



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, June 16, 2026 at 05:00 PM

City Hall Courtroom

Notice that certain aldermen may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

If you need special assistance related to a disability, please contact the ADA Coordinator or visit the office at: 107 Courthouse Square, Oxford, MS 38655. You may also call (662)232-2350.

1. Opening the Meeting

- 1.a. Call to Order.
- 1.b. Adopt the agenda for the meeting.
- 1.c. Mayor's Report.

2. Regular Agenda: City Clerk's Office

- 2.a. Request permission to approve the minutes of the Regular Board of Aldermen meeting on June 2, 2026. (Leslie McCormick)
- 2.b. Request permission to approve the minutes of the Special Board of Aldermen meeting on June 9, 2026. (Leslie McCormick)
- 2.c. Request approval of the accounts for all city departments. (Leslie McCormick)
- 2.d. Request approval of Emergency Purchases made as a result of Winter Storm Fern, that occurred January 23-26, 2026. (Rhonda Burchett)
- 2.e. Request approval to pay back borrowed emergency funds. (Rhonda Burchett)

3. Consider the consent agenda:

3.a. Fixed Asset Management:

- i. Request permission to declare an Exmark Mower (Asset Tag Number: 01337; Serial Number: LZX801GKA60600) and an Uline Pallet Jack (Asset Tag Number: 01417; Serial Number: 053812) from mTrade Park surplus and authorize their disposal. (Clay Brownlee)
- ii. Request permission to declare a 2011 Chevrolet Impala (VIN Number: 2g1Wf5EK3B1313835), a 2014 Dodge Charger (VIN Number: 2C3CDXAg9EH368254), a 2013 Dodge Charger (VIN Number: 2C3CDXAG1DH592665), a 2016 Dodge Charger (VIN Number: 2C3CDXAG4GH130072), a 2014 Dodge Charger (VIN Number: 2C3CDXAG7EH368253), a 2013 Dodge Charger (VIN Number: 2C3CDXAG6DH5926590, and a 2006 Ford F-150 (VIN

Number: 1FTPW14V46KD94334) from the Oxford Police Department surplus and authorize their disposal. (Jeff McCutchen)

- iii. Request permission to declare a Taylor Power Generator TD 175 (Serial Number: 26938) from the Oxford Fire Department surplus and authorize its disposal. (Joey Gardner)

Attachments

- 1. [SURPLUS - MTRADE - MOWER.PDF](#)
- 2. [SURPLUS - OPD - MISC.PDF](#)
- 3. [SURPLUS - MTRADE - PALLET JACK.PDF](#)
- 4. [SURPLUS - OFD - GENERATOR.PDF](#)

3.b. Travel Requests:

- i. Request permission to approve four employees from the Oxford Police Department to attend the Drone Pilot Test in Olive Branch, Mississippi, at an estimated cost of \$700.00. (Jeff McCutchen)
- ii. Request permission to approve two employees from the Oxford Police Department to attend the Crime Scene Investigation training on July 20– 24, 2026, in Denton, Texas, at an estimated cost of \$6,207.84. (Jeff McCutchen)
- iii. Request permission to approve four employees from the Oxford Police Department to attend the NASRO Conference on June 28– July 3, 2026, in Reno, Nevada, at an estimated cost of \$3,520.06. (Jeff McCutchen)
- iv. Request permission to approve two employees from the Oxford Police Department to attend CIT Training on July 6-10, 2026, in Oxford, Mississippi, at no cost to the city. (Jeff McCutchen)
- v. Request permission to approve two employees from the Oxford Police Department to attend the FLETC One-Day Medical Course Training on June 25– 26, 2026, in Pearl, Mississippi, at no cost to the city. (Jeff McCutchen)
- vi. Request approval for the 405D Alcohol and Drug Impaired Driving - Training Coordination Grant employees from the Oxford Police Department to travel in accordance with the requirements of the grant to attend the IACP 2026 Impaired Driving and Traffic Safety (IDTS) Conference in Anaheim, California, on August 21-23, 2026, with travel dates of August 20, 2026, and August 24, 2026. (Jeff McCutchen)
- vii. Request approval for the DUI Enforcement Unit 405D Grant-funded officers from the Oxford Police Department to travel in accordance with the requirements of the grant to attend the IACP 2026 Impaired Driving and Traffic Safety (IDTS) Conference in Anaheim, California, on August 21– 23, 2026, with travel dates of August 20, 2026, and August 24, 2026. (Jeff McCutchen)
- viii. Request approval for the 405D Alcohol and Drug-Impaired Driving Training Coordination Grant employees to travel in accordance with the requirements of the grant to host an SFST Class at the Court Street Community Center in Bay St. Louis, Mississippi, from June 30 to July 2, 2026.
- ix. Request permission for a WWTP employee from Oxford Utilities to attend MDEQ/MSRWA Wastewater Operator Training on August 17– 21, 2026, in Tupelo, Mississippi, at an estimated cost of \$380.00. (Rob Neely)
- x. Request permission for an Oxford Utilities employee to attend the CSA Annual User Education Conference on June 28– July 1, 2026, in Orange Beach, Alabama, at an estimated cost of \$1,667.00. (Rob Neely)
- xi. Request permission for an employee from the Oxford Fire Department to attend the Highway Emergency Response Technician Class on June 21, 2026, in Pueblo, Colorado, at no cost to the city, as all travel meals are provided through FEMA. (Joey Gardner)
- xii. Request approval for Pope Mallette and Paul Watkins to attend the MMA Conference in Gulfport, Mississippi, on June 28–30, 2026.

Attachments

- 1. [OXFORD UTILITIES - TRAVEL - CSA.PDF](#)
- 2. [OXFORD UTILITIES - TRAVEL - MDEQ-MSRWA.PDF](#)

3.c. Human Resources:

- i. Request permission to promote Matthew McCachren from Operator 4/Lead 2nd Shift to Operator 4/Parts Specialist/1st Shift with an annual salary of \$63,760.53 and John Putnam

- from Operator 1/2nd Shift to Operator 1/Lead 2nd shift with an annual salary of \$52,981.02 from Oxford Utilities, effective July 1, 2026. (Braxton Tullos)
- ii. Request permission to hire Kyler Emig as a part-time Docent for Historic Properties at a rate of \$10.00 per hour for Development Services. (Braxton Tullos)
 - iii. Request permission to approve the retirement of Officer John Sneed from the Oxford Police Department, effective June 30, 2026. (Braxton Tullos)
 - iv. Request permission to promote Anna Scott from part-time Communication Officer to Certified part-time Communication Officer at a rate of \$20.00 per hour for the Oxford Police Department. (Braxton Tullos)
 - v. Request permission to approve a salary adjustment for part-time Patrol Officer, James Smith, from \$17.00 per hour to \$24.77 per hour for the Oxford Police Department. (Braxton Tullos)
 - vi. Request permission to hire Ronnie Goudy as a certified part-time Patrol Officer at a rate of \$24.77 per hour for the Oxford Police Department. (Braxton Tullos)
 - vii. Request permission to approve the resignation of Communication Officer, John Kirby from the Oxford Police Department, effective June 11, 2026. (Braxton Tullos)
 - viii. Request permission to hire Mary Ann Tipton as a Deputy Court Clerk-Prosecution with an annual salary of \$45,205.60 for the Municipal Court. (Braxton Tullos)
 - ix. Request permission to hire Keisha Harris as a Customer Service Representative with an annual salary of \$45,902.63 for Oxford Utilities. (Braxton Tullos)

Attachments

1. [HR - OXFORD UTILITIES - HIRE - HARRIS.PDF](#)

3.d. Miscellaneous:

- i. Request permission for the Oxford Police Department to accept a donation from Communicare. (Jeff McCutchen)
- ii. Consider water and/or sewer bill adjustments in accordance with the Oxford Utilities Leak Adjustment Policy. (Rob Neely)
- iii. Consider the retirement resolution for Richard Del Fikes from Oxford Utilities. (Rob Neely)
- iv. Consider the retirement resolution for Susan Killen from Oxford Utilities. (Rob Neely)
- v. Consider the retirement resolution for Laverne Thompson from Oxford Utilities. (Rob Neely)
- vi. Request permission to accept donations for the Animal Resource Center. (Kelli Briscoe)

Attachments

1. [OXFORD UTILITIES - ADJUSTMENTS.PDF](#)
2. [OXFORD UTILITIES - RETIREMENT RESOLUTION - S. KILLEN](#)
3. [OXFORD UTILITIES - RETIREMENT RESOLUTION - L. THOMPSON](#)
4. [OXFORD UTILITIES - RETIREMENT RESOLUTION - D. FIKES](#)

3.e. Grants:

- i. Request permission for the Oxford Fire Department to apply for the FEMA AFG Grant in the amount of \$540,000.00 with a 10% match from the City of Oxford. (Joey Gardner)

4. Regular Agenda: Other Departments

- 4.a. Presentation of the City of Oxford 2025 Audit.
- 4.b. Consider extending the Local State of Emergency. (Shane Fortner)

Attachments

1. [PROCLAMATION OF EXISTENCE OF A LOCAL EMERGENCY - 06-16-26 - WINTER STORM FERN.PDF](#)

- 4.c. Consider the renewal of the eCourt contract for the Municipal Court. (Nickie Denley)

Attachments

1. [MUNICIPAL COURT - ECOURT SERVICE PLAN.PDF](#)

- 4.d. Request approval of the UKG minimum employment adjustment. (Braxton Tullos)

Attachments

1. [HR - MEMO - UKG - MINIMUM LICENSE INCREASE.PDF](#)

2. [HR - UKG MINIMUM LICENSE INCREASE.PDF](#)

- 4.e. Consider the appointments of members to the Oxford Park Commission.
- 4.f. Consider the appointments of members to the Planning Commission.
- 4.g. Request approval to amend the budget for the Animal Resource Center to refurbish and install a generator. (Kelli Briscoe)

Attachments

- 1. [ARC - BUDGET AMEND - GENERATOR.PDF](#)

5. Regular Agenda: Police Department

- 5.a. Request permission to sign a service agreement with Graylark Technologies, Inc. (Jeff McCutchen)

Attachments

- 1. [OPD - GRAYLARK TECHNOLOGIES INC - SERVICE AGREEMENT.PDF](#)

6. Regular Agenda: Development Services-Planning Department

- 6.a. Request approval for Case #3342, Preliminary and Final Plat for '2889 South Lamar Commercial Subdivision,' requested by John Albriton for property located at 2889 South Lamar Boulevard (PPINs #10381 & 42109). (Robert Baxter)

Attachments

- 1. [PLANNING - CASE #3342 MBOA.PDF](#)

- 6.b. Request approval for Case #3365, Request for Extension of City Utilities that includes a Preliminary and Final Plat for 'Belle River Place Subdivision,' requested by Mike Halford for property located at County Road 403 (PPINS #10219 & #16290). (Robert Baxter)

Attachments

- 1. [PLANNING - CASE #3365 MBOA.PDF](#)

7. Regular Agenda: Special Projects

- 7.a. Consider Addendum No. 2 from Looks Great Services of MS, Inc. for Debris Removal and Disposal Services. (Mark Levy)

Attachments

- 1. [SPECIAL - ADDENDUM NO. 2 - LGS](#)

- 7.b. Consider Change Order No. 1 from Jubilee Decor for the Walk of Lights Expansion II project. (Mark Levy)

Attachments

- 1. [SPECIAL - CHANGE ORDER NO. 1 - JUBILEE DECOR - WALK OF LIGHTS](#)

8. Regular Agenda: Development Services-Engineering Department

- 8.a. Request approval for the mayor to execute the contract agreements for the Water Distribution Improvements/Old Taylor Road Project. (John Crawley)

Attachments

- 1. [ENGINEERING - MEMO - REQUEST FOR MAYOR TO SIGN CONTRACTS OTR WATER LINE IMPROVEMENTS.PDF](#)

- 8.b. Request permission for the contractor to work night hours for the Water Distribution Improvements/Old Taylor Road Project. (John Crawley)

Attachments

- 1. [ENGINEERING - MEMO - REQUEST FOR SPECIAL OVERNIGHT WORK HOURS OTR WATER MAIN IMPROVEMENTS.PDF](#)

- 8.c. Request permission for the contractor to work on Sundays for the Anderson Road Water Distribution Project. (John Crawley)

Attachments

1. [ENGINEERING - MEMO - REQUEST FOR SPECIAL SUNDAY WORK HOURS ANDERSON ROAD WATER MAIN IMPROVEMENTS.PDF](#)

8.d. Request approval for Change Order No. 1 for the Whirlpool Well No. 3 Project. (John Crawley)

Attachments

1. [ENGINEERING - MEMO - CO NO. WHIRLPOOL WELL NO. 3](#)

8.e. Request approval of Change Order No. 2 and Pay App No. 10 for the North Lamar/Molly Barr Road Roundabout. (John Crawley)

Attachments

1. [ENGINEERING - MEMO - CHANGE ORDER NO 2 NORTH LAMAR MOLLY BARR ROUNDABOUT.PDF](#)
2. [ENGINEERING - R124-050 CHANGE ORDER NO. 2](#)
3. [ENGINEERING - R124-050 PAY ESTIMATE 10.PDF](#)

9. Regular Agenda: Closing the Meeting

- 9.a. Consider an executive session.
- 9.b. Adjourn.



THE CITY OF
OXFORD

SURPLUS FORM

**PLEASE USE A DIFFERENT FORM FOR EACH ITEM YOU WANT TO DECLARE SURPLUS.
BE SURE TO PROVIDE AS MUCH INFORMATION AS POSSIBLE ABOUT THE ASSET
BEING SURPLUSED. TURN COMPLETED FORMS IN TO THE CITY CLERK'S OFFICE.**

Date of Request: 5/6/26

Department that owns Fixed Asset: mTrade Park

Fixed Asset Tag Number (If item is not tagged, please put N/A): 01337

Physical Location of Asset: Outside Cage

If the item being surplused is a vehicle or a piece of equipment, please provide:

EXMARK \ MOWER

Make	Model	Year
<u>LZX801GKA60600</u>	<u>RED</u>	
VIN / Serial Number		Color

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____

Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

LEAKING OIL AND WOULD COST MORE THAN IT IS WORTH TO FIX IT PER SHOP

Name of Person Submitting Surplus Request: Clay Brownlee

Date Approved by BOA: _____

**107 Courthouse Square
Oxford, MS 38655**

**(p) 662-236-1310
(f) 662-232-2337**



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Date of Request: 5/6/26
Department that owns Fixed Asset: Oxford Police Department
Fixed Asset Tag Number (If item is not tagged, please put N/A): N/A
Physical Location of Asset: Oxford Police Department

If the item being surplused is a vehicle or a piece of equipment, please provide:

<u>Chevrolet</u>	<u>Impala</u>	<u>2011</u>
Make	Model	Year
<u>2G1WF5EK3B1313835</u>	<u>Silver</u>	
VIN / Serial Number	Color	

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____

Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

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Date of Request: 5/6/26
Department that owns Fixed Asset: Oxford Police Department
Fixed Asset Tag Number (If item is not tagged, please put N/A): N/A
Physical Location of Asset: Oxford Police Department

If the item being surplused is a vehicle or a piece of equipment, please provide:

<u>Dodge</u>	<u>\</u>	<u>Charger</u>	<u>\</u>	<u>2014</u>
Make		Model		Year
<u>2C3CDXAG9EH368254</u>		<u>\</u>	<u>Black</u>	
VIN / Serial Number			Color	

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____

Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

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Date of Request: 5/6/26
Department that owns Fixed Asset: Oxford Police Department
Fixed Asset Tag Number (If item is not tagged, please put N/A): N/A
Physical Location of Asset: Oxford Police Department

If the item being surplused is a vehicle or a piece of equipment, please provide:

<u>Dodge</u>	<u>\</u>	<u>Charger</u>	<u>\</u>	<u>2013</u>
Make		Model		Year
<u>2C3CDXAG1DH592665</u>		<u>\</u>	<u>Black</u>	
VIN / Serial Number			Color	

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____

Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

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Date of Request: 5/6/26
Department that owns Fixed Asset: Oxford Police Department
Fixed Asset Tag Number (If item is not tagged, please put N/A): N/A
Physical Location of Asset: Oxford Police Department

If the item being surplused is a vehicle or a piece of equipment, please provide:

<u>Dodge</u>	<u>\</u>	<u>Charger</u>	<u>\</u>	<u>2016</u>
Make		Model		Year
<u>2C3CDXAG4GH130072</u>		<u>\</u>	<u>Black</u>	
VIN / Serial Number			Color	

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____

Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

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Date of Request: 5/6/26
Department that owns Fixed Asset: Oxford Police Department
Fixed Asset Tag Number (If item is not tagged, please put N/A): N/A
Physical Location of Asset: Oxford Police Department

If the item being surplused is a vehicle or a piece of equipment, please provide:

<u>Dodge</u>	<u>\</u>	<u>Charger</u>	<u>\</u>	<u>2014</u>
Make		Model		Year
<u>2C3CDXAG7EH368253</u>		<u>Black</u>		
VIN / Serial Number		Color		

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____

Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

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Date of Request: 5/6/26
Department that owns Fixed Asset: Oxford Police Department
Fixed Asset Tag Number (If item is not tagged, please put N/A): N/A
Physical Location of Asset: Oxford Police Department

If the item being surplused is a vehicle or a piece of equipment, please provide:

<u>Dodge</u>	<u>\</u>	<u>Charger</u>	<u>\</u>	<u>2013</u>
Make		Model		Year
<u>2C3CDXAG6DH592659</u>		<u>Black</u>		
VIN / Serial Number		Color		

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____

Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

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Date of Request: 5/6/26
Department that owns Fixed Asset: Oxford Police Department
Fixed Asset Tag Number (If item is not tagged, please put N/A): N/A
Physical Location of Asset: Oxford Police Department

If the item being surplusd is a vehicle or a piece of equipment, please provide:

<u>Ford</u>	<u>F-150</u>	<u>2006</u>
Make	Model	Year
<u>1FTPW14V46KD94334</u>	<u>White</u>	
VIN / Serial Number	Color	

If the item being surplusd is a tool, please provide:

Description of Tool (including brand): _____
Serial Number (if none, write N/A) _____
Color _____

For all other assets, please provide a complete description of the asset to be surplusd:

Name of Person Submitting Surplus Request: Kayla Martin

Date Approved by BOA: _____

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Date of Request: 5/6/26
Department that owns Fixed Asset: mTrade Park
Fixed Asset Tag Number (If item is not tagged, please put N/A): 01417
Physical Location of Asset: Outside Cage

If the item being surplused is a vehicle or a piece of equipment, please provide:

<u>ULINE</u>	<u>PALLET JACK</u>	
Make	Model	Year
<u>053812</u>	<u>YELLOW</u>	
VIN / Serial Number	Color	

If the item being surplused is a tool, please provide:

Description of Tool (including brand): _____
Serial Number (if none, write N/A) _____ Color _____

For all other assets, please provide a complete description of the asset to be surplused:

HYDRAULIC BUSTED AND NO LONGER WORKS

Name of Person Submitting Surplus Request: Clay Brownlee

Date Approved by BOA: _____

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Date of Request: 6-11-2026

Department that owns Fixed Asset: Oxford Fire Department

Fixed Asset Tag Number (If item is not tagged, please put N/A): NA

Physical Location of Asset: OFD Station 1

If the item being surplusd is a vehicle or a piece of equipment, please provide:

Taylor Power Generator \ TD 175 \

Make	Model	Year
<u>26938</u>	<u>White</u>	
VIN / Serial Number		Color

If the item being surplusd is a tool, please provide:

Description of Tool (including brand): Taylor Power Systems Generator

\

Serial Number (if none, write N/A)	Color
------------------------------------	-------

For all other assets, please provide a complete description of the asset to be surplusd:

20 KW Generator that blew up during Winter Storm Fern

Name of Person Submitting Surplus Request: J. Gardner

Date Approved by BOA: _____

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3. **Request permission for Oxford Utilities employee to attend the CSA Annual User's Education Conference June 29 – July 2, 2026 in Orange Beach, AL. (\$1,928.00) (Rob Neely)**

Oxford Utilities requests permission to send one employee to the Central Service Association (CSA) Annual User Education Conference. OU is planning to send a key staff member (supervisor, manager, etc.) to training to learn about new advances and changes at CSA, as well as, receive information on current products that CSA offers. It's been a few years since we've attended the conference and I feel we would benefit from the focused education and update provided by this event. CSA is OU's Customer Information System provider, and their annual user education conference is typically filled with valuable information about changes being made to the computer system, or new programs that will soon be available. The cost of this travel and training is included in the FY27 OU Electric Division Budget.

Central Service Association User Education Conference
Orange Beach, AL
June 29 – July 2, 2026

Registration	899.00
Hotel	807.00
Meals	<u>222.00</u>
Total	\$1,928.00

2. **Request permission for WWTP employee to attend MDEQ/MSRWA wastewater operator training in Tupelo, MS August17-21, 2026. (\$380.00) (Rob Neely)**

Oxford Utilities requests permission to send new WWTP employee Jonathan Stark to a wastewater certification class sponsored by Mississippi Rural Water Association and MDEQ in Tupelo, MS. Annual training and certification are required for the position and included in the FY26 budget. Because the class is in Tupelo, no meals or lodging will be required, only the registration fee for the class.

Jonathan Stark

Registration	<u>\$ 380.00</u>
TOTAL	\$ 380.00



MEMORANDUM

To: Board of Aldermen
Thru: Braxton Tullos, Human Resources Director
From: Rob Neely, Superintendent, Oxford Utilities
Date: June 16, 2026
Re: Request Approval of Employment

The City of Oxford's Utilities Department requests the Mayor and Board of Aldermen to approve the employment of **Keisha Harris** as a Customer Service Representative with an annual salary of \$45,902.63.

I recommend approval of this non-safety sensitive position.

1. Consider water and/or sewer bill adjustments in accordance with Oxford Utilities Leak Adjustment Policy. (Rob Neely)

The Oxford Utilities Billing Supervisor has reviewed the accounts listed in the attached spreadsheet and confirmed that 1) The leaks associated with the referenced accounts meet the criteria of the Board approved leak adjustment policy and 2) The customer did not receive the benefit of the utility service being adjusted. Based on those findings, Oxford Utilities recommends that the board approve the adjustment of the referenced accounts.

WATER/SEWER ADJUSTMENTS | OXFORD UTILITIES**MAY 27, 2026 - JUNE 09, 2026****TO BE APPROVED: JUNE 16, 2026**

ACCOUNT NUMBER	CUSTOMER NAME	ADDRESS	WATER ADJUSTMENT	SEWER ADJUSTMENT	ADJUSTMENT TYPE
211992-043322	WILLIAM MCEWAN	2210 CHURCH STREET	-\$57.87	-\$76.94	INSIDE
211916-111719	JOHN MARLER	614 HATHORN ROAD	-\$31.24	-\$41.54	INSIDE
210631-019242	RACHEL HAWKINS	2012 DUNDEE STREET	-\$34.57	-\$42.95	INSIDE
202630-054430	ROBERT WILBANKS	3707 LYLES DRIVE	-\$69.23	-\$92.04	INSIDE
002415-052667	MOLLY NICHOLS	1510 GARFIELD AVENUE UNIT 502	-\$57.16	-\$75.99	INSIDE
TOTAL:			-\$250.07	-\$329.46	



THE CITY OF
OXFORD

RESOLUTION

Whereas, Susan A. Killen has been an employee of the City of Oxford for over 32 years, establishing herself as a valuable resource who is respected among her fellow workers and throughout the Oxford and Lafayette County community; and

Whereas, Susan A. Killen, through her dedication, knowledge, and abilities, has excelled while working for the City of Oxford, where she was hired on December 23, 1993, as a Cashier and Customer Service Representative, and later promoted to Office Assistant at Oxford Utilities; and

Whereas, Susan A. Killen's comprehensive knowledge of her job and ability to communicate with and assist customers will be deeply missed; and

Whereas, Susan A. Killen has always shown a willingness to perform any task or project when needed; and

Whereas, Susan A. Killen has made a mark on the City of Oxford through a commendably high standard of service to its citizenry, characterized by exemplary willingness, patience, courtesy, and respect for the citizens she has served; and

Now therefore, be it resolved

That the Mayor and Board of Aldermen of the City of Oxford express their sincere appreciation and gratitude to

Susan A. Killen

For her dedicated service on behalf of the City of Oxford and the community, and extend to her their best wishes for a happy and enriching retirement.

Be it further resolved that a copy of this resolution be spread upon the minutes of the City of Oxford and that a copy of the same be presented to Susan A. Killen on this 7th day of April, 2026.

Mayor Robyn Tannehill

Alderman Erin Smith Alderman Mark Hulse

Alderman Brian Hyneman Alderman Kesha Howell Atkinson

Alderman Preston Taylor Alderman Jason Bailey

Alderman Mary Martha Crowe



THE CITY OF
OXFORD

RESOLUTION

Whereas, Laverne Thompson has been an employee of the City of Oxford for over 15 years, establishing herself as a valuable resource who is respected among her fellow workers and throughout the Oxford and Lafayette County community; and

Whereas, Laverne Thompson, through her dedication, knowledge, and abilities, has excelled while working for the City of Oxford, where she was hired on October 4, 2010, as a Customer Service Representative at Oxford Utilities; and

Whereas, Laverne Thompson's comprehensive knowledge of her job and ability to communicate with and assist customers will be deeply missed; and

Whereas, Laverne Thompson has always shown a willingness to perform any task or project when needed; and

Whereas, Laverne Thompson has made a mark on the City of Oxford through a commendably high standard of service to its citizenry, characterized by exemplary willingness, patience, courtesy, and respect for the citizens she has served; and

Now therefore, be it resolved

That the Mayor and Board of Aldermen of the City of Oxford express their sincere appreciation and gratitude to

Laverne Thompson

For her dedicated service on behalf of the City of Oxford and the community, and extend to her their best wishes for a happy and enriching retirement.

Be it further resolved that a copy of this resolution be spread upon the minutes of the City of Oxford and that a copy of the same be presented to Laverne Thompson on this 7th day of April, 2026.

Mayor Robyn Tannehill

Alderman Erin Smith Alderman Mark Hulse

Alderman Brian Hyneman Alderman Kesha Howell Atkinson

Alderman Preston Taylor Alderman Jason Bailey

Alderman Mary Martha Crowe



THE CITY OF
OXFORD

RESOLUTION

Whereas, Richard Del Fikes, Jr. has been an employee of The City of Oxford for over 24 years, establishing himself as a valuable resource and who is respected among his fellow workers and the entire Oxford and Lafayette County community; and

Whereas, Richard Del Fikes, Jr., with his dedication, knowledge and abilities has excelled while working for Oxford Utilities; where he was hired on January 22, 2002 as an apprentice lineman in the Electric Division, was elevated to journeyman lineman and later promoted to working line foreman; and

Whereas, Richard Del Fikes, Jr.'s comprehensive knowledge of his job and of the Oxford Utilities electric system will be deeply missed; and

Whereas, Richard Del Fikes, Jr. has always shown a willingness to perform any task or project when needed; and

Whereas, Richard Del Fikes, Jr. has made a mark on the City of Oxford through a commendably high standard of service to its citizenry, characterized by the exemplary willingness to show patience, courtesy, and respect for the citizens he served;

Now therefore, be it resolved

That the Mayor and Board of Aldermen of the City of Oxford express their sincere appreciation and gratitude to

Richard Del Fikes, Jr.

for his dedicated service on behalf of the City of Oxford and the community, and extend to him their best wishes for a happy and enriching retirement.

Be it further resolved that a copy of this resolution be spread upon the minutes of the City of Oxford and that a copy of the same be presented to Susan A. Killen on this 7th day of April, 2026.

Mayor Robyn Tannehill

Alderman Erin Smith Alderman Mark Huelse

Alderman Brian Hyneman Alderman Kesha Howell Atkinson

Alderman Preston Taylor Alderman Jason Bailey

Alderman Mary Martha Crowe

PROCLAMATION OF EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, on the 16th day of June 2026, the Board of Aldermen does hereby find that conditions of extreme peril to the safety of persons and property have arisen within said City, caused by a Winter Storm commencing on or about 8:00 AM on the 24th day of January 2026; and

WHEREAS, the aforesaid conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency in order to provide for the health and safety of the citizens and the protection of their property within the affected jurisdiction;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that in accordance with Section 33-15-17(d), Mississippi Code of 1972, as amended, a local emergency now exists throughout said City; and shall be reviewed every thirty (30) days until such local emergency is no longer in effect and proclaimed terminated by the Board of Aldermen of the City of Oxford, State of Mississippi.

IT IS FURTHER PROCLAIMED AND ORDERED that all City agencies and departments shall render all possible assistance and discharge their emergency responsibilities as set forth in the City Emergency Operations Plan.

DATE: _____

Mayor

ATTEST:

Clerk of City

Alderman

City, State of MS

Alderman

Alderman

Alderman

Alderman

Alderman

Alderman

eCourtDate Service Plan



VENDOR

eCourtDate, Inc.
855-670-7879
billing@ecourtdate.com
ecourtdate.com

Mailing Address

382 NE 191st St #61350
Miami, FL, 33179 US
W9 (PDF)

CUSTOMER

Oxford Miss Municipal Court
72 F.D. "Buddy" East Parkway, Suite 200
Oxford, MS 38655

Will be dropping the officer subpoena. Still initiating the eWarrants platform.

Start Date

06/28/26

Renewal Date

06/28/27

Renewal Frequency

Yearly

All products are invoiced yearly unless specified.

Billing Support

For any assistance with your Service Plan, email billing@ecourtdate.com or call 202-217-1668.

Total Items: 10

Total Amount: \$2,510.00

Product	Quantity	Frequency	Price	Amount
Single Agency (Yearly) Plan	1	YEARLY	\$2,400.00	\$2,400.00
Standard Carrier Registration Includes campaign setup and U.S. carrier registration for text messaging. 2,000 messages daily cap. No priority delivery. Assign up to 10 local phone numbers.	1	YEARLY	\$120.00 100% DISCOUNT	\$0.00
File Storage Cloud storage to send and receive encrypted files with document analysis and security scanning.	1	YEARLY	\$250.00 100% DISCOUNT	\$0.00
Custom Domain Register a custom subdomain for portals and emails (ex: jurors.court.gov).	1	YEARLY	\$250.00 100% DISCOUNT	\$0.00
Local Area Code Phone Numbers Activate 10-digit phone numbers in your preferred area code to send and receive texts and calls.	1	YEARLY	\$250.00 100% DISCOUNT	\$0.00

Product	Quantity	Frequency	Price	Amount
Message Credit and Voice Credits Message credits to send and receive texts and voice calls (US and Canada). Outbound SMS: up to 320 characters for the first credit, 160 characters for each additional credit. Inbound SMS: 1 credit / message. Voice: 1 credit / minute. MMS and RCS: 1 credit / message. Additional credits can be purchased at the .1 cent rate.	1000	YEARLY	\$0.10	\$100.00
Email and Push Credits Message credits to send emails and push notifications. Inbound messages are free. Additional credits can be purchased at the .01 cent rate.	1000	YEARLY	\$0.01	\$10.00
Date Migration (Optional) Migration of current CMS information into the platform.	0	ONE-TIME	\$5,000.00	\$0.00
SFTP Gateway (Optional) Transfer files automatically using a GovCloud-based server.	0	YEARLY	\$1,500.00	\$0.00
Agencies (Optional) Create an isolated agency (tenant) for a separate department or use case with its own users, data, and settings.	0	YEARLY	\$1,000.00	\$0.00

Usage Credit Rates

The following products are charged based on the number of credits used.

Product	Description	Credits
Outbound Text Messages	SMS messages per 160 character segment. USA & CA only.	1
Inbound Text Messages	SMS replies and interactions. USA & CA only.	1
MMS Messages	Text messages with images, videos or other attachments	3
RCS Messages	Enhanced messaging with rich media, read receipts and interactive elements	2
Voice Messages	Voice calls and messages per minute. USA & CA only.	1
Chatbot Responses	AI-generated responses based on your agency's knowledge base	1
Outbound Email	Email messages with attachments and rich formatting	0.2
Inbound Email	Email replies and interactions	Free

Push Notifications	Push notifications to mobile devices	0.1
International SMS	SMS messages to international destinations, per 160 character segment	2 - 5
International Calls	Voice calls to international destinations, per minute	3 - 10
Reverse Lookups	Verify client contact details and discover related information	1

Renewal Total Amount

The total amount for each renewal period.

\$2,510.00

Payment Processing Rates

Accept payments online and in-person using eCourtDate's payment processing platform (GovPayPlan.com).

The following processing rates apply to each successful charge:

CARD 4% per successful charge.

Accept Visa, Mastercard, Discover, and American Express.

BANK 2% per successful charge.

Accept ACH direct debit payments.

No monthly, setup, or per transaction fees are billed to the customer.

All processing fees are passed to the payer (the individual or entity making the payment).

Processing fee rates are fixed for the Service Plan duration.

Refunds

- Authorized users may process refunds directly over the GovPayPlan admin portal.
- Processing fees are non-refundable if the original payment has already been settled by the payment network.

Chargebacks

- Chargebacks are investigated and resolved by the respective payment network (e.g., card issuer, bank).
- If a chargeback is deemed valid, funds may be returned to the payer.
- Chargeback outcomes and fraud determinations are at the sole discretion of the payment network.

Fraud

- Payment networks may automatically flag or prevent transactions they suspect might be fraudulent.
- Automated fraud prevention does not require any action from the customer.
- The customer may choose to proactively refund charges they suspect of fraud.
- Fraud determinations are at the sole discretion of the payment network.

Payouts

- Payouts are processed monthly, on the 1st business day of the following month.
- Funds are deposited via ACH transfer in USD to the bank account registered with the payment portal.
- A minimum of \$100 in available funds is required to initiate a payout.
- No per-payout fees are charged.
- Changes to the payout account require approval from two verified contacts.
- A formal request submitted via email and confirmed by both contacts.

Service Plan Agreement

This Service Plan Agreement (the "Agreement") is entered into between eCourtDate, Inc., a Delaware Corporation with its principal place of business located at 382 NE 191st St #61350 Miami, Florida 33179 (the "Company") and the Customer Oxford Miss Municipal Court, as described in the Service Plan, incorporated by reference herein, and will be effective from the date specified on the Service Plan (the "Effective Date"). (Company and Customer may be referred to singularly as a "Party" or collectively as the "Parties.")

Service Level Agreement

99.95% Guaranteed Uptime	We provide a high-availability service with a guaranteed uptime of 99.95%. Our architecture is designed to scale instantly based on traffic and can handle sustained usage 24/7. This uptime guarantee excludes scheduled maintenance and outages caused by third-party services or force majeure events.
Less Than 1s API Response Time	Our API is fast with most requests ranging from ~100ms - 1s response time. This ensures a responsive and performant experience for both human and machine users.
Staging Environment	We offer an isolated staging environment for simulated data testing. This environment allows users to test settings and features without affecting production environments or needing production data. We do not allow production data to be stored on the staging environment.
Employee Access	Our employees are not allowed access to customer data by default. Authorized customer users may request employees to access accounts on a limited basis for support. We generally provide support based on the staging account, which is restricted to simulated or test data.
Message Simulation	Message creating and dispatching can be simulated in the production environment to conduct smoke and regression testing without sending live messages.
Training Mode	Users can enable training mode in production environments to route messages to themselves for training purposes.
User Training	Administrator users can request training sessions for their team. Training sessions are conducted remotely and are typically 1 - 2 hours long. Training sessions are recorded and made available for future reference. Training for portal-only users is provided through walkthrough videos and in-app guides.
24/7 Priority Support	During outages or mission-critical failures, we provide 24/7 support with our engineering team.
Data Integrity	Point-in-time backups are available for up to 30 days while audit logs are available for the duration of the contract.
8 am - 8 pm EST Standard Support	We provide non-priority support during business hours with a guaranteed response within one business day. Any user requests are tracked through Help Tickets with an average resolution time of 2 - 5 business days. Any user-requested changes are only implemented in the staging environment.
Maintenance in Off Hours	We handle maintenance in your off hours to minimize downtime. Our Status Page lists any scheduled maintenance. We publish and communicate any planned service outages and releases through our Help Center, in-app alerts, and through email notifications to authorized users.

Product Changes	We publish and communicate any changes through our Help Center and through email notifications to our users. Changes are typically enhancements, maintenance, bug fixes, or new features. Changes are made in our development environment and then staging before it is available in production. We do not make changes that affect existing functionality without the Customer's approval. All software updates use a continuous-integration model with automated checks such as the following: unit tests, end-to-end tests, feature texts, Syntax/Lint tests, vulnerability scans, and outdated dependency scans. Changes are deployed to production on a monthly basis.
Unplanned Downtime and Outages	Unplanned downtime and outages are rare, but if they occur, the impact should be limited to a subset of functionality. Our engineering team will actively work to resolve the issue. Any known issues are communicated via email, in-app, and on our Status Page.
Browser Compatibility	We support the current and the two most recent versions of Chrome, Firefox, Safari, and Edge. We do not support Internet Explorer.
System Capacity	Our system is designed to scale horizontally and vertically to handle increased load. We monitor system capacity and performance and will notify the Customer if additional capacity is needed. By default, each agency is able to send 60 outbound SMS/MMS, 60 outbound voice calls, and 60 outbound emails every minute. Messages are delayed to the next minute if the limit is reached. There is no limit for inbound messages on any channel. For dedicated or high-volume customers, we support the following limits to ensure compliance with carriers and internet service providers: • Outbound SMS: 4,500 per minute • Outbound MMS: 1,200 per minute • Outbound Calls: 300 per minute • Outbound Emails: 1,200 per minute
Downtime Credits	For Dedicated and high-volume customers, if we fail to meet our uptime guarantee, we will provide a discount on the monthly usage period based on the following schedule: • 98.5% - 99% uptime: 5% credit • 98.5% - 98% uptime: 10% credit • Less than 98% uptime: 15% credit Note: downtime is only calculated for our API and web platforms. Scheduled maintenance, third-party outages, and force majeure events are excluded.
Disaster Continuity	In the event of a complete system failure, we have a disaster recovery plan in place. We maintain a backup of all data and can restore service within 4 hours. We will notify the Customer of any catastrophic failure and provide updates on the recovery process. For downtime exceeding 4 hours, we offer a standalone service that can be used to send messages and notifications. This service is hosted on a separate infrastructure region and is designed to be used in the event of a catastrophic failure of our primary service.
Software Escrow	We offer a software escrow service for dedicated plans. The software escrow agreement is a separate contract and is subject to additional fees.

Support Response and Resolution Times

Support requests are categorized based on the severity of the issue and its impact on system functionality. eCourtDate commits to the following response and resolution times:

Response and Resolution Times

Critical (P1)	System-wide outage, security breach, or severe degradation of core functionality with no available workaround.	Response Time: 1 hour	Resolution Time: 2 hours
High (P2)	Major feature impairment, substantial performance degradation, or issues affecting multiple users that impede essential functions.	Response Time: 4 hours	Resolution Time: 12 hours
Medium (P3)	Moderate impact on functionality, partial system impairment, or degraded performance with an available workaround.	Response Time: 1 business day	Resolution Time: 3 business days
Low (P4)	Minor issues, general inquiries, non-critical system behaviors, or cosmetic concerns that do not impact core functionality.	Response Time: 3 business days	Resolution Time: 10 business days

Support is available 24/7 for P1 (Critical) and P2 (High) issues. P3 (Medium) and P4 (Low) issues are addressed during standard business hours.

If an issue is not resolved within the specified Resolution Target, it is escalated as follows:

- P1 (Critical): Escalated to executive-level support within 1 hour and assigned highest priority until resolution.
- P2 (High): Escalated to senior support management within 2 hours and actively monitored.
- P3 (Medium): Reviewed within 1 business day and escalated as necessary based on impact assessment.
- P4 (Low): Reviewed periodically to ensure timely resolution based on customer priority.

This SLA does not apply to service disruptions caused by:

- External factors beyond eCourtDate's control, including but not limited to third-party service failures, force majeure events, or customer-side infrastructure issues.
- Carrier-related issues, including campaign registration and carrier blocks or spam filtering.
- Data requests related to dashboards and reports that do not directly impact core messaging functionality.
- Scheduled maintenance, provided that customers receive advance notice in accordance with eCourtDate's maintenance policy.
- Customer actions or omissions, such as delays in providing required information, approvals, or access necessary for troubleshooting and resolution.
- Requests requiring custom development, feature modifications, or professional services outside the scope of standard support.

Help requests must be initiated by a registered user as a support ticket in the affected agency or the eCourtDate help center.

Compliance and Remedies

If eCourtDate fails to meet the committed response or resolution times, customers may be eligible for service credits, as specified in their contractual agreement.

Service credits are the sole remedy for any SLA breach and do not apply if resolution is delayed due to factors outlined in the Service Level Exclusions.

eCourtDate maintains continuous system monitoring and follows NIST-aligned security protocols to ensure the highest levels of reliability and compliance with government IT standards.

Definitions

"Authorized Users" means the number of identifiable unique persons consisting of Customer's personnel and outside consultants who are authorized to access and use the Services, as specified in the applicable Service Plan. Authorized Users may include Customer's third-party consultants, outsourcers, contractors, and other service providers.

"End Users" means the contacts added by the Authorized Users and contained in Customer Data who are notified by the software.

"Customer Data" means the Customer's information or other data processed, stored, or transmitted by, in, or through the Services, including, but not limited to, personal information relating to the Customer's personnel, End Users, and prospective End Users.

"Portal" means the Company's website or mobile app including the Technology.

"Proprietary Rights" means any and all rights, whether registered or unregistered, in and with respect to patents, copyrights, confidential information, know-how, trade secrets, moral rights, contract or licensing rights, confidential and proprietary information protected under contract or otherwise under law, trade names, domain names, trade dress, logos, animated characters, trademarks, service marks, and other similar rights or interests in intellectual or industrial property.

"Service Plan" means a form, incorporating the terms of this Agreement, by which a Customer selects and commences Services. A Service Plan can be either in written form, specified as a "Service Plan", or as an electronic form the Customer configures through the Portal.

"Services" means the service plans and features selected by the Customer and specified on the applicable Service Plan and any updates or upgrades to such services that may be generally released by the Company to all customers from time to time. These Services may change by mutual consent of the Parties, as recorded through the Service Plan.

"Technology" means the computer hardware, software, and other tangible equipment and intangible computer code necessary to deploy and serve the Services via the Portal.

"Services Portal" means a platform that allows the Customer to notify End Users of upcoming court dates and other legal events.

Customer Data

The Parties acknowledge that all Customer Data used with the Services and all the data derived from such Customer Data is and will remain the property of the Customer.

Company-supplied Data

The Company shall only be responsible for any Company-supplied data's accuracy, quality, integrity, legality, reliability, or appropriateness.

Use Restrictions

Customer covenants and agrees that its use of the Services will be in a manner consistent with this Agreement and with all applicable laws and regulations, including trade secret, copyright, trademark, and export control laws. Without limiting the generality of the foregoing, Customer shall not, nor shall it permit or assist others, (i) to abuse or fraudulently use the Services; (ii) to process or permit to be processed the data of any third party that is not expressly authorized herein to access and use such Services; and (iii) to attempt to copy, reverse engineer,

decompile, disassemble, create a derivative work from, or otherwise attempt to derive the source code of any part of the Technology; or (iv) to access, alter, or destroy any information of any customer of the Company by fraudulent means or device, or attempt to do so.

Customer covenants and agrees that it has the right to use the End User's personal information for purposes of these services.

Customer covenants and agrees to inform End Users that the Services are provided only as a convenience, and there is no guarantee that notifications will be timely or that they will be transmitted at all.

Security

The Customer will be solely responsible for acquiring and maintaining technology and procedures for maintaining the security of its link to the Internet. As part of the Services, the Company shall implement reasonable security procedures consistent with the prevailing industry standard to protect Customer Data from unauthorized access (the "Security Standard"). The Company will not, under any circumstances, be held responsible or liable for situations (i) where data or transmissions are accessed by third parties through illegal or illicit means, or (ii) where the data or transmissions are accessed through the exploitation of security gaps, weaknesses, or flaws unknown to the Company at the time. The Company will promptly report to the Customer any unauthorized access to Customer Data promptly upon discovery by the Company and the Company shall use diligent efforts to promptly remedy any breach of security that permitted such unauthorized access. In the event notification to persons included in such Customer Data is required, the Company will offer message credits to send correction notifications at no additional cost.

Technical Requirements for Services

The Services will be rendered in a manner that will support the Authorized User requirements and other requirements provided in the applicable Service Plan.

The Services will be scalable in a manner that allows the Services to meet any forecasted increase provided in the applicable Service Plan (services which aren't defined in this contract may incur additional expense).

Confidential Information

For purposes of this Agreement, "Confidential Information" means Customer Data and non-public aspects of Customer technology, computer programs, and business and technical information and data. In addition, Confidential Information includes information which, although not related to the Services or this Agreement, is nevertheless disclosed hereunder by either Party, and, in addition, is disclosed and identified by either Party as confidential or proprietary in nature.

Restrictions on Use and Disclosure. Company may use Confidential Information of the Customer only for the purposes of this Agreement and shall protect such Confidential Information from disclosure to others, using the same degree of care used to protect its own proprietary information of like importance, but, in any case, using no less than a reasonable degree of care. The Customer may disclose Confidential Information received hereunder only as reasonably required to perform its obligations under this Agreement and only to its employees who have a need to know for such purposes and who are bound by signed, written agreements to protect the received Confidential Information from unauthorized use and disclosure.

Exclusions. The restrictions of this Agreement on use and disclosure of Confidential Information will not apply to information that: (i) is in the possession or control of the Company at the time of its disclosure hereunder; (ii) is, or becomes, publicly known, through no wrongful act of the Company; (iii) is received by the Company by a third party free to disclose it without obligation to the Customer; (iv) is independently developed by a party as evidenced by its written and dated records and without any breach of this Agreement; or (v) is the subject of a written permission to disclose provided by the Customer. However, notwithstanding any other language to the contrary, both the Company and Customer may disclose Confidential Information pursuant to the requirements of a governmental agency or by operation of law.

Purchase of Additional Services

Customer may elect to purchase rights for additional messages, and/or additional services from time to time. Such additional purchases will be governed by the terms and conditions in this Agreement. The Customer agrees that, absent the Company's express written acceptance thereof, the terms and conditions contained in any Service Plan or other document issued by the Customer to the Company for the additional purchases, will not be binding on the Company if such terms and conditions are additional to or inconsistent with those contained in this Agreement.

Proprietary Rights Ownership

Ownership of the Proprietary Rights embodied in the Portal, Services, and the Technology will remain exclusively vested in and be the sole and exclusive property of the Company and its licensors. In addition, the Customer hereby transfers and assigns to the Company, any rights the Customer may have to any suggestions, ideas, enhancement requests, feedback, recommendations, or other information provided by the Customer relating to the Services. The eCourtDate.com domain name, product names, and logos associated with the Services are trademarks of the Company or third parties, and no right or license is granted to use them.

Customer Representations and Warranties

The Customer represents and warrants that the performance of its obligations and use of the Services (by Customers and its Authorized Users) will not violate any applicable laws or regulations.

The Customer acknowledges that (i) the Company is not required to monitor the content of information passing through the Services for purposes of verifying accuracy or legal compliance and (ii) the Customer shall use commercially reasonable efforts to ensure that the information it and its Authorized Users transmit thereby complies with all applicable laws and regulations, whether now in existence or hereafter enacted and in force.

The Customer represents and warrants that (i) it has the authority and right to transmit Customer Data (including End User's personal information) to the Company; and (ii) the use of Customer Data under this Agreement will not infringe the intellectual property rights or other proprietary rights of any third party. The Customer covenants that it will only supply the Company with data that the Customer has the right to supply. The Customer also covenants that it will not attempt to transmit any confidential or privileged messages to the End Users via the Portal.

In the event of breach by the Customer of any of the foregoing representations or warranties, in addition to any other remedies available at law or in equity, the Company will have the right to suspend immediately any Services if the Company deems it reasonably necessary to prevent any harm to the Company and its business. The Company shall provide notice to the Customer and an opportunity to cure, if practicable, depending on the nature of the breach. Once cured, the Company shall promptly restore the Services.

Company Representations and Warranties

The Company represents and warrants that (i) it has the legal right to enter into this Agreement and perform its obligations under this Agreement, and (ii) the performance of its obligations and delivery of the Services to the Customer will not violate any applicable laws or regulations of the United States or cause a breach of any agreements between the Company and any third parties. In the event of a breach by the Company of the foregoing warranties, the Customer's sole remedy is termination of this Agreement upon written notice to the Company.

Limited Warranty

The Company represents and warrants that the Services will: (i) conform to all material operational features as described in the applicable Service Plan and (ii) be free of errors and defects that materially affect the performance of such features ("Limited Warranty"), provided that the Customer notifies the Company of any such non-conformity, error, or defect. The Customer's sole and exclusive remedy for breach of this Limited Warranty will be the prompt correction of material, non-conforming Services at the Company's expense.

Disclaimer of Actions of Third Parties

The Company does not and cannot control the flow of data to or from the Company's Technology and other parts of the Internet. Such flow of data depends on the performance of the Internet services provided or controlled by third parties. At times, actions or inactions of such third parties can impair or disrupt Customer's connections of the Internet (or portions thereof). Although the Company will use commercially reasonable efforts to take all actions it deems appropriate to remedy and avoid such events, the Company cannot guarantee that such events will not occur.

Options for Infringement Claims

If any party is enjoined from using the Technology, or if the Company believes that the Technology may become the subject of a claim of intellectual property infringement, the Company, at its option and expense, may: (i) procure the right for the Customer to continue to use the Services; (ii) replace or modify the Technology so as to make it non-infringing; provided, however, that the Services continue to conform to the descriptions and/or specifications provided in the applicable Service Plan; or (iii) terminate this Agreement, in which case the Company shall refund to the Customer any and fees paid in advance by the Customer for those Services not provided by the Company and provide, at the Customer's request and free of charge, the Customer Data in a database document format. This Section and the preceding Section set forth the entire liability of the Company to the Customer for any infringement by the Technology or Services of any intellectual property of a third party. Despite the foregoing, this Section does not apply to third-party software including, but not limited to, open-source software.

Liability Cap

In no event will the Company's aggregate liability, if any, including liability arising out of contract, negligence, strict liability in tort or warranty, or otherwise, exceed one (1) subscription fee.

Term and Termination

Term of Agreement. The initial term of this Agreement will commence as of the Effective Date and will continue for a period of one (1) year. At the Customer's option and approval by the Company, the contract may be renewed for additional twelve (12) month periods. If the Customer exercises the right in writing, the Company must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period.

Term of Service Plan. Any Service Plan created under this Agreement will commence immediately upon execution by both Parties and will continue thereafter as provided in the Service Plan; provided, however, that despite any other provision of this Agreement or in any Service Plan, all existing Service Plans will also terminate upon the expiration or termination of this Agreement.

Automatic Termination. Unless the Company promptly upon discovery of the relevant facts notifies the Customer to the contrary, in writing, this Agreement and all Service Plans will terminate immediately, without notice, upon the institution of insolvency, bankruptcy, or similar proceedings by or against the Company, any assignment or attempted assignment by the Company for the benefit of creditors, or any appointment, or application for such appointment, or a receiver for the Company.

Termination for Cause. If either Party fails to comply with any of the material terms and conditions of this Agreement or Service Plan including, but not limited to, the payment of any subscription fee or reimbursement due and payable to the Company under this Agreement, the non-defaulting Party may terminate this Agreement and/or all Service Plans upon thirty (30) days written notice to the defaulting Party specifying any such breach, unless within the period of such notice, all breaches specified have been remedied.

Effect of Termination. Upon any termination of this Agreement, the Customer will be denied access to the Portal. Termination will not relieve the Customer of its obligation to pay any undisputed fees accrued or payable to the Company prior to the effective date of termination. Customer is entitled to a prorated refund if this Agreement is terminated as a result of Company's material breach of the Agreement. The payment of Customer obligations in fiscal years subsequent to the current year is contingent upon funds for this Agreement being appropriated and

budgeted. If funds for this Agreement are not appropriated and budgeted in any year subsequent to the fiscal year of execution of this Agreement, this Customer shall terminate, without any penalty to Customer.

Termination by the Company for End of Life

The Company intends to continue to provide and support the Services for as long as the Customer renews in accordance with the applicable Service Plan; provided, however, if the Company determines, in its sole discretion, that it is no longer feasible to support the Services, the Company may terminate this Agreement for end-of-life at any time by providing six (6) months' written notice to the Customer. In the event of such termination, the Company shall reimburse, on a prorated basis, any subscription fees paid by the Customer.

Transition Services

If the Customer is current in all payments due to the Company at the time of expiration or termination of this Agreement, the Company shall provide to the Customer its Customer Data in a standard database document format at no additional charge. If the Customer requests the Customer Data in a non-standard format, the Customer shall pay the Company a reasonable fee for technical services as determined by the Company.

Designed for Use Only Within Legal Jurisdictions

Access to this Software from locations where its use or contents are illegal is not authorized. The Customer acknowledges and agrees that its access and use of the Services is of its own volition and it is responsible for compliance with local law.

User Suggestions to Company

The Company welcomes the Customer's feedback with regard to the Portal and the Services. However, the Company will not accept any creative ideas, suggestions, inventions, or materials other than those the Company has specifically requested ("Suggestions"). Any Suggestions will automatically become the property of the Company. None of the Suggestions will be subject to any obligation of confidentiality and the Company shall not be liable for its disclosure or use. The Company will have exclusive ownership of all now known or later discovered rights to the Suggestions and will be entitled to unrestricted use of the Suggestions for any purpose whatsoever, commercial or otherwise, without compensation to the Customer.

Severability

If any part of this Agreement is held to be unenforceable for any reason, the remainder of this Agreement will continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provisions would make the provision valid, then such provision will be deemed to be construed as so limited.

Governing Law

This Agreement and the rights and obligations of the Parties under it are governed by and interpreted in accordance with the laws of the State of MS without regard to principles of conflicts of law.

Notices

Any notices required or permitted to be given under this Agreement will be given in writing and will be delivered (i) virtual, (ii) by certified mail, postage prepaid, return receipt requested, or (iii) by commercial overnight courier that guarantees next day delivery and provides a receipt, and such notices will be addressed to the address of the Party as specified in this Agreement or to such other address as the Party may specify in writing.

Assignment and Successors

Neither Party may assign this Agreement of any of its rights or obligations hereunder without the other's express written consent, except that either Party may assign its rights and obligations in connection with a merger, acquisition, reorganization, or sale of all or substantially all of its assets relating to this Agreement. Except to the extent forbidden in the previous sentence, this Agreement will be binding upon and inure to the benefit of the respective successors and assigns of the Parties.

Continuing Obligations

The following obligations will survive the expiration of termination of this Agreement and the distribution grace period provided above: (i) any and all warranty disclaimers, limitations of liability, and indemnities granted by either Party, (ii) any covenant granted in this Agreement for the purpose of determining ownership of, or protecting, the Proprietary Rights including, but not limited to, the Confidential Information of either Party, or any remedy for breach thereof, and (iii) the payment of taxes, duties, or any money to the Company owed under this Agreement.

Force Majeure

Neither Party shall be liable for damages or any delay or failure of delivery arising out of causes beyond its reasonable control and without its fault or negligence, including, but not limited to, Acts of God, acts of civil or military authority, fires, riots, wars, embargoes, Internet disruptions, hacker attacks, or communications failures. Despite any other provision of this Agreement, if either Party cannot perform under this Agreement for a period of thirty (30) consecutive days, the other Party may terminate this Agreement immediately, without liability, by ten (10) days' written notice to the other.

U.S. Government End-Users

The Technology and the Company software incorporated therein, this Portal, and the Services all consist of "commercial items," as that term is defined in 48 C.F.R. 2.101 (Oct. 1995), consisting of "commercial computer software" and "commercial computer software documentation," as such terms are used in 48 C.F.R. 12.212 (Sept. 1995). Consistent with 48 C.F.R. 12.212 and 48 C.F.R. 227.7202-1 through 227.7202-4 (June 1995), all U.S. Government End Users of this Portal acquire only those rights set forth therein.

Criminal Background Check

If this contract requires that the Company personnel access Customer Data (either on-site or remotely) or access secure areas of Customer Facilities, then the Company personnel may be required to undergo a Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by the Customer.

Confidentiality, Integrity, Availability (C.I.A.)

The Company shall protect the Confidentiality, Integrity, and Availability (C.I.A.) of all Customer Data, ensuring extra levels of security. All Customer information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.

Breach Notification

The Company agrees that upon discovery of unauthorized access to Customer Data, the Company shall notify the Customer both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after the Company knows or reasonably suspects unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, the Company agrees to reasonably coordinate with the Customer to investigate the occurrence.

Data Hosting

All Customer data will be 100% hosted within the United States.

FIPS 140-2 Compliance

The Company shall comply with the Federal Information Processing Standard (FIPS) Publication 140-2, Security Requirements for Cryptographic Modules, as required by the National Institute of Standards and Technology (NIST).

Marketing Release

The Customer hereby consents to the Company's use of the Customer's name and logo in the Company's marketing materials, websites, presentations, case studies, press releases, and other promotional mediums ("Marketing Materials"), for the purpose of identifying the Customer as a customer of the Company's Services, subject to the terms and conditions of this Marketing Release.

The Company shall ensure that its use of the Customer Marks does not suggest that the Customer is endorsing or sponsoring the Service or the Company, nor suggest any relationship between the Company and the Customer beyond that of the provision and use of the Service under the terms of the applicable Service Plan.

The Company shall comply with any guidelines provided by the Customer regarding the use of the Customer Marks and shall not alter, modify, dilute, or otherwise misuse the Customer Marks.

The Customer's consent to use the Customer Marks will continue for as long as the Customer subscribes to the Service Plan.

The Company acknowledges that, except for the limited rights and licenses expressly granted hereunder, the Customer retains all rights, title, and interest in and to the Customer Marks.

Accessibility Compliance

The Company agrees that all web products and services provided under this Agreement will comply with the Web Content Accessibility Guidelines (WCAG) 2.1 at Level AA. Furthermore, the Company will ensure compliance with all relevant accessibility standards and regulations required for government entities in the United States, including but not limited to:

- **Section 508 of the Rehabilitation Act of 1973:** Ensuring that electronic and information technology developed, procured, maintained, or used by federal agencies is accessible to people with disabilities.
- **Americans with Disabilities Act (ADA):** Title II and Title III of the ADA mandate that state and local government services, programs, and activities, as well as places of public accommodation, must be accessible to individuals with disabilities.
- **State-Specific Accessibility Standards:** Compliance with any additional state-specific accessibility standards and guidelines that may apply.

The Company shall regularly review and update its products to ensure ongoing compliance with these standards. Documentation and compliance reports are listed here: [Accessibility Compliance](#).



OXFORD
HUMAN RESOURCES

MEMORANDUM

To: Board of Aldermen
From: Braxton Tullos, Human Resources Director
Date: June 16, 2026
Re: Request Approval of UKG Minimum Employee Adjustment

I am requesting approval from the Mayor and Board of Aldermen to increase our license count from 540 to 600 minimum employees. This adjustment will better align our licensing structure with current staffing levels, while reducing overage charges and providing a more consistent and predictable monthly billing amount.

I am requesting approval.



HR, Pay, & Workforce Management

Quote#: Q-428990
Expires: 03 Jul, 2026
Sales Executive: Ryan Hamilton
Effective Date: Effective as of the date of last signature of this Order

ORDER FORM

Order Type: Amendment
Date: 03 Jun, 2026

Customer Legal Name:
CITY OF OXFORD

Ship To: CITY OF OXFORD
107 COURTHOUSE SQUARE
OXFORD, MS 38655 USA

Customer Legal Address:
107 COURTHOUSE SQUARE, OXFORD, MS 38655 USA

Bill To: CITY OF OXFORD
107 COURTHOUSE SQUARE
OXFORD, MS 38655 USA

Bill To Contact:

Ship To Contact:

Ship to Phone:
Ship to Mobile:
Contact: Braxton Tullos
Email: braxton@oxfordms.net

Currency: USD
Customer PO Number:
Solution ID: 6123858
Term: Co-Term
Uplift Percent: 4 %

Shipping Terms:
Ship Method: FedEx Ground
Freight Term:
Renewal Term: 12 months
Payment Terms: Net 30 Days

Billing Start Date: Upon Signature of Order Form

Services

Billing Frequency: Monthly in Arrears

Product Name	Existing Minimum EE Count	New Minimum EE Count	Original PEPM	New Minimum Monthly Price
UKG READY TIME	540	600	USD 3.84	USD 2,304.00
UKG READY HR	540	600	USD 3.84	USD 2,304.00
UKG READY ACA MANAGER	540	600	USD 0.40	USD 240.00
UKG READY ACCRUALS MANAGER	540	600	USD 0.76	USD 456.00
UKG READY PAYROLL	540	600	USD 3.84	USD 2,304.00
New Montly Total				USD 7,608.00

Tiered Pricing Application

Billing Frequency: Monthly in Arrears

UKG READY TAX FILING BY BSI	Existing License Count	New License Count	Unit Price	Total Monthly Price
Up to 200 Employees	200	200	USD 180.00	USD 131.31
201-500 Employees	150	300	USD 0.57	USD 124.74
501-1000 Employees	0	100	USD 0.79	USD 57.63
1001-2000 Employees	0	0	USD 0.70	USD 0.00
2001-5001 Employees	0	0	USD 0.25	USD 0.00
License Count Total	350	600	Minimum Monthly Total	USD 313.68

Quote Summary

Item	Total Price
Minimum Monthly SaaS Service & Equipment Rental Fee	USD 7,921.68

Item	Total Price
Minimum Annual SaaS Service & Equipment Rental Fee	USD 95,060.12

Order Notes:

"Co-Term" means that the Subscription Services set forth on this Order will align with Customer's existing billing cycle and term.



This Order is subject to the Master Agreement No 24-6833 entered into between Cobb County Board of Commissioner ("Lead Agency") and UKG Kronos Systems, LLC ("UKG") effective as of July 14th, 2025 (the "Omnia Master Agreement No. 24-6833 ") and used by Customer as an Omnia Participating Public Agency.

IN WITNESS WHEREOF, the parties have caused this Order to be executed by their authorized representatives and shall be effective as of the date of the last signature below.

CITY OF OXFORD		Kronos SaaShr, Inc.	
Signature:	_____	Signature:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____
The monthly price on this Order has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. Due to the rounding calculations, the actual price may not display as expected when displayed on your Order. Nonetheless, the actual price on your invoice is the true and binding total for this Order for purposes of amounts owed for the term. If you are tax exempt, please email a copy of your "Tax Exempt Certificate" to TaxExemption@ukg.com along with the quote number otherwise this order is subject to applicable taxes. The actual tax amount to be paid by Customer will be shown on Customer's invoice.			



MEMORANDUM

To: Board of Aldermen
From: Kelli Briscoe
CC: Kevin Vanlandingham, Brian Hudson
Date: June 16, 2026
Re: Permission to service and install a generator

The Oxford Animal Resource Center requests approval from the Mayor and Board of Aldermen to amend our current 25/26 budget to service a generator with Taylor Sudden Service and install with BMC General Contractors and Desoto Electric at an estimated cost of \$43,067.00. The estimated quotes are attached.

I recommend approval

Quick Quote



Customer: City of Oxford

Date: 05/11/26

Quoted By: Pat Shaw

Requested by:

Part #	Description	Qty.	Cost Ea.	Total Cost
	Kohler 80RZG, S/N 2064599			
	Pull unit and transport to shop for evaluation of reliability and quote services and repair.			
	Step One			
	Pick up and transportation, includes return.		\$1,600.00	
	Step Two			
	4 hrs diagnostic time for evaluation		\$700.00	
	Step Three			
	If all major components check out okay , recommend full PM with ignition parts		\$3,400.00	
	Includes all filters, fluids , belts, hoses, battery, also plugs , wires , cap, rotor.			
	Battery charger , block heater.			
	Step Four			
	1 hr. load bank		\$605.00	
VT400BKIT	400amp Breaker and box, 2 15amp B	1	\$2,970.00	
VTRLC1SX120	Eaton 200 amp single ph, 2 pole ATS	1	\$2,492.00	

SubTotal:	\$0.00
Tax:	7.00%
Shipping:	
Total:	\$0.00

BMC General Contractors, LLC

1557 State Road 30 W, Ste. A
Myrtle, MS 38650

06/01/2026

Project Name: The Ark

Project Address: Oxford, MS

Scope of Work:

- Labor and materials to install gas line for generator, existing gas, and grill

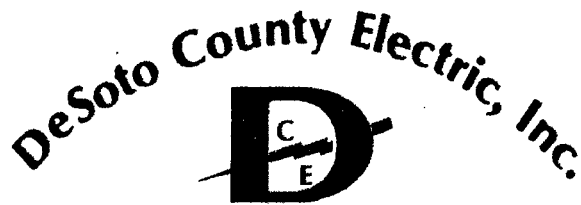
Does Not Include:

- Purchase of generator

Total Quote: \$4,800.00



Greg Conlee



2298 Nail Road
Horn Lake, Mississippi 38637
WWW.DESOTOCOUNTYELECTRIC.COM

The Power People
Industrial – Commercial
In business for over 50 years

Phone: 662-342-9141
Fax: 662-342-9150

Estimate

MS License #08145-MC Expires 7/8/2026
TN License #36300 Expires 8/31/2026
CE MU D-4,5 BC 19,28,30 Unlimited
AR License 69270408 Expires 4/30/2027
Master License M-5848

06/15/2026

TO: Brian Hudson, P.E.
Electrical Engineer
Oxford Utilities
300 McElroy DR.
Oxford, MS. 38655
Bhudson@oxfordms.net

RE: Oxford Animal Resource Center Generator

Mr. Brian,

This estimate is for all labor and equipment required on the following:

1. Install parallel 3/0 feeder in 1-3" conduit from meter to transfer switch located east of wet well.
2. Install parallel 3/0 feeder in 1-3" conduit from transfer switch to existing outside panel.
3. Install 2- 120-volt circuits from existing panel to generator for block heater and charger circuit.
4. Install parallel 3/0 feeder in 1-3" conduit from transfer switch to generator.
5. Furnish and install 400-amp service rated Kohler RDT-CFNC -0400ASEQS5 Service Rated Transfer Switch on a unistrut rack by generator. (Transfer switch was in stock as of 5/21/2026)
6. Install a 45" x 100" concrete pad for generator.
7. Set generator on pad and assist with startup.
8. Outage will be needed for change over

Total estimate \$26,500.00

Not included: load testing generator or gas connection to generator

Thank you,

Mark T. Wack

Mark T. Wack
662-342-6371

This document contains confidential information. If you have received this document in error please notify us at the telephone number above, destroy electronic and/or return any paper documents by mail.

SERVICE AGREEMENT

This Service Agreement (the "Agreement") is entered into as of 07/01/2026 (the "Effective Date"), by and between:

Graylark Technologies, Inc. ("Provider"), and Oxford Police Department ("Customer")

1. SERVICES AND LICENSE

Item	Quantity	Unit Price	Total
User Licenses	2	\$7,800.00	\$15,600.00
Total Annual Fee	-	-	\$15,600.00

1.1. Provider grants Customer a non-exclusive, non-transferable license to access and use the Raven platform ("Platform") subject to the terms and conditions of this Agreement.

1.2. The license includes:

- One (1) user licenses, non-transferable and non-sublicensable
- Access to upload photos and receive location predictions with GPS coordinates
- **Raven Service:** Provides one (1) location prediction result per photo upload where technically feasible.
- Each licensed user shall receive **unlimited access** annually.
- "Access" permits photo uploads, searches, and location-prediction attempts within the platform.

2. TERM AND TERMINATION

2.1. This Agreement commences on the Effective Date and continues for one (1) year (the "Term").

2.2. Customer may terminate this Agreement at any time upon written notice to Company. Upon termination, Customer's access to the Service will continue until the end of the current annual term, but no refund will be provided for any unused portion of the term or unused credits.

2.3. Customer may renew this Agreement for additional one-year terms by providing written notice to Provider at least 30 days prior to the expiration of the current term. Renewal shall be subject to mutually agreed-upon pricing and terms, confirmed in writing by both parties prior to the renewal date. Renewal is not automatic.

3. PAYMENT TERMS

3.1. **Total Annual Fee:** Customer shall pay the total annual fee specified in Section 1 within thirty (30) days after receipt of an invoice.

3.2. **Non-Refundable Fees:** All fees paid by the Customer under this Agreement are non-refundable

4. USAGE AND RESTRICTIONS

4.1. Credits/Searches expire at the end of the Term, regardless of usage.

4.2. Licenses may not be transferred or subleased to any third party.

5. PROVIDER OBLIGATIONS

5.1. Provider shall:

- **Maintain 99.5% platform availability** through using commercially reasonable efforts, measured on a rolling 30-day basis, excluding scheduled maintenance and circumstances beyond Provider's reasonable control, including but not limited to force majeure events, third-party service disruptions, and cybersecurity incidents.
- **Provide necessary documentation** for Platform use and management
- **Set up and provide access to licenses** within one week of payment receipt
- **Provide technical support via email** (support@graylark.io) during business hours (Monday–Friday, 9 AM – 5 PM PST, excluding U.S. holidays). We will respond within 8 business hours. Unless otherwise mutually agreed in writing, email shall be the sole official channel for tracking incidents, support requests and defect reports.
- **Respond to critical issues within 4 business hours.**
- **Support is limited to troubleshooting and platform-related inquiries;** excludes custom development and on-site assistance.
- **Provide 48-hour notice** for maintenance.
- **Offer remote support sessions** may be provided on a case-by-case basis at Provider's discretion
- **No guaranteed resolution timelines** for feedback, feature requests, or bug reports submitted through the submitted Raven platform. Such requests will be reviewed and prioritized at Provider's discretion.

6. CUSTOMER OBLIGATIONS

6.1. Customer shall:

- **Make timely payment** as specified in Section 3
- **Usage of the Platform in accordance** with provided documentation and not for any unauthorized or unlawful purpose.

- ***Maintain security of account credentials*** and notify the Provider immediately of any unauthorized access or suspected breach.
- ***Comply with all applicable laws and regulations*** regarding use of the Platform.
- ***Ensure that all users authorized*** under the Customer's account also comply with these obligations.

7. LIABILITY LIMITATIONS

7.1. To the maximum extent permitted by law, provider's total cumulative liability for all claims arising out of or related to this agreement shall not exceed the amounts paid by customer in the twelve (12) months preceding the incident giving rise to liability.

7.2. In no event shall provider be liable for any indirect, incidental, special, punitive, or consequential damages.

8. WARRANTIES AND DISCLAIMERS

8.1. Provider warrants that the Platform will perform substantially in accordance with the documentation provided.

8.2. Except as expressly set forth herein, the platform is provided "AS IS" and provider makes no other warranties, express or implied.

9. GOVERNING LAW

9.1. This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

9.2. The parties consent to the exclusive jurisdiction of the state and federal courts located in New York County, New York.

10. Confidentiality:

If a separate Non-Disclosure Agreement (NDA) is executed between the parties, such NDA shall govern the confidentiality obligations related to this Agreement. In the absence of a separate NDA, neither party shall disclose non-public, proprietary, or sensitive information received under this Agreement except as necessary to fulfill its obligations hereunder.

11. ENTIRE AGREEMENT

10.1. This Agreement constitutes the entire agreement between the parties and supersedes all prior or contemporaneous agreements, proposals, and communications.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

PROVIDER:
Graylark Technologies, Inc.

CUSTOMER:
Oxford Police Department

By: _____

By: _____

Name:

Name:

Title:

Title:

Date:

Date:



Memorandum

To: Mayor and Board of Alderman
From: Robert Baxter, AICP; Senior Planner
Date: June 16, 2026
RE: Request approval for Case #3342, Preliminary and Final Plat for '2889 South Lamar Commercial Subdivision' requested by John Albriton for property located at 2889 South Lamar Boulevard (PPINs #10381 & #42109)

The subject property measures +/- 4.61 acres and is the former site of South Lamar Baptist Church. The property was made into a commercial condominium in 2022. The applicant is seeking to subdivide the property into three lots, two of which (+/- 2.51 acres and +/- 1.44 acres) will have existing structures, and one (+/- 0.66 acres) that is currently undeveloped. The lots as proposed will meet LDC standards for size, frontage and will not make the existing structures into non-conformities.

At the June 8, 2026 Planning Commission meeting, the Planning Commission unanimously recommended approval of the request for Preliminary and Final Plat Approval for '2889 South Lamar Commercial Subdivision' with the 4 conditions in the Staff report.

Recommendation: Staff recommends approval of the requested Preliminary and Final Plat for '2889 South Lamar Commercial Subdivision' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.
2. Approval of Preliminary & Final Plat Approval for '2889 South Lamar Commercial Subdivision' by the Mayor and Board of Aldermen.
3. There are no existing stormwater management facilities associated with the property to be platted. Each lot shall address stormwater management on a lot-specific basis in the site plan when the lot is developed or redeveloped.

**Case 3342**

To: Oxford Planning Commission
From: Robert Baxter, AICP; Senior Planner
Date: June 8, 2026

Applicant: John Albriton
Owner: Same
Request: [Preliminary & Final Plat Approval](#) for '2889 South Lamar Commercial Subdivision'
Location: 2889 South Lamar Boulevard (PPIN #10381 & 42109)
Zoning: (SCO) Suburban Corridor

Surrounding Zoning:

North & East: (SCO) Suburban Corridor & (INST-G) Institutional Government

South: (NR) Neighborhood Residential

West: (TNB) Traditional Neighborhood Business

Case History: Case #2784 – Rezone from NR to SCO – September 2021

Planning Comments: The subject property measures +/- 4.61 acres and is the former site of South Lamar Baptist Church. The property was made into a commercial condominium in 2022. The applicant is seeking to subdivide the property into three lots, two of which (+/- 2.51 acres and +/- 1.44 acres) will have existing structures, and one (+/- 0.66 acres) that is currently undeveloped. The lots as proposed will meet LDC standards for size, frontage and will not make the existing structures into non-conformities.

Of note is that there is a large driveway that serves the existing structure. No additional access points will be permitted from South Lamar and shared access for all three lots along the existing drive should be indicated on the plat prior to Mayor and Board approval.

Engineering Comments:Access

Shared access easement submitted on the plat shall include the full width of the ex. drive as part of the easement. The easement as currently shown is impractical to delineate it's use without including the

full width of the ex. drive for shared use. Should this correction be made to include the full ex. drive width in the easement, engineering has no further issues with the request.

Stormwater Management

There are no existing stormwater management facilities associated with the property to be platted. Each lot shall address stormwater management on a lot-specific basis in the site plan when the lot is developed or redeveloped.

Recommendation: Staff recommends approval of the requested Preliminary & Final Plat for '2889 South Lamar Commercial Subdivision' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.
2. Approval of Preliminary & Final Plat Approval for '2889 South Lamar Commercial Subdivision' by the Mayor and Board of Aldermen.
3. Shared access easement to serve the 3 lots should be indicated on the plat in the location of the existing driveway access to South Lamar prior to this item being considered by the Mayor and Board of Aldermen.
4. There are no existing stormwater management facilities associated with the property to be platted. Each lot shall address stormwater management on a lot-specific basis in the site plan when the lot is developed or redeveloped.

2889 SOUTH LAMAR COMMERCIAL SUBDIVISION

TOTAL AREA: 4.61 ACRES

3 COMMERCIAL LOTS

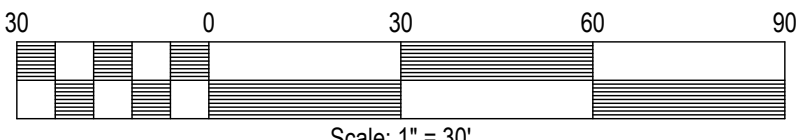
Robert, Jr. & Rita G. Vasilyev
Family Limited Partnership
Zone - SCO

1/2" Rebar found in concrete
being North 162.11 feet and
East 427.58 feet from the POB

1/2" Rebar found North
153.77 feet and East
477.76 feet from the POB

1/2" Rebar found North
153.84 feet and East
477.90 feet from the POB

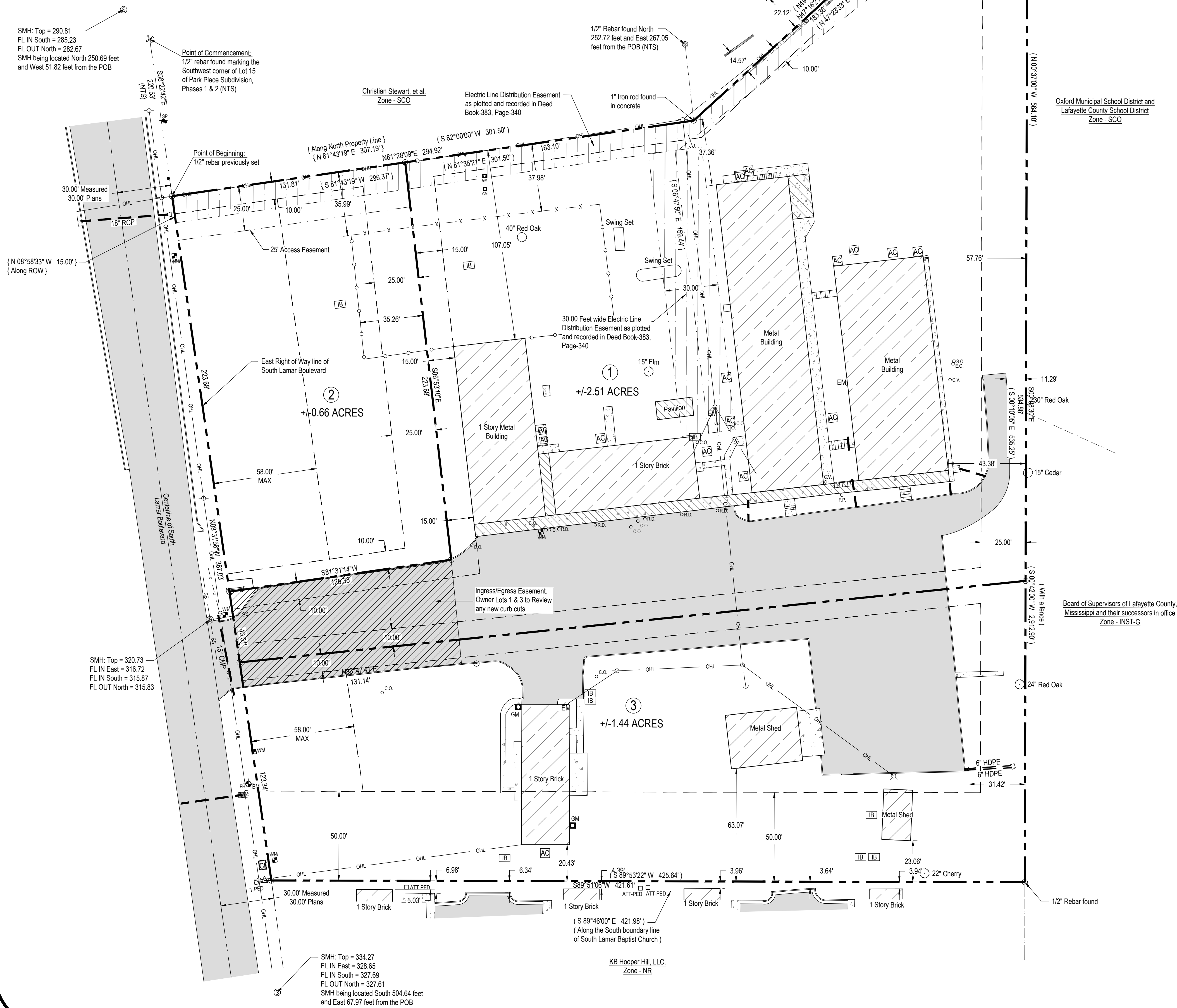
1" Iron rod found
in concrete



LEGEND

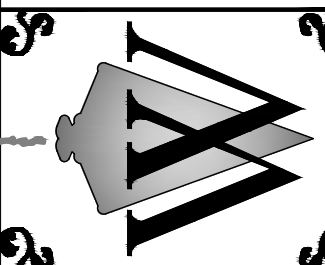
- | | | | |
|-----------|----------------------------------|-----------|----------------------------|
| --- | BUILDING SETBACK LINES | □ FB-PED | FIBEROPTIC PEDESTAL |
| - - - | PROPERTY LINES | □ ATT-PED | AT&T PEDESTAL |
| - · - · - | COMMENCEMENT LINES | ■ | INLET |
| - · - · - | CENTERLINE ROAD | ○ | POINT OF COMMENCEMENT |
| - · - · - | APPARENT ADJOINING PROPERTY LINE | ○ | PROPERTY CORNERS |
| - · - · - | UTILITY EASEMENT LINES | ○ | MONUMENTS FOUND |
| --- | OVERHEAD LINES | ○ | BENCHMARKS |
| --- | CHAIN LINK FENCE LINES | ○ | UTILITY POLES |
| --- | RIGHT OF WAY FENCE | ○ | GUY WIRE |
| --- | WOOD FENCE LINES | ○ | LIGHT POLES |
| --- | BUILDING AREAS | ○ | FIRE HYDRANT |
| --- | COVERED AREAS | ○ | TELEPHONE PEDESTAL |
| --- | CONCRETE AREAS | ○ | CSPIRE FIBER BOX |
| --- | ASPHALT AREAS | ○ | ELECTRIC METERS |
| --- | BRICK AREAS | ○ | GAS METERS |
| --- | APPARENT OVERLAP AREAS | ○ | WATER METERS |
| --- | EASEMENT AREAS | ○ | WATER VALVE |
| --- | REINFORCED CONCRETE PIPE | ○ | AIR CONDITIONING UNIT |
| --- | CORRUGATED METAL PIPE | ○ | EXISTING SANITARY MANHOLES |
| --- | HIGH DENSITY POLYETHYLENE | ○ | SPOT ELEVATION |
| --- | FINISHED FLOOR ELEVATION | ○ | CLEANOUT |
| --- | POINT OF BEGINNING | ○ | TREES |
| --- | POINT OF COMMENCEMENT | ○ | FIBER OPTIC BOX |
| --- | FLOW LINE | ○ | IRRIGATION CONTROL VALVE |
| --- | NOT TO SCALE | ○ | IRRIGATION BOX |
| --- | DEED CALLS | ○ | STUBOUT |
| --- | MEASURED CALLS | ○ | ELECTRICAL OUTLET |
| --- | GATE POST | ○ | ROOF DRAIN |
| --- | | ○ | SIGN POST |
- (All symbols in legend may not be used on current survey.)

UTILITY COMPANIES NOTIFIED			
Mississippi 811 (Utility-Locate)	Date Submitted: September 1, 2021	Verification # 21090113001330	
TELEPAK DBA C SPIRE FIBER	MAXXSOUTH BROADBAND LLC		
CITY OF OXFORD	CENTERPOINT ENERGY OXFORD 1		
BAPTIST MEMORIAL HEALTH CARE CORP	AT&T DISTRIBUTION		



WILLIAMS ENGINEERING CONSULTANTS, INC.
Professional Engineers | Professional Land Surveyors

720 NORTH LAMAR BOULEVARD, SUITE A
P.O. BOX 1197 OXFORD, MISSISSIPPI 38655
662.226.9675



Final Subdivision Plat For:
2889 South Lamar Commercial Subdivision
A tract of land being a fraction of the North Half
of Section 4, Township 9 South, Range 3 West, and also a fraction
of the South Half (S 1/2) of Section 33, Township 8 South, Range 3 West,
City of Oxford, Lafayette County, Mississippi

REVISION	DATE
City Comments	3-9-2026

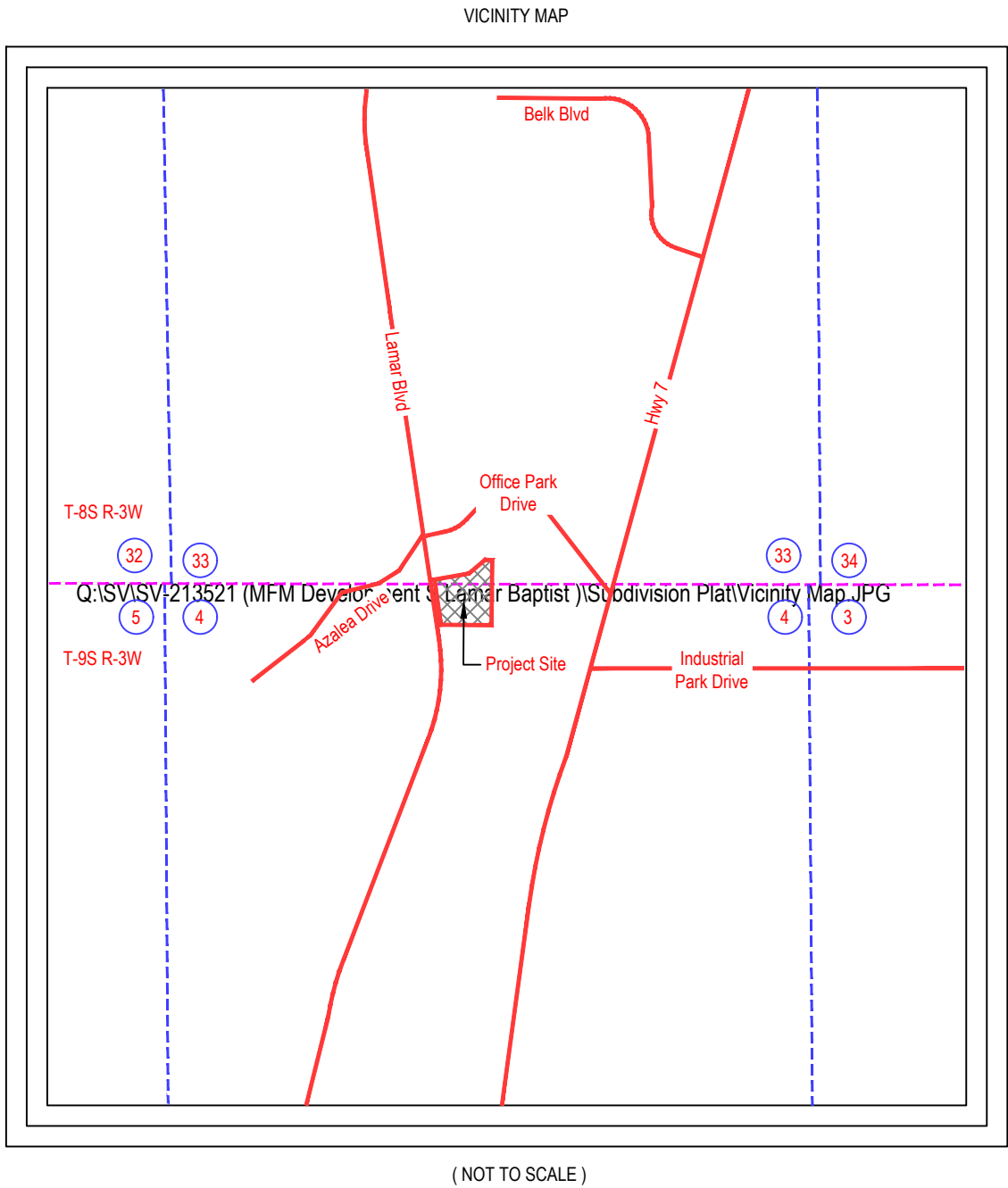
Scale:	1" = 30'
Date:	02/12/2026
SV-213521 (MFM Development S Lamar Baptist)	
File: Subdivision Plat 2889 South Lamar Commercial Subdivision-Part 2.dwg	
Proj.No.:	SV-213521
Drawn By:	JCP
Checked By:	RSD
Sheet Title:	

Subdivision
Plat

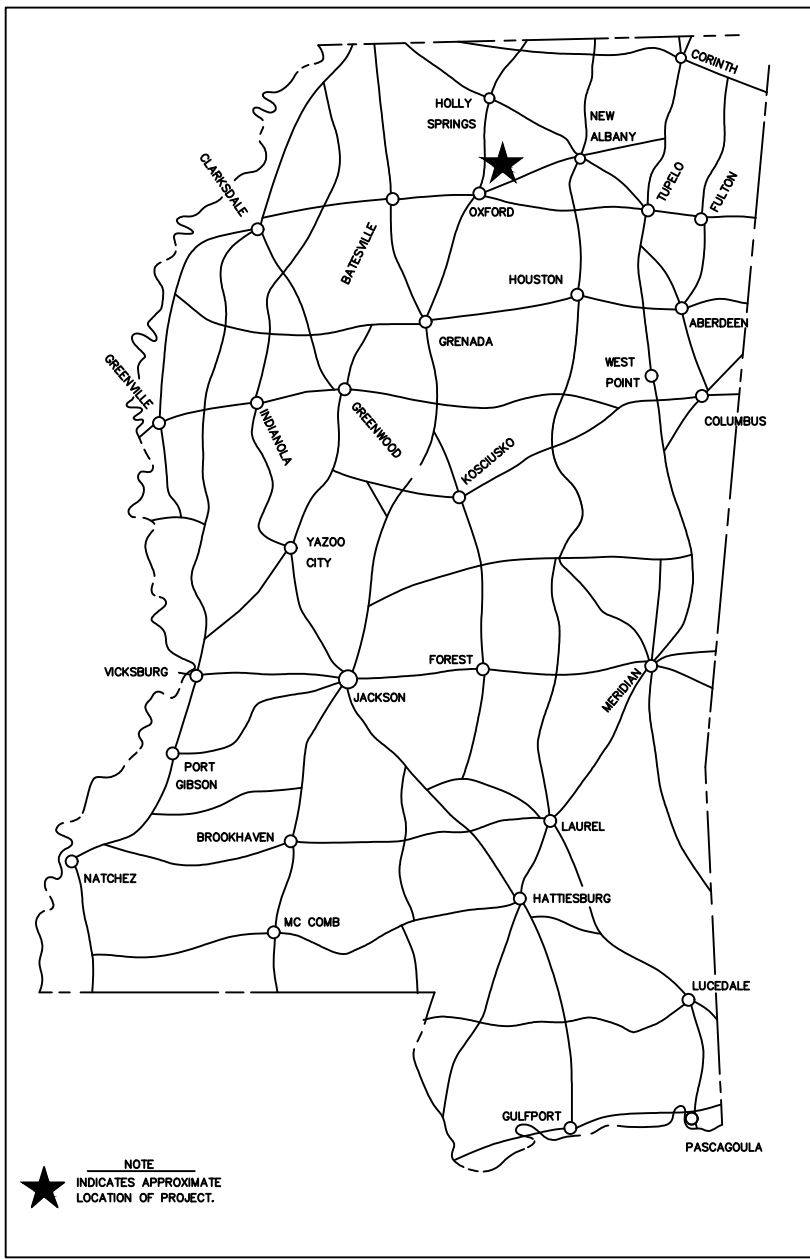
Sheet No.:

2889 SOUTH LAMAR COMMERCIAL SUBDIVISION

TOTAL AREA: 4.61 ACRES
3 COMMERCIAL LOTS



LOCATION MAP
NTS



OWNERS CERTIFICATE:

I, Cesar E. Guerrero, as Owner of Lot 2 of said tract of land herein described, certify that I did cause said land to be subdivided and platted, as shown on the attached plat. Utility easements/building setbacks are also dedicated to the public and/or private utility companies which serve the subdivision. Such subdivision and dedication is the owner's own act and deed of their own free will.

Witness my hand and signature this the _____ day of _____, 2026.

Cesar E. Guerrero

NOTARY'S CERTIFICATE:

State of _____
County of _____

Personally appeared before me, the undersigned authority in and for the said county and state, on this the _____ day of _____, 2026 within my jurisdiction, the within named Cesar E. Guerrero who acknowledged that he is the owner of the described 2889 South Lamar Commercial Subdivision, Lot 2, and that in said representative capacity, they executed the above and foregoing instrument, after first having been duly authorized to do so.

My Commission Expires _____

Notary Public

OWNERS CERTIFICATE:

I, John Albriton, IV, as Managing Member of 9th Street, LLC., a Mississippi Limited Liability Company, and as owner of Lots 1 and 3 of said tract of land herein described, certify that I did cause said land to be subdivided and platted, as shown on the attached plat. Utility easements/building setbacks are also dedicated to the public and/or private utility companies which serve the subdivision. Such subdivision and dedication is the owner's own act and deed of their own free will.

Witness my hand and signature this the _____ day of _____, 2026.

9th Street, LLC

John Albriton, IV, Managing Member

NOTARY'S CERTIFICATE:

State of _____
County of _____

Personally appeared before me, the undersigned authority in and for the said county and state, on this the _____ day of _____, 2026 within my jurisdiction, the within named John Albriton, IV, who acknowledged that he is the Managing Member of 9th Street, LLC, a Mississippi Limited Liability Company and owner of the described 2889 South Lamar Commercial Subdivision, Lots 1 and 3, and that in said representative capacity, they executed the above and foregoing instrument, after first having been duly authorized to do so.

My Commission Expires _____

Notary Public

SURVEYORS CERTIFICATE:

I certify that the within plat of 2889 South Lamar Commercial Subdivision, in Lafayette County, Mississippi, is a true and correct representation of said subdivision and that I signed and delivered it as my own act and deed.

Witness my hand and signature on this, the _____ day of _____, 2026.

Signed: _____

Jeffery W. Williams, PLS 02833

CITY OF OXFORD PLANNING COMMISSION APPROVAL
CITY OF OXFORD
STATE OF MISSISSIPPI

Approved and recommended for acceptance by the City of Oxford Planning Commission, this the _____ day of _____, 2026.

J.R. Rigby, Chairman
City of Oxford Planning Commission

CITY OF OXFORD BOARD OF ALDERMEN APPROVAL
CITY OF OXFORD
STATE OF MISSISSIPPI

Approved and recommended for acceptance by the Board of Aldermen, this the _____ day of _____, 2026.

Robyn Tannehill
Mayor, City of Oxford

FILING CERTIFICATION BY CHANCERY CLERK:

Personally appeared before me, Mike Roberts, Chancery Clerk, in and for Lafayette County, Mississippi, Cesar E. Guerrero and John Albriton, IV, who executed the attached owner's certificates that was signed and delivered of their own free act and deed, and also appeared, Jeffery W. Williams, who executed the attached surveyor's certificate and acknowledged that it was signed and delivered as his own free act and deed.

witness my hand and signature on this, the _____ day of _____, 2026.

Signed: _____

Mike Roberts - Chancery Clerk
County of Lafayette
State of Mississippi

I, Mike Roberts, Chancery clerk in and for said County and State, hereby certify that this instrument was filed for record in my office at _____ o'clock on the _____ day of _____, 2026, and was duly recorded in plat Cabinet _____, Slide _____.

Witness my hand and signature on this, the _____ day of _____, 2026.

signed: _____

Mike Roberts - Chancery Clerk

RESTRICTIVE COVENANTS

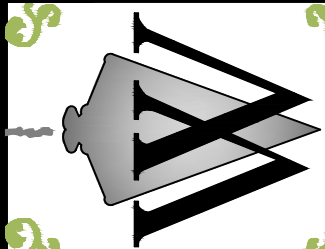
RECORDED IN INSTRUMENT NUMBER _____, OF LAND RECORDS IN THE CHANCERY CLERK'S OFFICE OF LAFAYETTE COUNTY, MISSISSIPPI.

FEMA FLOOD ZONE INFORMATION:

Subject property is not located in a Flood Hazard Zone as shown on flood insurance rate map number 28071C0259C having an effective date of November 26, 2010 being City of Oxford community number 280094, in the city of oxford, Lafayette County, state of Mississippi, which is the current flood insurance rate map for the community in which said premises is situated.

WILLIAMS ENGINEERING CONSULTANTS, INC.
Professional Engineers | Professional Land Surveyors

720 NORTH LAMAR BOULEVARD, SUITE A
P.O. BOX 1197 OXFORD, MISSISSIPPI 38655
662.236.9675



Subdivision Plat For:
2889 South Lamar Commercial Subdivision
A tract of land being a fraction of the North Half
(N 1/2) of Section 4, Township 9 South, Range 3 West, and also a fraction
of the South Half (S 1/2) of Section 33, Township 8 South, Range 3 West,
City of Oxford, Lafayette County, Mississippi

REVISION	DATE
City Comments	3-9-2026

Scale:	NTS
Date:	02/12/2026
File:	SV-213521 (MFM Development S Lamar Rd) File: sv (Subdivision Plat) Sub 2026 088 521-12-26.dwg
Proj.No.:	SV-213521
Drawn By:	JWW
Checked By:	RSD

Sheet Title:

Signature
Sheet

Sheet No.:



Memorandum

To: Mayor and Board of Alderman
From: Robert Baxter, AICP; Senior Planner
Date: June 16, 2026
RE: Request approval for Case #3365, Request for Extension of City Utilities that includes a Preliminary and Final Plat for 'Belle River Place Subdivision' requested by Mike Halford for property located at County Rd 403 (PPINs #10219 & #16290)

The subject property measures +/- 4.226 acres and is located just outside City limits across Belle River Rd (CR 403) from Morris Drive in the Grand Oaks PUD. The applicant is requesting to extend City utilities which requires a Preliminary and Final Subdivision Plat. The subdivision is 5 lots ranging in size from +/- 0.813 acres to +/- 0.869 acres. The lot dimensions and proposed setbacks comply with Suburban Residential standards.

At the June 8, 2026 Planning Commission meeting, the Planning Commission unanimously recommended approval of the request for Preliminary and Final Plat Approval for '2889 South Lamar Commercial Subdivision' with the 7 conditions in the Staff report.

Recommendation: Staff recommends approval of the requested Extension of City Utilities that includes a Preliminary and Final Plat for 'Belle River Place Subdivision' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.
2. Approval of this request for City utilities, which includes a Preliminary & Final Plat for 'Belle River Place Subdivision' by the Mayor and Board of Aldermen.
3. Stamped recorded copy of the covenants shall be provided to Staff prior to the city accepting sewer from this development.
4. Final approval of the stormwater management plan
5. The stormwater management facility must be certified by the civil engineer prior to the city accepting sewer from the development.
6. A sewer connection fee for each lot will be required prior to the city accepting sewer from this development.

**Case 3365**

To: Oxford Planning Commission
From: Robert Baxter, AICP; Senior Planner
Date: June 8, 2026

Applicant: Mike Halford
Owner: Same
Request: Request for Extension of City Utilities that includes a [Preliminary & Final Plat Approval](#) for 'Belle River Place Subdivision'
Location: County Road 403 (PPINs #10219 & #16290)
Zoning: Lafayette County R-1 Low Density Residential

Surrounding Zoning:

North: Lafayette County RE-1 Residential Estate
East: Lafayette County A-1 Rural
South: Lafayette County R-1 Low Density Residential
West: Grand Oaks PUD underlying (ER) Estate Residential

Planning Comments: The subject property measures +/- 4.226 acres and is located just outside City limits across Belle River Rd (CR 403) from Morris Drive in the Grand Oaks PUD. The applicant is requesting to extend City utilities which requires a Preliminary and Final Subdivision Plat. The subdivision is 5 lots ranging in size from +/- 0.813 acres to +/- 0.869 acres. The lot dimensions and proposed setbacks comply with Suburban Residential standards.

The applicant will need to provide a petition for voluntary annexation prior to this item being heard by the Mayor and Board.

Engineering Comments: This is a 5 Lot residential development along CR 403 which lies outside of the corporate limits of the city. Each lot is approximately 0.8 acres in size.

Water and Sewer

Water to the development will be supplied by the East Oxford Water Association. Sewer will be collected from the development into a privately owned and maintained gravity system and conveyed under County Road 403 to an existing city manhole on Morris Drive.

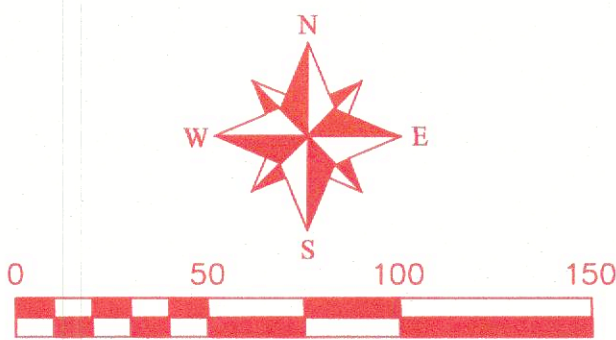
Stormwater Management

The property is being subdivided into lots for single-family residences, which will be custom-built. The stormwater management requirements for this subdivision will be met by a proposed above-ground detention basin located in the southeast corner of the subdivision. The existing topography of the property falls to the east with runoff flowing in this general direction. The plans for the site show grading for a generic house-building pad. The proposed grading is intended to direct runoff towards the detention basin by surface flow. A pipe is proposed along the top of the retaining wall to intercept some of the flow and direct it to the detention basin. The detention basin will discharge at the southeast corner of the subdivision.

The Engineering Department has not approved the Stormwater Management Plan for this project. The engineering staff is currently reviewing a resubmittal addressing engineering comments, but does not anticipate any issues that would prevent approval of the stormwater management plan.

Recommendation: Staff recommends approval of the requested extension of City utilities that includes a Preliminary & Final Plat for 'Belle River Place Subdivision' with the following conditions:

1. Approval is for the plan as submitted subject to necessary technical revisions per the Site Plan Review Committee.
2. Approval of this request for City utilities, which includes a Preliminary & Final Plat for 'Belle River Place Subdivision' by the Mayor and Board of Aldermen.
3. Prior to this item being heard by the Mayor and Board of Aldermen, a signed petition for voluntary annexation shall be provided to Staff for review.
4. Stamped recorded copy of the covenants shall be provided to Staff prior to the city accepting sewer from this development.
5. Final approval of the stormwater management plan
6. The stormwater management facility must be certified by the civil engineer prior to the city accepting sewer from the development.
7. A sewer connection fee for each lot will be required prior to the city accepting sewer from this development.



ALL BEARINGS ARE TRUE BEARINGS AS DETERMINED BY SOLAR OBSERVATIONS

THIS PROPERTY IS A CLASS "C" SURVEY AS SET FORTH IN APPENDIX A OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN THE STATE OF MISSISSIPPI.

THIS SURVEY MEETS THE CONDITIONS FOR CLOSURE AND ACCURACY FOR CONDITION "B" AS SET FORTH IN APPENDIX B OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN THE STATE OF MISSISSIPPI.

FIELD SURVEY: JULY 2025

DEED REFERENCE: 2007-1212 2005-1122

THIS PROPERTY IS SUBJECT TO ALL EXISTING RIGHT OF WAYS AND EASEMENTS, RECORDED OR UNRECORDED

NOTE: THIS SURVEY NOT VALID WITHOUT ORIGINAL SIGNATURE AND SEAL. THIS SURVEY DECLARATION IS MADE ON THE DATE INDICATED, TO THE OWNER LISTED BELOW. IT IS NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.

NOTE: ALL CALLS EITHER MATCH THE DEED CALLS OR ARE NEW CALLS CREATED BY THIS SURVEY.

LEGEND

THESE STANDARD SYMBOLS MAY BE FOUND IN THIS DRAWING.

	PROPERTY LINES
	EASEMENT LINES
	SETBACK LINES
	EDGE OF PAVEMENT
	CENTERLINE OF ROAD
	BUILDING
	FENCE
	PROPERTY CORNERS(1/2" IRON PIN SET)
	EXISTING MONUMENTS(1/2" IRON PIN)
	SURVEY POINTS

OVERALL PROPERTY
4.226± Acres

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	218.20'	675.00'	18°31'17"	N 14°43'13" E	617.25'
C2	61.74'	675.00'	5°14'28"	N 21°21'35" E	61.72'
C3	92.56'	675.00'	7°00'28"	N 15°41'12" E	89.51'
C4	175.39'	675.00'	16°16'24"	N 08°55'45" E	173.87'

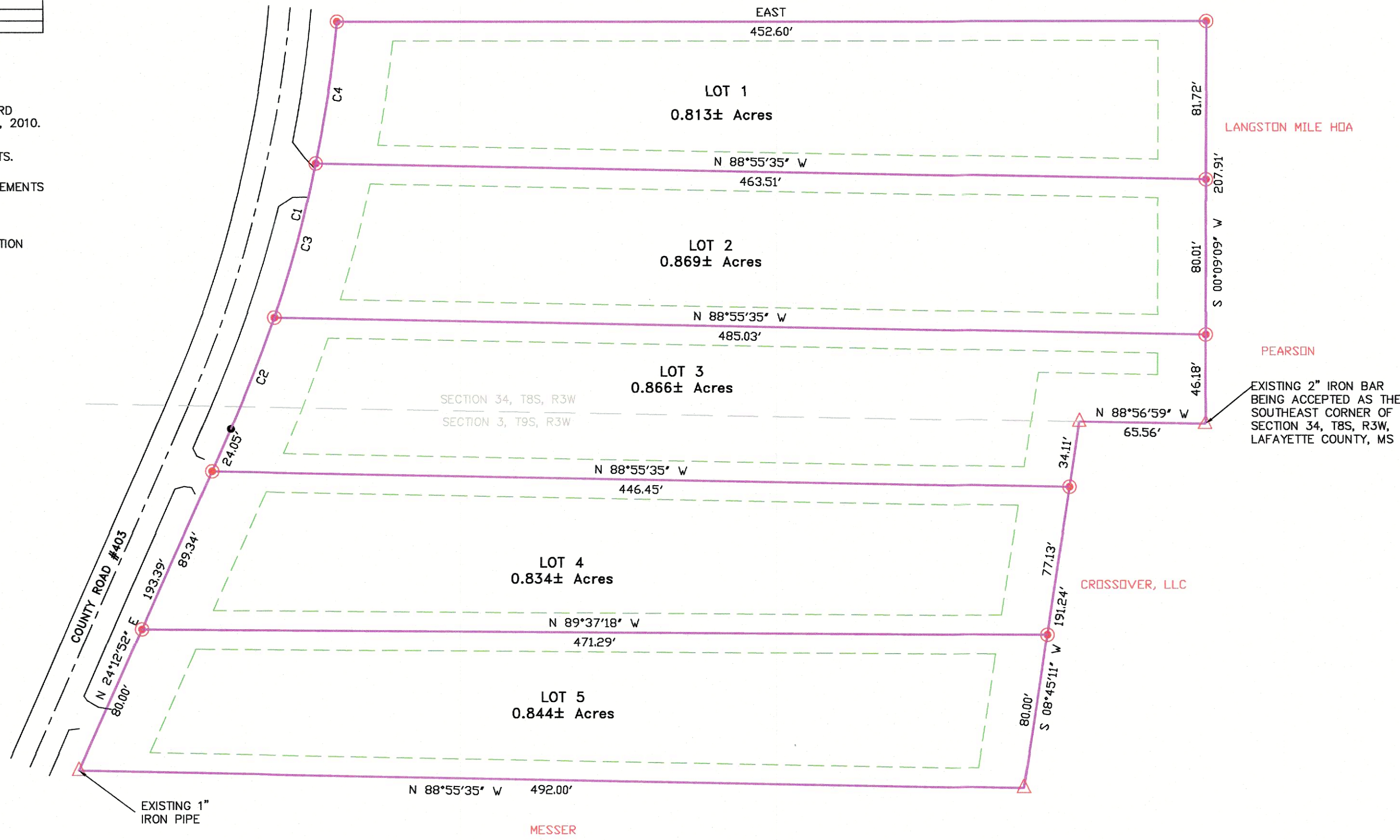
THIS PROPERTY IS NOT LOCATED IN A HUD IDENTIFIED SPECIAL HAZARD AREA ACCORDING TO FIRM MAP #28071C0300C, DATED NOVEMBER 26, 2010.

ALL SETBACKS ARE DESIGNATED AS UTILITY AND DRAINAGE EASEMENTS.

ANY AND ALL DRAINAGE STRUCTURES LOCATED INSIDE DRAINAGE EASEMENTS ARE HEREBY DEDICATED.

PROPOSED UTILITIES: WATER—EAST OXFORD WATER ASSOCIATION
ELECTRIC—NORTHEAST ELECTRIC POWER ASSOCIATION
SEWER—CITY OF OXFORD

SETBACKS: FRONT—30.00'
SIDE—10.00'
REAR—25.00'
UNLESS OTHERWISE NOTED



FILING CERTIFICATION BY CHANCERY CLERK:

I CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD IN MY OFFICE ON THIS THE _____ DAY OF _____, 2026, IN PLAT CABINET _____, SLIDE _____.

SIGNED: _____
CHANCERY CLERK
LAFAYETTE COUNTY

COUNTY APPROVAL CERTIFICATE:

I HEREBY CERTIFY THAT THIS IS A TRUE COPY AND THAT THIS PLAT WAS APPROVED BY THE LAFAYETTE COUNTY PLANNING COMMISSION IN SESSION ON _____ DATE _____.

SIGNED: _____
CHAIRMAN OF PLANNING COMMISSION
LAFAYETTE COUNTY, MISSISSIPPI

I HEREBY CERTIFY THAT THIS IS A TRUE COPY AND THAT THIS PLAT WAS APPROVED BY THE BOARD OF SUPERVISORS IN SESSION ON _____ DATE _____.

SIGNED: _____
PRESIDENT, BOARD OF SUPERVISORS
LAFAYETTE COUNTY, MISSISSIPPI

ATTEST: _____
CHANCERY CLERK
LAFAYETTE COUNTY, MISSISSIPPI

CERTIFICATE OF ACCEPTANCE:

ACCEPTED AND APPROVED BY THE LAFAYETTE COUNTY BOARD OF SUPERVISORS, THIS THE _____ DAY OF _____, 2026 BY ORDER OF THE BOARD OF SUPERVISORS RECORDED IN MINUTE BOOK _____ ON PAGE _____.

SIGNED: _____
PRESIDENT, BOARD OF SUPERVISORS
LAFAYETTE COUNTY, MISSISSIPPI

ATTEST: _____
CHANCERY CLERK
LAFAYETTE COUNTY, MISSISSIPPI

OWNERS CERTIFICATE:

I, MIKE HALFORD, MANAGING MEMBER OF LEVEL 3 PROPERTIES, LLC, THE OWNER OF THE TRACT OF LAND HEREIN DESCRIBED, CERTIFY THAT I DID CAUSE SAID LAND TO BE SUBDIVIDED AND PLATTED AS SHOWN ON THIS PLAT OF SURVEY OF BELL RIVER PLACE, AND UTILITY EASEMENTS AND SETBACKS ARE DEDICATED TO THE PUBLIC AND/OR PRIVATE UTILITY COMPANIES WHICH SERVE THIS SUBDIVISION. SUCH SUBDIVISION AND DEDICATION IS THE OWNERS OWN ACT AND DEED OF HIS OWN FREE WILL.

WITNESS MY HAND AND SIGNATURE THIS THE _____ DAY OF _____, 2026

SIGNED: _____

ACKNOWLEDGMENT:

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR THE SAID COUNTY AND STATE, ON THIS THE _____ DAY OF _____, 2026, WITHIN MY JURISDICTION, THE WITHIN NAMED MIKE HALFORD, WHO ACKNOWLEDGED THAT HE IS THE MANAGING MEMBER OF LEVEL 3 PROPERTIES, LLC, AND THAT FOR ON BEHALF OF SAID COMPANY, AND AS ITS ACT AND DEED HE SIGNED AND DELIVERED THIS MAP AFTER FIRST BEEN DULY AUTHORIZED BY SAID COMPANY TO DO SO.

SIGNED: _____
NOTARY PUBLIC

MY COMMISSION EXPIRES _____

SURVEYORS CERTIFICATE:

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE PLAT AND WAS APPROVED BY THE BOARD OF SUPERVISORS IN SESSION ON _____.

BY: _____ DATE _____ MISSISSIPPI PROFESSIONAL LAND SURVEYOR #2901

ENGINEERS CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT, IS IN CONFORMANCE WITH THE DESIGN REQUIREMENTS OF THE SUBDIVISION REGULATIONS AND SPECIFIC CONDITIONS IMPOSED ON THIS DEVELOPMENT, AND TAKES INTO ACCOUNT ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND REGULATIONS.

BY: _____ DATE _____ MISSISSIPPI PROFESSIONAL ENGINEER #28231

DESCRIPTION: THIS PROPERTY IS A FRACTION OF THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 9 SOUTH, RANGE 3 WEST, AND IS ALSO A FRACTION OF THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 8 SOUTH, RANGE 3 WEST, ALL IN LAFAYETTE COUNTY, MISSISSIPPI. THIS PROPERTY CONTAINS **4.226 ACRES** MORE OR LESS AND IS DESCRIBED IN MORE DETAIL AS FOLLOWS:

BEGINNING AT AN EXISTING 2" IRON BAR BEING ACCEPTED AS THE SOUTHEAST CORNER OF SAID SECTION 34; RUN THENCE NORTH 88°56'59" WEST A DISTANCE OF 65.56 FEET TO AN EXISTING 1/2" IRON PIN; THENCE SOUTH 08°45'11" WEST A DISTANCE OF 191.24 FEET TO AN EXISTING 1/2" IRON PIN; THENCE NORTH 88°55'35" WEST A DISTANCE OF 492.00 TO AN EXISTING 1" IRON PIPE ON THE WEST RIGHT OF WAY OF COUNTY ROAD #403; THENCE NORTH 24°12'52" EAST ALONG SAID RIGHT OF WAY A DISTANCE OF 193.39 FEET TO A 1/2" IRON PIN SET; THENCE ALONG SAID RIGHT OF WAY WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 218.20 FEET, WITH A RADIUS OF 675.00 FEET, WITH A CHORD BEARING OF NORTH 14°43'13" EAST, WITH A CHORD LENGTH OF 217.25 FEET TO A POINT; THENCE DUE EAST LEAVING SAID RIGHT OF WAY A DISTANCE OF 452.60 FEET TO A 3/4" IRON PIN SET; THENCE SOUTH 00°09'09" WEST A DISTANCE OF 207.91 FEET TO THE POINT OF BEGINNING. ALL BEARINGS ARE DETERMINED BY SOLAR OBSERVATION.

DEVELOPER: LEVEL 3 PROPERTIES, LLC
2400 PROFESSIONAL DRIVE
OXFORD, MS 38655

REVISION			
NO.	BY	DESCRIPTION	DATE

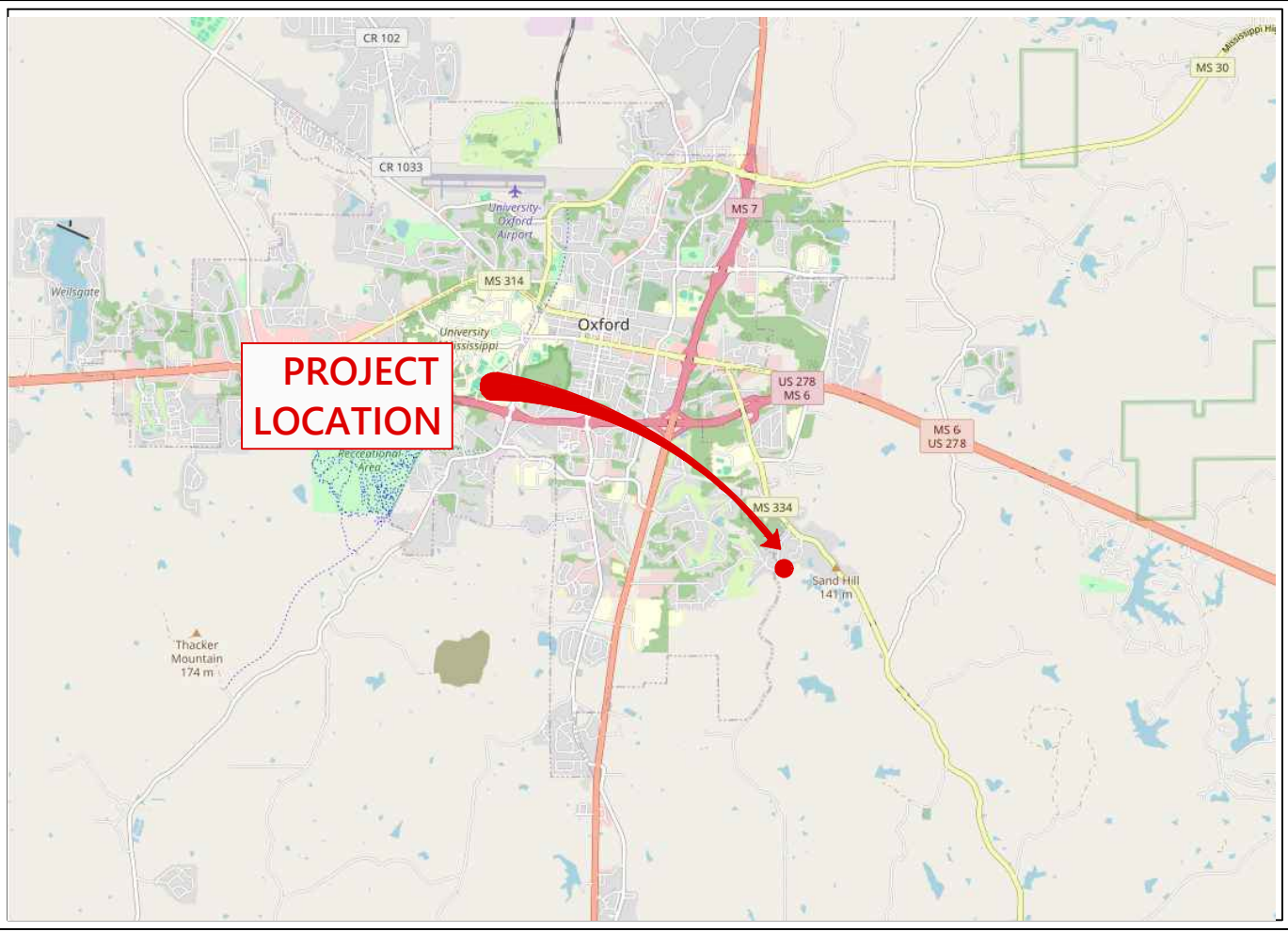
PLAT OF SURVEY
FOR
BELL RIVER PLACE

HILL LEWIS
Surveying

169 HIGHWAY 6 EAST, STE 201
OXFORD, MS 38655
PH: 662-371-1980

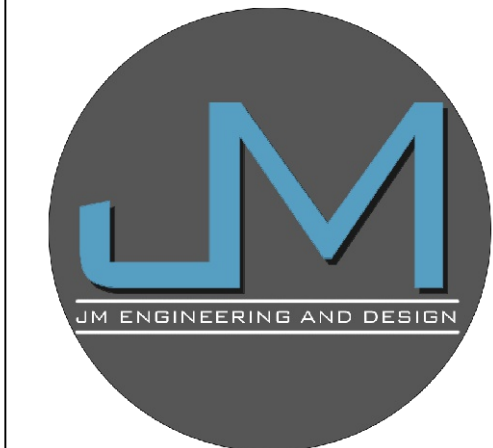
DRN:BH CHK:BH DATE:4-25-25 JOB#:22-184

BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI



VICINITY MAP

INDEX OF PLANS	
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TREE MITIGATION	C-202
COMPLETE STREET PLAN	C-300
IMPERVIOUS COVERAGE PLAN	C-400
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GRADING PLAN	C-600
PLAN AND PROFILES	C-601
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SITE DETAILS	C-800
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STORM DRAINAGE DETAILS	C-803
OUTLET CONTROL STRUCTURE DETAILS	C803-1
EROSION CONTROL DETAILS	C-804



JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

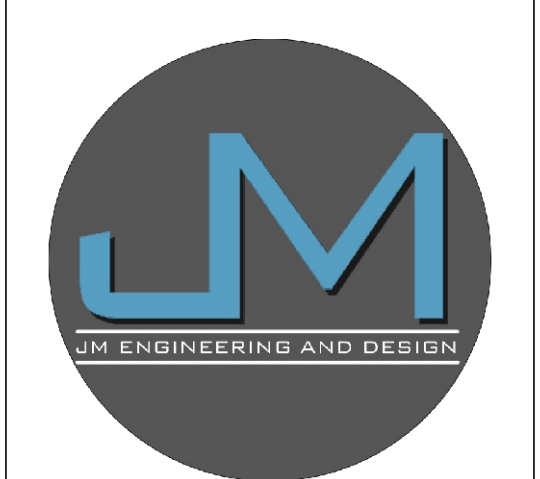
BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	07/24/2024
SCALE	
REVISION	02/01/2026

C-000



SITE DATA TABLE
PROPERTY AREA: 4.23 AC (184,258.8 SQ. FT.)
ZONING: R-1
SETBACKS: FRONT: 30' SIDE: 20' REAR: 25'
LOTS: 5
IMPERVIOUS AREA PROPOSED: 26.8% (49,301 SQ. FT.)



JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

SITE PLAN

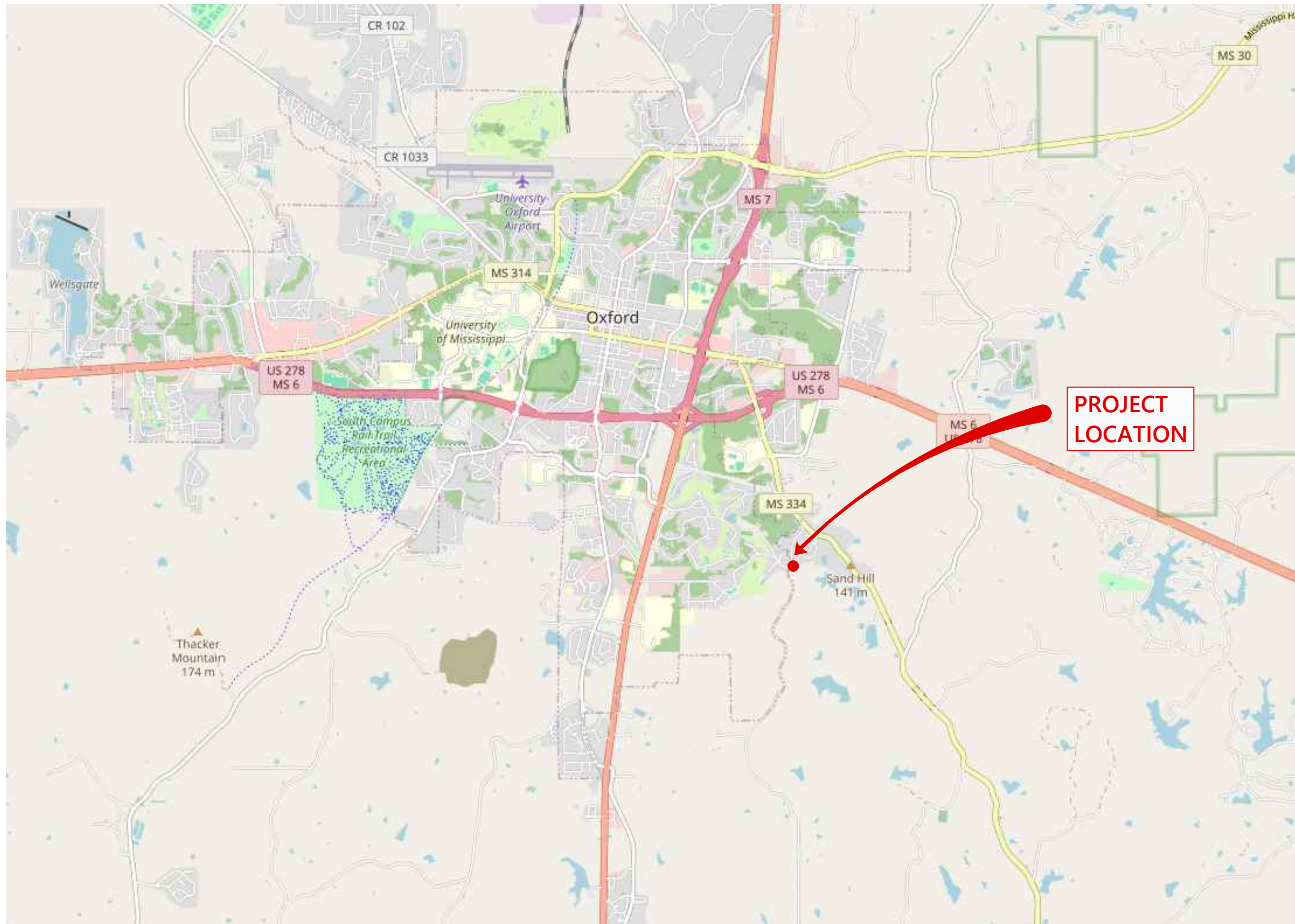
BELLE RIVER PLACE

71 CR 403

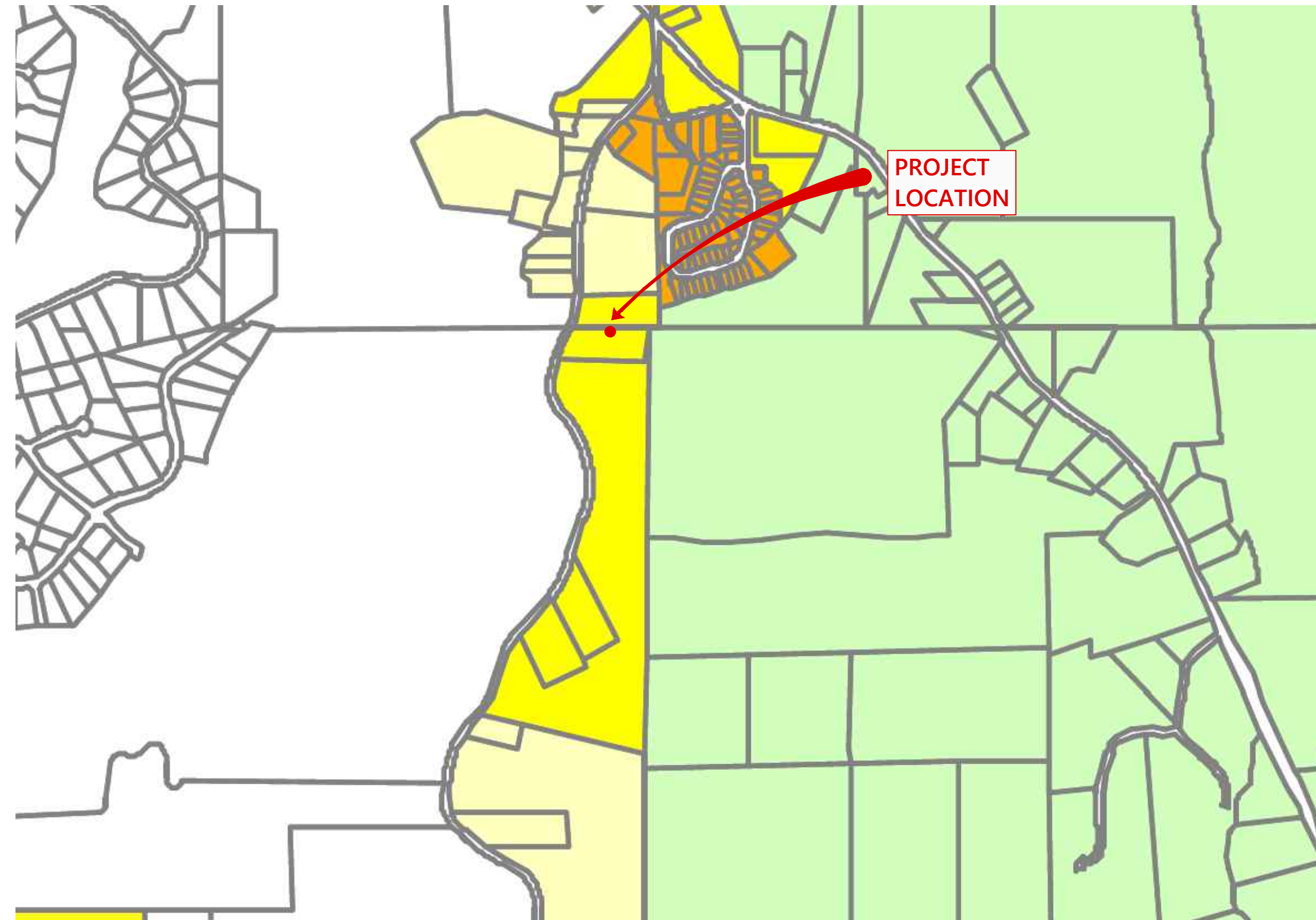
LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	07/24/2024
SCALE	1" = 30'
REVISION	02/01/2026

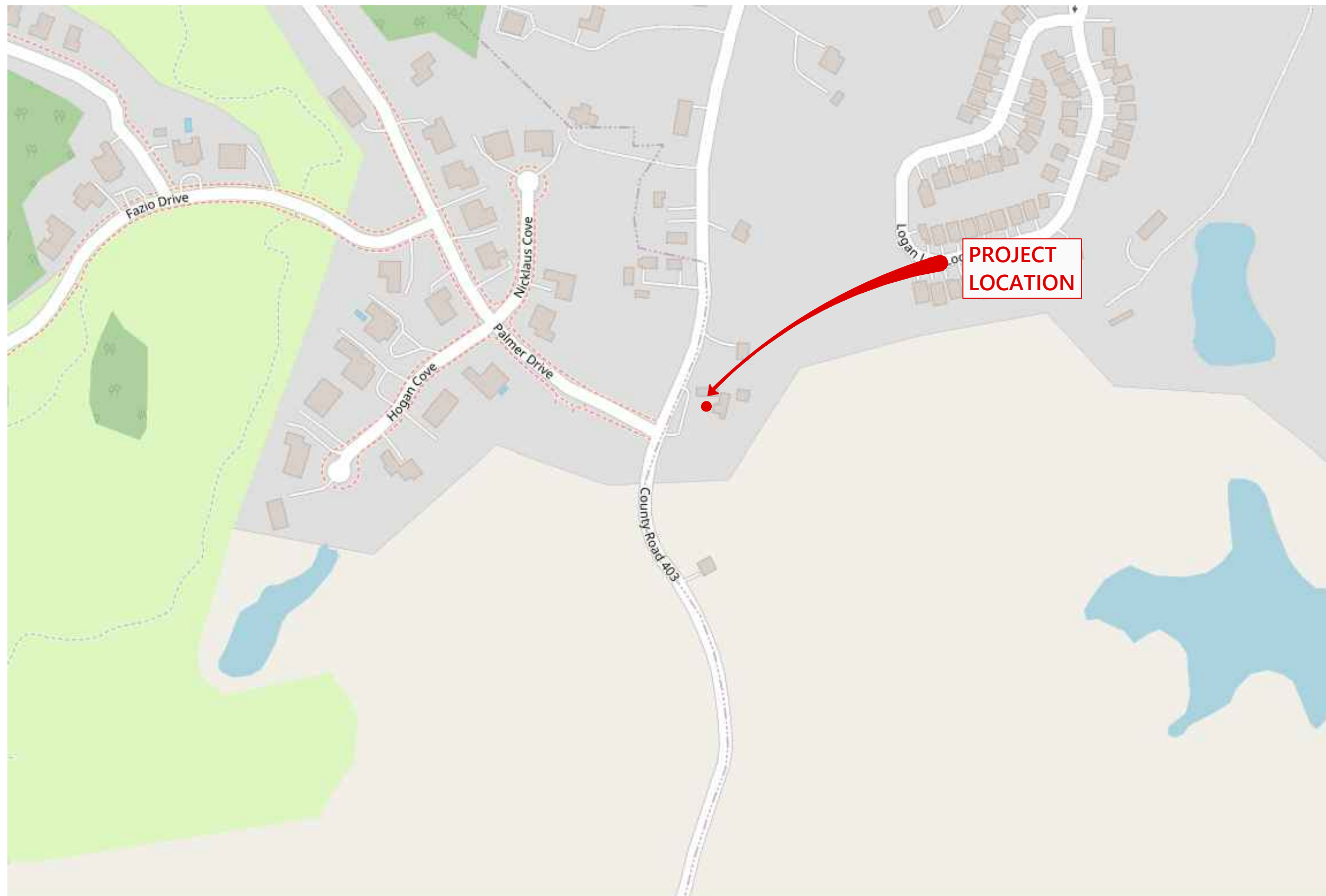
C-100



OVERALL LOCATION MAP



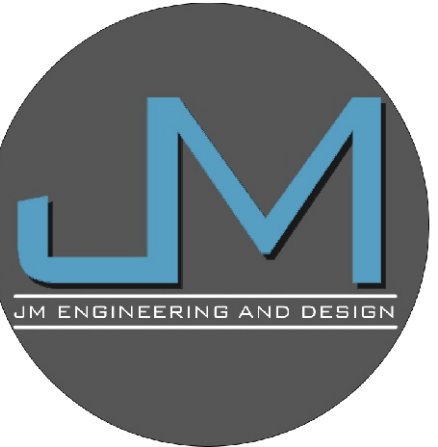
ZONING MAP (ZONING: R-1)



LOCATION MAP



AERIAL MAP



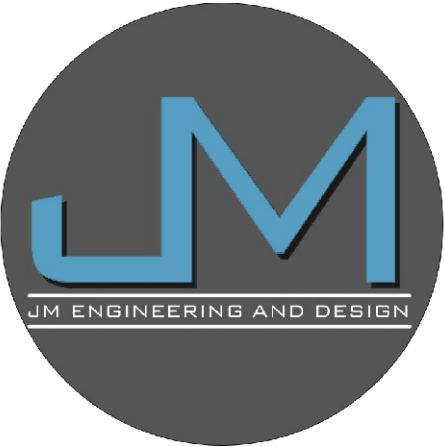
JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

SITE MAPS

BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	07/24/2024
SCALE	
REVISION	02/01/2026

C-101

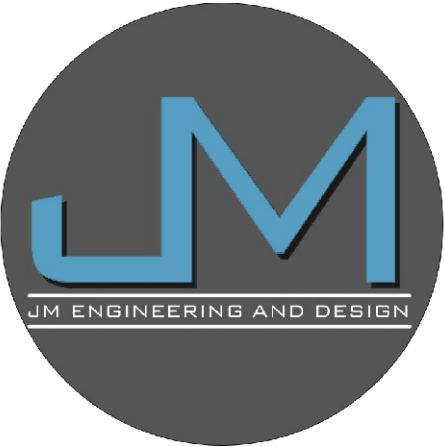


JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

EXISTING CONDITIONS
BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	07/24/2024
SCALE	1" = 30'
REVISION	02/01/2026

C-200

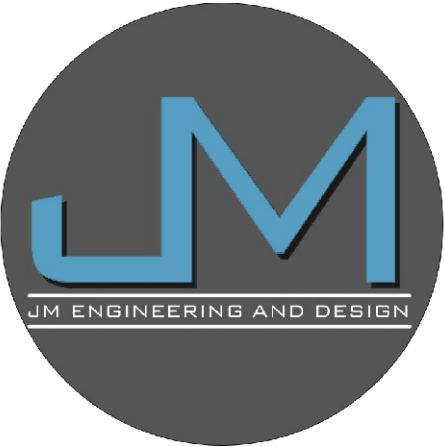
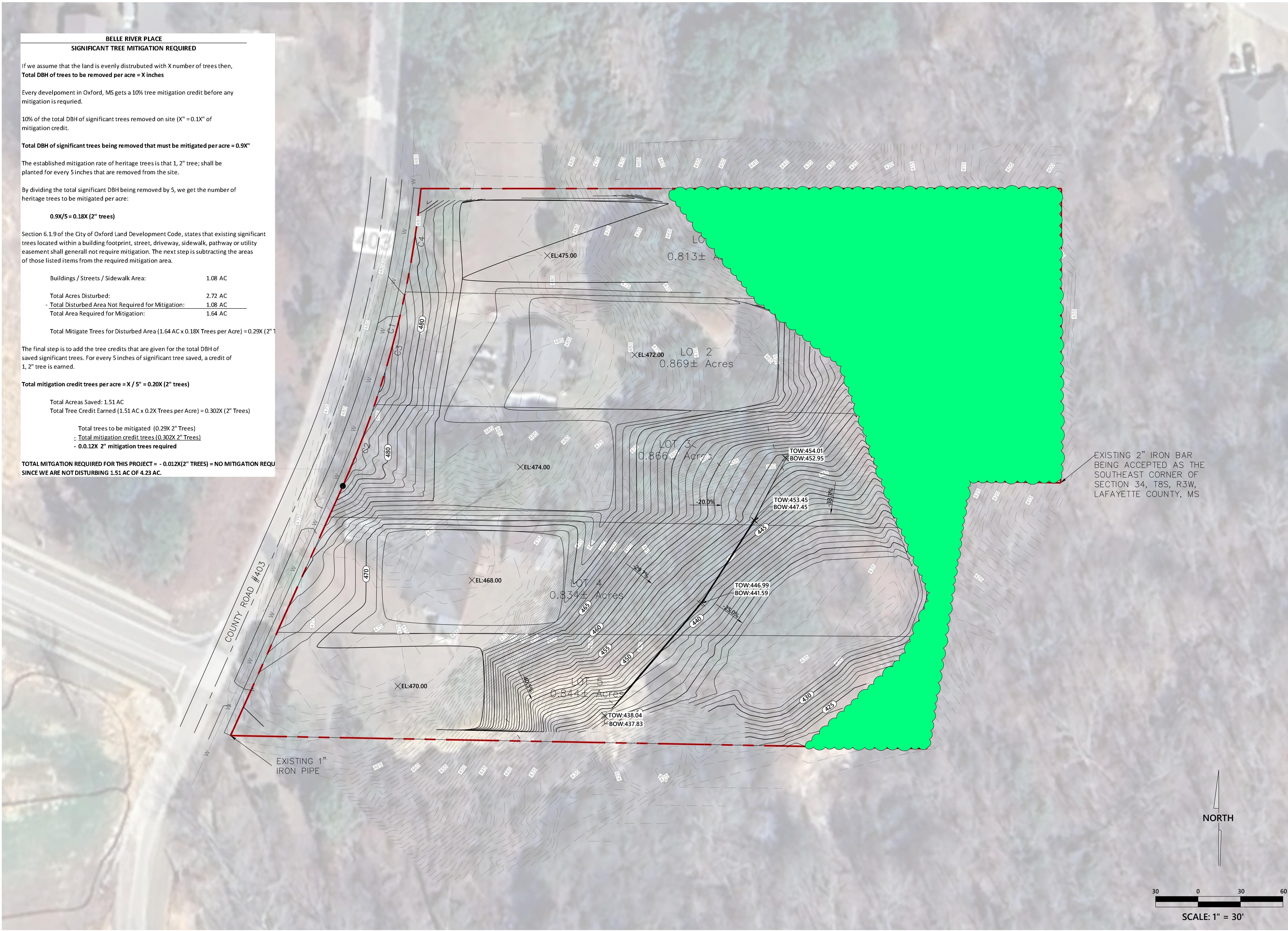


JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

TREE SURVEY
BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	07/24/2024
SCALE	1" = 30'
REVISION	02/01/2026

C-201

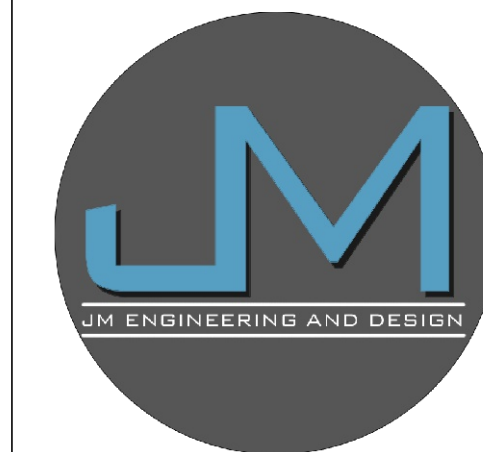
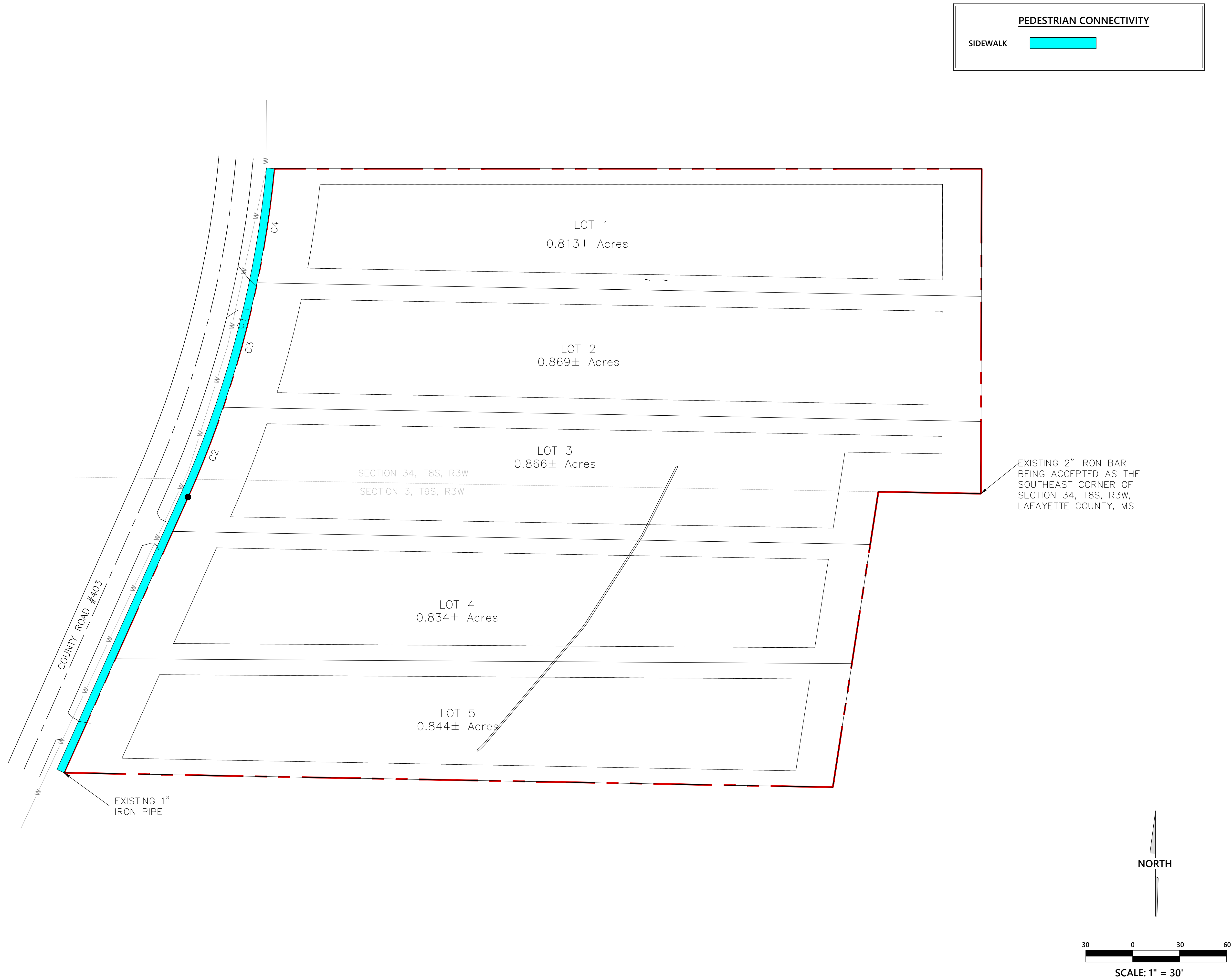


JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

TREE MITIGATION
BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	07/24/2024
SCALE	1" = 30'
REVISION	02/01/2026

C-202

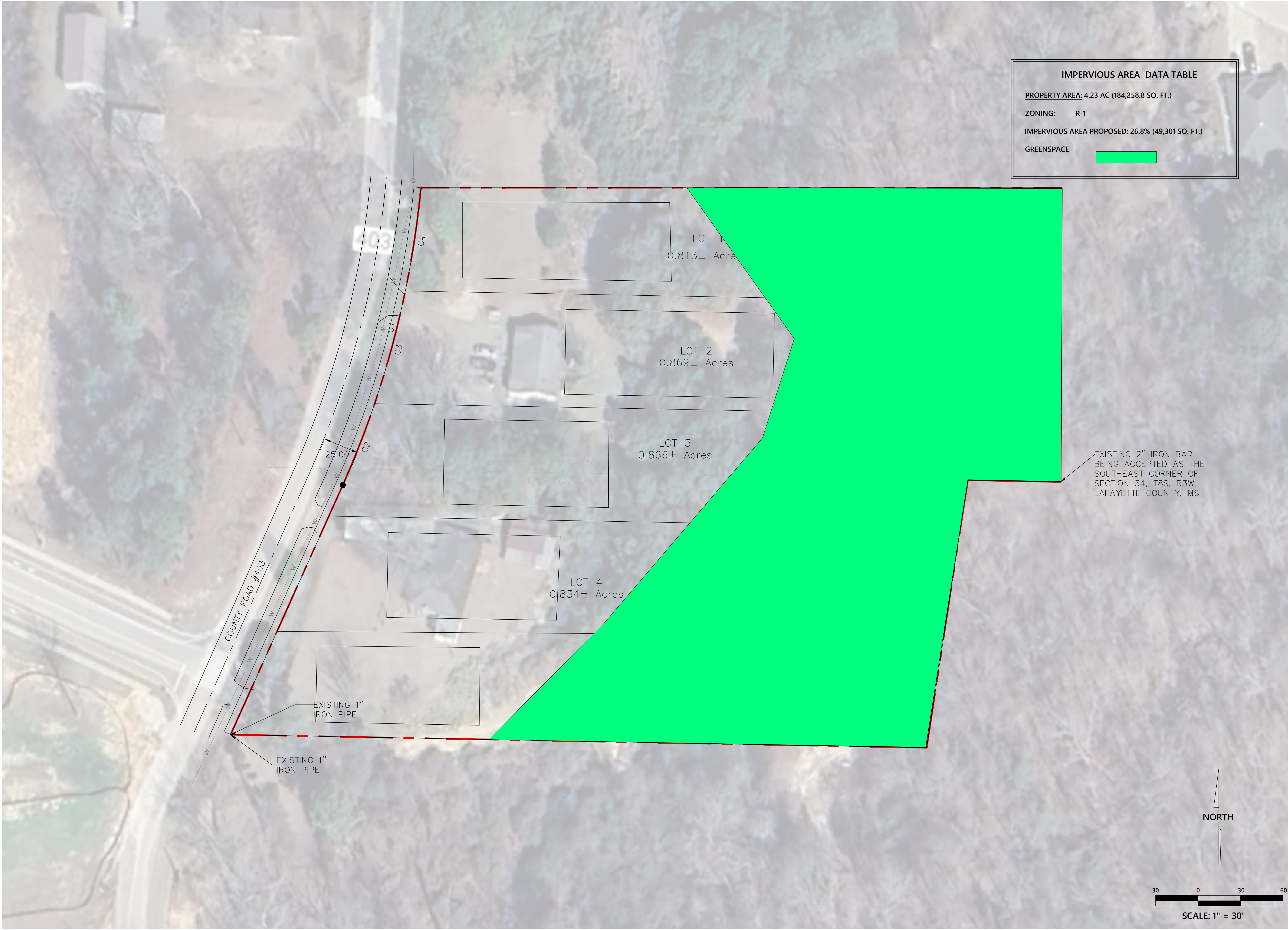


JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

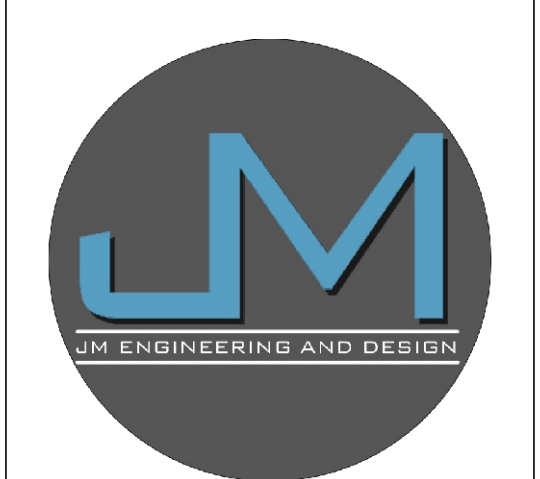
COMPLETE STREET PLAN
BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

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PROJECT NO.	XXXX
DATE	07/24/2024
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REVISION	02/01/2026

C-300



IMPERVIOUS AREA DATA TABLE	
PROPERTY AREA: 4.23 AC (184,258.8 SQ. FT.)	
ZONING:	R-1
IMPERVIOUS AREA PROPOSED: 26.8% (49,301 SQ. FT.)	
GREENSPACE	



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GREENSPACE PLAN

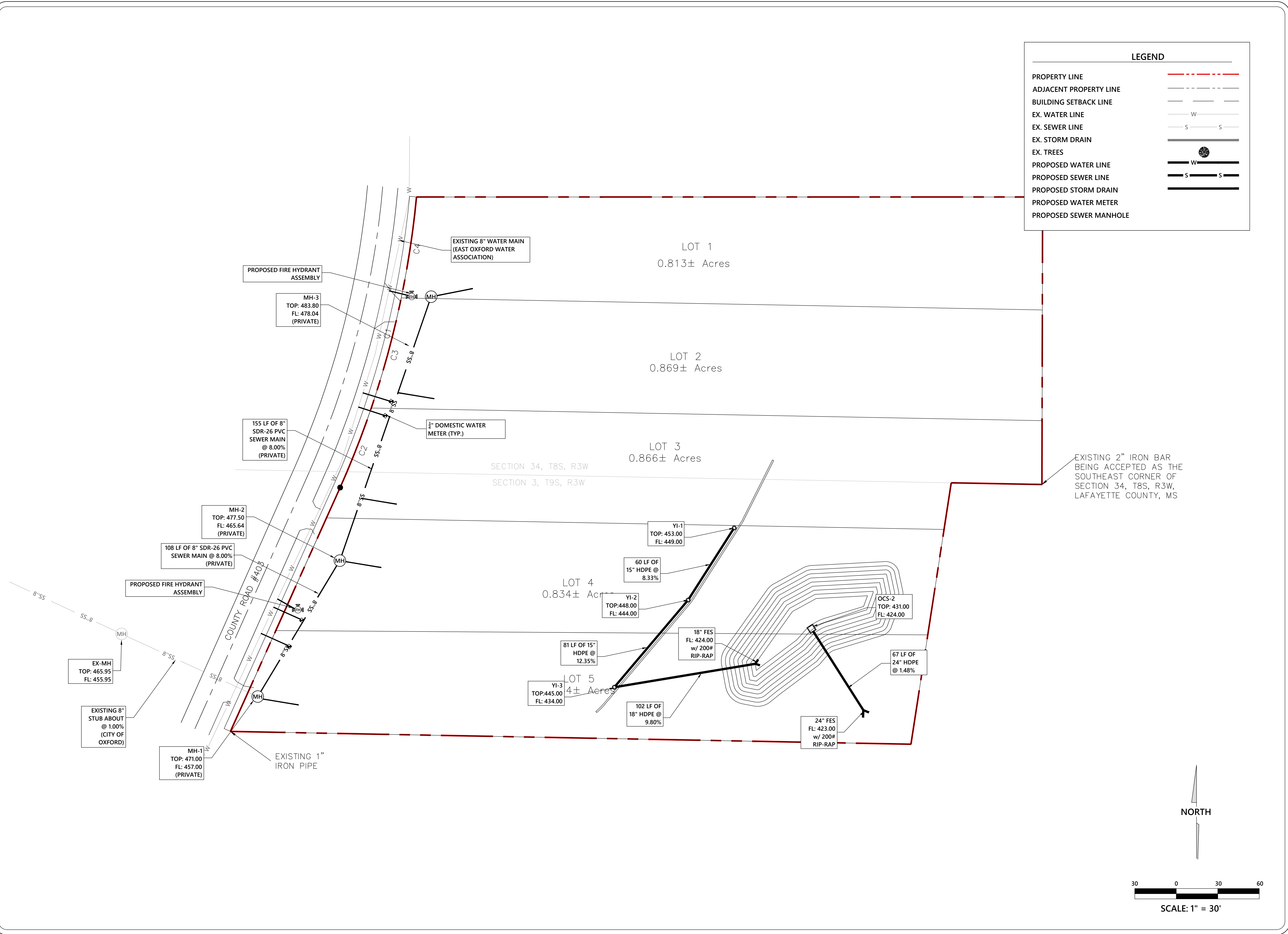
BELLE RIVER PLACE

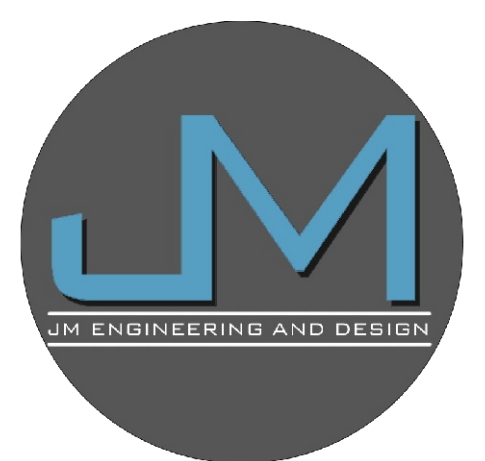
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LAFAYETTE COUNTY, MISSISSIPPI

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UTILITY PLAN

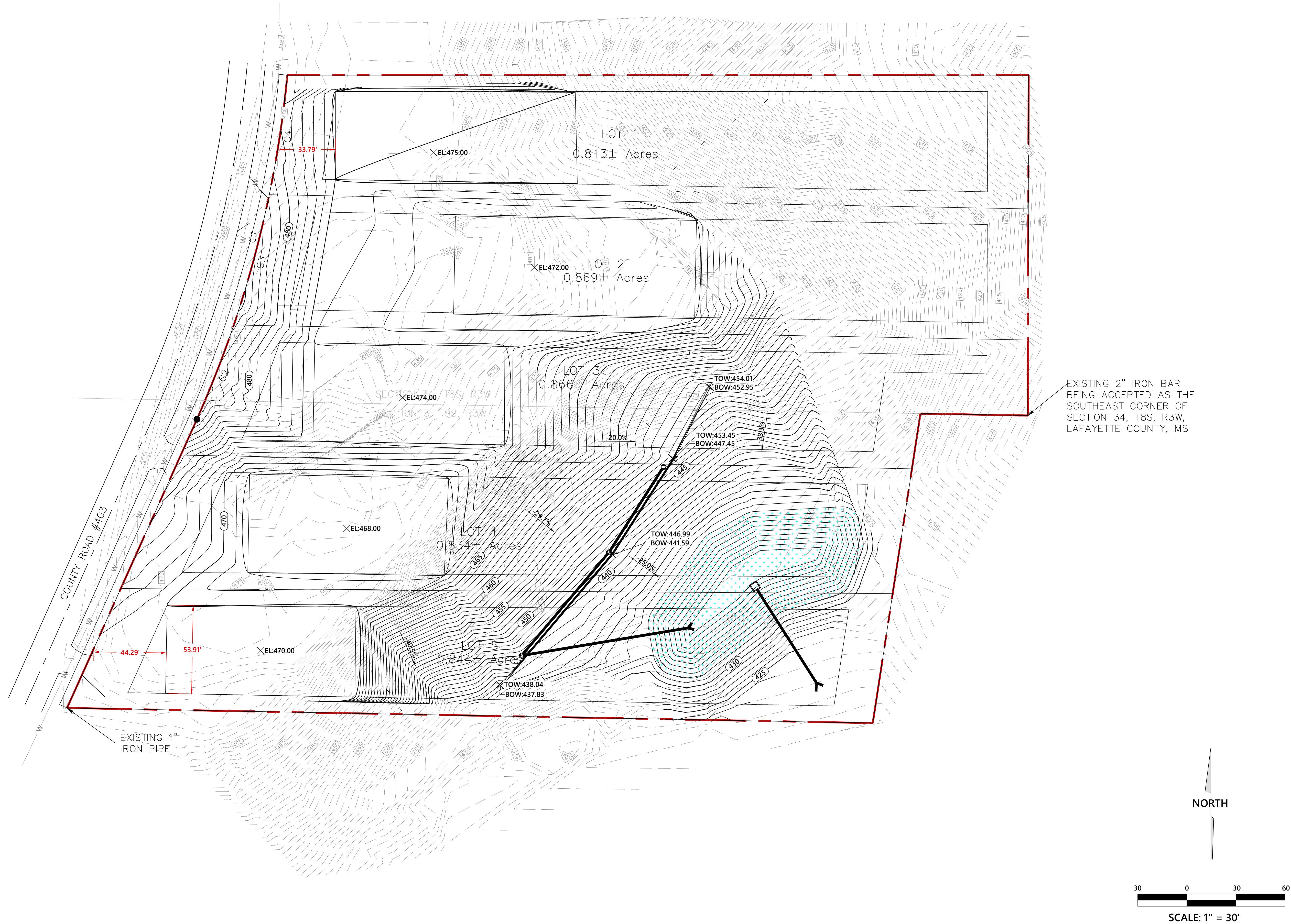
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GRADING PLAN
BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

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C-600

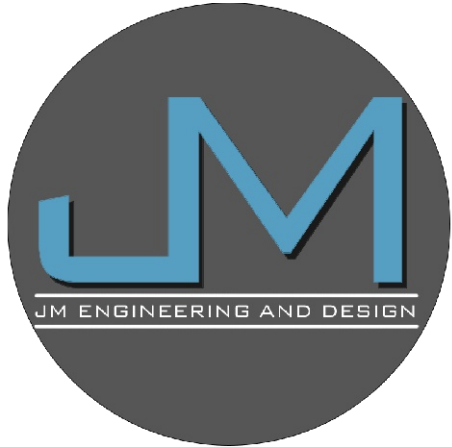
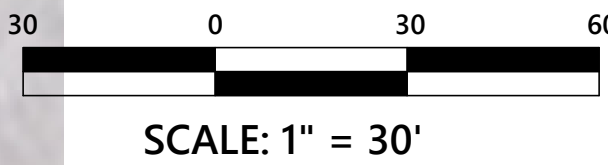


UNIFORM CODING SYSTEM FOR SOIL EROSION AND SEDIMENT CONTROL PRACTICES				
STRUCTURAL PRACTICES				
CODE	PRACTICE	DETAIL	MAP SYMBOL	DESCRIPTION
Cd	CHECKDAM			A small temporary barrier or dam constructed across a swale, drainage ditch or area of concentrated flow.
Co	CONSTRUCTION EXIT			A stone-stabilized pad located at any point where traffic will be leaving a construction site to a public right of way, street, alley, sidewalk or parking lot.
Di	DIVERSION			An earth channel or dike located above, below, or across a slope to divert runoff. This may be a temporary of permanent structure.
Ip	INLET SEDIMENT TRAP			An impounding area created by encaving around a storm drain drop inlet. The excavated area will be filled and stabilized on completion of construction activities.
Rd	ROCK FILTER DAM			A permanent or temporary stone filter dam installed across small streams or drainageways.
Sf	SILT FENCE			A barrier to prevent sediment from leaving the construction site. It may be sandbags, bales of straw or hay, brush, or a sediment fence. The barriers are usually temporary & inexpensive.
Tsb	TEMPORARY SEDIMENT BASIN			A basin created by excavating or constructing a dam across a waterway. The surface water runoff is temporarily stored allowing the bulk of the sediment to drop out.
Sr	TEMPORARY STREAM CROSSING			A temporary bridge or culvert-type structure protecting a stream or watercourse from damage by crossing construction equipment.
St	STORM DRAIN OUTLET PROTECTION			A paved or short section of rip rap channel at the outlet of a storm drain system preventing erosion from the concentrated runoff.

EROSION CONTROL GENERAL NOTES

- THE EROSION CONTROL SYSTEMS REQUIRE CERTIFICATION BY THE ENGINEER OF RECORD. SUCH CERTIFIED SYSTEMS SHALL BE COMPLETED, INSPECTED, AND IN PLACE BEFORE CONSTRUCTION BEGINS.
- THE CONTRACTOR, PERMITEE OR OWNER SHALL BE RESPONSIBLE FOR THE INSPECTION, MODIFICATION AND PROPER MAINTENANCE OF THE EROSION CONTROL DEVICES AS NECESSARY.
- ALL EROSION CONTROL MEASURES REQUIRED TO RETAIN SEDIMENT ON-SITE AND TO SAFELY DISCHARGE ANY ACCELERATED RUNOFF GENERATED BY THE PROJECT SHALL BE INSTALLED DURING THE INITIAL CONSTRUCTION PHASE OF THE PROJECT.
- THE CONSTRUCTION AND MAINTENANCE OF ALL EROSION CONTROL SYSTEMS SHALL BE IN SUBSTANTIAL CONFORMANCE WITH THE APPROVED EROSION CONTROL PLAN.
- TEMPORARY EROSION CONTROL DEVICES SHOWN ON THE EROSION CONTROL PLAN WHICH INTERFERE WITH THE WORK SHALL BE RELOCATED OR MODIFIED AS THE WORK PROGRESSES.
- EROSION CONTROL SYSTEMS SHALL BE SERVICED AND MAINTAINED TO PROVIDE CONTINUOUS CAPACITY AND ADEQUACY TO FUNCTION AS DESIGNED. AFTER PRECIPITATION EXCEEDING ONE QUARTER (1/4) INCH IN ANY 12-HOUR PERIOD SILT AND DEBRIS SHALL BE REMOVED FROM CHECK DAMS AND DESILTING BASINS.
- EROSION CONTROL PROVISIONS SHALL INCLUDE AND COMPLEMENT DRAINAGE PATTERNS DURING THE CURRENT AND FUTURE PHASES OF GRADING THROUGHOUT THE RAINY SEASON.
- PAVED STREETS, SIDEWALKS, AND OTHER IMPROVEMENTS SHALL BE MAINTAINED IN A NEAT AND CLEAN CONDITION. FREE OF LOOSE SOIL, CONSTRUCTION DEBRIS, AND TRASH. STREET SWEEPING OR OTHER EQUALLY EFFECTIVE MEANS SHALL BE USED ON A REGULAR BASIS TO CONTROL EROSION. WATERING SHALL NOT BE USED TO CLEAN STREETS EXCEPT FOR THE REMOVAL OF FINE MATERIAL NOT OTHERWISE REMOVED BY SWEEPING OR OTHER MECHANICAL MEANS.
- A GRAVEL BAG SILT BASIN OR TRAP SHALL BE PROVIDED AT EVERY STORM DRAIN INLET TO PREVENT SEDIMENT FROM ENTERING THE STORM DRAIN SYSTEM.
- OWNER/CONTRACTOR SHALL USE APPLICABLE BEST MANAGEMENT PRACTICES (BMP'S) AS CONTAINED IN THE MISSISSIPPI DEQ MANUAL.
- CONTRACTOR MUST ENSURE THAT THE CONSTRUCTION SITE IS PREPARED PRIOR TO THE ONSET OF ANY STORM.
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE MAINTAINED UNTIL DISTURBED AREAS ARE STABILIZED. CHANGES TO THIS EROSION AND SEDIMENT CONTROL PLAN SHALL BE MADE TO MEET FIELD CONDITIONS ONLY WITH THE APPROVAL OF OR AT THE DIRECTION OF A REPRESENTATIVE OF THE ENGINEER.
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CHECKED BEFORE AND AFTER ALL STORMS TO ENSURE MEASURES ARE FUNCTIONING PROPERLY.
- CONTRACTOR SHALL MAINTAIN A LOG AT THE SITE OF ALL INSPECTIONS OR MAINTENANCE OF BMP AS WELL AS ANY CORRECTIVE CHANGES TO THE BMPS OR EROSION AND SEDIMENT CONTROL PLAN.
- THE CONTRACTOR SHALL INSTALL THE STABILIZED CONSTRUCTION ENTRANCE PRIOR TO COMMENCEMENT OF GRADING. LOCATION OF THE ENTRANCE MAY BE ADJUSTED BY THE CONTRACTOR TO FACILITATE GRADING OPERATIONS. ALL CONSTRUCTION TRAFFIC ENTERING THE PAVED ROAD MUST CROSS THE STABILIZED CONSTRUCTION ENTRANCE. THE STABILIZED CONSTRUCTION ENTRANCE SHALL REMAIN IN PLACE UNTIL THE ROAD BASE ROCK COURSE IS COMPLETED.
- ALL SEDIMENT DEPOSITED ON PAVED ROADWAYS SHALL BE SWEEPED AT THE END OF EACH WORKING DAY OR AS NECESSARY.

NORTH



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EROSION CONTROL PLAN

BELLE RIVER PLACE

71 CR 403

LAFAYETTE COUNTY, MISSISSIPPI

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C-700

GENERAL NOTES

1) LIST OF PUBLIC UTILITIES:

WATER - EAST OXFORD WATER ASSOCIATION
SEWER - CITY OF OXFORD UTILITIES
ELECTRIC - NORTH EAST MS POWER
GAS - CENTERPOINT ENERGY

2) IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT EXISTING STRUCTURES SUCH AS PIPES, INLETS, CURBS, ETC. FROM DAMAGE WHICH MIGHT OCCUR DURING CONSTRUCTION. EXTREME CARE SHALL BE EXERCISED IN UNDERCUT AREAS AND THE UNDERCUT DEPTH MAY BE ADJUSTED AT CROSS DRAINS, AS DIRECTED BY THE ENGINEER. THE CONTRACTOR SHALL REPLACE OR REPAIR, AS DIRECTED BY THE ENGINEER, ANY STRUCTURES DAMAGED DURING THE LIFE OF THE CONTRACT. NO PAYMENT WILL BE MADE FOR REPLACEMENT OR REPAIR OF DAMAGES.

3) ALL EXISTING UTILITIES OR OTHER OBSTRUCTIONS, WHICH CONFLICT WITH REQUIRED CONSTRUCTION SHALL BE REMOVED AT THE CONTRACTOR'S EXPENSE AS AN ABSORBED ITEM.

4) THE EROSION CONTROL DEVICES REFERENCED IN THESE PLANS ARE A MINIMUM REQUIREMENT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INSURE THAT SILT DOES NOT LEAVE THE CONSTRUCTION SITE OR CONTAMINATE WATERS OF THE U.S. DURING CONSTRUCTION. THE CONTRACTOR SHALL MAINTAIN A "SMALL CONSTRUCTION NOTICE OF INTENT" PERMIT AS REQUIRED BY THE MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY AND MAINTAIN THE PLAN DURING CONSTRUCTION.

5) EXISTING UTILITIES ON THE DRAWINGS ARE SHOWN IN THEIR ORIGINAL LOCATION BASED UPON THE BEST INFORMATION AVAILABLE TO THE ENGINEER. THE ENGINEER CAN NOT AND DOES NOT WARRANT THAT THIS INFORMATION IS COMPLETE OR ACCURATE. THE CONTRACTOR MUST COORDINATE DIRECTLY WITH THE INVOLVED UTILITY OWNERS (INCLUDING MISSISSIPPI ONE CALL) TO HAVE UNDERGROUND UTILITY LINES LOCATED IN ADVANCE OF CONSTRUCTION.

6) WORK ON STRUCTURES FOR THIS PROJECT REQUIRES EXCAVATION IN THE IMMEDIATE VICINITY OF ADJACENT PROPERTIES. THEREFORE, THE RISK OF A FAILURE OCCURRING DURING THE EXCAVATION REQUIRES THAT EXTREME CAUTION BE EXERCISED. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PLACE WHAT BRACING, SHORING OR GROUND SUPPORT SYSTEM THAT IS DEEMED NECESSARY TO PREVENT A FAILURE AND PROTECT THE PERSONS WORKING NEAR THE EXCAVATION, THE PUBLIC THAT MAY BE ABOVE THE EXCAVATION OR ANY STRUCTURE ADJACENT TO THE EXCAVATION. ALL COSTS FOR ANY PROTECTIVE MEASURES, INCLUDING THE MATERIALS AND LABOR FOR DESIGNING, DRAWING AND CONSTRUCTING THE FACILITY, SHALL BE INCLUDED IN THE PRICE BID FOR CONTRACT ITEMS.

7) IN ORDER TO HOLD SILT TO A MINIMUM, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO INSTALL AND MAINTAIN TEMPORARY EROSION CONTROL MEASURES (SILT FENCE, DITCH DECKS, ETC.)

8) ANY AREAS DISTURBED DURING CONSTRUCTION SHALL BE RESTORED BY THE CONTRACTOR (TO INCLUDE GRASSING AND SITE GRADING) AS DIRECTED BY THE ENGINEER, ARCHITECT OR OWNER. CONTRACTOR SHALL PROVIDE TEMPORARY EROSION CONTROL FOR DISTURBED AREA UNTIL THEY HAVE BEEN GRASSED AND GROWTH ESTABLISHED.

9) THIS PLAN DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF INSTALLING TRAFFIC CONTROL DEVICES IN ACCORDANCE WITH THE MUTCD. OTHER SIGNS AND TRAFFIC CONTROL DEVICES MAY BE REQUIRED DURING THE VARIOUS PHASES OF CONSTRUCTION. ALL TRAFFIC CONTROL DEVICES ON THIS PROJECT SHALL COMPLY WITH PART VI OF THE M.U.T.C.D. (LATEST EDITION).

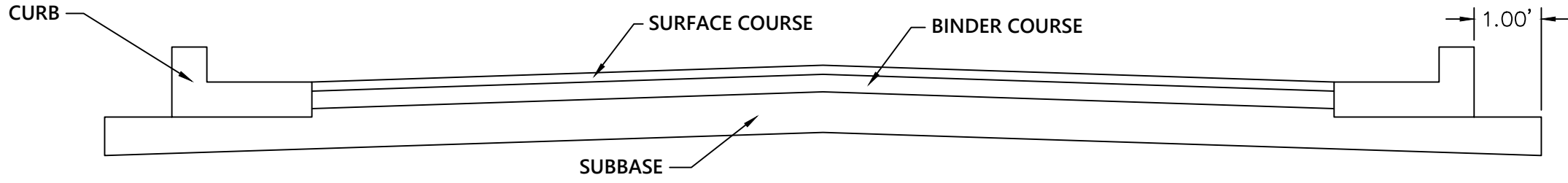
10) THE CONTRACTOR IS TO REMOVE AND RESET ANY SIGNS WHICH CONFLICT WITH CONSTRUCTION.

11) THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFICATION OF EXISTING GRADES AND MAKING ADJUSTMENTS AS NECESSARY WITH THE APPROVAL OF THE PROJECT ENGINEER BEFORE ORDERING MATERIALS.

12) BRICK RED TRUNCATED DOMES REQUIRED AT ALL SIDEWALK CROSSINGS

13) IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ACQUIRE A COPY OF THE GEOTECH REPORT AND FOLLOW ALL RECOMMENDATIONS.

14) ALL MATERIALS USED SHALL MEET LAFAYETTE COUNTY SPECIFICATIONS AND REQUIREMENTS.



Typical Sections - Parking and Interior Drives

NTS

FLEXIBLE PAVEMENT(S)

(LIGHT-DUTY)

SUBGRADE: 8" MINIMUM PROCESSED IN-SITU SOILS OR SELECT IMPORTED FILL COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DRY DENSITY AS DEFINED BY ASTM D-698.

SUBBASE: 6" MINIMUM CRUSHED LIMESTONE MEETING MDOT SPECIFICATIONS FOR SIZE NO. 610 AGGREGATE. COMPACT TO A MINIMUM OF 98% OF MAXIMUM DRY DENSITY AS DEFINED BY ASTM D-698.

BASE: 2.0" MINIMUM HOT MIXED BITUMINOUS BASE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-19MM OR BB-1 MATERIAL.

SURFACE: 1.5" MINIMUM HOT MIXED BITUMINOUS SURFACE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-9.5 MM OR SC-L MATERIAL.

(CEMENT STABILIZED ALTERNATE)

SUBGRADE: 6" MINIMUM PROCESSED IN-SITU SOILS OR SELECT IMPORTED FILL COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DRY DENSITY AS DEFINED BY ASTM D-698. INCORPORATE 6% PORTLAND CEMENT (BY VOLUME) IN ACCORDANCE WITH MDOT STANDARD SPECIFICATIONS WITHIN UPPER 8" OF SUBGRADE. (APPX 34#/5Y)

BASE: 2.0" MINIMUM HOT MIXED BITUMINOUS BASE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-19MM OR BB-1 MATERIAL.

SURFACE: 1.5" MINIMUM HOT MIXED BITUMINOUS SURFACE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-9.5 MM OR SC-L MATERIAL.

(HEAVY-DUTY)

SUBGRADE: 8" MINIMUM PROCESSED IN-SITU SOILS OR SELECT IMPORTED FILL COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DRY DENSITY AS DEFINED BY ASTM D-698

SUBBASE: 6" MINIMUM CRUSHED LIMESTONE MEETING MDOT SPECIFICATIONS FOR SIZE NO. 610 AGGREGATE. COMPACT TO A MINIMUM OF 98% OF MAXIMUM DRY DENSITY AS DEFINED BY ASTM D-698.

BASE: 4.0" MINIMUM HOT MIXED BITUMINOUS BASE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-19 MM OR BB-1 MATERIAL.

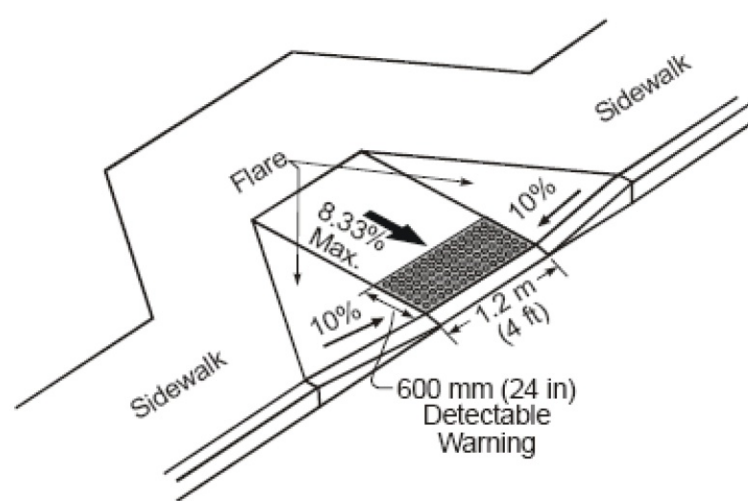
SURFACE: 2.0" MINIMUM HOT MIXED BITUMINOUS SURFACE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-9.5 MM OR SC-1 MATERIAL.

(CEMENT STABILIZED ALTERNATE)

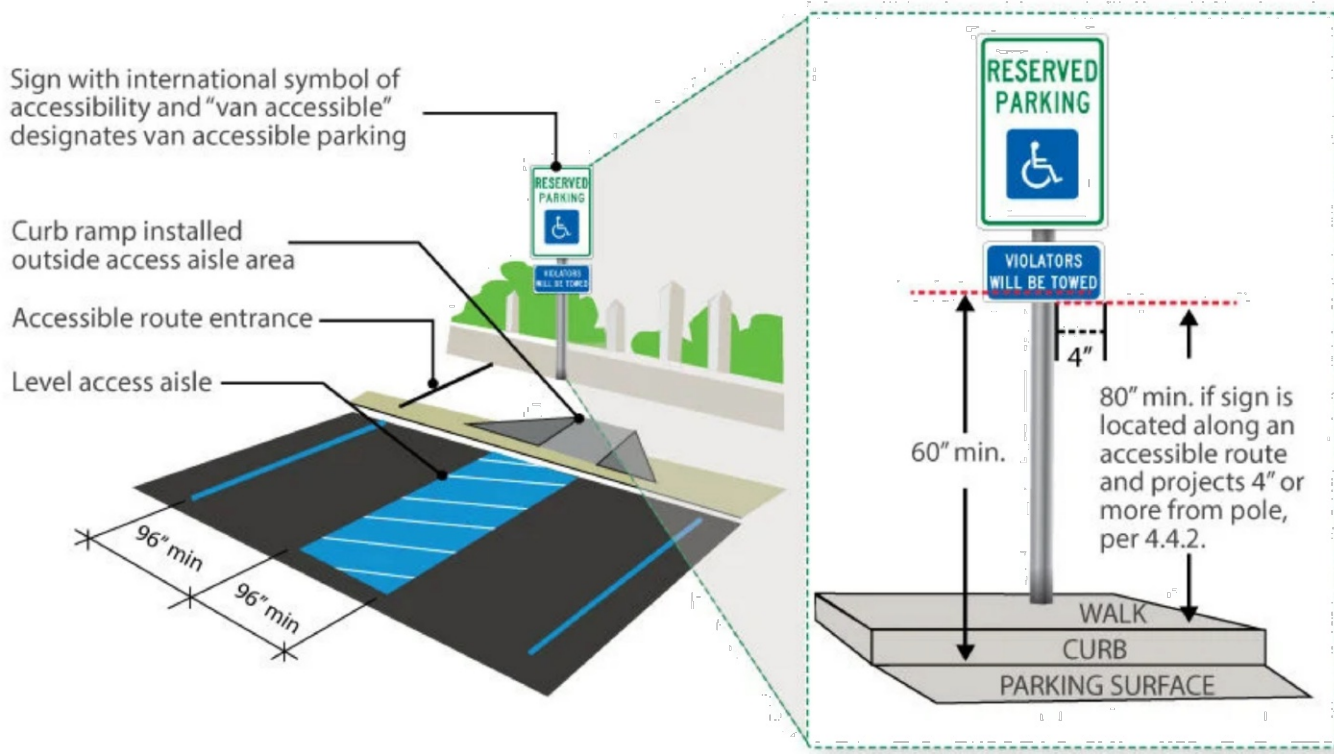
SUBGRADE: 6" MINIMUM PROCESSED IN-SITU SOILS OR SELECT IMPORTED FILL COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DRY DENSITY AS DEFINED BY ASTM D-698. INCORPORATE 6% PORTLAND CEMENT (BY VOLUME) IN ACCORDANCE WITH MDOT STANDARD SPECIFICATIONS WITHIN UPPER 8" OF SUBGRADE. (APPX 34#/5Y)

BASE: 4.0" MINIMUM HOT MIXED BITUMINOUS BASE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-19MM OR BB-1 MATERIAL.

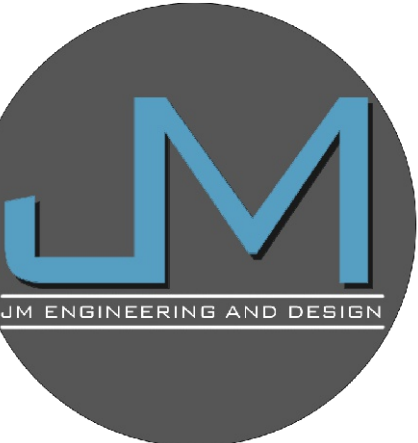
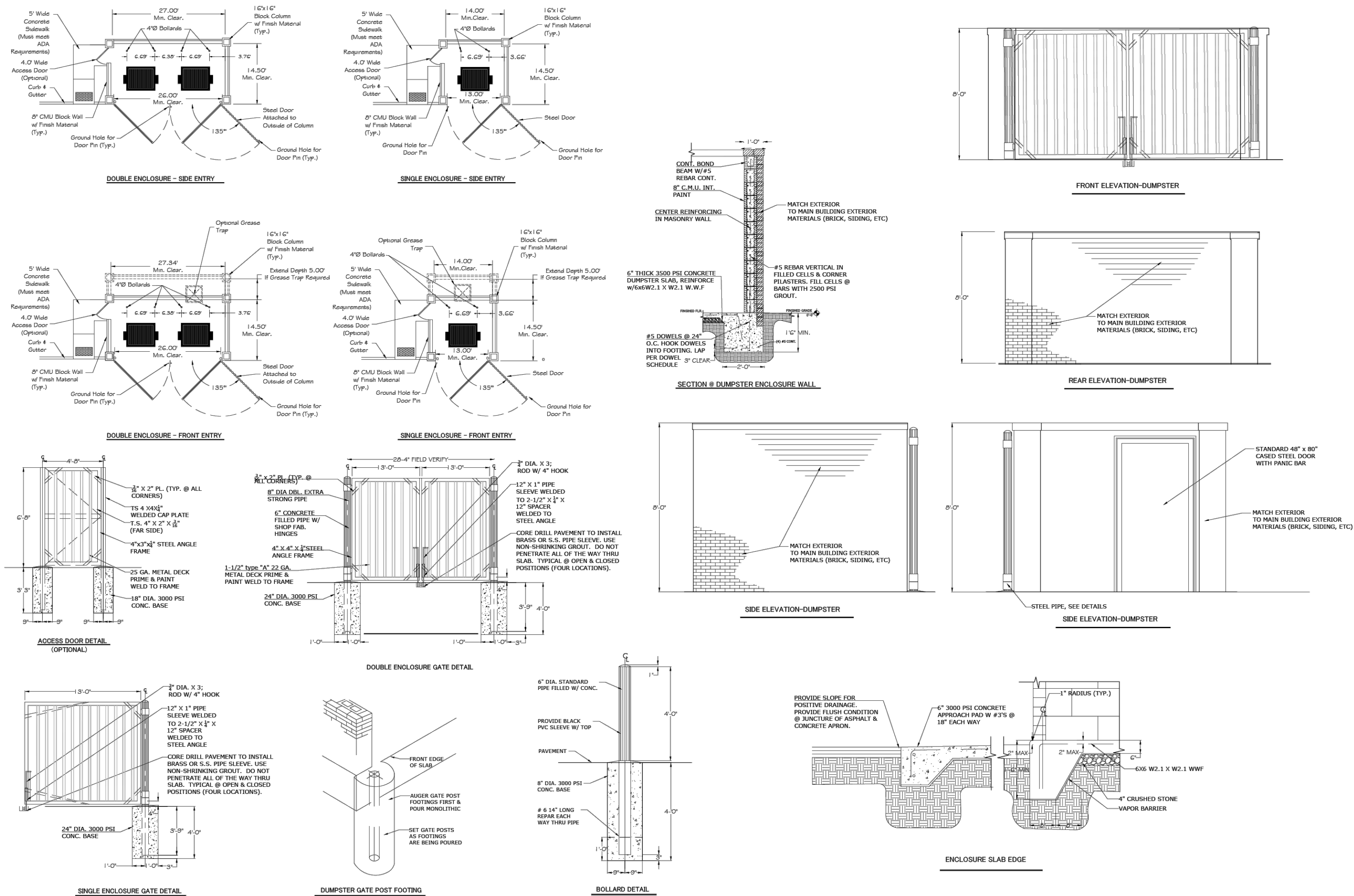
SURFACE: 2.0" MINIMUM HOT MIXED BITUMINOUS SURFACE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-9.5 MM OR SC-L MATERIAL.



ADA CURB RAMP DETAIL



ADA SIGNAGE DETAIL



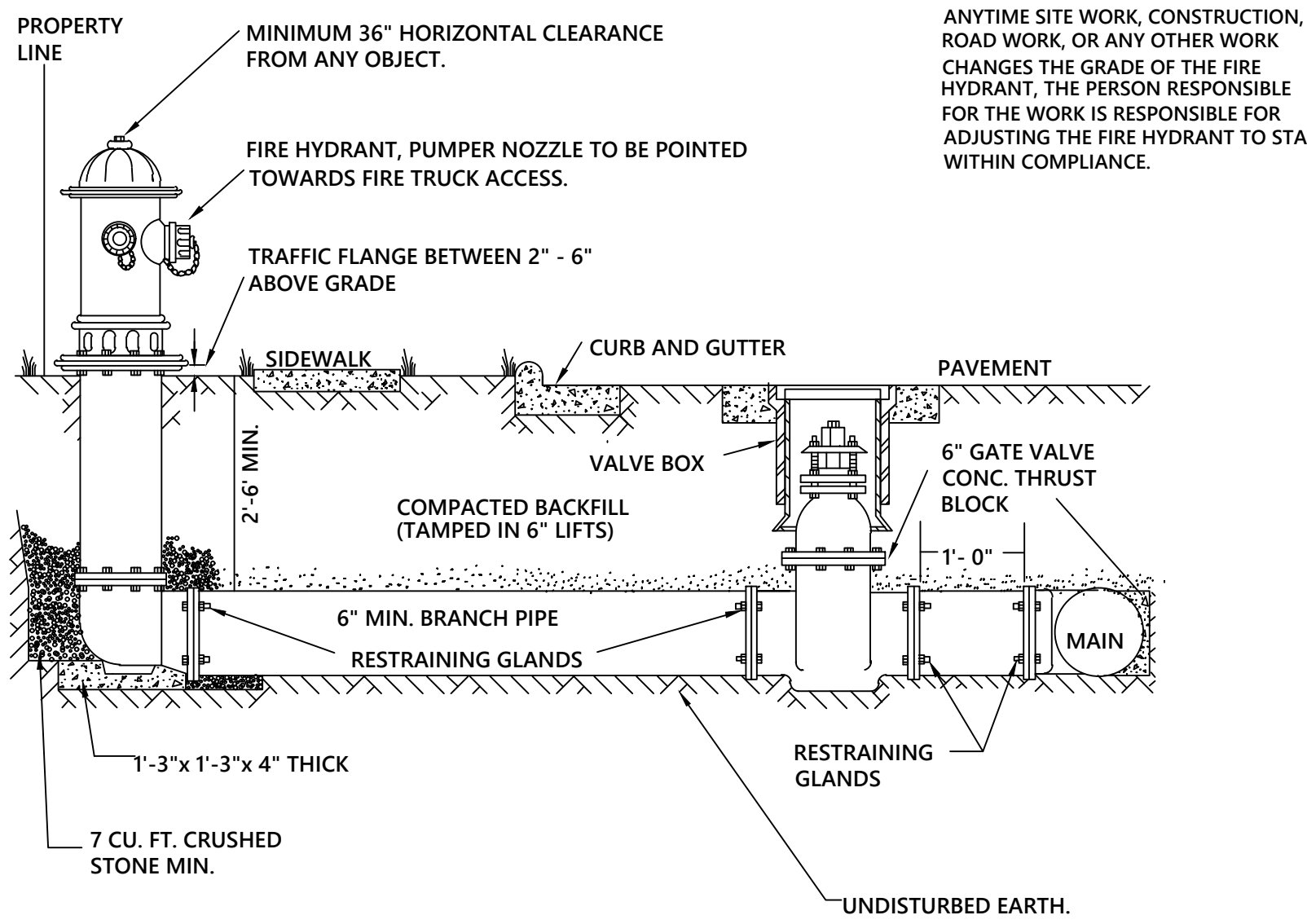
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SITE DETAILS

BELLE RIVER PLACE
71 CR 403
LAFAYETTE COUNTY, MISSISSIPPI

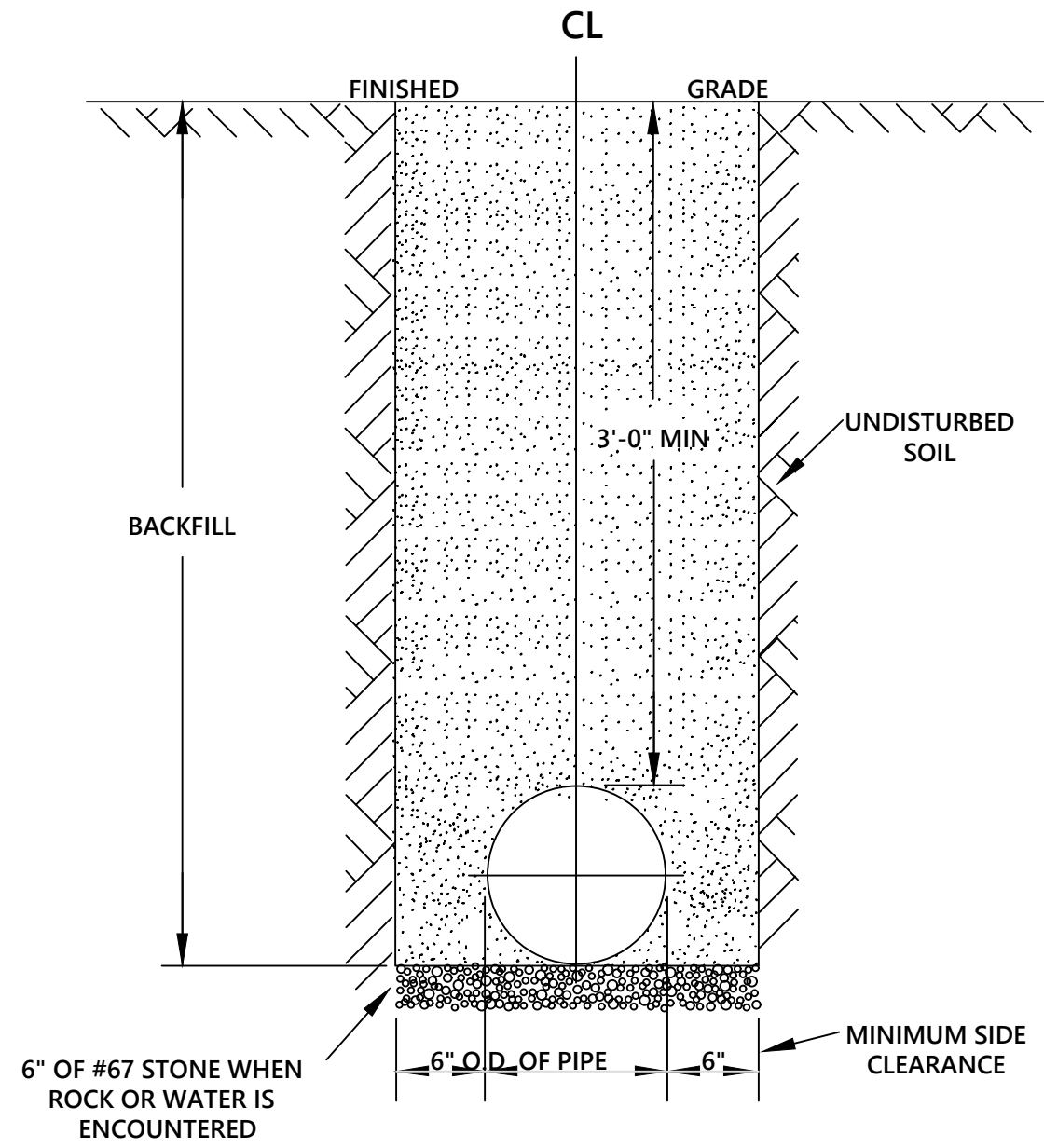
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C-800



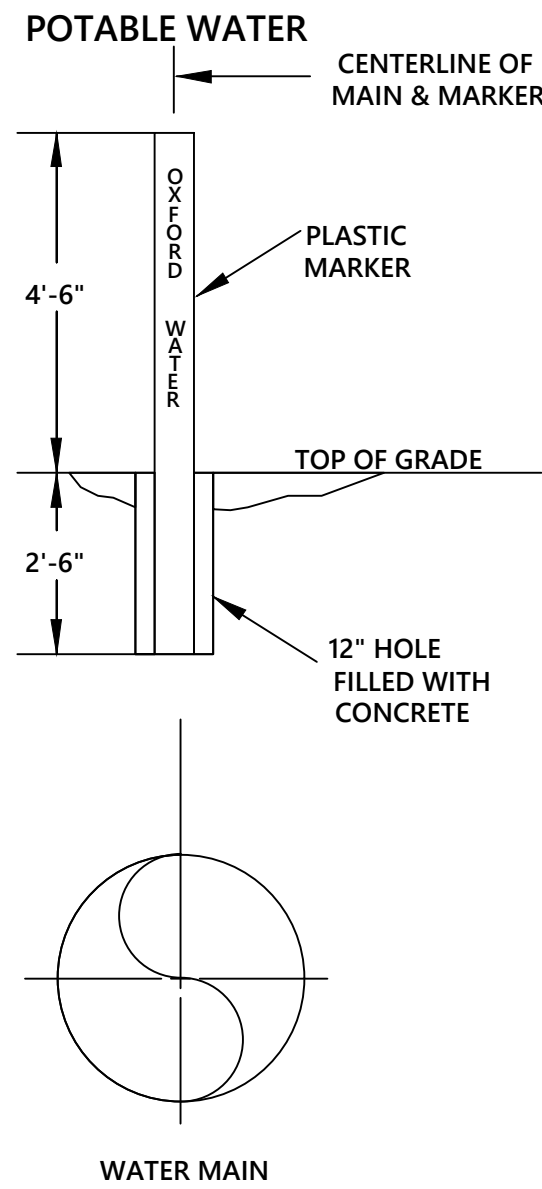
- NOTES:
1. FIRE HYDRANT SHALL BE AS MANUFACTURED: MUELLER, AMERICAN DARLING, KENNEDY, M&H, WATEROUS, CLOW, EAST JORDAN IRON WORKS, OR US PIPE.
 2. BRANCH PIPE SHALL BE DUCTILE IRON AWWA C150-96
 3. 6" GATE VALVE SHALL BE AWWA C500-86 OPEN LEFT
 4. STEEL RODS AND BOLTS SHALL BE 3/4" HOT DIPPED GALVANIZED
 5. FIRE HYDRANTS WILL BE INSTALLED IN TRUE VERTICAL POSITION
- RODS SHALL NOT BE COUPLED MORE THAN ONCE. IF THE LENGTH FROM THE VALVE TO THE HYDRANT EXCEEDS 20' THEN A MECHANICAL RESTRAINING GLAND WITH A REBAR CAGE SHALL BE INSTALLED NO MORE THAN 10' FROM HYDRANT AND POURED IN CONCRETE.
- FIRE HYDRANTS TO BE LOCATED IN ROW OR 2 FOOT EASEMENT ADJACENT TO ROW

FIRE HYDRANT INSTALLATION DETAIL



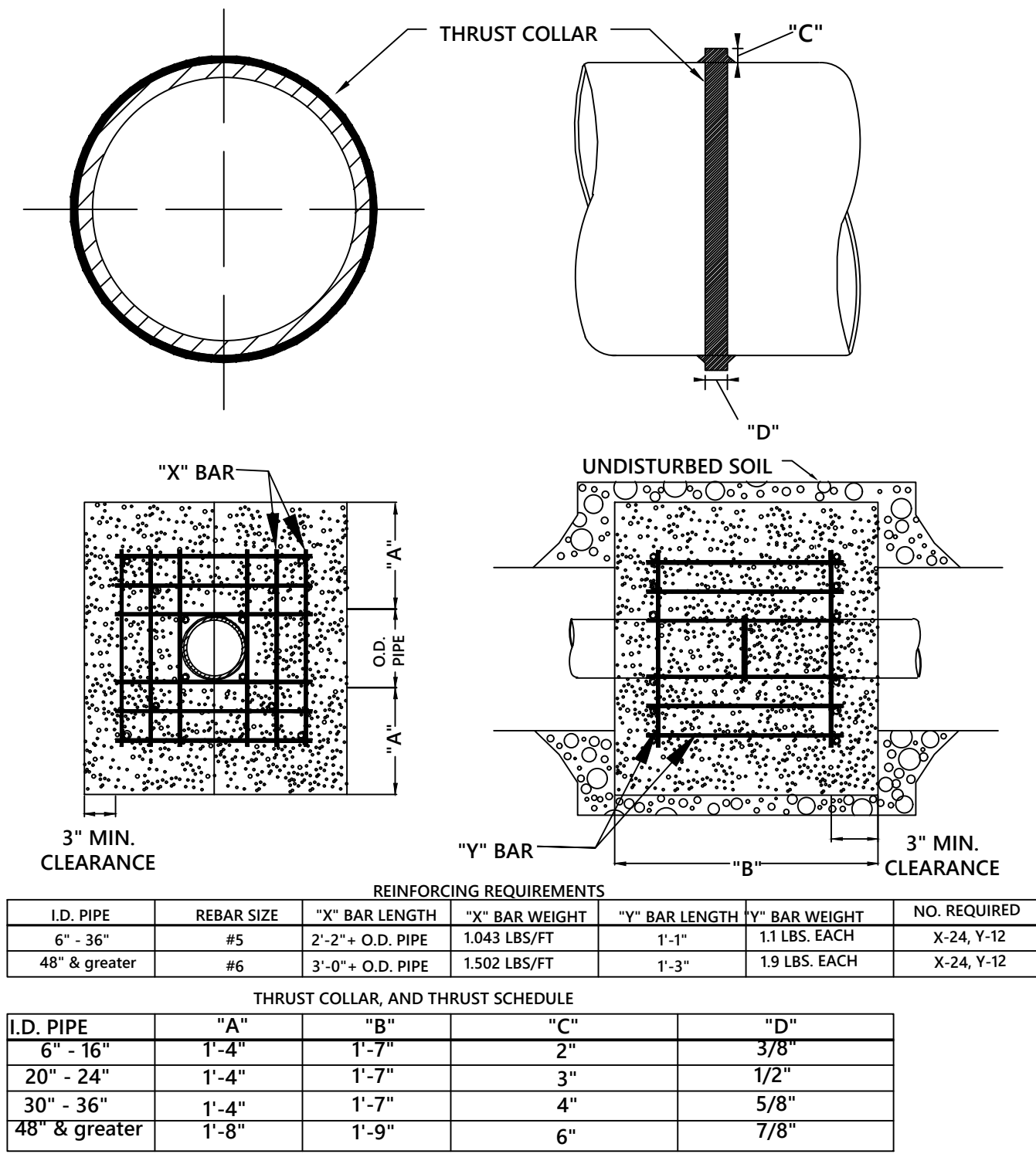
- NOTES:
1. TRENCHES REQUIRING SHORING AND BRACING, DIMENSIONS SHALL BE TAKEN FROM THE INSIDE FACE OF THE SHORING AND BRACING.
 2. NO ROCKS OR BOULDERS 4" OR LARGER TO BE USED IN BACKFILL.
 3. ALL BACKFILL MATERIAL SHALL BE SUITABLE NATIVE MATERIAL.
 4. BACKFILL SHALL BE TAMPED IN 6" LIFTS.
 5. ACHIEVE 95% COMPACTION IN BACKFILL.

TRENCH REQUIREMENTS FOR MAIN

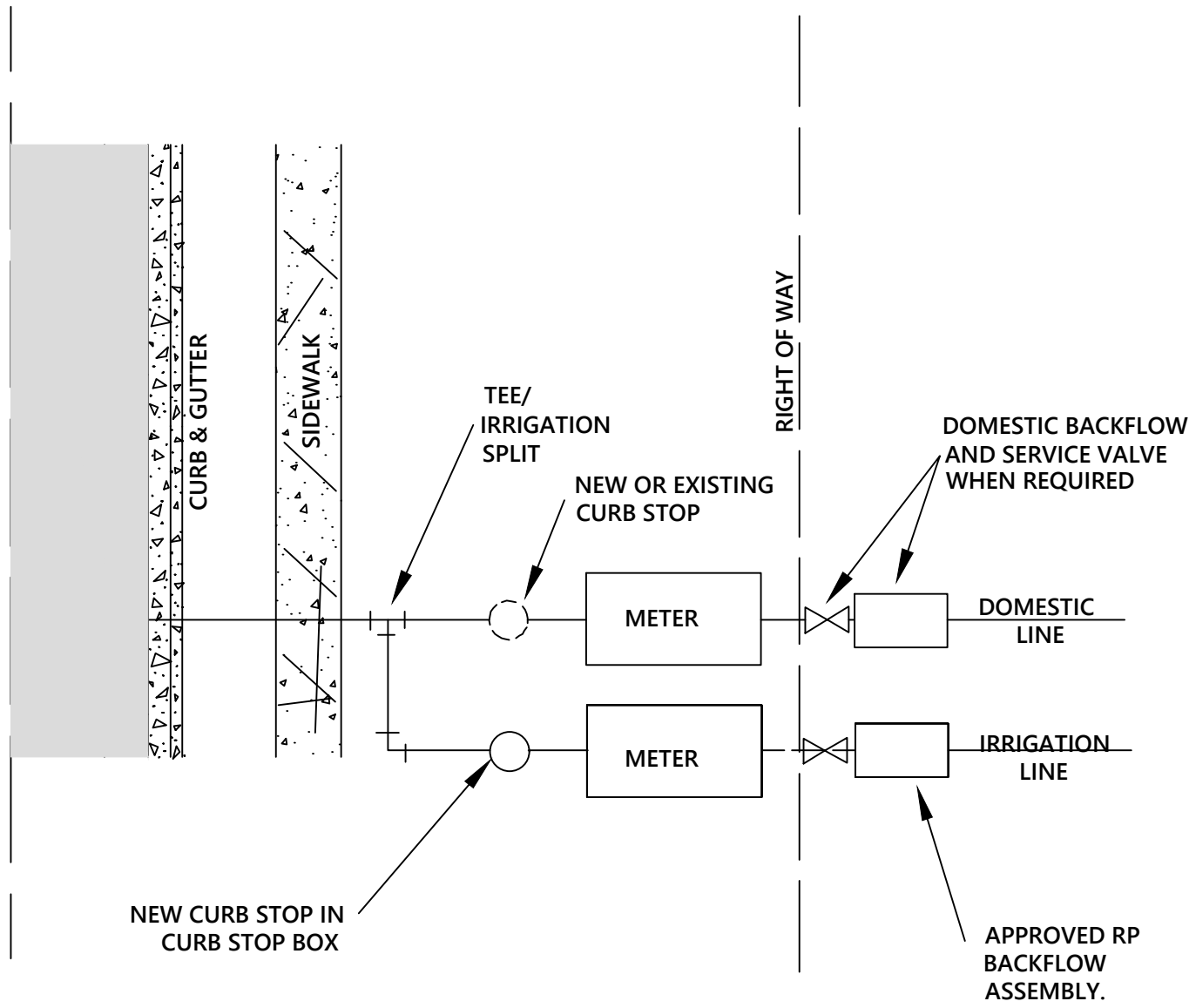


- NOTES
1. POTABLE WATER MARKER TO BE BLUE IN COLOR.
 2. POTABLE WATER MARKER TO BE LABELED "OXFORD WATER".
 3. TO BE SPACED ALONG CENTERLINE OF MAIN EVERY 300 FEET.
 4. MARKERS TO BE ROUND AND 4" IN DIAMETER.

TRENCH REQUIREMENTS FOR MAIN

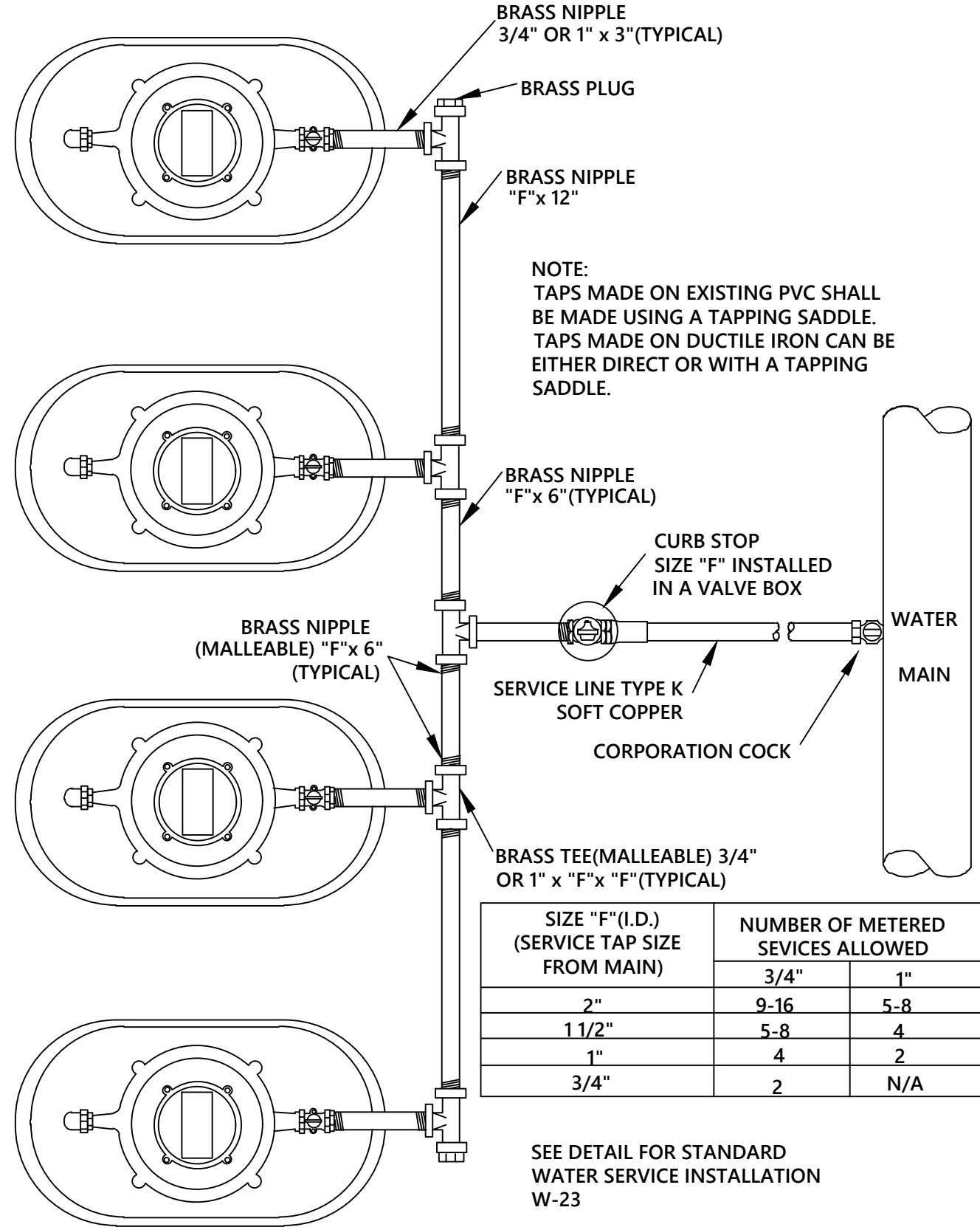


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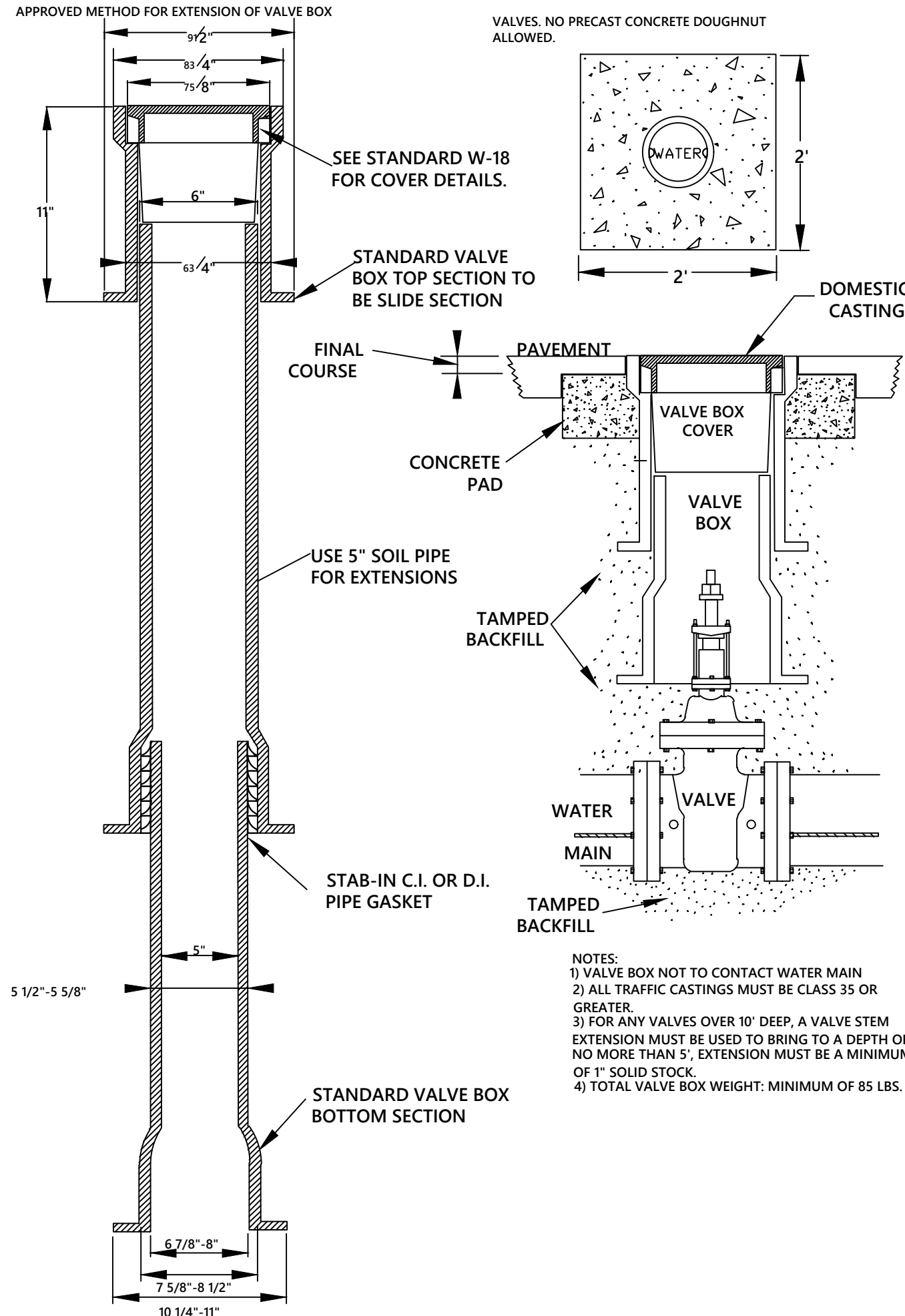


- NOTES:
1. IRRIGATION METER SHALL BE LOCATED ON THE SIDE OF DOMESTIC METER WITH INCREASING ADDRESSES
 2. THE BACKFLOW SHALL BE INSTALLED NO MORE THAN 10' FROM THE METER IN A VISIBLE LOCATION.
 3. BACKFLOW RISER/STANDPIPE SHALL BE OF COPPER OR BRASS.
 3. THE RP RELIEF VALVE SHALL BE A MINIMUM OF 12" ABOVE ANY MATERIAL (MULCH INCLUDED) OR GRADE.
 4. A SERVICE VALVE IS REQUIRED AFTER THE METER BUT BEFORE THE BACKFLOW ASSEMBLY FOR MAINTENANCE AND REPLACEMENT PURPOSES.
 5. THE INSTALLATION MUST ALSO MEET ALL CODE REQUIREMENTS PER THE NC PLUMBING CODE.

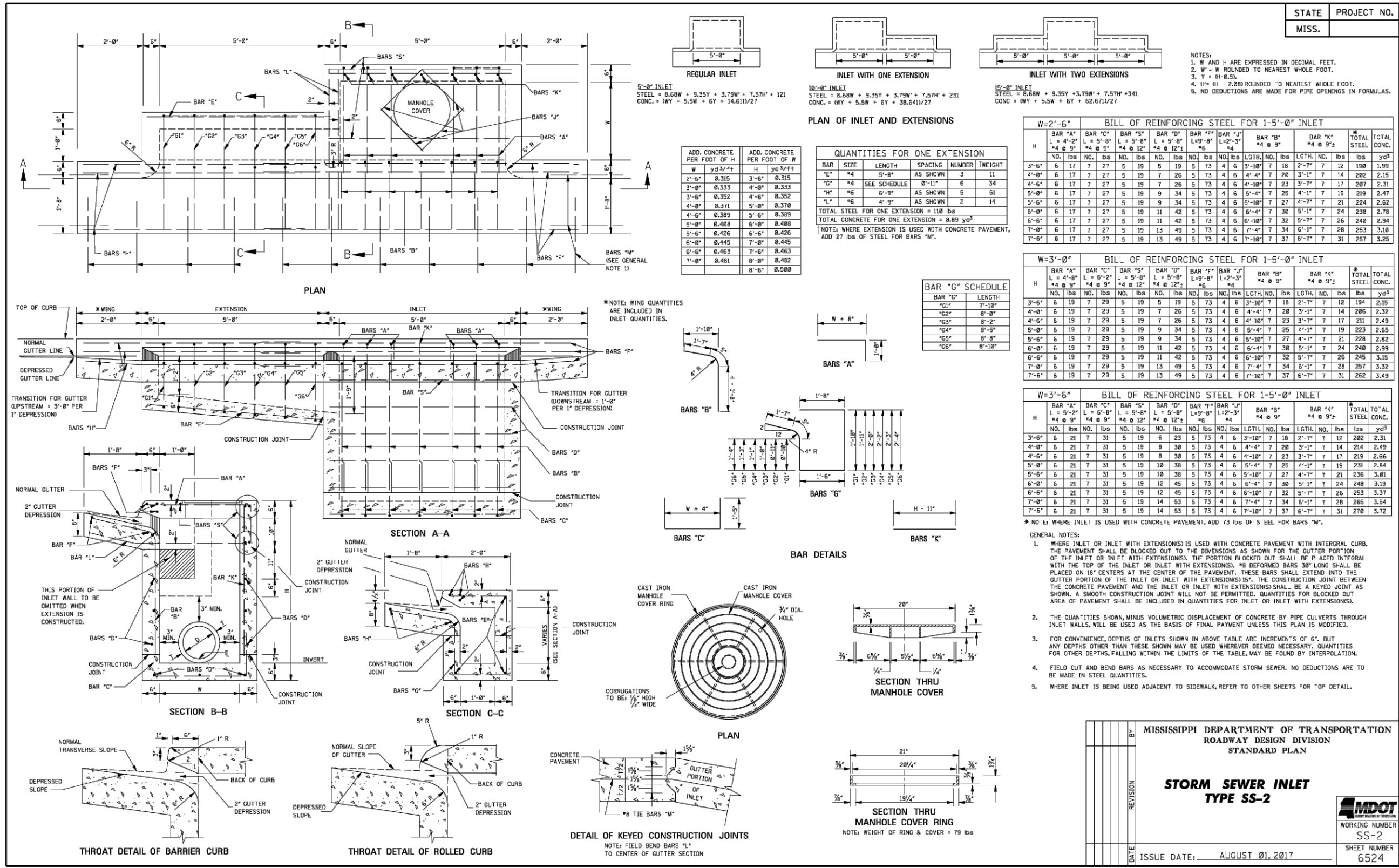
IRRIGATION TAP ON NEW AND EXISTING SERVICES



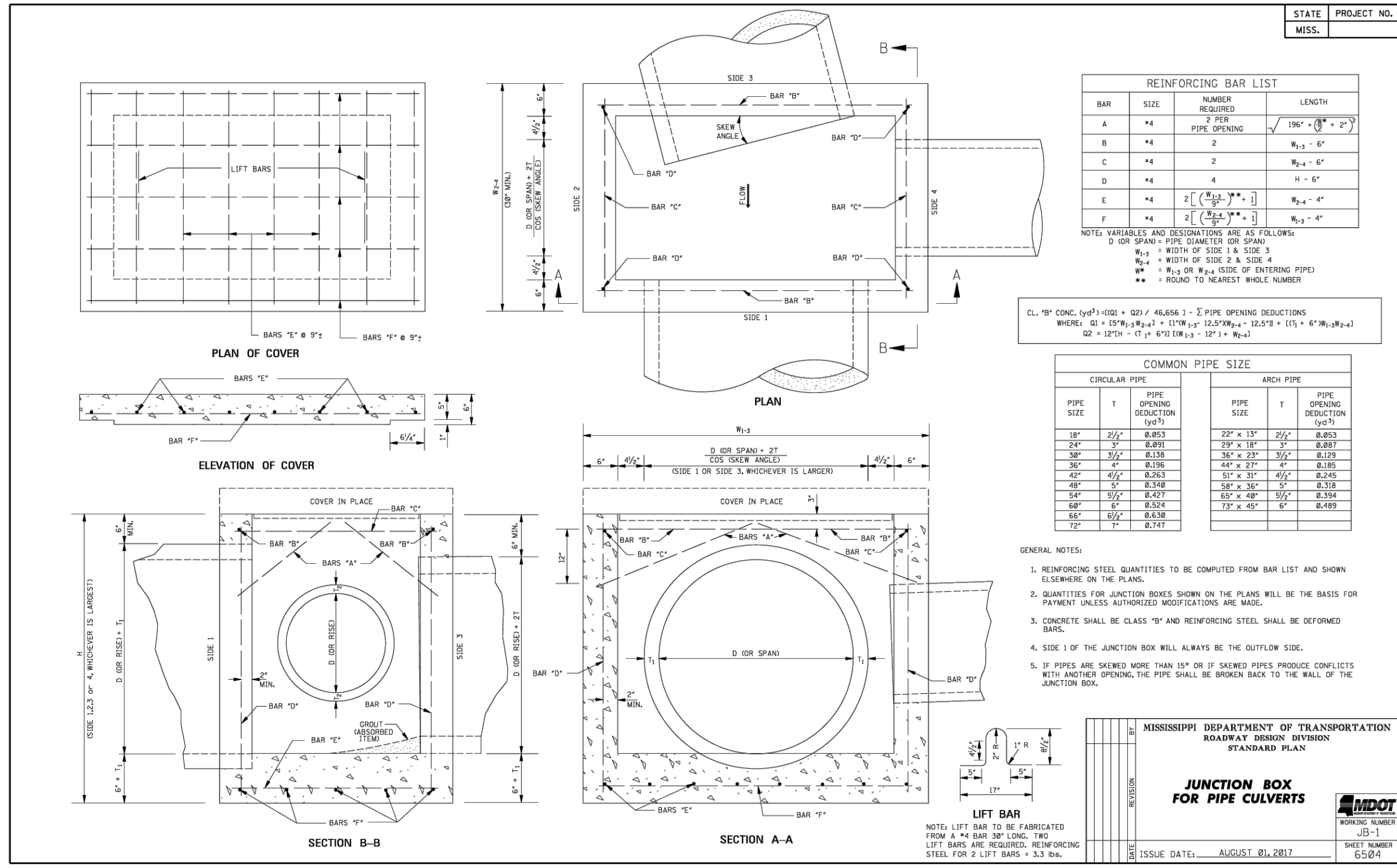
STANDARD GANG METER ASSEMBLY



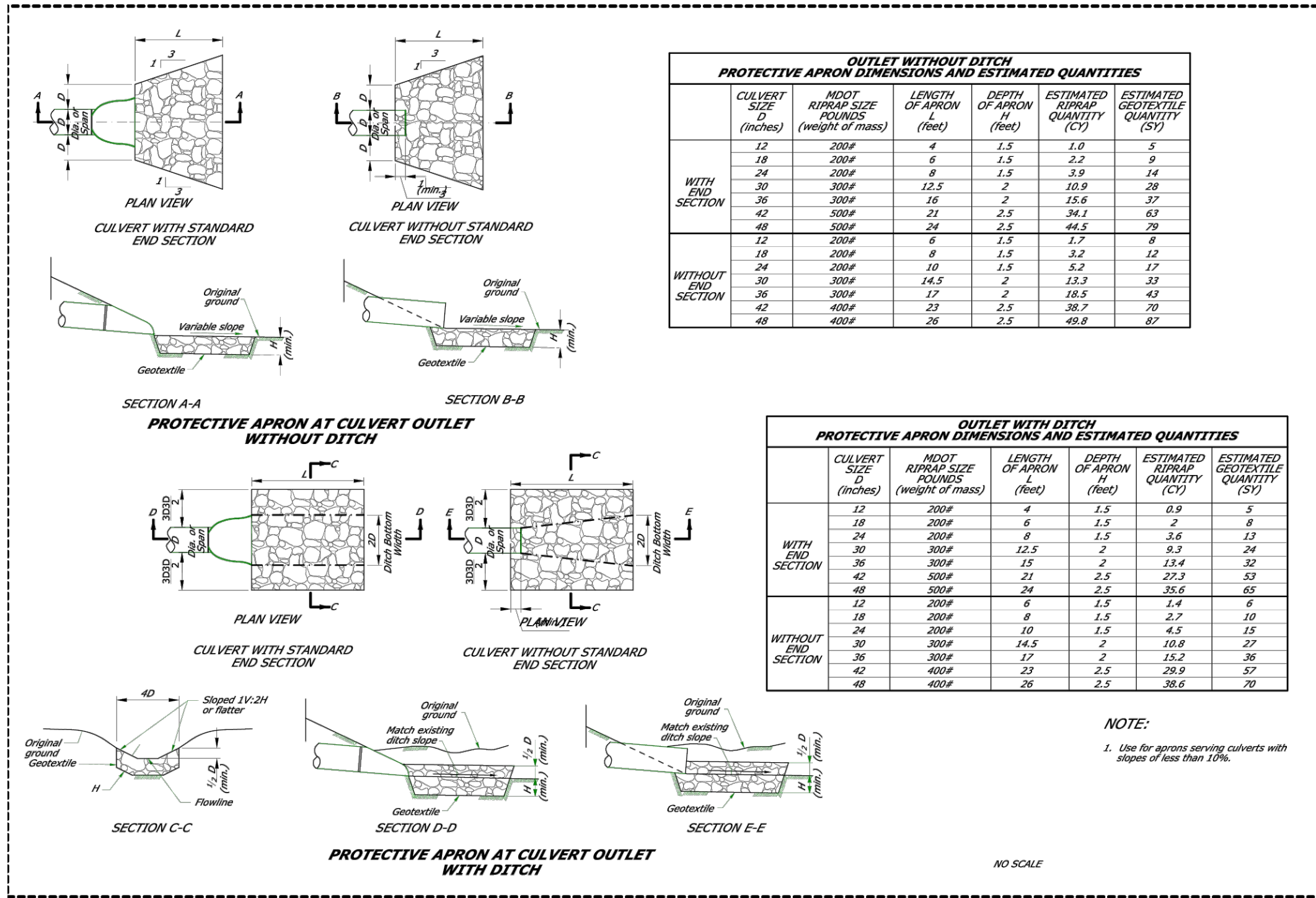
VALVE BOX INSTALLATION



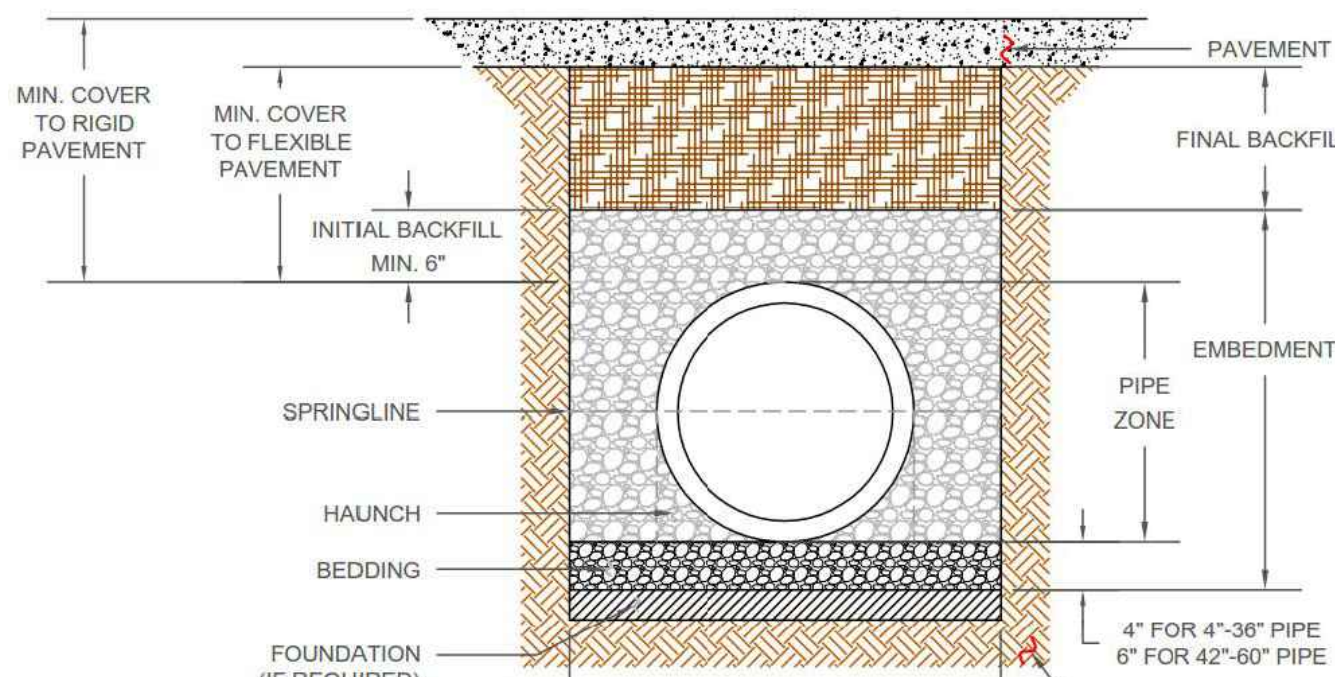
SS-2 INLET DETAIL



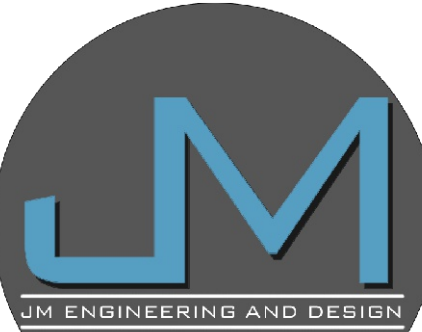
JUNCTION BOX DETAIL



RIP-RAP DETAIL



STORM DRAIN TRENCH REQUIREMENTS



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STORM DRAINAGE DETAILS

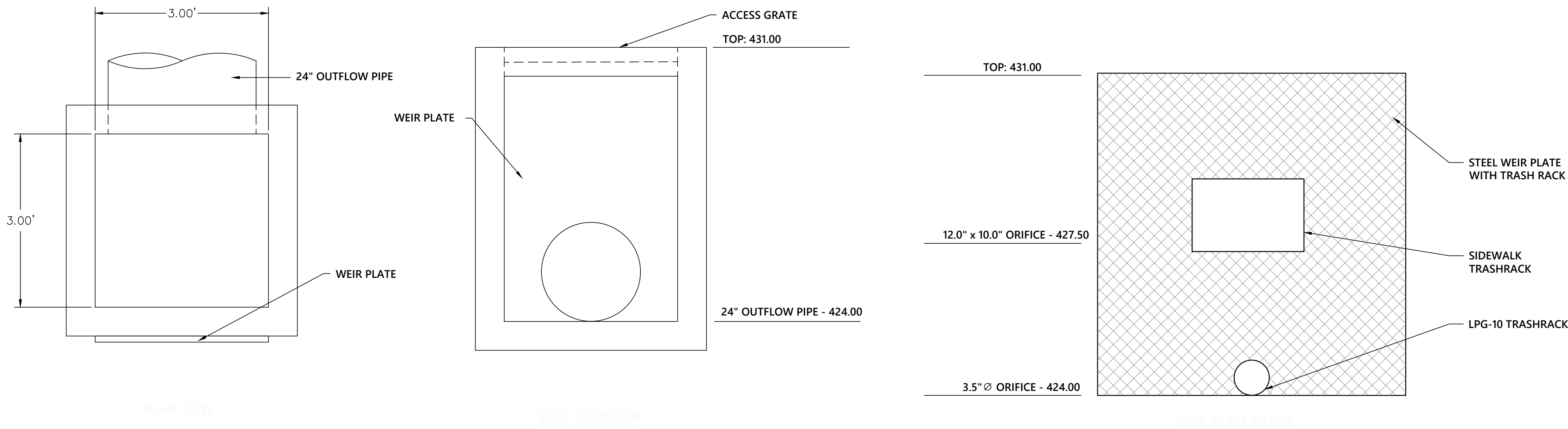
BELLE RIVER PLACE

71 CR 403

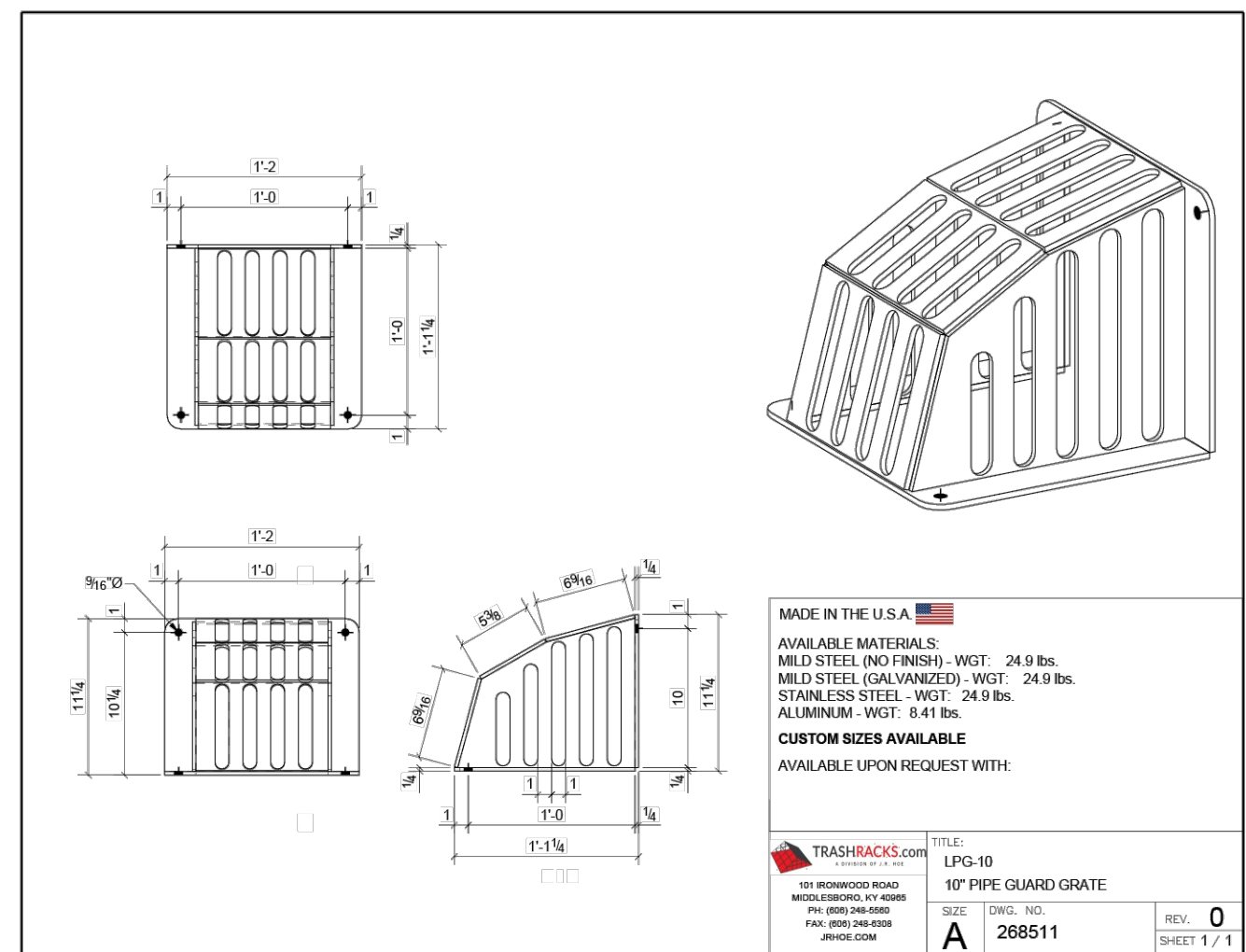
LAFAYETTE COUNTY, MISSISSIPPI

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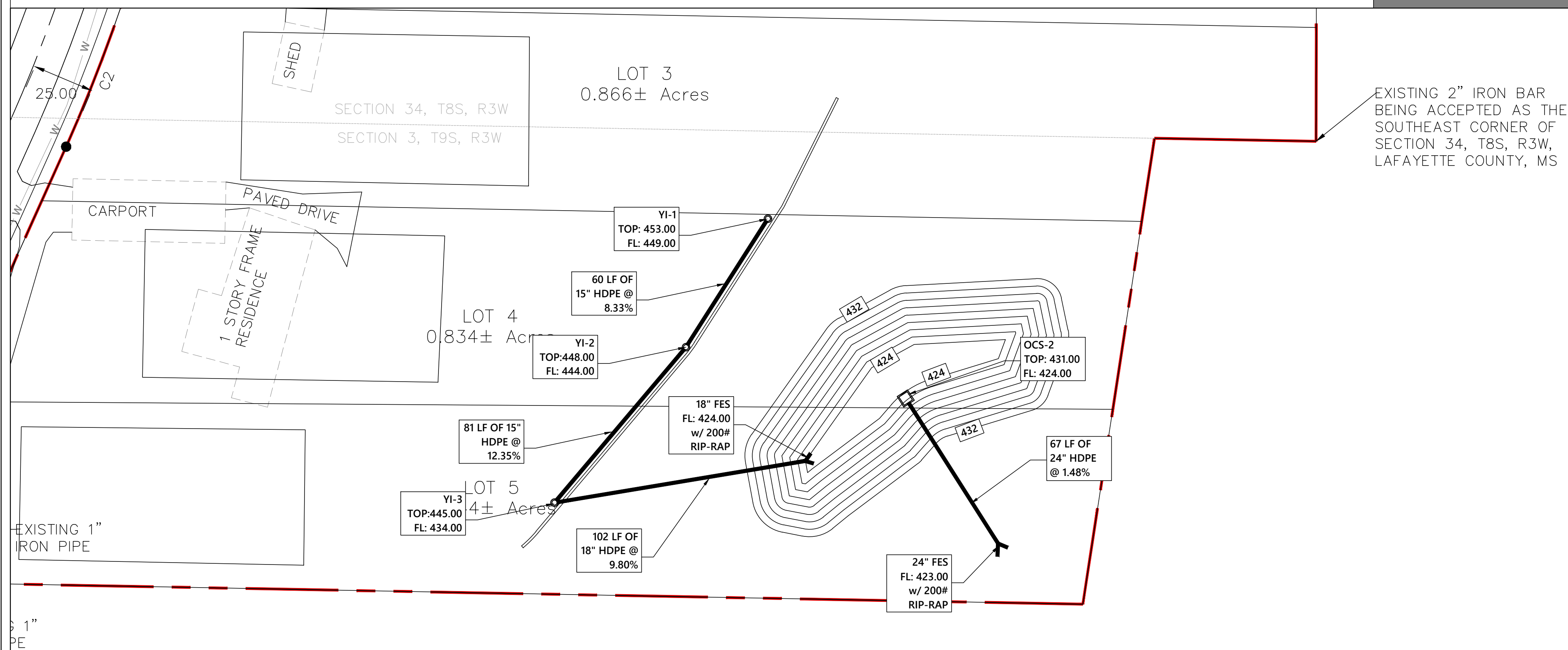
C-803



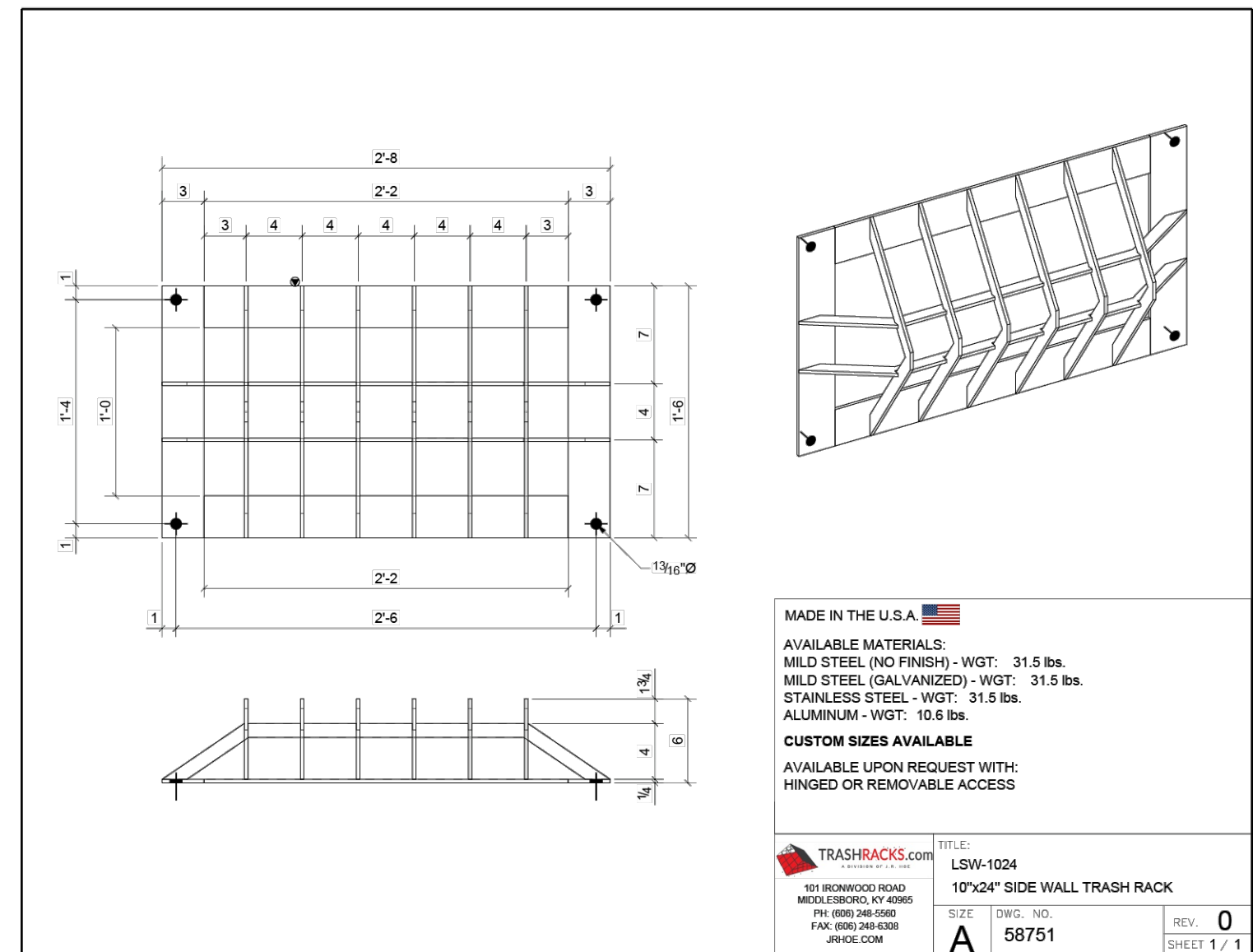
OUTLET CONTROL STRUCTURE (OCS)
#1 DETAIL



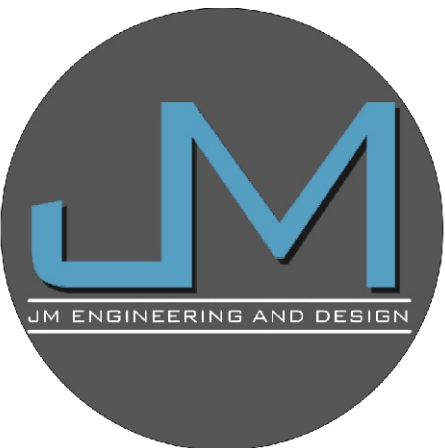
LPG-10 DETAIL



NORTH DETENTION POND DETAIL



LPG SIDE WALL TRASH RACK DETAIL



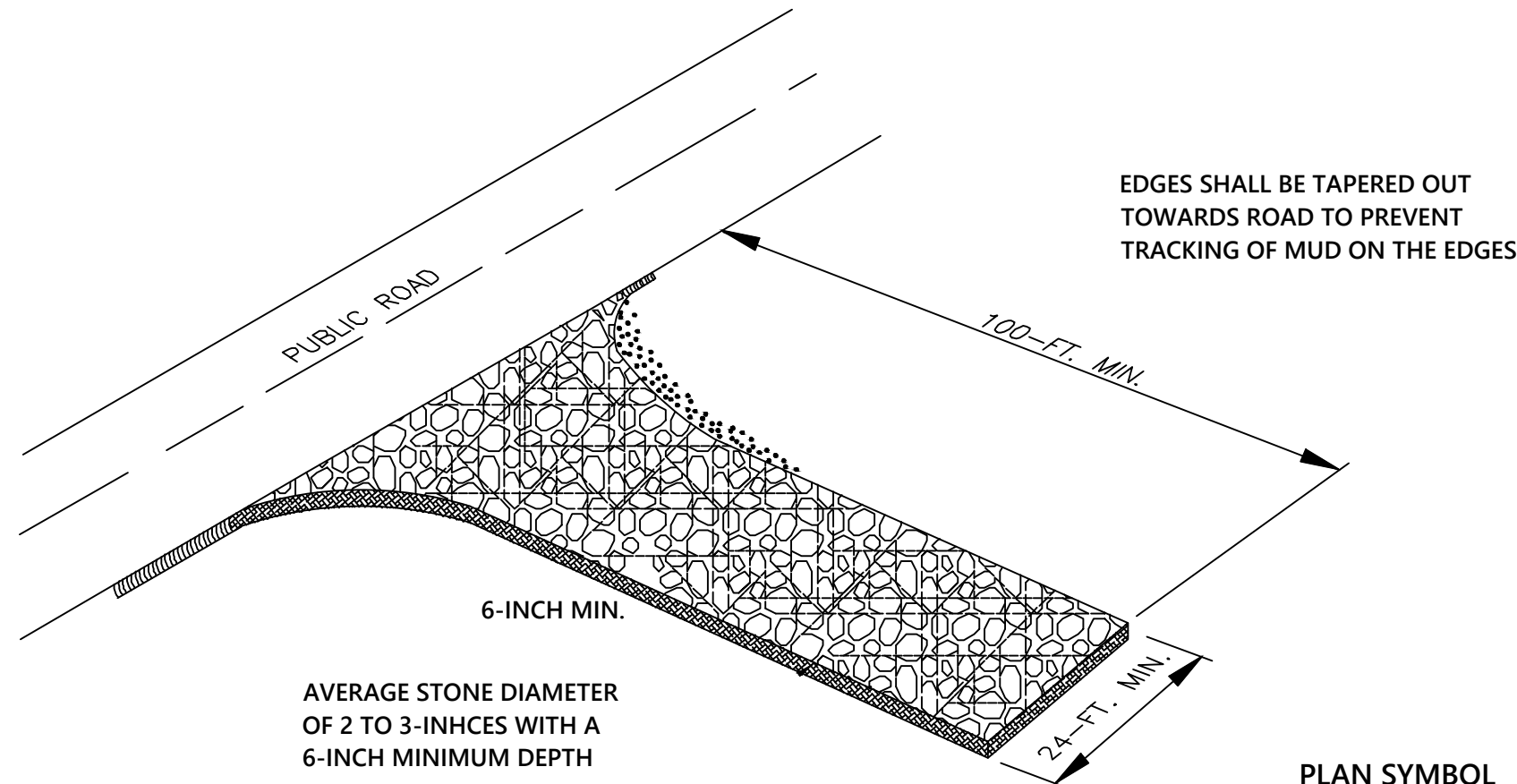
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OUTLET CONTROL STRUCTURE DETAILS

BELLE RIVER PLACE
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LAFAYETTE COUNTY, MISSISSIPPI

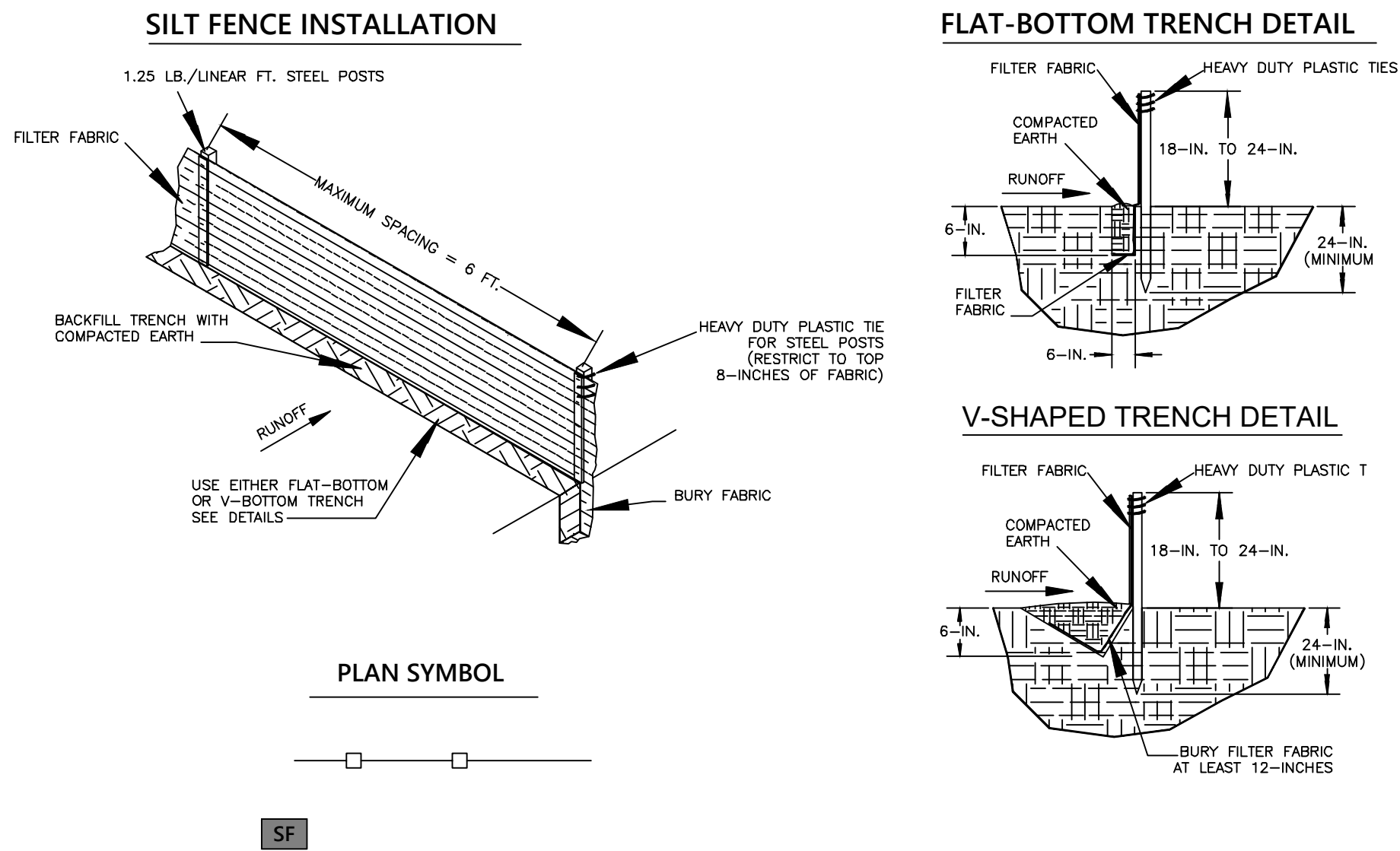
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REVISION	02/01/2026

C-803-1



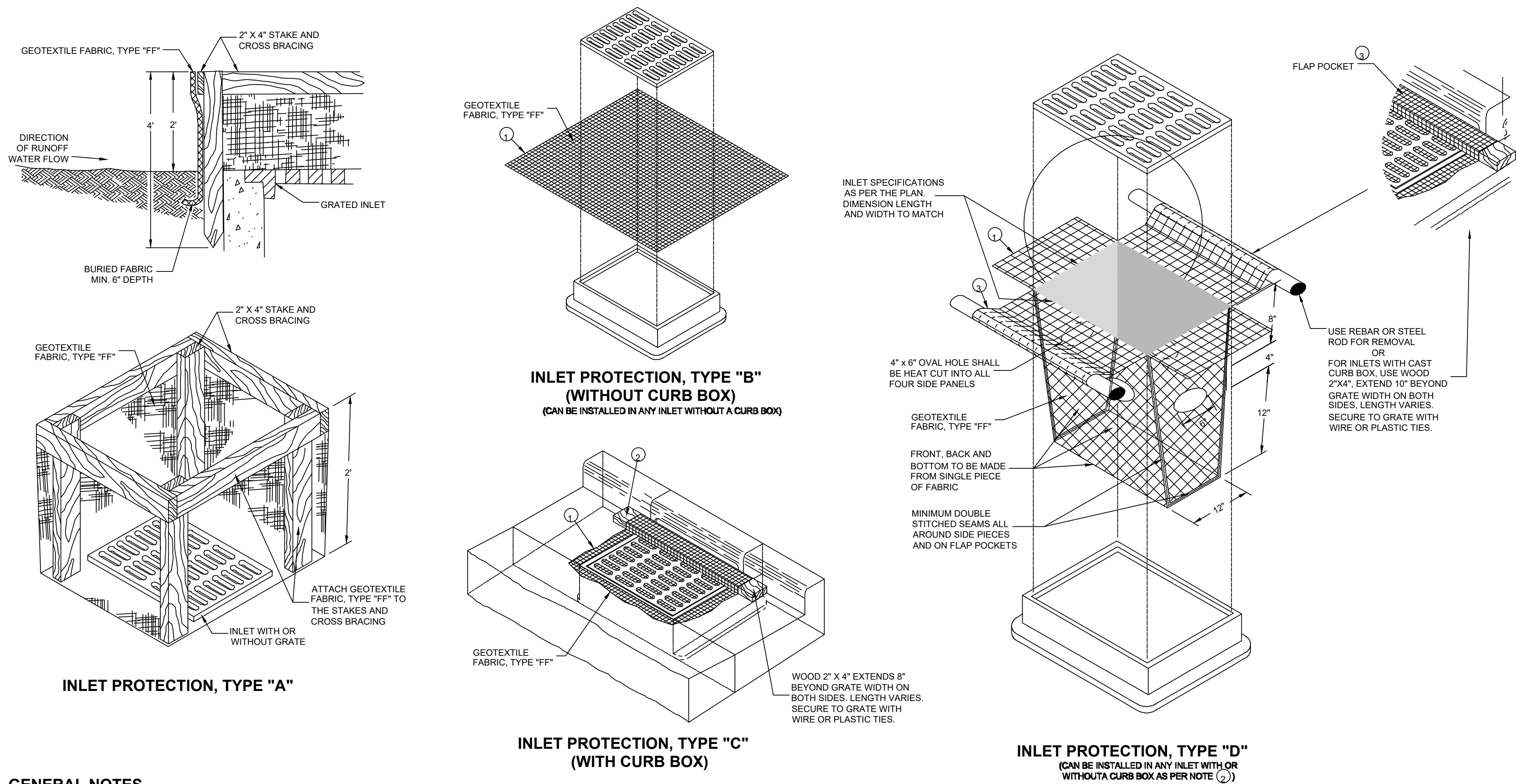
SPECIFICATION	SIZE
ROCK PAD THICKNESS	6 INCHES
ROCK PAD WIDTH	24 FEET
ROCK PAD LENGTH	100 FEET
ROCK PAD STONE LENGTH	D = 2-3 INCES

CONSTRUCTION ENTRANCE DETAIL



- SILT FENCE - GENERAL NOTES**
- DO NOT PLACE SILT FENCE ACROSS CHANNELS OR IN OTHER AREAS SUBJECT TO CONCENTRATED FLOWS. SILT FENCE SHOULD NOT BE USED AS A VELOCITY CONTROL BMP. CONCENTRATED FLOWS ARE ANY FLOWS GREATER THAN 0.5 CFS.
 - MAXIMUM SHEET OR OVERLAND FLOW PATH LENGTH TO THE SILT FENCE SHALL BE 100-Feet.
 - MAXIMUM SLOPE STEEPNESS (NORMAL PERPENDICULAR TO THE FENCE LINE) SHALL BE 2:1.
 - SILT FENCE JOINS, WHEN NECESSARY, SHALL BE COMPLETED BY ONE OF THE FOLLOWING OPTIONS:
 - WRAP EACH FABRIC TOGETHER AT A SUPPORT PAST WITH BOTH ENDS FASTENED TO THE POST, WITH A 1-FOOT MINIMUM OVERLAP
 - OVERLAP SILT FENCE BY INSTALLING 3-Feet PASSED THE SUPPORT POST TO WHICH THE NEW SILT FENCE ROLL IS ATTACHED. ATTACH OLD ROLL TO NEW ROLL WITH HEAVY-DUTY PLASTIC TIES; OR,
 - OVERLAP ENTIRE WIDTH OF EACH SILT FENCE ROLL FROM SUPPORT POST TO THE NEXT SUPPORT POST.
 - ATTACH FILTER FABRIC TO THE STEEL POSTS USING HEAVY-DUTY PLASTIC TIES THAT ARE EVENLY SPACED WITH THE TOP 8-INCHES OF THE FABRIC.
 - INSTALL THE SILT FENCE PERPENDICULAR TO THE DIRECTION OF THE STORMWATER FLOW AND PLACE THE SILT FENCE THE PROPER DISTANCE FROM THE TOP OF THE STEEP SLOPES TO PROVIDE SEDIMENT STORAGE AND ACCESS FOR MAINTENANCE AND CLEANOUT.
 - INSTALL SILT FENCE CHECK (TIE-BACKS) EVERY 50-100 FEET, DEPENDENT ON SLOPE, ALONG SILT FENCE THAT IS INSTALLED WITH SLOPE AND WHERE CONCENTRATED FLOWS ARE EXPECTED OR ARE DOCUMENTED ALONG THE PROPOSED/INSTALLED SILT FENCE.

SILT FENCE INSTALLATION DETAIL



GENERAL NOTES

INLET PROTECTION DEVICES SHALL BE MAINTAINED OR REPLACED AT THE DIRECTION OF THE ENGINEER.

MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENT'S EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED.

WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

- FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.
- FOR INLET PROTECTION, TYPE C (WITH CURB BOX), AN ADDITIONAL 18" OF FABRIC IS WRAPPED AROUND THE WOOD AND SECURED WITH STAPLES. THE WOOD SHALL NOT BLOCK THE ENTIRE HEIGHT OF THE CURB BOX OPENING.
- FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2X4.

INSTALLATION NOTES

TYPES B & C

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

THE CONTRACTOR SHALL DEMONSTRATE A METHOD OF MAINTENANCE, USING A SEWN FLAP, HAND HOLDS OR OTHER METHOD TO PREVENT ACCUMULATED SEDIMENT FROM ENTERING THE INLET.

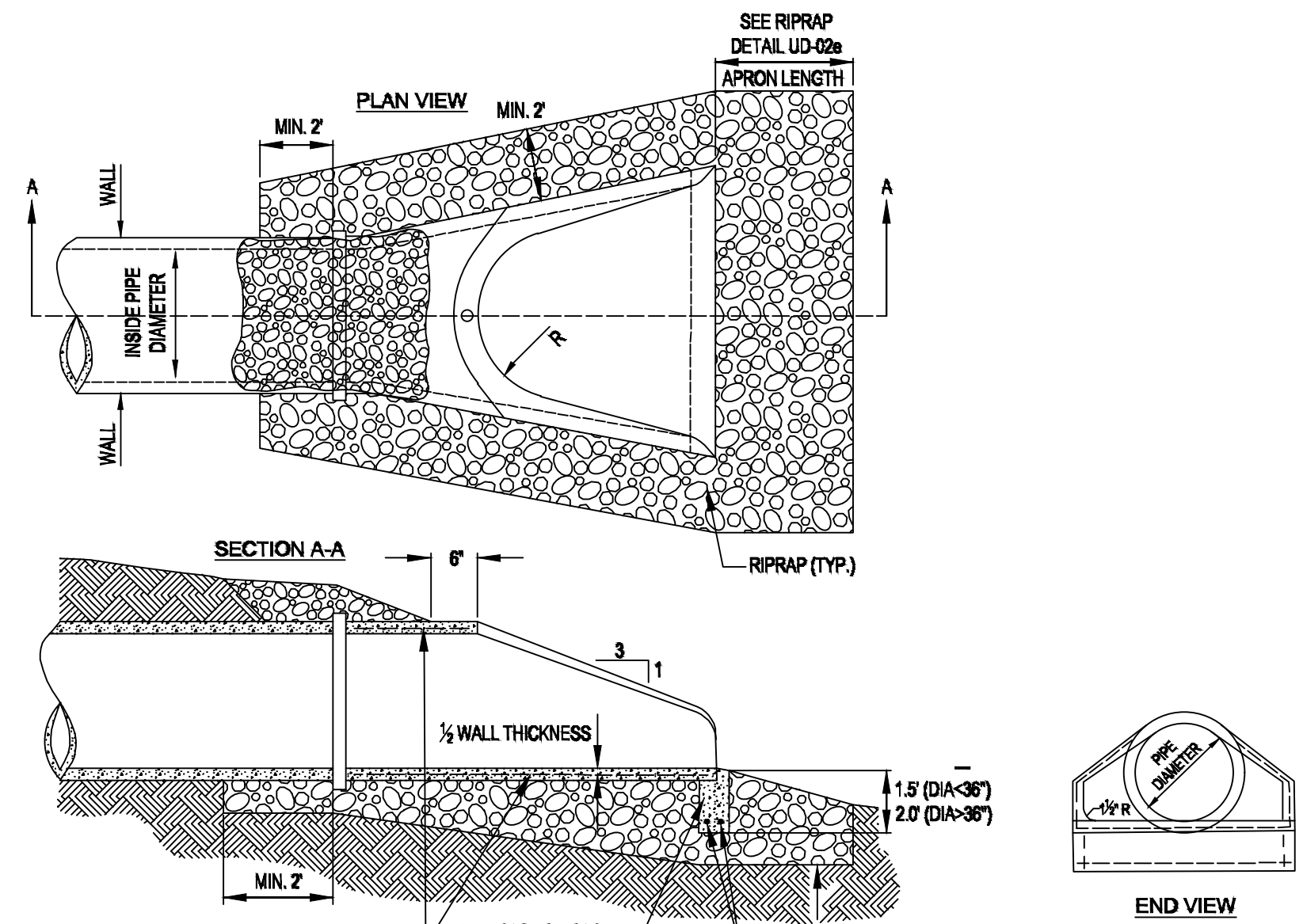
TYPE D

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

DO NOT INSTALL INLET PROTECTION TYPE D IN INLETS SHALLOWER THAN 30", MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

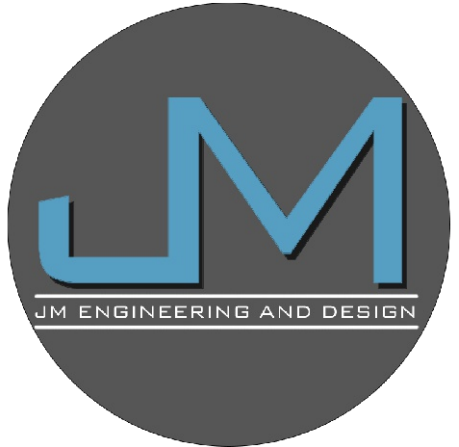
INLET PROTECTION DETAIL



RIP RAP - GENERAL NOTES

- CONCRETE FLARED END SECTIONS SHOULD BE CONSIDERED FOR USE WITH CONCRETE PIPE CULVERTS HAVING SKEWS NO GREATER THAN 15 DEGREES.
- PRECAST CONCRETE FLARED END SECTIONS SHALL CONFORM TO THE APPLICABLE REQUIREMENTS OF AASHTO M-170 CLASS 111, WALL B REINFORCED CONCRETE PIPE.
- PRECAST CONCRETE FLARED END SECTION FOR PIPE DIAMETER REQUIRED SHALL BE AS INDICATED ON DETAIL PLAN FOR EACH INDIVIDUAL INSTALLATION.
- THE END BLOCK SHALL BE PLACED PRIOR TO THE INSTALLATION OF THE FLARED END SECTION. THE END BLOCK SHALL BE BACKFILLED IN ACCORDANCE WITH ART. 502.10 OF THE STANDARD SPECIFICATIONS. THIS COST SHALL BE INCIDENTAL TO EACH END SECTION.
- RIPRAP SHALL CONFORM TO SECT. 281 OF THE STANDARD SPECIFICATIONS.
- INSTALL FILTER FABRIC UNDER ALL RIPRAP AND BEDDING. FILTER FABRIC SHALL CONFORM TO SECT. 282 OF THE STANDARD SPECIFICATIONS.

RIP RAP DETAIL



JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

EROSION CONTROL DETAILS

BELLE RIVER PLACE

71 CR 403

LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	07/24/2024
SCALE	
REVISION	02/01/2026

C-804



THE CITY OF
OXFORD
MEMORANDUM

To: Board of Aldermen
From: Mark Levy, PLA, ASLA, Director of Special Projects
CC: Hollis Green, Chief Operating Officer; Garrett Black, Assistant Project Manager
Date: June 16, 2026
Re: Consider Addendum 2 from Looks Great Services of MS, Inc. for Debris Removal and Disposal Services.

The City of Oxford is currently under a Debris Removal Contract with Looks Great Services of MS, Inc. that was procured after Winter Storm Fern under state guidelines. Our initial contract was an emergency contract; the current contract was accepted on March 6th with a deadline of July 5, 2026.

Staff is requesting a six-month extension beginning July 6, 2026 and extending to January 6, 2027. The purpose of the extension is for remaining reimbursable cleanup items that are too large for Environmental Services to handle and are specifically related to Winter Storm Fern cleanup.

Staff recommends approval of Addendum 2 from Looks Great Services of MS, Inc. for the extension of Debris Removal and Disposal Services.

Enclosure (1):

Debris Removal and Disposal Services Agreement - Addendum 2

DEBRIS REMOVAL AND DISPOSAL SERVICES AGREEMENT-ADDENDUM 2

OWNER: CITY OF OXFORD, MS
CONTRACTOR: LOOKS GREAT SERVICES OF MS, INC.

DEBRIS REMOVAL AND DISPOSAL SERVICES AGREEMENT BETWEEN CITY OF OXFORD, MS AND LOOKS GREAT SERVICES OF MS, INC.

Extension of Term:

The original term of the Agreement is set to expire on July 5, 2026. The parties mutually agree to extend the current term of the Agreement for an additional six (6) months under the same terms, conditions, and rates contained in the Agreement, unless otherwise amended herein.

Extension Period:

The Agreement is hereby extended for a six (6) month period beginning on July 6, 2026, and ending on January 6, 2027.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the dates written below.

OWNER:

LOOKS GREAT SERVICES OF MS, INC.

City of Oxford, Mississippi

By: _____

By: _____

Print: _____

Print: _____

Date: _____

Date: _____



THE CITY OF
OXFORD
MEMORANDUM

To: Board of Aldermen
From: Mark Levy, PLA, ASLA, Director of Special Projects
CC: Hollis Green, Chief Operating Officer; Garrett Black, Assistant Project Manager
Date: June 16, 2026
Re: Consider Change Order No. 1 from Jubilee Decor for the Walk of Lights Expansion II project.

Jubilee Decor initially proposed an expansion to the Walk of Lights that came in under budget due to concerns about latent conditions. After reviewing the project and determining that outside costs associated with some of the previous project's initial startup expenses are not necessary for this phase, staff has added specific lighting elements that will bring the contract amount to the budgeted amount.

The original contract amount was \$250,000.00. Change Order No. 1 is for \$100,000.00, bringing the total contract to \$350,000.00. Funding for this project comes from 2% funds and must be used specifically for tourism purposes; it does not draw from operating or general funds.

Staff recommends approval of Change Order No. 1 from Jubilee Decor for the Walk of Lights Expansion II project.

Enclosure (1):

Walk of Lights Expansion II - Change Order No. 1

WALK OF LIGHTS EXPANSION II

CHANGE ORDER NO. 1

Original Agreement: Agreement effective June 2, 2026, by and between Jubilee Decor LLC (Seller) and the City of Oxford, Lafayette County, Mississippi (Buyer)

Original Contract Amount: \$250,000.00

Change Order Amount: \$100,000.00

Revised Contract Total: \$350,000.00

Agreement Term: Expires February 1, 2027

Date Issued: June 8, 2026

Effective Upon: Board Approval

1. Purpose

This Change Order amends the Agreement effective June 2, 2026, between the City of Oxford (Buyer) and Jubilee Decor LLC (Seller) for the Walk of Light holiday décor program. Pursuant to the Mayor's directive to fully utilize the approved project allocation, the parties agree to expand the contract scope by One Hundred Thousand Dollars (\$100,000.00), increasing the total contract value from \$250,000.00 to \$350,000.00. The added scope consists entirely of tangible product items as enumerated in Exhibit B.

2. Added Scope of Work — Exhibit B

The following product items are added to the contract scope. Item descriptions, specifications, and individual pricing are to be completed by the Seller's design lead prior to execution. All items shall be furnished and delivered by the Seller in accordance with the standards established in the original Agreement.

Item	Description / Specifications	Unit Price	Qty	Total
1	31' RGB/Animated Panel Tree. Includes all necessary components and programming	\$59,510	1	\$59,510
2	15' 3D Slinky Dog Light Sculpture	\$23,510	1	\$23,510
3	Control system to create 8 interactive elements throughout Walk of Lights	\$16,980	1	\$16,980
Addendum Total:				\$100,000.00

3. Payment Terms

The \$100,000.00 change order amount shall be paid in three equal installments tied to the same milestone structure as the original Agreement (Sections 4–6), as this addendum covers product only and does not include a takedown component:

#	Milestone / Trigger	Due Date	Amount
1	Upon execution of this Change Order	At signing	\$33,333.33
2	Upon completion of initial installation (Install Window 1)	On or about October 10, 2026	\$33,333.33
3	Upon completion of full installation of experience (Install Window 2)	On or about November 20, 2026	\$33,333.34
Total:			\$100,000.00

4. No Other Changes

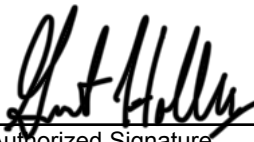
Except as modified herein, all terms and conditions of the Agreement effective June 2, 2026, including but not limited to the Agreement's warranty provisions (Sections 12–13), insurance requirements (Section 14), force majeure provisions (Section 15), governing law (Section 17), and Buyer breach liability (Section 20), remain in full force and effect and apply equally to this Change Order.

5. Authorization

This Change Order is effective upon formal approval by the City of Oxford Board of Alderman. No work or expenditure under this Change Order shall commence prior to board authorization. Upon board approval, this Change Order, together with Exhibit B, shall be incorporated into and made a part of the original Agreement.

Agreed and Accepted:

Authorized Signature
City of Oxford



Authorized Signature
Jubilee Decor LLC

Title

Owner
Title

Date

06-11-26
Date



MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

From: John Crawley, P.E., City Engineer

CC: Hollis Green, COO / Rob Neely, P.E., General Manager, Oxford Utilities

Date: June 16, 2026

Re: Request for Mayor to Execute Contracts,
Old Taylor Road Water Distribution Improvements

At the regular meeting on June 2, 2026, the Board of Aldermen voted to accept to low bid of MC Construction for the above-captioned project. This project is being funded through an escrow agreement between the City and the owners of the Finn Development, which is currently under construction.

Engineering requests permission to have the mayor execute the contract agreements with MC Construction.



MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

From: John Crawley, P.E., City Engineer

CC: Hollis Green, COO / Rob Neely, P.E., General Manager, Oxford Utilities

Date: June 16, 2026

Re: Request for Special Overnight Work Hours,
Old Taylor Road Water Distribution Improvements Project

Engineering has received a request from MC Construction for permission to work overnight hours for the duration of this project. Due to heavy vehicular and pedestrian traffic in this area as well as the need to complete this project prior to the beginning of the fall semester 2026, Engineering supports this request.



MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

From: John Crawley, P.E., City Engineer

CC: Hollis Green, COO / Rob Neely, P.E., General Manager, Oxford Utilities

Date: June 16, 2026

Re: Request for Special Sunday Work Hours,
Anderson Road Water Distribution Improvements

Engineering has received a request from Land Development Company for permission to work on Sundays for the remainder of this project.

The contractor is substantially behind schedule. Engineering supports this request.



MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

From: John Crawley, P.E., City Engineer

CC: Hollis Green, COO / Rob Neely, P.E., General Manager, Oxford Utilities

Date: June 16, 2026

Re: Request to Approve Change Order No. 1,
Whirlpool Well No. 3

Engineering requests approval of **Change Order No.1** for the above-captioned project. This change order will **result in a decrease of the contract** amount by **\$147,864.00**. This deduction is a result in the decreasing of the well depth and well piping size to meet the site requirements.

CHANGE ORDER NO. 1

Owner: City of Oxford Owner's Project No.: None
Engineer: Daniels & Associates, Inc. Engineer's Project No.: None
Contractor: Donald Smith Company, Inc. Contractor's Project No.: None
Project: Federal Award No.: 107-2-DW-5.15
Contract Name: Whirlpool Well No. 3
Date Issued: June 9, 2026 Effective Date of Change Order: June 16, 2026

The Contract is modified as follows upon execution of this Change Order: Change contract price and time.

Description: See attached sheet for description of changes.

Attachments: Revised plans and specifications.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>1,655,579.00</u>	Original Contract Times: Substantial Completion: <u>350 days (7/5/26)</u> Ready for final payment: <u>365 days (7/20/26)</u>
[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>0</u> \$ <u>0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>0</u> Substantial Completion: <u>0 days</u> Ready for final payment: <u>0 days</u>
Contract Price prior to this Change Order: \$ <u>1,655,579.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>350 days (7/5/26)</u> Ready for final payment: <u>365 days (7/20/26)</u>
[Increase] [Decrease] this Change Order: \$ <u>147,864.00</u>	[Increase] [Decrease] this Change Order: Substantial Completion: <u>72 days</u> Ready for final payment: <u>72 days</u>
Contract Price incorporating this Change Order: \$ <u>1,507,715.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>422 days (9/15/26)</u> Ready for final payment: <u>437 days (9/30/26)</u>

Recommended by Engineer (if required)

By: David Daniels

Title: David Daniels, PE

Date: 6-9-2026

Authorized by Owner

By: _____

Title: John Crawley, PE, City Engineer

Date: _____

Accepted by Contractor

Donald Smith

Donald Smith, President

6-9-2026

Approved by Funding Agency (if applicable)

**CITY OF OXFORD
WHILRPOOL WELL NO. 3
CHANGE ORDER NO. 1
JUNE 9, 2026**

CONTRACT PRICE DEDUCTIONS

BID ITEM NO.	BID ITEM DESCRIPTION	CHANGE DESCRIPTION	DEDUCT AMOUNT
2	Test Hole - 250' Depth	Decrease depth to 192 feet (Deduct = 58 feet x \$40.00 /V.F= \$2,320.00)	-2,320.00
3	Test Well - 140' Depth	Decrease depth to 115 feet (Deduct = 25 feet x \$75.00 /V.F= \$1,875.00)	-1,875.00
4	New Water Supply Well - 140' Depth	Decrease well depth to 115'. (Deduct = 25 feet x \$170.00 /V.F= \$4,250.00); decrease well output from 825 gpm to 300 gpm; decrease well horsepower from 75 hp to 25 hp; change pump type from vertical turbine to submersible pump; change well discharge piping from 10" diameter to 6" diameter.	-20,250.00
5	Raw Water & Pre-Lubrication Line	Change piping from 12" diameter ductile iron pipe to 6" diameter PVC as shown on the revised plans attached to this change order dated 5.28.26; delete pre-lubrication line.	-110,000.00
6	Well Controls	Change as shown on revised plans dated 5.28.2026.	-15,200.00
7	125 KW Generator	Increase to 150 KW generator and install generator at Molly Barr pump site.	-800.00
Subtotal - Deductions			(150,445.00)

CONTRACT PRICE ADDITIONS

BID ITEM NO.	BID ITEM DESCRIPTION	CHANGE DESCRIPTION	DEDUCT AMOUNT
*	Well 3 Chlorine Feed Components	(New Item) Add new PVC chlorine feed piping for well 3 including a new solenoid, ejector, rotometer, and chlorine tubing as shown on the revised plans.	\$2,581.00
Subtotal - Additions			\$2,581.00
NET DEDUCT IN CONTRACT AMOUNT			(147,864.00)



MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

From: John Crawley, P.E., City Engineer

CC: Hollis Green, COO

Date: June 16, 2026

Re: Request to Approve Change Order No. 2 & Pay App No. 10
North Lamar / Molly Barr Roundabout

Engineering requests approval of **Change Order No. 2** and final for the above-captioned project and associated pay application No 10. This change order will **result in a net increase of the contract** amount by **\$92,123.10** This is a result of additional paving performed to overlay parts of North Lamar and Molly Barr not included in the original plans but requested by the city to address deteriorating pavement needs.

CONTRACT CHANGE ORDER

Change Order No. 2

Date: June 10, 2026

State: Mississippi

County: Lafayette

CONTRACT FOR: North Lamar – Molly Barr Intersection Improvements

OWNER: City of Oxford

To: Phillips Contracting Company, Inc.

(Contractor)

You are hereby requested to comply with the following changes from the Contract Plans and Specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	Decrease in Contract Price	Increase in Contract Price
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See attached sheet	\$0.00	\$102,441.03
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TOTALS:	\$0.00	\$102,441.03
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Net Change in Contract Price: **\$102,441.03**

JUSTIFICATION: See attached sheet.

The amount of the Contract will be (~~Decreased~~) (Increased) (~~Unchanged~~) by the Sum of One Hundred Two Thousand Four Hundred Forty-One and 3/100s Dollars (\$102,441.03)

The Contract Total including this and previous Change Orders will be Two Million Six Hundred Seventy-One Thousand Two Hundred Eleven and 81/100s Dollars (\$2,671,211.81)

The Contract Period for Completion will be (~~Decreased~~) (~~Increased~~) (Unchanged) by _____ Days

This document will become a supplement to the Contract and all provisions will apply hereto.

Requested:

(Owner)

(Date)

Recommended:

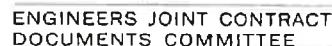
Kw. m-el
(Owner's Engineer)

6/11/26
(Date)

Accepted:

B. [Signature]
(Contractor)

6/11/26
(Date)



10

ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE		Application Period: May 22, 2026 - June 10, 2026	Application Date: 6/10/2026
To (Owner): City of Oxford	From (Contractor): Phillips Contracting Co., Inc.	Via (Engineer): Elliott & Britt Engineering, P.A.	
Project: North Lamar-Molly Barr Intersection Improvements	Contract: North Lamar-Molly Barr Intersection Improvements	Working Days Previous (127) + Current Period (0) = Accrued Working Days (127)	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: R124-050	

Approved Change Orders		
Number	Additions	Deductions
1		\$9,928.72
2	\$102,441.03	
TOTALS	\$102,441.03	\$9,928.72
NET CHANGE BY CHANGE ORDERS	\$92,512.31	

- | | | |
|---|----|----------------|
| 1. ORIGINAL CONTRACT PRICE..... | \$ | \$2,578,699.50 |
| 2. Net change by Change Orders..... | \$ | \$92,512.31 |
| 3. Current Contract Price (Line 1 ± 2)..... | \$ | \$2,671,211.81 |
| 4. TOTAL COMPLETED AND STORED TO DATE
(Column F on Progress Estimate)..... | \$ | \$2,637,380.57 |
| 5. RETAINAGE: | | |
| a. 2.5% X \$ 2,637,380.57 Work Completed..... | \$ | \$65,934.51 |
| b. 2.5% X \$ - Stored Material..... | \$ | |
| c. Total Retainage (Line 5a + Line 5b)..... | \$ | \$65,934.51 |
| 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... | \$ | \$2,571,446.06 |
| 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... | \$ | \$2,408,192.57 |
| 8. AMOUNT DUE THIS APPLICATION..... | \$ | \$163,253.49 |
| 9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G on Progress Estimate + Line 5 above)..... | \$ | \$99,765.76 |

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: 	Date: 6/11/26
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Payment of: \$ 163,253.49
(Line 8 or other - attach explanation of the other amount)

is recommended by: Kw. Mchale 6/11/26
(Engineer) (Date)

Payment of: \$ \$163,253.49
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Date) _____

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): North Lamar-Molly Barr Intersection Improvements						Estimate No. 10				
Application Period: May 22, 2026 - June 10, 2026						Application Date: 6/10/2026				
A				B	C	D	E	F		G
Item		Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description									
ROADWAY ITEMS										
S-200-A	Mobilization	1.0	\$ 250,000.00	\$ 250,000.00	1.00	\$ 250,000.00	\$ -	\$ 250,000.00	100%	\$ -
S-201-B	Clearing and Grubbing	0.90	\$ 40,000.00	\$ 36,000.00	0.90	\$ 36,000.00	\$ -	\$ 36,000.00	100%	\$ -
S-202-B	Removal of Traffic Sign, Including Post and Footing	2.0	\$ 125.00	\$ 250.00	2.00	\$ 250.00	\$ -	\$ 250.00	100%	\$ -
S-202-B	Removal of Inlets, All Sizes	1.0	\$ 2,000.00	\$ 2,000.00	1.00	\$ 2,000.00	\$ -	\$ 2,000.00	100%	\$ -
S-202-B	Removal of Traffic Signal Pole Foundations	2.0	\$ 2,000.00	\$ 4,000.00	2.00	\$ 4,000.00	\$ -	\$ 4,000.00	100%	\$ -
S-202-C	Removal of Drainage Pipe (8" Pipe and Above)	168.0	\$ 108.00	\$ 18,144.00	168.00	\$ 18,144.00	\$ -	\$ 18,144.00	100%	\$ -
S-202-C	Removal of Concrete Curb and/or Combination Curb and Gutter	650.0	\$ 37.00	\$ 24,050.00	650.00	\$ 24,050.00	\$ -	\$ 24,050.00	100%	\$ -
S-202-D	Removal of Concrete Island Pavement	172.0	\$ 35.00	\$ 6,020.00	172.00	\$ 6,020.00	\$ -	\$ 6,020.00	100%	\$ -
S-202-D	Removal of Asphalt Pavement, All Depths	5,951.0	\$ 20.00	\$ 119,020.00	5,951.00	\$ 119,020.00	\$ -	\$ 119,020.00	100%	\$ -
S-202-D	Removal of Concrete Pavement, All Depths	602.0	\$ 35.00	\$ 21,070.00	602.00	\$ 21,070.00	\$ -	\$ 21,070.00	100%	\$ -
S-202-D	Removal of Concrete Paved Ditch	44.0	\$ 35.00	\$ 1,540.00	44.00	\$ 1,540.00	\$ -	\$ 1,540.00	100%	\$ -
S-203-A	Unclassified Excavation (FM)	296.0	\$ 40.50	\$ 11,988.00	296.00	\$ 11,988.00	\$ -	\$ 11,988.00	100%	\$ -
S-203-E	Borrow Excavation (Contractor Furnished, FME, Class 9)	2,216.0	\$ 48.00	\$ 106,368.00	2,216.00	\$ 106,368.00	\$ -	\$ 106,368.00	100%	\$ -
S-212-B	Commercial Fertilizer (13:13:13)	0.90	\$ 1,250.00	\$ 1,125.00	-	\$ -	\$ -	\$ -		\$ 1,125.00
S-226-A	Solid Sodding	7,260.0	\$ 9.00	\$ 65,340.00	5,440.00	\$ 48,960.00	\$ -	\$ 48,960.00	75%	\$ 16,380.00
S-229-A	Portland Cement Concrete Paved Ditch	6.870	\$ 1,475.00	\$ 10,133.25	6.87	\$ 10,133.25	\$ -	\$ 10,133.25	100%	\$ -
S-233-A	Temporary Silt Fence	960.0	\$ 6.25	\$ 6,000.00	516.00	\$ 3,225.00	\$ -	\$ 3,225.00	54%	\$ 2,775.00
237-A	Wattles, 12"	300.0	\$ 10.00	\$ 3,000.00	300.00	\$ 3,000.00	\$ -	\$ 3,000.00	100%	\$ -
S-304-D	Crushed Stone	2,721.5	\$ 92.00	\$ 250,378.00	2,721.50	\$ 250,378.00	\$ -	\$ 250,378.00	100%	\$ -

A				B	C	D	E	F		G
Item	Description	Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.										
S-403-A	Hot Mix Asphalt MT, 9.5-mm Mixture	1,518.6	\$ 189.25	\$ 287,395.05	1,518.60	\$ 287,395.05	\$ -	\$ 287,395.05	100%	\$ -
S-403-A	Hot Mix Asphalt MT, 12.5-mm Mixture	531.2	\$ 190.75	\$ 101,326.40	531.20	\$ 101,326.40	\$ -	\$ 101,326.40	100%	\$ -
S-403-A	Hot Mix Asphalt MT, 19-mm Mixture	654.2	\$ 169.50	\$ 110,886.90	654.20	\$ 110,886.90	\$ -	\$ 110,886.90	100%	\$ -
S-406-A	Cold Milling of Bituminous Pavement, All Depths	8,736.0	\$ 4.50	\$ 39,312.00	8,736.00	\$ 39,312.00	\$ -	\$ 39,312.00	100%	\$ -
S-407-A	Asphalt for Tack Coat	1,613.000	\$ 5.00	\$ 8,065.00	1,348.00	\$ 6,740.00	\$ -	\$ 6,740.00	84%	\$ 1,325.00
S-601-B	Class "B" Structural Concrete, Minor Structures	27.331	\$ 3,515.00	\$ 96,068.47	27.331	\$ 96,068.47	\$ -	\$ 96,068.47	100%	\$ -
S-602-A	Reinforcing Steel	2,426.0	\$ 1.50	\$ 3,639.00	2,426.00	\$ 3,639.00	\$ -	\$ 3,639.00	100%	\$ -
S-603-C-A	18" Reinforced Concrete Pipe, Class III	-	\$ 125.00	\$ -	-	\$ -	\$ -	\$ -	100%	\$ -
S-603-C-A	24" Reinforced Concrete Pipe, Class III	208.0	\$ 140.00	\$ 29,120.00	208.00	\$ 29,120.00	\$ -	\$ 29,120.00	100%	\$ -
S-603-C-B	18" Reinforced Concrete Pipe, End Section	-	\$ 2,000.00	\$ -	-	\$ -	\$ -	\$ -	100%	\$ -
S-603-C-B	24" Reinforced Concrete Pipe, End Section	1.0	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00	\$ -	\$ 2,500.00	100%	\$ -
S-603-PP-A	18" High Performance Polypropylene Pipe	339.0	\$ 125.00	\$ 42,375.00	339.00	\$ 42,375.00	\$ -	\$ 42,375.00	100%	\$ -
S-603-PP-A	24" High Performance Polypropylene Pipe	511.0	\$ 140.00	\$ 71,540.00	511.00	\$ 71,540.00	\$ -	\$ 71,540.00	100%	\$ -
S-604-A	Castings	632.0	\$ 5.00	\$ 3,160.00	632.00	\$ 3,160.00	\$ -	\$ 3,160.00	100%	\$ -
S-604-B	Gratings	250.0	\$ 5.00	\$ 1,250.00	250.00	\$ 1,250.00	\$ -	\$ 1,250.00	100%	\$ -
S-608-A	Concrete Sidewalk	828.8	\$ 100.00	\$ 82,880.00	828.80	\$ 82,880.00	\$ -	\$ 82,880.00	100%	\$ -
S-608-B	Concrete Driveway	540.0	\$ 115.00	\$ 62,100.00	540.00	\$ 62,100.00	\$ -	\$ 62,100.00	100%	\$ -
608-C	Detectable Warning Panels	266.0	\$ 50.00	\$ 13,300.00	266.00	\$ 13,300.00	\$ -	\$ 13,300.00	100%	\$ -
S-609-B	Concrete Curb, Header	985.0	\$ 55.00	\$ 54,175.00	985.00	\$ 54,175.00	\$ -	\$ 54,175.00	100%	\$ -
S-609-D	Combination Concrete Curb and Gutter, Type 1 Modified	1,890.0	\$ 50.00	\$ 94,500.00	1,890.00	\$ 94,500.00	\$ -	\$ 94,500.00	100%	\$ -
S-609-D-PP	Concrete Curb, Special Design, Per Plans	672.0	\$ 50.00	\$ 33,600.00	672.00	\$ 33,600.00	\$ -	\$ 33,600.00	100%	\$ -
S-613-D	Adjustment of 12" Water Main	1.0	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00	\$ -	\$ 10,000.00	100%	\$ -
S-613-E	Adjustment of Manhole	1.0	\$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	\$ -	\$ 1,500.00	100%	\$ -

A				B	C	D	E	F		G
Item		Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description									
S-613-E	Adjustment of Communications Pullbox	2.0	\$ 1,500.00	\$ 3,000.00	2.00	\$ 3,000.00	\$ -	\$ 3,000.00	100%	\$ -
S-616-A	Concrete Island Pavement	757.0	\$ 148.00	\$ 112,036.00	757.00	\$ 112,036.00	\$ -	\$ 112,036.00	100%	\$ -
S-618-A	Maintenance of Traffic	1.0	\$ 320,000.00	\$ 320,000.00	1.00	\$ 320,000.00	\$ -	\$ 320,000.00	100%	\$ -
S-621-A	6" Wide Thermoplastic Traffic Stripe (Skip White)(90 Mil)	0.021	\$ 6,250.00	\$ 131.25	0.024	\$ 150.00	\$ -	\$ 150.00	114%	\$ (18.75)
S-621-B	6" Wide Thermoplastic Traffic Stripe (Continuous White)(90 Mil)	0.100	\$ 12,500.00	\$ 1,250.00	0.148	\$ 1,850.00	\$ -	\$ 1,850.00	148%	\$ (600.00)
S-621-C	6" Wide Thermoplastic Edge Stripe (Continuous White)(60 Mil)	0.829	\$ 12,500.00	\$ 10,362.50	0.818	\$ 10,225.00	\$ -	\$ 10,225.00	99%	\$ 137.50
S-621-D	6" Wide Thermoplastic Traffic Stripe (Skip Yellow)(90 Mil)	0.150	\$ 6,250.00	\$ 937.50	0.148	\$ 925.00	\$ -	\$ 925.00	99%	\$ 12.50
S-621-E-2	6" Wide Thermoplastic Traffic Stripe (Continuous Yellow)(90 Mil)	1.050	\$ 12,500.00	\$ 13,125.00	1.119	\$ 13,987.50	\$ -	\$ 13,987.50	107%	\$ (862.50)
S-621-G-1	Thermoplastic Detail Stripe (6" Equivalent Length)(White)(90 Mil)	600.0	\$ 6.25	\$ 3,750.00	267.00	\$ 1,668.75	\$ -	\$ 1,668.75	45%	\$ 2,081.25
S-621-G-2	Thermoplastic Detail Stripe (6" Equivalent Length)(Yellow)(90 Mil)	1,230.0	\$ 6.25	\$ 7,687.50	1,369.00	\$ 8,556.25	\$ -	\$ 8,556.25	111%	\$ (868.75)
S-621-H-2	Thermoplastic Legend (White)(120 Mil)	1,200.0	\$ 15.00	\$ 18,000.00	1,129.00	\$ 16,935.00	\$ -	\$ 16,935.00	94%	\$ 1,065.00
S-627-K	Red-Clear Reflective High Performance Raised Pavement Markers	37.0	\$ 15.00	\$ 555.00	38.00	\$ 570.00	\$ -	\$ 570.00	103%	\$ (15.00)
S-627-L	Two-Way Yellow Reflective High Performance Raised Pavement Markers	612.0	\$ 15.00	\$ 9,180.00	409.00	\$ 6,135.00	\$ -	\$ 6,135.00	67%	\$ 3,045.00
S-630-B	Reflectorized Traffic Regulatory Sign (Encapsulated Lens)	10.0	\$ 400.00	\$ 4,000.00	10.00	\$ 4,000.00	\$ -	\$ 4,000.00	100%	\$ -
S-630-G	Reflectorized Traffic Warning Sign with Supplemental Plate (Encapsulated Lens)	6.0	\$ 400.00	\$ 2,400.00	6.00	\$ 2,400.00	\$ -	\$ 2,400.00	100%	\$ -
S-631-A	Flowable Fill	40.0	\$ 750.00	\$ 30,000.00	29.00	\$ 21,750.00	\$ -	\$ 21,750.00	73%	\$ 8,250.00
ELEC-1	Installation of Double Line of Electric Conduit	94.0	\$ 19.50	\$ 1,833.00	94.00	\$ 1,833.00	\$ -	\$ 1,833.00	100%	\$ -
ELEC-2	Installation of Double Line of Electric Conduit Encased in Concrete	345.0	\$ 77.00	\$ 26,565.00	345.00	\$ 26,565.00	\$ -	\$ 26,565.00	100%	\$ -
ELEC-3	Installation of Single Line of Electric Conduit	680.0	\$ 10.00	\$ 6,800.00	680.00	\$ 6,800.00	\$ -	\$ 6,800.00	100%	\$ -
TELE-1	Installation of Single Line of Telephone Conduit	180.0	\$ 11.00	\$ 1,980.00	180.00	\$ 1,980.00	\$ -	\$ 1,980.00	100%	\$ -
MAXX-1	Precast Box with Manhole Ring and Cover Over Maxxsouth Pullbox	1.0	\$ 12,500.00	\$ 12,500.00	1.00	\$ 12,500.00	\$ -	\$ 12,500.00	100%	\$ -
Totals				\$ 2,671,211.82		\$ 2,637,380.57	\$ -	\$ 2,637,380.57	99%	\$ 33,831.25