CITY OF BILOXI
AGENDA ITEM
FACT SHEET

Item No.: 5DD

Council Meeting Date: November 17, 2026

ITEM TITLE: RESOLUTION

INTRODUCED BY: Mayor Andrew "FoFo" Gilich

CONTACT PERSON: Richard Weaver, Chief Administrative Officer

Christy LeBatard, Director of Engineering & Public Works

SUMMARY EXPLANATION:

Resolution creating Capital Project No. 1143: Brodie Road Sidewalks, amending the Municipal Budget to provide funding, and authorizing Project Authorization No. Seven (7) with MP Design Group for said project.

Resolution ✓ **Ordinance** _____ **Public Hearing** _____ **Routine Agenda** _____

Exhibits for Review

Contract ✓ **Minutes** _____ **Plans/Maps** _____ **Deed** _____ **Lease** _____

Other (Specify): Exhibit A: Budget Amendment Exhibit
Exhibit B: Project Authorization

Submittal Authorization: **Council President** _____ **Mayor** ✓

STAFF RECOMMENDATION:

COUNCIL ACTION: **Motion By:** _____ **Second By:** _____

Vote: Councilmember	Yes	No	AFR	ABST	Councilmember	Yes	No	AFR	ABST
Gray	___	___	___	___	Tisdale	___	___	___	___
Marshall	___	___	___	___	Glavan	___	___	___	___
Nail	___	___	___	___	Shoemaker	___	___	___	___
Creel	___	___	___	___					

ACTION TAKEN:

11172026 nengpw/cl

Resolution No.

RESOLUTION CREATING CAPITAL PROJECT NO.1143: BRODIE ROAD SIDEWALKS, AMENDING THE MUNICIPAL BUDGET TO PROVIDE FUNDING, AND AUTHORIZING PROJECT AUTHORIZATION NO. SEVEN (7) WITH MP DESIGN GROUP FOR SAID PROJECT

WHEREAS, there is a need to add sidewalks on Brodie Road and Tribe Drive;

WHEREAS, it is in the best interest of the City of Biloxi (City) to create Capital Project C1143: Brodie Road Sidewalks (C1143), for the purpose of designing and constructing sidewalks on Brodie Road and Tribe Drive;

WHEREAS, the current estimated cost of construction is $300,000 and subsequent project management fee will be 3% of final construction cost;

WHEREAS, by Resolution No. 578-26, the City approved entry into a Professional Services Agreement with MP Design Group (MP) to assist in the planning, design, construction administration and/or project management of General Obligation Series 2026 Bond projects;

WHEREAS, MP Design Group (MP) has submitted Project Authorization No. Seven (7), attached hereto as Exhibit "A", for Project Management services in the amount of 3% of construction cost for an estimated fee of $9,000 to develop the scope of work to provide to the City's stand by concrete contractor;

WHEREAS, once MP has developed the scope of work an updated estimated cost of construction will be provided and subsequent budget amendment for construction costs and project management fees will be provided;

WHEREAS, at this time construction costs are not being budgeted only project management fees;

WHEREAS, it is necessary that the municipal budget for fiscal year ending September 30, 2027, be amended to provide funding for Project C1143 by transferring the sum of $9,000 from

Capital Project No.C9999: Reserve Funding, line item GO263C-6658-C9999, to Project C1143, line item GO263C-6658-C1143;

WHEREAS, Section 21-35-25 of the Mississippi Code of 1972, Annotated, provides authorization for the governing authorities of a municipality to amend the budget of such municipality, provided there be funds in the treasury of the municipality not appropriated by the budget and there is a deficit in any one (1) or more items provided for in the budget;

WHEREAS, the purposes of Project C1143 are permissible uses of said funds; and

WHEREAS, it is the recommendation of Christy LeBatard, Director of Public Works and Engineering, that Project C1143 be created for the reasons stated herein, the budget be amended as described above and Project Authorization No. Seven (7) be accepted and executed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF BILOXI, MISSISSIPPI, AS FOLLOWS:

SECTION ONE: The findings, conclusions, and statements contained in the preamble of this are hereby approved, adopted, and ratified.

SECTION TWO: Capital Project C1143: Brodie Road Sidewalks is hereby created for the purpose of constructing a sidewalk along Brodie Road and Tribe Drive.

SECTION THREE: The Municipal Budget of the City of Biloxi for fiscal year ending September 30, 2027, is hereby amended to reflect the transfer of $9,000 from the account established Capital Project No. C9999: Reserve Funding, line item GO263C-6658-C9999, to an account established for Capital Project C1143: Brodie Road Sidewalks, line item GO263C-6658-C1143.

SECTION FOUR: The Mayor, on behalf of the City of Biloxi, is hereby authorized to execute Project Authorization No. Seven (7), attached hereto as Exhibit "A", to the Professional

Services Agreement with MP Design Group for Capital project No. C1143: Brodie Road Sidewalks.

SECTION FOUR: This Resolution shall take effect and be in force from and after adoption.

City of Biloxi

EXHIBIT A

Budget Amendment

Resolution Number: _____

Date: November 17, 2026

FROM: (or credit)

Revenue or Expense	Category	Org Code	Object	Project	$ Amount
Expense	Capital Outlay	GO263C	6658	C9999	$9,000.00

Total From: $9,000.00

TO: (or debit)

Revenue or Expense	Category	Org Code	Object	Project	$ Amount
Expense	Capital Outlay	GO263C	6658	C1143	$9,000.00

Total To: $9,000.00

Explanation:

To amend FY 2027's budget to transfer funding from Series 2026 bond proceeds for designing and constructing sidewalks on Brodie Road and Tribe Drive.

_____ Department Head

_____ Accounting Department

David J. Machado, PE
Brad P. Patano, PE
Gerrod W. Kilpatrick, PE
Bradford A. Jones, AIA

YOUR PROJECT · OUR PRIORITY · NO EXCUSES

November 11th, 2026

A.M. Gilich, Jr.
Mayor
City of Biloxi
P.O. Box 429
Biloxi, MS 39530

RE: Project Authorization Request No. 7 – City of Biloxi Bond-Funded Capital Projects Agreement Between Owner and Architect (AIA Document B104–2017) dated August 18, 2026

Dear Mayor Gilich,

MP Design Group ("Architect") respectfully requests that the City of Biloxi ("Owner") authorize the capital project described below for funding from the General Obligation Bond proceeds approved by the City Council on July 7, 2026. We request that this authorization be presented to the City Council for approval.

Section 1.1 of the Agreement provides that, depending on project scope and status, the City shall direct the Architect to provide either design and construction administration services or project management services. This letter identifies, for each project, the service type requested and the project-specific information the Agreement calls for.

Governing Terms

All services described in this letter shall be performed under, and are subject to, the terms and conditions of the Agreement. This letter does not amend, modify, or supersede any provision of the Agreement. Compensation shall be as set forth in Article 11, and if any statement in this letter conflicts with the Agreement, the Agreement governs.

Exhibit B

Project Requested for Authorization

Project 7: Brodie/Tribe Drive Sidewalks
Location: Brodie Road and Tribe Drive, Biloxi, MS 39532
Project Scope:

- Evaluation of existing conditions.
- Recommendations on sidewalk layout.
- Bidding and procurement phase support.
- Construction administration services.

Professional Fee Schedule:

Project Management Services: 3% of Construction Cost

Supplemental Services Required:

Boundary and Topographical Surveying

Upon the City Council's approval and the Owner's signature below, this letter shall serve as the Owner's direction to the Architect under Section 1.1 to proceed with the services described. Please contact me at (228) 388-1950 with any questions.
Respectfully,

MP DESIGN GROUP

David Machado, PE, Principal

Owner Acceptance

The City of Biloxi hereby directs the Architect to provide the services described above for Project 7, in accordance with the Agreement dated August 18, 2026. This authorization was approved by the City Council on September 15th, 2026.

CITY OF BILOXI

_____ Date: _____

A.M. Gilich, Jr.
Mayor