



AGENDA

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, July 01, 2025 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) 234-2453 (voice) or (662) 232-2300 (voice/TTY).

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 from the Regular Meeting on June 17, 2025. (Ashley Atkinson)

Attachments

- 1. [Draft_06172025_minutes.pdf](#)

- 2.b. Request permission to approve the accounts for all City departments. (Ashley Atkinson)

3. Consider the consent agenda:

3.a. Fixed Asset Management:

- i. Request permission to declare a 3rd Eye Camera System Kit with SN EI-TECV4-2423-102288, a 3rd Eye Camera System Kit with SN EI-TECV\$-2433-104965, and a 3rd Eye Camera System Kit with SN EI-TECV-2423-104963 surplus in the Environmental Services Department and authorize their disposal. (Amberlyn Liles)
- ii. Request permission to declare 6 pretzel warmers, 3 with SN 1223 and 3 with SN 1024 surplus in the mTrade Park Department and authorize their disposal. (Brad Freeman)
- iii. Request permission to declare a Stihl F695 edger with SN 273597234 and asset tag 2617, a 2005 Dodge Ram 1500 with VIN 1D7HA18N85J556599 and asset tag 2613, and a tool box with SN 01182816 and asset tag 4760 surplus in the Buildings & Grounds Department and authorize their disposal. (Greg Pinion)

Attachments

1. [B&G- Surplus Items- BOA 7.1.25.pdf](#)
2. [mTrade Park- Surplus Form- Pretzel Warmers.pdf](#)
3. [Env Svcs- surplus.pdf](#)

3.b. Grants:

3.c. Human Resources:

- i. Request permission to accept the resignation of Dylan Davis and Eddie Neal in the Oxford Fire Department, effective July 6, 2025. (Braxton Tullos)
- ii. Request permission to transfer Jamal Giles from the Buildings & Grounds Department to the Oxford Fire Department, as a Probationary Firefighter, with an annual salary of \$49,044.79, and to hire Justin Parker as a Firefighter/EMT, with an annual salary of \$53,990.31, and to hire Joshua Pack as a Probationary Firefighter, with an annual salary of \$49,044.79 in the Oxford Fire Department. (Braxton Tullos)
- iii. Request permission to accept the resignation of Savantez McCaster in the Oxford Conference Center Department, effective July 1, 2025. (Braxton Tullos)
- iv. Request permission to accept the resignation of Christie Walls, Kali King, and Cara Beth Cornelius in the Oxford Police Department, effective July 9, 2025. (Braxton Tullos)
- v. Request permission to promote the following part-time employees in the mTrade Park Department: Karlie Ann Beckham, Brianna Barksdale, Calen Crowson, Tim Dotson, Abbie Britt, and McKenna Brown to Supervisors, each with a new hourly rate of \$15.00; Chrystian Scruggs, Lane Robertson, Katy Ann Roane, Archer Murphey, Jarvis Dunn, Chap Liles, Henry Rigsbee, and Killian Hollister to Supervisors, each with a new hourly rate of \$12.00; Mailyn Brown, Caroline Davis, Reagan Feathers, Simeon Maiden, Sanders Mattox, Sara Beth Huffman, and Riley Hunter to Concessionaires, each with an hourly rate of \$10.75; and Nathan Atkinson, Noah Benson, Adarius Brown, Rilee Brown, Kasidy Certion, Sean Doyle, Tra Dudley, Brody Everett, Ainslee Everett, Audrey Farr, Shun Flemons, Lucy Freeman, Deslyn Frierson, Demaire Frierson, Madison Grant, Sophia Harrington, Wade Hill, Zane Hill, Farris Hill, Niles Lovelady, Hudson Maxcy, Robert Neely, Salena Pierce, KK Pegues, Braylon Robinson, Jackson Robinson, DT Scott, Hannah Sisk, Riley Smith, Nicholas Thompson, Rob Upchurch, Evan Urbanek, William Vanderford, Gianna Villacci, and Emma Grace Ward to Concessionaires, each with an hourly rate of \$10.00. (Braxton Tullos)
- vi. Request permission to accept the resignation of Jonathan Stark in the Oxford ARC Department, effective July 11, 2025. (Braxton Tullos)
- vii. Request permission to approve a step increase for Nicholas Whitfield in the Development Services- Building Department for receiving his Residential Mechanical Inspector certification. His new salary will be \$45,618.70. (Braxton Tullos)
- viii. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)

3.d. Miscellaneous:

- i. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustments Policy. (Rob Neey)
- ii. Request permission to accept donations for the benefit of the Oxford ARC. (Kelli Briscoe)

Attachments

1. [OU- water & sewer adjustments .pdf](#)

3.e. Travel Requests:

- i. Request permission for three employees in the City Clerk's Office to attend the Fall Municipal Clerk Conference on November 19-21, 2025, in Oxford, MS, at an estimated cost of \$975.00. (Ashley Atkinson)
- ii. Request permission for one employee in the Oxford Police Department to attend FBILEEDA Command Leadership Institute on September 22-22, 2025, in Senatobia, MS, at an estimated cost of \$795 (registration only). (Jeff McCutchen)
- iii. Request permission for one employee in the Oxford Police Department to attend SFST Master Instructor Course on July 21-24, 2025, in Ridgeland, MS, at no cost to the city. (Jeff McCutchen)

- iv. Request permission for one employee in the Oxford Police Department to attend TOSS Firearms Instructor course on September 22-26, 2025, in Hattiesburg, MS, at an estimated cost of \$1,250.00 (registration only). (Jeff McCutchen)
- v. Request permission for one employee in the Oxford Police Department to attend FLETC Use of Force Instructor course on July 21-31, 2025 in Tupelo, MS at no cost to the city. (Jeff McCutchen)
- vi. Request permission for one employee in the Human Resources Department to attend the second session of MEC's Leadership Mississippi on July 23-25, 2025, in Cleveland, MS, at an estimated cost of \$350.00. (Braxton Tullos)
- vii. Request permission for two OUT employees to attend the 2025 MDOT Summit on July 23-25, 2025 in Jackson, MS at an estimated cost of \$994.16 (with RTAP scholarships covering \$784.16 of the cost). (Donna Zampella)

4. Regular Agenda: Other Departments

- 4.a. Authorize the appointment of the City Clerk-Finance Director, as required by MS Code Section 21-3-3.
- 4.b. Authorize the appointment of the Chief Operating Officer, as required by MS Code Section 21-3-25.
- 4.c. Authorize the appointment of the Police Chief, as required by MS Code Section 21-3-3.
- 4.d. Authorize the appointment of the Fire Chief, as required by MS Code Section 21-25-1.
- 4.e. Authorize the appointment of the Municipal Court Officers, including the Municipal Court Clerk, as required by MS Code Section 21-23-11, and the Municipal Judge and City Prosecutor, both as required by MS Code Section 21-3-3.
- 4.f. Authorize the appointment of the City Engineer.
- 4.g. Authorize the appointment of all City Department Heads, as required by MS Code Section 21-35-17.
- 4.h. Authorize the appointment of the City Attorney.
- 4.i. Authorize the appointment of the Mayor Pro-Tempore.
- 4.j. Request approval of official bonds, as required by MS Code Section 25-1-19.
- 4.k. Authorize the re-employment of all current City employees.
- 4.l. Request permission to approve all current contracts.
- 4.m. Request permission to approve the annual report for the Municipal Reserve & Trust Fund, as approved by the Municipal Reserve & Trust Fund Committee. (Ed Maxwell)

Attachments

- 1. [Ex E F v1_CITY OF OXFORD_95148_COMPILATION_WORKPAPERS_CITY_2025_03_31_2025-06-02_.pdf](#)

- 4.n. Authorize appointments to the Planning Commission.
- 4.o. Authorize appointments to the Courthouse Square Historic Preservation Commission.
- 4.p. Authorize appointments to the Historic Preservation Commission.
- 4.q. Authorize appointments to the Affordable Housing Commission.
- 4.r. Authorize appointments to the Pathways Commission.
- 4.s. Request approval of Multi-Modal Transit Project No. 503839-341100 Agreement in the amount of \$75,251.00 for the OUT Facility Renovation Project. (Donna Zampella)

Attachments

- 1. [OUT- Multi Modal Agreement.pdf](#)

- 4.t. Request permission to advertise for Request for Proposals (RFPs) for Health and Welfare Benefit Consulting Services. (Braxton Tullos)

Attachments

1. [HR- RFP - Self Insurance Memo.pdf](#)

5. Regular Agenda: Police Department

- 5.a. Request permission to approve a Parade/Assembly Permit for The Country Club of Oxford to host a fireworks show on July 3, 2025. (Jeff McCutchen)
- 5.b. First Reading of a Proposed Ordinance amending Chapter 74, Article I, to add Section 74-14 of the Code of Ordinances of the City of Oxford. (Rusty Raspberry)

Attachments

- 1. [OPD- 74 14 Hemp Ordinance.pdf](#)

6. Regular Agenda: Development Services-Planning Department

- 6.a. Request approval of a Final Plat for Case #3229, Mike Halford for 'Grove at Grand Oaks, Phase 6B', for property located at 1406 Pine Valley Lane (PPIN #26136). (Robert Baxter)

Attachments

- 1. [Planning- 3229 MBoA.pdf](#)

7. Regular Agenda: Special Projects

- 7.a. Request permission to Advertise for Avent Park Playground Improvements. (Mark Levy)

Attachments

- 1. [GenGovt- Permission to Request for Propsals for new playground equipment at Avent Park.pdf](#)

- 7.b. Permission to renew Lease Agreement with 1308 North Lamar for use of office space for Stronger Together Oxford. (Mark Levy)

Attachments

- 1. [GenGovt- Lease for 1308 North Lamar- Stronger Together \(002\).pdf](#)

- 7.c. Permission to renew Lease Agreement with Vault Farms for use of Horse Barn for the OPD Mounted Patrol Unit. (Mark Levy)

Attachments

- 1. [GenGovt- Lease with Vault Farms for use of a Horse Barn.pdf](#)

- 7.d. Permission to purchase IPS meter and sensor technology from IPS Group, Inc. (Mark Levy)

Attachments

- 1. [GenGovt- IPS sole source.pdf](#)

- 7.e. Consider bids for the Renovation of Oxford City Hall. (Mark Levy)

Attachments

- 1. [GenGovt- City Hall Reno Bid Tab.pdf](#)

- 7.f. Consider Change Orders #2 and #3 from JP Corp for the Development Services Building Renovation (715 Molly Barr). (Mark Levy)

Attachments

- 1. [Consider Change Order No 2 from JP Corp for the Development Services building.pdf](#)

- 7.g. Permission to advertise for bids for a temporary ice-skating rink. (Mark Levy)

Attachments

- 1. [GenGovt- advertise for bids for a temporary ice rink.pdf](#)

8. Regular Agenda: Development Services-Engineering Department

- 8.a. Consider Task Order from Waggoner Engineering for professional services associated with water and sewer rate analysis. (Rob Neely)

Attachments

- 1. [OU- Waggoner Task Order.pdf](#)

- 8.b. Consider the request for the installation of speed tables on Chickasaw Road and Park Drive.

(John Crawley)

Attachments

1. [Eng- Speed Tables on Chickasaw Rd and Park Drive.pdf](#)

- 8.c. Consider the request to perform extended concrete pours during July for The Edison at Colonnade Crossing. (John Crawley)

Attachments

1. [Eng- Extended hours for concrete pours- The Edison.pdf](#)

- 8.d. Consider the request for permission to work on Sundays in July and August from the primary contractor for Wellington Place. (John Crawley)

Attachments

1. [Eng- Sunday Work at Wellington.pdf](#)

- 8.e. Consider the request by Miller-Valentine to work on the following Sundays for the Colonnade Self-Storage Facility located at 1669 Bainbridge Street: 7/13, 7/20, and 7/27. (John Crawley)

Attachments

1. [Eng- Sunday work at Colonnade Self Storage.pdf](#)

- 8.f. Consider the request from Independent Roofing Systems to work on Sundays in July and August at the Oxford Conference Center. (John Crawley)

Attachments

1. [Eng- Sunday work at OCC.pdf](#)

- 8.g. Consider the request for permission for the Mayor to execute contract documents for the South Lamar Boulevard Pedestrian Improvements Project. (John Crawley)

Attachments

1. [Eng- Contract for South Lamar Pedestrian Imp Proj.pdf](#)

- 8.h. Public hearing regarding the proposed Highway 6 West & Ricky D Britt Drive Intersection Improvements Project. (John Crawley)

Attachments

1. [Eng- Public Hearing for Hwy 6 & Ricky Britt Improvements.pdf](#)
2. [Eng- Public Hearing- updated map .pdf](#)

9. Regular Agenda: Closing the Meeting

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



MINUTES

City of Oxford

Board of Aldermen

Regular Meeting

Tuesday, June 17, 2025 at 05:00 PM

City Hall Courtroom

1. Opening the Meeting

1.a. Call to Order.

The meeting of the Mayor and Board of Aldermen of the City of Oxford, Mississippi, was called to order by Mayor Tannehill at 5:00pm on Tuesday, June 17, 2025 in the courtroom of Oxford City Hall when and where the following were present:

Robyn Tannehill, Mayor
Rick Addy, Alderman Ward I
Mark Hulse, Alderman Ward II
Brian Hyneman, Alderman Ward III-absent
Kesha Howell-Atkinson, Alderman Ward IV
Preston Taylor, Alderman Ward V
Jason Bailey, Alderman Ward VI-absent
Mary Martha Crowe, Alderman-At-Large

Mayo Mallette, PLLC- Of Counsel
Ashley Atkinson- City Clerk
Hollis Green- Chief Operating Officer
Ben Requet- Director of Planning-absent
Jeff McCutchen- Police Chief
Sheridan Maiden-Deputy Police Chief
Braxton Tullos- Human Resources Director
Joey Gardner- Fire Chief
Shane Fortner-Emergency Management Director
Seth Gaines- Director of Oxford Park Commission
Mike Young- Asst. Director of Oxford Park Commission
Marlee Carpenter- Stronger Together Director
Rob Neely- General Manager of Oxford Utilities
Lynwood Jones- Superintendent of City Shop-absent
Amberlyn Liles- Environmental Services Director
Greg Pinion- Buildings & Grounds Superintendent
Kara Giles- Executive Assistant to the Mayor
John Crawley- City Engineer
Brad Freeman- mTrade Park Director-absent
Clay Brownlee- mTrade Park Assistant Director-absent

Michael Temple- IT Department-absent
Chris Simmons- IT Director-absent
Chandler Murabito-IT Department
Mark Levy- General Government
Laurie Steele-HR Department
Kelli Briscoe-Animal Resource Center Director
David Sabin-Police Department
Robert Baxter-Planning Dept.
Kate Kenwright-Planning Dept.

1.b. Adopt the agenda for the meeting.

It was moved by Alderman Crowe, seconded by Alderman Howell-Atkinson to adopt the agenda for the meeting, with the addition of items 3.c.xii, 8.f, and 8.g. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

1.c. Mayor's Report

2. Regular Agenda: City Clerk's Office

2.a. Request permission to approve the minutes from the Regular Meeting on June 3, 2025. (Ashley Atkinson)

Agenda Attachments

1. [Draft_06032025_minutes.pdf](#)

It was moved by Alderman Howell-Atkinson, seconded by Alderman Addy to approve the minutes from the Regular Meeting on June 3, 2025. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

2.b. Request permission to approve the accounts for all city departments. (Ashley Atkinson)

It was moved by Alderman Addy, seconded by Alderman Taylor to approve the accounts for all city departments including a claims docket showing General Fund claims numbered 136670-136863 and ACHs 264-268, Water & Sewer claims numbered 40084-40126 and ACHs 242-243, Trust & Agency claims numbered 52991-53046 and ACHs 172-176, Metro Narcotics claims numbered 9200-9204 and ACH 79-80, and OPC claims numbered 4168-4189, and Bond & Interest claims numbered 7029-7030, and totaling \$3,342,028.85. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

3. Consider the consent agenda:

3.a. Fixed Asset Management:

- i. Request permission to declare a Scott thermal imaging camera with SN-200156-18 and asset tag 20727 and a Scott thermal imaging camera with SN-200156-04 and asset tag 20901 surplus in the Oxford Fire Department and authorize their disposal. (Joey Gardner)

Agenda Attachments

1. [OFD_surplus.pdf](#)

3.b. Human Resources:

- i. Request permission to accept the retirement of Oxford Park Commission employee, Felisa McKnight, effective June 30, 2025. (Braxton Tullos)
- ii. Request permission to accept the resignation of Oxford Police Department employees, Damya Campbell and Wendy Parham, effective June 20, 2025. (Braxton Tullos)
- iii. Request permission to accept the resignation of Oxford Police Department employees, Emily Olsen, effective June 25, 2025 and Harrison Bragg, effective June 27, 2025, . (Braxton Tullos)
- iv. Request permission to hire Keaton Varnon and Joe Willard as Full-time Communications Officers in the Oxford Police Department, each with an annual salary of \$37,575.24. (Braxton Tullos)
- v. Request permission to hire Eddie Neal as a Firefighter in the Oxford Fire Department, with an annual salary of \$49,044.79. (Braxton Tullos)
- vi. Request permission to approve a step increase for Aaron Gillion in the Environmental

- Services Department for receiving his Rubbish Site Certification. His new salary will be \$55,754.65. (Braxton Tullos)
- vii. Request permission to accept the resignation of Development Services-Historic Properties Department employee, Larissa Tchamba, effective June 17, 2025. (Braxton Tullos)
 - viii. Request permission to hire Hunter Kropf and Reagan Feathers as Concessionaires in the mTrade Park Department, each with an hourly rate of \$9.25. (Braxton Tullos)
 - ix. Request permission to promote mTrade Park Department employee, Katy Ann Roane to Part-time Supervisor, with a new hourly rate of \$11.25. (Braxton Tullos)
 - x. Request permission to accept the resignation of Development Services-Building Department employee, Garrett Black, effective June 19, 2025. (Braxton Tullos)
 - xi. Request permission to promote Oxford Conference Center Department employees, Spencer Hillhouse to Event Production Supervisor, with a new annual salary of \$46,000.00, Destinee Mangrum to Event Coordinator, with a new annual salary of \$40,000.00, and Jeremy D. Williams to Event Manager, with a new annual salary of \$58,000.00, all effective June 26, 2025. (Braxton Tullos)
 - xii. Request permission to approve volunteers for the Oxford ARC. (Kelli Briscoe)
 - xiii. Request permission to hire Anthony Varner as a Street Operator I, in the Development Services-Street Department, with an annual salary of \$39,308.76. (Braxton Tullos)

3.c. Miscellaneous:

- i. Request permission to approve the water and sewer adjustments as per the Oxford Utilities Adjustments Policy. (Rob Neely)
- ii. Request permission to accept donations for the benefit of the Oxford ARC. (Kelli Briscoe)

Agenda Attachments

1. [OU_WS_Adjustments.pdf](#)

3.d. Travel Requests:

- i. Request permission for four employees to attend Advanced Roadside Impaired Driving Enforcement training in Oxford, MS on July 8-9, 2025 at no cost to the city. (Jeff McCutchen)
- ii. Request permission for two employees to attend the 23rd Annual Stronger Together Conference in Nashville, TN on September 17-18, 2025 for an estimated cost of \$1,769.00. (Jeff McCutchen)
- iii. Request permission for three employees to attend Standardized Field Sobriety training in Oxford, MS on July 1-2, 2025 at no cost to the city. (Jeff McCutchen)
- iv. Request permission for three employees to attend the NASRO conference in Dallas, TX on July 6-11, 2025 at an estimated cost of \$2,012.54. (Jeff McCutchen)
- v. Request for two employees to attend Reid Investigation and Interviewing in Germantown, TN on July 22-25, 2025 at an estimated cost of \$1,260.00. (Jeff McCutchen)
- vi. Request permission for three employees to attend the MASRO Conference in Biloxi, MS on July 13-18, 2025 at an estimated cost of \$1,506.54. (Jeff McCutchen)
- vii. Request permission for one employee to attend the 2025 FBINAA Summer Conference in Gulfport, MS on August 17-21, 2025 at an estimated cost of \$1,232.00. (Jeff McCutchen)
- viii. Request permission for two employees to attend the Mississippi Command College on in Oxford, MS on July 13-18, 2025 at an estimated cost of \$750.00. (Jeff McCutchen)

4. Regular Agenda: Other Departments

- 4.a. Adopt a Retirement Resolution for Oxford Park Commission employee, Felisa McKnight.

Agenda Attachments

1. [felisa retirement resolution.pdf](#)

It was moved by Alderman Taylor, seconded by Alderman Addy to adopt a Retirement Resolution for Oxford Park Commission employee, Felisa McKnight. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 4.b. Adopt a Resolution honoring Alderman Ward I, Rick Addy, for his service to the community.

Agenda Attachments

1. [Rick Addy Resolution REV.pdf](#)

It was moved by Alderman Huelse, seconded by Alderman Howell-Atkinson to adopt a Resolution honoring Alderman Ward I, Rick Addy, for his service to the community. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.c. Update from the Affordable Housing Commission. (Janice Antonow)

Members of the Affordable Housing Commission gave the Board an update on the issues surrounding affordable housing in Oxford and their efforts to create an inventory of properties to be used for the construction of affordable housing in the future.

4.d. Approve an appointment to the Tree Board.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Huelse to appoint Josh White to the Tree Board. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.e. Announce a vacancy on the Planning Commission.

The Mayor announced a vacancy on the Planning Commission. Any interested citizens may submit a resume and letter of interest to the Mayor's Office for consideration.

4.f. Announce a vacancy on the Oxford Park Commission Board.

The Mayor announced a vacancy on the Park Commission Board. Any interested citizens may submit a resume and letter of interest to the Mayor's Office for consideration.

4.g. Presentation of the quarterly report from the Oxford Park Commission. (Seth Gaines)

Agenda Attachments

1. [Copy of Quarterly report Q2 24-25 seth.pdf](#)

Seth Gaines, Director of the Oxford Park Commission, presented the most recent Quarterly Report.

4.h. Request permission to approve and authorize the Mayor to sign the 2025-2026 Certifications and Assurances for the Oxford-University Transit Grant. (Donna Zampella)

Agenda Attachments

1. [2025_2026_Certifications_Assurances.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Howell-Atkinson to approve and authorize the Mayor to sign the 2025-2026 Certifications and Assurances for the Oxford-University Transit Grant. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.i. Request permission to approve a contract for the purchase of notification software for the Court Department. (Nickie Denley)

Agenda Attachments

1. [ECOURT DATE BOA MEMO.pdf](#)

2. [Oxford Municipal Court Sole Court Provider Letter 2025.docx.pdf](#)

3. [Oxford Municipal Updated 06032025 ecourtdate-service-plan-.pdf](#)

It was moved by Alderman Howell-Atkinson, seconded by Alderman Crowe to approve a contract for the purchase of notification software for the Court Department. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

4.j. Request permission to approve and authorize the Mayor to sign an agreement with the MS Emergency Management Agency to make updates to the District 2 Regional Hazard Mitigation Plan. (Shane Fortner)

Agenda Attachments

1. [District 2 Regional Hazard Mitigation Plan Update MEMO.pdf](#)

2. [City designation letter District 2.pdf](#)

3. [City participation letter.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Crowe to approve and authorize the

Mayor to sign an agreement with the MS Emergency Management Agency to make updates to the District 2 Regional Hazard Mitigation Plan. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 4.k. Request permission to accept the Official Recapitulation Report for the 2025 Municipal General Election, as presented by the Lafayette County Circuit Clerk and Lafayette County Election Commission. (Ashley Atkinson)

Agenda Attachments

1. [06032025_Election_Recapitulation_Form.pdf](#)

It was moved by Alderman Howell-Atkinson, seconded by Alderman Huelse to accept the Official Recapitulation Report for the 2025 Municipal General Election, as presented by the Lafayette County Circuit Clerk and Lafayette county Election Commission. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 4.l. Request permission to approve a Resolution appointing the MML Voting Delegate for the annual conference. (Ashley Atkinson)

Agenda Attachments

1. [MML Voting delegates 2025.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Howell-Atkinson to approve a Resolution appointing Preston Taylor as the MML Voting Delegate for the annual conference. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

5. Regular Agenda: Police Department

- 5.a. Request permission to approve a Parade/Assembly Permit for the City to host an Inauguration Ceremony on Friday, June 20, 2025 from 10:00am-11:30am. (Jeff McCutchen)

Agenda Attachments

1. [Inauguration Permit.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Taylor to approve a Parade/Assembly Permit for the City to host an Inauguration Ceremony on Friday, June 20, 2025 from 10:00am-11:30am. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 5.b. Request permission to approve a Parade/Assembly Permit for the City to host a fireworks show on Friday, July 4th from 9:00pm-10:00pm. (Jeff McCutchen)

Agenda Attachments

1. [4_July_fireworks_permit.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Howell-Atkinson to approve a Parade/Assembly Permit for the City to host a fireworks show on Friday, July 4th from 9:00pm-10:00pm at mTrade Park. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 5.c. Request permission to approve a Parade/Assembly Permit for Visit Oxford to host a 4th of July Parade on Friday, July 4, 2025 from 9:00am-11:00am. (Jeff McCutchen)

Agenda Attachments

1. [Event Permit-4th of July Parade.pdf](#)

It was moved by Alderman Huelse, seconded by Alderman Howell-Atkinson to approve a Parade/Assembly Permit for Visit Oxford to host a 4th of July Parade on Friday, July 4, 2025 from 9:00am-11:00am. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 5.d. Request permission to approve a Parade/Assembly Permit for the Oxford Skateboarding Association to host an event on June 21, 2025 from 11:50am-1:00pm. (Jeff McCutchen)

Agenda Attachments

1. [Skateboarding permit.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Crowe to approve a Parade/ Assembly Permit for the Oxford Skateboarding Association to host an event on June 21, 2025 from 11:50am-1:00pm. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

6. Regular Agenda: Development Services-Planning Department

- 6.a. Request approval of a Preliminary and Final Plat for Case #3232, Capstone Development, LLC (Mac Monteith) for 'Lamar Phase 5', for property located at 305 Baldwin Drive (PPIN #5067)

Agenda Attachments

1. [3232 MBoA.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Huelse to approve, with noted conditions, a Preliminary and Final Plat for Case #3232, Capstone Development, LLC (Mac Monteith) for "Lamar Phase 5", for property located at 305 Baldwin Drive, PPIN #5067. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

7. Regular Agenda: Special Projects

- 7.a. Consider Change Order No. 1 with JP Corp Contractors for new hardware, fire alarms, data network cables, and general services at the new Development Services building. (Mark Levy)

Agenda Attachments

1. [Consider Change Order No 1 from JP Corp for the Development Services building.pdf](#)

It was moved by Alderman Howell-Atkinson, seconded by Alderman Addy to approve Change Order No. 1 to JP Corp Contractors, in the amount of \$49,569.21, for new hardware, fire alarms, data network cables, and general services at the new Development Services building. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

8. Regular Agenda: Development Services-Engineering Department

- 8.a. Request approval for an emergency sewer repair at Lafayette County Road 413, adjacent to Franklin Farms Subdivision. (John Crawley)

Agenda Attachments

1. [Memo - Request Approval of Emergency Sewer Repair at CR 413.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Huelse to approve expenses for an emergency sewer repair at Lafayette County Road 413, adjacent to Franklin Farms Subdivision. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 8.b. Request permission to approve Change Order No. 7 for the SR 7 Water Improvements Project, Phase II B. (John Crawley)

Agenda Attachments

1. [Memo - SR 7 Water Improvements Project Phase 2B CO 7 - Combined.pdf](#)

It was moved by Alderman Huelse, seconded by Alderman Crowe to approve Change Order No. 7, in the amount of \$6,108.00, for the SR 7 Water Improvements Project, Phase IIB. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 8.c. Request permission to re-advertise for bids for the Haley Well No. 2 Project. (John Crawley)

Agenda Attachments

1. [Memo - Request Permission to Advertise for Oxford Regional Water Supply - Haley Well No. 2 Project.pdf](#)

It was moved by Alderman Huelse, seconded by Alderman Crowe to re-advertise for bids for the Haley Well No. 2 Project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 8.d. Consider a request from Seeker Properties, LLC to close the sidewalk on North 11th Street due to the construction of The Zachery. (John Crawley)

Agenda Attachments

1. [Memo - Request Sidewalk Closure on North 11th Street - Combined.pdf](#)

It was moved by Alderman Addy, seconded by Alderman Huelse to approve a request from Seeker Properties, LLC to close the sidewalk on North 11th Street due to the construction of The Zachery. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 8.e. Consider a resolution supporting the application for the 2025 Safe Streets for All (SS4A) Implementation Grant for the City of Oxford, MS, for West Jackson Avenue. (John Crawley)

Agenda Attachments

1. [RESOLUTION SS4A Implementation Grant Application 06122025.pdf](#)

It was moved by Alderman Crowe, seconded by Alderman Taylor to approve a Resolution supporting the application for the 2025 Safe Streets for All (SS4A) Implementation Grant for the City of Oxford, MS for West Jackson Avenue. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 8.f. Request permission to accept the bids received and award a bid for the North Lamar/Molly Barr Roundabout Project. (John Crawley)

Agenda Attachments

1. [Memo - Award Low bid for North Lamar and Molly Barr Roundabout Project.pdf](#)

It was moved by Alderman Huelse, seconded by Alderman Crowe to accept the bids received and award the bid to Phillips Contractins, Inc. in the amount of \$2,578,699.50 for the North Lamar/Molly Barr Roundabout Project. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

- 8.g. Consider a request from Century Construction for an overnight concrete pour at The Magnolia Collection at Tyler Avenue and North 14th Street. (John Crawley)

Agenda Attachments

1. [Memo - Request for an overnight concrete pour at the Magnolia Collection June 25 and 26.pdf](#)

Alderman Hyneman arrived to the meeting.

It was moved by Alderman Huelse, seconded by Alderman Crowe to approve a request from Century Construction for an overnight concrete pour at The Magnolia Collection at Tyler Avenue and North 14th Street. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

9. Regular Agenda: Closing the Meeting

9.a. Consider an executive session.

It was moved by Alderman Huelse, seconded by Alderman Hyneman to consider an executive session for personnel issues and two matters related to property. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Hyneman, seconded by Alderman Addy to enter into an executive session for personnel issues in the Court Department and the Stronger Together Oxford Department and two property matters related to leases. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Hyneman, seconded by Alderman Addy to return to regular session. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Addy, seconded by Alderman Huelse to seek an appraisal for the barn space currently rented by the OPD Mounted Patrol Unit. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Addy, seconded by Alderman Howell-Atkinson to seek an

appraisal for the office space currently rented by the Stronger Together Oxford Department. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

It was moved by Alderman Howell-Atkinson, seconded by Alderman Huese to follow the recommendation of the HR Director and suspend Stronger Together Oxford employee, Marlee Carpenter, for five days for violation of City policy. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

9.b. Adjourn.

It was moved by Alderman Addy, seconded by Alderman Crowe to adjourn the meeting. All the aldermen present voting aye, Mayor Tannehill declared the motion carried.

Robyn Tannehill, Mayor

Ashley Atkinson, City Clerk-Finance Director



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: 6-24-25
Department that owns Fixed Asset: Building & Grounds
Fixed Asset Tag Number (If item is not tagged, please put N/A): 02617
Physical Location of Asset: lost

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

Stihl \ FC 95 \
Make Model Year
273597234 \
VIN / Serial Number Color

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

Description of Tool (including brand): Stihl Edger
273597234 \
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: Mike Grant

Date Approved by BOA: _____

107 Courthouse Square
Oxford, MS 38655

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



THE CITY OF
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Date of Request: 6-16-25
Department that owns Fixed Asset: Building & Grounds
Fixed Asset Tag Number (If item is not tagged, please put N/A): 02613
Physical Location of Asset: City Shop

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

Dodge \ Ram 1500 \ 2005
Make Model Year
1D7HA18N85J556599 \ White
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: [Signature]

Date Approved by BOA: _____

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BEING SURPLUSSED. TURN COMPLETED FORMS IN TO THE CITY CLERK'S OFFICE.

Date of Request: 6-24-25
Department that owns Fixed Asset: Building & Grounds
Fixed Asset Tag Number (If item is not tagged, please put N/A): 04760
Physical Location of Asset: Building & Grounds

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

Make	Model	Year
<u>01182816</u>		
VIN / Serial Number	Color	

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

Description of Tool (including brand): Tool Box is broken
01182816
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: [Signature]

Date Approved by BOA: _____

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SURPLUS FORM

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Date of Request: 6/24/25

Department that owns Fixed Asset: mTrade Park

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

Physical Location of Asset: mTrade Park Storage Room

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

_____	_____	_____
Make	Model	Year
_____		_____
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:

Surplussing pretzel warmers that are old or no longer work

there is a total of 6 and 3 of them share serial number 1223

3 of them share serial number 1024

Name of Person Submitting Surplus Request: Clay Brownlee

Date Approved by BOA: _____

**107 Courthouse Square
Oxford, MS 38655**

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Date of Request: 06.19.2025

Department that owns Fixed Asset: Environmental Services

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

Physical Location of Asset: 717 Molly Barr Road, Oxford, MS 38655

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

_____	_____	_____
Make	Model	Year
_____	_____	_____
VIN / Serial Number	Color	

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

Description of Tool (including brand): <u>3rd Eye Camera System Kit</u>	
<u>EI-TECV4-2423-102288</u>	<u>Black</u>
Serial Number (if none, write N/A)	Color

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

UDU Mac ID: 74:A5:8C:87:BC:F2

UDU Serial Number: EI-U-2423-102288

Located in Truck # 442

Name of Person Submitting Surplus Request: Rayna Matthews

Date Approved by BOA: 7/1/2025

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Oxford, MS 38655**

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(f) 662-232-2337**



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BEING SURPLUSSED. TURN COMPLETED FORMS IN TO THE CITY CLERK'S OFFICE.**

Date of Request: 06.19.2025

Department that owns Fixed Asset: Environmental Services

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

Physical Location of Asset: 717 Molly Barr Road, Oxford, MS 38655

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

_____	_____	_____
Make	Model	Year
_____		_____
VIN / Serial Number		Color

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

Description of Tool (including brand): <u>3rd Eye Camera System Kit</u>	
<u>EI-TECV\$-2433-104963</u>	<u>Black</u>
Serial Number (if none, write N/A)	Color

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

UDU Mac ID: 74:A5:8C:88:30:68

UDU Serial Number: EI-U-2433-104965

Located in Truck 445

Name of Person Submitting Surplus Request: Rayna Matthews

Date Approved by BOA: 7/1/2025

**107 Courthouse Square
Oxford, MS 38655**

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BE SURE TO PROVIDE AS MUCH INFORMATION AS POSSIBLE ABOUT THE ASSET
BEING SURPLUS. TURN COMPLETED FORMS IN TO THE CITY CLERK'S OFFICE.**

Date of Request: 06.19.2025

Department that owns Fixed Asset: Environmental Services

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

Physical Location of Asset: 717 Molly Barr Road, Oxford, MS 38655

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

_____	_____	_____
Make	Model	Year
_____		_____
VIN / Serial Number		Color

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

Description of Tool (including brand): <u>3rd Eye Camera System Kit</u>	
<u>EI-TECV4-2423-104963</u>	<u>Black</u>
Serial Number (if none, write N/A)	Color

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

UDU Mac ID: 74:A5:8C:88:30:68

UDU Serial Number: EI-U-2433-104963

Located in Truck 447

Name of Person Submitting Surplus Request: Rayna Matthews

Date Approved by BOA: 7/1/2025

**107 Courthouse Square
Oxford, MS 38655**

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

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

06/12/25 - 06/25/25

TO BE APPROVED: 07/01/25

ACCOUNT NUMBER	CUSTOMER NAME	ADDRESS	WATER ADJUSTMENT	SEWER ADJUSTMENT	ADJUSTMENT TYPE
209891-043533	OLIVIA MANNING	112 PRIVATE ROAD 1037	-\$24.50	-\$32.57	INSIDE
225912-037717	MARIA HARRIS	1401 HADEN DRIVE	-\$17.75	-\$23.60	INSIDE
005109-031785	OXFORD WELLNESS & COUNSELING	202 ENTERPRISE DRIVE	-\$17.10	-\$21.24	INSIDE
208278-048023	BREAUNNA HARPS	29 PRIVATE ROAD 3151 APT. 11	-\$193.83	-\$257.71	INSIDE
207530-047334	REGINA DEL RIO	317 PRICE STREET UNIT 5	-\$38.34	-\$50.98	INSIDE
001219-031288	CRAIG HALLUM	407 SCARLET COVE	-\$13.49	-\$17.94	INSIDE
208785-037828	QUASHONDA THOMAS	7 PRIVATE ROAD 3151 APT. 7	-\$24.85	-\$33.04	INSIDE
206315-106186	DON NEWCOMB	1108 S LAMAR BLVD	-\$22.37	-\$59.00	OUTSIDE
006343-007213	TIM NOSS	127 POST OAK DRIVE	-\$29.22	-\$65.64	OUTSIDE
210156-109978	MATTHEW MOORE	611 AUSTIN COVE	-\$228.27	-\$606.99	OUTSIDE
210115-109936	LEE DEAN	827 MAPLEWOOD DRIVE	-\$67.45	-\$179.36	OUTSIDE
224818-020512	CAROL M CLEVELAND	110 LAKEWAY DRIVE	X	-\$51.92	POOL
210319-013649	LAURA D JONES	236 ST ANDREWS CIRCLE	X	-\$128.38	POOL
210272-110093	TREY BYARS	412 TURNBERRY CIRCLE	X	\$36.34	POOL
226278-124105	MINNIE JONES	138 COUNTY ROAD 217	-\$86.20	X	WT ONLY
210386-110202	BILBO JONES	209 ELMORE DRIVE	-\$22.01	X	WT ONLY
209361-028760	SALLY ANN DUKES	33 COUNTY ROAD 104	-\$83.28	X	WT ONLY
208173-038501	STEPHEN ROSAMOND	4219 S LAMAR BLVD	-\$42.96	X	WT ONLY
TOTAL:			-\$911.62	-\$1,492.03	

CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND

**Annual Report of the Board of Trustees
March 31, 2025**

CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND

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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES



WATKINS, WARD and STAFFORD
Professional Limited Liability Company
Certified Public Accountants

James L. Stafford, CPA
Harry W. Stevens, CPA
S. Keith Winfield, CPA
William B. Stagers, CPA
Michael W. McCully, CPA
R. Steve Sinclair, CPA
Marsha L. McDonald, CPA
Wanda S. Holley, CPA
Robin Y. McCormick, CPA/PFS
J. Randy Scrivner, CPA
Kimberly S. Caskey, CPA
Susan M. Lummus, CPA
Stephen D. Flake, CPA
John N. Russell, CPA
Anita L. Goodrum, CPA
Ricky D. Allen, CPA
Jason D. Brooks, CPA
Robert E. Cordle, Jr., CPA
Perry C. Rackley, Jr., CPA
Jerry L. Gammel, CPA
Clifford P. Stewart, CPA
Edward A. Maxwell, CPA
Bradley L. Harrison, CPA
Justin H. Keller, CPA
Dana R. Estes, CPA
April W. Posey, CPA
Lauren M. Bowen, CPA

**INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES**

Board of Trustees
City of Oxford Municipal Reserve and Trust Fund
Oxford, Mississippi

We have performed the procedures described in Schedule A, B, C, D and E related to the City of Oxford Municipal Reserve and Trust Fund's compliance with the Fifth Amended and Restated Trust Agreement dated May 6, 2025 of the City of Oxford Municipal Reserve and Trust for the fiscal year ended March 31, 2025, and in comparison, to the previous fiscal year ended March 31, 2024. The City of Oxford Municipal Reserve and Trust Fund's board is responsible for its compliance with those specified requirements. An agreed-upon procedures engagement involves performing specific procedures that the City of Oxford Municipal Reserve & Trust Fund's board has agreed to and acknowledged to be appropriate for the intended purpose of the engagement and reporting on findings based on the procedures performed.

The City of Oxford Municipal Reserve and Trust Fund's board has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of assisting users in determining whether the entity complied with the specified requirements. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are described in Schedule A, B, C, D and E to this report.

We were engaged by the City of Oxford Municipal Reserve and Trust Fund's board to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the AICPA. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on compliance with specified requirements. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the City of Oxford Municipal Reserve and Trust Fund and to meet our other ethical responsibilities, in accordance with relevant ethical requirements related to our agreed-upon procedures engagement.

Oxford, Mississippi
June 2, 2025

Watkins Ward and Stafford, PLLC

PROCEDURES AND FINDINGS DESCRIBED IN SCHEDULES A, B, C, D, E

CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND
Schedule A – Accounting of the Fund

In compliance with Article 5.3 of the Fifth Amended and Restated Trust Agreement dated May 6, 2025 of the City of Oxford Municipal Reserve and Trust we have prepared a report setting forth in appropriate detail an accounting of the Fund for the fiscal years ended March 31, 2025 and March 31, 2024 by providing the schedule set forth below in a comparative form reflecting the Fund revenues, expenses, and other changes in the Fund balance that equate to the overall net change in the Fund Balance for each fiscal year ended.

	For the Years Ended March 31,	
	2025	2024
<u>Revenues</u>		
Interest and dividend income	\$ 1,165,871	\$ 1,043,445
Capital gain distributions	233,902	145,621
Net realized gain (loss) on sale of marketable securities	427,151	309,974
Total Revenues	<u>1,826,924</u>	<u>1,499,040</u>
<u>Expenses</u>		
Management and general expenses	16,475	15,530
Investment fees	105,349	92,817
Total Expenses	<u>121,824</u>	<u>108,347</u>
Net Earnings	1,705,100	1,390,693
<u>Other Changes in Fund Balance</u>		
Net unrealized gain (loss) on marketable securities	243,411	2,763,184
Distribution to City	(1,066,895)	(977,200)
Total	<u>(823,484)</u>	<u>1,785,984</u>
Net Change in Fund Balance	881,616	3,176,677
Fund Balance, Beginning of Year	<u>39,174,741</u>	<u>35,998,064</u>
Fund Balance, End of Year	<u>\$ 40,056,357</u>	<u>\$ 39,174,741</u>

CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND
Schedule B – Description of the Financial Condition

In compliance with Article 5.3 of the Fifth Amended and Restated Trust Agreement dated May 6, 2025 of the City of Oxford Municipal Reserve and Trust we have prepared a report setting forth in appropriate detail a description of the financial condition of the Fund for the fiscal years ended March 31, 2025 and March 31, 2024 by providing the schedule set forth below that compares the market value and original cost of the Fund balance at each fiscal year end categorized between cash, fixed income, and equity investments.

		March 31, 2025	
		Market Value	Cost
Cash		\$ 2,667,796	\$ 2,667,796
<u>Fixed Income:</u>			
Bonds funds		20,271,688	20,854,381
<u>Equities:</u>			
Domestic mutual funds and ETFs		11,696,445	8,553,842
International mutual funds and ETFs		4,526,693	4,459,127
Separately managed accounts		893,735	823,826
Total Trust Holdings		<u>\$ 40,056,357</u>	<u>\$ 37,358,972</u>
Net Unrealized Gain		<u>\$ 2,697,385</u>	

		March 31, 2024	
		Market Value	Cost
Cash		\$ 1,980,224	\$ 1,980,224
<u>Fixed Income:</u>			
Bonds funds		19,598,159	20,366,281
<u>Equities:</u>			
Domestic mutual funds and ETFs		12,319,873	9,067,493
International mutual funds and ETFs		4,392,240	4,524,074
Separately managed accounts		884,245	782,695
Total Trust Holdings		<u>\$ 39,174,741</u>	<u>\$ 36,720,767</u>
Net Unrealized Gain		<u>\$ 2,453,974</u>	

CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND
Schedule C – Calculated Return on Net Asset

In compliance with Article 5.3 of the Fifth Amended and Restated Trust Agreement dated May 6, 2025 of the City of Oxford Municipal Reserve and Trust we have prepared a report that sets forth in appropriate detail a description of the financial condition of the Fund by providing the calculated unrealized return net of expenses paid absent any distributions to the City on the average Fund balance for the fiscal years ended March 31, 2025 and March 31, 2024.

	For the Years Ended March 31,	
	2025	2024
Realized investment income		
Dividends collected	\$ 1,060,928	\$ 807,700
Interest income collected	104,479	234,806
Cash receipts	464	939
Capital gain distributions	233,902	145,621
Net realized gain (loss) on sale of investments	427,151	309,974
Total realized investment income	<u>1,826,924</u>	<u>1,499,040</u>
Management and general expenses	(16,475)	(15,530)
Investment fees paid	(105,349)	(92,817)
Unrealized gain (loss) in value of investments	<u>243,411</u>	<u>2,763,184</u>
	<u>121,587</u>	<u>2,654,837</u>
Net Return on Assets	<u>\$ 1,948,511</u>	<u>\$ 4,153,877</u>
Average Assets	<u>\$ 39,615,549</u>	<u>\$ 37,586,403</u>
Return on Assets	<u>4.92%</u>	<u>11.05%</u>

CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND
Schedule D – Accounting of Professional and Legal Fees Paid and Accrued

In compliance with Article 6.3(b) of the Fifth Amended and Restated Trust Agreement dated May 6, 2025 of the City of Oxford Municipal Reserve and Trust we have prepared a schedule set forth below that details the amounts both paid and accrued in connection with the management of the Fund for accounting fees, legal fees, and investment advisor or fund-management fees for the fiscal years ended March 31, 2025 and March 31, 2024.

	For the Years Ended March 31,	
	2025	2024
Professional fees paid from the Fund balance		
Accounting fees	\$ 6,440	\$ 5,300
Attorney fees	10,035	10,230
Investment advisor fees	105,349	92,817
Total	<u>\$ 121,824</u>	<u>\$ 108,347</u>
Professional fees accrued		
Accounting fees	\$ 10,160	\$ 6,440
Attorney fees	7,575	10,035
Total	<u>\$ 17,735</u>	<u>\$ 16,475</u>

Based on the findings, the professional fees accrued as of the fiscal year ended March 31, 2024 have been paid by the City of Oxford Municipal Reserve and Trust Fund. In accordance with Article 6.3(b) of the Fifth Amended and Restated Trust Agreement dated May 6, 2025 of the City of Oxford Municipal Reserve and Trust Fund, the Board of Trustees will reimburse the City of Oxford General Fund for the \$17,735 of professional fees accrued as of March 31, 2025. The Board of Trustees is specifically given the power to expend this reimbursement from either the current earnings component or corpus of the City of Oxford Municipal Reserve and Trust Fund.

CITY OF OXFORD MUNICIPAL RESERVE AND TRUST FUND
Schedule E – Calculation of Maximum Allowed Distribution

In compliance with Article 6.3(b) of the Fifth Amended and Restated Trust Agreement dated May 6, 2025 of the City of Oxford Municipal Reserve and Trust Fund we have provided a schedule set forth below that mathematically calculates the earnings component as described in Article 6.3(a), which is considered to be an amount equal to three percent (3%) of the amount of the full Fund balance, calculated based on a rolling 12-quarter average of quarter-end market values of the Fund ending with the most recent fiscal year end value. We have also calculated the maximum allowed distribution which is equal to the earnings component.

Fund Balance	\$ 40,056,357
Less: initial trust deposit	(30,000,000)
Excess Fund balance	<u>\$ 10,056,357</u>

Total Trust Equity

Qtr 1	FYE 6/30/2022	35,540,506
Qtr 2	FYE 9/30/2022	33,911,639
Qtr 3	FYE 12/31/2022	34,509,430
Qtr 4	FYE 3/31/2023	35,998,080
Qtr 5	FYE 6/30/2023	36,925,509
Qtr 6	FYE 9/30/2023	36,004,745
Qtr 7	FYE 12/31/2023	37,916,526
Qtr 8	FYE 3/31/2024	39,174,759
Qtr 9	FYE 6/30/2024	39,508,127
Qtr 10	FYE 9/30/2024	41,690,232
Qtr 11	FYE 12/31/2024	39,810,511
Qtr 12	FYE 3/31/2025	<u>40,056,357</u>
Rolling 12-quarter Average of Trust Equity		\$ 37,587,202
Earnings Component (3% of the rolling 12-quarter average of the quarter-end market values)		\$ 1,127,616
Maximum distribution amount		\$ 1,127,616

Distributions to City of Oxford General Fund for Prior Fiscal Years

Distribution approved for:

FYE 3/31/2013	\$ 818,622
FYE 3/31/2014	810,497
FYE 3/31/2015	831,015
FYE 3/31/2016	836,197
FYE 3/31/2017	859,885
FYE 3/31/2018	885,341
FYE 3/31/2019	887,770
FYE 3/31/2020	883,422
FYE 3/31/2021	1,057,624
FYE 3/31/2022	1,058,995
FYE 3/31/2023	977,200
FYE 3/31/2024	<u>1,066,895</u>
Total amount distributed as of March 31, 2025	<u>\$ 10,973,463</u>

Brad White
Executive Director
Jeff Ely, P.E.
Chief of Staff



Earl Glenn, Jr., P.E.
Deputy Executive Director/Chief Engineer
Lisa M. Hancock, CPA
Deputy Executive Director/Administration

June 9, 2025

Mrs. Donna Zampella
General Manager
Oxford University Transit
409 McElroy Drive
Oxford, MS 38655

Re: Multi-Modal Transit Project No. 503839-341100 Agreement

Dear Mrs. Zampella:

This letter is to inform you that your project was selected by the Public Transit Multimodal Committee for an award of \$75,251.00. Enclosed for signatures are three originals of the referenced Multi-Modal agreement. Please have each document signed, dated and attested by the appropriate project representatives. The three documents, along with the completed **E-Verify form**, are to be returned by **June 30, 2025** for execution by our Executive Director. One fully executed original will be returned for your records along with the formal notice to proceed.

Please note that all work accomplished, equipment procured, consultant contracts or other expenditures pursuant to this award must meet all applicable state procurement regulations in addition to meeting the requirements of the terms and conditions of this agreement.

Once the notice to proceed is issued, the following (as applicable) will be required for our review and approval prior to any payment of state funds:

- Plans, specifications and contract documents
- Engineering, consultant, etc. agreements
- Tabulation of bids, if applicable

You are reminded that the project must be completed within 24 months of MDOT's execution date of this agreement.

If you have any questions, please contact me at (601) 359-7800 or by email at rbailey@mdot.ms.gov.

Sincerely,

Shirley Wilson, Director
Public Transit Division

Enclosure

cc: Director - Office of Intermodal Planning (60-01)

**MISSISSIPPI TRANSPORTATION COMMISSION
MULTI-MODAL FUNDING AGREEMENT
Project No. 503839-341100**

This AGREEMENT is made and entered into by and between the Mississippi Transportation Commission, a body Corporate of the State of Mississippi (hereinafter referred to as "COMMISSION"), acting by and through the duly authorized Executive Director of the Mississippi Department of Transportation (hereinafter "MDOT"), and **City of Oxford** ("RECIPIENT," jointly referred to as "PARTIES"), effective as of the date of the last execution below.

WHEREAS, the COMMISSION is authorized to enter into this AGREEMENT for the conditional financial support related to the development and improvement of transportation projects pursuant to Miss. Code § 65-1-701- 707; and

WHEREAS, the RECIPIENT has submitted an application for Federal and/or State MULTI-MODAL Funds (hereinafter "APPLICATION") to the COMMISSION for financial assistance to be expended by or on behalf of the RECIPIENT in support of a project consisting of the following:

Vehicle Insurance

Amount: **\$75,251.00**

hereinafter referred to as the "PROJECT," a brief description together with special provisions of which is incorporated herein and made part of this AGREEMENT as Attachment "A."

Such PROJECT may be more fully described in the APPLICATION, capital replacement plan, budget/estimate and/or approved Federal/State grant on file in the MDOT offices, which, as applicable, are incorporated herein by reference; and

WHEREAS, the COMMISSION has agreed to partially fund such PROJECT with State and/or Federal funds, said PROJECT having been first approved by the Public Transit MULTI-MODAL Committee;

NOW, THEREFORE, in furtherance thereof, the parties hereto do agree as follows:

SECTION I Responsibilities of the Parties

As a condition of this AGREEMENT and as consideration for same, the RECIPIENT agrees to the following terms and conditions:

- A. The RECIPIENT will not expend less than the amount shown in the APPLICATION as the RECIPIENT's share of the PROJECT, unless a lesser amount is subsequently approved by the MDOT.
- B. The RECIPIENT will carry out and complete the PROJECT in accordance with the approved APPLICATION, budget/estimate, plans, specifications, or contracts for the transportation PROJECT, incorporated herein by reference, and any

revisions or modifications approved by the COMMISSION and/or MDOT as appropriate.

- C. The RECIPIENT will provide reports in a format and schedule as may be requested by MDOT for accomplishing the PROJECT. Failure to accomplish the PROJECT in a timely manner may be considered as the basis for the COMMISSION to cancel this award and withdraw these funds.
- D. The RECIPIENT will ensure that all funds awarded through this AGREEMENT are expended in accordance with all applicable Federal/State cost principles as well as applicable Federal and State procurement laws, regulations, or other program guidance.
- E. The RECIPIENT shall not submit requests for reimbursement from MULTI-MODAL monies for any PROJECT expenditures made prior to the award of the MULTI-MODAL monies and execution of this AGREEMENT.
- F. The RECIPIENT will at all times comply with all applicable Federal and State regulations, policies, procedures and directives, including the applicable Certifications and Assurances to be executed by the RECIPIENT as a part of grant awards and/or other agreements with the COMMISSION that relate to this PROJECT.
- G. The RECIPIENT will establish and maintain financial records of the PROJECT in accordance with applicable Federal and/or State audit requirements and make them available to personnel of the COMMISSION and/or MDOT upon request.
- H. The RECIPIENT will operate and maintain in a safe and serviceable condition, all real, personal, and/or mixed property, including but not limited to vehicles and equipment (hereinafter, as combined, to be referred to as "PROJECT PROPERTY") that is purchased or improved in whole or in part with funds provided by this AGREEMENT.
- I. The RECIPIENT will grant and does hereby grant to the COMMISSION and/or MDOT the right and opportunity to inspect any PROJECT PROPERTY financed in whole or in part by this AGREEMENT, to audit any records connected to this PROJECT, and to review the RECIPIENT's processes, procedures, and use of said property.
- J. The RECIPIENT will dispose of all PROJECT PROPERTY financed in whole or in part by this AGREEMENT in accordance with the applicable property management and disposition policies and procedures as determined by the COMMISSION and/or MDOT.
- K. The RECIPIENT will dispose of all proceeds resulting from the sale of any PROJECT PROPERTY financed in whole or in part by this AGREEMENT in accordance with written guidance from MDOT.
- L. The RECIPIENT is solely responsible for any costs exceeding the total PROJECT cost in the APPLICATION. Under no circumstance shall the COMMISSION be responsible for any PROJECT costs exceeding the amount awarded under this AGREEMENT.

The COMMISSION in discharge of its responsibilities hereunder agrees to reimburse the RECIPIENT an amount up to \$75,251.00 as the COMMISSION's share from the State MULTI-MODAL Transportation Improvement Fund, and/or other available State or Federal funds as may be appropriate for expenses incurred in accomplishing the PROJECT.

SECTION II Purchase of Property, Goods, or Services

The purchase of all PROJECT PROPERTY, and/or goods and services, financed in whole or in part pursuant to this AGREEMENT shall be in accordance with the applicable Federal and State laws and procurement regulations, including State competitive bidding procedures.

The MDOT, after conferring with the appropriate Federal agency, may impose additional specific requirements governing the acquisition, use, or disposition of PROPERTY purchased with Federal funds.

SECTION III Title to Project Property

With respect to the title to PROJECT PROPERTY acquired as a result of this AGREEMENT, the RECIPIENT agrees as follows:

- A. Title to PROJECT PROPERTY that is personal or mixed in nature shall be held in the RECIPIENT's name subject to the restrictions of use and disposition as set forth herein and in accordance with Sections IV, V, and VIII of this AGREEMENT. If applicable, the COMMISSION shall be listed as first lien-holder on and maintain all original titles to PROJECT PROPERTY and shall be furnished one set of keys. If this AGREEMENT is terminated for any reason, title to such property shall become vested in the COMMISSION as first lien-holder and the COMMISSION shall have the right to repossess the same without notice.
- B. The RECIPIENT shall grant to the COMMISSION a security interest in the PROJECT PROPERTY through the execution of a security agreement in a form acceptable to the COMMISSION and by the filing of financing statements necessary to perfect that security interest. A copy of the Security Agreement form, acceptable to the COMMISSION, is available upon request from the designated COMMISSION contact person shown at Section XXI below.
- C. When real property is acquired and/or developed under the terms of this AGREEMENT, non-governmental RECIPIENTS agree to grant to the COMMISSION a security interest in the real property to secure RECIPIENT's performance of the terms of this AGREEMENT and shall perfect that security interest by executing a deed of trust in a form acceptable to the COMMISSION and by filing that deed of trust in the land records of the county where the real property is located. At least ten (10) days prior to the transfer of funds under the terms of this AGREEMENT for the acquisition and/or development of real property, the RECIPIENT shall provide to the COMMISSION a title certificate from a Mississippi licensed attorney approved by the COMMISSION showing that there are no encumbrances on the real property to be acquired and/or developed, and the RECIPIENT shall have the title certificate updated immediately prior to the transfer of funds for the acquisition and/or development of the subject property. A copy of

the Deed of Trust form, acceptable to the COMMISSION, is available upon request to the designated COMMISSION contact person shown at Section XXI below.

- D. In addition, when real property is acquired and/or developed under the terms of this AGREEMENT, non-governmental RECIPIENTS shall convey to the COMMISSION the RECIPIENT's executive power to transfer any interest in the real property until the RECIPIENT has fulfilled its obligations under the terms of this AGREEMENT. The conveyance of the RECIPIENT's executive power shall be in a form acceptable to the COMMISSION. A copy of the Conveyance of Executive Power form, acceptable to the COMMISSION, is available upon request to the designated COMMISSION contact person shown at Section XXI below.
- E. If the RECIPIENT is a governmental entity, in lieu of C and D above, it agrees to execute a Notice of Federal/State Interest which shall be duly recorded in the land records of the county. A copy of an acceptable form of the Notice of Federal/State Interest is available from the designated COMMISSION contact person shown at Section XXI below.

SECTION IV Use of Project Property

Use of PROJECT PROPERTY is subject to the following conditions:

- A. The RECIPIENT agrees that the PROJECT PROPERTY shall be used as described in the approved APPLICATION and this AGREEMENT. If, during the duration of the PROJECT PROPERTY, any such property is not used in such manner or is withdrawn from service for more than ninety (90) days, the RECIPIENT shall notify the COMMISSION in writing and shall dispose of such PROPERTY in accordance with guidance from the COMMISSION.
- B. In the event of the RECIPIENT's non-compliance with the provisions of this section, the COMMISSION shall impose such sanctions as it may determine to be appropriate, including but not limited to:
 - (1) Withholding or discontinuing further reimbursements or funding; and/or
 - (2) Cancellation, termination, or suspension of this AGREEMENT in whole or in part.
- C. The RECIPIENT shall keep satisfactory records with regard to the use of the PROJECT PROPERTY and shall submit to the COMMISSION upon request such information as is required.
- D. The RECIPIENT shall neither use nor permit the PROJECT PROPERTY provided hereunder to be used for any illegal or unlawful purpose or in an unlawful manner or otherwise subject the said property to confiscation. The RECIPIENT agrees to reimburse the COMMISSION for the fair, retail market value in the event that the PROJECT PROPERTY is confiscated while in the possession or control of the RECIPIENT, together with other such expenses or losses that the COMMISSION may incur as a result thereof including attorney fees.

SECTION V Encumbrance of Project Equipment or Real Property

Except as provided in Section III of this AGREEMENT, the RECIPIENT shall not execute any lease, pledge, mortgage, lien, or other contract (including a grant anticipation note or "Safe Harbor Lease" under Section 168(g)(8) of the Internal Revenue Code of 1954) touching or affecting the Federal/State interest in any PROJECT PROPERTY, nor shall it obligate itself in any other manner, with any third party with respect to such property, unless such lease, pledge, mortgage, lien, contract, or other obligation is expressly authorized in writing by the COMMISSION; nor shall the RECIPIENT, by any act or omission of any kind, adversely affect the Federal/State interest or impair its continuing control over the use of said PROJECT PROPERTY.

SECTION VI Records and Maintenance of Project Property

For the useful life of the PROJECT PROPERTY, the RECIPIENT shall maintain the said property at a high level of cleanliness, safety, and mechanical soundness. The RECIPIENT must maintain a PROJECT PROPERTY equipment inventory and a formal maintenance program. Property records must include a description of the property, vehicle identification number, if applicable, source, cost, acquisition date, percent of Federal/State participation, detailed maintenance records, and any disposition data.

SECTION VII Insurance

The RECIPIENT shall obtain insurance adequate to protect PROJECT PROPERTY, as well as public liability insurance. The COMMISSION shall be named as loss payee for PROPERTY purchased with Federal and/or State MULTI-MODAL funds. The RECIPIENT shall submit evidence of such insurance coverage including documentation of the solicitation process annually to the COMMISSION or prior to beginning vehicle operations, work or services to carry out the PROJECT, and said coverage shall remain in effect at all times during the useful life of the PROJECT PROPERTY.

The RECIPIENT shall obtain and maintain at all times during the duration of the PROJECT insurance coverage adequate to meet the appropriate requirements of the COMMISSION. In lieu thereof, the RECIPIENT shall certify that its sub-recipient has obtained said coverage. These specific requirements shall be attached hereto as Attachment "B."

SECTION VIII Disposition of Property

The RECIPIENT agrees that the PROJECT PROPERTY shall be used as described in Section IV of this AGREEMENT. If, at any time during the duration of this PROJECT, any PROPERTY with remaining useful life is not being used as described above, the RECIPIENT shall notify the COMMISSION in writing and, after concurrence by the COMMISSION, shall dispose of such PROPERTY in accordance with applicable laws and regulations and with the following procedures:

- A. Disposal of property with remaining useful life requires written approval authorized by the COMMISSION.

- (1) If PROJECT PROPERTY is transferred to another recipient, the transferring RECIPIENT shall be entitled to and responsible for collecting from the receiving recipient its pro rata share of the current fair market value, based on the local match ratio. The value of the local match shall be based on at least two (2) independent appraisals of the current fair market value. In the absence of independent appraisals, value of the property shall be based on standard depreciation calculations; or,
 - (2) If the PROPERTY is approved to be retained by the RECIPIENT and the property has a fair market value of at least five thousand dollars (\$5,000.00), the RECIPIENT shall reimburse the COMMISSION in an amount based on the Federal/State pro rata share of the original cost, equal to the current fair market value of the PROPERTY. The fair market value must be based upon two (2) independent appraisals. These appraisals must be approved by the COMMISSION; or,
 - (3) If the PROJECT PROPERTY is approved to be sold, it shall be advertised and sold at the highest price obtainable at public sale or via sealed bids. All sales of PROPERTY must be consistent with State laws. The COMMISSION may authorize the expenses of the sale to be deducted from the proceeds. The proceeds derived from the sale of the PROJECT PROPERTY may be retained by the RECIPIENT as long as such proceeds are used to support transportation projects approved by the COMMISSION. Otherwise the RECIPIENT shall reimburse the COMMISSION its pro rata share of the net proceeds, based on the pro rata share of the original cost.
- B. To request disposal of PROPERTY that has reached its end of useful life, the RECIPIENT must make a written request of a declaration of end of useful life to the COMMISSION. Requests for end of useful life must be made in such a manner and format as required by the COMMISSION in the approved program procedures manual or policy statements.
- C. The RECIPIENT shall be responsible to the COMMISSION for full compliance with the current version of OMB Circular A-110 Revised and the "Common Grant Rule" for property disposition, and all other provisions of applicable Federal and State laws, rules, and regulations.

SECTION IX E-Invoice and E-Payment Paymode-X

This COMMISSION requires that all RECIPIENTS submit invoices electronically throughout the term of this AGREEMENT. RECIPIENT invoices shall be submitted to the COMMISSION using the processes and procedures identified by the COMMISSION. Procedures for new RECIPIENTS may be found in the Mississippi Department of Finance and Administration's Mississippi Agency Accounting Policies and Procedures (MAAPP) Manual in the Vendor File Maintenance Sections 11.20.10, 17.20.05, and 17.10.10 and in the related section on requirements for requesting an exemption from electronic payment found in Section 17.10.20. RECIPIENT understands that RECIPIENT must be enrolled in Paymode-X e-payment module prior to being enrolled for e-invoicing, and agrees to same, unless RECIPIENT has applied for and been granted an exemption. RECIPIENT may request assistance enrolling by contacting www.mmrs.state.ms.us or by calling the Mississippi Management and Reporting System's (MMRS) Call Center at (601) 359-1343. Payments by State Agencies using

Mississippi's Accountability System for Government Information and Collaboration (MAGIC) shall be made and remittance information provided electronically as directed by the State. These payments shall be deposited in the bank account of the RECIPIENT's choice. RECIPIENT understands that the COMMISSION is exempt from the payment of taxes. All payments shall be in United States Currency.

SECTION X Agreement Reimbursement/Payments

Reimbursement payments pursuant to this award will be made for eligible costs documented by invoices for the equipment, work or services incurred in accomplishing the PROJECT. Final payment will be made after review and approval by the COMMISSION of documentation of the completion of the PROJECT and/or any audit documents as may be applicable.

The COMMISSION reserves the right to amend or withdraw this award at any time prior to its acceptance by the RECIPIENT.

SECTION XI Applicable Law/Severability

This AGREEMENT shall be governed by and construed under the laws of the State of Mississippi. Any term or provision or portion thereof which violates the laws of the State of Mississippi shall be null and void. If any term or provision of this AGREEMENT is prohibited by the laws of the State of Mississippi or declared invalid or void by a court of competent jurisdiction, the remainder of this AGREEMENT shall not be affected thereby and each term and provision of this AGREEMENT shall be valid and enforceable to the fullest extent permitted by law.

SECTION XII Availability of Funds

It is expressly understood and agreed that the obligation of the COMMISSION to proceed under this AGREEMENT is conditioned upon the availability of funds, the appropriation of funds by the Mississippi Legislature, and/or the receipt of State funds, as provided by Section 27-104-25 of the Mississippi Code.

If at any time the funds anticipated for the fulfillment of this AGREEMENT are not forthcoming or are insufficient as a result of the failure of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided, or if funds are not otherwise available to the COMMISSION for the performance of this AGREEMENT, then this AGREEMENT shall be suspended automatically without any notice to RECIPIENT or any surety, for a period not to exceed ten (10) business days, effective immediately upon the date that said funds are not available, without damage, penalty, cost, or expenses to the COMMISSION of any kind whatsoever. RECIPIENT is responsible for monitoring the actions of the Mississippi Legislature in its enactment of, or its failure to enact, any budget appropriation for the MDOT for the ensuing Fiscal Year, and for monitoring the MDOT website at <http://www.gomdot.com> for any such notices.

In the event that said suspension is necessary, RECIPIENT shall take all necessary steps to minimize the incurrence of costs allocable to the suspension, and advise all sub-recipients and vendors to do the same. Upon expiration of the ten (10) business days, if said

funds remain unavailable, then COMMISSION may, at its discretion, elect to extend the suspension and/or issue a stop work order or terminate this AGREEMENT as provided below.

If a suspension is not canceled and the work covered by such suspension is terminated, the RECIPIENT may be paid for services rendered prior to the suspension and/or stop work order. In addition to payment for services rendered prior to the date of the suspension and/or stop work order, the COMMISSION may be liable only for the costs, fees, and expenses, if any, for demobilization and closeout of this AGREEMENT, based on actual time and expenses incurred by the RECIPIENT. In no event shall the COMMISSION be liable for lost profits or other consequential damages.

SECTION XIII Stop Work Order/Termination for Lack of Funding

The COMMISSION may issue a stop work order or terminate this AGREEMENT for lack of funding in the following manner:

- A. The COMMISSION may, by written order to the RECIPIENT at any time, and without notice to any surety, require the RECIPIENT to stop all or any part of the work called for by this AGREEMENT. This order shall be for a specified period not exceeding twenty-four (24) months after the order is delivered to the RECIPIENT unless the parties agree to any further period. Any such order shall be identified specifically as a stop work order issued pursuant to this clause. Upon receipt of such an order, the RECIPIENT shall forthwith comply with its terms and take all steps to minimize the occurrence of costs allocable to the work covered by the order during the period of work stoppage. Before the stop work order expires, or within any further period to which the parties shall have agreed, the COMMISSION shall either:

- (1) Cancel the stop work order; or
- (2) Terminate the work covered by such order according to and as provided elsewhere in this AGREEMENT.

Prior to the COMMISSION's taking official action to stop work under this AGREEMENT, the Executive Director of MDOT may notify the RECIPIENT, in writing, of the MDOT's intentions to ask the COMMISSION to stop work under this AGREEMENT. Upon notice from the Executive Director of MDOT, RECIPIENT shall suspend all activities under this AGREEMENT, pending final action by the COMMISSION.

- B. If a stop work order issued under this clause is canceled at any time during the period specified in the order, or if the period of the order or any extension thereof expires, the RECIPIENT shall have the right to resume work. If the COMMISSION decides that it is justified, an appropriate adjustment may be made in the delivery schedule. If the stop work order results in an increase in the time required for or in the RECIPIENT's cost properly allocable to the performance of any part of this AGREEMENT and the RECIPIENT asserts a claim for such an adjustment within thirty (30) days after the end of the period of work stoppage, an equitable adjustment in this AGREEMENT may be made by written modification of this AGREEMENT as provided by the terms of this AGREEMENT.

- C. If a stop work order is not canceled and the work covered by such order is terminated, the RECIPIENT may be paid for services rendered prior to the termination. In addition to payment for services rendered prior to the date of termination, the COMMISSION shall be liable only for the costs, fees, and expenses for demobilization and closeout of this AGREEMENT, based on actual time and expenses incurred by the RECIPIENT in the packaging and shipment of all documents covered by this AGREEMENT to the COMMISSION. In no event shall the COMMISSION be liable for lost profits or other consequential damages.
- D. If at any time the funds anticipated for the fulfillment of this AGREEMENT are not forthcoming or are insufficient due to the failure of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided, or if funds are not otherwise available to the COMMISSION for the performance of this AGREEMENT, the COMMISSION shall have the right, upon ten (10) days' written notice to the RECIPIENT, to terminate this AGREEMENT without damage, penalty, cost, or expenses to the COMMISSION of any kind whatsoever. The effective date of termination shall be as specified in the notice or at the end of any fiscal funding period wherein the funds are not available.

In addition to payment for services rendered prior to the date of the termination, the COMMISSION may be liable only for the costs, fees, and expenses, if any, for demobilization and closeout of this AGREEMENT, based on actual time and expenses incurred by the RECIPIENT. In no event shall the COMMISSION be liable for lost profits or other consequential damages.

SECTION XIV Responsibilities for Claims and Liability

Non-governmental RECIPIENTS shall defend, indemnify, and hold harmless the COMMISSION and all its officers, agents, and employees from any claim, loss, damage, cost, charge, expense, or reasonable attorney fees (including, but not limited to, any type of environmental claim, loss, damage cost charge, or expense), to the extent caused by any act, actions, negligence, or omission by the RECIPIENT, its agents, employees, or sub-recipients during the performance of this AGREEMENT, whether direct or indirect. Neither the RECIPIENT nor any of his agents or sub-recipients will be liable under this provision for damages arising out of the injury or damage to persons or property solely caused or resulting from the negligence of the COMMISSION or any of its officers, agents, or employees.

Non-governmental RECIPIENTS' obligation under this section shall be initiated by the COMMISSION's notice of claim for indemnification to RECIPIENT. At the COMMISSION's option, the RECIPIENT shall defend or participate and associate with the COMMISSION in the defense and trial or arbitration of any damage claim, lien, or suit and any related settlement negotiations. Only an adjudication or judgment after the highest appeal is exhausted specifically finding the COMMISSION entirely responsible shall excuse performance of provision by the RECIPIENT. In such case, the COMMISSION shall pay all costs and fees related to this obligation and its enforcement. Should there be a finding of dual or multiple liability, costs and fees shall be apportioned accordingly.

In conjunction herewith, the COMMISSION agrees to notify all RECIPIENTS in writing as soon as practicable after receipt or notice of any claim involving RECIPIENT. These indemnities shall not be limited by reason of the listing of any insurance coverage.

All RECIPIENTS, whether public or otherwise, agree to notify the Commission of any event encountered in the course of performance of this AGREEMENT which results in injury to any person or property, or which may otherwise subject the RECIPIENT or the COMMISSION or its officers, agents, or employees to liability. The RECIPIENT shall report any such event to the COMMISSION immediately upon discovery. Reporting to the COMMISSION under this section shall not excuse or satisfy any obligation of the RECIPIENT to report any event to law enforcement or other entities under the requirements of any applicable law.

All notices, communications, and correspondence between the COMMISSION and the RECIPIENT shall be directed to the key personnel and designated agents designated in this AGREEMENT.

SECTION XV Immigrant Status Certification/E-Verify

RECIPIENT represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act, Section 71-11-1, et seq. of the Mississippi Code Annotated (Supp 2008), and will register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. RECIPIENT agrees to maintain records of such compliance and, upon request of the State and approval of the Social Security Administration or Department of Homeland Security, where required, to provide a copy of each such verification to the State. RECIPIENT further represents and warrants that any person assigned to perform services hereunder meets the employment eligibility requirements of all immigration laws of the State of Mississippi. RECIPIENT understands and agrees that any breach of these warranties may subject RECIPIENT to the following: (a) termination of this AGREEMENT and ineligibility for any State or public contract in Mississippi for up to three (3) years, with notice of such cancellation/termination being made public, or (b) the loss of any license, permit, certification, or other document granted to RECIPIENT by an agency, department, or governmental entity for the right to do business in Mississippi for up to one (1) year, or (c) both. In the event of such termination/cancellation, RECIPIENT would also be liable for any additional costs incurred by the State due to AGREEMENT cancellation or loss of license or permit. The RECIPIENT is required to provide the certification on Attachment "C" to this AGREEMENT to the COMMISSION verifying that the RECIPIENT and sub-recipient(s), if any, are registered and participating in E-Verify prior to execution of this AGREEMENT.

It is agreed by the parties that no person employed by the RECIPIENT pursuant to the provisions hereof will be considered an agent or employee of the COMMISSION or the Mississippi Department of Transportation.

It is further agreed by the parties that no provision of this AGREEMENT is intended nor shall it be construed to give rise to a third party beneficiary claim on the person or entity not a party hereto.

SECTION XVI Disputes

Any dispute concerning a question of fact in connection with this AGREEMENT which is not disposed of by agreement shall be arbitrated by the Executive Director of the MDOT or such person as the Executive Director may designate. The decision of the Executive Director or his/her designee shall be final and conclusive, unless within fifteen (15) days from the date of receipt of the decision, the RECIPIENT submits a written request for review of the decision. In that event, the RECIPIENT shall be provided an opportunity to be heard on the review and offer evidence in support of the RECIPIENT's position regarding the decision. The decision of the Executive Director on the review shall be final and conclusive unless determined by a court of competent jurisdiction to be unlawful for the reason it was not supported by any substantial evidence, was fraudulent, or was capricious. Until a final determination is made, the RECIPIENT shall proceed forthwith with the performance of the RECIPIENT's duties under this AGREEMENT pursuant to the Executive Director's decision.

SECTION XVII Termination of Agreement by Mutual Consent or Fault

This AGREEMENT may be terminated at any time by mutual consent of both parties. The RECIPIENT may terminate its participation in the PROJECT by notifying in writing and receiving the concurrence of the COMMISSION forty-five (45) days in advance of the termination. The COMMISSION may terminate this AGREEMENT by giving the RECIPIENT fifteen (15) days' advance written notice in the event of determination by the COMMISSION of nonperformance or any breach of any terms of this AGREEMENT by the RECIPIENT. The COMMISSION, before issuing written notice of AGREEMENT termination, may allow the RECIPIENT forty-five (45) days to correct the problems identified. If the COMMISSION makes the determination that this AGREEMENT should be terminated due to (a) insufficient performance, (b) a violation of any provision of this AGREEMENT, or (c) a misuse of the funds or equipment provided under this AGREEMENT, then it is agreed that this AGREEMENT shall be terminated upon fifteen (15) days' notice in writing from the COMMISSION to the RECIPIENT. The RECIPIENT shall be entitled to receive compensation for eligible expenses approved by the COMMISSION prior to receiving the termination notice.

SECTION XVIII Termination of Agreement by the Commission

The COMMISSION shall have the absolute right to terminate this AGREEMENT at any time without notice to the RECIPIENT, on the occurrence of any of the following occurrences, which shall constitute a material breach of this AGREEMENT:

- A. failure to perform any of the scheduled duties as set out herein;
- B. performing unacceptable work, or neglecting or refusing to remove materials or to perform anew such work as may be rejected as unacceptable;
- C. discontinuing the prosecution of the work;
- D. subcontracting or assigning the work hereunder without the prior written consent of the COMMISSION;
- E. unnecessary delay in completing the duties under this AGREEMENT;

- F. violation by the Recipient of any law of the State of Mississippi or any law of the United States of America;
- G. becoming insolvent, being declared bankrupt, filing for protection under any chapter of the U.S. Bankruptcy Code, or committing any act of bankruptcy or insolvency;
- H. allowing a final judgement to stand unsatisfied;
- I. making an assignment of the benefit of creditors;
- J. failure to provide and maintain the policies of insurance as required by this AGREEMENT;
- K. failure for any other causes whatsoever to carry on the work in an acceptable manner.

The above list of circumstances constituting material breach is not intended to be all inclusive and in no way restricts the COMMISSION from terminating this AGREEMENT for any material breach recognized by the Courts, State or Federal.

Termination without notice shall require written notice to the RECIPIENT setting out the basis for said termination and the effective date of said termination. Prior to termination without notice for reasons A, B, C, D, E or I above, the COMMISSION must show that the appropriate supervisory personnel have notified the RECIPIENT of the deficient performance and given the RECIPIENT at least fifteen (15) days to cure the deficiencies, unless said deficiencies are such that they may cause irreparable harm to PROJECT PROPERTY or public safety.

If the RECIPIENT enters into bankruptcy, voluntarily or involuntarily, any PROPERTY, or proceeds resulting from the sale thereof, purchased or financed in whole or in part with funds provided by this AGREEMENT shall not be an asset to the RECIPIENT.

In the event of a termination for any reason, the COMMISSION'S obligations and liability hereunder shall be limited solely to payment of any compensation due RECIPIENT as stated in this AGREEMENT.

SECTION XIX General Provisions

This AGREEMENT, together with the APPLICATION and Attachments hereto, constitutes the sole and entire agreement between the COMMISSION and the RECIPIENT with respect to the PROJECT hereof and supersedes any and all prior agreements, discussions, and negotiations between the COMMISSION and the RECIPIENT.

The RECIPIENT's acceptance of this AGREEMENT shall be evidenced by execution of this AGREEMENT by a duly authorized representative of the RECIPIENT, and said acceptance shall comprise a Public Transit MULTI-MODAL FUNDING AGREEMENT. It shall become effective upon the date of RECIPIENT's acceptance and shall remain in effect for twenty-four (24) consecutive months following execution by the Executive Director of the Mississippi Department of Transportation. Any unspent funds remaining at the end of this AGREEMENT shall automatically revert to the COMMISSION.

The COMMISSION executes all its orders and directives through the duly appointed Executive Director and the personnel of the MISSISSIPPI DEPARTMENT OF

TRANSPORTATION. All notices and correspondence with or to the COMMISSION pursuant to the PROJECT identified in this AGREEMENT shall be directed to the appropriate modal Division Director, Mississippi Department of Transportation, and shall reference this AGREEMENT number.

SECTION XX Agreement Changes

Modifications, changes, or amendments to this AGREEMENT may be made upon mutual agreement of the parties hereto. However, any change, supplement, modification, or amendment of any term, provision, or condition of this AGREEMENT must be in writing and signed by both parties hereto.

SECTION XXI Notice, Key Personnel, and Designated Agents

The RECIPIENT agrees that Key Personnel identified as assigned to phases hereunder as set forth in this AGREEMENT shall not be changed or reassigned without prior approval of the MDOT. If prior approval is impossible, recipient shall give notice to the MDOT as soon as practicable, and by subsequent review the MDOT may approve or disapprove the action. For purposes of implementing this section and all other sections of this AGREEMENT with regard to notice, the individuals listed below are herewith designated as agents for the respective parties. Any notice required or permitted to be given under this AGREEMENT shall be in writing and sent by United States Certified Mail, Return Receipt Requested, to the party to whom the notice should be given at the address set forth below:

Commission:

Director of Public Transit Division
Mississippi Department of Transportation
P.O. Box 1850 – MC: 61-01
Jackson, MS 39215-1850
Telephone: 601-359-7800
Facsimile: 601-359-7777

Recipient:

Mrs. Donna Zampella
General Manager
City of Oxford
409 McElroy Drive
Oxford, MS 38655
Telephone: (662) 234-3540
Facsimile: (662) 234-2064

THIS SPACE LEFT BLANK INTENTIONALLY

For the faithful performance of the terms of this AGREEMENT, the parties hereto have caused this AGREEMENT to be executed by their undersigned authorized representatives and the parties hereto represent that they have the authority to enter into this AGREEMENT.

WITNESS my signature in execution hereof this the ____ day of _____, 20____.

City of Oxford

Recipient

By: _____
Signature

Attest: _____
Signature Title

WITNESS my signature in execution hereof this the ____ day of _____, 20____.

**MISSISSIPPI TRANSPORTATION COMMISSION,
BY AND THROUGH ITS DULY AUTHORIZED
EXECUTIVE DIRECTOR OF THE
MISSISSIPPI DEPARTMENT OF TRANSPORTATION**

Brad White, Executive Director

MTC Award: Book _____, Page No. _____

Public Transit Attachment "A"

Attached to and made a part of that certain MULTI-MODAL Agreement, Project Number **503839-341100**, executed by and between the Mississippi Transportation Commission and recipient(s) **City of Oxford** for the purpose of setting forth the project description, projected completion date, project milestones and applicable special provisions.

PROJECT DESCRIPTION: Insurance

SPECIAL PROVISIONS:

Anything to the contrary notwithstanding, with respect to the implementation of this project, the following special provisions shall apply. In the event of a conflict between these provisions and other provisions contained elsewhere in this AGREEMENT, these special provisions shall prevail.

RECIPIENT's termination of any services heretofore approved through this AGREEMENT requires prior written notification to the COMMISSION and COMMISSION concurrence and that, at a minimum, RECIPIENT shall provide thirty (30) days' written notice of termination of services published in a newspaper having local circulation, and shall post on all PROJECT vehicles and mail to sub-contractor/sub-recipients and provide to all passengers such written notice of termination of services.

Public Transit Attachment "B"

Attached to and made a part of that certain MULTI-MODAL AGREEMENT, Project Number **503839-341100**, executed by and between the Mississippi Transportation Commission and recipient(s) **City of Oxford** for the purpose of setting forth the requirements for insurance for the project.

The RECIPIENT shall obtain or shall cause its sub-contractor/sub-recipient or agent to obtain insurance adequate to protect the PROJECT PROPERTY, as well as public liability insurance. The COMMISSION shall be named as loss payee for PROJECT PROPERTY purchased or improved with MULTI-MODAL funds. The RECIPIENT shall submit evidence of such insurance coverage including documentation of the solicitation process annually to the COMMISSION or prior to beginning the PROJECT, and said coverage shall remain in effect at all times during the useful life of the PROJECT PROPERTY. The minimum coverage shall be as follows:

- A. Comprehensive general liability insurance in an amount not less than one million dollars (\$1,000,000.00) per occurrence, including coverage for blanket contractual liability, broad form property damage, personal injury and bodily injury (including illness, disease and death), and products/completed operations;
- B. Comprehensive automobile liability insurance, including hired and non-owned vehicles, in an amount not less than one million dollars (\$1,000,000.00) per occurrence, covering bodily injury and death and property damage, if applicable;
- C. Blanket employee fidelity bond insurance in an amount not less than fifty thousand dollars (\$50,000.00);
- D. Workers' compensation insurance in the amount required pursuant to the laws of the State of Mississippi;

All insurance policies required herein shall be issued by a reputable and substantial insurance company or companies licensed to do business in the State of Mississippi and shall include an endorsement providing substantially as follows:

Insurer may not cancel this policy, modify or amend its terms, or reduce coverage for a period of sixty (60) days after the Mississippi Department of Transportation has been notified by certified mail, return receipt requested, of the Insurer's intention to cancel, modify, amend, or reduce the coverage.

The RECIPIENT shall immediately notify the COMMISSION in writing of any notices from insurer concerning cancellation or reduction in insurance coverage.

On or before the inception of the Period of Performance of this AGREEMENT, the RECIPIENT shall deliver to the COMMISSION a Certificate or Certificates of Insurance, certifying the types and amounts of coverage required herein, the loss payee, and the required endorsement. Governmental RECIPIENTS must provide evidence of the aforesaid insurance coverage or a Certificate of Coverage under the Mississippi Tort Claims Act as set forth in Chapter 46, title 11, Mississippi Code 1972, as amended.

All insurance herein specified shall be carried until the work performed under this AGREEMENT is satisfactorily completed.

Transit Attachment "C"

RECIPIENT EEV CERTIFICATION AND AGREEMENT

City of Oxford

By executing this Certification and Agreement, the undersigned verifies its compliance with the "Mississippi Employment Protection Act," Section 71-11-1 et seq. Mississippi Code of 1972, as amended, and any rules or regulations promulgated by Mississippi Transportation Commission [MTC], Department of Employment Security, State Tax Commission, Secretary of State, Department of Human Services in accordance with the Mississippi Administrative Procedures Law (Section 25-43-1 et seq., Mississippi Code of 1972, as amended), stating affirmatively that the individual, firm or corporation which is contracting with MTC has registered with and is participating in a Federal work authorization program* operated by the United States Department of Homeland Security to electronically verify information of newly hired employees pursuant to the Immigration Reform and Control Act of 1986, Pub. L. 99-603,100, Stat 3359, as amended. The undersigned agrees to inform the MTC if the undersigned is no longer registered or participating in the program.

The undersigned agrees that, should it employ or contract with any consultant(s)/sub-consultant(s) and/or contractor/sub-contractor(s) in connection with the performance of this AGREEMENT, the undersigned will secure from each such sub-recipient(s) verification of compliance with the Mississippi Employment Protection Act. The undersigned further agrees to maintain records of such compliance and provide a copy of each such verification to MTC, if requested, for the benefit of the MTC or this AGREEMENT.

EEV* Company Identification Number [Required]

The undersigned certifies that the above information is complete, true and correct to the best of my knowledge and belief. The undersigned acknowledges that any violation may be subject to the cancellation of the AGREEMENT, ineligibility for any State or public contract for up to three (3) years, the loss of any license, permit, certificate or other document granted by any agency, department or government entity for the right to do business in Mississippi for up to one (1) year, or both, any and all additional costs incurred because of the AGREEMENT cancellation or the loss of any license or permit, and may be subject to additional felony prosecution for knowingly or recklessly accepting employment for compensation from an unauthorized alien as defined by 8 U.S.C §1324a(h)(3), said action punishable by imprisonment for not less than one (1) year nor more than five (5) years, a fine of not less than One Thousand Dollars (\$1,000.00) nor more than Ten Thousand Dollars (\$10,000.00), or both, in addition to such prosecution and penalties as provided by Federal law.

BY: _____
Authorized Officer or Agent

Date

Printed Name of Authorized Officer or Agent of Recipient

Title of Authorized Officer or Agent of Recipient

SWORN TO AND SUBSCRIBED before me on this the ____ day of _____, 20__.

NOTARY PUBLIC

My Commission Expires:

* As of the effective date of the Mississippi Employment Protection Act, the applicable Federal work authorization program is E-Verify™ operated by the U. S. Citizenship and Immigration Services of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration.

APPROVED

Hindson

Attachment A

PROJECT BUDGET				
City of Oxford				
Multi-Modal Public Transit Project				
July 1, 2025 - June 30, 2026				
Contract Number: 503652-341000; 341100				
Scope	Multi-Modal Funds	Local Funds	Federal Funds	Total Cost
Capital; 503839- 341000				
			\$0.00	\$0.00
	\$0.00			\$0.00
Operation: 503839- 341100	\$75,251.00		\$301,004.00	\$376,255.00
				\$0.00
Total	\$75,251.00	\$0.00	\$301,004.00	\$376,255.00

Note: Capital: 503839-341000;
Vehicle Insurance - \$75,251.00



MEMORANDUM

To: Board of Aldermen
From: Braxton Tullos, Human Resources Director
Date: July 1, 2025
Re: Approval to Accept Proposals

The City of Oxford's Human Resources Department requests approval from the Mayor and Board of Aldermen to solicit proposals for Health and Welfare Benefit Consulting Services.

Our goal is to ensure that City employees continue to receive high-quality, comprehensive benefits. In pursuit of this goal, we are exploring alternative options, including the potential transition to a self-insured model. Engaging a qualified consulting firm will help us evaluate cost-effective strategies, enhance our benefit offerings, and ensure long-term sustainability and compliance.

I recommend approval.

Ordinance 2025-____

ORDINANCE AMENDING CHAPTER 74, ARTICLE 1, SECTION 74-14 CODE OF ORDINANCES OF THE CITY OF OXFORD, MISSISSIPPI – PURCHASE, POSSESSION, DISTRIBUTION, SALE OR OFFERING FOR SALE ANY PRODUCT DERIVED FROM THE HEMP PLANT, DESIGNED FOR HUMAN INGESTION AND/OR CONSUMPTION, THAT IS NOT APPROVED BY THE UNITED STATES FOOD AND DRUG ADMINISTRATION; PROHIBITED.

BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF OXFORD, MISSISSIPPI AS FOLLOWS:

SECTION I. That Section 74-14, Code of Ordinances, Oxford, Mississippi, is hereby amended as follows:

Sec. 74-14. Purchase, possession, distribution, sale or offering for sale any product derived from the Hemp plant, designed for human ingestion and/or consumption, that is Not Approved by the United States Food and Drug Administration; prohibited.

- a) No person shall purchase, possess, distribute, sale or attempt to possess, purchase, distribute or sale or publicly display for sale any product derived from the Hemp plant, designed for human ingestion and/or consumption, that is Not Approved by the United States Food and Drug Administration, in compliance with Mississippi Code 41-29-113.
- b) If the aforementioned substance(s) shall be found in the possession of any person, unless specifically excluded herein, the substances shall be confiscated by law enforcement officials.
- c) It shall not be an offense under subsection (a) above of this section if a person shall be acting at the direction of an authorized agent of the city to enforce or ensure compliance with this law prohibiting the possession, purchase, distribution or sale or the attempt to possess, purchase, distribute or sale or publicly display for sale the aforementioned substances.
- d) This section shall not apply to any person who shall commit any act described in this section pursuant to the direction or prescription of a duly licensed physician or dentist authorized to direct or prescribe such act.
- e) Any person found to be guilty of violating this section shall be deemed guilty of a misdemeanor and shall be punished by a fine not to exceed \$1,000.00 or imprisoned in the county jail not to exceed six months or both.

SECTION II. REPEALING CLAUSE

All ordinances or parts of ordinances in conflict herein shall be, and the same are hereby repealed.

SECTION III. EFFECTIVE DATE

The Mayor and Board of Aldermen find that the above ordinance having being first reduced to writing and read and considered section by section at a public meeting or the governing authorities of the City of Oxford Mississippi on motion of Alderman _____, seconded by Alderman _____, and the roll being called, the same by the following votes:

Alderman Smith	voted	_____
Alderman Hulse	voted	_____
Alderman Hyneman	voted	_____
Alderman Atkinson	voted	_____
Alderman Taylor	voted	_____
Alderman Bailey	voted	_____
Alderman Crowe	voted	_____

APPROVED, this the ____ day of, _____, 2025

ROBYN TANNEHILL, MAYOR

ASHLEY ATKINSON, CITY CLERK



Memorandum

To: Mayor and Board of Alderman
From: Robert Baxter, AICP; Senior Planner
Date: July 1, 2025
RE: Request approval of a Final Plat for Case #3229, Mike Halford for 'Grove at Grand Oaks, Phase 6B', for property located at 1406 Pine Valley Lane (PPIN #26136)

The subject property is an undeveloped lot measuring just over five (5) acres in the Grand Oaks II Planned Urban Development (PUD). According to the PUD Site Data Table, these 5 acres are located in Parcel 23B. Parcel 23B was originally 9.9 acres, and it allowed a total of 99 units to be constructed. In 2017, approximately 4.9 acres were subdivided, and developed the Cottages of Grand Oaks (a residential development consisting of a total of 21 units). The remaining density in Parcel 23B is 78 units. The applicant is proposing 8 single family detached lots, similar to other phases of the Grove at Grand Oaks. Lots in this proposed subdivision are approximately ½ acre in lot area.

Engineering provided comments related to access, Water & Sewer, and Storm Water in the Planning Commission Staff Report (Case #3229).

At its June 9, 2025 meeting, the Planning Commission considered and unanimously recommended approval of the request for Final Plat Approval for 'Grove at Grand Oaks, Phase 6B' on its consent agenda, with the 6 conditions listed in the staff report.

Recommendation: Staff and the Planning Commission recommend approval of the requested Final Plat for 'Grove at Grand Oaks, Phase 6B' with the following conditions:

1. Approval is for the plan as submitted subject to any necessary technical revisions per the Site Plan Review Committee (Planning).
2. Prior to the issuance of a building permit, each lot owner shall provide a landscaping plan that indicates the specimen, size and location of the required frontage trees to be installed in close proximity to the property line along Lakeshore Drive (Planning).

3. The applicant shall be responsible for the installation of frontage trees on the proposed common area (Planning).
4. All public infrastructure must be inspected and tested in the presence of city personnel before acceptance (Engineering).
5. Water connection and sewer fees shall be paid before building permits are issued (Engineering).

**Case #3229**

To: Oxford Planning Commission
From: Kate Kenwright, AICP; Planner II
Date: June 9, 2025

Applicant: Mike Halford (Joey Moore, JM Engineering and Design)
Owner: Mike Halford
Request: Final Plat Approval for 'The Grove at Grand Oaks, Phase 6B'
Location: 1406 Pine Valley Lane (PPIN #26136)
Zoning: (PUD) Grand Oaks Planned Unit Development with Underlying Zoning of (SMF) Suburban Multi-Family

Surrounding Zoning:

All: (PUD) Grand Oaks II Planned Unit Development

Case History: [Case #2196](#) – Preliminary Plat for Grove at Grand Oaks Ph 6A – June 2017
[Case #2197](#) – Site Plan Approval for Cottages at Grand Oaks – June 2017
[Case #2563](#) – Final Plat for Grove at Grand Oaks Ph 6A – November 2019
 Case #3150 – Preliminary Plat for Grove at Grand Oaks, Ph 6B – October 2024

Planning Comments:

The subject property is an undeveloped parcel measuring approximately 5 acres in the Grand Oaks II Planned Unit Development. According to the PUD Site Data Table, these 5 acres are located in Parcel 23B. Parcel 23B was originally 9.9 acres, and it allowed a total of 99 units to be constructed. In 2017, approximately 4.9 acres were subdivided, and developed the Cottages of Grand Oaks (a residential development consisting of a total of 21 units). The remaining density in Parcel 23B is 78 units. The applicant is proposing 8 single family detached lots, similar to other phases of the Grove at Grand Oaks. Lots in this proposed subdivision are approximately ½ acre in lot area.

This site is located in an area of established pine trees, but the submitting engineer notes that all pine trees are smaller than 24 inches in diameter and mitigation is not required for this site. The Land Development Code requires frontage trees be installed every 50' for a large tree, or every 35' for a small tree. A note is included on the plat that the installation of these trees will be the responsibility of the lot owners. There is a common area indicated on the subdivision that

requires the installation of frontage trees and will be the responsibility of the developer. A condition of approval is added that addresses these concerns.

The preliminary plat for this request was approved in October, 2024. The final plat is consistent with that previous approval by the Commission.

Engineering Comments:

This project proposes to construct 8 new lots within the Grand Oaks Development. The development will have access to public streets via Northshore Lane and Lakeshore Drive.

Water and Sewer

Water and sewer to the site will connect to existing public infrastructure. Water and sewer infrastructure will be owned and maintained by the City of Oxford. Easements as needed are noted on the plat.

Stormwater Management

The proposed stormwater management for this subdivision will be achieved by directing runoff to a proposed lake bordering the subdivision on the south side.

The Engineering Department has approved the Stormwater Management Plan for this project.

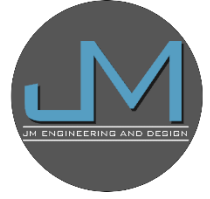
Recommendation: Staff recommends approval of the Final Plat for ‘The Grove at Grand Oaks, Phase 6B’ with the following conditions:

1. Approval is for the plan as submitted subject to any necessary technical revisions per the Site Plan Review Committee (Planning).
2. Approval of The Grove at Grand Oaks—Phase 6B, by the Mayor and Board of Aldermen (Planning).
3. Prior to the issuance of a building permit, each lot owner shall provide a landscaping plan that indicates the specimen, size and location of the required frontage trees to be installed in close proximity to the property line along Lakeshore Drive (Planning).
4. The applicant shall be responsible for the installation of frontage trees on the proposed common area (Planning).
5. All public infrastructure must be inspected and tested in the presence of city personnel before acceptance (Engineering).
6. Water connection and sewer fees shall be paid before building permits are issued (Engineering).

GRAND OAKS PHASE 23-B

PROJECT NARRATIVE

LAKESHORE DRIVE



Grand Oaks Phase 23-b is a Residential Subdivision Development located on Lakeshore Drive. The property is 5.00 AC and the current zoning is Suburban Multi-family (SMF).

The project is proposing 8 residential lots with a city street. Utility service will be provided by the City of Oxford.

Sincerely,

Joey Moore, P.E.
JM Engineering and Design, LLC
Oxford, MS 38655
662-801-8803

FINAL PLAT OF SUBDIVISION:

The Grove at Grand Oaks Phase 6B

HALCO INVESTMENTS, LLC - Owner

OWNER'S CERTIFICATE

I, Michael Halford As Managing Member Of HALCO INVESTMENTS, LLC, The Owner Of The Tract Of Land Herein Described, Certify That We Did Cause Said Land To Be Subdivided And Platted, As Shown On The Attached Plat Of The Grove At Grand Oaks Phase 6B Subdivision, And The Streets Are Dedicated To The Use Of The Public Forever. Streets Are Hereby Dedicated To The Use By The Public And/Or Private Utility Companies Which Serve This Subdivision. Utility Easements Are Also Dedicated To The Public And/Or Private Utility Companies Which Serve This Subdivision. Such Subdivision And Dedication Is The Owner's Own Act And Deed Of Their Own Free Will.

Witness My Hand And Signature This _____ Day Of _____, 2025.

Michael Halford, Managing Member

Notary Public

109 Cherry Bark Lane
Vicksburg, MS 39180

SURVEYOR'S CERTIFICATE

I Certify That The Within Plat Of The Grove At Grand Oaks Phase 6B 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 This _____ Day Of _____, 2025.

Larry L. Britt
Mississippi PS No. 2078

ENGINEER'S CERTIFICATE

I Certify That The Grove At Grand Oaks Phase 6B Subdivision In Lafayette County, Mississippi, 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.

Witness My Hand And Signature This _____ Day Of _____, 2025.

Joseph R Moore
Mississippi PE No. 28231

CITY ENGINEER'S CERTIFICATE

I Certify That HALCO INVESTMENTS, LLC Has Complied With One Of The Following Alternatives for The Grove At Grand Oaks Phase 6B Subdivision:

- All Improvements Have Been Installed by The Sub-Divider In Accordance With The Requirements Of These Regulations And With The Action Of The Board Of Aldermen, Giving Approval Of The Preliminary Plat, And Accepting Maintenance Of Utilities And Streets.
- A Bond, Certified Check Or Irrevocable Letter Of Credit Has Been Posted By The Sub-Divider Which Is Available To The City In A Sufficient Amount To Ensure Completion Of All Required Improvements,

As Of This _____ Day Of _____, 2025.

John Crawley
City Engineer, City Of Oxford

CITY OF OXFORD, COUNTY OF LAFAYETTE, STATE OF MISSISSIPPI

Approved And Recommended For Acceptance By The City Of Oxford Planning Commission, This

The _____ Day Of _____, 2025.

Chairman,
City Of Oxford Planning Commission

CITY OF OXFORD, COUNTY OF LAFAYETTE, STATE OF MISSISSIPPI

Approved And Accepted By The City Of Oxford Board Of Aldermen,

This The _____ Day Of _____, 2025.

Robyn Tannehill
Mayor, City Of Oxford

COUNTY OF LAFAYETTE, STATE OF MISSISSIPPI

Personally Appeared Before Me, Mike Roberts, Chancery Clerk, In And For Lafayette County, Mississippi, Michael Halford, Managing Member Of HALCO INVESTMENTS, LLC, Who Executed The Herein Owner's Certificate That Was Signed And Delivered Of His Own Free Act And Deed. And Also Appeared Joseph Chad Mayer, Professional Surveyor, 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 This The _____ Day Of _____, 2025

Mike Roberts
Chancery Clerk

COUNTY OF LAFAYETTE, STATE OF MISSISSIPPI

I, Mike Roberts, Chancery Clerk, In And For Lafayette County, Mississippi, Hereby Certify That This Instrument Was Filed For Record In My Office At _____ O'clock On The _____ Day Of _____, 2024, And Was Duly Recorded In Plat Cabinet _____, Slide _____.

Witness My Hand And Signature This The _____ Day Of _____, 2025

Mike Roberts
Chancery Clerk

RESTRICTIVE COVENANTS

Recorded In Instrument No. _____, Of The Land Records In The Chancery Clerk's Office Of Lafayette County, Mississippi.

OWNERSHIP OF DOCUMENTS

THIS DOCUMENT AND THE IDEAS AND DESIGNS INCORPORATED HEREIN, AS AN INSTRUMENT OF PROFESSIONAL SERVICES, IS THE PROPERTY OF ELLIOTT AND BRITT ENGINEERING, P.A. AND IS NOT TO BE USED, IN WHOLE OR IN PART FOR ANY OTHER PROJECT WITHOUT THE WRITTEN AUTHORITY OF ELLIOTT & BRITT ENGINEERING, P.A.

REVISION

Final Plat of Subdivision:

The Grove at Grand Oaks, Phase 6B

City of Oxford, Lafayette County, Mississippi

DRAWN
A L C

CHECKED
J M C

ENGINEER
J M C

DATE
4/22/2025

JOB NUMBER
S116-024

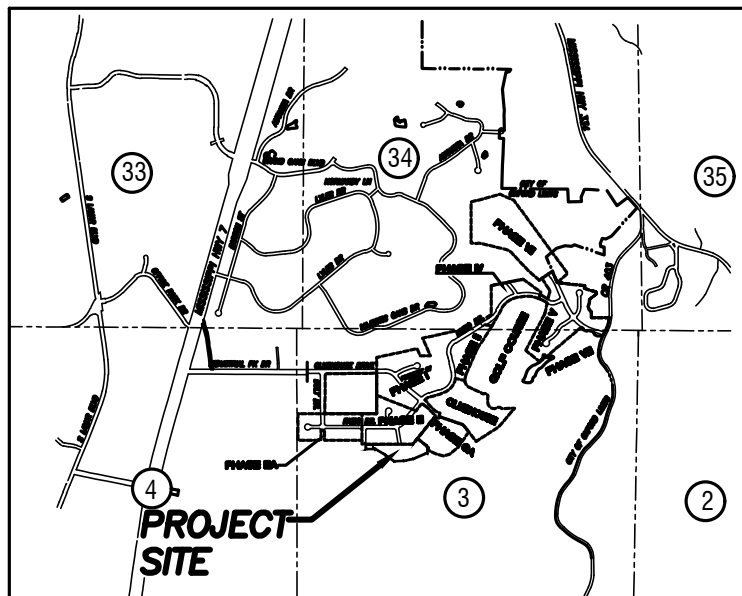
ELLIOTT & BRITT
ENGINEERING, P.A.
OXFORD • BATESVILLE • NEW ALBANY • HOLLY SPRINGS
(662) 234-1763
WWW.ELLIOTTBRITT.COM

SHEET TITLE

PLAT
NOTES

SHEET NUMBER

1 of 2



VICINITY MAP

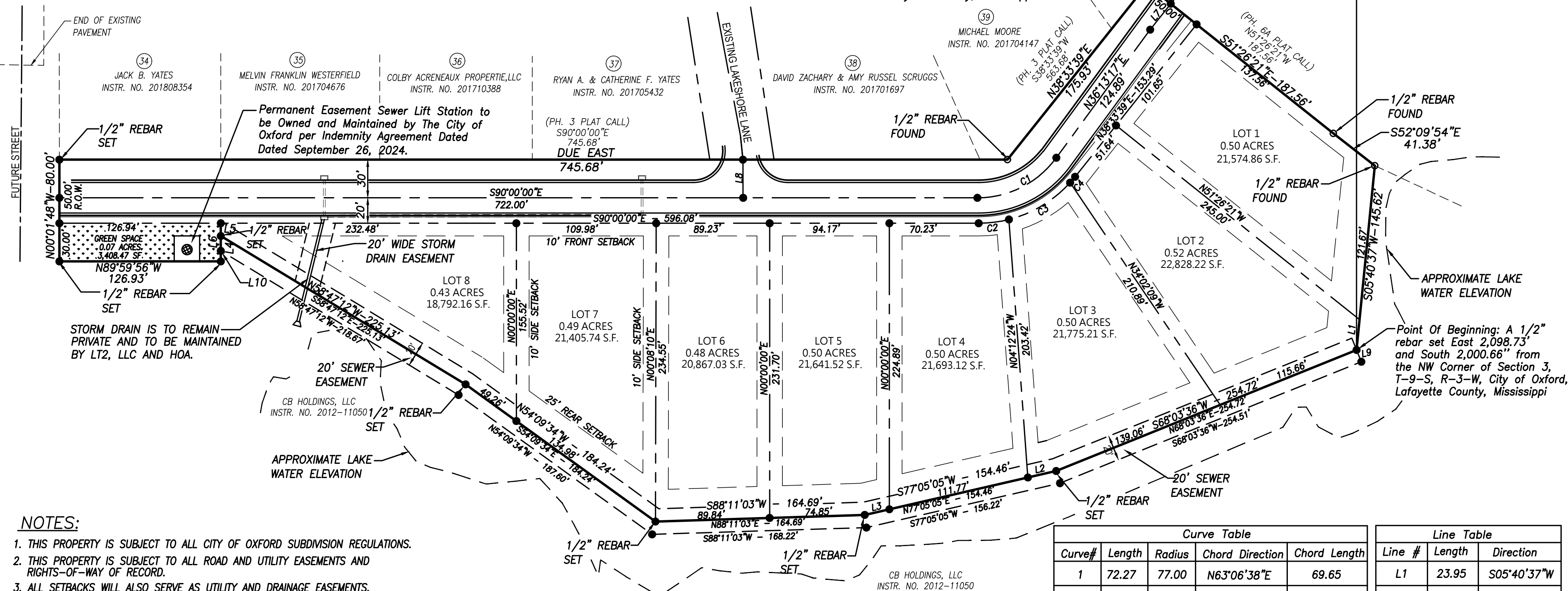
N.T.S.

PHASE 6B
±5.03 ACRES

ZONED: PUD-RC
PARCEL 23B

DESCRIPTION: A 5.06 acre, more or less parcel of land located in the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 3, Township 9 South, Range 3 West in the City of Oxford, Lafayette County, Mississippi and being more particularly described as follows:

Commencing at 18" Oak Tree commonly accepted as the Northwest Corner of Section 3, Township 9 South, Range 3 West, City of Oxford, Lafayette County, Mississippi; run thence Due East for a distance of 1,933.79 feet to a point; run thence Due South for a distance of 1,713.46 feet to a 1/2" rebar found marking the Point of Beginning of the herein described tract of land; run thence S 51°26'21" E for a distance of 187.56 feet to a 1/2" rebar found; run thence S 52°09'54" E for a distance of 41.38 feet to a 1/2" rebar found; run thence S 05°40'37" W for a distance of 145.62 feet to a 1/2" rebar set; run thence S 68°03'36" W for a distance of 254.72 feet to a 1/2" rebar set; run thence S 77°05'05" W for a distance of 154.46 feet to a 1/2" rebar set; run thence S 88°11'03" W for a distance of 164.69 feet to a 1/2" rebar set; run thence N 54°09'34" W for a distance of 184.24 feet to a 1/2" rebar set; run thence N 58°47'12" W for a distance of 225.13 feet to a 1/2" rebar set; run thence Due South for a distance of 20.00 feet to a 1/2" rebar set; run thence N 89°59'56" W for a distance of 126.93 feet to a 1/2" rebar set; run thence N 00°01'48" W for a distance of 80.00 feet to a 1/2" rebar set; run thence Due East for a distance of 745.68 feet to a 1/2" rebar found; run thence N 38°33'39" E for a distance of 175.93 feet to the Point of Beginning of the herein described tract of land, said tract of land containing 5.06 acres, more or less.



NOTES:

1. THIS PROPERTY IS SUBJECT TO ALL CITY OF OXFORD SUBDIVISION REGULATIONS.
2. THIS PROPERTY IS SUBJECT TO ALL ROAD AND UTILITY EASEMENTS AND RIGHTS-OF-WAY OF RECORD.
3. ALL SETBACKS WILL ALSO SERVE AS UTILITY AND DRAINAGE EASEMENTS.
4. BUILDING SETBACKS:
FRONT-10 FEET, REAR-25 FEET, SIDES-10 FEET.
5. THIS PROPERTY DOES NOT LIE IN A FLOOD HAZARD AREA ACCORDING TO THE FLOOD INSURANCE RATE MAP NO. 2807C0259C, PANEL NO. 259, EFFECTIVE DATE NOVEMBER 26, 2010.
6. THIS PROPERTY IS A CLASS "B" SURVEY AS SET FORTH IN ACCURACY FOR CONDITION "A" AS SET FORTH IN APPENDIX "B" OF THE STANDARDS OF PRACTICE FOR SURVEYING IN THE STATE OF MISSISSIPPI.
7. THIS SURVEY MEETS THE CONDITIONS OF CLOSURE AND APPENDIX "A" OF THE STANDARDS OF PRACTICE FOR SURVEYING IN THE STATE OF MISSISSIPPI.
8. BEARINGS ESTABLISHED: GPS OBSERVATION (GEODETIC)
9. ALL OF THE SURVEY CALLS ARE EITHER DEED CALLS OR MEASURED CALLS ESTABLISHED BY THIS SURVEY.
10. 1/2" REBAR, AS DESCRIBED, IS A 1/2" REINFORCEMENT BAR.
11. DATE OF FIELD SURVEY: 7-16-2024.
12. THE CITY OF OXFORD MAINTENANCE FOR STORM DRAINAGE ENDS AT THE STREET RIGHT-OF-WAY LINE.
13. ALL GREEN SPACE AREAS SHALL BE MAINTAINED BY LT2, LLC AND HOA.

DESCRIPTION: A 0.23 acre, more or less parcel of land to be used as permanent sanitary sewer easement, being located in the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 3, Township 9 South, Range 3 West in the City of Oxford, Lafayette County, Mississippi and being more particularly described as follows:

Commencing at 18" Oak Tree commonly accepted as the Northwest Corner of Section 3, Township 9 South, Range 3 West, City of Oxford, Lafayette County, Mississippi; run thence Due East for a distance of 2,098.73 feet to a point; run thence Due South for a distance of 2,000.66 feet to a 1/2" rebar set marking the Point of Beginning of the herein described tract of land; run thence S 21°56'24" E for a distance of 10.00 feet to a 1/2" rebar set; run thence S 68°03'36" W for a distance of 254.51 feet to a 1/2" rebar set; run thence S 77°05'05" W for a distance of 156.22 feet to a 1/2" rebar set; run thence S 88°11'03" W for a distance of 168.22 feet to a 1/2" rebar set; run thence N 54°09'34" W for a distance of 187.60 feet to a 1/2" rebar set; run thence N 58°47'12" W for a distance of 218.67 feet to a 1/2" rebar set; run thence Due North for a distance of 10.00 feet to a 1/2" rebar set; run thence S 58°47'12" E for a distance of 225.13 feet to a 1/2" rebar set; run thence S 54°09'34" E for a distance of 184.24 feet to a 1/2" rebar set; run thence N 88°11'03" E for a distance of 164.69 feet to a 1/2" rebar set; run thence N 77°05'05" E for a distance of 154.46 feet to a 1/2" rebar set; run thence N 68°03'36" E for a distance of 254.72 feet to the Point of Beginning of the herein described tract of land, said tract of land containing 0.23 acres, more or less.

All common property area(s) and stormwater management facilities (any infrastructure that controls or conveys stormwater runoff) shall be maintained in perpetuity and cannot be developed for any other use that would limit or cause to limit the use of the common property area(s) and stormwater management facilities, the common property area(s) and stormwater management facilities shall be owned and maintained by the Property Owners Association or the development. Each owner shall own a proportionate share, as defined in the covenants or other recorded documents, of the common property area(s) and stormwater management facilities. Each owner shall bear responsibility for the continued maintenance of the stormwater management facilities following the ordinances of the City of Oxford and Lafayette County. an owner's interest in the common property area(s) shall not be severed from their interest in their property.

The common property area parcel AD VALOREM tax value shall be assessed to each lot owner on a pro rata basis as part of each lot owner's total assessment.

The City of Oxford maintenance for storm drainage and stormwater management facilities is limited to that located within the City of Oxford's dedicated right-of-way or property owned by the City of Oxford.

Note:

All lot owners area required to place a minimum of (2) two trees or (1) one tree every fifty feet of road frontage right-of-way. Trees placed at fifty feet spacing must be the type and size specified in Code 5.7 Landscape Standards of the City of Oxford Code Ordinance. Each lot owner will be required to show size, type and placement for review by the City of Oxford for site plan approval.

OWNERSHIP OF DOCUMENTS

THIS DOCUMENT, AND THE IDEAS AND DESIGN INCORPORATED HEREIN, AS AN INSTRUMENT OF PROFESSIONAL SERVICES, IS THE PROPERTY OF ELLIOTT & BRITT ENGINEERING, P.A. AND IS NOT TO BE USED, IN WHOLE OR IN PART, FOR ANY OTHER PROJECT WITHOUT THE WRITTEN AUTHORITY OF ELLIOTT & BRITT ENGINEERING, P.A.

REVISION

Final Plat of Subdivision:

The Grove at Grand Oaks, Phase 6B

City of Oxford, Lafayette County, Mississippi

DRAWN
A L C

CHECKED
J M C

ENGINEER
J M C

DATE
4/22/2025

JOB NUMBER
S116-024

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SHEET TITLE

PLAT
BOUNDARY

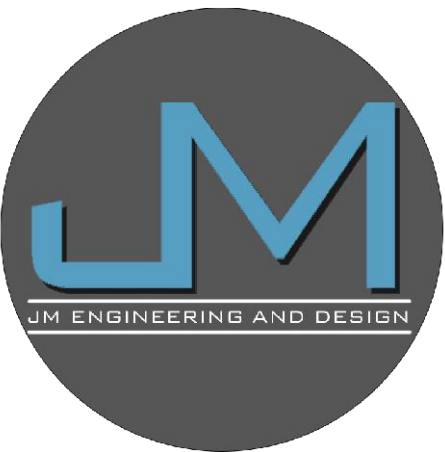
SHEET NUMBER

2 of 2

GRAND OAKS - PH 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI



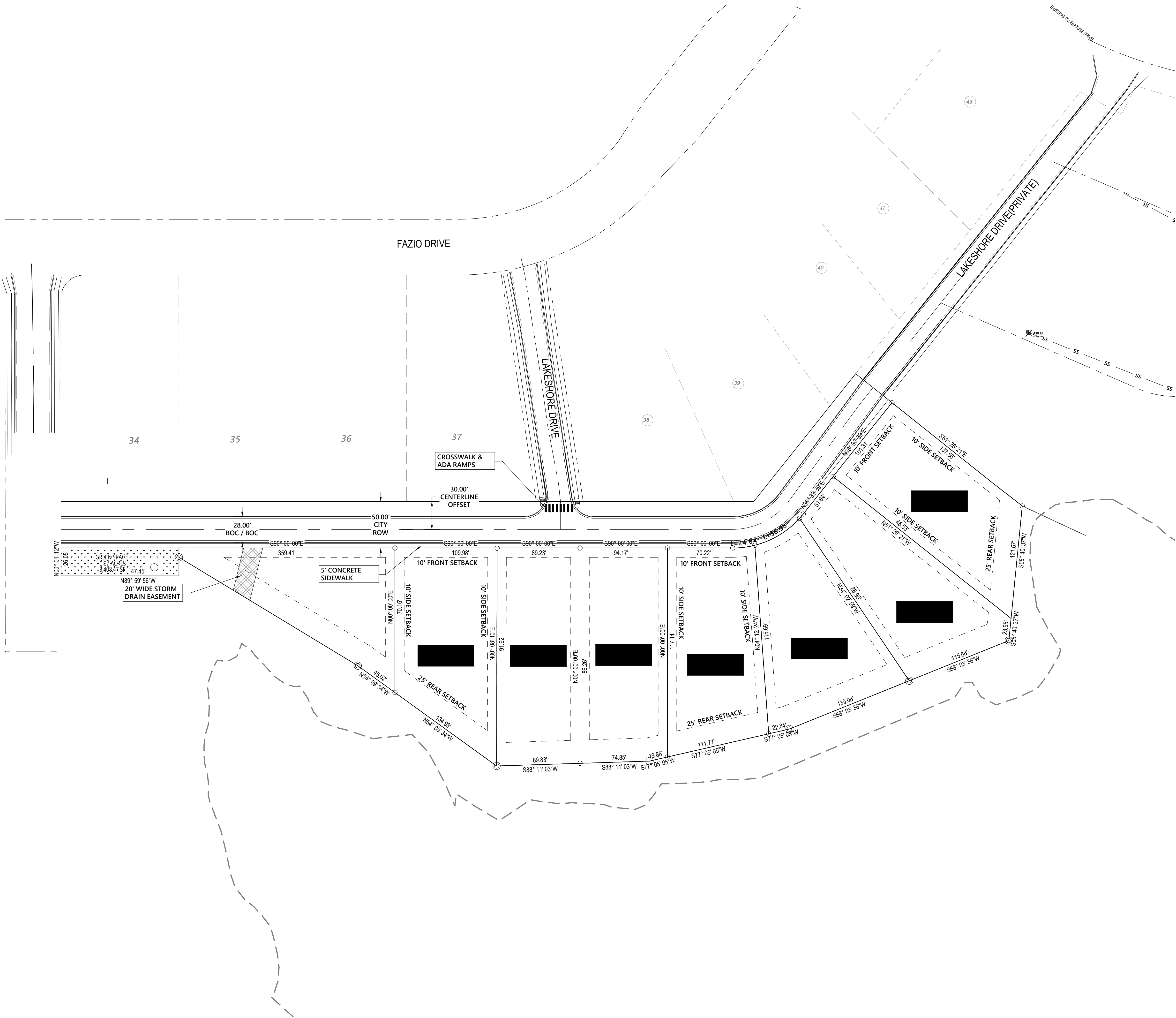
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GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

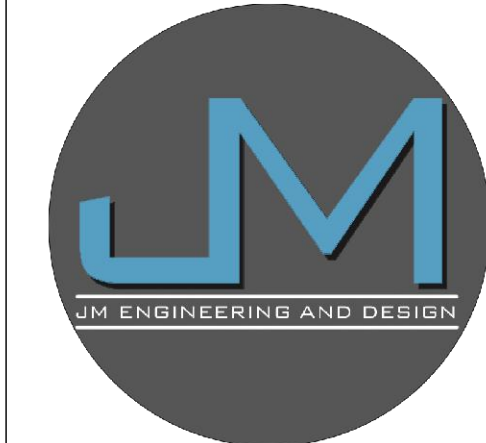
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SCALE	
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C-000



SITE DATA TABLE
PROPERTY AREA: 5.00 AC
ZONING: SMF
SETBACKS: FRONT: 10' MIN. / 60' MAX. SIDE: 10' REAR: 25'
LOTS: 8



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SITE PLAN

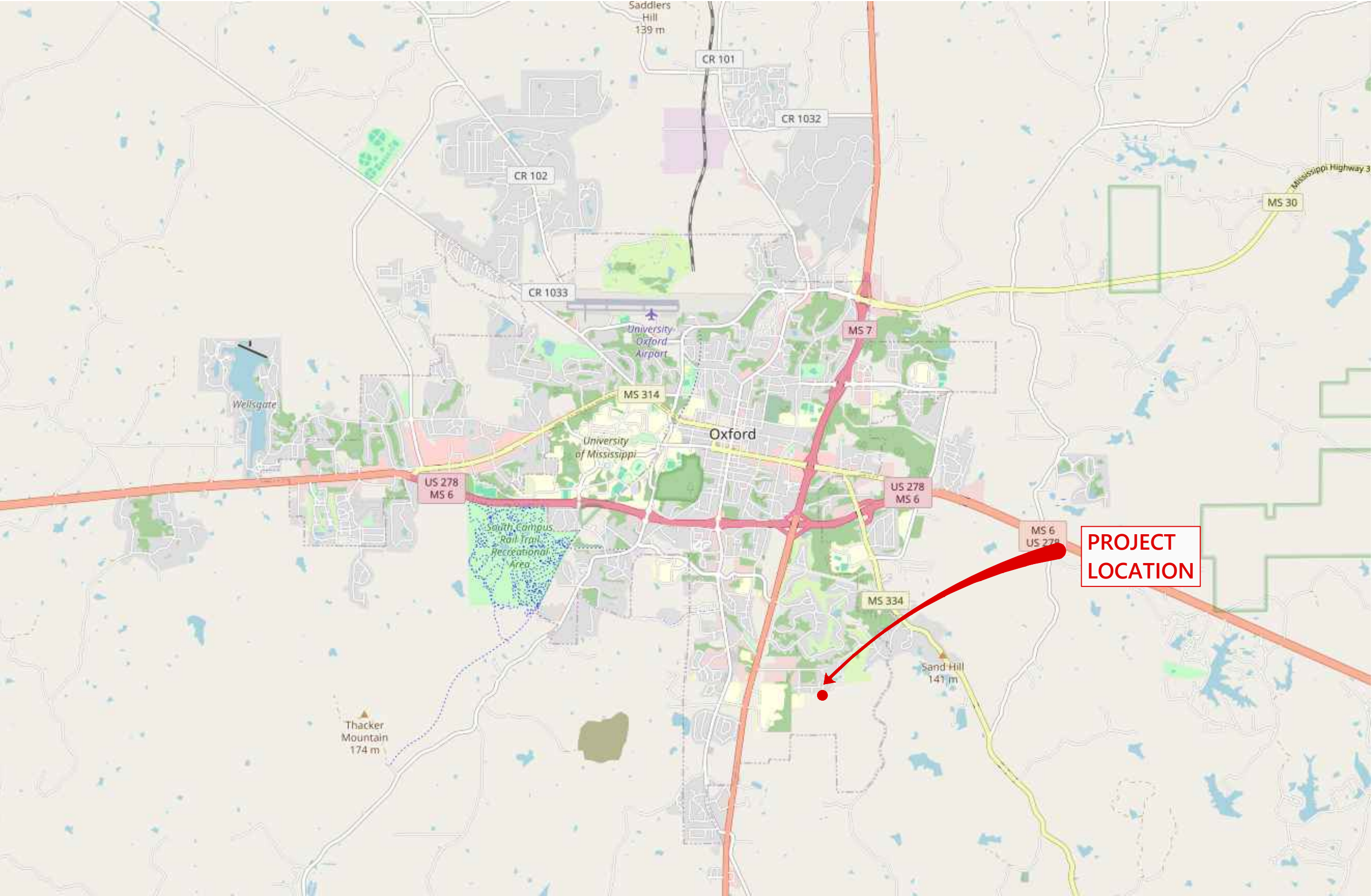
GRAND OAKS - 6-B

LAKESHORE DRIVE

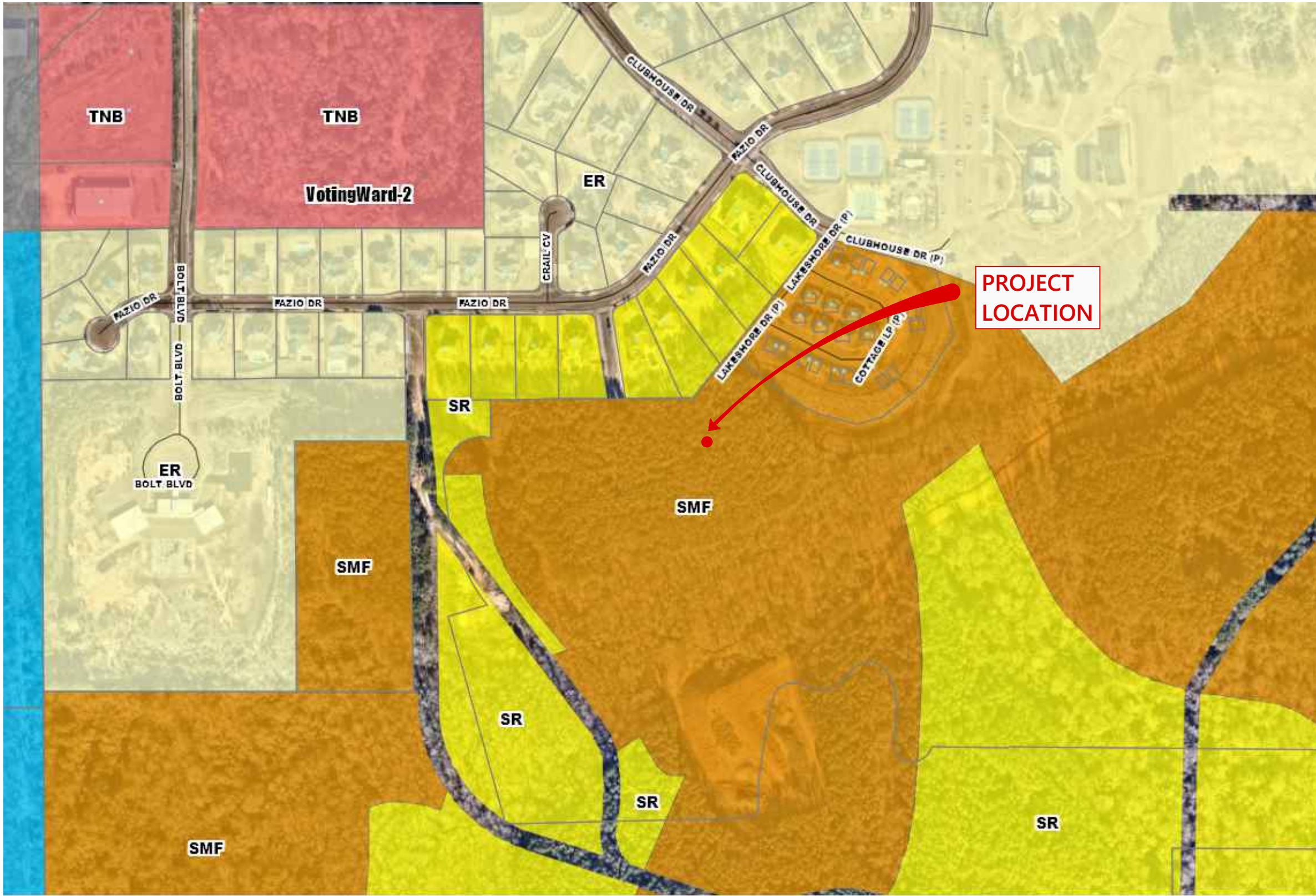
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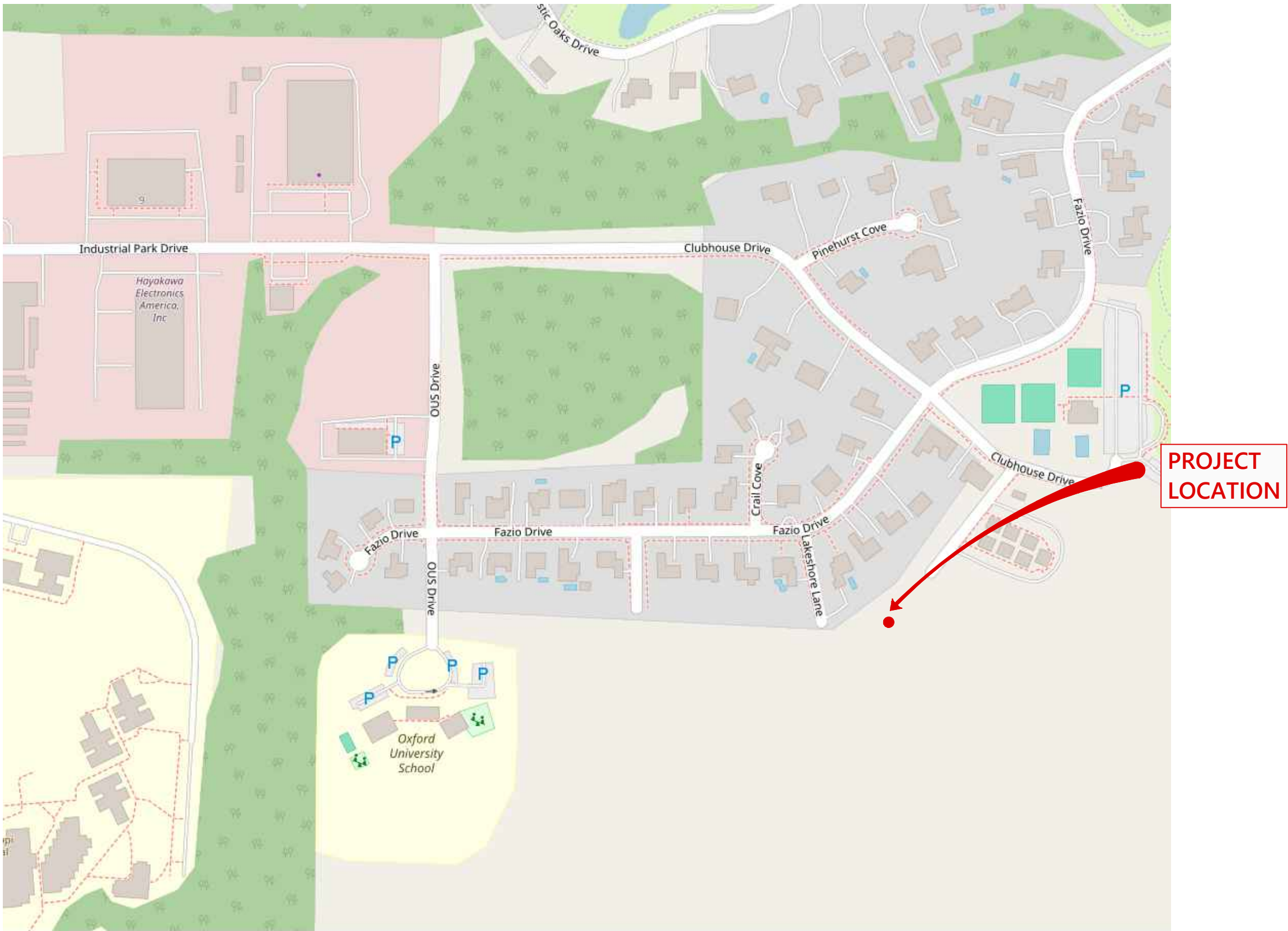
C-100



AREA MAP



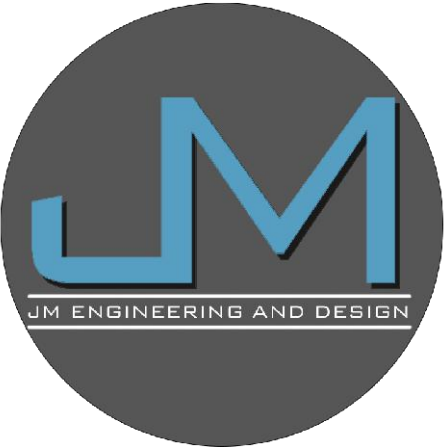
ZONING MAP (ZONING: SMF)



LOCATION MAP



AERIAL MAP



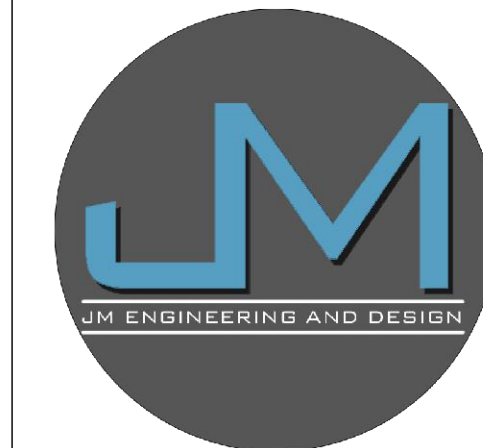
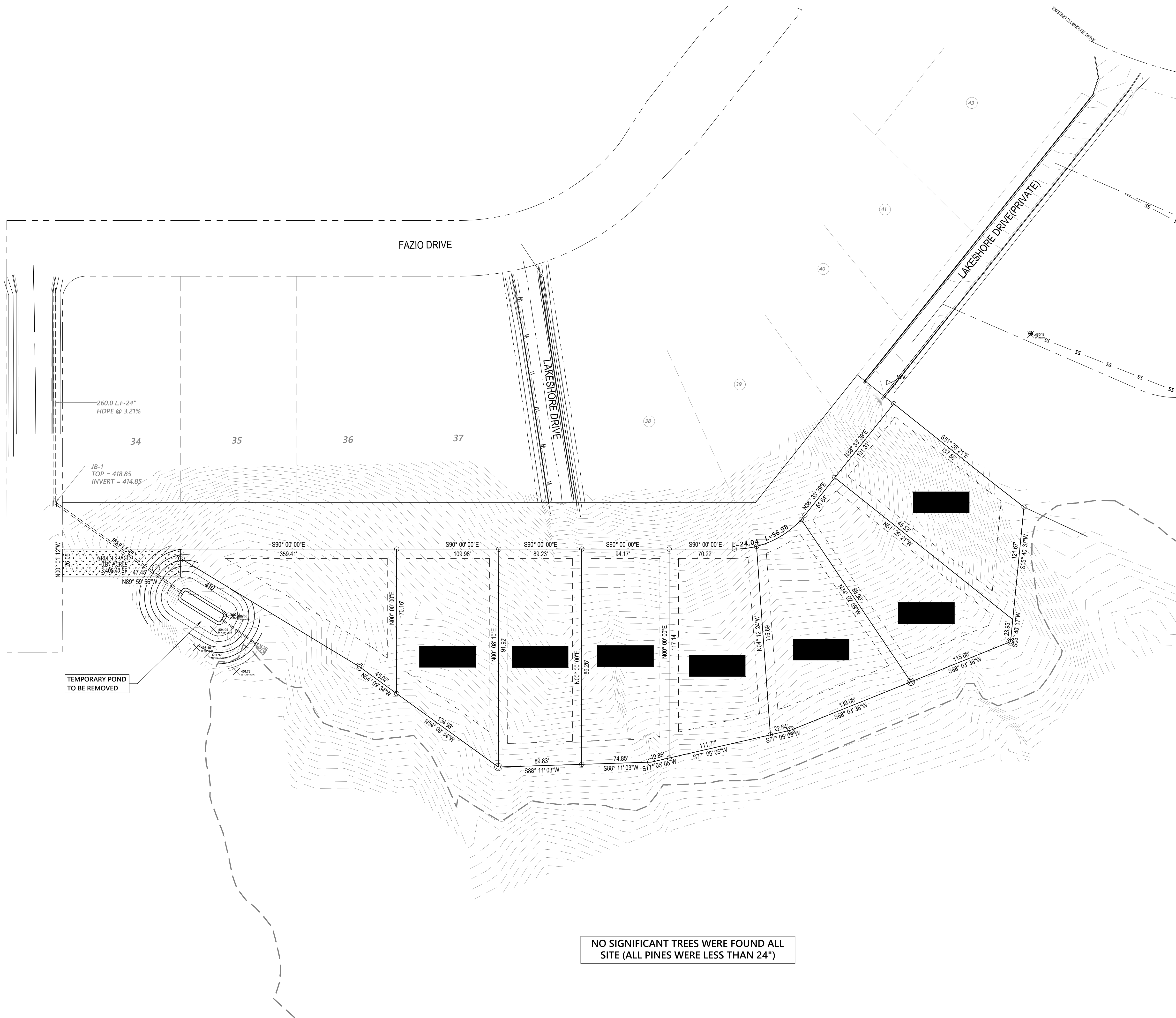
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SITE MAPS

GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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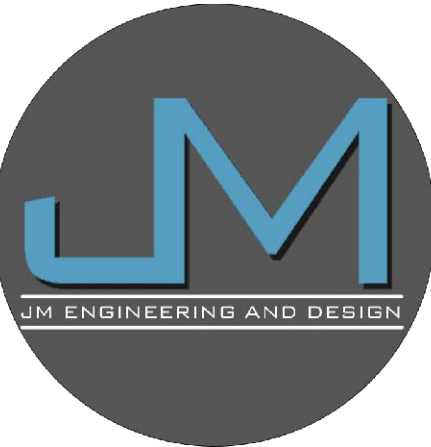
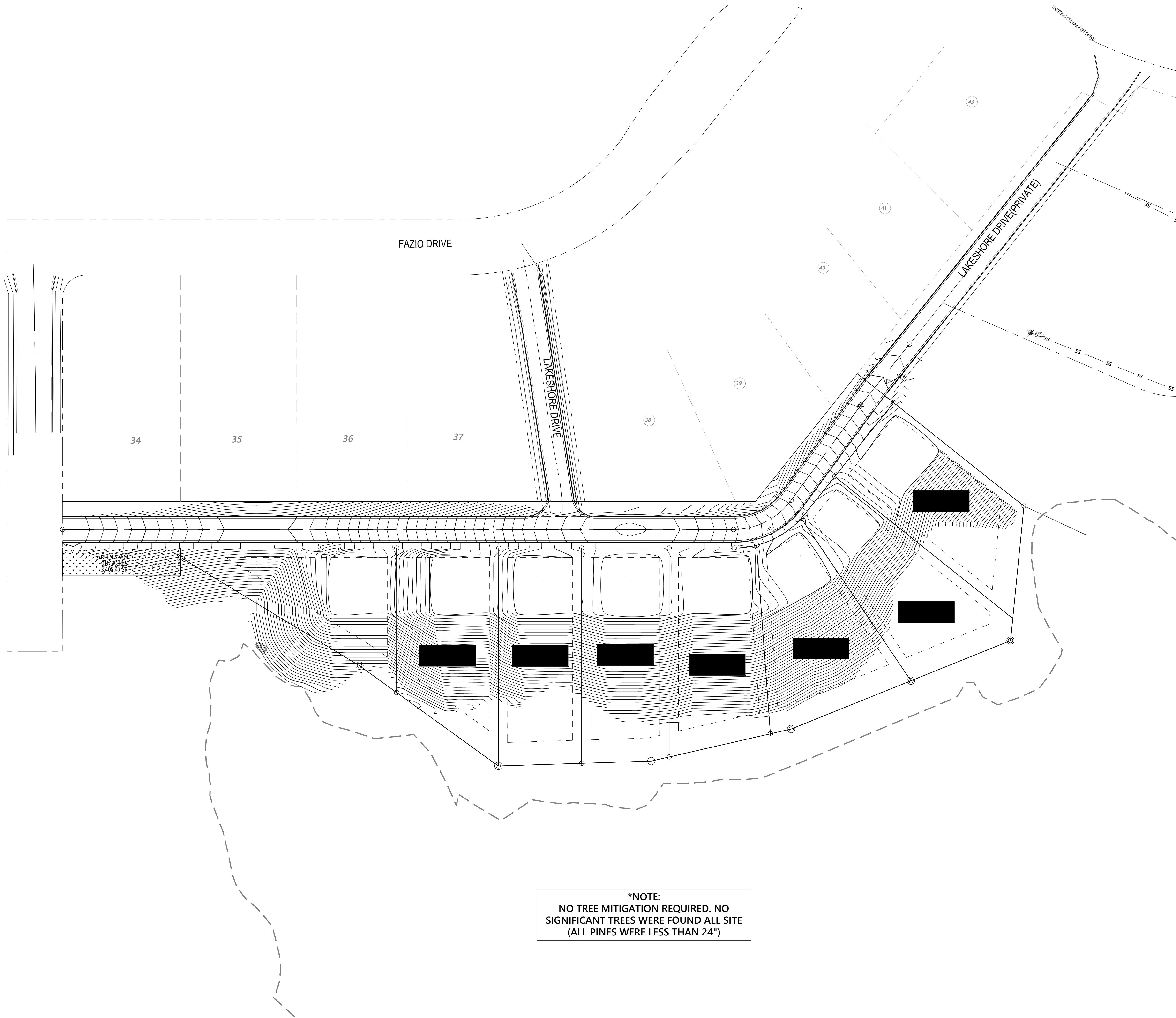


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EXISTING CONDITIONS
GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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C-200



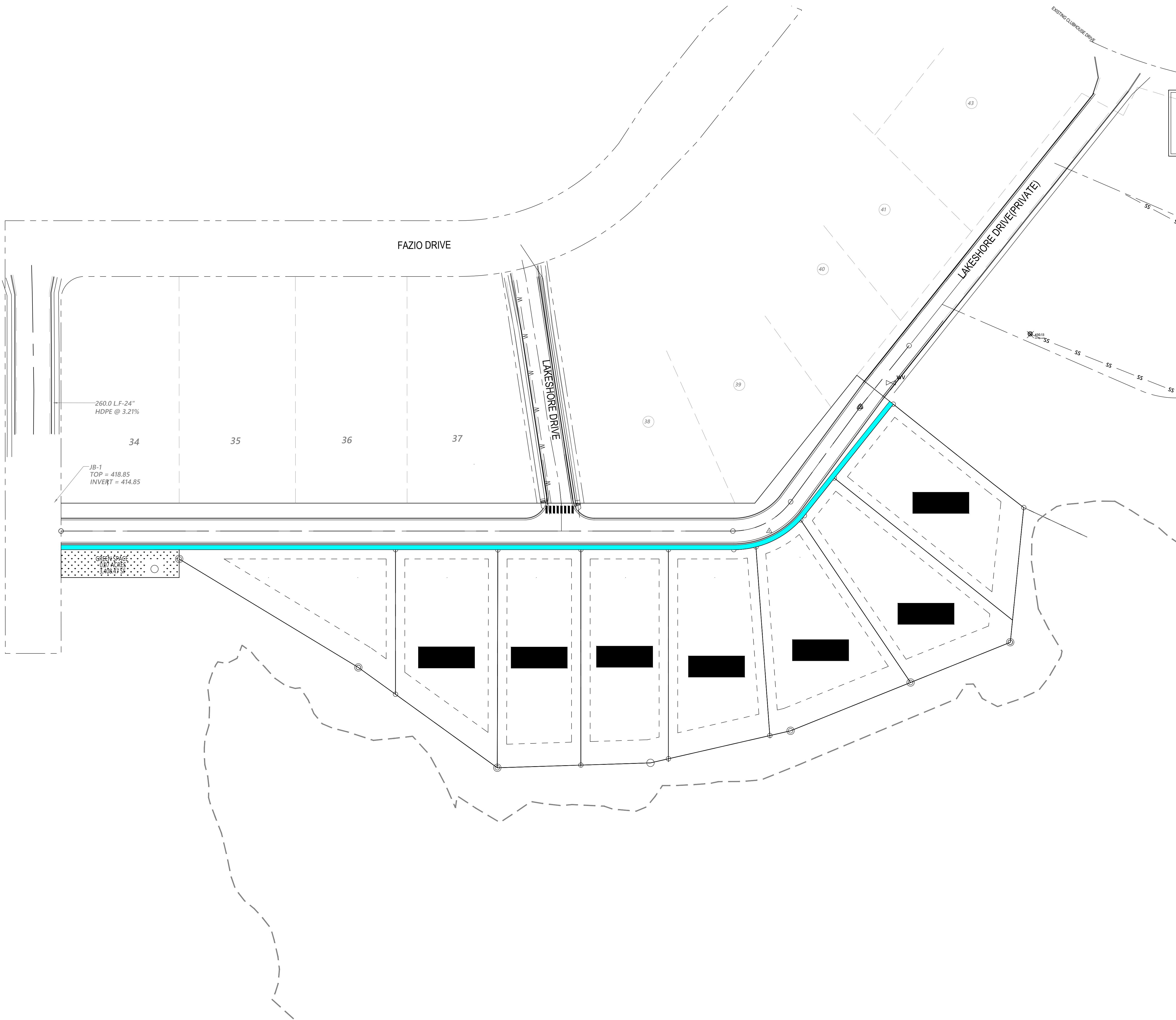
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TREE MITIGATION

GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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C-201



PEDESTRIAN CONNECTIVITY

SIDEWALK

NORTH

50 0 50 100

SCALE: 1" = 50'

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COMPLETE STREET PLAN

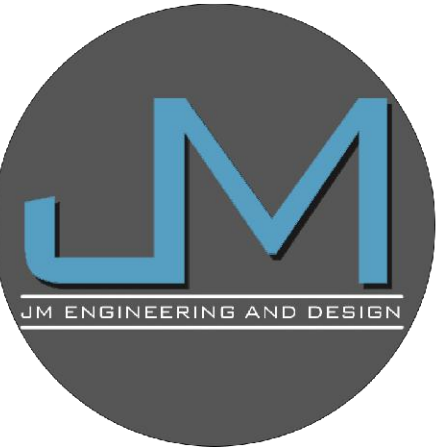
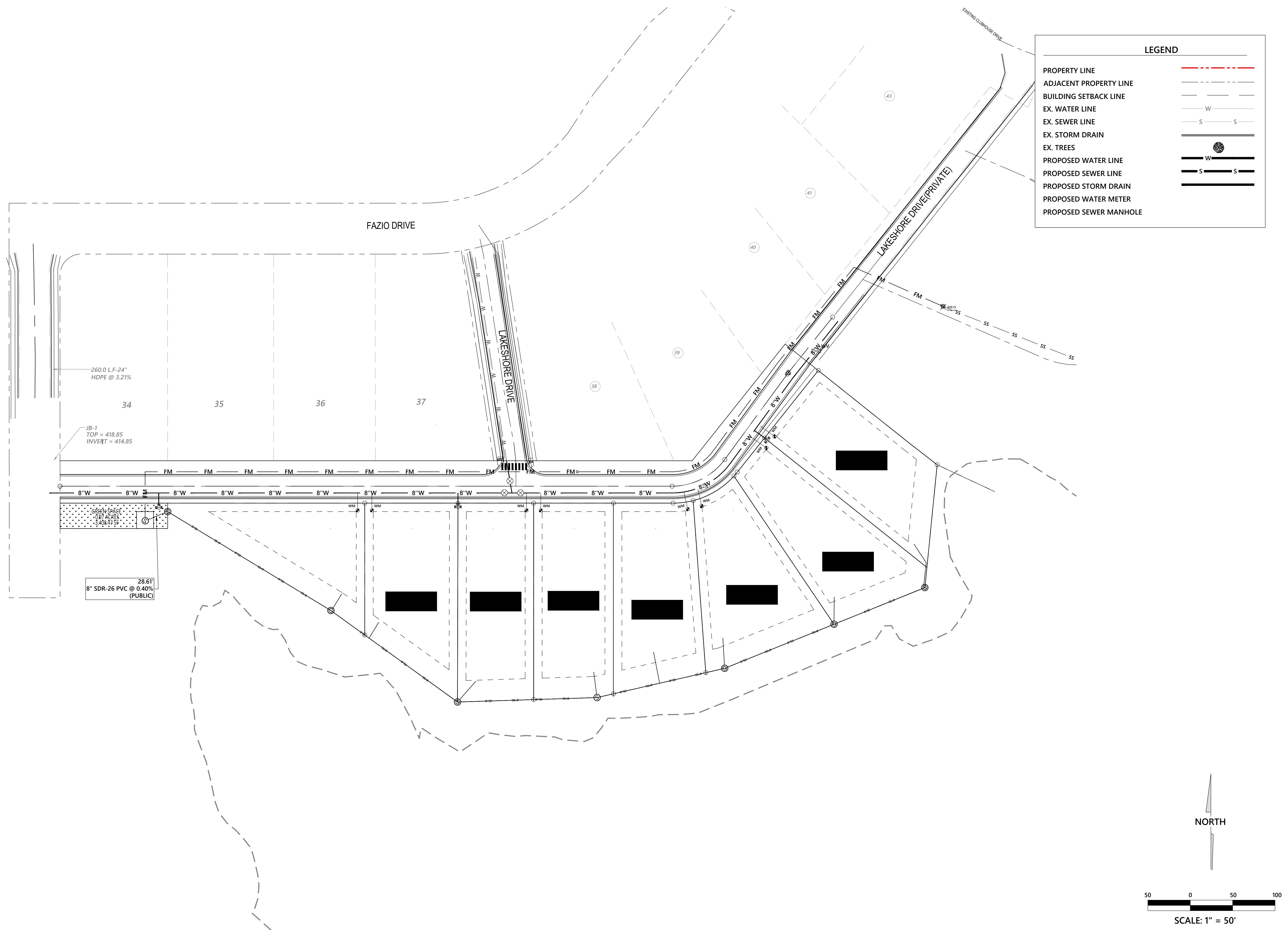
GRAND OAKS - 6-B

LAKE SHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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C-300



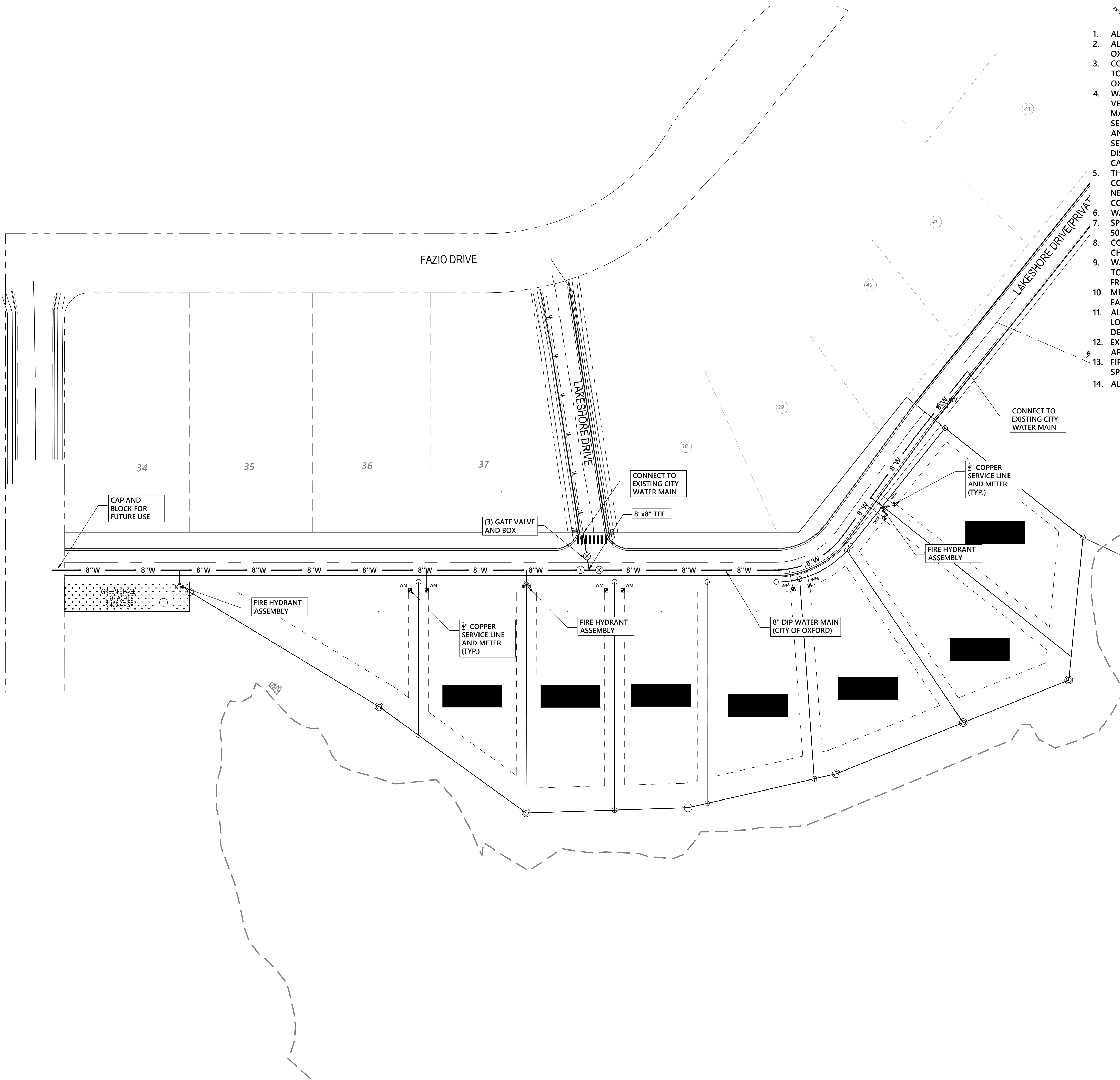
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UTILITY PLAN

GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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C-500



WATER NOTES

1. ALL WATER MAIN LINES SHALL BE 8" DIAMETER (MIN.) DUCTILE IRON PIPE, CLASS 350.
2. ALL WATER SERVICE LINES SHALL BE 3/4" MINIMUM DIAMETER AND SHALL MEET THE CITY OF OXFORD SPECIFICATIONS.
3. CONSTRUCTION AND MATERIALS FOR THE WATER DISTRIBUTION SYSTEM SHALL CONFORM TO THE SPECIFICATIONS OF THE MISSISSIPPI DEPARTMENT OF HEALTH AND THE CITY OF OXFORD.
4. WATER MAINS SHALL BE INSTALLED AT LEAST 10 FEET HORIZONTALLY AND 18 INCHES VERTICALLY FROM ANY SEWER MAIN OR MANHOLE (WATER OVER SEWER). WHERE WATER MAINS CROSS OVER SEWER MAINS, THE ABOVE REQUIREMENTS MAY BE WAIVED IF PIPE SEGMENTS ARE CENTERED TO PROVIDE MAXIMUM SPACING OF THE JOINTS OF BOTH WATER AND SEWER MAINS AND A VERTICAL SEPARATION OF AT LEAST 18 INCHES (WATER OVER SEWER) IS MAINTAINED. THE DISTANCES AND SPACING MENTIONED ABOVE ARE CLEAR DISTANCES, AND WHENEVER THE DISTANCE CAN NOT BE MET, THE MAIN MUST BE PLACED IN CASING.
5. THE CONTRACTOR SHALL VERIFY LOCATION AND SIZE OF EXISTING WATER MAINS PRIOR TO COMMENCING BORING OR CONNECTION OPERATIONS. THE CONTRACTOR SHALL PROVIDE NECESSARY ADJUSTMENTS TO BOTH NEW AND EXISTING WATER LINES TO ALLOW CONNECTION AND INSTALLATION.
6. WATER MAINS AND SERVICES MUST HAVE A MINIMUM OF 36" CLEARANCE.
7. SPACING OF FIRE HYDRANTS MY VARY, BUT SHALL IN NO CASE BE SPACED FARTHER THAN 500' APART. SPACING SHALL BE MEASURED LINEARLY ALONG STREET FRONTAGE.
8. CONTRACTOR SHALL MARK WATER CROSSINGS OF COMMON OPEN SPACE AREAS WITH CHISELED "W" ON CURB OR SIDEWALK AT CROSSING LOCATIONS.
9. WATER SERVICE BUILDING ENTRY SHOWN FOR APPROXIMATE LOCATION. EXACT LOCATION TO BE COORDINATED WITH BUILDING ARCHITECT. WATER SERVICE SHALL BE SPACED 10' FROM SEWER SERVICES, WHERE PRACTICAL.
10. METER BOXES MEETING THE CITY OF OXFORD'S REQUIREMENTS SHALL BE PROVIDED FOR EACH BUILDING BY THE DEVELOPER AND INSTALLED TO GRADE.
11. ALL TAPS MADE BY CITY OF OXFORD ARE TO BE PAID FOR BY CONTRACTOR/DEVELOPER. LOCATION OF EXISTING LINE AND TIE IN DETAILS TO BE FINALIZED WITH UTILITY DEPARTMENT.
12. EXACT LOCATION OF IRRIGATION LINE & METER SHALL BE DETERMINED BY LANDSCAPE ARCHITECT. SEE LANDSCAPE PLAN FOR ADDITIONAL INFORMATION.
13. FIRE PROTECTION LINE SIZE TO BE DETERMINED BY FIRE PROTECTION ENGINEER AND FIRE SPRINKLER SYSTEM DEMAND. SEE ARCHITECT PLANS FOR DETAILS.
14. ALL 3/4" CORPORATION STOPS SHALL BE FORD 3/4" FB 1000-3G ALL GRIP COMPRESSION.

LEGEND

PROPERTY LINE	---
ADJACENT PROPERTY LINE	---
BUILDING SETBACK LINE	---
EX. WATER LINE	W
EX. SEWER LINE	S
EX. STORM DRAIN	---
EX. TREES	⊗
PROPOSED WATER LINE	W
PROPOSED SEWER LINE	S
PROPOSED STORM DRAIN	---
PROPOSED WATER METER	⊗
PROPOSED SEWER MANHOLE	⊗

NORTH

50 0 50 100

SCALE: 1" = 50'

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WATER PLAN

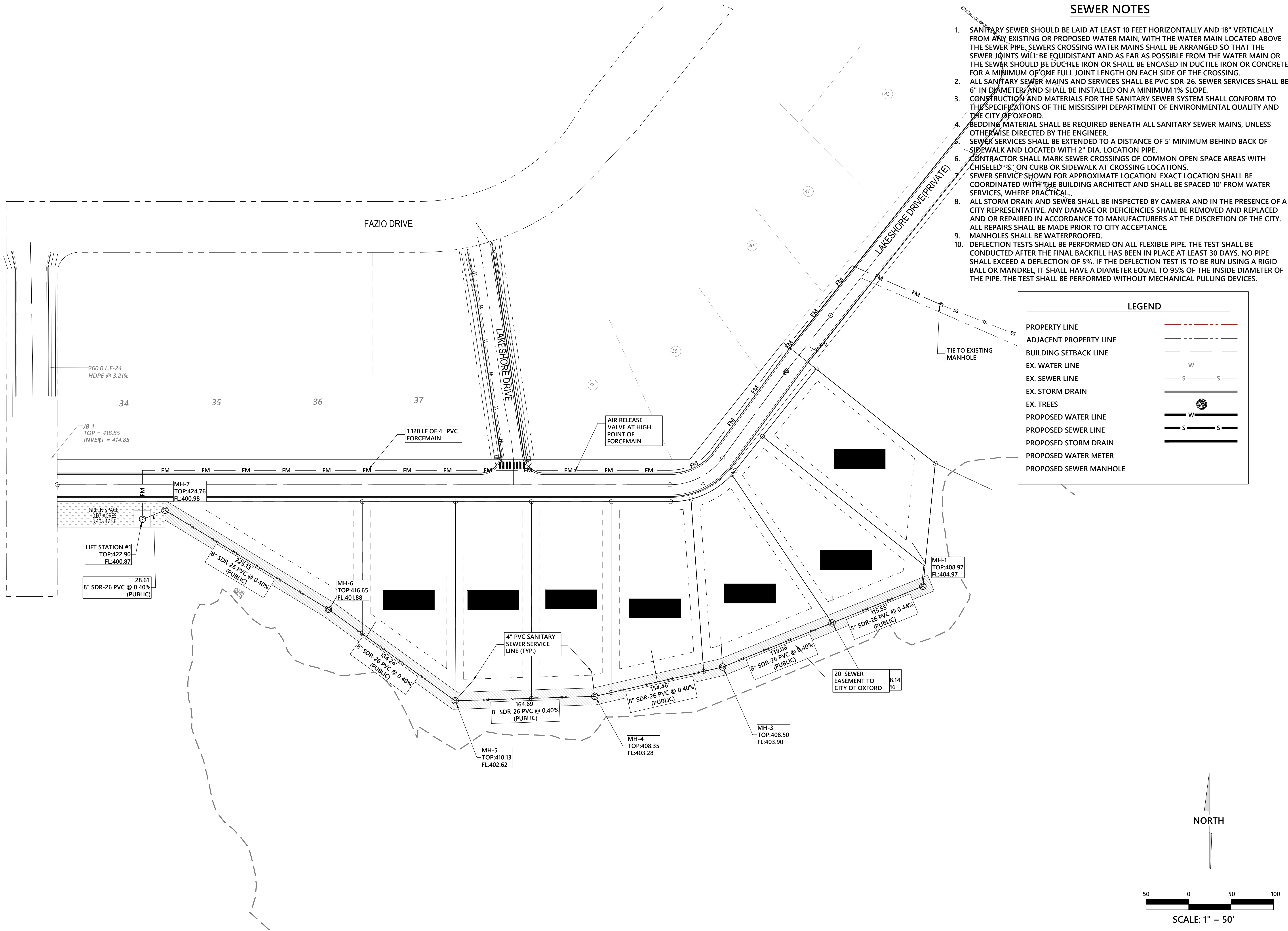
GRAND OAKS - 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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SANITARY SEWER PLAN

GRAND OAKS - 6-B

LAKESHORE DRIVE

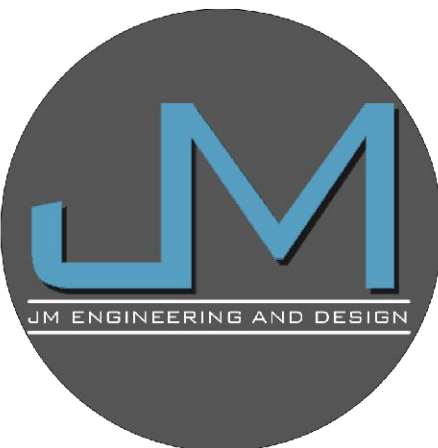
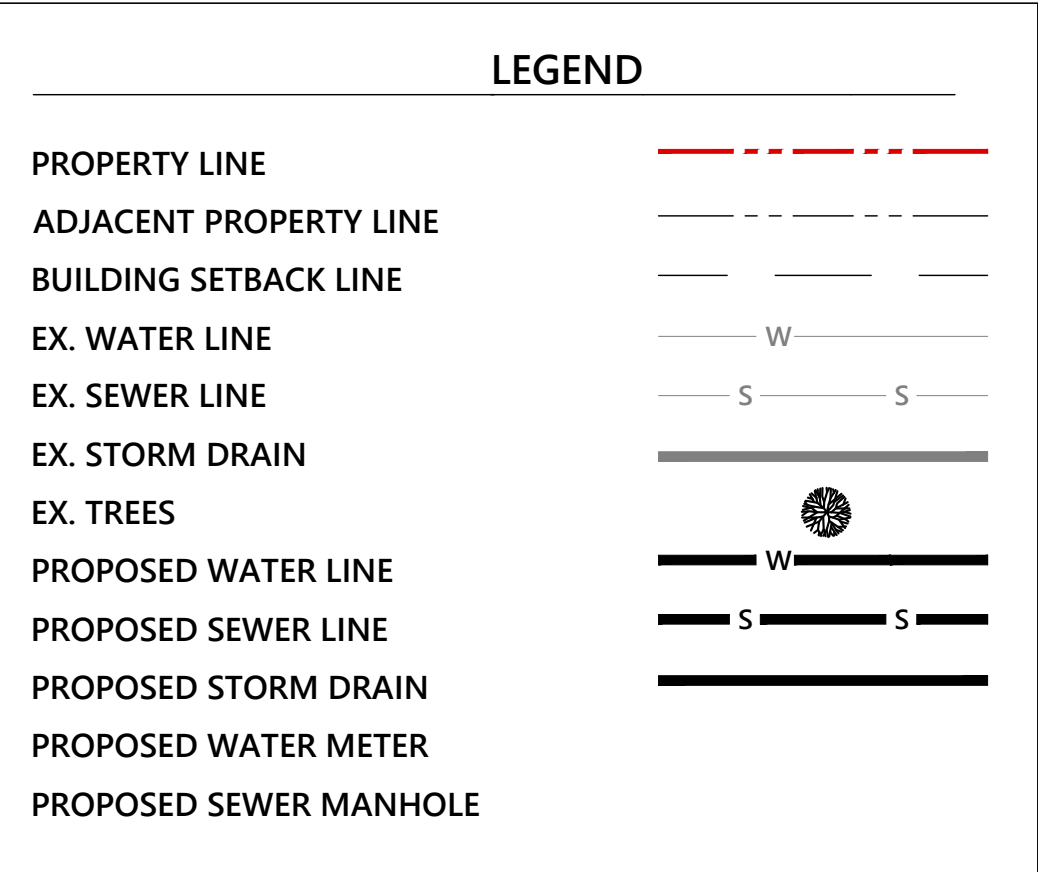
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C-502



1. ALL CONSTRUCTION METHODS AND MATERIALS USED IN THE STORM WATER SYSTEM MUST COMPLY IN ALL RESPECTS TO THE CITY OF OXFORD SPECIFICATIONS AND INSPECTION REQUIREMENTS. IF A DISCREPANCY BETWEEN THE CITY OF OXFORD SPECIFICATIONS AND THE CONSTRUCTION PLANS, THE CITY OF OXFORD SPECIFICATIONS GOVERN.
2. ANY CHANGES TO THE STORMWATER WATER DRAWINGS MUST BE APPROVED BY ENGINEER AND THE CITY OF OXFORD.
3. ALL INLETS IN CITY ROW SHALL BE MDOT SS-2 WITH CAST-IN-PLACE TOPS AND ACCESSIBLE LIDS.
4. DRAINAGE BASINS IN CITY ROW SHALL BE CAST-IN-PLACE CONCRETE INLETS OR PRECAST CONCRETE INLETS.
5. ONSITE INLETS SHALL BE NYLOPLAST BASINS OR APPROVED EQUAL. SEE MANUFACTURERS SPECIFICATIONS AND DETAILS.
6. NO DRAINS WILL BE INSTALLED IN TRUCK DOCK AREAS. CONTRACTOR SHALL INSTALL PIPE AS SHOWN, TEMPORARY PLUG PIPE AND MARK FOR FUTURE CONNECTION. TIES WILL BE MADE TO CURB INLETS BY THE CONTRACTOR AS SHOWN.
7. ALL PVC INSTALLED FOR ROOF DRAINS SHALL HAVE A CLEAN OUT AT TERMINI FOR ACCESS AND MAINTENANCE.
8. ALL STORM DRAIN AND SEWER SHALL BE INSPECTED BY CAMERA AND IN THE PRESENCE OF A CITY REPRESENTATIVE. ANY DAMAGE OR DEFICIENCIES SHALL BE REMOVED AND REPLACED AND OR REPAIRED IN ACCORDANCE TO MANUFACTURERS AT THE DISCRETION OF THE CITY. ALL REPAIRS SHALL BE MADE PRIOR TO CITY ACCEPTANCE.



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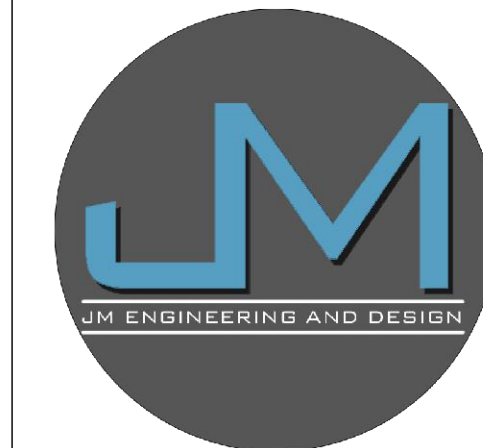
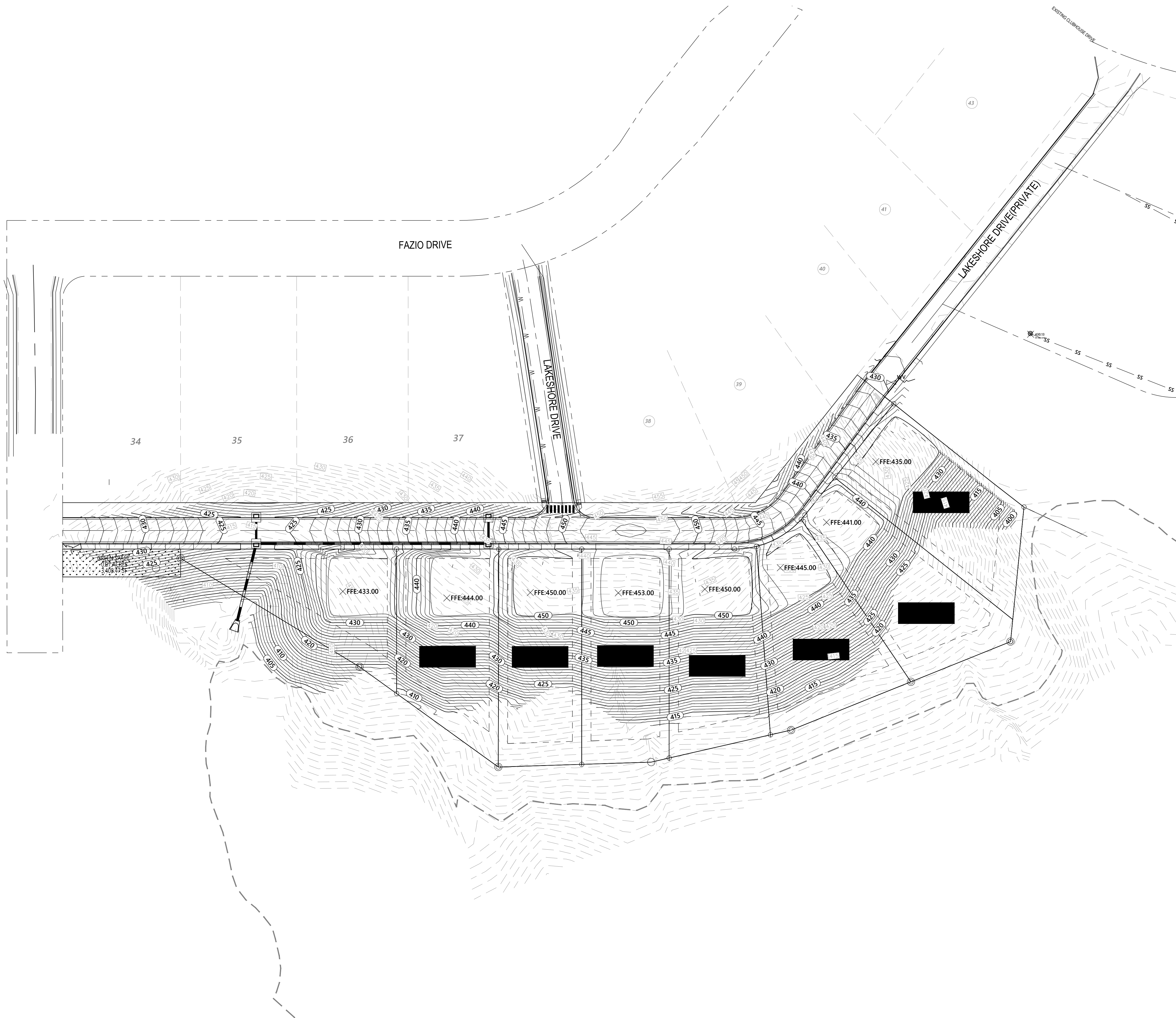
STORM DRAINAGE PLAN

GRAND OAKS - 6-B
LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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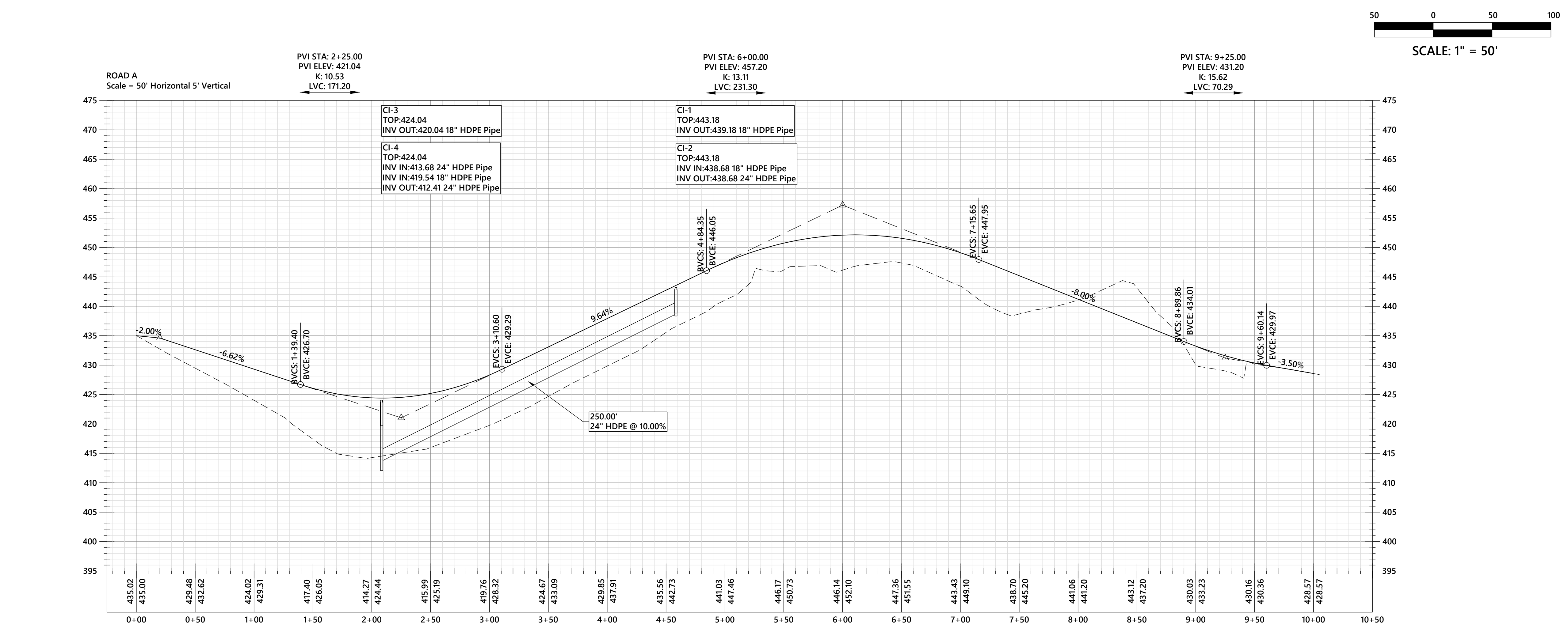
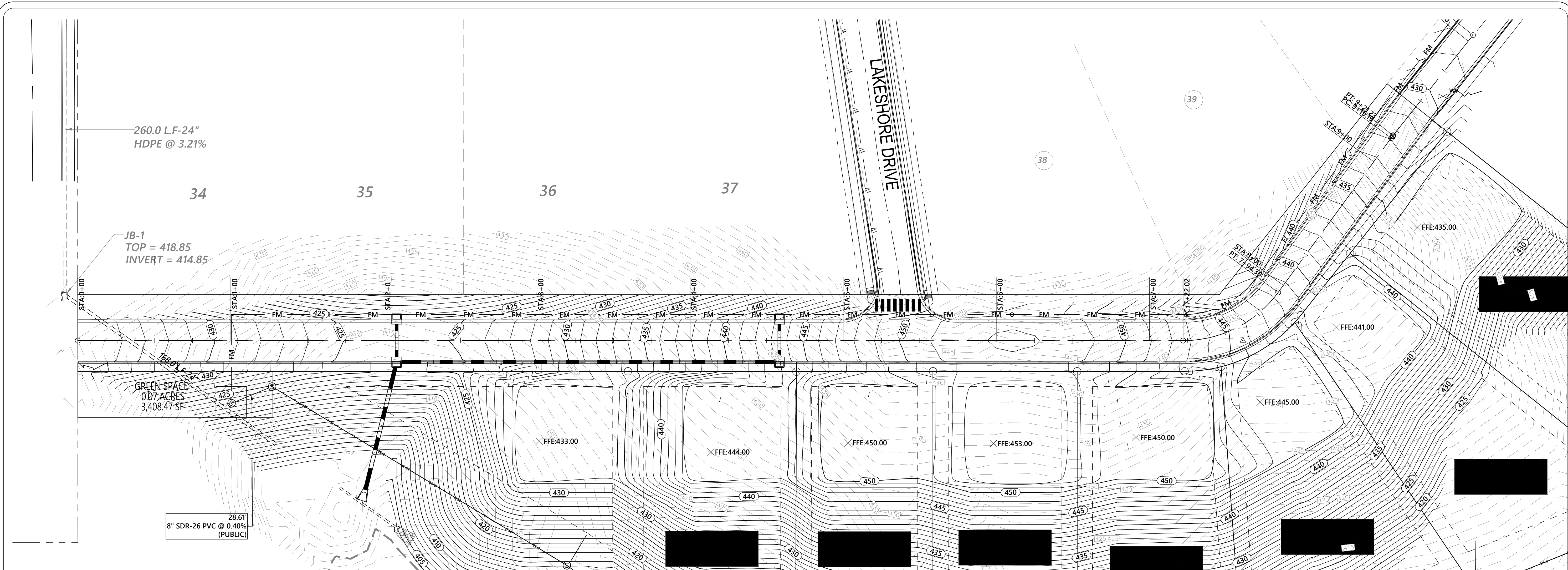


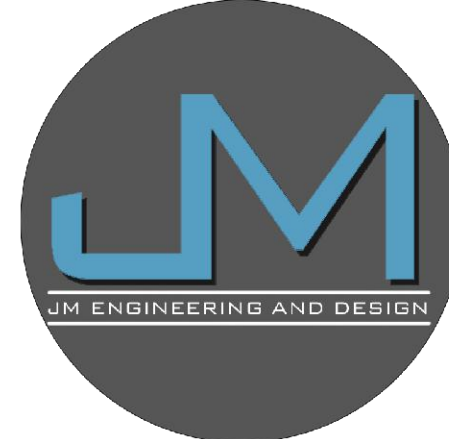
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GRADING PLAN
GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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STREET A - PLAN & PROFILE

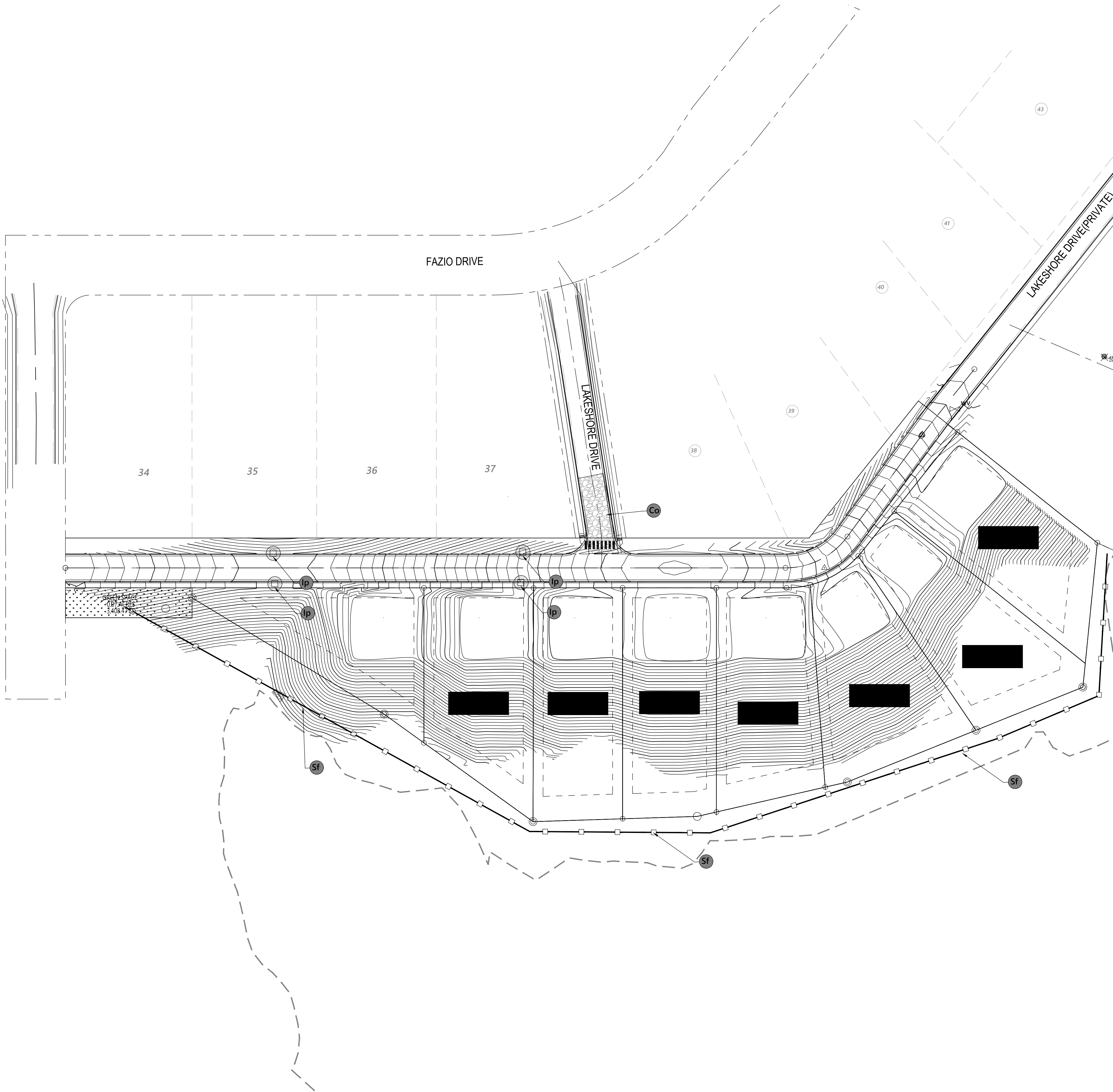
GRAND OAKS - 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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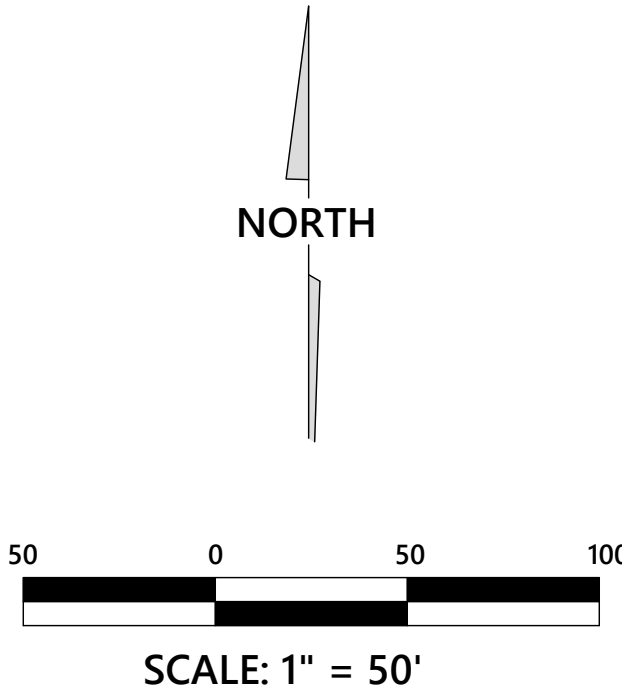
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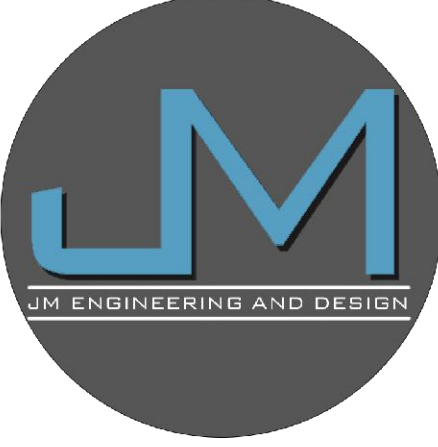


UNIFORM CODING SYSTEM FOR SOIL EROSION AND SEDIMENT CONTROL PRACTICES				
STRUCTURAL PRACTICES				
CODE	PRACTICE	DETAIL	MAP SYMBOL	DESCRIPTION
Cd	CHECKDAM			A small temporary barrier or dam constructed across a swale, drainage ditch or area of concentrated flow.
Co	CONSTRUCTION EXIT			A stone-stabilized 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.
D	DIVERSION			An earth channel or dike located above, below, or across a slope to divert runoff. This may be a temporary or 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

1. THE EROSION CONTROL SYSTEMS REQUIRE CERTIFICATION BY THE ENGINEER OF RECORD. SUCH CERTIFIED SYSTEMS SHALL BE COMPLETED, INSPECTED, AND IN PLACE BEFORE CONSTRUCTION BEGINS.
2. THE CONTRACTOR, PERMITTEE OR OWNER SHALL BE RESPONSIBLE FOR THE INSPECTION, MODIFICATION AND PROPER MAINTENANCE OF THE EROSION CONTROL DEVICES AS NECESSARY.
3. 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.
4. THE CONSTRUCTION AND MAINTENANCE OF ALL EROSION CONTROL SYSTEMS SHALL BE IN SUBSTANTIAL CONFORMANCE WITH THE APPROVED EROSION CONTROL PLAN.
5. TEMPORARY EROSION CONTROL DEVICES SHOWN ON THE EROSION CONTROL PLAN WHICH INTERFERE WITH THE WORK SHALL BE RELOCATED OR MODIFIED AS THE WORK PROGRESSES.
6. 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.
7. EROSION CONTROL PROVISIONS SHALL INCLUDE AND COMPLEMENT DRAINAGE PATTERNS DURING THE CURRENT AND FUTURE PHASES OF GRADING THROUGHOUT THE RAINY SEASON.
8. 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.
9. A GRAVEL BAG SILT BASIN OR TRAP SHALL BE PROVIDED AT EVERY STORM DRAIN INLET TO PREVENT SEDIMENT FROM ENTERING THE STORM DRAIN SYSTEM.
10. OWNER/CONTRACTOR SHALL USE APPLICABLE BEST MANAGEMENT PRACTICES (BMP'S) AS CONTAINED IN THE MISSISSIPPI DEQ MANUAL.
11. CONTRACTOR MUST ENSURE THAT THE CONSTRUCTION SITE IS PREPARED PRIOR TO THE ONSET OF ANY STORM.
12. 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.
13. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CHECKED BEFORE AND AFTER ALL STORMS TO ENSURE MEASURES ARE FUNCTIONING PROPERLY.
14. 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.
15. 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.
16. ALL SEDIMENT DEPOSITED ON PAVED ROADWAYS SHALL BE SWEEPED AT THE END OF EACH WORKING DAY OR AS NECESSARY.





JM ENGINEERING AND DESIGN, LLC
OXFORD, MS
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EROSION CONTROL PLAN

GRAND OAKS - 6-B

LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	03/15/2024
SCALE	1" = 50'
REVISION	09/25/2024

C-700

GENERAL NOTES

1) LIST OF PUBLIC UTILITIES:

WATER - CITY OF OXFORD
SEWER - CITY OF OXFORD
ELECTRIC - CITY OF OXFORD
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).

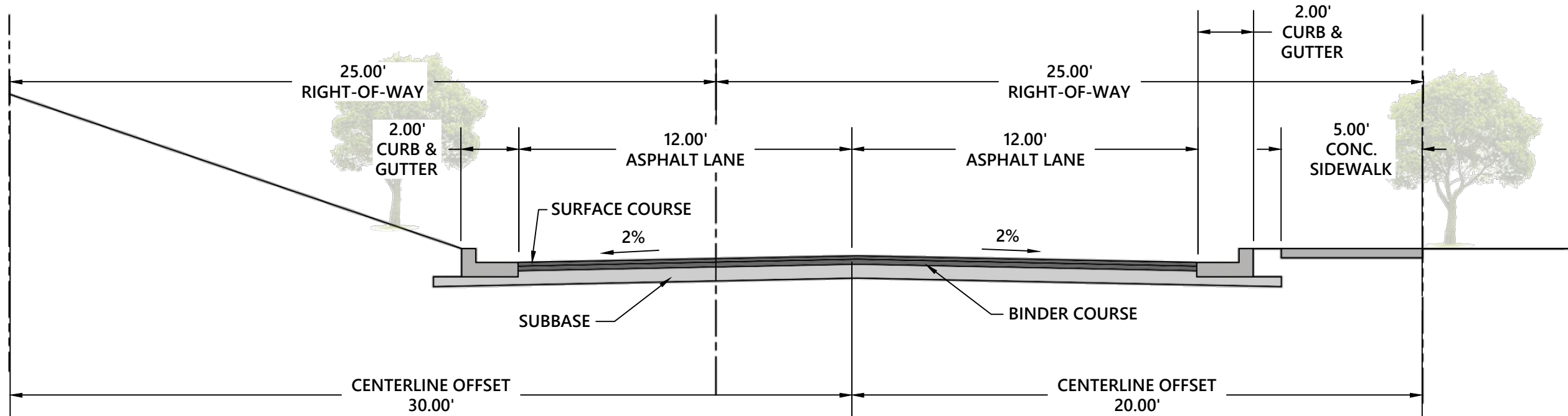
10) THE CONTRACTOR IS TO REMOVE AND RESET ANY SIGNS WHICH CONFLICT WITH CONSTRUCTION.

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

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#/SY)

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.

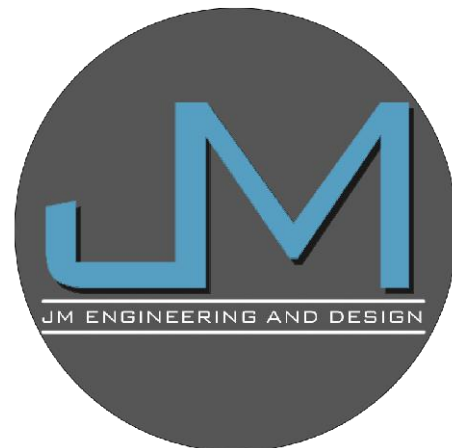
SURFACE: 2.0" MINIMUM HOT MIXED BITUMINOUS SURFACE COURSE CONFORMING TO MDOT STANDARD SPECIFICATIONS FOR TYPE MT-9.5 MM OR SC-1 MATERIAL.

(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#/SY)

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.



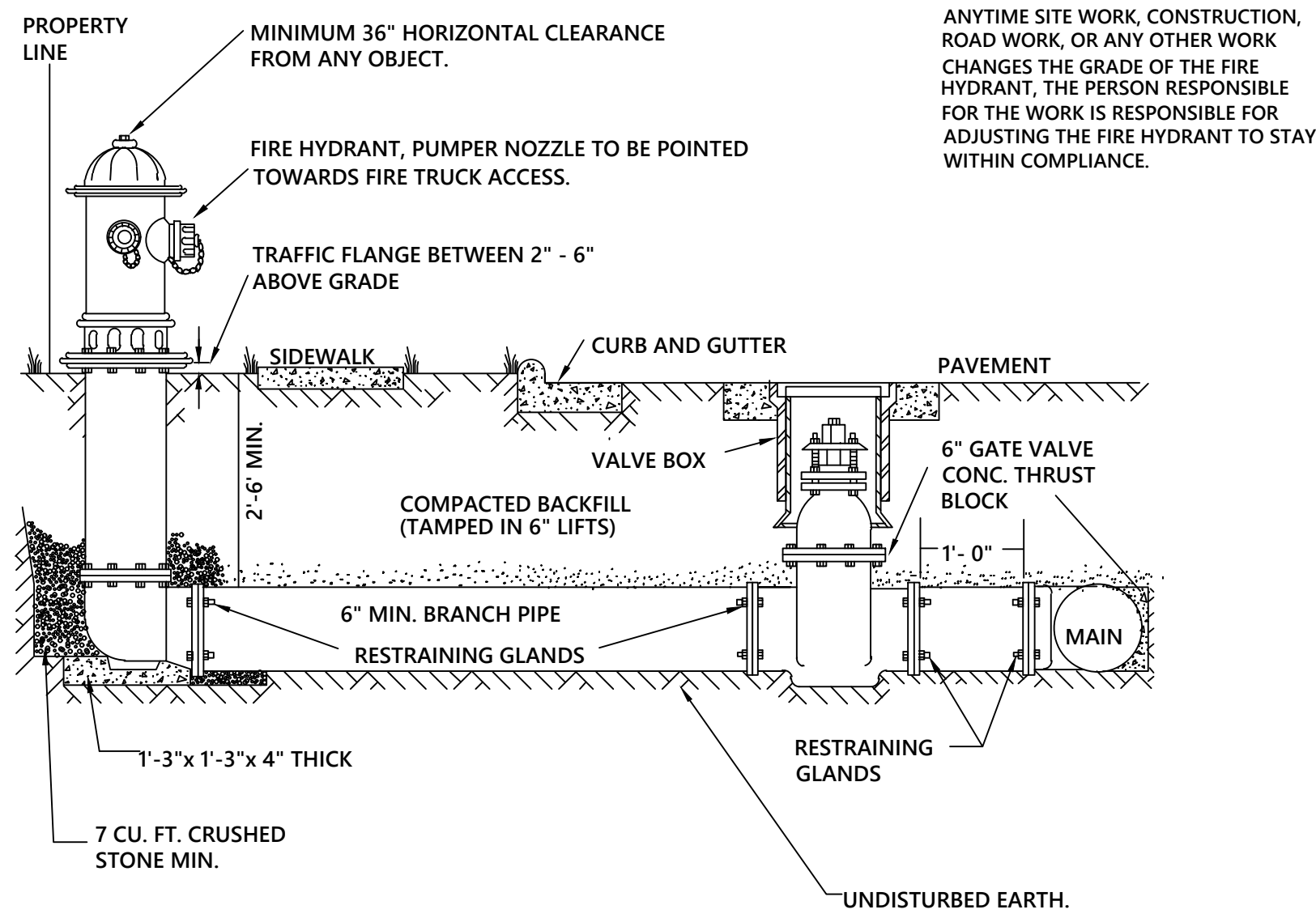
JM ENGINEERING
AND DESIGN, LLC
OXFORD, MS
(662) 801-8803

SITE DETAILS

GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

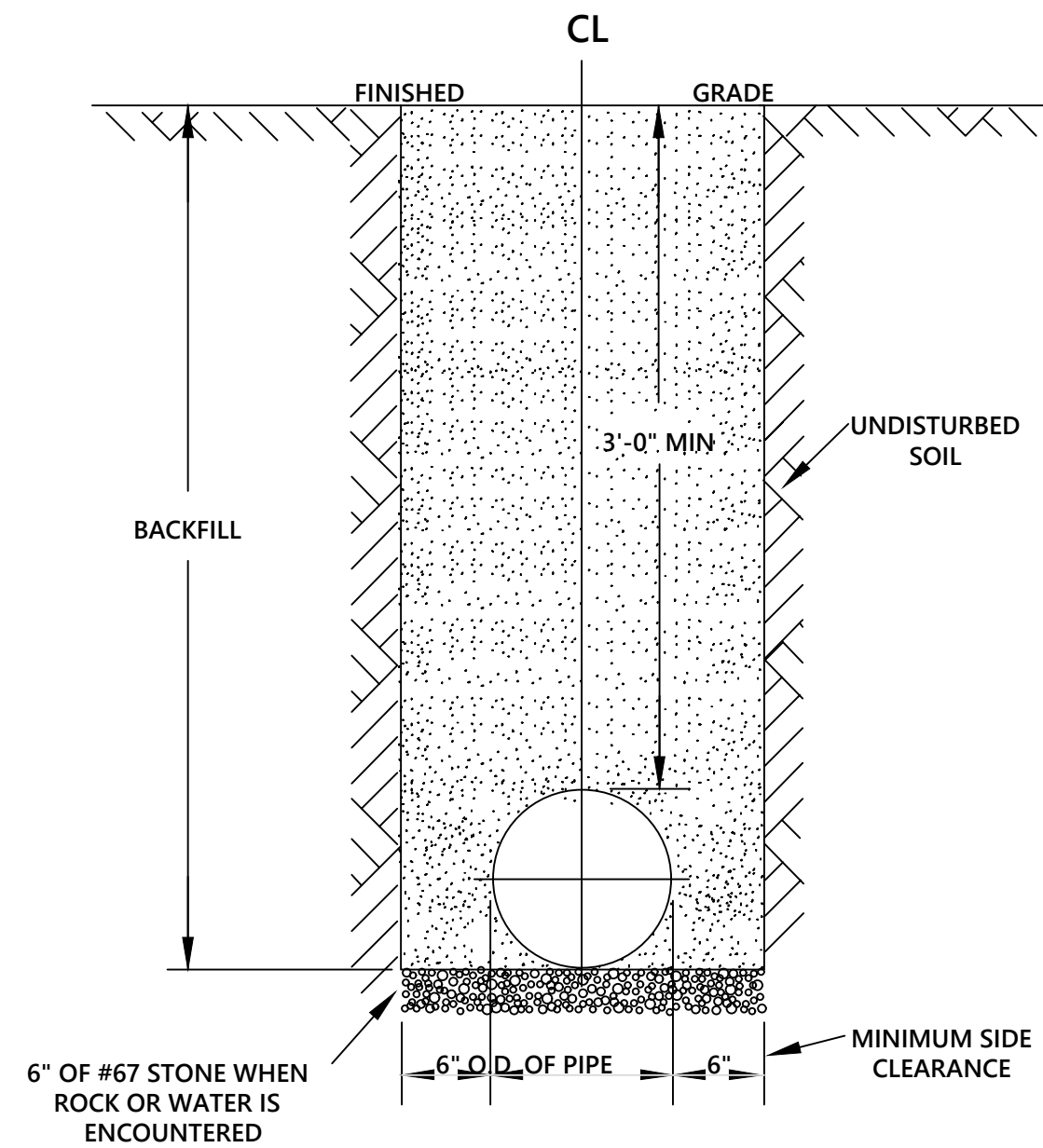
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PROJECT NO.	XXXX
DATE	03/15/2024
SCALE	
REVISION	09/25/2024

C-800



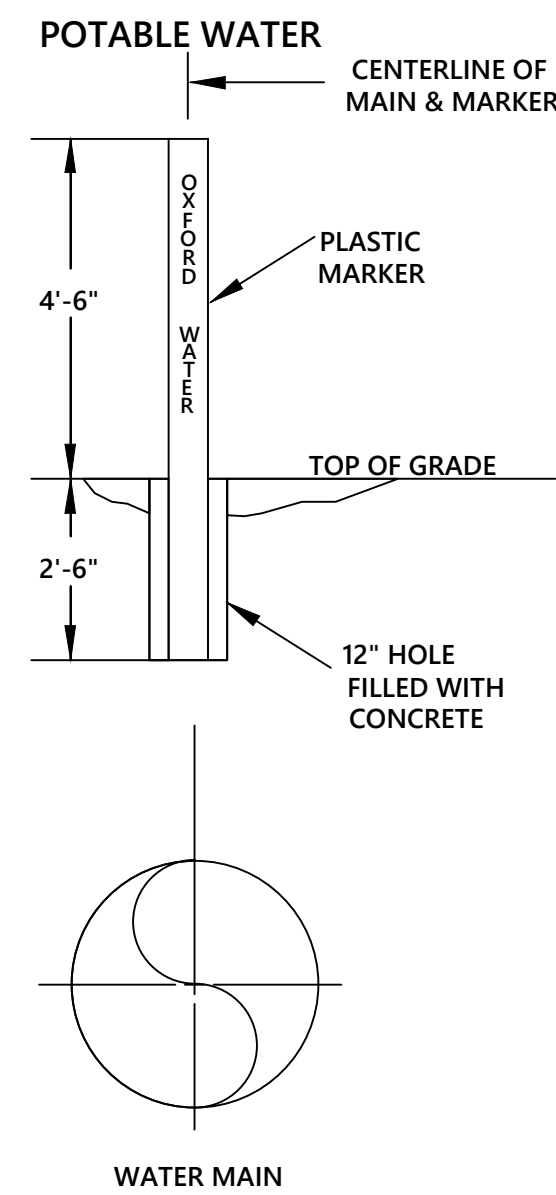
- NOTES:
1. FIRE HYDRANT SHALL BE AS MANUFACTURED: MUELLER, AMERICAN DARLING, KENNEDY, M&H, WATEROUS, CLOW, EAST JORDAN IRON WORKS, OR US PIPE.
 2. BRANCH PIPE SHALL BE DUCTILE IRON AWWA C150-96
 3. 6\"/>

FIRE HYDRANT INSTALLATION DETAIL



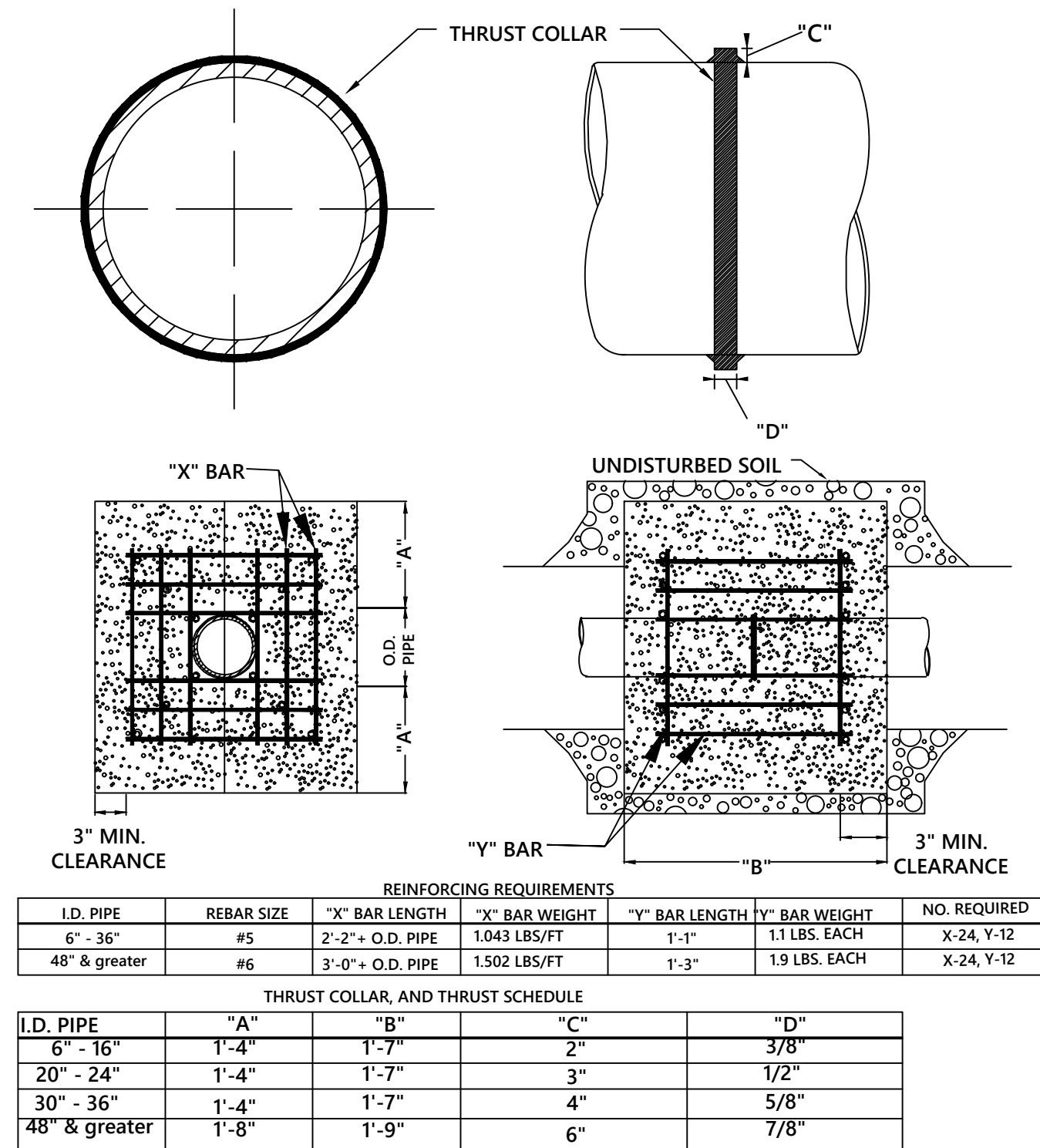
- NOTES:
1. TRENCHES REQUIRING SHORING AND BRACING, DIMENSIONS SHALL BE TAKEN FROM THE INSIDE FACE OF THE SHORING AND BRACING.
 2. NO ROCKS OR BOULDERS 4\"/>

TRENCH REQUIREMENTS FOR MAIN

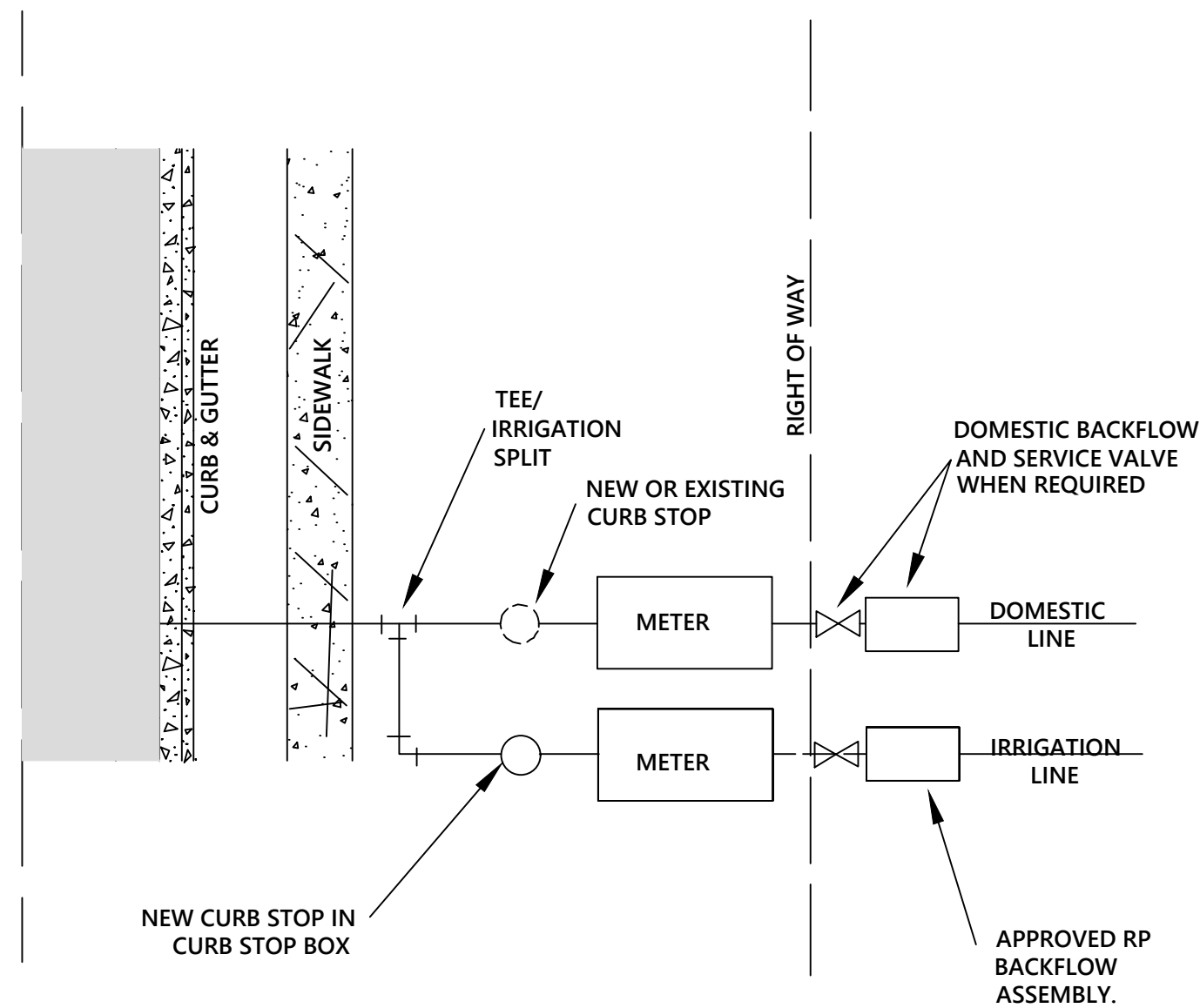


- NOTES
1. POTABLE WATER MARKER TO BE BLUE IN COLOR.
 2. POTABLE WATER MARKER TO BE LABELED "OXFORD WATER".
 3. TO BE SPACED ALONG CENTERLINE OF MAIN EVERY 300 FEET.
 4. MARKERS TO BE ROUND AND 4\"/>

TRENCH REQUIREMENTS FOR MAIN

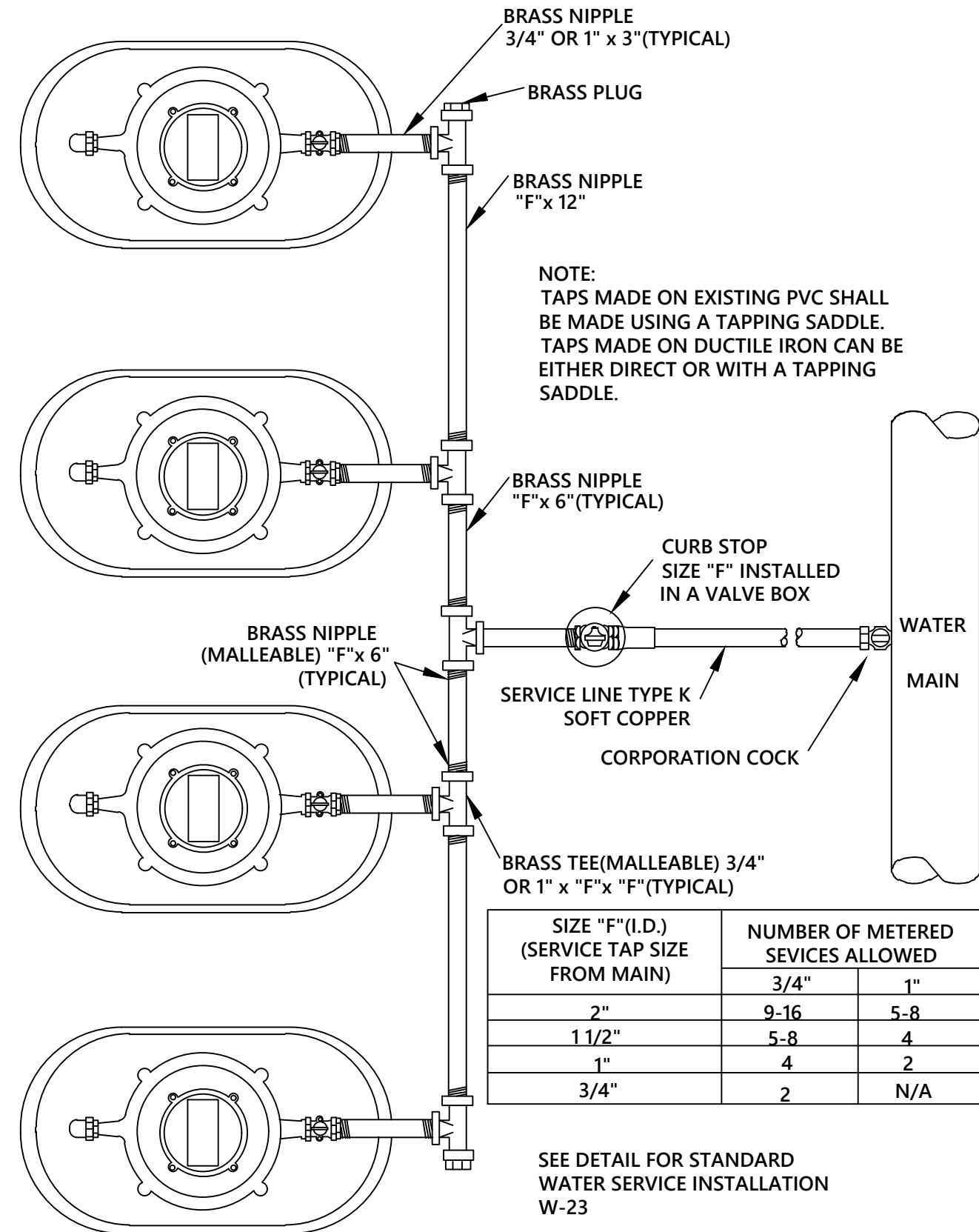


THRUST BLOCKING DESIGN DATA



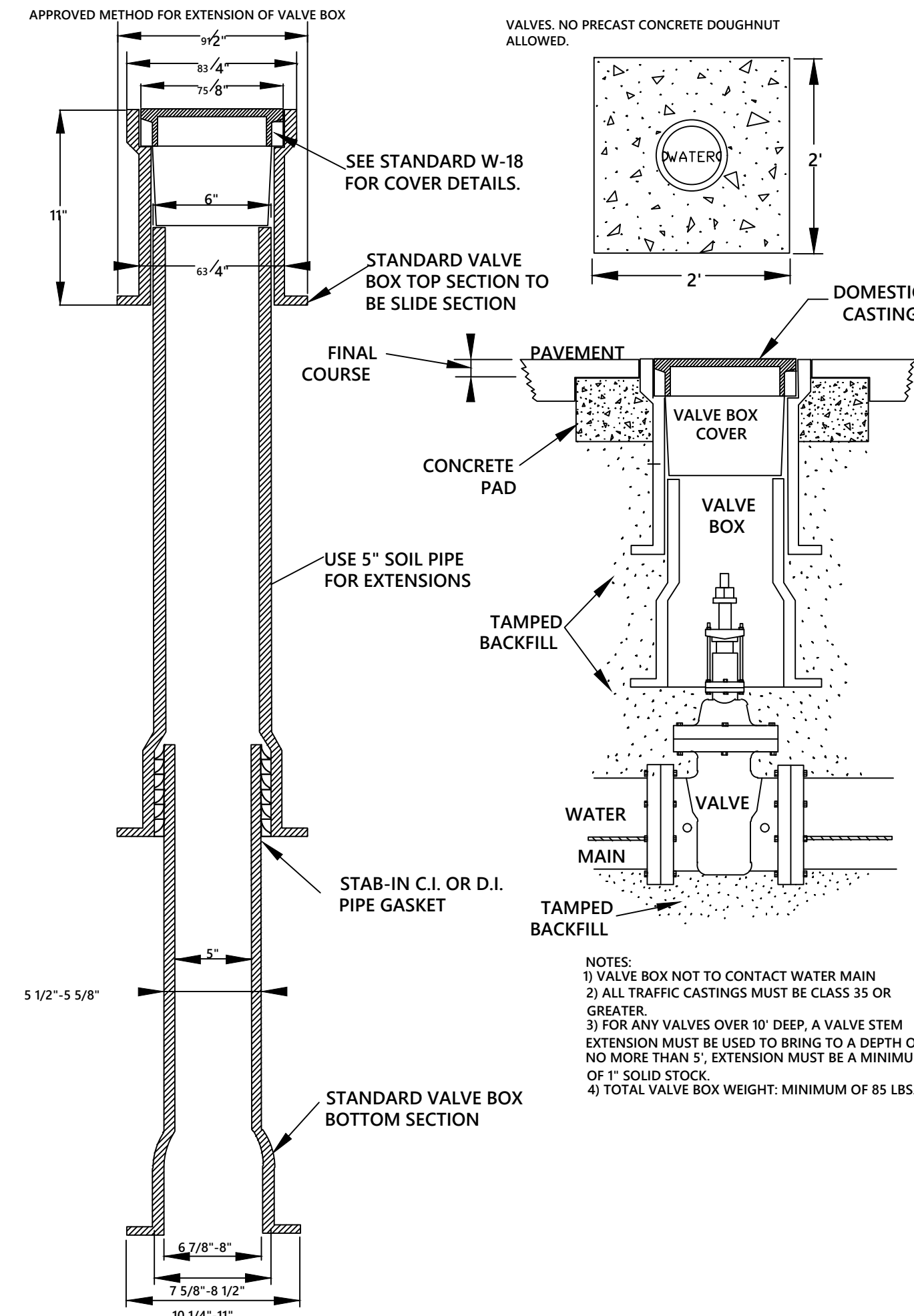
- NOTES:
1. IRRIGATION METER SHALL BE LOCATED ON THE SIDE OF DOMESTIC METER WITH INCREASING ADDRESSES
 2. THE BACKFLOW SHALL BE INSTALLED NO MORE THAN 10' FROM THE METER IN A VISIBLE LOCATION.
 3. BACKFLOW RISER/STANDPIPE SHALL BE OF COPPER OR BRASS.
 3. THE RP RELIEF VALVE SHALL BE A MINIMUM OF 12" 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



*NOTE: ALL 3/4" CORPORATION STOPS SHALL BE FORD 3/4"FB 1000-3G ALL GRIP COMPRESSION

STANDARD GANG METER ASSEMBLY



- NOTES:
- 1) VALVE BOX NOT TO CONTACT WATER MAIN
 - 2) ALL TRAFFIC CASTINGS MUST BE CLASS 35 OR GREATER.
 - 3) FOR ANY VALVES OVER 10' DEEP, A VALVE STEM EXTENSION MUST BE USED TO BRING TO A DEPTH OF NO MORE THAN 5', EXTENSION MUST BE A MINIMUM OF 1" SOLID STOCK.
 - 4) TOTAL VALVE BOX WEIGHT: MINIMUM OF 85 LBS.

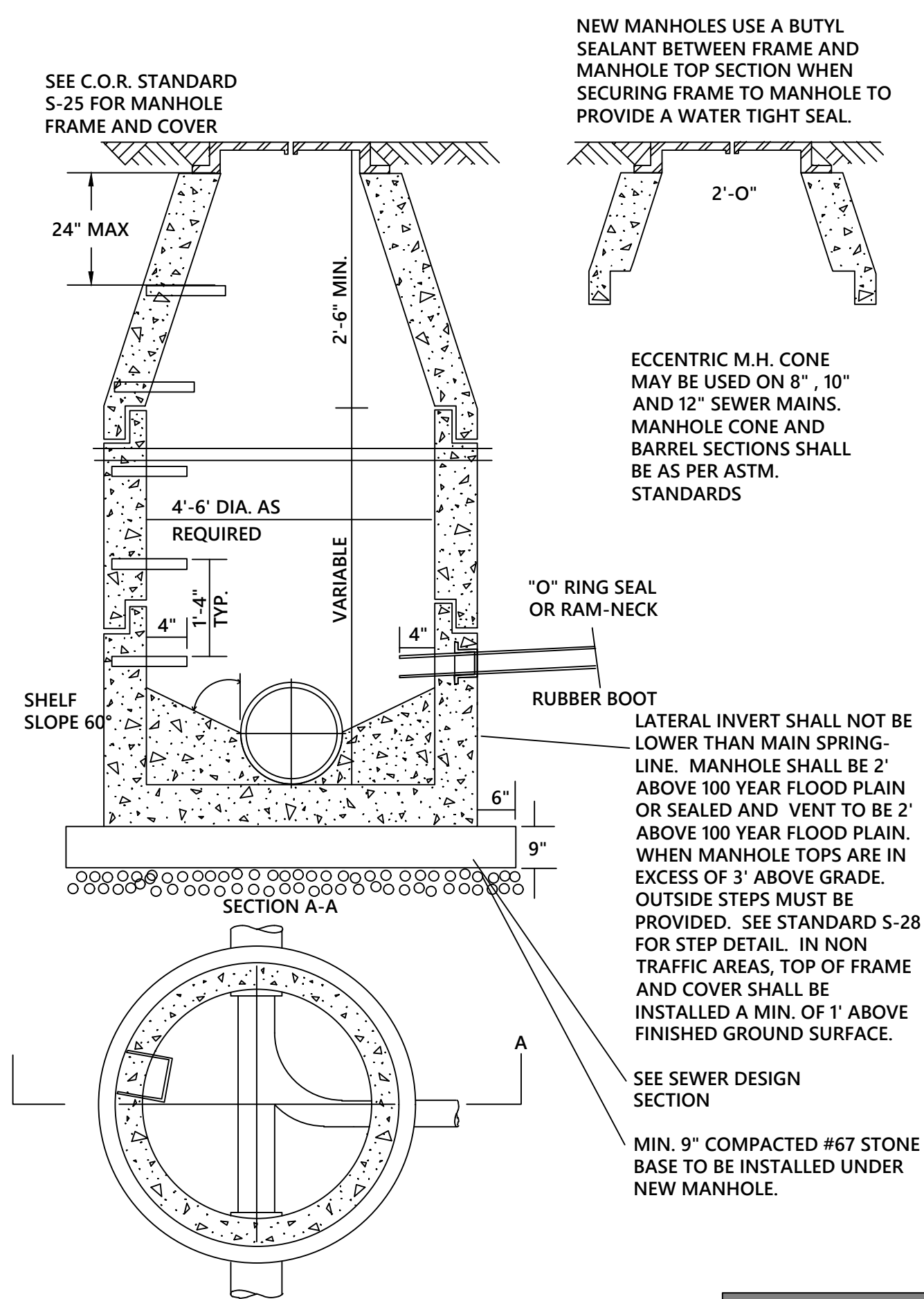
VALVE BOX INSTALLATION



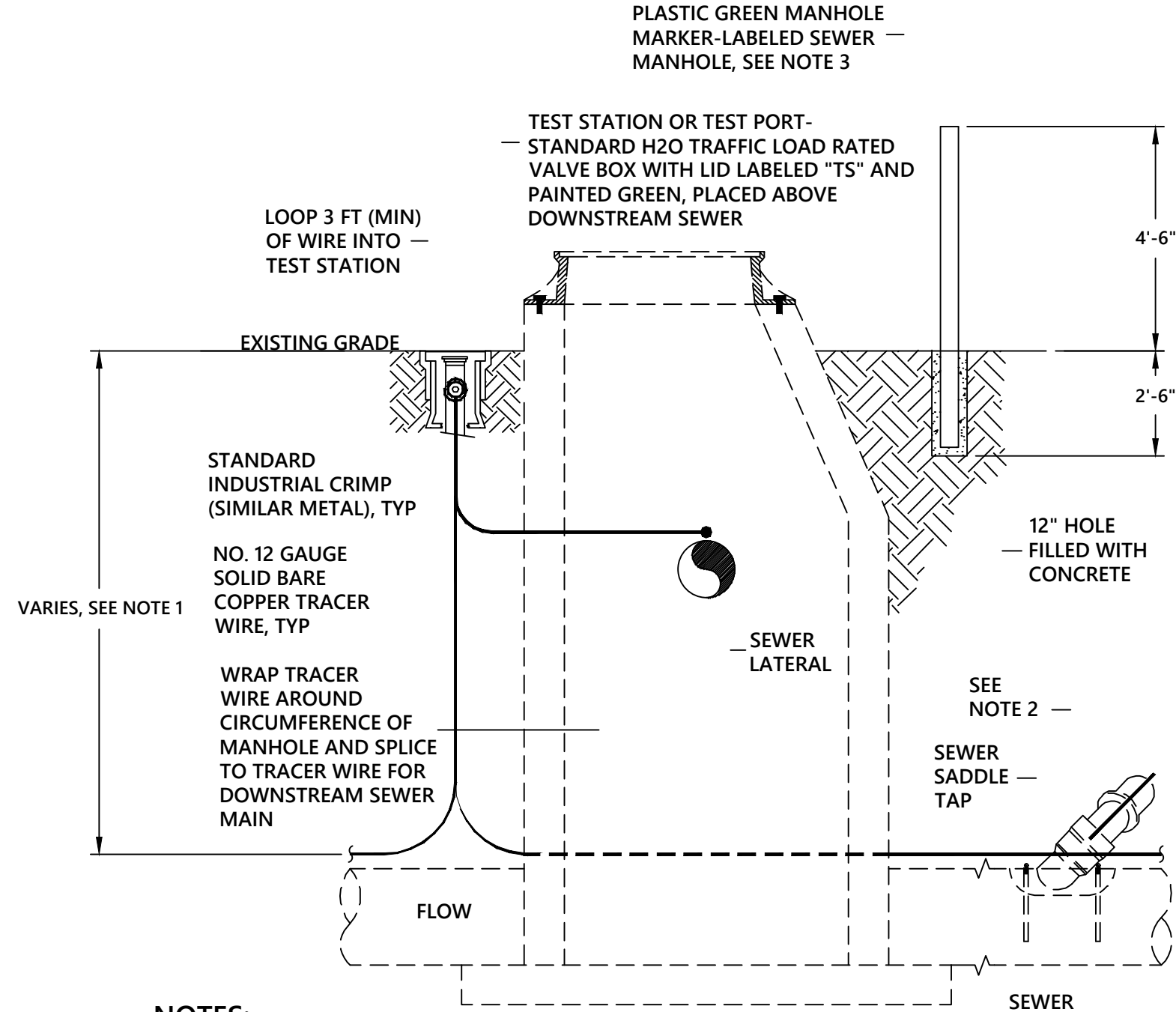
WATER DETAILS
GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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PROJECT NO.	XXXX
DATE	03/15/2024
SCALE	
REVISION	09/25/2024

C-801

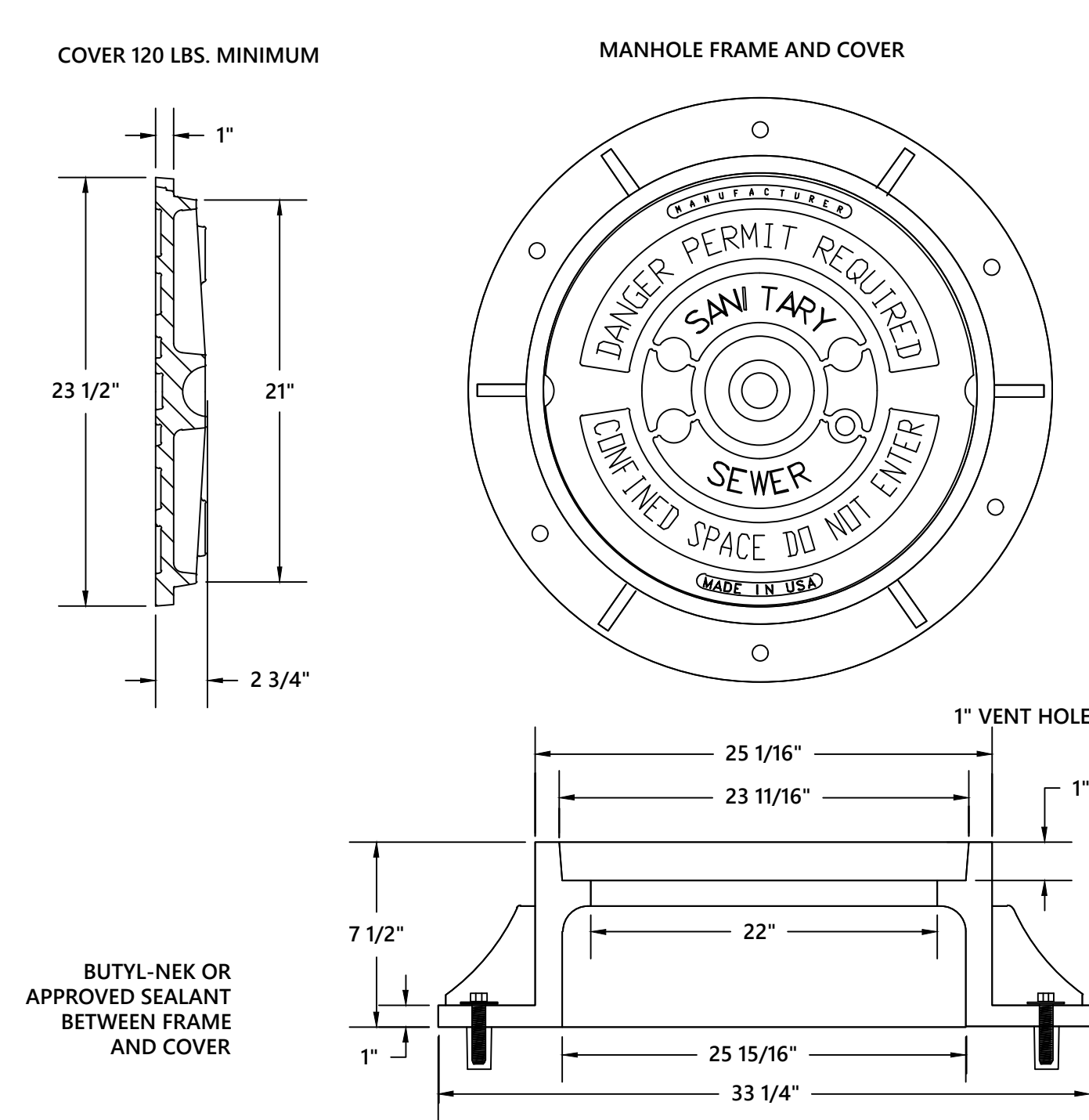


STANDARD SANITARY MANHOLE



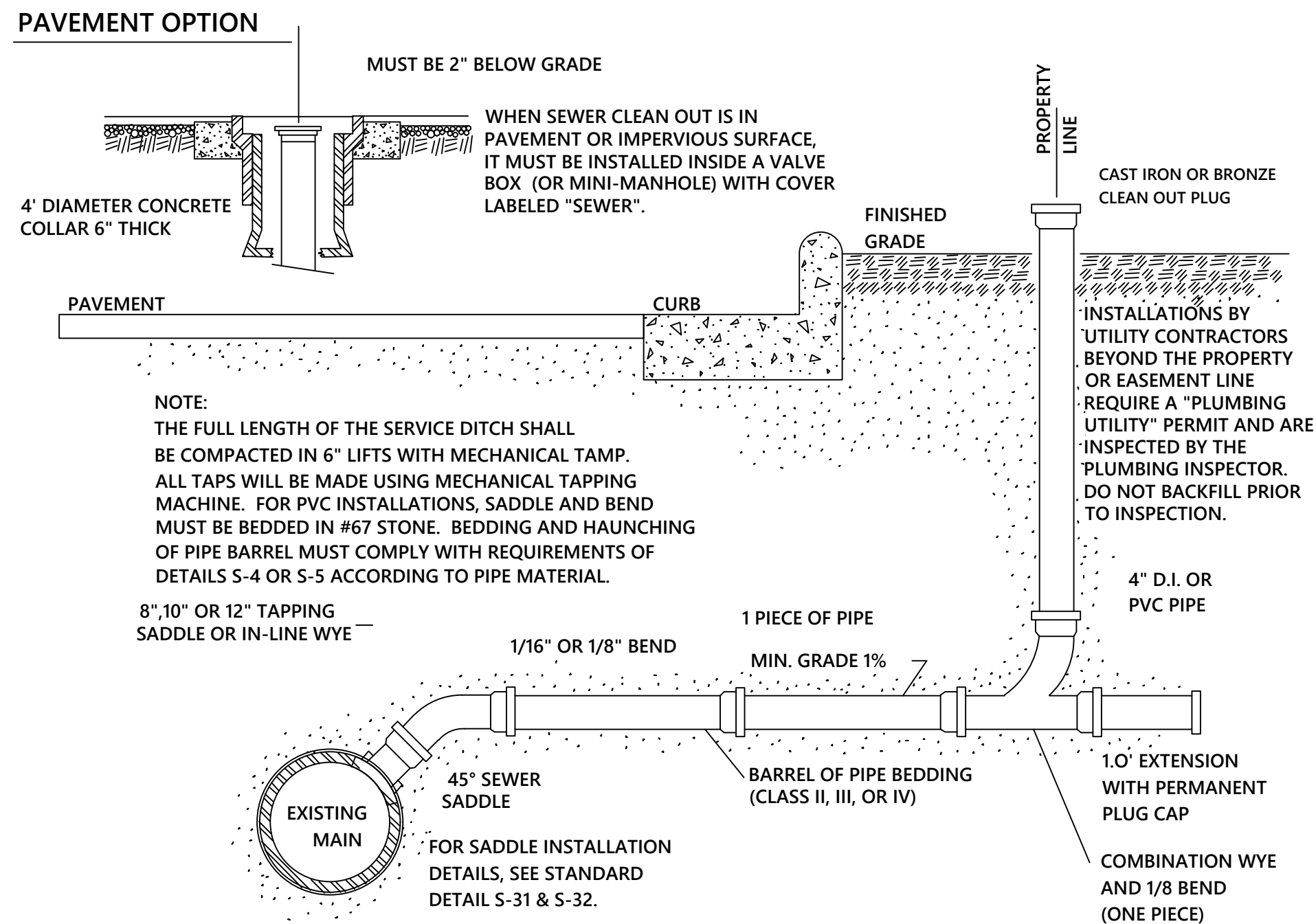
- NOTES:**
1. THE TRACER WIRE SHALL BE CONTINUOUS TO THE GREATEST EXTENT POSSIBLE. FOR GRAVITY MAIN AND OR LATERAL INSTALLATIONS LESS THAN 8 FT, THE TRACING WIRE SHALL BE ATTACHED TO THE PIPE. TRACER WIRE SHALL BE LAID FLAT AND SECURELY AFFIXED TO THE PIPE AT 10 FOOT INTERVALS. FOR GRAVITY MAIN AND OR LATERAL INSTALLATION DEEPER THAN 8 FT, THE TRACING WIRE SHALL BE INSTALLED AT A DEPTH OF 7-8 FT. THE WIRE SHALL BE PROTECTED FROM DAMAGE DURING THE EXECUTION OF THE WORK. NO BREAKS OF CUTS IN THE TRACER WIRE SHALL BE PERMITTED.
 2. WHERE LATERAL TAPS ARE MADE BY SERVICE SADDLES, THE TRACER WIRE SHALL NOT BE ALLOWED TO BE PLACED BETWEEN THE SADDLE AND MAIN.
 3. MANHOLE MARKERS SHALL BE PLACED ADJACENT TO MANHOLES AT THE DISCRETION OF OWNER OR OWNER'S REPRESENTATIVE.

GRAVITY SEWER MAIN TRACER WIRE

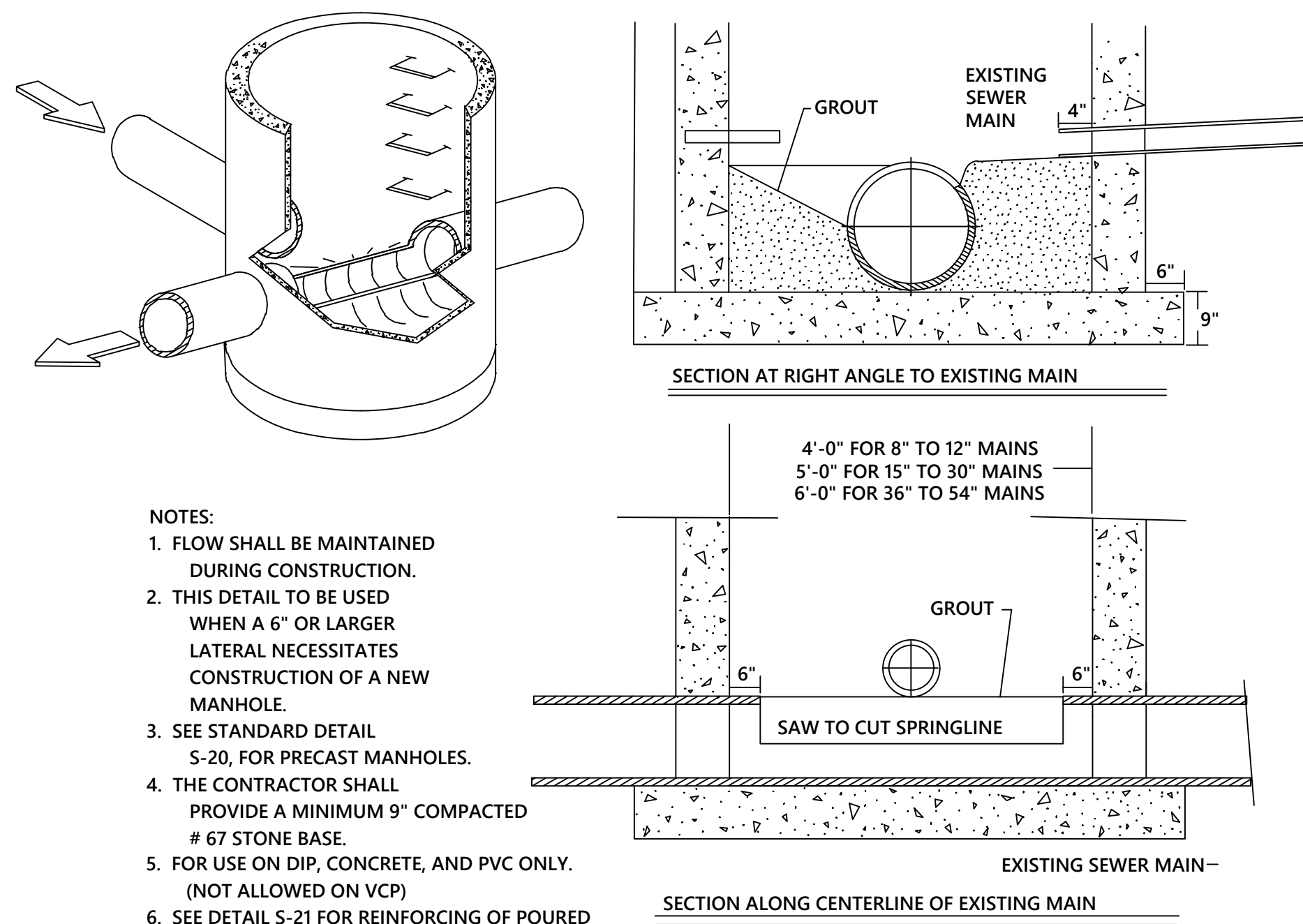


- NOTES:**
- 1) ALL MANHOLE FRAMES SHALL BE DOMESTICALLY CAST.
 - 2) FRAME SHALL BE A MINIMUM WEIGHT OF 182 LBS. WITHIN PUBLIC ROW AND 160 LBS. WITHIN EASEMENTS.
 - 3) COVER SHALL WEIGH A MIN. OF 120 LBS.
 - 4) ALL MANHOLE FRAMES OUTSIDE OF PAVED SURFACES SHALL BE BOLTED TO THE CONE SECTION OR RING WITH A MINIMUM OF 4 BOLTS PER FRAME.

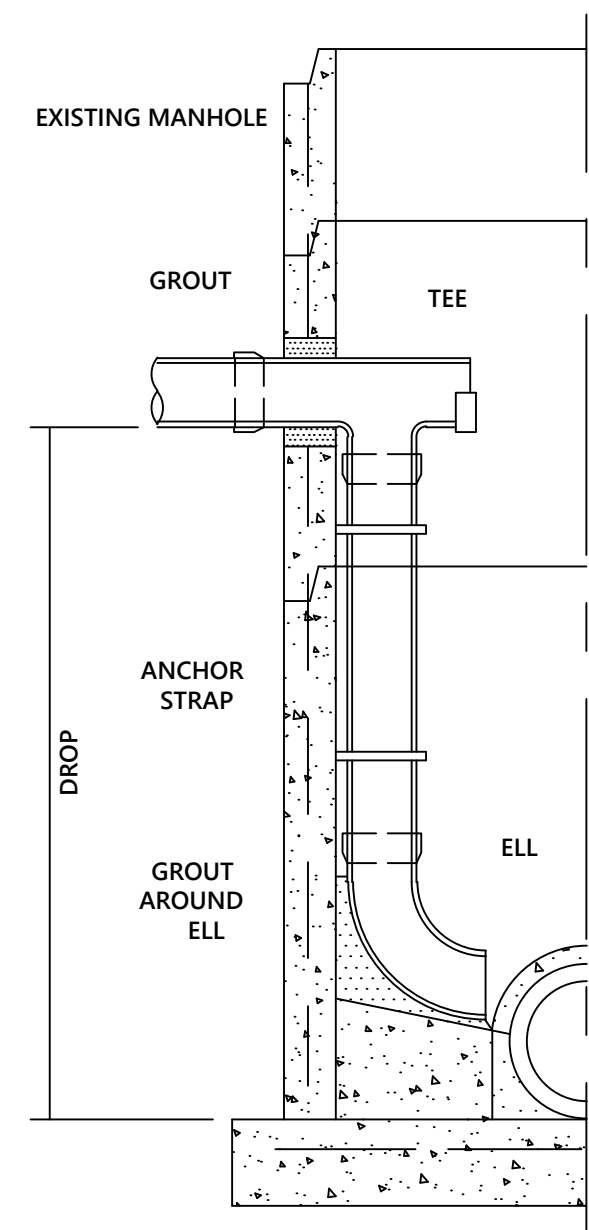
STANDARD MANHOLE COVER



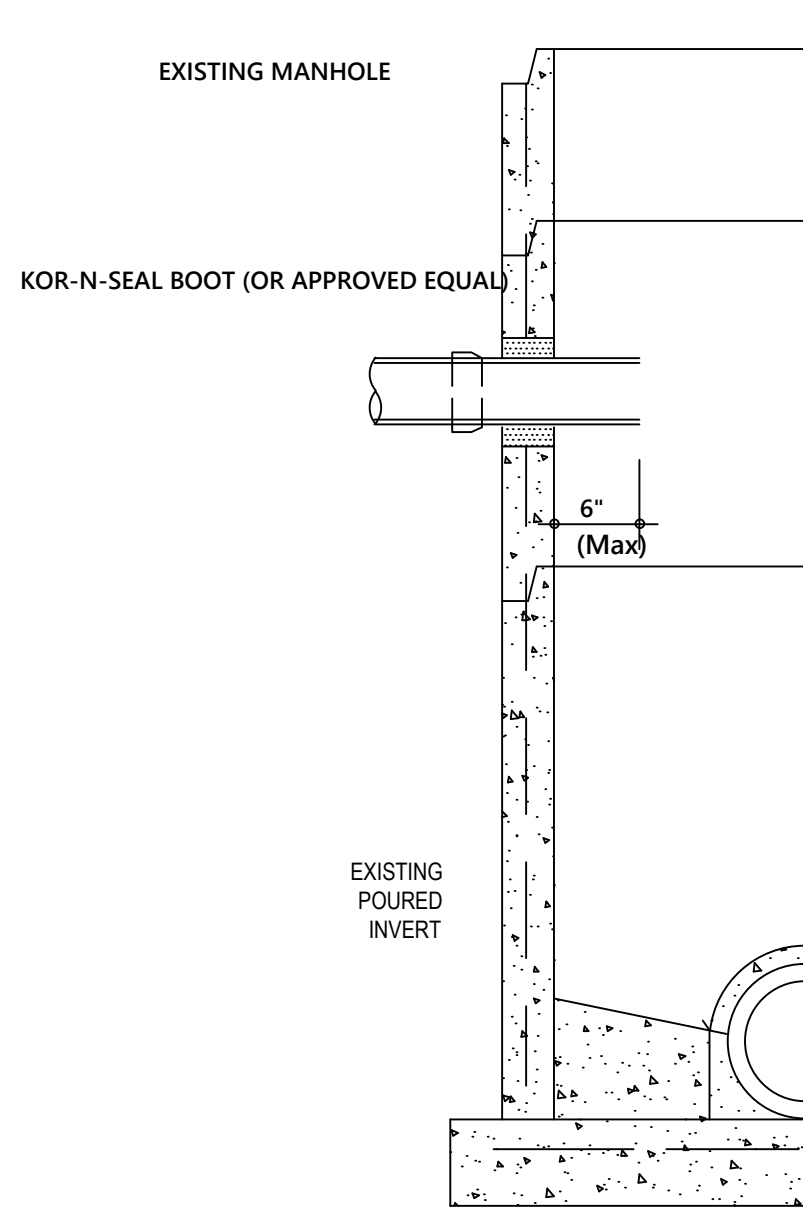
TYPICAL LATERAL CONNECTION



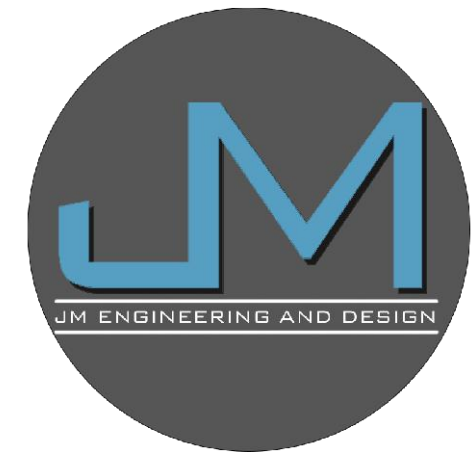
MANHOLE INSTALLATION OVER EXISTING SEWER MANHOLE



MANHOLE WITH INSIDE DROP



NEW SERVICE INTO EXISTING MANHOLE



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

SEWER DETAILS

GRAND OAKS - 6-B

LAKESHORE DRIVE

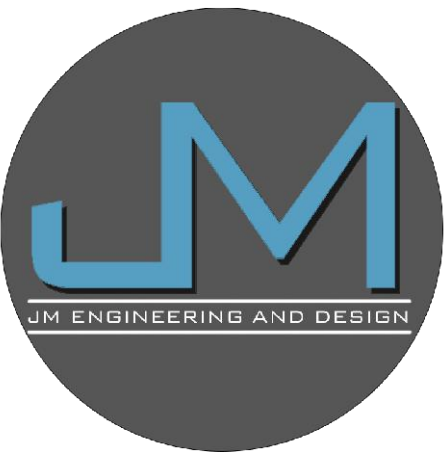
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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C-802

LIFT STATION / FORCEMAIN NOTES

- PVC PIPE FOR FORCE MAINS SHALL CONFORM TO COMMERCIAL STANDARD CS-256-63 FOR TYPE 1120 MATERIAL MADE TO SDR 21 DIMENSIONS. PRESSURE CLASS RATING SHALL BE 200 PSI. EITHER RUBBER GASKET OR SOLVENT WELD JOINTS MAY BE USED. IF RUBBER GASKET JOINTS ARE USED, THE MANUFACTURER MUST BE APPROVED BY THE CITY ENGINEER PRIOR TO INSTALLATION. FITTINGS SHALL BE RIDGED PVC, TYPE I, SCHEDULE 40, COMMERCIAL STANDARD CS-207. ALL PVC PIPE AND FITTINGS SHALL BE APPROVED AND BEAR THE SEAL OF THE NATIONAL SANITATION FOUNDATION.
- AN ALL WEATHER ACCESS DRIVE SHALL BE REQUIRED FOR ALL PUMPING STATIONS. MATERIALS ALLOWED FOR SURFACE INCLUDE LIMESTONE (3/4" AND DOWN) AND ASPHALT SURFACE. WHERE CONSTANT MAINTENANCE OF LIMESTONE WILL BE REQUIRED, AN ASPHALT DRIVE WILL BE REQUIRED.
- THE WETWELL SHALL BE AS SPECIFIED IN SECTION C, SANITARY SEWER FACILITIES (ITEM 3.C. - MANHOLES AND CLEANOUTS) AND INSTALLED ACCORDINGLY. SHALL HAVE A STEEL ACCESS DOOR PLACED OVER THE WETWELL. THE WETWELL SHALL BE LOCATED IN THE APPROXIMATE CENTER OF THE FLOOR TO ALLOW ACCESS FROM ALL SIDES FOR MAINTENANCE AND REPAIRS.
- LIFT STATION PUMPS: SHALL BE MINIMUM OF DUPLEX DESIGN. PUMPS SHALL BE NON-CLOG SUBMERSIBLE PUMPS WITH A SELF-ENGAGING AUTO-COUPLING ASSEMBLY TO ELIMINATE THE NEED TO ENTER THE "WET WELL" AS MANUFACTURED BY CHICAGO, ESSCO, HYDRAMATIC, GORMAN RUPP, FAIRBANKS MORRIS OR FLIGHT.
- ELECTRICAL, CONTROLS AND CONTROL PANEL: ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE MOST RECENT REQUIREMENTS OF THE NATIONAL ELECTRICAL CODE, NATIONAL ELECTRICAL SAFETY CODE, INTERNATIONAL BUILDING CODE, THE LOCAL ELECTRIC POWER UTILITY AND THE CITY OF OXFORD PUBLIC WORKS DEPARTMENT. CONTROLS SHALL BE IN A NEMA 3R ENCLOSURE AS MANUFACTURED BY HOFFMAN, ELECTROMATE OR APPROVED EQUAL. THE CONTROL SHALL BE "DUPLEX PUMP CONTROL PANEL" AS MANUFACTURED BY CONTROL SYSTEM, INC. OF JACKSON, MS OR APPROVED EQUAL.
- PUMP DISCHARGE PIPING: SHALL BE OF MATERIALS IN CURRENT USE BY THE CITY OF OXFORD.
 - DUCTILE IRON PIPE: DISCHARGE PIPING SHALL BE DUCTILE IRON WITH FLANGED ENDS AND CONFORM TO ANSI/AWWA C115/A21.15. PIPE SHALL BE RATED FOR 250 PSI WORKING PRESSURE. BOLTS, NUTS, AND RUBBER GASKETS SHALL BE FURNISHED AND COMPLY WITH REQUIREMENTS OF APPENDIX A OF AWWA C115. THE EXTERIOR OF THE PIPE SHALL BE COATED WITH AN ASPHALTIC COATING APPROXIMATELY 1 MIL THICK. THE INTERIOR OF THE PIPE SHALL HAVE A CEMENT-MORTAR LINING IN ACCORDANCE WITH ANSI/AWWA C104/A21.4. DUCTILE IRON PIPE SHALL BE THICKNESS CLASS 51.
 - CHECK VALVE: THE CHECK VALVE SHALL BE THE SWING TYPE SPRING AND LEVER DESIGN CONFORMING TO AWWA C508. THE VALVE SHALL BE IRON BODY, BRONZE MOUNTED, WITH FLANGED ENDS. THE VALVE SHALL HAVE A RUBBER FACED DISC WITH O-RING SEALED STUFFING BOX. THE VALVE SHALL BE EQUIPPED WITH AN ADJUSTABLE SPRING TENSION TO CONTROL OPENING AND CLOSING OF THE CLAPPER. VALVES SHALL BE RATED FOR 175 PSIG OPERATING PRESSURE AND TESTED TO 350 PSIG. VALVES SHALL BE CLOW OR M&H BY KENNEDY VALVE COMPANY, OR APPROVED EQUAL.
 - GATE VALVE: GATE VALVES SHALL BE THE RESILIENT WEDGE TYPE CONFORMING TO AWWA C509. VALVES SHALL HAVE AN IRON BODY WITH FLANGED ENDS AND RATED FOR 220 PSIG WORKING PRESSURE. INTERIOR AND EXTERIOR SURFACES OF THE VALVE SHALL BE FUSION EPOXY COATED IN ACCORDANCE WITH AWWA C550. THE VALVE SHALL HAVE AN IRON WEDGE FULLY ENCAPSULATED IN MOLDED RUBBER WITH NO EXPOSED IRON. THE VALVE SHALL BE EQUIPPED WITH A HANDWHEEL FOR OPERATION, A NON-RISING STEM, AND HAVE A TRIPLE O-RING SEALED STUFFING BOX. THE VALVE SHALL BE M&H, OR APPROVED EQUAL.
 - DUCTILE IRON FITTINGS: DISCHARGE PIPE FITTINGS SHALL BE FLANGED DUCTILE IRON FITTINGS CONFORMING TO ANSI/AWWA C110/A21.10. ALL FLANGED DUCTILE IRON FITTINGS SHALL BE RATED FOR WORKING PRESSURE OF 250 PSI. BOLTS, NUTS, AND RUBBER GASKETS SHALL BE FURNISHED AND COMPLY WITH REQUIREMENTS OF APPENDIX A OF AWWA C110. FITTINGS SHALL HAVE A ASPHALTIC COATING APPROXIMATELY 1 MIL THICK. THE INTERIOR OF THE FITTINGS SHALL HAVE A CEMENT MORTAR LINING IN ACCORDANCE WITH ANSI/AWWA C104/A21.4.
 - PRESSURE GAUGE: A 2 1/2" DIAMETER PRESSURE GAUGE SHALL BE INSTALLED AT THE PUMP HEAD DISCHARGE TO ALLOW ACCURATE MEASUREMENT OF THE DISCHARGE PRESSURE.

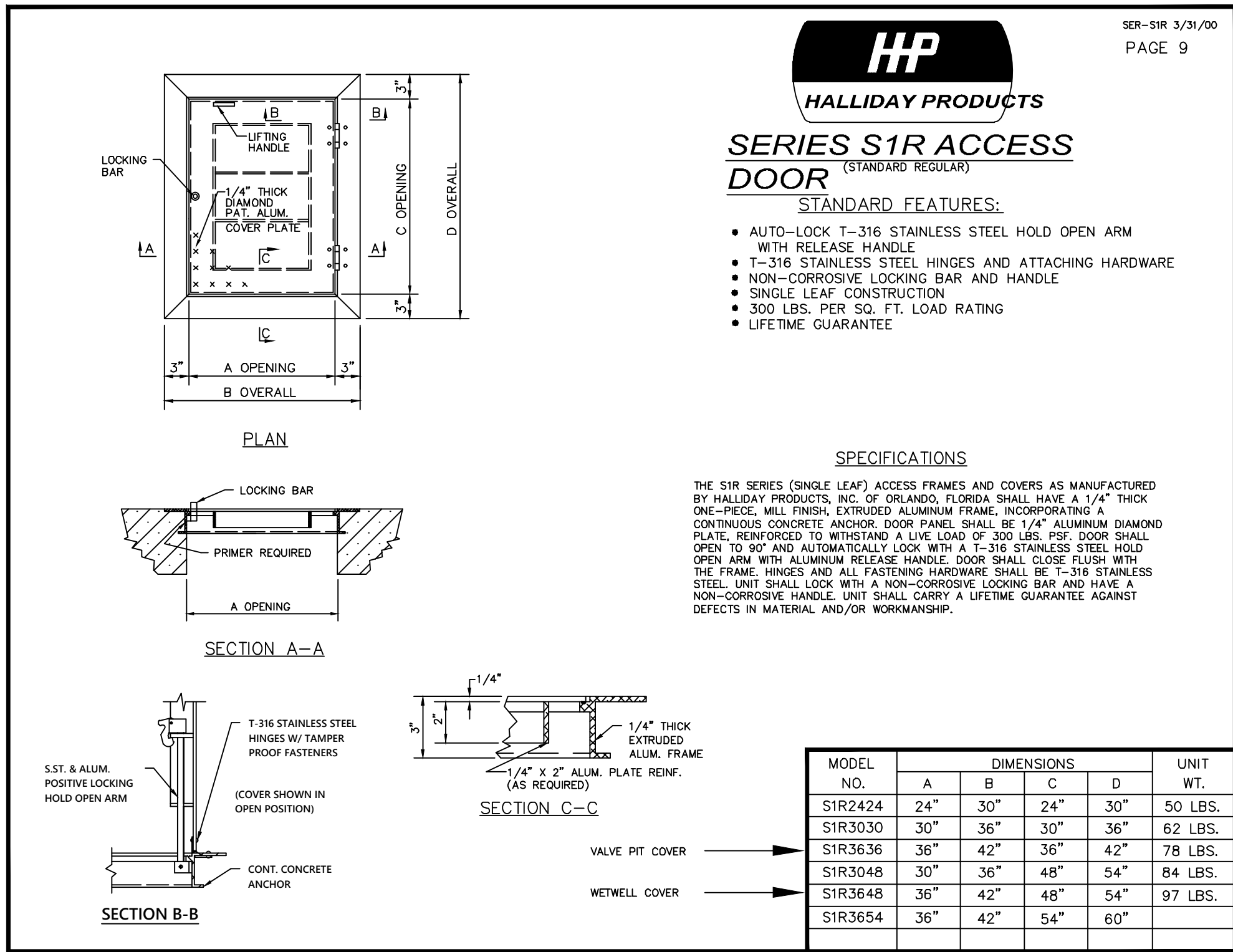
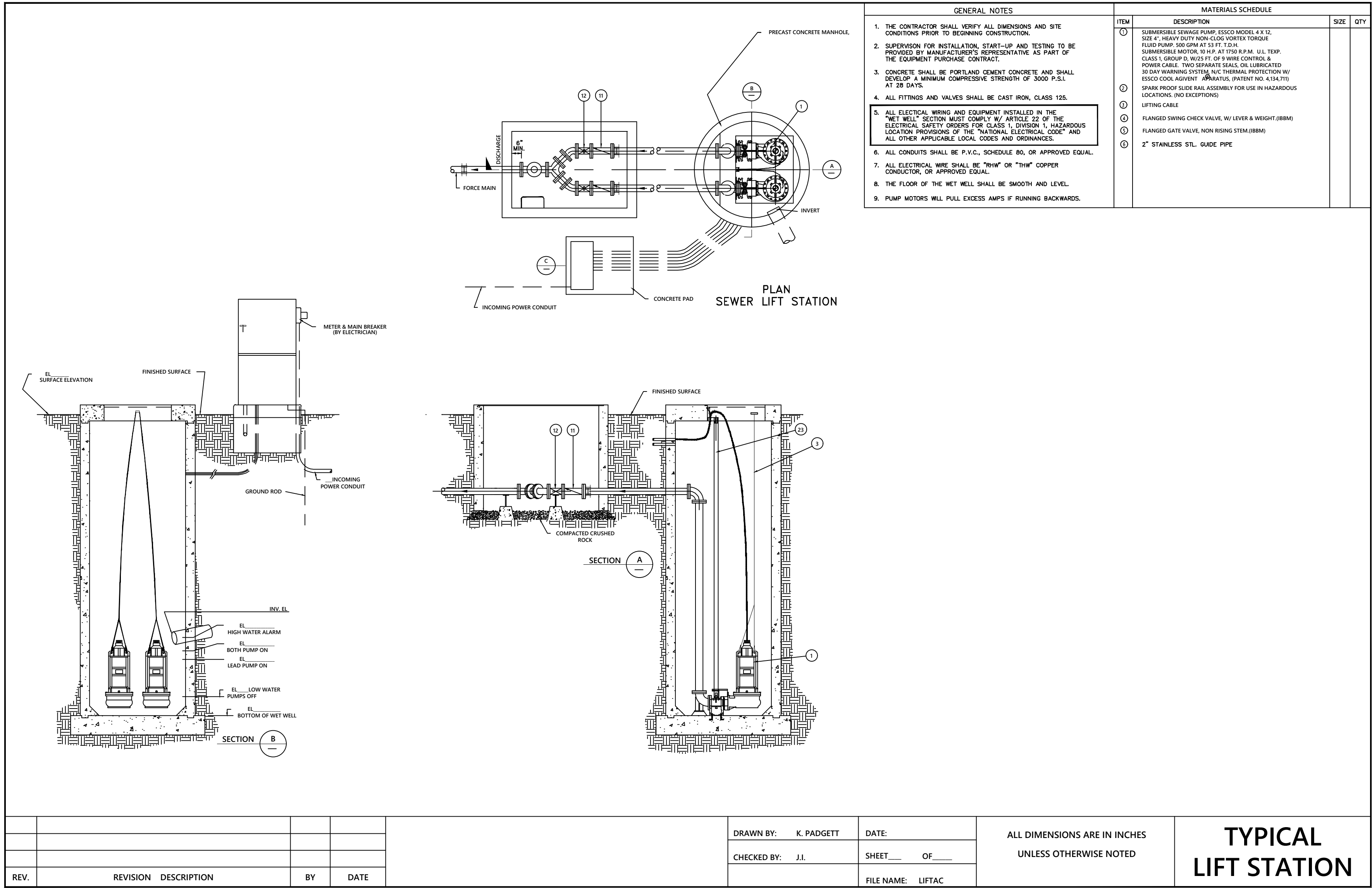


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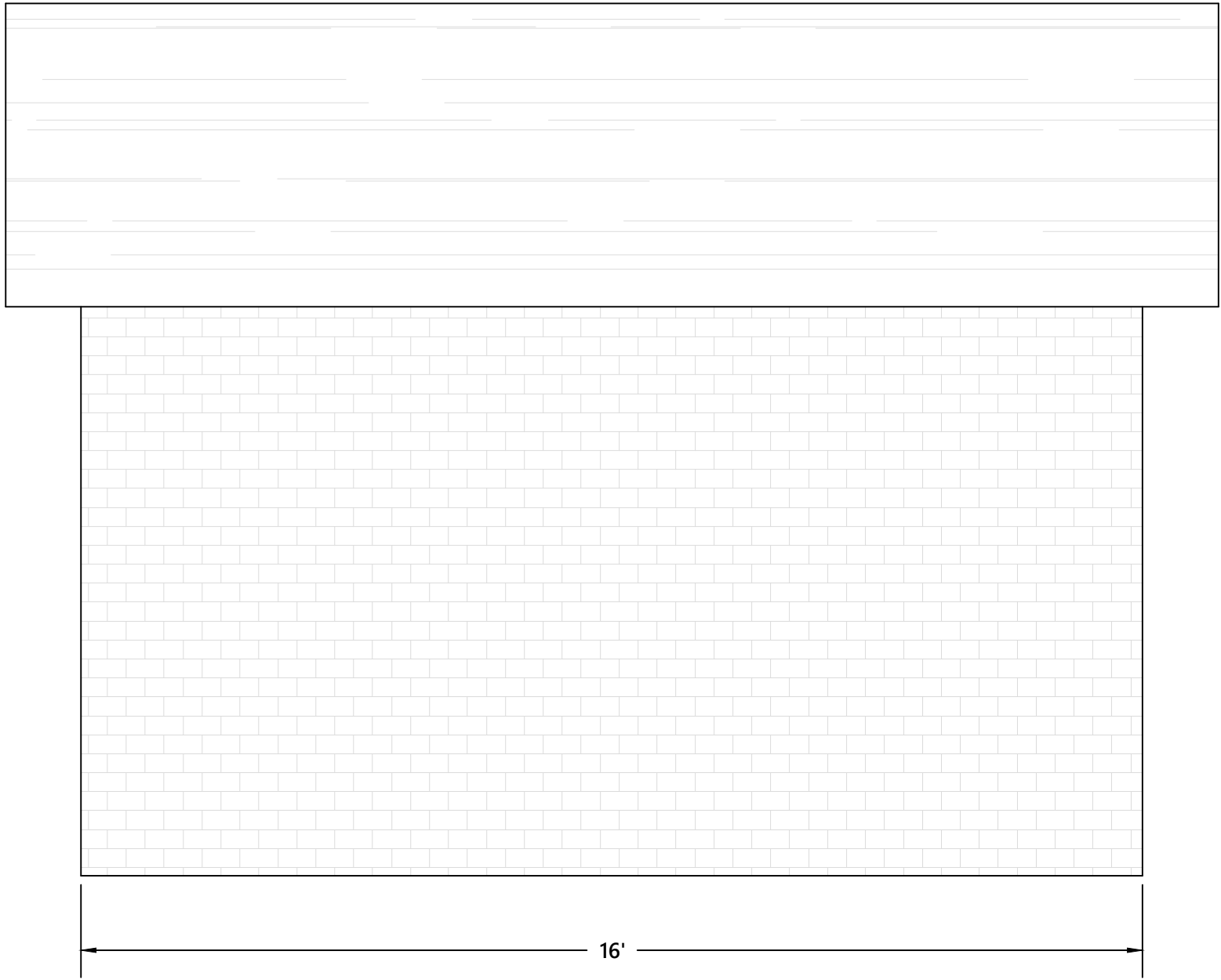
LIFT STATION DETAILS
GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

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C-802-1

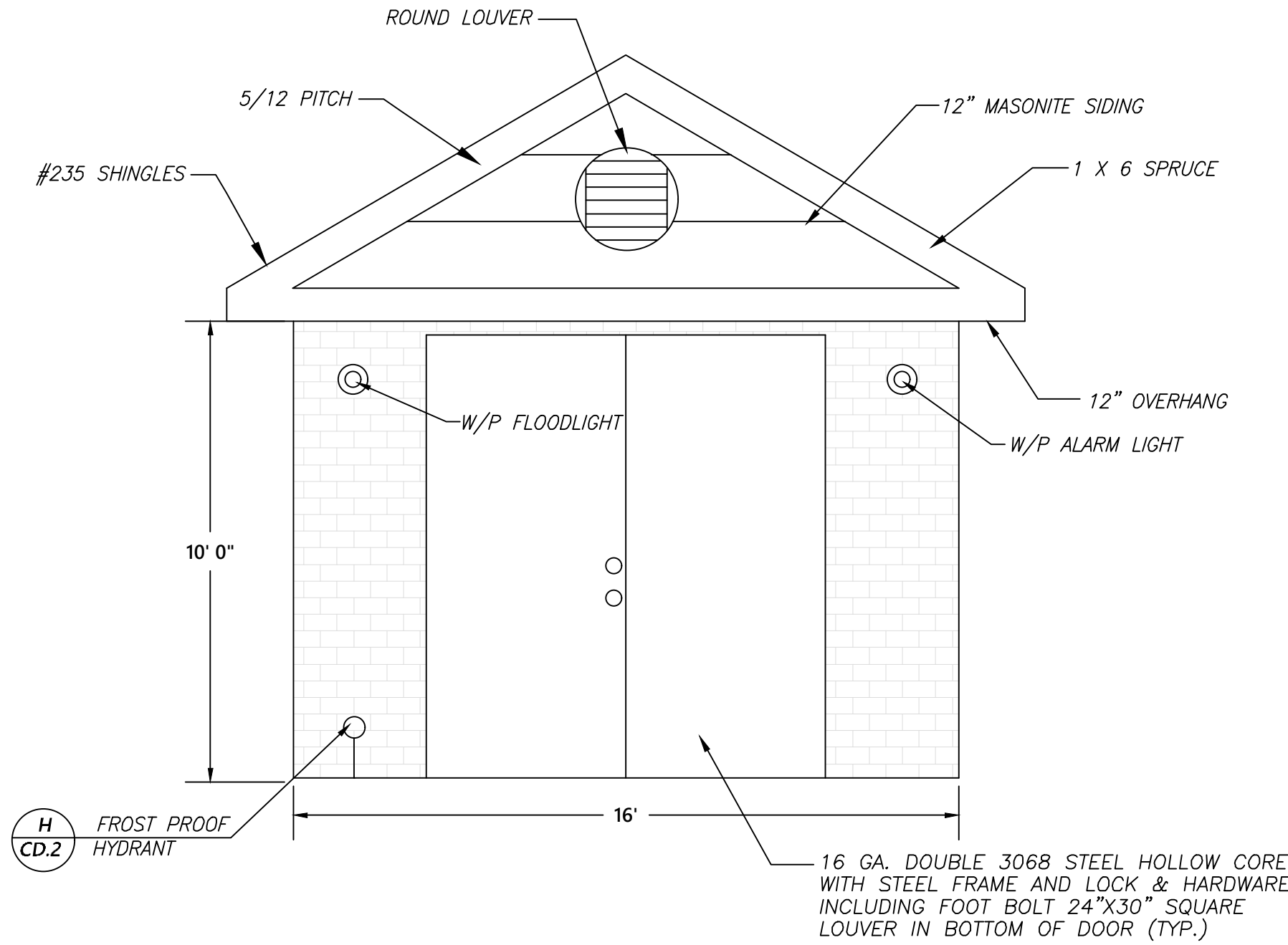


NOTES:
COLOR OF BRICK TO BE DETERMINED BY
CITY ENGINEERING DEPARTMENT



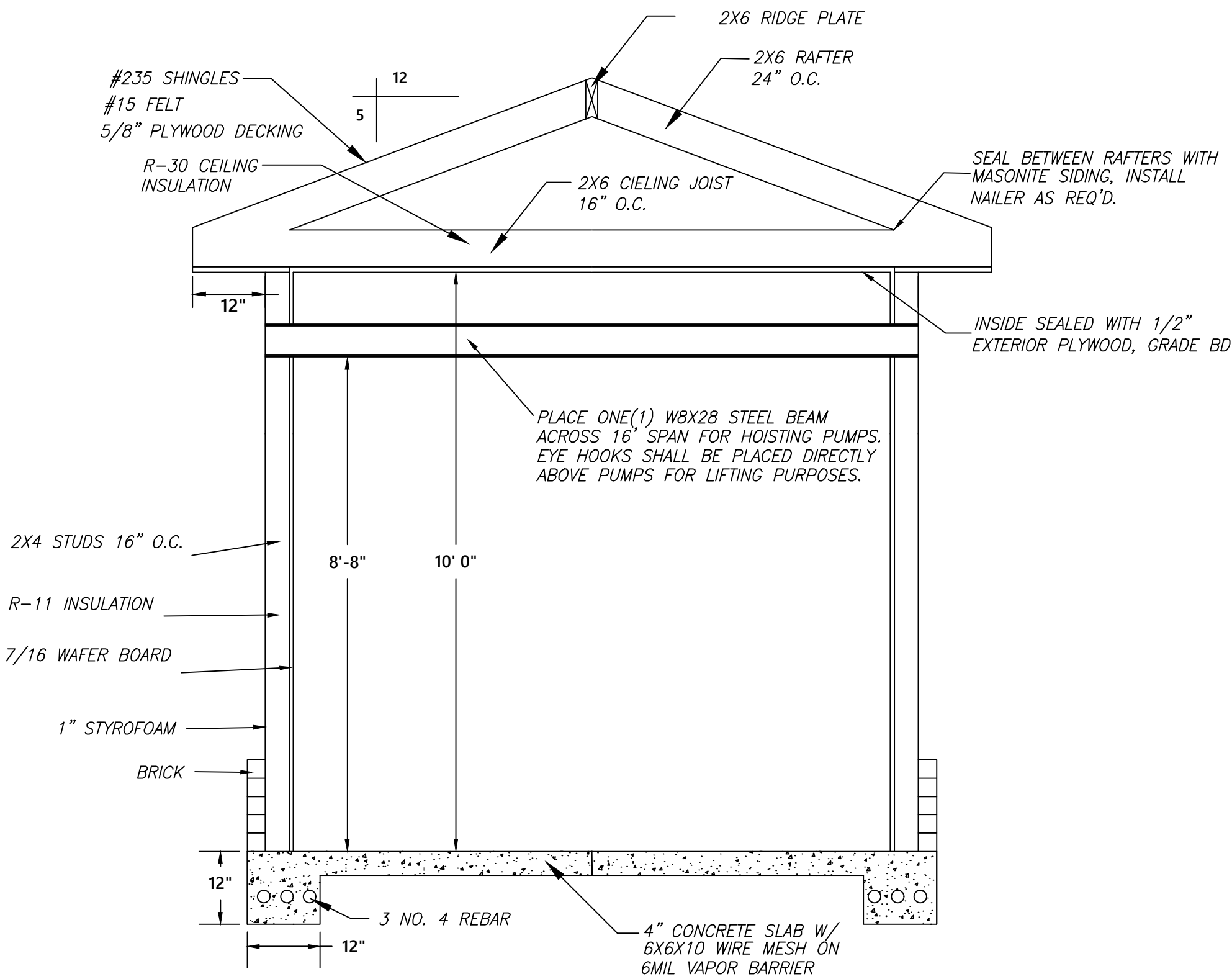
LIFT HOUSE SIDE VIEW

NO SCALE



LIFT HOUSE FRONT VIEW

NO SCALE



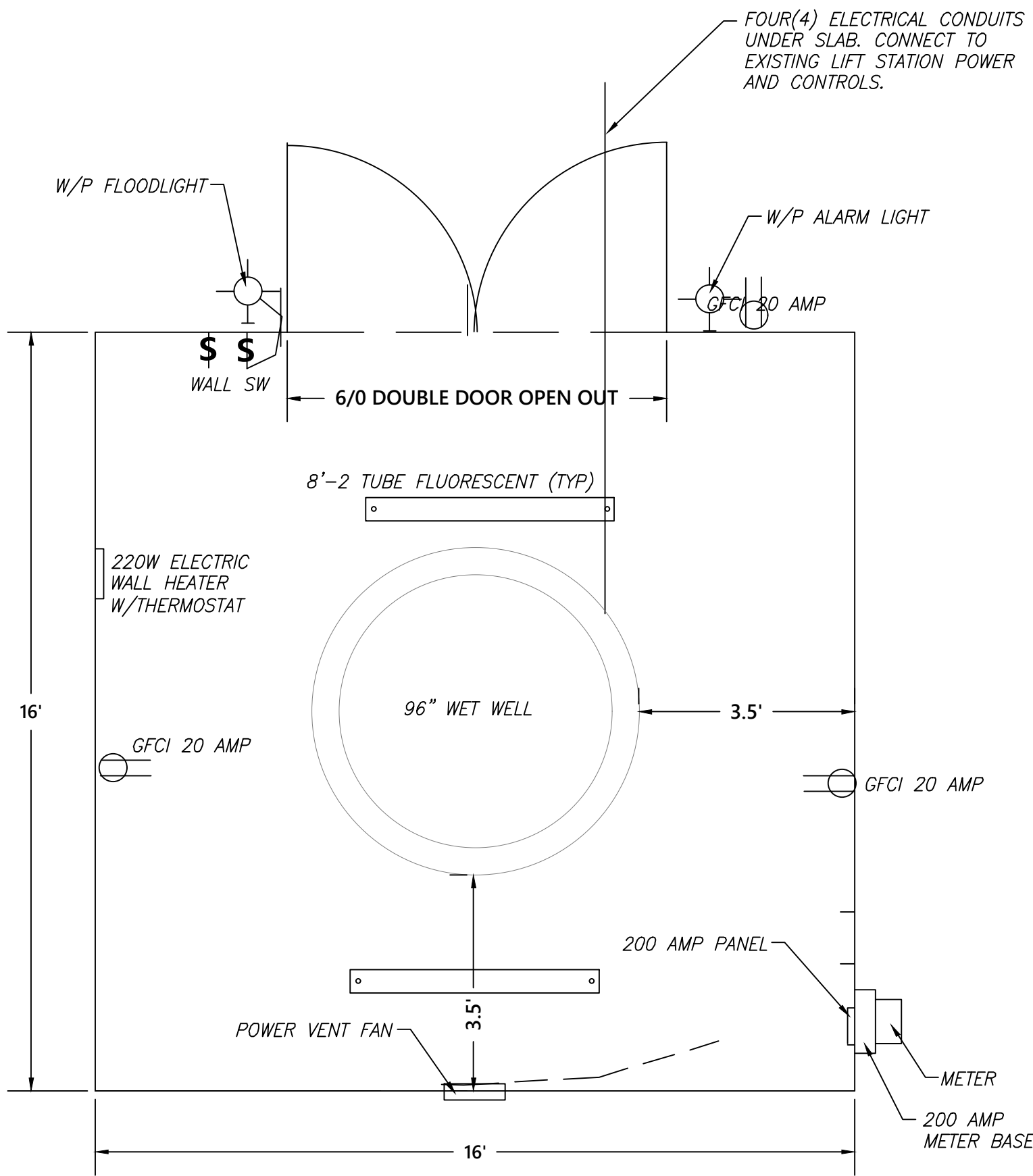
LIFT HOUSE WALL SECTION - A

NO SCALE

NOTES:
1 BEAM INSTALLED DIRECTLY OVER THE WET WELL AND CAPABLE OF
SUPPORTING 2000 POUNDS OR 1.5 TIMES THE WEIGHT OF THE PUMP,
WHICHEVER IS GREATER. INSTALLATION TO BE COORDINATED WITH CITY.

LIFT HOUSE DETAIL

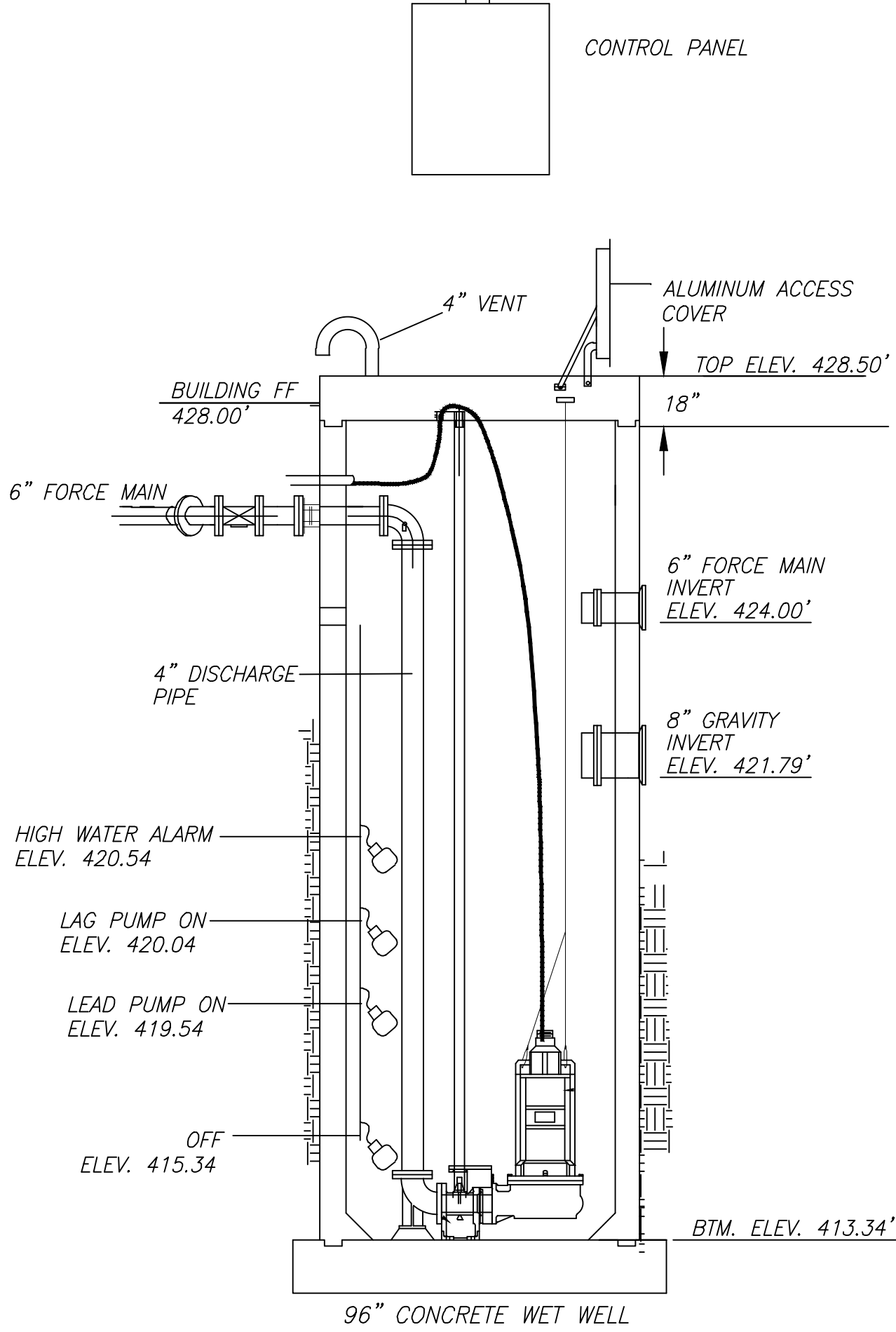
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LIFTHOUSE ELECTRICAL PLAN

NO SCALE

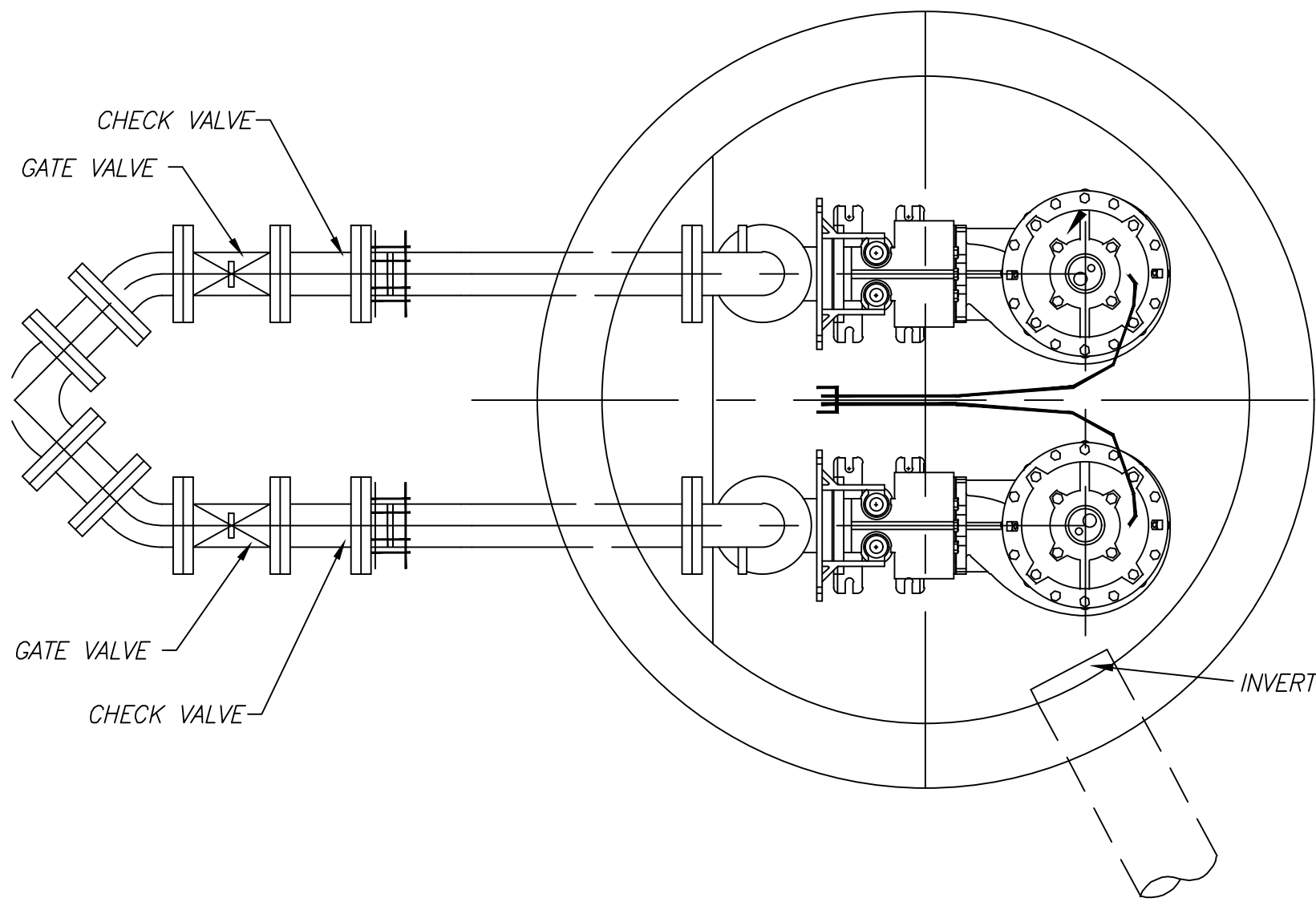
PUMPHOUSE NOTES



LIFT STATION - 315 GPM

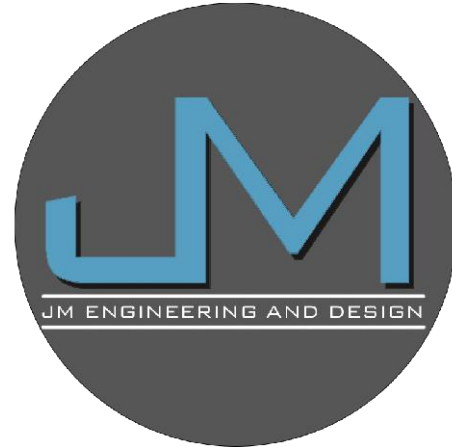
NO SCALE

NOTE:
COMPLETED LIFT STATION AND CHECK VALVES
MUST FIT INSIDE THE 16'x16' BUILDING
SHOWN TO THE LEFT.



DUPLEX LIFT STATION

NO SCALE



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

LIFT STATION HOUSE DETAILS

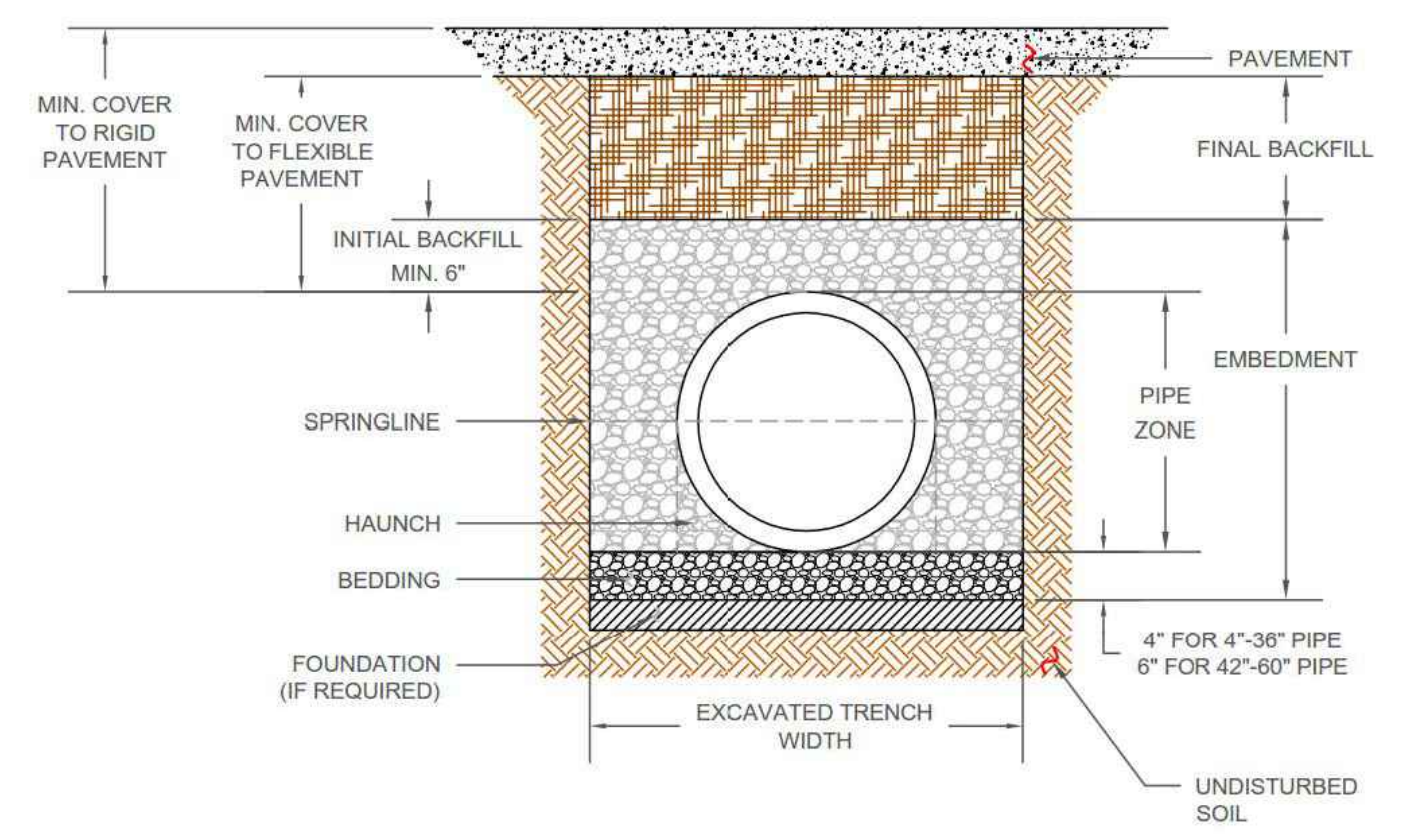
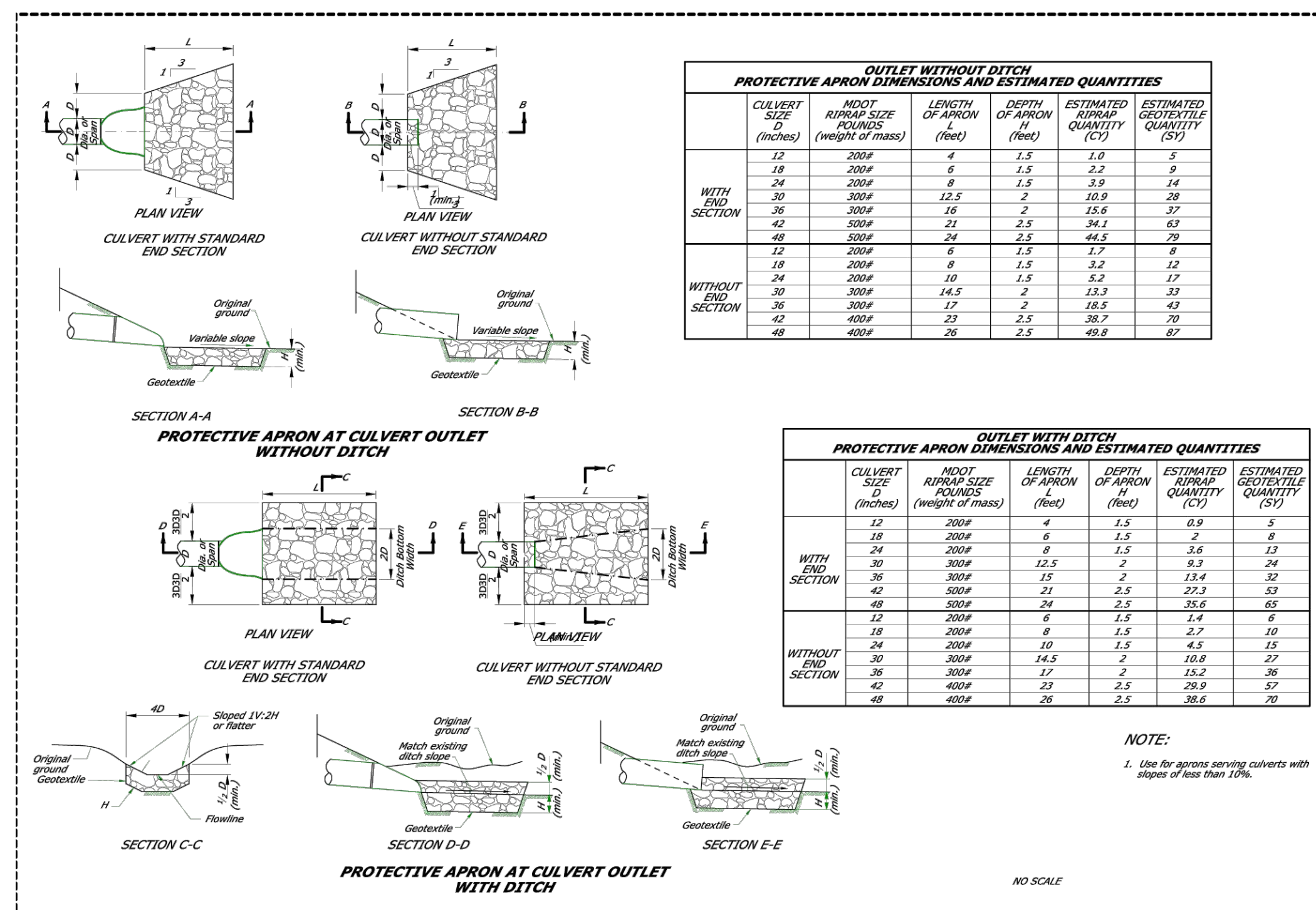
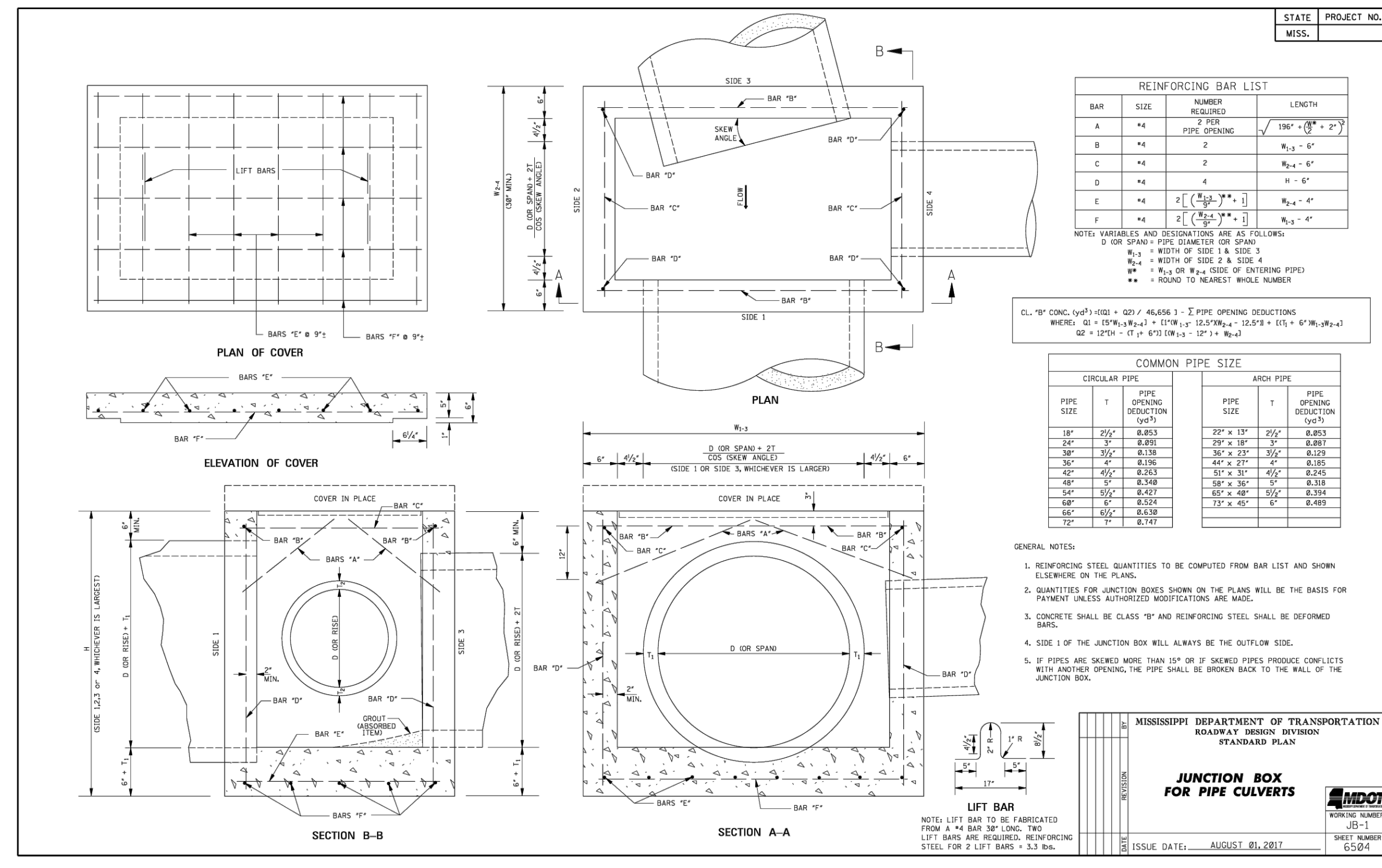
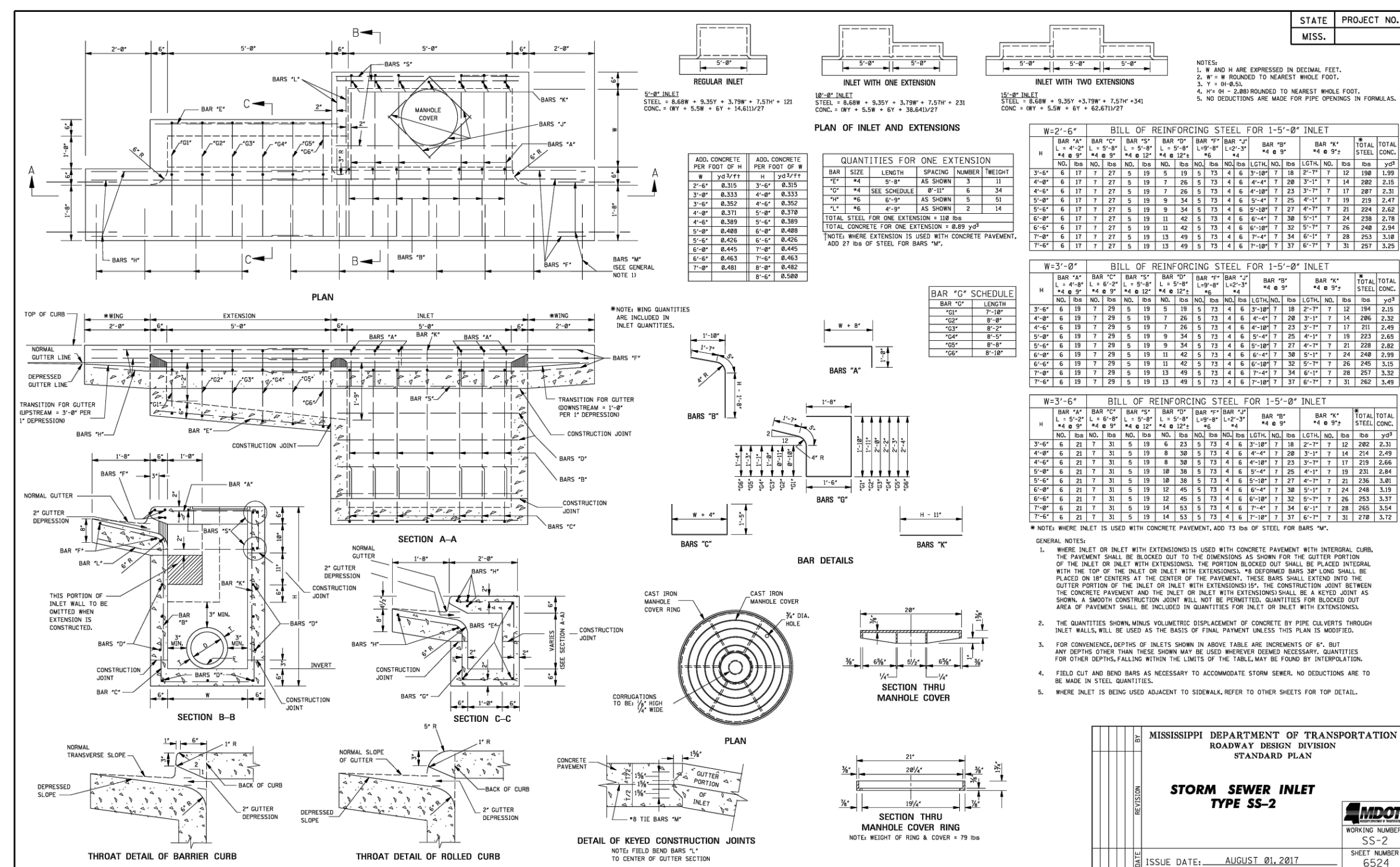
GRAND OAKS - 6-B

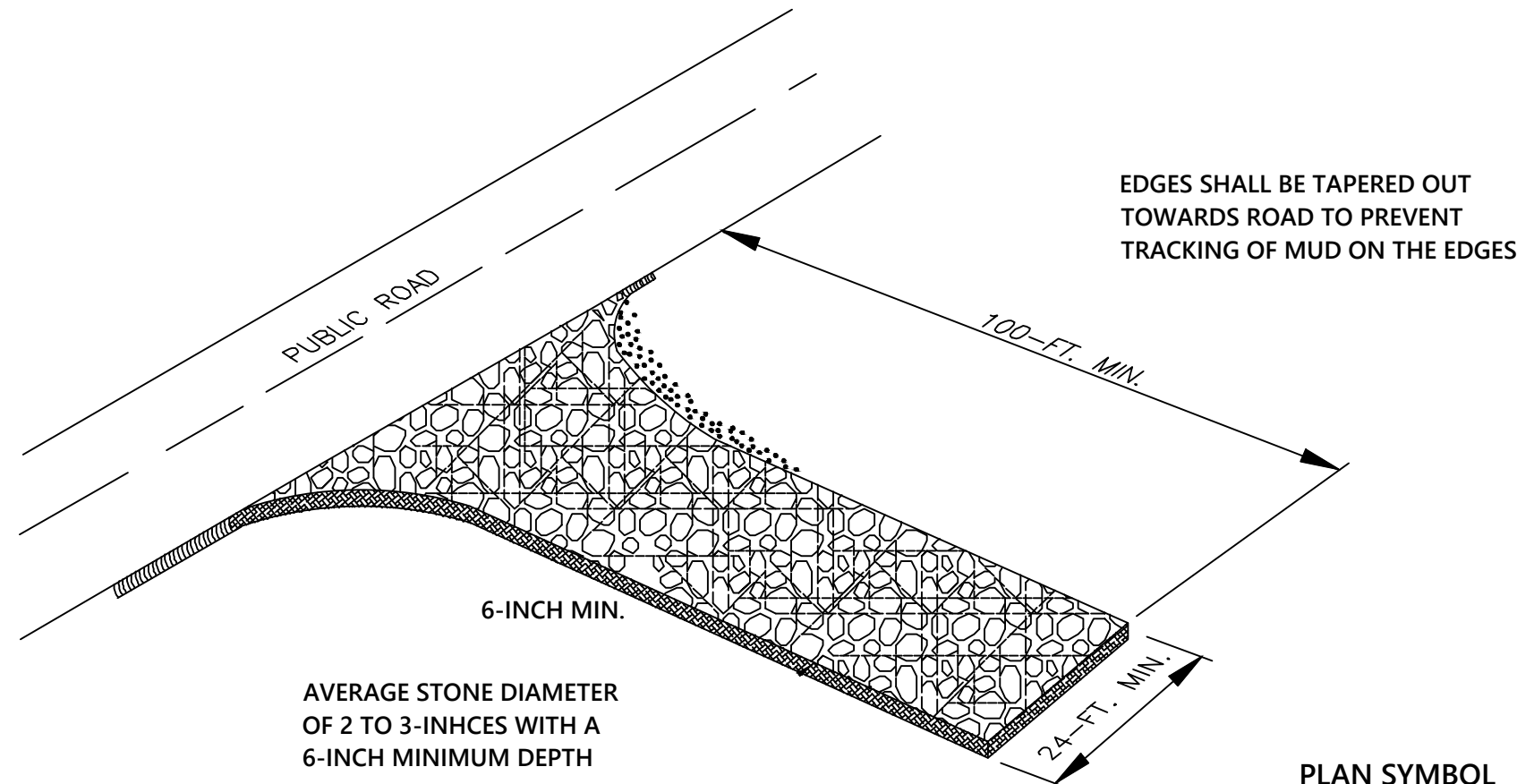
LAKESHORE DRIVE

CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	03/15/2024
SCALE	
REVISION	09/25/2024

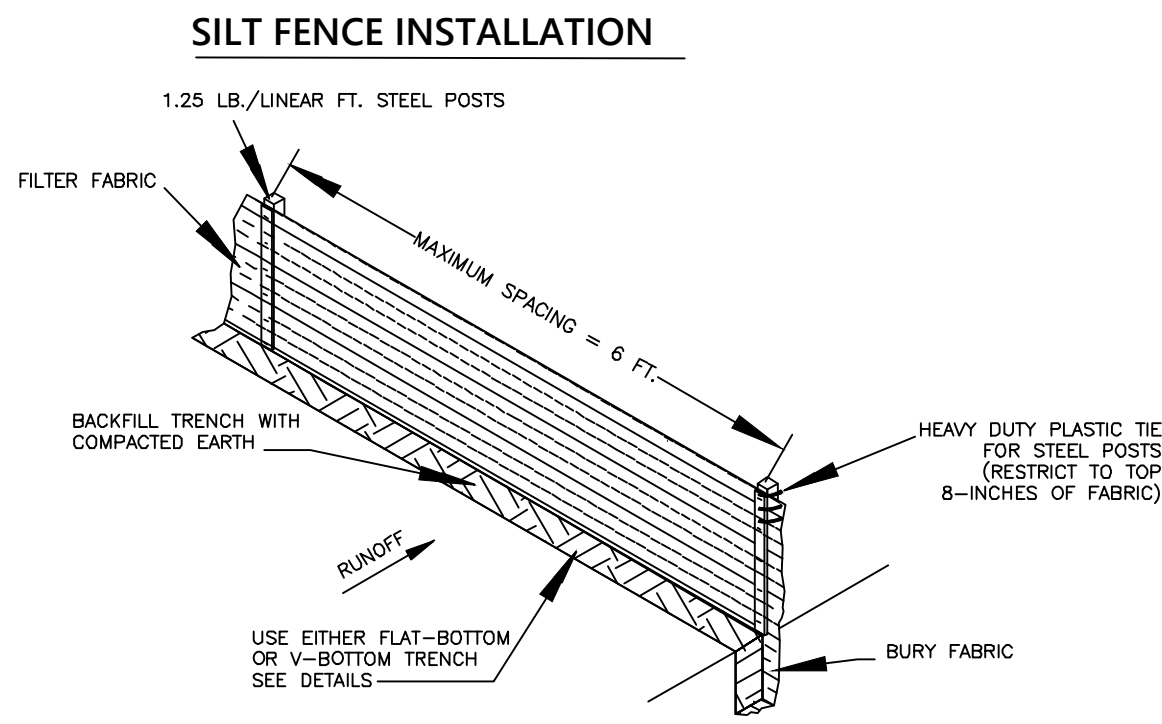
C-802-2



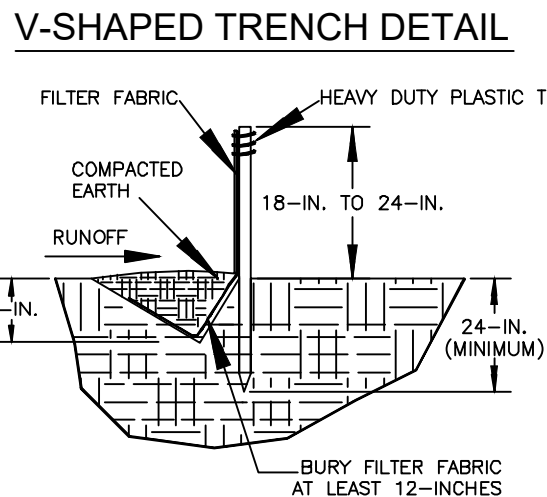
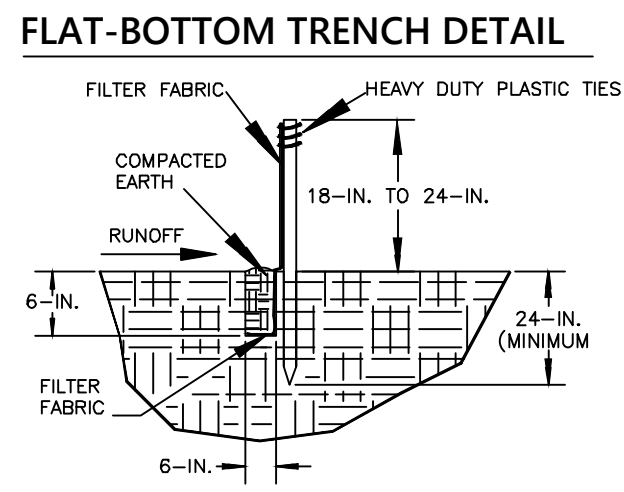


SPECIFICATION	SIZE
ROCK PAD THICKNESS	6 INCHES
ROCK PAD WIDTH	24 FEET
ROCK PAD LENGTH	100 FEET
ROCK PAD STONE LENGTH	D = 2-3 INCHES

CONSTRUCTION ENTRANCE DETAIL



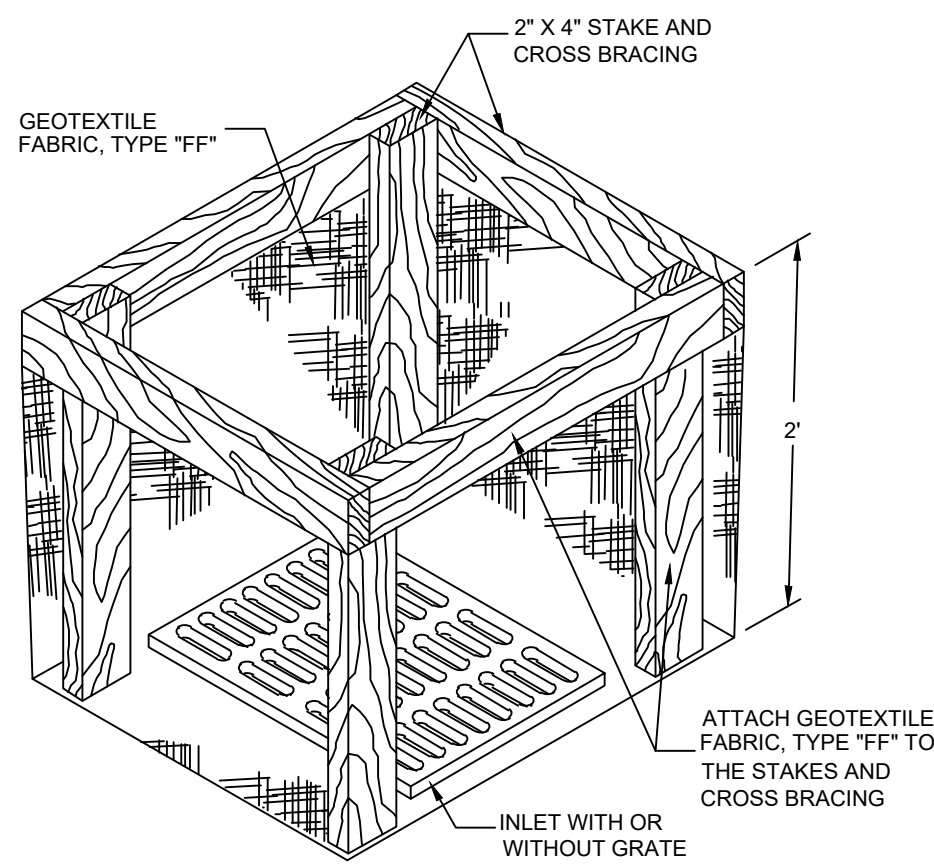
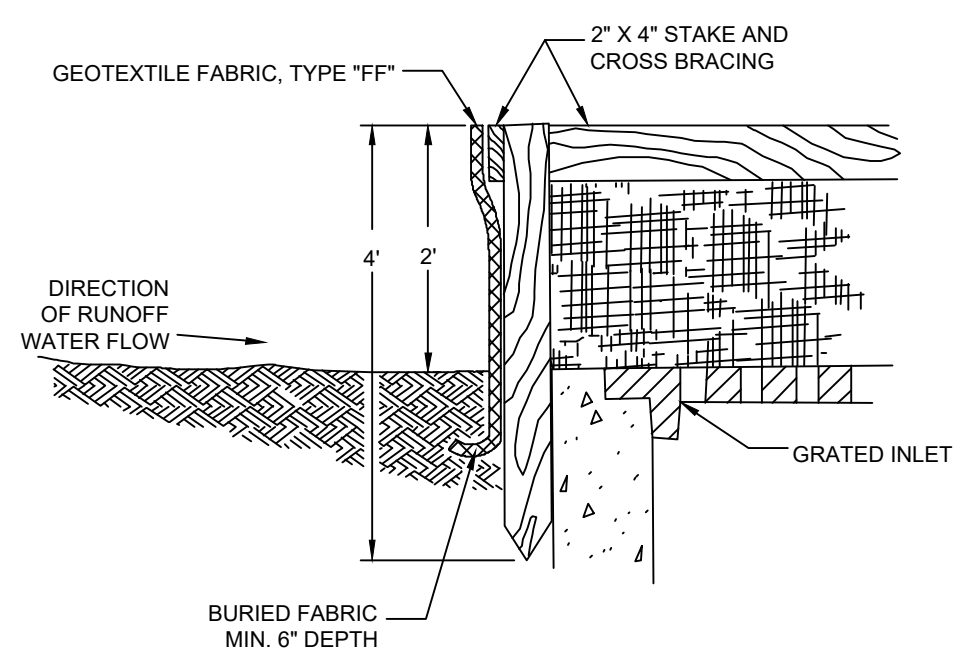
PLAN SYMBOL



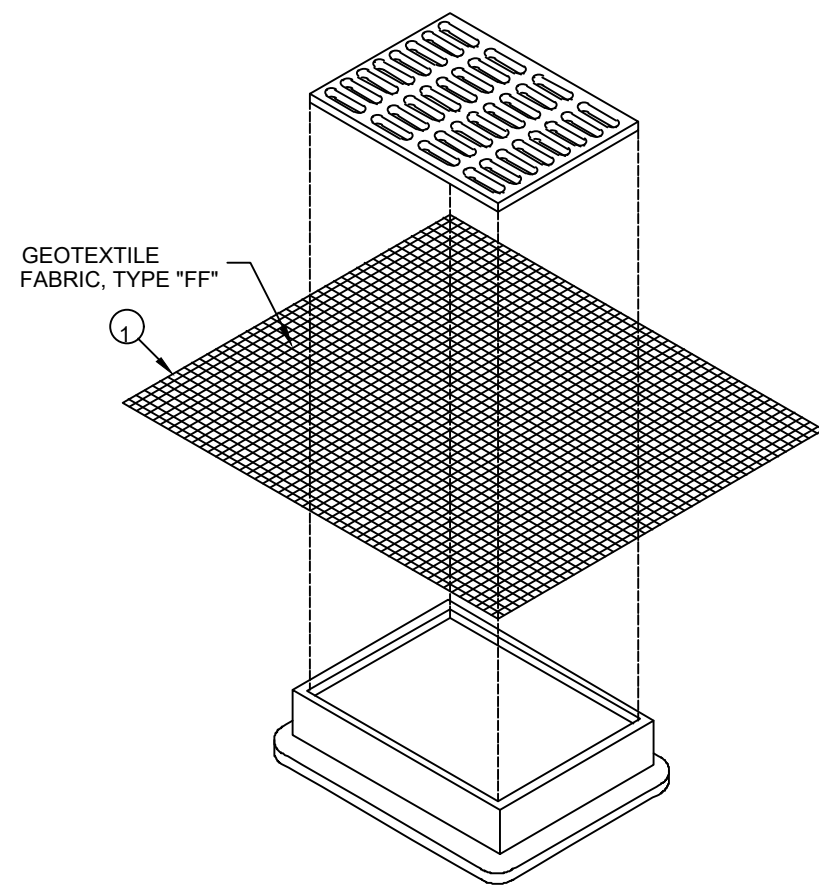
SILT FENCE - GENERAL NOTES

- 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.

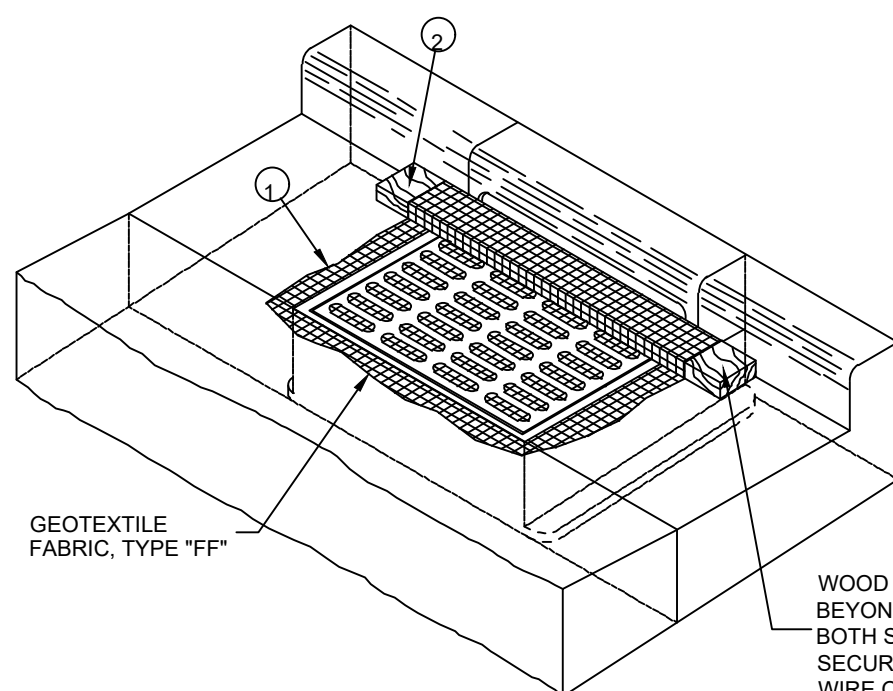
SILT FENCE INSTALLATION DETAIL



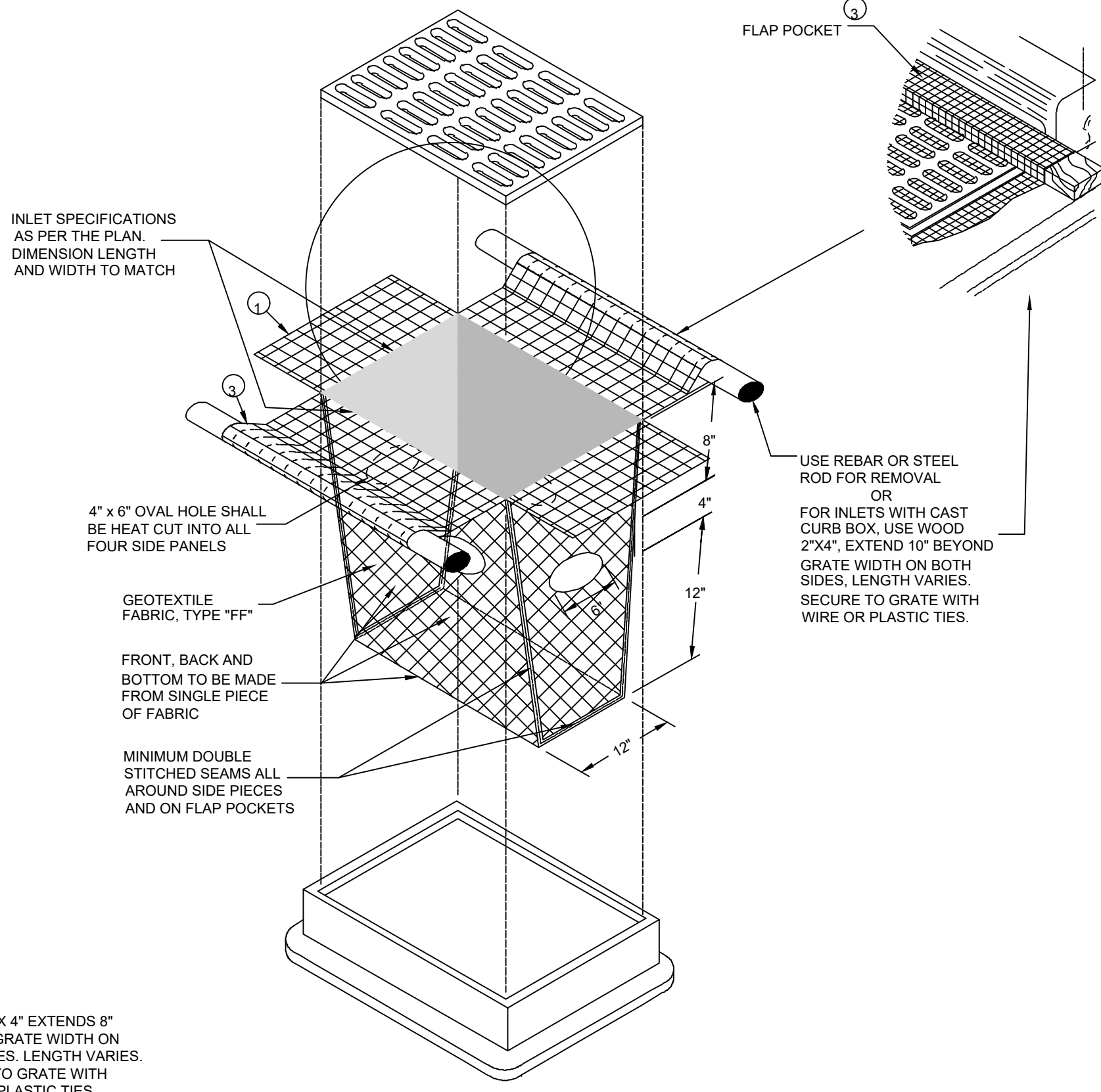
INLET PROTECTION, TYPE "A"



INLET PROTECTION, TYPE "B" (WITHOUT CURB BOX)
(CAN BE INSTALLED IN ANY INLET WITHOUT A CURB BOX)

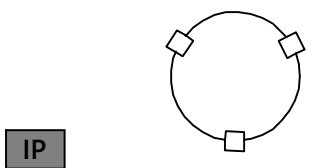


INLET PROTECTION, TYPE "C" (WITH CURB BOX)

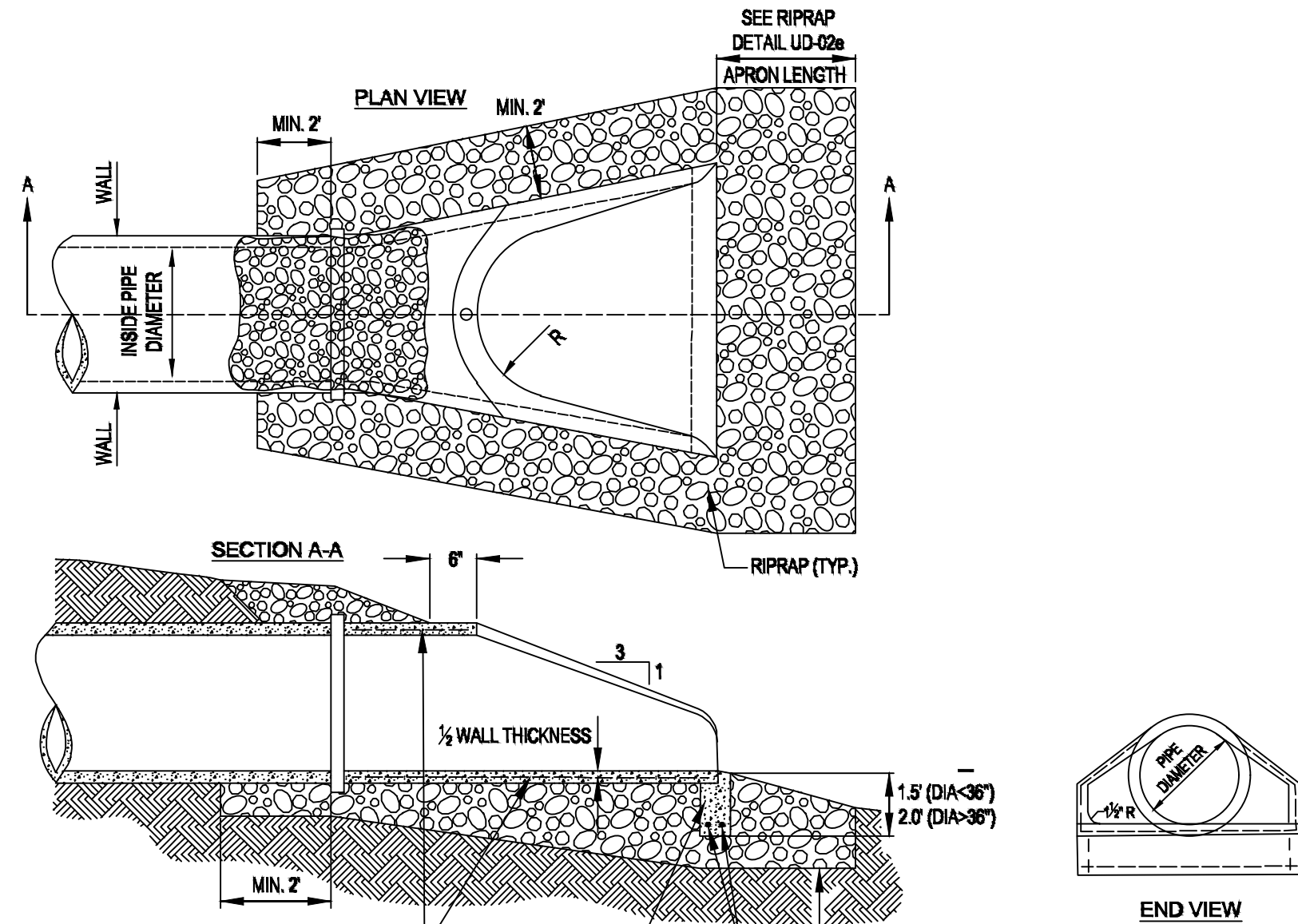


INLET PROTECTION, TYPE "D" (CAN BE INSTALLED IN ANY INLET WITH OR WITHOUT A CURB BOX AS PER NOTE (2))

PLAN SYMBOL



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

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.

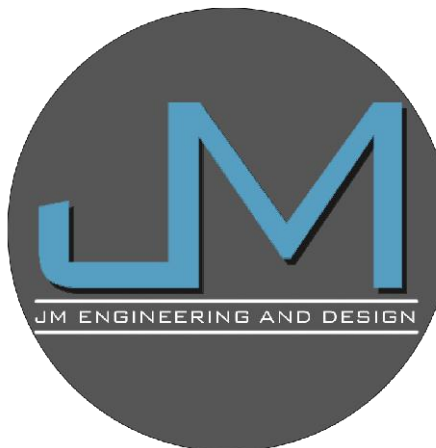
THE CONTRACTOR SHALL DEMONSTRATE A METHOD OF MAINTENANCE, USING A SEWN FLAP, HAND HOLDS OR OTHER METHOD TO PREVENT ACCUMULATED SEDIMENT FROM ENTERING THE INLET.

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.



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

EROSION CONTROL DETAILS

GRAND OAKS - 6-B
LAKESHORE DRIVE
CITY OF OXFORD, LAFAYETTE COUNTY, MISSISSIPPI

DRAWN BY	JRM
CHECKED BY	JRM
PROJECT NO.	XXXX
DATE	03/15/2024
SCALE	
REVISION	09/25/2024

C-804



THE CITY OF
OXFORD

MEMORANDUM

To: Board of Aldermen
From: Mark Levy
CC: Hollis Green, Seth Gaines
Date: July 1, 2025
Re: Permission to Advertise a Request for Proposals (RFP) for new playground equipment at Avent Park.

City staff requests authorization to advertise a Request for Proposals (RFP) for the replacement of playground equipment at Avent Park. This project specifically targets the 5–12 year old play area, where existing structures have significantly degraded and are in need of replacement for safety and usability.

The scope of the RFP will include removal of the old equipment and installation of new, age-appropriate structures that meet current safety and accessibility standards. The selected proposer will be required to enter into a formal contract encompassing all specified work and adhering to a projected timeline.

We anticipate selecting a Playground Contractor/Designer by mid-August, with project work expected to begin in September.



THE CITY OF
OXFORD

MEMORANDUM

To: Board of Aldermen
From: Mark Levy
CC: Hollis Green, Marlee Carpenter
Date: July 1, 2025
Re: Request Permission to renew a lease agreement for office space for Stronger Together at 1308 North Lamar Blvd.

Stronger Together is requesting permission to renew a lease agreement between the City of Oxford and 1308 North Lamar, LLC for the continued use of office space.

The proposed lease renewal will be for a period of one year, beginning September 1, 2025, and ending August 31, 2026. The monthly rent will increase from \$2,000.00 to \$2,200.00, reflecting a \$200.00 monthly increase from the previous lease term.

The lease term will rollover automatically, unless one party gives 90 days' notice. All other terms and conditions of the existing lease will remain unchanged.

Staff recommends approval of the lease renewal.

Enclosure (1)

REAL ESTATE LEASE

This Lease Agreement (Lease) is entered into as of the _____ day of July, 2025 between 1308 North Lamar, LLC (Lessor) and City of Oxford (the Lessee).

The parties agree as follows:

- I. **PREMISES.** Lessor, in consideration of the lease payments provided in this Real Estate Lease, agrees to lease to Lessee the property located at 1308 North Lamar Boulevard, Suite 4, in Oxford, Mississippi 38655 (the Premises).
2. **CONDITION.** Lessee has inspected the property and acknowledges that the property is being delivered to it and shall be leased as-is.
3. **TERM.** The initial Lease term shall commence on September 1, 2025 and end on August 31, 2026 on the terms and conditions stated below. The term of this Lease shall automatically renew for additional successive one (1) year term unless either party provides the other with written notice of non-renewal at least Ninety (90) days prior to the expiration of the then-current term. At the conclusion of the lease, Lessee shall deliver the Premises to the Lessor in rentable condition, shall return the keys to the Premises, and peacefully surrender the Premises in a clean state and in as good condition as when received, reasonable wear and tear excepted.
4. **SALE OF PROPERTY.** In the event of a bona fide sale of the Premises to a third party, the Lessor shall thereby delegate all duties and assign all rights hereunder to such third party, and the Lessor shall be considered released by the Lessee from all liability. In that event, the Lessee shall look solely to such purchaser for the performance of all duties hereunder from and after such sale, including but not limited to the return of the security deposit as required by this Lease.
5. **RENT.** Rent shall be paid by the 5th of each month. Lessee shall pay to Lessor \$2,200.00 monthly for the initial term and any subsequent renewals unless otherwise agreed to by Lessee. There shall be a penalty of \$250.00 for any payment of rent made after the 5th of any month. A penalty of \$250.00 in addition to the late fee will be charged for any returned checks. The payments shall be delivered to 1200 Jefferson Avenue, Suite 204, Oxford, MS 38655.
6. **DEPOSIT.** Lessee has previously paid a deposit to the Lessor under a prior lease. This deposit shall continue to be retained by Lessor as security for the faithful performance of all terms and conditions of this Lease. In no event shall the Lessor be obligated to apply the deposit on rents or other charges in arrears or on damages for failure to perform the terms and conditions of this Lease by Lessee. Application of the security deposit sum to the arrears of rental payments or damages shall be at the option of Lessor, and the right to possession of the Premises by Lessor for nonpayment of rent or for any other reason shall not in any event be affected by this security deposit. The security deposit is to be returned to Lessee when this lease is terminated, according to the terms and conditions of this Lease by Lessee. In no event is the security to be returned until Lessee has vacated the Premises and delivered possession to Lessor.
7. **POSSESSION.** Lessee shall be entitled to possession on the first day of the term of this Lease, and shall yield possession to Lessor upon the expiration of the then-current term..

8. USE OF PREMISES. Lessee shall only use the Premises as professional office space. Lessee shall not use the Premises for any other purposes unless there is written prior consent from the Lessor. Said consent shall not be unreasonably withheld. In all events, the Lessee may only use the Premises for lawful purposes and only occupy the Premises for commercial purposes. The Lessee shall keep the Premises in a sanitary condition and shall not use or permit the use of the Premises in any way that would be deemed hazardous. Lessee shall not permit or cause any disturbance, noise, or annoyances detrimental to the comfort, peace, and tranquility of neighbors.
9. MAINTENANCE. The Lessor shall be solely responsible for the maintenance of the exterior of the building, excluding the plate glass, and will also be responsible for the expense of any repairs to the plumbing, electrical, heating, ventilation, and air conditioning systems. This duty to repair does not extend to or include fixtures that are installed by the Lessee.
10. ACCESS BY LESSOR. Lessor shall have the right to enter the Premises to make inspections, make repairs, provide necessary services, or show the unit to prospective buyers, mortgages, tenants, or workmen. If the Lessee changes the locks to the entrances of the Premises, it shall notify the Lessor within twenty-four hours of changing the locks and provide copies of keys to the Lessor. The Lessor or its agents may post "For Rent" or "For Sale" signs and to exhibit the property to prospective purchasers or tenants.
11. UTILITIES AND SERVICES. Lessor shall pay for water and sewer and waste or dumpster fees for the Premises. Lessee shall be responsible for all other utilities and services in connection with the Premises including but not limited to electricity, telephone, internet, and cable.
12. PROPERTY INSURANCE. Lessee shall procure and maintain Premises liability insurance in an amount sufficient to cover all foreseeable risks. In addition, Lessee and Lessor shall each be responsible to maintain appropriate insurance for their respective interests in the Premises and property located on the Premises.
13. TAXES. Lessor shall pay all real estate taxes and assessments.
14. DESTRUCTION OR CONDEMNATION OF PREMISES. If the Premises are damaged by the Lessee's acts or neglect, Lessee shall forthwith repair such damage at its own expense, and should the Lessee fail or refuse to make such repairs within a reasonable time after the occurrence of such damage, the Lessor may, at its option, make such repairs and the Lessee shall, upon demand, reimburse the Lessor for the total cost thereof. If the Premises are damaged so as to be untenable, the Lessor is not required to rebuild or repair the leased property; such repairs will be done at the option of the Lessor. In the event the Lessor elects not to rebuild or repair, this Lease shall be terminated.
15. MECHANICS LIENS. Neither the Lessee nor anyone claiming through them shall have the right to file mechanics liens or any other kind of lien on the Premises. Further, Lessee agrees to give actual advance notice to any contractors, subcontractors, or suppliers of goods, labor, or services that such liens shall not be valid.
16. DEFAULTS. Lessee shall be in default of this Lease if Lessee fails to fulfill any obligation or term under this Real Estate Lease by which Lessee is bound. If Lessee fails to cure any financial

obligation within three days (or any other obligation within 10 days) after written notice of such default is provided by Lessor to Lessee, Lessor may take possession of the Premises without further notice, and without prejudicing Lessor's right to damages. In the alternative, Lessor may elect to cure any default and the costs of such action shall be added to the Lessee's financial obligations under this Lease.

17. ASSIGNMENT. The Lessee may not assign or sublet any interest in the Premises without the prior written consent of the Lessor.

18. NOTICE. Notices under this Lease shall be deemed valid if given in writing and forwarded by certified mail or hand delivery as follows:

Lessor: 1308 North Lamar, LLC, 1200 Jefferson Avenue, Suite 204, Oxford, MS 38655.

Lessee: City of Oxford, 107 Courthouse Square Oxford, MS 38655.

Such addresses may be changed from time to time by either party by providing notice as set forth above.

19. ENTIRE AGREEMENT AND AMENDMENTS. This agreement contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written. This agreement may be modified or amended only in writing, said writing signed by the Lessee and the Lessor under said amendment.

20. SEVERABILITY. If any portion of this agreement shall be held to be invalid or unenforceable for any reason the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Real Estate Lease is invalid or unenforceable, then such provision shall be deemed to be written, construed and enforced as so limited.

21. CUMULATIVE RIGHTS. The rights of the parties under this Lease are cumulative, and shall not be constructed as exclusive unless otherwise required by law.

22. WAIVERS. No action or inaction on the part of the Lessor shall be deemed a waiver of Lessee's obligations under this Lease. The waiver by either party of any term of this Lease must be in writing and signed by the party it is to be enforced against and such waiver will not be deemed to be a waiver of any subsequent breach of the same or any other term.

23. GOVERNING LAW. This Lease shall be governed, construed and enforced in accordance with the laws of the State of Mississippi.

24. NOISE. Lessee acknowledges that noise travels between the suites at the building at 1308 North Lamar and agrees to take steps to minimize any noise that may be disruptive to other tenants in the building. If other tenants complain to Lessor about noise coming from Suite 4, Lessor shall notify Lessee and they shall work together to resolve or mitigate the issue. If a resolution or mitigation cannot be agreed upon to adequately resolve the issue, the Lessor shall have right to terminate the lease with six months' notice to Lessee. After the six months, Lessee must vacate the premises.

[Signature Page Follows}

Lessee:

City of Oxford

By: _____

Robyn Tannehill
Mayor, City of Oxford

Date

Lessor:



1308 North Lamar, LLC
John B. Nichols, Manager



Date



THE CITY OF
OXFORD

MEMORANDUM

To: Board of Aldermen
From: Mark Levy
CC: Hollis Green, Jeff McCutchen
Date: July 1, 2025
Re: Request Permission to renew a lease agreement with Vault Farms for use of a horse barn for the Mounted Unit.

City staff requests permission to renew a lease agreement between the City of Oxford and Vault Farms, LLC for the continued use of horse barns located County Road 202 in Oxford.

The proposed lease renewal will be for a period of three years, beginning July 11, 2025, and ending July 12, 2028. The monthly rent will increase from \$1,800.00 to \$2,500.00, reflecting a \$700.00 monthly increase from the previous lease term.

All other terms and conditions of the existing lease will remain unchanged.

Staff recommends approval of the lease renewal.

Enclosure (1)

LEASE AGREEMENT

STATE OF MISSISSIPPI
COUNTY OF LAFAYETTE

THIS LEASE AGREEMENT ("Lease") is made and entered into this 1st day of July, 2025, by and between Vault Farms, LLC ("Lessor"), and the City of Oxford, Mississippi ("Lessee"), as described below:

1. The term of this Lease shall consist of a period of three (3) years, commencing on July 6, 2025, and ending on July 6, 2028, with an option to extend the lease to a three (3) year period upon expiration, or unless terminated earlier, as provided in this Lease.

2. The property included in this Lease (the "Premises") is described as follows:

Equine barn with four (4) indoor stalls and two (2) outdoor stalls owned by Lessor and located at 148 County Road 202, Oxford, Mississippi 38655. Lessee shall also have use of +/- 3.5 acres of pasture land surrounding the barn for the feeding, grazing, training and exercising of Lessee's horses, at times to be determined at the discretion of Lessee, and amenities included in the attachment as specifically designated by Lessor. Lessee shall further have reasonable use of the Premises for storage of a trailer or trailers used for transporting its horses being boarded at the Premises. Lessee shall store such trailer or trailers in a manner on the Premises as directed by Lessor.

3. Each stall shall be used for the boarding of one individual horse. Lessee will not make or permit any use of the premises, or do or permit any act, including the keeping of anything, in or about the premises, which directly or indirectly, will violate any law, ordinance or regulation; or violate the terms of, or cause any increase in the rate under, any insurance policy covering or relating to the Premises, except as particularly described herein.
4. Lessor(s) agrees that he/she is solely responsible for retaining applicable policy(ies) for the insurance of the Premises, and that the consideration paid hereunder is sufficient for her to purchase such insurance.
5. Should Lessor deem it necessary to obtain medical attention for Lessee's horse(s) in the case of accident, illness, injury, or in the course of normal veterinary or farrier care, or otherwise, and is unable to contact Lessee, Lessor is hereby authorized to utilize a veterinarian or farrier of her choice to provide necessary veterinary services at the expense of Lessee.
6. It is mutually agreed that Lessor shall not be responsible for the care and supervision of Lessee's horses, and Lessee agrees that all feeding, training, veterinary, medical, farrier, and other related expenses for the care of Lessee's horses are the sole responsibility of the Lessee.
7. Lessee acknowledges that lessor does not carry any of Lessee's horse(s) that are boarded on the Premises on any form of equine insurance and will not be responsible for any violation of the terms of a lapse of any policy carried by lessee.

8. Lessee agrees to pay to Lessor as rent for the Premises the sum of \$2,500.00 per month, prorated for any portion thereof, for boarding and pasture, on or before the tenth day of each month, commencing on July 6, 2025 and continuing regularly and monthly thereafter on or before the first day of each month, for the term of this Lease as provided herein.
9. On the expiration or other termination of the term of this Lease, Lessee shall quit and surrender to Lessor the Premises in as good, and as clean, order and condition as such were in at the commencement of the term, with the exception of normal wear and tear, and the improvements herein described.
10. This agreement constitutes the entire agreement of the parties to this Lease and supersedes any prior understandings or written or oral agreement between the parties respecting this subject matter.

IN WITNESS OF THIS AGREEMENT, the undersigned execute this agreement as of the day and year first above written.

LESSOR:

LESSEE:

Vault Farms, LLC
148 County Road 202
Oxford, Mississippi
38655

Robyn Tannehill Mayor
City of Oxford


Michael Greer
25 June 2025

Vault Farms. LLC - Oxford Mounted Patrol

Pricing:

\$2,500.00/ per month

Not to exceed (x6) horses

Three-year contract with first right of refusal going into following years

Monthly rate includes utilities (water/ electricity)

Amenities:

Approximately three- and one-half acres of pasture

(xl) Barn with (x4) Stalls and an additional (x2) outdoor stall

Outdoor sink & mini fridge

Storage Shelves

(xl) Wash stall

(xl) Full sized tack room

(xl) Small storage building

Currently being used as feed room

(xl) Large run in / utility shed approximately 2,000 sq ft

(xl) Bathroom

(x2) Sand riding arenas

(xl) Grass riding arena

Adequate trailer parking and vehicle parking

Additional hay storage is available upon request for a small additional monthly fee

Tractor is available on site if needed for emergency situations

** Fiber Internet for entire property coming soon

** Automatic security gate being installed by the end of March



THE CITY OF
OXFORD

MEMORANDUM

To: Board of Aldermen
From: Mark Levy
CC: Hollis Green, David Sabin, Shane Fortner
Date: July 1, 2025
Re: Request Permission to purchase upgrades to IPS meter and sensor technology from a sole source

Pursuant to Section 3.109.02 of the Mississippi Procurement Manual, a sole source purchase may be authorized when the commodity, equipment, or printing is available from only one source, or when the compatibility of equipment is of paramount consideration.

This memorandum serves as a formal request for approval to procure parking meter and sensor technology from **IPS Group, Inc.** under the sole source provisions.

IPS Group, Inc. has demonstrated that the requested equipment and systems meet the conditions for sole source procurement as outlined by the State of Mississippi. Specifically:

- **Exclusive Availability:** The integrated meter and sensor system, as designed and manufactured by IPS Group, Inc., is not available through any other vendor.
- **Equipment Compatibility:** The proposed technology is fully compatible with our existing infrastructure and parking management system, minimizing operational disruption and ensuring continuity.
- **Key Features:** IPS Group's solution offers unique and proprietary capabilities that are essential to our goals for smart parking, data collection, and real-time monitoring.

Enclosed is a letter from IPS Group, Inc. outlining the proprietary nature of their technology and the compatibility features that support their qualification as a sole source provider.

In accordance with state procurement guidelines, we respectfully request the Board's approval to proceed with the purchase under the sole source designation.

Enclosure (1)



Mark R. Levy, PLA, ASLA
Director of Special Projects
City of Oxford
107 Courthouse Square
Oxford, MS 38655

Office: (662) 236-1206
Cell: (662) 832-0029

June 23, 2025,

RE: Sole Source Letter – IPS Group Inc. Meter and Sensor Technology

To Whom It May Concern:

This letter serves to confirm the sole source status of IPS Group Inc. for the provision of meter and sensor technology, including associated monthly service fees and the Back-Office Data Management System (DMS), for use by the City of Oxford, Mississippi.

The following key features establish IPS Group Inc. as a sole source provider:

The IPS Back-Office DMS is the only system that can be used to operate and manage IPS meter and sensor technology, including all related monthly system access and transaction management services.

IPS Group Inc. is the exclusive provider of this integrated platform, which supports real-time management, reporting, and payment processing for IPS hardware.

This system and its related hardware and services are only available directly from IPS Group Inc., headquartered in San Diego, California.

The undersigned affirms that the information provided herein is true and correct to the best of their knowledge.

Sincerely,
Braxton Ratliff
Director of Regional Sales
IPS Group Inc.



June 27, 2025

Mr. Mark Levy
107 Courthouse Square
Oxford, MS 38655

RE: Renovations to Historic City Hall
107 Courthouse Square
Oxford, MS 38655

Dear Mark:

Please find attached a certified bid tabulation form, along with copies of the bids received, for the proposed improvements to accommodate the offices of Visit Oxford within the historic City Hall building.

The bid results attest to the fact that we can never fully anticipate any given bidder's circumstances and motivations. We had four bidders; only two of them bid both "Offer One" and "Offer Two," while each of the other two only bid one Offer, and they were the two different Time options. As a result, we had three offers each for the longer- and shorter-duration project Times, and the lowest overall offer was for the shorter Time. Those that bid both options had higher numbers for the longer time durations.

In our opinion, the lowest and best bid is Offer One from Century Construction Group, Inc. for \$1,412,000.00, with a Substantial Completion Date of January 20, 2026. We recommend that the City make an award based on that offer.

Please let us know if you have any questions or need anything further from us at this time. Thank you for your confidence in Howorth & Associates Architects.

Sincerely,

A handwritten signature in blue ink, appearing to read 'TS Howorth', with a long horizontal line extending to the right.

Thomas S. Howorth, FAIA, Architect





BID TABULATION FORM

Bid Date: June 26, 2025, 10:00 a.m.

Architect's P.N.:2024-36

Renovations to Historic City Hall
107 Courthouse Square
Oxford, Mississippi 38655

Contractor:	Base Bid:	Addenda Rec'd
-------------	-----------	---------------

Offer #01: Substantial Completion Date January 20th, 2026

- | | | | |
|----|---|-----------------|-------------------------|
| 1. | <u>Century Construction Group, Inc.</u>
Certificate of Responsibility # 11403-MC
5% Bid Security: Travelers Casualty and Surety
Company of America | \$ 1,412,000.00 | #1 <u>X</u> #2 <u>X</u> |
| 2. | <u>RKA Construction</u>
Certificate of Responsibility # 24957-MC
5% Bid Security: NGM Insurance Co. | \$ 1,494,733.00 | #1 <u>X</u> #2 <u>X</u> |
| 3. | <u>Flagstar Construction Company, Inc.</u>
Certificate of Responsibility # 10817-MC
5% Bid Security: Arch Insurance Co. | \$ 1,647,000.00 | #1 <u>X</u> #2 <u>X</u> |
| 4. | <u>Grinder, Taber & Grinder, Inc.</u>
Certificate of Responsibility # 07101-MC
5% Bid Security: Liberty Mutual Insurance Co. | \$ No Bid | #1 <u>X</u> #2 <u>X</u> |

Offer #02: Substantial Completion Date May 1st, 2026

- | | | | |
|----|--|-----------------|-------------------------|
| 1. | <u>RKA Construction</u> | \$ 1,450,833.00 | #1 <u>X</u> #2 <u>X</u> |
| 2. | <u>Grinder, Taber & Grinder, Inc.</u> | \$ 1,597,401.34 | #1 <u>X</u> #2 <u>X</u> |
| 3. | <u>Flagstar Construction Company, Inc.</u> | \$ 1,598,000.00 | #1 <u>X</u> #2 <u>X</u> |
| 4. | <u>Century Construction Group, Inc.</u> | \$ No Bid | #1 <u>X</u> #2 <u>X</u> |

I certify that this is a correct tabulation of all bids received for this Project on the date stated above:


Tom Howorth, Architect



6/27/2025
Date



THE CITY OF
OXFORD

MEMORANDUM

To: Board of Aldermen
From: Mark Levy
CC: Hollis Green
Date: July 1, 2025
Re: Consider Change Order No. 2 from JP Corp for the Development Services building.

Changer Order No. 2 is for the following scope of work:

Scope of Work	Reason for Change	Amount
Add data drops and lights.	New offices did not include new lights. Existing lights were different in most offices.	\$18,421.70
Prep and paint all wood doors and reinstall hardware.	The wood doors are in bad condition. Doors were different colors, and some had writing and bulletin boards.	\$7,638.64
Framing and drywall for admin closet, and corridor outside offices.	Additions requested by City.	\$3,554.16
Total		\$29,164.50

The contractor is not requesting additional days to complete the work in Change Order 2, so the deadline will remain July 7, 2025.

Staff recommends approval of Change Order No. 2.

Enclosure (1)



June 27, 2025

Mayor Robyn Tannehill
City of Oxford
107 Courthouse Square
Oxford, MS 38655

RE: Change Order 02
Oxford Old Police Department Renovations
Oxford, Mississippi

Dear Mayor Tannehill:

Please find attached Change Order 02 from J.P. Corp for your review and approval. Change Order 02 includes an increase to Contract in the amount of \$29,614.50 for multiple items. Substantial Completion Date remains July 6, 2025.

Feel free to contact me should you have any questions.

Regards,

A handwritten signature in blue ink that reads 'Jay Bryan'.

Jay Bryan
Architect / Team Leader

JB:aw

c: Mark Levy, City of Oxford
24038.550



AIA® Document G701® – 2017

Change Order

PROJECT: (Name and address)
Old Oxford Police Department
Renovations
Oxford, MS 38655

CONTRACT INFORMATION:
Contract For: General Construction

Date: 02-19-2025

CHANGE ORDER INFORMATION:
Change Order Number: 002

Date: 06-26-2025

OWNER: (Name and address)
City of Oxford

107 Courthouse Square
Oxford, MS 38655

ARCHITECT: (Name and address)
McCarty Architects Professional
Association
533 West Main
Tupelo, MS 38804

CONTRACTOR: (Name and address)
J.P. Corp General Contractors

P.O. Box 115
Oxford, MS 38655

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

COR 04 - Adding data drops and lights per Owners request. - \$18,421.70

COR 07 - Prep and paint all wood doors. Remove and reinstall existing hardware. - \$7,638.64

COR 12 - PR-02 Framing and Drywall for Admin Closet 099, Window at Data Closet room 104 wall, and Corridor outside Offices 112 and 113. - \$3,554.16

The original Contract Sum was

\$ 774,451.00

The net change by previously authorized Change Orders

\$ 49,569.21

The Contract Sum prior to this Change Order was

\$ 824,020.21

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

\$ 29,614.50

The new Contract Sum including this Change Order will be

\$ 853,634.71

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

The new date of Substantial Completion will be 07-07-2025

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

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

ARCHITECT (Signature)

BY: Jay Bryan, Architect

(Printed name, title, and license number if required)

06/27/2025

Date

CONTRACTOR (Signature)

BY: Josh Parker, Owner

(Printed name and title)

6/27/25

Date

OWNER (Signature)

BY: Mayor Robyn Tannehill

(Printed name and title)

Date



CHANGE ORDER REQUEST

CONTRACTOR:

J.P. Corp General Contractors
 2411 S Lamar Blvd, Suite C
 Oxford, MS 38655

COR # 4rv.3

DATE 6/4/2025

PROJECT:

OLD OXFORD POLICE DEPARTMENT RENO

QTY	UNIT	DESCRIPTION	PRICE	AMOUNT
		Adding data drops and lights per owner's		
1	LS	Dave Waldman - labor and material to supply and install 60 LED flat panel fixtures,	\$ 6,180.00	\$ 6,180.00
1	LS	Dave Waldman - labor and material to add 45 new data and receptical locations per revised plan. Repair the conduit for fiber between buildings	\$ 6,865.00	\$ 6,865.00
1	LS	Dave Waldman - Labor and material to replace 6 parking lot heads with new LED fixtures, replace 2 flag pole lights with LED fixtures	\$ 3,702.00	\$ 3,702.00

WE AGREE hereby to make the change(s) specified above at this price \$ 16,747.00

G.C. Overhead and Profit at 10% \$ 1,674.70

Taxes _____

Total Change Order Request \$ **18,421.70**

Original Contract Amount \$ 774,451.00

Revised Contract Total \$ **792,872.70**

Kelly Carpenter, PM

6/4/2025

Your Name, Title

Date

Accepted - The above prices and specifications of this change order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

Signature

Date of Acceptance

LIGHT TYPE A - 2X4

Dave Waldman Electrical

60 LED flat panel fixtures quote -

Material – (60) 2x4 lights = \$65 each x 60 = **\$3,900.00** ✓

\$10 in wiring material per light x 60 = **\$600.00** ✓

4 surface frames for cement ceiling areas x \$43.00 each = **\$172.00** ✓

Material Subtotal = \$4,672.00

Labor – 2 men x \$40 per hour = \$80

3 men x \$25 per hour = \$75

Labor subtotal = \$155 per hour x 4.25 hours = \$658.75 ✓

Labor and Material subtotal =

\$5,330.75 ✓

\$849.25 (OH/P) ✓

\$6,180.00 TOTAL ✓

Dave Waldman Electrical

Data Drops quote -

Material - \$30 each data drop x 45 shown on the plan

Material Subtotal = \$1,350.00 ✓

Labor – 1 man x \$40 per hour

2 men x \$25 per hour

Labor subtotal = 7 days to install x 8 hrs per day = 56 hours x \$90 = 5,040.00 ✓

Labor and Material subtotal =

\$6,390.00 ✓

\$475.00 OH/P

\$6,865.00 TOTAL ✓

LIGHT TYPE B - EXTERIOR PARKING/POLE

Dave Waldman Electrical

Parking Lot Lights – (6)

Material – \$356 each x 6 = **\$2,136.00 ✓**

Material Subtotal = \$2,136.00

Labor – 1 man x \$25 per hour

Labor subtotal = \$25 per hour x 2 hour each light x 6 = \$300.00 ✓

Labor and Material subtotal =

\$2,436.00 ✓

\$325.00 (OH/P)

\$2,761.00 ✓

Flag pole lights – (2)

Material – \$356 each x 2 = **\$712.00**

Material Subtotal = \$712.00 ✓

Labor – 1 man x \$25 per hour

Labor subtotal = \$25 per hour x 2 hour each light x 2 = \$100.00

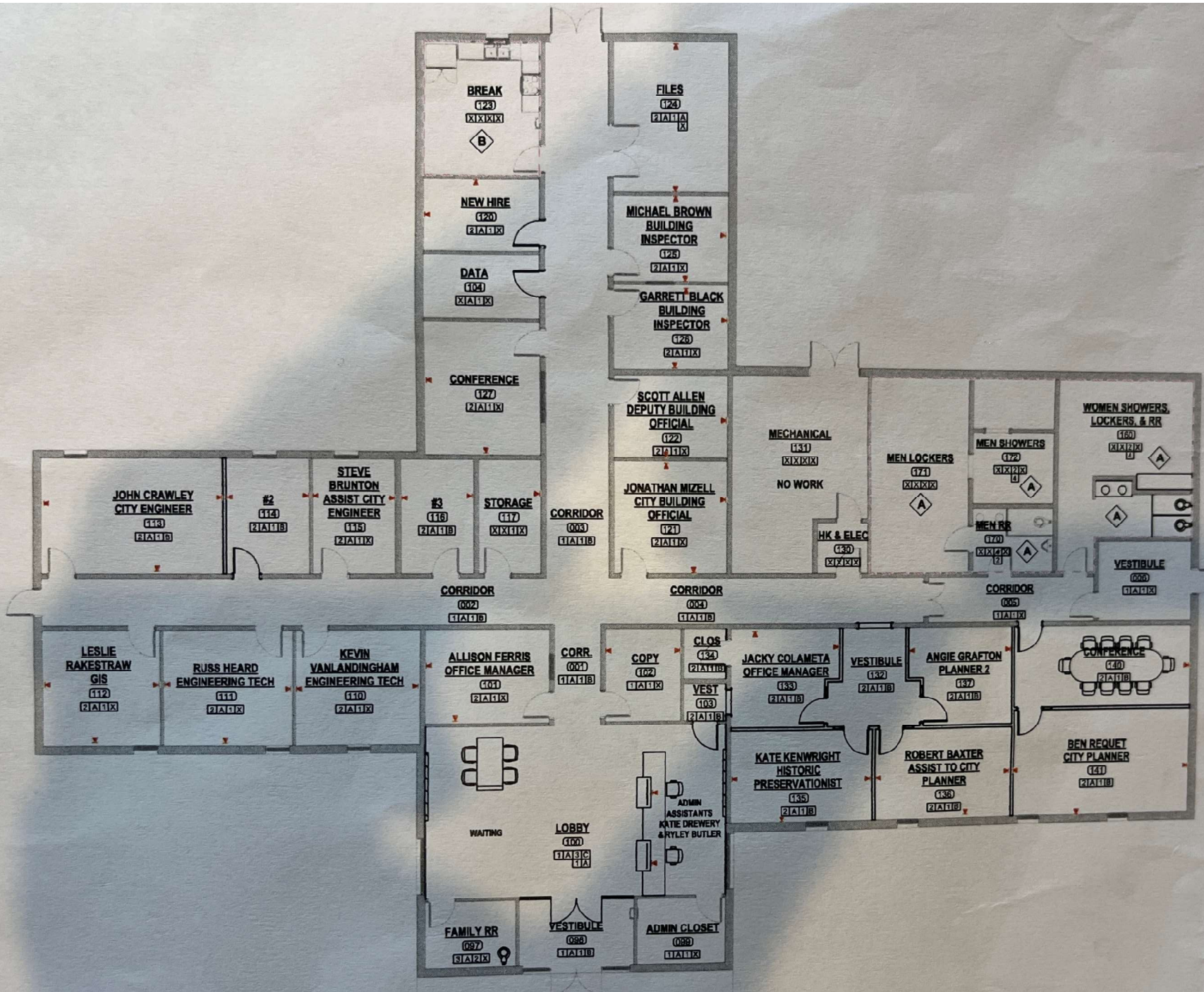
Labor and Material subtotal =

\$812.00

\$129.00 (OH/P)

\$941.00

OVERALL TOTAL = \$3,702.00



LEDVANCE Luminaires

BACKLIT DUAL SELECTABLE PANEL

VALUE CLASS

Application

The LEDVANCE Backlit Panels are a versatile and economical solution for offices, schools, hospitality and retail areas.

Benefits and Features

- Backlit technology that offers even lighting distribution without shadowing
- Color Selectable: 3500K, 4000K and 5000K in the same product
- Wattage/Lumen selectable: three different lumen outputs in the same product
- PMMA lenses that do not yellow over time
- CRI >80
- Energy savings up to 64%
- DLC Listed to maximize rebate opportunities
- EM ready – compatible with the SYLVANIA field installable emergency battery back-up unit (see Accessories for further details)

Electrical

- 120-277V_{AC}
- Power Factor >0.9
- THD <20%
- 0-10V dimmable

Rated Life

- 50,000 hours (L₇₀)

Warranty

- 5-year
- NLB Trusted Warranty Program

Operating Temperature

- -4°F to +122°F (-20°C to +50°C)

Certifications and Listings

- cETLus
- RoHS
- FCC
- TAA
- IC Rated
- DLC
- Damp Rated



Wattage Comparison

Panel Size	Traditional Source	Traditional System Wattage	LED System Wattage	Energy Savings
1x4	2-lamp 28T8	49	30	39%
	2-lamp 32T8	56	30	46%
2x2	3-lamp 17T8	48	30	38%
	2-lamp 31T8	56	30	46%
	2-lamp 28T8	49	30	39%
	2-lamp 32T8	56	30	46%
	3-lamp 32T8	75	30	60%
	3-lamp 28T8	64	35	45%
2x4	3-lamp 32T8	75	35	53%
	3-lamp 28T8	64	40	38%
	3-lamp 32T8	75	40	47%
	4-lamp 28T8	97	40	59%
	4-lamp 32T8	112	40	64%
	4-lamp 28T8	97	45	54%
	4-lamp 32T8	116	45	61%



LIGHT TYPE A - INTERIOR 2X4

Specification Data

Catalog #	Type
Project	
Comments	
Prepared by	

Ordering Guide

PANELF	3B	S	UNV	D	8	SC7	XX	G	WH	TAA
Product Name	3B = Generation 3B	S = Selectable Wattage	Voltage	Dimming	CRI	Color Temp	Dimensions	Mounting	Color / Finish	Other
PANELF =		035 = 20/30/35	UNV =	D = 0-10V	8 = >80	SC7 = 3500K,	14 = 1x4	G = Grid	WH = White	TAA = TAA
LED Panel		045 = 30/35/45	120-277V	dimming		4000K and 5000K	22 = 2x2			Compliant
							24 = 2x4			

Ordering Information

Item Number	Ordering Abbreviation	Power (W)	Total Fixture Lumens	Input Voltage (V)	Dimming	CRI	Color Temp	DLC	Efficiency (LPW)	Size
62697	PANELF3BS035UNVD8SC714GWH/TAA	20/30/35	2200/3300/3850	120-277V	0-10V	80	3500/4000/5000K	Standard	110	1x4
62698	PANELF3BS035UNVD8SC722GWH/TAA	20/30/35	2200/3300/3850	120-277V	0-10V	80	3500/4000/5000K	Standard	110	2x2
62699	PANELF3BS045UNVD8SC724GWH/TAA	30/35/45	3300/3850/5000	120-277V	0-10V	80	3500/4000/5000K	Standard	110	2x4

Dimmer Compatibility

Brand	Type	Model
Leviton	0-10V	DS710
Leviton	0-10V	IP710
Lutron	0-10V	NTSTV-DV
Lutron	0-10V	NFTV
Lutron	0-10V	DVTV-WH
Legrand	0-10V	H4FBL3PW

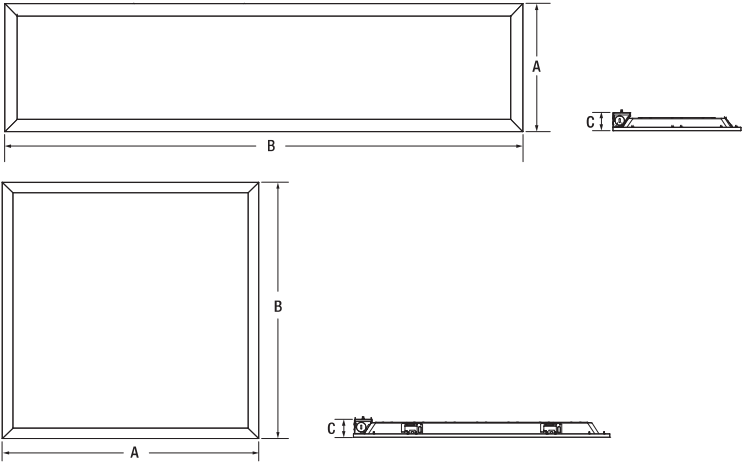
Photometric Data

Average Illuminance (FC) at 30" AFF and avg/min uniformity 80/50/20 Reflectances

			8 ft Mounting Height			10 ft Mounting Height			12 ft Mounting Height		
			On Center Fixture Spacing								
			8'x10'	10'x10'	10'x12'	8'x10'	10'x10'	10'x12'	8'x10'	10'x10'	10'x12'
1'x4'	30W	PANELF3BS035UNVD8SC714GWH	54fc/1.5	44fc/1.3	35fc/2.2	52fc/1.6	43fc/1.5	35fc/2.0	50fc/1.7	41fc/1.6	33fc/1.9
2'x2'	35W	PANELF3BS035UNVD8SC722GWH	53fc/1.5	44fc/1.4	35fc/2.4	51fc/1.6	41fc/1.5	34fc/2.1	49fc/1.7	40fc/1.6	33fc/2.0
2'x4'	45W	PANELF3BS045UNVD8SC724GWH	69fc/1.5	57fc/1.3	47fc/2.3	67fc/1.6	55fc/1.4	45fc/2.0	64fc/1.6	53fc/1.6	43fc/1.9

Physical Information

Lamp Description	(A) Length in (mm)	(B) Width in (mm)	(C) Height in (mm)
1x4	12.0 (304)	47.8 (1214)	1.8 (45)
2x2	23.9 (604)	23.9 (604)	1.7 (44)
2x4	23.9 (604)	47.8 (1214)	1.7 (44)

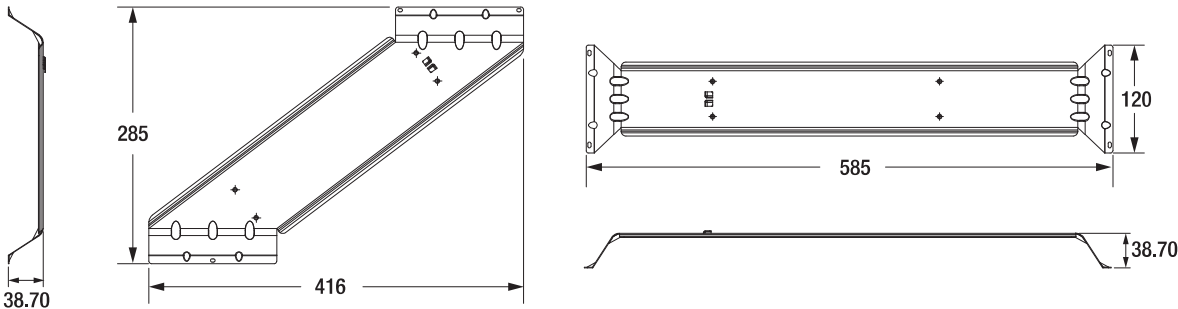


LIGHT TYPE A - INTERIOR 2X4

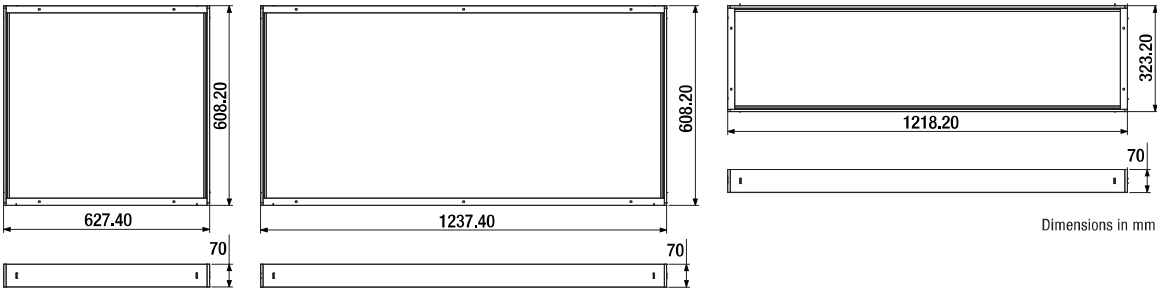
Accessories and Replacement Parts

Item Number	Ordering Abbreviation	Item Description
60888	EMBB1A8WDC	Field installable emergency battery back-up unit
61682	ACCPANELF3AEMBB-BRIDGE2	Metal bridge for installing emergency battery back-up unit to 2x2 and 2x4 panels
61683	ACCPANELF3AEMBB-BRIDGE1	Metal bridge for installing emergency battery back-up unit to 1x4 panels
62064	SMKIT3A/22/WH	Surface Mount Kit for 2x2 Backlit Panel, extruded Aluminum, white finish
62065	SMKIT3A/24/WH	Surface Mount Kit for 2x4 Backlit Panel, extruded Aluminum, white finish
62066	SMKIT3A/14/WH	Surface Mount Kit for 1x4 Backlit Panel, extruded Aluminum, white finish
62067	SPKIT3A	Suspension Kit for Backlit Panels
60457	FK1A14GWH	Flange Kit for 1x4 Panel
60458	FK1A22GWH	Flange Kit for 2x2 Panel
60459	FK1A24GWH	Flange Kit for 2x4 Panel

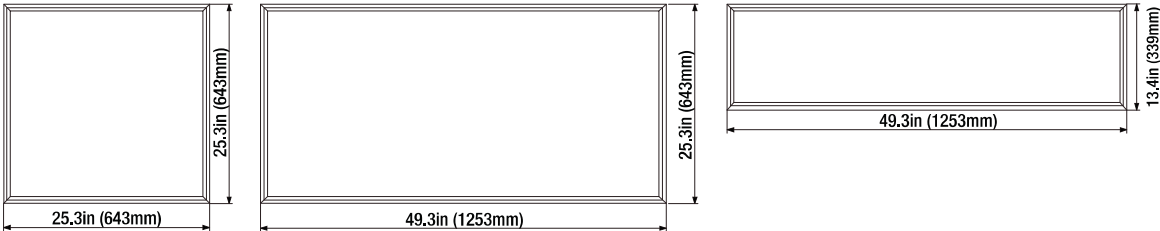
Metal Bridge



Surface Mount Kit



Flange Kit

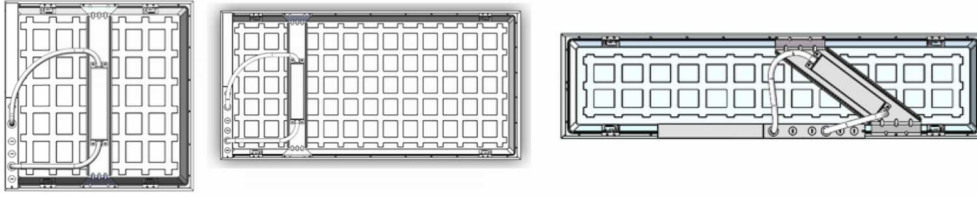


LIGHT TYPE A - INTERIOR 2X4

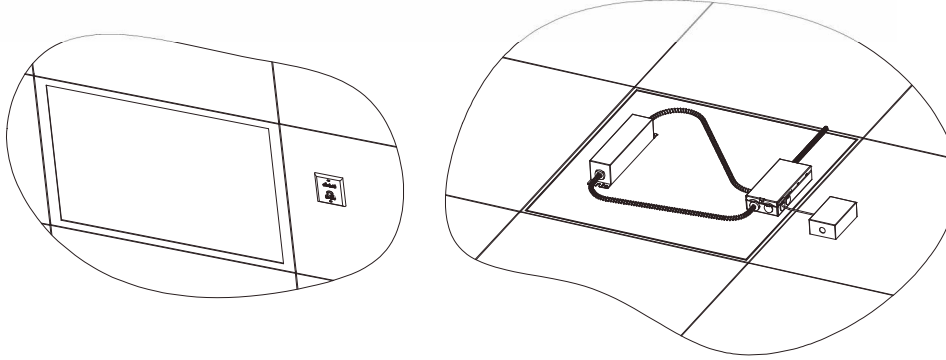
Options Information

Emergency Battery Backup

Emergency Battery Backup: Activates when normal power supply to the fixture fails, providing a minimum of 790 lumens (850 nominal lumens) for at least 90 minutes.



Location of Emergency Test Switch



Additional Specifications

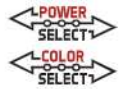
- cETLus listed to UL1598 standards
- IC and damp rated

LEDVANCE LLC
200 Ballardvale Street
Wilmington, MA 01887 USA
Phone 1-800-LIGHTBULB (1-800-544-4828)
www.ledvanceUS.com

SYLVANIA and LEDVANCE are registered trademarks.
All other trademarks are those of their respective owners.
Licensee of product trademark SYLVANIA in general lighting.
Specifications subject to change without notice.

[/sylvania](https://twitter.com/sylvania) [/sylvania](https://facebook.com/sylvania)





KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

DESCRIPTION

Power and Color Select Area Light with Optic Swap | 120-277V Input | Bronze or White Housing | Slipfitter Mount Kit Included

APPLICATION

Pole-mount or structure-mount outdoor illumination needs (including parking lots, auto dealerships, pathways, roadways, recreational venues, and other general area lighting requirements)



10 YEAR
LIMITED WARRANTY

PRODUCT FEATURES

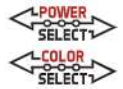
- Keystone Power Select technology (*see Performance Specifications for details*)
- Keystone Color Select technology (3000/4000/5000K)
- Innovative optic swap capability under door frame and latch design for quick lens change
- Three lenses in the box: Type III installed, Types IV and V included
- Type II lens sold separately. See below for details
- Heavy-duty die-cast aluminum housing with ample heat sinking
- Low-profile design delivers high-performance illumination and improves application site aesthetics
- True U0 design for dark sky friendly performance that eliminates undesirable sky glow
- Integrated NEMA/ANSI C136.10 7-pin twist-lock receptacle with 3-pin photocell and shorting cap. Standard on all fixtures, simplifies ordering requirements for photo control needs
- Comes with a pre-installed slipfitter mount kit for quick and easy mounting to 2 3/8" tenons
- Keystone 0-10V dimming driver with 6kV surge protection
- Ambient operating temperature: -40°C/-40°F to 50°C/122°F
- UL Certified, IP65 rated
- Power factor: > 0.95
- THD: < 20%
- LED chip lifetime: L70 > 100,000 hrs @ 25°C/77°F ambient fixture temperature
- Meets FCC Part 15, Part B, Class A standards for conducted and radiated emissions

PERFORMANCE SPECIFICATIONS

Catalog No.	Selectable Wattage	Selectable CCT	Lumens	Efficacy	Input Voltage	Dimming	CRI	Distribution Pattern*	Photocell Included	Housing Color**	Legacy Equivalent		
KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P-W	140W	3000K	17,950	128 lm/W	120-277V	0-10V	> 80	Type III Installed, Types IV and V Included	Yes	Bronze or White Available	400W MH		
		4000K	20,780	148 lm/W									
		5000K	19,020	136 lm/W									
	100W	3000K	12,720	127 lm/W									
		4000K	14,750	148 lm/W									
		5000K	13,530	135 lm/W									
	70W	3000K	9,310	133 lm/W									
		4000K	10,740	153 lm/W									
		5000K	9,880	141 lm/W									
KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P-W	290W	3000K	36,320	125 lm/W				Type II Available, Sold Separately			1000W MH		
		4000K	42,770	147 lm/W									
		5000K	38,700	133 lm/W									
	210W	3000K	27,300	130 lm/W									
		4000K	31,710	151 lm/W									
		5000K	28,980	138 lm/W									
	185W	3000K	22,970	124 lm/W									
		4000K	27,060	146 lm/W									
		5000K	24,440	132 lm/W									

* For more information, see Accessories page below or contact Keystone with questions.

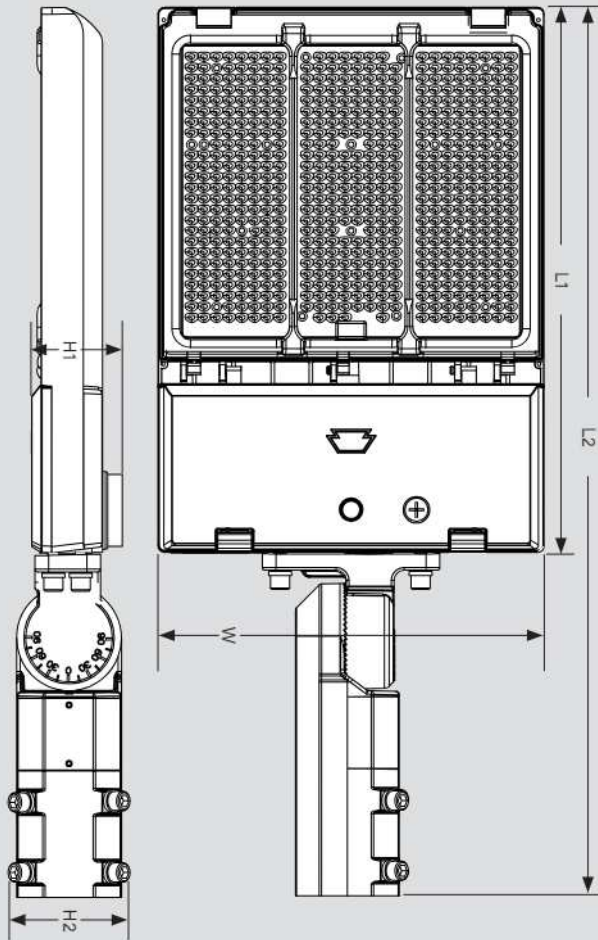
** Fixtures and mounts with alternate housing colors are available and made to order. Extended lead times apply. Please see catalog number breakdown for full ordering code details.



KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X
SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

PHYSICAL SPECIFICATIONS

SLIPFITTER-MOUNT LED AREA LIGHT FIXTURE



FIXTURE DIMENSIONS

Catalog Number	L1 (Length)	W (Width)	H1 (Height)
KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P-W	15.70"	11.18"	2.89"
KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P-W	19.72"	13.97"	3.01"

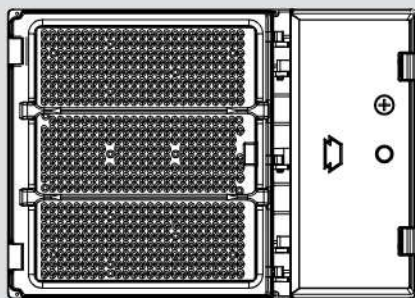
FIXTURE DIMENSIONS (WITH SLIPFITTER MOUNT)

Catalog Number	L2 (Length)	H2 (Height)
KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P-W	25.57"	3.15"
KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P-W	29.55"	3.15"

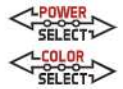
PACKAGING DIMENSIONS

Catalog Number	Carton Dimensions	Carton Weight
KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P-W	28.54" x 13.15" x 5.63"	15.43 lbs
KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P-W	33.07" x 15.94" x 5.63"	17.53 lbs

WIRING DIAGRAM



- This fixture comes pre-wired with a 7-pin twist-lock receptacle with shorting cap.
- Make input connections as needed and ensure connections are protected from exposure to the elements.
- **Input voltage rating: 120-277V**
- Ensure that input voltage on site matches the fixture you intend to install.



KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

POWER SELECT (WATTAGE) AND COLOR SELECT (CCT) ADJUSTMENT

This fixture is equipped with field-adjustable Keystone Power Select and Color Select technology.

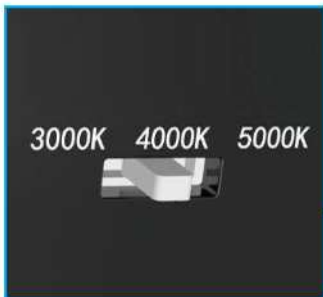
1. Ensure power is off to the fixture.
2. Open the driver compartment located on the underside of the fixture.
3. Adjust switches to desired settings.



POWER SELECT ADJUSTMENT DIAL

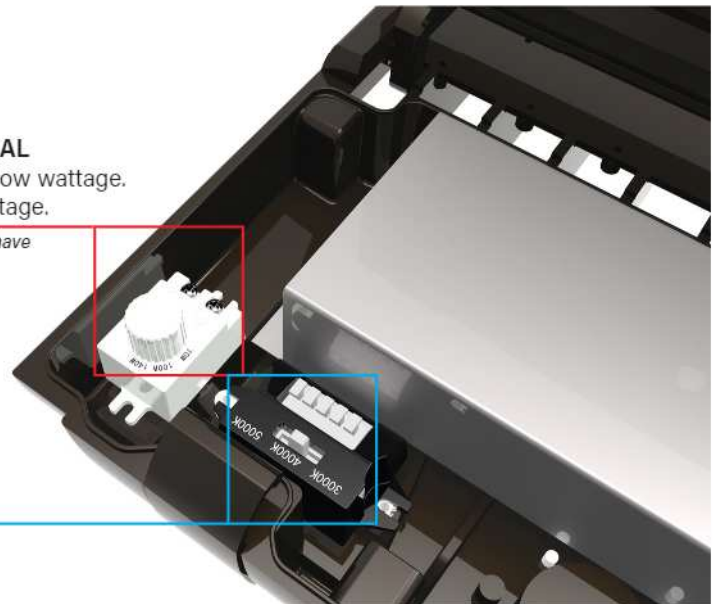
Adjust between high, medium, and low wattage. Fixtures come preset to highest wattage.

Image for reference only. Different SKU's will have different wattages



COLOR SELECT ADJUSTMENT SWITCH

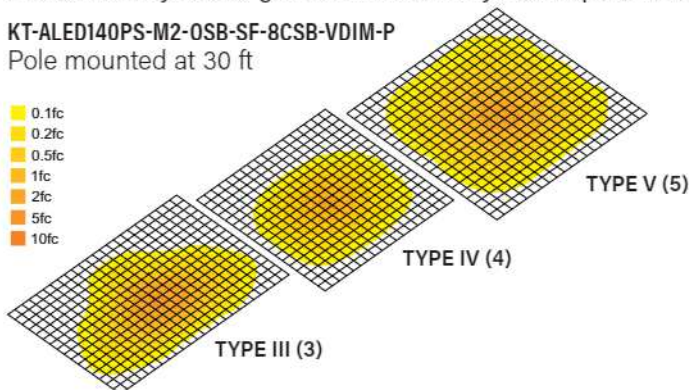
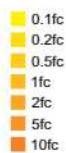
Set switch to adjust CCT between 3000K, 4000K, and 5000K. Fixture comes preset at 5000K.



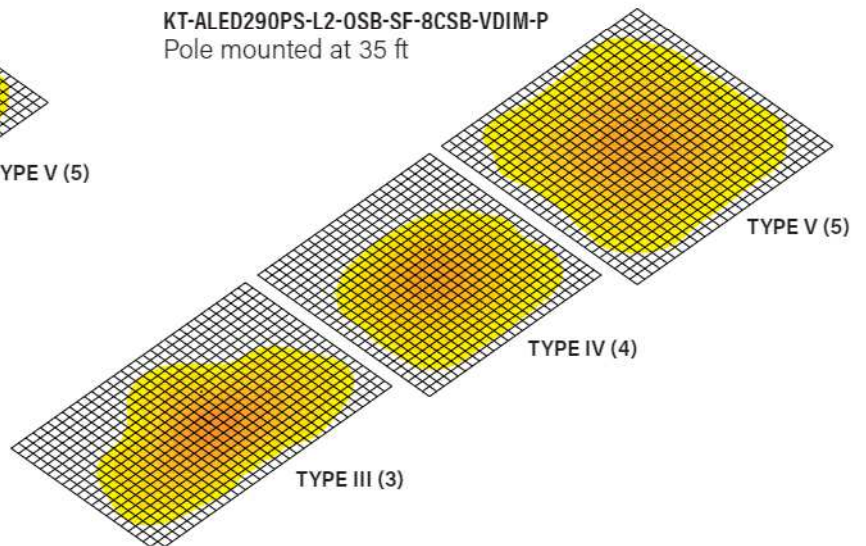
LIGHT DISTRIBUTION PATTERN

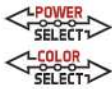
Photometric layouts for general reference only. Each square is 10 ft x 10 ft

KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P
Pole mounted at 30 ft



KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P
Pole mounted at 35 ft

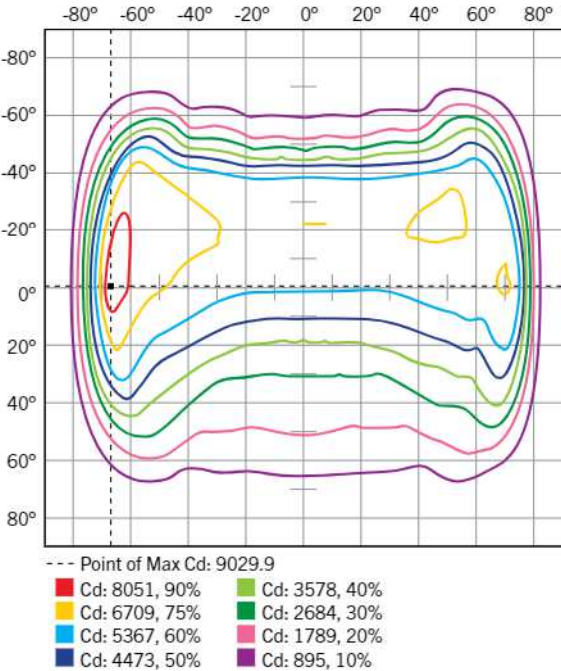




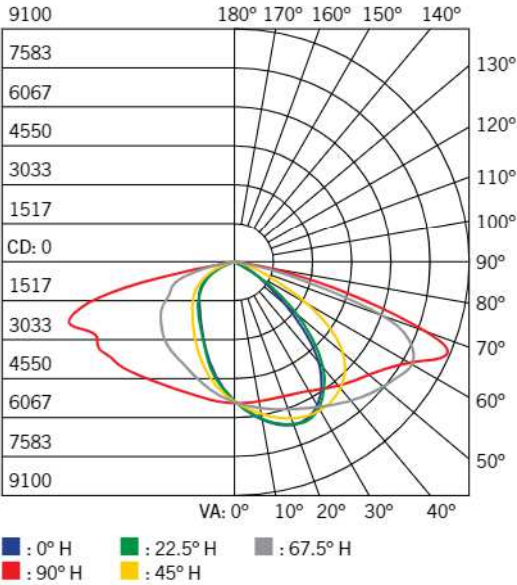
KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X
SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

PHOTOMETRIC SPECIFICATIONS KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P (TYPE II [2])

ISOCANDELA PLOT



POLAR CANDELA DISTRIBUTION

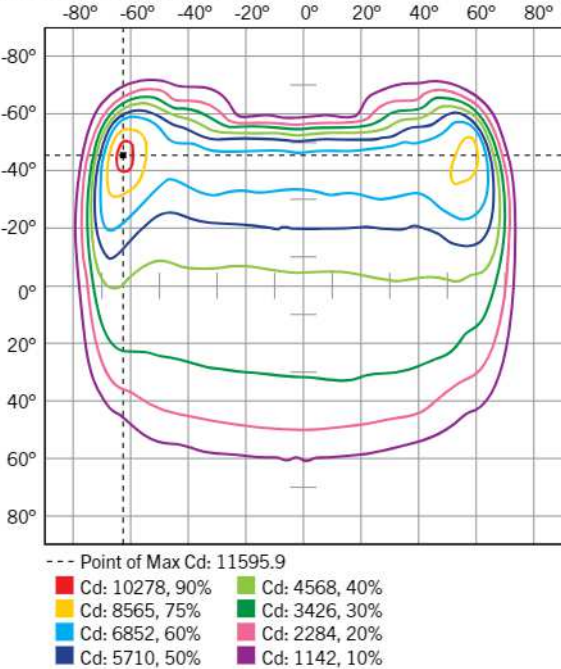


FLUX DISTRIBUTION

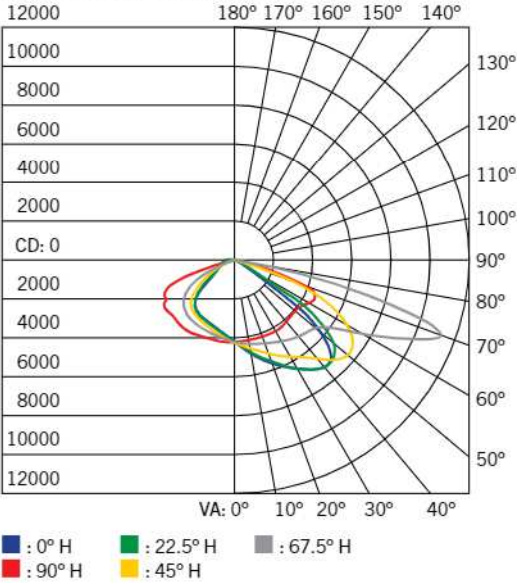
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	2635.6	14.2%
30°-60°	6056.9	32.6%
60°-80°	2427.6	13.1%
80°-90°	86.6	0.5%
Back Light		
0°-30°	1792.1	9.6%
30°-60°	3633.2	19.5%
60°-80°	1887.1	10.2%
80°-90°	71.0	0.4%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	18590.1	100.0%
BUG Rating	B3-U0-G3	

PHOTOMETRIC SPECIFICATIONS KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P (TYPE III [3])

ISOCANDELA PLOT



POLAR CANDELA DISTRIBUTION



FLUX DISTRIBUTION

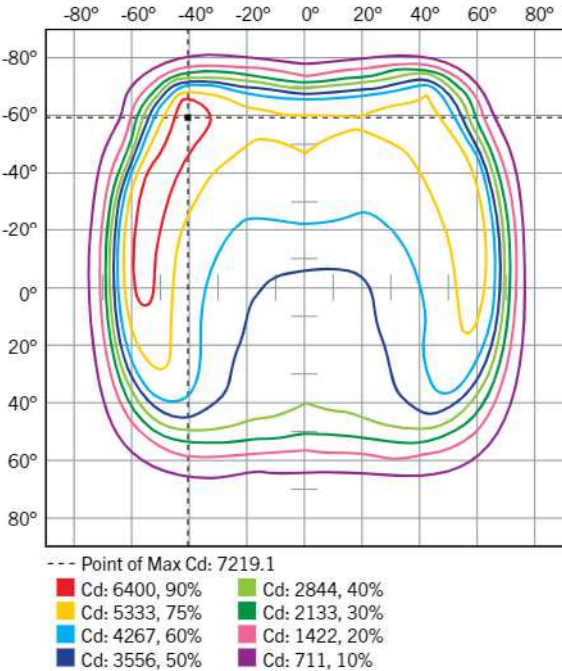
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	2171.9	11.5%
30°-60°	6942.9	36.9%
60°-80°	3378.3	17.9%
80°-90°	65.9	0.4%
Back Light		
0°-30°	1621.8	8.6%
30°-60°	3565.3	18.9%
60°-80°	1049.9	5.6%
80°-90°	36.4	0.2%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	18832.4	100.0%
BUG Rating	B3-U0-G3	



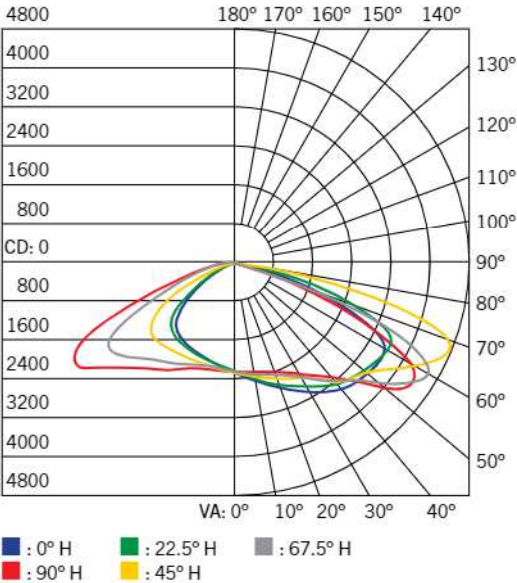
KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X
SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

PHOTOMETRIC SPECIFICATIONS KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P (TYPE IV [4])

ISOCANDELA PLOT



POLAR CANDELA DISTRIBUTION

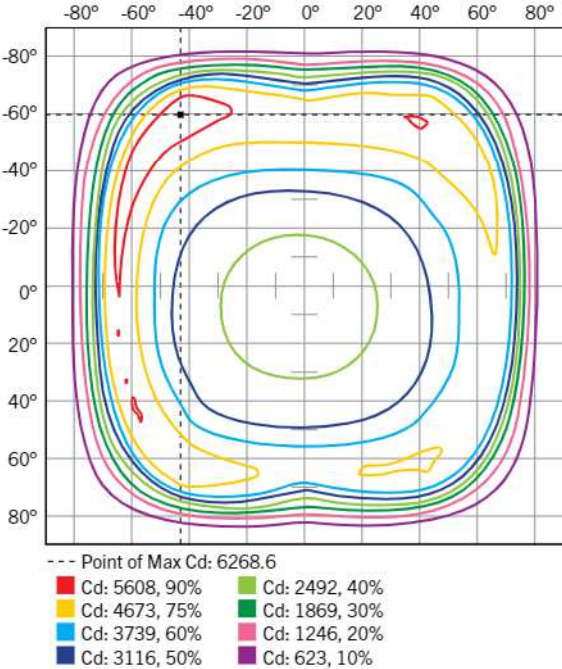


FLUX DISTRIBUTION

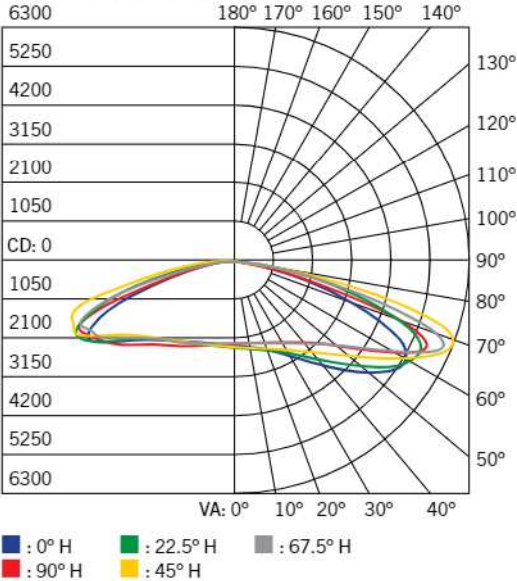
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	1628.1	8.8%
30°-60°	5903.8	32.1%
60°-80°	3949.0	21.4%
80°-90°	152.1	0.8%
Back Light		
0°-30°	1411.5	7.7%
30°-60°	4065.2	22.1%
60°-80°	1269.2	6.9%
80°-90°	35.3	0.2%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	18414.2	100.0%
BUG Rating	B3-U0-G3	

PHOTOMETRIC SPECIFICATIONS KT-ALED140PS-M2-OSB-SF-8CSB-VDIM-P (TYPE V [5])

ISOCANDELA PLOT

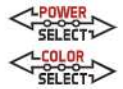


POLAR CANDELA DISTRIBUTION



FLUX DISTRIBUTION

Zone	Lumens	% Luminaire
Forward Light		
0°-30°	1056.8	5.6%
30°-60°	4393.8	23.3%
60°-80°	4321.3	23.0%
80°-90°	233.7	1.2%
Back Light		
0°-30°	995.5	5.3%
30°-60°	3593.6	19.1%
60°-80°	3986.6	21.2%
80°-90°	238.8	1.3%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	18820.1	100.0%
BUG Rating	B4-U0-G3	

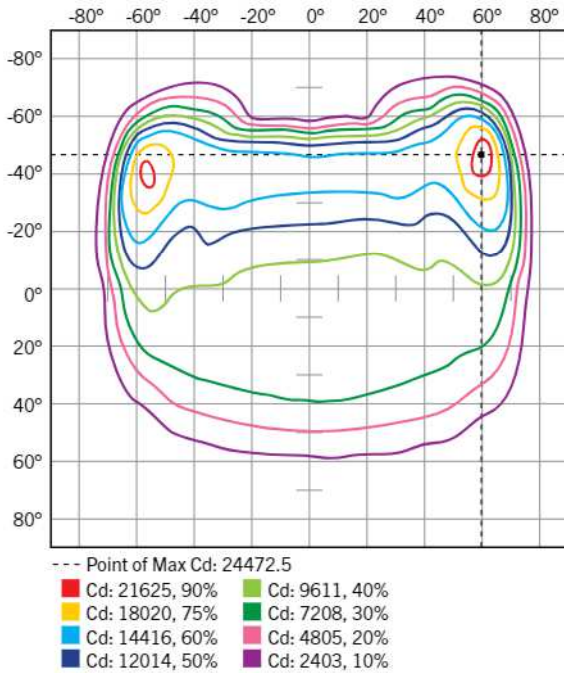


KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

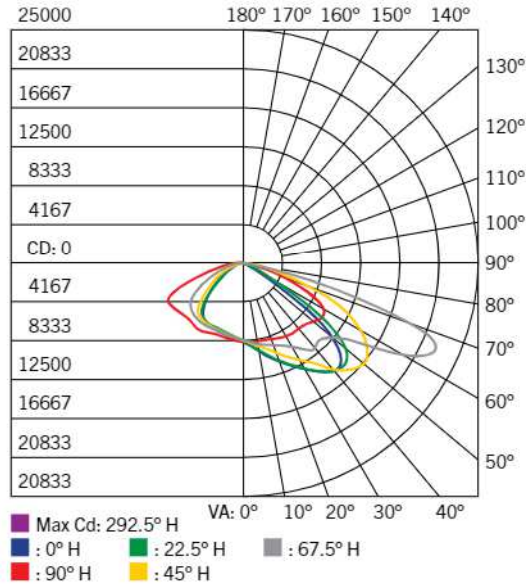
SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

PHOTOMETRIC SPECIFICATIONS KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P (TYPE II [2])

ISOCANDELA PLOT



POLAR CANDELA DISTRIBUTION

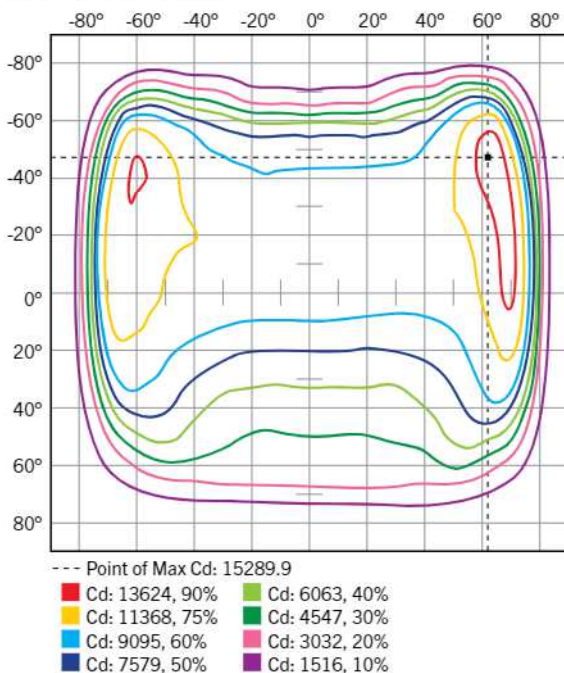


FLUX DISTRIBUTION

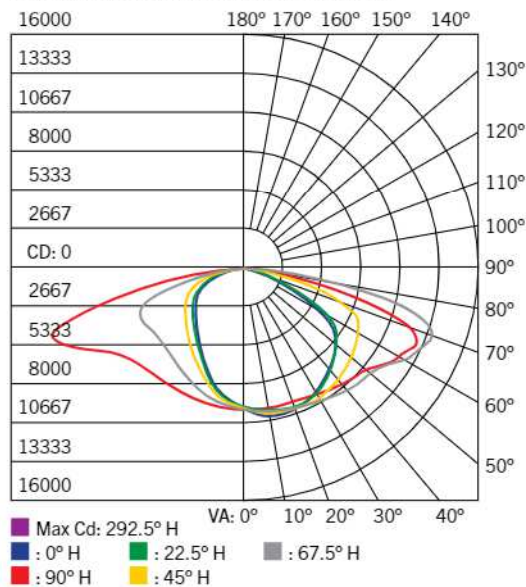
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	4351.7	10.9%
30°-60°	14745.1	37.0%
60°-80°	7342.5	18.4%
80°-90°	181.0	0.5%
Back Light		
0°-30°	3433.4	8.6%
30°-60°	7633.2	19.2%
60°-80°	2037.6	5.1%
80°-90°	76.3	0.2%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	39800.8	100.0%
BUG Rating	B4-U0-G3	

PHOTOMETRIC SPECIFICATIONS KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P (TYPE III [3])

ISOCANDELA PLOT

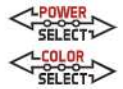


POLAR CANDELA DISTRIBUTION



FLUX DISTRIBUTION

Zone	Lumens	% Luminaire
Forward Light		
0°-30°	4375.3	11.0%
30°-60°	11377.5	38.6%
60°-80°	7372.5	18.6%
80°-90°	503.8	1.3%
Back Light		
0°-30°	3570.4	9.0%
30°-60°	7690.4	19.4%
60°-80°	4636.1	11.7%
80°-90°	200.5	0.5%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	39726.5	100.0%
BUG Rating	B4-U0-G4	

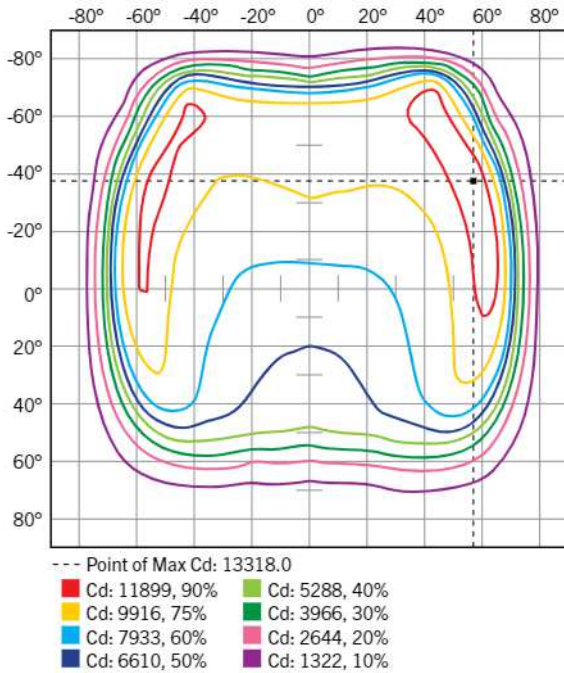


KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

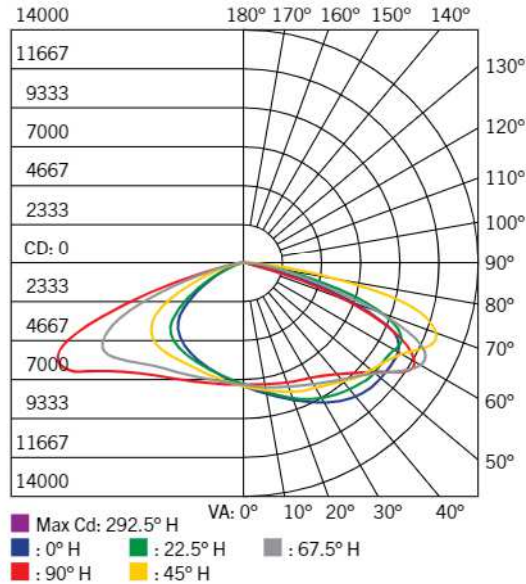
SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

PHOTOMETRIC SPECIFICATIONS KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P (TYPE IV [4])

ISOCANDELA PLOT



POLAR CANDELA DISTRIBUTION

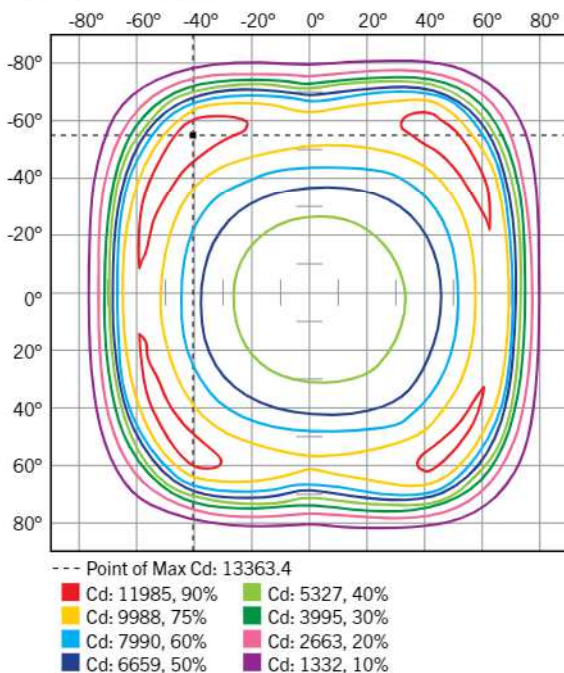


FLUX DISTRIBUTION

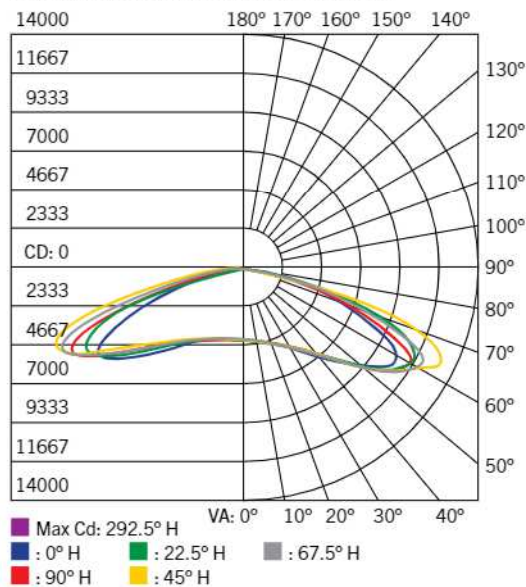
Zone	Lumens	% Luminaire
Forward Light		
0°-30°	3496.9	8.9%
30°-60°	11626.4	29.8%
60°-80°	8787.4	22.5%
80°-90°	518.0	1.3%
Back Light		
0°-30°	2971.1	7.6%
30°-60°	8241.1	21.1%
60°-80°	3333.1	8.5%
80°-90°	101.3	0.3%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	39075.3	100.0%
BUG Rating	B4-U0-G4	

PHOTOMETRIC SPECIFICATIONS KT-ALED290PS-L2-OSB-SF-8CSB-VDIM-P (TYPE V [5])

ISOCANDELA PLOT

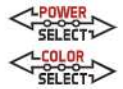


POLAR CANDELA DISTRIBUTION



FLUX DISTRIBUTION

Zone	Lumens	% Luminaire
Forward Light		
0°-30°	2080.9	5.3%
30°-60°	9547.3	24.1%
60°-80°	8307.2	21.0%
80°-90°	338.0	0.9%
Back Light		
0°-30°	2030.2	5.1%
30°-60°	8965.1	22.7%
60°-80°	7959.9	20.1%
80°-90°	313.0	0.8%
Up Light		
90°-100°	0.0	0.0%
100°-180°	0.0	0.0%
Total	39538.6	100.0%
BUG Rating	B5-U0-G4	



KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

EPA SPECIFICATIONS

MEDIUM AND LARGE-SIZE FIXTURE HOUSING

- Conditions: Horizontal winds only for calculations. Worst case total projected area used for calculations.
- All drag coefficients are set as worst case 1.2
- For details on exact EPA calculations and assumptions, please contact productsupport@keystonetech.com

EPA Calcs (1.2*ft^2 | View)

		Single Fixture	2 Fixtures at 90°	2 Fixtures at 180°	3 Fixtures at 90°	3 Fixtures at 120°	4 Fixtures at 90°	2 Fixtures Side-by-Side	3 Fixtures Side-by-Side	4 Fixtures Side-by-Side
Mounting Application	Fixture Position (Size)									
Slipfitter Mount 	Horizontal (M)	0.48 sq. ft.	0.87 sq. ft.	0.97 sq. ft.	1.30 sq. ft.	1.37 sq. ft.	1.30 sq. ft.	0.86 sq. ft.	1.30 sq. ft.	1.73 sq. ft.
	Horizontal (L)	0.60 sq. ft.	0.98 sq. ft.	1.20 sq. ft.	1.53 sq. ft.	1.57 sq. ft.	1.53 sq. ft.	0.86 sq. ft.	1.30 sq. ft.	1.73 sq. ft.
Slipfitter Mount 	45° (M)	1.34 sq. ft.	1.80 sq. ft.	1.34 sq. ft.	2.28 sq. ft.	3.06 sq. ft.	2.28 sq. ft.	2.67 sq. ft.	4.01 sq. ft.	5.35 sq. ft.
	45° (L)	1.92 sq. ft.	2.51 sq. ft.	1.92 sq. ft.	3.09 sq. ft.	4.39 sq. ft.	3.09 sq. ft.	3.84 sq. ft.	5.76 sq. ft.	7.68 sq. ft.
Slipfitter Mount 	Vertical (M)	1.76 sq. ft.	2.25 sq. ft.	1.76 sq. ft.	2.73 sq. ft.	2.94 sq. ft.	2.73 sq. ft.	3.53 sq. ft.	5.29 sq. ft.	7.06 sq. ft.
	Vertical (L)	2.59 sq. ft.	3.19 sq. ft.	2.59 sq. ft.	3.80 sq. ft.	4.07 sq. ft.	3.80 sq. ft.	5.18 sq. ft.	7.77 sq. ft.	10.35 sq. ft.

KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

ACCESSORIES (SOLD SEPARATELY)

SENSORS

Factory-Installable OR Field-Installable (field-installable purchased separately)

✓	SUFFIX*	CATALOG NUMBER	DESCRIPTION	UPC	EASY CODE
	/MW3	KTS-MW3-12V-PKO	12V Microwave Occupancy Sensor	843654130637	TRM-32
	/FC3**	KTSL-FC3-12V-PKO-PIR	Bluetooth mesh wireless screw-in LED controller for SmartLoop system Integrated daylight sensor PIR motion sensor	843654138862	OCW-60
	/FC4	KTSL-FC4-12V-PKO	Bluetooth mesh wireless screw-in low voltage fixture controller for SmartLoop system	843654149066	RUN-10



* For factory installation of accessory, add suffix to fixture part number (see ordering examples and instructions on last page of spec sheet).

** When installing on Keystone area lights, use small thin gasket provided with the sensor to ensure proper electrical connection and a water-tight seal. Hand tighten only. (Do NOT use the larger thick gasket. Sensor will not make electrical contact with thick gasket.) PIR sensors may not always perform reliably in typical outdoor environments. Ensure sensors are used and commissioned with this in mind. Consult Keystone for further information on the matter. When using KTSL-FC3-12V-PKO-PIR in applications with photosensor control for dusk to dawn, use 3-pin twist-lock photocells (KT-TLP-UV-3P) for optimal functionality.

Field-Installable / Field-Use ONLY (purchased separately)

CATALOG NUMBER	DESCRIPTION	UPC	EASY CODE
KTS-MW3-REMOTECONTROL	Remote control for KTS-MW3-12V-XX Sensors Sets and adjusts all sensor performance parameters	843654132020	XSR-61



SURGE PROTECTORS

Factory-Installable OR Field-Installable (field-installable purchased separately)

CATALOG NUMBER	DESCRIPTION	UPC	EASY CODE
KTSP-10KV-C	External surge protector Compact design	843654129204	BUU-26



(Accessories continued on next page)

KT-ALEDXXXPS-X2-OSB-SF-8CSB-VDIM-P-X

SLIPFITTER-MOUNT LED AREA LIGHT PREMIUM PACKAGE

ACCESSORIES CONTINUED (SOLD SEPARATELY)

LENSES

Field-Installable / Field-Use ONLY (purchased separately)

CATALOG NUMBER	DESCRIPTION	UPC	EASY CODE
KT-ALED-LENS-M2-2CS-KIT	Type II optics lens Used on Series 2 area lights Medium size Color Select	843654153933	ICD-51
KT-ALED-LENS-L2-2CS-KIT	Type II optics lens Used on Series 2 area lights Large size Color Select	843654153858	HXC-12



Lenses
KT-ALED-LENS-M2-2CS-KIT



Lenses
KT-ALED-LENS-L2-2CS-KIT

MOUNTS AND BRACKETS

Field-Installable / Field-Use ONLY (purchased separately)

CATALOG NUMBER	DESCRIPTION	UPC	EASY CODE
KT-ALED-GS-M2-KIT	Reversible glare shield Medium size Bronze	843654153797	HEM-55
KT-ALED-GS-L2-KIT	Reversible glare shield Large size Bronze	843654153810	RDW-18
KT-ALED-GS-M2-KIT-W	Reversible glare shield Medium size White	843654153803	GMR-48
KT-ALED-GS-L2-KIT-W	Reversible glare shield Large size White	843654153827	DQV-16
KT-ALED-GS-M2-R-KIT	Right-side mounted glare shield Medium size Bronze	843654163895	OYO-78
KT-ALED-GS-M2-L-KIT	Left-side mounted glare shield Medium size Bronze	843654163901	GLB-48
KT-ALED-GS-L2-R-KIT	Right-side mounted glare shield Large size Bronze	843654163871	KAV-10
KT-ALED-GS-L2-L-KIT	Left-side mounted glare shield Large size Bronze	843654163888	PND-07
KT-ALED-GS-M2-R-KIT-W	Right-side mounted glare shield Medium size White	843654163956	ZNJ-03
KT-ALED-GS-M2-L-KIT-W	Left-side mounted glare shield Medium size White	843654163963	PUC-94
KT-ALED-GS-L2-R-KIT-W	Right-side mounted glare shield Large size White	843654163932	RBJ-14
KT-ALED-GS-L2-L-KIT-W	Left-side mounted glare shield Large size White	843654163949	SQW-90



Reversible Glare Shield
KT-ALED-GS-M2-KIT



Left-Side Glare Shield
KT-ALED-GS-M2-L-KIT



Right-Side Glare Shield
KT-ALED-GS-M2-R-KIT



Reversible Glare Shield
KT-ALED-GS-L2-KIT



Left-Side Glare Shield
KT-ALED-GS-L2-L-KIT



Right-Side Glare Shield
KT-ALED-GS-L2-R-KIT

(Accessories continued on next page)

119 of 140



CHANGE ORDER REQUEST

CONTRACTOR:

J.P. Corp General Contractors
2411 S Lamar Blvd, Suite C
Oxford, MS 38655

COR # 7

DATE 6/20/2025

PROJECT:

OLD OXFORD POLICE DEPARTMENT RENO

QTY	UNIT	DESCRIPTION	PRICE	AMOUNT
1	LS	Paint all wood doors Acoustics - prep, paint all existing and new wood doors. Remove existing hardware and reinstall existing hardware	\$ 6,944.22	\$ 6,944.22

WE AGREE hereby to make the change(s) specified above at this price \$ 6,944.22

G.C. Overhead and Profit at 10% \$ 694.42

Taxes

Total Change Order Request \$ 7,638.64

Original Contract Amount \$ 774,451.00

Revised Contract Total \$ 782,089.64

Kelly Carpenter, PM

6/20/2025

Your Name, Title

Date

Accepted - The above prices and specifications of this change order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

Signature

Date of Acceptance



Acoustics & Specialties, LLC

3929 Senator Street
MEMPHIS, TN 38118
PHONE 901-365-8450
FAX 901-365-8801

6/19/2025

Description:	Paint Doors				
Company:	JP Corp	Project:	Old OPD	Location:	Oxford, MS

Scope of Work	UOM		Unit Cost	Total Amount		Total
Materials & Miscellaneous						
				\$302.40		
Paint Material	1512	SF	\$0.20	\$302.40		
Total Materials				\$302.40		
Taxes (7%)				\$0.00		
Subtotal				\$302.40		\$302.40
Labor						
				\$5,684.00		
Carpenter Labor/Hardware Remove and Reinstall	40	HR	\$40.60	\$1,624.00		
Prep and Paint Labor	100	HR	\$40.60	\$4,060.00		
Sanding						
1 primer + 2 finish coats						
Total Labor				\$5,684.00		
Subtotal				\$5,684.00		\$5,684.00
Equipment						
	0	Ea	\$0.00	\$0.00		
				\$0.00		
Total Equipment				\$0.00		
Taxes (7%)				\$0.00		
Subtotal				\$0.00		\$0.00
Subtotal						\$5,986.40
OH & P						\$957.82
					Total	\$6,944.22



CHANGE ORDER REQUEST

CONTRACTOR:

J.P. Corp General Contractors
2411 S Lamar Blvd, Suite C
Oxford, MS 38655

COR # 12

DATE 6/20/2025

PROJECT:

OLD OXFORD POLICE DEPARTMENT RENO

QTY	UNIT	DESCRIPTION	PRICE	AMOUNT
1	LS	PR-02 Acoustics - Framing and drywall for Admin. Closet 099 ,window at Data Closet Room 104 wall, and in corridor outside of offices 112 and 113	\$ 3,231.06	\$ 3,231.06 ✓

WE AGREE hereby to make the change(s) specified above at this price \$ 3,231.06

G.C. Overhead and Profit at 10% \$ 323.10

Taxes

Total Change Order Request \$

Original Contract Amount	\$ 3,554.16
Revised Contract Total	\$ 778,005.16

Kelly Carpenter, PM

6/20/2025

Your Name, Title

Date

Accepted - The above prices and specifications of this change order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

Signature

Date of Acceptance



Acoustics & Specialties, LLC

3929 Senator Street
MEMPHIS, TN 38118
PHONE 901-365-8450
FAX 901-365-8801

6/19/2025

Description:	Old OPD PR-02				
Company:	JP Corp	Project:	Old OPD	Location:	Oxford, MS

Scope of Work	UOM		Unit Cost	Total Amount		Total
Materials & Miscellaneous						
				\$390.00	✓	
5/8" gyp board	400	SF	\$0.60	\$240.00		
Finishing Materials	1	ea	\$30.00	\$30.00		
Paint Material	600	SF	\$0.20	\$120.00		
Total Materials				\$390.00		
Taxes (7%)				\$0.00		
Subtotal				\$390.00	✓	\$390.00
Labor						
				\$2,395.40	✓	
Carpenter Labor	20	HR	\$40.60	\$812.00		
Finisher labor	8	HR	\$40.60	\$324.80		
Demo Labor	30	HR	\$40.60	\$1,218.00		
Supervision	1	HR	\$40.60	\$40.60		
Total Labor				\$2,395.40		
Subtotal				\$2,395.40	✓	\$2,395.40
Equipment						
	0	Ea	\$0.00	\$0.00		
				\$0.00		
Total Equipment				\$0.00		
Taxes (7%)				\$0.00		
Subtotal				\$0.00		\$0.00
Subtotal						\$2,785.40
OH & P						\$445.66
					Total	\$3,231.06

**AIA**[®]**Document G709™ – 2018****Proposal Request**

PROJECT: *(name and address)*
 Old Oxford Police Department
 Renovations
 Oxford, MS 38655

CONTRACT INFORMATION:

Contract For:
 General Contractor
 Date:
 06-10-2025

Architect's Project Number: 24038
 Proposal Request Number: 02

Proposal Request Date: 06-10-2025

OWNER: *(name and address)*
 City of Oxford

107 Courthouse Square
 Oxford, MS 38655

ARCHITECT: *(name and address)*
 McCarty Architects Professional
 Association

533 West Main Street
 Tupelo, MS 38804

CONTRACTOR: *(name and address)*
 J.P. Corp General Contractors

P.O. Box 115
 Oxford, MS 38655

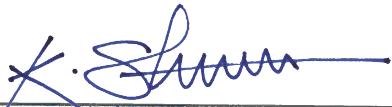
The Owner requests an itemized proposal for changes to the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. The Contractor shall submit this proposal within Ten (10) days or notify the Architect in writing of the anticipated date of submission.

(Insert a detailed description of the proposed modifications to the Contract Documents and, if applicable, attach or reference specific exhibits.)

Provide pricing to add gypsum wqall furring strips to cover large holes from plumbing fixture and old tile removal.

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

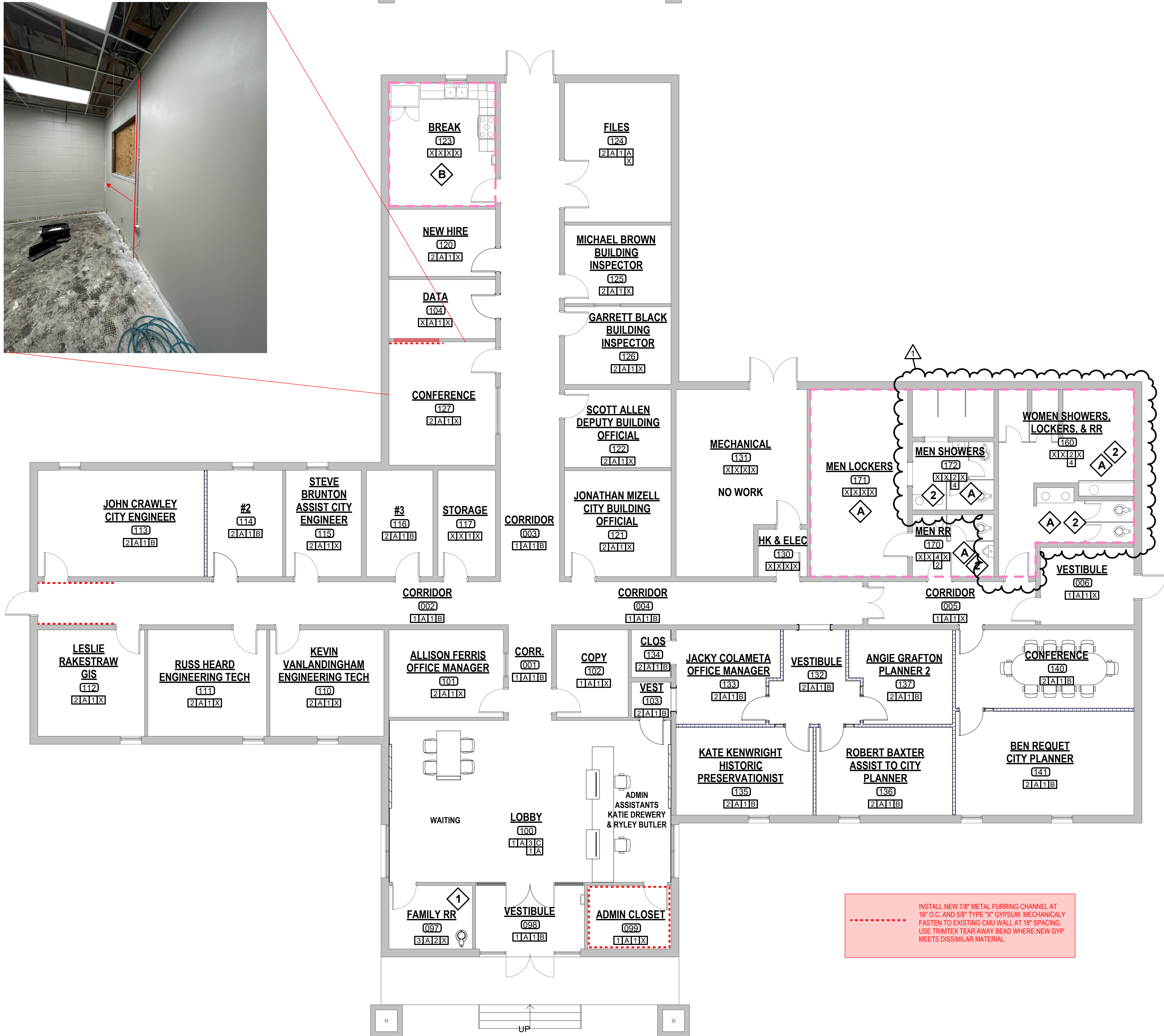
REQUESTED BY THE ARCHITECT


ARCHITECT *(Signature)*

BY: Kurt Shettles, President & CEO / Architect

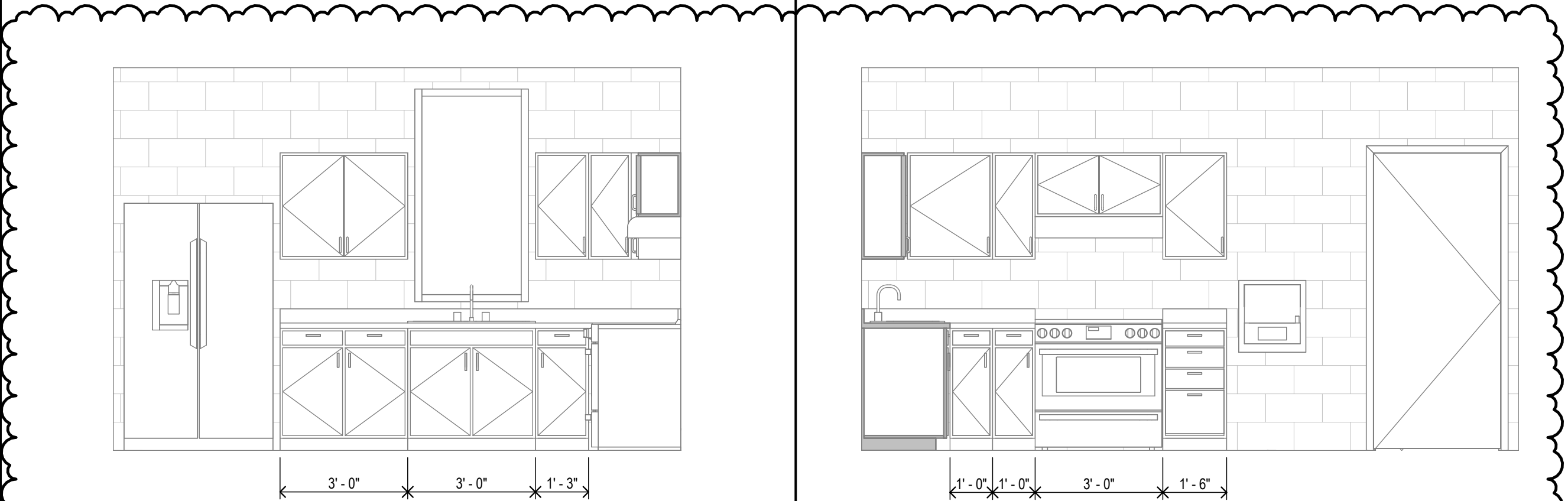
(Printed name, title, and license number if required)

2/6/2025 9:59:23 AM



F1 INTERIOR FINISH FLOOR PLAN

1/8" = 1'-0"



N11 KITCHEN - WEST

3/8" = 1'-0"

N14 KITCHEN - NORTH

3/8" = 1'-0"

KEYNOTES

- INSTALL SHEET FLOORING CLEANLY, NEATLY, WITH-OUT GAPS AROUND EXISTING TOILET, CLARK CLEAN AND NEATLY AROUND EXISTING TOILET AS SPECIFIED BY FLOORING MANUFACTURER.
- WALLCOVERING IS PART OF BASE BID. WALLCOVERING TO BE INSTALLED PER MANUFACTURER'S WRITTEN INSTRUCTIONS. WALLCOVERING IS TO BE INSTALLED ON EXISTING GYPSUM WALL, NOT ON CMU WALLS.

OWNER PROVIDED EQUIPMENT

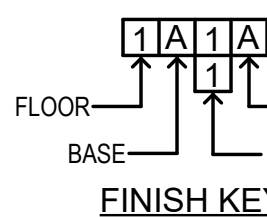
ALL FURNITURE IS TO BE OWNER PROVIDED, NOT IN CONSTRUCTION.

FLOOR TRANSTIONS

FT-1 MANNINGTON BURKE COLLECTION FUSION STRIP TO BE USED WHEN TRANSITIONING FROM LUXURY VINYL TO CARPET TILES.

INTERIOR FINISH LEGEND

1	FLOOR
1	LUXURY VINYL TILE
2	CARPET TILES
3	SHEET FLOORING
X	EXISTING TO REMAIN
A	BASE
A	4" RUBBER
X	EXISTING TO REMAIN
1	WALLS
1	PAINTED (LATEX)
2	PAINTED (EPOXY)
3	WOOD SLAT SYSTEM
4	WALLCOVERING VINYL TYPE II
X	EXISTING TO REMAIN
A	CEILING
A	PAINTED GYP. BOARD (LATEX)
B	2" X 4" ACOUSTICAL LAY-IN
C	WOOD SLAT SYSTEM
X	EXISTING TO REMAIN



FINISH TAGS INDICATE BASE BID WORK.

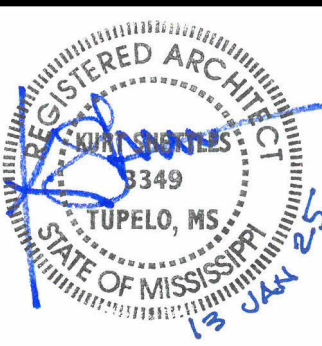
ALTERNATES

- ALTERNATE A:** MEN'S AND WOMEN'S LOCKERS AND RESTROOMS.
- ALTERNATE B:** BREAK ROOM.
- ALTERNATE C:** (NOT INDICATED ON PLAN) PAINT OLD OPD BUILDING EXTERIOR.
- ALTERNATE D:** (NOT INDICATED ON PLAN) PAINT ANNEX BUILDING EXTERIOR.

GENERAL NOTES

INTERIOR FINISHES

- CONTRACTOR TO PROVIDED 12 GAGE METAL BLOCKING IN STUD WALLS FOR ANCHORAGE OF WALL MOUNTED ITEMS INCLUDING BUT NOT LIMITED TO TOILET ACCESSORIES, WALL CABINETS, WOOD MOLDINGS, WALL MOUNTED TV'S, SHELVEING, TOILET PARTITIONS, OWNER FURNISHED EQUIPMENT INDICATED AND SIMILAR ITEMS.
- CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL OVERAL DIMENSIONS AND CLEAR DIMENSIONS FOR MILLWORK, SPECIALTY ITEMS, EQUIPMENT, AND FIXTURES.
- PAINT ALL VENTS / GRILLS LOCATED ON WALLS AND CEILINGS TO MATCH SPECIFIED WALL COLOR, UNLESS OTHERWISE NOTED.
- DO NOT STOP OR START DIFFERENT PAINT COLORS ON OUTSIDE CORNERS. CONTACT INTERIOR DESIGNER WITH PAINT QUESTIONS.
- ALL WALL PAINT FINISHES TO BE SATIN / EG-SHEIL UNLESS OTHERWISE NOTED.
- THE LOCATIONS OF ALL ACCENT WALLS TO BE DETERMINED BY INTERIOR DESIGNER DURING SUBMITTAL PHASE.
- PAINT ALL HOLLOW METAL FRAME AND METAL DOORS WITH SEMI-GLOSS FINISH. SPRAY APPLY PAINT.
- ALL FLOOR AND FINISHES ARE TO BE CLEANED AND PROTECTED PER MANUFACTURER'S WRITTEN INSTRUCTIONS.
- FURNITURE IS OWNER FURNISHED, NOT PART OF THE CONSTRUCTION CONTRACT..



OFFICE ADDRESS:
503 WEST MAIN STREET
TUPALO, MS 38449
PHONE: (662) 844-4450
FAX: (662) 844-5500



PROJECT TITLE
OLD OPD RENOVATION
CITY OF OXFORD
715 MOLLY BARR ROAD
CITY OF OXFORD PROJECT 2025-001

PROJECT NO:
• 24038
DRAWN BY:
• awh
CHECKED BY:
• Checker
DATE ISSUED:
• 2025-01-13

REVISIONS & ADDENDUMS

1	Addendum 1	2025-02-06

SHEET TITLE
INTERIOR
FINISH FLOOR
PLAN

SHEET NUMBER
A701
of



THE CITY OF
OXFORD

MEMORANDUM

To: Board of Aldermen
From: Mark Levy
CC: Hollis Green, Kinney Ferris
Date: July 1, 2025
Re: Permission to Advertise for Bids for a Temporary Ice Rink

Staff requests permission to advertise for bids for the rental and installation of a temporary ice skating rink at mTrade Park as part of the 2025 *Holly Jolly Holidays* festivities.

The rink will operate for a six-week period, from November 22, 2025, through January 4, 2026. Installation is scheduled for the week of November 10, 2025. Specifications for the rink and associated services are as follows:

- Rink Size: 40' x 80' (3,200 square feet)
- High-efficiency refrigeration chiller capable of supporting a 3,200 sq. ft. ice surface
- Heat pump and glycol tanks for temperature control
- Dasher boards sized to fit the 40' x 80' rink
- 225 pairs of ice skates in a range of children's and adults' sizes
- Adequate skate storage
- Minimum of 10 skating aids for children and beginners
- At least one technician to oversee setup and breakdown
- On-call service support for the duration of the six-week event

mTrade Park will provide all necessary infrastructure support, including:

- Forklift for loading and unloading
- A level, prepared surface for installation
- Sufficient electrical power supply
- Access to water connections

Pending Board approval, we plan to advertise for bids promptly, with the intent to present bid results to the Board for consideration in August 2025.

2. Consider task order from Waggoner Engineering for professional services associated with water and sewer rate analysis. (Rob Neely)

Oxford Utilities requests to use the services of Waggoner Engineering for water and sewer rate analysis. We are currently reviewing our rates to determine if they are sufficient to support the Oxford Utilities long term capital needs. These services may include rate analysis, rate design, board discussions and PSC approval (if a rate increase is needed). This assistance will be billed on an hourly as-needed basis, and funding is sufficient in the FY2025 budget to support this work. I have provided the task order for your review and recommend approval.

Task Order No. 13
Total Pages: <u>2</u>
Date of Task Order: <u>June 16, 2025</u>



**TASK ORDER TO THE GENERAL SERVICES AGREEMENT BETWEEN
WAGGONER ENGINEERING, INC. AND CITY OF OXFORD, MISSISSIPPI**

This Task Order to the General Services Agreement between Waggoner Engineering, Inc. and City of Oxford, Mississippi dated November, 2017, as amended on March 16, 2021 and May 20, 2025 is a part of, and is subject to all the terms and conditions of the Agreement unless specifically provided otherwise herein.

1. **Project Name:** Professional Services for Oxford Utilities

2. **Project Number:** TBD

3. **Project Manager for Client:** Rob Neely

4. **Project Manager for Waggoner:** Bart Robinson

5. **Method of Compensation:** Hourly, as needed

6. **Task Order Amount:** Based on hourly rates

7. **Scope of Work (see additional pages attached):** Provide professional services as directed by client based on professional and engineering experience.

8. **Schedule of Performance:** As directed by Manager of Oxford Utilities on task by task basis.

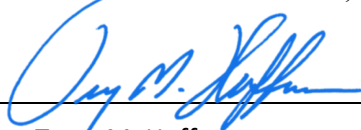
9. **Special Provisions:** N/A

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their duly authorized representatives effective as of the date set forth above.

CITY OF OXFORD, MISSISSIPPI

By: Robyn Tannehill
Title: Mayor
Date: _____

WAGGONER ENGINEERING, INC.


By: Tracy M. Huffman
Title: Sr. Vice President
Date: 6/16/2025



MEMORANDUM

To: Mayor and Board of Aldermen

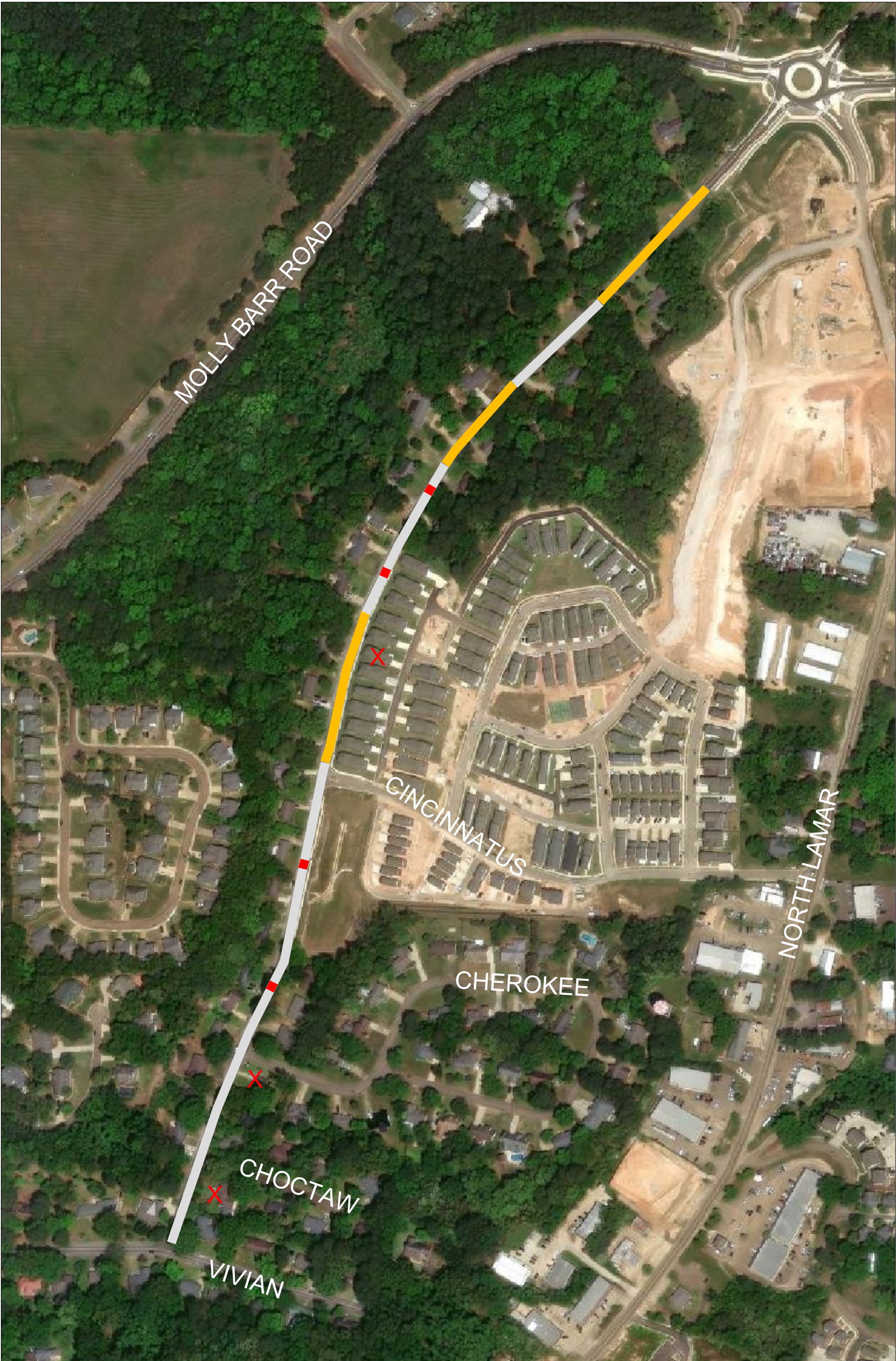
From: John Crawley, City Engineer

CC: Hollis Green, COO,

Date: July 1, 2025

Re: Request to Install Speed Tables, Chickasaw Road and Park Drive

In accordance with the City of Oxford Traffic Calming Policy, Engineering recommends the installation of speed tables along Chickasaw Road as well as Park Drive at the locations indicated on the attached maps. Both areas have complied with all requirements of the traffic calming policy. The Oxford Pathways Commission met on Monday, June 24, 2025 and affirmed the proposed locations.



CHICKASAW SPEED TABLE LAYOUT



PARK DRIVE SPEED TABLE LAYOUT



MEMORANDUM

To: Mayor and Board of Aldermen

From: John Crawley, City Engineer

CC: Hollis Green, COO, Johnathan Mizell, Chief Building Inspector

Date: July 1, 2025

Re: Request to Perform Extended Concrete Pours Beginning at 3:00 AM
During July, The Edison at Colonnade Crossing

Conlee Construction has requested to begin concrete foundation pours at 3:00 AM on the above-captioned project throughout the month of July. The purpose of the early pours is to allow all concrete to be placed and finished prior to the heat of afternoon.



MEMORANDUM

To: Mayor and Board of Aldermen

From: John Crawley, City Engineer

CC: Hollis Green, COO, Johnathan Mizell, Chief Building Inspector

Date: July 1, 2025

Re: Request for Permission to Work on Sundays in July and August,
Wellington Place

The primary contractor at the above-captioned project is requesting to work on Sundays through the months of July and August in order to aim to complete this project prior to the beginning of the fall semester.



MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO / Johnathan Mizell, Chief Building Official

Date: July 1, 2025

Re: Request for Permission to Work on Sundays in July,
Colonnade Self-Storage Facility, Bainbridge Street

Miller – Valentine, the primary contractor for the above-captioned project has requested permission to work on several Sundays in July to prepare the site for concrete pours and the placement of underground utilities. The dates requested are:

July 13th
July 20th
July 27th



MEMORANDUM

To: Robyn Tannehill, Mayor, & Board of Aldermen

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

CC: Hollis Green, COO / Johnathan Mizell, Chief Building Official, Micah Quinn, Director, Oxford Conference Center

Date: July 1, 2025

Re: Request for Permission to Work on Sundays in July and August, Oxford Conference Center Re-Roofing Project

Independent Roofing Systems, the contractor for the above-captioned project, has requested permission to work on Sundays in July and August due to the rain delaying their work schedule at the Oxford Conference Center.



MEMORANDUM

To: Mayor & Board of Aldermen

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

CC: Hollis Green, COO

Date: July 1, 2025

Re: Request Permission for Mayor to Execute Contract Documents, South Lamar Boulevard Pedestrian Improvements Project

Engineering requests permission to have the mayor execute the contract documents for construction for the above-captioned project. The bid from Phillips Contracting Company, Inc in the amount of **\$848,125.00** was previously approved at the regular Board of Aldermen meeting on May 13, 2025.



MEMORANDUM

To: Mayor and Board of Aldermen

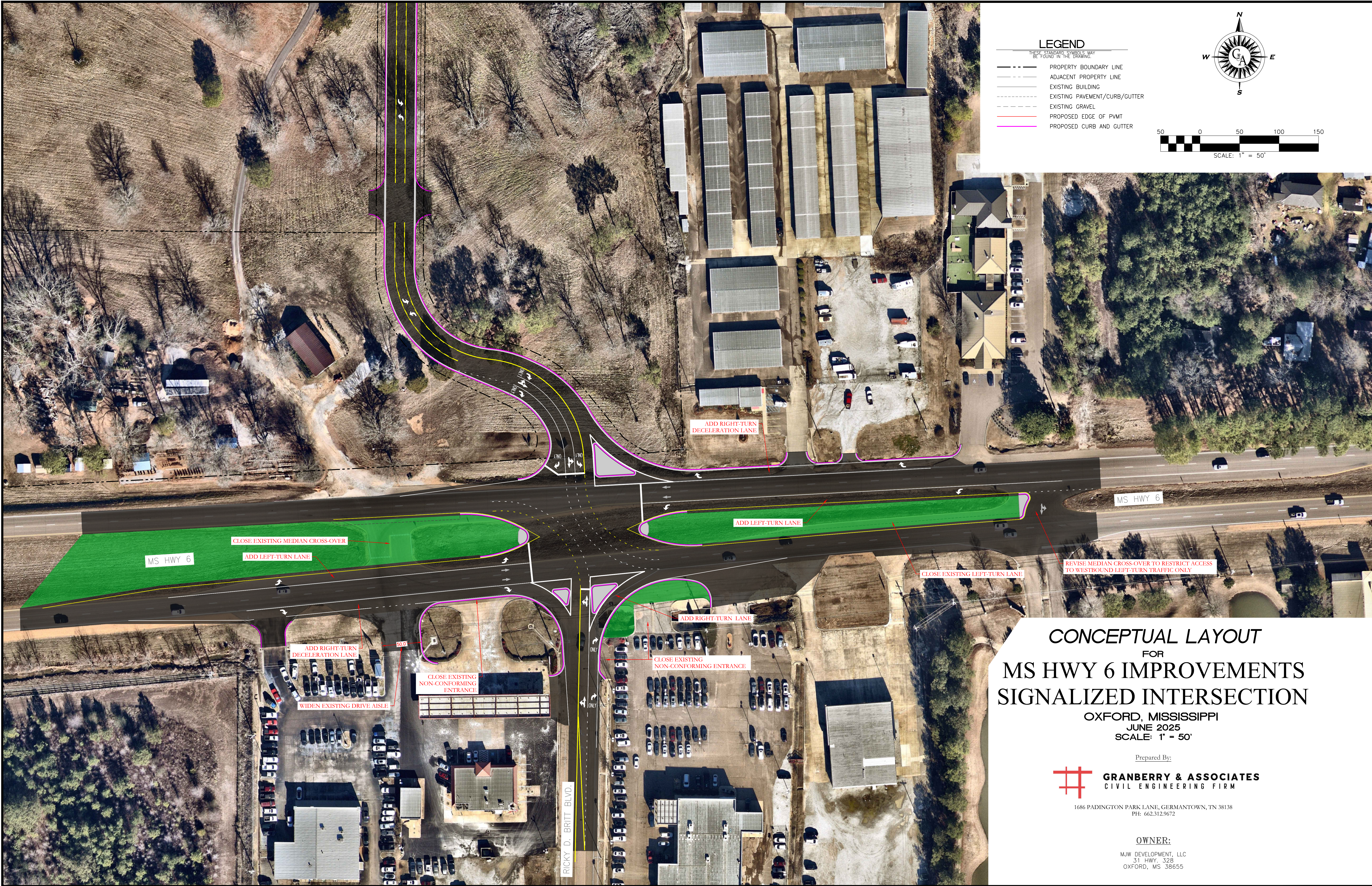
From: John Crawley, City Engineer

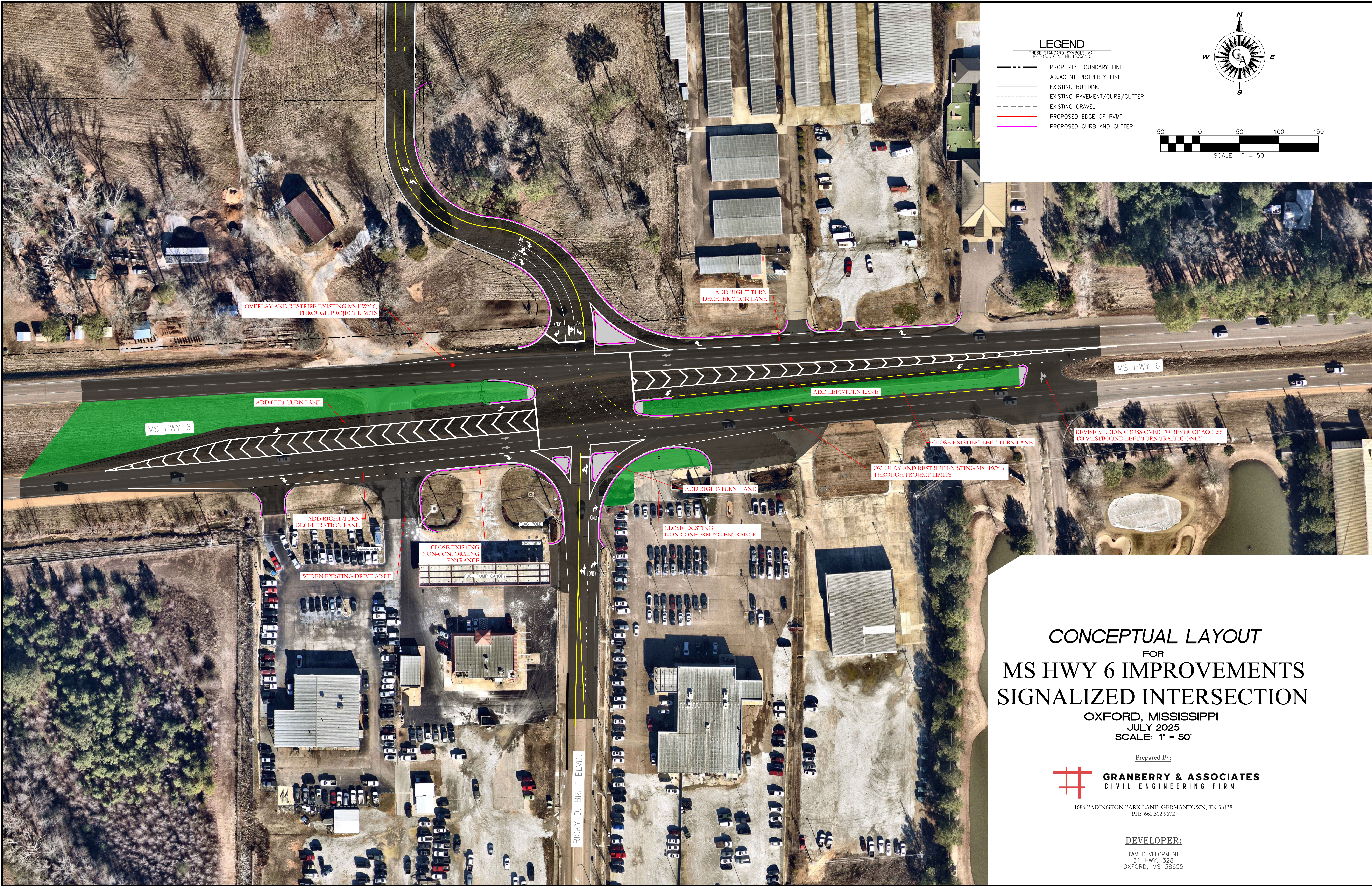
CC: Hollis Green, COO

Date: July 1, 2025

Re: Request Public Hearing – Proposed Highway 6 West & Ricky D Britt Drive Intersection Improvements Project

Engineering requests that a public hearing be held during the regular meeting of July 1, 2025 to allow for public comments on a proposed project that would install a traffic signal and make intersection improvements at Highway 6 West and Ricky D Britt Drive. The project is being required by MDOT as part of a proposed development on the north side of Highway 6 West, therefore, public comment is being sought prior to the projects approval due to geometric changes that will be occurring in the area.





CONCEPTUAL LAYOUT
FOR
MS HWY 6 IMPROVEMENTS
SIGNALIZED INTERSECTION

OXFORD, MISSISSIPPI
JULY 2025
SCALE: 1" = 50'

Prepared By:
GRANBERRY & ASSOCIATES
CIVIL ENGINEERING FIRM
1686 PADINGTON PARK LANE, GERMANTOWN, TN 38138
PH: 662.312.9672

DEVELOPER:
JWM DEVELOPMENT
31 HWY. 328
OXFORD, MS 38655