uses or acceptable conditional uses given the Property's existing zoning classifications (the Property consists of C-2, A-1 and R-1 classifications). This letter is intended to describe the proposed use of the Joni's House facility and demonstrate how such use complies with the City's requirements for granting a Conditional Use Permit.

Proposed Use of Joni's House.

Joni and Friends Mississippi is the regional branch of Joni and Friends International, which is a non-profit, charitable religious organization. The Applicant's mission is "to glorify God as we communicate the Gospel and mobilize the global church to evangelize, disciple and serve people living with disability." This mission provides necessary and desirable services for the general health and welfare of the community. (*See* Section 301 of Ordinances – definition of Public/Quasi-Public Facilities). Practically, the Applicant carries out this mission by 1) equipping, educating, and encouraging ministry workers as well as individuals and families impacted by disability and 2) by raising awareness concerning the needs of the disabled.

In line with the Applicant's mission, Joni's House will primarily serve as a respite and support center for ministry workers and families and individuals impacted by mental or physical disability. Respite is not a word commonly used today. The dictionary defines "respite" as "a short period of rest or relief from something difficult or unpleasant." Joni's House will provide various activities and programs designed to deliver such respite to those affected by the difficulties of disability. Key examples include: training seminars; courses; conferences; workshops; day camps and programs; short-term (one week or less) retreats; fundraising events; special entertainment events; and accessible recreational activities.

The main Respite Center and Day Program buildings depicted on the Site Plan will include: various meeting areas for events and gatherings; multi-purpose rooms for teaching arts, crafts, music, and other skills; a dining facility; indoor recreational spaces; a first-aid station; living rooms and volunteer guest rooms; a library and reading rooms.

The main building will also include administrative offices housing the Applicant's regional headquarters. The Applicant's headquarters is presently located in Ridgeland but will relocate to the Joni's House property upon completion of construction.

The outdoor spaces and features will be used for accessible recreational activities. These include a zero-entry pool, walking trails, basketball courts, a great lawn, and an outdoor amphitheater. All these features will be specially designed for accessibility and enjoyment by those with disabilities.

The Camp Houses depicted on the Site Plan will be used for short-term (one week or less) retreats, such as training and planning retreats for ministry workers, refuge retreats to provide parents of disabled children with an opportunity to rest and rejuvenate, and short term recreational camps for disabled individuals and their families.

The Corral and Stables depicted on the Site Plan will be used to provide disabled individuals with access to the enjoyment of equestrian activities specially tailored to their unique conditions.

Aesthetics are critical to providing an environment conducive to respite relief. Consequently, the Applicant has placed the utmost emphasis on designing an aesthetically pleasing and impressive center, which will hopefully add to the value of the surrounding area.

Conditional Use.

The Property is comprised of multiple zoning classifications; C-2, R-1, and A-1. The Joni's House uses are outright permitted uses on that portion of the Property lying in the C-2 district. (See Article XXII, pg. 128 of the Zoning Ordinances). Therefore, a Conditional Use Permit is not even necessary to proceed with the Joni's House project on that area of the Property. However, out of an abundance of caution, and since part of the Joni's House facilities will be located on the R-1 and A-1 portions of the Property, the Applicant is respectfully seeking a Conditional Use Permit for this project.

As a Quasi-Public Facility, the Joni's House facility qualifies as an acceptable conditional use in any zoning district of the City and complies with the City's requirements for granting a Conditional Use Permit.

Section 3.01 of the Ordinances defines Public/Quasi-Public Facilities and Utilities as follows:

> Public/Quasi-Public Facilities and Utilities: Any building, structure, system, use, or combination of uses, which is customarily and ordinarily provided by either public or private agencies, groups, societies, corporations, or organizations, whose purpose is the provision of necessary and ***desirable goods and/or services for the general public health, safety, and welfare***. Such uses shall include, but not be limited to: . . . A. Churches and ***other religious institutions***. . . . G. ***Buildings and facilities erected by charitable organizations*** (e.g., American Red Cross, Salvation Army, etc.)

Section 4.02 of the Ordinances states that Public/Quasi-Public Facilities "**may be located in any district in the City. . .**"

As stated above, the Applicant is both a religious and charitable organization, and the Joni's House will provide numerous necessary and desirable services for the general public health and welfare. Accordingly, the Joni's House, in addition to being an outright permitted use on the C-2 portion of the Property, is also an acceptable conditional use on the remaining A-1 and R-1 portions of the Property.

In addition to satisfying the Quasi-Public Facility requirements, the particular proposed uses of Joni's House described above are all outright permitted uses under the C-2 classification and are consistent with the spirit and intent of the conditional uses acceptable under the A-1 and R-1 classifications.

Furthermore, a Conditional Use Permit may be granted because the Applicant has made satisfactory provision and arrangement for the following eight elements as required by Section 805.01 of the City's Zoning Ordinance. Each element is addressed as follows:

A. Ingress and egress to property and proposed structures thereon with particular reference to vehicular and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.

The Site Plan provides ample ingress and egress by virtue of direct vehicular access to Calhoun Parkway on the East and Stout Road on the North. These access points to major roadways allow for quick and convenient access to both the users of Joni's House as well as emergency response personnel.

B. Off-street parking and loading areas.

All parking for Joni's House is off-street, and the number of parking stalls will meet or exceed the minimum number required by ordinance for a facility of this size.

C. Refuse and service areas.

All refuse and service areas will meet or exceed the area and nature required by ordinance for a facility of this size.

D. Utilities, with reference to locations, availability, and compatibility.

Based on Applicant's due diligence to date, all utilities in the general vicinity of the site are available and compatible with Joni's House and sufficient to service the proposed use.

E. Screening and buffering with reference to type, dimensions, and character.

Screening and buffering on the West, East and South is provided or mitigated by natural means, specifically relatively large undeveloped areas on the East half and South half of the Property. On the Western boundary, the proposed site plan includes a fifty foot (50') setback which will contain trees as a natural barrier, and in addition, the adjoining property to the West is dense, unharvested, largely unoccupied forest. Stout Road forms the Northern boundary line, thus lessening the need for screening and buffering. Additionally, greater setbacks than required by ordinance are being followed. Therefore, Joni's House will be sufficiently buffered from most residential properties in the area.

F. Required yards and other open space.

The total property is 70 acres of pasture with a lake in the center. As shown on the Site Plan, the proposed Joni's House structures essentially occupy only a portion of the Northwest quarter of the Property, except for the strip of eight camp houses that spans a short distance into the Southeast quarter. The remaining three-quarters of the Property will be open space pasture. This is comparable to other properties in the area.

G. General compatibility with adjacent properties and other property in the district.

Given C-2 zoning classification of neighboring tracts and the Site Plan's positioning, size of the improvements, low density of improvements, provision for substantial undeveloped open spaces and natural areas, and emphasis on a visually appealing design, the Joni's House improvements, though unique in the immediate area, will be generally compatible with the adjacent properties and will not materially change the character of the surrounding area.

It is critical to note that 1) part of the Property is already zoned C-2 and 2) the adjacent tract to the East is zoned C-2 and other properties to the East are comprised of primarily land zoned as C-1 or C-2. All of the intended uses of the Joni's House, as described above, are permitted uses under the C-1 and C-2 classifications. Therefore, using the A-1 and R-1 portions of the Property for the same purposes is compatible with those other properties in the area.

The Property actually lies at the convergence of multiple zoning classifications. As noted in the last paragraph, the land to the East primarily is C-1 and C-2. The land to the West is comprised primarily of R-1, and the land to the North being comprised primarily of A-1. The proposed multiple uses of the Joni's House described above have elements consistent with all of those zoning classifications.

More specifically, the property to the South is an undeveloped lake area. Joni's House will have open pasture land and its own lake near that boundary line, and the Joni's House improvements are located a significant distance from that boundary line. Thus, Joni's House is compatible with that property.

Many of the adjacent properties to the North have significant open pasture land. Joni's House will have the same. Those properties are also located across Stout Road. Many of those residential properties have substantial setbacks from the road. Additionally, the main road access for Joni's House is located on Calhoun Parkway thus minimizing the impact of traffic on those residential properties. Thus, Joni's House is generally compatible with those properties.

The large property across Calhoun Parkway to the East is undeveloped pasture land and does not appear occupied. The Eastern half of the Joni's House property will be the same. Thus, Joni's House is compatible with that property.

The property immediately adjacent to the Western boundary is densely wooded. While there appears to be three or four residences to the Southwest, Joni's House will not have any improvements along or near its Southwest boundary. Additionally, the portion of the Western neighboring property that is immediately adjacent to the area where the Joni's House improvements will be located (i.e., the Northwest quarter of the Joni's House Property) appears to be vacant and unimproved forest. Therefore, Joni's House will not incompatible with that property.

Furthermore, Joni's House sits at the intersection of the north-south corridor of Calhoun Parkway and the east-west corridor of Stout Road. These corridors, especially Calhoun Parkway, are the likely channels for the greater area's development trajectory. Development is seen progressing northward on Calhoun Parkway. Specifically, there is significant new development only one mile to one and one-half mile down Calhoun Parkway, including Capitol Body Shop, Callaway Garden Center, Mac Haik Dodge, AgUp Equipment, and Ricks Pro Truck. Germantown Middle and High School are also located within one mile. All of those facilities are arguably less compatible with the general area than Joni's House will be.

Conclusion.

Joni's House will be a Quasi-Public Facility used to provide various services that further the public health and welfare, namely respite services to ministry workers and families and individuals impacted by mental or physical disability. This use is an outright permitted use on the C-2 portion of the Property and complies with the City's requirements for a Conditional Use on the R-1 and A-1 portions of the Property. Accordingly, the Applicant respectfully requests that the City grant the requested Conditional Use Permit.

EXHIBIT B

ORDER APPROVING AND GRANTING A CONDITIONAL USE PERMIT ALLOWING A "JONI'S HOUSE" RESPITE SERVICES FACILITY ON PROPERTY LOCATED AT THE CORNER OF CALHOUN STATION PARKWAY AND STOUT ROAD, IDENTIFIED AS TAX PARCEL NO. 082B-09-002/00.00, IN DISTRICTS ZONED C-2, A-1, AND R-1, CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI

THERE CAME ON for consideration by Applicant, Ron McMaster, the issue of whether a Conditional Use allowing a "Joni's House" respite facility in districts zoned C-2, A-1, and R-1 in the City of Gluckstadt, Mississippi, should be permitted. The Mayor and Board of Aldermen hereby find as follows:

WHEREAS, Applicant now request the governing authorities of City of Gluckstadt, Mississippi, to grant a Conditional Use as permitted by Section 2202(C) for the property described herein, which property consists of 200.12 acres and is located in C-2 Highway Commercial District, A-1 Agricultural District, and R-1 Residential District under the City of Gluckstadt's Official Zoning Ordinance of December 16, 2021, to Applicant, allowing a "Joni's House" respite facility in districts zoned C-2, A-1, and R-1, specifically Tax Parcel No. 082B-09-002/00.00, located on at the corner of Calhoun Station Parkway in the City of Gluckstadt; and

WHEREAS, the Applicant advises the City the real property is owned by Martie B. Kwasny, M.A., and Applicant is planning to operate a "Joni's House" respite facility; and

WHEREAS, the City of Gluckstadt scheduled a public hearing on said Application for May 23, 2023, at 6:00 o'clock p.m. before the City's Planning and Zoning Commission. After review of the Application by the Planning and Zoning Commission of the City of Gluckstadt – the Board was advised that the Planning and Zoning Commission at its May 23, 2023, meeting, recommended approval of the requested conditional use allowing Applicant to operate a "Joni's House" respite facility on the subject property which is located in districts zoned C-2, A-1, and

R-1, as required by the Zoning Ordinance; and

WHEREAS, all notice requirements of the Zoning Ordinance of the City of Gluckstadt were accomplished – the City Clerk did cause notice of the May 23, 2023, hearing to be published in the Madison County Journal, a newspaper of general circulation in the City of Gluckstadt, Madison County, Mississippi, in the manner and for the time required by law, and did post notice of same upon the affected property in the manner and for the time required by Section 811.02 of the Zoning Ordinance of the City of Gluckstadt and by law; and

WHEREAS, at the time, date and place specified in the City's public notice, the Planning and Zoning Commission of the City of Gluckstadt, Mississippi, did conduct a full and complete public hearing on the Application on May 23, 2023, and received comments and heard evidence presented by the Applicant and by all others desiring to be heard, whether in support of or in opposition to the Application; and,

WHEREAS, the Planning and Zoning Commission upon conclusion of its May 23, 2023, meeting recommended in writing that the Board of Aldermen grant the request for a Conditional Use; and

WHEREAS, the Mayor and Board of Aldermen are fully familiar with the request and the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on this Order, have duly considered the matters and facts within their personal knowledge as same affect the land uses required in the Application;

BE IT HEREBY ORDERED by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, that the request of Applicant to grant a Conditional Use for Tax Parcel No. 082B-09-002/00.00, located on at the corner of Calhoun Station Parkway in the City of

Gluckstadt in the City of Gluckstadt, Madison County, Mississippi allowing a "Joni's House" respite facility is hereby granted; such action is taken pursuant to the findings of fact set out as follows:

1. The Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, have the final authority with regard to all matters involving the Zoning Ordinance.
2. The written recommendation of the Planning and Zoning Commission is advisory in nature.
3. The Mayor and Board of Aldermen have knowledge of the area involved and are aware of the need for the Conditional Use.
4. The requested designation meets the definitions of a Conditional Use of the Zoning Ordinance.
5. The subject property described herein, below, is within zoning districts zoned C-2, A-1, and R-2:

   Tax Parcel No. 082B-09-002/00.00, located on at the corner of Calhoun Station Parkway in the City of Gluckstadt, Madison County, Mississippi.
6. The Conditional Use will promote the general welfare of the City of Gluckstadt and will not adversely affect the public interest or adjacent property. Future projects within the designation area will remain subject to the Zoning Ordinance and approval of site plans or other matter will allow the City to continue to monitor the area.
7. The establishment of this Conditional Use is not detrimental to the public health, safety, or general welfare, and this Conditional Use is compatible with the existing and intended character of the surrounding zoning district.

8. The Mayor and Board of Aldermen find that all portions of Section 805.01 (A) - (I) of the Zoning Ordinance have also been complied with and that all requirements of Section 805.01 (A) - (I) of the Zoning Ordinance are satisfied based upon the presentation of the Applicant and all documents presented to the Planning and Zoning Commission and to the Mayor and Board of Aldermen.
9. The granting of this Conditional Use does not relieve the requested use from compliance with any applicable law, court order, covenants, or contracts.
10. The Conditional Use is granted with the following additional conditions: no additional conditions.

ORDERED, ADOPTED AND APPROVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting thereof held on the 13 day of June, 2023.

The foregoing Order, having been reduced to writing, Alderman Slay moved that said Order be adopted. Alderman Williams seconded. The vote was as follows:

Alderman Miya Warfield-Bates voted:	Aye
Alderman Jayce Powell voted:	Aye
Alderman Richard Wesley Slay voted:	Aye
Alderman John Taylor voted:	Aye
Alderman Lisa Williams voted:	Aye

Whereupon, the Mayor declared the Motion carried and the Order approved and adopted.

SO ORDERED, this the 13 day of June, 2023.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]



Madison County, MS
I CERTIFY THIS INSTRUMENT FILED/RECORDED
1/21/2025 3:11:02 PM
INST. 1020565 PAGE 1 OF 7
BOOK W - 4517/762
WITNESS MY HAND AND SEAL
Ronny Lott, C.C. BY: BL D.C.

Instrument Prepared by and Return to:
R. Paul Randall, Jr.
Miss. Bar Roll No.:
RANDALL SEGREST PLLC
1030 Northpark Drive
Ridgeland, MS 39157
[redacted]
File No.: RS24-12-0934

Indexing Instructions:
Section 9,
Township 8 North, Range 2 East,
Madison County, Mississippi

Property Derivation:
Book 4305 at Page 755

Grantor:
30009 Ladyface Ct
Agoura Hills, CA 91301
[redacted]

Grantee:
PO Box 2247
Madison, MS 39130
[redacted]

SPECIAL WARRANTY DEED

For and in consideration of the sum of Ten Dollars ($10.00), cash in hand paid, and other good and valuable consideration, the receipt, adequacy and sufficiency of which is hereby acknowledged, **JONI AND FRIENDS FOUNDATION, A CALIFORNIA NONPROFIT RELIGIOUS CORPORATION** ("Grantor(s)") does hereby sell, convey and specially warrant, subject to the exceptions and reservations set forth below, unto **QUIET WATERS MINISTRIES, INC., A MISSISSIPPI NON-PROFIT CORPORATION** ("Grantee(s)") that certain parcel of property lying and being situated in Madison County, Mississippi, and being more particularly described as follows, to-wit:

TRACT 1

A parcel or tract of land, containing 59.88 acres (2608731.96 Sq. Ft.), more or less, lying and being situated in the NW 1/4 and SW 1/4 of Section 9, T8N-R2E, Madison County, Mississippi, being a part of the Martin Meadowlands, LLC property as described in Deed Book 484 at Page 380 of the Records of the Office of the Chancery Clerk of said Madison County, at Canton, Mississippi, and being more particularly described as follows:

COMMENCING at a found concrete monument lying at the SE corner of the SW 1/4 of said Section

9, T8N-R2E, Madison County, Mississippi; run thence

North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 1,139.62 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 640.47 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 601.21 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 274.87 feet to an one-half inch iron rebar lying on the Southerly boundary of the Cotton Row Investors, LLC property as described in Deed Book 2079 at Page 657 of the Records of said Madison County, Mississippi; thence

South 88 degrees 20 minutes 03 seconds West along the Southerly boundary of said Cotton Row Investors, LLC property, for a distance of 3.14 feet to an one-half inch iron rebar to the SW corner, thereof; thence

North 00 degrees 03 minutes 11 seconds West along the Westerly boundary of said Cotton Row Investors, LLC property for a distance of 315.24 feet to an one-half inch iron rebar lying at the SE corner of the Third Floor Investments, LLC property as described in Deed Book 3532 at Page 390 of the Records of said Madison County, Mississippi, thence

Continue North 00 degrees 03 minutes 11seconds West along the Easterly boundary of said Third Floor Investments, LLC property for a distance of 958.61 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 11 seconds West along the Easterly boundary of said Third Floor Investments, LLC property for a distance of 29.88 feet to a found nail lying at the NE corner of said Third Floor Investments, LLC property; thence

South 89 degrees 36 minutes 18 seconds West (South 89 degrees 28 minutes 41 seconds West-Grid Bearing-State Plane, Mississippi West Zone) along the Northerly boundary of said Third Floor Investments, LLC property, for a distance of 624.35 feet to a found nail at the NW corner, thereof; thence

Continue South 89 degrees 36 minutes 18 seconds West (South 89 degrees 28 minutes 41 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 261.28 feet to an one-half inch Iron rebar lying at the NE corner of the HAAP Group, LLC property as described in Deed Book 4214 at Page 748 of the Records of said Madison County, Mississippi; thence

Continue South 89 degrees 36 minutes 18 seconds West (South 89 degrees 28 minutes 41 seconds West-Grid Bearing-State Plane, Mississippi West Zone) along the Northerly boundary of said HAAP Group, LLC property for a distance of 431.94 feet to an one-half inch iron rebar lying at the NW corner thereof; thence

South along the Westerly boundary of said HAAP Group, LLC property for a distance of 1,031.31 feet to an one-half inch iron rebar lying at the SE corner of said HAAP Group, LLC property, said point also lying on the Northerly boundary of the First Baptist Church, Ridgeland, Mississippi property as described in Deed Book 3430 at Page 270 of the Records of said Madison County, Mississippi; thence

North 74 degrees 41 minutes 25 seconds West (North 74 degrees 49 minutes 02 seconds West-Grid Bearing-State Plane, Mississippi West Zone) along the Northerly boundary of said First Baptist Church, Ridgeland, Mississippi, for a distance of 505.38 feet to an one-half inch iron rebar lying at the NW corner of said First Baptist Church, Ridgeland, Mississippi property and POINT OF BEGINNING of the herein described property; thence

North 4 degrees 48 minutes 53 seconds East for a distance of 898.21 feet to an one-half inch iron rebar lying on the Northerly boundary of the above referenced Martin Meadowlands, LLC property; thence

South 89 degrees 36 minutes 18 seconds West (South 89 degrees 28 minutes 41 seconds West-Grid Bearing-State Plane, Mississippi West Zone) along the Northerly boundary of said Martin Meadowlands, LLC for a distance of 911.31 feet to a found concrete monument lying at the NW corner thereof, said point also lying and being the NE corner of the Othieal Clark property as described in Deed Book 452 at Page 759 of the Records of said Madison County, Mississippi, said point also lying and being the SW corner of the NW 1/4 of the NW 1/4 of Section 9, T8N-R2E; thence

South 00 degrees 08 minutes 57 seconds East along the Easterly boundary of said Othieal Clark property for a distance of 1,061.02 feet to an one-half inch iron rebar at the SE corner thereof; thence

North 70 degrees 46 minutes 39 seconds West along the Southerly boundary of said Othieal Clark property for a distance of 0.92 feet to an one-half inch iron rebar lying on the Westerly boundary of said Martin Meadowlands, LLC property; thence

Leaving the Southerly boundary of said Othieal Clark property, run South 00 degrees 6 minutes 8 seconds East (South 00 degrees 13 minutes 45 seconds East- Grid Bearing-State Plane, Mississippi West Zone) along the Westerly boundary of said Martin Meadowlands, LLC property for a distance of 1580.23 feet to an one-half inch iron rebar lying and being the SW corner of said Martin Meadowlands, LLC property; thence

North 89 degrees 28 minutes 56 seconds East (North 89 degrees 21 minutes 19 seconds East-Grid Bearing-State Plane, Mississippi West Zone) along the Southerly boundary of said Martin Meadowlands, LLC property for a distance of 1,320.61 feet to an one-half inch iron rebar lying on the Westerly boundary of the above referenced First Baptist Church, Ridgeland, Mississippi

property; thence

Along the Westerly boundary of said First Baptist Church, Ridgeland, Mississippi property to one-half inch iron rebars;

North 00 degrees 12 minutes 33 seconds West (North 00 degrees 20 minutes 10 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 426.29 feet; thence

North 89 degrees 52 minutes 23 seconds West (West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 308.23 feet; thence

North 00 degrees 07 minutes 37 seconds East (North-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 100.71 feet; thence

North 14 degrees 40 minutes 44 seconds East (North 14 degrees 33 minutes 07 seconds East-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 550.43 feet; thence

North 54 degrees 17 minutes 05 seconds West (North 54 degrees 24 minutes 42 seconds West-Grid Bearing-State Plane, Mississippi West Z.one) for a distance of 515.57 feet; thence

North 14 degrees 40 minutes 44 seconds East (North 14 degrees 33 minutes 07 seconds East-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 391.94 feet to the POINT OF BEGINNING of the above described parcel or tract of land.

TRACT 2

A parcel or tract of land containing 10.00 acres (435.651.16 Sq. Ft.). more or less, lying and being situated in the NW 1/4 of Section 9, T8N-R2E, Madison County, Mississippi, being a part of the Martin Meadowlands, LLC property as described in Deed Book 484 at Page 380 of the Records of the Office of the Chancery Clerk of said Madison County, at Canton, Mississippi, and being more particularly described as follows:

COMMENCING at a found concrete monument lying at the SE corner of the SW 1/4 of said Section 9, T8N-R2E, Madison County, Mississippi; run thence

North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 1,139.62 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 640.47 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 601.21 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 44 seconds West (North 00 degrees 11 minutes 21 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 274.87 feet to an one-half inch iron rebar lying on the Southerly boundary of the Cotton Row Investors, LLC property as described in Deed Book 2079 at Page 657 of the Records of said Madison County, Mississippi; thence

South 88 degrees 20 minutes 03 seconds West along the Southerly boundary of said Cotton Row Investors, LLC property, for a distance of 3.14 feet to an one-half inch iron rebar to the SW corner, thereof; thence

North 00 degrees 03 minutes 11seconds West along the Westerly boundary of said Cotton Row Investors, LLC property for a distance of 315.24 feet to an one-half inch iron rebar lying at the SE corner of the Third Floor Investments, LLC property as described in Deed Book 3532 at Page 390 of the Records of said Madison County, Mississippi; thence

Continue North 00 degrees 03 minutes 11 seconds West along the Easterly boundary of said Third Floor Investments, LLC property for a distance of 958.61 feet to an one-half inch iron rebar; thence

Continue North 00 degrees 03 minutes 11 seconds West along the Easterly boundary of said Third Floor Investments, LLC property for a distance of 29.88 feet to a found nail lying at the NE corner of said Third Floor Investments, LLC property; thence

South 89 degrees 36 minutes 18 seconds West (South 89 degrees 28 minutes 41 seconds West-Grid Bearing-State Plane, Mississippi West Zone) along the Northerly boundary of said Third Floor Investments, LLC property, for a distance of 624.35 feet to a found nail at the NW corner, thereof; thence

Continue South 89 degrees 36 minutes 18 seconds West (South 89 degrees 28 minutes 41 seconds West-Grid Bearing-State Plane, Mississippi West Zone) for a distance of 261.28 feet to an one-half inch iron rebar lying at the NE corner of the HAAP Group, LLC property as described in Deed Book 4214 at Page 748 of the Records of said Madison County, Mississippi; thence

Continue South 89 degrees 36 minutes 18 seconds West (South 89 degrees 28 minutes 41 seconds West-Grid Bearing-State Plane, Mississippi West Zone) along the Northerly boundary of said HAAP Group, LLC property for a distance of 431.94 feet to an one-half inch iron rebar lying at the NW corner thereof, and POINT OF BEGINNING of the herein described property; thence

South along the Westerly boundary of said HAAP Group, LLC property for a distance of 1,031.31 feet to an one-half inch iron rebar lying at the SE corner of said HAAP Group, LLC property, said point also lying on the Northerly boundary of the First Baptist Church, Ridgeland, Mississippi property as described in Deed Book 3430 at Page 270 of the Records of said Madison County, Mississippi; thence

North 74 degrees 41 minutes 25 seconds West (North 74 degrees 49 minutes 02 seconds West- Grid Bearing-State Plane, Mississippi West Zone)) along the Northerly boundary of said First Baptist

Church, Ridgeland, Mississippi, for a distance of 505.38 feet to an one-half inch iron rebar lying at the NW corner of said First Baptist Church. Ridgeland, Mississippi property; thence

North 4 degrees 48 minutes 53 seconds East for a distance of 898.21 feet to an one-half inch iron rebar lying on the Northerly boundary of the above referenced Martin Meadowlands, LLC property; thence

South 89 degrees 36 minutes 18 seconds West along the Northerly boundary of said Martin Meadowlands, LLC property for a distance of 412.07 feet to the POINT OF BEGINNING of the herein described property or tract of land.

TOGETHER WITH, a forty foot (40') wide, non-exclusive, permanent access and utility easement running along the southern boundary line of that certain property as described in the Warranty Deed to HAAP Group LLC recorded on May 27, 2022, in Book 4214 at Page 748.

TOGETHER WITH, a forty foot (40') wide, non-exclusive, permanent access and utility easement running along the western boundary of that certain property as described in the Quitclaim Deed and Reservation of Easement to First Baptist Church Ridgeland recorded on December 30, 2016, in Book 3430 at Page 270.

TOGETHER WITH, a sixty foot (60') wide, non-exclusive, permanent access and utility easement running along the western boundary of that certain property as described in the Warranty Deed to Douglas L. Yeager recorded on July 31, 2017, In Book 3505 at Page 672.

(the "Property").

The Property is conveyed subject to, and there is excepted from the warranty of this conveyance, those certain recorded oil, gas or mineral leases, royalty reservations or other mineral conveyances, all recorded restrictive covenants, building restrictions, rights-of-way, zoning ordinances or easements affecting the Property.

Ad valorem taxes for the current year, which are not yet due and payable, have been pro-rated on an estimated basis by the Grantor(s) and the Grantee(s) as of the date of this conveyance. If actual taxes differ from the estimate, Grantor(s) and Grantee(s) agree to adjust the pro-ration and the party owing taxes shall pay such amount to the other party.

[Execution Page(s) Follow(s)]

WITNESS THE SIGNATURE OF THE GRANTOR(S) as of the day first herein acknowledged.

Joni and Friends Foundation

By: _____
Printed Name: Christopher Edward Kum Wo Sue
Title: Chairman and Chief Financial Officer

STATE OF California

COUNTY OF Los Angeles

Personally appeared before me, the undersigned authority in and for the said county and state, on this 17th day of January 2025, within my jurisdiction, the within named Christopher Edward Kum Wo Sue, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed in the above and foregoing instrument and acknowledged that he/she/they executed the same in his/~~her~~/~~their~~ representative capacity(ies), and that by his/~~her~~/~~their~~ signature(s) on the instrument, and as the act and deed of the person(s) or entity(ies) upon behalf of which he/she/they acted, executed the above and foregoing instrument, after first having been duly authorized so to do.

_____
Notary Public
Printed Name: Yvette Ann Sapanza

My commission expires: 2/8/2026

(Affix official seal, if applicable)

YVETTE ANN SAPANZA
Notary Public - California
Los Angeles County
Commission # 2393358
My Comm. Expires Feb 8, 2026

MADISON COUNTY, MS RONNY LOTT
I CERTIFY THIS INSTRUMENT WAS FILED ON 1/21/2025 3:11:02 PM AND RECORDED IN W BOOK:4517 PAGE:762



This master plan has been prepared for the purpose of illustrating the general concept of the development. With approval from the City of Gluckstadt, the Developer reserves the right to alter or revise the uses and locations illustrated on this plan without notice. All measurements and acreages shown are approximate.

ORDER APPROVING AND GRANTING A CONDITIONAL USE PERMIT ALLOWING A PUBLIC/QUASI-PUBLIC FACILITY ON PROPERTY LOCATED AT THE CORNER OF CALHOUN STATION PARKWAY AND STOUT ROAD, IDENTIFIED AS TAX PARCEL NOS. 082B-09-002/00.00 and 082B-09-002/07.00, IN A DISTRICTS ZONED A-1, C-2 AND R-1, CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI

THERE CAME ON for consideration by Applicant, Matt Vitart / Quiet Waters Ministries, Inc., the issue of whether a Conditional Use allowing a public/quasi-public facility in zoning districts zoned A-1, C-2, and R-1 in the City of Gluckstadt, Mississippi, should be permitted. The Mayor and Board of Aldermen hereby find as follows:

WHEREAS, Applicant now request the governing authorities of City of Gluckstadt, Mississippi, to grant a Conditional Use as permitted by Section 805 of the Zoning Ordinance for the property described herein, which property is located in an A-1 Agricultural District, C-2 Highway Commercial District, and R-1 Residential Estate District, under the City of Gluckstadt's Official Zoning Ordinance of December 16, 2021, to Applicant, allowing a public/quasi-public facility in districts zoned A-1, C-2, and R-1, specifically Tax Parcel Nos. 082B-09-002/00.00 and 082B-09-002/07.00, located at the corner of Calhoun Station Parkway and Stout Road in the City of Gluckstadt; and

WHEREAS, the Applicant advises the City the real property is owned by Quiet Waters Ministries, Inc., and Applicant desires to build and operate a respite ministry facility on the subject property; and

WHEREAS, the City of Gluckstadt scheduled a public hearing on said Application for March 24, 2026, at 6:00 o'clock p.m. before the City's Planning and Zoning Commission. After review of the Application by the Planning and Zoning Commission of the City of Gluckstadt – the Board was advised that the Planning and Zoning Commission at its March 24, 2026, meeting,

recommended approval of the requested conditional use for a public/quasi-public facility allowing Applicant to build and operate a respite ministry facility on the subject property; and

WHEREAS, all notice requirements of the Zoning Ordinance of the City of Gluckstadt were accomplished – the City Clerk did cause notice of the March 24, 2026, hearing to be published in the Madison County Journal, a newspaper of general circulation in the City of Gluckstadt, Madison County, Mississippi, in the manner and for the time required by law, and did post notice of same upon the affected property in the manner and for the time required by Section 811.02 of the Zoning Ordinance of the City of Gluckstadt and by law; and

WHEREAS, at the time, date and place specified in the City's public notice, the Planning and Zoning Commission of the City of Gluckstadt, Mississippi, did conduct a full and complete public hearing on the Application on March 24, 2026, and received comments and heard evidence presented by the Applicant and by all others desiring to be heard, whether in support of or in opposition to the Application; and,

WHEREAS, the Planning and Zoning Commission upon conclusion of its March 24, 2026, meeting recommended in writing that the Board of Aldermen grant the request for a Conditional Use; and

WHEREAS, the Mayor and Board of Aldermen are fully familiar with the request and the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on this Order, have duly considered the matters and facts within their personal knowledge as same affect the land uses required in the Application;

BE IT HEREBY ORDERED by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, that the request of Applicant to grant a Conditional Use for Tax Parcel

Nos. 082B-09-002/00.00 and 082B-09-002/07.00, located at the corner of Calhoun Station Parkway and Stout Road in the City of Gluckstadt, Madison County, Mississippi allowing Applicant to build and operate a respite ministry facility on the subject property is hereby granted; such action is taken pursuant to the findings of fact set out as follows:

1. The Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, have the final authority with regard to all matters involving the Zoning Ordinance.
2. The written recommendation of the Planning and Zoning Commission is advisory in nature.
3. The Mayor and Board of Aldermen have knowledge of the area involved and are aware of the need for the Conditional Use.
4. The requested designation meets the definitions of a Conditional Use of the Zoning Ordinance. *See* Public/Quasi-Public Facilities and Utilities: Any building, structure, system, use, or combination of uses, which is customarily and ordinarily provided by either public or private agencies, groups, societies, corporations, or organizations, whose purpose is the provision of necessary and desirable goods and/or services for the general public health, safety, and welfare. Such uses shall include, but not be limited to: A. Churches and other religious institutions..."
5. The subject property described herein, below, is within a zoning district zoned R-1:

   Tax Parcel Nos. 082B-09-002/00.00 and 082B-09-002/07.00, located at the corner of Calhoun Station Parkway and Stout Road in the City of Gluckstadt, Madison County, Mississippi.
6. The Conditional Use will promote the general welfare of the City of Gluckstadt and will not adversely affect the public interest or adjacent property. Future projects

within the designation area will remain subject to the Zoning Ordinance and approval of site plans or other matter will allow the City to continue to monitor the area.

7. The establishment of this Conditional Use is not detrimental to the public health, safety, or general welfare, and this Conditional Use is compatible with the existing and intended character of the surrounding zoning district.
8. The Mayor and Board of Aldermen find that all portions of Section 805.01 (A) - (I) of the Zoning Ordinance have also been complied with and that all requirements of Section 805.01 (A) - (I) of the Zoning Ordinance are satisfied based upon the presentation of the Applicant and all documents presented to the Planning and Zoning Commission and to the Mayor and Board of Aldermen.
9. The granting of this Conditional Use does not relieve the requested use from compliance with any applicable law, court order, covenants, or contracts.
10. The Conditional Use is granted with the following additional conditions:

_____

_____

ORDERED, ADOPTED AND APPROVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting thereof held on the _____ day of _____, 2026.

The foregoing Order, having been reduced to writing, Alderman _____ moved that said Order be adopted. Alderman _____ seconded. The vote was as follows:

Alderwoman Miya Warfield-Bates voted: _____

Alderman John Taylor voted: _____

Alderman Jayce Powell voted: _____

Alderwoman Jessie Campbell voted: _____

Alderman Chip Williams voted: _____

Whereupon, the Mayor declared the Motion carried and the Order approved and adopted.

SO ORDERED, this the ____ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI DENYING A CONDITIONAL USE PERMIT FOR PROPERTY LOCATED AT THE CORNER OF CALHOUN STATION PARKWAY AND STOUT ROAD, IDENTIFIED AS TAX PARCEL NOS. 082B-09-002/00.00 and 082B-09-002/07.00, CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI

WHEREAS, Matt Vitart / Quiet Waters Ministries, Inc., (the "Applicant"), did file an Application for a Conditional Use Permit on property described herein, which property is located in a A-1 Agricultural District, C-2 Highway Commercial District, and R-1 Residential Estate District Classifications under the City of Gluckstadt Zoning Ordinance of December 16, 2021 (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which Planning and Zoning Commission scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m.; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on this Resolution, have duly considered the matters and facts within their personal knowledge as same affect the land uses requested in the Application filed herein; and,

WHEREAS, at the conclusion of the discussion of the Planning and Zoning Commission's recommendation, the Mayor asked whether the Board of Aldermen desired to take any action regarding the Application and the recommendation of the Planning and Zoning Commission and after discussion thereof, Alderman _____ offered the following Resolution and moved that it be adopted, to-wit:

IT IS, THEREFORE, RESOLVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, as follows, to-wit;

SECTION 1. That the matters and facts stated in the preamble hereof are found, determined, and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of a Conditional Use Permit as required by Section 805 of the City of Gluckstadt Zoning Ordinance of December 16, 2021, do not exist, and have not been satisfied by the Applicant regarding the granting of a Conditional Use Permit allowing Applicant to build and operate a respite ministry facility on the subject property in districts zoned A-1, C-2, and R-1.

SECTION 3. That the Application to grant a Conditional Use Permit pursuant to Section 805 of the City of Gluckstadt Zoning Ordinance of December 16, 2021, on the following described property, be and same is hereby denied. The property referenced in the Application (the "property") is described as follows:

> Tax Parcel Nos. 082B-09-002/00.00 and 082B-09-002/07.00, located at the corner of Calhoun Station Parkway and Stout Road in the City of Gluckstadt, Madison County, Mississippi.

SO RESOLVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting held on ____ day of _____, 2026.

The motion for adoption was seconded by Alderman _____, and the foregoing Resolution having been first reduced to writing, was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following results:

Alderwoman Miya Warfield-Bates voted: _____
Alderman John Taylor voted: _____
Alderman Jayce Powell voted: _____
Alderwoman Jessie Campbell voted: _____
Alderman Chip Williams voted: _____

Whereupon, the Mayor declared the motion carried and the Resolution adopted.

The foregoing Resolution is approved, this the _____ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Request for Rezoning-UCR Properties-158 American Way

UCR Properties is requesting a rezoning of their property at 158 American Way. This is a unique situation where the property is currently split between C-2 and I-2 zones. This area is a longstanding industrial area with commercial to its North and industrial to its South. Currently, the building is vacant and UCR has taking steps to drastically improve the look of this building by updating the painting and adding new roll up doors. Also, the existing power available at this site is set-up for industrial type business. They request to rezone the entire property to I-2, so there is no ambiguity in regard to zoning for potential buyers/tenants. Due to the lot size, the building size and layout, and the existing infrastructure an I-2 designation would greatly enhance the chances to fill this vacancy.

We have made the appropriate and timely publications for this rezoning. Applicant did mail out letters notifying all property owners within 160' of the property. We held a public hearing on 3/24/26 and the PNZ Board denied its recommendation for approval to be rezone based on the City's Comprehensive Plan showing this area to be Commercial. As of now the City's Comprehensive plan shows the adopted existing land use of this parcel as Industrial, and the future planned land use as Commercial.

REQUEST FOR REZONING APPLICATION

Subject Property Address: 158 American Way Gluckstadt, MS 39110

Owner: ARC Industrial Fund I, LLC **Applicant:** UCR Management LLC

Address: 660 Katherine Dr. St 402 **Address:** 660 Katherine Dr. St 402

Flowood, MS 39232 Flowood MS 39232

Phone No. [redacted] **Phone No.** [redacted]

Current Zoning District: I-2 / C-2

Requested Change I-2

082I-29-010/11.00

20260027

26-015

Requirements of Applicant:

1. Letter stating reason for requested zoning change.
2. Copy of the written legal description
3. Site plan of property.
4. Identification of property owners within 160 feet of subject property
5. $250 00 fee required for processing.

Criteria for Rezoning: *(Section 806 03 Zoning Ordinance)*

(a) Show proof that a mistake was made in the original zoning. "Mistake" in this context shall refer to a clerical or administrative error.

(b) Show proof that the character of the neighborhood has changed to such an extent as to justify reclassification, AND that there is a public need for the rezoning

Applicant shall be present at the Planning and Zoning Commission meeting and Mayor/Board of Aldermen meeting Documents shall be submitted thirty (30) days prior to the Planning and Zoning Commission meeting.

Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.

By signing this application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on subject property, giving notice to the public that said property is being considered for rezoning.

Warren Micou — 2/17/26

Applicant Signature — Date

Micah McCullough — 2/17/26

Property Owner Signature — Date

MADISON COUNTY JOURNAL

Invoice

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Bill to
City of Gluckstadt Planning and Zoning

Invoice number	20571CB1-0073
Notice ID	3Q9l53Bkjols7lCk9qWT
Publisher	Madison County Journal
Date of issue	Mar 3, 2026
Date due	Apr 3, 2026
Amount due	**$29.38**

Description	Qty	Unit price	Amount
03/05/2026: Governmental Entity Notice	1	17.16	17.16
Proof of Publication Fee	1	5.00	5.00

Net Subtotal	$22.16
Tax	0.00
Processing Fee	7.22
Amount due	$29.38

=== Notes ===
Notice Name: Rezoning for UCR Management, LLC

=== How to pay this invoice ===
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3/3/26

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Questions? Visit help.column.us

Column

OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Madison County Journal** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(601) 853-4222**.

Notice ID: 3Q9l53Bkjols7lCk9qWT | **Proof Updated: Mar. 03, 2026 at 03:12pm CST**
Notice Name: Rezoning for UCR Management, LLC

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
Bridgette Smith	Madison County Journal
bridgette.smith@gluckstadt.net	
(769) 567-2306	

Columns Wide: 1 **Ad Class:** Legals

Total Column Inches: 3.45

Number of Lines: 29

03/05/2026: Governmental Entity Notice	17.16
Proof of Publication Fee	5.00
Subtotal	$22.16
Tax	$0.00
Processing Fee	$7.22
Total	**$29.38**

NOTICE IS HEREBY GIVEN TO THOSE PARTIES IN INTEREST that there will be a Public Hearing on Tuesday, March 24, 2026 at 6:00 P.M. before the Gluckstadt Planning and Zoning Commission at the Gluckstadt City Hall, 343 Distribution Drive, Gluckstadt, MS 39110 for the purpose of determining whether or not a rezoning petition shall be granted to the owners of the following described parcel number:

Madison County Parcel No.
082I-29-010/11.00

Address:
158 American Way

The Public Hearing in relation thereto shall provide parties in interest and citizens an opportunity to be heard. A copy of the rezoning application shall be available at the Gluckstadt City Hall for inspection.

/s/ Lindsay Kellum
City Clerk's Signature

Publish: March 5, 2026

Owner Name	Street Address	City	State	ZIP	Parcel Number	PPIN Number	Date Letter Sent	Certified Mail Tracking Number
Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9
Vice J Donald	155 American Way	Madison	MS	39110	082I-29-010/11.00	23700	3/4/2026	70223330000147839846
William B. Bowers & Sarah B. Bowers	106 Enterprise Drive	Madison	MS	39110	082I-29-010/11.00	23701	3/4/2026	70223330000147839853
Brenda L. Crawford	152 Covey Run	Madison	MS	39110	082I-29-010/11.00	23702	3/4/2026	70223330000147839952
Richard L. Rogers & Katherine Rogers	136 Hunters Row	Madison	MS	39110	082I-29-010/11.00	23703	3/4/2026	70223330000147839938
James K. Worrell III & Karen G. Worrell	134 Hunters Row	Madison	MS	39110	082I-29-010/11.00	23704	3/4/2026	70223330000147839921
Willie R. McAfee & Lizzie M. McAfee	132 Hunters Row	Madison	MS	39110	082I-29-010/11.00	23705	3/4/2026	70223330000147839914
James J Brown	130 Hunters Row	Madison	MS	39110	082I-29-010/11.00	23706	3/4/2026	70223330000147839907
Jessica Walters	128 Hunters Row	Madison	MS	39110	082I-29-010/11.00	23707	3/4/2026	70223330000147839891
126 Hunters Row LLC	P.O Box 871	Madison	MS	39130	082I-29-010/11.00	23545	3/4/2026	70223330000147840521
Oma Capital LLC	902 North Old Canton Road	Canton	MS	39046	082I-29-010/11.00	23549	3/4/2026	70223330000147839884
Faith of A Mustard Seed LLC	124 Enterprise Drive	Madison	MS	39110	082I-29-010/11.00	47220	3/4/2026	70223330000147839969
Jack D. Harrington	111 Langdon Bend	Madison	MS	39110	082I-29-010/11.00	49271	3/4/2026	70223330000147839945
Whole Nine Properties LLC	343 Distribution Drive	Madison	MS	39110	082I-29-010/11.00	53351	3/4/2026	70223330000147839976
Brandon Brown Properties LLC	1991 Lakeland Dr., Suite J	Jackson	MS	39216	082I-29-010/11.00	23557	3/4/2026	70223330000147839877
Madison Green Properties LLC	175 Green Oak Lane	Madison	MS	39110	082I-29-010/11.00	23552	3/4/2026	70223330000147839860

NAIUCR Properties
COMMERCIAL REAL ESTATE SERVICES, WORLDWIDE

City of Gluckstadt Planning and Zoning Commission
Re: Application for Rezoning

This letter is submitted in support for the Rezoning Application for the property located at 158 American Way, which is currently split between commercial and industrial zoning districts under the City of Gluckstadt Zoning Map.

The proposed property is industrial by nature and is consistent with the intent and performance standards of the I-2 zoning district. The existing improvements, site layout, access, and surrounding land uses support industrial operations and have historically functioned in that manner. The property currently has I-2 properties to the North and South.
Granting the Rezoning to allow the property to be treated under a single I-2 zoning classification will eliminate operational inefficiencies created by the zone designation and allow the site to function cohesively as one parcel. The proposed site plan will comply with all applicable performance standards related to traffic, noise, utilities, and public safety.

Approval of this Rezoning is consistent with the intent of Section 806.03 by prompting the efficient and appropriate use of an existing property without creating negative impacts to the surrounding area.

Please accept this letter as documentation demonstrating compliance with the requirement for approval of Rezoning pursuant to Section 806.03 of the Zoning Ordinance.

Sincerely,

Micah J. McCullough

Micah McCullough

ARC Industrial Fund I, LLC

Warren Miconi

UCR Management, LLC

660 Katherine Drive, Suite 402 | P.O. Box 321442 |Jackson, MS 39232 | +1 601 981 6800 | www.ucrproperties.com

Madison County, MS
I CERTIFY THIS INSTRUMENT FILED/RECORDED
4/22/2025 1:27:16 PM
INST. 1026365 PAGE 1 OF 5
BOOK W - 4548/99
WITNESS MY HAND AND SEAL
Ronny Lott, C.C. BY: KA D.C.

Instrument Prepared by and Return to:
Gretchen Luke Gentry
MS Bar No.: 10578
COVENANT TITLE, LLC
409 W. Parkway Pl., Ste. 200
Ridgeland, MS 39157
[redacted]
File No.: CT24-07-1202

Indexing Instructions:
4.03 ac. in SW1/4 NE1/4, Madison County, Mississippi

Property Derivation:
Book 4433 at Page 595

Grantor:
508 Forest Glen Lane
Brandon, MS 39047
[redacted]

Grantee:
P O Box 321442
Flowood, MS 39232
[redacted]

WARRANTY DEED

For and in consideration of the sum of Ten Dollars ($10.00), cash in hand paid, and other good and valuable consideration, the receipt, adequacy and sufficiency of which is hereby acknowledged, **John W. Campbell, Jr., Individual** ("Grantor"), does hereby sell, convey and warrant, subject to the exceptions and reservations set forth below, unto **ARC Industrial Fund I, LLC, a Mississippi limited liability company** ("Grantee"), that certain parcel of property lying and being situated in Madison County, Mississippi, and being more particularly described as follows, to-wit:

> A certain parcel of land being situated in the Southwest ¼ of the Northeast ¼ of Section 29, T8N-R2E, City of Gluckstadt, Madison County, Mississippi, and being more particularly described as follows:
> Commence at the Northeast corner of the Northwest ¼ of the Northeast ¼ of the aforesaid Section 29, T8N-R2E and run thence South 89 degrees 41 minutes 50 seconds West along the North line of said Section 29 for a distance of 1,316.08 feet to a point; leaving said North line of Section 29, run thence South 00 degrees 06 minutes 39 seconds East along the East line of Red Oak Plantation Part Two-

B, a subdivision according to the map or plat thereof, on file and of record in the office of the Chancery Clerk of Madison County at Canton, Mississippi, as now recorded in Plat Cabinet D at Slide 52, and the northern projection thereof for a distance of 1,926.13 feet to a set ½" iron pin marking the POINT OF BEGINNING of the parcel of land herein described; from said POINT OF BEGINNING and leaving said East line of Red Oak Plantation Part Two-B, run thence North 89 degrees 40 minutes 48 seconds East for a distance of 402.35 feet to an existing ½" iron pin; run thence North 51 degrees 32 minutes 27 seconds East for a distance of 79.33 feet to an existing ½" iron pin on the western right-of way line of Enterprise Drive; said existing ½" iron pin also being on the arc of a 9.09457 degree curve bearing to the left having a central angle of 27 degrees 17 minutes 55 seconds and a radius of 630.00 feet; run thence southeasterly along said western right-of-way line of Enterprise Drive and along the arc of said curve an arc length of 152.38 feet to an existing ½" iron pin marking the Point of Tangency of said curve; said curve having a chord bearing of South 29 degrees 17 minutes 45 seconds East and a chord distance of 152.00 feet; run thence South 36 degrees 22 minutes 38 seconds East along said western right-of-way line of Enterprise Drive for a distance of 172.49 feet to an existing ½" iron pin on the northern right-of-way line of American Way; leaving said western right-of-way line of Enterprise Drive, run thence South 53 degrees 42 minutes 42 seconds West along said northern right-of-way line of American Way for a distance of 208.98 feet to a set ½" iron pin; leaving said northern right-of-way line of American Way, run thence North 63 degrees 43 minutes 01 seconds West for a distance of 99.75 feet to an existing ½" iron pin; run thence North 89 degrees 47 minutes 39 seconds West for a distance of 382.03 feet to an existing ½" iron pin on the aforesaid East line of Red Oak Plantation Part Two-B; run thence North 00 degrees 13 minutes 55 seconds East along said East line of Red Oak Plantation Part Two-B for a distance of 62.11 feet to an existing ½" iron pin; run thence North 00 degrees 21 minutes 32 seconds West along said East line of Red Oak Plantation Part Two-B for a distance of 235.89 feet to the POINT OF BEGINNING, containing 4.03 acres, more or less.
The above described parcel of land lies within the boundary of that certain property as described in deed recorded in Deed Book 394 at Page 724, on file and of record in the office of the Chancery Clerk of Madison County at Canton, Mississippi.

(the "Property").

The Property, with all improvements and appurtenances thereunto belonging, is sold in an "AS IS, WHERE IS" condition, without warranties, either express or implied, as to its/their condition, functionability or suitability for any purpose. Grantee has satisfied itself as to the condition of improvement and expressly acknowledges waiver by Grantor of any and all warranties, express or implied, relating to the same.

The Property is conveyed subject to, and there is excepted from the warranty of this conveyance, those certain recorded oil, gas or mineral leases, royalty reservations or other mineral conveyances

or severances of any kind, all recorded restrictive covenants, building restrictions, rights-of-way, zoning ordinances or easements affecting the Property.

Ad valorem taxes for the current year, which are not yet due and payable, have been pro-rated on an estimated basis by the Grantor and the Grantee as of the date of this conveyance. If actual taxes differ from the estimate, Grantor and Grantee agree to adjust the pro-ration and the party owing taxes shall pay such amount to the other party.

The Property conveyed herein is in no way the homestead of the Grantor.

(*Signature Page to Warranty Deed follows*)

WITNESS THE SIGNATURE OF THE GRANTOR as of the day first herein acknowledged.

John W Campbell Jr by and through his attorney in fact

John W. Campbell, by and through his attorney in fact Jamison S. Campbell,

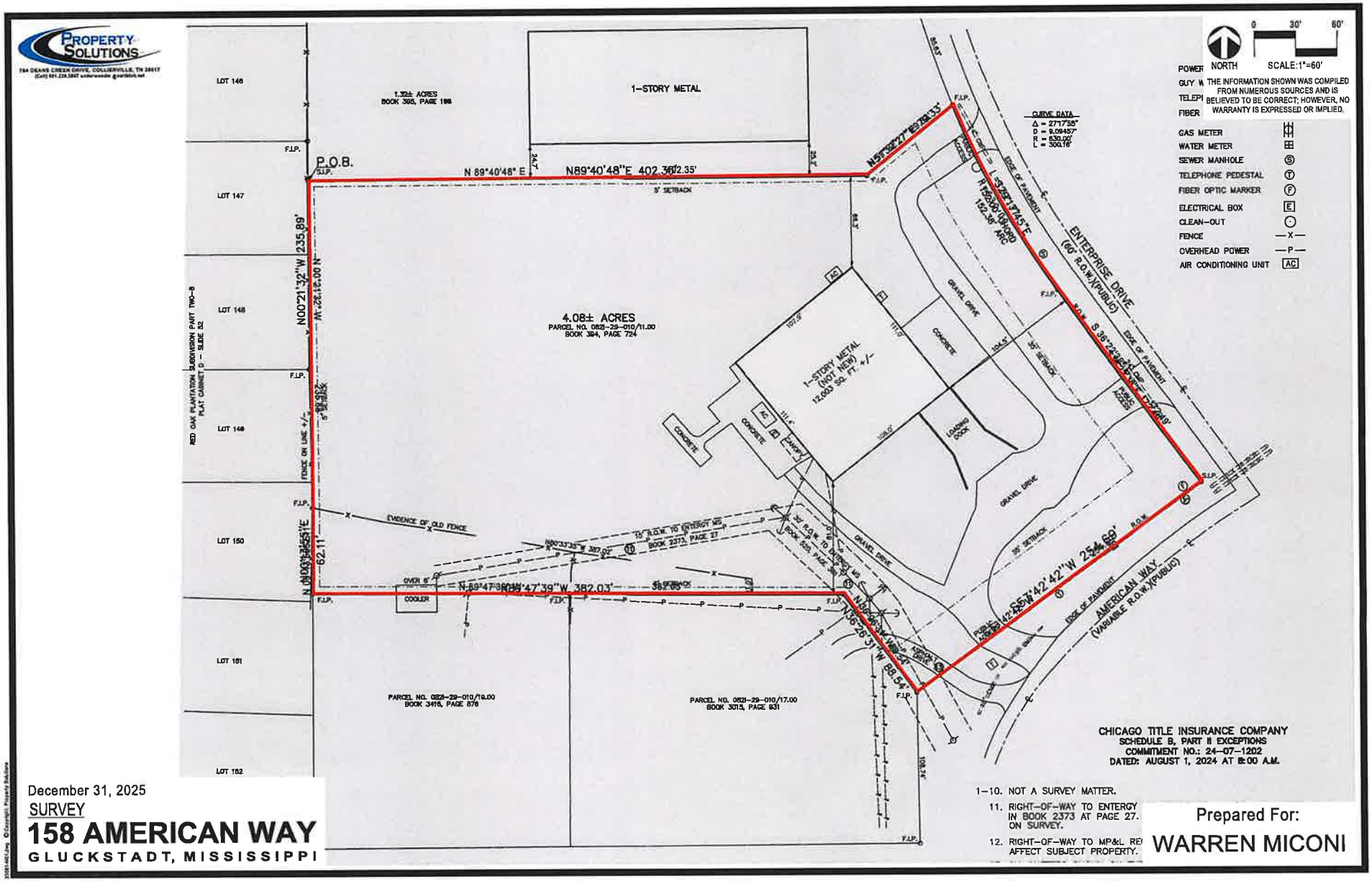
STATE OF MISSISSIPPI
COUNTY OF MADISON

Personally appeared before me, the undersigned authority in and for the said county and state, on this 18 day of April, 2025, within my jurisdiction, the within named Jamison S. Campbell, who acknowledged that (he) (she) is Attorney-in-Fact for John W. Campbell, Jr., and that in said representative capacity (he) (she) executed the above and foregoing instrument, after first having been duly authorized so to do.

(Notary Public)

My commission expires:

STATE OF MISSISSIPPI NOTARY PUBLIC ID # 110765 GRETCHEN L. GENTRY Commission Expires Dec. 27, 2026 MADISON COUNTY


PROPERTY SOLUTIONS
764 DEANS CREEK DRIVE, COLLIERVILLE, TN 38017
LOT 146
LOT 147
LOT 148
LOT 149
LOT 150
LOT 151
LOT 152
1.32± ACRES
BOOK 385, PAGE 198
1-STORY METAL
P.O.B.
S.I.P.
N 89°40'48" E
N89°40'48"E 402.35'
5' SETBACK
N00°21'32"W 235.89'
N00°21'32"W 235.89'
RED OAK PLANTATION SUBDIVISION PART TWO-B
PLAT CABINET D - SLIDE 52
FENCE ON LINE +/-
F.I.P.
4.08± ACRES
PARCEL NO. 0621-29-010/11.00
BOOK 394, PAGE 724
1-STORY METAL (NOT NEW) 12,003 SQ. FT. +/-
CONCRETE
GRAVEL DRIVE
LOADING DOCK
35' SETBACK
EVIDENCE OF OLD FENCE
62.11'
N00°33'35"E
15' R.O.W. TO ENTERGY MS BOOK 2373, PAGE 27
30' R.O.W. TO ENTERGY MS BOOK 3001, PAGE 381
OVER 6'
COOLER
N 89°47'39" W 382.03'
N89°47'39"W 382.03'
38.05'
N16°26'31"W 88.54'
PARCEL NO. 0621-29-010/19.00
BOOK 3416, PAGE 878
PARCEL NO. 0621-29-010/17.00
BOOK 3015, PAGE 931
CURVE DATA
Δ = 27°17'55"
D = 9.09457°
R = 630.00'
L = 300.16'
ENTERPRISE DRIVE
(60' R.O.W.)(PUBLIC)
EDGE OF PAVEMENT
R.O.W.
S 36°24'24" E 132.36'
S 36°24'24" E 132.36'
AMERICAN WAY
(VARIABLE R.O.W.)(PUBLIC)
S 53°42'42" W 254.69'
S 53°42'42" W 254.69'
0 20' 60'
NORTH
SCALE:1"=60'
POWER
GUY W
TELEPH
FIBER
THE INFORMATION SHOWN WAS COMPILED FROM NUMEROUS SOURCES AND IS BELIEVED TO BE CORRECT; HOWEVER, NO WARRANTY IS EXPRESSED OR IMPLIED.
GAS METER
WATER METER
SEWER MANHOLE
TELEPHONE PEDESTAL
FIBER OPTIC MARKER
ELECTRICAL BOX
CLEAN-OUT
FENCE
OVERHEAD POWER
AIR CONDITIONING UNIT
CHICAGO TITLE INSURANCE COMPANY
SCHEDULE B, PART II EXCEPTIONS
COMMITMENT NO.: 24-07-1202
DATED: AUGUST 1, 2024 AT 8:00 A.M.
1-10. NOT A SURVEY MATTER.
11. RIGHT-OF-WAY TO ENTERGY IN BOOK 2373 AT PAGE 27. ON SURVEY.
12. RIGHT-OF-WAY TO MP&L RE AFFECT SUBJECT PROPERTY.
December 31, 2025
SURVEY
158 AMERICAN WAY
GLUCKSTADT, MISSISSIPPI
Prepared For:
WARREN MICONI


N
W
E
S
100 50 0 100 Feet
Hayfield Pl
Hunters Row
Enterprise Dr
American Way
American Way
American Way
C-2
C-2
C-2
I-2
I-2
I-2
I-2
R-1
R-2
R-2
PROPERTY SOLUTIONS
734 DEANS CREEK DRIVE, COLLIERVILLE, TN 38017
Existing Zoning
158 American Way
Gluckstadt, MS



158 American Way

Before / After





ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI AMENDING THE OFFICIAL ZONING ORDINANCE AND MAP OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO REZONE REAL PROPERTY LOCATED AT 158 AMERICAN WAY, BEING IDENTIFIED AS TAX PARCEL NO. 082I-29-010/11.00, IN THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, BY CHANGING THE USE DISTRICT CLASSIFICATION FROM (C-2) TO (I-2)

WHEREAS, UCR Management, LLC (the "Applicant") did file an Application to rezone certain property described herein from its present (C-2) Classification to (I-2) Classification (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which Commission scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m.; and,

WHEREAS, all notice requirements of the Zoning Ordinance of the City of Gluckstadt were accomplished – the City Clerk did cause notice of the March 24, 2026, hearing to be published in the Madison County Journal, a newspaper of general circulation in the City of Gluckstadt, Madison County, Mississippi, in the manner and for the time required by law, and the Zoning Administrator did post notice of same upon the affected property in the manner and for the time required by Section 811.02 of the Zoning Ordinance of the City of Gluckstadt and by law; and,

WHEREAS, the Applicant did provide evidence that Applicant had mailed notice of the hearing to adjacent property owners within 160 feet of the subject property; and,

WHEREAS, the Planning and Zoning Commission did conduct a full and complete hearing on the Application at the March 24, 2026 meeting, and at said hearing the said Planning and Zoning Commission received comments and heard evidence presented by the Applicant and all others who

appeared at said hearing and thereafter recommended that the Application be denied; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on the Ordinance, have duly considered the matters and facts within their personal knowledge as same affect the land uses requested in the Application filed herein; and,

WHEREAS, the matter was presented to the Mayor and Board of Aldermen along with the recommendation of the Planning and Zoning Commission, and after discussion thereof, Alderman _____ offered the following Ordinance and moved that it be adopted, to-wit:

NOW, THEREFORE, be it ordained by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi as follows, to-wit:

SECTION 1. That the matters and facts stated in the preamble hereof are found, determined and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of an Application to amend the City of Gluckstadt Official Zoning Map as required by Section 806 et seq. of the City of Gluckstadt Zoning Ordinance of December 16, 2021, exist and have been satisfied in regard to the granting of the Application, and specifically, the Mayor and Board of Aldermen do hereby find and determine that the character of the neighborhood where the property is located has changed to such an extent as to justify the reclassification of the property, and that there is a public need for the rezoning and the land use requested in the Application.

SECTION 3. That the Use District Classification of the following described property be, and same is hereby changed from its present (C-2) Classification to (I-2) Classification as to the following described property (the "property"), to-wit:

158 America Way being identified as Tax Parcel No. 082I-29-010/11.00 and being situated in the Southwest ¼ of the Northeast ¼ of Section 29, T8N-R2E, Madison County, Mississippi, located in the City of Gluckstadt.

SECTION 4. That the City of Gluckstadt Zoning Ordinance of December 16, 2021, and the Official Zoning Map be, and same are hereby amended to effectuate this change in zoning classification.

SECTION 5. This ordinance shall be effective thirty (30) days after its passage and after publication of same as required in § 21-13-11 Mississippi Code of 1972.

ORDAINED, ADOPTED AND APPROVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi at a regular meeting thereof held on the ___ day of _____, 2026.

The motion for adoption was seconded by Alderman _____, and the foregoing Ordinance having been first reduced to writing, was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following results:

Alderwoman Miya Warfield-Bates voted: _____
Alderman John Taylor voted: _____
Alderman Jayce Powell voted: _____
Alderwoman Jessie Campbell voted: _____
Alderman Chip Williams voted: _____

WHEREUPON, the Mayor declared the Motion had carried and that the Ordinance was adopted.

SO ORDAINED, ADOPTED, AND APPROVED by the Mayor and Board of Alderman of the City of Gluckstadt, Madison County, Mississippi at its regular meeting held on the __ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

RESOLUTION DENYING APPLICATION TO AMEND THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI OFFICIAL ZONING ORDINANCE AND MAP TO REZONE REAL PROPERTY AT 158 AMERICAN WAY, BEING IDENTIFIED AS TAX PARCEL NO. 082I-29-010/11.00, IN THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, BY CHANGING THE USE DISTRICT CLASSIFICATION FROM (C-2) TO (I-2)

WHEREAS, UCR Management, LLC (the "Applicant") did file an Application to rezone certain property described herein from its present (C-2) Classification to (I-2) Classification (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m. and did thereafter forward its recommendation thereon to the Mayor and Board of Aldermen; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the city where the property is located, and in acting on this Resolution, have duly considered the matters and facts within their personal knowledge as same affect the land uses requested in the Application filed herein; and,

WHEREAS, at the conclusion of the discussion of the Planning and Zoning Commission's recommendation, the Mayor asked whether the Board of Aldermen desired to take any action regarding the Application and the recommendation of the Planning and Zoning Commission, and after discussion thereof, Alderman _____ offered the following Resolution and moved that it be adopted, to-wit:

IT IS, THEREFORE, RESOLVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, as follows: to-wit:

SECTION 1. That the matters and facts stated in the preamble hereof are found,

determined and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of an Application to amend the City of Gluckstadt Official Zoning Map as required by Section 806 et seq. of the City of Gluckstadt Zoning Ordinance of December 16, 2021, do not exist, and have not been satisfied in regard to the granting of the Application, and specifically, the Mayor and Board of Aldermen do hereby find and determine that the character of the neighborhood where the property is located has not changed to such an extent to justify the reclassification of the property, and that there is not a public need for the rezoning and the land use requested in the Application.

SECTION 3. That the Application to change the use district classification of the following described property from (C-2) Classification to (I-2) Classification, be and the same is hereby denied. The property referenced in the Application (the "Property") is described as follows:

> 158 America Way being identified as Tax Parcel No. 082I-29-010/11.00 and being situated in the Southwest ¼ of the Northeast ¼ of Section 29, T8N-R2E, Madison County, Mississippi, located in the City of Gluckstadt.

SO RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting thereof held on the ___ day of _____, 2026.

The motion to adopt the above and foregoing Resolution was seconded by Alderman _____, and the foregoing Resolution was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following result:

Alderwoman Miya Warfield-Bates voted: _____

Alderman John Taylor voted: _____

Alderman Jayce Powell voted: _____

Alderwoman Jessie Campbell voted: _____

Alderman Chip Williams voted: _____

WHEREUPON, the Mayor declared the Motion carried and the Resolution adopted.

The foregoing resolution is approved, this the ____ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Rezoning A-1 to C-1A-Stout Rd Parcel ID: 082B-09-005/01.00

Lee Sahler has purchased a 40-acre parcel at NW corner of the City along Stout Rd. The property is currently zoned A-1 yet all the properties to its West along Calhoun Station are zoned C-2. Mr. Sahler is requesting to rezone the NW 10 acres of this 40 acre parcel in order to build a baseball training facility. We have advised Mr. Sahler to rezone to C-1A, which is our most restrictive commercial zone and would allow the use he intends to build. Also, it would align with the way this area is trending. Initial plans are to start with an indoor/outdoor baseball training facility which would require conditional use in the C-1A zone. That application will follow this as well as the site plan.

We have made the appropriate and timely publications for this rezoning. Applicant did mail out letters notifying all property owners within 160' of the property. A public hearing was held on 3/24/26 and the PNZ Board voted to recommend approval of this rezoning.

REQUEST FOR REZONING APPLICATION

Subject Property Address: Stout Road Gluckstadt MS

Owner: Cotton Row Investors LLC **Applicant:** Lee Sahler- JLS Construction

Address: 0820-09-005/01.00 **Address:** 103 Eastwick Cove

302 Sycamore St. Leland, MS 38756 Madison MS 39110

Phone No. [redacted] **Phone No.** [redacted]

Current Zoning District: A1

Requested Change C-1A

Requirements of Applicant:

1. Letter stating reason for requested zoning change.
2. Copy of the written legal description.
3. Site plan of property.
4. Identification of property owners within 160 feet of subject property
5. $250 00 fee required for processing.

Criteria for Rezoning: *(Section 806 03 Zoning Ordinance)*

(a) Show proof that a mistake was made in the original zoning. "Mistake" in this context shall refer to a clerical or administrative error.

(b) Show proof that the character of the neighborhood has changed to such an extent as to justify reclassification, AND that there is a public need for the rezoning.

Applicant shall be present at the Planning and Zoning Commission meeting and Mayor/Board of Aldermen meeting. Documents shall be submitted thirty (30) days prior to the Planning and Zoning Commission meeting.

Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.

By signing this application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on subject property, giving notice to the public that said property is being considered for rezoning.

Applicant Signature — Date: 2/26/26

Signed by: Don Stallings 7D6089EC2734405...
Property Owner Signature — Date: 2/26/2026 | 1:02 PM PST

CITY OF Gluckstadt
INCORPORATED 2021

343 Distribution Drive
Gluckstadt MS 39110

Receipt Number: R0
Cashier Name: BRIDGE
Terminal Number: 24
Receipt Date: 3/3/2026 11:40:53 AM

JLS CONSTRUCTION
103 EASTWICK COVE
MADISON, MS 39110

Trans Code: 400.00 - Permit Payments **Account: 2026031 JLS CONSTRUCTION** **$250.00**

2026031 250.00CR

Total Balance Due: **$250.00**

Payment Method: Check Payor: JLS CONSTRUCTION Reference: 2545 Amount: $250.00

Total Payment Received: **$250.00**

Change: **$0.00**

JLS Construction, LLC.
Lee Sahler
103 Eastwick Cove
Madison, MS 39110
[redacted]

February 26, 2026

City of Gluckstadt Planning & Zoning Commission
Re: Request for rezoning

To whom it may concern,

I am writing to formally request a rezoning change for the property located on Stout Road, Parcel 082B-09-005/01.00. The purpose of this request is to rezone from A-1 to C-1A. Currently, this parcel is located in the northernmost part of the city which is trending towards commercial development(s). Currently, all properties to the west are zoned for commercial use, and this rezoning will align with the current character of this area. This requested zoning change aligns more appropriately with both the long-term vision for this property and all parties moving forward. I am committed to ensuring that any future development on this property meets all city requirements and contributes positively to the community. I am prepared to provide additional documentation, site plans, and supporting materials when needed and welcome the opportunity to discuss this request further if needed.

Thank you for your time and consideration. JLS Construction, LLC. looks forward to working collaboratively with the City of Gluckstadt throughout this process.

Sincerely,

Lee Sahler
JLS Construction, LLC.

Stout Road, Parcel 082B-09-005/01.00
List of property owners within 160 feet

2/08	082B-09-002/08.00	MATTHEW M MILLS
2/04	082B-09-002/04.00	THIRD FLOOR INVESTMENT LLC
2/09	082B-09-002/09.00	CPOR REL LLC
2/06	082B-09-002/06.00	HAAP GROUP LLC
7	082B-09-007/00.00	BULLDOG INVESTMENTS LLC
16/01	082B-09-016/01.00	JOHNSON MONROE ADAMS
19	082B-09-019/00.00	JOHNSON MONROE ADAMS
15/12	082B-09-015/12.00	LINDSEY QUINTON
15/07	082B-09-015/07.00	SHELTON RICHARD & MADDIE
9	082B-09-009/00.00	HARVEY PHYLLIS C & REMAINDER
5/02	082B-09-005/02.00	SLAY RICHARD WESLEY II & LINDLEY
	082B-09-006/01.00	RICHMOND IVERSON GARLAND IV
6/02	082B-09-006/02.00	PEREZ JOSE SALVADOR SANCHEZ
5/03	082B-09-005/03.00	CROSSTOWN BUILDERS LLC
5	082B-09-005/00.00	PEREZ JOSE SALVADOR SANCHEZ
4/02	082B-09-004/02.00	CLACK PAUL R
3/02	082B-09-003/02.00	CLACK ROBERT C
3/01.05	082B-09-003/01.05	CLACK ROBERT C & PAUL R

Gluckstadt
The Mailroom
PRINT IT, PACK IT, SHIP IT

The Mailroom Gluckstadt
272 Calhoun Station Parkway, Ste C
Gluckstadt, MS 39110
Phone: 601-521-1210

USPS First Class Mail	6.28
Track #: 9589071052700953717984	
USPS First Class Mail	6.28
Track #: 9589071052700953718042	
USPS First Class Mail	6.28
Track #: 9589071052700953718059	
USPS First Class Mail	6.28
Track #: 9589071052700953718066	
USPS First Class Mail	6.28
Track #: 9589071052700953718011	
USPS First Class Mail	6.28
Track #: 9589071052700953718035	
USPS First Class Mail	6.28
Track #: 9589071052700953718028	
USPS First Class Mail	6.28
Track #: 9589071052700953718004	
USPS First Class Mail	6.28
Track #: 9589071052700953717991	
USPS First Class Mail	6.28
Track #: 9589071052700953717960	
USPS First Class Mail	6.28
Track #: 9589071052700953717977	
USPS First Class Mail	6.28
Track #: 9589071052700953717953	
USPS First Class Mail	6.28
Track #: 9589071052700953717946	
USPS First Class Mail	6.28
Track #: 9589071052700953717939	
Envelope Sing 14 @ 0.54	7.56 TX
SUBTOTAL	95.48
TAX	
State Tax on 7.56	0.53
TOTAL	96.01
TEND American Expres	96.01

Total shipments: 0
Customer: None selected
Tracey 02/27/2026
#29507 11:03 AM
Workstation: 0 - Master Workstation
CCTran# e06d48d4-c602-4608-b682-ca79a7b25e8c

Signature_____

I have read and understand the disclaimer posted . I am not shipping any of the things listed and I agree to abide by all policies and rules set forth in this agreement.

Also, I have verified that the name and address printed on the shipping label are correct.

No Refunds will be given on printing or special orders. Other items may be returned within 14 da ys with a receipt if in new condition.

Thank you for shopping with us!
Please leave us a review at MailRoomGluckstadt.c om/Review

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

MADISON COUNTY JOURNAL

Invoice

Column Software PBC
PO Box 208098
Dallas, TX 75320-8098
help.column.us

Bill to
City of Gluckstadt Planning and Zoning

Invoice number	20571CB1-0072
Notice ID	lcjBjkNp5txG0zFCuf63
Publisher	Madison County Journal
Date of issue	Mar 3, 2026
Date due	Apr 3, 2026
Amount due	**$28.58**

Description	Qty	Unit price	Amount
03/05/2026: Governmental Entity Notice	1	16.44	16.44
Proof of Publication Fee	1	5.00	5.00

=== Notes ===
Notice Name: Rezoning for JLS Construction

=== How to pay this invoice ===
Column Software PBC accepts online payment via credit or debit card, or ACH bank transfers. Please click here to pay online:
https://www.column.us/invoices/9I0Kz3LtLMz2CZhSZUQg/pay

Please note that, once paid, the merchant name on your billing statements will be Column Software PBC.

Select organizations may also pay via check. Checks will result in processing delays and should not be used if your notice requires upfront payment. Please pay the exact amount due, write your invoice number 20571CB1-0072 on the memo, include a printed copy of your Invoice PDF, make the check payable to Column Software PBC, and mail to the address above.

Net Subtotal	$21.44
Tax	0.00
Processing Fee	7.14
Amount due	**$28.58**

3/3/26

Pay here: https://www.column.us/invoices/9I0Kz3LtLMz2CZhSZUQg/pay

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Column

OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Madison County Journal** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(601) 853-4222**.

Notice ID: lcjBjkNp5txG0zFCuf63 | **Proof Updated: Mar. 03, 2026 at 02:46pm CST**
Notice Name: Rezoning for JLS Construction

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
Bridgette Smith	Madison County Journal
bridgette.smith@gluckstadt.net	
(769) 567-2306	

Columns Wide: 1 **Ad Class:** Legals

Total Column Inches: 3.22

Number of Lines: 27

03/05/2026: Governmental Entity Notice	16.44
Proof of Publication Fee	5.00
Subtotal	$21.44
Tax	$0.00
Processing Fee	$7.14
Total	**$28.58**

NOTICE IS HEREBY GIVEN TO THOSE PARTIES IN INTEREST that there will be a Public Hearing on Tuesday, March 24, 2026 at 6:00 P.M. before the Gluckstadt Planning and Zoning Commission at the Gluckstadt City Hall, 343 Distribution Drive, Gluckstadt, MS 39110 for the purpose of determining whether or not a petition for rezoning shall be granted to the following described parcel number:

Madison County Parcel No.
082B-09-005/01.00

The Public Hearing in relation thereto shall provide parties in interest and citizens an opportunity to be heard. A copy of the rezoning application shall be available at the Gluckstadt City Hall for inspection.

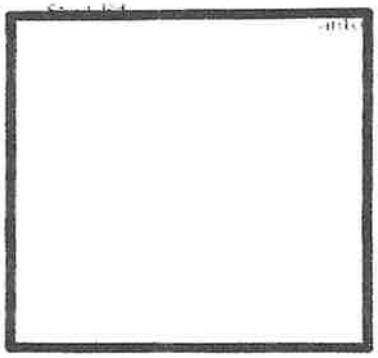
/s/ Lindsay Kellum
City Clerk's Signature

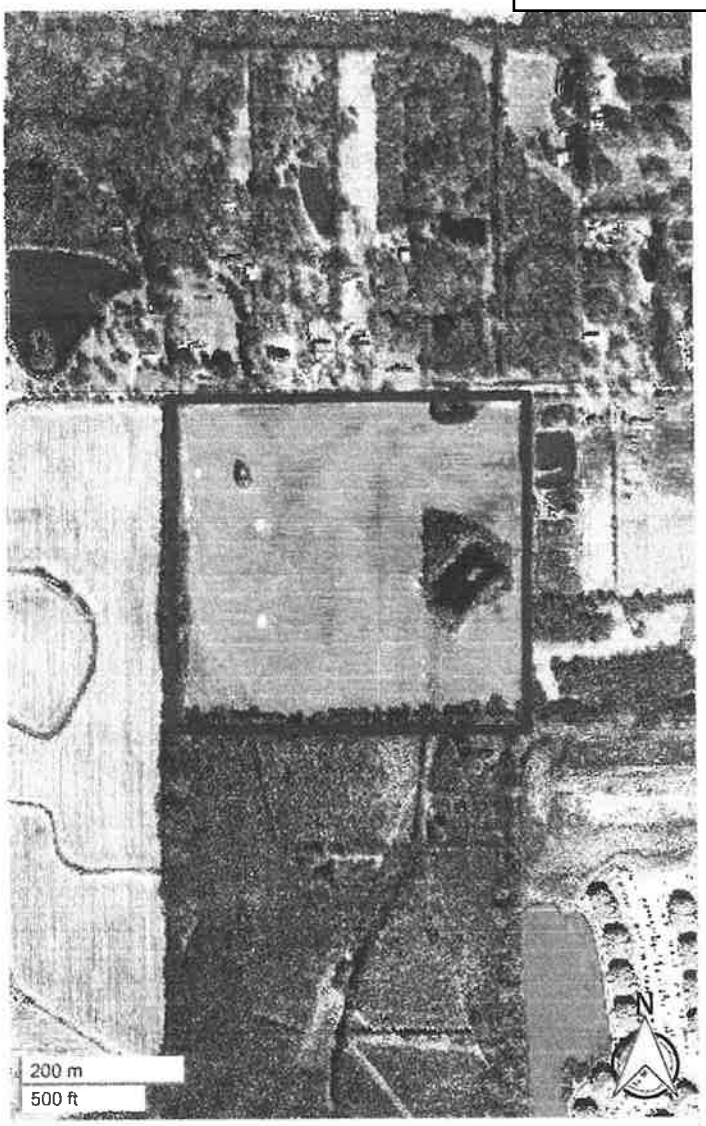
Publish: March 5, 2026

PARCEL: 082B-09-005/01.00, STOUT ROAD, GLUCKSTADT

The following described property lying and being situated in the South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 9, Township 8 North, Range 2 East, Madison County, Mississippi, consisting of forty (40) acres, more or less, and being more particularly described as follows, to-wit:

Beginning at an established fence corner marking the SW corner of the NE ¼ of Section 9, Township 8 North, Range 2 East, Madison County, Mississippi, being that same corner used as a Point of Beginning in the description of subject property as recorded in Book 301 at Page 303 of the public records of Madison County, Mississippi, run thence N 00 03'11" W a distance of 1265.73 feet along a fence line to an iron pin on the South right-of way of Stout Road, said pin being situated 2640.80 feet East and 19.78 feet South from a concrete monument marking the SW corner of the NW ¼ of the NW ¼ of said Section 9; thence N 89 31' 01" E a distance of 1384.89 feet along the South right-of-way of Road, to an iron pin at a fence corner; departing said right-of way, run thence S 00 03'11" E a distance of 1253.26 feet to an iron pin at a fence corner; thence S 89 06'55" W a distance of 914.23 feet along a fence line to a point; thence S 89 33'14" W a distance of 299.36 feet along said fence line to a fence corner and the Point of Beginning and Close; said tract containing 40.00 acres, more or less, lying and being situated in the South ½ of the NE ¼ of Section 9, Township 8 North, and Range 2 East, Madison County, Mississippi.





200 m
500 ft

N

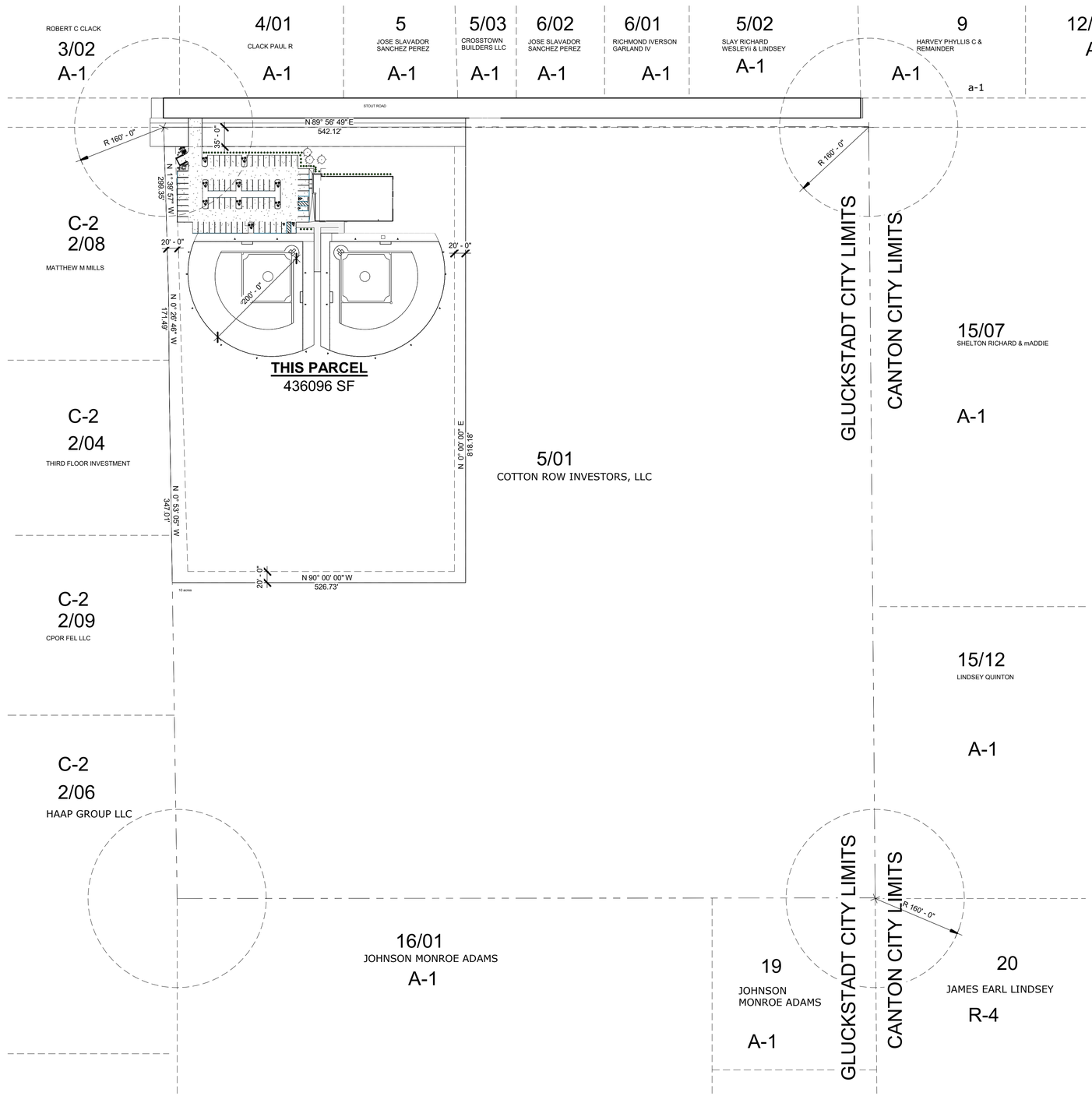
Madison County, MS

Madison County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only, and is not intended to constitute a legal record nor should it be substituted for the advice or services of a licensed professional. Parcel map information is prepared for the inventory of real property found within County jurisdiction and is compiled from recorded deeds, plats, and other public documents in accordance with Land Records Technical Specifications for Base, Cadastral and Digital Mapping Systems. Users are hereby notified that the aforementioned public record sources should be consulted for verification of information. With limited exception, data available on this website originates from Madison County Land Records GIS and is maintained for the internal use of the County. The County of Madison and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Madison County and its Assigns shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.

Madison County Tax Assessor/Collector
171 Cobblestone Dr
Madison, MS 39110
(601) 856-1796

Date Printed: 2/26/2026

PPIN	46903
PARCEL_ID	082B-09 -005/01.00
OWNERNAME	COTTON ROW INVESTORS LLC
ADDRESS1	302 SYCAMORE ST
ADDRESS2	
CITY	LELAND
STATE	MS
ZIP	38796
SECTION	09
TOWNSHIP	08N
RANGE	02E
LEGAL1	40 AC IN S1/2 NE1/4
LEGAL2	
LEGAL3	
TAX_DIST	4GC
CULT_AC1	0
CULT_AC2	37.14
UNCULT_AC1	0
UNCULT_AC2	2.86
TOTAL_AC	40
CULT_VAL1	0
CULT_VAL2	16410
UNCUL_VAL1	0
UNCUL_VAL2	550
LAND_VAL	16960
IMP_VAL1	0
IMP_VAL2	0
TOTAL_VALUE	16960
EXEMPT_COD	00
HOMESTEAD	
DEED_BOOK	2079
DEED_PAGE	
DEED_DATE	7/27/2006
SITUS_ADDR	0



1 SITE OWNERS AND ZONING
1" = 100'-0"

OWNERSHIP AND ZONING

Scale: 1" = 100'-0"

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
EMAIL:
robertpolkarchitect@gmail.com

REGISTERED ARCHITECT
Robert G. Polk
1695
Jackson, MS
STATE OF MISSISSIPPI

These documents, prepared by Robert G. Polk, Architect, P.A. for this project as instruments of service, shall be used solely with respect to this project. These documents shall not be used by the Owner or by others on other projects, for additions to this project, or for completion of this project by others except by written agreement and with appropriate compensation to Robert G. Polk, Architect, P.A.

These documents, as well as the building described herein, are subject to the Architectural Works Copyright Protection Act of 1990. This Act includes "the design of a building as embodied in any tangible medium of expression, including a building, architectural plans, or drawings. The work includes the overall form as well as the arrangement and composition of spaces and elements in the design, but it does not include individual standard features."

ARCHITECTURAL REVIEW PRINT
NOT FOR CONSTRUCTION
FOR REGULATORY APPROVAL ONLY

The contract documents are not organized specifically for any craft, trade, discipline, or subcontract. Therefore additional related information may be included in other contract drawings and specifications though not specifically noted on this document. It is the responsibility of each party to refer to a complete set of contract drawings and specifications, and not to a partial or incomplete set of documents.

BASEBALL FACILITY
JLS Constraction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED:
3/31/2026
9:47:16
AM

SHEET
C-2

ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI AMENDING THE OFFICIAL ZONING ORDINANCE AND MAP OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO REZONE REAL PROPERTY LOCATED ON STOUT ROAD, BEING IDENTIFIED AS TAX PARCEL NO. 082B-09-005/01.00, IN THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, BY CHANGING THE USE DISTRICT CLASSIFICATION FROM (A-1) TO (C-1A)

WHEREAS, Lee Sahler / JLS Construction, LLC (the "Applicant") did file an Application to rezone certain property described herein from its present (A-1) Classification to (C-1A) Classification (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which Commission scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m.; and,

WHEREAS, all notice requirements of the Zoning Ordinance of the City of Gluckstadt were accomplished – the City Clerk did cause notice of the March 24, 2026, hearing to be published in the Madison County Journal, a newspaper of general circulation in the City of Gluckstadt, Madison County, Mississippi, in the manner and for the time required by law, and the Zoning Administrator did post notice of same upon the affected property in the manner and for the time required by Section 811.02 of the Zoning Ordinance of the City of Gluckstadt and by law; and,

WHEREAS, the Applicant did provide evidence that Applicant had mailed notice of the hearing to adjacent property owners within 160 feet of the subject property; and,

WHEREAS, the Planning and Zoning Commission did conduct a full and complete hearing on the Application at the March 24, 2026 meeting, and at said hearing the said Planning and Zoning Commission received comments and heard evidence presented by the Applicant and all others who

appeared at said hearing and thereafter recommended that the Application be approved; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on the Ordinance, have duly considered the matters and facts within their personal knowledge as same affect the land uses requested in the Application filed herein; and,

WHEREAS, the matter was presented to the Mayor and Board of Aldermen along with the recommendation of the Planning and Zoning Commission, and after discussion thereof, Alderman _____ offered the following Ordinance and moved that it be adopted, to-wit:

NOW, THEREFORE, be it ordained by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi as follows, to-wit:

SECTION 1. That the matters and facts stated in the preamble hereof are found, determined and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of an Application to amend the City of Gluckstadt Official Zoning Map as required by Section 806 et seq. of the City of Gluckstadt Zoning Ordinance of December 16, 2021, exist and have been satisfied in regard to the granting of the Application, and specifically, the Mayor and Board of Aldermen do hereby find and determine that the character of the neighborhood where the property is located has changed to such an extent as to justify the reclassification of the property, and that there is a public need for the rezoning and the land use requested in the Application.

SECTION 3. That the Use District Classification of the following described property be, and same is hereby changed from its present (A-1) Classification to (C-1A) Classification as to the following described property (the "property"), to-wit:

Parcel No. 082B-09-005/01.00. 10 acres being situated in South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 9, T8N-R2E, Madison County, Mississippi, located in the City of Gluckstadt.

SECTION 4. That the City of Gluckstadt Zoning Ordinance of December 16, 2021, and the Official Zoning Map be, and same are hereby amended to effectuate this change in zoning classification.

SECTION 5. This ordinance shall be effective thirty (30) days after its passage and after publication of same as required in § 21-13-11 Mississippi Code of 1972.

ORDAINED, ADOPTED AND APPROVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi at a regular meeting thereof held on the ___ day of _____, 2026.

The motion for adoption was seconded by Alderman _____, and the foregoing Ordinance having been first reduced to writing, was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following results:

Alderwoman Miya Warfield-Bates voted: _____
Alderman John Taylor voted: _____
Alderman Jayce Powell voted: _____
Alderwoman Jessie Campbell voted: _____
Alderman Chip Williams voted: _____

WHEREUPON, the Mayor declared the Motion had carried and that the Ordinance was adopted.

SO ORDAINED, ADOPTED, AND APPROVED by the Mayor and Board of Alderman of the City of Gluckstadt, Madison County, Mississippi at its regular meeting held on the __ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

RESOLUTION DENYING APPLICATION TO AMEND THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI OFFICIAL ZONING ORDINANCE AND MAP TO REZONE REAL PROPERTY LOCATED ON STOUT ROAD, BEING IDENTIFIED AS TAX PARCEL NO. 082B-09-005/01.00, IN THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, BY CHANGING THE USE DISTRICT CLASSIFICATION FROM (A-1) TO (C-1A)

WHEREAS, Lee Sahler / JLS Construction, LLC (the "Applicant") did file an Application to rezone certain property described herein from its present (A-1) Classification to (C-1A) Classification (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m. and did thereafter forward its recommendation thereon to the Mayor and Board of Aldermen; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the city where the property is located, and in acting on this Resolution, have duly considered the matters and facts within their personal knowledge as same affect the land uses requested in the Application filed herein; and,

WHEREAS, at the conclusion of the discussion of the Planning and Zoning Commission's recommendation, the Mayor asked whether the Board of Aldermen desired to take any action regarding the Application and the recommendation of the Planning and Zoning Commission, and after discussion thereof, Alderman _____ offered the following Resolution and moved that it be adopted, to-wit:

IT IS, THEREFORE, RESOLVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, as follows: to-wit:

SECTION 1. That the matters and facts stated in the preamble hereof are found,

determined and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of an Application to amend the City of Gluckstadt Official Zoning Map as required by Section 806 et seq. of the City of Gluckstadt Zoning Ordinance of December 16, 2021, do not exist, and have not been satisfied in regard to the granting of the Application, and specifically, the Mayor and Board of Aldermen do hereby find and determine that the character of the neighborhood where the property is located has not changed to such an extent to justify the reclassification of the property, and that there is not a public need for the rezoning and the land use requested in the Application.

SECTION 3. That the Application to change the use district classification of the following described property from (A-1) Classification to (C-1A) Classification, be and the same is hereby denied. The property referenced in the Application (the "Property") is described as follows:

> Parcel No. 082B-09-005/01.00. 10 acres being situated in South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 9, T8N-R2E, Madison County, Mississippi, located in the City of Gluckstadt.

SO RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting thereof held on the ___ day of _____, 2026.

The motion to adopt the above and foregoing Resolution was seconded by Alderman _____, and the foregoing Resolution was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following result:

Alderwoman Miya Warfield-Bates voted: _____

Alderman John Taylor voted: _____

Alderman Jayce Powell voted: _____

Alderwoman Jessie Campbell voted: _____

Alderman Chip Williams voted: _____

WHEREUPON, the Mayor declared the Motion carried and the Resolution adopted.

The foregoing resolution is approved, this the ____ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Conditional Use-Stout Rd Parcel ID: 082B-09-005/01.00

As mentioned earlier, Lee Sahler is requesting a Conditional Use for the 10 acres in the NW corner of the 40 acre parcel. In the C1-A zone, sporting facilities with indoor and outdoor options are allowed as a Conditional Use. Site plan with appropriate landscaping has been submitted and meets our requirements. During the ARC and PNZ review a few recommendations were made. Change the exterior of the building and relocate the dumpster enclosure for better egress and ingress. Exterior has been updated, and dumpster enclosure has been relocated to provide better access. Also included extra landscape screening around the dumpster.

We have made the appropriate and timely publications for this Conditional Use request. The ARC and PNZ Boards voted to recommend approval of this Conditional Use.

City of Gluckstadt

Application for Conditional Use

Subject Property Address: Stout Road - Gluckstadt MS
Parcel #: 082B-09-005/01.00

Owner: Cotton Row Investors LLC
Address: 082B-09-005/01.00
3025 Sycamore St. Leland, MS 38756
Phone #: [redacted]
E-Mail: [redacted]

Applicant: Lee Sahler - JLS Construction
Address: 103 Eastwick Cove
Madison MS 39110
Phone #: [redacted]
E-Mail: [redacted]

Current Zoning District: A1
Acreage of Property (If applicable): 40
Use sought of Property: Baseball practice fields outdoor

Requirements of Applicant:

1. Letter demonstrating how the proposed use will comply with or otherwise satisfy the requirements for granting a Conditional Use pursuant to Section 804.01 of the Zoning Ordinance.
2. Copy of written legal description.
3. Additional items may be requested depending on the nature and status of the proposed development or property.
4. $250.00 fee required for processing
5. Site Plan as required in Section 807-810

Requirements for Granting Conditional Use: (Section 805.01, Zoning Ordinance)

A Conditional Use shall not be granted unless satisfactory provisions and arrangements have been made concerning all the following:

(a). Ingress and egress to property and proposed structures
(b). Off-Street parking and loading areas
(c). Refuse and service areas
(d). Utilities, with reference locations, availability, and compatibility.
(e). Screening and buffering with reference to type, dimensions, and character.
(f). Required yards and other open spaces.
(g). General compatibility with adjacent properties and other properties in the district.
(h). Any other provisions deemed applicable by the Mayor and Board of Aldermen.

Applicant shall be present at the Planning and Zoning Commission meeting and Mayor and Board of Alderman meeting. Documents shall be submitted thirty (30) days prior to the Planning and Zoning Commission meeting.

Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.

By signing this application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on subject property, giving notice to the public that said property is being considered for a dimensional variance.

[signature]	2/26/26
Applicant Signature	**Date**
Signed by: Don Stallings 7D6060EC27344D6...	2/26/2026 | 1:02 PM PST
Property Owner Signature	**Date**

CITY OF Gluckstadt
INCORPORATED 2021

343 Distribution Drive
Gluckstadt MS 39110

Receipt Number: R00011680
Cashier Name: BRIDGE
Terminal Number: 24
Receipt Date: 3/3/2026 11:28:17 AM

JLS CONSTRUCTION
103EASTWICK COVE
MADISON, MS 39110

Trans Code: 400.00 - Permit Payments **Account: 2026030 JLS CONSTRUCTION** **$250.00**

2026030 250.00CR

Total Balance Due: **$250.00**

Payment Method: Check Payor: JLS CONSTRUCTION Reference: 2545 Amount: $250.00

Total Payment Received: **$250.00**

Change: **$0.00**

JLS Construction, LLC.
Lee Sahler
103 Eastwick Cove
Madison, MS 39110
[redacted]

February 26, 2026

City of Gluckstadt Planning & Zoning Commission
Re: Request for conditional use

To whom it may concern,

I am submitting this letter in support of the Conditional Use Application for the property located on Stout Road, Parcel 082B-09-005/01.00. The purpose of this letter is to demonstrate that the proposed use for outdoor baseball practice fields fully complies with or otherwise satisfies all requirements for granting a Conditional Use permit pursuant to Section 804.01of the Zoning Ordinance put forth by the City of Gluckstadt.

The proposed use will comply with all zoning, building, environmental, and operational regulations. Any conditions composed by the Planning and Zoning Commission will be fully observed to ensure ongoing compliance.

I respectfully request your favorable consideration of this application. Please feel free to contact me if additional information or clarification is needed.

Thank you for your time and consideration. JLS Construction, LLC. looks forward to working collaboratively with the City of Gluckstadt throughout this process.

Sincerely,

Lee Sahler

MADISON COUNTY JOURNAL

Invoice

Column Software PBC
PO Box 208098
Dallas, TX 75320-8098
help.column.us

Bill to
City of Gluckstadt Planning and Zoning

Invoice number	20571CB1-0071
Notice ID	20mgwhZsbuMzM3BrS4pF
Publisher	Madison County Journal
Date of issue	Mar 3, 2026
Date due	Apr 3, 2026
Amount due	**$28.98**

Description	Qty	Unit price	Amount
03/05/2026: Governmental Entity Notice	1	16.80	16.80
Proof of Publication Fee	1	5.00	5.00

=== Notes ===
Notice Name: Conditional Use - JLS Construction

=== How to pay this invoice ===
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https://www.column.us/invoices/ohEIM2gMe8pitkxopuR7/pay

Please note that, once paid, the merchant name on your billing statements will be Column Software PBC.

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Net Subtotal	$21.80
Tax	0.00
Processing Fee	7.18
Amount due	**$28.98**

3/3/26

Pay here: https://www.column.us/invoices/ohEIM2gMe8pitkxopuR7/pay

Questions? Visit help.column.us

Column

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This is the proof of your ad scheduled to run in **Madison County Journal** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(601) 853-4222**.

Notice ID: 20mgwhZsbuMzM3BrS4pF | **Proof Updated: Mar. 03, 2026 at 02:22pm CST**
Notice Name: Conditional Use - JLS Construction

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
Bridgette Smith	Madison County Journal
bridgette.smith@gluckstadt.net	
(769) 567-2306	

Columns Wide: 1 **Ad Class:** Legals

Total Column Inches: 3.1

Number of Lines: 26

03/05/2026: Governmental Entity Notice	16.80
Proof of Publication Fee	5.00
Subtotal	$21.80
Tax	$0.00
Processing Fee	$7.18
Total	**$28.98**

NOTICE IS HEREBY GIVEN TO THOSE PARTIES IN INTEREST that there will be a Public Hearing on Tuesday, March 24, 2026 at 6:00 P.M. before the Gluckstadt Planning and Zoning Commission at the Gluckstadt City Hall, 343 Distribution Drive, Gluckstadt, MS 39110 for the purpose of determining whether or not a Conditional Use shall be granted to the owners of the following described parcel number:

Madison County Parcel No.
082B-09-005/01.00

The Public Hearing in relation thereto shall provide parties in interest and citizens an opportunity to be heard. A copy of the Conditional Use application shall be available at the Gluckstadt City Hall for inspection.

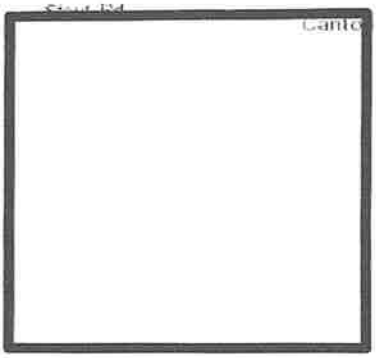
/s/ Lindsay Kellum
City Clerk's Signature

Publish: March 5, 2026

PARCEL: 082B-09-005/01.00, STOUT ROAD, GLUCKSTADT

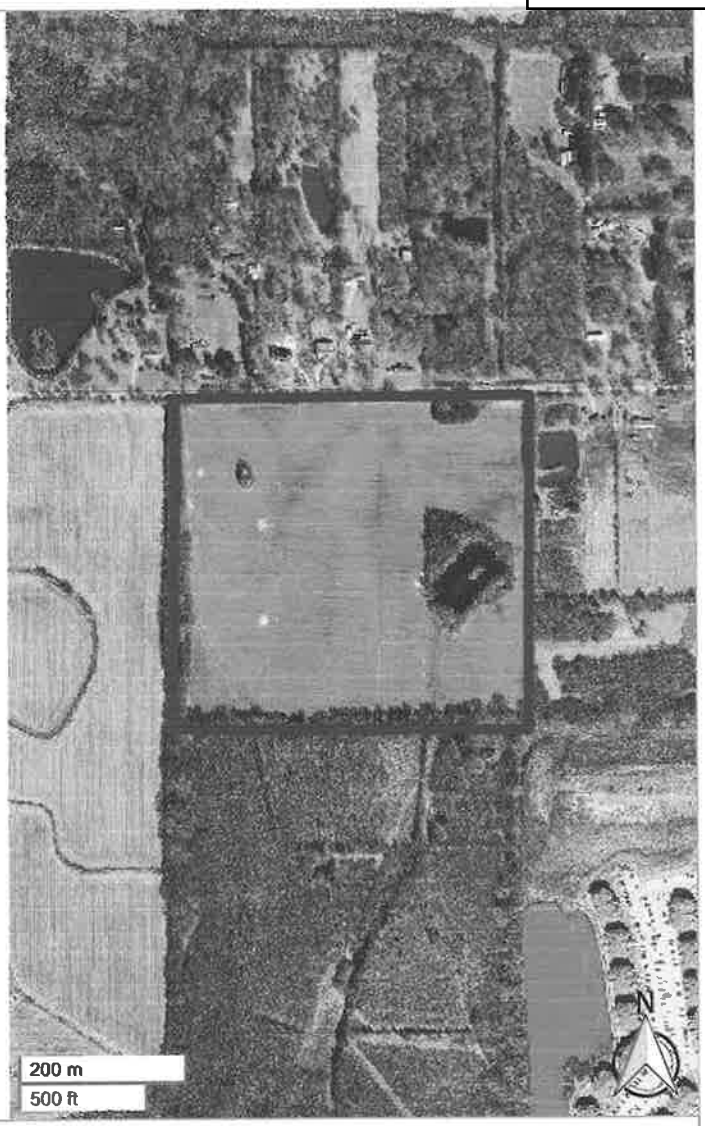
The following described property lying and being situated in the South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 9, Township 8 North, Range 2 East, Madison County, Mississippi, consisting of forty (40) acres, more or less, and being more particularly described as follows, to-wit:

Beginning at an established fence corner marking the SW corner of the NE ¼ of Section 9, Township 8 North, Range 2 East, Madison County, Mississippi, being that same corner used as a Point of Beginning in the description of subject property as recorded in Book 301 at Page 303 of the public records of Madison County, Mississippi, run thence N 00 03'11" W a distance of 1265.73 feet along a fence line to an iron pin on the South right-of way of Stout Road, said pin being situated 2640.80 feet East and 19.78 feet South from a concrete monument marking the SW corner of the NW ¼ of the NW ¼ of said Section 9; thence N 89 31' 01" E a distance of 1384.89 feet along the South right-of-way of Road, to an iron pin at a fence corner; departing said right-of way, run thence S 00 03'11" E a distance of 1253.26 feet to an iron pin at a fence corner; thence S 89 06'55" W a distance of 914.23 feet along a fence line to a point; thence S 89 33'14" W a distance of 299.36 feet along said fence line to a fence corner and the Point of Beginning and Close; said tract containing 40.00 acres, more or less, lying and being situated in the South ½ of the NE ¼ of Section 9, Township 8 North, and Range 2 East, Madison County, Mississippi.



200 m
500 ft

N



200 m
500 ft

N

Madison County, MS

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Madison County Tax Assessor/Collector
171 Cobblestone Dr
Madison, MS 39110
(601) 856-1796

Date Printed: 2/26/2026

PPIN:	46903
PARCEL_ID:	082B-09 -005/01.00
OWNERNAME:	COTTON ROW INVESTORS LLC
ADDRESS1:	302 SYCAMORE ST
ADDRESS2:	
CITY:	LELAND
STATE:	MS
ZIP:	38796
SECTION:	09
TOWNSHIP:	08N
RANGE:	02E
LEGAL1:	40 AC IN S1/2 NE1/4
LEGAL2:	
LEGAL3:	
TAX_DIST:	4GC
CULT_AC1:	0
CULT_AC2:	37.14
UNCULT_AC1:	0
UNCULT_AC2:	2.86
TOTAL_AC:	40
CULT_VAL1:	0
CULT_VAL2:	16410
UNCUL_VAL1:	0
UNCUL_VAL2:	550
LAND_VAL:	16960
IMP_VAL1:	0
IMP_VAL2:	0
TOTALVALUE:	16960
EXEMPT_COD:	00
HOMESTEAD:	
DEED_BOOK:	2079
DEED_PAGE:	
DEED_DATE:	7/27/2006
SITUS_ADDR:	0



COVER

Scale:

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
EMAIL:
robertpolkarchitect@gmail.com

REGISTERED ARCHITECT
Robert G. Polk
1695
Jackson, MS
STATE OF MISSISSIPPI

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FOR REGULATORY APPROVAL ONLY

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PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

PLOTTED:
3/31/2026
10:36:17
AM

SHEET
ARB 1



FIELD SIDE

Scale:

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

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Jackson, MS 39201
601-720-7655- voice
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PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

PLOTTED:
3/31/2026
10:36:18
AM

SHEET
ARB 1.1



FRONT - WEST ELEVATION



REAR- EAST ELEVATION



SIDE - SOUTH ELEVATION

COLOR ELEVATIONS

Scale:

RGPA pa
ROBERT G POLK ARCHITECT, P.A.

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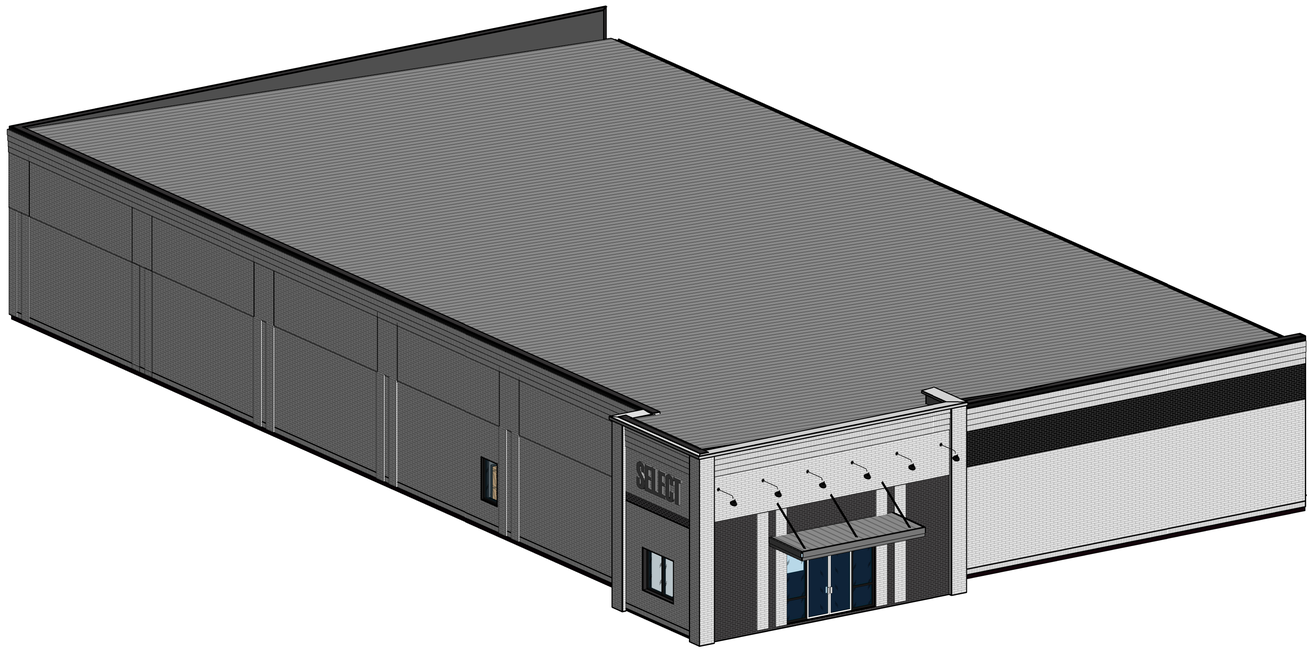
PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

PLOTTED:
3/31/2026
10:36:19
AM

SHEET
ARB 1.2



NORTH - STREET SIDE ELEVATION



1 {3D}

ELEVATION AND 3D ORTHO

Scale:

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

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601-720-7655- voice
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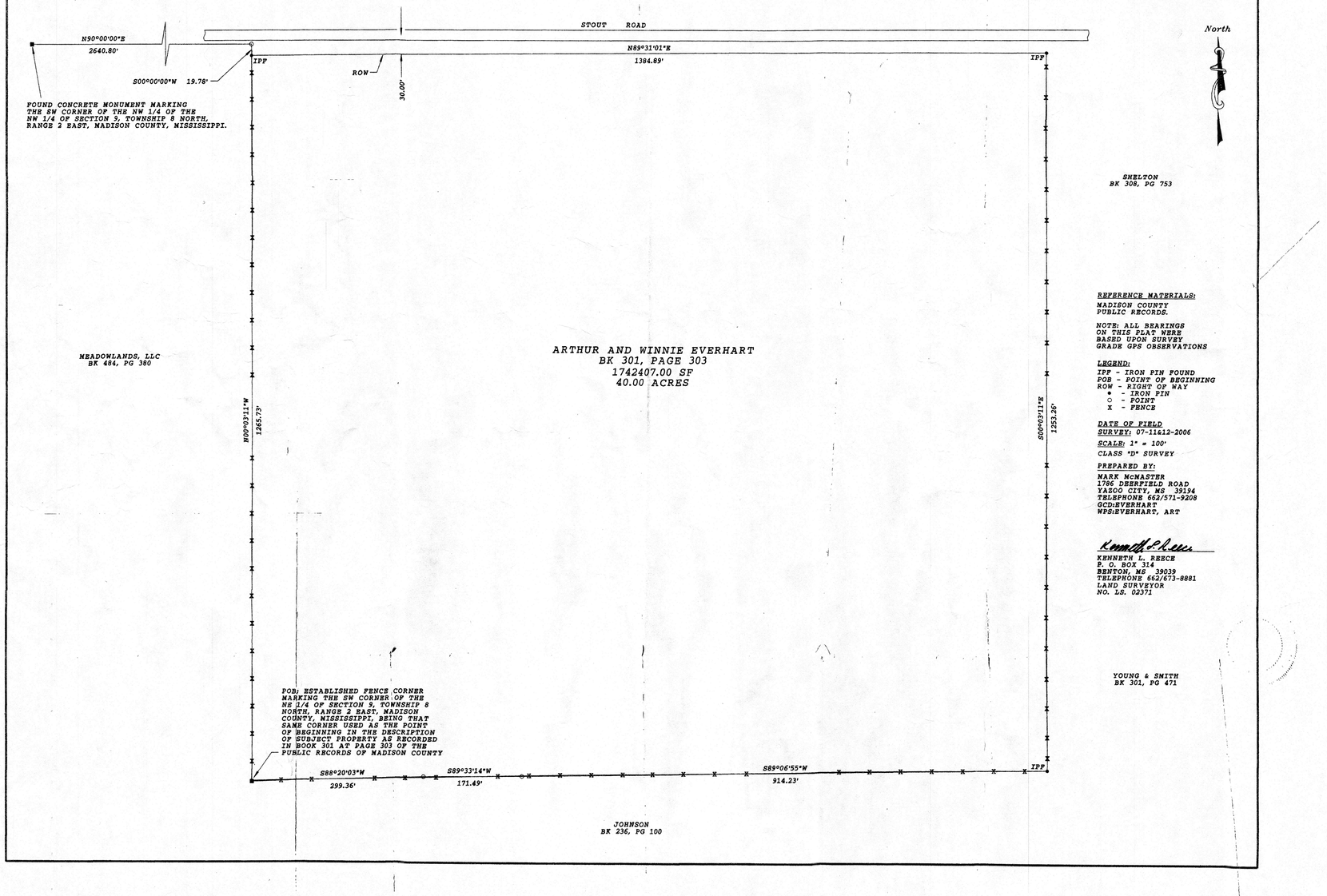
PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

PLOTTED:
3/31/2026
10:36:25
AM

SHEET
ARB 1.3

PLAT OF SURVEY OF PROPERTY LOCATED IN THE SW 1/4 AND SE 1/4 OF THE NE 1/4 OF SECTION 9, TOWNSHIP 8 NORTH, RANGE 2 EAST, MADISON COUNTY, MISSISSIPPI:



SURVEY

Scale:

RGPA/pa
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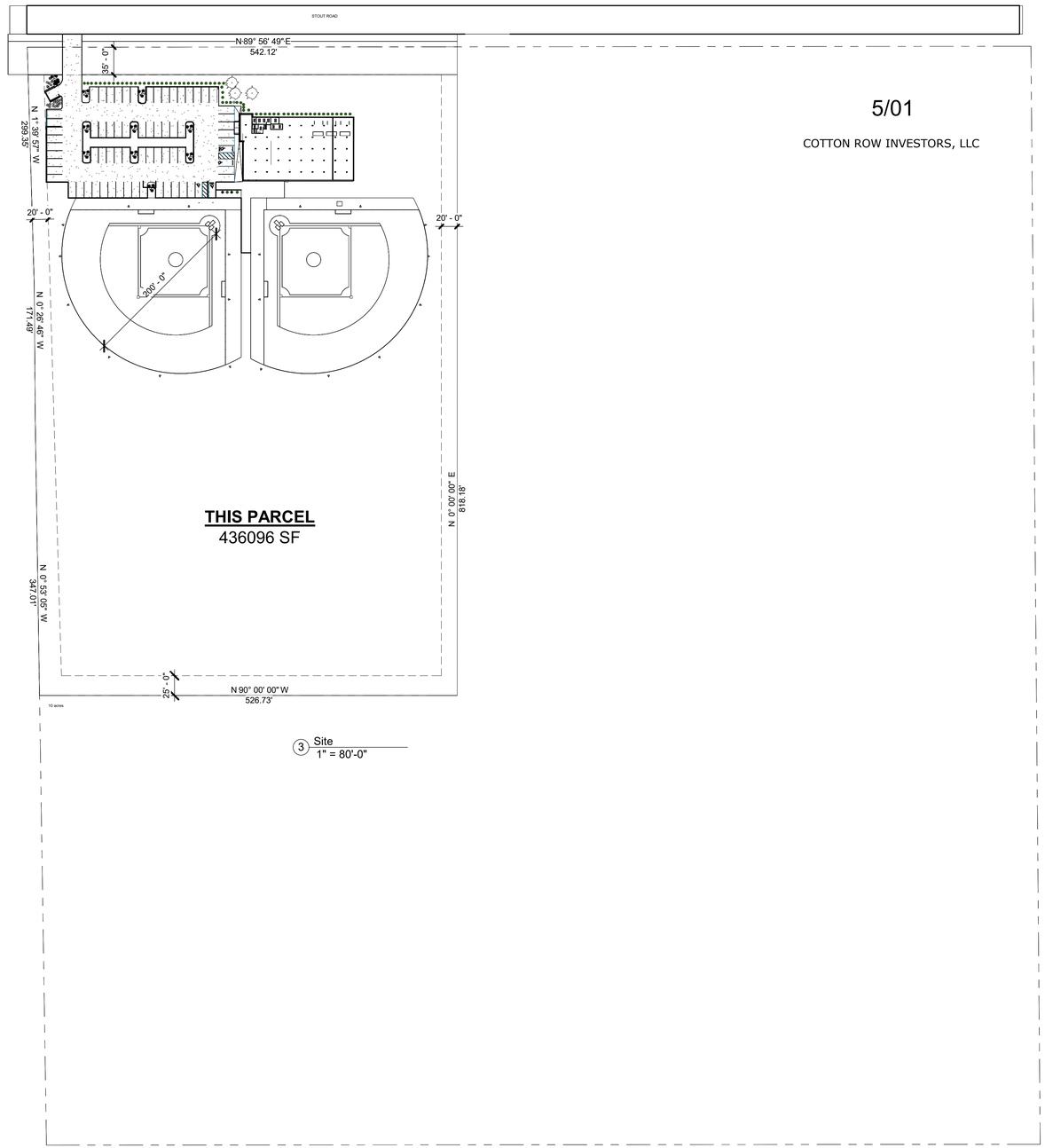
BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED:
3/31/2026
9:46:57
AM

SHEET
C-0



3 Site
1" = 80'-0"

5/01

COTTON ROW INVESTORS, LLC

PROPOSED SITE PLAN

Scale: 1" = 80'-0"

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

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BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

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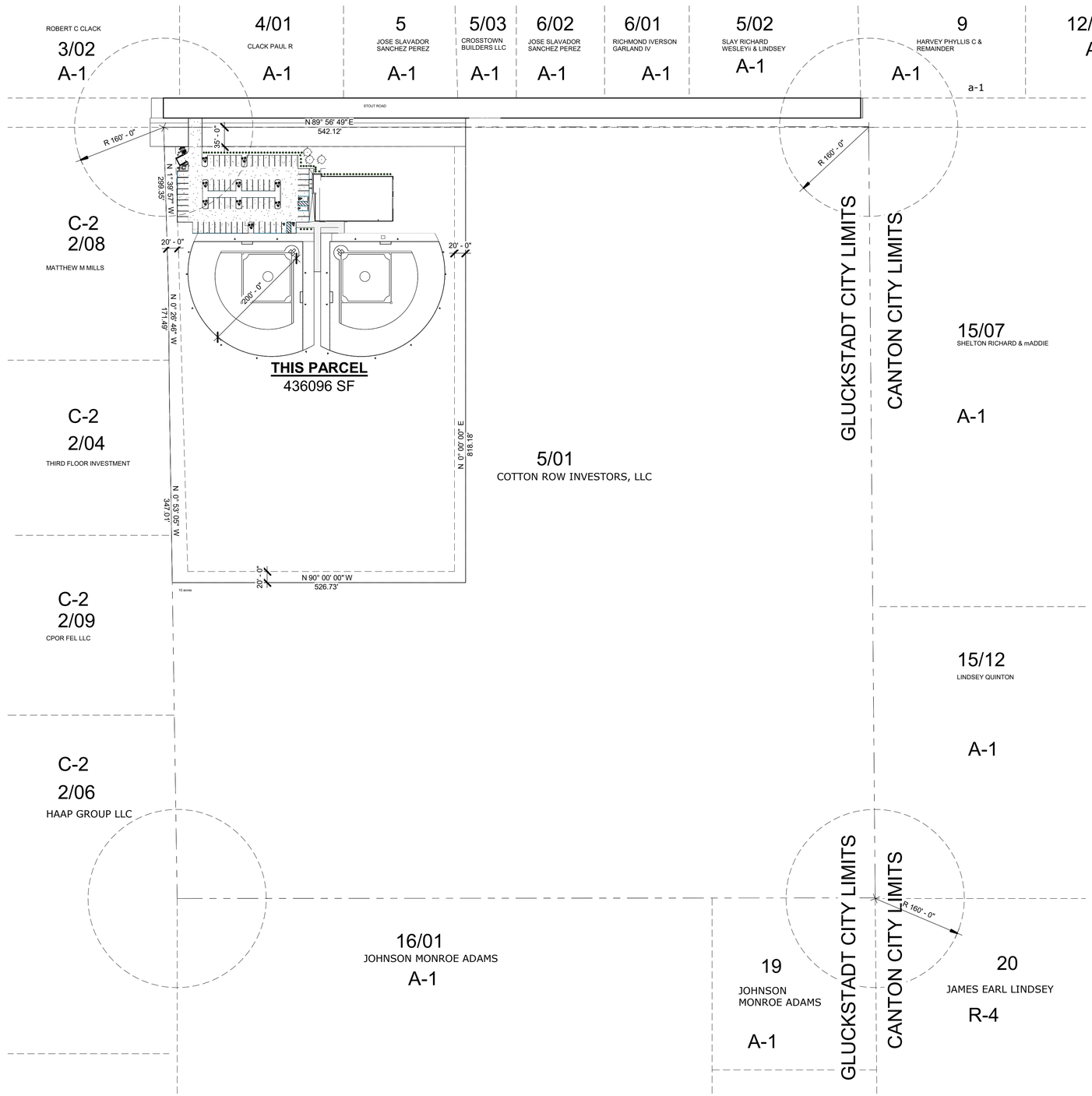
3/31/2026
9:47:13
AM

SHEET
C-1



1 SITE OWNERS AND ZONING
1" = 100'-0"

OWNERSHIP AND ZONING

Scale: 1" = 100'-0"

RGPA/pa
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BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

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3/31/2026
9:47:16
AM

SHEET
C-2

SITE RUNOFF CALCULATIONS — PRE & POST DEVELOPMENT

Rational Method: Q = C x i x A | Q in CFS, i in in/hr, A in acres | ASCE Manual No. 36

Project: | **Intensity (in/hr):** 6.0 | **Duration (min):** 15 | **Date:**

PRE-DEVELOPMENT CONDITIONS

#	Area Description	Surface Type (Select)	Area (SF)	Acres	C	C Range	Q (CFS)	Vol (CF)
1	EXISTING	Row crops — flat (<2%)	42,783	0.982	0.40	0.25 – 0.60	2.357	2,121.5
2								
3								
4								
5								
		TOTALS	42,783	0.982	0.40		2.357	2,121.5

POST-DEVELOPMENT CONDITIONS

#	Area Description	Surface Type (Select)	Area (SF)	Acres	C	C Range	Q (CFS)	Vol (CF)
1	Parking Area	Concrete pavement	27,857	0.640	0.87	0.70 – 0.95	3.338	3,004.4
2	Building Footprint	Metal / membrane roof	11,642	0.267	0.90	0.85 – 0.95	1.443	1,298.9
3	Sidewalks	Concrete pavement	3,284	0.075	0.87	0.70 – 0.95	0.394	354.2
4	Lawn / Grass Areas	Lawn / turf grass — flat, sandy soil			0.20	0.10 – 0.35		
5	Landscaped / Planting Beds	Landscaped / planting bed			0.20	0.10 – 0.30		
6								
7								
8								
9								
		TOTALS	42,783	0.982	0.88		5.175	4,657.5

RUNOFF COMPARISON

Condition	Total SF	Acres	Wtd C		Q (CFS)	Vol (CF)
Pre-Development	42,783	0.982	0.40		2.357	2,121.5
Post-Development	42,783	0.982	0.88		5.175	4,657.5
NET INCREASE	0	0.000	+0.48		2.818	2,536.0

RETENTION POND — MINIMUM REQUIRED CAPACITY

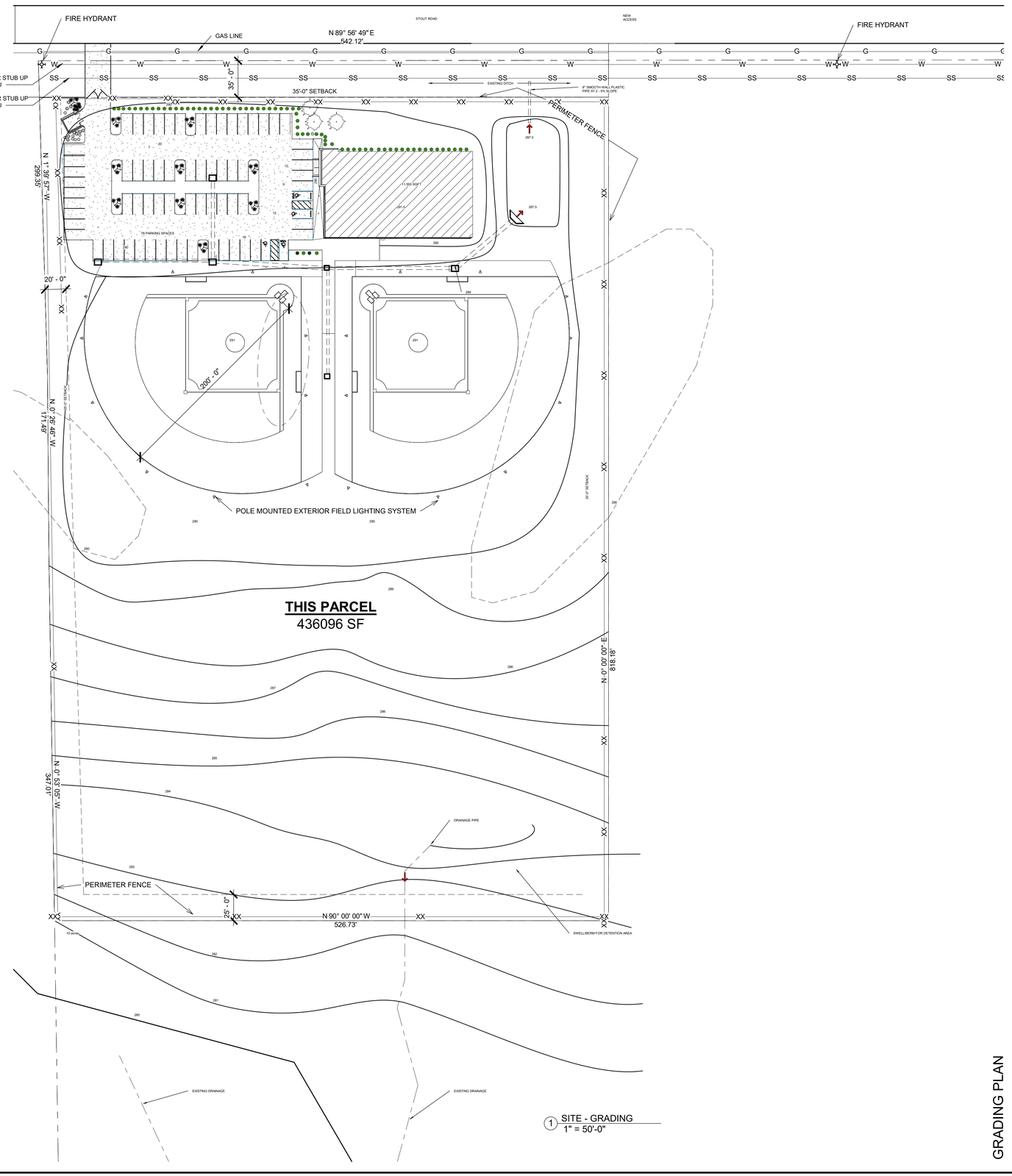
Net Increase Q (CFS): 2.818 x 900 sec =

MIN. POND CAPACITY: 2,536 CF

Gallons: 18,971 **CY:** 93.9 **Acre-Ft:** 0.058

Q = C x i x A (CFS) | Vol = Q x duration (sec) | Pond = net Q x duration | Yellow = editable assumptions | Blue = user input | Green = calculated

C values per ASCE Manual No. 36. Unhide Ref_Coefficients sheet to adjust for local soil/slope conditions. Post-dev areas should equal pre-dev total site area.



1 SITE - GRADING
1" = 50'-0"

RGPA pa
ROBERT G POLK ARCHITECT, P.A.

702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
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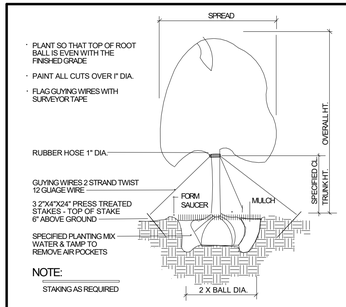
BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED: 3/31/2026 9:47:20 AM

SHEET C-3

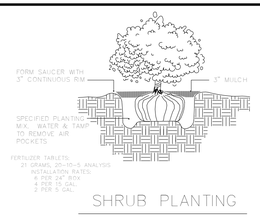
GRADING PLAN

Scale: 1" = 50'-0"



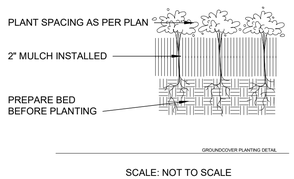
TREE PLANTING - GUY WIRES

SCALE: NOT TO SCALE



SHRUB PLANTING

SCALE: NOT TO SCALE



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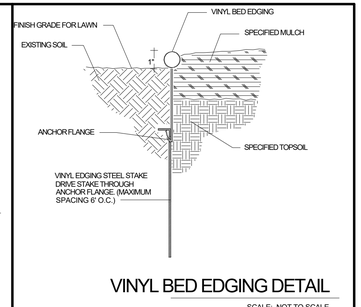
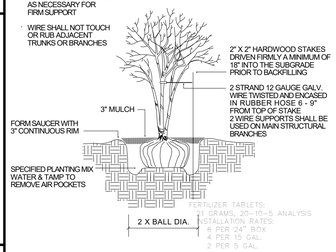


VINYL BED EDGING DETAIL

SCALE: NOT TO SCALE

NOTE:

- STAKE TO FIRST BRANCHES AS NECESSARY FOR FIRM SUPPORT
- WIRE SHALL NOT TOUCH OR RUB ADJACENT TRUNKS OR BRANCHES



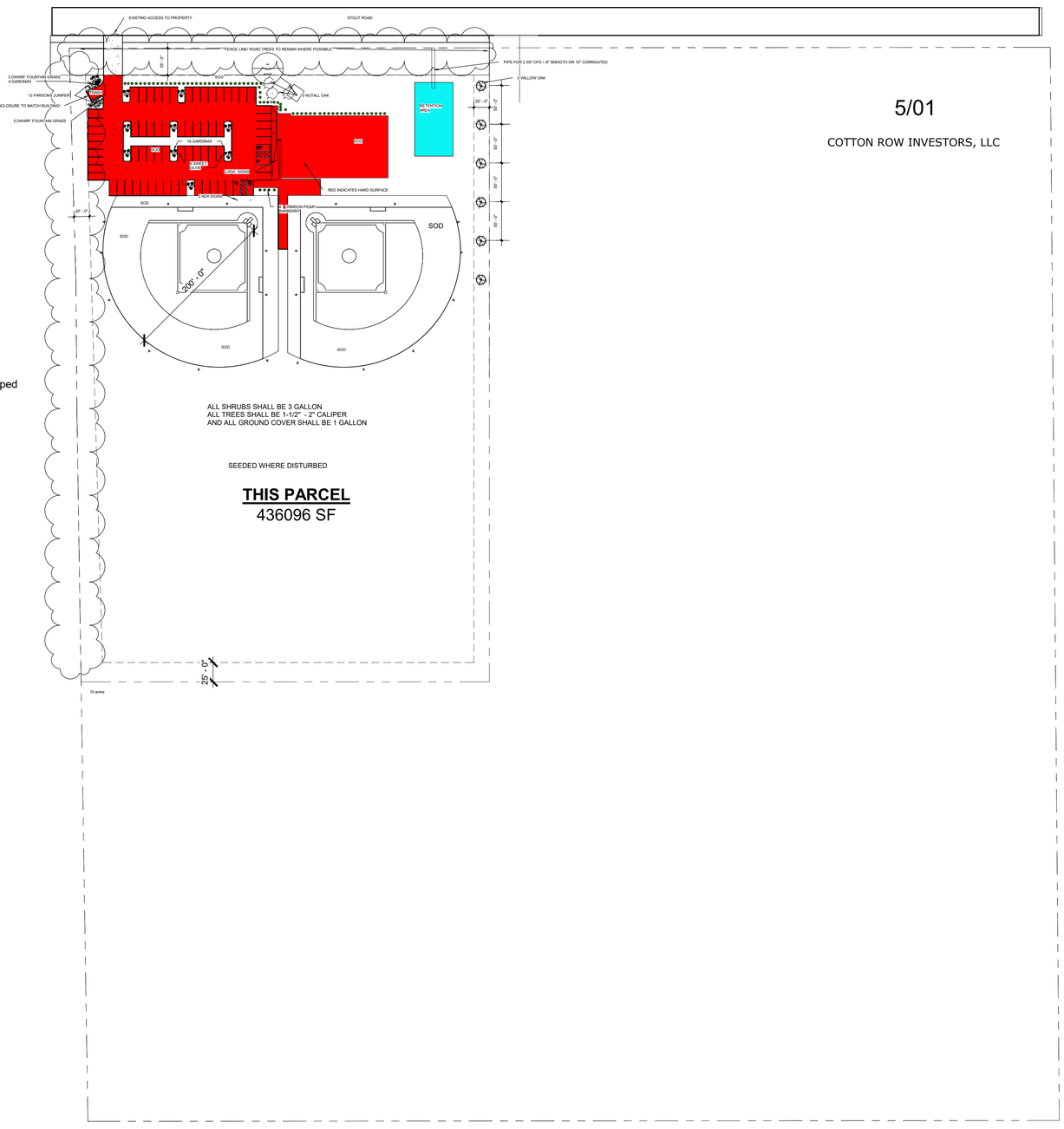
MULTI-TRUNK TREE STAKING

SCALE: NOT TO SCALE

PLANT LIST			
TYPE	ABBREVIATION	COMMON NAME	QUANTITY
Trees			SEE PLAN
12'-14' MINIMUM HEIGHT	CRM	Crape Myrtle -color as selected	
	SWB	Sweetbay Magnolia	
	WIL	Willow Oak	
	PIN	Pine	
	MAP	October Glory Maple	
	VIT	Vitex	
	SWO	Sweet Olive	
	POP	Tulip Popular	
	SYC	Sycamore	DUMPSTER ENCLOSURE TO MATCH BUILDING
	NUT	Nutall Oak	
Shrubs			
3 GALLON MINIMUM	GAR	Gardina	
	NAN	Compact Nandina (Moonbay)	
	BAR	Crimson Pigmy Barberry	
	IND	Clara Indian Hawthorn	
	DWY	Dwarf Yaupon Holly	
	DFG	Dwarf Fountain Grass	
	AZE	AZALEA (color as selected)	
Groundcovers			
	GGL	Green Giant Liriope	
	PAR	Parsons Juniper	
	ANN	Annual Color	
	ASJ	Asiatic Jasmine	
Misc.			
	Bed Prep	See Specifications	
	Mulch	Hardwood Mulch	
	Sod	BERMUDA (MATCHES EXISTING)	
	Seed	Panama Bermuda	

Total hardsurface area: 42,357 square feet
Total Lot size : 436096 square feet
Coverage: 42,357/436096= .097 = 99% landscaped

4 Landscaped area
1/4" = 1'-0"



ALL SHRUBS SHALL BE 3 GALLON
ALL TREES SHALL BE 1-1/2" - 2" CALIPER
AND ALL GROUND COVER SHALL BE 1 GALLON

SEEDED WHERE DISTURBED

THIS PARCEL
436096 SF

1 LANDSCAPING
1" = 80'-0"

5/01

COTTON ROW INVESTORS, LLC

RGPA/pa
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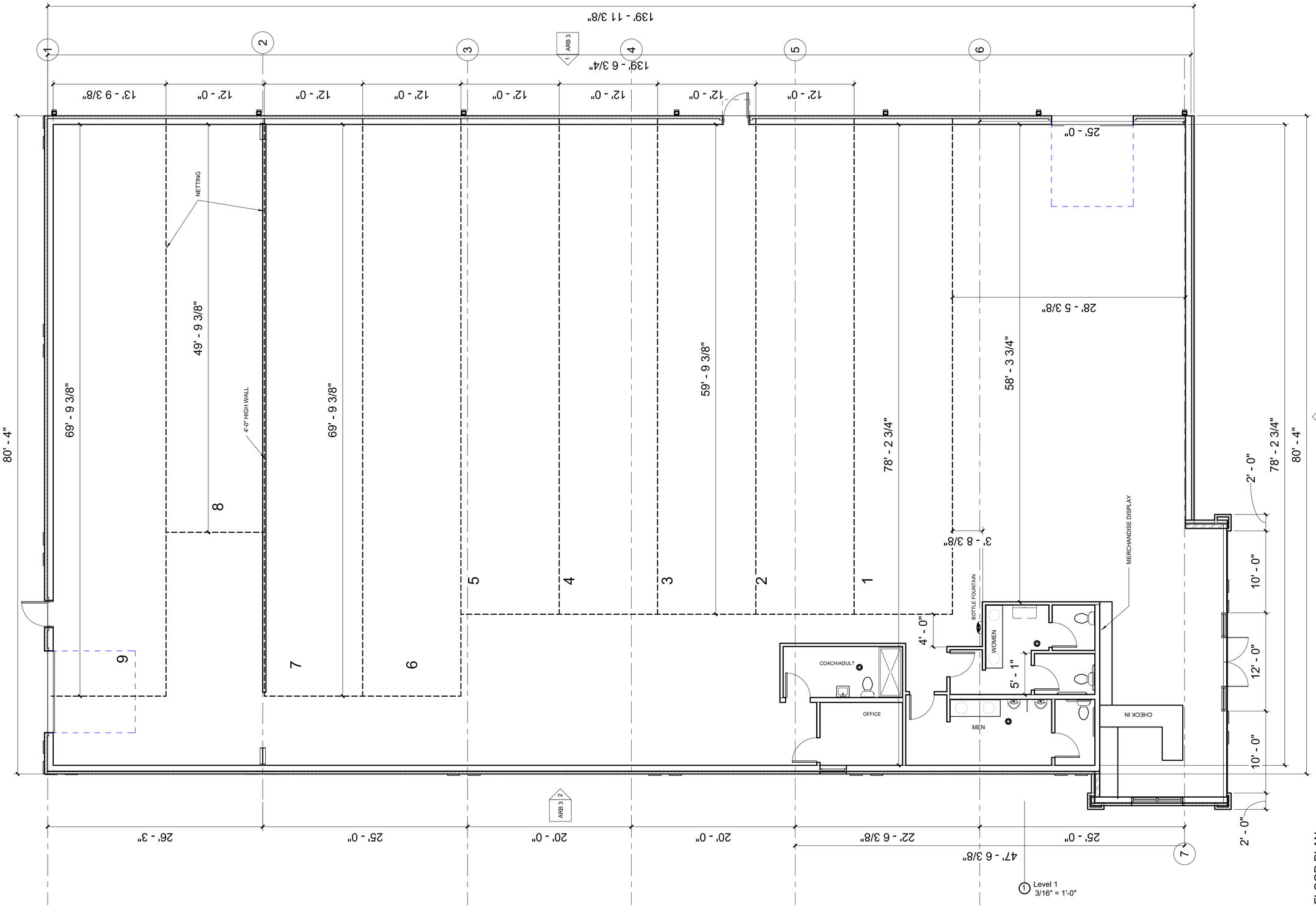
BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED:
3/31/2026
9:47:23
AM

SHEET
C-5

LANDSCAPING
Scale: As indicated



FLOOR PLAN

Scale: 3/16" = 1'-0"

RGPA/pa
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PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

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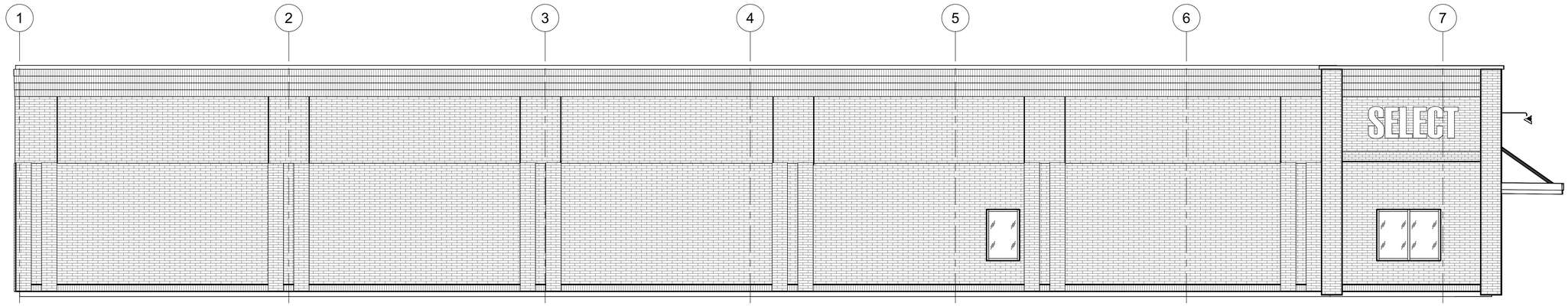
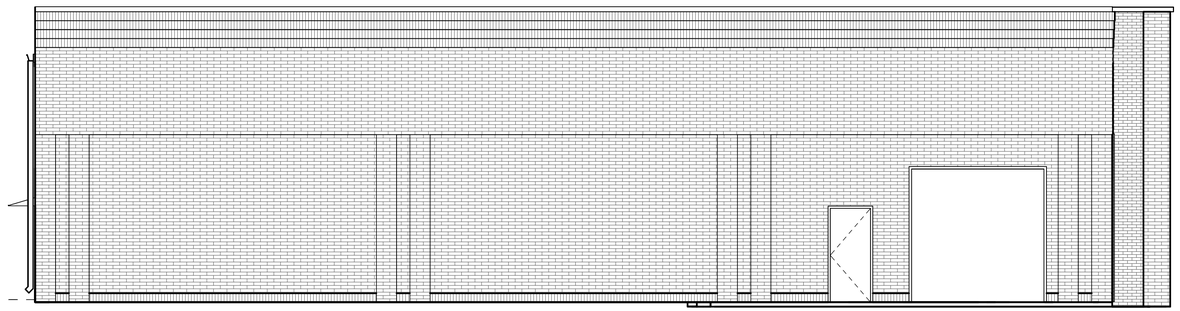
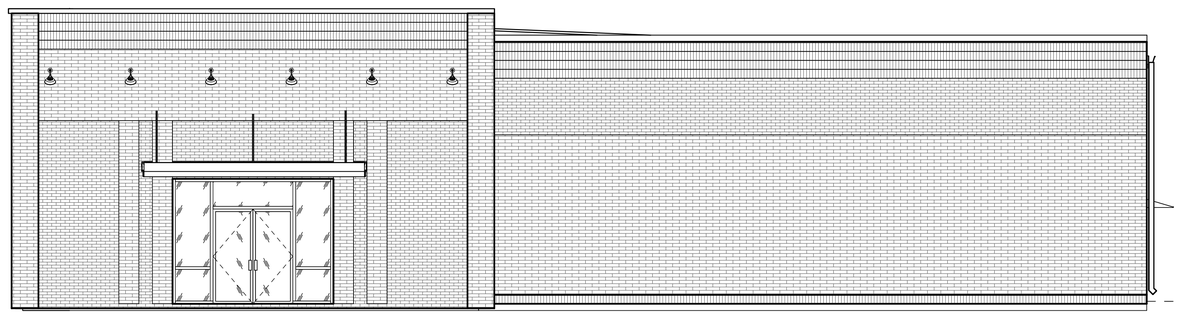
SHEET
ARB 2



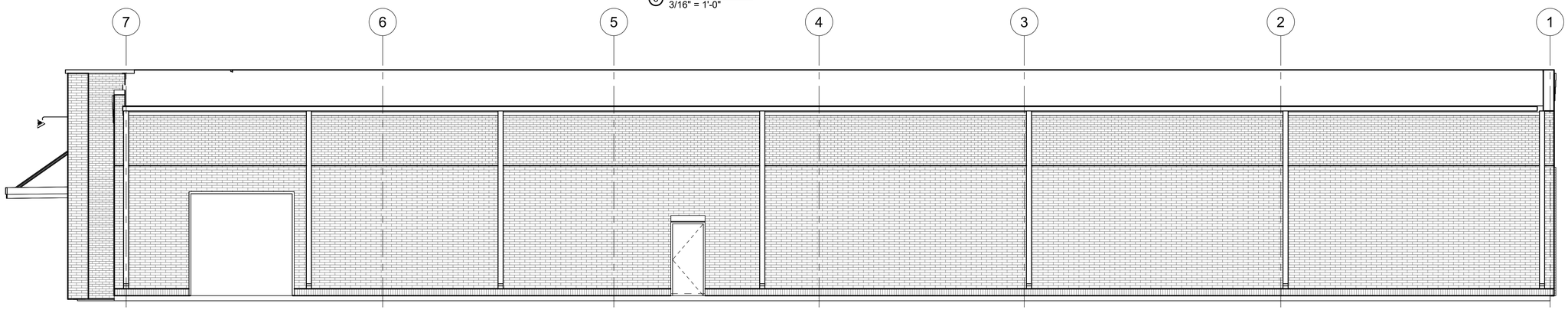
② WEST
3/16" = 1'-0"



④ North
3/16" = 1'-0"



③ South
3/16" = 1'-0"



① East
3/16" = 1'-0"

ELEVATIONS
Scale: 3/16" = 1'-0"

RGPA pa
ROBERT G POLK ARCHITECT, P.A.

702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
EMAIL:
robertpolkarchitect@gmail.com

REGISTERED ARCHITECT
Robert G. Polk
1695
Jackson, MS
STATE OF MISSISSIPPI

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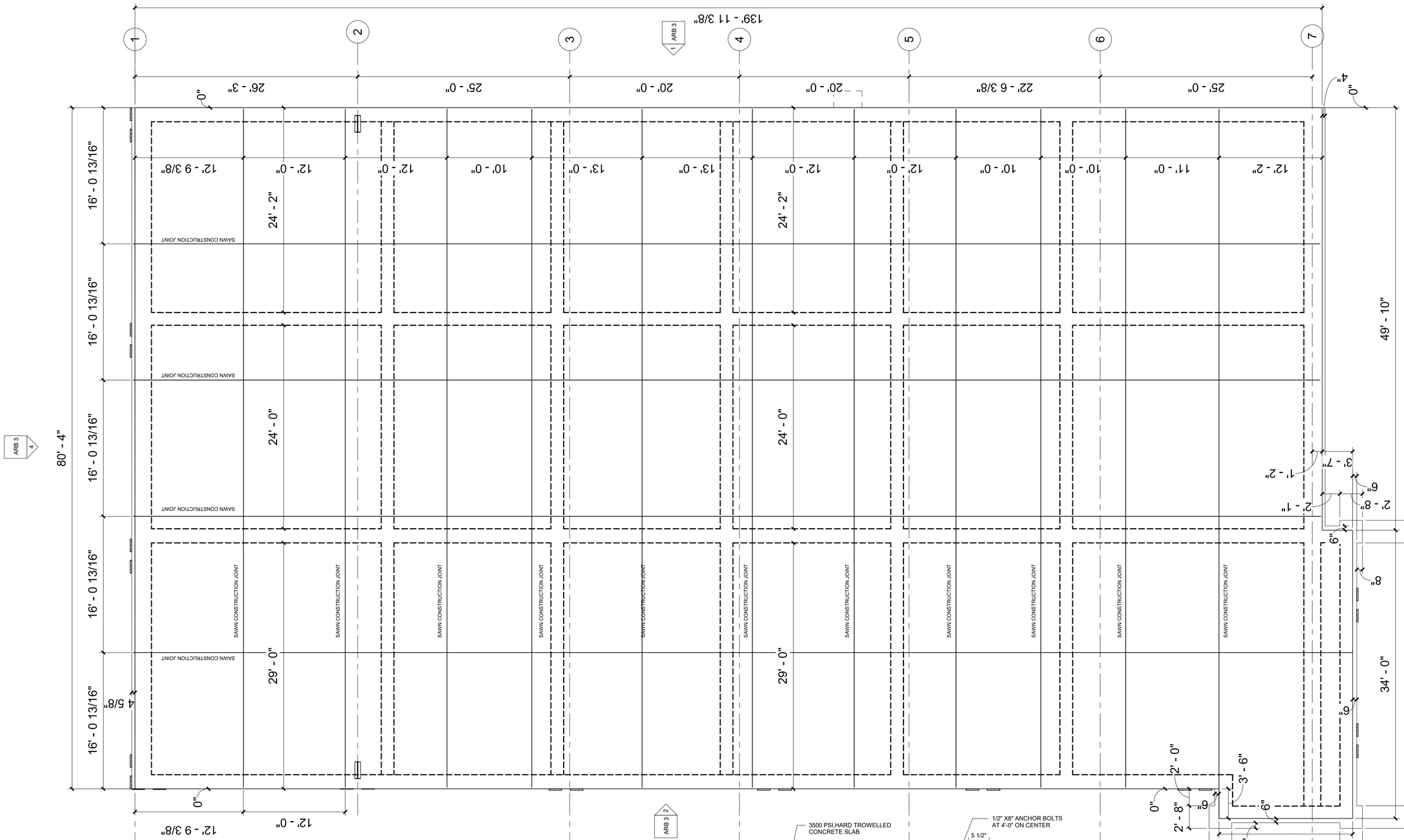
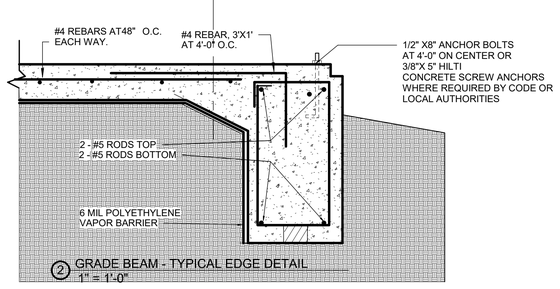
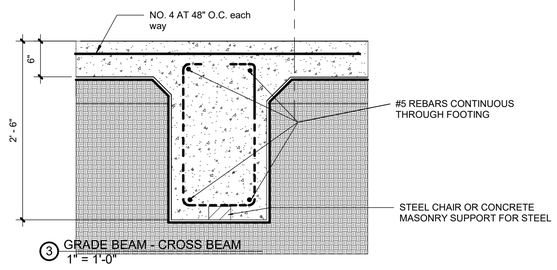
ARB 3

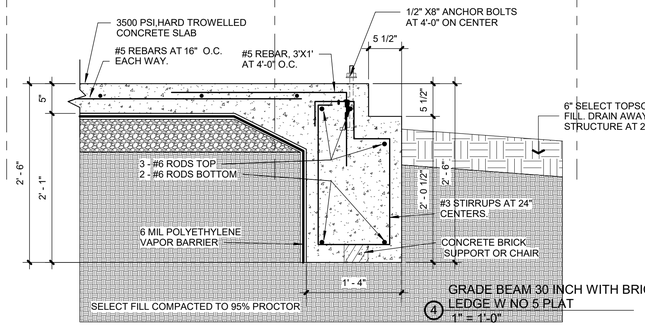




2 GRADE BEAM - TYPICAL EDGE DETAIL
1" = 1'-0"



3 GRADE BEAM - CROSS BEAM
1" = 1'-0"



4 GRADE BEAM 30 INCH WITH BRICK LEDGE W NO 5 PLAT
1" = 1'-0"

1 Foundation Plan
3/16" = 1'-0"

FOUNDATION

Scale: As indicated

RGPA/pa
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SHEET ARB 5

PROJECT ADDRESS: BUILDING ONE
SAHLER PARK
CANTON, MS

CONSTRUCTION TO BE IN ACCORDANCE WITH THE FOLLOWING CODES:

BUILDING CODE: 2018 IBC, ADA-AG 2010

TABLE 506.2 ALLOWABLE AREA FACTOR (A_t = NS, S1, S13R, S13D or SM, as applicable) IN SQUARE FEET[a, b]

OCCUPANCY CLASSIFICATION	SEE FOOTNOTES	TYPE OF CONSTRUCTION								
		TYPE I		TYPE II		TYPE III		TYPE IV	TYPE V	
		A	B	A	B	A	B	HT	A	B
B	NS	UL	UL	37,500	23,000	28,500	19,000	36,000	18,000	9,000
	S1	UL	UL	150,000	92,000	114,000	76,000	144,000	72,000	36,000
	SM	UL	UL	112,500	69,000	85,500	57,000	108,000	54,000	27,000

THIS PROJECT IS NEW CONSTRUCTION

PROPERTY IS ZONED C2 - SPECIAL USE PERMIT
OCCUPANCY CLASSIFICATION:
GROUP B - BUSINESS (IBC SECTION 304)
NUMBER OF STORIES - 1
TYPE OF CONSTRUCTION:
IBC 2018 TYPE III-B, UNPROTECTED, UNSPRINKLED.

SQUARE FOOTAGES:

PER TABLE 506.2 (above) ONE STORY - B- BUSINESS

UNSPRINKLED 19,000 SQUARE FEET MAXIMUM

THIS PROJECT IS 11,485 GROUND FLOOR SQUARE FEET GROSS

BUILDING HEIGHT MAX PER CODE 75 FT. (IBC TABLE 504 AND 506)
MINIMUM OCCUPANT LOADS BY CODE:

1 PER 150 S.F. - GROUP B (IBC TABLE 1004.5)

BUILDING HEIGHT MAX PER CODE 75 FT. (IBC TABLE 504 AND 506)

MAXIMUM TRAVEL DISTANCE TO EXIT ALLOWED TABLE 1016.1: (UNSPRINKLED) 200 FT.

NUMBER OF EXITS REQUIRED (IBC TABLE 1018.1): 2, THREE (3) PROVIDED

MINIMUM CORRIDOR AND STAIR WIDTH, 44 INCHES
MINIMUM CLEAR OPENING OF EXIT DOORS 32 INCHES (36" DOOR)

OCCUPANT LOAD - 11.485/150 = 76.56 = 77 OCCUPANTS

CONTROLLING EXIT NUMBER 77 TOTAL

77 X .20 EXIT UNITS = 15.4 INCHES USE MINIMUM OF 36 INCHES (32" MINIMUM CLEAR)

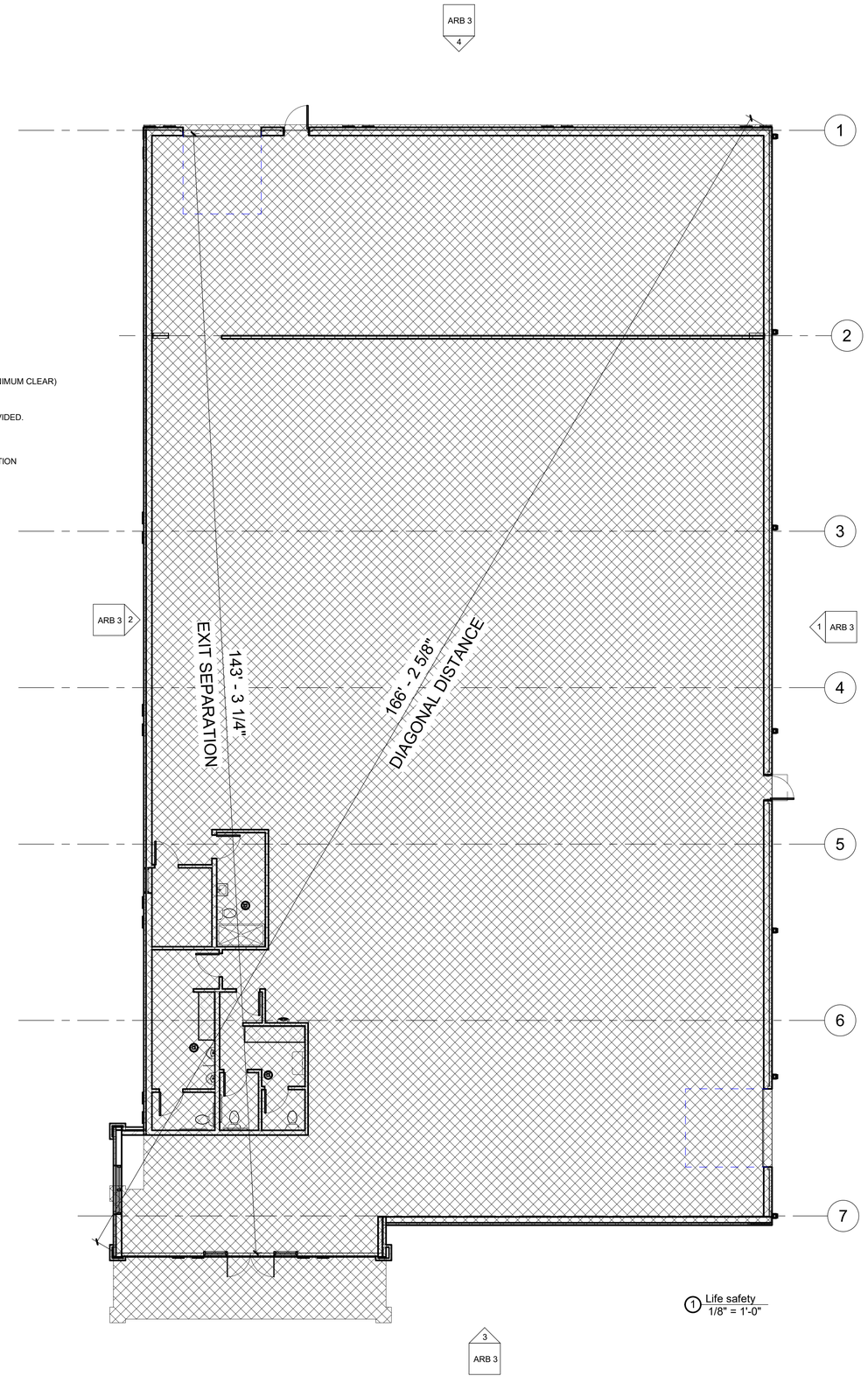
128 INCHES EXIT UNITS PROVIDED

16 INCHES REQUIRED - LS101 - 2/3 ON ENTRY = 32" MININUM - 64" PROVIDED.

DIAGONAL DISTANCE - 166'-4"
SEPARATION OF EXITS- 1/2 DIAGONAL DISTANCE = 83'-2"

SEPARATION OF EXITS PROVIDED -143'-3" EXCEEDS MINIMUM SEPARATION

FIRE EXTINGUISHERS TO BE PROVIDED AND LOCATED IN
COUNT, TYPE AND LOCATION AS REQUIRED BY FIRE MARSHAL



1 Life safety
1/8" = 1'-0"

Life Safety
Scale: As indicated

RGPA pa
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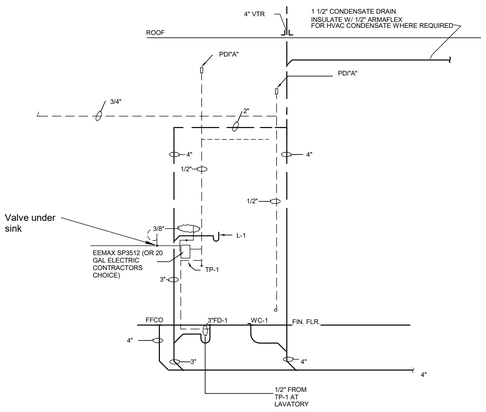


TYPICAL TOILET RISER

A DIVISION 15 SHALL FURNISH, INSTALL AND CONNECT ALL WATER LINES, WASTE LINES, ETC. (DIRECT, INDIRECT AND/OR CONTINUOUS) AS APPLIES TO THE PROJECT.

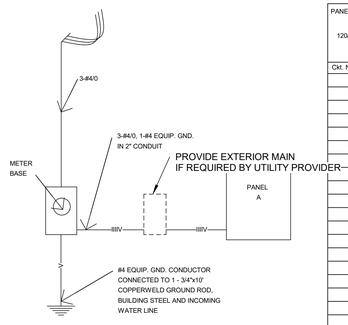
B ALL PIPES AND RELATED ROUGH-IN MATERIAL, ARE TO BE RUN CONCEALED BELOW FLOOR OR IN WALL . PIPING CAN BE ABOVE CEILING IF CEILING IS INSTALLED. IF NOT ALL PIPING ETC, SHALL BE A MINIMUM OF 11'-0" ABOVE FINISHED FLOOR. ANY WATER LINES ON OR IN AN EXTERIOR WALL SHALL BE FULLY INSULATED WITH FLEXIBLE FOAM INSULATION

C CONTRACTOR AND PLUMBING SUBCONTRACTOR TO COORDINATE ALL FINAL WATER, SEWER AND CONNECTIONS TO ANY EQUIPMENT PROVIDED BY OWNER.

1 Plumbing Plan Notes
1/4" = 1'-0"

PLUMBING FIXTURE SCHEDULE

MARK	DESCRIPTION	MAKE	MODEL	SUPPLY FITTING	SUPPLY PIPE(S)	DRAIN	TRAP	ROUGH-IN SIZES C.W.	H.W.	WASTE	VENT	REMARKS
WC-1	WATER CLOSET - FLR. MTD., TANK TYPE - A.D.A.	KOHLER	K-3427	---	McGUIRE H2166CC	---	---	1/2"	---	4"	4"	W/BENEKE 523 CHSS WHITE AND BOLT CAPS.
					H2166CC							
U-1	URINAL, WALL HUNG FLUSH VALVE, A.D.A.	KOHLER	K-3432	---	McGUIRE H2166CC	---	---	3/4"	---	2"	2"	MOUNT AT A.D.A HEIGHT
L-1	LAVATORY, COUNTER MOUNTED, ADA	KOHLER	K-2196-4	DELTA 501-WF-HGMHDF	McGUIRE H2165CC	McGUIRE 159WC	McGUIRE 8902C	1/2"	1/2"	2"	2"	COORDINATE ROUGH-IN W/DRAIN ASSEMBLY, INSULATE P-TRAP AND SUPPLY PIPES W/ TRUEBRO 120G/105.
TP-1	TRAP PRIMER = PPP ABOVE CEILING	ZURN	---	---	---	---	---	1/2"	---	---	---	MOUNT ABOVE CEILING
EDF-1	ELECTRIC DRINKING FOUNTAIN	ELKAY	EBFSA-8	---	McGUIRE H2166CC	---	McGUIRE 8902C	1/2"	---	2"	2"	BASE RATE - 8.1
HB-1	HOSE BIBB	WOODFORD	24-P	---	---	---	---	3/4"	---	---	---	WITH VACUUM BREAKER, VERIFY MOUNTING HEIGHT ON JOB SITE WITH OWNER.
FD-1	FLOOR DRAIN - POLISHED BRONZE WITH TRAP PRIMER CONNECTION	ZURN	ZB-415-B-P	---	---	---	---	1/2"	---	---	---	WITH TRAP PRIMER CONNECTION



ELECTRICAL RISER DIAGRAM

NO SCALE

PANEL A
225 AMPERE MAIN BREAKER
120/230 VOLTS 1 PHASE 4 WIRE
SQ. 'D' NQOD OR EQUAL
#4/0 PER PHASE #4/0 NEUTRAL
#4 EQUIP. GND.

Ckt. No.	Description	Amp	Pole	Type	Phase A	Phase B	Phase B	Phase A	Type	Pole	Amp	Description	Ckt. No.
1	spare	20	1	QOB					QOB	2	20	spare	22
2	Warehouse lights	20	1	QOB		1.223	1.223		QOB		20	Warehouse lights	23
3	Warehouse lights	20	1	QOB	1.223			1.223	QOB	2	20	Warehouse lights	24
4	Exit & Emerg. Lights	20	1	QOB		0.500			QOB		20	space	25
5	Warehouse lights	20	1	QOB		1.223	1.223		QOB	1	20	Warehouse lights	26
6	Warehouse lights	20	1	QOB	1.223			1.223	QOB	1	20	Warehouse lights	27
7	Ext. Wall Packs	20	2	QOB	1.150			1.150	QOB	1	20	Ext. Wall Packs	28
8	Ext. Wall Packs					1.150	1.150		QOB			Ext. Wall Packs	29
9	Receptacles	20	1	QOB	0.500			0.500	QOB	1	20	Receptacles	30
10	Receptacles	20	1	QOB		0.500	0.500		QOB	1	20	Receptacles	31
11	Receptacles	20	1	QOB	0.500			0.500	QOB	1	20	Receptacles	32
12	Receptacles	20	1	QOB		0.500	0.500		QOB	1	20	Receptacles	33
13	Receptacles	20	1	QOB	0.500			0.500	QOB	1	20	Receptacles	34
14	Receptacles	20	1	QOB		0.500	0.500		QOB	1	20	Receptacles	35
15	space		1							1		space	36
16	space		1							1		space	37
17	space		1							1		space	38
18	space		1							1		space	39
19	space		1							1		space	40
20	space		1							1		space	41
21	space		1							1		space	42
					5.096	5.596	5.096	5.096					

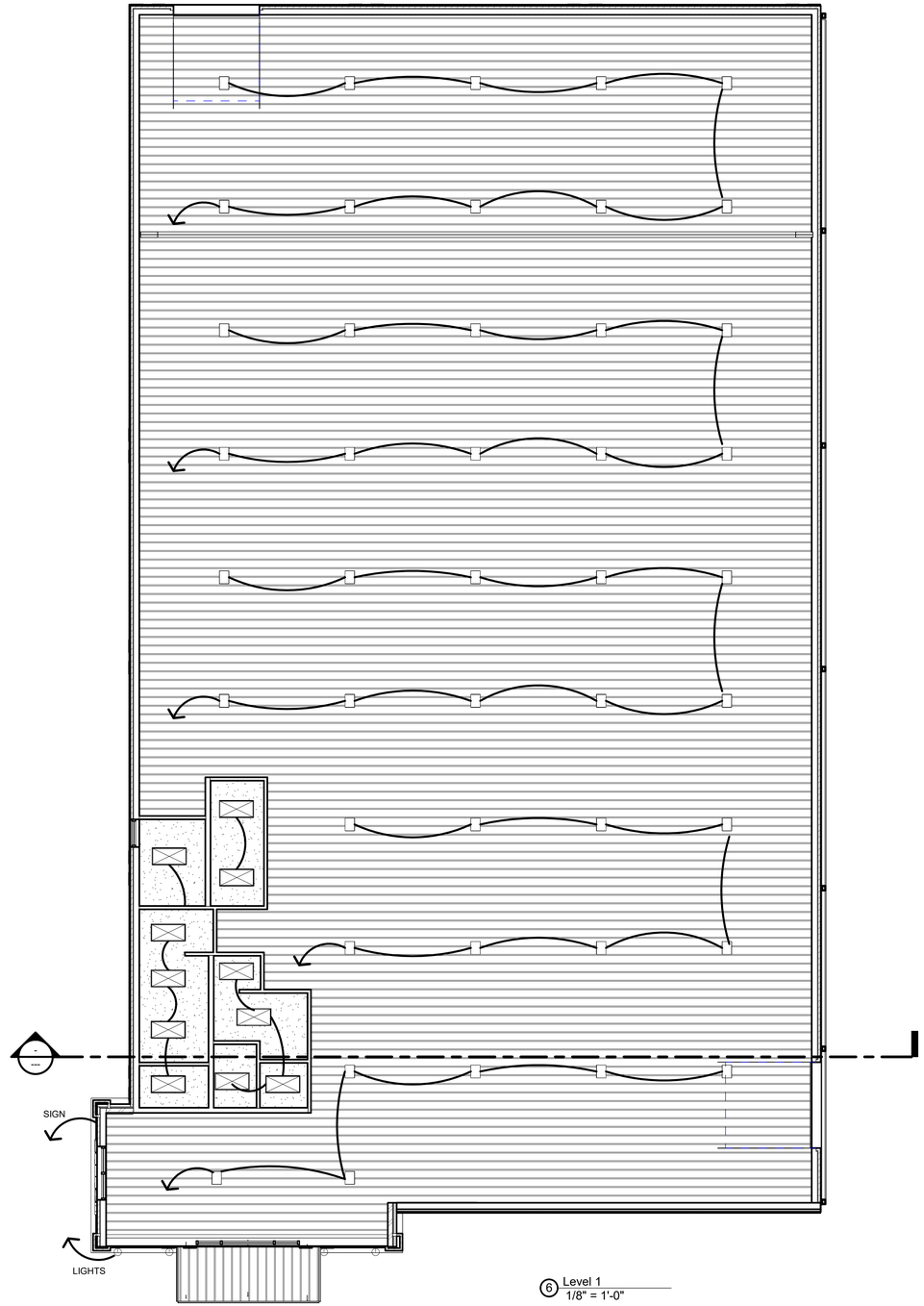
Phase A: 10.192
Phase B: 10.692

NO BREAKER TO BE LOADED BEYOND 80% OF ITS RATED CAPACITY
CONFIRM WITH UTILITY PROVIDER IF EXTERIOR MAIN REQUIRED

LIGHT FIXTURE SCHEDULE

SYMBOL	MFGR.	CAT. NO.	LAMPS	VOLTS	MOUNTING	FIXTURE DESCRIPTION
A	DAYBRIGHT	2TG8232-12-UNV-1/2 EB	2- 32w T8	120	LAY-IN	2X4 2 LAMP FLOURESCENT TROFFER
B	DAYBRIGHT	VERWEM	LED	120	SURFACE	SURFACE EXIT LIGHT WITH BATTERY BACKUP
C	DAYBRIGHT	WTM150MMT-SC2-LP	150W	208	SURFACE	HID WALL PACK
D	DAYBRIGHT	TT232-UNV-1/4 -EB	4 - 4'-0" T8	120	SURFACE	4L,8' STRIP
E	PRESCOLITE	D4LED3-4D9LED335K7FL25MFCB24	4 LED	120	CEILING	ARCHITEKTUR 4" LED DOWNLIGHT
F	UTOPIA	EM3	2 --6V 5W DC	120	SURFACE	TWO HEAD EMERGENCY LIGHT WITH 90 MINUTE BATTERY LIFE

CONTRACTOR TO PROVIDE LED ALTERNATIVES FOR WAREHOUSE AND OFFICE LIGHTING



6 Level 1
1/8" = 1'-0"

RGPA/pa
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GLUCKSTADT, MS 39110

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SHEET ARB 7

ORDER APPROVING AND GRANTING A CONDITIONAL USE PERMIT ALLOWING AN INDOOR/OUTDOOR ATHLETIC TRAINING FACILITY ON PROPERTY LOCATED ON STOUT ROAD, IDENTIFIED AS TAX PARCEL NO. 082B-09-005/01.00, IN A DISTRICT ZONED C-1A, CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI

THERE CAME ON for consideration by Applicant, Lee Sahler / JLM Construction, LLC, the issue of whether a Conditional Use allowing an indoor/outdoor athletic training facility in a district zoned C-1A in the City of Gluckstadt, Mississippi, should be permitted. The Mayor and Board of Aldermen hereby find as follows:

WHEREAS, Applicant now request the governing authorities of City of Gluckstadt, Mississippi, to grant a Conditional Use as permitted by Section 805 and Section 2002 for the property described herein, which property is located in a C-1A Restricted Commercial District, under the City of Gluckstadt's Official Zoning Ordinance of December 16, 2021, to Applicant, allowing an indoor/outdoor athletic training facility in a district zoned C-1A, specifically Tax Parcel No. 082B-09-005/01.00, located on Stout Road in the City of Gluckstadt; and

WHEREAS, the Applicant advises the City the real property is owned by Cotton Row Investors, LLC, and Applicant is planning to construct and operate an indoor/outdoor athletic training facility on the subject property; and

WHEREAS, the City of Gluckstadt scheduled a public hearing on said Application for March 24, 2026, at 6:00 o'clock p.m. before the City's Planning and Zoning Commission. After review of the Application by the Planning and Zoning Commission of the City of Gluckstadt – the Board was advised that the Planning and Zoning Commission at its March 24, 2026, meeting, recommended approval of the requested conditional use allowing Applicant to construct and operate an indoor/outdoor athletic training facility on the subject property as required by the

Zoning Ordinance; and

WHEREAS, all notice requirements of the Zoning Ordinance of the City of Gluckstadt were accomplished – the City Clerk did cause notice of the March 24, 2026, hearing to be published in the Madison County Journal, a newspaper of general circulation in the City of Gluckstadt, Madison County, Mississippi, in the manner and for the time required by law, and did post notice of same upon the affected property in the manner and for the time required by Section 811.02 of the Zoning Ordinance of the City of Gluckstadt and by law; and

WHEREAS, at the time, date and place specified in the City's public notice, the Planning and Zoning Commission of the City of Gluckstadt, Mississippi, did conduct a full and complete public hearing on the Application on March 24, 2026, and received comments and heard evidence presented by the Applicant and by all others desiring to be heard, whether in support of or in opposition to the Application; and,

WHEREAS, the Planning and Zoning Commission upon conclusion of its March 24, 2026, meeting recommended in writing that the Board of Aldermen grant the request for a Conditional Use; and

WHEREAS, the Mayor and Board of Aldermen are fully familiar with the request and the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on this Order, have duly considered the matters and facts within their personal knowledge as same affect the land uses required in the Application;

BE IT HEREBY ORDERED by the Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, that the request of Applicant to grant a Conditional Use for Tax Parcel No. 082B-09-005/01.00, located on Stout Road in the City of Gluckstadt, Madison County,

Mississippi allowing Applicant to construct an indoor/outdoor athletic training facility on the subject property is hereby granted; such action is taken pursuant to the findings of fact set out as follows:

1. The Mayor and Board of Aldermen of the City of Gluckstadt, Mississippi, have the final authority with regard to all matters involving the Zoning Ordinance.
2. The written recommendation of the Planning and Zoning Commission is advisory in nature.
3. The Mayor and Board of Aldermen have knowledge of the area involved and are aware of the need for the Conditional Use.
4. The requested designation meets the definitions of a Conditional Use of the Zoning Ordinance.
5. The subject property described herein, below, is within a zoning district zoned C-1A:

   Parcel No. 082B-09-005/01.00. 10 acres being situated in South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 9, T8N-R2E, Madison County, Mississippi, located in the City of Gluckstadt.
6. The Conditional Use will promote the general welfare of the City of Gluckstadt and will not adversely affect the public interest or adjacent property. Future projects within the designation area will remain subject to the Zoning Ordinance and approval of site plans or other matter will allow the City to continue to monitor the area.
7. The establishment of this Conditional Use is not detrimental to the public health, safety, or general welfare, and this Conditional Use is compatible with the existing and intended character of the surrounding zoning district.

8. The Mayor and Board of Aldermen find that all portions of Section 805.01 (A) - (I) of the Zoning Ordinance have also been complied with and that all requirements of Section 805.01 (A) - (I) of the Zoning Ordinance are satisfied based upon the presentation of the Applicant and all documents presented to the Planning and Zoning Commission and to the Mayor and Board of Aldermen.
9. The granting of this Conditional Use does not relieve the requested use from compliance with any applicable law, court order, covenants, or contracts.
10. The Conditional Use is granted with the following additional conditions:

_____

_____

_____

ORDERED, ADOPTED AND APPROVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting thereof held on the _____ day of _____, 2026.

The foregoing Order, having been reduced to writing, Alderman _____ moved that said Order be adopted. Alderman _____ seconded. The vote was as follows:

Alderwoman Miya Warfield-Bates voted: _____
Alderman John Taylor voted: _____
Alderman Jayce Powell voted: _____
Alderwoman Jessie Campbell voted: _____
Alderman Chip Williams voted: _____

Whereupon, the Mayor declared the Motion carried and the Order approved and adopted.

SO ORDERED, this the ____ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK
[SEAL]

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI DENYING A CONDITIONAL USE PERMIT FOR PROPERTY LOCATED ON STOUT ROAD, IDENTIFIED AS TAX PARCEL NO. 082B-09-005/01.00, CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI

WHEREAS, Lee Sahler / JLM Construction, LLC (the "Applicant"), did file an Application for a Conditional Use Permit on property described herein, which property is located in a C-1A Restricted Commercial District Classification under the City of Gluckstadt Zoning Ordinance of December 16, 2021 (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which Planning and Zoning Commission scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m.; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on this Resolution, have duly considered the matters and facts within their personal knowledge as same affects the land uses requested in the Application filed herein; and,

WHEREAS, at the conclusion of the discussion of the Planning and Zoning Commission's recommendation, the Mayor asked whether the Board of Aldermen desired to take any action regarding the Application and the recommendation of the Planning and Zoning Commission and after discussion thereof, Alderman _____ offered the following Resolution and moved that it be adopted, to-wit:

IT IS, THEREFORE, RESOLVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, as follows, to-wit;

SECTION 1. That the matters and facts stated in the preamble hereof are found, determined, and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of a Conditional Use Permit as required by Section 805 of the City of Gluckstadt Zoning Ordinance of December 16, 2021, do not exist, and have not been satisfied by the Applicant regarding the granting of a Conditional Use Permit allowing Applicant to construct an indoor/outdoor athletic training facility on the subject property in a district zoned C-1A.

SECTION 3. That the Application to grant a Conditional Use Permit pursuant to Section 805 of the City of Gluckstadt Zoning Ordinance of December 16, 2021, on the following described property, be and same is hereby denied. The property referenced in the Application (the "property") is described as follows:

> Parcel No. 082B-09-005/01.00. 10 acres being situated in South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 9, T8N-R2E, Madison County, Mississippi, located in the City of Gluckstadt.

SO RESOLVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting held on ____ day of _____, 2026.

The motion for adoption was seconded by Alderman _____, and the foregoing Resolution having been first reduced to writing, was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following results:

Alderwoman Miya Warfield-Bates voted: _____
Alderman John Taylor voted: _____
Alderman Jayce Powell voted: _____
Alderwoman Jessie Campbell voted: _____
Alderman Chip Williams voted: _____

Whereupon, the Mayor declared the motion carried and the Resolution adopted.

The foregoing Resolution is approved, this the _____ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Mayor and Board of Alderman

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Site Plan Consideration-Stout Rd Parcel ID: 082B-09-005/01.00

As mentioned earlier, Lee Sahler is requesting approval of the site plan for the 10 acres in the NW corner of the 40 acre parcel. As mentioned in the Conditional Use memo, the site plan meets all requirements of this zone and the appropriate changes have been made per the ARC and PNZ Boards requests.

The ARC and PNZ Boards voted to recommend approval of this site plan.

City of Gluckstadt

Application for Site Plan & Architectural Review

Subject Property Address: Stout Road - Gluckstadt MS

Parcel #: 082B-09-005/01.00

Owner: Cotton Row Investors LLC

Address: 302 Sycamore Street
Leland MS 38736

Applicant: Lee Sahler | JLS Construction LLC.

Address: 103 Eastwick Cove
Madison, MS 39110

Phone #: [redacted]

E-Mail: [redacted]

Phone #: [redacted]

E-Mail: [redacted]

Current Zoning District: A1, rezone request for C-1A

Acreage of Property (If applicable): 40

Use sought of Property: Indoor/outdoor baseball practice facility

---

Requirements of Applicant:

1. ✓ Overview letter briefly describing the intent of the project
2. ✓ Copy of written legal description
3. Site Plan as required in Sections 807-810 of City of Gluckstadt Zoning Ordinance
4. Architectural Design Standards as stated in Ordinance #2025-01
5. Color Rendering & Elevations at time of submittal
6. Color samples and/or color identification codes
7. 2/26 pd ✓ $100.00 fee required for processing

Requirements for Site Plan Submittal (Refer to Section 807, Gluckstadt Zoning Ordinance)

One (1) hard copy and One (1) digital copy of the site plan shall be prepared and submitted to the Zoning Administrator.

Site Plan Specifications (Section 809, Zoning Ordinance, ARC Ordinance #2025-01, Landscape Ordinance #2025-04, & Subdivision/Development Regulations)

A. Lot Lines (property lines)
B. Zoning of the adjacent lots
C. The names of owners of adjacent lots
D. Rights of way existing and proposed streets, including streets shown on the adopted Throughfares plan
E. Access ways, curb cuts, driveways, and parking, including number of parking spaces to be provided
F. Sidewalk must be installed in City ROW on the frontage. Please reference Subdivision Regulations
G. All existing and proposed easements
H. All existing and proposed water and sewer lines. Also, the location of all existing and proposed fire hydrants. City of Gluckstadt does not provide Water and Sewer. Please contact local water/sewer authorities for specific requirements and taps.
I. Drainage plan showing existing and proposed storm drainage facilities. The drainage plan shall indicate adjacent off-site drainage courses and projected storm water flow rates from off-site and on-site sources.

J. Contours at vertical intervals of five (5) feet or less
K. Floodplain designation, according to FEMA Maps
L. Landscaped areas and planting screens (Ordinance #2023-06)
M. Building lines and the locations of all structures, existing and proposed
N. Proposed uses of the land and buildings, if known
O. Open space and recreation areas where required
P. Area in square feet, and/or square acres of parcel
Q. Proposed gross lot coverage in square feet
R. Number and type of dwelling units where proposed
S. Location of sign structures and drawings (Section 701)
T. Location of garbage dumpster and enclosure (Section 406.06)
U. Any other data necessary to allow for a thorough evaluation of the proposed use, including a traffic study

Applicant shall be present at the monthly meetings of the Planning and Zoning Commission and Architectural Review Committee when site plan is on the agenda for consideration; additionally, applicant shall be present at the Mayor and Board of Alderman meeting when the site plan is on the agenda for final approval.

Applicant is responsible for complying with all applicable requirements of the Gluckstadt Zoning Ordinance and the Architectural Design Standards Ordinance.

Site Plans shall be submitted by 5:00 pm on the 1st day of the month, immediately preceding the next regular meeting of the Planning and Zoning Commission and Architectural Review Committee. No Exceptions.

Once submitted to the Planning & Zoning Administrator for approval to add to the Planning and Zoning Commission's and Architectural Review Committee's agenda, no amendments or changes shall be made to the site plan. If you wish to submit changes, you will be required to resubmit by the 1st of the following month for the next monthly meeting of the Planning and Zoning Commission and Architectural Review Committee.

Attestation: ***By signing this application, the applicant agrees to all the terms and conditions laid out in this document. Approval of the site plan is subject to Board approval.***

_____ 3/3/2026

Applicant Signature **Date**

CITY OF GLUCKSTADT BUILDING DEPARTMENT
OFFICE USE ONLY

Date Received: _____

Application Complete & Approved to Submit to P&Z Board (please check):

Yes_____ **No**_____

Signature: _____

Planning & Zoning Administrator (or Authorized Representative)

343 Distribution Drive
Gluckstadt MS 39110

Receipt Number: R0[illegible]
Cashier Name: BRIDGE
Terminal Number: 24
Receipt Date: 3/3/2026 11:07:48 AM

JLS CONSTRUCTION
103 EASTWICK COVE
MADISON, MS 39110

Trans Code: 400.00 - Permit Payments **Account: 2026032 JLS CONSTRUCTION** **$100.00**

2026032 100.00CR

Total Balance Due: **$100.00**

Payment Method: Check Payor: JLS CONSTRUCTION Reference: 2545 Amount: $100.00

Total Payment Received: **$100.00**

Change: **$0.00**

JLS Construction, LLC.
Lee Sahler
103 Eastwick Cove
Madison, MS 39110
[redacted]

March 3, 2026

City of Gluckstadt Planning & Zoning Commission
Re: Application for Site Plan & Architectural Review

To whom it may concern,

I am submitting this letter to describe the intent of the desired development for the property located on Stout Road, Parcel 082B-09-005/01.00. The proposed project will include an indoor and outdoor baseball training facility. The facility's proposed building exterior consists of a combination of finish materials such as brick and hardie to cover at least 50% of the exterior of the building per the City of Gluckstadt's Building Exterior requirements outlined in the ARC Standards Ordinance No. 2025-01.

I respectfully request your favorable consideration of this application. Please feel free to contact me if additional information or clarification is needed.

Thank you for your time and consideration. JLS Construction, LLC. looks forward to working collaboratively with the City of Gluckstadt throughout this process.

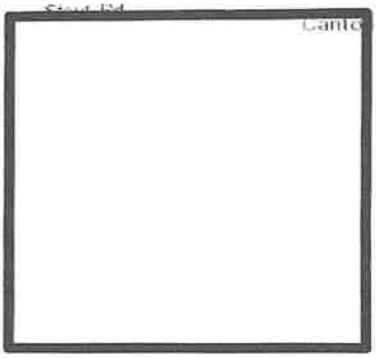
Sincerely,

Lee Sahler

PARCEL: 082B-09-005/01.00, STOUT ROAD, GLUCKSTADT

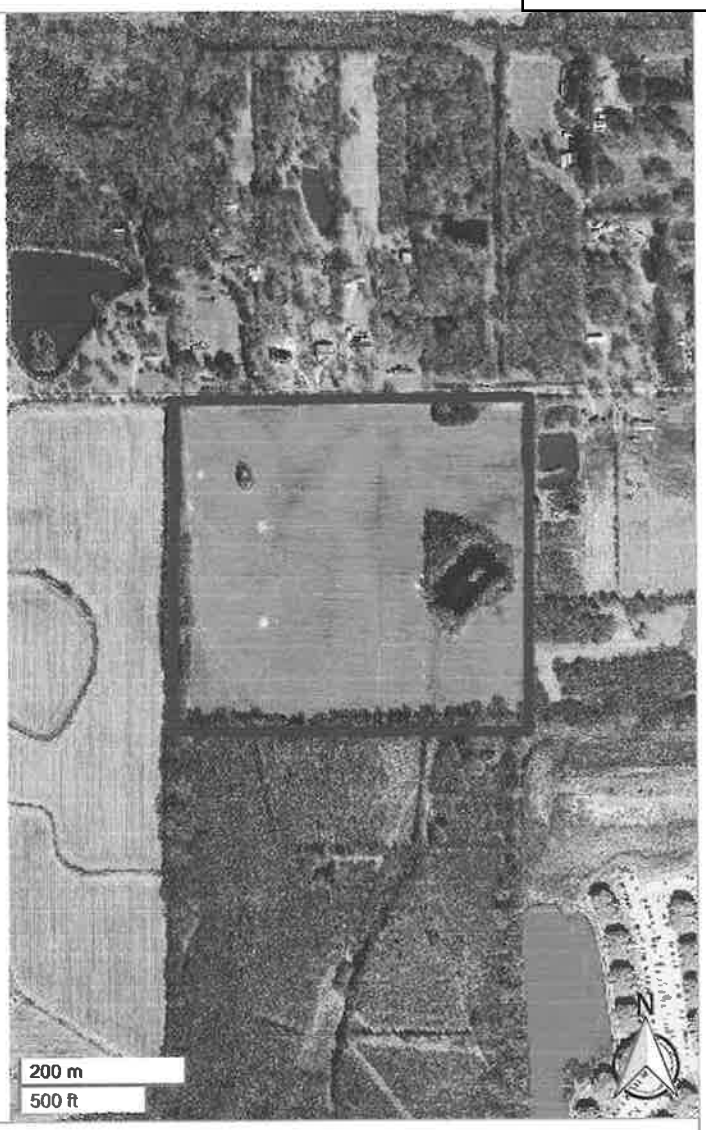
The following described property lying and being situated in the South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 9, Township 8 North, Range 2 East, Madison County, Mississippi, consisting of forty (40) acres, more or less, and being more particularly described as follows, to-wit:

Beginning at an established fence corner marking the SW corner of the NE ¼ of Section 9, Township 8 North, Range 2 East, Madison County, Mississippi, being that same corner used as a Point of Beginning in the description of subject property as recorded in Book 301 at Page 303 of the public records of Madison County, Mississippi, run thence N 00 03'11" W a distance of 1265.73 feet along a fence line to an iron pin on the South right-of way of Stout Road, said pin being situated 2640.80 feet East and 19.78 feet South from a concrete monument marking the SW corner of the NW ¼ of the NW ¼ of said Section 9; thence N 89 31' 01" E a distance of 1384.89 feet along the South right-of-way of Road, to an iron pin at a fence corner; departing said right-of way, run thence S 00 03'11" E a distance of 1253.26 feet to an iron pin at a fence corner; thence S 89 06'55" W a distance of 914.23 feet along a fence line to a point; thence S 89 33'14" W a distance of 299.36 feet along said fence line to a fence corner and the Point of Beginning and Close; said tract containing 40.00 acres, more or less, lying and being situated in the South ½ of the NE ¼ of Section 9, Township 8 North, and Range 2 East, Madison County, Mississippi.



200 m
500 ft

N



200 m
500 ft

N

Madison County, MS

Madison County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only, and is not intended to constitute a legal record nor should it be substituted for the advice or services of a licensed professional. Parcel map information is prepared for the inventory of real property found within County jurisdiction and is compiled from recorded deeds, plats, and other public documents in accordance with Land Records Technical Specifications for Base, Cadastral and Digital Mapping Systems. Users are hereby notified that the aforementioned public record sources should be consulted for verification of information. With limited exception, data available on this website originates from Madison County Land Records GIS and is maintained for the internal use of the County. The County of Madison and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Madison County and its Assigns shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.

Madison County Tax Assessor/Collector
171 Cobblestone Dr
Madison, MS 39110
(601) 856-1796

Date Printed: 2/26/2026

PPIN:	46903
PARCEL_ID:	082B-09 -005/01.00
OWNERNAME:	COTTON ROW INVESTORS LLC
ADDRESS1:	302 SYCAMORE ST
ADDRESS2:	
CITY:	LELAND
STATE:	MS
ZIP:	38796
SECTION:	09
TOWNSHIP:	08N
RANGE:	02E
LEGAL1:	40 AC IN S1/2 NE1/4
LEGAL2:	
LEGAL3:	
TAX_DIST:	4GC
CULT_AC1:	0
CULT_AC2:	37.14
UNCULT_AC1:	0
UNCULT_AC2:	2.86
TOTAL_AC:	40
CULT_VAL1:	0
CULT_VAL2:	16410
UNCUL_VAL1:	0
UNCUL_VAL2:	550
LAND_VAL:	16960
IMP_VAL1:	0
IMP_VAL2:	0
TOTALVALUE:	16960
EXEMPT_COD:	00
HOMESTEAD:	
DEED_BOOK:	2079
DEED_PAGE:	
DEED_DATE:	7/27/2006
SITUS_ADDR:	0

Parcel Details

Parcel number	082B-09-005/01.00
PPIN	46903
Owner's name	COTTON ROW INVESTORS LLC
Physical street number	0
Physical street name	
Mailing address	302 SYCAMORE ST
Mailing city	LELAND
Mailing state	MS
Mailing zip	38796
True Values	
Land	16960
Improvement	0
Total	16960
Assessed Values	
Total	2545
Legal description	40 AC IN S1/2 NE1/4
Legal description 2	
Legal description 3	
Township	08N
Range	02E
Section	09
Taxing District:	4GC
Taxing Exempt:	NO
Supervisor District	4
Municipality	GLUCKSTADT
School District	CANTON SEPARAT
Special Assessment District	SOUTH MADISON COUNTY FIRE DIST

Deeds signed through 12/31/2024 and recorded by 1/7/2025

Book / Page / Date	
2079 / 657 / 2006-07-28	[View Deed]
2079 / 657 / 2006-07-28	[View Deed] [Search By Legal Description]
Date	2006-07-28
Homestead	NO

Available Maps

- 082B.PDF

Notice: Map files are very large and may take several minutes to download.

No Improvements For This Parcel

Return to Owners Name Search



COVER

Scale:

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
EMAIL:
robertpolkarchitect@gmail.com

REGISTERED ARCHITECT
Robert G. Polk
1695
Jackson, MS
STATE OF MISSISSIPPI

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ARCHITECTURAL REVIEW PRINT
NOT FOR CONSTRUCTION
FOR REGULATORY APPROVAL ONLY

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PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

PLOTTED:
3/31/2026
10:36:17
AM

SHEET
ARB 1



FIELD SIDE

Scale:

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
EMAIL:
robertpolkarchitect@gmail.com

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PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

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SHEET
ARB 1.1



FRONT - WEST ELEVATION



REAR- EAST ELEVATION



SIDE - SOUTH ELEVATION

COLOR ELEVATIONS

Scale:

RGPA pa
ROBERT G POLK ARCHITECT, P.A.

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EMAIL:
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PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

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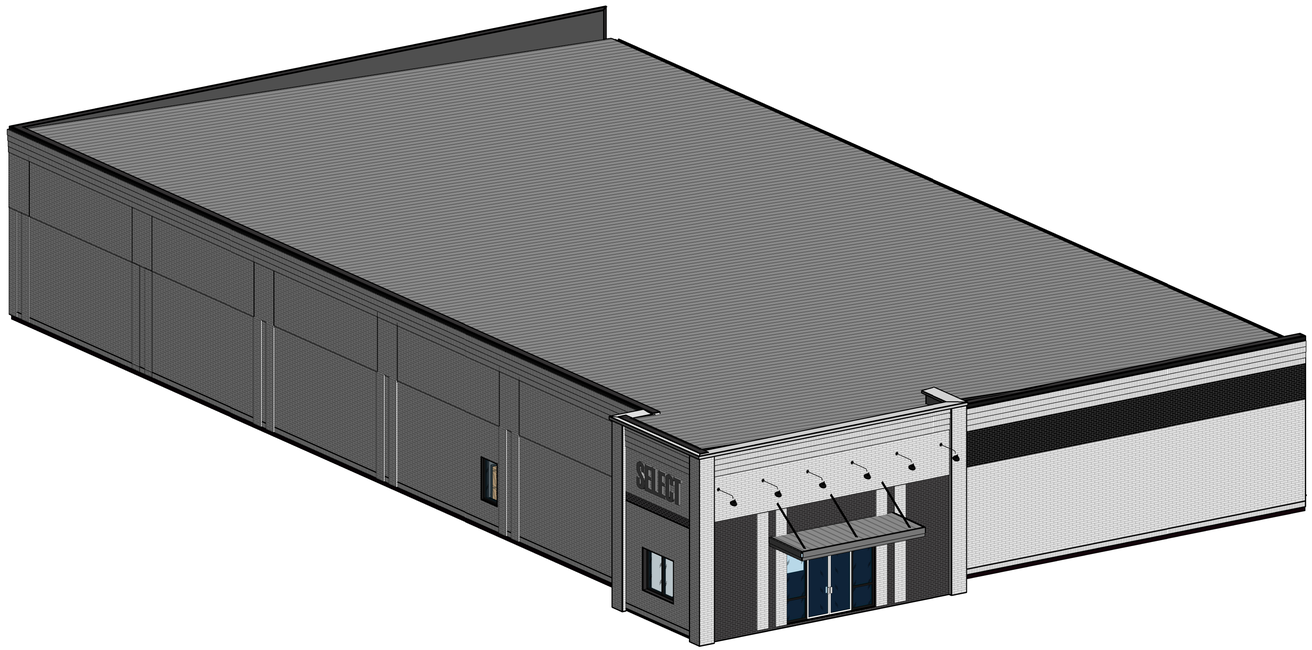
SHEET
ARB 1.2



NORTH - STREET SIDE ELEVATION



1 {3D}

ELEVATION AND 3D ORTHO

Scale:

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
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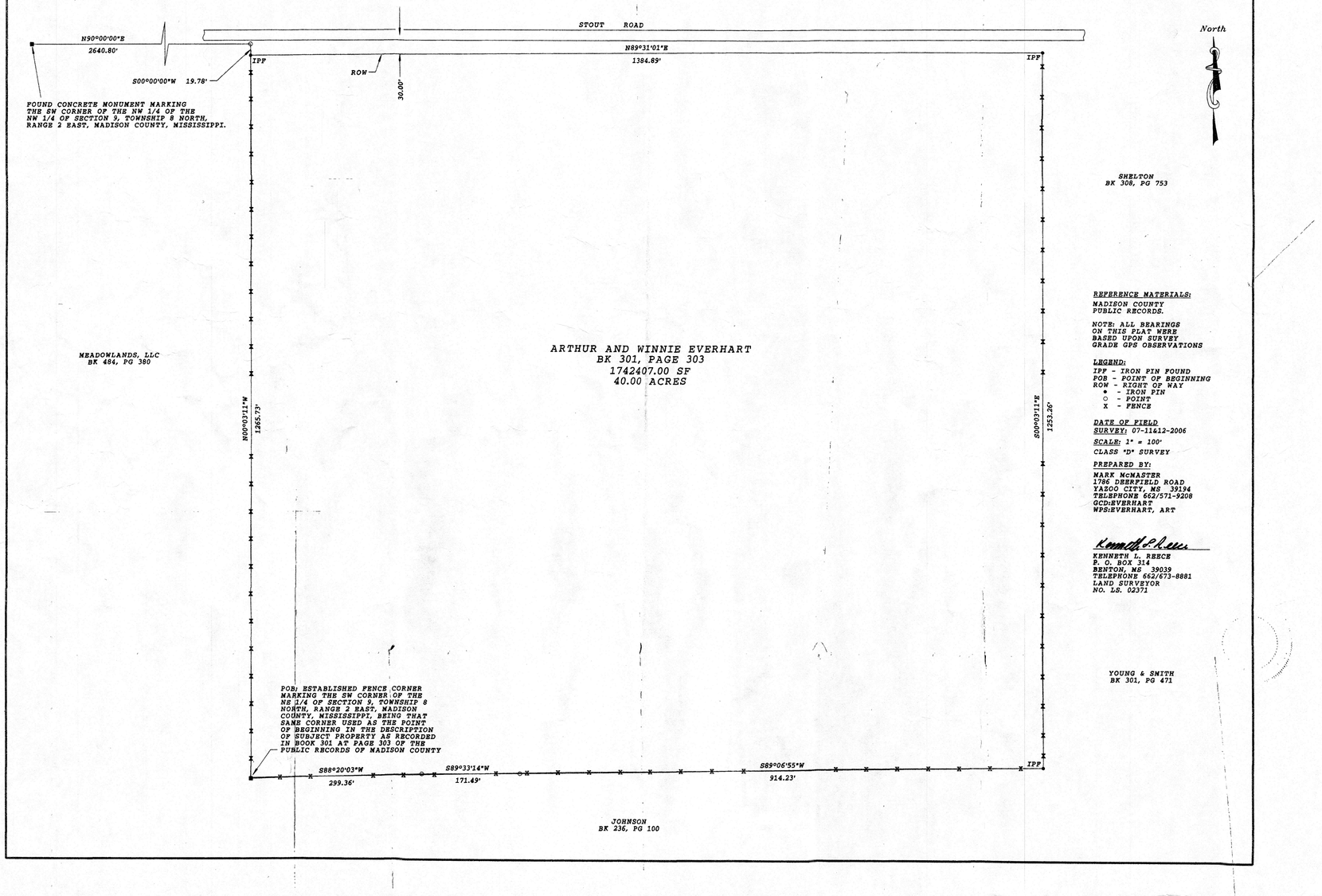
PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

PLOTTED:
3/31/2026
10:36:25
AM

SHEET
ARB 1.3

PLAT OF SURVEY OF PROPERTY LOCATED IN THE SW 1/4 AND SE 1/4 OF THE NE 1/4 OF SECTION 9, TOWNSHIP 8 NORTH, RANGE 2 EAST, MADISON COUNTY, MISSISSIPPI:



SURVEY

Scale:

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.
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EMAIL:
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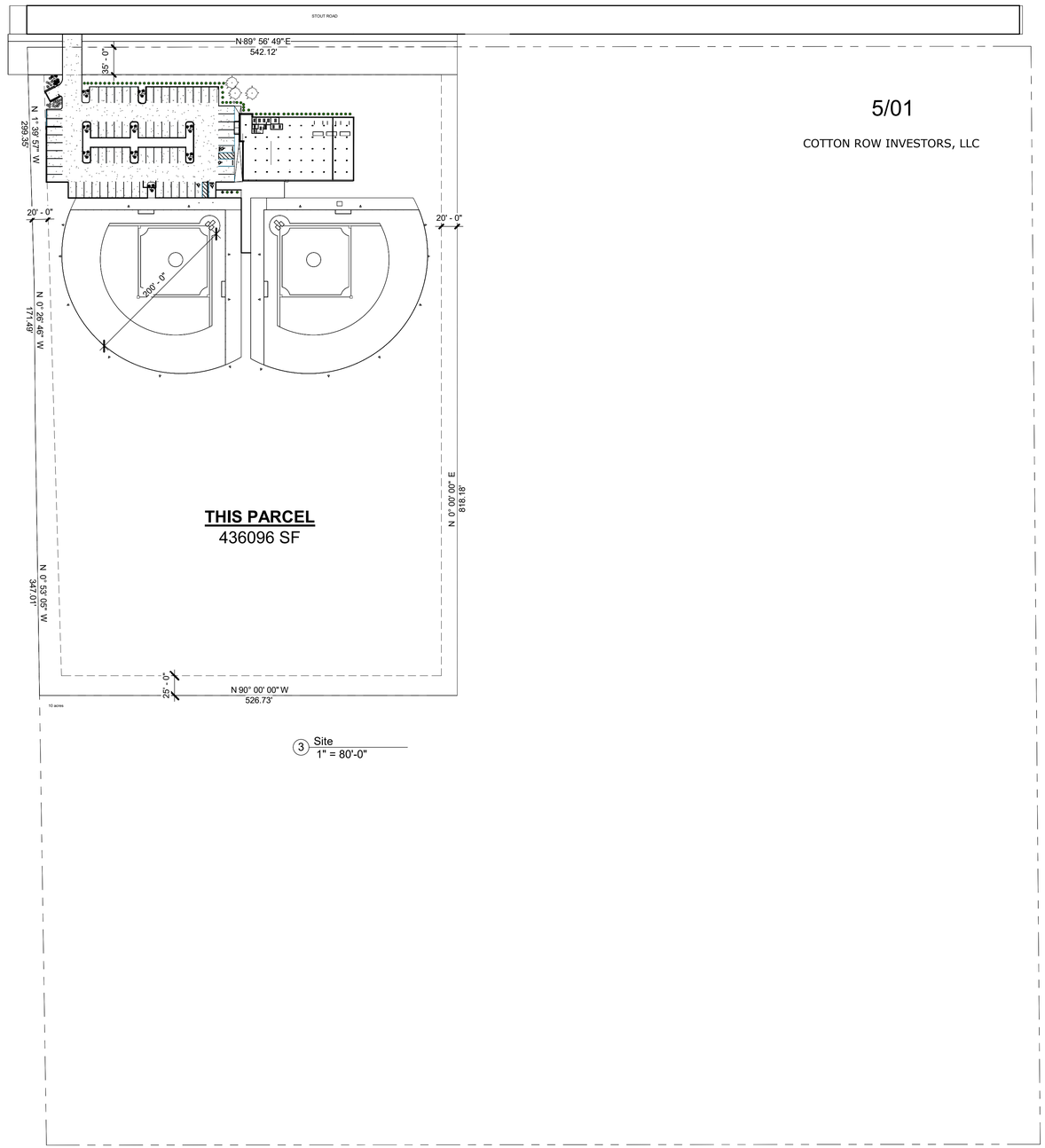
BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED:
3/31/2026
9:46:57
AM

SHEET
C-0



3 Site
1" = 80'-0"

5/01

COTTON ROW INVESTORS, LLC

PROPOSED SITE PLAN

Scale: 1" = 80'-0"

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

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BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED:
3/31/2026
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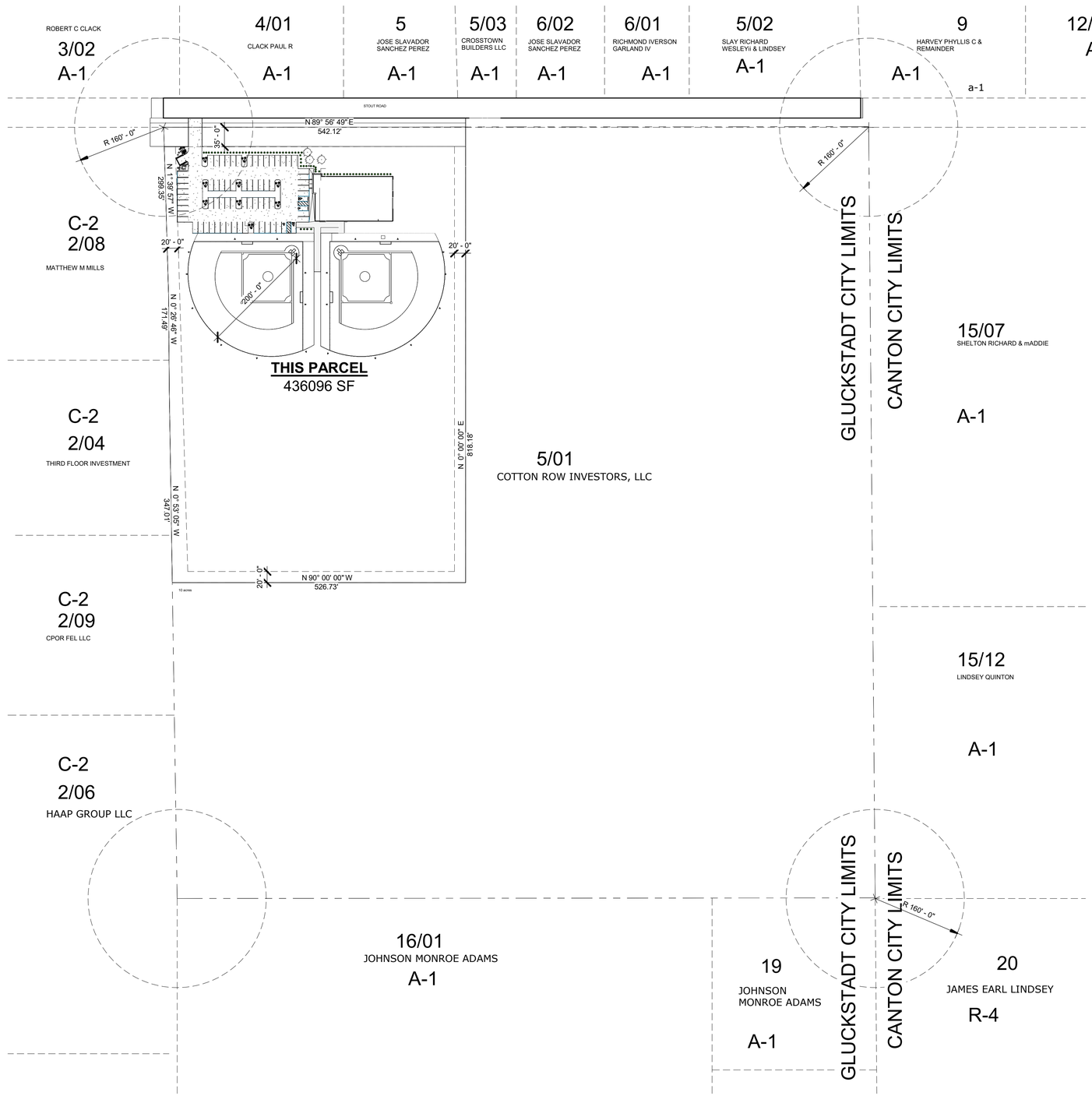
SHEET
C-1



1 SITE OWNERS AND ZONING
1" = 100'-0"

OWNERSHIP AND ZONING

Scale: 1" = 100'-0"

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.

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BASEBALL FACILITY
JLS Constraction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED:
3/31/2026
9:47:16
AM

SHEET
C-2

SITE RUNOFF CALCULATIONS — PRE & POST DEVELOPMENT

Rational Method: Q = C x i x A | Q in CFS, i in in/hr, A in acres | ASCE Manual No. 36

Project: | **Intensity (in/hr):** 6.0 | **Duration (min):** 15 | **Date:**

PRE-DEVELOPMENT CONDITIONS								
#	Area Description	Surface Type (Select)	Area (SF)	Acres	C	C Range	Q (CFS)	Vol (CF)
1	EXISTING	Row crops — flat (<2%)	42,783	0.982	0.40	0.25 – 0.60	2.357	2,121.5
2								
3								
4								
5								
		TOTALS	42,783	0.982	0.40		2.357	2,121.5

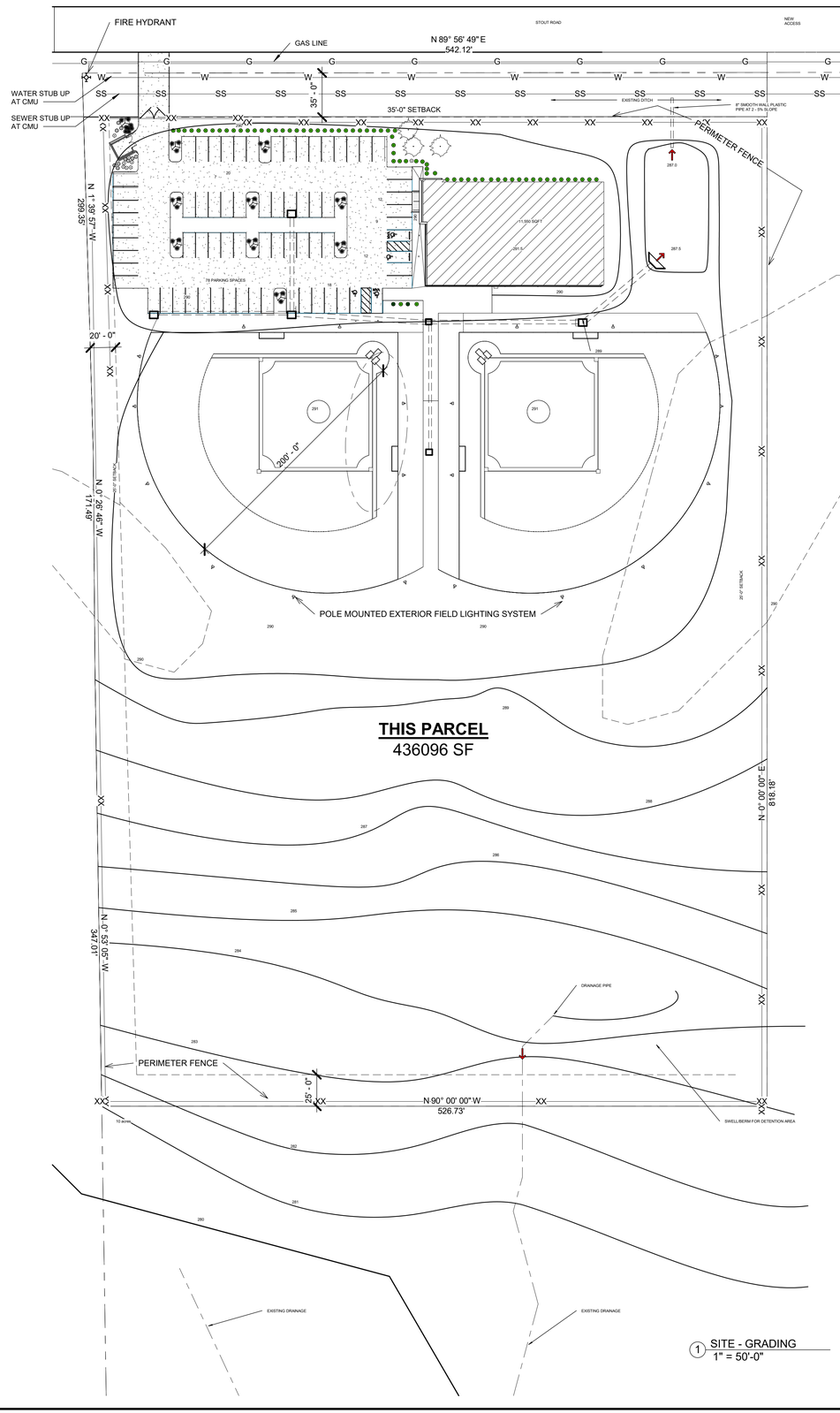
POST-DEVELOPMENT CONDITIONS								
#	Area Description	Surface Type (Select)	Area (SF)	Acres	C	C Range	Q (CFS)	Vol (CF)
1	Parking Area	Concrete pavement	27,857	0.640	0.87	0.70 – 0.95	3.338	3,004.4
2	Building Footprint	Metal / membrane roof	11,642	0.267	0.90	0.85 – 0.95	1.443	1,298.9
3	Sidewalks	Concrete pavement	3,284	0.075	0.87	0.70 – 0.95	0.394	354.2
4	Lawn / Grass Areas	Lawn / turf grass — flat, sandy soil			0.20	0.10 – 0.35		
5	Landscaped / Planting Beds	Landscaped / planting bed			0.20	0.10 – 0.30		
6								
7								
8								
9								
		TOTALS	42,783	0.982	0.88		5.175	4,657.5

RUNOFF COMPARISON							
	Condition	Total SF	Acres	Wtd C		Q (CFS)	Vol (CF)
	Pre-Development	42,783	0.982	0.40		2.357	2,121.5
	Post-Development	42,783	0.982	0.88		5.175	4,657.5
	NET INCREASE	0	0.000	+0.48		2.818	2,536.0

RETENTION POND — MINIMUM REQUIRED CAPACITY				
Net Increase Q (CFS):	2.818	x	900	sec =
	MIN. POND CAPACITY:		2,536	CF
Gallons:	18,971	**CY:**	93.9	**Acre-Ft:** 0.058

Q = C x i x A (CFS) | Vol = Q x duration (sec) | Pond = net Q x duration | Yellow = editable assumptions | Blue = user input | Green = calculated

C values per ASCE Manual No. 36. Unhide Ref_Coefficients sheet to adjust for local soil/slope conditions. Post-dev areas should equal pre-dev total site area.



1 SITE - GRADING
1" = 50'-0"

RGPA / pa
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STATE OF MISSISSIPPI

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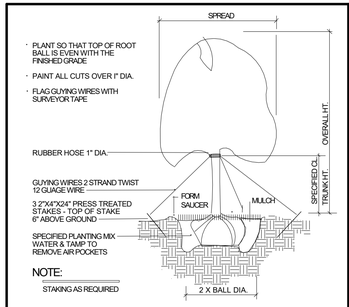
BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

PLOTTED: 3/31/2026 9:47:20 AM

SHEET C-3

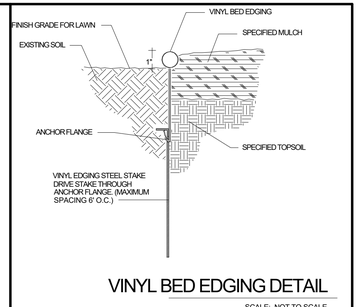
GRADING PLAN

Scale: 1" = 50'-0"



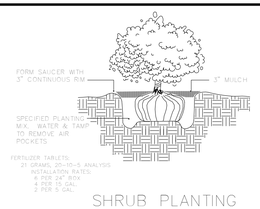
TREE PLANTING - GUY WIRES

SCALE: NOT TO SCALE



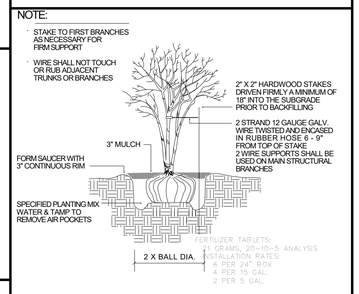
VINYL BED EDGING DETAIL

SCALE: NOT TO SCALE



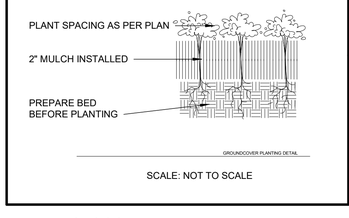
SHRUB PLANTING

SCALE: NOT TO SCALE



MULTI-TRUNK TREE STAKING

SCALE: NOT TO SCALE



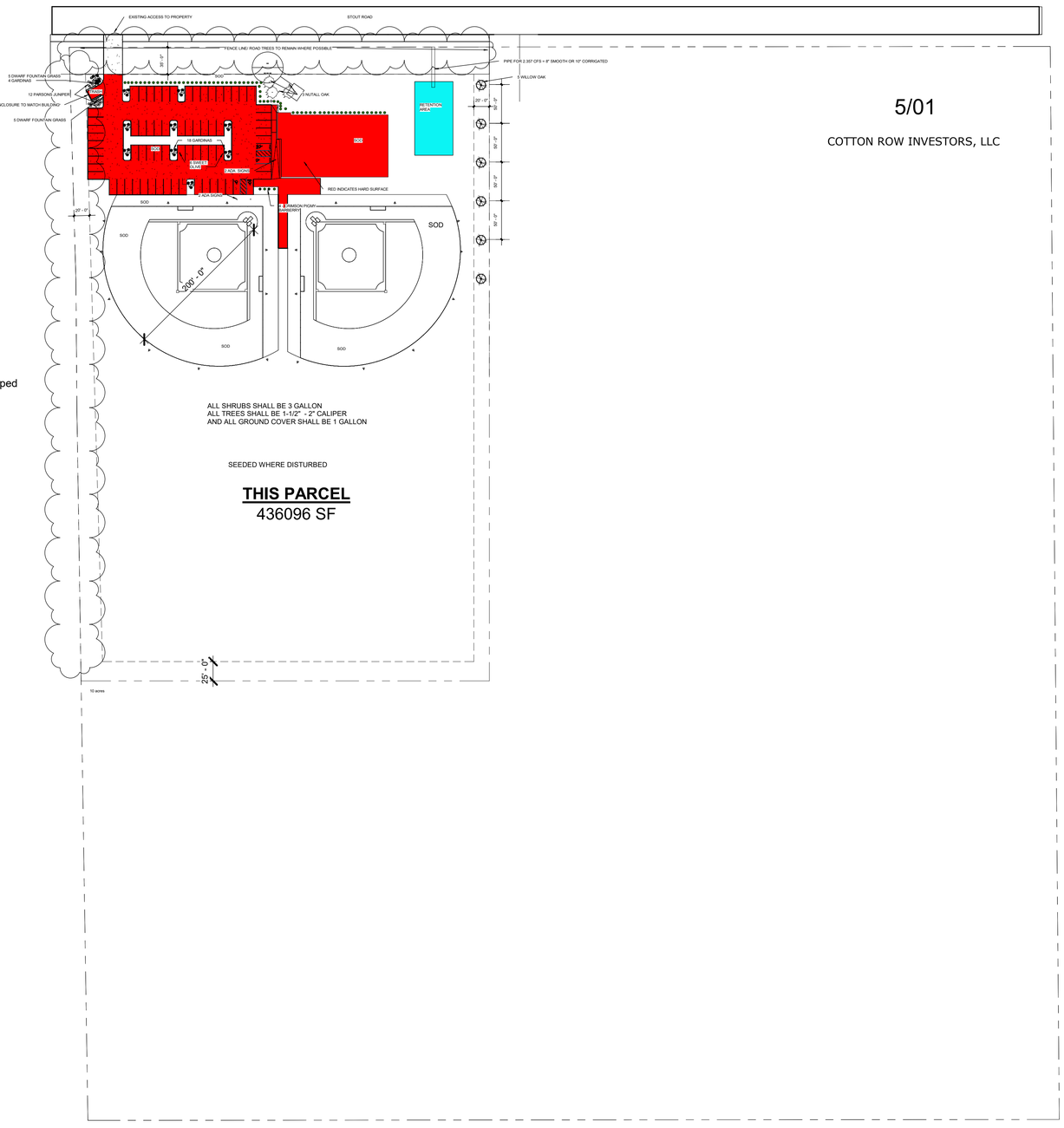
SCALE: NOT TO SCALE

② Lanscape Plant Details
1/8" = 1'-0"

PLANT LIST				
TYPE	ABBREVIATION	COMMON NAME	QUANTITY	
Trees			SEE PLAN	
12'-14' MINIMUM HEIGHT	CRM	Crape Myrtle -color as selected		
	SWB	Sweetbay Magnolia		
	WIL	Willow Oak		
	PIN	Pine		
	MAP	October Glory Maple		
	VIT	Vitex		
	SWO	Sweet Olive		
	POP	Tulip Popular		
	SYC	Sycamore		DUMPSTER ENCLOSURE TO MATCH BUILDING
	NUT	Nutall Oak		
Shrubs				
3 GALLON MINIMUM	GAR	Gardina		
	NAN	Compact Nandina (Moonbay)		
	BAR	Crimson Pigmy Barberry		
	IND	Clara Indian Hawthorn		
	DWY	Dwarf Yaupon Holly		
	DFG	Dwarf Fountain Grass		
	AZE	AZALEA (color as selected)		
Groundcovers				
	GGL	Green Giant Liriope		
	PAR	Parsons Juniper		
	ANN	Annual Color		
	ASJ	Asiatic Jasmine		
Misc.				
	Bed Prep	See Specifications		
	Mulch	Hardwood Mulch		
	Sod	BERMUDA (MATCHES EXISTING)		
	Seed	Panama Bermuda		

Total hardsurface area: 42,357 square feet
Total Lot size : 436096 square feet
Coverage: 42,357/436096= .097 = 99% landscaped

④ Landscaped area
1/4" = 1'-0"



ALL SHRUBS SHALL BE 3 GALLON
ALL TREES SHALL BE 1-1/2" - 2" CALIPER
AND ALL GROUND COVER SHALL BE 1 GALLON

SEEDED WHERE DISTURBED

THIS PARCEL
436096 SF

1 LANDSCAPING
1" = 80'-0"

5/01

COTTON ROW INVESTORS, LLC

RGPA pa
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BASEBALL FACILITY
JLS Construction
STOUT ROAD
GLUCKSTADT, MS

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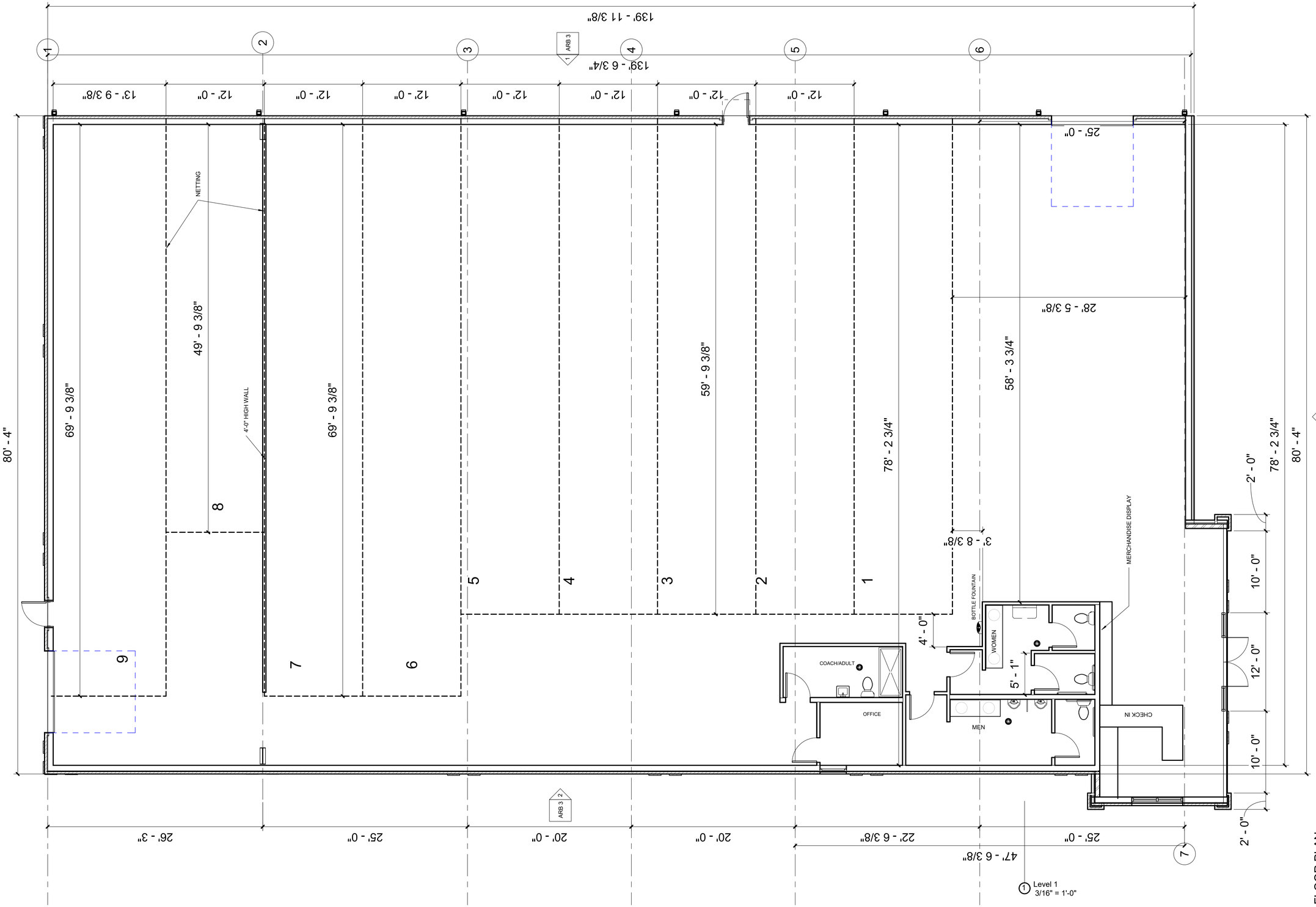
SHEET C-5

LANDSCAPING
Scale: As indicated



FLOOR PLAN

Scale: 3/16" = 1'-0"

RGPA/pa

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LEE SAHLER
GLUCKSTADT, MS 39110

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3/31/2026
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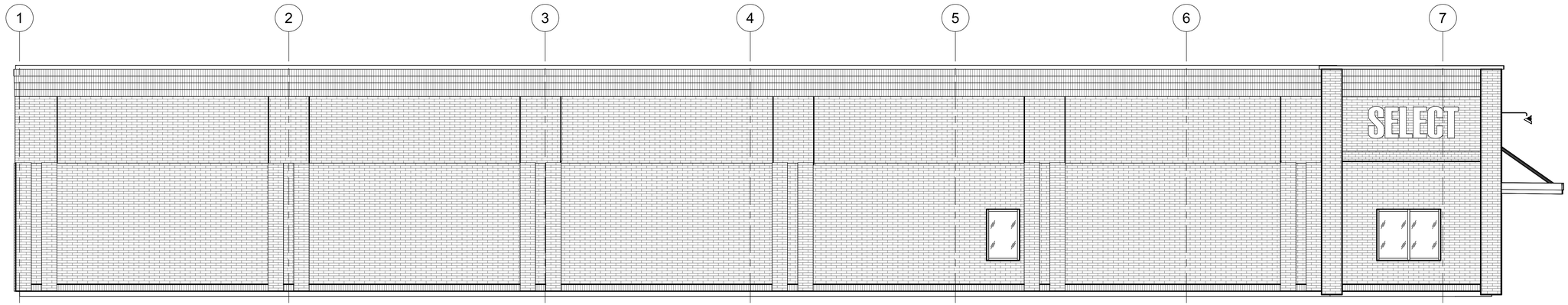
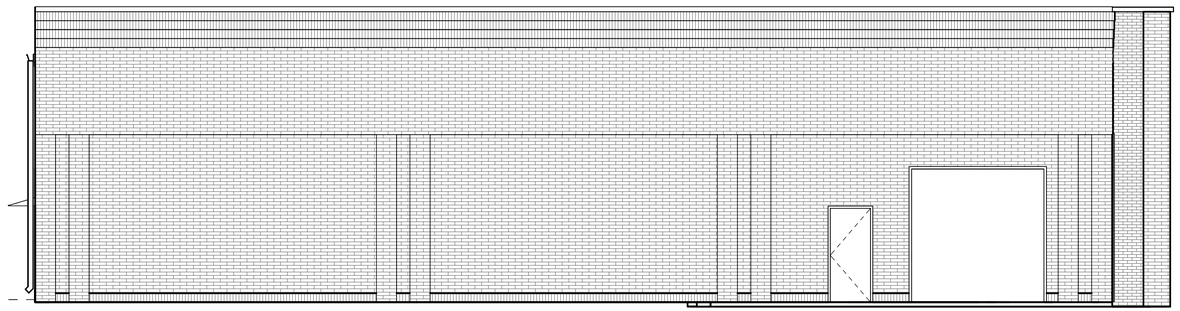
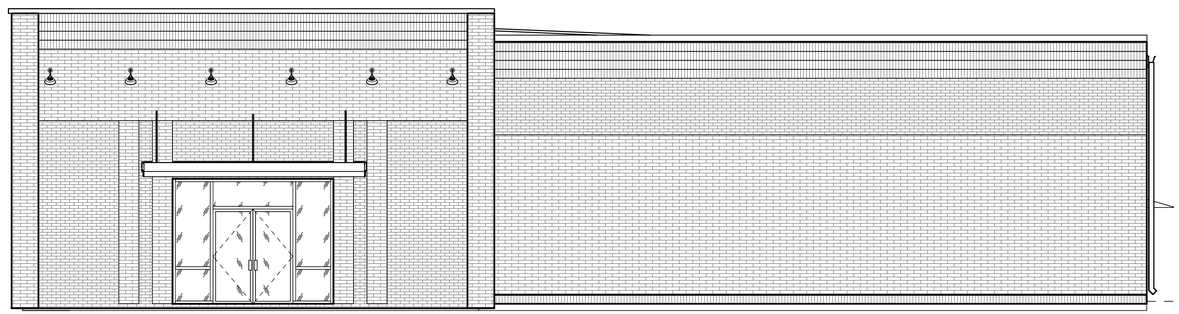
SHEET
ARB 2



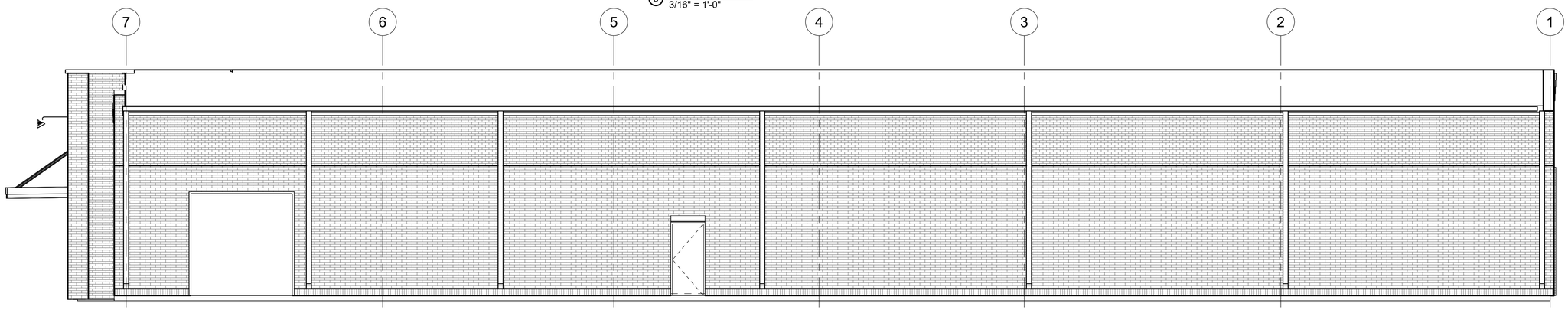
② WEST
3/16" = 1'-0"



④ North
3/16" = 1'-0"



③ South
3/16" = 1'-0"



① East
3/16" = 1'-0"

ELEVATIONS
Scale: 3/16" = 1'-0"

RGPA pa
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10:36:28
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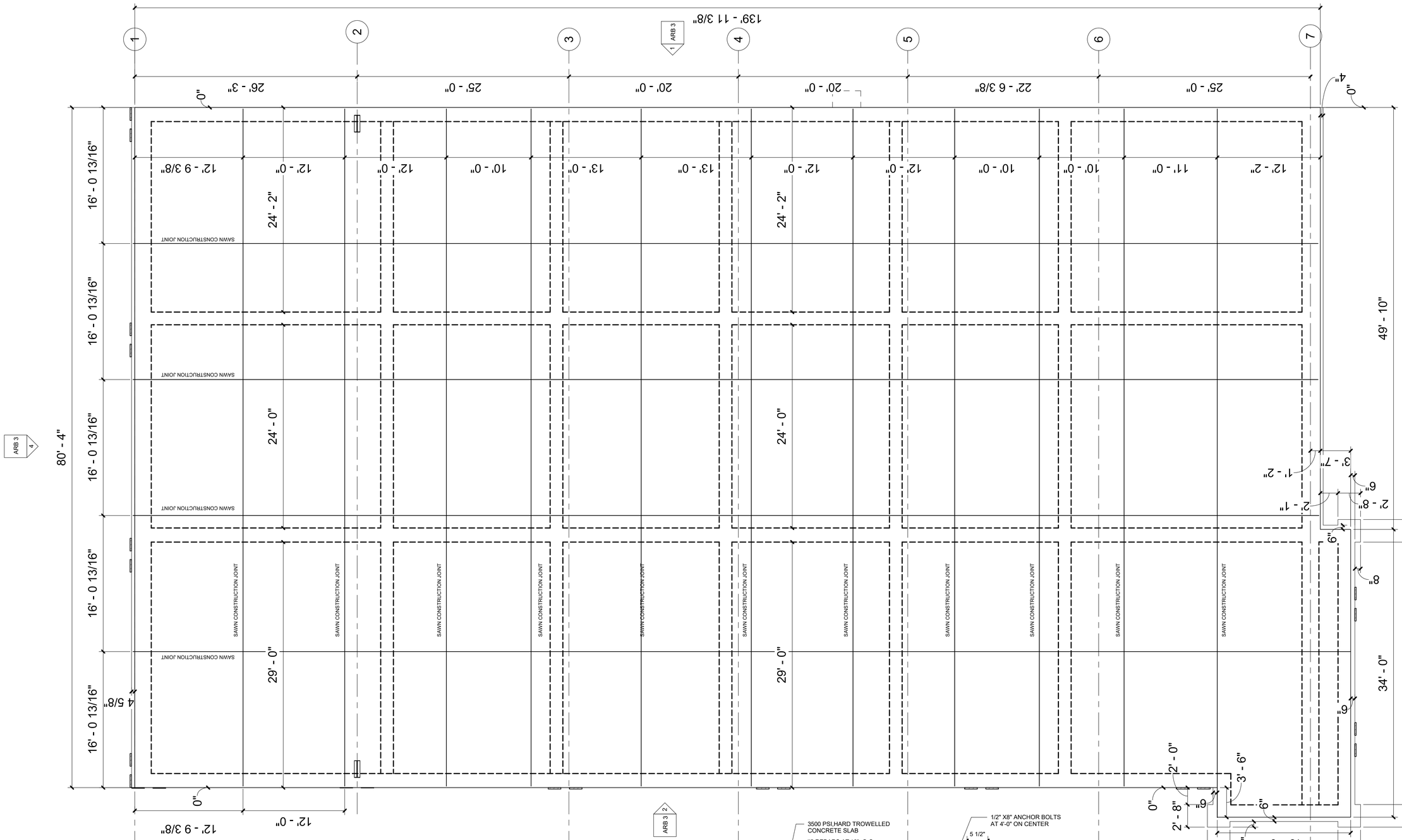
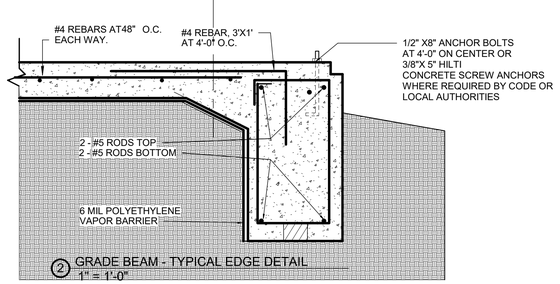
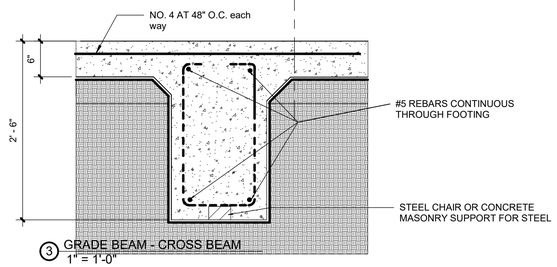
SHEET
ARB 3

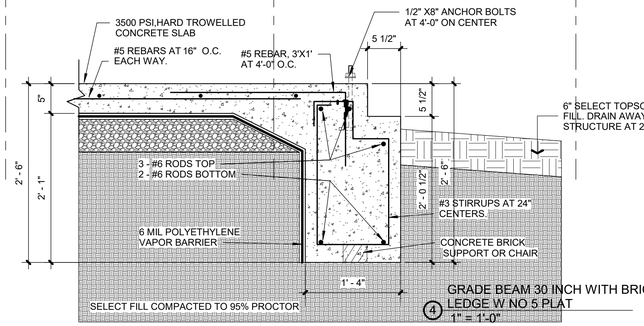




2 GRADE BEAM - TYPICAL EDGE DETAIL
1" = 1'-0"



3 GRADE BEAM - CROSS BEAM
1" = 1'-0"



4 GRADE BEAM 30 INCH WITH BRICK LEDGE W NO 5 PLAT
1" = 1'-0"

1 Foundation Plan
3/16" = 1'-0"

FOUNDATION

Scale: As indicated

RGPA/pa
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PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

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SHEET ARB 5

PROJECT ADDRESS: BUILDING ONE
SAHLER PARK
CANTON, MS

CONSTRUCTION TO BE IN ACCORDANCE WITH THE FOLLOWING CODES:

BUILDING CODE: 2018 IBC, ADA-AG 2010

TABLE 506.2 ALLOWABLE AREA FACTOR (A_t = NS, S1, S13R, S13D or SM, as applicable) IN SQUARE FEET[a, b]

OCCUPANCY CLASSIFICATION	SEE FOOTNOTES	TYPE OF CONSTRUCTION								
		TYPE I		TYPE II		TYPE III		TYPE IV	TYPE V	
		A	B	A	B	A	B	HT	A	B
B	NS	UL	UL	37,500	23,000	28,500	19,000	36,000	18,000	9,000
	S1	UL	UL	150,000	92,000	114,000	76,000	144,000	72,000	36,000
	SM	UL	UL	112,500	69,000	85,500	57,000	108,000	54,000	27,000

THIS PROJECT IS NEW CONSTRUCTION

PROPERTY IS ZONED C2 - SPECIAL USE PERMIT
OCCUPANCY CLASSIFICATION:
GROUP B - BUSINESS (IBC SECTION 304)
NUMBER OF STORIES - 1
TYPE OF CONSTRUCTION:
IBC 2018 TYPE III-B, UNPROTECTED, UNSPRINKLED.

SQUARE FOOTAGES:

PER TABLE 506.2 (above) ONE STORY - B- BUSINESS

UNSPRINKLED 19,000 SQUARE FEET MAXIMUM

THIS PROJECT IS 11,485 GROUND FLOOR SQUARE FEET GROSS

BUILDING HEIGHT MAX PER CODE 75 FT. (IBC TABLE 504 AND 506)
MINIMUM OCCUPANT LOADS BY CODE:

1 PER 150 S.F. - GROUP B (IBC TABLE 1004.5)

BUILDING HEIGHT MAX PER CODE 75 FT. (IBC TABLE 504 AND 506)

MAXIMUM TRAVEL DISTANCE TO EXIT ALLOWED TABLE 1016.1: (UNSPRINKLED) 200 FT.

NUMBER OF EXITS REQUIRED (IBC TABLE 1018.1): 2, THREE (3) PROVIDED

MINIMUM CORRIDOR AND STAIR WIDTH, 44 INCHES
MINIMUM CLEAR OPENING OF EXIT DOORS 32 INCHES (36" DOOR)

OCCUPANT LOAD - 11.485/150 = 76.56 = 77 OCCUPANTS

CONTROLLING EXIT NUMBER 77 TOTAL

77 X .20 EXIT UNITS = 15.4 INCHES USE MINIMUM OF 36 INCHES (32" MINIMUM CLEAR)

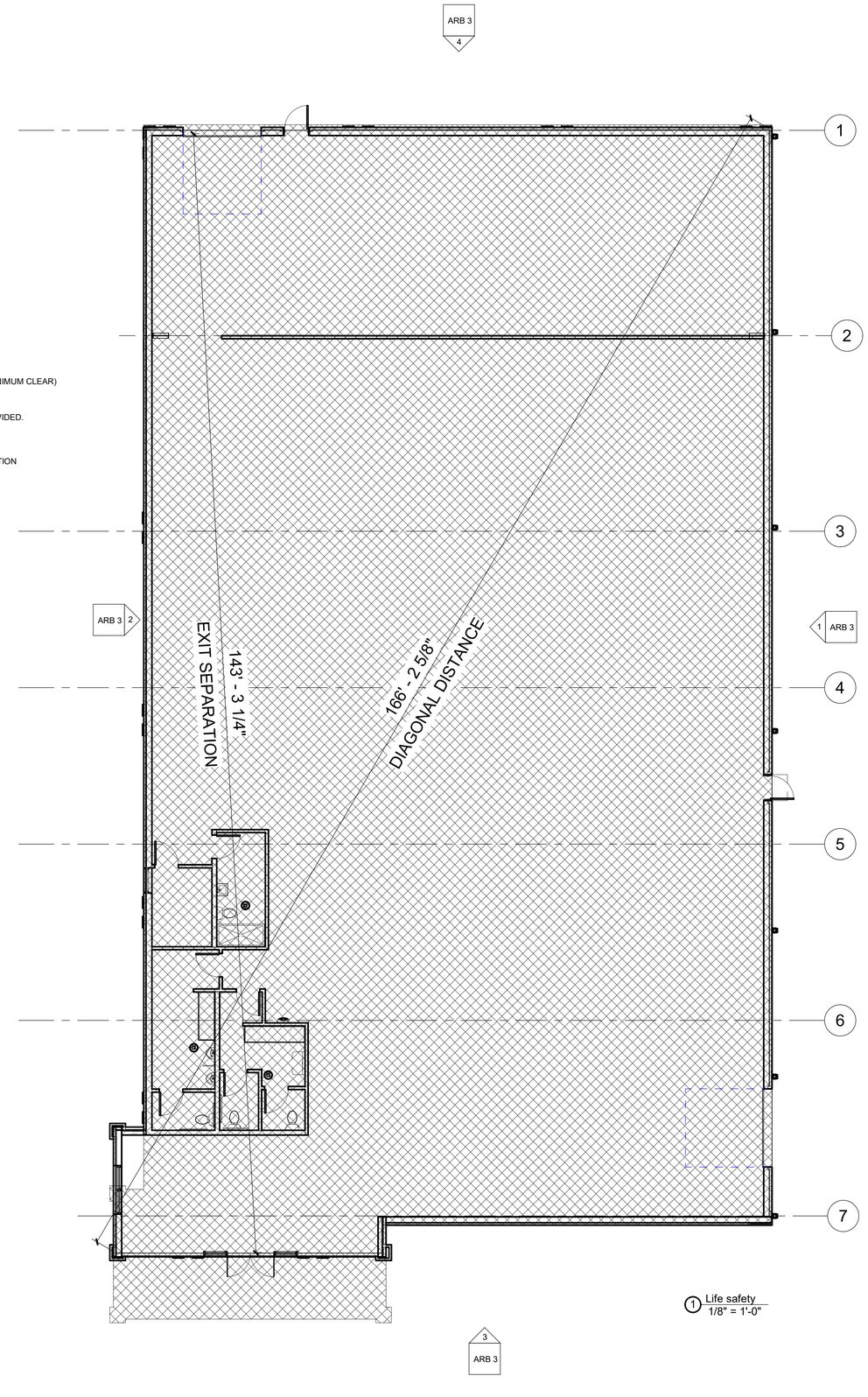
128 INCHES EXIT UNITS PROVIDED

16 INCHES REQUIRED - LS101 - 2/3 ON ENTRY = 32" MININUM - 64" PROVIDED.

DIAGONAL DISTANCE - 166'-4"
SEPARATION OF EXITS- 1/2 DIAGONAL DISTANCE = 83'-2"

SEPARATION OF EXITS PROVIDED -143'-3" EXCEEDS MINIMUM SEPARATION

FIRE EXTINGUISHERS TO BE PROVIDED AND LOCATED IN
COUNT, TYPE AND LOCATION AS REQUIRED BY FIRE MARSHAL



1 Life safety
1/8" = 1'-0"

3
ARB 3

Life Safety
Scale: As indicated

RGPA pa
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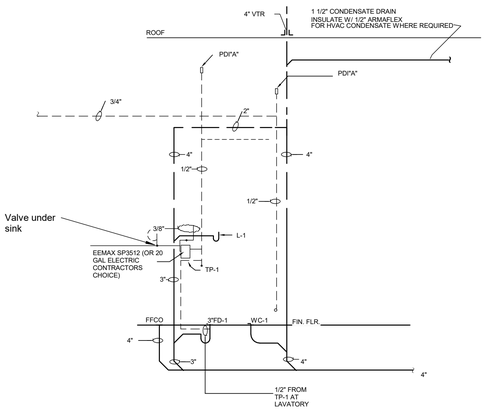
PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

PLOTTED:
3/31/2026
10:36:30
AM

SHEET
ARB 6



TYPICAL TOILET RISER

A DIVISION 15 SHALL FURNISH, INSTALL AND CONNECT ALL WATER LINES, WASTE LINES, ETC. (DIRECT, INDIRECT AND/OR CONTINUOUS) AS APPLIES TO THE PROJECT.

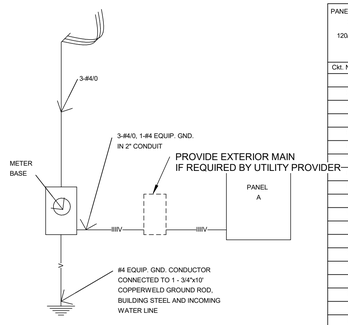
B ALL PIPES AND RELATED ROUGH-IN MATERIAL, ARE TO BE RUN CONCEALED BELOW FLOOR OR IN WALL . PIPING CAN BE ABOVE CEILING IF CEILING IS INSTALLED. IF NOT ALL PIPING ETC, SHALL BE A MINIMUM OF 11'-0" ABOVE FINISHED FLOOR. ANY WATER LINES ON OR IN AN EXTERIOR WALL SHALL BE FULLY INSULATED WITH FLEXIBLE FOAM INSULATION

C CONTRACTOR AND PLUMBING SUBCONTRACTOR TO COORDINATE ALL FINAL WATER, SEWER AND CONNECTIONS TO ANY EQUIPMENT PROVIDED BY OWNER.

1 Plumbing Plan Notes
1/4" = 1'-0"

PLUMBING FIXTURE SCHEDULE

MARK	DESCRIPTION	MAKE	MODEL	SUPPLY FITTING	SUPPLY PIPE(S)	DRAIN	TRAP	ROUGH-IN SIZES C.W.	H.W.	WASTE	VENT	REMARKS
WC-1	WATER CLOSET - FLR. MTD., TANK TYPE - A.D.A.	KOHLER	K-3427	---	McGUIRE H2166CC	---	---	1/2"	---	4"	4"	W/BENEKE 523 CHSS WHITE AND BOLT CAPS.
					H2166CC							
U-1	URINAL, WALL HUNG FLUSH VALVE, A.D.A.	KOHLER	K-3432	---	McGUIRE H2166CC	---	---	3/4"	---	2"	2"	MOUNT AT A.D.A HEIGHT
L-1	LAVATORY, COUNTER MOUNTED, ADA	KOHLER	K-2196-4	DELTA 501-WF-HGMHDF	McGUIRE H2165CC	McGUIRE 159WC	McGUIRE 8902C	1/2"	1/2"	2"	2"	COORDINATE ROUGH-IN W/DRAIN ASSEMBLY, INSULATE P-TRAP AND SUPPLY PIPES W/ TRUEBRO 120G/105.
TP-1	TRAP PRIMER = PPP ABOVE CEILING	ZURN	---	---	---	---	---	1/2"	---	---	---	MOUNT ABOVE CEILING
EDF-1	ELECTRIC DRINKING FOUNTAIN	ELKAY	EBFSA-8	---	McGUIRE H2166CC	---	McGUIRE 8902C	1/2"	---	2"	2"	BASE RATE - 8.1
HB-1	HOSE BIBB	WOODFORD	24-P	---	---	---	---	3/4"	---	---	---	WITH VACUUM BREAKER, VERIFY MOUNTING HEIGHT ON JOB SITE WITH OWNER.
FD-1	FLOOR DRAIN - POLISHED BRONZE WITH TRAP PRIMER CONNECTION	ZURN	ZB-415-B-P	---	---	---	---	1/2"	---	---	---	WITH TRAP PRIMER CONNECTION



ELECTRICAL RISER DIAGRAM

NO SCALE

PANEL A
225 AMPERE MAIN BREAKER
120/230 VOLTS 1 PHASE 4 WIRE
SQ. 'D' NQOD OR EQUAL
#4/0 PER PHASE #4/0 NEUTRAL
#4 EQUIP. GND.

Ckt. No.	Description	Amp	Pole	Type	Phase A	Phase B	Phase B	Phase A	Type	Pole	Amp	Description	Ckt. No.
1	spare	20	1	QOB					QOB	2	20	spare	22
2	Warehouse lights	20	1	QOB		1.223	1.223		QOB		20	Warehouse lights	23
3	Warehouse lights	20	1	QOB	1.223			1.223	QOB	2	20	Warehouse lights	24
4	Exit & Emerg. Lights	20	1	QOB		0.500			QOB		20	space	25
5	Warehouse lights	20	1	QOB		1.223	1.223		QOB	1	20	Warehouse lights	26
6	Warehouse lights	20	1	QOB	1.223			1.223	QOB	1	20	Warehouse lights	27
7	Ext. Wall Packs	20	2	QOB	1.150			1.150	QOB	1	20	Ext. Wall Packs	28
8	Ext. Wall Packs					1.150	1.150		QOB			Ext. Wall Packs	29
9	Receptacles	20	1	QOB	0.500			0.500	QOB	1	20	Receptacles	30
10	Receptacles	20	1	QOB		0.500	0.500		QOB	1	20	Receptacles	31
11	Receptacles	20	1	QOB	0.500			0.500	QOB	1	20	Receptacles	32
12	Receptacles	20	1	QOB		0.500	0.500		QOB	1	20	Receptacles	33
13	Receptacles	20	1	QOB	0.500			0.500	QOB	1	20	Receptacles	34
14	Receptacles	20	1	QOB		0.500	0.500		QOB	1	20	Receptacles	35
15	space		1							1		space	36
16	space		1							1		space	37
17	space		1							1		space	38
18	space		1							1		space	39
19	space		1							1		space	40
20	space		1							1		space	41
21	space		1							1		space	42
					5.096	5.596	5.096	5.096					

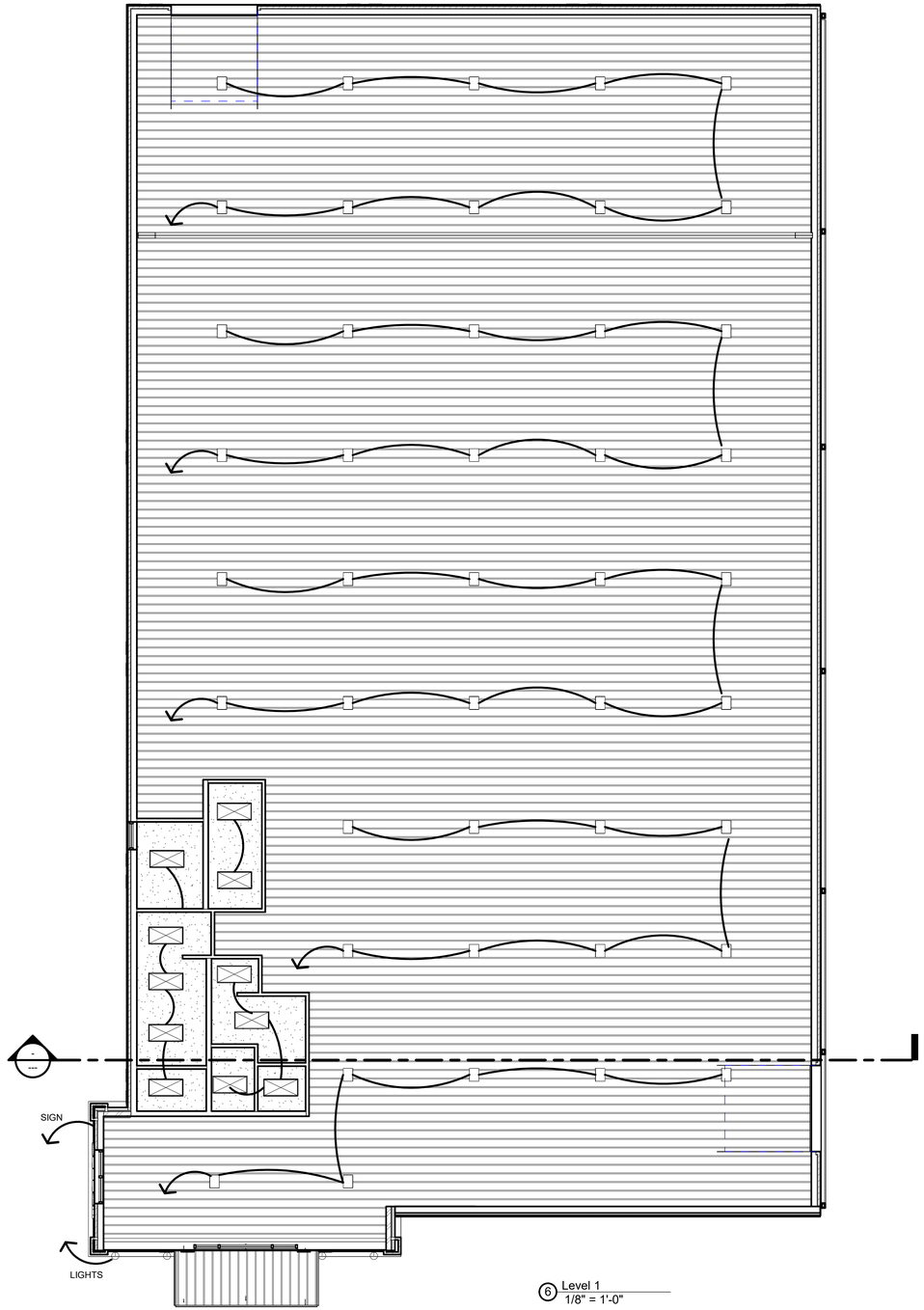
Phase A: 10.192
Phase B: 10.692

NO BREAKER TO BE LOADED BEYOND 80% OF ITS RATED CAPACITY
CONFIRM WITH UTILITY PROVIDER IF EXTERIOR MAIN REQUIRED

LIGHT FIXTURE SCHEDULE

SYMBOL	MFGR.	CAT. NO.	LAMPS	VOLTS	MOUNTING	FIXTURE DESCRIPTION
A	DAYBRIGHT	2TG8232-12-UNV-1/2 EB	2- 32w T8	120	LAY-IN	2X4 2 LAMP FLOURESCENT TROFFER
B	DAYBRIGHT	VERWEM	LED	120	SURFACE	SURFACE EXIT LIGHT WITH BATTERY BACKUP
C	DAYBRIGHT	WTM150MMT-SC2-LP	150W	208	SURFACE	HID WALL PACK
D	DAYBRIGHT	TT232-UNV-1/4 -EB	4 - 4'-0" T8	120	SURFACE	4L,8' STRIP
E	PRESCOLITE	D4LED3-4D9LED335K7FL25MFCB24	4 LED	120	CEILING	ARCHITEKTUR 4" LED DOWNLIGHT
F	UTOPIA	EM3	2 --6V 5W DC	120	SURFACE	TWO HEAD EMERGENCY LIGHT WITH 90 MINUTE BATTERY LIFE

CONTRACTOR TO PROVIDE LED ALTERNATIVES FOR WAREHOUSE AND OFFICE LIGHTING



6 Level 1
1/8" = 1'-0"

RGPA/pa
ROBERT G POLK ARCHITECT, P.A.
702 Commerce Street
Jackson, MS 39201
601-720-7655- voice
EMAIL:
robertpolkarchitect@gmail.com

REGISTERED ARCHITECT
Robert G. Polk
1695
Jackson, MS
STATE OF MISSISSIPPI

These documents, prepared by Robert G. Polk, Architect, P.A. for this project as instruments of service, shall be used solely with respect to this project. These documents shall not be used by the Owner or by others on other projects, for additions to this project, or for completion of this project by others except by written agreement and with appropriate compensation to Robert G. Polk, Architect, P.A.

These documents, as well as the building described herein, are subject to the Architectural Works Copyright Protection Act of 1990. This Act includes "the design of a building as embodied in any tangible medium of expression, including a building, architectural plans, or drawings. The work includes the overall form as well as the arrangement and composition of spaces and elements in the design, but it does not include individual standard features."

ARCHITECTURAL REVIEW PRINT
NOT FOR CONSTRUCTION
FOR REGULATORY APPROVAL ONLY

The contract documents are not organized specifically for any craft, trade, discipline, or subcontract. Therefore additional related information may be included in other contract drawings and specifications though not specifically noted on this document. It is the responsibiility of each party to refer to a complete set of contract drawings and specifications, and not to a partial or incomplete set of documents.

PROPOSED BLDG - SELECT
LEE SAHLER
GLUCKSTADT, MS 39110

service
Scale: As indicated

PLOTTED: 3/31/2026 10:36:31 AM

SHEET ARB 7

CITY OF GLUCKSTADT

MISSISSIPPI

PLANNING AND ZONING ADMINISTRATOR

MEMORANDUM

TO: Planning and Zoning Board

FROM: Caine Dearman, Planning and Zoning Administrator

DATE: 04/14/2026

SUBJECT: Request for Rezoning-RANDS, LLC-Catlet Rd-Parcel ID: 082D-19-010/00.00 & 082D-19-010/01.00

RANDS, LLC is requesting rezoning of two parcels from R-1 to R-2 on the West side of Catlet Rd. They claim a mistake was made upon our incorporation and adoption of Madison County's zoning map. In 2020 they proceeded through the appropriate channels with the Madison Board of Supervisors to rezone these two parcels from R-1 to R-2. The Board did grant the rezoning. The rezoning was appealed, and again the Board upheld their original decision to rezone the properties. After the appeal, it was brought to the Madison County Circuit Court where the Board's decision was upheld once again. Just a few months before the City of Gluckstadt's incorporation, these properties were properly rezoned from R-1 to R-2. The applicant has provided all the documentation confirming this. They have also provided a conceptual design of the residential subdivision they would like to build.

We have made the appropriate and timely publications for this rezoning. Applicant did mail out letters notifying all property owners within 160' of the property. A public hearing was held on 3/24/26 at the PNZ meeting. The PNZ Board voted to recommend the approval of this rezoning.

REQUEST FOR REZONING APPLICATION

Subject Property Address: The Subject Property has not been assigned a street address, but is located on the west side of Catlett Road, approximately one quarter (1/4) mile north of Gluckstadt Road. The Subject Property consists of Parcel ID: 082D-19 -010/00.00 and Parcel ID: 082D-19 -010/01.00.

Owner: RANDS, LLC, a Mississippi limited liability company

Applicant: RANDS, LLC, a Mississippi limited liability company

Address: P.O. Box 986, Ridgeland, Mississippi 39158

Phone No.: [redacted]

Attorney for Owner/Applicant: Richard A. Eisenberger, Jr., Burwell Eisenberger, PLLC; 124 One Madison Plaza, Suite 2100, Madison, Mississippi 39110; [redacted]

Current Zoning District: Residential Estate District (R-1)

Requested Change: Medium Density Residential District (R-2)

Requirements of Applicant:

1. Letter stating reason for requested zoning change.
2. Copy of the written legal description.
3. Site plan of property.
4. Identification of property owners within 160 feet of subject property.
5. $250.00 fee required for processing.

Criteria for Rezoning: (*Section 806.03 Zoning Ordinance)*

(a). Show proof that a mistake was made in the original zoning. "Mistake" in this context shall refer to a clerical or administrative error.

(b). Show proof that the character of the neighborhood has changed to such an extent as to justify reclassification, AND that this is a public need for the rezoning.

Applicant shall be present at the Planning and Zoning Commission meeting and Mayor/Board of Alderman meeting. Documents shall be submitted thirty (30) days prior to the Planning and Zoning Commission meeting.

Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.

By signing this application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on subject property, giving notice to the public that said property is being considered for rezoning.

Applicant/Property Owner Signature

RANDS, LLC, a Mississippi limited liability company
By: Steve Rimmer, Member/Manager

2/21/24
Date

343 Distribution Drive
Gluckstadt MS 39110

Receipt Number:
Cashier Name: BRIDGETTE SMITH
Terminal Number: 24
Receipt Date: 3/3/2026 10:55:39 AM

RANDS LLC
C/O HOLLIS SHOEMAKER, INC
P O BOX 986
RIDGEALND, MS 39158

Trans Code: 400.00 - Permit Payments **Account: 2026034 RANDS LLC** **$250.00**

2026034 250.00CR

Total Balance Due: **$250.00**

Payment Method: Check Payor: RANDS LLC Reference: 18811 Amount: $250.00

Total Payment Received: **$250.00**

Change: **$0.00**

Request For Rezoning

I. Reason for Requested Rezoning and Prior Rezoning Procedural History

RANDS, LLC, a Mississippi limited liability company ("Rands") is the fee owner of certain real property consisting of a combined 17.58 acres +/- that is situated in the West ½ of Section 19, Township 8 North, Range 2 East being tax parcel numbers 082D-19-010/00.00 and 082D-19-010/01.00 in the City of Gluckstadt, Madison County, Mississippi (the "Subject Property"). Rands makes this request for the rezoning of the Subject Property from an R-1 residential estate district to an R-2 medium density residential district as a result of a clear mistake which was clerical or administrative in nature and not a mistake of judgment.

The City of Gluckstadt, Mississippi (the "City") was incorporated as of June 2021. The City formally adopted its Comprehensive Plan and its Zoning Ordinance of the City of Gluckstadt, Mississippi (the "Ordinance") on December 16, 2021.

Prior to the City's incorporation, and the subsequent incorporation of the Subject Property into the City, on **April 1, 2020** Rands filed its *Application for Rezoning* (the "Application") with the Madison County Planning and Zoning Commission. At that time, the Subject Property was zoned R-1 residential estate district and Rands requested that the Subject Property be rezoned to an R-2 medium density residential district, as defined by the Madison County, Mississippi Zoning Ordinance. On **June 11, 2020**, the Madison County Planning and Zoning Commission unanimously approved Rands's Application to rezone the Subject Property from R-1 residential estate district to an R-2 medium density residential district. A copy of the Minutes of the Meeting of the Madison County Planning and Zoning Commission Held and Conducted on Thursday, the 11th day of June 2020, at

9:00 a.m. at the Madison County Complex Building evidencing the same is attached hereto as **Exhibit 1** and fully incorporated herein by reference.

On **August 17, 2020**, Rands appeared before the Madison County, Mississippi Board of Supervisors for a public hearing to support its request to rezone the Subject Property from an R-1 residential estate district to an R-2 medium density residential district. After closing the public hearing, and considering all of the evidence presented, the Madison County, Mississippi Board of Supervisors approved and granted Rands's Application to rezone the Subject Property from an R-1 residential estate district to an R-2 medium density residential district by majority vote of 4-1. A copy of the Minutes of the Board of Supervisors of Madison County, Mississippi evidencing the same is attached hereto as **Exhibit 2** and fully incorporated herein by reference.

Aggrieved, on **August 27, 2020** Maureen B. Speyerer appealed the decision of the Madison County, Mississippi Board of Supervisors rezoning the Subject Property from an R-1 residential estate district to an R-2 medium density residential district to the Circuit Court of Madison County, Mississippi in the matter styled *Maureen B. Speyerer vs. Board of Supervisors of Madison County, Mississippi and RANDS, LLC*; Civil Action No. 2020-0186-JR.

On **September 16, 2021**, the Honorable Steve S. Ratcliff entered his *Order Affirming the Decision of the Board of Supervisors of Madison County, Mississippi* [Dkt. #28] which affirmed the decision of the Madison County, Mississippi Board of Supervisors rezoning the Subject Property from an R-1 residential estate district to an R-2 medium density residential district. A copy of the *Order Affirming the Decision of the Board of Supervisors of Madison County, Mississippi* [Dkt. #28] is attached hereto as **Exhibit 3** and fully incorporated herein by reference.

Three months later, on **December 16, 2021**, by way of Ordinance No. 2021-4, Walter C. Morrison IV, in his capacity as the Mayor of the City, and after having received the unanimous vote of the City's Alderman in favor, executed *An Ordinance Establishing Comprehensive Zoning Regulations and Associated Zoning Map for the City of Gluckstadt, Mississippi* ("Ordinance No. 2021-4").

Ordinance No. 2021-4 states that "at the time of Gluckstadt [sic] incorporation, Madison County Mississippi had in place an adopted Comprehensive Plan and Zoning Ordinance which applied to the area that was incorporated into the [City]." Of course at that time, the Subject Property was part of the real property incorporated into the City and, prior to its incorporation into the City, had been officially rezoned, as approved by the Madison County Planning and Zoning Commission, the Madison County Board of Supervisors, and the Circuit Court of Madison County, Mississippi, to R-2 medium density residential district.

Ordinance No. 2021-4 also states that "the Comprehensive Plan for Madison County has been adopted, with certain amendments, by the [City] and said plan serves as the basis for the zoning in accordance with [Miss. Code Ann. § 17-1-9]; and, ... the Planning Commission for the [City] has reviewed the zoning ordinance of Madison County together with certain proposed amendments thereto and has recommended adoption of said ordinance with certain proposed amendments..."

The only amendments made by the City to the Madison County Comprehensive Plan and Zoning Ordinance were the rezoning of lots 6 and 7 of the Gluckstadt Office Park on Lexington Drive to C2. Ordinance No. 2021-4 makes no mention of any other amendments and therefore adopted the existing zoning classification of all other real property incorporated into the City as of the date of incorporation. To that end, the City

incorporated the Subject Property into the City with its R-2 medium density residential district zoning classification intact, which was consistent with the Comprehensive Plan. However, due to a clerical or administrative mistake, the City's current and Official Zoning Map shows the Subject Property as its prior classification of R-1 residential estate district. For that reason, Rands files this application and requests that the Subject Property be rezoned to its proper and official zoning classification as of its incorporation into the City: **R-2 Medium Density Residential District**.

II. Legal Description

The legal description of the Subject Property is attached hereto as **Exhibit 4** and fully incorporated herein by reference.

III. Maps of Subject Property

Pursuant GIS Maps showing the location of the Subject Property and the surrounding area, along with a conceptual site plan indicating the location of proposed lots and streets, are collectively attached hereto as **Exhibit 5** and fully incorporated herein by reference.

IV. Identification of Property Owners within 160 feet of Subject Property

Pursuant to Section 806.05 (B) of the Ordinance, the following is a list of the names and addresses of all property owners within 160 feet in all directions from the Subject Property (excluding the rights-of-way of streets or highways):

1. LFP, LLC, a Mississippi limited liability company (or Current Owner(s))
    i. Scott Shoemaker, Registered Agent; P.O. Box 986, Ridgeland, Mississippi 39158
    ii. Parcel ID: **082D-19-010/02.00**
2. Cassandra Jackson Gilliam et al (or Current Owner(s))
    i. 7803 Hana Road, Edison, New Jersey 08817

ii. Parcel ID: **082D-19 -011/02.00**

3. Willie Lee Whiting and Hazelstine D. Whiting (or Current Owner(s))
    i. 182 Catlett Road, Madison, Mississippi 39110
    ii. Parcel ID: **082D-19 -012/01.00**
    iii. Parcel ID: **082D-19 -012/00.00**
4. Penny Elizabeth Coulon and Peggy Rae Hunt (or Current Owner(s))
    i. 176 Catlett Road, Madison, Mississippi 39110
    ii. Parcel ID: **082D-19 -004/02.00**
5. Corey L. Bradford (or Current Owner(s))
    i. 206 First Colony Blvd., Madison, Mississippi 39110
    ii. Parcel ID: **082D-19 -443/00.00**
6. Jordan Lane Dean and Amie Whittington Dean (or Current Owner(s))
    i. 204 First Colony Blvd., Madison, Mississippi 39110
    ii. Parcel ID: **082D-19 -442/00.00**
7. Jacob N. Cox and Lauren Cox (or Current Owner(s))
    i. 202 First Colony Blvd., Madison, Mississippi 39110
    ii. Parcel ID: **082D-19 -441/00.00**
8. Mount Pleasant Cemetery (or Current Owner(s))
    i. No address of record
    ii. Parcel ID: **082D-19 -009/00.00**
9. Laura B. Saddler et al (or Current Owner(s))
    i. 143 Catlett Road, Madison, Mississippi 39110
    ii. Parcel ID: **082D-19 -007/05.00**
10. Girtie Saddler Banks and Isrel C. Saddler, Jr. (or Current Owner(s))

i. 714 Westfield Drive, Jackson, Mississippi 39206; 143 Catlett Road, Madison, Mississippi 39110; and 131 Catlett Road, Madison, Mississippi 39110

ii. Parcel ID: **082D-19 -008/00.00**

The above-described property owners and parcels are numbered and shown and the GIS Map attached hereto as **Exhibit 6** and fully incorporated herein by reference. Property tax records for all of the above-described Parcels and owners of same are collectively attached hereto as **Exhibit** 7 and fully incorporated herein by reference.

V. Criteria For Rezoning; Section 806.03 (A) Mistake in Original Zoning

Mississippi law is well settled that to rezone real property, "there must be proof either, (1) that there was a mistake in the original zoning or, (2) the character of the neighborhood has changed to such an extent as to justify rezoning and that public need exists for rezoning." *Town of Florence v. Sea Lands, Ltd.*, 759 So. 2d 1221, 1224 (Miss. 2000). Moreover, any rezoning applicant, in this case Rands, must prove by clear and convincing evidence either (1) or (2) above.

Here, there is no question that there was a clerical and/or administrative mistake in the City's original Ordinance and its zoning classification of the Subject Property, so there need not be any analysis of a change in the character of the neighborhood or a public need. The facts are simple: Prior to the City adopting its Comprehensive Plan and Ordinance, which, but for two inapplicable lots, wholly accepted Madison County's existing zoning classifications, Rands filed its Application to rezone the Subject Property from an R-1 residential estate district to an R-2 medium density residential district; the Madison County Planning and Zoning Commission approved Rands's Application; the Madison County Board of Supervisors approved Rands's Application; and the Circuit Court of

Madison County, Mississippi affirmed the Madison County Board of Supervisors' approval of Rands's request. Accordingly, the Subject Property was officially zoned R-2 medium density residential district at the time the City incorporated the Subject Property into the City and accepted its current zoning classification of R-2 medium density residential district. To that end, Rands asserts that there has been a clear clerical and/or administrative error evidenced by the City's Zoning Map depicting the property as zoned R-1 residential estate district.

Thus, Rands requests that the City find that Rands has presented clear and convincing evidence to show an unequivocal clerical and/or administrative mistake which has resulted in the Subject Property being depicted as R-1 residential estate district rather than R-2 medium density residential district on the City's official Zoning Map. Rands further requests that the Subject Property be officially rezoned R-2 medium density residential district as a result of such clerical and/or administrative mistake. Rands's request is consistent with the Comprehensive Plan as such Comprehensive Plan was adopted from Madison County by the City after the Subject Property had already been rezoned to R-2 medium density residential district.

Applicant/Property Owner Signature
RANDS, LLC, a Mississippi limited liability company
By: Steve Rimmer, Member/Manager

2/28/24
Date

Section 9, Item K)

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Scott Shoemaker,
Registered Agent for LFP, LLC
P.O. Box 986
Ridgeland, MS 39157

9590 9402 9491 5069 9312 57

2. Article Number (Transfer from service label)

9589 0710 5270 2700 4888 26

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X [signature]

☐ Address

B. Received by (Printed Name) Ayla Smith

C. Date of Delive

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

RIDGELAND POST OFFICE
MAR 05 2026
USPS 39157-9998

3. Service Type
☐ Adult Signature
☐ Adult Signature Restricted Delivery
☒ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restri Delivery
☐ Signature Confirmatio
☐ Signature Confirmatio Restricted Delivery

Mail
Mail Restricted Delivery
00)

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Recei

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Cassandra Jackson Gilliam
7803 Hana Road
Edison, NJ 08817

9590 9402 9491 5069 9312 64

2. Article Number (Transfer from service label)

9589 0710 5270 2700 4888 57

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X Cassandra Jackson Gilliam

☒ Agent
☐ Address

B. Received by (Printed Name)

C. Date of Delive

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type
☐ Adult Signature
☐ Adult Signature Restricted Delivery
☒ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restri Delivery
☐ Signature Confirmatio
☐ Signature Confirmatio Restricted Delivery

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))

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Recei

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Willie Lee Whiting and
Hazelstine D. Whiting
182 Catlett Road
Madison, MS 39110

9590 9402 9491 5069 9314 00

2. Article Number (Transfer from service label)

9589 0710 5270 2700 4888 40

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X [signature]

☐ Agent
☐ Address

B. Received by (Printed Name) Hazel D Whiting

C. Date of Delive 3/9/2

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type
☐ Adult Signature
☐ Adult Signature Restricted Delivery
☒ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restri Delivery
☐ Signature Confirmatio
☐ Signature Confirmatio Restricted Delivery

ail
ail Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic R cei

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Penny Elizabeth Coulon &
Peggy Rae Hunt
176 Catlett Road
Madison, MS 39110

9590 9402 9491 5069 9313 49

2. Article Number *(Transfer from service label)*

9589 0710 5270 2700 4888 71

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *E Coulon* ☐ Agent ☐ Addressee

B. Received by *(Printed Name)* C. Date of Deliver

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☒ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

d Mail Restricted Delivery ($500)

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receip

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Girtie Saddler Banks and
Israel C. Saddler, Jr.
131 Catlett Road
Madison, MS 39110

9590 9402 9491 5069 9312 71

2. Article Number *(Transfer from service label)*

9589 0710 5270 2700 4888 19

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Israel Saddler* ☐ Agent ☐ Addressee

B. Received by *(Printed Name)* C. Date of Deliver

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

MADISON MS 39110 MAR 06 2026 USPS

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☒ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Mail
Mail Restricted Delivery
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PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receip

MINUTES OF THE MEETING OF THE MADISON COUNTY PLANNING AND ZONING COMMISSION HELD AND CONDUCTED ON THURSDAY, THE 11th DAY OF JUNE, 2020 AT 9:00 A.M. AT THE MADISON COUNTY COMPLEX BUILDING

BE IT REMEMBERED that a meeting of the Madison County Planning and Zoning Commission was duly called, held and conducted on Thursday, the 11th day of June, 2020 at 9:00 a.m. in the Board Room of the Madison County Chancery and Administrative Building.

Present: Larry Miller (by telephone)
Walter McKay
Rev. Henry Brown
Dr. Keith Rouser
Bill Billingsley

Scott Weeks, Planning and Zoning Administrator

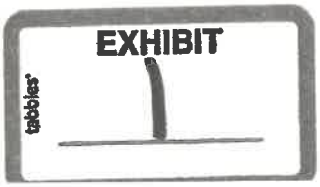
The meeting was opened with prayer by Commissioner Rouser, and those present participated in pledging allegiance to our flag.

There first came on for consideration the minutes of the May 13, 2020 meeting of the Commission. Upon motion by Commissioner Billingsley to approve the minutes, seconded by Commissioner Rouser, with all voting "aye," the motion to approve the May 13, 2020 minutes passed.

There next came on for consideration to open the public hearing for the Commission to hear certain items. Upon motion by Commissioner Billingsley to open the public hearing, seconded by Commissioner Brown, with all voting "aye," the motion to open the public hearing passed.

There next came on for consideration the petition of Dahlem, Nicholas, and Segret for rezoning of SU1-Special Use to R-1 Residential property located at Bozeman and Paine Circle. Petitioners are requesting the rezoning for single-family residential use. Laurie Dahlem spoke on behalf of the petitioners and explained that this will be to build each of their personal family homes. Mimi Spyerer was in attendance and inquired about any further houses and they stated they did not intend to put any additional houses there. Zoning Administrator Weeks explained that they would have to file a subdivision plat with the Board of Supervisors. Upon Motion by Commissioner Billingsley to approve the petition, seconded by Commissioner Rouser, with all voting "aye" the motion to approve the petition for a rezoning passed.

There next came on for consideration the petition of Josephine Burse to rezone property from C-2 Commercial to A-1 Agricultural located at 202 Camden Rd. Petitioner tore down her existing home and is asking to place a mobile home on her property. There were no questions or opposition. Upon Motion of Commissioner Brown to approve the petition to rezone,



seconded by Commissioner Billingsley, with all voting "aye," the motion to approve the petition to rezone passed.

There next came on for consideration the petition of Robert Stokes to rezone property from R-1 Residential to C-2 Commercial located at Hwy 51 South of Church Rd. It was explained by the petitioner that this was for office warehouse space. There was no opposition present. Upon Motion by Commissioner Rouser to approve the petition to rezone, seconded by Commissioner Billingsley, with all voting "aye," the motion to approve the petition to rezone passed.

There next came on for consideration the petition of Richard Skinner for a Conditional Use for a 4 acre or less mining operation. The property is located at 213 Hwy 49 N. Mr. Skinner explained that this was for housing pads and the excess would be sold for developers. It was discussed that this is a 1 year permit only and it would have to be renewed. There was no opposition present. The usual restrictions of hours of operation of daylight hours only, no Sunday hauling, dust/safety control standards, and a construction entrance were also discussed. Upon Motion by Commissioner Billingsley to approve the conditional use with the listed restrictions, seconded by Commissioner Rouser, with all voting "aye," the motion to approve the conditional use passed.

There next came on for consideration the petition of Magnolia Mining for a Conditional Use for a 4 acre or less mining operation. The property is located on Pocahontas Rd. Brad Pepper is the owner and spoke on behalf of the request. He explained the project and that he understood he would have to get the permit renewed each year if it took up to 4 years as predicted. It was discussed that the County Engineer may require a bond. There was no opposition present. The usual restrictions of hours of operation of daylight hours only, no Sunday hauling, dust/safety control standards, and a construction entrance were also discussed. Upon Motion by Commissioner Rouser to approve the conditional use with the listed restrictions, seconded by Commissioner Brown, with all voting "aye," the motion to approve the conditional use passed.

There next came on for consideration the petition of Marc Petro for a variance to the setbacks for a swimming pool located at 141 Burne Run. Trey Cox with Madison Landscaping Company appeared on behalf of the request. He explained the request and there was no opposition present. Upon Motion by Commissioner Billingsley to approve the petition for a variance, seconded by Commissioner Rouser, with all voting "aye," the motion to approve the petition for a variance passed.

There next came on for consideration the petition of BDP Group for a variance for height and parking requirements for property located at Lot 12 Gluckstadt Commercial Center. Mr. Desai appeared on behalf of the petition and first explained the height variance request and that the ordinance currently allows for 3 stores, or 40 feet. This would be an additional story to the hotel. Specifically, the ordinances currently allow a height of 40 feet and they are requesting an additional 23.75 feet for a total of 63.75 feet. Commissioner McKay inquired about the request and stated that it was a major deviation from the ordinances and he therefore did not think they had met their burden for a variance request. Petitioner explained other variance requests that

had been allowed such as some of the billboards, a water tower, buildings and flagpoles in the area. Commissioner McKay disputed that there were any buildings or billboards above 40 feet in height and said the water tower was determined by the County Engineer. He explained that this would be a nice hotel similar to the newer Home2 Suites and they had talked to Lake Caroline about allowing customers who stay to golf and it would bring business to the local restaurants. Commissioner Billingsley inquired about the ability to do the project with just 3 stories and Petitioner explained it would not be commercially viable because of the size of investment vs. the return at only 3 stories. It was discussed that the nearest hotel that size was in Madison. Commissioner Rouser explained that he thought this would be a good investment for the Gluckstadt area and help attract other businesses. Commissioner McKay stated that he felt it was too far a deviation from the current ordinances. There was no one present in opposition to the request. Upon Motion by Commissioner McKay to deny the height variance, seconded by Commissioner Billingsley, with Commissioners McKay, Billingsley, Miller and Brown voting "aye," and Commissioner Rouser voting "nay," the motion to deny the height variance passed.

The parking variance was discussed next. The traffic study was discussed and the fact that the hotel would never likely be at 100% occupancy and whether this would be sufficient parking space for the property. Commissioner Rouser stated that they needed to consider the economic impact and other benefits this would be for the area. Upon Motion by Commissioner Billingsley to approve the variance for the parking requirement, seconded by Commissioner Rouser, with Commissioner Billingsley, Rouser and Brown voting "aye," and Commissioners McKay and Miller voting "nay," the motion to approve the parking variance passed.

There next came on for consideration the petition of Rands LLC to rezone property from R-1 Residential to R-2 Residential. This matter was previously discussed at length during the May meeting and Petitioner was requested to come back with additional information about their request. The opposition to the request presented the Commission with their position in a binder which will be attached as Exhibit "A" and incorporated herein. They further produced photographs that will be attached as Exhibit "B" and incorporated herein. Scott Shoemaker addressed the Commission and explained the public need for this type property. He presented a map of the area and surrounding neighborhoods to support the change in the character that is attached hereto as Exhibit "C" and incorporated herein. He explained the cost associated with public sewer for R-1 properties which makes them cost more and therefore it's not feasible for the average home buyer. It was discussed average days on the market for both types of properties and that as demand had increased and supply had decreased, the prices for the smaller homes for people like first time buyers had increased. Amanda Pollis with Pollis Properties presented certain real estate information in support of the petition, and specifically the public need. Andy Barksdale also appeared in support of the request and also explained the need and benefit it brings to the area because as people outgrow these homes, they've established themselves in the area and its schools and they then move to a larger house in the same area. Commissioner McKay inquired about other neighborhoods in the area and their sizes. The developer explained that they intended to build and not sell to someone else to build the homes. They explained that the size of the homes would be dictated by the economy and demand.

Mimi Spyerer appeared in opposition of the request. She addressed her concerns about traffic and that the infrastructure cannot support additional houses this would bring to the area. She also did not feel they have presented adequate evidence in support of the change of character and public need. Commissioner Billingsley inquired about any studies in support of this claim and she referenced the 2016 traffic study done in the area. She stated that the widening of Gluckstadt had helped some but it wasn't enough. The pictures attached hereto she felt showed the traffic problems that already existed in the area. Florette Hootsel addressed the Commission next and explained that she lived right at First Colony near this proposed development. She is not opposed to more houses but thinks the infrastructure is not in place to support this and until there is a plan in place she opposes the development. Commissioner Billingsley inquired about the time frame for when the development would be complete and petitioner stated it would be several years until complete. Commissioner McKay inquired about the easement on the neighboring land and they stated that they were in the process of purchasing the additional 7 acres from the same owner and if that doesn't work out, they won't move forward with the development. That area would likely be used for detention because it's low lying. The petitioner addressed the Commission again and reinforced the change and public need presented by the testimony and maps presented. Upon Motion by Commissioner Billingsley to approve the petition to rezone, seconded by Commissioner Rouser, with all voting "aye," the motion to approve the petition passed.

There next came on for consideration to close the public hearing. Upon Motion by Commissioner Billingsley to close the public hearing, seconded by Commissioner Rouser, with all voting "aye," the motion to close the public hearing passed.

There next came on for consideration the site plan of Pets at Rest located on Industrial Drive S. Mike Hudgens appeared on behalf of the request and explained the changes that had been made to the original site plan previously approved. Upon motion by Commissioner Billingsley to approve the site plan, seconded by Commissioner Rouser, with all voting "aye," the motion to approve the site plan passed.

There next came on for consideration the site plans of Lee Sahler and Germantown Office Complex. No one was present to present these requests. Upon Motion by Commissioner Billingsley to table the requests, seconded by Commissioner Rouser, with all voting "aye," the motion to table the site plans passed.

There next came on for discussion the setting of the July, 2020 meeting/public hearing. Upon Motion by Commissioner McKay to set the meeting for July 9, 2020, seconded by Commissioner Rouser, with all voting "aye," the motion to set the meeting date passed.

With there being no further business, the June 11, 2020 meeting was adjourned.

7-9-20
Date

Walter McKay
(Chairman)

STATE OF MISSISSIPPI
MADISON COUNTY

I, Ronny Lott, Chancery Clerk of the aforesaid County and State, do hereby certify that the foregoing instrument is a true and correct copy of the original

Witness my signature and seal of office

This the 9 day of February, 21

RONNY LOTT, Chancery Clerk

By Clerk

MINUTES OF THE BOARD OF SUPERVISORS
OF MADISON COUNTY, MISSISSIPPI

REGULAR MEETING OF AUGUST 17, 2020
Recessed from a meeting conducted on August 10, 2020

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on August 17, 2020 in the Board Room on the first floor of the Madison County Office Complex, 125 West North Street, Canton, Mississippi, as follows, to-wit:

The President of the Board, Gerald Steen presided and called the meeting to order. The following members were present that day:

Present:	Absent:
Supervisor Sheila Jones	
Supervisor Trey Baxter	
Supervisor Karl Banks	
Supervisor Gerald Steen	
Supervisor Paul Griffin	
Chancery Clerk Ronny Lott	
Sheriff Randy Tucker	

Also Present:
County Administrator Shelton Vance
Board Attorney Mike Espy
Board Secretary/Chief Deputy Chancery Clerk Cynthia Parker

The Board President announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Tax Assessor Norman Cannady opened the meeting with a prayer and Will Sligh led the members and the audience in the Pledge of Allegiance to the Flag of the United States of America.

***In re:* Approval of Minutes from August 3, and 10, 2020**

WHEREAS, Chancery Clerk Ronny Lott did present the Board with the Minutes of the previous meetings of the Board of Supervisors having been conducted on August 3 and 10, 2020,

Ms. Jones did offer and Mr. Banks did second a motion to approve the minutes of August 3 and 10, 2020 as presented and to authorize the President to execute same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the minutes of August 3, and 10, 2020 were and are hereby approved.

SO ORDERED this the 17th day of August, 2020.

President's Initials: GS
Date Signed: 9/8/20

EXHIBIT
2

***In re:* Acknowledgment of Region 8 Mental Health - Mental Retardation Commission's Annual Report**

Mr. Baxter did offer and Mr. Banks did second a motion to acknowledge receipt of the Region 8 Mental Health annual report as presented by Director Dave Vann, a copy of which may be found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said report was and is hereby acknowledged.

SO ORDERED this the 17th day of August, 2020.

***In re:* Discussion of Property on Main Street**

Ms. Jones did offer and Mr. Baxter did second a motion to direct the Board Attorney to investigate who owns the property located on Main Street in Madison which was deeded to Madison County in 1953 and is currently being used by the Junior Auxiliary. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the Board Attorney was and is hereby directed.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Ms. Jones did offer and Mr. Banks did second a motion to acknowledge pictures of the building and the 1953 deed of the property on Main Street. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said pictures and deed were and are hereby acknowledged.

SO ORDERED this the 17th day of August, 2020.

***In re:* Consideration of Woods Road Logging Damage**

Ms. Jones did offer and Mr. Banks did second a motion to acknowledge pictures of damage to Woods Road presented by Darlene Manley of 103 Lake Wood Circle. The vote on the matter

President's Initials: AA
Date Signed: 9/8/20

being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said pictures were and are hereby acknowledged.

SO ORDERED this the 17th day of August, 2020.

In re:* Approval of Increases of Assessment of Real and Personal Property Pursuant to Miss. Code Ann. § 27-35-147 *et seq.

Mr. Griffin did offer and Ms. Jones did second a motion to open the public hearing on the matter of increasing certain real and personal property assessments for various tax years. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the public hearing was and is hereby opened.

SO ORDERED this the 17th day of August, 2020.

Thereafter, the Chancery Clerk did advise that the appropriate notices on the matter of increasing certain real and personal property assessments for various tax years on certain parcels in the county, a spreadsheet and the petition listing the property owners, the parcel numbers, and amount of the proposed assessment increase may be found in the Miscellaneous Appendix to these Minutes, by regular mail to the affected property owners, and the Board does find that said notices were sufficient, and

WHEREAS, no one did appear to contest or protest said assessment increases,

Thereafter, Mr. Baxter did offer and Mr. Banks did second a motion to close the public hearing. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the public hearing was and is hereby closed.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Mr. Baxter did offer and Mr. Banks did second a motion to approve the assessment increase for the individual(s) and parcel number(s) as set forth in the aforesaid spreadsheet and petitions. The vote on the matter being as follows:

President's Initials: _____
Date Signed: 9/8/20

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the assessment of the parcel(s) reflected thereon were and are hereby approved and adopted.

SO ORDERED this the 17th day of August, 2020.

***In re:* Appeal Hearing on Application for Rezoning**
Rands, LLC

Mr. Griffin did offer and Mr. Baxter did second a motion to open the public hearing for consideration of the Application to Rezone submitted by Rands, LLC from R-1 Residential to R-2 Residential District. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said hearing was and is hereby opened.

SO ORDERED this the 17th day of August, 2020.

WHEREAS, Mr. Scott Shoemaker requested the Board's consideration to rezone approximately 17.58 acres situated in Section 19, T8N, R2E from an R1 Residential District to a R2 Residential District, and

WHEREAS, a true and correct copy of said Application may be found in the Miscellaneous Appendix to these Minutes, and

WHEREAS, Mr. Shoemaker reported there is an public need and there has been a significant change in the character of the neighborhood, and

WHEREAS, Mr. Shoemaker reported that Planning & Zoning Board had unanimously approved the application to rezone on June 11, 2020, and

WHEREAS, Mr. Shoemaker reported the R2 zoning request will consist of a 10,600 square foot minimum, and

WHEREAS, Mr. Shoemaker reported that there had been a substantial change in the character of ther neighborhood as shown by: (1) there already exists other R2 districts in the area, (2) the R1 community has faded away, (3) non existence of public sewer capability is no longer there for R1 districts, (4) high land prices for the R1 districts have led to an outrageous costs, (5) not enough lots to offset the cost of sewer for these lots, (6) no room for a walking trail, no room for a lake, no room for a clubhouse, and (7) on November 19, 2019, the Board of Supervisors adopted the Comprehensive Plan for Madison County, two weeks later the Board of Supervisors approved rezoning a 28 tract of property, located one mile north of the proposed property, from an R1 district to and R2 district, and

WHEREAS, Ms. Allison Pollis, Pollis Properties, appeared in favor of the application to

President's Initials: AH
Date Signed: 9/8/20

rezone as an expert in real estate to provide evidence of the pubic need, stating that demand is up and supply is down, potential real estate crisis in not having enough R2 development in the county, people will not move to Madison County if there is no place for them,

WHEREAS, Mr. Shoemaker did present certain items into the record for acknowledgment,

Thereafter, Ms. Mimi Speyerer, did file the appeal with Planning & Zoning, stating the petitioner has not met their burden of proof as to a change in character of the neighborhood and public need for this piece of property,

WHEREAS, Ms. Speyerer, who appealed the decision of the Planning & Zoning Commission, stated (1) that Rands, LLC has not proven by clear and convincing evidence that the character of the neighborhood has changed since the 2019 adoption of the Madison County Comprehensive Plan and Madison County Land Use Plan, (2) Rands, LLC did not appear in opposition when the Board of Supervisors voted to adopt the 2019 Comprehensive Plan, (3) comparing the other neighborhoods is not a standard to approve a rezoning, nor is the cost of development, (4) this may be a private need of the developer but it is not a public need, (5) no proof there is a need of this size development or housing for this piece of property, (6) significant traffic congestion up along Bozeman Road,

WHEREAS, Ms. Speyerer did present certain items into the record for acknowledgment,

Mr. Banks did offer and Ms. Jones did second a motion to acknowledge the exhibit(s) presented by Ms. Speyerer, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said exhibit(s) were and are hereby acknowledged.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Mr. Baxter did offer and Mr. Banks did second a motion to acknowledge those certain exhibits presented by Mr. Shoemaker and Ms. Pollis, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said exhibit(s) were and are hereby acknowledged.

SO ORDERED this the 17th day of August, 2020.

WHEREAS, Zoning Administrator Scott Weeks stated that the reason this property had been rezoned from Agricultural to Residential was due to a change in the law in Mississippi for agricultural property. He explained that they changed this property's zoning as part of the comprehensive update, taking it to the least restrictive residential zoning because the area is predominantly residential. He further explained it would be up to the owner of the property to

then seek to rezone it to the type Residential zoning they wanted.

Thereafter, Ms. Jones did offer and Mr. Griffin did second a motion to close the public hearing. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said hearing was and is hereby closed.

SO ORDERED this the 17th day of August, 2020.

Following discussion and after hearing the evidence presented by the petitioner and the opposition and (1) determining that there has been a substantial change in the character of the neighborhood and a public need, (2) other subdivisions in the area are zoned R2 Residential and (3) the Board is working to widen Gluckstadt Road, Bozeman Road and building a new Interchange, Mr. Banks did offer and Mr. Steen did second a motion to approve and grant the rezoning application submitted by Rands, LLC from R1 Residential to R2 Residential District. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	No
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote (4-1) of the Board and said rezoning was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* OBJECTIONS TO, FINAL EQUALIZATION OF, AND ADOPTION OF THE 2020 MADISON COUNTY TAX ROLLS – Public Hearings on Protests Received for 2020 Preliminary Real and Personal Property Assessment Rolls**

Mr. Baxter did offer and Mr. Griffin did second a motion to open the public hearing for purposes of equalization of the 2020 tax rolls as to protests timely received on August 3, 2020. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said hearing was and is hereby opened.

SO ORDERED this the 17th day of August, 2020.

WHEREAS, Mr. John Grant appeared before the Board and stated they are withdrawing their appeals on five parcels and two out parcels for The Forum, a copy of which may be found in

the Miscellaneous Appendix to these Minutes, and

Thereafter, Tax Assessor Norman Cannady presented the objections received and presented his recommendations for the following:

Hyatt Place Ridgeland
Hampton Inn Township
Ridgeland City Market
JC Penney
Northpark Mall
Baptist Medical
The Forum at Grandview
Fletcher Bright Company
Tower Automotive

Mr. Baxter did offer and Ms. Jones did second a motion to close the public hearing. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said hearing was and is hereby closed.

SO ORDERED this the 17th day of August, 2020.

Thereafter, at the request and recommendation of Tax Assessor Norman Cannady, Mr. Baxter did offer and Ms. Jones did second a motion to (1) accept the Tax Assessor's recommendation for the aforementioned parcels, found in the Miscellaneous Appendix to these Minutes to (2) accept the appeal submitted by Tower Automotive as being attempted and received in a timely fashion and filed with the Chancery Clerk after the period to accept objections to the 2020 Preliminary Rolls was closed, (3) acknowledge the spreadsheet listing the parcels for The Forum, (4) acknowledge and amend the preliminary 2020 Homestead Applications (Equalization), (2) acknowledge the deletions to the preliminary 2020 Homestead Applications, (3) acknowledge and affirm the values set forth by the Tax Assessor in the preliminary 2020 Real Property Decreases (Equalization), (4) acknowledge and affirm the values set forth by the Tax Assessor in the preliminary 2020 Real Property Increases (Equalization) agreed by tax payer, (5) acknowledge and affirm the values set forth by the Tax Assessor in the preliminary 2020 Personal Property Decreases (Equalization), (6) acknowledge and affirm the values set forth by the Tax Assessor in the preliminary 2020 Personal Property Increases (Equalization) agreed by tax payer and, (7) adopt and enter the Order required by Miss. Code Ann. § 27-35-105 and by the Department of Revenue, attached as Exhibit A, all of which may be found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said applications were and are hereby amended and said Order was and is hereby adopted.

SO ORDERED this the 17th day of August, 2020.

President's Initials: _____
Date Signed: 9/8/20

***In re:* Approval of 2020 One Mill Application**

At the request and recommendation of Tax Assessor Norman Cannaday, Mr. Banks did offer an Mr. Baxter did second a motion to approve the 2020 one mill application for certification, attached as Exhibit B, and authorize the Board President to execute the same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said application was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

***In re:* Appeal Hearing on Application for Variance**
BDP Group

Mr. Baxter did offer and Ms. Jones did second a motion to open the public hearing for consideration of the Application for Variance submitted by BDP Group. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said hearing was and is hereby opened.

SO ORDERED this the 17th day of August, 2020.

WHEREAS, Mr. Neil Desai requested the Board's consideration to approve a height variance for property located at Lot 12 Gluckstadt Commercial Center, and

WHEREAS, a true and correct copy of said Application may be found in the Miscellaneous Appendix to these Minutes, and

WHEREAS, Mr. Desai requested an additional 23.75 feet for a total of 63.75 feet to allow for a nice hotel similar to the newer Home2 Suites, and

WHEREAS, Mr. Desai state the major reason for the height variance was due to the exterior design of the signage and anesthetics and the hotel structure itself would comport to the previous height regulations but the standard design of the hotel called for a higher brand signature, and

WHEREAS, Mr. Desai stated they had spoken to Lake Caroline about allowing customers to stay at the new hotel when in town for golf,

Thereafter, Mr. Walter McKay spoke in opposition to the variance stating that the Planning & Zoning Board had denied the request by a 4-1 vote for a proposed 4-story hotel because it did not meet the county's ordinance requirement of 3-story height maximum, or 40 feet, and

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WHEREAS, Mr. McKay further stated that the traffic study the petitioner submitted ignored the traffic from ten other businesses on Dees Drive and would further exacerbate the traffic, and

WHEREAS, Mr. McKay further discussed flag poles being higher than the height variance and the hotel signage could be compared to "flagpoles", and

Mr. Baxter did offer and Ms. Jones did second a motion to acknowledge the comments made by Mr. McKay, a copy of which may be found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said comments were and are hereby acknowledged.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Mr. Baxter did offer and Mr. Steen did second a motion to close the public hearing. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said hearing was and is hereby closed.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Mr. Banks did offer and Mr. Griffin did second a motion to approve and grant the variance submitted by BDP to construct a hotel. The vote on the matter being as follows:

Supervisor Sheila Jones	No
Supervisor Trey Baxter	No
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote (3-2) of the Board and said variance was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Consent Agenda Items**

WHEREAS, the Board President did explain that any Supervisor could, in advance of the call of the question, request that any item be removed from the Consent Agenda, and

Mr. Banks did offer and Ms. Jones did second a motion to take the following actions on the Consent Agenda:

President's Initials: AA
Date Signed: 9/8/20

9. **HR - Approve Personnel Matters**
(Attached as Exhibit C)

10. **CA - Approve HOME Grant Request for Cash and Authorize Payment of Vendors Upon Receipt of Funds from MS Home Corporation**
(Attached as Exhibit D)

11. **CA - Acknowledge Budget of Reunion Public Improvement District PID**

12. **CA - Approve Waste Tire Grant WT618 Request for Cash and Authorize Board President to Execute Same**
(Attached as Exhibit E)

13. **CA - Approve State Legal Holiday - Monday, September 7, 2020, as Labor Day for County Offices**

14. **CA - Approve Computer Software Support Agreement Addendum with Delta Computer Systems Inc.**
(Attached as Exhibit F)

15. **CA - Approve Change Order #5 - 18068 Sulphur Springs Health Center**
(Attached as Exhibit G)

16. **CA - Approve New Utility Account and Pay Meter Fee for Sulphur Springs Health Center and Authorize Board President to Execute**
(Attached as Exhibit H)

17. **CA - Acknowledge Ad Valorem Request for Madison County Schools**

18. **AdltDrgCrt - Approve Memorandum of Understanding with 20th Circuit Adult Drug Treatment Court and Fairland Center and Authorize Board President to Execute**
(Attached as Exhibit I)

19. **CirCrt - Approve Annual Maintenance Courtroom Equipment and Authorize Payment of same- Infoware 2**
(Attached as Exhibit J)

20. **ChClrk - Approve Annual Maintenance Courtroom Equipment and Authorize Payment of same- Infoware 2**
(Attached as Exhibit K)

21. **ChClrk - Approve Payment for Special Master & Attorneys and Authorize Payment of same**
(Attached as Exhibit L)

22. **COMP - Declare Property as Surplus and Authorize Disposal**

23. **EMA - Approve Travel and Related Expenses for 2020 National (NENA) E911 Conference / Albert Jones and Jennifer Knight / Orange Beach, AL / October 11-14, 2020**

24. **EMA - Approve New Road Name - Oak Bend Trail (Private)**
(Attached as Exhibit M)

25. **ENG - Approve AT&T Utility Permit - Bridgewater Drive**

President's Initials: AA
Date Signed: 9/1/20

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26. **ENG - Approve eSpire Utility Permit - Aulenbrock Drive**

27. **PC - Approve August 2020 Procurement Card Reconciliation and Authorize Payment Thereof**

28. **PC - Approve August 2020 Travel Card Reconciliation and Authorize Payment Thereof**

29. **TA - Approve Annual Maintenance Agreement and Authorize Payment of same- Apex Software**
(Attached as Exhibit N)

The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and each item was and is hereby approved, adopted and authorized as described herein above.

SO ORDERED this the 17th day of August, 2020.

In re: **Approval of Request for Property Tax Exemption - First Baptist Madison**

Mr. Steen did offer and Mr. Banks did second a motion to approve the request of First Baptist Church of Madison for property tax exemption for the year beginning January 1, 2021 for property on Bozeman Road containing 12.00 acres for a new church, Redemption Church. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Not Present Not Voting
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said request for property tax exemption was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

In re: **Approval of Request for Property Tax Exemption - Canton Housing Authority**

Mr. Griffin did offer and Mr. Banks did second a motion to approve the request of Canton Housing Authority for property tax exemption for the year beginning January 1, 2021 for 1106 - 1110 Holmes, LLC which is a nonprofit organization, with IRS tax exemption. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said request for property tax exemption was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Consideration of Lighting Evaluations for Fire Stations**

At the request of Buildings and Grounds Director Danny Lee, Mr. Steen did offer and Mr. Griffin did second a motion to approve the proposal of Omega Electric to assist Danny Lee and Entergy with a fixture audit of the lighting for four fire stations owned by Madison County at a rate of $85.00 per hour. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	No
Supervisor Paul Griffin	Aye

the matter carried by a majority vote (4-1) of the Board and said proposal was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Consideration of Courthouse Grounds Project**

At the request of Buildings and Grounds Director Danny Lee, Mr. Baxter did offer and Ms. Jones did second a motion to acknowledge the bids received for the courthouse improvement project. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said bids were and are hereby acknowledged.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Ms. Jones did offer and Mr. Baxter did second a motion to reject the bids of Pave Con and Hopkins Construction due to not providing all required information. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye

President's Initials: AB
Date Signed: 8/17/20

Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said bids were and are hereby rejected.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Mr. Banks did offer and Ms. Jones did second a motion to award base bid and Alternate #1 to Harris Construction. Prior to the call of the motion, Mr. Steen did offer and Mr. Griffin did second a substitute motion to table until the next meeting. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said matter was and is hereby tabled until the next board meeting.

SO ORDERED this the 17th day of August, 2020.

***In re:* Consideration of MEMA EMPG Project Application**

At the request of EMA Director Albert Jones, Mr. Banks did offer and Mr. Griffin did second a motion to approve the MEMA EMGP Special Projects Application to upgrade and expand capabilities in the dual purposed EOC and training room. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said application was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Consideration of COVID-19 State of Emergency Proclamation & E911 Emergency Declaration**

At the request of EMA Director Albert Jones, Mr. Banks did offer and Mr. Baxter did second a motion to extend the COVID-19 State of Emergency Proclamation and the E911 Emergency Declaration for an additional thirty (30) days. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

President's Initials: AS
Date Signed: 9/2/20

the matter carried unanimously and said COVID-19 proclamation and the E911 emergency declaration were and are hereby extended.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Final Plat**
Endris Estates

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve the final plat of Endris Estates consisting of 88.25 acres with 8 lots averaging between 10.25 acres and 12.94 acres with no public infrastructure. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said final plat was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval to Release**
Letter of Credit - Coventry Part 1

At the request of County Engineer Tim Bryan, Mr. Baxter did offer and Mr. Steen did second a motion to approve the release of the Letter of Credit for Coventry, Part 1 and accept the one year maintenance warranty from Adcamp and the Letter of Credit for drainage. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Letter of Credit was and is hereby released.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Payment of Right of Way**
Reunion Parkway Phase 3
Illinois Central Railroad

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to approve payment of $5,000.00 for acquisition of right of way for the Reunion Parkway Phase 3 Project from Illinois Central Railroad Company. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye

President's Initials: AA
Date Signed: 9/8/20

Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said right of way payment was and is hereby approved and the Chancery Clerk was and authorized to issue a pay warrant accordingly.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Payment of Right of Way**
Reunion Parkway Phase 3
JCL Investment Properties

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to approve payment of $155,500.00 for acquisition of right of way for the Reunion Parkway Phase 3 Project from JCL Investment Properties II, LLC. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said right of way payment was and is hereby approved and the Chancery Clerk was and authorized to issue a pay warrant accordingly.

SO ORDERED this the 17th day of August, 2020.

***In re:* Award Bid Bridge - Old Highway 16**
SAP-45(57)

At the request of County Engineer Tim Bryan, Mr. Baxter did offer and Mr. Griffin did second a motion to award the bid for the replacement of a bridge on Old Highway 16 to the lowest bidder, Joe McGee Construction Company, LLC for $569,221.00 and authorize Board President to execute the Board Order. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said bid was and is hereby awarded and Board President was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

***In re:* Award Bid Bridge - Stump Bridge Road**
SAP-45(58)

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Baxter did second a motion to award the bid for the replacement of a bridge on Stump Bridge Road to the lowest bidder, Beacon Construction, LLC for $1,017,456.00 and authorize Board President to execute

President's Initials: AA
Date Signed: 9/18/20

the Board Order. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said bid was and is hereby awarded and Board President was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Interlocal Agreement**
Town of Flora

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Ms. Jones did second a motion to approve an Amended Interlocal Agreement between Madison County and the Town of Flora representing the funding of certain street improvements located within the Town of Flora that were not listed in a previous Interlocal Agreement (2020 Program) between the Board and the Town of Flora. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said revised Interlocal Agreement was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Interlocal Agreement**
City of Madison

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to approve the revised Interlocal Agreement between Madison County and the City of Madison modifying roads on said Interlocal Agreement. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said revised interlocal agreement was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

President's Initials: AA
Date Signed: 9/8/20

***In re:* Request to Place Mobile Home -**
Thomas Powell

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Baxter did second a motion to authorize Thomas Powell to place a mobile home on property zoned in a residential district located at 805 Adams Lane due to medical hardship. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Mr. Powell was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

***In re:* Discussion of Mobile Food Vendors**

Mr. Baxter did offer and Mr. Banks did second a motion to extend the relaxed regulations on food trucks and mobile food vendors regarding areas in which they are allowed to operate, as well as not requiring permits, for an additional six months due to the COVID-19 pandemic. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said regulations were and are hereby extended for an additional six months.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of**
Prewitt Contract Services

At the request and recommendation of County Administrator Shelton Vance, Mr. Baxter did offer and Mr. Banks did second a motion to approve Prewitt Contract Services to provide custodial services at the Canton Multipurpose Complex on a daily basis at a cost of $275.00 per day while said building is being utilized by the Madison County Circuit Court for jury qualifications, vor dire, and selection of trial jury. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said services were and are hereby approved.

SO ORDERED this the 17th day of August, 2020.

President's Initials: AH
Date Signed: 8/18/20

***In re:* Approval of Budget Amendments & Interfund Cash Transfers**

At the request and recommendation of Comptroller Na'Son White, Ms. Jones did offer and Mr. Baxter did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as Exhibit O. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said budget amendments and interfund cash transfers were and are hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Claims Docket and Payroll Docket for July 29, August 3, 5, and 12, 2020**

At the request and recommendation of Comptroller Na'Son White, assuring the Board of Supervisors that all claims had been properly documented and where necessary, purchase orders were obtained in advance as required by law, Mr. Banks did offer and Mr. Baxter did second a motion to approve the following:

(1) General Claims Docket
(2) Payroll Claims Docket No. 1, dated July 29, 2020
(3) Payroll Claims Docket No. 2, dated August 3, 2020
(4) Payroll Claims Docket No. 3, dated August 5, 2020
(5) Payroll Claims Docket No. 4, dated August 12, 2020

WHEREAS, the following is a summary of all claims and funds from which said claims are to be paid relative to the primary claims docket:

Fund	Claim Nos	No. of Claims	Amount
001	3304 to 3391, 3393 to 3394	89	274,220.85
012	151 to 152	2	633.07
014	4 to 4	1	29,108.00
015	78 to 80	3	136,140.94
030	29 to 30	2	5,514.00
031	9 to 9	1	4,463.60
097	83 to 84	2	1,889.67
104	21 to 21	1	633.00
105	87 to 89	3	19,736.40
108	3 to 4	2	1,813.14
115	170 to 170	1	36.98
150	561 to 602, 3392	43	1,014,857.75
160	94 to 95	2	52,898.10
170	18 to 18	1	750.00
190	58 to 60	3	353.68
191	125 to 129	5	7,207.94
194	67 to 68	2	1,718.32
306	34 to 39, 41 to 42	8	333,632.00
328	29 to 29	1	3,000.00
330	10 to 10	1	950.00
325	1 to 1	1	22,784.30
681	370 to 370	1	13.66

President's Initials: _____
Date Signed: 9/1/20

TOTAL ALL FUNDS	175	1,912,375.40

and further directed the Chancery Clerk to publish the Summary of Claims as required by law and approve the Claims Docket approving payment of said claims, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously, and said General Claims Docket, and Payroll Dockets 1-4 were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Planning & Zoning Commission Per Diem - August 13, 2020**

At the request and recommendation of Comptroller Na'Son White, Ms. Jones did offer and Mr. Baxter did second a motion to approve the Planning and Zoning Commission Per Diem for August 13, 2020. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Recused[1]

the matter carried unanimously and said per diem was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Claims of Fleetcor Technologies**

Mr. Griffin did offer and Ms. Jones did second a motion to approve a supplemental claims docket containing the claims of Fleetcor Technologies and direct that invoice numbers should be attached to each claim listed on the supplemental docket and direct the Chancery Clerk to include said claims in the Summary of Claims to be published as required by law, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Recused[2]

[1]Prior to consideration of this item of business, Mr. Griffin recused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

[2]Prior to consideration of this item of business, Mr. Steen recused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

President's Initials: _____
Date Signed: 9/8/20

Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said Held Claims were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 17th day of August, 2020.

***In re:* Approval of Highway Safety Grant**

At the request of Sheriff Randy Tucker, Mr. Baxter did offer and Mr. Banks did second a motion to approve the annual Highway Safety Grant in the amount of $63,025.00 and authorize Board President to execute same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said grant was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

***In re:* Authorization to Deliver Property to Chancery Court**

Following discussion, Ms. Jones did offer and Mr. Banks did second a motion to authorize the Board Attorney to deliver property belonging to deceased veteran Willie Polite to the Chancery Court for the Chancery Court to distribute as they deem necessary for the estate. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Board Attorney was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

***In re:* Authorization to Advertise for Janitorial Services**

At the request and recommendation of County Administrator Shelton Vance, Mr. Griffin did offer and Mr. Banks did second a motion to authorize Mr. Vance to advertise for bids for in-house janitorial staff. Prior to call of the motion, Ms. Jones did offer and Mr. Baxter did second a substitute motion to authorize Mr. Vance to advertise for bids for contractual labor for janitorial services. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Mr. Vance was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

***In re:* Entering into "Closed Session" to Determine Whether or not the Board Should Declare an Executive Session**

WHEREAS, the Board of Supervisors, after beginning the meeting in open session, determined that it was necessary to enter into closed session for a brief discussion to ascertain whether an Executive Session was needed as to discuss just compensation and potential litigation and a condemnation,

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Ms. Jones did offer and Mr. Griffin did second a motion to make a closed determination upon the issue of whether or not to declare an Executive Session for the purpose of discussing just compensation, potential litigation and a condemnation, with the following persons deemed necessary for Board discussions, deliberations, and recording of such Executive Session, to wit: members of the Board, Chancery Clerk Ronny Lott, Board Secretary/Chief Deputy Chancery Clerk Cynthia Parker, County Administrator Shelton Vance, Board Attorney Mike Espy, County Engineer Tim Bryan, Jim Turner, Stan Wright, and Sheriff Randy Tucker. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the Board took up the matter of entering Executive Session.

SO ORDERED this the 17th day of August, 2020.

***In re:* Entering into Executive Session**

WHEREAS, the Board Attorney advised the Board that discussion of the proposed matters of business was properly the subject of executive session,

Following discussion, Mr. Banks did offer and Ms. Jones did second a motion to enter into Executive Session to discuss just compensation, potential litigation and a condemnation. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Absent

President's Initials: _____
Date Signed: 9/8/20

the matter carried by a majority vote of the Board (3-0) and President Steen declared the Board to be in Executive Session for the consideration of such matters and Chancery Clerk Ronny Lott announced to the public the purpose for the Executive Session.

SO ORDERED this the 17th day of August, 2020.

During Executive Session, Mr. Banks did offer and Ms. Jones did second a motion to approve just compensation in a sum certain for five (5) parcels for the Bozeman Road Project, and authorize the Board President to execute same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote of the Board (4-0) and said just compensations were and are hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Mr. Banks did offer and Mr. Griffin did second a motion to approve acquisition of two (2) parcels of property on the King Ranch Road Project. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote of the Board (4-0) and said acquisitions were and are hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Mr. Banks did offer and Mr. Griffin did second a motion to approve authorization of an administrative adjustment for Ingleside Homeowners Association. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote of the Board (4-0) and said administrative adjustment was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Ms. Jones did offer and Mr. Banks did second a motion to approve a waiver of liability for standard exception of title for the Bozeman Road Project and authorize the Board President to execute same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said waiver of liability was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 17th day of August, 2020.

Thereafter and following discussion, Mr. Griffin did offer and Mr. Banks did second a motion to approve a Resolution of Condemnation on the Bozeman Road Project. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Resolution was and is hereby approved.

SO ORDERED this the 17th day of August, 2020.

Thereafter, Ms. Jones did offer and Mr. Banks did second a motion to adjourn the Executive Session and announce to the public the action taken therein. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the President declared Executive Session adjourned and the Chancery Clerk did announce the action taken during Executive Session.

SO ORDERED this the 17th day of August, 2020.

President's Initials: AH
Date Signed: 9/8/20

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Banks and seconded by Supervisor Jones and approved by the unanimous vote of those present, the August 17, 2020 meeting of the Board of Supervisors was adjourned until Monday, September 8, 2020 at 9:00 a.m.

Gerald Steen, President
Madison County Board of Supervisors

Date signed: 9/8/20

ATTEST:

Ronny Lott, Chancery Clerk
by: Parker, DC

STATE OF MISSISSIPPI
MADISON COUNTY
I, Ronny Lott Chancery Clerk of the above named County and State, do certify that the foregoing instrument is a true and correct copy of the original.
Witness my signature and seal of court
This the 9 day of September, 2020.
RONNY LOTT, Chancery Clerk
By Parker D.C.

STATE OF MISSISSIPPI
MADISON COUNTY
I, Ronny Lott Chancery Clerk of the above named County and State, do certify that the foregoing instrument is a true and correct copy of the original.
Witness my signature and seal of court
This the 8 day of February, 2021.
RONNY LOTT, Chancery Clerk
By Parker D.C.

President's Initials: GS
Date Signed: 9/8/20

For Searching Reference Only: Page 24 of 24 (8/17/20)

IN THE CIRCUIT COURT OF MADISON COUNTY, MISSISSIPPI

FILED
MADISON COUNTY
SEP 16 2021
ANITA WRAY, CIRCUIT CLERK
BY _____ D.C.

MAUREEN B. SPEYERER — APPELLANT

V. — CIVIL ACTION NO. 2020-0186-JR

BOARD OF SUPERVISORS OF MADISON COUNTY, MISSISSIPPI and RANDS, LLC — APPELLEE

ORDER AFFIRMING THE DECISION OF THE BOARD OF SUPERVISORS OF MADISON COUNTY, MISSISSIPPI

Before the Court is the appeal of a decision by the Board of Supervisors of Madison County, Mississippi ("Board") on August 17, 2020, to approve the petition of Rands, LLC to rezone 17.58 acres situated on the West side of Catlett Road approximately 1/4 mile North of Gluckstadt Road in Madison County, Mississippi from Single-Family Residential Estate District (R-1) to a Medium Density Residential (R-2). (R. 2-41, Pètition for Rezoning). Appellant Maureen Speyerer filed her notice of appeal on August 27, 2020. The brief of the Appellant was filed on January 11, 2021. The Appellees' Reply Briefs were filed on May 6, 2021 and May 7, 2021. The Appellant's Reply Brief was filed on June 7, 2021. The parties requested the Court to rule on the Briefs filed and did not appear before the Court to give oral arguments. Having now fully considered the matters presented, the Court finds as follows:

In considering the matters presented, the Court is mindful of its responsibility while sitting as an appellate court. The Circuit Court's role in zoning cases is not that of the trier of fact but is rather that of an appellate court. *Mayor & Board of Alderman, City of Clinton v. Welch, 888 So. 2d 416, 418 (Miss. 2004)*. If the question to rezone is fairly debatable, the court should not disturb the Board's decision. *Childs v. Hancock County Boad of Supervisors, 1 So.3d 855 (Miss. 2009).*

EXHIBIT 3 tabbies

331/880

Additionally, the Board's decision is presumed to be valid and the Appellant has the burden on appeal to show that the decision was arbitrary, capricious . . . or without substantial evidence. *Drews v. City of Hattiesburg, 904 So.2d 138 (Miss. 2005).*

To rezone real property "there must be proof either (1) that there was a mistake in the original zoning, or (2) [a] that the character of the neighborhood has changed to such an extent as to justify reclassification and [b] that public need exists for rezoning." *Town of Florence v. Sea Lands, Ltd, So. 2d 1221, 1224 (Miss. 2000).* According to the minutes, the Board considered the following evidence to prove a substantial change in the character of the neighborhood and a public need for the rezoning:

> Mr. Shoemaker reported that there had been a substantial change in the character of [their] neighborhood as shown by (1) there already exists other R2 districts in the area, (2) the R1 community has faded away, (3) non existence of public sewer capability is no longer there for R1 districts, (4) high land prices for the R1 districts have led to an [sic] outrageous costs, (5) not enough lots to offset the cost of sewer for these lots, (6) no room for a walking trail, no room for a lake, no room for a clubhouse, and (7) on November 19, 2019, the Board of Supervisors adopted the Comprehensive Plan for Madison County, two weeks later the Board of Supervisors approved rezoning a 28 tract of property, located one mile north of the proposed property, from an R1 district to and R2 district, . .

In addition to items 1 through 7 of its minutes, the Board also considered the testimony of Rands, LLC ("Rands") who produced (1) a map which showed the circumstances of the area, comprised of all the R-2 property surrounding the Subject Property, (2) evidence of the rezoning of

a certain twenty-eight (28) acre tract of land, located just one mile north of the Subject Property to R-2, and (3) an abundance of undisputed market data and statistics demonstrating a clear public need for the development of R-2 communities.

The Court agrees with Appellees that sufficient evidence of a public need for the rezoning was presented at the meeting. However, the issue of whether sufficient evidence of a substantial change in the character of the neighborhood was presented is a closer question. The question turns on whether the rezoning of land in the area to R2 and the other evidence presented by Rands is enough to make the Board's decision to rezone fairly debatable. *In Mayor and Bd. of Alderman v. Estate of Lewis, 963 So.2d 1210, 1214 (Miss. Ct. App. 2007)*, a board's decision to rezone was upheld when seven different parcels of land surrounding the property in question had been rezoned since adoption of the comprehensive plan. Of the seven properties, only two were rezoned in a similar manner to that of the rezoning in question. The court found that the decision to rezone was fairly debatable and that the Circuit Court overreached when it held that the decision was arbitrary and capricious. Id, at 1216. Similarly, in *Harley v. Town of Marion, 756 So.2d 835, 837 (Miss. Ct. App. 2000)*, a decision to rezone property was upheld when there had been nine zoning changes within the area. As stated above, the decision to rezone property from one classification to another must be set aside if the decision was "arbitrary, capricious, discriminatory, illegal, or without substantial evidence." *City of Jackson v. Allen, 242 So.3d 8, 13 (Miss. 2018)*. If the decision is fairly debatable and supported by substantial evidence, the decision should be affirmed. Substantial evidence is "something less than a preponderance of the evidence but more than a mere scintilla or glimmer." *Thomas v. Bd Of Sup'rs of Panola Cly, 227 So.2d 862, 864 (Miss. 1969).*

In *Town of Florence, 759 So. 2d. at 1227*, the Court held that "the record at a minimum

should contain a map showing the circumstances of the area, the changes in the neighborhood, statistics showing a public need, and such further matters of proof so that a rational, informed judgment may be formed as to what the governing board considered". In the present case, the Board referred to the evidence presented by Mr. Shoemaker, Supervisor Banks, and Rands which included market data, maps showing the circumstances of the area, testimony concerning public need, and evidence of surrounding property rezoning to R-2. This is enough to make the decision to rezone the subject property from R-1 to R-2 fairly debatable and not arbitrary and capricious. After reviewing all the matters presented by the Appellant, the Court finds that the August 17, 2020 decision was supported by substantial evidence, that the decision was not arbitrary and capricious, and that the decision was not beyond the Board's power to make.

IT IS, THEREFORE, ORDERED that the decision of the Board on August 17, 2020, to rezone the property in question from R-1 to R-2, should be and the same is hereby affirmed.

SO ORDERED AND ADJUDGED this the 16 day of September, 2021.

CIRCUIT COURT JUDGE

Attachment A

Front 8.79 acres:

PARCEL ID 082D-19-010/00.00

Book 2013 Page 936 Judicial District of Madison County, Mississippi, to wit:
Being situated in the West ½ of Section 19, Township 8 North, Range 2 East, Madison County, Mississippi and being more particularly described as follows:

Commence at a concrete monument marking the northwest corner of Section 19, Township 8 North, Range 2 East, and run East 2591.0 feet; Run thence South 3452.8 feet to an iron bar marking the northeast corner of and the point of beginning for the property herein described; Run thence South 00 degrees 13 minutes West along the West right-of-way line of a county gravel road 385.4 feet to an iron bar; Run thence South 89 degrees 39 minutes West along an old fence line 293.9 feet to a fence corner; Run thence South 02 degrees 05 minutes West along an old fence line 57.1 feet to a fence corner; Run thence North 89 degrees 47 minutes West along an old fence 601.9 feet; Thence North 00 degrees 00 minutes 30 seconds West 448.2 feet; Thence South 89 degrees 41 minutes East along the North line of a certain 26.37 – acre tract 899.4 feet to the point of beginning, containing 8.79 acres, more or less. And subject to a 30 -foot ingress/egress easement along the entire North side.

Back 8.79 acres:

PARCEL ID 082D-19-010/01.00

Book 2013 Page 939 District of Madison County, Mississippi, to-wit: Being situated in the West ½ of Section 19, Township 8 North, Range 2 East, Madison County, Mississippi and being more particularly described as follows:

Commence at a concrete monument marking the northwest corner of Section 19, Township 8 North, Range 2 East, and run East 2591.0 feet; Run thence South 3452.8 feet to an iron bar marking the northeast corner of a certain 26.37 -acre tract; Thence North 89 degrees 41 minutes West along the North line of said 26.37 -acre tract 899.4 feet to the point of beginning of the property herein described; Thence South 00 degrees 00 minutes 30 seconds East 448.2 feet; Thence North 89 degrees 47 minutes West along the South line of aid 26.37 -acre tract 852.8 feet; Thence North 00 degrees 00 minutes 30 seconds West 449.7 feet; Thence South 89 degrees 41 minutes East along the north line of said 26.37 -acre tract 852.8 feet to the point of beginning and containing 8.79 acres, more or less. And together with a 30-foot ingress/egress easement along the North side of said 26.37 -acre tract.



Section 9, Item K)

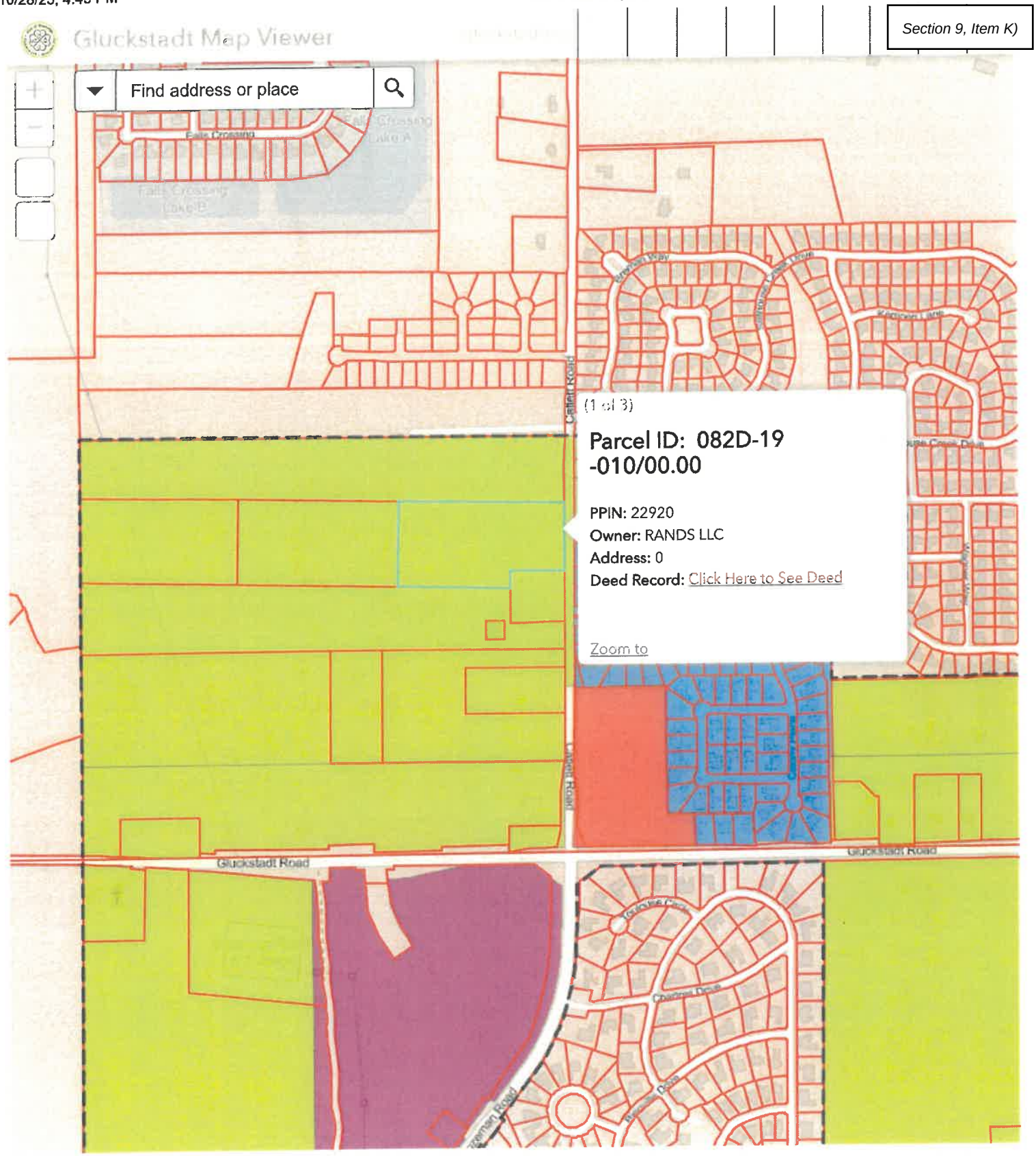


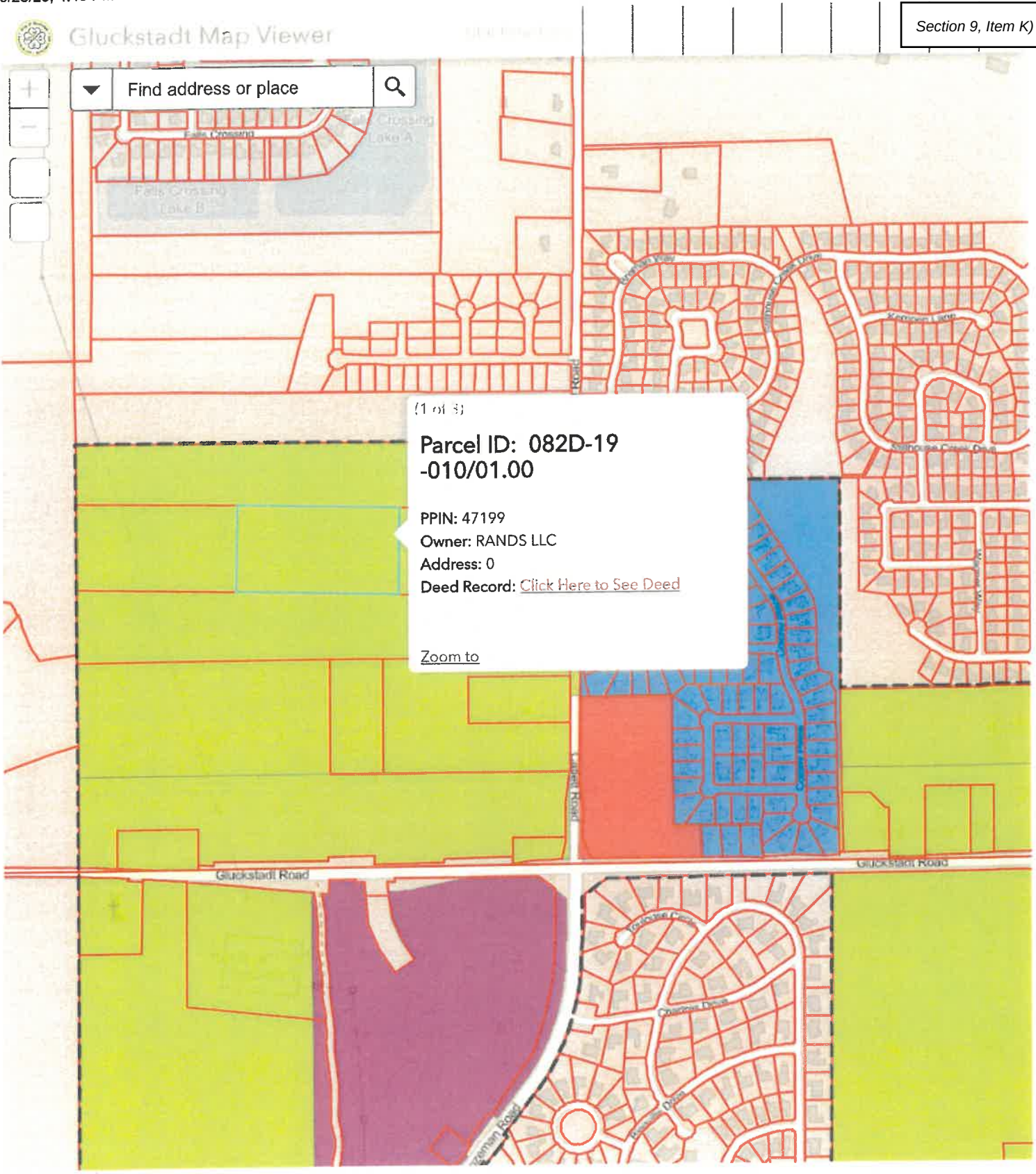
EXHIBIT 5

600ft

554

https://gis.cmpdd.org/arcgis/apps/webappviewer/index.html?id=17c23529de174b08934143405411833c 1/1

Section 9, Item K)



(1 of 3)

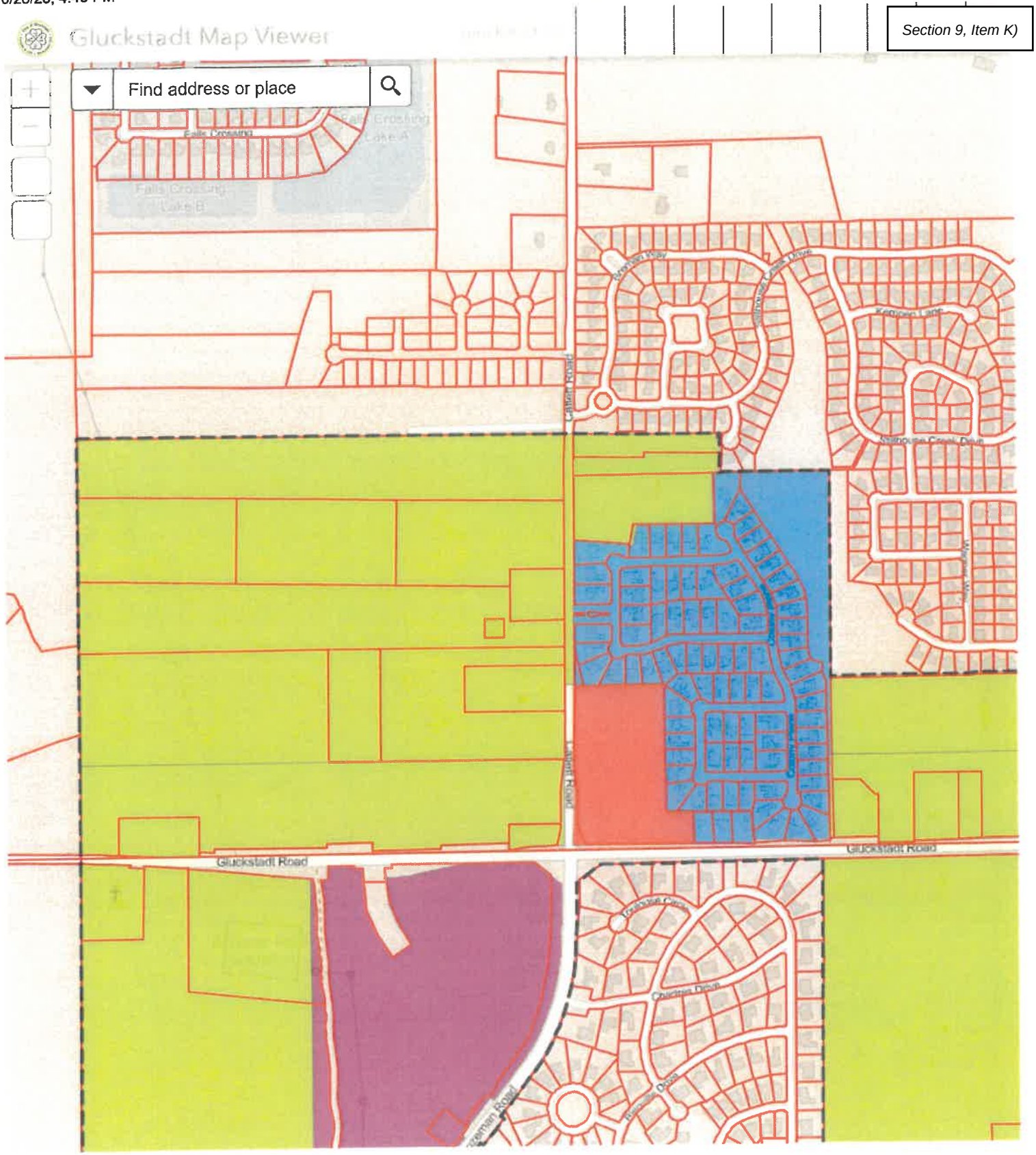
Parcel ID: 082D-19 -010/01.00

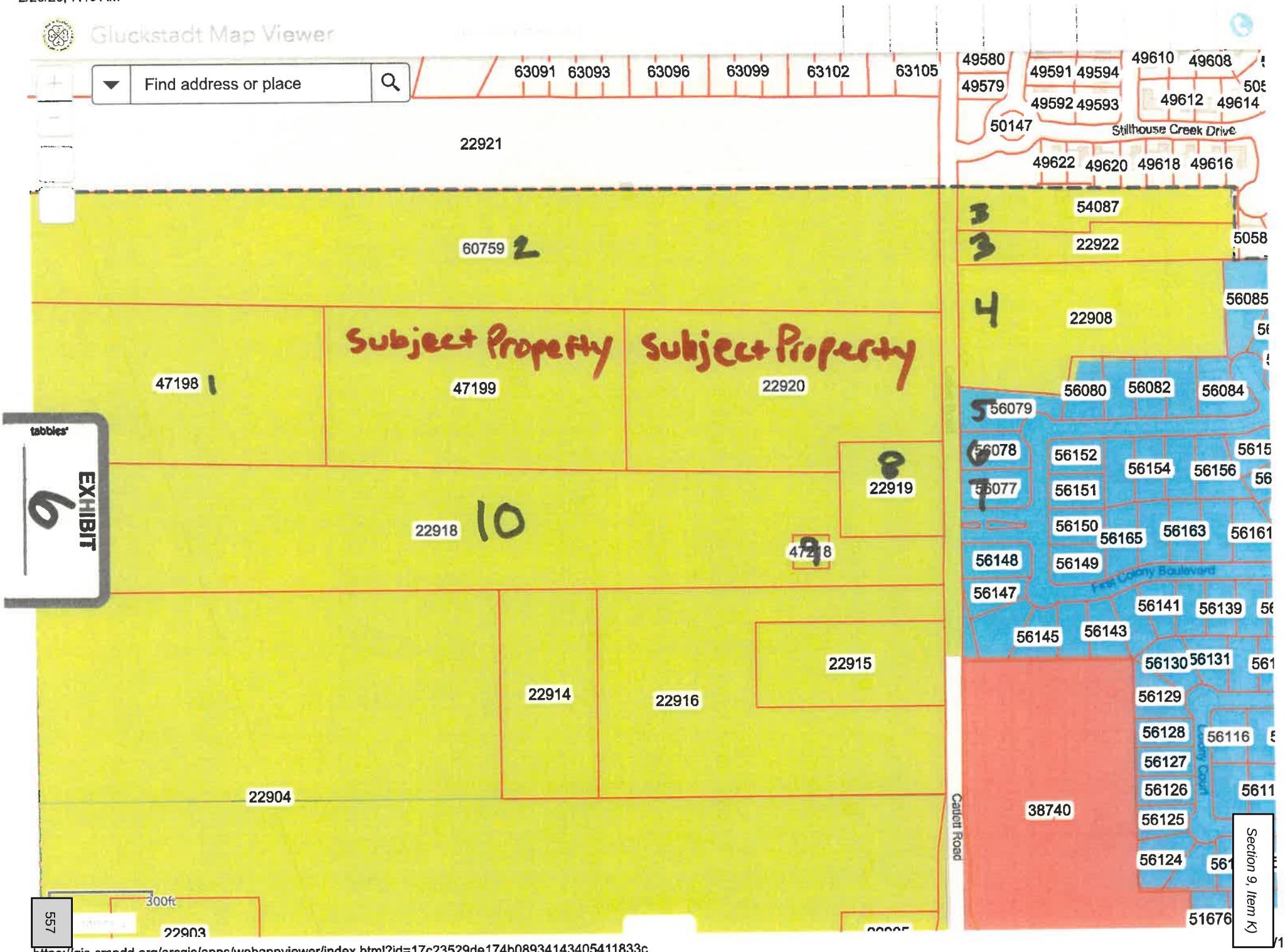
PPIN: 47199
Owner: RANDS LLC
Address: 0
Deed Record: Click Here to See Deed

Zoom to

600ft

Section 9, Item K)





https://gis.cmpdd.org/arcgis/apps/webappviewer/index.html?id=17c23529de174b08934143405411833c

CONCEPTUAL STUDY

SCALE: 1"=100'

CATLETT ROAD

ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI AMENDING THE OFFICIAL ZONING ORDINANCE AND MAP OF THE CITY OF GLUCKSTADT, MISSISSIPPI TO REZONE REAL PROPERTY LOCATED ON CATLETT ROAD, BEING IDENTIFIED AS TAX PARCEL NOS. 082D-19-010/00.00 and 082D-19-010/01.00, IN THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, BY CHANGING THE USE DISTRICT CLASSIFICATION FROM (R-1) TO (R-2)

WHEREAS, RANDS, LLC (the "Applicant") did file an Application to rezone certain property described herein from its present (R-1) Classification to (R-2) Classification (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which Commission scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m.; and,

WHEREAS, all notice requirements of the Zoning Ordinance of the City of Gluckstadt were accomplished – the City Clerk did cause notice of the March 24, 2026, hearing to be published in the Madison County Journal, a newspaper of general circulation in the City of Gluckstadt, Madison County, Mississippi, in the manner and for the time required by law, and the Zoning Administrator did post notice of same upon the affected property in the manner and for the time required by Section 811.02 of the Zoning Ordinance of the City of Gluckstadt and by law; and,

WHEREAS, the Applicant did provide evidence that Applicant had mailed notice of the hearing to adjacent property owners within 160 feet of the subject property; and,

WHEREAS, the Planning and Zoning Commission did conduct a full and complete hearing on the Application at the March 24, 2026 meeting, and at said hearing the said Planning and Zoning Commission received comments and heard evidence presented by the Applicant and all others who

appeared at said hearing and thereafter recommended that the Application be approved; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the City where the property is located, and in acting on the Ordinance, have duly considered the matters and facts within their personal knowledge as same affect the land uses requested in the Application filed herein; and,

WHEREAS, the matter was presented to the Mayor and Board of Aldermen along with the recommendation of the Planning and Zoning Commission, and after discussion thereof, Alderman _____ offered the following Ordinance and moved that it be adopted, to-wit:

NOW, THEREFORE, be it ordained by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi as follows, to-wit:

SECTION 1. That the matters and facts stated in the preamble hereof are found, determined and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of an Application to amend the City of Gluckstadt Official Zoning Map as required by Section 806 et seq. of the City of Gluckstadt Zoning Ordinance of December 16, 2021, exist and have been satisfied in regard to the granting of the Application, and specifically, the Mayor and Board of Aldermen do hereby find and determine that there was a mistake in the zoning classification of the subject parcel made at the time of adoption of the City of Gluckstadt Official Zoning Map on December 16, 2021.

SECTION 3. That the Use District Classification of the following described property be, and same is hereby changed from its present (R-1) Classification to (R-2) Classification as to the following described property (the "property"), to-wit:

17.58 acres +/- that is situated in the West ½ of Section 19, Township 8 North Range 2 East being Tax Parcel Nos. 082D-19-010/00.00 and 082D-19-010/01.00 being situated in the City of Gluckstadt, Madison County, Mississippi.

SECTION 4. That the City of Gluckstadt Zoning Ordinance of December 16, 2021, and the Official Zoning Map be, and same are hereby amended to effectuate this change in zoning classification.

SECTION 5. This ordinance shall be effective thirty (30) days after its passage and after publication of same as required in § 21-13-11 Mississippi Code of 1972.

ORDAINED, ADOPTED AND APPROVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi at a regular meeting thereof held on the ___ day of _____, 2026.

The motion for adoption was seconded by Alderman _____, and the foregoing Ordinance having been first reduced to writing, was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following results:

Alderwoman Miya Warfield-Bates voted: _____
Alderman John Taylor voted: _____
Alderman Jayce Powell voted: _____
Alderwoman Jessie Campbell voted: _____
Alderman Chip Williams voted: _____

WHEREUPON, the Mayor declared the Motion had carried and that the Ordinance was adopted.

SO ORDAINED, ADOPTED, AND APPROVED by the Mayor and Board of Alderman of the City of Gluckstadt, Madison County, Mississippi at its regular meeting held on the __ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

RESOLUTION DENYING APPLICATION TO AMEND THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI OFFICIAL ZONING ORDINANCE AND MAP TO REZONE REAL PROPERTY LOCATED ON CATLETT ROAD, BEING IDENTIFIED AS TAX PARCEL NOS. 082D-19-010/00.00 and 082D-19-010/01.00, IN THE CITY OF GLUCKSTADT, MADISON COUNTY, MISSISSIPPI, BY CHANGING THE USE DISTRICT CLASSIFICATION FROM (R-1) TO (R-2)

WHEREAS, RANDS, LLC (the "Applicant") did file an Application to rezone certain property described herein from its present (R-1) Classification to (R-2) Classification (the "Application"); and,

WHEREAS, the Mayor and Board of Aldermen referred the Application to the Planning and Zoning Commission of the City of Gluckstadt, which scheduled a hearing on said Application for March 24, 2026, at 6:00 o'clock p.m. and did thereafter forward its recommendation thereon to the Mayor and Board of Aldermen; and,

WHEREAS, the Mayor and Board of Aldermen are familiar with the property and existing land uses within the City of Gluckstadt and in the area of the city where the property is located, and in acting on this Resolution, have duly considered the matters and facts within their personal knowledge as same affect the land uses requested in the Application filed herein; and,

WHEREAS, at the conclusion of the discussion of the Planning and Zoning Commission's recommendation, the Mayor asked whether the Board of Aldermen desired to take any action regarding the Application and the recommendation of the Planning and Zoning Commission, and after discussion thereof, Alderman _____ offered the following Resolution and moved that it be adopted, to-wit:

IT IS, THEREFORE, RESOLVED by the Mayor and Board of Aldermen of the City of Gluckstadt, Madison County, Mississippi, as follows: to-wit:

SECTION 1. That the matters and facts stated in the preamble hereof are found,

determined and adjudicated to be true and correct.

SECTION 2. That it is hereby found and determined that the conditions precedent to the granting of an Application to amend the City of Gluckstadt Official Zoning Map as required by Section 806 et seq. of the City of Gluckstadt Zoning Ordinance of December 16, 2021, do not exist, and have not been satisfied in regard to the granting of the Application, and specifically, the Mayor and Board of Aldermen do hereby find and determine that the character of the neighborhood where the property is located has not changed to such an extent to justify the reclassification of the property, that no mistake was made at the time of adoption of the City of Gluckstadt Official Zoning Map on December 16, 2021.

SECTION 3. That the Application to change the use district classification of the following described property from (R-1) Classification to (R-2) Classification, be and the same is hereby denied. The property referenced in the Application (the "Property") is described as follows:

> 17.58 acres +/- that is situated in the West ½ of Section 19, Township 8 North Range 2 East being Tax Parcel Nos. 082D-19-010/00.00 and 082D-19-010/01.00 being situated in the City of Gluckstadt, Madison County, Mississippi.

SO RESOLVED BY THE MAYOR AND BOARD OF ALDERMEN of the City of Gluckstadt, Madison County, Mississippi, at a regular meeting thereof held on the ___ day of _____, 2026.

The motion to adopt the above and foregoing Resolution was seconded by Alderman _____, and the foregoing Resolution was submitted to the Board of Aldermen for passage or rejection on roll call vote with the following result:

Alderwoman Miya Warfield-Bates voted: _____

Alderman John Taylor voted: _____

Alderman Jayce Powell voted: _____

Alderwoman Jessie Campbell voted: _____

Alderman Chip Williams voted: _____

WHEREUPON, the Mayor declared the Motion carried and the Resolution adopted.

The foregoing resolution is approved, this the ____ day of _____, 2026.

CITY OF GLUCKSTADT, MISSISSIPPI

BY: _____
WALTER C. MORRISON, IV, MAYOR

ATTEST:

BY: _____
LINDSAY KELLUM, CITY CLERK

[SEAL]

CITY OF GLUCKSTADT

MISSISSIPPI

PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor & Board of Alderman

FROM: Buckner, Chris

DATE: 4/7/2026

SUBJECT: Request for Approval, Final Plat for The Oaks

Public Works is requesting the Mayor & Board of Alderman to approve the final plat for The Oaks development on Calhoun Station Parkway.

If you have any questions or concerns, please feel free to contact me.

THE OAKS

OWNER'S CERTIFICATE

State of Mississippi County of Madison

i, the Owner, as listed heron below, do hereby certify that we are the Owner of the land described in the foregoing certificate of Colin L. Baird, Registered Professional Land Surveyor, and that it has caused the same to be subdivided and platted as shown hereon, and has designated the same as The Oaks, and hereby adopts this plat of subdivision as its free act and deed.

Witness my signature on this the ____ day of _____, 2026.

_____
James Phillips

CERTIFICATE OF COMPARISON

State of Mississippi County of Madison

We, Ronny Lott, Chancery Clerk and Colin L. Baird, Registered Professional Land Surveyor, do hereby certify that we have carefully compared this plat of The Oaks, with the original thereof, as made by the said Colin L. Baird, Registered Professional Land Surveyor, and find it to be a true and correct copy of said map or plat.

Given under my hand and seal of office on this the _____day of _____, 2026.

_____ _____
Registered Professional Land Surveyor Chancery Clerk

CERTIFICATE OF ACKNOWLEDGEMENT

State of Mississippi County of Madison

Personally appeared before me, the undersigned Owner, who acknowledged to me that as Owner they signed and delivered this plat and certificate thereon as their own act and deed on the day and year mentioned, and that Colin L. Baird, Registered Professional Land Surveyor, who acknowledged to me that he executed this plat and the certificates thereon as his own act and deed, on the day and year mentioned.

Given under my hand and seal of office on this the ____ day of _____, 2026

_____ _____
My Commission Expires Notary Public

CERTIFICATE OF CITY'S APPROVAL

State of Mississippi City of Gluckstadt County of Madison

I, Walter C. Morrison, IV, Mayor of the City of Gluckstadt, do hereby certify that this plat was approved and accepted by the Mayor and Board of Alderman of the City of Gluckstadt, Mississippi, at their meeting on the _____ day of _____, 2026.

Witness our signatures this the _____day of _____, 2026.

_____ _____
Mayor City Clerk

_____
City Engineer

CERTIFICATE OF FILING AND RECORDATION

State of Mississippi County of Madison

I, Ronny Lott, Clerk of the Chancery Court in and for said County and State, do hereby certify that the Final Plat of The Oaks was filed for record in my office on this the ____day of _____, 2026, and was duly recorded in Plat Book _____, Page_____ of the records of maps and plats of land of the Madison County, Mississippi.

Given under my hand and seal of office on this the _____day of _____, 2026.

_____
Chancery Clerk

SURVEYOR'S CERTIFICATE OF COMPLIANCE WITH SUBDIVISION REGULATIONS

State of Mississippi County of Madison

I hereby certify that the monuments and markers shown hereon are in place on the ground and the plan and plat shown and described hereon area true and correct representation of a survey to the accuracy designated in the Subdivision Regulations for the City of Gluckstadt, Madison County,

Witness our signatures this the _____day of _____, 2026.

_____
Registered Professional Land Surveyor

CITY PLANNING AND PUBLIC WORKS DIRECTOR'S APPROVAL

State of Mississippi City of Gluckstadt County of Madison

We have examined this plat and find that it conforms to all conditions set forth on the preliminary plat as approved by the Mayor and Board of Aldermen and thus recommend final approval.

_____ _____
Planning and Zoning Administrator Public Works Director

Basis of Bearing: the bearings on this plat are based on and referenced to the Mississippi State Plane Coordinate System Grid North (NAD83–West Zone) as derived using RTK GPS observations using Cors Stations MSJK and MSYZ.
Convergence Angle = N 00°07'37" W
Combined Factor = 1.00005734779172 (Grid to Ground)
(Computed at N=1111008.35, E=2369204.47)

DATE DRAWN: March 24, 2026.

1) PROPERTY IS ZONED C–2 (HIGHWAY COMMERCIAL DISTRICT), PER CITY OF GLUCKSTADT ZONING ORDINANCE.
2) SETBACKS:
   FRONT – 35 feet from a street right–of–way line.
   SIDE – 5 feet (50 feet aduting Residential)
   REAR – 5 feet (50 feet aduting Residential)
3) SUBJECT PROPERTY IS LOCATED IN ZONE "X" AS DETERMINED BY FIRM NO. 28089 C 415F, MADISON COUNTY, REVISION DATE – MARCH 17, 2010

REGISTERED PROFESSIONAL SURVEYOR'S CERTIFICATE

State of Mississippi County of Madison

I, Colin L. Baird, Registered Professional Land Surveyor, do hereby certify that at the request of the Owners, I have subdivided and platted the following described property as follows:

Legal Description

A parcel or tract of land, containing 5.00 acres, more or less, lying and being situated in the SW ¼ and the NW ¼ of Section 9, T8N-R2E, Madison County, Mississippi, being a part of the Third Floor Investments, LLC property as described in Deed Book 3532 at Page 390 of the Records of the Office of the Chancery Clerk of said Madison County, at Canton, Mississippi, and being more particularly described as follows:

COMMENCING at a found concrete monument lying at the SE comer of the SW ¼ of said Section 9, T8N-R2E, Madison County, Mississippi and run thence North 00 degrees 15 minutes 21 seconds West for a distance of 2,971.32 feet to ½" iron rebar found marking the southeast corner of the Third Floor Investments, LLC property as described in Deed Book 3532 at Page 390 of the Records of the Office of the Chancery Clerk of said Madison County, at Canton, Mississippi marking the Point of Beginning of the tract herein described:

From the Point of the Beginning thence run South 89 degrees 51 minutes 57 seconds West for a distance of 693.99 feet to ½" iron rebar found on the east right-of-way line of Calhoun Station Parkway; thence run North 00 degrees 17 minutes 41 seconds West, along said right-of-way line, for a distance of 313.83 feet to ½" iron rebar set on the east right-of-way line of Calhoun Station Parkway; thence leave said right-of-way line and run North 89 degrees 51 minutes 57 seconds East for a distance of 694.58 feet to ½" iron rebar set; thence run South 00 degrees 11 minutes 16 seconds East for a distance of 313.83 feet back to the Point of Beginning.

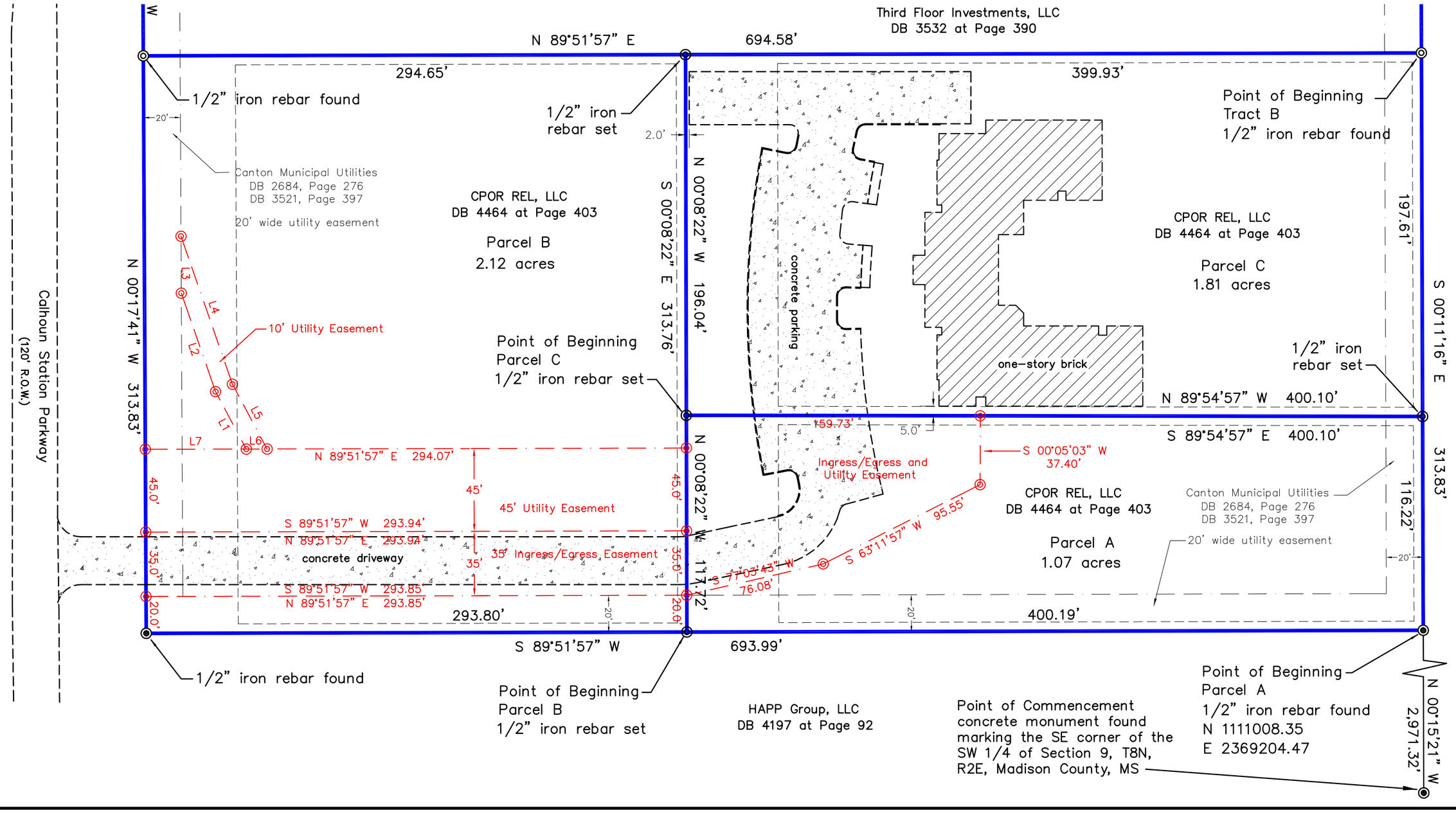
Witness my signature on this the _____ day of _____, 2026.

_____
Registered Professional Land Surveyor

LINE	BEARING	DISTANCE
L1	N 28°09'22" W	35.41'
L2	N 19°10'08" W	56.66'
L3	N 00°17'41" W	30.91'
L4	S 19°10'08" E	85.13'
L5	S 28°09'22" E	39.94'
L6	S 89°51'57" W	11.33'
L7	N 89°51'57" E	54.88'

◎ 1/2" IRON REBAR SET
◉ 1/2" IRON REBAR FOUND
BUILDING SETBACK LIMITS
EXISTING EASEMENT
RIGHT–OF–WAY LINE

Graphic Scale
50 0 25 50 100 200
1"=50'



JOB # 4919(4868)

CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE POLICE DEPARTMENT
140 Gluckstadt Way, Gluckstadt, Mississippi 39110

MEMORANDUM

To: Mayor & Board of Alderman

From: Barry Hale, Police Chief

Date: March 30, 2026

Subject: Requesting approval to amend two contracts with flock to upgrade two cameras.

I'm requesting approval to amend two contracts with flock to upgrade two cameras on Gluckstadt Road near the interstate that are no longer working effectively. Both cameras are designed to capture two lanes of traffic and in both areas, there are three lanes. We've had issues being able to capture suspect vehicles lately due to only capturing two lanes with both cameras. The amendment of the contract will allow the city to replace both cameras with long range cameras that will capture three lanes. The price of the upgrade will be $4500.00 annually.

Thank you for your consideration in this matter,

Respectfully,

Chief Barry W. Hale
Gluckstadt Police Department

flock safety

AMENDMENT

This amendment ("**Amendment**") supersedes and amends the previously executed agreement between the Parties, dated 12/20/2023, relating to the provision of services by Flock Group Inc. ("**Flock**") to MS - Gluckstadt PD ("**Customer**") and any schedules or exhibits attached thereto or incorporated therein by reference (the "**Agreement**"). The remainder of the Agreement shall remain in full force and effect. In the event of a conflict between this Amendment and the Agreement the terms of this Amendment will prevail. Any capitalized terms used in this Amendment will have the same meaning as in the Agreement, unless expressly defined otherwise. This Amendment is effective upon execution by both Parties (the "**Effective Date**").

The Agreement is amended as follows: Flock products on the Existing Hardware and Software Products table are removed from the Agreement and replaced with the Flock products listed on the updated New Hardware and Software Products table below. To the extent a Professional Services and One Time Purchases table appears below, such table is also removed from or added to the Agreement as applicable.

Existing Hardware and Software Products

Below are the products that are to be removed.

Item	Cost	Quantity	Total
Flock Safety Platform			
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	-1	-$2,500.00

New Hardware and Software Products

Below are the products that are to be added.

Item	Cost	Quantity	Total
Flock Safety Platform			
Flock Safety LPR Products			
Flock Safety Long-Range LPR, fka Falcon LR	Included	1	$5,000.00

New Professional Services

Below are the professional services that are to be added.

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Advanced Implementation Fee (Long Range LPR)	$1,000.00	1	$1,000.00
		Net Annual Change:	$2,500.00

By executing this Amendment, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed Agreement.

FLOCK GROUP, INC.	**Customer: MS - Gluckstadt PD**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____
	PO Number: _____

flock safety

AMENDMENT

This amendment ("**Amendment**") supersedes and amends the previously executed agreement between the Parties, dated 7/11/2025, relating to the provision of services by Flock Group Inc. ("**Flock**") to MS - Gluckstadt PD ("**Customer**") and any schedules or exhibits attached thereto or incorporated therein by reference (the "**Agreement**"). The remainder of the Agreement shall remain in full force and effect. In the event of a conflict between this Amendment and the Agreement the terms of this Amendment will prevail. Any capitalized terms used in this Amendment will have the same meaning as in the Agreement, unless expressly defined otherwise. This Amendment is effective upon execution by both Parties (the "**Effective Date**").

The Agreement is amended as follows: Flock products on the Existing Hardware and Software Products table are removed from the Agreement and replaced with the Flock products listed on the updated New Hardware and Software Products table below. To the extent a Professional Services and One Time Purchases table appears below, such table is also removed from or added to the Agreement as applicable.

Existing Hardware and Software Products

Below are the products that are to be removed.

Item	Cost	Quantity	Total
Flock Safety Platform			
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	-1	-$3,000.00

New Hardware and Software Products

Below are the products that are to be added.

Item	Cost	Quantity	Total
Flock Safety Platform			
Flock Safety LPR Products			
Flock Safety Long-Range LPR, fka Falcon LR	Included	1	$5,000.00

New Professional Services

Below are the professional services that are to be added.

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Advanced Implementation Fee (Long Range LPR)	$1,000.00	1	$1,000.00
		Net Annual Change:	$2,000.00

By executing this Amendment, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed Agreement.

FLOCK GROUP, INC.	**Customer: MS - Gluckstadt PD**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____
	PO Number: _____

CITY OF GLUCKSTADT

MISSISSIPPI
OFFICE OF THE POLICE DEPARTMENT
140 Gluckstadt Way, Gluckstadt, Mississippi 39110

MEMORANDUM

To: Mayor & Board of Alderman

From: Barry Hale, Police Chief

Date: April 02, 2026

Subject: Requesting Approval to purchase Motorola Command Central Aware.

I'm requesting approval to purchase Motorola Command Central Aware. Command Central Aware is a situational awareness solution that will deliver real time intelligence for our department. It will also allow us to share video evidence from in-car and body worn cameras as well as reports with the district attorney's office. This software interfaces with the current CAD and Records Management System we use. The total contract price of this will be $51,000.00 that will be paid over 5 years in the amount of $10,200.00 yearly. The district attorney's office has graciously agreed to pay the first-year cost of $10,200.00 for the department. Command Central Aware is on state contract and the state contract number is 3429-MISSISSIPPI-MSWIN.

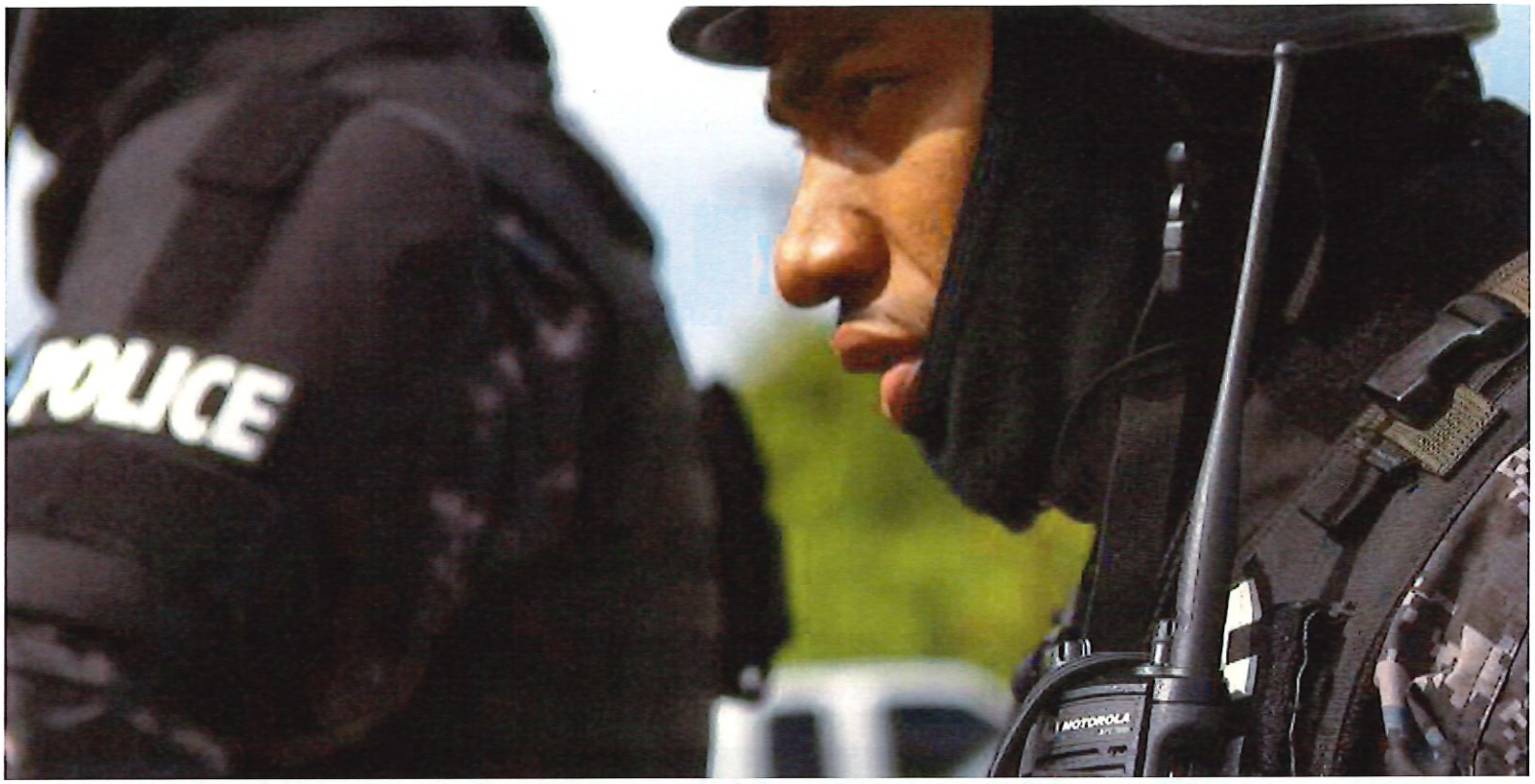
Thank you for your consideration in this matter,

Respectfully,

Chief Barry W. Hale
Gluckstadt Police Department

CITY OF GLUCKSTADT
GLUCKSTADT POLICE DEPARTMENT

MOTOROLA SOLUTIONS







GLUCKSTADT POLICE DEPT

04/01/2026

The design, technical, pricing, and other information ("Information") furnished with this submission is confidential proprietary information of Motorola Solutions, Inc. or the Motorola Solutions entity providing this quote ("Motorola") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the Information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the Information without the express written permission of Motorola.
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MOTOROLA SOLUTIONS

QUOTE-3573262

Billing Address:
GLUCKSTADT POLICE DEPT
343 DISTRIBUTION DR
MADISON, MS 39110
US

Quote Date:04/01/2026
Expiration Date:05/31/2026
Quote Created By:
Brandon Ghee
bghee@jacksoncom.com

End Customer:
GLUCKSTADT POLICE DEPT

Contract: 3429 - MISSISSIPPI-MSWIN

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
	CommandCentral Aware						
1	SSV00S04249A	AWARE VIDEO DEVICES	50	5 YEAR	$0.00	$0.00	$0.00
2	SSV00S04248A	AWARE LOCATION DEVICES*	50	5 YEAR	$0.00	$0.00	$0.00
3	SSV00S04179A	AWARE STANDARD*	1	5 YEAR	$51,000.00	$51,000.00	$51,000.00
4	PSV00S04092A	INTEGRATION: MOBILE VIDEO STREAMING TO COMMANDCENTRAL AWARE*	50		$0.00	$0.00	$0.00
5	PSV00S04090A	INTEGRATION: CC DIRECT STREAMING FROM COMMANDCENTRAL AWARE*	50		$0.00	$0.00	$0.00
6	PSV00S04182A	CC AWARE 8 HOURS VIRTUAL TRAINING*	1		$0.00	$0.00	$0.00
7	PSV00S04093A	MOBILE VIDEO TELEMETRY*	50		$0.00	$0.00	$0.00

Grand Total $51,000.00(USD)

Pricing Metric :

Price is indicative of the following -
of Video Devices - 50
of Location Devices - 50

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MOTOROLA SOLUTIONS

QUOTE-3573262

of Learner LxP Subscriptions - 0

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MOTOROLA SOLUTIONS

QUOTE-3573262

Pricing Summary

		Payment Term		Upfront Sale Price
Upfront Costs*				
				$0.00
Upfront Subscription Fee				
	CommandCentral Aware	Annually		$10,200.00
Sub Total:				**$10,200.00**

		Payment Term	Sale Price	Annual Sale Price
Year 2 Subscription Fee				
	CommandCentral Aware	Annually	$10,200.00	$10,200.00
Year 3 Subscription Fee				
	CommandCentral Aware	Annually	$10,200.00	$10,200.00
Year 4 Subscription Fee				
	CommandCentral Aware	Annually	$10,200.00	$10,200.00
Year 5 Subscription Fee				
	CommandCentral Aware	Annually	$10,200.00	$10,200.00
Sub Total:				**$40,800.00**

Grand Total System Price (Inclusive of Upfront and Annual Costs) **$51,000.00**

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- Additional information is required for one or more items on the quote for an order.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

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MOTOROLA SOLUTIONS

QUOTE-3573262

Line #	Item Number	Parametric Data
1	SSV00S04249A	VIDINTQT = 50,VIDINTQT = 0
2	SSV00S04248A	Incomplete
3	SSV00S04179A	Incomplete
4	PSV00S04092A	Incomplete
5	PSV00S04090A	Incomplete
6	PSV00S04182A	Incomplete
7	PSV00S04093A	Incomplete

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MOTOROLA SOLUTIONS

Purchase Order Checklist NA OM

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)
PO Number/ Contract Number
PO Date
Vendor = Motorola Solutions, Inc.
Payment (Billing) Terms/ State Contract Number
Bill-To Name on PO must be equal to the *Legal* Bill-To Name
Bill-To Address
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)
PO Amount must be equal to or greater than Order Total
Non-Editable Format (Word/ Excel templates cannot be accepted)
Tax Exemption Status
Signatures (As required)

NOTE: When an email order is submitted a confirmation is sent from Motorola AutoNotify referencing a **case number**.
Once checklist is complete, order still must go through **Order Validation/Credit Approval**

MOTOROLA SOLUTIONS

QUOTE-3573262

CommandCentral Aware Standard Offer Solution Description

Overview

CommandCentral Aware is a situational awareness software solution designed to deliver real-time intelligence across the public safety workflow. The Standard offering of CommandCentral Aware provides a map-based and list view of locations from broadband compatible radios, LPR hot hits, camera locations and panic alerts from Rave Mobile Safety. The offer includes device location and details from V300 and V700 body-worn cameras, 4RE and M500 in-car video systems, CAPE-equipped drones, license plate recognition (LPR) camera locations sourced from Vigilant VehicleManager, cameras registered in CommandCentral Community, compatible APX radios and smartphone applications. Devices can also send status information, such as from a radio entering an emergency state, a body-worn camera recording activation, or an LPR camera registering a hot hit, to CommandCentral Aware that can trigger an alert.

The Standard offer allows you to consolidate and view a variety of your Motorola video management systems and video streaming platforms and connect to camera feeds in your community to bring more real-time video feeds into your command center. CommandCentral Aware helps intelligence analysts in the command center gain valuable visibility to the field, quickly identify emergency situations and provide remote supervision.

CommandCentral Aware is hosted in the Microsoft Azure Government cloud and is offered as-a-service for an annual subscription cost.

Solution Elements

CommandCentral Aware consists of a series of core functional modules and integrated systems that power the solution. The CommandCentral Aware Standard offer includes the following:

Modules:

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- Esri-based unified map
- Configurable event monitor
- Workflow automation rules engine
- Integrated video module

Integrations:

- Radio Location, Detail and Status
  - APX Next, XN, XE and N70 Radios
  - MOTOTRBO Portable and Mobile Radios
  - Broadband Vehicle Modems
- Smartphone App Location, Detail and Status
  - WAVE Broadband Push-to-Talk
  - CommandCentral Responder
- Body-Worn, In-Car and Drone Camera Location and Detail
  - V300 and V700 Body-Worn Cameras
  - 4RE and M500 In-Car Camera System
  - CAPE-Equipped Drones
- LPR Camera Location, Detail and Hot Hit Alerts
  - Vigilant VehicleManager
- Community and Business Registered Cameras on the Map
  - CommandCentral Community
  - Rave Facility
- Panic Button and Tip Location and Details*
  - CommandCentral Community
  - Rave Panic Button
- Fixed Video Location, Detail and Livestreaming
  - Motorola Video Management Systems
  - Real Time Streaming Video (RTSP)
  - Edge Appliance

* Integration functionality dependent on third-party partner

**Other third-party apps available depending on region

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Cloud anchor server hardware and required software is also available, if not already present, to establish a connection between on-premises systems and the Motorola cloud hosting environment.

Modules included with the CommandCentral Aware Standard Offer

The CommandCentral Aware Standard offer includes the following modules.

Unified Map

CommandCentral Aware offers a unified mapping interface, powered by Esri, to display resources, event locations and alerts overlaid on detailed base maps and customer specific GIS layers. Users can view all location-based data on the map display. The CommandCentral Aware map includes the following:

- Custom Map Layers – Add your custom map layers from ArcGIS, Mapbox or GeoServer.
- Map Layers Panel – Show or hide event data and map layers to refine the map view.
- Event Detail Display – View details associated with each event on the map.
- Incident Recreation – Replay a time lapse of mapped events over a set period of time for up to 90 days. This history can be exported and viewed in Google Earth or Esri ArcGIS Pro.
- Traffic and Weather – Overlay real-time traffic data and a weather radar map layer.
- Building Floor Plans – Enhance your map view with the addition of indoor floor plans using ArcGIS Indoor Floor plan layers.
- Collaborative Drawing Tools – Draw and save polygons, polylines and points onto the map to support planning for pre-planned events and provide tactical awareness during a real-time incident response. Annotations are visible by all users as a data layer.
- Zones of Interest – Create geofences that geographically filter information in a defined area.
- Directed Patrol Alerts – Specify geographic areas, set alerts and define rules for resources to enter and remain in for a user-determined period of time.
- Unit Management – From CommandCentral Admin, affiliate various resources such as radios and body worn cameras into units that can be named and intelligently tracked based on data from all affiliated resources.

Event Monitor

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CommandCentral Aware offers an event monitor to display a running list of event and resource alerts. The event monitor is highly configurable to meet the needs and preferences of each user. Filter events by type, create separate tabs for different event types and show, hide or reorder columns of event information within the tabs. Pin an event to the top of your monitor as well as apply your event monitor filter to the map to maintain a consistent view of information. Details from any event can be opened in a dialogue box to give users all information about an event provided by the source system.

Rules Engine

The CommandCentral Aware rules engine allows users to create highly configurable rule sets to trigger actions based on the occurrence of events matching the rule criteria. For example, rows in the Event Monitor can be highlighted and audible alerts for critical events can be triggered. These visual or auditory triggers reduce the number of steps needed to support an incident. Rules are used to trigger scenarios. For example, if a panic button alert is received, Aware will pin and highlight the event in the Event Viewer, zoom and pan to the location on the map and play nearby cameras in the Video module.

Integrations

The CommandCentral Aware Standard offer the following integrations:

Radio Location, Detail and Status

APX Next, XN, XE and N70 Radios

The CommandCentral Aware Standard offer comes with integration to APX NEXT, XN, XE and N70 radios equipped with an active SmartLocate subscription. Once SmartLocate is activated, these APX radios can send device location, details and status over a broadband network. This data is available in CommandCentral Aware on the map and event monitor. Broadband connectivity via SmartLocate increases the frequency of location reporting beyond the capability of an LMR system to improve location accuracy and enable more devices to be tracked.

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Broadband Application Location, Detail and Status

WAVE PTX Broadband Push-to-Talk

The CommandCentral Aware Standard offer comes with the ability to integrate with WAVE and Kodiak Broadband Push-to-Talk smartphone applications. With this integration, these smartphone applications can send device location, details and status information to CommandCentral Aware.

CommandCentral Responder

The CommandCentral Aware Standard offer comes with the ability to integrate with the CommandCentral Responder smartphone application. With this integration, CommandCentral Responder can send device location, details and status information to CommandCentral Aware.

Body-Worn, In-Car and Drone Camera

4RE and M500 In-Car Video Systems

The CommandCentral Aware Standard offer comes with the ability to integrate with M500 and 4RE in-car camera systems. With this integration, users can view real-time location, system details and livestreams from systems in the field that are actively recording. Your agency can provision up to 500 in-car camera systems in CommandCentral Aware, and administrators can add, edit or remove systems as needed. When in-car cameras are active in the field and the in-vehicle modem is on, the CommandCentral Aware user can view the system's location on the map, see it listed in the event monitor and open up a video livestream upon recording being initiated in the field. CommandCentral Aware users can control the livestream to see front, cabin, rear, panoramic and side (depending on camera model) views of events both in and outside of the patrol car. CommandCentral Aware users can access up to ten simultaneous in-car camera livestreams.

V300 Body-Worn Cameras

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The CommandCentral Aware Standard offer comes with the ability to integrate with V300 body-worn cameras. This integration brings V300 location, device details and the livestream from an actively recording camera into CommandCentral Aware on the map and in the event monitor. When the body-worn camera is on and within WiFi range of a vehicle or other agency authorized hotspot, the location of the V300 will be displayed on the CommandCentral Aware map. When the V300 is recording, you can view the video livestream remotely from CommandCentral Aware.

V700 Body-Worn Cameras

The CommandCentral Aware Standard offer comes with the ability to integrate with LTE-enabled V700 body-worn cameras. This integration brings V700 location device details and the livestream from an actively recording camera into CommandCentral Aware on the map and in the event monitor without needing to be within range of WiFi.

CAPE-Equipped Drones

The CommandCentral Aware Standard offer comes with the ability to integrate with CAPE-equipped drones.This integration brings in any active drone's location, device details and the livestream from a CAPE-equipped drone into CommandCentral Aware on the map and in the event monitor.

License Plate Recognition (LPR) Camera Location, Detail and Hot Hit Alerts

Vigilant VehicleManager

The CommandCentral Aware Standard offer comes with the ability to integrate with Vigilant VehicleManager. The locations of LPR cameras integrated with Vigilant VehicleManager can be viewed on the map in CommandCentral Aware as a data layer that can be toggled on or off. In addition to LPR camera locations, hits that match a hot list display on the map at the location of the camera that generated the scan. Hits also display in the event monitor and can trigger an alert.

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Additionally, with the Vigilant VehicleManager, CommandCentral Aware users have the ability to initiate a search for historical license plate data directly from within CommandCentral Aware. By simply highlighting a license plate and right clicking, an option will be presented to run a search. This will open up a new window displaying the results directly within Vigilant VehicleManager. From there, users can conduct additional searches or analysis on the vehicle of interest.

Community and Business Registered Cameras on the Registry Map

CommandCentral Community

The CommandCentral Aware Standard offer comes with the ability to display information and location of cameras registered in CommandCentral Community included in a map layer in CommandCentral Aware.

Rave Facility

The CommandCentral Aware Standard offer comes with the ability to support business cameras registered in Rave Facility via a data layer in CommandCentral Aware.

Panic Button, Tip Location and Details

CommandCentral Community

The CommandCentral Aware Standard offer comes with the ability to display tip submission details from CommandCentral Community. Users can access critical details submitted by the user including incident type and multimedia attachments via a data layer in CommandCentral Aware.

Rave Mobile Safety Panic Button*

The CommandCentral Aware Standard offer comes with the ability to integrate with Rave Mobile Safety Panic Button. When a panic alert is initiated, an alert will be mapped in CommandCentral Aware and

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populated into the event monitor. Users can access critical details submitted by the user including activator's profile, incident type and multimedia attachments.
*Other third-party apps available depending on region

Fixed Video Location, Detail and Livestreaming

The CommandCentral Aware Standard offer allows public safety agencies to expand their footprint of cameras by utilizing integrations with video management systems (VMS), real time streaming protocol (RTSP) connection and the Edge appliance.

Motorola Solutions Video Management Systems (Alta, Unity)

The CommandCentral Aware Standard offer provides the ability to integrate with Motorola video management systems and video streaming platforms. Camera feeds from connected video management system(s) can be streamed in the CommandCentral Aware web video viewer.

- View up to 16 feeds at once from across systems.
- Playback recorded videos where available.
- Group cameras from across systems and open all livestreams available in a specific location.
- Ingest video analytic alerts from compatible VMS as events. View camera locations and simultaneously open cameras nearby to an event. Apply user permissions by camera groups to control who can view video streams, review historical footage, clip, snapshot and export.
- For Pan-Tilt-Zoom (PTZ)-enabled cameras, you can remotely control the PTZ. Access to PTZ features is only available for the surveillance systems and cameras that are configured and that support recorded content and PTZ.
- Share video clips and snapshots via embedded email sharing from within CommandCentral Aware.
- Video storage is provided by the integrated video management systems (VMS).

Real Time Streaming Protocol (RTSP) Video Connection

Stream publicly accessible IP cameras with supported media formats including WebRTC, HLS, RTSP, RTMP. This connection allows your agency to configure a secure connection to livestream third-

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party owned, public IP cameras. Direct connection enables livestreaming only; no video storage is provided by CommandCentral Aware.

Edge Appliance Video Connection

Connect up to 30 IP security cameras on a network for immediate access to camera data including live video, device information and location. Cameras that support ONVIF Profile S allow for automated discovery and provisioning for livestreaming in CommandCentral Aware. IP cameras that support WebRTC, HLS, RTSP, RTMP media formats on the network can be manually discovered and provisioned for livestreaming.

Protected Places Package

Protected Places is a program for community businesses, organizations or individuals to register their security cameras with the local law enforcement agency. Once registered, the camera's video footage can feed directly to CommandCentral Aware, providing vital information that can benefit the community with improved efficiency and faster response times.
The program includes a Motorola-hosted website that is customized and personalized for each agency. On this easy-to-use portal, customers can learn about the program, purchase devices via e-commerce and register their locations and agree to terms for camera sharing with public safety.

- This portal can be linked on the agency website or it can be a standalone site, and it serves as:
  - Avigilon IP based cameras
  - The L6Q License Plate Recognition camera
- A marketing website for your agency to communicate with the community on the Protected Places program and how to get involved.
  - Avigilon IP based cameras
  - The L6Q License Plate Recognition camera
- A resource for users (businesses, organizations or residents) to learn about and purchase the Edge appliance (a device + subscription offer with an annual evergreen recurring sub), which connects security cameras to CommandCentral Aware.
  - Avigilon IP based cameras
  - The L6Q License Plate Recognition camera

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- A resource for the community to explore Motorola's wider camera portfolio, including the ability to talk to an expert. Available cameras include:
  - Avigilon IP based cameras
  - The L6Q License Plate Recognition camera

To register for the program, users are sent to a customized page for your agency. The registration process is short and straightforward, with clear explanations of the process.

Users can provide facility information for each of their locations that is shared with their public safety agency based on the address zip code:

- Name
  - Camera name
  - Camera placement (indoor/outdoor)
  - Camera address
- Address
  - Camera name
  - Camera placement (indoor/outdoor)
  - Camera address
- Contact information (name, email address, phone number)
  - Camera name
  - Camera placement (indoor/outdoor)
  - Camera address
- Registered cameras
  - Camera name
  - Camera placement (indoor/outdoor)
  - Camera address
- Edge Appliance video streaming service
  - Device name
    - Camera name
    - Camera address
  - Device address
    - Camera name
    - Camera address
  - Cameras detected for streaming
    - Camera name

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- Camera address

From the registration webpage, customers can access your agency's privacy policies, MOUs and FAQs. They can also access your portal to explore Motorola cameras and create a lead to talk to an expert.

Cloud Security and Compliance

Proactive Security Design

Security is proactively incorporated into the design of our applications, not applied reactively when incidents occur. Applications undergo security reviews at each phase of their development and continue with ongoing assessments after deployment to find and repair vulnerabilities.

Compliance with Industry Best Practices

Our cloud solutions comply with key industry best practices for security, including NIST Security and Privacy Controls for Information Systems and Organizations (800-53), ISO 27001, 27017, 27018 - Specification for an Information Security Management System, Open Web Application Security Project (OWASP), and Center for Internet Security (CIS) and Criminal Justice Information System (CJIS) Security Policy. We are also annually audited for Service Organization Control (SOC) 1 and 2.
We conduct continuous and comprehensive risk assessments following the guidelines and best practices provided by NIST, OWASP, CIS and ISO.

Cybersecurity Champions Imbedded in Product and Service Teams

Over 350 specially trained and certified Cybersecurity Champions ensure that a culture of cybersecurity is instilled into the fabric of our product and services teams. Programmers receive ongoing security training and updates on the latest hacker tactics so they can layer security into every stage of the application development process.

FedRAMP Certified Cloud

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The CommandCentral Aware Standard offer is available to be hosted on GovCloud meeting high impact status determined by the Federal Risk and Authorization Management Program (FedRAMP) Joint Authorization Board (JAB). U.S. government customers can safely deploy CommandCentral Aware backed by FedRAMP's highest impact level of security. Some of the Aware Standard modules described above are not currently available with the FedRAMP deployment option.

Canada CCCS, Canada and Australia and New Zealand (ANZ) Clouds

The CommandCentral Aware Standard offer is available to be hosted on Motorola's CCCS (Canadian Centre for Cybersecurity) cloud environment as well as the Azure Canada and Azure ANZ clouds. Some of the Aware Standard modules described above are not currently available with the CCCS, Canada and ANZ clouds.

Capacity and Latency

CommandCentral Aware instances have the following capacity parameters:

- A maximum of 3,000 icons viewed on the CommandCentral Aware client at one time, per instance.
- A maximum of 100 updates per second on the CommandCentral Aware client.
- A maximum of 5,000 radios supported per server.
- A maximum of 32,000 total fixed cameras supported per CommandCentral Aware instance.

Low latency is critical for real-time operations. The speed with which data appears on the CommandCentral Aware display depends in large part on how quickly the information is presented to the CommandCentral Aware interface. Major contributors to the latency are network delays and the delay time from occurrence of an event to when that event information is presented to CommandCentral Aware from the source application (CAD, AVL, ALPR).

Although CommandCentral Aware strives to provide near real-time performance, Motorola provides no guarantees as to the speed with which an event (or video stream) appears in the application once the event is triggered.

Motorola will work with the Customer IT personnel to verify that connectivity meets requirements. The Customer will provide the network components.

Network Bandwidth Specifications

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Network:Customer provided internet access and remote access capability
Minimum bandwidth:1.1 Mbps between Cloud Anchor Server and CommandCentral Aware cloud platform

Networking Requirements

The following chart displays the requirements for accessing external network resources from within your Aware deployment. The final set of requirements will vary depending on the modules being deployed.

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Box	Source IP		Protocol	Destination port
CloudConnect	<CloudConnect IP>	idm.imw.motorolasolutions.com	TCP	443
	<CloudConnect IP>	aware-api.usgov.commandcentral.com	TCP	443
	<CloudConnect IP>	admin-api.usgov.commandcentral.com	TCP	443
	<CloudConnect IP>	aware-publisher-ws.usgov.commandcentral.com	TCP	443
	<CloudConnect IP>	registry.commandcentral.com	TCP	443
	<CloudConnect IP>	s3-us-west-2-r-w.amazonaws.com	TCP	443
	<CloudConnect IP>	platformy-registry.s3.us-west-2.amazonaws.com	TCP	443
	<CloudConnect IP>	oneinterfaceblobstore.blob.core.usgovcloudapi.net	TCP	443
	<CloudConnect IP>	ccinterfaces-ccbroker-prod.usgov.commandcentral.com	TCP	443
	<CloudConnect IP>	ccinterfaces-sasgen-prod.usgov.commandcentral.com	TCP	443

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	<CloudConnect IP>	services.usgov.commandcentral.com	TCP	443
	<CloudConnect IP>	qrwbubhpaovhj-sbu.servicebus.usgovcloudapi.net	TCP	443
	<CloudConnect IP>	qrwbubhpaovhj-sbu.servicebus.usgovcloudapi.net	TCP	5671
	<CloudConnect IP>	loc-srvc-ingest-production.servicebus.usgovcloudapi.net	TCP	443
	<CloudConnect IP>	loc-srvc-ingest-2-production.servicebus.usgovcloudapi.net	TCP	443
One-time cloudconnect provisioning	Provisioning client (jumpbox)	<CloudConnect IP>	TCP	8080
	Provisioning client (jumpbox)	<CloudConnect IP>	TCP	22
VMS Proxy	<VMS Proxy IP>	<CloudConnect IP>	TCP	22
	<VMS Proxy IP>	<CloudConnect IP>	TCP	8080
	<VMS Proxy IP>	<Genetec VMS IP>	TCP	5500
	<CloudConnect IP>	<VMS Proxy IP>	TCP	40080
IMW	<CloudConnect IP>	<IMW Core IP (or IMW customer IP if IMW is redundant)>	TCP	65001

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(assuming 5.2.3 and above)	<CloudConnect IP>	<IMW Core IP (or IMW customer IP if IMW is redundant)>	TCP	65002
	<CloudConnect IP>	<IMW Core IP (or IMW customer IP if IMW is redundant)>	TCP	65003
	<CloudConnect IP>	<IMW Core IP (or IMW customer IP if IMW is redundant)>	TCP	65005
	<CloudConnect IP>	<IMW Core IP (or IMW customer IP if IMW is redundant)>	TCP	65006
	<CloudConnect IP>	<IMW Core IP (or IMW customer IP if IMW is redundant)>	TCP	65008
	<CloudConnect IP>	<IMW Core IP (or IMW customer IP if IMW is redundant)>	TCP	9031
Aware clients	<Aware client IP(s)>	<VMS Proxy IP>	TCP	40080
	<Aware client IP(s)>	<Genetec VMS IP>	TCP	554
	<Aware client IP(s)>	<Genetec VMS IP>	TCP	560
	<Aware client IP(s)>	<Genetec VMS IP>	TCP	5004

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	<Aware client IP(s)>	<Genetec VMS IP>	TCP	5500
	<Aware client IP(s)>	admin.commandcentral.com	TCP	443
	<Aware client IP(s)>	aware.commandcentral.com	TCP	443
	<Aware client IP(s)>	idm.imw.motorolasolutions.com	TCP	443

Customer Provided Hardware

Motorola recommends the following hardware specifications for customers providing their own hardware or Virtual Machine hosting. The Cloud Anchor server available through Motorola Solutions is typically an HP DL20 or similar grade server sized for up to 4 simultaneous VMs.

Cloud Anchor Server Specifications

Host Server CPU	Intel Xeon 3.4 GHz or greater
Host Server RAM	64GB DDR or greater
Host Server OS	VMWare ESXi 8.X
Host Server Hard Drive	1TB or greater (SSD or SAS)
Data Interface Virtual Machine	8GB RAM, 2 virtual CPUs, 20GB disk storage
Video Interface	16GB RAM, 2 virtual CPUs, 64GB disk storage

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Virtual Machine	
Operating System	Windows 2022 and above installed
Network Interface Card	1GB NIC Port
IP Address	Two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP to the Cloud Anchor Virtual Machines
Network Port	One network port for each VMS server One network port for each VMS analytics appliance

CommandCentral Aware Workstations PCs

Workstation PCs deployed to run CommandCentral Aware often display Aware modules over three separate monitors and require appropriate PC resources to display a variety of real-time data and videos across multiple displays, including the ability to stream up to 16 concurrent video feeds. Motorola does not sell PCs as part of the Aware deployment. Below are recommendations for customer provided PCs.

Processor	High-end Business or Server Grade Intel CPU Reference: Intel Core i7 13700K 5.40 GHz (16 Cores) Intel Xeon 3.0 GHz (12 cores) or greater
RAM Memory	32 GB DDR or greater
Hard Drive	512GB SSD or greater
Operating System	Windows 10 Professional or greater
Network Card	1 GB port

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Graphics Card	NVIDIA T1000 8 GB or greater (support for 3 or 4 monitors)
Display	Narrow Bezel IPS Display, 2560x1440
Monitor	27" monitor of larger
Web Browser	Google Chrome (latest version available)

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MOTOROLA SOLUTIONS

QUOTE-3573262

CommandCentral Aware Statement of Work

Overview

In accordance with the terms and conditions of the Agreement, this Statement of Work (SOW) defines the principal activities and responsibilities of all parties for the delivery of the Motorola Solutions, Inc. (Motorola) system as presented in this offer to Customer. When assigning responsibilities, the phrase "Motorola" includes our subcontractors and third-party partners.
Deviations and changes to this SOW are subject to mutual agreement between Motorola and the Customer and will be addressed in accordance with the change provisions of the Agreement.
Unless specifically stated, Motorola work will be performed remotely. Customer will provide Motorola resources with unrestricted direct network access to enable Motorola to fulfill its delivery obligations.
Motorola's Project Manager will use the SOW to guide the deployment process and coordinate the activities of Motorola resources.
The scope of this project is limited to supplying the contracted equipment and software as described in the Solution Description and system integration and or subscription services as described in this SOW and contract agreements.

Contract Administration and Project Initiation

After the contract is dually executed, the project is set up in Motorola's information and management systems, project resources are assigned, and Project Planning activities commence, Motorola and Customer will work to complete their respective responsibilities in accordance with the mutually agreed upon and executed project schedule. Any changes in the project schedule will be mutually agreed upon via change order in order to avert delay.

Completion and Acceptance Criteria

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Motorola's work is considered complete upon Motorola completing the last task listed in a series of responsibilities or as specifically stated in Completion Criteria. Customer task completion will occur in a way that enables Motorola to complete its tasks without delay.
The Customer will provide Motorola with written notification that it does not accept the completion of a task or rejects a Motorola deliverable within five business days of completion or receipt of a deliverable.
As CommandCentral Aware is provided as a subscription service, the subscription service period will begin upon activation of service.

> Note - Motorola has no responsibility for the performance and/or delays caused by other contractors or vendors engaged by the Customer for this project, even if Motorola has recommended such contractors.

Project Roles and Responsibilities

Motorola Roles and Responsibilities

A Motorola team, made up of specialized personnel, will be assigned to the project under the direction of the Motorola Project Manager. Team members will be multi-disciplinary and may fill more than one role. Team members will be engaged in different phases of the project as necessary.
In order to maximize efficiencies, Motorola's project team will provide services remotely via teleconference, webconference or other remote method in fulfilling its commitments as outlined in this SOW.
The personnel role descriptions noted below provide an overview of typical project team members. One or more resources of the same type may be engaged as needed throughout the project. There may be other personnel engaged in the project under the direction of the Project Manager.
Motorola has developed and refined its project management approach based on lessons learned in the execution of hundreds of system implementations. Using experienced and dedicated people, industry-leading processes and integrated software tools for effective project execution and control, our practices support the design, production and validation required to deliver a high-quality, feature-rich system.

Project Manager

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A Motorola Project Manager will be assigned as the principal business representative and point of contact for the organization. The Project Manager's responsibilities include the following:

- Manage the Motorola responsibilities related to the delivery of the project.
- Maintain the project schedule and manage the assigned Motorola personnel and applicable subcontractors/supplier resources.
- Manage the Change Order process per the Agreement.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Manage collaborative coordination of Customer resources to minimize and avoid project delays.
- Measure, evaluate and report the project status against the Project Schedule.
- Conduct remote status meetings on mutually agreed dates to discuss project status.
- Provide timely responses to issues related to project progress.

Solutions Architect

1. The Solutions Architect is responsible for the delivery of the technical and equipment elements of the solution. Specific responsibilities include the following:

- Confirmation that the delivered technical elements and enablement of applications meets contracted requirements.
- Delivery of interfaces and integrations between Motorola products.
- Engagement throughout the duration of the delivery.

Customer Success Advocate

A Customer Success Advocate will be assigned to the Customer post Go Live event. As the Customer's trusted advisor, the Customer Success Advocate's responsibilities include the following:

- Assist the Customer with maximizing the use of their Motorola software and service investment.
- Actively manage, escalate and log issues with Support, Product Management and Sales.
- Provide ongoing customer communication about progress, timelines and next steps.
- Liaise with the Customer on industry trends and Motorola evolutions.

Customer Support Services Team

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The Customer Support Services team provides ongoing support following commencement of beneficial use of the Customer's System(s) as defined in the Agreement.

Customer Core Team, Roles and Responsibilities Overview

The success of the project is dependent on early assignment of a Customer Core Team. During the Project Planning review, the Customer will be required to deliver names and contact information for the below listed roles that will make up the Customer Core Team. In many cases, the Customer will provide project roles that correspond with Motorola's project roles. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Core Team should be engaged from project initiation through beneficial use of the system. The continued involvement in the project and use of the system will convey the required knowledge to maintain the system post-completion of the project. In some cases, one person may fill multiple project roles. The Customer Core Team must be committed to participate in activities for a successful implementation. In the event that the Customer is unable to provide the roles identified in this section, Motorola may be able to supplement Customer resources at an additional price.

Project Manager

The Project Manager will act as the primary Customer point of contact for the duration of the project. The Project Manager is responsible for management of any third party vendors that are the Customer's subcontractors. In the event that the project involves multiple agencies, Motorola will work exclusively with a single Customer-assigned Project Manager (the primary Project Manager). The Project Manager's responsibilities include the following:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team, including timely facilitation of efforts, tasks and activities.
- Maintain project communications with the Motorola Project Manager.
- Identify the efforts required of Customer staff to meet the task requirements and milestones in this SOW and Project Schedule.
- Consolidate all project-related questions and queries from Customer staff to present to the Motorola Project Manager.

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- Review the Project Schedule with the Motorola Project Manager and finalize the detailed tasks, task dates and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor the project to ensure resources are available as scheduled.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification and all related project tasks required to maintain the Project Schedule.
- Ensure Customer vendors' adherence to overall Project Schedule and Project Plan.
- Assign one or more personnel who will work with Motorola staff as needed for the duration of the project, including at least one Application Administrator for CommandCentral Aware and one or more representative(s) from the IT department.
- Identify the resource with authority to formally acknowledge and approve Change Orders, approval letter(s) and milestone recognition certificates, as well as approve and release payments in a timely manner.
- Provide Motorola personnel building access (and issue temporary identification to all Customer facilities where system equipment is to be installed during the project. Temporary identification cards are to be issued to Motorola personnel, if required for access to facilities.
- Ensure remote network connectivity and access to Motorola resources.
- As applicable to this project, assume responsibility for all fees for licenses and inspections and for any delays associated with inspections due to required permits.
- Provide reasonable care to prevent equipment exposure to contaminants that cause damage to the equipment or interruption of service.
- Ensure a safe work environment for Motorola personnel.
- Provide signatures of Motorola-provided milestone certifications and Change Orders within five business days of receipt.

System Administrator

The System Administrator manages the technical efforts and ongoing tasks and activities of their system, as defined in the Customer Support Plan (CSP).

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Application Administrator(s)

The Application Administrator(s) manage the Customer-owned provisioning maintenance and Customer code tables required to enable and maintain system operation. The Application Administrator's involvement will start at the Project Kickoff and they will remain engaged throughout the project to ensure they are able to maintain the provisioning post-handoff. The Application Administrator's responsibilities include the following:

- Participate in overall delivery activities to understand the software, interfaces and functionality of the system.
- Authorize global provisioning choices and decisions, and be the point(s) of contact for reporting and verifying problems and maintaining provisioning.
- Obtain inputs from other user agency stakeholders related to business processes and provisioning.

Subject Matter Experts

The Subject Matter Experts (SMEs or Super Users) are the core group of users involved with the Business Process Review (BPR) and the analysis, training and provisioning process, including making global provisioning choices and decisions. These members should be experienced users in the working area(s) they represent (dispatch, patrol, real time crime center, etc.), and should be empowered to make decisions related to provisioning elements, workflows and screen layouts.

IT Personnel

IT personnel provide required information related to LAN, WAN and wireless networks. They will provide required information about the devices and infrastructure related to servers, clients, radio, video and other devices ancillary to the implementation. They must also be familiar with connectivity to internal, external and third party systems to which the Motorola system will interface.

User Agency Stakeholders

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User Agency Stakeholders, if the system is deployed in a multi-agency environment, are those resources representing agencies outside of the Customer's agency. These resources will provide provisioning inputs to the Customer Core Team if operations for these agencies differ from that of the Customer. The Customer will manage User Agency Stakeholder involvement, as needed, to fulfill Customer responsibilities.

General Customer Responsibilities

In addition to the Customer Responsibilities stated elsewhere in this SOW, the Customer is responsible for the following:

- All Customer-provided equipment, including hardware and third-party software, necessary for delivery of the system not specifically listed as a Motorola deliverable. This will include end user workstations, network equipment, telephone, radios, cameras, sensors and the like.
- Configuration, maintenance, testing and supporting the third-party systems that the Customer operates and will be interfaced as part of this project.
- Providing the Applications Programming Interface (API) or Software Development Kit (SDK) software licenses and documentation that details the integration process and connectivity for the level of custom third-party interface integration defined by Motorola.
- Communication and coordination between Motorola and Customer's third-party vendors, as required, to enable Motorola to perform its duties.
- Active participation of Customer Core Team in project delivery meetings and working sessions during the course of the project. Customer Core Team will possess requisite knowledge of Customer operations and legacy system(s) and possess skills and abilities to operate and manage the system.
- The provisioning of Customer code tables and GIS map services as requested by Motorola. This information must be provided in a timely manner in accordance with the Project Schedule.
- Electronic versions of any documentation associated with the business processes identified.
- Providing a facility with the computer and audio-visual equipment for work sessions.
- Ability to participate in remote project meeting sessions using Google Meet or a mutually agreeable, Customer-provided, alternate remote conferencing solution.

Project Planning and Pre-Implementation Review

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A clear understanding of the needs and expectations of both Motorola and the Customer are critical to the successful implementation and ongoing operation of CommandCentral. In order to establish initial expectations for system deployment and to raise immediate visibility to ongoing operation and maintenance requirements, Motorola will work with the Customer to help understand the impact of introducing a new solution and your preparedness for the implementation and support of the CommandCentral system.

Shortly after contract signing, Motorola will conduct a one-on-one teleconference with the Customer Project Manager to review the task requirements of each phase of the project and help to identify areas of potential risk due to lack of resource availability, experience or skill.

The teleconference discussion will focus on the scope of implementation requirements, resource commitment requirements, cross-functional team involvement, a review of the required technical resource aptitudes and a validation of existing skills and resource readiness in preparation for the Project Kickoff meeting.

Motorola Responsibilities

- Make initial contact with the Customer Project Manager and schedule the Pre-Implementation Review.
- Discuss the overall project deployment methodologies, inter-agency/inter-department decision considerations (as applicable), and third-party engagement/considerations (as applicable).
- Discuss Customer involvement in system provisioning and data gathering to understand scope and time commitment required.
- Discuss the Learning eXperience Portal (LXP) training approach.
- Obtain mutual agreement of the Project Kickoff meeting agenda and objectives.
- Review the Implementation Packet.
- Coordinate enabling designated Customer Application Administrator with access to the LXP and CommandCentral Admin Portal.

Customer Responsibilities

- Provide Motorola with the names and contact information for the designated LXP and application administrators.
- Acknowledge understanding of the Implementation Packet.

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- Collaborate with the Motorola Project Manager and set the Project Kickoff meeting date.

CommandCentral Enablement

The Customer will work with Motorola on setup and configuration of the Customer's firewall in order to allow traffic from CommandCentral.

Agency and User Setup

The Customer's agency(ies) and CommandCentral users must be provisioned within the CommandCentral cloud platform using the CommandCentral Admin application. The provisioning process allows the agency(ies) to define the specific capabilities and permissions of each user.

Motorola Responsibilities

- Use the CommandCentral Admin application to establish the Customer and the Customer's agency(ies) within the CommandCentral cloud platform. This activity is completed during the order process.
- Provision agency's CommandCentral initial users and permissions.

Customer Responsibilities

- Identify a System Administrator(s).
- Ensure all System Administrators complete the CommandCentral Admin training.
- Use the CommandCentral Admin application to set up CommandCentral administration and user passwords, and provision agency's CommandCentral users and permissions.

Completion Criteria

Initial agencies and users have been configured.

Project Kickoff

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The purpose of the project kickoff is to introduce project participants and review the overall scope of the project.

Motorola Responsibilities

- Conduct a project kickoff meeting.
- Validate that key project team participants attend the meeting.
- Introduce all project participants.
- Review the roles of the project participants to identify communication flows and decision-making authority between project participants.
- Review the overall project scope and objectives.
- Review the resource and scheduling requirements.
- Review the teams' interactions (meetings, reports, milestone acceptance) and Customer participation.
- Verify that Customer Administrator(s) (as defined during Pre-Implementation Review) have access to the LXP and CommandCentral Admin application.
- Obtain from Customer all paperwork and/or forms (i.e. fingerprints, background checks, card keys and any other security requirement) required of Motorola resources to obtain access.
- If third-party interfaces are selected, request API, SDKs, data schema and any internal and third-party documents to establish interfaces with local and remote systems.

CustomerResponsibilities

- Validate that key project team participants attend the meeting.
- Introduce all project participants.
- Review the roles of the project participants to identify communication flows and decision-making authority between project participants.
- Provide VPN access to Motorola staff to facilitate delivery of services described in this SOW.
- Validate that any necessary non-disclosure agreements, approvals and other related issues are complete in time so as not to introduce delay in the project schedule. Data exchange development must adhere to third-party licensing agreements.

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- Provide all paperwork and/or forms (i.e. fingerprints, background checks, card keys and any other security requirements) needed for Motorola resources to obtain access to each of the sites identified for this project.
- Provide the contact information for the license administrator for the project; i.e., IT Manager, CAD Manager and any other key contact information as part of this project.
- Validate access to the LXP and CommandCentral Admin application.
- Provide the information required in the Implementation Packet.

Contract Design Review (CDR)

Contract Design Review

The objective is to review the contracted applications, project schedule, bill of materials, functional demonstration approach, validation plan and contractual obligations of each party. Any changes to the contracted scope can be initiated via the change provision of the Agreement.

Motorola Responsibilities

- Review the contract exhibits: Solution Description, Statement of Work and Project Schedule.
- Review the technical, environmental and network requirements of the system.
- If Motorola is providing hardware, request shipping address and receiver name.
- Provide completed paperwork, provided to Motorola during project kickoff that enables Motorola resources to obtain site access.
- Review the information in the complete Implementation Packet.
- Grant Customer Administrator access to CommandCentral Admin application.
- Grant Customer LXP Administrator access to the LXP.
- Generate a CDR Summary report documenting the discussions, outcomes and any required change orders.

Customer Responsibilities

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- Project Manager and key Customer project team attend the meeting.
- Provide network environment information as requested.
- If Motorola is providing hardware, request shipping address and receiver name.
- Provide locations and access to the existing equipment that will be part of the CommandCentral system per contract.

Completion Criteria

Delivery of CDR Summary report.

Environmental Design Considerations

The following environmental requirements must be met by Customer no later than the completion of the CDR in order to enable Motorola to complete installation activities presented in this SOW:

- Provide connectivity between the various networks.
- Provide VPN remote access for Motorola deployment personnel to configure the system and for Customer Support to conduct diagnostics.
- Provide backup power, as necessary.
- Provide Internet access to CommandCentral Aware server(s). This includes software licenses and media and installation support from the Customer's IT personnel.
- Provide for any electrical or infrastructure improvements required at the Customer's facility.
- Provide backhaul equipment, installation and support costs.
- Provide devices such as workstations, tablets and smartphones with Internet access in order to use the CommandCentral Aware solution. Chrome Browser is required for optimal performance. CommandCentral Aware workstations must support MS Windows 10 Enterprise or greater. Customer will provide Antivirus software for the CommandCentral Aware client.
- Existing APX subscribers will be at software version R15.00.00 or later and equipped with GPS and IV&D options in order to use the Location on PTT feature.
- Provide Motorola access with administrative rights to Active Directory for the purpose of installation/ configuration and support.

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- If interfaces are being included in this offer, the Customer is responsible for all necessary third-party upgrades of their existing system(s) as may be required to support the CommandCentral solution. Our offer does not include any services, support or pricing to support Customer third-party upgrades.
- If interfaces are being included in this offer, the Customer is responsible to mitigate the impact to third-party systems, to include CommandCentral interfaces that result from the customer upgrading a third-party system. Motorola strongly recommends you work with our team to understand the impact of such upgrades prior to taking any upgrade action.
- Provide all environmental conditions as outlined in the Aware Solution Description, such as power and network requirements.

Hardware/Software Installation and Configuration

Motorola Responsibilities

- Procure contracted equipment in accordance with the equipment list.
- Arrange for shipping to the Customer's location.
- Notify Customer of equipment shipping specifics and ETA for arrival.

Customer Responsibilities

- Receive and store Motorola provided hardware.

Completion Criteria

Equipment order is completed and ready to be shipped to Customer.

CloudConnect Installation and Configuration

Motorola Responsibilities

- Verify remote access capability.

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- If Motorola is providing hardware, perform physical installation of the Cloud Anchor Server on existing equipment rack, connect to power and network, and assign IP addresses for the network.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.

Customer Responsibilities

- If Customer is providing hardware, install Cloud Anchor Server in Customer's existing equipment rack and conduct a power on test demonstrating its availability to Motorola to commence with software installation and configuration activities.
- Give Motorola two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP to the CloudConnect Server.

Completion Criteria

CloudConnect Virtual Machine configuration is complete.

Interfaces and Integration

The installation, configuration and demonstration of interfaces may be an iterative series of activities depending upon access to third-party systems. Interfaces will be installed and configured in accordance with the project schedule. Integrations of functionality between Motorola developed products will be completed through software installation and provisioning activities in accordance with the Project Schedule dates. Integration activities that have specific requirements will be completed as outlined in this SOW.

Interface Installation and Configuration

Installation and configuration of interfaces will be completed in accordance with the System Description. Connectivity will be established between the Motorola system and the external and/or third party systems to which the contracted software will interface. Motorola will configure the system to support each

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contracted interface. The Customer is responsible for engaging third-party vendors if and as required to facilitate connectivity and validating of the interfaces.

Motorola Responsibilities

- Establish connectivity to external and third-party systems.
- Configure interfaces to support the functionality described in the Solutions Description.
- Demonstrate the interface usability in accordance with the Project Validation Plan.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendors or systems as required to establish interface connectivity with the Motorola system.
- Provide personnel who are proficient with and authorized to make changes to the network and third-party systems to support Motorola's interface installation efforts.
- Provide network connectivity between CommandCentral Solution and the third-party systems for interface installation and configuration. Act as liaison between Motorola and third-party vendors or systems as required to establish connectivity with CommandCentral Solution.

Completion Criteria

Interface and integration tasks are considered complete upon demonstration of the functionality.

Unknown circumstances, requirements and anomalies at the time of initial design can present difficulties in interfacing CommandCentral Solution to some third-party applications. These difficulties could result in a poorly performing or even a non–functional interface. At such time that Motorola is provided with information and access to systems, Motorola will be able to mitigate these difficulties. If Motorola mitigation requires additional third-party integration, application upgrades, API upgrades and/or additional software licenses, those costs will need to be addressed through the change provision of the contract.

CommandCentral Solution Geospatial Mapping Configuration

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Motorola Responsibilities

- Installation and configuration of the connection to the Customer-provided mapping system (ArcGIS Online, ESRI ArcGIS Server or ArcGIS Portal).
- Validate mapping layers and links to validate CommandCentral Solution is accessing and using Customer-published GIS data.

Customer Responsibilities

- Provide access to ESRI/GIS system and/or GIS personnel.
- Provide published GIS map services.
- Publish specific maps beneficial to the Customer analysts.

Public Private Partnership - Protected Places

Public Private Partnership - Protected Places is a program for community businesses, organizations or individuals to register their security cameras with {{Customer name}}. In the case of an emergency, access to relevant video footage can provide your first responders with vital information that increases response times and improves efficiency.
The program includes a website portal branded to your agency that allows the community to learn about the program, purchase video streaming appliances via e-commerce and register their locations and agree to terms for camera sharing with public safety.

Motorola Responsibilities:

- Assign an overall coordination PM.
  - Design Workshop kickoff meeting
  - Post kickoff, send a copy/image updating guideline
  - Help coordinate domain registration
- Schedule a deployment kickoff meeting.

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- Design Workshop kickoff meeting
- Post kickoff, send a copy/image updating guideline
- Help coordinate domain registration

- Set the date for a Workshop with the agency to set up portal to agency's specifications:
  - Design Workshop kickoff meeting
  - Post kickoff, send a copy/image updating guideline
  - Help coordinate domain registration
- Configure and deliver initial agency Protected Places branded registration experience.
- Provide initial training for system administrators.

Customer Responsibilities:

- The customer is required to provide project management and executive support to coordinate the deployment of the Protected Places program, including:
  - Community marketing to create a customer branded registration experience.
  - Customer must supply the following information to complete the registration page for their agency:
  - Images for the website
  - Copy for the website
- Identify a primary deployment contact and key stakeholders to sign off on design and deployment.
  - Community marketing to create a customer branded registration experience.
  - Customer must supply the following information to complete the registration page for their agency:
  - Images for the website
  - Copy for the website
- Provide the staff and focus to market to the community about the program (Motorola will not market to the community on behalf of the agency).
  - Community marketing to create a customer branded registration experience.
  - Customer must supply the following information to complete the registration page for their agency:
  - Images for the website
  - Copy for the website
- Provide branding/styling/color guidelines for the agency portal. These tasks must be completed within six weeks of the Protected Places kickoff meeting. Any tasks not completed by that time will be considered a change request and charged accordingly.
  - Registration page logo

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- Registration page title
- Registration page description
- Community marketing to create a customer branded registration experience.
- Customer must supply the following information to complete the registration page for their agency:
- Images for the website
- Copy for the website
- Provide a list of zip codes for the agency jurisdiction so customers in the location(s) can register cameras and enable live streaming.
- Create a Memorandum of Understanding (MOU) establishing the terms under which the community businesses will allow the agency to use and access the live streaming from the registered cameras. MOU agreement will be facilitated with the business as part of the registration of a streaming solution, requiring they agree to the terms to complete the video streaming integration.
- Train administrators and employees with training materials provided by Motorola.]
- Ensure compliance with all applicable laws and regulations pertaining to the personal data received from video streaming.

CommandCentral Solution Provisioning

Motorola will discuss industry best practices, current operations environment and subsystem integration in order to determine the optimal configuration for CommandCentral Solution.

Motorola Responsibilities

- Using the CommandCentral Admin application, provision users and groups based on Customer Active Directory data.

Customer Responsibilities

- Supply the access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Solution provisioning.
- Respond to Motorola inquiries regarding users/groups/agency mapping to CommandCentral Solution functionality.

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Completion Criteria

CommandCentral Solution provisioning is complete upon Motorola completing provisioning activities.

Functional Demonstration

The objective of functional demonstration is to validate Customer access to the CommandCentral features and functions and system integration via configured interfaces (as applicable).

Motorola Responsibilities

- Update functional demonstration script.
- Provide script to Customer for review and acknowledgement.
- Conduct functional demonstration.
- Correct any configuration issues impacting access to cloud based features (i.e., map display, location updates, video display and/or interface and integrations).
- Document, in the Implementation Packet, any corrective actions taken by Customer or Motorola during the demonstration
- Provide Customer instruction on using the Customer Feedback Tool for feature/enhancement requests.

Customer Responsibilities

- Review and agree to the scope of the demonstration script.
- Witness the functional demonstration and acknowledge its completion.
- Resolve any provisioning impacting the functional demonstration.

Completion Criteria

Conclusion of the functional demonstration.

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CommandCentral Training

The objective of this task is to prepare for and deliver the contracted training. Motorola training consists of both computer-based (online) and instructor-led. Training delivery methods vary depending on course content and offer.

Learning eXperience Portal (LXP Online Training)

This subscription service provides you with continual access to our library of online learning content and allows your users the benefit of learning at times convenient to them. Content is added and updated on a regular basis to keep information current. This training modality allows the Customer to engage in training when convenient. All training, unless explicitly specified and defined, is online, computer-based, self-paced learning.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of the LXP for the Customer.
- Organize content to align with the Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During on-boarding, assist the Customer with LXP usage by providing training and job aids as needed.
- Provide technical support for user account and access issues, base system functionality and Motorola-managed content.

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Provide network and internet connectivity for the Customer's users to access the LXP.
- The customer's primary LXP administrator should complete the following self-paced training: Learning Experience Portal (LXP) Introduction online course (LXP0001), LXP Primary Site Administrator Overview online course (LXP0002) and LXP Group Administrator Overview (LXP0003).

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- Advise agency learners of the availability of training via the LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Order and maintain subscriptions to access Motorola's LXP.
- Contact Motorola to engage Technical Support when needed.

Instructor-Led Training Motorola Responsibilities

Motorola Responsibilities

- Deliver training materials in electronic format.
- Deliver Remote Training.
- Provide Customer with training attendance rosters and summarize any pertinent observations.

Customer Responsibilities

- Supply classroom, one login per attendee and one workstation per attendee.
- Designate a single point of contact who will work with Motorola to ensure the training environment is ready for training delivery.
- Facilitate training of all Customer end users in accordance with Customer's training delivery plan.

Completion Milestone

Following the conclusion of the delivery of the functional demonstration, the project is considered complete and the completion milestone will be recognized.

Transition to Support and Customer Success

Customer Success is the main point of contact as you integrate this solution into your agency's business processes. Our Customer Support team will be the point of contact for technical support concerns you might have and can be reached either by phone or by emailing support.

Motorola Responsibilities

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- Transition Customer to Motorola Customer Support.
- Supply Customer with instructions when engaging support.

Customer Responsibilities

- Provide Motorola with specific contact information for those users authorized to engage Motorola's support.
- Engage the Motorola support organization as needed.

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